

ROCK COUNTY, WISCONSIN



**GENERAL SERVICES COMMITTEE
TUESDAY, FEBRUARY 20, 2018 – 8:00 A.M.
CONFERENCE ROOM N-1 – FIFTH FLOOR
ROCK COUNTY COURTHOUSE-EAST**

Agenda

1. Call to Order
2. Approve Agenda
3. Citizen Participation
4. Approval of Minutes – February 6, 2018
5. Transfers
6. Resolutions
 - A. Adopting Goals for Energy Conservation and Energy Independence
 - B. Amend Budget for Courthouse Security - Phase 1 to Upgrade Card Readers
 - C. Retaining Giles Engineering & Associates, Inc. for Image Scanning, Core Sampling, Testing and Concrete Analysis of the East Parking Structure and Amending the 2018 Facilities Management Capital Budget
 - D. Awarding Bid for the C-Unit Jail Showers Remodeling
7. Updates
 - A. Monthly Update on Closed File Purging
 - B. Discussion on Inclusion of Contingency Funds in Capital Projects
8. Communications, Announcements and Information
9. Adjournment

Please contact Marilyn at (608)757-5510 if you are going to be late or if you will not be able to attend the meeting.

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Dave Homan
INITIATED BY



Dave Homan
DRAFTED BY

General Services Committee
SUBMITTED BY

January 19, 2018
DATE DRAFTED

Adopting Goals for Energy Conservation and Energy Independence

1 **WHEREAS**, in 2009 the State of Wisconsin has created the Office of Energy Independence and
2 established a goal of generating 25% of electricity and transportation fuels from renewable sources
3 by 2025; and
4

5 **WHEREAS**, 147 Wisconsin local governments passed resolutions adopting these State goals; and
6

7 **WHEREAS**, the Office of Energy Independence was seeking partnerships with local governments
8 to further enhance the State of Wisconsin's efforts to achieve the "25 x 25" goals; and
9

10 **WHEREAS**, in 2015 the Office of Energy Independence responsibilities were moved over to the
11 Public Service Commission where the energy conservation and renewable energy initiatives are
12 being handled through Focus on Energy; and
13

14 **WHEREAS**, Rock County in 2013 installed a Geothermal system at the new Rock Haven Nursing Home
15 which represents 6% of our total electric and transport fuels; and
16

17 **WHEREAS**, Rock County in 2016 and 2017 utilized Focus on Energy incentives and implemented
18 several initiatives among County owned buildings to reduce our annual energy usage by 398,478 KWH
19 and 11,891 Therms, thus reducing our greenhouse gases of carbon dioxide equivalent by 792,783 pounds
20 annually; and
21

22 **WHEREAS**, Rock County will continue to review renovations and new construction for opportunities to
23 implement energy conservation in the design, as well as opportunities for renewable energy sources and
24 utilizing Focus on Energy incentives.
25

26 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
27 this _____ day of _____, 2018, that Rock County will Partner with the State of
28 Wisconsin in pursuit of the "25 X 25" goals for energy conservation and energy independence.

Respectfully submitted,

GENERAL SERVICES COMMITTEE

Henry Brill, Chair

Jeremy Zajac, Vice Chair

Dave Homan

J. Russell Podzilni

Bob Yeomans

FISCAL NOTE:

Fiscal impact is unknown at this time.



Sherry Oja
Finance Director

LEGAL NOTE:

County Board is authorized to take this action pursuant to § 59.01 and 59.51, Wis. Stats.



Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Matter of Policy.


Josh Smith
County Administrator

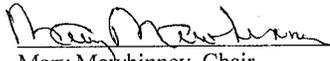
AMEND BUDGET FOR COURTHOUSE SECURITY - PHASE 1 TO UPGRADE CARD
READERS

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FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of

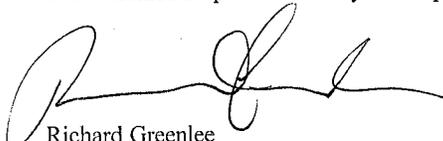
5-0

 2-15-18
Mary Mawhinney, Chair Date

LEGAL NOTE:

County Board is authorized to take this action pursuant to § 59.01 and 59.51, Wis. Stats.

As an amendment to the adopted 2018 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to § 65.90(5)(a), Wis. Stats.


Richard Greenlee
Corporation Counsel

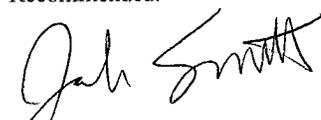
FISCAL NOTE:

This resolution approves a \$20,000 transfer from sales tax for upgrading security card readers at County facilities.


Sherry Oja
Finance Director

ADMINISTRATIVE NOTE:

Recommended.


Josh Smith
County Administrator

EXECUTIVE SUMMARY

AMEND BUDGET FOR COURTHOUSE SECURITY - PHASE 1 TO UPGRADE CARD READERS

The resolution before you is a change order to the contract with Gilbank Construction Inc. who holds the contract for the upgrade and replacement of the Courthouse Security System Phase I. There is a need to upgrade and replace 62 card readers at the other County facilities. We were able to integrate all buildings but the old style readers provided a breach in security, because cards can be duplicated very easily. The cost is \$20,000. This resolution also amends the 2018 Facilities Management budget.

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

General Services Committee
INITIATED BY



Brent Sutherland - Director of
Facilities Management
DRAFTED BY

General Services Committee
SUBMITTED BY

February 12, 2018
DATE DRAFTED

**Retaining Giles Engineering & Associates, Inc. for Image Scanning, Core
Sampling, Testing and Concrete Analysis of the East Parking Structure
and Amending the 2018 Facilities Management Capital Budget**

1 **WHEREAS**, funds were budgeted in 2018 for engineering services to provide plans and specifications
 2 for the repairs and 4" concrete overlay of the east parking structure at the Courthouse; and,
 3
 4 **WHEREAS**, prior to repairs, sealing and installing the 4" overlay, it is necessary for Rock County to
 5 hire an independent 3rd party engineering firm to conduct the testing and analysis of the current
 6 concrete conditions; and,
 7
 8 **WHEREAS**, funds were not budgeted to hire a third party engineering firm to image scan the parking
 9 deck to verify tees and other objects in the concrete; and,
 10
 11 **WHEREAS**, the 3rd party engineering firm will also take core samples of the concrete to test the depth
 12 of chloride.
 13

14 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
 15 this _____ day of _____, 2018 that a contract for testing and analysis of the east
 16 parking structure at the Rock County Courthouse be awarded to Giles Engineering & Associates Inc, of
 17 Waukesha, Wisconsin in the amount of \$20,648.
 18

19 **BE IT FURTHER RESOLVED**, that the Facilities Management 2018 budget be amended as follows:
 20

<u>ACCOUNT/DESCRIPTION</u>	<u>BUDGET 2/12/18</u>	<u>INCREASE/ (DECREASE)</u>	<u>AMENDED BUDGET</u>
<u>Source of Funds</u>			
Sales Tax	\$1,548,000	\$20,648	\$1,568,648
18-1855-0000-47500			
<u>Use of Funds:</u>			
18-1855-0000-67200	\$2,598,100	\$20,648	\$2,618,748

Respectfully submitted,

GENERAL SERVICES COMMITTEE

FINANCE COMMITTEE ENDORSEMENT

Henry Brill, Chair

Reviewed and approved on a vote of

5-0

Jeremy Zajac, Vice Chair

Mary Mawhinney 2-15-18
Mary Mawhinney, Chair Date

Bob Yeomans

Dave Homan

J. Russell Podzilni

Retaining Giles Engineering & Associates, Inc. for Image Scanning, Core Sampling, Testing and Concrete Analysis of the East Parking Structure and Amending the 2018 Facilities Management Capital Budget
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LEGAL NOTE:

County Board is authorized to take this action pursuant to § 59.01 and 59.51, Wis. Stats.

As an amendment to the adopted 2018 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to § 65.90(5)(a), Wis. Stats.



Richard Greenlee
Corporation Counsel

FISCAL NOTE:

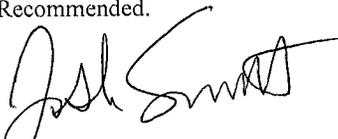
This resolution approves a \$20,648 transfer from sales tax for the testing and analysis of the east parking structure concrete.



Sherry Oja
Finance Director

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith
County Administrator

Executive Summary

RETAINING GILES ENGINEERING & ASSOCIATES, INC. FOR IMAGE SCANNING, CORE SAMPLING, TESTING AND CONCRETE ANALYSIS OF THE EAST PARKING STRUCTURE AND AMEND 2018 FACILITIES MANAGEMENT CAPITAL BUDGET

The resolution before you is approving a contract with a 3rd party engineering firm, Giles Engineering & Associates Inc., in the amount of \$20,648, to conduct image scanning, core sampling, testing and analysis of the east parking structure concrete. The testing will show the condition of the T's and how much chloride content is in the concrete. This testing is required to be completed prior to the concrete repairs and sealing and before the 4" overlay is added.

This cost was not included in the engineering cost for the design phase. The Facilities Management Director is being advised that this testing should be completed by an independent, 3rd party firm hired by the Rock County. Therefore this resolution also amends the Facilities Management budget by applying sales tax in the amount of \$20,648 to cover this cost.

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

General Services Committee
INITIATED BY

General Services Committee
SUBMITTED BY



Brent Sutherland
DRAFTED BY

February 13, 2018
DATE DRAFTED

Awarding Bid for the C-Unit Jail Showers Remodeling

1 **WHEREAS**, the Pinchurst facility was renovated into inmate housing in 1986, along with construction of
 2 the Jail facility; and,
 3
 4 **WHEREAS**, the inmate showers in both areas were in need of remodeling in order to maintain proper
 5 sanitation for a secured detention environment; and,
 6
 7 **WHEREAS**, funds were budgeted, specifications prepared, and bids solicited for the work; and,
 8
 9 **WHEREAS**, this contract will be completing two showers in C-unit.
 10
 11 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
 12 this _____ day of _____, 2018, award a contract with Badger Specialty Coatings Inc, of
 13 Janesville WI, in the amount of \$42,000.

Respectfully submitted,

GENERAL SERVICES COMMITTEE

Henry Brill, Chair

Jeremy Zajac, Vice Chair

Dave Homan

Bob Yeomans

J. Russell Podzilni

ADMINISTRATIVE NOTE:

Recommended.

Josh Smith
County Administrator

FISCAL NOTE:

Sufficient funds are available for the cost of this contract for Jail shower remodeling.

Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to § 59.01 and 59.51, Wis. Stats. In addition, § 59.52(29), Wis. Stats requires the project to be let to the lowest responsible bidder.

Richard Greenlee
Corporation Counsel

Executive Summary

Awarding Contract for Shower Renovations in C-Unit at the Jail

The resolution before you awards a contract to Badger Specialty Coatings Inc for the renovation of the two C-Unit shower rooms located in the Jail. After nearly 30 years of use, the walls, floors and ceilings have been deteriorating and are in need of repair. The work will include, repair of the substrate, preparation of the surfaces and the application of a fiberglass reinforced coating.

There is a total of 13 showers all together. After these 2 in C-Unit are completed, there will be 4 left to complete. The contract cost is \$42,000.

From: LISA MOORE-KELTY
Sent: Tuesday, February 06, 2018 12:56 PM
To: Brent Sutherland <Brent.Sutherland@co.rock.wi.us>
Cc: PHIL BOUTWELL <PHIL.BOUTWELL@co.rock.wi.us>; SARA MOOREN
<SARA.MOOREN@co.rock.wi.us>; PATRICK SINGER <PATRICK.SINGER@co.rock.wi.us>
Subject: Tunnel Project - Monthly Progress Report (2/6/18)

We've purged what we could of the 19 shelving sides in Alpha; we're now organizing, boxing and storing what we need to retain.

With Alpha completed we've begun on the modern shelving units and have completed 1 shelving side. We're scanning these records to the Wisconsin Statewide Automated Child Welfare System (WISACWIS) so although it's quicker to determine if a record can be purged, it's more work intensive to deal with the records we need to retain.

We've completed 21% of the purging in the tunnel to date.

11/29/17 Progress Report: 13% of records purged
01/05/18 Progress Report: 17% of records purged
02/06/18 Progress Report: 21% of records purged

I have a reminder to submit my next report to you on 3/1/18.

Thanks!

Lisa A. Moore-Kelty, RHIT
Rock County HIPAA Privacy Officer
Human Services Medical Records Manager
P.O. Box 1649
Janesville, WI 53547-1649