

GENERAL SERVICES COMMITTEE
May 17, 2011

Call to Order. Chair Owens called the meeting of the General Services Committee to order at 8:00 A.M., Tuesday, May 17, 2011 in Conference Room N-1 on the fifth floor of the Rock County Courthouse-East.

Committee Members Present: Supervisors Owens, Brill, Combs, Heidenreich and Mawhinney.

Committee Members Absent: None.

Staff Members Present: Rob Leu, General Services Director; Commander Erik Chellevoid; Captain Curt Fell; Randy Terronez, Assistant to County Administrator.

Others Present: Kevin Higgs, The Samuels Group.

Approval of Agenda: Supervisor Brill moved approval of the amended agenda as presented, second by Supervisor Combs. ADOPTED.

Citizen Participation. None.

Approval of Minutes. Supervisor Mawhinney moved approval of the minutes of April 28, 2011 and May 3, 2011 as presented, second by Supervisor Brill. ADOPTED.

Transfers and Appropriations. None.

Bills/Encumbrances

Purchasing Inventory	\$	9,180.43
General Services		4,382.23
Glen Oaks Operations		148.73
Juvenile Detention Center Operations		1,910.49
Communications Center Operations		290.70
Adolescent Services/Guidance		58.29
Jail Capital Improvement		3,227.76
Jail/HCC Complex		77,143.05

Pre-Approved Encumbrance Amendments None.

Supervisor Mawhinney moved approval of the above Bills, Encumbrances and Pre-Approved Encumbrances for the General Services Committee, second by Supervisor Brill. ADOPTED.

Updates.

Jail Project

Update Report Mr. Higgs reported on the following:

Safety/Use of Site: No incidents or injuries. The only injury during the entire process was when a Tri-North worker dropped a doorframe on his toe. Site activity has been limited to the punch list and furniture and fixtures deliveries.

Progress/Planned Activities: Mr. Higgs said Potter Lawson and the consultants have performed the punch list reviews and have issued lists for corrective action; Tri-North Builders are in the process of correcting various items; we are waiting for the detention review list; the systems training is in process this week for staff and maintenance; the Sheriff Staff will be moving into various areas over the next two weeks; the shake down process is to begin during the last week of May; DOC inspection is scheduled for June 3, 2011; the Jail will begin the booking operation in the new addition June 9th; and remodeling is scheduled to begin June 9th.

Request for Information (RFI): 206 RFIs Issued to date, all have been answered and there are no open RFIs.

Pending Change Order Requests (COR): COR#66R—for the sally port (waiting for revised numbers); COR#78R- for the west parking lot (is on hold until we get closer to the end of the project); COR#90- Overhead door position switch; COR#91- for temporary H2 fixtures (this is at the request of the electrical inspector); site lighting proposal (waiting for pricing on a better option); Proposal Request#21- was issued 5/16/11, addressing the fire alarm issues. There will be some cost involved for consulting services with Honeywell. Additional costs for added relays are expected as well.

Change Orders Mr. Higgs went over the Program Request for the Change Order:

Program Request #023 (COR#073) pertaining to the added fire smoke dampers for a total cost of \$8,066.17.

Program Request #023 (COR#075) pertaining to the sprinkler and water main routes for a total cost of \$8,668.45.

Program Request #023 (COR#082) pertaining to the electrical for HVAC controls at room G-111 per the Fire Marshall's request for a total cost of \$466.22.

Program Request #023 (COR#087) pertaining to the HVAC control data lines for a total cost of \$2,336.96.

Supervisor Brill moved the above Program Request and Change Order Requests totaling \$19,537.80, second by Supervisor Heidenreich. ADOPTED.

Resolutions

Awarding Contract to Complete Phase 3 of the UW-Rock Master Plan

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this _____ day of _____, 2011, that a contract for completion of a Phase 3 Update to the UW-Rock Master Plan be awarded to Angus Young Architects of Janesville, for the fixed fee of \$22,800.0, plus reimbursable expenses not to exceed \$1,000.00.”

Supervisor Combs asked if this needed to be done now or could it wait until the new dean is here. Mr. Leu said Dean Pillard wanted to accomplish this so it could be used to deal with unmet needs in the interim. The nursing program is a compliment to the Blackhawk Technical College program; they are designed to work in conjunction with each other.

Chair Owens said he feels the new dean would be appreciative of a master plan being in place, as they will have enough to do without worrying about this.

Supervisor Mawhinney said she feels we should wait for the new dean as we don't know what they will want. This has happened before and would hate to have to spend another \$22,000+ for a new plan. She said she did not feel waiting would slow the nursing program down.

Supervisor Mawhinney moved to table the above resolution to the next meeting when Dean Pillard could be present, second by Supervisor Combs. TABLED.

General Services Director's Report.

Update of UW-Rock County Landscaping Project Mr. Leu handed out copies of the notes Potter Lawson took from the May 4, 2011 meeting. Mr. Leu said 183 plants, trees, and bushes are being replaced. Mr. Leu said, as listed in #7 of the handout, we need to make sure corners will not be cut. Mr. Leu said, regarding #11 of the handout, the campus moved a tree, which is still living, and he told Findorff they are not responsible for it.

Supervisor Mawhinney asked if there was a warranty on the plants. Mr. Leu said there was not and this is why we want to make sure healthy plants are going in.

Supervisor Brill said there needs to be a water schedule for the campus and maybe a soaker hose laid down. Mr. Leu agreed with this.

Communications and Announcements. Supervisor Brill asked when the work on the courthouse lobby will be started. Mr. Leu said the order was placed the prior day.

Supervisor Brill said he had asked for plug-ins to be put in at the County Board workstations so they could bring laptops in and this has been blown totally out of proportion. Mr. Leu said he has asked for a quote for outlets and when this comes in he will bring it before the Committee.

Supervisor Heidenreich asked about the fire alarm upgrade at the detention center. Mr. Leu said they only received two bids. The low bid had some problems when they checked into them and they want to check this out. He had his office staff person call the other thirteen and they all had reasons they did not bid. The results will be with the resolution.

Supervisor Brill said, in regards to the Replacement Rock Haven facility, they need to move ahead as quickly as possible as it may be difficult to obtain some of the materials due to the problems in the southern states. Supervisor Combs said he would like to see the bids at the next meeting.

Supervisor Heidenreich asked to have the UW-Rock County Landscaping update at the June 7th meeting.

Chair Owens asked about the deterioration of the concrete at the front doors. Mr. Leu said they will be replacing another section this year.

Supervisor Mawhinney asked about the status of the County Clerk / Accounting move. Mr. Leu said they are on target: May 21st IT is coming in to disconnect the County Clerk; May 27th Halverson is coming in to replace the carpet; and May 31st Accounting is moving over into their new space.

Adjournment. Supervisor Combs moved adjournment at 8:55 A.M., second by Supervisor Mawhinney. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.