



**GENERAL SERVICES COMMITTEE**  
**Minutes – December 18, 2018**

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

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

**Committee Members Absent:** None.

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

**Others Present:** Brian Zobel, UW Colleges – Southwest; Supervisor Russ Podzilni.

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

**Citizen Participation.** None.

**Transfer.**

<u>FROM</u>		<u>TO</u>	
<u>Account #</u>	<u>Amount</u>	<u>Account #</u>	<u>Amount</u>
18-1849-0000-67200	\$42,000	18-1837-0000-67200	\$42,000
HCC/Jail – Capital Projects		Jail – Capital Projects	

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

**Resolution.**

**Retaining an Architectural & Engineering Firm to Prepare Plans and Specifications for the Renovation of the Public Works Garage Office Space**

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_ 2018, that Angus Young Architects / Engineering firm of Janesville, WI will be retained to prepare project plans and specifications, in the amount of \$21,265.

**BE IT FURTHER RESOLVED** that a \$2,500 contingency also be approved to cover any additional design costs that may result due to site selection.”

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

**Updates and Possible Action.**

**Approval for the Purchase of Security Equipment for the 303 Court Street Location**

Supervisor Potter moved approval to purchase security equipment for the 303 Court Street location in the amount of \$2,999, second by Supervisor Brien.

Mr. Sutherland explained that the equipment for these rental properties are able to be moved to another building.

ADOPTED.

**Approval to Contract for the Installation of the Security Equipment at the 303 Court Street Location**

Supervisor Potter moved approval to authorize a contract with SGTS for professional services for the security equipment at the 303 Court Street Location in the amount of \$2,999, second by Supervisor Brien. ADOPTED.

**Approval for the Purchase of Security Equipment for the 113 S. Franklin Street Location**

Supervisor Brien moved approval to purchase security equipment for the 113 S. Franklin Street location in the amount of \$8,977, second by Supervisor Rashkin. ADOPTED.

**Approval to Contract for the Installation of the Security Equipment at the 113 S. Franklin Street Location**

Supervisor Zajac moved approval to authorize a contract with SGTS for professional services for the security equipment at the 113 S. Franklin Street Location in the amount of \$5,000, second by Supervisor Potter. ADOPTED.

**Approval for the Purchase of Security Equipment for the Eclipse Center Location**

Supervisor Zajac moved approval to purchase security equipment for the Eclipse Center location in the amount of \$5,381, second by Supervisor Potter. ADOPTED.

**Approval to Contract for the Installation of the Security Equipment at the Eclipse Center Location**

Supervisor Potter moved approval to authorize a contract with SGTS for professional services for the security equipment at the Eclipse Center Location in the amount of \$5,000, second by Supervisor Rashkin. ADOPTED.

**Communications, Announcements and Information.** Supervisor Brien asked when the Security Guards will be back on the agenda. Mr. Sutherland said he is waiting for input from the Judges and Public Safety & Justice Committee. He added that it would most likely be the second meeting in January, 2019. The Committee also asked to see the Courthouse Security Incident Report.

**Adjournment.** Supervisor Rashkin moved adjournment at 8:15 A.M., second by Supervisor Potter. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen  
Confidential Administrative Assistant

**NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.**