



**FINANCE COMMITTEE
THURSDAY, FEBRUARY 18, 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 – February 4, 2016
4. Transfers and Appropriations
 - A. Medical Examiner
5.
 - A. Bills
 - B. Bills Over \$10,000
 - C. Encumbrances Over \$10,000
 - D. Pre-Approved Encumbrance Amendments
 - 1) Developmental Disabilities Board (4)
 - E. Approval of Bills for Other Departments
 - 1) Education, Veterans and Aging Services
6. Discussion of Public Safety Systems Budgeting – Mickey Crittenden
7. Resolutions
 - A. Authorizing Purchase of Health Department Microsoft Pro 4 Tablets
 - B. Awarding Bid for Live Scan Fingerprinting System
 - C. Carryover of 2015 Budget Appropriations to 2016 (Resolution will be provided at the meeting)
8. Write-Off of Uncollectible Receivables
 - A. Rock Haven
 - B. Department of Public Works
9. Report on Cash Balances and Investments
10. Adjournment

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
14-1410-0000-63100	OFC SUPP & EXP	P1503714	12/30/2015	HENRICKSEN	330.33
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	3,500.00	2,577.71	0.00	330.33	591.96
COUNTY CLERK PROG TOTAL				330.33	

I have examined the preceding bills and encumbrances in the total amount of **\$330.33**

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

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

Date: **FEB 18 2016**

Dept Head _____

Committee Chair _____

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
05-1500-0000-63100	OFC SUPP & EXP	P1600909	01/28/2016	OFFICE PRO INC	496.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	4,000.00	10.00	3,617.65	496.00	(123.65)
05-1500-0000-68010	EXP.ALLOCATIONS	R1601116	02/01/2016	COMMERCE BANK COMMERCIAL ACC	400.00
ENC	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	0.00	0.00	50,000.00	400.00	(50,400.00)
FINANCE DIRECTOR PROG TOTAL				896.00	

I have examined the preceding bills and encumbrances in the total amount of **\$896.00**

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

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

Date: **FEB 18 2016**

Dept Head _____

Committee Chair _____

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
07-1430-0000-62421	COMPUTER EQUIP	P1600211	01/22/2016	ENTRE COMPUTER SOLUTIONS	55.00	
		P1600216	01/21/2016	CDW GOVERNMENT INC	24.02	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance	
	9,000.00	19.16	2,031.96	79.02	6,869.86	
07-1430-0000-63407	COMPUTER SUPPL	P1600216	01/18/2016	CDW GOVERNMENT INC	1.77	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance	
	25,845.00	40.78	500.00	1.77	25,302.45	
07-1430-0000-67130	TERMINALS/PC'S	P1600216	01/19/2016	CDW GOVERNMENT INC	1,638.64	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance	
	8,000.00	0.00	0.00	1,638.64	6,361.36	
07-1430-0000-67131	OTHER COMP HARDW	P1600808	01/25/2016	CORE BTS INC	1,574.77	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance	
	72,500.00	0.00	4,951.71	1,574.77	65,973.52	
INFORMATION TECHNOLOGY PROG TOTAL				3,294.20		
07-1450-0000-62491	SOFTWARE MAINT	P1600910	01/21/2016	ENGRAPH SOFTWARE LLC	5,400.00	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance	
	365,828.00	130,160.31	68,100.00	5,400.00	162,167.69	
07-1450-0000-67130	TERMINALS/PC'S	P1600889	01/19/2016	CDW GOVERNMENT INC	2,879.98	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance	
	243,859.00	997.02	69,679.01	2,879.98	170,302.99	
07-1450-0000-67143	IT CROSS CHARGES	P1600888	01/19/2016	CDW GOVERNMENT INC	88.35	
		P1600904	01/27/2016	ENTERPRISE SYSTEMS GROUP	197.00	
		P1600906	01/27/2016	ENTERPRISE SYSTEMS GROUP	273.75	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance	
	200,000.00	29,146.30	31,283.57	559.10	139,011.03	
IT-CROSS CHARGES PROG TOTAL				8,839.08		

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
----------------	--------------	-----	----------	-------------	-------------

I have examined the preceding bills and encumbrances in the total amount of **\$12,133.28**
Claims covering the items are proper and have been previously funded. These items are to be treated as follows:
A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.
B. Bills under \$10,000 to be paid.
C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **FEB 18 2016**

Dept Head _____

Committee Chair _____

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
10-1721-0000-64200	TRAINING EXP	P1600939	01/26/2016	ESRI INC	1,605.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	9,500.00	0.00	7,600.00	1,605.00	295.00
LAND RECORDS PROG TOTAL				1,605.00	

I have examined the preceding bills and encumbrances in the total amount of **\$1,605.00**

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

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

Date: **FEB 18 2016**

Dept Head _____

Committee Chair _____

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
14-1410-0000-63100	OFC SUPP & EXP	P1600875	01/16/2016	STAPLES ADVANTAGE	35.58
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	3,500.00	0.00	0.00	35.58	3,464.42
COUNTY CLERK PROG TOTAL				35.58	
14-1411-0000-63100	OFC SUPP & EXP	P1600221	01/14/2016	OFFICE PRO INC	137.70
		P1600938	01/12/2016	ELECTION SYSTEMS AND SOFTWARE	646.94
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	6,000.00	0.00	0.00	784.64	5,215.36
14-1411-0000-63103	LEGAL FORMS	P1600220	01/27/2016	ILLINOIS OFFICE SUPPLY	7,219.42
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	50,000.00	0.00	0.00	7,219.42	42,780.58
ELECTIONS PROG TOTAL				8,004.06	

I have examined the preceding bills and encumbrances in the total amount of **\$8,039.64**

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

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

Date: **FEB 18 2016**

Dept Head _____

Committee Chair _____

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
15-1540-0000-63200	PUBL/SUBCR/DUES	P1600915	01/22/2016	UNIVERSITY OF WISCONSIN GREEN	25.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	100.00	100.00	0.00	25.00	(25.00)
COUNTY TREASURER PROG TOTAL				25.00	

I have examined the preceding bills and encumbrances in the total amount of **\$25.00**

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

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

Date: **FEB 10 2016**

Dept Head _____

Committee Chair _____

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
17-1710-0000-63100	OFC SUPP & EXP	P1600733	01/20/2016	STAPLES ADVANTAGE	33.84
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	2,439.00	0.00	149.76	33.84	2,255.40
17-1710-0000-63103	LEGAL FORMS	P1600707	01/22/2016	DEPARTMENT OF HEALTH SERVICES	1,208.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	2,000.00	0.00	0.00	1,208.00	792.00
17-1710-0000-63200	PUBL/SUBCR/DUES	P1600706	01/01/2016	WISCONSIN REGISTER OF DEEDS AS	100.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	125.00	0.00	0.00	100.00	25.00
17-1710-0000-64200	TRAINING EXP	P1600705	02/19/2016	WCCO	150.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	1,478.00	0.00	0.00	150.00	1,328.00
REGISTER OF DEEDS PROG TOTAL				1,491.84	
17-1715-0000-62119	OTHER SERVICES	P1600737	01/31/2016	FIDLAR COMPANIES	3,013.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	177,904.00	0.00	0.00	3,013.00	174,891.00
ROD REDACTION PROJECT PROG TOTAL				3,013.00	

I have examined the preceding bills and encumbrances in the total amount of **\$4,504.84**

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

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

Date: **FEB 10 2016**

Dept Head _____

Committee Chair _____

PURCHASE ORDER NUMBER P1600836 PEID 031983

PRE-APPROVED ENCUMBRANCE AMENDMENT FORM

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

DATE 02/08/2016

DEPARTMENT Developmental Disabilities Board

COMMITTEE Developmental Disabilities Board

VENDOR NAME Abilities Inc

ACCOUNT NUMBER 33-3310-0000-62604

FUNDS DESCRIPTION CIP 1B

AMOUNT OF INCREASE \$ 50,820

INCREASE FROM \$ 475,155 TO \$ 525,975

ACCOUNT BALANCE AVAILABLE \$ 3,937,819 SB 02/09/16

REASON FOR AMENDMENT Contract increased due to client movement

APPROVALS

GOVERNING COMMITTEE Louis S. Pen 2/10/16
Chair Date

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

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

PURCHASE ORDER NUMBER P1600837

PEID 042174

PRE-APPROVED ENCUMBRANCE AMENDMENT FORM

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

DATE 02/08/2016

DEPARTMENT Developmental Disabilities Board

COMMITTEE Developmental Disabilities Board

VENDOR NAME Alpha Homes of WI Inc

ACCOUNT NUMBER 33-3310-0000-62604

FUNDS DESCRIPTION CIP 1B

AMOUNT OF INCREASE \$ 290,791

INCREASE FROM \$ 780,549 TO \$ 1,071,340

ACCOUNT BALANCE AVAILABLE \$ 3,886,999 SB 02/09/16

REASON FOR AMENDMENT Contract increased due to client movement

APPROVALS

GOVERNING COMMITTEE Louie Pen 2/10/16
Chair Date

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

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

PURCHASE ORDER NUMBER P1600845 PEID 013050

PRE-APPROVED ENCUMBRANCE AMENDMENT FORM

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

DATE 02/08/2016

DEPARTMENT Developmental Disabilities Board

COMMITTEE Developmental Disabilities Board

VENDOR NAME Group Living Home Inc

ACCOUNT NUMBER 33-3310-0000-62604

FUNDS DESCRIPTION CIP 1B

AMOUNT OF INCREASE \$ 22,326

INCREASE FROM \$ 157,255 TO \$ 179,581

ACCOUNT BALANCE AVAILABLE \$ 3,596,208 SB 02/09/16

REASON FOR AMENDMENT One client became eligible for CIP funding; Client was previously located in Purchase of Care.

APPROVALS

GOVERNING COMMITTEE Louis Pen 2/10/16
Chair Date

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

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

PURCHASE ORDER NUMBER P1600859 PEID 042854

PRE-APPROVED ENCUMBRANCE AMENDMENT FORM

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

DATE 02/08/2016

DEPARTMENT Developmental Disabilities Board

COMMITTEE Developmental Disabilities Board

VENDOR NAME Secured Living LLC

ACCOUNT NUMBER 33-3310-0000-62604

FUNDS DESCRIPTION CIP 1B

AMOUNT OF INCREASE \$ 184,142

INCREASE FROM \$ 801,930 TO \$ 986,072

ACCOUNT BALANCE AVAILABLE \$ 3,573,882 SB 02/09/16

REASON FOR AMENDMENT Contract increased due to client movement

APPROVALS

GOVERNING COMMITTEE Louis Peen 2/10/16
Chair Date

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

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

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
30-3903-0000-62105	FOOD SERVICES	P1504013	12/30/2015	BEST EVENTS	2,317.37
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	97,809.00	94,785.50	2,317.37	2,317.37	(1,611.24)
30-3903-0000-62119	OTHER SERVICES	P1504012	12/06/2015	MANPOWER GROUP US INC	1,096.46
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	83,364.00	74,924.21	74.57	1,096.46	7,268.76
NUTRITION PROGRAM PROG TOTAL				3,413.83	
30-3904-0000-62105	FOOD SERVICES	P1504013	12/30/2015	BEST EVENTS	3,178.56
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	111,510.00	111,510.00	0.00	3,178.56	(3,178.56)
DELIVERED MEALS PROG TOTAL				3,178.56	
30-3905-0000-62100	CONTRACTED SERV	P1504012	12/06/2015	MANPOWER GROUP US INC	5,234.54
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	268,541.00	250,107.77	0.00	5,234.54	13,198.69
ELDERLY & HANDCAPPED TRANSP PROG TOTAL				5,234.54	

I have examined the preceding bills and encumbrances in the total amount of **\$11,826.93**

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

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

Date: **FEB 18 2016**
to FE

Dept Head _____
Committee Chair _____

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
30-3904-0000-63308	VOLUNTEERS	P1600993	01/28/2016	POWERS,SUSAN	51.84
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	35,000.00	2,347.14	0.00	51.84	32,601.02
DELIVERED MEALS PROG TOTAL				51.84	
30-3915-0000-64615	CLIENT REL.COSTS				
		P1600205	01/24/2016	BRIGHTSTAR	66.00
		P1600959	01/22/2016	MARTIN,MAXINE	162.00
		P1600960	01/24/2016	PIERCE,GWENDOLYN L	140.00
		P1600961	01/27/2016	HANSON,KEN	80.00
		P1600982	01/25/2016	WARD,DIANNE	250.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	17,746.00	102.00	0.00	698.00	16,946.00
TITLE III-E FAM CAREGIVER SUPP PROG TOTAL				698.00	

I have examined the preceding bills and encumbrances in the total amount of **\$749.84**
 Claims covering the items are proper and have been previously funded. These items are to be treated as follows:
 A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.
 B. Bills under \$10,000 to be paid.
 C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **FEB 18 2016**
to FE

Dept Head _____

Committee Chair _____

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
38-3800-0000-63200	PUBL/SUBCR/DUES	P1601040	02/05/2016	VETERANS INFORMATION SERVICE	50.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	186.00	0.00	0.00	50.00	136.00
VETERANS SERVICE PROG TOTAL				50.00	

I have examined the preceding bills and encumbrances in the total amount of **\$50.00**

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

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

Date: **FEB 18 2016**
to FE

Dept Head _____

Committee Chair _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Diana Arneson, Asst. to IT Dir.
INITIATED BY



Diana Arneson, Asst. to IT Dir.
DRAFTED BY

Finance Committee
SUBMITTED BY

February 9, 2016
DATE DRAFTED

Authorizing Purchase of Health Department Microsoft Pro 4 Tablets

- 1 **WHEREAS**, the Rock County Information Technology Department is authorized to purchase computer
- 2 equipment on behalf of the County; and,
- 3
- 4 **WHEREAS**, the replacement of older and under-performing workstations is a key component for
- 5 meeting the current and future data requirements associated with Rock County's Communications
- 6 Center - 911 applications; and,
- 7
- 8 **WHEREAS**, the Information Technology Department staff did review and configure equipment
- 9 available on the Wisconsin Counties Association Contract # WCASI-100103D; and,
- 10
- 11 **WHEREAS**, the 2016 Budget did designate funds for the purchase of this computer equipment.
- 12
- 13 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
- 14 this _____ day of _____, 2016 that a Purchase Order for 8 Microsoft Surface Pro 4 tablets
- 15 with Accidental Damage Handling protection; 8 Microsoft Surface Pro 4 covers, docking stations and
- 16 adapters; 1 laptop carrying case, 1 dual monitor stand and 3 Acer 19" monitors be issued to CDW-G in
- 17 Vernon Hills, IL in the amount of \$14,024.07.
- 18
- 19 **BE IT FURTHER RESOLVED** that payment be made to the vendor upon approval and acceptance
- 20 by the Finance Committee.

Respectfully submitted,

FINANCE COMMITTEE

Mary Mawhinney, Chair

Sandra Kraft, Vice Chair

Mary Beaver

Brent Fox

J. Russell Podzilni

ADMINISTRATIVE NOTE:

Josh Smith
County Administrator

FISCAL NOTE:

Funding for these purchases will be made from funds carried over from 2015.

Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01 and 59.52(6), Wis. Stats.

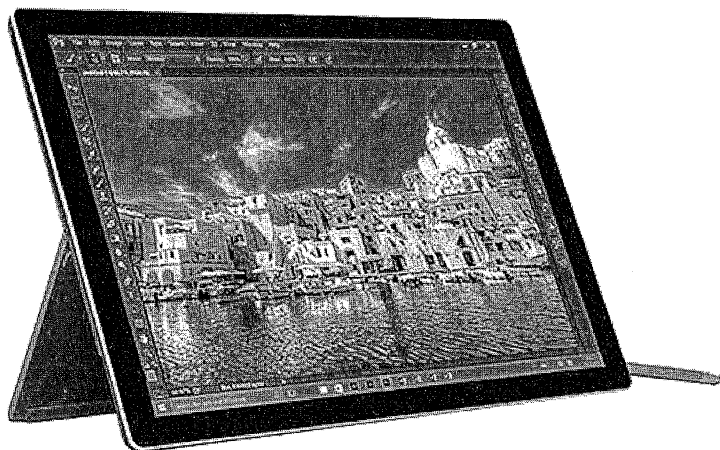
Jeffrey S. Kuglitsch
Corporation Counsel

Executive Summary for the Purchase of Health Department Microsoft Pro 4 Tablets

This resolution is to authorize the purchase of budgeted computer equipment for Rock County. All of the Microsoft Surface Pro 4 tablets represent replacements for obsolete equipment. The IT Department specified the computer equipment based on the mobile application and operational needs of the Rock County Health Department. The items to be purchased are:

- 8 Microsoft Surface Pro 4 tablet computers with a Core i5-6300U processor, 256 GB Solid State Drive, 8 GB of RAM, and Windows 10 Pro operating system with additional warranty coverage including Accident Handling Protection at \$1,418.51 each.
- 8 Microsoft Surface Pro cover keyboards at \$123.86 each.
- 8 Microsoft Surface Pro docking stations at \$154.83 each.
- 8 Belkin display port adapters at \$7.01 each.
- 1 Targus laptop carrying case at \$18.40 each.
- 1 Planar dual monitor stand at \$73.37 each.
- 3 Acer 19" monitors at \$99.54 each.

The total cost of the Microsoft Surface Pro 4 tablet computers and associated components, as listed above is \$14,024.07, and will be purchased from CDW-G of Vernon Hills, IL using pricing and terms from the Wisconsin Counties Association Contract # WCASI-100103D.





SALES QUOTATION

QUOTE NO.	ACCOUNT NO.	DATE
GTSZ096	4119697	2/5/2016

BILL TO:
 TJ JOHNSON
 3530 N COUNTY HWY F

SHIP TO:
 ROCK COUNTY INFORMATION
 TECHNOLOGY
 Attention To: DIANA ARNESON
 3530 N COUNTY HWY F

Accounts Payable
 JANESVILLE , WI 53545-0766

JANESVILLE , WI 53545-0766
 Contact: DIANA
 ARNESON 608.757.5043

Customer Phone #608.757.5035

Customer P.O. # GTSZ096 QUOTE

ACCOUNT MANAGER	SHIPPING METHOD	TERMS	EXEMPTION CERTIFICATE
-----------------	-----------------	-------	-----------------------

ADAM FLYNN 866.723.3621

UPS Ground (1- 2 day)

Net 30 Days-Govt
 State/Local

GOVT-EXEMPT

QTY	ITEM NO.	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
8	3862819	MS SURFACE PRO 4 I5 256GB 8GB W10 Mfg#: 7AX-00001 Contract: Wisconsin Counties Association WCA Services, Inc Contract # WCASI-100103D *** Windows 10 Pro 64-bit Edition Windows 10 Pro 64-bit Edition Windows 10 Pro 64-bit Edition ****	1,273.02	10,184.16
8	3165057	2Y TABLT REPAIR W/ADH \$1001-\$1500DOP Mfg#: 303817 Contract: Wisconsin Counties Association WCA Services, Inc Contract # WCASI-100103D Electronic distribution - NO MEDIA	145.49	1,163.92
8	3862766	MS SURFACE PRO 4 TYPE COVER BLK FPR Mfg#: RH9-00001 Contract: Wisconsin Counties Association WCA Services, Inc Contract # WCASI-100103D	123.86	990.88
8	3862762	MS SURFACE PRO 4 DOCK Mfg#: PF3-00005 Contract: Wisconsin Counties Association WCA Services, Inc Contract # WCASI-100103D	154.83	1,238.64
8	3080399	BELKIN MINI DISPLAYPORT TO DVI ADAPT Mfg#: F2CD051B Contract: Wisconsin Counties Association WCA Services, Inc Contract # WCASI-100103D	7.01	56.08
1	844636	TARGUS 15.6" MESSENGER Mfg#: TCM004US Contract: Wisconsin Counties Association WCA Services, Inc Contract # WCASI-100103D	18.40	18.40
3	2990163	ACER V195WL BD 19" LED MONITOR Mfg#: UM.CV5AA.001 Contract: Wisconsin Counties Association WCA Services, Inc Contract # WCASI-100103D	99.54	298.62
1	1394264	PLANAR DUAL DESK STAND 17-24" TAA Mfg#: 997-5253-00 Contract: Wisconsin Counties Association WCA Services, Inc Contract # WCASI-100103D	73.37	73.37

FREIGHT
TAX

0.00
0.00

US Currency

TOTAL 14,024.07

CDW Government
230 North Milwaukee Ave.
Vernon Hills, IL 60061

Fax: 847.968.1303

Please remit payment to:
CDW Government
75 Remittance Drive
Suite 1515
Chicago, IL 60675-1515

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Sheriff Robert D. Spoden
INITIATED BY



Diane Michaelis
DRAFTED BY

**Public Safety and Justice
Committee**
SUBMITTED BY

February 5, 2016
DATE DRAFTED

Awarding Bid for Live Scan Fingerprinting System

- 1 **WHEREAS**, the Rock County Sheriff's Office utilizes a live scan fingerprinting system to collect the
- 2 fingerprints and palm prints of arrestees for submission to state and federal databases; and,
- 3
- 4 **WHEREAS**, the existing live scan fingerprinting system at the Correctional Facility has been in use since
- 5 2005; and,
- 6
- 7 **WHEREAS**, a new live scan fingerprinting system is need at the Correctional Facility; and,
- 8
- 9 **WHEREAS**, a second live scan fingerprinting system is needed at the Courthouse to comply with new
- 10 State laws; and,
- 11
- 12 **WHEREAS**, the Rock County Purchasing Department did solicit proposals from qualified vendors for
- 13 the two live scan fingerprinting systems; and,
- 14
- 15 **WHEREAS**, the bids were reviewed by the Rock County Sheriff's Office and the Rock County
- 16 Purchasing Department with the recommendation that a the bid be awarded to the lowest, most
- 17 responsive and responsible bidder, iTouch Biometrics; and,
- 18
- 19 **WHEREAS**, the funding is available in the 2016 Correctional Facility Sundry account budget.
- 20
- 21 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
- 22 this _____ day of _____, 2016 that the bid for two live scan fingerprinting systems be
- 23 awarded to iTouch Biometrics of Schaumburg, IL, in the amount of \$27,000.
- 24
- 25 **BE IT FURTHER RESOLVED** that payment be made to the vendor upon receipt and acceptance by the
- 26 Finance Committee.

Respectfully submitted,

PUBLIC SAFETY AND JUSTICE COMMITTEE

FINANCE COMMITTEE

Mary Beaver, Chair

Mary Mawhinney, Chair

Henry Brill

Sandra Kraft, Vice Chair

Terry Fell

Mary Beaver

Brian Knudson

Brent Fox

Larry Wiedenfeld

J. Russell Podzilni

FISCAL NOTE:

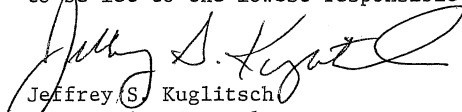
This purchase is being funded by Jail Commissary Commissions.



Sherry Oja
Finance Director

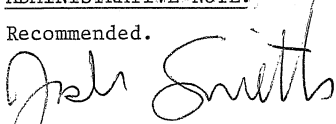
LEGAL NOTE:

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


Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith
County Administrator

Executive Summary

The Rock County Sheriff's Office currently utilizes a MorphoTrak Live Scan fingerprinting system to collect the fingerprints and palm prints of arrestees for submission to state and federal databases.

The Rock County Sheriff's Office has utilized the existing live scan system since 2005. Because of the live scan fingerprinting system's age, the scans are not as clear as they should be. In addition, the age of the system has caused the maintenance price to increase substantially.

In 2015 Wisconsin passed a state law requiring the collection of additional DNA samples from everyone arrested on a felony charge or convicted of a misdemeanor. This new law has presented a need for a live scan fingerprinting system at the Rock County Courthouse for processing those convicted of misdemeanors.

The price of newer live scan fingerprinting systems has decreased. This will allow Rock County to purchase new live scan fingerprinting systems for both the Sheriff's Office and the Courthouse for about the same price as the original live scan fingerprinting system. In addition, the maintenance cost of both new machines will be about \$3,000 less than the maintenance cost of the existing machine.

The Live scan fingerprinting systems will be paid for with funds from the Correctional Facility's Sundry account budget. The cost of two fingerprinting systems is \$27,000 which includes the machines, delivery, installation, training, and a one year full warranty.



PROPOSAL SUMMARY FORM

PROPOSAL NUMBER #2016-14
 PROPOSAL NAME LIVESCAN EQUIPMENT
 PROPOSAL DUE DATE JANUARY 6, 2016 – 12:00 NOON
 DEPARTMENT SHERIFF'S OFFICE

	I-TOUCH BIOMETRICS SCHAUMBURG IL	SAFRAN MORPHOTRAK ANAHEIM CA	MENTALIX PLANO TX	ID NETWORKS ASHTABULA OH	CROSSMATCH PALM BEACH GARDENS FL
RATER 1	68	94	45	72	50
RATER 2	95	61	64	46	57
RATER 3	85	75	65	46	52
TOTAL SCORE	248	230	174	164	159
EQUIPMENT-SHERIFF	12,100.00	16,757.00	16,250.00	18,495.00	27,446.73
EQUIPMENT-COURTHOUSE	13,100.00	8,987.00	19,750.00	10,295.00	13,200.51
DELIVERY & INSTALLATION	1,200.00	INCLUDED	1,150.00	INCLUDED	6,369.92
TRAINING	600.00	INCLUDED	3,000.00	INCLUDED	INCLUDED
TOTAL COST	\$ 27,000.00	\$ 25,744.00	\$ 40,150.00	\$ 28,790.00	\$ 47,017.16
WARRANTY	1 YEAR	1 YEAR	1 YEAR	1 YEAR	1 YEAR
ANNUAL SERVICES AGREEMENT COST	\$ 2,970.00	\$ 4,210.00	\$ 9,380.00	\$ 5,758.00	\$ 2,991.94

- Equipment – 30 points maximum
- Organization, personnel and experience – 30 points maximum
- Reasonableness of cost estimates – 30 points maximum
- Ability to complete installation within a reasonable period of time – 10 points maximum

The top two vendors were invited to give demonstrations on February 2, 2016. After the demonstrations were conducted, it was the unanimous recommendation of the review committee, Purchasing and IT staff to contract with I-Touch Biometrics.

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

PREPARED BY: JODI MILLIS, PURCHASING MANAGER

DEPARTMENT HEAD RECOMMENDATION: I-Touch Biometrics

Sherry Robert Sped
SIGNATURE

02-03-16
DATE

GOVERNING COMMITTEE APPROVAL:

CHAIR

VOTE

DATE