



**FINANCE COMMITTEE
THURSDAY, SEPTEMBER 1, 2016 - 7:30 A.M.
CONFERENCE ROOM N-1 – FIFTH FLOOR
ROCK COUNTY COURTHOUSE-EAST**

AGENDA

1. Call to Order and Approval of Agenda
2. Citizen Participation, Communications and Announcements
3. Approval of Minutes – August 15, 2016 and August 18, 2016
4. Committee Review and Approval of Per Meeting Allowances
5. Transfers and Appropriations
6. Resolution
 - A. Authorizing Purchase of Liebert Air Conditioning Unit for Sheriff's Office Computer Room
7. Committee Approvals
 - A. To Request Funding from the General Fund and Modify the 2016 Developmental Disabilities Board Budget and Increase the CESA-2, Birth-to-Three Program
 - B. Amending the 2016 Human Services Department Budget to Accept Funding for Juvenile Early Intervention Services
 - C. Awarding the Contract for Window Glass Replacement at the Rock County Courthouse and Amending 2016 Facilities Management Capital Budget
8. Adjournment

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Dara Mosley
INITIATED BY



Dara Mosley
DRAFTED BY

Finance Committee
SUBMITTED BY

Aug 18, 2016
DATE DRAFTED

**Authorizing Purchase of Liebert Air Conditioning Unit for Sheriff's Office
Computer Room**

- 1 **WHEREAS**, the air conditioning unit in the Rock County Sheriff's Office computer room has been in
- 2 use for over twenty years and requires regular maintenance; and,
- 3
- 4 **WHEREAS**, a new smaller, more efficient air conditioning unit is capable of servicing the conditioning
- 5 of the computer room; and
- 6
- 7 **WHEREAS**, Purchasing solicited bids from qualified vendors for the purchase and installation of the
- 8 new air conditioning unit; and,
- 9
- 10 **WHEREAS**, Purchasing staff reviewed the one qualified bid received and recommends awarding the
- 11 contract to General Heating & Air of Madison, WI (summary attached); and,
- 12
- 13 **WHEREAS**, 2015 funds were carried over for the purchase of this air conditioning unit for the Sheriff's
- 14 Office; and,
- 15
- 16 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
- 17 this _____ day of _____, 2016 that a purchase order be issued to General Heating & Air of
- 18 Madison, WI for the purchase and installation of a Liebert air conditioning unit for \$10,451.

Respectfully submitted,

FINANCE COMMITTEE

Mary Mawhinney, Chair

Sandra Kraft, Vice Chair

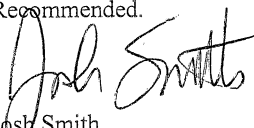
J. Russell Podzilni

Mary Beaver

Brent Fox

ADMINISTRATIVE NOTE:

Recommended.


Josh Smith
County Administrator

FISCAL NOTE:

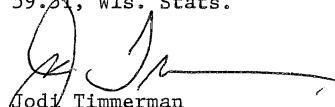
Sufficient funding is available in IT's budget for the cost of this purchase. This purchase is being funded by tax levy.



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.


Jodi Timmerman
Deputy Corporation Counsel

Executive Summary

The current air conditioning unit in the Rock County Sheriff's Office computer room was installed when the Sheriff's Office took ownership of the Pinehurst building. At that time, the unit selected was used to cool a computer room that housed two very large mainframe computers and some small networking equipment.

The unit has been experiencing more and more problems maintaining temperature and humidity and, at its age, needs to be replaced.

Today, the computer room holds much smaller servers which don't require the cooling capacity of the current unit. Therefore, a new unit was quoted that matches the needs of today's computing environment.

This resolution authorizes the County to issue a Purchase Order to General Heating & Air for \$10,451 for the purchase and installation of a Liebert Air Conditioning Unit.



BID SUMMARY FORM

BID NUMBER 2016-41
BID NAME JAIL LIEBERT AIR CONDITIONER UNIT REPLACEMENT
BID DUE DATE AUGUST 17, 2016
DEPARTMENT FACILITIES MANAGEMENT

	GENERAL HEATING & AIR MADISON WI
BASE BID	\$10,451.00
START DATE	10/26/16
COMPLETION	10/17/16

Invitation to Bid was advertised in the Janesville Gazette and on the Internet. Three additional vendors were solicited that did not respond.

PREPARED BY: JODI MILLIS, PURCHASING MANAGER

DEPARTMENT HEAD RECOMMENDATION: GENERAL HEATING

Michael Citterman 8/18/16
SIGNATURE DATE

GOVERNING COMMITTEE APPROVAL:

CHAIR VOTE DATE

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

John Hanewall
INITIATED BY



John Hanewall
DRAFTED BY

Rock County DD Board
SUBMITTED BY

August 1, 2016
DATE DRAFTED

**TO REQUEST FUNDING FROM THE GENERAL FUND AND MODIFY THE
2016 DEVELOPMENTAL DISABILITIES BOARD BUDGET AND INCREASE
THE CESA-2, BIRTH-TO-THREE PROGRAM**

- 1 **WHEREAS**, the Developmental Disabilities Board has contracted with CESA-2 to operate the State
- 2 mandated Birth-to-Three Program for Rock County in CY 2016; and,
- 3
- 4 **WHEREAS**, the award of 2016 funds in the amount of \$902,901 from Purchase of Care 33-3310-0000-
- 5 62601 will be paid to CESA-2 by the Developmental Disabilities Board in 2016; and,
- 6
- 7 **WHEREAS**, CESA-2's costs for operating the Birth-to-Three program for the first six months of 2016
- 8 has exceeded the CY2016 budgeted amount by \$84,929; and,
- 9
- 10 **WHEREAS**, the Developmental Disabilities Board is requesting to use \$84,929 of the County's General
- 11 Fund to fund the therapy component of the Birth to Three program due to the initial start-up costs,
- 12 increased number of children receiving therapy and multiple therapy services and the transition of
- 13 services from a previous provider to CESA-2 in CY2015; and,
- 14
- 15 **WHEREAS**, the State of Wisconsin's Birth to Three Program, Bureau of Children's Services, DHS, has
- 16 agreed to work closely with Rock County and specifically, CESA-2, to identify ways to reduce costs and
- 17 increase billing revenue, and,
- 18
- 19 **WHEREAS**, the CESA-2 anticipates a budgetary shortfall the last six months of CY2016 resulting in a
- 20 second request for a funding increase to reconcile the actual costs for operating the program; and,
- 21
- 22 **WHEREAS**, the increased funding in the amount of \$84,929 will address the budgetary shortfall in the
- 23 Rock County Birth to Three Program for the first half of 2016.

24
25 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
26 this _____ day of _____, 2016 does hereby amend the 2016 Rock County DD Board
27 Budget as follows:

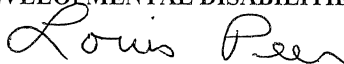
<u>Account/Description</u>	<u>Budget 08/01/2016</u>	<u>Amount of Increase</u>	<u>Amended Budget</u>
<u>Source of Funds</u>			
19-1921-0000-47010 General Fund Application	\$363,803	\$84,929	\$448,732
<u>Use of Funds</u>			
33-3310-0000-62601 Purchase of Care	\$1,165,478	\$84,929	\$1,250,407

TO REQUEST FUNDING FROM THE GENERAL FUND AND MODIFY THE 2016 DEVELOPMENTAL DISABILITIES BOARD BUDGET AND INCREASE THE CESA-2, BIRTH-TO-THREE PROGRAM


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Respectfully submitted,


DEVELOPMENTAL DISABILITIES BOARD



Louis Peer, Chair



Karl Dommershausen



Ed Brandsey



Becky Hemmerl



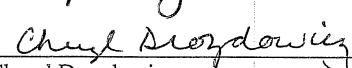
Bridget Rolek




Nancy Lannert, Vice Chair



Wayne Gustina



Cheryl Drozdowicz



Lynda Olson

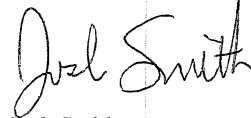
FINANCE COMMITTEE ENDORSEMENT

Review and approved on a vote of _____

Mary Mawhinney, Chair

ADMINISTRATIVE NOTE:


Recommended.



Josh Smith
County Administrator

FISCAL NOTE:

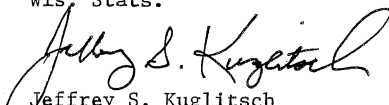
This resolution authorizes the use of \$84,929 from the General Fund fund balance for additional costs associated with the Birth to Three program. The General Fund unassigned fund balance was \$29,978,897 at 12/31/15.



Sherry Oja
Finance Director

LEGAL NOTE:

As an amendment to the adopted 2016 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

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Human Services Board
INITIATED BY



Sara Mooren
DRAFTED BY

Human Services Board
SUBMITTED BY

August 15, 2016
DATE DRAFTED

**Amending the 2016 Human Services Department Budget
To Accept Funding for Juvenile Early Intervention Services**

1 **WHEREAS**, the Wisconsin Department of Children and Families (DCF) awarded the Human Services
2 Department \$33,847 in juvenile justice early intervention funds for early intervention services for
3 juveniles at risk of serious delinquency; and,
4
5 **WHEREAS**, the Department has partnered with Community Action, Inc. to provide evidence-based
6 mentoring and positive youth development programming for youth enrolled in the program; and
7
8 **WHEREAS**, the goals of the mentoring program includes improving academic performance, delaying
9 initiation of sexual activity, preventing the entrance into the juvenile justice system, improving self-
10 efficacy and establishing a career path plan.
11
12 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
13 this _____ day of _____, 2016, does hereby authorize the acceptance of the juvenile early
14 intervention funds.

15
16 **BE IT FURTHER RESOLVED**, that the Human Services Department budget for 2016 be amended
17 as follows:

	Budget	Increase	Amended
	<u>8/15/16</u>	<u>(Decrease)</u>	<u>Budget</u>
20 Account/Description			
21 <u>Source of Funds</u>			
22 36-3656-0000-42200	\$86,410	\$33,847	\$120,257
23 State Aid			
24			
25 <u>Use of Funds</u>			
26 36-3656-0000-62119	\$0	\$33,847	\$33,847
27 Other Contracted Services			

Respectfully submitted,

HUMAN SERVICES BOARD

Brian Knudson
Brian Knudson, Chair

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

Terry Fell
Terry Fell

Linda Garrett
Linda Garrett

Karl Dommershausen
Karl Dommershausen

ABSENT
Ashley Kleven

Kathy Schulz
Kathy Schulz

Terry Thomas
Terry Thomas

Shirley Williams
Shirley Williams

FINANCE COMMITTEE ENDORSEMENT

Review and approved on a vote of _____

Mary Mawhinney, Chair Date

FISCAL NOTE:

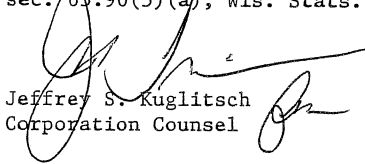
This resolution authorizes the acceptance and expenditure of \$33,847 in State Aid for Juvenile Early Intervention Services. No County matching funds are required.



Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to accept grant funds pursuant to sec. 59.52(19), Wis. Stats. As an amendment to the adopted 2016 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.



Josh Smith
County Administrator

**Amending the 2016 Human Services Department Budget
To Accept Funding for Juvenile Early Intervention Services**

Executive Summary

The Wisconsin Department of Children and Families (DCF) has awarded the Human Services Department \$33,847 in juvenile justice early intervention funds for early intervention services for juveniles at risk of serious delinquency. This funding was previously provided through the Department of Corrections but is now administered at the state level by DCF. Some level of funding has been awarded to Rock County since 2011 but the amount varies greatly from year to year.

The Human Services Department has used these funds in 2016 to partner with Community Action, Inc. to provide evidence-based mentoring and positive youth development programming for youth enrolled in the program. The goals of the mentoring program includes improving academic performance, delaying initiation of sexual activity, preventing the entrance into the juvenile justice system, improving self-efficacy and establishing a career path plan.

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

General Services Committee
INITIATED BY



Brent Sutherland –
Director of Facilities Management
DRAFTED BY

General Services Committee
SUBMITTED BY

August 24., 2016
DATE DRAFTED

Awarding the Contract for Window Glass Replacement at the Rock County Courthouse and Amending 2016 Facilities Management Capital Budget

1 WHEREAS, new windows were installed in the 1955 section of the Courthouse in 2007; and
 2
 3 WHEREAS, in 2008 the double pane glass panel seals started failing; and
 4
 5 WHEREAS, the manufacturer warrantied the glass units and issued the County a settlement
 6 check for the 928 glass units in the amount of \$ 45,742.00; and
 7
 8 WHEREAS, specifications were drafted and bids solicited for replacement of the windows with
 9 four vendors responding; and
 10
 11 WHEREAS funds were not budgeted for this glass replacement in 2016.
 12
 13 NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly
 14 assembled this ____ day of _____, 2016 hereby approves and authorizes awarding a
 15 contract in the amount of \$139,900 to Country Glass Inc. of Beloit, Wisconsin.
 16

17 BE IT FURTHER RESOLVED, that the Facilities Management 2016 budget be amended as
 18 follows:

Account/Description	Budget 9/01/16	Increase (Decrease)	Amended Budget
<u>Source of Funds:</u>			
18-1842-0000-46900 Window Settlement	-0-	\$45,742	\$45,742
18-1842-0000-47500 Prior Year Sales Tax	-0-	\$94,158	\$94,158
<u>Use of Funds:</u>			
18-1842-0000-67200 Capital Improvements	\$664,984	\$139,900	\$804,884

Respectfully submitted,

GENERAL SERVICES COMMITTEE

Henry Brill, Chair

David Homan

Jason Heidenreich, Vice Chair

Jeremy Zajac

Robert Yeomans

Awarding the Contract for Window Glass Replacement at the Rock County
Courthouse and Amending 2016 Facilities Management Capital Budget
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FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of _____

Mary Mawhinney, Chair

FISCAL NOTE:

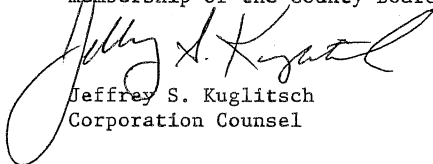
This resolution authorizes the replacement of faulty windows in the Courthouse. The cost of this project is being funded by \$45,742 received from the warranty settlement for the current windows and by \$94,158 from sales tax revenues collected in prior years. As of 9/01/16, there is \$2.0 million of prior years' sales tax revenues available for appropriation.



Sherry Oja
Finance Director

LEGAL NOTE:

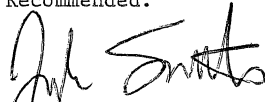
The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. In addition, sec. 59.52(29), Wis. Stats. requires the project to be let to the lowest responsible bidder. As an amendment to the adopted 2016 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.



Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith
County Administrator

Executive Summary

Replace Glass Window Panes at the Rock County Courthouse

The resolution before you authorizes the replacement of 928 glass window panes in the 1955 section of the Courthouse.

These windows were installed in 2007. The double pane glass seals started failing in 2008. The manufacturer did warranty the glass units and issued a settlement check for \$45,742.00.

The windows will be replaced with a high quality design equal to the ones in the 1999 section, in which we have experienced no failures. The total cost to replace the windows is \$139,900. After subtracting the settlement cost of \$45,742.00 the additional cost is \$94,158.00.

If approved the installation will start Oct 1, 2016, with a completion date of Dec 31, 2016.



BID SUMMARY FORM

BID NUMBER 2016-42
BID NAME COURTHOUSE WINDOW GLASS REPLACEMENT
BID DUE DATE AUGUST 22, 2016 – 1:30 P.M.
DEPARTMENT FACILITIES MANAGEMENT

	COUNTRY GLASS BELOIT WI	LUECK'S OSHKOSH WI	ACKMAN GLASS WILLIAMS BAY WI	MID-STATE GLASS PORTAGE WI
BASE BID	\$ 139,900.00	\$ 235,240.00	\$ 250,000.00	\$ 261,400.00
QUALIFICATIONS	YES	YES	YES	YES
BID BOND	YES	YES	YES	YES
ADDENDUM	YES	YES	YES	YES
START DATE	10/1/16	10/3/16	11/1/16	WHEN MATERIALS ARE AVAILABLE
COMPLETION	12/31/16	12/30/16	4/1/17	90 WORKING DAYS

Invitation to Bid was advertised in the Janesville Gazette and on the Internet. Four additional vendors were solicited that did not respond.

PREPARED BY: JODI MILLIS, PURCHASING MANAGER

DEPARTMENT HEAD RECOMMENDATION: _____

SIGNATURE DATE

GOVERNING COMMITTEE APPROVAL:

CHAIR VOTE DATE