



Minutes - May 3, 2022

Call to Order: Chair Brien called the General Services Committee meeting to order at 7:30 A.M. in the Boardroom at the Dr. Daniel Hale Williams Rock County Resource Center.

Committee Members Present: Supervisors Brien, Fox, Cullen, Wilson, and Zoril.

Committee Members Absent: None.

Staff Members Present: Brent Sutherland, Facilities Director; Randy Terronez, Assistant to the Administrator; Mike Parille and Dave Froeber, Facilities Superintendents.

Others Present: John Sabinash, Venture Architects; Brian Zobel, University of Wisconsin-Whitewater at Rock County Facilities Planning and Management.

Approve Agenda: Supervisor Wilson moved approval of the agenda as presented, second by Supervisor Fox. ADOPTED.

Citizen Participation, Communications and Announcements: No public comment submitted.

Approval of Minutes:

April 19, 2022 Minutes: Supervisor Fox moved approval of the April 19, 2022 minutes, second by Supervisor Wilson. ADOPTED.

Approval of Transfers: None.

Review of Payments:

April Payments: Committee members reviewed. Supervisor Zoril asked questions regarding items on page 6 regarding COVID cleaning. Brent Sutherland explained that this is for all cleaning, but it only shows the last line. Brent offered to send that entire invoice. Supervisor Zoril pointed to additional payments regarding the SGTS payments. Brent responded that these are for software upgrades. Supervisor Zoril asked further questions regarding lighting at the Courthouse. Brent explained that this is upgrading lighting. On page 9, Supervisor Zoril asked about the service call for Johnson Controls. Mike Parille explained that there this was for some shutoff valve issues and training. Supervisor Zoril asked for clarification on carpet stain cleaning. Brent explained that this was for the monthly cleaning. Supervisor Zoril requested a budget-to-actual report monthly as well as a comparison to charges last year.

Review and Approval of Resolutions:

Retaining an Architectural & Engineering Firm to Prepare the Plans and Specifications for the Construction of a New Public Works Salt Storage Building in Orfordville: "NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this _____ day of _____, 2022, that Angus Young Architects/Engineering firm of Janesville, WI will be retained to prepare project plans and specifications, in the amount of \$38,700.00 plus \$500 for reimbursables for a total of \$39,200."

Supervisor Wilson moved approval of the above resolution, second by Supervisor Zoril.

Brent explained that the salt shed in Orfordville needs to be replaced. He added that the State covers the cost for these. This resolution hires Venture Architects to draw up the specs for this so that it can go out for bid. Supervisor Zoril asked to know who else provided a quote for this and whether this is a good cost. Brent explained that this should be about 8% of construction cost. Brent added that we do not bid out architecture services and work with companies that we have worked with before or others per recommendation. Supervisor Zoril asked if there was a negative to getting another quote from another firm to see if there is a better price available. Brent explained that this would just take more time and that each architect may do the project differently.

Supervisor Zoril moved to table this resolution pending another competitive quote, second by Supervisor Fox. ADOPTED.

Review, Discussion and Possible Action:

Courthouse Fire Alarm System Replacement - Approval of Change Order #4 with Electric Construction Inc.: Supervisor Fox moved approval of Change Order #4 fire alarm replacement, second by Supervisor Wilson.

Brent explained that this was for the fire alarm replacement at the Courthouse.

ADOPTED.

Update on IT/911 renovation project:

HVAC design changes: Brent explained that two meetings ago, there was a change order for the HVAC design for the IT/911 Center. This was due to the change in engineers. Supervisor Fox had requested that the one responsible for the design change be here to explain.

John Sabinash of Venture Architects added some information on the HVAC changes. He explained that there was a lot of turnover in their office which caused the change in engineer. He added that they are going to work with Brent on changes that they should cover. John explained that they have not asked for any additional payment from the County for design time.

Schedule: Brent stated the project is still on track to be complete April 2023.

Law Library/Probate vault renovation project updates:

Schedule: Brent explained that the projects that are on the agenda are those that are currently being worked on.

Brent explained where the law library is in the Courthouse. The law library held old law books that Judge Dillion decided they no longer needed. They requested that this be turned into another hearing room. This project is in the design phase. There have been meetings with internal stakeholders. Brent added that Probate did the same thing on the third floor with their vault area. These projects are at the end of the design phase and will go out for bid at the end of the year. They are both to be completed this year.

Supervisor Zoril asked if there is backup if there is a loss of power/internet. Brent was not sure and would check with the Judicial team and get back to him.

Setting the meeting day and time: Supervisor Zoril stated that he is unable to make this meeting time normally. He asked that this meeting be moved to 8:45 A.M. on the same days.

Supervisor Fox moved to set the meeting time for 8:45 A.M., second by Supervisor Zoril. ADOPTED.

Election of Vice Chair: Supervisor Wilson nominated Supervisor Fox, second by Supervisor Cullen.

Supervisor Wilson motioned for unanimous consent, second by Supervisor Cullen. ADOPTED.

Next meeting date and time: May 17 at 8:45 A.M.

Chair Brien asked the new members if they would like to meet in buildings around the County like they have done in the past. Supervisor Zoril expressed his interest in meeting at the various County buildings. The committee echoed interest in meeting at other County buildings.

Supervisor Zoril requested the next meeting could be at the Sheriff's Office.

Adjournment: Supervisor Wilson moved to adjourn at 8:18 A.M., second by Supervisor Cullen. ADOPTED.

Respectfully submitted,

Haley Hoffman
Office Coordinator

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.