



**FINANCE COMMITTEE
THURSDAY, FEBRUARY 7, 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. Committee Review and Approval of Per Meeting Allowances
3. Approval of Minutes – January 24, 2013
4. Citizen Participation, Communications and Announcements
5. Transfers and Appropriations
 - A. Land Records
 - B. 911 Communications Center
 - C. General Services
6.
 - A. Bills
 - B. Bills Over \$10,000
 - C. Encumbrances Over \$10,000
 - D. Pre-Approved Encumbrance Amendments
 - 1) General Services
 - E. Approval of Bills for Other Departments
7. Resolution and Purchasing Procedural Endorsement
 - A. Authorizing Purchase of Additional Storage Area Network Capacity
 - B. Authorizing Upgrade of the County's Citrix Environment to XenApp Enterprise
8. Purchasing Procedural Endorsement
 - A. Communications Center Eventide Recording System Upgrade to Digital
 - B. Awarding Bid to Bandt Communications Inc. for Equipment Installation in New Squads
 - C. Awarding Contract for Electronic Payment Services for the Rock County Health Department
 - D. Cisco Network Switches for Public Safety Radio System
 - E. Authorization for the Purchase of Cisco Network Equipment for the ADRC

- F. Authorization for the Purchase of Mitel Telephone Equipment and Licenses for the ADRC
 - G. Authorization to Purchase 7 Budgeted HP Laptops for the ADRC
 - H. Authorization to Purchase Carpet for Jail Diversion Project per State of Wisconsin Contract
9. Review of Resolution
- A. Finalizing Purchase of the 2013 Agricultural Conservation Easements and Amending the 2013 Land Conservation Department Budget
10. Write-Off Uncollectible Receivables
- A. DPW – Airport
 - B. Rock Haven
 - C. Sheriff's Office
11. Adjournment
-

Rock County Transfer Request - Over \$500

TO: FINANCE DIRECTOR Date 1/18/2013

Transfer No. 12-92

Requested By Land Records / Real Property
Department

Michelle Schultz
Department Head

| FROM: | AMOUNT | TO: | AMOUNT |
|--|------------|--|------------|
| Account #: 10-1721-0000-62119 Description: Other Contracted Services Current Balance: \$35,575 SB | \$3,503.00 | Account #: 10-1721-0000-62491 Description: Software Maintenance | \$3,503.00 |
| 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

Fidlar Technologies charges Rock County a password fee for private businesses that access Laredo ROD software. Internet revenue from Tapestry exceeded these fees without using the \$5,000 budgeted in the 2012 Other Contracted Services account.

REASON TRANSFER IS NECESSARY - BE SPECIFIC

In 2011 the ROD provided the LIO a 2012 estimate of Laredo software maintenance as \$56,000. Actual 2012 maintenance charged is \$61,328.

FISCAL NOTE:

Sufficient Funds are available for transfer.

ADMINISTRATIVE NOTE:

Recommended.

REQUIRED APPROVAL

DATE

COMMITTEE CHAIR

Governing Committee _____

Finance Committee _____

Rock County Transfer Request - Over \$500

TO: FINANCE DIRECTOR Date 1/28/2013

Transfer No. 12-95

Requested By Communications Center

Kathy Sukus

Department

Department Head

| FROM: | AMOUNT | TO: | AMOUNT |
|---|------------|---|------------|
| Account #: 00-0000-0001-46205 Description: Insurance Proceeds Current Balance: \$3,133.50 SO 1/28/13 | \$3,133.50 | Account #: 23-2400-0000-62420 Description: Machinery/Equipment R&M | \$3,133.50 |
| 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

Insurance Proceeds from 5/28/12 lightning strike at tower site.

REASON TRANSFER IS NECESSARY - BE SPECIFIC

Insurance Proceeds from 5/28/12 lightning strike at tower site.

FISCAL NOTE:

Insurance proceeds were received 1/23/13.
85 1-28-13

ADMINISTRATIVE NOTE:

Recommended.
[Signature] 1-28-13

REQUIRED APPROVAL

DATE

COMMITTEE CHAIR

Governing Committee _____

Finance Committee _____

Rock County Transfer Request - Over \$500

TO: FINANCE DIRECTOR Date 1/29/13
 Requested By General Services
Department

Transfer No. 12-96
Robert Leu
Department Head

| FROM: | AMOUNT | TO: | AMOUNT |
|---|------------|--|------------|
| Account #: (2012) 18-1810-0000/62203 Description: Natural Gas Current Balance: \$69,109 SO 1/29/13 | \$978.00 | Account #: 18-1810-0000/67130 Description: Terminals and PC's | \$978.00 |
| Account #: (2012) 18-1810-0000/62203 Description: Natural Gas Current Balance: \$68,131 SO 1/29/13 | \$5,648.00 | Account #: 18-1810-0000/67171 Description: Assets > \$1,000 | \$5,648.00 |
| Account #: Description: Current Balance: | | Account #: Description: | |
| Account #: Description: Current Balance: | | Account #: Description: | |

REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC

The winter of 2012 was unusually mild resulting in a balance in the Natural Gas account.

REASON TRANSFER IS NECESSARY - BE SPECIFIC

In the GS budget meeting, Craig told us to purchase the 2013 IT items using 2012 money. He also told us to purchase the Courthouse cell phone reception amplifier using 2012 money versus 2013 money. The accounts do not have enough money to do this thus the need for the two transfers.

FISCAL NOTE:

Sufficient funds are available for transfer.

ADMINISTRATIVE NOTE:

Recommended.

REQUIRED APPROVAL

DATE

COMMITTEE CHAIR

Governing Committee _____

Finance Committee _____

2012. . . ■

Rock County - Production

01/30/13

COMMITTEE APPROVAL REPORT

Page 2

| Account Number | Name | Yearly Prct Appropriation Spent | YTD Expenditure | Encumb Amount | Unencumb Balance | Inv/Enc Amount | Total |
|-------------------|--|------------------------------------|--------------------|------------------|---------------------|-------------------|------------------------|
| 1414100000-63104 | PRNT & DUPLICATI P1203864-PO# 12/31/12 -VN#013042 | 800.00 83.6% | 669.32 | 0.00 | 130.68 | 160.00 | |
| | | | | | | | GRIMM BOOK BINDERY INC |
| *** OVERDRAFT *** | TRANSFER REQUIRED | | CLOSING BALANCE | | -29.32 | | 160.00 |
| | COUNTY CLERK | | PROG-TOTAL-PO | | | 160.00 | |

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$160.00 INCURRED BY COUNTY CLERK. 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 COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

FINANCE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

FEB 07 2013

DATE _____ CHAIR

2012 . . .

Rock County - Production

01/30/13

COMMITTEE APPROVAL REPORT

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| Account Number | Name | Yearly Prct Appropriation Spent | YTD Expenditure | Encumb Amount | Unencumb Balance | Inv/Enc Amount | Total |
|------------------|----------------------------------|------------------------------------|--------------------|------------------|---------------------|-------------------|-------|
| 1414110000-63100 | OFC SUPP & EXP | 4,877.00 77.1% | 5,206.73 | -1,445.28 | 1,115.55 | | |
| | P1201371-PO# 12/31/12 -VN#050412 | | | | | 57.64 | |
| | | | CLOSING BALANCE | | 1,057.91 | | 57.64 |
| | ELECTIONS | | PROG-TOTAL-PO | | | 57.64 | |

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$57.64
 INCURRED BY ELECTIONS. 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 COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

FINANCE **FEB 07 2013** COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

DATE _____ CHAIR

2012.1.14

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COMMITTEE APPROVAL REPORT

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| Account Number | Name | Yearly Prct Appropriation Spent | YTD Expenditure | Encumb Amount | Unencumb Balance | Inv/Enc Amount | Total |
|------------------|----------------------------------|------------------------------------|--------------------|-------------------|---------------------|-------------------|--------|
| 1717100000-63106 | PLAT BOOKS | 3,513.00 | 80.0% | 2,813.00 | 0.00 | 700.00 | |
| | P1203830-PO# 12/31/12 -VN#051677 | | | MAPPING SOLUTIONS | | 512.00 | |
| | | | | CLOSING BALANCE | 188.00 | | 512.00 |
| | REGISTER OF DEED | | | PROG-TOTAL-PO | | 512.00 | |

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$512.00 INCURRED BY REGISTER OF DEEDS. 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 COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

FINANCE **FEB 07 2013** COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD
 DATE _____ CHAIR

2012...

Rock County - Production

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COMMITTEE APPROVAL REPORT

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| Account Number | Name | Yearly Prct Appropriation Spent | YTD Expenditure | Encumb Amount | Unencumb Balance | Inv/Enc Amount | Total |
|------------------|----------------------------------|------------------------------------|--------------------|------------------|---------------------|-------------------|--------|
| 1717150000-62119 | OTHER SERVICES | 331,721.00 | 90.4% | 65,932.38 | 234,067.62 | 31,721.00 | |
| | P1203852-PO# 12/31/12 -VN#043416 | | | FIDLAR COMPANIES | | 450.00 | |
| | | | | CLOSING BALANCE | 31,271.00 | | 450.00 |
| | ROD REDACTION | | | PROG-TOTAL-PO | | 450.00 | |

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$450.00 INCURRED BY ROD REDACTION PROJECT. 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 COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

FINANCE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

FEB 07 2013

DATE _____ CHAIR

| Account Number | Name | Yearly Prct Appropriation Spent | YTD Expenditure | Encumb Amount | Unencumb Balance | Inv/Enc Amount | Total |
|-------------------|----------------------------------|------------------------------------|----------------------------|------------------|---------------------|-------------------|-----------|
| 0714300000-62119 | OTHER SERVICES | 69,134.00 55.7% | 38,567.23 | 0.00 | 30,566.77 | | |
| | P1202406-PO# 12/31/12 -VN#033867 | | DIGGERS HOTLINE INC | | | 57.42 | |
| | CLOSING BALANCE | | | | 30,509.35 | | 57.42 |
| 0714300000-62400 | R & M SERV | 210,888.00 59.5% | 134,971.97 | -9,302.04 | 85,218.07 | | |
| | P1203723-PO# 12/31/12 -VN#033353 | | CDW GOVERNMENT INC | | | 266.36 | |
| | P1203822-PO# 12/31/12 -VN#029220 | | VETTERLI TOWER SERVICE LLC | | | 240.00 | |
| | P1203831-PO# 12/31/12 -VN#029220 | | VETTERLI TOWER SERVICE LLC | | | 430.00 | |
| | CLOSING BALANCE | | | | 84,281.71 | | 936.36 |
| 0714300000-62421 | COMPUTER EQUIP | 9,000.00 73.2% | 9,773.80 | -3,181.78 | 2,407.98 | | |
| | P1200144-PO# 12/31/12 -VN#036454 | | PARTS NOW | | | 597.00 | |
| | CLOSING BALANCE | | | | 1,810.98 | | 597.00 |
| 0714300000-62491 | SOFTWARE MAINT | 607,189.00 86.9% | 478,893.81 | 48,773.17 | 79,522.02 | | |
| | P1203846-PO# 12/31/12 -VN#043416 | | FIDLAR COMPANIES | | | 1,328.00 | |
| | CLOSING BALANCE | | | | 78,194.02 | | 1,328.00 |
| 0714300000-63407 | COMPUTER SUPPL | 16,103.00 67.8% | 10,939.07 | -12.80 | 5,176.73 | | |
| | P1203709-PO# 12/31/12 -VN#033353 | | CDW GOVERNMENT INC | | | 20.51 | |
| | CLOSING BALANCE | | | | 5,156.22 | | 20.51 |
| 0714300000-64200 | TRAINING EXP | 47,500.00 64.3% | 30,579.87 | 0.00 | 16,920.13 | | |
| | P1203111-PO# 12/31/12 -VN#049019 | | CORE BTS INC | | | 1,550.00 | |
| | CLOSING BALANCE | | | | 15,370.13 | | 1,550.00 |
| 0714300000-67143 | IT DEPT.CR-CHGS. | 50,000.00 452.1% | 226,059.72 | 0.00 | -176,059.72 | | |
| | P1203213-PO# 12/31/12 -VN#050382 | | DELL | | | 26,390.76 | |
| | P1203600-PO# 12/31/12 -VN#047818 | | ENTERPRISE SYSTEMS GROUP | | | 731.50 | |
| | P1203778-PO# 12/31/12 -VN#033353 | | CDW GOVERNMENT INC | | | 94.26 | |
| *** OVERDRAFT *** | TRANSFER REQUIRED | | | | | | |
| | CLOSING BALANCE | | | | -203,276.24 | | 27,216.52 |
| | INFORMATION TECH | | PROG-TOTAL-PO | | | | 31,705.81 |

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$31,705.81 INCURRED BY INFORMATION TECHNOLOGY. 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 COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

FINANCE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

FEB 07 2013

DATE _____ CHAIR

2013

Rock County - Production

01/30/13

COMMITTEE APPROVAL REPORT

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| Account Number | Name | Yearly Prct Appropriation Spent | YTD Expenditure | Encumb Amount | Unencumb Balance | Inv/Enc Amount | Total |
|------------------|----------------------------------|------------------------------------|--------------------|------------------|---------------------|-------------------|--------|
| 0515000000-68010 | EXP.ALLOCATIONS | 0.00 100.0% | 0.00 | 40,000.00 | -40,000.00 | | |
| | P1300739-PO# 02/01/13 -VN#037901 | | | CITY DIRECTORIES | | 705.00 | |
| | | | | CLOSING BALANCE | -40,705.00 | | 705.00 |
| | FINANCE DIRECTOR | | PROG-TOTAL-PO | | | 705.00 | |

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$705.00
 INCURRED BY FINANCE DIRECTOR. 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 COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

FINANCE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

FEB 07 2013

DATE _____ CHAIR

2013 . . .

| Account Number | Name | Yearly Prcnt Appropriation Spent | YTD Expenditure | Encumb Amount | Unencumb Balance | Inv/Enc Amount | Total |
|--|----------------------------------|-------------------------------------|--------------------|------------------|---------------------|-------------------|--------|
| 1414100000-63200 | PUBL/SUBCR/DUES | 315.00 | 0.0% | 0.00 | 0.00 | 315.00 | |
| | P1300955-PO# 02/01/13 -VN#042646 | | | | | 50.00 | |
| | P1300958-PO# 02/01/13 -VN#050621 | | | | | 300.00 | |
| | P1301014-PO# 02/01/13 -VN#040504 | | | | | 50.00 | |
| | P1301024-PO# 02/01/13 -VN#041617 | | | | | 65.00 | |
| *** OVERDRAFT *** TRANSFER REQUIRED | | | | CLOSING BALANCE | | -150.00 | 465.00 |
| 1414100000-64200 | TRAINING EXP | 1,500.00 | 0.0% | 0.00 | 0.00 | 1,500.00 | |
| | P1300956-PO# 02/01/13 -VN#047790 | | | | | 100.00 | |
| | | | | CLOSING BALANCE | | 1,400.00 | 100.00 |
| | COUNTY CLERK | | | PROG-TOTAL-PO | | 565.00 | |

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$565.00 INCURRED BY COUNTY CLERK. 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 COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

FINANCE **FEB 07 2013** COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD
 DATE _____ CHAIR

2013.1.13

| Account Number | Name | Yearly Prct Appropriation Spent | YTD Expenditure | Encumb Amount | Unencumb Balance | Inv/Enc Amount | Total |
|------------------|---|------------------------------------|--------------------|------------------|---------------------|-------------------|--------|
| 1515400000-63200 | PUBL/SUBCR/DUES P1300906-PO# 02/01/13 -VN#043687 | 100.00 0.0% | 0.00 | 0.00 | 100.00 | 100.00 | |
| | WISCONSIN COUNTY TREASURERS AS | | | | | | |
| | CLOSING BALANCE | | | | 0.00 | | 100.00 |
| 1515400000-64200 | TRAINING EXP P1300882-PO# 02/01/13 -VN#047790 | 975.00 0.0% | 0.00 | 0.00 | 975.00 | 75.00 | |
| | WCCO | | | | | | |
| | CLOSING BALANCE | | | | 900.00 | | 75.00 |
| | COUNTY TREASURER | | PROG-TOTAL-PO | | | 175.00 | |

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$175.00 INCURRED BY COUNTY TREASURER. 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 COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.

C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

FINANCE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

FEB 07 2013

DATE _____ CHAIR

2013

| Account Number | Name | Yearly Prct Appropriation Spent | YTD Expenditure | Encumb Amount | Unencumb Balance | Inv/Enc Amount | Total |
|------------------|----------------------------------|------------------------------------|--------------------|--------------------------------|---------------------|-------------------|--------|
| 1717100000-63200 | PUBL/SUBCR/DUES | 125.00 | 0.0% | 0.00 | 0.00 | 125.00 | |
| | P1300826-PO# 02/01/13 -VN#043096 | | | WISCONSIN REGISTER OF DEEDS AS | | 100.00 | |
| | | | | CLOSING BALANCE | 25.00 | | 100.00 |
| 1717100000-64200 | TRAINING EXP | 1,072.00 | 0.0% | 0.00 | 0.00 | 1,072.00 | |
| | P1300922-PO# 02/01/13 -VN#047790 | | | WCCO | | 100.00 | |
| | | | | CLOSING BALANCE | 972.00 | | 100.00 |
| | REGISTER OF DEED | | | PROG-TOTAL-PO | | 200.00 | |

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$200.00 INCURRED BY REGISTER OF DEEDS. 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 COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

FINANCE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

FEB 07 2013

DATE _____ CHAIR

2013

| Account Number | Name | Yearly Prct Appropriation Spent | YTD Expenditure | Encumb Amount | Unencumb Balance | Inv/Enc Amount | Total |
|------------------|---|------------------------------------|--------------------|------------------|---------------------|-------------------|--------|
| 1017210000-63200 | PUBL/SUBCR/DUES P1300898-PO# 02/01/13 -VN#025900 | 200.00 0.0% | 0.00 | 0.00 | 200.00 | 150.00 | |
| | | | CLOSING BALANCE | | 50.00 | | 150.00 |
| 1017210000-64200 | TRAINING EXP P1301013-PO# 02/01/13 -VN#025900 | 12,500.00 3.3% | 0.00 | 420.00 | 12,080.00 | 955.00 | |
| | | | CLOSING BALANCE | | 11,125.00 | | 955.00 |
| | LAND RECORDS | | PROG-TOTAL-PO | | | 1,105.00 | |

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$1,105.00 INCURRED BY LAND RECORDS. 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 COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

FINANCE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

FEB 07 2013

DATE _____ CHAIR

| Account Number | Name | Yearly Prct Appropriation | YTD Spent | YTD Expenditure | Encumb Amount | Unencumb Balance | Inv/Enc Amount | Total |
|------------------|----------------------------------|------------------------------|--------------|--------------------|--------------------------------|---------------------|-------------------|-----------|
| 0714300000-62400 | R & M SERV | 211,793.00 | 21.5% | 38,199.89 | 7,535.05 | 166,058.06 | | |
| | P1300650-PO# 02/01/13 -VN#019713 | | | | GENERAL HEATING AND AIR CONDIT | | 361.80 | |
| | P1300818-PO# 02/01/13 -VN#038267 | | | | JT PACKARD AND ASSOCIATES INC | | 12,439.00 | |
| | P1300839-PO# 02/01/13 -VN#051308 | | | | UNITRENDS CORP | | 9,502.00 | |
| | | | | | CLOSING BALANCE | 143,755.26 | | 22,302.80 |
| 0714300000-62421 | COMPUTER EQUIP | 9,000.00 | 0.0% | 0.00 | 0.01 | 8,999.99 | | |
| | P1300894-PO# 02/01/13 -VN#033353 | | | | CDW GOVERNMENT INC | | 189.42 | |
| | | | | | CLOSING BALANCE | 8,810.57 | | 189.42 |
| 0714300000-62491 | SOFTWARE MAINT | 586,987.00 | 41.7% | 166,179.47 | 78,746.08 | 342,061.45 | | |
| | P1300907-PO# 02/01/13 -VN#047116 | | | | GOVERNMENTJOBS.COM INC | | 8,700.00 | |
| | P1300963-PO# 02/01/13 -VN#051972 | | | | POWERDMS INC | | 1,295.63 | |
| | P1300967-PO# 02/01/13 -VN#050378 | | | | INTERACT PUBLIC SAFETY SYSTEMS | | 125.10 | |
| | P1300968-PO# 02/01/13 -VN#023968 | | | | CURSOR CONTROL INC | | 1,395.00 | |
| | P1300972-PO# 02/01/13 -VN#050784 | | | | DATASPEC INC | | 1,196.00 | |
| | | | | | CLOSING BALANCE | 329,349.72 | | 12,711.73 |
| 0714300000-63407 | COMPUTER SUPPL | 17,940.00 | 5.7% | 0.00 | 1,029.63 | 16,910.37 | | |
| | P1300816-PO# 02/01/13 -VN#033353 | | | | CDW GOVERNMENT INC | | 24.20 | |
| | | | | | CLOSING BALANCE | 16,886.17 | | 24.20 |
| 0714300000-67143 | IT DEPT.CR-CHGS. | 50,000.00 | 51.1% | 13,117.00 | 12,469.44 | 24,413.56 | | |
| | P1300810-PO# 02/01/13 -VN#049019 | | | | CORE BTS INC | | 5,602.05 | |
| | P1300858-PO# 02/01/13 -VN#033353 | | | | CDW GOVERNMENT INC | | 33.98 | |
| | | | | | CLOSING BALANCE | 18,777.53 | | 5,636.03 |
| | | | | | INFORMATION TECH | | | |
| | | | | | PROG-TOTAL-PO | | 40,864.18 | |

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$40,864.18 INCURRED BY INFORMATION TECHNOLOGY. 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 COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

FINANCE **FEB 07 2013** COMMITTEE APPROVES THE ABOVE, COM-APPROVAL _____ DEPT-HEAD _____
 DATE _____ CHAIR _____

PURCHASE ORDER NUMBER P1300018

PEID 040481

PRE-APPROVED ENCUMBRANCE AMENDMENT FORM

This form must be used when adding funds to or changing an account number of a previously approved encumbrance. Please complete this form and e-mail to Susan Balog in Accounting (balog@co.rock.wi.us), Cheryl Mikrut in Accounting (mikrut@co.rock.wi.us) **and** Jodi Millis in Purchasing (jodi@co.rock.wi.us). Susan or Cheryl will forward on to your governing committee for approval. The Encumbrance and Purchase Order will be updated upon approval of all necessary committees and County Board (if amendment is over \$10,000).

DATE 1-22-13

DEPARTMENT GENERAL SERVICES

COMMITTEE GENERAL SERVICES

VENDOR NAME RHYME

ACCOUNT NUMBER 00-0000-00001-16010

FUNDS DESCRIPTION GENERAL FUND - PURCHASING INVENTORY

AMOUNT OF INCREASE \$ 20,000 SB - Balance Sheet Acct

INCREASE FROM \$ 10,000 TO \$ 30,000

ACCOUNT BALANCE AVAILABLE \$ _____

REASON FOR AMENDMENT PAPER ORDERS

APPROVALS

GOVERNING COMMITTEE _____
Chair _____ Date _____

FINANCE COMMITTEE _____
(If over \$10,000) Chair _____ Date _____

COUNTY BOARD _____
(If over \$10,000) Resolution # _____ Adoption Date _____

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Finance Committee
INITIATED BY _____

Mickey Crittenden, IT Director
DRAFTED BY _____



Finance Committee
SUBMITTED BY _____

January 10, 2013
DATE DRAFTED _____

AUTHORIZING PURCHASE OF ADDITIONAL STORAGE AREA NETWORK CAPACITY

- 1 **WHEREAS** the Information Technology Department manages the data storage needs for all County
- 2 systems and applications; and,
- 3
- 4 **WHEREAS**, the 2013 Information Technology Department Capital Projects Account (07-1444-0000-
- 5 67131) includes funding for adding disk storage to the County's existing storage area network (SAN);
- 6 and,
- 7
- 8 **WHEREAS**, the Information Technology Department has specified the necessary rack-mounted
- 9 Expansion Tray and disk drives for adding data storage capacity; and,
- 10
- 11 **WHEREAS**, the specified Hitachi Data Systems SAN Expansion Tray and associated disk drives will
- 12 be purchased using the terms and conditions of the UW Contract 10-2052.
- 13
- 14 **NOW, THEREFORE, BE IT RESOLVED**, by the Rock County Board of Supervisors duly
- 15 assembled this _____ day of _____, 2013 that a Purchase Order for a SAN Expansion Tray and
- 16 Disk Drives is issued to AE Business Solutions in the amount of \$38,444.00.

Respectfully Submitted,

FINANCE COMMITTEE

PURCHASING PROCEDURAL ENDORSEMENT

Mary Mawhinney, Chair

Reviewed and approved on a vote of

Sandra Kraft, Vice Chair

Mary Mawhinney, Chair

Mary Beaver

Brent Fox

J. Russell Podzilni

AUTHORIZING PURCHASE OF ADDITIONAL STORAGE AREA NETWORK CAPACITY

Page 2

FISCAL NOTE:

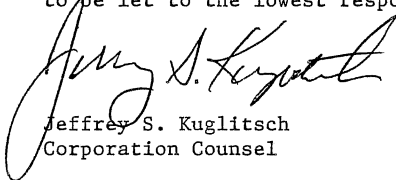
Sufficient funding is available in the IT Capital Projects computer hardware account, A/C 07-1444-0000-67131, for the cost of this purchase.



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. 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

Executive Summary for Expansion of the County's Storage Area Network

As an IT capital project included in the 2013 budget, the expansion of the County's storage area network (SAN) is planned to address the County's rapidly growing storage requirements for both structured and unstructured County information. The storage area network consists of controllers, magnetic disk drives, and software that represent the primary information storage for the County's computer systems. The expanded SAN will allow for greater throughput of input/output data operations as well as the necessary increase in raw storage capacity.

The SAN expansion project consists of the following main components:

- 26 terabytes of additional Hitachi Data Systems storage capacity
- Rack-mounted Storage Expansion Tray and Rack Rails
- Installation
- 3 Years Premium Service
- Hitachi Command Suite Software.

The SAN is located in the County's data center at the Health Care Center.

The SAN expansion will cost \$38,444.00 and be purchased from AE Business Solutions using the pricing and terms of the State of Wisconsin contract #10-2052.

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Finance Committee
INITIATED BY



Mickey Crittenden, IT Director
DRAFTED BY

Finance Committee
SUBMITTED BY

January 10, 2013
DATE DRAFTED

**AUTHORIZING UPGRADE OF THE COUNTY'S CITRIX ENVIRONMENT TO XENAPP
ENTERPRISE**

- 1 **WHEREAS**, one of the Information Technology Department's 2013 Strategic Initiatives is the
- 2 budgeted upgrade of the County's Citrix environment to the XenApp Enterprise version; and,
- 3
- 4 **WHEREAS**, the 2013 Information Technology Department Capital Projects Account (07-1444-0000-
- 5 62491) includes the funding for the Citrix software upgrade; and,
- 6
- 7 **WHEREAS**, the Information Technology Department and the County's Citrix systems provider,
- 8 EDCI, Inc., has developed the project plan for implementing the upgrade to XenApp Enterprise; and,
- 9
- 10 **WHEREAS**, the project plan specifies professional implementation services from EDCI, Inc. using
- 11 available funds in the 2013 Information Technology operational budget (07-1430-0000-62119).
- 12
- 13 **NOW, THEREFORE, BE IT RESOLVED**, by the Rock County Board of Supervisors duly
- 14 assembled this ____ day of _____, 2013 that a Purchase Order for the Citrix XenApp
- 15 Enterprise upgrade and associated professional services is issued to EDCI, Inc. in the amount of
- 16 \$49,927.00.

Respectfully Submitted,

FINANCE COMMITTEE

Mary Mawhinney, Chair

Sandra Kraft, Vice Chair

Mary Beaver

Brent Fox

J. Russell Podzilni

PURCHASING PROCEDURAL ENDORSEMENT

Reviewed and approved on a vote of

Mary Mawhinney, Chair

AUTHORIZING UPGRADE OF THE COUNTY'S CITRIX ENVIRONMENT TO XENAPP
ENTERPRISE

Page 2

FISCAL NOTE:

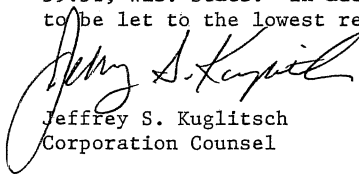
Sufficient funding is available in the IT Capital Projects account, A/C 07-1444-0000-62491, and the IT operational budget, A/C 07-1430-0000-62119, for the cost of this project.



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. 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

Authorizing Upgrade to the County's Citrix Environment to XenApp Enterprise

The Information Technology department currently supports a Citrix environment that is used by several County departments for critical application delivery, and one of the strategic initiatives for the IT Department for 2013 is the project to upgrade the County's Citrix environment to the XenApp Enterprise version. The purpose of the upgrade is to allow for the centralized patching and upgrading of application software, centralized repairing of virus effects, and the centralized provisioning of new application and operating system software. XenApp Enterprise also delivers a consistent virtual desktop interface allowing users to access their applications from any location and from any device that is on the County's network or the Internet.

The project is the next step of the existing long-term project of Citrix technology that has been in-process within the County's computer and network environment, and the project has relied on the professional services of EDCI, Inc. the leading implementation provider of Citrix enterprise solutions in the state of Wisconsin.

The main components of the project include:

- The XenApp Enterprise system software (\$35,052) funded by the IT Capital Projects account (07-1444-0000-62491), and
- The associated professional implementation services (\$14,875) using available funds in the IT operational budget (07-1430-0000-62119).

The purchase of both the Citrix software and the associated implementation services will be purchased from EDCI, Inc., the County's Citrix systems provider, and will total \$49,927.

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Public Safety and Justice
INITIATED BY



Kathren Sukus, Director
DRAFTED BY

Public Safety and Justice
SUBMITTED BY

January 23, 2013
DATE DRAFTED

**COMMUNICATIONS CENTER EVENTIDE RECORDING SYSTEM -
UPGRADE TO DIGITAL**

1 **WHEREAS**, the Rock County 911 Communications Center is the custodian for all open record requests
2 for public safety audio recordings; and,
3
4 **WHEREAS**, the Rock County 911 Communications Center recently converted the public safety radio
5 system from a conventional analog system to a conventional digital system; and,
6
7 **WHEREAS**, it has become necessary to upgrade the current analog Eventide recording system to digital;
8 and,
9
10 **WHEREAS**, funding to upgrade the Communications Center's current Eventide recording system has
11 been approved in the Center's 2013 budget; and,
12
13 **WHEREAS**, General Communications, Inc., of Madison, Wisconsin is the only authorized service center
14 for both the Eventide recorder and the IDS dispatch radio consoles in the Rock County area; and,
15
16 **WHEREAS**, General Communications, Inc., of Madison, Wisconsin currently holds the service
17 maintenance contract for the recording system with the Communications Center; and,
18
19 **WHEREAS**, pricing for the Eventide digital recording system is based on General Services
20 Administration (GSA) Contract Number #GS-35F-0415V (period covered May 5, 2009 - May 4, 2014).
21
22 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
23 this _____ day of _____, 2013 that a contract in the amount of \$40,068.75, be awarded to
24 General Communications, Inc., of Madison, Wisconsin for the purchase of necessary equipment and labor
25 to convert the existing Communications Center Eventide audio recorder to a P25 digital recording system.

Respectfully submitted,

Public Safety and Justice Committee

PURCHASING PROCEDURAL ENDORSEMENT

Ivan Collins, Chair

Reviewed and approved on a vote of
_____.

Henry Brill, Vice Chair

Mary Mawhinney, Chair

Mary Beaver

Brian Knudson

Larry Wiedenfeld

FISCAL NOTE:

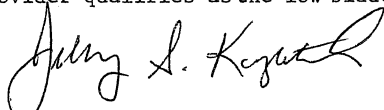
Funding is available in the Communications Center's capital asset account, A/C 23-2400-0000-67171, for the cost of this contract.



Sherry Oja
Finance Director

LEGAL NOTE:

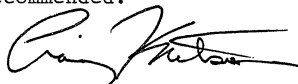
The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. Sec. 59.52(29), Wis. Stats. requires the project to be let to the lowest responsible bidder. General Communication, Inc., as a sole source provider qualifies as the low bidder.



Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Craig Knutson
County Administrator

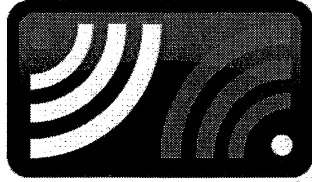
EXECUTIVE SUMMARY

The Rock County 911 Communications Center is the records custodian for all Rock County public safety audio recordings. The recent conversion of the Public Safety Radio System to a conventional digital system in 2012, it is necessary to upgrade our current analog recording system to digital. This upgrade will enhance the audio recordings from the new radio system making the audio more crisp and clear, as well as offer new features that are not possible on an analog system (i.e; recording of unit ID numbers on radio transmissions). Currently the recording system is connected to control stations at the Sheriff's Department, so we are unable to verify the signals that the dispatch consoles transmit/receive because the system is unable to do so until we complete the upgrade.

Upgrading to a digital recorder will also allow for more functionality (ie; recording caller ID, 911 data feeds, etc.) for telephone recordings when we update our 911 telephone system in late 2013.

General Communications was the original vendor for the analog Eventide recorder and currently holds the maintenance contract for the recording system equipment as well as the interface between the recorder and the dispatch radio consoles.

This item was approved in the Communications Center's 2013 budget and pricing for the quote (\$40,068.75) is based on GSA Contract #GS-35F-0415V.



GENERAL COMMUNICATIONS

your safety is our business

January 23 , 2013

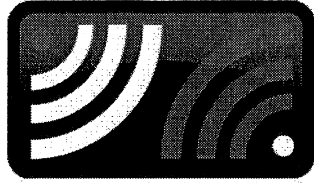
Rock Co. Communications Center
Attn: KATHREN SUKUS
3636 N. County Trunk Hwy F
Janesville, WI 53545

The following is our quote to upgrade your Eventide Recorder to be capable of recording P25 Digital This equipment will reuse your existing analog audio card and upgrade your license to work with the new Eventide Recorder

| QUANTITY | Description | PRICE EA | PRICE |
|----------|---|------------|--------------------|
| 2 | Upgrade 2 X 72 Channel Analog Systems, Add 16 IP Channels Nexlog 740 Base System, 3U rack-mount Intel Core2 Quad CPU, Dual NIC, Embedded Linux O/S, Base software, Configuration Manager, One Network Archive License, Warranty & Update Subscription #105310 -2 X 1TB Fixed-mount S/W Raid1-165,000 Hours Storage #108233-000 - Dual Hot Swap Power Supplies #105327 - 9.4GB DVD-RAM Drive | \$6,795.75 | \$13,591.50 |
| 2 | License Fee Atlas to Nexlog Upgrade | Included | Included |
| 2 | #105313 Upgrade to 4 x 1TB Hot Swap h/w-RAID5 = 3TB storage | \$2,205.75 | \$4,411.50 |
| 144 | #105284-024 - 6 card with 24 Channel Analog Record Card w/24 Ch License #109033-002 - Quick Install Kit Atlas Channel Reuse Fee Per Channel of \$60.00 | \$60.00 | \$8,640.00 |
| 2 | Transfer PC Remote Access Client for Windows #271007 -MediaWorks™ Client License for 8 PCs Access #271008 - MediaAgent™ Instant Recall Client License 8 PCs Access | Included | Included |
| | Add Recording 16 G.711 IDS Console IP Audio Channels | | |
| 2 | #271052 - Internal IP Recorder w/8 G.711 Channels License | \$3,612.50 | \$7,225.00 |
| 2 | #271035 - Add G.711 IP Channels - 8 Pack | \$977.50 | \$1,955.00 |
| 1 | #209157 - IDS Metadata Capture License | \$2,970.75 | \$2,970.75 |
| | IDS IP recorder Gateway | Included | Included |
| 1 | Labor to setup and install upgrade | Included | Included |
| 2 | #105306 Upgrade to Two DVD-RAM Drives (OPTION) | \$637.50 | \$1,275.00 |
| | TOTAL with Dual DVD option | | \$40,068.75 |

Madison
5157 Anton Drive
Madison, WI 53719
(608) 271-4848 / (800) 356-3200

Milwaukee
N57 W13466 Reichert Avenue
Menomonee Falls, WI 53051
(262) 439-2000 / (800) 546-9468



GENERAL COMMUNICATIONS

your safety is our business

If you have any questions please contact Rich Westgard at 608-310-7127 or at rwestgard@gencomm.com

Sincerely,

Rich Westgard

Richard Westgard
Assistant Service Manager
General Communication
2880 Commerce Park Drive
Madison, WI 53719
Rich.Westgard@gencomm.com
Office (608) 310-7127
Cell (608) 445-3530

Madison
5157 Anton Drive
Madison, WI 53719
(608) 271-4848 / (800) 356-3200

Milwaukee
N57 W13466 Reichert Avenue
Menomonee Falls, WI 53051
(262) 439-2000 / (800) 546-9468

www.gencomm.com

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Sheriff Robert D. Spoden
INITIATED BY



Capt. Gary L. Groelle
DRAFTED BY

**Public Safety and Justice
Committee**
SUBMITTED BY

January 25, 2013
DATE DRAFTED

**Awarding Bid to Bandt Communications Inc. for
Equipment Installation in New Squads**

- 1 **WHEREAS**, the Sheriff's Office has a yearly squad "change over" process which occurs in the spring
- 2 after their new squads arrive; and,
- 3
- 4 **WHEREAS**, with the retirement last year, of Sheriff's Office personnel who were qualified to complete
- 5 that process in past years, it has left a void within the Sheriff's Office; and,
- 6
- 7 **WHEREAS**, Bandt Communications Inc. of Janesville, WI, provides that service and will fill the void
- 8 from the loss of qualified personnel at the Sheriff's Office; and,
- 9
- 10 **WHEREAS**, the Rock County Purchasing Division did advertise and solicit bids for the equipment
- 11 installation in the new squads, with the results attached.
- 12
- 13 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
- 14 this _____ day of _____, 2013, that the bid for squad equipment installation be awarded to
- 15 Bandt Communications Inc., of Janesville, WI, the lowest bidder.

Respectfully submitted,

Public Safety and Justice Committee

Purchasing Procedural Endorsement
Reviewed and approved on a vote of

Ivan Collins, Chair

Mary Beaver

Mary Mawhinney, Chair

Henry Brill

Brian Knudson

Larry Wiedenfeld

Awarding Bid to Bandt Communications Inc. for Equipment Installation in New Squads

Page 2

FISCAL NOTE:

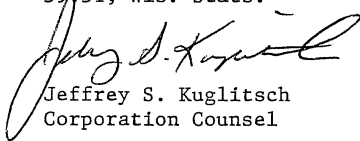
Funding is available in the Sheriff's Vehicle account, A/C 21-2190-0000-67105, for equipment installation in the new squads.



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.



Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Craig Knutson
County Administrator

Executive Summary

Awarding Bid for Bandt Communications Inc. for Equipment Installation of New Squads

The Rock County Sheriff's Office previously performed their own electrical squad equipment installation on their new squads. With the retirement last year of qualified personnel at the Sheriff's Office, they now have no one employed who is qualified to fully complete the electrical portion of the installation for each new squad.

By contracting with Bandt Communication Inc., they will be able to complete the electrical wiring of all our equipment, for all our new squads.

The low bidder for the equipment installation was Bandt Communications Inc., with a bid of \$1,860.00 per squad.



BID SUMMARY

PROJECT NUMBER 2013-14
 PROJECT NAME EQUIPMENT INSTALLATION IN NEW SQUAD CARS
 BID DUE DATE JANUARY 22, 2012 – 1:30 P.M.
 DEPARTMENT SHERIFF'S OFFICE

| | BANDT COMMUNICATIONS JANESVILLE, WI | GENERAL COMMUNICATIONS MADISON, WI |
|---------------------------|---|--|
| HOURLY RATE | \$ 80.00 | \$ 90.00 |
| MAXIMUM PRICE PER VEHICLE | \$ 1,860.00 | \$ 2,600.00 |

Invitation to Bid was advertised in the Beloit Daily News and on the Internet.

4 additional vendors were solicited that did not respond.

PREPARED BY: Alan Dransfield
 SENIOR BUYER

DEPARTMENT HEAD RECOMMENDATION: Bandt

Sheriff Robert Spod 01-24-13
 SIGNATURE DATE

GOVERNING COMMITTEE APPROVAL:

CHAIR VOTE DATE

PURCHASING PROCEDURAL ENDORSEMENT:

CHAIR VOTE DATE

ROCK COUNTY, WISCONSIN
FINANCIAL SERVICES

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



COPY

#2013-14
EQUIPMENT INSTALLATION IN NEW SQUAD CARS
FOR
ROCK COUNTY SHERIFF'S OFFICE
JANESVILLE, WISCONSIN

BID FORM

| EQUIPMENT INSTALL ON 2013 DODGE CHARGERS | | |
|--|------------|----------|
| HOURLY RATE | \$ 80.00 | PER HOUR |
| MAXIMUM PRICE PER VEHICLE | \$ 1860.00 | PER CAR |

List any deviations or additional information to your bid on company letterhead.

Bid prepared by:

Signature

Print Name & Title

Company:

Address:

Phone Number:

Fax Number:

E-Mail Address:

Stephan Bandt pres.

Bandt Communications Inc.

1346 Excalibur Dr.

Janesville, WI 53546

608-757-1770

608-757-1783

steve@bandtcom.com

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

BOARD OF HEALTH
INITIATED BY



JEFFREY S. KUGLITSCH
DRAFTED BY

BOARD OF HEALTH
SUBMITTED BY

JANUARY 25, 2013
DATE DRAFTED

**AWARDING CONTRACT FOR ELECTRONIC PAYMENT SERVICES FOR THE
ROCK COUNTY HEALTH DEPARTMENT**

- 1 **WHEREAS**, currently the Clerk of Circuit Court and the Sheriff's Office offer credit card payment
- 2 systems for the purposes of collecting and processing payments in their offices using Government
- 3 Payment Service, Inc. (GPS); and,
- 4
- 5 **WHEREAS**, the Rock County Health Department would like to provide credit card access for services
- 6 provided in their office, including but not limited to: immunizations, well testing, radon kits and
- 7 inspection fees; and,
- 8
- 9 **WHEREAS**, this access will allow the Health Department services to be more accessible to the general
- 10 public; and,
- 11
- 12 **WHEREAS**, there is no cost to Rock County for the services provided by Government Payment Service,
- 13 Inc.; and,
- 14
- 15 **WHEREAS**, GPS assumes all risk for bad and unauthorized credit card payments thus reducing the
- 16 number of bad checks written to Rock County; and,
- 17
- 18 **WHEREAS**, the basis of the Health Department's selection of GPS is that previously the Purchasing
- 19 Division solicited proposals from qualified credit card firms with seven responding and chose
- 20 Government Payment Service, Inc., for the Sheriff's Office and Clerk of Circuit Court; and,
- 21
- 22 **WHEREAS**, both previous offices have been extremely satisfied with Government Payment Service,
- 23 Inc.'s performance.
- 24
- 25 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors in session this
- 26 14th day of February, 2013 that a contract be awarded to Government Payment Service, Inc., of
- 27 Indianapolis, Indiana, for credit card payment services for the Rock County Health Department.

Respectfully Submitted:

BOARD OF HEALTH

Sandra Kraft, Chair

Dr. Aaron Best

Louis Peer, Vice Chair

Dr. Dean Peterson DVM

Richard Bostwick

James Rooney, RPH

Mike Rundle

Judith Wade

Connie Winder, DDS

AWARDING CONTRACT FOR ELECTRONIC PAYMENT SERVICES FOR THE ROCK COUNTY
HEALTH DEPARTMENT

Page 2

PURCHASING PROCEDURAL ENDORSEMENT

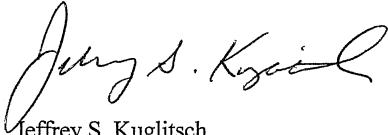
Reviewed and approved on a vote of

_____.

Mary Mawhinney, Chair

LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats.



Jeffrey S. Kuglitsch
Corporation Counsel

FISCAL NOTE:

This resolution authorizes a contract with Government Payment Service, Inc. for credit card payment services for the Rock County Health Department. No fees will be charged to the County. Fees will be charged to the customers that choose to pay for services with a credit card.



Sherry Oja
Finance Director

ADMINISTRATIVE NOTE:

Recommended.



Craig Knutson
County Administrator

EXECUTIVE SUMMARY

Since 1999, the Rock County Clerk of Court and the Rock County Sheriff's Office have used Government Payment Service, Inc., to allow their customers to pay for fees and services in their departments by personal credit card. This fully automated credit card service will allow customers to pay for their respective fees in the Health Department including but not limited to: immunizations, well tests, radon kits and inspection fees. There is no cost to Rock County for this service. The customer using the credit card is assessed a fee from the credit card company.

Rock County benefits from the use of this credit card service in that it reduces the number of NSF checks written to Rock County. Also, the credit card service is responsible for collecting payment on bad or unauthorized credit cards. The other departments previously using this service have been more than satisfied with the results provided by Government Payment Services, Inc.

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Public Safety and Justice
INITIATED BY



Kathren Sukus,
Communications Director
DRAFTED BY

Public Safety and Justice
SUBMITTED BY

January 30, 2013
DATE DRAFTED

CISCO NETWORK SWITCHES FOR PUBLIC SAFETY RADIO SYSTEM

1 **WHEREAS**, the Rock County 911 Communications Center is responsible for the operation of
2 the public safety voice radio communications infrastructure within Rock County; and,
3
4 **WHEREAS**, (8) Cisco 24-port network switches are required to complete segregation of the
5 voice radio network; and,
6
7 **WHEREAS**, these improved switches will more effectively handle network traffic for the digital
8 radio system; and,
9
10 **WHEREAS**, the switches will enable Rock County Information Technology to remotely manage
11 the digital voice radio network; and,
12
13 **WHEREAS**, Rock County Information Technology staff selected this equipment, which is listed
14 on the State of Wisconsin Contract #15-20664-001; and,
15
16 **WHEREAS**, the purchase of these switches will be covered by funds in the Communications
17 Center's 2013 operating budget.
18
19 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly
20 assembled this _____ day of _____, 2013 that a Purchase Order be issued to
21 Core BTS, Inc. 3001 W. Beltline Hwy, Madison, WI 53713 for (8) Cisco 2960S switches for
22 \$11,980.00 .

Respectfully submitted,

Public Safety and Justice Committee

Purchasing Procedural Endorsement

Ivan Collins, Chair

Reviewed and approved on a vote of
_____.

Hank Brill, Vice Chair

Mary Mawhinney, Chair

Mary Beaver

Brian Knudson

Larry Wiedenfeld

CISCO NETWORK SWITCHES FOR PUBLIC SAFETY RADIO SYSTEM

Page 2

FISCAL NOTE:

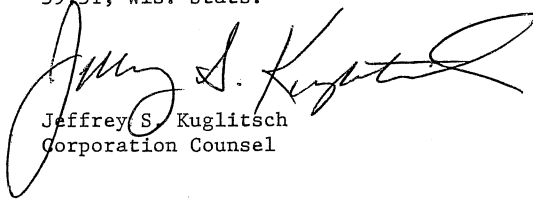
Sufficient funding is available in the Communications Center's Capital Assets account, A/C 23-2400-0000-67171, for the cost of the network switches.



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.



Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Craig Knutson
County Administrator

EXECUTIVE SUMMARY

The Rock County Communications Center is responsible for the management of the County's Public Safety Digital Radio System. For the past several months radio equipment vendors and Rock County personnel have been troubleshooting the remaining communications issues on the new P25 digital radio system. The main issue remaining concerns dropped and garbled audio packets. Through the troubleshooting process a recommendation was made to segregate Rock County's radio network from other data networks.

Part of this process requires different, more enhanced switches at the various tower sites. Rock County IT has recommended that the Communications Center purchase (8) new Cisco Catalyst 2960S 24-port switches this year in order to begin this segregation. The Cisco switches were recommended for the following reasons:

- Will improve traffic on the network
- Allows for multiple VLANs
- Will allow for remote management
- Switches will eventually all be the same brand, which will streamline configuration and troubleshooting

We previously purchased (8) switches for the main sites, this purchase will cover the remaining sites that currently have trunking abilities.

The cost of these (8) switches is \$11,980 under the State of Wisconsin Contract #15-20664-001 and will be covered under the Communications Center's 2013 operating budget.



Customer Service Rep: Daniel Moyer
Phone: 608-661-7726
Fax:
E-mail: daniel.moyer@corebts.com

Account Manager: Andi Rainey
Phone: 608-661-7733
Fax:
E-mail: andi.rainey@corebts.com

Quote Number: 000Q12662-02
Quote Date: 01/30/2013
Customer Account #: 0011124
Customer: Rock County
Payment Terms: 25
Shipping Method: BEST WAY
Customer Reference #:
Customer PO #: TBD

Bill To:
 Rock County
 Tj
 3530 N Cty Hwy F
 PO Box 351
 Janesville, WI 53547

Ship To:
 Rock County
 3530 N Cty Hwy F
 PO Box 351
 Janesville, WI 53547

| Qty | Item Number | Description | Price | Ext Price |
|-----|-------------------|---|-----------------|--------------------|
| 8 | WS-C2960S-24TS-L | Catalyst 2960S 24 GigE 4 x SFP LAN Base | \$1,767.05 | \$14,136.40 |
| 8 | CAB-16AWG-AC | AC Power cord 16AWG | \$0.00 | \$0.00 |
| | | | SubTotal | \$14,136.40 |
| 1 | *DISCOUNT | Core/Cisco discount | -\$2,156.40 | -\$2,156.40 |
| 1 | WI-CISCO-CONTRACT | CONTRACT# 15-20664-001 | | |
| 1 | NOFGHT | NO FREIGHT CHARGE TO CLIENT | | |

Quote Subtotal: \$11,980.00
Sales Tax: \$0.00
Quote Total: \$11,980.00

Notes:

Cisco Wisconsin CONTRACT# 15-20664-001

Accepted by: _____ **Printed name:** _____ **Date:** _____

This proposal is confidential, and shall not be used or disclosed, in whole or in part, for any purpose other than evaluation within the client organization. All product and pricing information is based on the latest information available and is subject to change without notice. All prices are in U.S. dollars. Prices and tax rates are valid in the U.S. only and are subject to change. Sales tax is based on the "ship to" address on your purchase order. Please indicate your taxability status on your purchase order. Product availability is subject to change and cannot be guaranteed. All shipments are FOB origin. Appropriate freight charges will be added at the time of invoice.

Core BTS, Inc.
 3001 W. Beltline Hwy Madison, WI 53713
www.corebts.com

Authorization for the Purchase of Cisco Network Equipment for the ADRC

The County's Aging and Disability Resource Center (ADRC) is currently being constructed at the Job Center, and the Information Technology Department has specified the equipment that will be required in order to provide network connectivity for the ADRC users to access County and State computer applications and the County phone system.

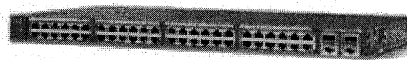
This purchase authorization includes the following network equipment and associated components:

| | |
|---|-----------------|
| • 1 Cisco Catalyst 2960S 48-port Switch | \$4,422.05 |
| • 1 Cisco Catalyst 2960S FlexStack LAN Module | \$885.00 |
| • 1 Cisco SFP LC SX Transceiver | <u>\$295.00</u> |

Total: \$5,602.05

This network equipment is projected to have a life-span of approximately 10 years.

The network equipment will cost \$5,602.05 and will be purchased from Core BTS using the pricing and terms of the State of Wisconsin contract #15-20664-001.



Cisco 2960S 48-Port Switch

Authorization for the Purchase of Mitel Telephone Equipment and Licenses for the ADRC

The County's Aging and Disability Resource Center (ADRC) is currently being constructed at the Job Center, and the Information Technology Department has specified the equipment and licenses that will be required in order provide telephones for the ADRC users. The equipment and licenses will allow the ADRC users to be part of the County's Internet Protocol telephone network and to have the Call Center and fax functionality that is necessary for ADRC operations.

This purchase authorization includes the following Mitel telephones and licenses:

| | |
|---|-----------------|
| • 15 Mitel 5330E IP Phones | \$3,999.38 |
| • 15 Mitel Communications Director (MCD) Licenses | \$2,349.00 |
| • 11 Mitel Active Agent Licenses | \$1,435.50 |
| • 1 MCD SIP FAX License | \$156.60 |
| • 1 MediaPack 114 – 2FXS, 2FX | \$336.90 |
| • 2 Hours of Web Training for Call Center Agents | <u>\$232.00</u> |

| | |
|---------------|-------------------|
| Total: | \$8,509.38 |
|---------------|-------------------|

This Telephone equipment will be purchased from Enterprise Systems Group, the County's Mitel phone system provider for a total cost of \$8,509.38.



Mitel 5330e IP Phone

Request for Authorization to Purchase 7 Budgeted HP Laptops for the Rock County Aging and Disability Resource Center (ADRC)

As part of the 2013 budget, the Human Services department is scheduled to purchase 7 laptops to equip the new Rock County ADRC. These laptops will be used with the State of Wisconsin's eWisacwis software system to record home visits and other case information. These laptops will provide the ADRC staff with the mobility their jobs require by allowing them to work with the laptop in the office and then take the laptop out with them in the field.

The cost of the 7 HP laptops that are part of this purchase request:

HP 8570 Laptop \$869.00 ea. for a total of \$6,083.00

The pricing is based on the Wisconsin Counties Association (WCA Services) contract terms.

Rock County, Wisconsin

51 South Main Street
Janesville, WI 53545



General Services

-Facilities Management
-Maintenance
-Duplicating
-Central Stores
(608)757-5518

To: Members of the General Services Committee
Fr: Rob Leu, GS Director
Date: 1/14/12
Re: Committee approval of Jail Diversion Project purchases.

Item #1 – Carpet

Committee approval is needed to purchase carpet from Halverson Carpet, State Contract # 11-36020-900

As a purchase over \$5,000.00, Committee approval is needed. The cost will be \$9,493.00.

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

LAND CONSERVATION
COMMITTEE
INITIATED BY _____



THOMAS SWEENEY
DRAFTED BY

LAND CONSERVATION
COMMITTEE
SUBMITTED BY _____

JANUARY 25, 2013
DATE DRAFTED

**FINALIZING PURCHASE OF THE 2013 AGRICULTURAL CONSERVATION EASEMENTS AND
AMENDING THE 2013 LAND CONSERVATION DEPARTMENT BUDGET**

- 1 **WHEREAS**, the Rock County Board of Supervisors officially approved the Rock County Purchase of
2 Agricultural Conservation Easements (PACE) Program and adopted the document entitled Rock County PACE
3 Program Manual, identifying and outlining all aspects of Program development and implementation, on
4 January 13, 2011; and,
5
- 6 **WHEREAS**, applications were submitted by landowners to the Land Conservation Department (LCD) in 2011,
7 with said applications reviewed by LCD staff, the Rock County PACE Council (Council), and the Land
8 Conservation Committee (LCC); and,
9
- 10 **WHEREAS**, three applications were recommended for approval by LCD and the Council, and approved by the
11 LCC, all in accordance with the Rock County PACE Program Manual; and,
12
- 13 **WHEREAS**, The LCC authorized the LCD to commence the Easement acquisition process on the properties as
14 follows:
15 1. Carlson Property: Rock County Tax Parcel Numbers 6-5-304 and 6-5-325, Sections 32 and 33, Town
16 of Clinton;
17 2. Phelps Property: Rock County Tax Parcel Numbers 6-20-100, 6-20-101.1, and 6-20-104A, Sections 12
18 and 13, Town of Union;
19 3. Anderson Property: Rock County Tax Parcel Number 6-11-120, Section 17, Town of Lima; and,
20
- 21 **WHEREAS**, the PACE program and the Natural Resources Conservation Service (NRCS) Farm and Ranchland
22 Preservation Program (FRPP) require that easement appraisals be completed by a State of Wisconsin Certified
23 General Appraiser and meet the Uniform Standards of Professional Appraisal Practice (USPAP); and,
24
- 25 **WHEREAS**, the purchase price of the said easements were determined with the aforementioned methodology and
26 the appraisal valuations have been approved by the NRCS; and,
27
- 28 **WHEREAS**, the LCD worked closely with the NRCS staff to secure the NRCS-FRPP funding for said easement
29 purchases and will receive said funding at time of the easement closing(s); and,
30
- 31 **WHEREAS**, each party to the PACE, that being the Landowners, the County and the NRCS, are required to have
32 financial interests as follows; Landowners will donate thirty three percent (33%) of the easement value, the County
33 will contribute seventeen percent (17%) of each easement value, totaling \$118,320 and the NRCS will contribute
34 fifty percent (50%) of each easement value, totaling \$340,000; and,
35
- 36 **WHEREAS**, a ten percent (10%) contingency fund shall be established to cover any additional costs to the County
37 due to changes in the real estate appraisals after appraisals have been reviewed by a third party Real Estate
38 Appraisal Reviewer.
39
- 40 **NOW, THEREFORE, BE IT RESOLVED**, the Rock County Board of Supervisors duly assembled this
41 _____ day of _____, 2013, does by enactment of this Resolution approve the purchase of the
42 Conservation Easements for each Property, accepts the NRCS-FRPP Funding, and authorizes the LCD to
43 undertake final necessary activities identified therein and obligate all necessary funds to complete said
44 activities.

45
 46 **BE IT FURTHER RESOLVED**, the County Board Chair and/or the County Clerk will act as the County's
 47 agent(s) for closing of said easements.
 48
 49 **BE IT FURTHER RESOLVED**, that an appraisal contingency fund be created in the amount of \$46,632
 50 with funds to come from Federal Aid and ATC funds.
 51
 52 **BE IT FURTHER RESOLVED**, the 2013 Land Conservation Department's PACE budget be amended as
 53 follows:

| <u>A/C DESCRIPTION</u> | <u>BUDGET AT</u> <u>01/01/2013</u> | <u>INCREASE</u> <u>(DECREASE)</u> | <u>AMENDED</u> <u>BUDGET</u> |
|---|---------------------------------------|--------------------------------------|---------------------------------|
| <u>Source of Funds:</u> | | | |
| 62-6350-0000-42100 Federal Aid | \$ 348,000 | \$ 34,800 | \$ 382,800 |
| 62-6350-0000-47000 Transfer In | \$ 153,040 | \$ 11,832 | \$ 164,872 |
| <u>Use of Funds:</u> | | | |
| 62-6350-0000-67171 Capital Assets over \$1,000 | \$ 466,320 | \$ 46,632 | \$ 512,952 |

Respectfully submitted:

LAND CONSERVATION COMMITTEE

 Richard Bostwick, Chair

 Larry Wiedenfeld, Vice-Chair

 Eva Arnold

 Edwin Nash

 Jim Quade, USDA-FSA Representative

 Deloyde Sanders

 Alan Sweeney

 Fred Yoss

FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of

 Mary Mawhinney, Chair

FISCAL NOTE:

This resolution approves the purchase of listed easements, accepts NRCS-FRPP funding and establishes a contingency fund in the event of changes to the appraisals after review by a third party Real Estate Appraisal Reviewer. The County's portion of the contingency fund would come from a transfer in of ATC Fees. The estimated 12/31/12 balance in the Land Conservation ATC Fee account is \$755,610.


 Sherry Oja
 Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01, 59.51 and 93.73, 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

EXECUTIVE SUMMARY

This resolution authorizes the Land Conservation Department (LCD) to finalize acquisition of the Agricultural Conservation Easements under the Purchase of Agricultural Conservation Easement Program (PACE) for the following lands:

1. Carlson Property: Rock County Tax Parcel Numbers 6-5-304 and 6-5-325, Sections 32 and 33, Town of Clinton;
2. Phelps Property: Rock County Tax Parcel Numbers 6-20-100, 6-20-101.1, and 6-20-104A, Sections 12 and 13, Town of Union;
3. Anderson Property: Rock County Tax Parcel Number 6-11-120, Section 17, Town of Lima

Acquisition of Easements will protect and preserve productive agricultural lands in Rock County, encouraging and promoting the goals of a strong agricultural economy and community identity, intergovernmental cooperation, and a regional land use vision throughout the County.

A Real Estate Appraisal Review, requested by the NRCS has been completed on the initial easement appraisals and the reviewer requested changes. The Real Estate Appraiser has made said changes, which has altered the initial values plus six percent (6%). Due to the changes, the LCD is requesting a ten percent (10%) contingency fund to be set up to cover a potential for increases in the Real Estate Appraisals for each property.

If this resolution is approved, the LCD will complete the Easement acquisition process on each of the aforementioned properties, and submit Easement acquisition funding applications to the USDA-Farm and Ranch Land Protection Program. Acquisition of the easements by Rock County is contingent upon funding from the USDA.

ROCK COUNTY
WRITE-OFF DELINQUENT ACCOUNTS RECEIVABLE

As detailed on the attached correspondence, the identified delinquent accounts receivable are hereby written off:

DEPARTMENT DPW - Airport

AMOUNT \$180.45

ACCOUNT NAME Allowance for Collectibles

ACCOUNT NUMBER 41-4453-4110-64905

RECOMMENDED: Jeffrey S. Kuglitsch 1/31/13
Jeffrey S. Kuglitsch, Corporation Counsel Date

Sherry Oja 1-31-13
Sherry Oja, Finance Director Date

APPROVED: _____
Mary Mawhinney, Chair Date

COUNTY OF ROCK
Public Works
Department
Airport Division



4004 S. Oakhill Avenue
Janesville, WI 53546
Telephone: 608-757-5768
Fax : 608-758-3060

Memorandum

TO: Sherry Oja, Finance Director
FROM: Ronald D. Burdick, Airport Director *RB*
DATE: January 24, 2013
RE: Airport Uncollectible

Following is a list of accounts that may be eligible to be written off. Let me know how you would like to handle this.

| Account ID | Name | Amount | Reason | Status |
|------------|------------------------------------|--------|--|--|
| 050682 | Antair | 6.35 | Inv. Dated 3/1/11 Bal. Due | Payment collected by Associated Collectors, balance is Associated's third. |
| 029610 | Camden Aviation | 34.13 | Inv. Dated 8/27/10, company does not acknowledge or pay. | Sent to Associated Collectors, but no money received. |
| 051034 | Clement Aviation | 6.35 | Inv. Dated 6/10/11 Bal. Due | Payment collected by Associated Collectors, balance is Associated's third. |
| 049573 | Steininger, Jeff | 109.92 | Inv. Dated 5/7/10, does not acknowledge or pay. | Sent to Associated Collectors, but no money received. |
| 050593 | Wells Fargo Bank Equipment Finance | 11.85 | Inv. Dated 2/4/11 Bal. Due | Payment collected by Associated Collectors, balance is Associated's third. |
| 050593 | Wells Fargo Bank Equipment Finance | 11.85 | Inv. Dated 2/15/11 Bal. Due | Payment collected by Associated Collectors, balance is Associated's third. |
| | Total Write Off Amount | 180.45 | | |

cc: Gordon Beyerlein, Accounting Supervisor

RECEIVED

JAN 25 2013

FINANCE

ROCK COUNTY
WRITE-OFF DELINQUENT ACCOUNTS RECEIVABLE

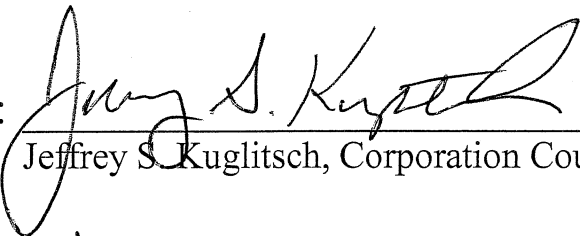
As detailed on the attached correspondence, the identified delinquent accounts receivable are hereby written off:


DEPARTMENT Rock Haven

AMOUNT \$89,157.54

ACCOUNT NAME Allowance for Collectibles

ACCOUNT NUMBER Various

RECOMMENDED:  1/31/13
Jeffrey S. Kuglitsch, Corporation Counsel Date

 1-31-13
Sherry Oja, Finance Director Date

APPROVED: _____
Mary Mawhinney, Chair Date

2012 Collections of Previous Private Pay Writeoffs

| ID# | Amount | Explanation |
|-----|--------|-------------|
|-----|--------|-------------|

| | | |
|-------|--------|--|
| Total | \$0.00 | |
|-------|--------|--|

2012 Collection of Previous Income to Apply Writeoffs

| ID# | Amount | Explanation |
|-----|--------|-------------|
|-----|--------|-------------|

| | | |
|-------|--------------|---------------------------------|
| 88826 | (\$4,102.07) | Collection of previous writeoff |
|-------|--------------|---------------------------------|

| | | |
|-------|--------------|--|
| Total | (\$4,102.07) | |
|-------|--------------|--|

2012 Collections of Previous Medical Assistance Writeoffs

| ID# | Amount | Explanation |
|-----|--------|-------------|
|-----|--------|-------------|

| | | |
|-------|--------|--|
| Total | \$0.00 | |
|-------|--------|--|

2012 Collections of Previous Medicare Writeoffs

| ID# | Amount | Explanation |
|-----|--------|-------------|
|-----|--------|-------------|

| | | |
|-------|------------|-----------------------|
| 86786 | (\$764.00) | Small Claims No Money |
|-------|------------|-----------------------|

| | | |
|-------|------------|--|
| Total | (\$764.00) | |
|-------|------------|--|

Rock Haven Nursing Home Summary
2012 Writeoffs

| | |
|----------------------------------|-------------|
| Private Pay | \$37,477.93 |
| Collection of Previous Writeoffs | \$0.00 |
| Total | \$37,477.93 |

| | |
|----------------------------------|--------------|
| Income To Apply | \$19,787.03 |
| Collection of Previous Writeoffs | (\$4,102.07) |
| Total | \$15,684.96 |

| | |
|----------------------------------|-------------|
| Medical Assistance | \$26,798.16 |
| Collection of Previous Writeoffs | \$0.00 |
| Total | \$26,798.16 |

| | |
|----------------------------------|------------|
| Medicare | \$9,960.49 |
| Collection of Previous Writeoffs | (\$764.00) |
| Total | \$9,196.49 |

| | |
|--|--------------|
| 2012 Rock Haven Nursing Home Writeoffs | \$94,023.61 |
| 2012 Collections of Previous Writeoffs | (\$4,866.07) |
| Total 2012 Writeoffs | \$89,157.54 |

2012 Private Pay Writeoff

| ID# | Amount | Explanation |
|--------------|--------------------|-------------------------|
| 5948 | \$16,936.00 | Expired - Filed Probate |
| 100507 | \$20,541.93 | Expired - Filed Probate |
| Total | \$37,477.93 | |

2012 Income to Apply Writeoffs

| ID# | Amount | Explanation |
|--------------|--------------------|---------------------|
| 38222 | \$126.79 | Judgment filed |
| 95268 | \$1,919.35 | Judgment filed |
| 75115 | \$1,364.31 | Daughter took money |
| 1724 | \$386.26 | Son took money |
| 101287 | \$4,656.85 | Judgment filed |
| 41849 | \$203.00 | Refused to pay |
| 69117 | \$14.22 | Expired |
| 53083 | \$4,684.72 | Judgment filed |
| 14566 | \$6,431.53 | Refused to pay |
| Total | \$19,787.03 | |

2012 Medical Assistance Writeoffs

| ID# | Amount | Explanation |
|--------------|--------------------|----------------------|
| 94108 | \$4,340.43 | ITA Adjusted Expired |
| 28022 | \$3,498.88 | ITA Adjusted Expired |
| 85861 | \$3,121.68 | ITA Adjusted Expired |
| 23227 | \$1,460.76 | Medicaid Denied |
| 17395 | \$571.20 | Medicaid Denied |
| 79368 | \$4,709.70 | ITA Adjusted |
| 94954 | \$209.50 | ITA Adjusted Expired |
| 29159 | \$192.99 | Medicaid Denied |
| 94250 | \$8,693.02 | ITA Adjusted Expired |
| Total | \$26,798.16 | |

2012 Medicare Writeoffs

| ID# | Amount | Explanation |
|--------------|-------------------|-----------------------------------|
| 87610 | \$520.01 | Insurance paid wrong amount |
| 95268 | \$556.90 | Liability not paid/Judgment filed |
| 100025 | \$1,695.21 | Expired |
| 49886 | \$3,019.21 | Did not crossover to Medicaid |
| 6395 | \$424.50 | Insurance denied/Expired |
| 101680 | \$317.36 | Liability not paid/Judgment filed |
| 101287 | \$1,155.80 | Liability not paid |
| 89887 | \$990.50 | Did not crossover to Medicaid |
| 100085 | \$1,281.00 | Other NH kept liability |
| Total | \$9,960.49 | |

RECEIVED

JAN 29 2013

FINANCE

ROCK COUNTY
WRITE-OFF DELINQUENT ACCOUNTS RECEIVABLE

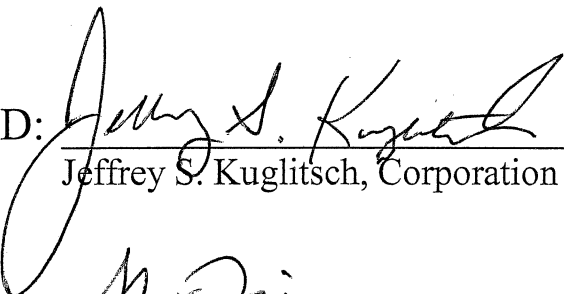
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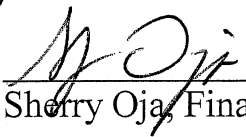
DEPARTMENT Sheriff's Office

AMOUNT \$52.00

ACCOUNT NAME Board of Prisoners-Municipal

ACCOUNT NUMBER 21-2200-0000-45202

RECOMMENDED:  1-31-13
Jeffrey S. Kuglitsch, Corporation Counsel Date

 1-31-13
Sherry Oja, Finance Director Date

APPROVED: _____
Mary Mawhinney, Chair Date

ROBERT D. SPODEN
ROCK COUNTY SHERIFF

BARBARA J. TILLMAN
CHIEF DEPUTY

January 30, 2013

TO: Sherry Oja, Finance Director
CC: Sheriff Spoden, Chief Deputy Tillman,
Commander Knudson, Commander Chellevold
FR: Diane Michaelis, Financial Office Manager
RE: Write Off of Uncollectible Receivables

Sheriff and Correctional Facility Accounts Receivable:

I have reviewed the open receivables that were billed through IFAS. Receivables on the general ledger include false alarm fees, officer fees, and federal, state, and municipal board of prisoners. As of December 31, 2012, the Sheriff's Office has the following uncollectable receivable to write off.

AR162199 Clinton Police Department \$52 Clinton disputes the invoice

For reference, the corresponding general ledger receivable accounts are listed below.

00-0000-0001-14120 Sheriff Accounts Receivable
00-0000-0001-14125 Correctional Facility Accounts Receivable
00-0000-0012-14125 Correctional Facility Accounts Receivable

Civil Process Fees and Inmate Debt:

Civil Process fees and inmate debt are not recorded on the general ledger as receivables. The information presented below is for informational purposes.

Civil Process:

The Sheriff's Office has \$841 in uncollectible Civil Process fees as of December 31, 2012. This amount is made up of 23 invoices from 2011. The invoice amounts range from \$12 to \$61.

This does not affect the general ledger. Civil process revenue is not recorded until received.

200 EAST U.S. HIGHWAY 14
JANESVILLE, WISCONSIN 53545-9601
PHONE 608-757-8000 FAX 608-757-7997

Inmate Debt:

The Sheriff's Office is participating in the Tax Intercept Refund Program (TRIP) and is in the process of contracting with a collection agency.

Inmate debt is not recorded on the general ledger.

Please contact me if you have any questions.