

GENERAL SERVICES COMMITTEE
May 15, 2012

Call to Order. Chair Owens called the meeting of the General Services Committee to order at 8:00 A.M., Tuesday, May 15, 2012 in Conference Room N-1, Rock County Courthouse-East.

Committee Members Present: Supervisors Owens, Brill, Collins, Heidenreich and Nash.

Committee Members Absent: None.

Staff Members Present: Rob Leu, General Services Director; Randy Terronez and Nick Osborne, Assistants to County Administrator; Sherry Gunderson, Nursing Home Director; Al Dransfield, Senior Buyer; Sherry Oja, Finance Director; Carla Quirk, Administrative Assistant, General Services.

Others Present: Kevin Higgs, The Samuels Group; Greg Zastrow, Eppstein Uhen Architects.

Approval of Agenda: Chair Owens said there were two Pre-approved Encumbrance Amendments handed out. Supervisor Heidenreich moved approval of the agenda as presented, second by Supervisor Collins. ADOPTED.

Citizen Participation. None.

Approval of Minutes. Supervisor Heidenreich said under others present it should read "Chair Owens". Supervisor Collins moved approval of the minutes of May 1, 2012 with this change, second by Supervisor Heidenreich. ADOPTED as amended.

Transfers and Appropriations. None.

Bills/Encumbrances

Courthouse Facility	\$	1,089.00
Jail Capital Improvements		1,923.07
Adolescent Services Center/Guidance		1,819.55
Communications Center Operations		398.52
Juvenile Detention Center Operations		117.24
Glen Oaks Operations		561.44
General Services		5,595.72
Purchasing Inventory		66.49
HCC Building Complex		2,578.40
Rock Haven Project		15,074.26

Pre-Approved Encumbrance Amendments

CG Schmidt	\$	10,913.09
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Supervisor Collins moved approval of the above Bills, Encumbrances and Pre-Approved Encumbrances for the General Services Committee, second by Supervisor Brill. ADOPTED.

Updates.

Jail Project

Update Report Mr. Higgs reported they are working on a few things yet, such as: the punch list items for landscaping; the change order documents have been turned over to maintenance; PSI is working on punch list items on testing; and he is working with Ms. Millis on the RFP for the site lighting.

Chair Owens asked about the sally port cameras, with Mr. Higgs replying that Arnold and O'Sheridan, along with Comtech, are doing some fine tuning on the camera system.

Chair Owens asked about the painting in the Jail pods, with Mr. Higgs replying that the paint has bonded quite well and Mr. Varga is getting ready to go out for bid on this.

Change Orders Mr. Higgs said there are none at this time.

Rock Haven

Update Report Mr. Higgs reported the following:

Safety/Use of Site: Mr. Higgs said safety continues to be very good; the site is dry; erosion control continues to be monitored; Sam's Well Drilling has two units on site and has drilled 95 wells to date.

Progress/Planned Activities: Mr. Higgs reported on the following:

N1 – the exterior is ready for the Direct Applied Finish System (DAFS) to go on; the mechanical rough-ins continue with drywall installation right behind that, and they are finishing up the stone work.

N2 – mechanical rough-ins continue; the in-wall blocking is being installed; they are installing the metal flashing to finish the stone work; and the Permabase (cement board) for the DAFS is being installed.

N3 –they have started the Azek trim and shingles; they are installing the lateral bracing in the trusses; they are setting roof dormers and rough framing; they are installing blocking for the stone work; and the mechanical rough-ins continue.

N4 –the Azek and shingles are 95% complete; the exterior stone is 80% complete; they have started treating the joints of the sheathing for the vapor barrier; and the mechanical rough-ins continue.

Commons – they are setting trusses in the NE corner; and the mechanical rough-ins continue in the basement.

Informational: Mr. Higgs reported Mr. Crook, The Samuels Group, is working with Charter to reduce the installation cost for cable TV and the internet. He said the last he heard it was down to about half the original cost. Mr. Higgs said Mr. Crook is working with Ms. Gunderson to fine tune the door and window dressings for bid.

Change Orders Mr. Higgs said there are none at this time.

Discussion on Rock Haven Project Architect's Response to Change Order Reimbursement Issue. Mr. Terronez said the Committee directed staff to send a letter to Eppstein Uhen regarding the change order items they had questions on.

Mr. Zastrow said their designs encompass tens-of-thousands of components, the industry does not expect anyone to catch everything and this is why there are contingencies. He added that they look at the proposed change orders (PCO) to see if it is justified and if the cost is fair. They also look at who is receiving the betterment from the change. He said Eppstein Uhen feels the owner should not be responsible for rework such as the omission of the Tyvek barrier. The painting of the Azek trim they feel is a decision made by the owner, but they also feel the cost listed is too high, that \$85,000-\$90,000 is more accurate.

Mr. Terronez suggested we keep these items as open (as well as future items) and settle on them at the end of the project.

Supervisor Nash said his predecessor felt the painting of the Azek trim was unnecessary.

Chair Owens said leaving it white would leave it open to become dirty and unattractive quite rapidly.

Mr. Zastrow added that he believes the warranty on the paint is 20 or 25 years.

Ms. Gunderson said items #1, #3, #4 and #5, from Mr. Terronez's letter, all relate to the code review. She added that she has talked to others building nursing homes and they have run into these same problems.

Mr. Higgs said he is concerned about the price Mr. Zastrow gave for the Azek painting in that he feels it will not be quite as low as Mr. Zastrow said.

Chair Owens suggested the Committee take staff recommendation and deal with these items as they come up.

Mr. Higgs said there currently is about \$97,000 in credits, which he has kept separate from the contingency fund and that there is also another \$10,000 credit they identified yesterday. He said Eppstein Uhen staff has stepped up to the plate in their review and they are giving it a rigorous going over.

Chair Owens said the Committee will deal with these on an individual basis.

Authorizing Purchase of Dinnerware for Rock Haven.

Supervisor Brill moved approval to purchase the dinnerware from Boelter for a cost of \$6,676.20, second by Supervisor Collins. ADOPTED.

Lease of Copier for Central Duplicating. Mr. Leu said he had sent out to the Committee last week a write-up on the replacement of the copier in Central Duplicating. He said the present copier's lease is up November 30th and under normal use a copier should last five years. He said we have pushed our current copier to the point where we have to have a repairman in weekly and are not able to get some of the parts any longer. He said we are at risk of a complete breakdown and a replacement is needed before the end of the lease. The current vendor submitted a proposal to replace the machine with a new one under a new five year lease. He said we would not have to pay the \$18,000 early lease termination fee or the \$1,000 cost to remove the old machine. Also, the monthly cost would go down from \$3,045.67 per month to \$2,189.00. He said another option would be to force repair of the machine, but some of the parts cannot be repaired or replaced, and sending work out would be about three times more expensive.

It was noted that the current copier is rated for copying 1.5 million copies/month and the County's actual use is approximately 140,000 copies/month.

Ms. Oja said our current lease states Ikon will provide a loaner if our current one cannot be repaired. She said it is possible there are machines out there that will work and feels we should go out for bid. Excluding Highway purchasing, the copier is one of the most expensive items the County leases. With the current vendor the cost would be \$130,000 over the next five years, and we have until November 30th to look at our options.

Supervisor Heidenreich said the current copier should be able to handle more than we are using and asked why we are having problems. Mr. Leu said there are six different components before the end product and it is wearing out.

Ms. Oja said the Ikon lease states they are responsible for replacement if it is not working. If the vendor will not fulfill the lease agreement then why should we go with them for another five years. She added that other companies charge per copy and Ikon charges a base price for 140,000 copies and then a per copy cost if we go over, but if we use less we still pay that base cost. Supervisor Collins asked if other vendors charge per copy at the same rate, with Ms. Oja replying yes.

Supervisor Collins asked what we should do with the folding of the tax bills in the meantime. Ms. Oja said Ikon said they would work with General Services in some way. Mr. Leu added that General Services has checked into sending the folding out and they have to give 3-4 day prior notice and have someone present during the job process.

Supervisor Nash asked what unit the new lease would be for, with Mr. Leu replying a Ricoh.

Supervisor Collins moved to go with the recommendation from Mr. Leu with the new lease.

Chair Owens questioned the language in the contract to make sure service is not interrupted. He said even though Ikon no longer sells our unit they should be able to fulfill their obligation to complete the lease.

Supervisor Heidenreich said however Ikon needs to do it because it is not our problem, that they should be living up to their contract. Mr. Leu said they can't, they have no way. Ms. Oja said the vendor has other machines. Supervisor Nash said who is to say that they will meet the new contract.

Motion FAILED due to lack of a second.

Supervisor Heidenreich moved to hold Ikon to their contract and to go out for bid when necessary to have a replacement by December, second by Supervisor Nash.

Supervisor Collins asked what the timeframe would be to go out for bid. Ms. Oja replied it is about an eight week process.

PASSED on the following vote: Yes - Supervisors Brill, Heidenreich and Nash; No – Supervisors Collins and Owens.

Communications, Announcements and Information. None.

Adjournment. Supervisor Heidenreich moved adjournment at 8:50 A.M., second by Supervisor Nash. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.