

ROCK COUNTY, WISCONSIN

NOTE: This is a Teleconference



FINANCE COMMITTEE THURSDAY – SEPTEMBER 10, 2020 - 5:00 P.M. CALL: 1-312-626-6799 MEETING ID: 836 8582 5765

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If you are interested in providing public comments on items on this agenda, you must submit your comments by noon on Thursday, September 10, 2020. To submit a public comment use the following email: marilyn@co.rock.wi.us.

Join from a telephone:

- On your phone, dial the phone number provided above
- Enter the meeting ID number when prompted, using your dial-pad.
- Please note that long-distance charges may apply. This is not a toll-free number.

- Supervisors: Please identify yourself by name
- **Please mute your phone when you are not speaking to minimize background noises**
- We are new at holding meetings this way, so please be patient

Instructions for the hearing impaired –

<https://support.zoom.us/hc/en-us/articles/207279736-Getting-started-with-closed-captioning>

FINANCE COMMITTEE
THURSDAY – SEPTEMBER 10, 2020 - 5:00 P.M.

AGENDA

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes – August 13, 2020
4. Review and Comments on the 2019 Certified Audit – Baker Tilly US, LLP
5. Citizen Participation, Communications and Announcements
6. Transfers and Appropriations
7. Review of Payments
8. Review of Payments Over \$10,000
9. Committee Review and Approval of Per Meeting Allowances
10. Resolutions and Committee Endorsements
 - A. Recognizing Timothy Conway for Service to Rock County
 - B. Amending the 2020 Human Services Department Budget to Accept Supplemental Funding for the Coordinated Services Teams (CST) Initiatives
 - C. Authorizing Contract for Benefit Consulting Services with M3 Insurance
 - D. Awarding Contract for Installation of Bi-Polar Ionization Units in the Air Handling Systems at Various County Facilities and Amending the 2020 Facilities Management Capital Budget
 - E. Authorizing Acceptance of 2020 Body-Worn Camera Policy and Implementation Program Grant and Amending the 2020 Budget if Awarded
 - F. Authorizing Purchase of County Staff Laptops
 - G. Amending the 2020 County Clerk Budget to Accept WEC Election Security Grant
 - H. Amending the 2020 County Clerk Budget to Purchase Election Equipment
11. Update, Discussion and Possible Action
 - A. Update on Charley Bluff Property
12. Adjournment

The County of Rock will provide reasonable accommodations to people with disabilities. Please contact us at 608-757-5510 or e-mail countyadmin@co.rock.wi.us at least 48 hours prior to a public meeting to discuss any accommodations that may be necessary.



FINANCE COMMITTEE
Minutes – August 13, 2020

Call to Order. Chair Mawhinney called the meeting of the Finance Committee to order at 5:14 P.M. on Thursday, August 13, 2020, via teleconference.

Committee Members Present. Supervisors Mawhinney, Aegerter, Fox, Purviance and Davis.

Committee Members Excused: None.

Staff Members Present. Sherry Oja, Finance Director; Josh Smith, County Administrator; Randy Terronez, Assistant to County Administrator; Richard Greenlee, Corporation Counsel; Paula Schutt, Council on Aging Director; Jim Sandvig, IT Director; Terri Carlson, Risk Manager; Lisa Tollefson, County Clerk; Jodi Millis, Purchasing Manager; Michelle Roettger, County Treasurer; Brent Sutherland, Facilities Management Director; Nick Elmer, Assistant Public Works Director; Greg Winkler, Human Services Deputy Director; Andrew Baker, County Conservationist.

Others Present: Supervisor Richard Bostwick.

Approval of Agenda. Supervisor Davis moved approval of the agenda, second by Supervisor Purviance. ADOPTED.

Approval of Minutes – July 23, 2020 and July 28, 2020 Joint Meeting with County Board Staff Committee. Supervisor Purviance moved approval of the minutes of July 23, 2020 and July 28, 2020, second by Supervisor Davis. ADOPTED.

Citizen Participation, Communications and Announcements. Ms. Roettger informed the Committee that, per Act 185, there are 2,426 participants with \$4.6 million still due by October 1, 2020.

Transfers and Appropriations.

Facilities Management

FROM

Account #

18-1842-0000-67200

Courthouse Capital

Amount

\$34,132

TO

Account#

18-1842-0000-67125

Courthouse Capital

Amount

\$34,132

Supervisor Purviance moved approval of the above Transfer for Facilities Management, second by Supervisor Davis. ADOPTED.

Information Technology

FROM

<u>Account #</u>	<u>Amount</u>
07-1430-0000-61108	\$10,000
Intern Not Filled 2020	

TO

<u>Account#</u>	<u>Amount</u>
07-1430-0000-61210	\$10,000
Overtime Overages	

Supervisor Fox moved approval of the above Transfer for Information Technology, second by Supervisor Purviance. ADOPTED.

Review of Payments. The Committee accepted the reports.

Review of Payments Over \$10,000. The Committee accepted the reports

Committee Review and Approval of Per Meeting Allowances. Ms. Oja said the amount for the allowance is \$10,942.35,

Supervisor Davis moved approval of the Per Meeting Allowance in the amount of \$10,942.35, second by Supervisor Purviance.

Chair Mawhinney explained she is voting against the payment as two Finance Committee meetings were included and these meetings took place within 2 hours prior to a County Board meeting.

PASSED on the following vote: YES – Supervisors Aegerter, Davis, and Purviance; NO – Supervisors Fox and Mawhinney.

Resolutions and Committee Endorsements.

Amending the 2020 Council on Aging Budget to Adjust State of Wisconsin Department of Transportation 85.21 Elderly / Handicapped Allocations

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled on this _____ day of _____, 2020 does hereby amend the 2020 Rock County Council on Aging budget as follows:

...”

Supervisor Purviance moved approval of the above resolution, second by Supervisor Davis. ADOPTED.

Authorizing Purchase of Replacement Motor Pool Vehicle for Facilities Management Super-Duty Truck and Amending the 2020 Budget

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board duly assembled on this _____ day of _____, 2020 that a Purchase

Order be issued to Ewald Automotive Group of Hartford, Wisconsin for \$31,990.00, plus a \$1,550.00 contingency for the purchase of one (1) Ford F-350 Super Duty truck; and that a Purchase Order be issued to Monroe Truck Equipment of Monroe, Wisconsin for \$8,948.00 for purchase of one (1) Boss 8'2" plow, Luverne running boards and safety rack; and, that a Purchase Order be issued to J & D Car Care for rustproofing and bed liner installation services for \$1,519.90.

BE IT FURTHER RESOLVED, that the Motor Pool 2020 budget be amended to authorized funds for the purchase as follows:

...”

Supervisor Davis moved approval of the above resolution, second by Supervisor Purviance. ADOPTED.

Accepting DOJ EBDM Pretrial Pilot Sites Project Grant and Amending the Budget

“**NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled on this _____ day of _____, 2020 does hereby authorize the acceptance of \$150,000 of WI DOJ grant funds and to authorize the signing of the award documents.

BE IT FURTHER RESOLVED that the 2020 budget be amended as follows:

...”

Supervisor Purviance moved approval of the above resolution, second by Supervisor Aegerter. ADOPTED.

Awarding the Contract for the Renovation of 1717 Center Avenue Building and Amending the 2020 Facilities Management Capital Budget

“**NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly assembled this _____ day of _____, 2020 does hereby approve and authorize awarding a contract in the amount of \$21,531,921 to JP Cullen and Sons of Janesville, WI for the renovation project at 1717 Center Avenue in Janesville, Wisconsin.

BE IT FURTHER RESOLVED, a contingency fund of \$1,076,600 be established to cover any unforeseeable issues that arise.

BE IT FURTHER RESOLVED, that the Facilities Management 2020 budget be amended as follows:

...”

Supervisor Davis moved approval of the above resolution, second by Supervisor Purviance.

Supervisor Davis asked if the contingency fund was large enough. Mr. Sutherland said he felt it was as this is an open building.

Chair Mawhinney asked about Osman Construction contesting the award of the bid. Mr. Greenlee explained the bottom two bids were excluded as one did not meet the requirement of the size of the building, and the other omitted items from the bid. He said he is comfortable with the bid going to JP Cullen.

ADOPTED.

Initial Resolution Authorizing General Obligation Bonds and/or Notes in an Amount Not to Exceed \$22,610,000

“NOW, THEREFORE, BE IT RESOLVED, by the Rock County Board of Supervisors duly assembled this _____ day of _____, 2020, that there shall be issued, pursuant to Chapter 67, Wisconsin Statutes, General Obligation Bonds and/or Notes in an amount not to exceed \$22,610,000 for the renovation of the building and property at 1717 Center venue, Janesville, WI.”

Supervisor Davis moved approval of the above resolution, second by Supervisor Purviance. ADOPTED.

Update, Discussion and Possible Action.

Semi-Annual Reports The Committee accepted the reports and asked for them to be placed on file.

Adjournment. Supervisor Fox moved adjournment at 5:27 P.M., second by Supervisor Davis. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Office Coordinator

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.

COMMITTEE REVIEW REPORT
WITH DESCRIPTION
FOR THE MONTH OF AUGUST 2020

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
00-0000-0001-17100	POSTAGE METER CH					
		P2000004	08/20/2020	UNITED MAILING SERVICES INC	MONTHLY MAILING FEES	841.10
00-0000-0001-22158	SHORT TERM DISAB					
		P2000061	08/20/2020	NATIONAL INSURANCE SERVICES OF	NIS LTD STD AUGUST	22,440.33
00-0000-0001-22159	LONG TERM DIS					
		P2000061	08/20/2020	NATIONAL INSURANCE SERVICES OF	NIS LTD STD AUGUST	15,869.80
GENERAL FUND PROG TOTAL						39,151.23
00-0000-0061-17000	PREPAID BUDGET I					
		P2001350	08/13/2020	CORE BTS INC	NOT TO EXCEED.....	161,241.45
ISF-CS PROG TOTAL						161,241.45

I have reviewed the preceding payments in the total amount of **\$200,392.68**

Date: _____ Dept Head _____
 _____ Committee Chair _____

COMMITTEE REVIEW REPORT
WITH DESCRIPTION
FOR THE MONTH OF AUGUST 2020

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
05-1500-0000-63107	Legal Notices					
		P2000005	08/20/2020	ADAMS PUBLISHING GROUP OF SOUT	JULY PURCHASING LEGALS	96.85
05-1500-0000-68010	Expense Alloc					
		P2000006	08/20/2020	US BANK	2ND QUARTER COPIER CHARGES	7,234.44
		P2000008	08/13/2020	PACKAGE PRO EXPRESS DELIVERY I	JULY COURIER SERVICES	3,748.35
Financial Services PROG TOTAL						11,079.64
05-1520-1000-62119	Other Services					
		P2000191	08/27/2020	EMPLOYEE BENEFITS CORPORATION	BEST FLEX COBRA FEES	3,321.20
Flex Spending (Section 125) PROG TOTAL						3,321.20
05-1560-0000-62400	R & M Services					
		P2000212	08/13/2020	RHYME BUSINESS PRODUCTS	2020 COLOR COPIER LEASE	844.00
05-1560-0000-63104	Print/Duplicate					
		P2000006	08/20/2020	US BANK	DUPLICATION SUPPLIES	1,294.00
Central Services PROG TOTAL						2,138.00

I have reviewed the preceding payments in the total amount of **\$16,538.84**

Date: Dept Head _____

Committee Chair _____

**COMMITTEE REVIEW REPORT
WITH DESCRIPTION
FOR THE MONTH OF AUGUST 2020**

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
07-1430-0000-62119	Other Services	P2000266	08/27/2020	US BANK	ZOOM MEETINGS - IT	1,587.13
07-1430-0000-62400	R & M Services	P2000266	08/27/2020	US BANK	DV2VGA ADAPTERS FOR IT	2,380.00
		P2001170	08/20/2020	NAVIANT INC	LABOR	850.00
		P2001503	08/06/2020	SERVICE EXPRESS INC	ROCK COUNTY HITACHI AMS2300	3,768.00
		P2001667	08/20/2020	SERVICE EXPRESS INC	ADDITIONAL EQUIPMENT ADDED TO	3,575.27
07-1430-0000-62421	Computer R&M	P2000266	08/27/2020	US BANK	DISPLAYPORT TO HDMI - IT	31.92
07-1430-0000-62491	Software Maint	P2000260	08/27/2020	US BANK	IVANTI SOFTWARE MANT	18,810.00
		P2001640	08/06/2020	SUPERION LLC	ONESOLUTION FINANCE ENTERPRISE	5,422.89
		P2001658	08/20/2020	MARCO TECHNOLOGIES LLC	ASSISTANCE WITH IMAGE VIGRATIO	793.00
07-1430-0000-63100	Office&Misc Exp	P2000260	08/27/2020	US BANK	TONER - IT	79.31
		P2000266	08/27/2020	US BANK	DT CABLES	49.47
07-1430-0000-63407	Computer Supply	P2000260	08/27/2020	US BANK	LTO TAPES, STRTCH CBL, HDMI	270.22
		P2000266	08/27/2020	US BANK	EQUIPMENT RACKS, FLASH DRIVES	1,418.49
07-1430-0000-64200	Training	P2000266	08/27/2020	US BANK	TRAINING - IT BARB	1,340.00
07-1430-0000-67130	Terminals/PCs	P2000260	08/27/2020	US BANK	CISCO CABLES-IT	169.20
Information Technology PROG TOTAL						40,544.90
07-1440-0000-64701	Software Purch	P1702101	08/06/2020	SUPERION LLC	OS-UPG-7.9-FIN ONESOLUTION 7.9	3,370.00
General Ledger Upgrade PROG TOTAL						3,370.00
07-1444-0000-67135	Software>\$25,000	P1901764	08/20/2020	EDCI	CITRIX UPGRADE 6.5 TO 7.15 LTS	498.75
IT Capital Projects PROG TOTAL						498.75

**COMMITTEE REVIEW REPORT
WITH DESCRIPTION
FOR THE MONTH OF AUGUST 2020**

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
07-1450-0000-62491	Software Maint	P2000266	08/27/2020	US BANK	TABLEAU, PREZI - HLTH	980.65
		P2000860	08/20/2020	TRADS	TLOXP SUBSCRIPTION SOFTWARE	176.50
		P2001616	08/06/2020	CALYO 2009 CORP	CALYO SYSTEM - 4/MONTHS	1,840.00
		P2001663	08/20/2020	ICS SOFTWARE LTD	MEDXPRESS FEE YEARLY SUBSCRIPT	360.00
07-1450-0000-63100	Office&Misc Exp					
		P2000266	08/27/2020	US BANK	RCSO DIG CAMERAS(2)	210.00
07-1450-0000-64200	Training					
		P2001617	08/06/2020	MARCO TECHNOLOGIES LLC	MITEL 5320E IP PHONE	357.00
07-1450-0000-67143	IT Cross-Charges					
		P2000260	08/27/2020	US BANK	HUB/ROD, LJ/HSD-HLTH,USB-SO,DP	851.14
		P2000266	08/27/2020	US BANK	CORD COVER, SURGE PRO - JP	318.71
		P2001468	08/06/2020	MARCO TECHNOLOGIES LLC	SHIPPING	2,945.08
		P2001491	08/06/2020	COVERTTRACK GROUP INC	SHIPPING AND HANDLING	1,805.00
		P2001588	08/06/2020	NAVIANT INC	PROFESSIONAL SERVICES FEES	5,840.00
		P2001617	08/06/2020	MARCO TECHNOLOGIES LLC	SHIPPING	613.51
IT Charges to Departments PROG TOTAL						16,297.59

I have reviewed the preceding payments in the total amount of **\$60,711.24**

Date:

Dept Head _____

Committee Chair _____

**COMMITTEE REVIEW REPORT
WITH DESCRIPTION
FOR THE MONTH OF AUGUST 2020**

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
14-1410-0000-63100	Office&Misc Exp	P2000009	08/20/2020	US BANK	OFFICE SUPPLIES	172.22
County Clerk PROG TOTAL						172.22
14-1411-0000-62114	Tab/Canvassing	P2001723	08/27/2020	HOLTERMAN,LARRY	BOARD OF CANVASS-PARTISAN PRIM	50.00
		P2001726	08/27/2020	VICKERMAN,LUCILLE	BOARD OF CANVASS-PARTISAN PRIM	50.00
14-1411-0000-63103	Legal Forms	P2000009	08/20/2020	US BANK	ELECTION LABELS	379.73
Elections PROG TOTAL						479.73

I have reviewed the preceding payments in the total amount of **\$651.95**

Date:

Dept Head _____

Committee Chair _____

ROCK COUNTY

**COMMITTEE REVIEW REPORT
WITH DESCRIPTION
FOR THE MONTH OF AUGUST 2020**

08/27/2020

<u>Account Number</u>	<u>Account Name</u>	<u>PO#</u>	<u>Check Date</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Inv/Enc Amt</u>
15-1540-0000-64926	Bank Charges	P2000016	08/20/2020	BRINKS INC	DAILY PICK UP CHARGES	590.93
County Treasurer PROG TOTAL						590.93

I have reviewed the preceding payments in the total amount of **\$590.93**

Date:

Dept Head _____

Committee Chair _____

COMMITTEE REVIEW REPORT
WITH DESCRIPTION
FOR THE MONTH OF AUGUST 2020

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
19-1910-0063-65103	Public Liability	P2001635	08/06/2020	CHUBB	BOILER INSURANCE/MACHINERY POL	7,755.00
Property & Liability Insurance PROG TOTAL						7,755.00
19-1915-0000-62119	Other Services	P2000435	08/20/2020	PBA INC	JULY RUNOUT FEES	8,680.00
		P2001651	08/20/2020	ALLIANCE,THE	JULY RETAINAGE	78.88
Health Insurance PROG TOTAL						8,758.88
19-1915-0066-61610	Health Insurance	P2000953	08/13/2020	MEDITERRANEAN WELLNESS LLC	JULY WELLNESS ED DASHBOARD	1,110.00
19-1915-0066-62104	Consult Services	P2001709	08/27/2020	USI INSURANCE SERVICES LLC	SEPTEMBER CONSULTING	3,250.00
19-1915-0066-62119	Other Services	P2000254	08/20/2020	MYIDEALDOCTOR LLC	JULY CONSULT, SEPTEMBER FEES	2,438.00
Health Insurance PROG TOTAL						6,798.00

I have reviewed the preceding payments in the total amount of **\$23,311.88**

Date: _____ Dept Head _____
 _____ Committee Chair _____

COMMITTEE REVIEW REPORT
WITH DESCRIPTION
FOR THE MONTH OF AUGUST 2020

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
21-2590-0000-64604	Program Expense					
		P2001363	08/20/2020	ALSCO INC	WEEKLY ISOLATION CHARGES	1,380.91
21-2590-0000-64904	Sundry Expense					
		P2001204	08/13/2020	US BANK	STANDS FOR SCREENING COURTHOUS	85.39
		P2001248	08/27/2020	MENARDS	TAPE AND SUPPLIES FOR DIVIDERS	460.75
		P2001281	08/20/2020	ULINE	SHIPPING	2,009.78
		P2001293	08/20/2020	FASTENAL COMPANY	MEDIUM / LARGE / X LARGE GLOVE	8,969.00
		P2001337	08/27/2020	NAPA AUTO PARTS	GLOVES FOR COVID INVENTORY	2,578.00
		P2001543	08/27/2020	QUALITY FAB INC	WALL DIVIDERS FOR COURTS - COV	3,387.50
		P2001624	08/06/2020	HARRIS ACE HARDWARE LLP	TAPE AND SUPPLIES FOR DIVIDERS	155.60
COVID-19 Purchases PROG TOTAL						19,026.93

I have reviewed the preceding payments in the total amount of **\$19,026.93**

Date:

Dept Head _____

Committee Chair _____

Rock County
REPORT OF PAYMENTS OVER \$10,000

08/27/2020

<u>PO Number</u>	<u>Department Name</u>	<u>Program Name</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Amount Paid</u>
	Airport	Airport Maint	CITY OF JANESVILLE	2ND QTR FIRE PROTECTION	25,208.61
P1901642	FACILITIES	HSD Building	VENTURE ARCHITECTS LLC	DESIGN SERVICES FOR RENOVATION	12,412.15
P1902401	FACILITIES	HWY Bldg/Grounds	WHEELER LUMBER LLC	SALT STORAGE STRUCTURE	24,985.00
P2000061	NOT APPLICABLE	GENERAL FUND	NATIONAL INSURANCE SERVICES OF	NIS LTD STD JULY	38,310.13
P2000096	FACILITIES	UW-Rock County	JOHNSON CONTROLS INC	SERVICES FOR UW ROCK	18,390.00
P2000123	FACILITIES	HWY Bldg/Grounds	DIVERSIFIED BUILDING MAINTENAN	DPW CLEANING	22,901.10
P2000124	FACILITIES	Eclipse Center	HENDRICKS COMMERCIAL PROPERTIE	RENT FOR ECLIPSE CENTER	11,776.69
P2000173	SHERIFF	Corrections	ADVANCED CORRECTIONAL HEALTHCA	SEPT INMATE MENTAL HEALTH	81,734.22
P2000182	SHERIFF	Corrections	BI INC	JULY MONITORING	19,457.02
P2000192	SHERIFF	RECAP Operations	CESA 2	JULY RECAP	10,048.28
P2000251	SHERIFF	Sheriff LES	KWIK TRIP EXTENDED NETWORK	JULY CAR WASHES	28,013.27
P2000260	INFORMATION TECH	IT Cross Charges	US BANK	HUB/ROD, LJ/HSD-HLTH,USB-SO,DP	20,179.87
P2000308	FACILITIES	HCC Bldg Complex	DIVERSIFIED BUILDING MAINTENAN	CLEANING CONTRACT	10,341.67
P2000538	ROCK HAVEN	Contract Service	GENESIS REHABILITATION SERVICE	ST	31,618.33
P2000597	ROCK HAVEN	Administration	WISCONSIN DEPARTMENT OF HEALTH	PROVIDER TAX	21,760.00
P2000664	SR CIT PROG	HDM COVID-19	BEST EVENTS	HDM 2ND 1/2 JUNE	42,179.55
P2001023	FACILITIES	Pinehurst Projec	VENTURE ARCHITECTS LLC	CONSULTING SERVICES TO CONDUCT	10,462.50
P2001115	FACILITIES	CH Facility	VENTURE ARCHITECTS LLC	ARCHITECTURAL AND ENGINEERING	10,831.49
P2001350	NOT APPLICABLE	ISF-CS	CORE BTS INC	NOT TO EXCEED.....	161,241.45

Rock County
REPORT OF PAYMENTS OVER \$10,000

08/27/2020

<u>PO Number</u>	<u>Department Name</u>	<u>Program Name</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Amount Paid</u>
P2001461	FACILITIES	HWY Bldg/Grounds	CORPORATE CONTRACTORS INC	CONTRUCTION OF NEW DPW GARAGE	135,888.75
P2001523	FACILITIES	CH Facility	JOHNSON CONTROLS INC	INSTALLATION OF BI-POLAR	110,000.00
P2001542	Airport	Airport Maint	ENTRANCE SYSTEMS LLC	REMOVE EXISTING GATE 26 OPERAT	18,080.00
P2001606	UW EXTENSION	UW-Extension	UNIVERSITY OF WISCONSIN EXTENS	COUNTY CONTRACT	65,592.50
P2001670	FACILITIES	U-ROCK Cap Proj	CITY OF JANESVILLE	SIDEWALK FOR UW-ROCK	15,609.96
P2001677	NOT APPLICABLE	TRUST FUNDS	WOODWORTH,PHIL	FINANCIAL GUARANTEE AGREEMENT	25,000.00
P2001690	ROCK HAVEN	Administration	LEADING CHOICE NETWORK	ANNUAL MEMBERSHIP DUES FOR LEA	10,076.00

CLAIMS IN THE AMOUNT OF \$982,098.54 HAVE BEEN PAID FOR THE MONTH OF AUGUST 2020

PLEASE CONTACT THE FINANCE DIRECTOR WITH ANY QUESTIONS:

SHERRY OJA

608-757-5534

SHERRY.OJA@CO.ROCK.WI.US

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

James S. Sandvig
INITIATED BY

James S. Sandvig
DRAFTED BY

Finance Committee
SUBMITTED BY



8/25/2020
DATE DRAFTED

RECOGNIZING TIMOTHY CONWAY FOR SERVICE TO ROCK COUNTY

- 1 **WHEREAS**, Timothy Conway has dedicated 18 ½ years of his professional career to protecting the
- 2 information technology systems of Rock County; and
- 3
- 4 **WHEREAS**, Timothy began his career as an User Support Specialist with Rock County Computer
- 5 Services on March 4, 2002; and
- 6
- 7 **WHEREAS**, Timothy fulfilled those duties until September 19, 2003 when he accepted the position of
- 8 Network Technician, a role in which he diligently served until his retirement on September 11, 2020; and
- 9
- 10 **WHEREAS**, Timothy led the remote teleworking initiative that, within a two-week time period, allowed
- 11 for over 600 county employees to work remotely during the COVID-19 pandemic; and
- 12
- 13 **WHEREAS**, Timothy led multiple significant technology contributions over the years such as, our
- 14 migration from an NT Domain to Active Directory, implementation of the Daylight Saving time change
- 15 enacted by Congress in 2007 that affected technology systems, implementation of Microsoft printing
- 16 with Group Policy, administration and support of our server and desktop virtualization environment,
- 17 multiple building and site moves such as the Airport, Rock Haven, Franklin St, Court St, and Beloit
- 18 Eclipse Center; and
- 19
- 20 **WHEREAS**, Timothy has a remarkable ability to work under pressure, troubleshoot and think outside
- 21 the box to solve complex technical issues; and
- 22
- 23 **WHEREAS**, Timothy made countless contributions during his tenure with Rock County’s Information
- 24 Technology department. His extensive knowledge coupled with his unwavering dedication to doing his
- 25 very best set an example not only for his co-workers, but for all who had the pleasure of working with
- 26 him. Timothy has been a vital member of the Information Technology team and his influence will have
- 27 a positive impact on the department and the Rock County workforce for many years to come.
- 28
- 29 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
- 30 on this _____ day of _____ 2020, does hereby thank Timothy Conway for his dedication
- 31 and contributions to the citizens of Rock County; and
- 32
- 33 **BE IT FURTHER RESOLVED** that a copy of this resolution be presented to Timothy Conway with
- 34 the Rock County Board of Supervisors’ best wishes for his future plans.

Respectfully submitted,

FINANCE COMMITTEE

Mary Mawhinney, Chair

Brent Fox

Wes Davis, Vice Chair

Kara Purviance

Stephanie Aegerter

COUNTY BOARD STAFF COMMITTEE

Kara Purviance, Chair

Richard Bostwick, Vice Chair

Tom Brien

Kevin Leavy

Louis Peer

J. Russell Podzilni

Alan Sweeney

Bob Yeomans

Jeremy Zajac

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Katherine Luster
INITIATED BY

Human Services Board
SUBMITTED BY



Marci Taets
DRAFTED BY

July 20, 2020
DATE DRAFTED

Amending the 2020 Human Services Department Budget to Accept Supplemental Funding for the Coordinated Services Teams (CST) Initiative

1 **WHEREAS**, the State of Wisconsin Department of Health Services made additional funding available
2 through the Coordinated Services Teams (CST) Initiative for Federal Fiscal Year 2020; and,
3

4 **WHEREAS**, the purpose of these funds is to supplement current CST services and to address unmet
5 needs or gaps in services; and,
6

7 **WHEREAS**, Rock County has requested and been approved to receive the sum of \$12,037; and,
8

9 **WHEREAS**, the funds must be used between June 1, 2020 and September 30, 2020; and,
10

11 **WHEREAS**, \$4,837 in funding will be used to supplement current efforts such as a youth groups and
12 helping families meet basic needs; and,
13

14 **WHEREAS**, the remaining ~~\$8,000~~ \$7,200 in funding will be used to provide CST Care Coordinator
15 training and consultation to integrate CST principles within the Child Protective Services (CPS)
16 program.
17

18 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly
19 assembled this _____ day of _____, 2020 does hereby authorize the acceptance of the
20 Supplemental Funding for the Coordinated Services Teams Initiative.
21

22 **BE IT FURTHER RESOLVED**, that the Human Services Department budget for 2020 be amended as
23 follows:
24

	Budget	Increase	Amended
	<u>8/1/20</u>	<u>(Decrease)</u>	<u>Budget</u>
26 Account/Description			
27 <u>Source of Funds</u>			
28 36-3658-0000-42100			
29 Federal Aid	\$60,000	\$12,037	\$72,037
30			
31 <u>Use of Funds</u>			
32 36-3658-0000-62119			
33 Other Contracted Services	\$0	\$4,800	\$4,800
34			
35 36-3658-0000-64200			
36 Training	\$0	\$2,400	\$2,400
37			
38 36-3658-0000-64604			
39 Program Expense	\$4,063	\$3,500	\$7,563
40			
41 36-3658-0000-68229			
42 Allocated CCS	\$67,937	\$1,337	\$69,274

20-9A-064

Executive Summary

Amending the 2020 Human Services Department Budget to Accept Supplemental Funding for the Coordinated Services Team (CST)

Rock County Human Services Department has been awarded additional Coordinated Services Team (CST) grant dollars from the Wisconsin Department of Health Services in the amount of \$12,037 to be used by September 30, 2020. This resolution seeks approval from the Board to accept the grant award.

The additional grant funding will be used for supporting basic family needs and running a youth group. Due to the pandemic, family need requests have increased, so these will help meet those demands. In addition, funding will be used to train CPS staff in a teaming model (Coordinated Services Team) to support the work involved in helping families find permanency and coordinating care.

Coordinated Services Teams (CST) more often referred to as wraparound care is a teaming model to help youth and families develop a comprehensive, individualized plan of care to treat complex behavioral health needs. The CST itself is a group that includes family members, service providers, and others that work to design and carry out a coordinated services plan for the child. The result is a plan of care that addresses the needs of the child and family with community-based supports, which allows the child to live in their home and community.

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Finance Committee
INITIATED BY



Amy Spoden, Asst. Human Resource Director
DRAFTED BY

Finance Committee
SUBMITTED BY

August 27, 2020
DATE DRAFTED

**AUTHORIZING CONTRACT FOR BENEFIT CONSULTING SERVICES WITH
M3 INSURANCE**

1 **WHEREAS**, the Rock County Fully-Insured Health Plan provides health coverage to approximately
2 1,200 County employees; and
3
4 **WHEREAS**, in 2019, total health plan costs neared \$24,000,000; and
5
6 **WHEREAS**, Human Resources is charged with continuing efforts to contain the ever-growing costs of
7 providing health care coverage to County employees, which requires the assistance of consultants who
8 possess particular expertise in furthering such efforts; and
9
10 **WHEREAS**, Rock County, solicited proposals from Benefit Consulting Services; and
11
12 **WHEREAS**, M3 Insurance was selected as the finalist; and
13
14 **WHEREAS**, M3 Insurance is willing to provide consulting services for an 2021 (\$79,000), 2022
15 (\$81,000), 2023 (\$83,000) with two additional optional years 2024 (\$84,000), 2025 (\$85,000); and
16
17 **WHEREAS**, these rates will be offset by commissions M3 Insurance receives from eligible
18 commissionable lines of business.
19
20 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly
21 assembled on this ____ day of _____, 2020, hereby award the contract to M3 Insurance for
22 Benefit Consulting Services effective January 1, 2021, with the contract continuing until such time by
23 agreement as terminated by one or both of the parties.

20-9A-071

Respectfully Submitted,

FINANCE COMMITTEE

Mary Mawhinney, Chair

Wes Davis, Vice Chair

Stephanie Aegerter

Brent Fox

Kara Purviance

AUTHORIZING CONTRACT FOR BENEFIT CONSULTING SERVICES WITH M3 INSURANCE
Page 2

FISCAL NOTE:

Funds will need to be appropriated from the Health Insurance Trust Fund for the cost of this contract.

/s/ Sherry Oja

Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. Professional services are not subject to bidding requirements of sec. 59.52(29), Stats.

/s/ Richard Greenlee

Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

/s/ Josh Smith

Josh Smith
County Administrator

EXECUTIVE SUMMARY

From time to time it is necessary to take service contracts out for bid to ensure that the County is receiving the best pricing and service that it can achieve. In furtherance of this effort, Rock County issued an RFP for Benefit Consulting Services. Rock County was looking for a Benefit Consultant that would assist with Strategic Insurance Placement, Compliance Risk Management, Actuarial Review, Analysis of Market Trends and Due Diligence, and Employee Benefits Administration.

Five responsive proposals were received and narrowed down by the raters to four competitive proposals. Interviews were conducted with the four finalists. M3 Insurance was determined to yield the greatest return on our investment of all the proposals submitted.

ROCK COUNTY, WISCONSIN
FINANCE DIRECTOR

PURCHASING DIVISION



PROPOSAL SUMMARY FORM

PROJECT NUMBER 2021-01
PROJECT NAME EMPLOYEE BENEFIT CONSULTING SERVICES
DUE DATE; AUGUST 4, 2020 – 12:00 NOON
DEPARTMENT: HUMAN RESOURCES

	M3 MADISON WI	USI INSURANCE MADISON WI	COTTINGHAM & BUTLER MADISON WI	HORTON GROUP WAUKESHA WI	HAYS MILWAUKEE WI
RATER 1	65	67	60	65	48
RATER 2	60	55	63	70	50
RATER 3	84	82	84	72	64
RATER 4	69	76	68	71	51
RATER 5	75	60	65	45	50
TOTAL SCORE	353	340	340	323	263

Qualifications were evaluated based on the following criteria and Interviews:

Completeness of the Proposal – 10 POINTS MAXIMUM

- Including clear understanding of requirements
- Ability to meet the minimum requirements
- Provided completed Proposal form
- Provided completed Exhibit A

Experience & References – 30 POINTS MAXIMUM

- Qualification of personnel
- Experience of personnel
- Experience of firm
- References shall include companies of similar size with similar requirements

Services Provided – 30 POINTS MAXIMUM

- Ability of consultant to render satisfactory service
- Sufficient resources knowledgeable in employee benefits, wellness, labor negotiations and financial analysis related to employee benefit functions.
- Evaluation of consultant's standard response time.
- Distinctive service characteristics.
- Evaluators will consider whether the list of exceptions hinder consultant's ability to perform the requirements of RFP

Proposed Pricing – 30 POINTS MAXIMUM

- Reasonableness of cost proposal
- Evidence of efficient use of resources

The top four agencies were interviewed with M3 being the unanimous first choice by all County staff who attended all four interviews. Hays was not interviewed due to the low score on the written qualifications & cost proposal.

Request for Proposal was advertised in the Janesville Gazette and on the Internet.

PREPARED BY: **JODI MILLIS**
PURCHASING MANAGER

DEPARTMENT HEAD RECOMMENDATION: _____

SIGNATURE **DATE**

GOVERNING COMMITTEE APPROVAL: _____
CHAIR **VOTE** **DATE**

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

General Services Committee
INITIATED BY



Brent Sutherland- Director-
Facilities Management
DRAFTED BY

General Services Committee
SUBMITTED BY

September 1, 2020
DATE DRAFTED

Awarding Contract for Installation of Bi-Polar Ionization Units in the Air Handling Systems at Various County Facilities and Amending the 2020 Facilities Management Capital Budget

20-9A-069

1 **WHEREAS**, due to the COVID-19 Pandemic, the Jail, Youth Services Center, 911 Communication
2 Center, Rock Haven Nursing Home are at a higher risk so we are taking prudent steps to address air
3 purification to help prevent the spread of the virus, and;
4

5 **WHEREAS**, the 1717 Center Ave building will also require air purification to help prevent the spread
6 of the virus due to the number of employees within that one building, and;
7

8 **WHEREAS**, several options were reviewed, and a Bi-Polar Ionization System was shown to have the
9 best coverage for reducing the risk of the spread of the virus along with removing pollen and mold
10 spores as well as volatile organic compounds, and;
11

12 **WHEREAS**, a Pin Point Bi-Polar Ionization System changes the ion levels within the occupied space
13 which attaches to any virus and begins to inactivate the virus immediately, and;
14

15 **WHEREAS**, this system will be installed in each of the air handling units (AHU) at each location and
16 will also be integrated into our building controls to continuously monitor the ion levels in the occupied
17 space, and;
18

19 **WHEREAS**, the State of Wisconsin has provided local governments targeted COVID relief grants
20 through the Routes to Recovery grant program and Rock County may request repayment for projects
21 implemented to mitigate the impacts of COVID 19 in Rock County facilities, and;
22

23 **WHEREAS**, the State of Wisconsin Routes to Recovery grant program requires that local government
24 funds are expended related to the COVID mitigation no later than 11/06/2020, and;
25

26 **WHEREAS**, Johnson Controls Inc. was awarded the Sourcewell Cooperative Purchasing Contract for
27 HVAC and building efficiencies (Sourcewell Contract #030817-JHN).
28

29 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly
30 assembled this _____ day of _____, 2020 that a contract be awarded to
31 Johnson Controls Inc. of Madison, Wisconsin, to supply and install Bi-Polar Ionization units at the
32 Rock County facilities as follows: Jail, Youth Services Center, 911 Communication Center, Rock
33 Haven Nursing Home, and the equipment for the 1717 Center Avenue building in the amount of
34 \$522,862.
35

36 **BE IT FURTHER RESOLVED**, a contingency fund of \$52,286 be established to cover any
37 unforeseeable issues that arise.
38

39 **BE IT FURTHER RESOLVED**, that the Facilities Management 2020 budget be amended as
40 follows:

<u>ACCOUNT/DESCRIPTION</u>	<u>BUDGET</u> <u>6/15/2020</u>	<u>INCREASE/</u> <u>(DECREASE)</u>	<u>AMENDED</u> <u>BUDGET</u>
<u>Source of Funds</u>			
18-1842-0000-47000			
General Fund	0	\$575,148	\$575,148

45

Awarding Contract for Installation of Bi-Polar Ionization Units in the Air Handling Systems at Various County Facilities and Amending the 2020 Facilities Management Capital Budget
Page 2

46	<u>Use of Funds:</u>			
47	18-1837-0000-67200 (Jail)	\$ 59,925	\$ 178,886	\$238,811
48	18-1850-0000-67200 (YSC)	\$ 100,000	\$ 14,164	\$ 114,164
49	18-1816-0000-67200 (911)	0	\$ 20,725	\$20,725
50	18-1851-0000-67200 (RH)	\$ 104,156	\$ 78,537	\$182,693
51	18-1857-0000-67200 (1717)	\$27,978,521	\$ 230,550	\$28,209,071
52	Contingency	0	\$52,286	\$52,286
53	Capital Improvements			

Respectfully submitted,

GENERAL SERVICES COMMITTEE

/s/ Jeremy Zajac
Jeremy Zajac, Chair

/s/ Robert Potter
Robert Potter, Vice Chair

/s/ Tom Brien
Tom Brien

/s/ Dave Homan
David Homan

/s/ Brent Fox
Brent Fox

FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of _____

Mary Mawhinney, Chair

FISCAL NOTE:

This project costs will be submitted for reimbursement from the CARES Route to Recovery funds.

/s/ Sherry Oja

Sherry Oja
Finance Director

ADMINISTRATIVE NOTE:

Recommended.

/s/ Josh Smith

Josh Smith
County Administrator

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 be let to the lowest responsible bidder. This vendor has been determined to be the lowest responsible bidder through the Sourcewell purchasing cooperative.

/s/ Richard Greenlee

Richard Greenlee
Corporation Counsel

Executive Summary

Awarding Contract for Installation of Bi-Polar Ionization Units in the Air Handling Systems at Various County Facilities and Amending 2020 Facilities Management Capital Budget

The resolution before you is to contract with Johnson Controls Inc. for the installation of Bi-Polar Ionization Units in air handling systems at the following facilities: Jail, Youth Services Center, 911 Communication Center, Rock Haven Nursing Home and the equipment for 1717 Center Avenue Building in the amount of \$522,862. Due to the Coronavirus Pandemic, Rock County is taking reasonable steps to reduce the spread of the COVID 19 virus through targeted upgrades to the HVAC system with enhanced air purification systems.

Rock County has the opportunity to be reimbursed for these COVID related expenses through the State of Wisconsin Local Government Routes to Recovery Grant Program. Time is of the essence as expenses must be submitted by 11/06/2020 in order to qualify for the Routes to Recovery Grant Program reimbursement.

Facilities Management, along with our building heating, ventilation and air-conditioning (HVAC) controls vendor, Johnson Controls Inc., investigated all options for our situation and deemed Bi-Polar Ionization option to be the best fit for the Rock County facilities. This system will change the ions in the facility indoor spaces which will mitigate the impacts of the COVID virus.

Johnsons Controls was awarded the Sourcewell Cooperative Purchasing Contract for HVAC and building efficiencies under Sourcewell Contract # 030817-JHN.

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Supervisor Doug Wilde
INITIATED BY



Josh Smith
DRAFTED BY

Public Safety and Justice Committee
SUBMITTED BY

September 1, 2020
DATE DRAFTED

**AUTHORIZING A CCEPTANCE OF 2020 BODY-WORN CAMERA POLICY
AND IMPLEMENTATION PROGRAM GRANT
AND AMENDING THE 2020 BUDGET IF AWARDED**

WHEREAS, on April 9, 2020, the Rock County Board of Supervisors authorized the Sheriff’s Office to apply for the Bureau of Justice Assistance Body-Worn Camera Policy and Implementation Program in Resolution 20-4A-447; and,

WHEREAS, the Body-Worn Camera Policy and Implementation Program is intended to support a law enforcement agency’s plans for implementing a comprehensive body-worn camera program; and,

WHEREAS, the Sheriff’s Office expects to receive notification of the award of this grant by October 2020; and,

WHEREAS, if awarded, the Rock County Sheriff’s Office would expect to receive a grant of \$40,000, which will require a \$40,000 application from the General Fund to serve as the required match as identified in Resolution 20-4A-447; and,

WHEREAS, a resolution accepting the grant and amending the budget is required before body cameras and related equipment can be purchased; and

WHEREAS, approving this resolution prior to being awarded the grant, and amending the budget on a contingency basis in anticipation of the award, will allow the Sheriff’s Office to move ahead and complete these purchases more quickly without having to schedule further action by the County Board; and

WHEREAS, if the grant is not awarded, a General Fund application to the Sheriff’s Office budget will not be made.

NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors, duly assembled this ____ day of _____, 2020, does hereby authorize the acceptance of a Body-Worn Camera Policy and Implementation Program grant.

BE IT FURTHER RESOLVED, that only if the grant is awarded, the 2020 Sheriff’s Office budget be amended as follows:

	<u>Budget</u> <u>9/1/20</u>	<u>Increase</u> <u>(Decrease)</u>	<u>Amended</u> <u>Budget</u>
<u>Source of Funds</u>			
21-2185-0000-42200 Federal Aid	-0-	\$40,000	\$40,000
21-2185-0000-47000 General Fund	-0-	\$40,000	\$40,000
<u>Use of Funds</u>			
21-2185-2020-67120 Capital Assets	-0-	\$29,400	\$29,400
21-2185-2020-64701 Software Purchase	-0-	\$15,500	\$15,500
21-2185-2020-62491 Software Maintenance	-0-	\$30,100	\$30,100
21-2185-2020-64200 Training	-0-	\$5,000	\$5,000

20-9A-068

AUTHORIZING ACCEPTANCE OF 2020 BODY-WORN CAMERA POLICY AND IMPLEMENTATION PROGRAM GRANT AND AMENDING THE 2020 BUDGET IF AWARDED
Page 2

Respectfully submitted,

PUBLIC SAFETY AND JUSTICE COMMITTEE

Mary Beaver, Chair

Brian Knudson, Vice Chair

Ron Bomkamp

Danette Rynes

Jacob Taylor

FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of

Mary Mawhinney, Chair Date

FISCAL NOTE:

If the grant is awarded, the \$40,000 cash match will come from the General Fund.

/s/ Sherry Oja

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 2020 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.

/s/ Richard Greenlee

Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

/s/ Josh Smith

Josh Smith
County Administrator

Executive Summary

On April 9, 2020, in Resolution 20-4A-447, the Rock County Board of Supervisors authorized the Sheriff's Office to submit the Bureau of Justice Assistance Body-Worn Camera Policy and Implementation Program grant. The Body-Worn Camera Policy and Implementation Program is intended to support a law enforcement agency's plans for implementing a comprehensive body-worn camera program.

The Sheriff's Office expects to receive notification of whether it will be awarded this grant by October 2020. This resolution authorizes the Sheriff's Office to accept the grant and, if awarded, to amend the 2020 budget by making a \$40,000 application from the General Fund to serve as the required local match. Approving this resolution now will reduce the time on the back end required for the Sheriff's Office to proceed with making purchases of body cameras and related equipment. If the grant is not awarded, no General Fund application will be made.

The description of the grant from Resolution 20-4A-447 is below:

The grant funds must be used for the purchase of body-worn cameras and for program implementation. The full implementation may include related equipment and officer training. Data storage costs are specifically excluded from the grant.

The Rock County Sheriff's Office plans to apply for the grant in the amount of \$40,000. The grant requires a one to one match. The match amount will be \$40,000. The implementation portion of the project will be \$80,000. The match may be a cash (hard) match or an in-kind match.

The Sheriff's Office intends to use a hard match. The match funding will come from the General Fund.

The grant budget will be fully developed during the application process. The draft grant budget is as follows.

\$29,400	Body cameras including one year warranty
\$15,500	Mounts, chargers, evidence library software, support
\$30,100	Licensing (2 years)
<u>\$5,000</u>	Training
\$80,000	Total draft budget

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Finance Committee
INITIATED BY



Dara Mosley
DRAFTED BY

Finance Committee
SUBMITTED BY

August 30, 2020
DATE DRAFTED

AUTHORIZING PURCHASE OF COUNTY STAFF LAPTOPS

- 1 **WHEREAS**, the COVID-19 pandemic highlighted the requirement for County staff to be supplied with
- 2 computer devices that allow them to work both in the office and remotely to ensure Continuity of
- 3 Operations; and,
- 4
- 5 **WHEREAS**, at the beginning of the pandemic, over 100 additional laptops were distributed to County
- 6 staff to ensure Continuity of Operations; and,
- 7
- 8 **WHEREAS**, the existing quantity of County laptops causes some staff to utilize their personal equipment
- 9 to perform County duties; and,
- 10
- 11 **WHEREAS**, CARES funds are available to offset the costs of replacing our existing desktop computers,
- 12 where necessary, with laptop computers; and,
- 13
- 14 **WHEREAS**, the laptops are available from CDW-G, Inc. on State Contract #MNNVP-133
- 15 505ENT-O16-NASP; and,
- 16
- 17 **WHEREAS**, funds for this hardware would come from the general fund.

18
19 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
20 this _____ day of _____, 2020 authorize the purchase agreement with CDW-G, Inc. for an
21 amount not to exceed \$494,530.11 for the purchase of 369 laptops and associated components, and amend
22 the 2020 budget as follows:

Account/Description	Budget	Increase	Amended
<u>Source of Funds</u>	<u>8/1/20</u>	<u>(Decrease)</u>	<u>Budget</u>
27 07-1430-0000-47000			
28 General Fund	\$0	\$494,530	\$494,530
29 <u>Use of Funds</u>			
30 07-1430-0000-67132			
31 Computer Purchases	\$396,000	\$494,530	\$890,530

20-9A-072

Respectfully submitted,

FINANCE COMMITTEE

Mary Mawhinney, Chair

Brent Fox

Wes Davis, Vice Chair

Kara Purviance

Stephanie Aegerter

AUTHORIZING PURCHASE OF COUNTY STAFF LAPTOPS

Page 2

FISCAL NOTE:

The County will submit these expenditures for reimbursement from the CARES Route to Recovery funds.

/s/ Sherry Oja

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 2020 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.

/s/ Richard Greenlee

Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

/s/ Josh Smith

Josh Smith
County Administrator

Executive Summary

The ongoing COVID-19 Pandemic has shown that Rock County should alter the equipment that is deployed to County staff. At the beginning of the Pandemic, 100 laptops were deployed to County staff as they began to work from home. These laptops had originally been purchased to replace laptops that had reached end-of-life. What the Pandemic has taught us is that our equipment needs to be flexible enough to support workers both in and out of the office. Due to the current amounts of County owned laptops, many County staff are using their own personal computers to continue to work.

Rock County Information Technology has reviewed current computer inventory to determine where a laptop is a better choice of computer over a desktop. This strategy also aligns us with the industry trend that allows for a more remote workforce. This plan, along with the investments already made into our Citrix infrastructure gives departments more flexibility on how they allow their staff to work.

In addition, upcoming changes to the County network with recently purchased Cisco equipment will allow staff with laptops to connect to the County network in the same manner as they do from their office.

Funding from the CARES Act will offset the costs of migrating from desktops to laptops.

The laptops are available from CDW-G, Inc. under state Contract #MNNVP-133 505ENT-O16-NASP.

This resolution authorizes Rock County Information Technology to 369 Laptops and components from CDW-G, Inc. for an amount not to exceed \$494,530.11

QUOTE CONFIRMATION

Thank you for considering CDW•G for your computing needs. The details of your quote are below. [Click here to convert your quote to an order.](#)



ACCOUNT MANAGER NOTES:

Adam Flynn
Executive Account Manager 866-723-3621
adamfly@cdwg.com

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
LPXF735	9/1/2020	HP 450 G7	4119697	\$494,530.11

QUOTE DETAILS					
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE	
HP ProBook 450 G7 - 15.6" - Core i5 10210U - 8 GB RAM - 256 GB SSD - US Mfg. Part#: 8WB97UT#ABA Contract: Wisconsin HP Inc NVP Computer Equipment (MNNVP-133 505ENT-O16-NASP)	369	5895152	\$830.06	\$306,292.14	
Electronic HP Care Pack Pick-Up and Return Service with Accidental Damage P Mfg. Part#: UK723E UNSPSC: 81112307 Electronic distribution - NO MEDIA Contract: Wisconsin HP Inc NVP Computer Equipment (MNNVP-133 505ENT-O16-NASP)	369	1534885	\$222.68	\$82,168.92	
HP SB USB-C/A Universal Dock G2 - U.S. Mfg. Part#: 5TW13UT#ABA Contract: Wisconsin HP Inc NVP Computer Equipment (MNNVP-133 505ENT-O16-NASP)	369	5663181	\$214.90	\$79,298.10	
Targus Messenger 15.6" Notebook Case Mfg. Part#: TCM004US UNSPSC: 53121706 Contract: Wisconsin Counties Association	369	844636	\$22.75	\$8,394.75	
Logitech M510 USB Wireless Mouse Mfg. Part#: 910-001822 UNSPSC: 43211708 Contract: Wisconsin Counties Association	369	2113710	\$20.70	\$7,638.30	
Tripp Lite 6ft DisplayPort to DVI-D Cable M/M 1080p 6' DVI Video Cable Mfg. Part#: P581-006 UNSPSC: 26121604 Contract: Wisconsin Counties Association	738	1685175	\$14.55	\$10,737.90	

PURCHASER BILLING INFO	SUBTOTAL	\$494,530.11
Billing Address: TJ JOHNSON ROCK COUNTY INFORMATION TECHNOLOGY 3530 N COUNTY HWY F JANESVILLE, WI 53545-0766 Phone: (608) 757-5035 Payment Terms: Master Card	SHIPPING	\$0.00
	SALES TAX	\$0.00
	GRAND TOTAL	\$494,530.11
DELIVER TO Shipping Address: ROCK COUNTY INFORMATION TECHNOLOGY LOUIS FALLIGANT 3530 N COUNTY HWY F JANESVILLE, WI 53545 Shipping Method: UPS Ground (1- 2 day)	Please remit payments to: CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515	

Need Assistance? CDW•G SALES CONTACT INFORMATION

Adam Flynn

(866) 723-3621

adamfly@cdwg.com

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Lisa Tollefson
INITIATED BY



Lisa Tollefson
DRAFTED BY

Finance Committee
SUBMITTED BY

September 2, 2020
DATE DRAFTED

**AMENDING THE 2020 COUNTY CLERK BUDGET TO ACCEPT WEC
ELECTION SECURITY GRANT**

1 **WHEREAS**, the County Clerk has been awarded a County Election Security Subgrant from the
2 Wisconsin Elections Commission (WEC); and,

3
4 **WHEREAS**, the funding will be used is enhance election security in Rock County Clerk’s Office further
5 with backup equipment, redundancies, physical security and software upgrades.

6
7 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
8 this _____ day of _____, 2020 does hereby amend the 2020 County Clerk budget as
9 follows:

<u>Account/Description</u>	<u>Budget at 1/1/2020</u>	<u>Increase (Decrease)</u>	<u>Amended Budget</u>
<u>Source of Funds</u>			
14-1420-0000-42200 Federal Aid	-0-	\$71,536	\$71,536
<u>Use of Funds</u>			
14-1420-0000-63407 Computer Supplies	-0-	\$13,068	\$13,068
14-1420-0000-63407 Computer Hardware	-0-	\$13,305	\$13,305
14-1420-0000-63407 Capital Asset	-0-	\$42,163	\$42,163
14-1420-0000-64200 Training	-0-	\$3,000	\$3,000

20-9A-065

Respectfully submitted,

FINANCE COMMITTEE

Mary Mawhinney, Chair

Wes Davis, Vice Chair

Stephanie Aegerter

Brent Fox

Kara Purviance

AMENDING THE 2020 COUNTY CLERK BUDGET TO ACCEPT WEC ELECTION SECURITY GRANT

Page 2

FISCAL NOTE:

This resolution accepts and authorizes the expenditure of \$71,536 in state funds to enhance election security. No County matching funds are required.

/s/ Sherry Oja

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 2020 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.

/s/ Richard Greenlee

Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

/s/ Josh Smith

Josh Smith
County Administrator

Executive Summary

The Wisconsin Elections Commission approved the County Election Security Subgrant to ensure counties were able to make upgrades to their systems to improve the election security posture at the county level. The majority of the funding from HAVA previously was directed toward the state and municipal levels.

Counties were eligible to apply for a grant amount based on the number of registered voters in their county. Rock County's grant amount is \$71,535.80. There were three criteria a county needed to meet to receive the grant funds or use the grant to meet the required criteria. Rock County had already met all three criteria prior to applying. The three criteria are as follows: Secure encrypted website, secure email host, and completed a recent security risk assessment.

With input from Rock-IT, we developed a plan to use the election security funds to further secure the county clerk's office with backup equipment, creating redundancies, physical security and software upgrades with part of the funding being used to create an added umbrella layer of security over the entire county system.

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Lisa Tollefson
INITIATED BY



Lisa Tollefson
DRAFTED BY

Finance Committee
SUBMITTED BY

September 2, 2020
DATE DRAFTED

**AMENDING THE 2020 COUNTY CLERK BUDGET TO PURCHASE
ELECTION EQUIPMENT**

1 **WHEREAS**, COVID-19 has increased the number of voters requesting absentee ballots to safeguard
2 their health. Rock County is expecting over 50,000 registered voters to cast their ballots by absentee for
3 the November 3, 2020 Fall General and Presidential Election; and,
4

5 **WHEREAS**, the City of Janesville is expecting 25,000 absentee ballots to process on Election Day, and
6 has calculated with their current equipment they will need over 35 hours to process the absentee ballots
7 and an increased number of poll workers to handle the processing; and,
8

9 **WHEREAS**, a DS450 High-Speed Scanner Tabulator has the ability to scan 72 ballots/minute as
10 compared to a DS200 precinct tabulator, one hand-fed ballot at a time. Using a DS450 at Janesville's
11 Central Absentee Ballot Counting location would reduce processing times and reduce the number of poll
12 workers needed to process ballots. This would allow for greater social distancing with a reduced number
13 of poll workers.
14

15 **WHEREAS**, the use of a DS450 at the City Janesville Central Count location would free up DS200s,
16 which would be deployed to other locations in the county to also increase social distancing and reduce
17 processing times.
18

19 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
20 this _____ day of _____, 2020 does hereby amend the 2020 County Clerk budget as
21 follows to purchase a DS450 scanner:
22

<u>Account/Description</u>	<u>Budget at 1/1/2020</u>	<u>Increase (Decrease)</u>	<u>Amended Budget</u>
<u>County Clerk - Elections</u>			
<u>Source of Funds</u>			
14-1420-0000-42200	-0-	\$61,450	\$61,450
Roads to Recovery Grant Funds			
<u>Use of Funds</u>			
14-1420-0000-67125	-0-	61,450	61,450
Capital Asset			

34
35 **BE IT FURTHER RESOLVED** that a Purchase Order be issued to ES & S Election System Software
36 for the purchase of a DS450 High Speed Tabulator-Scanner in the amount of \$61,450.

20-9A-070

AMENDING THE 2020 COUNTY CLERK BUDGET TO PURCHASE ELECTION EQUIPMENT
Page 2

Respectfully submitted,

FINANCE COMMITTEE

Mary Mawhinney, Chair

Wes Davis, Vice Chair

Stephanie Aegerter

Brent Fox

Kara Purviance

FISCAL NOTE:

This resolution accepts and authorizes the expenditure of \$61,450 in grant funds for additional election equipment. No County funds required.

/s/ Sherry Oja

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, section 59.52(29), Wis. Stats. Requires the project to be let to the lowest responsible bidder. As an amendment to the adopted 2020 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. ES & S Election System Software is the sole source provider of the DS450 High Speed Tabulator-Scanner.

/s/ Richard Greenlee

Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

/s/ Josh Smith

Josh Smith
County Administrator

Executive Summary

COVID-19 has increased the number of voters requesting absentee ballots to safeguard their health and not vote at the polls on Election Day. Rock County is expecting over 50,000 registered voters to cast their ballots by absentee for the November 3, 2020 Fall General and Presidential Election. The City of Janesville is expecting 25,000 absentee ballots. Using the current equipment available, the City of Janesville has calculated that they will need over 35 hours to process the absentee ballots and an increased number of poll workers to handle the processing.

ES&S Election System and Software has high speed scanner compatible with the current election equipment used throughout Rock County. The DS450 High Speed Scanner-Tabulator processes 72/ballots per minutes. The current tabulators used at the polling locations are hand feed one ballot at time. The maximum speed to scan one ballot is eight seconds.

The purchased equipment would be used at Janesville's Central Count location where all absentee ballots for the city are counted. Extra machines that would have been used at Central Count would be allocated to other parts of the county to help with their records numbers of absentee ballots.

The high speed tabulator would lessen the number of poll workers needed to process absentee ballots and allow for more social distancing to help protect our poll workers from COVID-19.



August 24, 2020

Lisa Tollefson
Rock County Clerk
51 S Main St.
Janesville WI 53545

RE: Election Systems & Software, LLC ("ES&S") Equipment and Software

Dear Ms. Tollefson:

This letter is in response to Rock County's ("County") request for information regarding ES&S' proprietary election equipment and proprietary election software. This letter provides the County with information on ES&S' proprietary DS450® digital precinct count scanner (the "ES&S Equipment") as well as ES&S' proprietary DS450 Firmware ("ES&S Software").

Please be advised that ES&S owns all patents, copyrights and trademarks ("Intellectual Property") associated with the ES&S Equipment. As such, ES&S is the sole and exclusive developer and manufacture of the ES&S Equipment and only ES&S may sell the ES&S Equipment in the marketplace. Further, certain component parts of the ES&S Equipment are proprietary to ES&S and may only be obtained directly from ES&S. As certain component (maintenance) parts of the ES&S Equipment may only be obtained directly from ES&S, only ES&S and ES&S trained technicians can ensure that such ES&S proprietary component parts are installed in the ES&S Equipment. This is important to note as all ES&S Equipment certified both at the federal and State level require the replacement of the same certified component parts which were included in the ES&S Equipment at the time such ES&S Equipment was certified. By purchasing the ES&S Equipment from ES&S as well as utilizing ES&S for the performance of support services, the County will be assured that all component parts installed in the ES&S Equipment will be in compliance with both the federal and state certified equipment configuration.

With respect to the ES&S Software, please be advised that ES&S is the sole and exclusive developer and licensor of the ES&S Software. As such, ES&S owns all Intellectual Property in its proprietary ES&S Software. Further only ES&S can provide help desk support services for the ES&S Software as well as provide any and all upgrades, enhancements, maintenance patches and other changes to the ES&S Software as may be required by ES&S or its customers. No other vendor in the marketplace today is authorized to license or provide maintenance and support services for the ES&S Software.

Please let me know if you have any questions or need any additional information.

Sincerely,

A handwritten signature in blue ink that reads 'T. Hallett'.

Timothy J. Hallett
Associate General Counsel



11208 JOHN GALT BLVD
 OMAHA, NE 68137-2364
 (402) 593-0101

Sales Order Agreement

Customer P.O. #: _____

1st Election Date: November 3, 2020

Estimated Delivery Date: September 2020

Phone Number: 608-757-5667

Fax Number: 608-757-5660

Customer Contact, Title: Lisa Tollefson - County Clerk

Customer Name: Rock County, Wisconsin

Type of Sale: NEW

Type of Equip: NEW REFURBISHED

Bill To:

Rock County, Wisconsin
Lisa Tollefson - County Clerk
51 S. Main Street
Janesville, WI 53545

Ship To:

Rock County, Wisconsin
Lisa Tollefson - County Clerk
51 S. Main Street
Janesville, WI 53545

Item	Description	Qty	Price	Total
1	DS450 Model DS450 High Speed Digital Image Scanner with Steel Table, Reports Printer, Audit Printer, Start-Up Kit, Dust Cover, Battery Backup, Two (2) USB Cables, and Two (2) Standard 8GB Memory Devices	1	\$51,450.00	\$51,450.00
2	DS450 Ballot Jogger	1	\$950.00	\$950.00
3	DS450 Equipment Installation	1	\$1,925.00	\$1,925.00
4	Services Model DS450 Training Day	1	\$1,700.00	\$1,700.00
5	Services Election On-Site Support Event	1	\$4,675.00	\$4,675.00
6	Shipping Shipping & Handling	1	\$750.00	\$750.00
			Order Total	\$ 61,450.00

Freight Billable: yes no

 Mike Hoversten
 Regional Sales Manager

 Customer Signature Date

 V.P. of Finance Date

 Title

Payment Terms	100% of Order Total due Thirty (30) Calendar Days after the later of (a) Equipment Delivery, or (b) Receipt of Corresponding ES&S Invoice.
	Invoices are due net 30 from invoice date. Note 1: Any applicable state and local taxes are not included, and are the responsibility of the Customer. Note 2: In no event shall Customer's payment obligations hereunder, or the due dates for such payments, be contingent or conditional upon Customer's receipt of federal and/or state funds.
Warranty Period (Years):	One (1) Year From Equipment Delivery
Hardware Maintenance and Software License, Maintenance and Support Services (Post-Warranty Period) The terms, conditions, and pricing for the Hardware Maintenance and Software License, Maintenance and Support Services (Post-Warranty Period) are set forth in Exhibit A attached hereto.	
SEE GENERAL TERMS AND CONDITIONS	