



**PUBLIC SAFETY & JUSTICE COMMITTEE
MONDAY – APRIL 16, 2012 - 4:00 P.M.
CONFERENCE ROOM N-1 - FIFTH FLOOR
ROCK COUNTY COURTHOUSE-EAST**

Agenda

1. Call to Order
2. Adoption of Agenda
3. Adoption of Minutes –April 2, 2012
4. Citizen Participation, Communications, Announcements, Information
5. Consent Calendar
 - A. Transfers and Appropriations
 - B. Bills
 - C. Encumbrances
 - D. Pre-Approved Encumbrance Amendment
 - 1) Child Support
6. Victim/Witness Reimbursement Rate
7. Resolution
 - A. Authorizing Submission of 2012 Edward Byrne Memorial Justice Assistance Grant Application and Authorizing Interagency Agreement with Beloit and Janesville
(Resolution will be provided at the meeting)
 - B. Authorizing Acceptance of JAG Crisis Intervention Team (CIT) Training (2009) Grant and Amending the 2012 Budget
(Resolution will be provided at the meeting)
8. Awarding Contract for Commissary Services at Sheriff's Office and Jail
9. Committee Requests and Motions
10. Adjournment

| Account Number | Name | Yearly Prort Appropriation Spent | YTD Expenditure | Encumb Amount | Unencumb Balance | Inv/Enc Amount | Total |
|------------------|----------------------------------|-------------------------------------|--------------------|--------------------------------|---------------------|-------------------|----------|
| 2121000000-62400 | R & M SERV | 37,021.00 43.6% | 10,898.17 | 5,250.84 | 20,871.99 | | |
| | P1200570-PO# 04/09/12 -VN#050412 | | | PAPER RECOVERY SERVICE CORPORA | | 57.30 | |
| | | | | CLOSING BALANCE | 20,814.69 | | 57.30 |
| 2121000000-62410 | R & M-VEHICLES | 130,000.00 58.2% | 23,776.76 | 51,933.83 | 54,289.41 | | |
| | P1200542-PO# 04/09/12 -VN#012562 | | | FAGAN CHEVROLET AND CADILLAC I | | 702.46 | |
| | P1200543-PO# 04/09/12 -VN#019048 | | | FASTENAL COMPANY | | 40.28 | |
| | P1200545-PO# 04/09/12 -VN#044334 | | | FRANK BOUCHER CHRYSLER DODGE J | | 267.46 | |
| | P1200548-PO# 04/09/12 -VN#042793 | | | GLASSWORKS OF WISCONSIN INC | | 45.00 | |
| | P1200561-PO# 04/09/12 -VN#014534 | | | MENARDS | | 45.26 | |
| | P1200839-PO# 04/09/12 -VN#051722 | | | CARQUEST AUTO PARTS | | 139.23 | |
| | P1200965-PO# 04/09/12 -VN#029613 | | | PIONEER RIM AND WHEEL CO | | 414.83 | |
| | | | | CLOSING BALANCE | 52,634.89 | | 1,654.52 |
| 2121000000-62420 | MACH & EQUIP RM | 6,000.00 0.0% | 213.50 | -213.42 | 5,999.92 | | |
| | P1200532-PO# 04/09/12 -VN#018588 | | | BANDT COMMUNICATIONS INC | | 208.00 | |
| | P1201572-PO# 04/09/12 -VN#051913 | | | MUNICIPAL ELECTRONICS INC | | 767.78 | |
| | | | | CLOSING BALANCE | 5,024.14 | | 975.78 |
| 2121000000-63100 | OFC SUPP & EXP | 8,300.00 39.6% | 3,321.78 | -29.15 | 5,007.37 | | |
| | P1201397-PO# 04/09/12 -VN#030630 | | | J AND G OFFICE PRODUCTS | | 668.00 | |
| | | | | CLOSING BALANCE | 4,339.37 | | 668.00 |
| 2121000000-63101 | POSTAGE | 13,000.00 76.3% | 150.32 | 9,776.34 | 3,073.34 | | |
| | P1200544-PO# 04/09/12 -VN#012615 | | | FEDERAL EXPRESS CORP | | 29.61 | |
| | | | | CLOSING BALANCE | 3,043.73 | | 29.61 |
| 2121000000-63200 | PUBL/SUBCR/DUES | 5,349.00 17.8% | 953.00 | 0.00 | 4,396.00 | | |
| | P1201444-PO# 04/09/12 -VN#014813 | | | NATIONAL TACTICAL OFFICERS ASS | | 150.00 | |
| | P1201568-PO# 04/09/12 -VN#051912 | | | INTERNATIONAL ASSOCIATION OF | | 120.00 | |
| | | | | CLOSING BALANCE | 4,126.00 | | 270.00 |
| 2121000000-63405 | CLOTHING/UNIFORM | 59,220.00 6.2% | 21,336.80 | -17,618.47 | 55,501.67 | | |
| | 04/09/12 -VN#012853 | | | GARVIN, PATRICK | | 48.52 | |
| | 04/09/12 -VN#048230 | | | MICHAELIS, DIANE | | 40.73 | |
| | P1200546-PO# 04/09/12 -VN#012827 | | | GALLS INC | | 119.19 | |
| | P1200588-PO# 04/09/12 -VN#050128 | | | UNIFORM DEN EAST | | 484.59 | |
| | P1200960-PO# 04/09/12 -VN#018109 | | | THRONSDEN LETTERING INC | | 11.00 | |
| | P1201107-PO# 04/09/12 -VN#048483 | | | PRINT N STITCH | | 766.00 | |
| | | | | CLOSING BALANCE | 54,032.64 | | 1,469.03 |
| 2121000000-63407 | COMPUTER SUPPL | 17,685.00 25.3% | 4,448.10 | 41.48 | 13,195.42 | | |
| | P1201109-PO# 04/09/12 -VN#033353 | | | CDW GOVERNMENT INC | | 245.59 | |

| Account Number | Name | Yearly Prcnt Appropriation Spent | YTD Expenditure | Encumb Amount | Unencumb Balance | Inv/Enc Amount | Total |
|------------------|----------------------------------|-------------------------------------|--------------------------------|------------------|---------------------|-------------------|----------|
| | | | | | CLOSING BALANCE | 12,949.83 | 245.59 |
| 2121000000-63409 | CRIME SCENE SUPP | 6,500.00 25.5% | 907.23 | 750.94 | 4,841.83 | | |
| | P1200561-PO# 04/09/12 -VN#014534 | | MENARDS | | | 16.48 | |
| | P1200587-PO# 04/09/12 -VN#045364 | | ULINE | | | 324.24 | |
| | | | | | CLOSING BALANCE | 4,501.11 | 340.72 |
| 2121000000-63904 | POLICING/1ST AID | 18,094.00 17.2% | 1,862.48 | 1,256.76 | 14,974.76 | | |
| | P1200561-PO# 04/09/12 -VN#014534 | | MENARDS | | | 69.78 | |
| | P1201106-PO# 04/09/12 -VN#012827 | | GALLS INC | | | 1,105.00 | |
| | | | | | CLOSING BALANCE | 13,799.98 | 1,174.78 |
| 2121000000-63908 | INVESTIG.EXPENSE | 3,500.00 4.2% | 67.17 | 82.85 | 3,349.98 | | |
| | P1201613-PO# 04/09/12 -VN#051896 | | AT AND T SUBPOENA CENTER | | | 40.00 | |
| | | | | | CLOSING BALANCE | 3,309.98 | 40.00 |
| 2121000000-64200 | TRAINING EXP | 34,500.00 42.4% | 11,267.61 | 3,364.35 | 19,868.04 | | |
| | P1200535-PO# 04/09/12 -VN#019171 | | BLACKHAWK TECHNICAL COLLEGE | | | 1,040.00 | |
| | P1201441-PO# 04/09/12 -VN#049066 | | STEINIG TAL KENNEL LLC | | | 350.00 | |
| | P1201512-PO# 04/09/12 -VN#027914 | | CITY OF MADISON | | | 360.00 | |
| | P1201514-PO# 04/09/12 -VN#045959 | | NORTHEAST WISCONSIN TECHNICAL | | | 390.00 | |
| | P1201515-PO# 04/09/12 -VN#029508 | | NORTHEAST WISCONSIN TECHNICAL | | | 25.00 | |
| | P1201516-PO# 04/09/12 -VN#038646 | | NORTHWESTERN UNIVERSITY CENTER | | | 2,990.00 | |
| | | | | | CLOSING BALANCE | 14,713.04 | 5,155.00 |
| 2121000000-65331 | EQUIP LEASE | 3,000.00 0.0% | 0.00 | 0.00 | 3,000.00 | | |
| | P1201511-PO# 04/09/12 -VN#038440 | | NAVAL SURFACE WARFARE CENTER | | | 3,000.00 | |
| | | | | | CLOSING BALANCE | 0.00 | 3,000.00 |
| | SHERIFF | | PROG-TOTAL-PO | | | 15,080.33 | |

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$15,080.33

INCURRED BY SHERIFF. 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.

PUBLIC SAFETY & JUSTICE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

APR 16 2012

DATE _____ CHAIR

| Account Number | Name | Yearly Prct Appropriation Spent | YTD Expenditure | Encumb Amount | Unencumb Balance | Inv/Enc Amount | Total |
|------------------|----------------------------------|------------------------------------|--------------------|------------------------|---------------------|-------------------|--------|
| 2121670000-64904 | SUNDRY EXPENSE | 5,000.00 | 7.7% | 0.00 | 386.86 | 4,613.14 | |
| | P1201110-PO# 04/09/12 -VN#029498 | | | JUNG SEED GENETICS INC | | 187.85 | |
| | | | | CLOSING BALANCE | 4,425.29 | | 187.85 |
| | RECAP OPERATIONS | | PROG-TOTAL-PO | | | 187.85 | |

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$187.85 INCURRED BY RECAP OPERATIONS. 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.

PUBLIC SAFETY & JUSTICE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

APR 16 2012

DATE _____ CHAIR

| Account Number | Name | Yearly Prct Appropriation Spent | YTD Expenditure | Encumb Amount | Unencumb Balance | Inv/Enc Amount | Total |
|------------------|----------------------------------|------------------------------------|--------------------|--------------------------------|---------------------|-------------------|----------|
| 2122000000-62161 | HOUSEHOLD SERV | 36,319.00 50.4% | 12,628.75 | 5,697.37 | 17,992.88 | | |
| | P1200560-PO# 04/09/12 -VN#014513 | | | MEDLINE INDUSTRIES INC | | 184.96 | |
| | P1200584-PO# 04/09/12 -VN#030803 | | | STAPLES | | 402.80 | |
| | | | | CLOSING BALANCE | 17,405.12 | | 587.76 |
| 2122000000-62420 | MACH & EQUIP RM | 4,000.00 0.0% | 474.30 | -474.23 | 3,999.93 | | |
| | P1200561-PO# 04/09/12 -VN#014534 | | | MENARDS | | 32.78 | |
| | P1201574-PO# 04/09/12 -VN#051914 | | | ESS SECURITY INC | | 255.00 | |
| | | | | CLOSING BALANCE | 3,712.15 | | 287.78 |
| 2122000000-63200 | PUBL/SUBCR/DUES | 300.00 31.6% | 95.00 | 0.00 | 205.00 | | |
| | P1201569-PO# 04/09/12 -VN#036007 | | | VAN METER AND ASSOCIATES INC | | 155.00 | |
| | | | | CLOSING BALANCE | 50.00 | | 165.00 |
| 2122000000-63406 | CLOTHING/UNIFORM | 46,570.00 1.5% | 13,611.89 | -12,870.54 | 45,828.65 | | |
| | 04/09/12 -VN#013373 | | | HOIUM, DWIGHT | | 210.18 | |
| | 04/09/12 -VN#016955 | | | VANDEN NOVEN, DAVID | | 27.52 | |
| | 04/09/12 -VN#026807 | | | CHELLEVOLD, ERIK | | 232.37 | |
| | 04/09/12 -VN#048992 | | | TADDER, NICOLE | | 56.97 | |
| | P1200546-PO# 04/09/12 -VN#012827 | | | GALLS INC | | 146.13 | |
| | P1200558-PO# 04/09/12 -VN#037985 | | | LARK UNIFORMS | | 271.15 | |
| | P1200588-PO# 04/09/12 -VN#050128 | | | UNIFORM DEN EAST | | 37.00 | |
| | P1201107-PO# 04/09/12 -VN#048483 | | | PRINT N STITCH | | 75.00 | |
| | | | | CLOSING BALANCE | 44,772.33 | | 1,056.32 |
| 2122000000-64200 | TRAINING EXP | 35,868.00 35.5% | 8,999.82 | 3,764.22 | 23,103.96 | | |
| | P1201443-PO# 04/09/12 -VN#051882 | | | WISCONSIN COURT INTERPRETER PR | | 30.00 | |
| | | | | CLOSING BALANCE | 23,073.96 | | 30.00 |
| 2122000000-64904 | SUNDRY EXPENSE | 135,000.00 11.6% | 15,709.39 | 0.00 | 119,290.61 | | |
| | P1200535-PO# 04/09/12 -VN#019171 | | | BLACKHAWK TECHNICAL COLLEGE | | 821.00 | |
| | P1200537-PO# 04/09/12 -VN#020525 | | | BOB BARKER COMPANY INC | | 1,572.81 | |
| | P1200561-PO# 04/09/12 -VN#014534 | | | MENARDS | | 9.43 | |
| | | | | CLOSING BALANCE | 116,887.37 | | 2,403.24 |

| Account Number | Name | Yearly Prct Appropriation Spent | YTD Expenditure | Encumb Amount | Unencumb Balance | Inv/Enc Amount | Total |
|----------------|------|------------------------------------|--------------------|------------------|---------------------|-------------------|-------|
| | | CORR.FACILITY | PROG-TOTAL-PO | | | 4,520.10 | |

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$4,520.10 INCURRED BY CORRECTIONAL FACILITY. 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.

PUBLIC SAFETY & JUSTICE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

APR 16 2012

DATE _____ CHAIR

| Account Number | Name | Yearly Prct Appropriation Spent | YTD Expenditure | Encumb Amount | Unencumb Balance | Inv/Enc Amount | Total |
|-----------------|----------------------------------|------------------------------------|--------------------|--------------------------------|---------------------|-------------------|----------|
| 221200000-63200 | PUBL/SUBCR/DUES | 8,000.00 17.4% | 1,198.61 | 200.00 | 6,601.39 | | |
| | P1201296-PO# 04/09/12 -VN#033730 | | | STATE BAR OF WISCONSIN | | 56.41 | |
| ENC | R1201766-PO# 04/09/12 -VN#035052 | | | WISCONSIN FAMILY COURT COMMISS | | 200.00 | |
| | | | CLOSING BALANCE | | 6,344.98 | | 256.41 |
| 221200000-63202 | LAW BOOKS | 30,000.00 0.0% | 5,279.00 | -5,278.99 | 29,999.99 | | |
| | P1201178-PO# 04/09/12 -VN#033730 | | | STATE BAR OF WISCONSIN | | 173.62 | |
| | | | CLOSING BALANCE | | 29,826.37 | | 173.62 |
| 221200000-67171 | C.A. -\$1000/MORE | 1,200.00 0.0% | 0.00 | 0.00 | 1,200.00 | | |
| | P1201171-PO# 04/09/12 -VN#028264 | | | HENRICKSEN | | 1,128.40 | |
| | | | CLOSING BALANCE | | 71.60 | | 1,128.40 |
| | CIRCUIT COURTS | | PROG-TOTAL-PO | | | 1,558.43 | |

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$1,558.43 INCURRED BY CIRCUIT COURTS. 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.

PUBLIC SAFETY & JUSTICE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD
APR 16 2012 DATE _____ CHAIR

| Account Number | Name | Yearly Prcent Appropriation Spent | YTD Expenditure | Encumb Amount | Unencumb Balance | Inv/Enc Amount | Total |
|------------------|----------------------------------|--------------------------------------|--------------------|------------------------------|---------------------|-------------------|----------|
| 2212090000-61108 | SEASONAL-REG WAG | 0.00 100.0% | 3,134.31 | 2,773.29 | -5,907.60 | | |
| | P1201190-PO# 04/09/12 -VN#014330 | | | MANPOWER INC | | 1,704.72 | |
| | | | CLOSING BALANCE | | -7,612.32 | | 1,704.72 |
| 2212090000-63100 | OFC SUPP & EXP | 44,000.00 10.4% | 4,401.91 | 213.52 | 39,384.57 | | |
| | P1200962-PO# 04/09/12 -VN#048539 | | | MID AMERICA BUSINESS SYSTEMS | | 505.90 | |
| | P1201033-PO# 04/09/12 -VN#048467 | | | STAPLES ADVANTAGE | | 234.00 | |
| | | | CLOSING BALANCE | | 38,644.67 | | 739.90 |
| | CLK.OF CTS. | | PROG-TOTAL-PO | | | 2,444.62 | |

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$2,444.62

INCURRED BY CLERK OF COURTS. 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.

PUBLIC SAFETY & JUSTICE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

APR 16 2012

DATE _____ CHAIR

| Account Number | Name | Yearly Prcnt Appropriation Spent | YTD Expenditure | Encumb Amount | Unencumb Balance | Inv/Enc Amount | Total |
|------------------|-------------------|-------------------------------------|--------------------------------|------------------|---------------------|-------------------|----------|
| 2324000000-62218 | DATA COMMUNICTN. | 1,608.00 74.2% | 465.13 | 728.84 | 414.03 | | |
| | | 04/09/12 -VN#024911 | SUKUS, KATHY | | | 47.99 | |
| | | | CLOSING BALANCE | | 366.04 | | 47.99 |
| 2324000000-62420 | MACH & EQUIP RM | 17,442.00 5.8% | 1,020.33 | 0.02 | 16,421.65 | | |
| | | P1201420-PO# 04/09/12 -VN#015731 | ROCK COUNTY APPLIANCE AND TV S | | | 117.95 | |
| | | | CLOSING BALANCE | | 16,303.70 | | 117.95 |
| 2324000000-63108 | PUBLIC INFO | 6,500.00 46.1% | 2,500.00 | 500.00 | 3,500.00 | | |
| | | P1201542-PO# 04/09/12 -VN#046570 | MAS MODERN MARKETING | | | 263.88 | |
| | | | CLOSING BALANCE | | 3,236.12 | | 263.88 |
| 2324000000-64200 | TRAINING EXP | 30,000.00 20.0% | 5,658.40 | 351.03 | 23,990.57 | | |
| | | P1200379-PO# 04/09/12 -VN#039154 | BELOIT MEMORIAL HOSPITAL | | | 30.00 | |
| | | | CLOSING BALANCE | | 23,960.57 | | 30.00 |
| 2324000000-67171 | C.A. -\$1000/MORE | 136,410.00 19.6% | 5,875.40 | 20,991.07 | 109,543.53 | | |
| | | P1201075-PO# 04/09/12 -VN#028264 | HENRICKSEN | | | 3,636.40 | |
| | | | CLOSING BALANCE | | 105,907.13 | | 3,636.40 |
| | | 911 PROJ.OPER. | PROG-TOTAL-PO | | | 4,096.22 | |

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$4,096.22 INCURRED BY 911 PROJECT OPERATION. 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.

PUBLIC SAFETY & JUSTICE

COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____

DEPT-HEAD

APR 16 2012

DATE _____

CHAIR

| Account Number | Name | Yearly Prorit Appropriation Spent | YTD Expenditure | Encumb Amount | Unencumb Balance | Inv/Enc Amount | Total |
|------------------|----------------------------------|--------------------------------------|--------------------|--------------------------------|---------------------|-------------------|----------|
| 2416100000-62119 | OTHER SERVICES | 500.00 | 0.0% | 108.72 | -108.71 | 499.99 | |
| | P1200762-PC# 04/09/12 -VN#050412 | | | PAPER RECOVERY SERVICE CORPORA | | 23.60 | |
| | | | | CLOSING BALANCE | 476.39 | | 23.60 |
| 2416100000-62501 | REPORTER FEES | 8,000.00 | 0.0% | 788.75 | -788.64 | 7,999.89 | |
| | P1200768-PC# 04/09/12 -VN#040369 | | | THATCHER, ANNE | | 115.50 | |
| | P1200770-PC# 04/09/12 -VN#031133 | | | NELSON, DEBRA A | | 86.00 | |
| | P1200772-PC# 04/09/12 -VN#049452 | | | MACEK, KAILA | | 38.00 | |
| | P1200773-PC# 04/09/12 -VN#023955 | | | KANE, KRISTINE | | 134.00 | |
| | P1200774-PC# 04/09/12 -VN#040466 | | | SELF RPR CSR, MALISSA J | | 21.50 | |
| | P1200776-PC# 04/09/12 -VN#018141 | | | GARCIA, RONALD W | | 22.00 | |
| | P1200778-PC# 04/09/12 -VN#035145 | | | BOUZIANE, VICKI N | | 28.00 | |
| | | | | CLOSING BALANCE | 7,554.89 | | 445.00 |
| 2416100000-63100 | OFC SUPP & EXP | 8,000.00 | 17.1% | 1,370.18 | 0.00 | 6,629.82 | |
| | 04/09/12 -VN#025667 | | | BUKER, KATE | | 112.29 | |
| | P1201520-PC# 04/09/12 -VN#036739 | | | CNA SURETY | | 30.00 | |
| | P1201588-PC# 04/09/12 -VN#051139 | | | WISCONSIN DEPARTMENT OF FINANC | | 20.00 | |
| | | | | CLOSING BALANCE | 6,467.53 | | 162.29 |
| 2416100000-63300 | TRAVEL | 8,750.00 | 11.9% | 1,048.14 | 0.00 | 7,701.86 | |
| | 04/09/12 -VN#029286 | | | SULLIVAN, RICHARD | | 13.32 | |
| | | | | CLOSING BALANCE | 7,688.54 | | 13.32 |
| 2416100000-64200 | TRAINING EXP | 4,500.00 | 3.5% | -160.00 | 0.00 | 4,660.00 | |
| | P1201521-PC# 04/09/12 -VN#017499 | | | WISCONSIN DEPARTMENT OF JUSTIC | | 1,080.00 | |
| | | | | CLOSING BALANCE | 3,580.00 | | 1,080.00 |
| | | | | DIST. ATTORNEY | | 1,724.21 | |
| | | | | PROG-TOTAL-PO | | | |

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$1,724.21 INCURRED BY DISTRICT ATTORNEY. 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.

PUBLIC SAFETY & JUSTICE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

APR 16 2012 DATE _____ CHAIR

| Account Number | Name | Yearly Prct Appropriation Spent | YTD Expenditure | Encumb Amount | Unencumb Balance | Inv/Enc Amount | Total |
|------------------|----------------------------------|------------------------------------|--------------------|--------------------------------|---------------------|-------------------|--------|
| 3438500000-62126 | OFFICER FEES | 22,600.00 23.8% | 5,311.29 | 75.00 | 17,213.71 | | |
| | P1200948-PO# 04/09/12 -VN#013019 | | | GREGG INVESTIGATIONS INC | | 250.00 | |
| | P1201518-PO# 04/09/12 -VN#049641 | | | MILWAUKEE COUNTY SHERIFFS DEPA | | 60.00 | |
| | P1201560-PO# 04/09/12 -VN#050782 | | | WINNEBAGO COUNTY SHERIFFS OFFI | | 103.32 | |
| | | | CLOSING BALANCE | | 16,800.39 | | 413.32 |
| 3438500000-62503 | INTERPRETER FEES | 2,600.00 0.0% | 320.00 | -319.99 | 2,599.99 | | |
| | P1200368-PO# 04/09/12 -VN#049570 | | | GONZALEZ, VICTOR M | | 80.00 | |
| | | | CLOSING BALANCE | | 2,519.99 | | 80.00 |
| | CHILD SUPPORT | | PROG-TOTAL-PO | | | 493.32 | |

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$493.32 INCURRED BY CHILD SUPPORT. 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.

PUBLIC SAFETY & JUSTICE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

APR 16 2012

DATE _____ CHAIR

| Account Number | Name | Yearly Prct Appropriation | Prct Spent | YTD Expenditure | Encumb Amount | Unencumb Balance | Inv/Enc Amount | Total |
|------------------|----------------------------------|------------------------------|---------------|--------------------|------------------|---------------------|-------------------|-----------------|
| 2121900000-67105 | MOTOR VEHICLES | 322,000.00 | 81.8% | 191,965.46 | 71,521.49 | 58,513.05 | | |
| | P1201442-PO# 04/09/12 -VN#010231 | | | | | | 224.00 | |
| | P1201494-PO# 04/09/12 -VN#013661 | | | | | | 3,534.40 | |
| | P1201495-PO# 04/09/12 -VN#022073 | | | | | | 1,439.79 | |
| | P1201570-PO# 04/09/12 -VN#019613 | | | | | | 1,610.00 | |
| | P1201573-PO# 04/09/12 -VN#013661 | | | | | | 1,946.93 | |
| | | | | | | | | CLOSING BALANCE |
| | | | | | | | | 49,757.93 |
| | | | | | | | | 8,755.12 |
| | SHERIFF'S VEH. | | | | | | | PROG-TOTAL-PO |
| | | | | | | | | 8,755.12 |

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$8,755.12 INCURRED BY SHERIFF'S VEHICLES. 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.

PUBLIC SAFETY & JUSTICE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

APR 16 2012 DATE _____ CHAIR

PURCHASE ORDER NUMBER P1201340 PEID 051819

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 send 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).

DEPARTMENT CHILD SUPPORT

COMMITTEE PUBLIC SAFETY & JUSTICE

VENDOR NAME DNA DIAGNOSTICS

ACCOUNT NUMBER 34-3850-0000-62119

FUNDS DESCRIPTION GENETIC TESTING FEES

AMOUNT OF INCREASE \$ 24,288

INCREASE FROM \$ 9,000 TO \$ 33,288

ACCOUNT BALANCE AVAILABLE \$ 626,603.92 SB 4/12/12

REASON FOR AMENDMENT MOVING ENCUMBERED FUNDS FROM FORMER VENDOR

ORCHID CELLMARK TO DNA DIAGNOSTICS (CURRENT VENDOR).

APPROVALS

Hris Baker Ellis 4/12/12

GOVERNING COMMITTEE _____

Chair

Date

FINANCE COMMITTEE _____

(if over \$10,000)

Chair

Date

COUNTY BOARD _____

(if over \$10,000)

Resolution #

Adoption Date

WHITE - COMMITTEE
YELLOW - PURCHASING
PINK - DEPARTMENT

**ROCK COUNTY, WISCONSIN
FINANCE DIRECTOR**

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



**PROJECT NUMBER #2012-28
PROJECT NAME COMMISSARY SERVICES
PROPOSAL DUE DATE APRIL 9, 2012 - 12:00 NOON
DEPARTMENT SHERIFF'S OFFICE & JAIL**

| | ARAMARK DOWNERS GROVE IL | KEEFE BRIDGETON MO | SWANSON MADISON WI | STELLAR STOUGHTON WI |
|------------------|-----------------------------|-----------------------|-----------------------|-------------------------|
| RATER 1 | 86 | 84 | 81 | 83 |
| RATER 2 | 93 | 83 | 88 | 84 |
| RATER 3 | 88 | 75 | 71 | 73 |
| TOTAL SCORE | 267 | 242 | 240 | 240 |
| AVERAGE SCORE | 89 | 80.67 | 80 | 80 |
| RANKING | 1 | 2 | 3 | 4 |
| COMMISSION | 38% | 35% | 38% | 37.1% |
| ANNUAL GUARANTEE | \$100,000.00 | \$112,500.00 | \$120,000.00 | \$100,000.00 |

Proposals were evaluated based on the following criteria:

1. General quality and adequacy of response (10 points maximum) _
 - Completeness and thoroughness
 - Responsiveness to terms and conditions
 - Complete balance sheet or annual report as of the company's last fiscal year operation
2. Technical approach (35 points maximum)
 - Value added services
 - Equipment
 - Software
 - Product variety
 - Delivery
 - Inventory control for central warehouse and on-location storage areas, and route inventory control
 - Method of recording, checking and reporting sales
 - Route and internal control of cash handling
 - Internal audit system
 - Regular accounting and inventory and cash collection control forms used with detailed explanation of each and their importance
 - Identify proposed accounting periods, minimum twelve (12) annually
 - A description in detail of your program of preventive maintenance and regular replacement of worn and/or malfunctioning equipment
3. Organization, personnel and experience (20 points maximum)
 - Qualification of personnel
 - Experience of personnel
 - Experience of firm
 - A table of company organization and a plan for the administrative management and supervision staffing proposed under the specification of this contract, including the number of staff to be assigned and resumes of individuals assigned as immediate supervisors of the contract.
 - List of the names of all the owners of the company or principals of the corporation
 - The duration and extent of experience in the operation of commissary services.
 - A list of similar operations and locations where the company has operated such a service.
4. Reasonableness of cost estimates (35 points maximum)
 - Commission rate based on net sales (Gross sales less sales tax)
 - Total annual guaranteed commission

Request for Proposal was advertised in the Janesville Gazette and on the Internet. One additional vendor was solicited that did not respond.

PREPARED BY: JODI MILLIS, PURCHASING MANAGER

DEPARTMENT HEAD RECOMMENDATION: ARAMARK CORRECTIONAL SERVICES

SIGNATURE *Heath Robert Spink* 04-12-12
DATE

GOVERNING COMMITTEE APPROVAL:

SIGNATURE _____ VOTE _____ DATE _____

PURCHASING PROCEDURAL ENDORSEMENT:

CHAIR _____ VOTE _____ DATE _____

EXECUTIVE SUMMARY

In late 2010, the Rock County Sheriff's Office solicited proposals for inmate commissary services. At that time, Turnkey Corrections was chosen as our provider and began commissary distribution in February 2011. Turnkey failed to fill the commissary orders, was unable to provide competent staff to conduct their business in our facility and was slow/unresponsive when directed to rectify their shortcomings. The contract with Turnkey was ultimately terminated.

A new Request for Proposal was drafted and distributed by the Purchasing Department of Rock County. A review of the submitted proposals by the Sheriff's Office Administration found that Aramark Corporation would best suit the needs of the Rock County Jail. Aramark is currently the food services provider for the jail and we have been satisfied with their performance. Aramark provided a guarantee of \$100,000 to the Sheriff's Office with an estimate of over \$130,000. They also provided a commission rate of 38%, which was the highest percentage offered.