

GENERAL SERVICES COMMITTEE
Minutes – March 3, 2015

Call to Order. Chair Brill called the meeting of the General Services Committee to order at 8:00 A.M., Tuesday, March 3, 2015 in Conference Room N1, Rock County Courthouse East.

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

Committee Members Absent: Supervisor Heidenreich.

Staff Members Present: Rob Leu, General Services Director; Josh Smith, County Administrator; Randy Terronez and Nick Osborne (8:10 a.m.), Assistants to the County Administrator.

Others Present: None.

Approval of Agenda: Supervisor Zajac moved approval of the agenda, second by Supervisor Brien. ADOPTED.

Citizen Participation. None.

Approval of Minutes. Supervisor Brien moved approval of the minutes of February 17, 2015 as presented, second by Supervisor Zajac. ADOPTED.

Transfers and Appropriations. None.

Bills/Encumbrances

Postage	\$ 398.49
General Services	5,503.65
Glen Oaks Facility Operations	910.73
Youth Services Center	280.68
Jail Capital Improvements	2,291.19
Courthouse Facility	28,461.00
HCC Building Complex	3,857.75

Pre-Approved Encumbrance Amendments. None.

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

Resolution.

Retaining an Architectural / Engineering Firm to Prepare Plans and Specifications to Demolish the Courthouse Tower

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this _____ day of _____, 2015, that a contract to prepare plans and specifications to demolish the Courthouse Tower be awarded to Structural Research Inc. of Middleton, WI in the amount of \$18,200.00; and,

BE IT FURTHER RESOLVED that payments be made to the firm upon approval of the General Services Committee.”

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

Authorization to Hire KJWW Engineers to Prepare Plans and Specifications for Two Water Heaters at the Jail. Mr. Leu went over the contract with the Committee.

Supervisor Zajac moved approval of the contract with KJWW Engineering to prepare plans and specifications for the bid process for two water heaters for the Jail in the amount of \$7,400, second by Supervisor Nash. ADOPTED.

Update.

Courthouse Security Assessment – Update Mr. Leu stated that Captain DeRemer is currently at a security conference. Half hour presentation and tour of courthouse is set for March 17. Supervisor Nash will not be able to be present at the March 17 tour but it was decided that tour would proceed without him.

Planning for 2015 General Services Projects. Mr. Leu provided timeline handout for outstanding projects. Timeline was reviewed with committee. It was noted that Josh Smith will be meeting with Dean Carmen Wilson, her associate Dean, and Rob Leu on March 27 to revisit the U-W Rock County Campus Master Plan. Brief discussion given to the U-W Rock County Dormitory project.

Communications, Announcements and Information. None.

Adjournment. Supervisor Zajac moved adjournment at 8:34 A.M., second by Supervisor Brien. ADOPTED.

Respectfully submitted,

Tracey VanZandt
HR Secretary

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.