



**FINANCE COMMITTEE  
THURSDAY, JUNE 20, 2013 - 7:30 A.M.  
CONFERENCE ROOM N-1 – FIFTH FLOOR  
ROCK COUNTY COURTHOUSE-EAST**

**Agenda**

1. Call to Order and Approval of Agenda
2. Citizen Participation, Communications and Announcements
3. Approval of Minutes – June 6, 2013
4. Transfers and Appropriations
5.
  - A. Bills
  - B. Bills Over \$10,000
  - C. Encumbrances Over \$10,000
  - D. Pre-Approved Encumbrance Amendments
  - E. Approval of Bills for Other Departments
    - 1) Education, Veterans & Aging Services
6. Review and Purchasing Procedural Endorsement
  - A. Awarding Contract to Potter Lawson to Design an Outdoor Recreation Yard for the Youth Services Center and Amending the 2013 Human Services Department Budget
7. Review of Resolution
  - A. Authorizing Funding to Pay for Sandbags and Portable Latrines
  - B. Accepting Additional Income Maintenance Allocation and Amending the 2013 Budget to Hire, Equip and Train New Staff in Anticipation of Increased Caseloads with the Advent of the Affordable Care Act
  - C. Amending Arrowhead Libraries Offer Computer Training Grant and Amending the 2013 Arrowhead Library System Budget
  - D. Amending Digital Content Buying Pool Grant and Amending the 2013 Arrowhead Library System Budget
8. Purchasing Procedural Endorsement
  - A. Awarding Contract for Painting at the Youth Services Center
  - B. Authorizing the Purchase of Rust-Oleum Paint and Primer for UW-Extension - Fairgrounds

9. Request to Donate Surplus Hospital Beds and Mattresses Outside the County Auction
10. Report on Cash Balances and Investments
11. Adjournment

## Rock County Transfer Request - Over \$500

TO: FINANCE DIRECTOR      Date 6/5/2013      Transfer No. 13-17  
 Requested By Rock Haven      Department      Sue Prostko      Department Head

FROM:	AMOUNT	TO:	AMOUNT
Account #: 32 8000 9300 64409 Description: Furnishings Current Balance: \$4,916      SB 6/6/13	2,000	Account #: 32 8000 9300 63111 Description: Paper Products	2,000
Account #: Description: Current Balance:		Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	

**REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC**

New building, less needs for furnishings. Used Menards account to supply some furnishings for new facility.

**REASON TRANSFER IS NECESSARY - BE SPECIFIC**

**FISCAL NOTE:**

Sufficient Funds available for transfer.

**ADMINISTRATIVE NOTE:**

*[Signature]* 6-6-13

**REQUIRED APPROVAL**

**DATE**

**COMMITTEE CHAIR**

Governing Committee \_\_\_\_\_

Finance Committee \_\_\_\_\_

Distribution: **EMAIL** Sherry Oja and Susan Balog

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
07-1430-0000-62400	R & M SERV	P1300648	05/24/2013	CINTAS FIRE PROTECTION	852.50	
		P1300650	05/28/2013	GENERAL HEATING AND AIR CONDIT	1,378.00	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance	
	211,793.00	71,440.88	9,266.37	2,230.50	128,855.25	
07-1430-0000-62421	COMPUTER EQUIP	P1300649	05/15/2013	ENTRE COMPUTER SOLUTIONS	50.00	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance	
	9,000.00	2,773.57	50.00	50.00	6,126.43	
07-1430-0000-62491	SOFTWARE MAINT		05/16/2013	CDW GOVERNMENT INC	(0.17)	
		P1300857	04/30/2013	ORACLE CORPORATION	2,655.27	
		P1301981	05/16/2013	COMPUTRONICS	40.00	
		P1302067	05/24/2013	SOLARWINDS INC	1,218.00	
		P1302130	05/18/2013	PICTOMETRY INTERNATIONAL CORP	2,880.00	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance	
	595,762.00	295,001.77	73,135.81	6,793.10	220,831.32	
07-1430-0000-63407	COMPUTER SUPPL	P1301948	05/10/2013	CDW GOVERNMENT INC	1,635.10	
		P1301968	05/10/2013	CDW GOVERNMENT INC	159.20	
		P1301982	05/14/2013	CDW GOVERNMENT INC	72.98	
		P1302046	05/21/2013	CDW GOVERNMENT INC	825.42	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance	
	17,940.00	7,704.86	788.22	2,692.70	6,754.22	
07-1430-0000-64200	TRAINING EXP	P1302132	05/24/2013	WISNET	340.00	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance	
	45,250.00	7,799.76	22,989.69	340.00	14,120.55	
07-1430-0000-64701	SOFTWARE PURCH	P1301955	05/10/2013	CDW GOVERNMENT INC	300.14	
		P1301960	05/09/2013	DELL	2,118.75	
		P1302069	05/29/2013	ENTERPRISE SYSTEMS GROUP	1,015.00	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance	
	79,622.00	14,111.61	1,326.00	3,433.89	60,750.50	
07-1430-0000-67130	TERMINALS/PC'S	P1301858	05/02/2013	HEWLETT PACKARD DIRECT CDWG	4,455.00	
		P1302027	05/30/2013	HEWLETT PACKARD DIRECT CDWG	4,950.00	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance	
	115,521.00	38,908.08	16,217.80	9,405.00	50,990.12	
07-1430-0000-67143	IT DEPT.CR-CHGS.	P1301539	05/24/2013	3M COMPANY	16,915.00	
		P1301873	04/30/2013	CABLES PLUS LLC	28.39	

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
		P1301930	05/08/2013	CDW GOVERNMENT INC	25.58
		P1301969	05/10/2013	CDW GOVERNMENT INC	70.65
		P1302050	05/23/2013	ENTERPRISE SYSTEMS GROUP	584.40
		P1302068	05/24/2013	CDW GOVERNMENT INC	96.79
		P1302071	05/24/2013	CDW GOVERNMENT INC	270.40
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	50,000.00	63,694.60	15,564.31	17,991.21	(47,250.12)
<b>INFORMATION TECHNOLOGY PROG TOTAL</b>					<b>42,936.40</b>

I have examined the preceding bills and encumbrances in the total amount of **\$42,936.40**  
 Claims covering the items are proper and have been previously funded. These items are to be treated as follows:  
 A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.  
 B. Bills under \$10,000 to be paid.  
 C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: JUN 20 2013

Dept Head \_\_\_\_\_

Committee Chair \_\_\_\_\_

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
14-1410-0000-63104	PRNT & DUPLICATI	P1302073	05/23/2013	MINUTEMAN PRESS LTD	95.80
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	800.00	269.86	0.00	95.80	434.34
<b>COUNTY CLERK PROG TOTAL</b>				<b>95.80</b>	

I have examined the preceding bills and encumbrances in the total amount of **\$95.80**  
 Claims covering the items are proper and have been previously funded. These items are to be treated as follows:  
 A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.  
 B. Bills under \$10,000 to be paid.  
 C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: JUN 20 2013

Dept Head \_\_\_\_\_

Committee Chair \_\_\_\_\_

**COMMITTEE APPROVAL REPORT**

Pre-Approved Encumbrances

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
07-1430-0000-67143	IT DEPT.CR-CHGS.					
<b>ENC</b>		R1302312	06/04/2013	AMAZON.COM		537.95
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance	
	50,000.00	81,685.81	15,564.31	537.95	(47,788.07)	
<b>INFORMATION TECHNOLOGY PROG TOTAL</b>					<b>537.95</b>	

I have examined the preceding bills and encumbrances in the total amount of **\$537.95**

Claims covering the items are proper and have been previously funded. These items are to be treated as follows:

- A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.
- B. Bills under \$10,000 to be paid.
- C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **JUN 20 2013**

Dept Head \_\_\_\_\_

Committee Chair \_\_\_\_\_

## COMMITTEE APPROVAL REPORT

06/12/2013

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
30-3901-0000-62614	PURCHASED SERV.				
		P1301030	05/21/2013	ALTERNATIVE HOMECARE INC	216.00
		P1301085	05/13/2013	MEAL MAGIC	289.50
		P1302045	05/07/2013	SENIOR SERVICES OF ROCK COUNTY	31.25
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	8,000.00	4,403.16	2,400.00	536.75	660.09
30-3901-0000-62626	BENEFIT SPECIALI				
		P1301940	05/14/2013	JANESVILLE PRINTING COMPANY	440.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	47,425.00	0.00	0.00	440.00	46,985.00
30-3901-0000-64203	EDUC MAT & SUPPL				
		P1301339	05/16/2013	MENARDS	23.62
		P1301970	05/20/2013	JANESVILLE PRINTING COMPANY	48.00
		P1302124	06/05/2013	BELOIT SENIOR FAIR COMMITTEE	50.00
		P1302143	05/17/2013	BEST EVENTS	1,052.44
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	1,931.00	603.89	650.91	1,174.06	(497.86)
<b>TITLE III-B PROG TOTAL</b>				<b>2,150.81</b>	
30-3904-0000-64907	VOL RELATED EXP				
		P1301429	05/08/2013	KELLY,TANYA	90.12
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	2,121.00	1,434.85	61.00	90.12	535.03
<b>DELIVERED MEALS PROG TOTAL</b>				<b>90.12</b>	
30-3908-0000-62625	OUTREACH SERVICE				
		P1301429	05/08/2013	KELLY,TANYA	124.78
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	8,862.00	5,405.29	1,643.06	124.78	1,688.87
<b>TITLE III-D PROG TOTAL</b>				<b>124.78</b>	
30-3914-0000-63100	OFC SUPP & EXP				
		P1302048	05/28/2013	PROFORMA PRINTWORKS	118.43
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	250.00	68.64	0.00	118.43	62.93
<b>NEW FREEDOM PROGRAM GRANT PROG TOTAL</b>				<b>118.43</b>	
30-3915-0000-63200	PUBL/SUBCR/DUES				
		P1301911	05/09/2013	JOURNEYWORKS PUBLISHING	187.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	704.00	0.00	0.00	187.00	517.00



**COMMITTEE APPROVAL REPORT**

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
30-3915-0000-64200	TRAINING EXP				
		P1302145	06/04/2013	GREATER WISCONSIN AGENCY ON AG	30.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	3,000.00	2,515.88	470.00	30.00	(15.88)
30-3915-0000-64615	CLIENT REL.COSTS				
		P1300969	05/12/2013	BRIGHTSTAR	346.50
		P1301030	05/21/2013	ALTERNATIVE HOMECARE INC	306.00
		P1301159	04/30/2013	KANDU INDUSTRIES INC	290.00
		P1301262	05/31/2013	HOME INSTEAD SENIOR CARE	156.00
		P1301543	05/16/2013	BELL,GERTRUDE	440.00
		P1301886	05/10/2013	HOAGUE,SHIRLEY	360.00
		P1302042	04/29/2013	ZIMMERMAN,BARBARA	165.00
		P1302043	04/13/2013	COOPER,MARY ANN	248.00
		P1302094	05/22/2013	RACKOW,NOREEN	240.00
		P1302105	05/30/2013	HONEYSETT,RALPH	40.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	19,477.00	6,112.13	0.00	2,591.50	10,773.37
<b>TITLE III-E FAM CAREGIVER SUPP PROG TOTAL</b>				<b>2,808.50</b>	

I have examined the preceding bills and encumbrances in the total amount of **\$5,292.64**  
 Claims covering the items are proper and have been previously funded. These items are to be treated as follows:  
 A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.  
 B. Bills under \$10,000 to be paid.  
 C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **JUN 18 2013**

Dept Head \_\_\_\_\_

Committee Chair \_\_\_\_\_

**COMMITTEE APPROVAL REPORT**

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
38-3800-0000-64200	TRAINING EXP	P1302109	06/04/2013	BELOIT SENIOR FAIR COMMITTEE	50.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	1,000.00	118.40	0.00	50.00	831.60
38-3800-0000-64607	VET BURIAL BENEF	P1301971	05/14/2013	TEMPLE ALUMINUM FOUNDRY	2,601.38
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	5,100.00	0.00	0.00	2,601.38	2,498.62
<b>VETERANS SERVICE PROG TOTAL</b>				<b>2,651.38</b>	

I have examined the preceding bills and encumbrances in the total amount of **\$2,651.38**  
 Claims covering the items are proper and have been previously funded. These items are to be treated as follows:  
 A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.  
 B. Bills under \$10,000 to be paid.  
 C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **JUN 18 2013**

Dept Head \_\_\_\_\_

Committee Chair \_\_\_\_\_

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

Human Services Board  
INITIATED BY

General Services Committee, Finance  
Committee & Human Services Board  
SUBMITTED BY



Phil Boutwell  
HSD Deputy Director  
DRAFTED BY

June 12, 2013  
DATE DRAFTED

**Awarding Contract to Potter Lawson to Design an Outdoor Recreation Yard for the Youth Services Center and Amending the 2013 Human Services Department Budget**

- 1 **WHEREAS**, the Human Services Department requests that the County Board consider adding an
- 2 outdoor recreational yard to the Youth Services Center; and,
- 3
- 4 **WHEREAS**, the Youth Services Center was build in the early 1990's (then known as the Juvenile
- 5 Detention Center) as a state licensed, county operated detention center for adjudicated youth and an out-
- 6 of-home shelter for children; and,
- 7
- 8 **WHEREAS**, an outdoor recreational yard was not programmed in the original design for the facility
- 9 because of the short term nature of the stays; and,
- 10
- 11 **WHEREAS**, changes in state law in recent years allow placement of adjudicated youth in county
- 12 facilities up to 180 days, and that period may be extended to 365 days should provisions remain intact in
- 13 the new State Budget; and,
- 14
- 15 **WHEREAS**, the Rock County ACTIONS Program was recently put in place, which is a 6-month
- 16 alternative to the State Juvenile Correctional Institution; and,
- 17
- 18 **WHEREAS**, having an outdoor recreational option not only improves the quality of life for long-term
- 19 incarcerated youth, but also gives the Center programming options for those in the facility for 30 to 60
- 20 days as well as the children who are under shelter care; and,
- 21
- 22 **WHEREAS**, Rock County issued a Request for Qualifications for a cost proposal and qualifications to
- 23 design an outdoor recreational yard for the Youth Services Center; and,
- 24
- 25 **WHEREAS**, the proposals and qualifications have been evaluated and Potter Lawson of Madison, WI
- 26 was given the highest rating.

27  
28 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors, duly  
29 assembled this \_\_\_\_\_ day of \_\_\_\_\_, 2013 does hereby authorize a contract with Potter Lawson  
30 of Madison, Wisconsin, in the amount of \$38,000 for design services for a two phase project; and,

31  
32 **BE IT FURTHER RESOLVED** that Phase One cost shall not exceed \$15,700 for a schematic design  
33 that must meet the approval the Human Services Board and General Services Committee prior to  
34 proceeding with Phase Two, which shall not exceed \$22,300 to develop the bid specifications for  
35 construction of an outdoor recreational yard; and,

36  
37 **BE IT FURTHER RESOLVED** that the payments be made to the vendor upon approval of the Human  
38 Services Board; and,

39  
40 **BE IT FINALLY RESOLVED** that the 2013 budget be amended as follows to pay for design services:

42 Account/Description	Budget	Increase	Amended
43 Source of Funds	<u>6/12/13</u>	<u>(Decrease)</u>	<u>Budget</u>
44 36-3664-7000-47000			
45 Transfer In	-0-	\$38,000	\$38,000
46 <u>Use of Funds</u>			
47 36-3664-7000-67200			
48 Capital Improvements	-0-	\$38,000	\$38,000

**Awarding Contract to Potter Lawson to Design an Outdoor Recreation Yard for the Youth Services Center and Amending the 2013 Human Services Department Budget**

Page 2

Respectfully submitted,

**General Services Committee**

\_\_\_\_\_  
Phillip Owens, Chair

\_\_\_\_\_  
Hank Brill, Vice Chair

\_\_\_\_\_  
Ivan Collins

\_\_\_\_\_  
Jason Heidenreich

\_\_\_\_\_  
Edwin Nash

**Finance Committee Approval and Purchasing Procedural Endorsement**

Reviewed and approved on a vote of \_\_\_\_\_

\_\_\_\_\_  
Mary Mawhinney, Chair

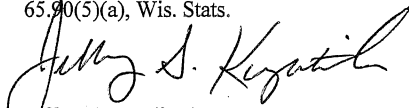
FISCAL NOTE:

This resolution amends the Humans Services Department's budget and authorizes a contract with Potter Lawson for design services. The funding for this contract will come from the \$1,003,000 in sales tax revenue that was over and above the amount budgeted for fiscal years 2011 and 2012.

  
Sherry Oja  
Finance Director


LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. Professional services are not subject to bidding requirements of §59.52(29), Stats. As an amendment to the adopted 2013 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.

  
Jeffrey S. Kuglitsch  
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

  
Craig Knutson  
County Administrator

**Human Services Board**

\_\_\_\_\_  
Brian Knutson, Chair

\_\_\_\_\_  
Sally Jean Weaver-Landers, Vice-Chair

\_\_\_\_\_  
Terry Fell

\_\_\_\_\_  
William Grahn

\_\_\_\_\_  
Ashley Kleven

\_\_\_\_\_  
Phillip Owens

\_\_\_\_\_  
Terry Thomas

\_\_\_\_\_  
Shirley Williams

\_\_\_\_\_  
Marv Wopat

## Executive Summary

The Human Services Department wishes to have an outdoor recreational yard built at its Youth Services Center (YSC) located at 210 East US Highway 14 in Janesville, Wisconsin. The recreational yard shall be developmentally appropriate for children ranging in age from 10 to 17, and shall accommodate youth housed in the secure units as well as the shelter facility.

The Youth Service Center (then known as the Juvenile Detention Center) was built in the early 1990's and approved for occupancy in November 1994. It is a state licensed, county operated detention center for adjudicated youth. The secure side of the facility has five housing units and a maximum rated capacity of 35 juveniles. The shelter side of the facility operates under a separate license and has a maximum rated capacity of 20.

An outdoor recreational yard was not programmed in the original design of the facility because of the short-term nature of the stays. In 2009, the Wisconsin Council on Children and Families conducted an independent evaluation of the facility. One of the outcomes was a recommendation to add an outdoor recreational yard to the facility.

The landscape has changed in recent years, which makes the project more imperative. Changes in state statutes now permit the secure detention placement of youth in county facilities up to 180 days. There is a provision in the current version of the state budget that would extend the placement up to 365 days. The YSC has implemented the ACTIONS Program, which is a 6-month sentencing alternative to the State Juvenile Correctional Institution. Thus, having the outdoor recreational option improves the quality of life for long-term incarcerated youth as well as those present for shorter stays.

The outdoor recreational yard will be placed within the confines of county owned driveways on the east and south side of the Youth Services Center. It will be utilized on a daily basis by approximately 10 to 15 youth at a given time. The shelter side population and the secure side population will never be permitted in the Outdoor Recreational Yard at the same time. The absolute maximum number of youth in the Yard at one time will not exceed the rated capacity of secure detention, which is 35 juveniles. Thus, the recreational yard will be fitted to the site constraints and facility population.



**PROJECT NUMBER** #2013-23  
**DESIGN SERVICES** YOUTH SERVICES CENTER OUTDOOR RECREATIONAL YARD  
**PROJECT DUE DATE** MAY 24, 2013 – 12:00 NOON  
**DEPARTMENT** HUMAN SERVICES

	<b>POTTER LAWSON MADISON WI</b>	<b>ANGUS YOUNG JANESVILLE WI</b>	<b>JUSTICE SOLUTIONS CLOSTER NJ</b>
RATER 1	90	93	83
RATER 2	91	86	75
RATER 3	91	87	82
<b>TOTAL SCORE</b>	<b>272</b>	<b>266</b>	<b>240</b>
PHASE 1	15,700.00	8,400.00	40,600.00
PHASE 2	22,300.00	15,300.00	69,200.00
REIMBURSEABLES		4,500.00	
<b>TOTAL COST</b>	<b>\$ 38,000.00</b>	<b>\$ 28,200.00</b>	<b>\$ 109,800.00</b>

PHASE 1 – Conceptual & Schematic Design  
 PHASE 2 – Construction Bid Specification Development

- Proposals were evaluated based on the following criteria:
- Letter of Qualifications – Narrative Statement (25 points)
  - Organizational Experience and References (50 points)
  - Reasonableness of Cost Proposal (15 points)
  - Time line (5 points)
  - Overall feel of proposal and fit with Rock County’s project. (5 points)

Request for Proposals was advertised in the Janesville Gazette and on the Internet. Seven additional contractors were solicited that did not respond.

PREPARED BY: JODI MILLIS, PURCHASING MANAGER

DEPARTMENT HEAD RECOMMENDATION: \_\_\_\_\_

\_\_\_\_\_  
SIGNATURE DATE

GOVERNING COMMITTEE APPROVAL:

\_\_\_\_\_  
CHAIR VOTE DATE

PURCHASING PROCEDURAL ENDORSEMENT:

\_\_\_\_\_  
CHAIR VOTE DATE

RESOLUTION NO. \_\_\_\_\_

AGENDA NO. \_\_\_\_\_

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

Robert D. Spoden, Sheriff  
INITIATED BY



Sgt. Shena Kohler and Diane  
Michaelis  
DRAFTED BY

Public Safety and Justice Committee  
SUBMITTED BY

May 31, 2013  
DATE DRAFTED

**Authorizing Funding to Pay for Sandbags and Portable Latrines**

1 **WHEREAS**, the Emergency Management Division of the Sheriff's Office has the responsibility of  
 2 coordinating major emergency and disaster response and recovery efforts; and,  
 3  
 4 **WHEREAS**, there was significant flooding in April of 2013; and,  
 5  
 6 **WHEREAS**, the Emergency Management Division did not budget for sandbags and flood supplies, as  
 7 significant flooding is not a normal occurrence; and,  
 8  
 9 **WHEREAS**, two hundred and five thousand sandbags were purchased at a cost of \$35,300; and,  
 10  
 11 **WHEREAS**, portable latrines were placed at one of the sand bagging sites at a cost of \$150; and,  
 12  
 13 **WHEREAS**, the expenses related to the flood exceeded the Emergency Management budget by \$35,450.  
 14  
 15 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled  
 16 this \_\_\_\_\_ day of \_\_\_\_\_, 2013, that the 2013 budget be amended as follows:  
 17

18	Budget	Increase	Amended
19	05/16/13	(Decrease)	Budget
20	Account/Description		
21	<b>Source of Funds</b>		
22	19-1921-0000-47010		
23	Supplemental Appropriation		
24	From General Fund	\$0.00	\$35,450.00
25			
26	<b>Use of Funds</b>		
27	21-2500-0000-64904	\$0.00	\$35,450.00
28	Sundry		

Respectfully submitted,

**Public Safety and Justice Committee**

**Finance Committee Endorsement**

\_\_\_\_\_  
Ivan Collins, Chair

\_\_\_\_\_  
Mary Mawhinney, Chair

\_\_\_\_\_  
Mary Beaver


\_\_\_\_\_  
Henry Brill

\_\_\_\_\_  
Brian Knudson

\_\_\_\_\_  
Larry Wiedenfeld

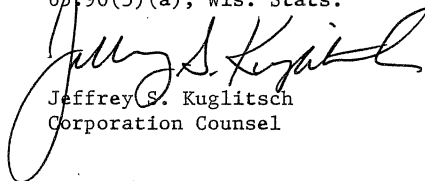
FISCAL NOTE:

This resolution authorizes a \$35,450 transfer from the General Fund to the Emergency Management budget for sandbags and flood supplies. The estimated unassigned General Fund balance at January 1, 2013 is \$23,000,000.

  
Sherry Oja  
Finance Director

LEGAL NOTE:

As an amendment to the adopted 2013 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.

  
Jeffrey S. Kuglitsch  
Corporation Counsel

ADMINISTRATIVE NOTE:

Given the emergency nature of the situation, I authorized the purchase of the needed sandbags. Recommended.

  
Craig Knutson  
County Administrator



## **Executive Summary**

### **Authorizing Funding to Pay for Sandbags and Portable Latrines**

The Emergency Management division of the Sheriff's Office has the responsibility of coordinating major emergency and disaster response and recovery efforts in support of county and local government. The Emergency Management division is also responsible for improving public safety and minimizing the loss of lives and property through planning efforts leading up to and following major emergencies or disasters.

In April 2013 there was significant flooding in Rock County. The flooding affected several residences and businesses along the Rock River in Rock County as flood stages reached major flooding levels following significant precipitation and winter thawing. Several Rock County roadways were forced closed due to high waters and some citizens were forced to evacuate.

The Emergency Management division did not budget for a flood event in 2013 because this type of event is not normal or predictable. Two hundred and five thousand sandbags were purchased to help protect the property of Rock County citizens. Five large scale sandbag sites were setup. Portable latrines were placed at the largest site, which accommodated the largest number of impacted properties.

The Sheriff's Office requests that the 2013 Emergency Management budget be amended to transfer \$35,450 from the General Fund to the Sundry account to cover the cost of the sandbags and latrines.

RESOLUTION NO. \_\_\_\_\_

AGENDA NO. \_\_\_\_\_

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

Human Services Board  
INITIATED BY



Phil Boutwell, Deputy Director  
DRAFTED BY

Human Services Board  
SUBMITTED BY

June 11, 2013  
DATE DRAFTED

**Accepting Additional Income Maintenance Allocation and Amending the 2013 Budget to Hire, Equip and Train New Staff in Anticipation of Increased Caseloads with the Advent of the Affordable Care Act**

1 **WHEREAS** the federal Affordable Care Act (ACA) will expand health insurance coverage to  
2 Wisconsin residents through a Health Insurance Marketplace, or Exchange, or steer those with incomes  
3 below a designated federal poverty measure to the Medicaid program; and,  
4

5 **WHEREAS**, actuaries working with the State estimate that the Rock County Economic Support  
6 Division and its Southern IM Consortium partners could see 17,900 Exchange inquiries, 11,100 new  
7 Medicaid applications and renewals, corresponding increases in Food Share applications as well as a  
8 multitude of moves between the Exchange and Medicaid over the next two year period; and  
9

10 **WHEREAS**, the State is nearing the end of budget process and it appears that approximately \$897,723  
11 of additional ACA related Income Maintenance Allocation and federal matching funds are directed  
12 towards the Southern Consortium for 2013 to hire, train and equip additional staff, of which \$399,499  
13 would be targeted to Rock County; and,  
14

15 **WHEREAS**, Rock County serves as the fiscal agent for the Southern Consortium such that the entire  
16 Southern IM Consortium amount is appropriated and proportionally allocated to the member counties  
17 based on their caseload size; and,  
18

19 **WHEREAS**, the current staffing levels in Southern Consortium will be insufficient to assist residents  
20 to access the Exchange and the Medicaid Program; and,  
21

22 **WHEREAS**, The Economic Support Division requests up to twelve full-time Economic Support  
23 Specialist (project) positions, three Job Center Support Specialist (project) positions to provide customer  
24 assistance, one full-time Economic Support Supervisor (project) position and one full-time Economic  
25 Support Supervisor position; and,  
26

27 **WHEREAS**, given the uncertainty of state and federal funding beyond July 2015, all of the positions,  
28 with the exception of the one Economic Support Supervisor, are considered project funded positions and  
29 do not possess any seniority rights for "bumping" purposes should their positions be eliminated in the  
30 future due to inadequate funding, or program changes; and,  
31

32 **NOW, THEREFORE, BE IT RESOLVED** the Rock County Board of Supervisors duly assembled  
33 this \_\_\_\_\_ day of \_\_\_\_\_, 2013 does hereby authorize the 2013 County Budget be amended to  
34 accept the additional ACA related funding and the above Economic Support staffing changes to become  
35 effective upon passage of the State funding for ACA and passage of this resolution  
36

37 **BE IT FURTHER RESOLVED** that the 2013 Human Services Budget be amended as Follows:  
38

Account/Description	Budget 6/1/13	Increase (Decrease)	Amended Budget
Source of Funds			
36-3605-0000-42100			
Federal Aid	\$2,400,000	\$498,224	\$2,898,224

**Accepting Additional Income Maintenance Allocation and Amending the 2013  
Budget to Hire, Equip and Train New Staff in Anticipation of Increased Caseloads  
with the Advent of the Affordable Care Act**

Page 2

45	Use of Funds			
46	36-3605-0000-62119			
47	Other Contracted Services	\$2,405,000	\$498,224	\$2,903,224
48				
49	Source of Funds			
50	36-3604-0000-42100			
51	Federal Aid – IM Allocation	\$2,376,465	\$399,499	\$2,775,964
52				
53	Use of Funds			
54	36-3604-0000-61100			
55	Regular Wages	\$1,797,759	\$232,659	\$2,030,418
56				
57	36-3604-0000-61400			
58	FICA	\$139,435	\$17,798	\$157,233
59				
60	36-3604-0000-61510			
61	Retirement	\$121,121	\$13,679	\$134,800
62				
63	36-3604-0000-61610			
64	Health Insurance	\$770,143	\$100,365	\$870,508
65				
66	36-3604-0000-61620			
67	Dental Insurance	\$21,933	\$3,774	\$25,707
68				
69	36-3604-0000-61630			
70	Life Insurance	\$752	\$70	\$822
71				
72	36-3604-0000-68202			
73	Allocated Agency Mgmt & Support	\$384,715	\$17,507	\$402,222
74				
75	36-3604-0000-68203			
76	Allocated Overhead	\$152,393	\$13,647	\$166,040

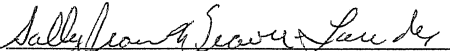
**Accepting Additional Income Maintenance Allocation and Amending the 2013 Budget to Hire, Equip and Train New Staff in Anticipation of Increased Caseloads with the Advent of the Affordable Care Act**

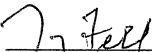
Page 3

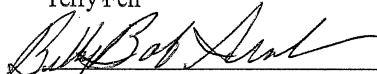
Respectfully submitted,

**Human Services Board**

  
\_\_\_\_\_  
Brian Knudson, Chair

  
\_\_\_\_\_  
Sally Jean Weaver-Landers, Vice Chair

  
\_\_\_\_\_  
Terry Fell

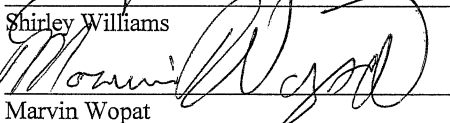
  
\_\_\_\_\_  
Billy Bob Grahn

Absent  
\_\_\_\_\_  
Ashley Kleven

  
\_\_\_\_\_  
Phillip Owens

  
\_\_\_\_\_  
Terry Thomas

  
\_\_\_\_\_  
Shirley Williams

  
\_\_\_\_\_  
Marvin Wopat

FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of

\_\_\_\_\_  
  
\_\_\_\_\_  
Mary Mawhinney, Chair


ADMINISTRATIVE NOTE:

Recommended.

  
  
Craig Knutson  
County Administrator

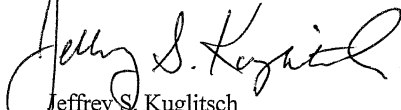
FISCAL NOTE:

This resolution authorizes the acceptance and expenditure of \$897,723 in Federal Aid for the Affordable Care Act.

  
  
Sherry Oja  
Finance Director

LEGAL NOTE:

County Board is authorized to take this action pursuant to §59.22(2), Wis. Stats. As an amendment to the adopted 2013 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.

  
  
Jeffrey S. Kuglitsch  
Corporation Counsel

## Executive Summary

### **Accepting Additional Income Maintenance Allocation and Amending the 2013 Budget to Hire, Equip and Train New Staff in Anticipation of Increased Caseloads with the Advent of the Affordable Care Act**

The State is nearing the end of budget process and it appears that approximately \$897,723 of additional federal Affordable Care Act (ACA) funding will be directed towards the Southern Income Maintenance Consortium for 2013, of which \$399,499 would be targeted to Rock County. The Affordable Care Act (ACA) will expand health insurance coverage to Wisconsin residents through a Health Insurance Marketplace, or Exchange, or steer those with incomes below a designated federal poverty measure to the Medicaid program.

Funds will be used to hire, train and equip additional staff to assist residents of Rock as well as ACA Consortium member counties to obtain either health care coverage through the Exchange or the Medicaid program. Actuaries working with the State estimate that the Rock County Economic Support Division and its Southern IM Consortium partners could see 17,900 Exchange inquiries, 11,100 new Medicaid applications and renewals, corresponding increases in Food Share applications as well as a multitude of moves between the Exchange and Medicaid over the next two year period.

Rock County serves as the fiscal agent for the Southern Consortium and ACA funds will be appropriated and proportionally allocated to the member counties based on their caseload size.

The Rock County Economic Support Division requests up to twelve full-time Economic Support Specialist (project) positions, three Job Center Support Specialist (project) positions to provide customer assistance, one full-time Economic Support Supervisor (project) position and one full-time Economic Support Supervisor position to address this increased caseload for Rock County. The Economic Support Supervisor position will handle training responsibilities. Given the uncertainty of state and federal funding, all of the project positions do not possess any seniority rights for "bumping" purposes should their positions be eliminated in the future due to inadequate funding, or program changes.

RESOLUTION NO. \_\_\_\_\_

AGENDA NO. \_\_\_\_\_

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

Steven T. Platteter  
INITIATED BY



Steven T. Platteter  
DRAFTED BY

Arrowhead Library System Board  
SUBMITTED BY

May 21, 2013  
DATE DRAFTED

**AMENDING ARROWHEAD LIBRARIES OFFER COMPUTER TRAINING  
GRANT AND AMENDING THE 2013 ARROWHEAD LIBRARY SYSTEM  
BUDGET**

1 **WHEREAS**, the Arrowhead Library System (ALS) has been notified of the second payment of the  
2 Arrowhead Library System's Arrowhead libraries Offer Computer Training grant #13-53-9926-13-142-  
3 LSTA; and,  
4

5 **WHEREAS**, the ALS Board has accepted the second payment of the grant in the amount of \$3,412, for a  
6 total of \$9,600.  
7

8 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled  
9 this \_\_\_\_\_ day of \_\_\_\_\_, 2013 amends the Arrowhead Library System's budget as follows:  
10

11  
12  
13  
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24  
25

<u>Account Number/ Description</u>	<u>Budget at 03/18/13</u>	<u>Increase (Decrease)</u>	<u>Amended Budget</u>
<u>Source of Funds:</u>			
51-5275-2013-42100 Federal Aid	\$6,188	\$3,412	\$9,600
<u>Use of Funds:</u>			
51-5275-2013-61100 Regular Wages	\$4,974	\$2,984	\$7,958
51-5275-2013-61400 FICA	\$381	\$228	\$609
51-5275-2013-61510 Retirement	\$333	\$200	\$533
51-5275-2013-63300 Travel	\$500	- 0-	\$500

Respectfully submitted,

**ARROWHEAD LIBRARY SYSTEM BOARD**

Richard Bostwick  
Richard Bostwick, President

Rick Richard  
Rick Richard

Chuck Goldstein  
Chuck Goldstein

Absent  
Janet Haag

Doreen Dalman  
Doreen Dalman

Absent  
Jose Carrillo

Bill Wilson  
Bill Wilson

**AMENDING ARROWHEAD LIBRARIES OFFER COMPUTER TRAINING GRANT AND  
AMENDING THE 2013 ARROWHEAD LIBRARY SYSTEM BUDGET**

Page 2

**FINANCE COMMITTEE APPROVAL:**

Reviewed and approved on a vote of \_\_\_\_\_.

\_\_\_\_\_  
Mary Mawhinney, Chair

\_\_\_\_\_  
Date

**FISCAL NOTE:**

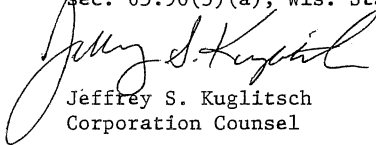
This resolution authorizes the acceptance and expenditure of \$3,412 in Federal Aid for the Arrowhead Library System. No County matching funds are required.



Sherry Oja  
Finance Director

**LEGAL NOTE:**

The County Board is authorized to accept grant funds pursuant to sec. 59.52(19), Wis. Stats. As an amendment to the adopted 2013 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.



Jeffrey S. Kuglitsch  
Corporation Counsel

**ADMINISTRATIVE NOTE:**

Recommended.



Craig Knutson  
County Administrator

Grant # 13-53-9926-13-142-LSTA

Accepting Arrowhead Library System's **Arrowhead Libraries Offer Computer Training** & Amending the 2013 Arrowhead Library System Budget

Summary of Grant: The Arrowhead Library System will provide computer classes for the public and library staff at each of the seven libraries in the Arrowhead Library System. Libraries in Beloit, Clinton, Edgerton, Evansville, Janesville, Milton and Orfordville are participating in the computer training. In February, 2013, Arrowhead was awarded \$6,188 as a first payment of this \$9600 LSTA grant. This reflects the second award of \$3,412

		Budgeted as of 3/18/13	Increase	Amended Budget
51-5275-2013-42100	Federal Aid	\$6,188	\$3,412	\$9600
51-5275-2013-61100	Regular Wages	\$4,974	\$2,984	\$7,958
51-5275-2013-61400	FICA	\$381	\$ 228	\$609
51-5275-2013-61510	Retirement	\$333	\$200	\$533
51-5275-2013-63300	Travel	\$500	0	

ALS Board Members

Bill Wilson

Richard Bostwick – President

Mike Rundle\*

Chuck Goldstein

Janet Haag

Jose Carrillo

Doreen Dalman



RESOLUTION NO. \_\_\_\_\_

AGENDA NO. \_\_\_\_\_

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

Steven T. Platteter  
INITIATED BY



Steven T. Platteter  
DRAFTED BY

Arrowhead Library System Board  
SUBMITTED BY

May 21, 2013  
DATE DRAFTED

**AMENDING DIGITAL CONTENT BUYING POOL GRANT AND AMENDING  
THE 2013 ARROWHEAD LIBRARY SYSTEM BUDGET**

1 **WHEREAS**, the Arrowhead Library System (ALS) has been notified of the second payment of the  
2 Arrowhead Library System's Digital Content Buying Pool grant #13-53-9926-13-106-LSTA; and,  
3

4 **WHEREAS**, the ALS Board has accepted the grant payment of \$2,415, for a total of \$6,261.  
5

6 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled  
7 this \_\_\_\_\_ day of \_\_\_\_\_, 2013 amends the Arrowhead Library System's budget as follows:  
8

9 <b>Account Number/ 10 Description</b>	<b>Budget at 11 03/18/13</b>	<b>Increase 12 (Decrease)</b>	<b>Amended 13 Budget</b>
14 <u>Source of Funds:</u>			
15 51-5281-2013-42100	\$3,846	\$2,415	\$6,261
16 Federal Aid			
17 <u>Use of Funds:</u>			
51-5281-2013-62119	\$3,846	\$2,415	\$6,261
Other Contracted Services			

Respectfully submitted,

**ARROWHEAD LIBRARY SYSTEM BOARD**

Richard Bostwick  
Richard Bostwick, President

Rick Richard  
Rick Richard

Chuck Goldstein  
Chuck Goldstein

Absent  
Janet Haag

Doreen Dalman  
Doreen Dalman

Absent  
Jose Carrillo

Bill Wilson  
Bill Wilson

**AMENDING DIGITAL CONTENT BUYING POOL GRANT AND AMENDING THE 2013  
ARROWHEAD LIBRARY SYSTEM BUDGET ACCEPTING ARROWHEAD LIBRARIES  
Page 2**

**FINANCE COMMITTEE APPROVAL:**

Reviewed and approved on a vote of \_\_\_\_\_.

\_\_\_\_\_  
Mary Mawhinney, Chair

\_\_\_\_\_  
Date

**FISCAL NOTE:**

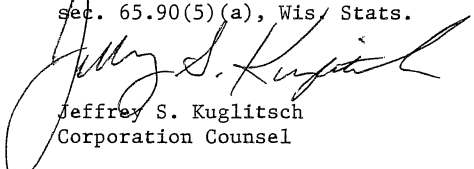
This resolution authorizes the acceptance and expenditure of \$2,415 in Federal Aid for the Arrowhead Library System. No County matching funds are required.



Sherry Oja  
Finance Director

**LEGAL NOTE:**

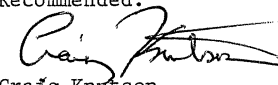
The County Board is authorized to accept grant funds pursuant to sec. 59.52(19), Wis. Stats. As an amendment to the adopted 2013 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.



Jeffrey S. Kuglitsch  
Corporation Counsel

**ADMINISTRATIVE NOTE:**

Recommended.



Craig Knutson  
County Administrator

Grant # 13-53-9926-13-106LSTA

Accepting Arrowhead Library System's Digital Content Buying Pool Grant & Amending the 2013 Arrowhead Library System Budget

Summary of Grant: In May 2011 the Division for Libraries and Technology (DLT) sponsored a statewide E-book Summit. A major recommendation from the Summit was the need to establish a statewide digital content buying pool. In a follow-up action, a committee from the Summit and the Wisconsin Public Library Consortium (WPLC) set a target goal of allocating \$1 million for e-books and audio book purchases. That goal has since been met. Starting in 2012, DLT began committing grant funds for e-books to supplement funds committed by the state's 17 public library systems and their member libraries. For 2013, the public library systems have committed \$800,000 to the buying pool with DLT awarding \$100,000 of \$200,000 in February and the remainder in May 2013. This award reflects the second payment. Each library system amount is based on a formula of current OverDrive e-book use and system population. Persons with compatible electronic devices anywhere in the state can now access over 63,000 items from any of Wisconsin's 385 public libraries. This collection will grow considerably as new titles are added throughout the coming year.

		Budgeted as of 3/18/13	Increase	Amended Budget
51-5281-2013-42100	Federal Aid	\$3,846	\$2,415	\$6,261
51-5281-2013-62119	Contractual	\$3,846	\$2,415	\$6,261

ALS Board Members

Bill Wilson  
Richard Bostwick – President  
Mike Rundle\*  
Chuck Goldstein  
Janet Haag  
Jose Carrillo  
Doreen Dalman

RESOLUTION NO. \_\_\_\_\_

AGENDA NO. \_\_\_\_\_

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

Human Services Board  
INITIATED BY



Lance Horozewski, JJPS Div.  
Mgr.  
DRAFTED BY

Human Services Board  
SUBMITTED BY

June 3, 2013  
DATE DRAFTED

**Awarding Contract for Painting at the Youth Services Center**

1 **WHEREAS**, a recent Youth Services Center (YSC) review by the Wisconsin Department of  
 2 Corrections, and the Rock County Human Services and General Services Departments identified the  
 3 need to paint the secure side the facility; and,  
 4  
 5 **WHEREAS**, the Rock County Purchasing Division did advertise and solicit proposals for the project  
 6 with the results attached; and,  
 7  
 8 **WHEREAS**, Rock County Purchasing and General Services Department staff did review all proposals  
 9 received for cost, experience and quality of services and recommended the lowest, most responsible and  
 10 responsive proposal; and,  
 11  
 12 **WHEREAS**, funds for painting the secure side of YSC are already incorporated into the 2013 Human  
 13 Services Department Budget.  
 14  
 15 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled  
 16 this \_\_\_\_\_ day of \_\_\_\_\_, 2013, does hereby issue a purchase order to J Van Horn Painting  
 17 of Milton, WI in the amount of \$58,600 for the painting at the Rock County Youth Services Center.  
 18  
 19 **BE IT FURTHER RESOLVED**, that payment be made to the vendor upon approval by the Human  
 20 Services Board.

Respectfully submitted,

HUMAN SERVICES BOARD

Brian Knudson  
Brian Knudson, Chair

Sally Jean Weaver-Landers  
Sally Jean Weaver-Landers, Vice-Chair

Terry Fell  
Terry Fell

William Grahn  
William Grahn

Absent  
Ashley Kleven

Phillip Owens  
Phillip Owens

Terry Thomas  
Terry Thomas

Shirley Williams  
Shirley Williams  
Marvin Wopat  
Marvin Wopat

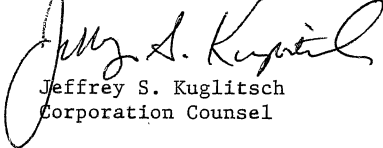
**PURCHASING PROCEDURAL ENDORSEMENT**

Reviewed and approved on a vote of  
\_\_\_\_\_.

\_\_\_\_\_  
Mary Mawhinney, Chair

LEGAL NOTE:

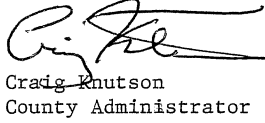
The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. In addition, sec. 59.52(29), Wis. Stats. requires the project to be let to the lowest responsible bidder.



Jeffrey S. Kuglitsch  
Corporation Counsel

ADMINISTRATIVE NOTE:

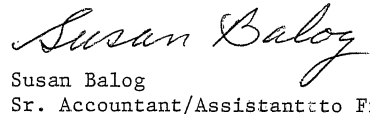
Recommended.



Craig Knutson  
County Administrator

FISCAL NOTE:

Sufficient funds were included in the budget for capital improvements at the Youth Services Center.



Susan Balog  
Sr. Accountant/Assistant to Finance Director

## **Executive Summary**

### **Awarding Contract for Painting at the Youth Services Center**

The Youth Services Center is a dually licensed facility with one half serving as non-secure shelter care and the other half serving as secure detention. In 2012 the shelter care portion of the facility was painted and updated with a more modern color scheme. The last time the secure detention portion of the facility was painted was in 2001. Moreover, the Wisconsin Department of Corrections, the oversight agency for secure detention facilities in the State of Wisconsin, has recommended on three occasions that the facility is in need of painting and an updated color scheme.

Rock County Purchasing requested sealed proposals from qualified vendors for painting services. Three vendors responded. However, two vendors were non-compliant due to bid bonds not being received. Fifteen vendors were solicited and did not respond.

J Van Horn Painting was the sole bidder for this painting project and has extensive experience with such complex projects. The bid is in the amount of \$58,600. Funds have already been included in the 2013 Human Services Department Budget for this project.

ROCK COUNTY, WISCONSIN  
FINANCE DIRECTOR

PURCHASING DIVISION  
FAX (608) 757-5539  
PHONE (608) 757-5515



## BID SUMMARY FORM

PROJECT NUMBER 2013-29  
PROJECT NAME RUST-OLEUM PAINT & PRIMER  
BID DUE DATE JUNE 5, 2013 - 1:30 P.M.  
DEPARTMENT UW-EXTENSION - FAIRGROUNDS

	HALLMAN LINDSAY JANESVILLE WI	ER ABERNATHY SUSSEX WI	GRAINGER MADISON WI
TOTAL COST FOR 42 5-GALLON PAILS	\$ 9,362.00	\$ 9,789.20	\$ 10,254.70

Invitation to Bid was advertised in the Beloit Daily News and on the Internet. Two additional vendors were solicited that did not respond.

PREPARED BY: JODI MILLIS, PURCHASING MANAGER

DEPARTMENT HEAD RECOMMENDATION: Hallman Lindsay - Janesville

[Signature] 6/12/13  
SIGNATURE DATE

GOVERNING COMMITTEE APPROVAL:

[Signature] 3-0 6/12/13  
CHAIR VOTE DATE

PURCHASING PROCEDURAL ENDORSEMENT:

\_\_\_\_\_  
CHAIR VOTE DATE

ROCK COUNTY, WISCONSIN  
FINANCE DIRECTOR

PURCHASING DIVISION  
(608) 757-5517  
(608) 757-5539 FAX



To: Finance Committee

From: Jodi Millis, Purchasing Manager

Date: June 12, 2013

RE: Request to donate surplus hospital beds & mattresses outside the County auction

Attached is a request for donation of surplus hospital beds and pressure relief mattresses from the old Rock Haven Nursing home. This request comes from Peggy Ramer, a registered nurse working for Santee Home Health Care Inc on behalf of Catholic Charities in Janesville. The beds would be donated to Catholic Charities and would be given to residents in a foster home in Janesville. The residents' case workers are Catholic Charities' employees and Santee Home Health employs the staff who provide the personal care to these residents.

Per Section 2.217, Disposal of Unsuitable or Unusable Goods, the Finance Committee may authorize the Purchasing Division to dispose of items by alternative means including but not limited to: outside auctions, listings on the Internet, either government or private, by donation to not-for-profit organizations or other means that may become available in the future.

Additionally, Sherry Gunderson has approved donating the beds and gently used mattresses as they will not be needed at the new nursing home.

Catholic Charities will contract with Santee Home Health to pick up the beds and mattresses at the old Rock Haven Building. I will coordinate this with the Rock Haven Facilities Superintendent.

Your consideration is greatly appreciated.



June 8, 2013

To: Jodi Millis, Rock County Purchasing Manager

I am writing on behalf of three Rock County residents who have a need for hospital beds and mattresses in the hope that these items might be donated to them from the old Rock Haven Nursing Home.

I am a Registered Nurse working through Santee Home Health Care, Inc. who provides in home care to these residents. These three residents have resided in the same foster home in the city of Janesville for most of their lives. All require total care from caregivers and are nonverbal.

Resident # 1 is 39 years old. This resident has diagnoses including seizure disorder, contractures, and profound mental retardation. Resident # 1 rocks and shifts continually in bed.

Resident #2 is 18 years old and suffered shaken baby syndrome with resulting mental retardation, blindness. Resident # 2 is unable to reposition in bed.

Resident # 3 is 19 years old and has diagnoses including Cerebral Palsy with spastic quadriplegia, seizure disorder, and profound cognitive impairment. Resident # 3 is unable to reposition in bed.

Over the past few months I have become increasingly concerned with the condition of the mattresses/beds currently in use in the home. The beds are very old and do not raise or lower. The mattresses are old, hard, and worn out. These residents are extremely fragile and would greatly benefit from a better grade of mattress, especially pressure reducing.

As a former Rock County employee, I assisted in the recent move of the Rock Haven residents to the new nursing home. I am aware that most of the beds and mattresses were left in the old nursing home as new ones were obtained for the new home.

I am respectfully requesting a donation of beds and mattresses on behalf of the three Rock County residents that currently work with.

Thank you

Peggy Ramer