



GENERAL SERVICES COMMITTEE
Minutes – August 7, 2018

Call to Order. Vice Chair Zajac called the meeting of the General Services Committee to order at 8:00 A.M., Tuesday, August 7, 2018 in the Conference Room D/E at the Job Center.

Committee Members Present: Supervisors Zajac, Brien, Potter and Rashkin.

Committee Members Absent: Supervisor Brill.

Staff Members Present: Brent Sutherland, Facilities Management Director; Dave Froeber, Facilities Superintendent; Jon Furseth, Facilities Superintendent; Randy Terronez, Assistant to the County Administrator; Jodi Millis, Purchasing Manager; Jan Carlson, Administrative Services Supervisor, Human Services.

Others Present: Brian Zobel, UW Colleges – Southwest.

Approval of Agenda: Supervisor Potter moved approval of the agenda as presented, second by Supervisor Brien. ADOPTED.

Citizen Participation. None.

Approval of Minutes – July 17, 2018. Supervisor Potter moved approval of the minutes of July 17, 2018 as presented, second by Supervisor Rashkin. ADOPTED.

Transfers.

<u>FROM</u>		<u>TO</u>	
<u>Account #</u>	<u>Amount</u>	<u>Account #</u>	<u>Amount</u>
18-1810-0000-62201	\$7,000	18-1810-0000-62202	\$7,000
Courthouse - Electric		Courthouse - Water	
18-1818-0000-62400	7,000	18-1818-0000-62119	7,000
Jail – R&M Services		Jail – Other Contracted Services	
18-1818-0000-62201	15,000	18-1818-0000-62202	15,000
Jail – Electric		Jail - Water	
18-1818-0000-62203	15,000	18-1818-0000-62202	15,000
Jail – Natural Gas		Jail - Water	
18-1815-0000-62400	105,000	18-1818-0000-62160	105,000
Repair & Maintenance Services		Cleaning Contracts	
18-1515-0000-62400	47,639	18-1815-0000-62461	47,639
Repair & Maintenance Services		Elevator Repair & Maintenance	

Supervisor Rashkin moved approval of the above Transfers, second by Supervisor Potter.
ADOPTED.

Review of Payments. The Committee accepted the reports.

Resolutions.

Awarding the Contract for Storm Damage Repairs at University of Whitewater at Rock County and the Job Center and Amending the 2018 Facilities Management Budget

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this ____ day of _____ 2018 does hereby approve and authorize awarding a contract as follows:

- \$26,861.58 to JC Heating and Cooling Inc. of Janesville WI, for the replacement of coils at the Job Center.
- \$25,700 to Tri Cor Mechanical a Division of Total Mechanical Inc. for the replacement of the cooling tower media at the University of Whitewater at Rock County.

BE IT FURTHER RESOLVED, that a contingency also be approved to cover any possible unforeseen items as follows:

- \$3,000.00 –JC Heating and Cooling Inc.
- \$3,000.00- Tri Cor Mechanical a division of Total Mechanical. Inc.

BE IT FURTHER RESOLVED, the Facilities Management 2018 budget be amended as follows:

...”

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

Awarding the Contract for Exterior Wall Restoration at the Jail

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this ____ day of _____ 2018 does hereby approve and authorize awarding a contract in the amount of \$147,890 to Custom Restoration Inc. of Sussex, WI, for the exterior wall restorations at the Jail.

BE IT FURTHER RESOLVED, a contingency fund of \$7,000 be established to cover any unforeseeable issues that arise.”

Supervisor Rashkin moved approval of the above resolution, second by Supervisor Potter. ADOPTED.

Awarding the Contract for Exterior Wall Restoration at the Courthouse

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this ____ day of _____ 2018 does hereby approve and authorize awarding a contract in the amount of \$247,600 to B&B Quality Building Restoration of Wisconsin LLC, out of Fitchburg, for the exterior wall restorations at the Courthouse.

BE IT FURTHER RESOLVED, a contingency fund of \$30,000 be established to cover any unforeseeable issues that arise.”

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

Updates.

Update on Closed Files Purging Mr. Sutherland explained the City of Janesville Fire Department gave the County three years to digitize and purge the medical files from the tunnel at the Health Care Center. We are about a quarter of the way through our three years and have now cleared 26 shelves and have 27% of the total scanned and purged. Mr. Sutherland added the update also is sent to the City of Janesville Fire Department to keep them apprised of the progress.

The Committee asked about the cost of the 1.0 FTE working on this and how old these files are. Mr. Sutherland said he would have this information for the next meeting.

Communications, Announcements and Information. None.

Tour of the Job Center. The Committee toured the Job Center from 8:32 A.M. to 9:11 A.M.

Supervisor Potter left at 8:50 A.M.

Adjournment. Supervisor Brien moved adjournment at 9:11 A.M., second by Supervisor Rashkin. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.