

GENERAL SERVICES COMMITTEE
Minutes – November 4, 2014

Call to Order. Chair Brill called the meeting of the General Services Committee to order at 8:00 A.M., Tuesday, November 4, 2014 in Conference Room N1, Rock County Courthouse East.

Committee Members Present: Supervisors Brill, Heidenreich, Nash, Zajac and Brien.

Committee Members Absent: None.

Staff Members Present: Rob Leu, General Services Director; Josh Smith, County Administrator; Randy Terronez and Nick Osborne, Assistants to the County Administrator; Jeff Kuglitsch, Corporation Counsel; Jodi Timmerman, Deputy Corporation Counsel; Al Dransfield, Senior Buyer.

Others Present: None.

Approval of Agenda: Supervisor Heidenreich moved approval of the agenda as presented, second by Supervisor Zajac. Supervisor Nash said he did not feel the updates needed to be on the agenda unless there was something to report. Mr. Terronez said there are times something comes up after the agenda is posted on open projects and this gives the opportunity to pass the information on to the Committee. PASSED on the following vote: Yes – Supervisors Brill, Heidenreich, Brien and Zajac; No – Supervisor Nash.

Citizen Participation. None.

Approval of Minutes. Supervisor Zajac moved approval of the minutes of October 21, 2014 as presented, second by Supervisor Heidenreich. ADOPTED.

Transfers and Appropriations. None.

Bills/Encumbrances

General Services	\$ 8,677.39
Glen Oaks Operations	1,944.00
Youth Services Center	3,205.63
Communications Center Operations	2,229.86
Diversion Program/ASC Program	190.23
Jail Capital Improvement	8,021.35
Courthouse Facility Project	10,024.00
Jail/HCC Complex Project	5,740.00
YSC Capital Improvement	4,140.92
HCC Building Complex	678.57

Pre-Approved Encumbrance Amendments

Corporate Contractors Inc.	\$ 5,643.20
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Supervisor Heidenreich moved approval of the above Bills/Encumbrances and Pre-Approved Encumbrances for the General Services Committee, second by Supervisor Zajac. ADOPTED.

Resolutions.

Authorizing Purchase of Chemistry Lab Fume Hood for UW-Rock

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this ____ day of _____, 2014, hereby confirms the ordering of a Hamilton Scientific 8 foot Pioneer Fume Hood from Haldeman Homme, Inc. for \$17,870 under pricing and terms set forth under UW Madison Contract #13-5763.H.H.FEIN 41-0733913; and,

BE IT FURTHER RESOLVED, that payment be made upon approval of the General Services Committee.”

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

Awarding Contract for Weapons Screening Services at the Rock County Courthouse for 2015-2017

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this ____ day of _____, 2014, that a contract for weapons screening at the Courthouse be awarded to the low bidder, JBM Patrol, from Madison, based on the terms and conditions set forth in the Contract, and Invitation to Bid #2015-05, for years 2015, 2016, 2017, at \$64,504.00, \$65,780.00 and \$67,100.00 respectively.”

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

Updates.

Rock Haven

Update Report Mr. Terronez said there is nothing at this time.

Courthouse Windows Project

Update Mr. Leu went over the history of the windows from when they were replaced in 2007 to present. He said Traco was notified in 2013; Traco was sold; and the new company was updated on the issues.

Ms. Timmerman said the commercial side of Traco was sold to Kawneer; when the windows came they were installed in the frames; the warranty only covers the glass, not the aluminum portion; they will send us the glass but it will not be in frames and is up to us to have the glass put in the frames; and if any of the other windows break while we install the new glass it is our responsibility. She added that Mr. Leu has a window, in the frame, that is not installed so we can see if we are able to remove the glass without damaging the aluminum. We do not know if the work will need to be done from inside or if it will have to be done from the outside.

Mr. Leu said the installers, Lueck, would do a test on the window he has and when they know the scope of the project they will go out for bids.

Ms. Timmerman added that the replacement windows will not have a warranty.

Supervisor Zajac asked if the cost of the bid would be covered by the warranty or insurance.

Mr. Leu said it would not be covered by either.

Supervisor Zajac asked how many windows were involved. Mr. Leu said a little over 300 at this time, about one third of the windows.

Ms. Timmerman said Kawneer sent instructions on how to replace the windows.

Supervisor Heidenreich suggested seeing if we would be able to get 10% for possible future failings from the company. He asked what the next step is. Mr. Leu said he would contact Lueck to replace a pane of glass in the window he has and see how it goes.

Courthouse Planters

Update Mr. Leu said Gilbank wants to come back again, that until one of the planters is demolished they won't know what will need to be done.

Mr. Leu said the light fixtures are being refurbished with LED and are doing a couple at a time.

Youth Services Center Recreation Yard

Update Mr. said there is nothing new at this time.

Change Order(s) None.

Jail Roofing Project Mr. Leu said the project is basically done. The proposal forms from Nieman Central Wisconsin Roofing Co., Inc. for the roof replacement change order voted on at the last meeting in the amount of \$9,425 is included for the Committee's information.

Communications, Announcements and Information. Chair Brill said there is a light out at the security station. Mr. Leu said the lift for changing the lights is at the Jail and they will change the light when they get the lift back.

Chair Brill said on the tour of the 911 Communications Center the Committee learned that the boiler is down and asked if Mr. Leu knew the status on this. Mr. Leu said he would have to check into this. Chair Brill asked Mr. Leu to let the Committee know at the next meeting under Communications.

Adjournment. Supervisor Zajac moved adjournment at 8:35 A.M., second by Supervisor Brien. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.