



GENERAL SERVICES COMMITTEE
Minutes – September 18, 2018

Call to Order. Chair Brill called the meeting of the General Services Committee to order at 8:00 A.M., Tuesday, September 18, 2018 in Conference Room N-1, Rock County Courthouse-East.

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

Committee Members Absent: Supervisor Potter.

Staff Members Present: Josh Smith, County Administrator; Nick Osborne, Assistant to County Administrator; Brent Sutherland, Facilities Management Director; Dave Froeber, Facilities Superintendent; Jodi Millis, Purchasing Manager.

Others Present: Supervisor Russ Podzilni; Brian Zobel, UW Colleges – Southwest; John Sabinash, Wendy Schultz and Sam Guadagnino, Venture Architects; Nate Jackson, Janesville Gazette.

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

Citizen Participation. None.

Approval of Minutes – September 4, 2018. Supervisor Brien moved approval of the minutes of September 4, 2018 as presented, second by Supervisor Zajac. ADOPTED.

Transfers. None.

Review of Payments The Committee accepted the reports.

Updates.

Update Master Plan/Presentation Mr. Sutherland introduced the people from Venture Architects.

Ms. Schultz handed out copies of the Rock County Facilities Master Plan – Interim Presentation.

Mr. Sabinash went over the map of the building locations – Health Care Center, Sheriff's Administration, Communication 911 Center, Rock County Fairgrounds, Tri-County South Building, Franklin Street, Court Street, Eclipse Center, and Job Center. He said they spoke with personnel from each department regarding the operations of the departments and where everything is located. This helps to find inefficiencies and needs for the current buildings and if remodeling of the buildings or if new buildings may be needed.

Mr. Sabinash said the Sheriff's Office needs more basement space for Evidence, lockers and fitness, and operations. The office areas are pretty good. He said if Huber would be moved the present building would be large enough.

Mr. Sabinash said the Jail needs to have an outdoor recreation enclosure constructed adjacent to the housing pods. He said a number of new cells should be added at some point in the future, and the County needs to consider special needs housing as a high priority as this is a growing population nationwide. The medical area needs to be moved/remodeled. He said these can be broke down into smaller projects.

Ms. Schultz said she met with the various Human Services Divisions and looked at the anticipated growth for the next 5 – 10 years for Administration, Behavioral Health Services – CCS & CSP, ADRC, Economic Support, and Children Youth and Families at the HCC, Franklin Street, Court Street, Eclipse Center, and Job Center locations. She said the recommendations are: HCC – a fully remodeled building would not improve the footprint, most staff areas are significantly larger than necessary, security and confidentiality are an issue in the current offices, the locations are not central, typical users are south of the present building, Job Center is a preferred location to move to; Job Center – the footprint lends itself to efficient office space, the location is ideal, parking is adequate, recommend adding windows or skylights; Franklin Street – could locate with other Behavioral Health groups, counseling staff require private offices, two waiting areas are preferred; Court Street – important to be adjacent to the Courthouse, recommend remodeling, but is lower on the list of projects; Eclipse Center – this gives a location in Beloit. The recommendation is to combine the HCC, Job Center and Franklin Street into a new facility or remodel the Job Center and to also include Council on Aging and Public Health.

Mr. Sabinash said the space for Information Technology is adequate, the location is acceptable, but for long term it makes sense to locate at the Communications Center.

Mr. Sabinash said the Medical Examiner space is sufficient, they would prefer to be connected to the garage, but would more likely be associated with the Sheriff's Office.

Mr. Sabinash said the 911 Communications Center suggested changes are: improve the training room accessibility and size, enlarge the work floor, and it would make sense to add on and relocate the IT department to the 911 Center building.

Ms. Schultz said the Public Health area could be more efficient and have more natural light, the lab area and clinic are both good sizes, but the waiting area could be a little larger, and there is presently no security in the building. There is a need for 4-5 workspaces for Edgewood College interns. The Beloit office in the Eclipse Center has adequate space.

Ms. Schultz said the Council on Aging department would like a more convenient reception/waiting area, need more parking space for the lift-equipped busses with charging stations.

Mr. Sabinash said, the overview is, IT should be relocated and combined with the 911 Communications Center; Relocate the ME and combine with the Sheriff's Administration; Combine the HCC, Job Center, Franklin Street and Public Health into a new facility or into a remodeled Job Center, and possibly include the Council on Aging.

Mr. Sabinash said the suggestions for the Fairgrounds are: move the Craig Center, add permanent toilets, have an area for food vendors and food trucks, demolish the Grandstand and have a temporary one or rent one when needed, have a few better parking areas, an additional pavilion, and an area for athletics or midway shows. He said the County needs to look at the functional inefficiencies, space inadequacies, safety and security issues, and establish phases for the future.

Mr. Sabinash said they have 6 suggested options for the Facility and Space Use Survey & Strategic Master Plan:

Option A: Combine all HSD groups currently in the HCC, Job Center and Franklin Street, which would require about a little over 1.5 acres for office space and 3.78 acres for parking.

Option B: Combine all HSD groups currently in the HCC and Franklin Street, which would require about 0.66 acres for office space and 2.59 acres for parking.

Option C: Remodel the Job Center building for ESS, ADRC, CCS and other agencies currently at the Job Center.

Option D: Combine all HSD groups currently in the HCC, Job Center and Franklin Street plus the Council on Aging, which would require almost 2 acres for office space and 3.86 acres for parking.

Option E: Combine all HSD groups currently in the HCC, Job Center and Franklin Street, plus the Public Health Department, which would require just over 2 acres for office space and 4 acres for parking.

Option F: Combine all HSD groups currently in HCC, Job Center and Franklin Street, plus Public Health and the Council on Aging, which would require about 2.2 acres for office space and 4.1 acres for parking.

Mr. Sabinash handed out copies of the budget figures for the various options and went over them. A) The total projected cost for an all new building (north campus) to combine the HCC, Job Center and Franklin Street would be \$27,899,882 and 80,971 square feet. B & C) The total projected cost for a new building (north campus) to combine the HCC and Franklin Street would be \$21,268,401, to remodel the Job Center the cost would be \$10,635,157, for a total of

\$31,903,557 and 118,034 square feet. D) Build new (north campus) to combine the HCC, Job Center, Franklin Street and Council on Aging for a cost of \$28,961,050 and 84,849 square feet. E) A new building (north campus) to combine the HCC, Job Center, Franklin Street, and Public Health for a cost of \$31,006,052 and 91,228 square feet. F) A new building (north campus) for HCC, Job Center, Franklin Street, Council on Aging and Public Health for a cost of \$32,204,251 and 95,106 square feet. G) A new building (downtown) for HSD for a cost of \$32,882,076 and 95,106 square feet. H) A new HSD building (southern) for \$33,537,847 and 95,106 square feet. I) Remodel 911 and add Communications (a must if the HCC is abandoned) for a cost of \$2,043,310 and 8,227 square feet. J) A new IT addition for a cost of \$4,175,899 and 4,500 square feet. K) A new Sheriff's Office and Medical Examiner's Office for a cost of \$29,177,096 and 84,334 square feet. L) Remodel and add onto the Sheriff's Office and add the Medical Examiner's Office for a cost of \$27,658,831 and 84,334 square feet. M-P) Fairgrounds: new grandstand cost of \$4,831,564 and 36,400 square feet; Replace Craig Center and toilets for a cost of \$5,554,547; new food pavilions for a cost of \$2,217,396; site paving and grading for a cost of \$1,738,974. Q) A recreation area for the Jail for a cost of \$570,564 and 1,200 square feet, R) Miscellaneous additions at the Jail for a cost of \$16,803,608 and 30,900 square feet. S) New pods for the Jail at a cost of \$52,014,439 and 98,600 square feet.

Mr. Smith said that many of these options we cannot afford to do all at once and some not at all. Mr. Smith said we also need to look at the timing and take into account the cost of work/maintenance that may need to be done at some of the locations to keep them going or if they should be remodeled or build new. Mr. Sutherland said two of the buildings needing equipment work are the HCC and the Jail.

Mr. Sutherland said Venture Architects will be doing this Master Plan presentation to the County Board at the September 27 meeting.

The Committee felt a detail rollup of the budget would be good for the County Board presentation.

Communications, Announcements and Information. Supervisor Brien said the clock in the County Boardroom needs to have the time corrected. Mr. Sutherland said he would check the clock.

Adjournment. Supervisor Zajac moved adjournment at 9:27 A.M., second by Supervisor Brien. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.