



**GENERAL SERVICES COMMITTEE**  
**Minutes – March 21, 2017**

**Call to Order.** Chair Brill called the meeting of the General Services Committee to order at 8:00 A.M., Tuesday, March 21, 2017 in Conference Room N-1, Fifth Floor, Rock County Courthouse East.

**Committee Members Present:** Supervisors Brill, Heidenreich, Homan, and Zajac.

**Committee Members Absent:** Supervisor Yeomans.

**Staff Members Present:** Brent Sutherland, Facilities Management Director; Josh Smith, County Administrator; Randy Terronez and Nick Osborne, Assistants to the County Administrator; Dave Froeber, Facilities Superintendent, Rock Haven; Jon Furseth, Facilities Superintendent, Courthouse; Jodi Millis, Purchasing Manager; and Sherry Oja, Finance Director at 9:08 A.M.

**Others Present:** Brian Zobel, Facilities Manager, UW Colleges – Southwest; Xavier Ward, Janesville Gazette; Daniel McCauley and Tony Butler, Dude Solutions.

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

**Citizen Participation.** Brief introductions were done.

**Approval of Minutes.** Supervisor Heidenreich moved approval of the minutes of March 7, 2017 as presented, second by Supervisor Homan. ADOPTED.

**Transfer.** None.

**Resolutions.**

**Contracting for Rock County Courthouse Security System Upgrade and Replacement-Phase I and Amend 2017 Facilities Management Capital Budget**

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_ 2017, that a contract for Phase I of the security system upgrade and replacement at the Rock County Courthouse be awarded to Gilbank Construction Inc, of Clinton, WI, in the amount of \$1,743,000.00; and,

BE IT FURTHER RESOLVED, that a \$20,000.00 contingency also be approved to cover any possible unforeseen items.

BE IT FURTHER RESOLVED, that the Facilities Management 2017 budget be amended as follows:

.....”

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

**Awarding the Contract for Replacement of Rooftop Air Conditioning Unit at the Youth Services Center**

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_ 2017 does hereby approve and authorize awarding a contract in the amount of \$50,014 to Tri-Cor Mechanical LLC of Janesville, WI, for the replacement of the rooftop air conditioning unit at the Youth Service Center.

BE IT FURTHER RESOLVED, that a \$3,000 contingency also be approved to cover any possible unforeseen items.”

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

**Building Assessment Presentation – Dude Solutions.** Mr. McCauley and Mr. Butler from Dude Solutions went through a slideshow presentation with the committee. A building assessment would assist with better budgeting. The information would tie into our current work order system. Mr. McCauley left some sample assessment books for the committee. Chair Brill thanked them for the presentation.

**Review of 2016 4<sup>th</sup> Quarter Budget.** Mr. Sutherland went over the Budget to Actual reports with the committee. He said in 2017 he is working with Ms. Oja to clean up accounts and will be doing transfers in 2017 to keep all accounts balanced. This report will be reviewed with the committee moving forward on a quarterly basis.

**Communications, Announcements and Information.** Chair Brill reminded Supervisors to stop into Human Resources to have their ID photo taken and a badge printed.

**Adjournment.** Supervisor Zajac moved adjournment at 9:20 A.M., second by Supervisor Homan. ADOPTED.

Respectfully submitted,

Tracey VanZandt  
Human Resources Secretary

**NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.**