

**GENERAL SERVICES COMMITTEE**  
**August 4, 2009**

**Call to Order.** Chair Owens called the meeting of the General Services Committee to order at 3:00 P.M., Tuesday, August 4, 2009, in the Apartment on the fourth floor of Rock Haven.

**Committee Members Present:** Supervisors Owens, Brill, Collins, Combs, Mawhinney.

**Committee Members Excused:** None.

**Staff Members Present:** Rob Leu, General Services Director; Captain Russ Steeber; Commander Tom Gehl; Sheriff Spoden; Mickey Crittenden, Director, Information Technology; Ben Coopman, Director, Public Works; Jodi Millis, Purchasing Manager.

**Others Present:** None.

**Approval of Agenda:** Supervisor Collins moved approval of the agenda with the addition of a Pre-Approved Encumbrance Amendment, second by Supervisor Combs. ADOPTED as amended.

**Citizen Participation.** None.

**Approval of Minutes.** Chair Owens thanked Supervisor Brill for handling the last meeting in his absence. Supervisor Mawhinney said the first sentence should read, "Supervisor Combs moved to postpone Item #10 to the next meeting at the Courthouse." Supervisor Mawhinney moved approval of the minutes of July 21, 2009 with this change, second by Supervisor Brill. ADOPTED as amended.

**Transfers and Appropriations.** None.

**Bills/Encumbrances.**

General Services	\$ 24,105.53
Glen Oaks Operations	229.63
Juvenile Detention Operations	2,242.72
Communications Center Operations	250.00
Adolescent Services/Guidance	1,166.91
Jail Capital Improvement	1,044.14
U-Rock Expansion	1,531.56
HCC Building Complex	4,486.94

Mr. Leu distributed an up-to-date summary of the Repair & Maintenance account at the 911 Center (attached). A transfer will be brought to the next meeting.

**Pre-Approved Encumbrance Amendment.**

Otis Elevator Company	\$ 1,320.00
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Supervisor Mawhinney moved approval of the above Bills/Pre-Approved Encumbrance Amendment for the General Services Committee, second by Supervisor Combs. ADOPTED.

**Purchasing Procedural Endorsements.**

**Authorizing Purchase of Jail Inmate Clothing.**

“**NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2009, that a Purchase Order be issued to Bob Barker Company, Inc., of Fuquay Varina, North Carolina, in the amount of \$17,292.24 for the initial purchase of inmate undergarments.

**BE IT FURTHER RESOLVED** that Bob Barker Company, Inc., be awarded the three-year contract for inmate undergarment purchases, based on the prices bid.”

Supervisor Collins moved the Purchasing Procedural Endorsement for the above resolution, second by Supervisor Brill. ADOPTED.

**Authorizing Purchase of Used Bus.**

“**NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2009, that a Purchase Order be issued to Nelson’s Bus Service of Whitewater, Wisconsin, in the amount of \$15,000 for the purchase of a used 1999 IHC, 32 adult passenger bus.

**BE IT FURTHER RESOLVED** that payment be made to the vendor upon receipt and acceptance by the Rock County Sheriff.

**BE IT FURTHER RESOLVED** that the Sheriff’s Office 2009 budget be amended as follows:

...”

Supervisor Brill moved the Purchasing Procedural Endorsement for the above resolution, second by Supervisor Collins. ADOPTED.

**Authorizing Purchase of Replacement Radar Speed Message Trailer**

“**NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2009, that a Purchase Order be issued to Decatur Electronics Inc. of Decatur, Illinois in the amount of \$47,470 for the purchase of an Onsite 350 Radar Speed Message Trailer to replace the one damaged beyond repair.

**BE IT FURTHER RESOLVED** that payment be made to the vendor upon receipt and acceptance by the Rock County Sheriff and approval of the Public Safety and Justice Committee.

**BE IT FURTHER RESOLVED** that the Sheriff's Office 2009 budget be amended as follows:

....”

Supervisor Collins moved the Purchasing Procedural Endorsement for the above resolution, second by Supervisor Combs. ADOPTED.

**Authorizing Purchase of Document Imaging Software**

“**NOW, THEREFORE, BE IT RESOLVED**, by the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2009 that a Purchase Order in the amount of \$30,964 be issued to Cities Digital for the purchase of Laserfiche document imaging software, as specified by the Rock County Information Technology Department.”

Supervisor Mawhinney moved the Purchasing Procedural Endorsement for the above resolution, contingent upon approval by the Finance Committee on 8/06/09, second by Supervisor Combs. ADOPTED.

**Authorizing Purchase of a Hewlett-Packard Disk Storage Sub-System**

“**NOW, THEREFORE, BE IT RESOLVED**, by the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2009 that a Purchase Order in the amount of \$11,653 be issued to CDW-G for the purchase of a disk storage sub-system, as configured by the Rock County Information Technology Department.”

Supervisor Collins moved the Purchasing Procedural Endorsement for the above resolution, contingent upon approval by the Finance Committee on 8/06/09, second by Supervisor Combs. ADOPTED.

**Authorizing Contract for Disposal of Unwanted Pharmaceuticals, Entering into a Memorandum of Understanding, and Amending the 2009 Budget**

“**NOW, THEREFORE, BE IT RESOLVED**, by the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2009 that a Purchase Order be issued to Veolia Environmental Services, in an amount not to exceed \$4,500.00 for the disposal of unwanted pharmaceuticals collected in 2009; and,

**BE IT FURTHER RESOLVED**, that the County Board Chair is hereby authorized to enter into a Memorandum of Understanding with the Cities of Beloit and Janesville for the disposal of unwanted pharmaceuticals; and,

**BE IT FURTHER RESOLVED**, that the Health Department's 2009 budget be amended as follows:

....”

Supervisor Brill expressed concern about the County’s liability if these pharmaceuticals are not properly disposed of and moved to table this resolution until the Committee gets clarification of the County’s role in this liability. Chair Owens suggested the motion be amended as follows: Upon approval of the Board of Health, the General Services Committee will approve the Purchasing Procedural Endorsement.

Supervisor Collins moved to withhold the Purchasing Procedural Endorsement until the resolution is approval by the Board of Health, second by Supervisor Mawhinney. ADOPTED.

**Awarding Contract for Salt Storage Building at Department of Public Works**

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this \_\_\_\_\_ day of \_\_\_\_\_, 2009, that a Purchase Order be issued to Dome Corporation of America of Saginaw, Michigan, in the amount of \$250,180.”

Supervisor Combs moved the Purchasing Procedural Endorsement for the above resolution, contingent upon approval by the Public Works Committee on 8/12/09, second by Supervisor Brill. ADOPTED.

**Authorization to Purchase Flooring Off State Contract for U.W. Rock County.** Ms. Millis explained a purchase of over \$5,000 off the State contract requires Committee approval. Supervisor Brill moved approval to purchase flooring off the State Contract for U.W. Rock County, second by Supervisor Collins. ADOPTED.

**UW-Rock County Project.**

**Update Report.** Mr. Leu advised they are still meeting and arguing.

**Change Orders.** Mr. Leu distributed a memo (attached) detailing the following Change Orders:

PR# 155	Cut Six Slab Openings	\$ 2,875.00
PR# 162	Latex Existing Floors	5,955.00
PR# 203	Install Pressure Sensor Wells	763.00
PR# 204	Install 13 Additional Voice Drops	4,359.00
PR# 205	Raise Cleanout at Patio	380.00
PR# 206	Close Openings in Mechanical Room AB00	2,619.00

Supervisor Mawhinney moved approval of the above Change Orders, second by Supervisor Collins. ADOPTED.

**Communications and Announcements.** Supervisor Brill asked about the potholes at the Sheriff’s Department, with Mr. Leu advising he has a contract and is waiting for them to do additional patches.

Mr. Leu indicated he is working with Arnold & O'Sheridan on providing the assessment of the parking ramps. The cost will be under \$10,000. He should have things finalized by the next meeting.

Mr. Leu advised he will not be at the next meeting (August 18<sup>th</sup>), so the Committee agreed to move the tour of the parking ramps to the first meeting in September.

**Adjournment.** Supervisor Collins moved adjournment at 3:58 P.M., second by Supervisor Collins. ADOPTED.

Respectfully submitted,

Linda Milligan  
Confidential Administrative Assistant

**NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.**