

## GENERAL SERVICES COMMITTEE

July 17, 2012

**Call to Order.** Chair Owens called the meeting of the General Services Committee to order at 8:00 A.M., Tuesday, July 17, 2012 in the Apartment on the 4<sup>th</sup> Floor of Rock Haven.

**Committee Members Present:** Supervisors Owens, Brill, Collins, and Heidenreich.

**Committee Members Absent:** Supervisor Nash.

**Staff Members Present:** Rob Leu, General Services Director; Randy Terronez, Assistant to the County Administrator; Sherry Gunderson, Nursing Home Director; Jodi Millis, Purchasing Manager; Sherry Oja, Finance Director; Doug Keating, Facilities Superintendent.

**Others Present:** Kevin Higgs and Brad Crook, The Samuels Group.

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

**Citizen Participation.** None.

**Approval of Minutes.** Supervisor Collins moved approval of the minutes of July 3, 2012 as presented, second by Supervisor Heidenreich. ADOPTED.

**Transfers and Appropriations.** None.

### **Bills/Encumbrances**

General Services	\$	10,286.54
Glen Oaks Operations		691.70
Juvenile Detention Operations		90.90
Communications Center Operations		184.85
Adolescent Services/ Guidance		645.61
Jail Capital Improvement		11,974.22
Courthouse Facility		1,188.00
Juvenile Detention Center Capital Improvement		775.00
Rock Haven Project		1,320.00
Rock Haven Project		90,797.36
HCC Building Complex		2,770.08

**Pre-Approved Encumbrance Amendments** None.

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

### **Updates.**

#### **Jail Project**

**Update Report** Mr. Higgs reported there are a couple loose ends yet, such as the testing of the asphalt, and Tri North is working on the punch list.

**Change Orders** Mr. Higgs reported there are none at this time.

**Rock Haven**

**Update Report** Mr. Higgs reported the following:

Safety/Use of Site: Mr. Higgs said safety continues to be very good; they are cutting sidewalks to grade; rough grading courtyards 3 and 4; placed loading dock slab on grade and started the sidewalk in the NE corner. He said there are 155 workers on site at this time.

Progress/Planned Activities: Mr. Higgs reported on the following:

N1 – mechanical rough-ins continue; drywall taping and finishing continues; fire caulking (Hamilton Benchmark was hired for this); and they are framing the ceilings.

N2 – mechanical rough-ins continue; they are installing drywall; and taping and finishing continues.

N3 – mechanical rough-ins continue; installing wood blocking; insulating mechanicals, and installing standing seam roofs.

N4 – mechanical rough-ins continue; they are installing drywall; and painting Azek trim.

Commons – mechanical rough-ins continue; working on stone columns at the entry way; framing walls at connectors; and setting door frames.

Courtyards 1 & 2 – they are installing stone sub-base.

Courtyards 3 & 4 – they are completing the exterior finishes and rough grade.

**Change Orders** Mr. Higgs reported they are working on a few change orders.

**Resolution.**

**Authorizing Purchase of Front Load Washers, Dryers and Pedestals for Rock Haven**

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2012 does hereby recommend that a Purchase Order be issued to Brothers Main of Janesville, WI for a total of \$18,840.00 for the purchase of washers, dryers and pedestals.”

Supervisor Collins moved approval of the resolution, second by Supervisor Heidenreich.  
ADOPTED.

**Authorizing Purchase of Appliances for Rock Haven**

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2012 does hereby recommend that a Purchase Order be issued to Brothers Main of Janesville, WI for a total of \$23,634 for the purchase of kitchen appliances.”

Supervisor Brill moved approval of the resolution, second by Supervisor Collins. ADOPTED.

**Authorizing Purchase of Outdoor Benches without Arms.** Supervisor Collins moved approval to purchase the outdoor benches without arms for Rock Haven, second by Supervisor Heidenreich. ADOPTED.

**Discussion and Possible Approval to Lease a Copier as Indicated Under Government Bid.** Mr. Leu handed out information on State contract pricing on a multi-function copier under a 5-year lease, with an option for a sixth year. The monthly cost would be \$1,538.55 with the lease beginning December 1, 2012.

Supervisor Collins moved approval to lease the multi-function copier from the State contract, second by Supervisor Heidenreich. ADOPTED.

**Discussion of Emerald Ash Borer on County Property.** Chair Owens said he spoke to Lori Williams, Parks Director, and she said they are working in the parks to help prevent the spread.

Mr. Leu said he is not aware of any ash trees on County property, other than the parks.

**Communications, Announcements and Information.** Mr. Terronez said, per request from the last Committee meeting, he sent out copies of a spreadsheet on County owned buildings along with a map of the program sites. The list he sent also includes vacant buildings.

**Tour of New Rock Haven.** The Committee and staff toured the new Rock Haven facility from 8:17 to 9:00 A.M.

**Adjournment.** Supervisor Collins moved adjournment at 9:00 A.M., second by Supervisor Heidenreich. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen  
Confidential Administrative Assistant

**NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.**