



GENERAL SERVICES COMMITTEE
Minutes – February 6, 2018

Call to Order. Chair Brill called the meeting of the General Services Committee to order at 8:00 A.M., Tuesday, February 6, 2018 in Conference Room N-1, fifth floor, Rock County Courthouse-East.

Committee Members Present: Supervisors Brill, Zajac, Homan, Podzilni and Yeomans.

Committee Members Absent: None.

Staff Members Present: Brent Sutherland, Facilities Management Director; Randy Terronez, Assistant to the County Administrator; Jodi Millis, Purchasing Manager; Dave Froeber, Facilities Superintendent, Rock Haven.

Others Present: Brian Zobel, UW Colleges – Southwest; Aaron Rittenhouse, Johnson Controls.

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 minutes of January 23, 2018, second by Supervisor Homan. ADOPTED.

Transfers.

Facilities Management

<u>FROM</u>		<u>TO</u>	
<u>Account #</u>	<u>Amount</u>	<u>Account #</u>	<u>Amount</u>
18-1810-0000-63500	\$19,049	18-1810-0000-62200	\$19,049
R&M Supplies - 2017		Utilities – 2017	
18-1815-0000-62201	11,880	18-1815-0000-62203	11,880
HCC – Electric – 2017		HCC – Gas – 2017	
18-1812-0000-62203	2,639	18-1815-0000-62203	2,639
YSC – Natural Gas – 2017		HCC – Gas – 2017	
18-1818-0000-62160	13,878	18-1818-0000-62400	13,878
Jail – Cleaning – 2017		HCC – R&M Services – 2017	
18-1818-0000-62200	19,326	18-1818-0000-62202	19,326
Jail – Utilities – 2017		Jail – Water – 2017	
18-1810-0000-63500	20,436	18-1810-0000-62400	20,436
R&M Supplies – 2017		R&M Services – 2017	

18-1810-0000-62160	19,569	18-1810-0000-62400	19,569
Cleaning Contract – 2017		R& M Services – 2017	
18-1810-000062205	218	18-1810-0000-62400	218
Fuel Oil – 2017		R&M Services – 2017	
18-1818-0000-62200	21,674	18-1810-0000-62400	21,674
Jail – Utilities- 2017		R&M Services – 2017	
18-1818-0000-62203	35,577	18-1818-0000-62400	35,577
Jail – Natural Gas – 2017		Jail – R&M Services – 2017	
18-1828-0000-63500	20,000	18-1828-0000-62400	20,000
R& M Supplies		R&M Services	
18-1828-0000-62400	87,600	18-1828-0000-62119	87,600
R&M Services		Other Contracted Services	
18-1828-0000-63500	20,000	18-1828-0000-62400	20,000
R&M Supplies		R&M Services	
18-1828-0000-62400	87,600	18-1828-0000-62119	87,600
R&M Services		Other Contracted Services	

Supervisor Podzilni moved approval of the above Transfers, second by Supervisor Zajac.
ADOPTED.

Review of Payments. The Committee accepted the reports.

Resolutions.

Retaining Industrial Roofing Services Inc. to Complete an Analysis, then Prepare Plans and Specifications for the Courthouse Exterior Building Envelope

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this ____ day of _____ 2018, authorizes that Industrial Roofing Services Inc. of Butler, WI be retained to conduct an analysis, then prepare project plans and specifications for bidding the exterior repairs, in the amount of \$19,500.”

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

Mr. Sutherland said Industrial Roofing Services Inc. does more than roofing, they have done other work for the County, and have done a good job.

Supervisor Yeomans mentioned that on line 4 the first “is” should be “are”.

ADOPTED.

Retaining Industrial Roofing Services Inc. to Complete an Analysis, then Prepare Plans and Specifications for the Jail Exterior Building Envelope

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this ____ day of _____ 2018, authorizes that Industrial Roofing Services Inc. of Butler, WI be retained to conduct an analysis then prepare project plans and specifications for bidding the repairs at the Jail, in the amount of \$10,500.”

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

Supervisor Yeomans mentioned that on line 4 the first “is” should be “are”.

ADOPTED.

Change Order for Rock County Courthouse Security System Upgrade and Replacement – Phase 1

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors, duly assembled this ____ day of _____ 2018, approves a change order in the amount of \$34,000 for installing the parking structures cameras under Phase 1 of the security system upgrade and replacement at the Rock County Courthouse which was awarded to Gilbank Construction Inc. of Clinton, WI, in the amount of \$1,743,000; and,

BE IT FURTHER RESOLVED that a \$20,000 contingency also had been approved to cover any possible unforeseen items.”

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

Mr. Sutherland said this part of Phase 1 was separated out as the outcome of the parking structure was not known at that time.

Mr. Sutherland said there will be a change order coming as he had just found out about some additional needs, which will be on a future agenda.

ADOPTED.

Updates.

UW Rock County Boiler Update Mr. Sutherland went over the timeline of events of replacing the boiler at UW Rock County. He said that if the shipping company had not dropped the boiler, thus damaging it more, the amount would have been about half the cost of the \$35,500 replacement by just putting in a new heat exchange. Mr. Sutherland said the insurance company is still working with the shipper on this, and he is still gathering information, asking for logbooks, check lists, etc. from UW Rock County.

Supervisor Yeomans suggested putting a signoff sheet on each boiler to show dates they have been worked on.

Supervisor Yeomans asked where the funds came from to cover the costs. Mr. Sutherland said the costs came for the repair and maintenance account.

Communications, Announcements and Information. None.

Adjournment. Supervisor Yeomans moved adjournment at 8:29 A.M., second by Supervisor Zajac. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.