



**GENERAL SERVICES COMMITTEE**  
**Minutes – September 5, 2017**

**Call to Order.** Vice Chair Heidenreich called the meeting of the General Services Committee to order at 8:05 A.M., Tuesday, September 5, 2017 in Conference Room N-1, Fifth floor, Rock County Courthouse-East.

**Committee Members Present:** Supervisors Heidenreich, Homan, Yeomans, Zajac and Brill (at 8:17 A.M.).

**Committee Members Absent:** None.

**Staff Members Present:** Brent Sutherland, Facilities Management Director; Randy Terronez and Nick Osborne, Assistants to the County Administrator; Jodi Millis, Purchasing Manager.

**Others Present:** Supervisor Podzilni; Brian Zobel, UW Colleges – Southwest.

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

**Citizen Participation.** None.

**Approval of Minutes.** Supervisor Yeomans moved approval of the amended minutes of August 15, 2017, second by Supervisor Zajac. ADOPTED.

**Transfer.** None.

**Review of Payments.** The Committee accepted the report.

**Resolutions.**

**Authorizing the Contract for the Abatement of Hazardous Material from the Vacant Rock Haven Building**

“NOW, THEREFORE, BE IT RESOLVED, by the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2017, does hereby approve and authorize awarding a contract in the amount of \$259,000 to JD Environmental LLC of Delavan, WI, for the abatement of hazardous materials in the vacant Rock Haven building.

BE IT FURTHER RESOLVED, that a \$15,000 contingency also be approved to cover any possible unforeseen items.”

Supervisor Homan moved approval of the above resolution, second by Supervisor Zajac. ADOPTED.

**Awarding Contract for the Installation of Gates and Gate Operators**

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2017 that a contract for the installation of two gates and gate operators at the Department of Public Works garage in the amount of \$79,200 be awarded to Van Brocklin Electric LLC of Janesville, WI.

Be it further resolved, that a project contingency in the amount of \$5,000 be established to cover General Services Committee approved Change Orders, and project related costs.”

Supervisor Zajac moved approval of the above resolution, second by Supervisor Yeomans. ADOPTED.

Supervisor Brill arrived at 8:17 A.M.

**Project Change Orders.**

**Medical Examiner’s Garage Project** Mr. Sutherland explained the oversight of the under-sizing of the exhaust fan by the engineer. He said the update to the correct size for the exhaust fan, wind resistant louver, motorized dampers and actuator cost of \$1,263 would have been in the bid price and should be paid. The two-inch increase to the rigid foam insulation under the freezer slab was a revision the County made and the cost of \$546 should be paid.

Supervisor Yeomans suggested the GC-OH&P fee of \$217 should be paid by Angus Young, the engineering firm. Mr. Sutherland said he would work on this.

**Community Comprehensive Services Project** Mr. Sutherland said the change order for a little over \$2,000 he was disputing regarding the additional pole needed for electrical and data lines, at the Job Center, he is still working with the electrician as to whose responsibility this is. He said he will hopefully have an answer on this for the next meeting.

**Project Updates.**

**Projects Update Report** Mr. Sutherland went over the report with the Committee. The Committee commended Mr. Sutherland on how many projects he was able to complete since he came to the County. Mr. Sutherland said he received a good deal of help from Ms. Millis and, he and the Committee, thanked her.

Supervisor Yeomans asked if Mr. Sutherland is tracking the costs of the work with the Public Works Department so it could be compared with outside vendors. Mr. Sutherland said he is.

**Communications, Announcements and Information.** Mr. Sutherland said the air handling project at UW-Rock County is almost complete. Mr. Zobel said Johnson Controls has a little tweaking they need to do over the next couple weeks and the project should be done.

**Adjournment.** Supervisor Yeomans moved adjournment at 8:35 A.M., second by Supervisor Homan. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen  
Confidential Administrative Assistant

**NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.**