

ROCK COUNTY, WISCONSIN



**FINANCE COMMITTEE  
THURSDAY, MARCH 15, 2018 - 7:30 A.M.  
CONFERENCE ROOM N-1 – FIFTH FLOOR  
ROCK COUNTY COURTHOUSE-EAST**

**AGENDA**

1. Call to Order
2. Approval of Agenda
3. Citizen Participation, Communications and Announcements
4. Report from PFM Asset Management
5. Transfers and Appropriations
  - A. Rock Haven (2)
6. Resolutions
  - A. Carryover of 2017 Budget Appropriations to 2018
  - B. Authorizing Purchase of 2018 Avatar NetSmart Licenses for the Rock County Human Services Department
  - C. Authorizing a Contract with United Way Blackhawk Region and Amending the 2018 County Budget
  - D. Authorizing a Contract with HealthNet and Amending the 2018 County Budget
  - E. Supporting RSVP Transportation Funding & Amending the 2018 Budget
  - F. Contracting for Rock County Health Care Center Security System Upgrade and Amend 2018 Facilities Management Capital Budget (Contingent on General Services Committee approval)
7. Adjournment

# Rock County Transfer Request - Over \$5,000

TO: FINANCE DIRECTOR

Date 02/20/2018

Transfer No. 17-189

Requested By Rock Haven  
Department

Clayton Kalmon  
Department Head

FROM:	AMOUNT	TO:	AMOUNT
Account #: 32-8000-9300-62163 Description: Laundry Services Current Balance: \$17,478	\$13,968	Account #: 32-8000-8100-64000 Description: Medical Supplies	\$8,334
Account #: Description: Current Balance:		Account #: 32-9000-9920-62202 Description: Water	\$5,634
Account #: Description: Current Balance:		Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	

**REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC**

Funds were available in Laundry Services because we wash our own bed spreads, microfiber mops & curtain - Offering on-site washers, driers, & liquid soap was a factor in reducing laundry service expenses.

**REASON TRANSFER IS NECESSARY - BE SPECIFIC**

Expenses are over in Medical Supplies due to the review and upgrade of medical products to meet state requirements and also, the purchase of air mattresses & pumps that Hospice has stopped providing. Expenses are over in Water due to an increase in water rates and units.

**FISCAL NOTE:**

Sufficient funds are available for transfer.  
*S. Balog 2/20/18*

**ADMINISTRATIVE NOTE:**

*Clayton Kalmon 2/23/18*

**REQUIRED APPROVAL**

**DATE**

**COMMITTEE CHAIR**

Governing Committee \_\_\_\_\_

Finance Committee \_\_\_\_\_

# Rock County Transfer Request - Over \$5,000

TO: FINANCE DIRECTOR

Date 02/20/2018

Transfer No. 17-188

Requested By Rock Haven

Clayton Kalmon

Department

Department Head

FROM:	AMOUNT	TO:	AMOUNT
Account #: 32-8000-9700-62174 Description: Internist Current Balance: \$59,982	\$59,980	Account #: 32-7260-7400-62180 Description: Physical Therapy	\$52,734
Account #: 32-7260-7400-62179 Description: Pharmacy Current Balance: \$36,870	\$36,870	Account #: 32-7260-7400-62185 Description: Occupational Therapy	\$24,218
Account #: 32-8000-9300-62163 Description: Laundry Services Current Balance: \$26,082	\$8,604	Account #: 32-8000-9500-62104 Description: Consulting Services	\$17,827
Account #: Description: Current Balance:		Account #: 32-8000-9200-62470 Description: Building Repair & Maintenance	\$10,675

**REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC**

Funds were available in Internist due to a decrease in physician's staff - the Medical Director left at the end of 2017. Funds were available in Pharmacy because expenses in these accounts were less than what was projected and budgeted for 2017. Funds were available in Laundry because we wash our own bed spreads, microfiber mops & curtains - Offering onsite washers, driers, & liquid soap was a factor in reducing laundry service expenses.

**REASON TRANSFER IS NECESSARY - BE SPECIFIC**

Expenses in Physical & Occupational Therapy increased due to the increased number of residents receiving therapy services-the increased expense also increased our revenues in therapy for Medicare Part B. Expenses are over in Consulting Services because we contracted with Pathways in December 2017 for services to fill the Interim Administrator position. Expenses are over in Building Repair & Maintenance due to unexpected costs including plumbing repair parts and equipment repair parts for the dishwasher & washing machines. Also, there were unexpected costs due to the installation of RFI filters and line reactors for the code alert system.

**FISCAL NOTE:**

Sufficient funds are available for transfers.  
*S. Balog 2/22/18*

**ADMINISTRATIVE NOTE:**

*OK [Signature] 2/23/18*  
COMMITTEE CHAIR

**REQUIRED APPROVAL**

**DATE**

Governing Committee

Finance Committee

# RESOLUTION

## ROCK COUNTY BOARD OF SUPERVISORS

Board of Health  
INITIATED BY

Marie-Noel Sandoval  
DRAFTED BY



Board of Health  
SUBMITTED BY

February 27, 2018  
DATE DRAFTED

### CARRYOVER OF 2017 BUDGET APPROPRIATIONS TO 2018

- 1 WHEREAS, the Department received insurance proceeds due to equipment failure; and,  
 2  
 3 WHEREAS, the Department delayed printing of outreach materials to accommodate new color printing  
 4 services available through County Printing; and,  
 5  
 6 WHEREAS, the Department is in need of specific goods or services whose purchase is necessary for  
 7 continued efficient and safe operation of the Department: and,  
 8  
 9 WHEREAS, purchase of all specific goods or services will not be completed until 2018; and,  
 10  
 11 WHEREAS, under generally accepted accounting principles, it is necessary to carry over funds from  
 12 2017 budget appropriations to 2018 to provide funding for completion of these purchases; and  
 13  
 14 NOW, THEREFORE, BE IT RESOLVED, by the Rock County Board of Supervisors duly assembled  
 15 this \_\_\_\_ day of \_\_\_\_\_, 2018 that the Board of Health budget be amended as follows:  
 16

<u>Account</u>	<u>BUDGET AT</u> <u>1/1/18</u>	<u>AMOUNT OF</u> <u>INCREASE</u>	<u>AMENDED</u> <u>BUDGET</u>
18 31-3000-0000-67160	\$ 0	\$4,861	\$ 4,861
19 Capital Assets \$500-\$4999			
20 31-3000-0000-62210	16,000	4,080	20,080
21 Telephone			
22 31-3000-0000-62491	4,238	1,320	5,558
23 Software Maintenance			
24 31-3000-0000-63104	6,000	4,590	10,590
25 Printing and Duplication			
26			

Respectfully submitted,

BOARD OF HEALTH

Sandra Kraft  
Sandra Kraft, Chair

Louis Peer  
Louis Peer, Vice Chair

Linda Garrett  
Linda Garrett

Richard Bostwick  
Richard Bostwick

Vijaya Somaraju  
Vijaya Somaraju, MD, MPH

Eric Gresens  
Eric Gresens, R. Ph

Judith Wade  
Judith Wade, WHNP

Dr. Connie Winter  
Dr. Connie Winter, DDS

Dr. Kaitlyn Meyers  
Dr. Kaitlyn Meyers, DVM, MPH

CARRYOVER OF 2017 BUDGET APPROPRIATIONS TO 2018

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FINANCE COMMITTEE ENDORSEMENT

Reviewed and adopted on a vote of \_\_\_\_\_.

\_\_\_\_\_  
Mary Mawhinney, Chair                      Date

FISCAL NOTE:

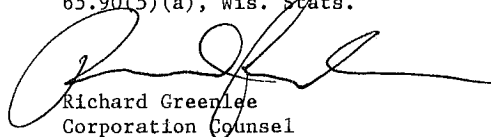
Sufficient funds remain in the 2017 Public Health budget to carryover to 2018.



Sherry Oja  
Finance Director

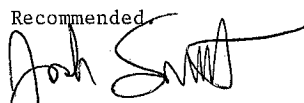
LEGAL NOTE:

As an amendment to the adopted 2018 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.



Richard Greenlee  
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended  
  
Josh Smith  
County Administrator

## **Executive Summary**

### **Carryover of 2017 Budget Appropriations to 2018**

This resolution amends the 2018 Board of Health budget to utilize 2017 funds to complete goods and/or service purchases in 2018.

#### **Capital Assets**

Funds will be used for replacement of office chairs which are no longer functional and/or safe. Funds are available from insurance claim proceeds.

#### **Telephone**

Funds will be used for purchase of smart phones and texting plans for field staff. Many staff cell phones are due for upgrade. Communication with customers is becoming more common via text. It is more cost effective to purchase smart phones and texting plans than to pay on a per text basis. Funds are available from insurance claim proceeds.

#### **Software**

Funds will be used to purchase statistical analysis computer software. The software will enhance capabilities for utilizing data and thereby making data-informed decisions for interventions which will improve the health of Rock County residents. Funds are available from insurance claim proceeds.

#### **Printing**

Funds will be used for printing of revised Public Health Information booklets and other outreach materials. The Department delayed printing of outreach materials in anticipation of new color printing services available through County Printing. Funds are available from the 2017 Budget for this purpose.

RESOLUTION NO. \_\_\_\_\_

AGENDA NO. \_\_\_\_\_

**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 27, 2018  
DATE DRAFTED

**Authorizing Purchase of 2018 Avatar Netsmart licenses for the Rock County  
Human Services Department**

1 **WHEREAS**, the Rock County Information Technology Department is authorized to purchase  
2 computer software on behalf of the County; and,  
3  
4 **WHEREAS**, the Information Technology and Human Services departments procured a new Electronic  
5 Health Record system, Avatar by Netsmart Technologies Inc., in June of 2012; and,  
6  
7 **WHEREAS**, the number of Human Services staff that needs to use the Avatar system on a daily basis  
8 to do their jobs has increased since the initial software installation; and,  
9  
10 **WHEREAS**, the 2018 Budget did designate funds for the purchase of this computer software.  
11  
12 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled  
13 this \_\_\_\_\_ day of \_\_\_\_\_, 2018 that a Purchase Order for 10 Avatar RADplus and 10  
14 Cache Elite Multi-Server concurrent use licenses, a 1 year subscription for the Diagnosis Content on  
15 Demand module, and 10 concurrent use maintenance support agreements for Avatar RADplus and  
16 Cache Elite be issued to NetSmart Technologies in Philadelphia, PA in the amount of \$39,888.40.

Respectfully submitted,

FINANCE COMMITTEE

\_\_\_\_\_  
Mary Mawhinney, Chair

\_\_\_\_\_  
Sandra Kraft, Vice Chair

\_\_\_\_\_  
Mary Beaver

\_\_\_\_\_  
Brent Fox

\_\_\_\_\_  
J. Russell Podzilni

ADMINISTRATIVE NOTE:

Recommended.

Josh Smith  
County Administrator

FISCAL NOTE:

Funds were included in the 2018 budget for these licenses.

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. NetSmart Technologies is the sole source provider of the referenced products.

Richard Greenlee  
Corporation Counsel

### **Netsmart Avatar Licenses Purchase Summary**

The Rock County Human Services Department (HSD) procured a new Electronic Health Record (EHR) solution, Avatar, provided by Netsmart Technologies in June 2012. This solution was selected after an extensive internal review and RFP process to replace the department's obsolete legacy system, MedSys.

Due to the additions of the Childrens Long Term Support and Comprehensive Community Services programs in the Human Services department, there has been an increase in the number of licenses required by staff that use the Avatar software. Human Services staff are regularly reaching the license number limit of this system, which results in denials of service for additional logons until license resources are freed from the active pool.

The purchase of an additional 10 Avatar concurrent use license would meet the needs of current staff and allow all HSD staff members who need to use the system to do their jobs. The quote for the licenses and license support is attached to this summary.



RESOLUTION NO. \_\_\_\_\_

AGENDA NO. \_\_\_\_\_

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

Finance Committee  
INITIATED BY



Josh Smith  
DRAFTED BY

Finance Committee  
SUBMITTED BY

February 26, 2018  
DATE DRAFTED

**AUTHORIZING A CONTRACT WITH UNITED WAY BLACKHAWK REGION AND  
AMENDING THE 2018 COUNTY BUDGET**

1 **WHEREAS**, due to an opinion of the Attorney General, Rock County did not include a contribution  
2 for United Way Blackhawk Region in its 2018 budget; and  
3  
4 **WHEREAS**, the County Board directed the County Administrator to provide options for contracting  
5 with United Way Blackhawk Region; and  
6  
7 **WHEREAS**, the County Administrator presented an option to the County Board at its meeting on  
8 February 22, 2018; and  
9  
10 **WHEREAS**, a contract with United Way Blackhawk Region could include referral services to County  
11 programs through the 2-1-1 program; and  
12  
13 **WHEREAS**, United Way Blackhawk Region would collect data on usage under the contract and  
14 provide a report to the County Administrator's Office.  
15  
16 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors, duly  
17 assembled by \_\_\_\_\_ day of \_\_\_\_\_, 2018, does hereby authorize the County  
18 Administrator's Office to develop a contract with United Way Blackhawk Region in the amount of  
19 \$3,700 for 2018 to include the aforementioned services.

20  
21 **BE IT FURTHER RESOLVED** that the 2018 Budget be amended as follows:

<u>DEPARTMENT</u>	<u>BUDGET AT 1/1/18</u>	<u>AMOUNT OF INCREASE</u>	<u>AMENDED BUDGET</u>
Source of Funds:			
19-1922-0000-64904	\$299,309	(\$3,700)	\$295,609
Contingency Fund			
Use of Funds:			
36-3634-0000-64604	\$211,271	\$3,700	\$214,970
Program Expense			

Respectfully submitted,

FINANCE COMMITTEE

\_\_\_\_\_  
Mary Mawhinney, Chair

\_\_\_\_\_  
Sandra Kraft, Vice Chair

\_\_\_\_\_  
Mary Beaver

\_\_\_\_\_  
Brent Fox

\_\_\_\_\_  
J. Russell Podzilni

AUTHORIZING A CONTRACT WITH UNITED WAY BLACKHAWK REGION AND  
AMENDING THE 2018 COUNTY BUDGET  
PAGE 2

COUNTY BOARD STAFF COMMITTEE

\_\_\_\_\_  
J. Russell Podzilni, Chair

\_\_\_\_\_  
Mary Mawhinney

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Sandra Kraft, Vice Chair

\_\_\_\_\_  
Louis Peer

\_\_\_\_\_  
Eva Arnold

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Alan Sweeney

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Henry Brill

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Terry Thomas

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Betty Jo Bussie

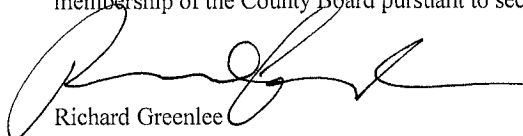
FISCAL NOTE:

This resolution authorizes the transfer of \$3,700 from the Contingency Fund to contract with United Way for the 2-1-1 program.

  
Sherry Oja  
Finance Director

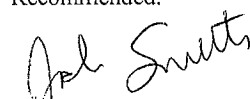
LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. As an amendment to the adopted 2018 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.

  
Richard Greenlee  
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

  
Josh Smith  
County Administrator

## Executive Summary

During adoption of the 2018 Budget, the County Board directed that the County Administrator bring back options for contracting with agencies that did not receive funding in the adopted budget due to the attorney general's opinion regarding the County's lack of authority to provide contributions to certain nonprofits.

### United Way Blackhawk Region

United Way's 2-1-1 service provides referrals to a variety of resources based on the needs of those who call. Between 2013 and 2017, 3,956 of the 26,795 referrals made from 2-1-1, or 14.8%, were to services provided by Rock County. These were mostly for Human Services Department programs. The County receives the most referrals from 2-1-1 of any single organization.

The total cost to United Way to provide 2-1-1 services is \$25,000. Applying the County's percentage of referrals (14.8%) to this amount, the County's share of the cost of 2-1-1 could be considered to be \$3,700.

Under a new approach, Rock County would contract with United Way to make referrals to County services, through the 2-1-1 program, based on the percentage of the County's share of total referrals. This figure would be updated annually and for 2018 would be \$3,700.

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

Finance Committee  
INITIATED BY



Josh Smith  
DRAFTED BY

Finance Committee  
SUBMITTED BY

February 26, 2018  
DATE DRAFTED

**AUTHORIZING A CONTRACT WITH HEALTHNET AND AMENDING  
THE 2018 COUNTY BUDGET**

1 **WHEREAS**, due to an opinion of the Attorney General, Rock County did not include a contribution  
2 for HealthNet in its 2018 budget; and

3  
4 **WHEREAS**, the County Board directed the County Administrator to provide options for contracting  
5 with HealthNet; and

6  
7 **WHEREAS**, the County Administrator presented an option to the County Board at its meeting on  
8 February 22, 2018; and

9  
10 **WHEREAS**, a contract with HealthNet could include dental services for inmates incarcerated at the  
11 jail, medication for inmates during community re-entry, medical and dental services for uninsured  
12 county clients, and behavioral health services; and

13  
14 **WHEREAS**, HealthNet would collect data on usage under the contract and provide a report to the  
15 County Administrator's Office.

16  
17 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors, duly  
18 assembled this \_\_\_\_\_ of \_\_\_\_\_, 2018, does hereby authorize the County Administrator's  
19 Office to develop a contract with HealthNet in the amount of \$57,000 for 2018 to include the  
20 aforementioned services.

21  
22 **BE IT FURTHER RESOLVED** that the 2018 Budget be amended as follows:

<u>DEPARTMENT</u>	<u>BUDGET AT</u> <u>1/1/18</u>	<u>AMOUNT OF</u> <u>INCREASE</u>	<u>AMENDED</u> <u>BUDGET</u>
<b><u>General Fund</u></b>			
19-1921-0000-47010	- 0 -	57,000	57,000
General Fund Application			
19-1960-0000-69510	-0-	57,000	57,000
Community Initiatives			

Respectfully submitted,

FINANCE COMMITTEE

\_\_\_\_\_  
Mary Mawhinney, Chair

\_\_\_\_\_  
Sandra Kraft, Vice Chair

\_\_\_\_\_  
Mary Beaver

\_\_\_\_\_  
Brent Fox

\_\_\_\_\_  
J. Russell Podzilni

AUTHORIZING A CONTRACT WITH HEALTHNET AND AMENDING THE 2018 COUNTY BUDGET

Page 2

COUNTY BOARD STAFF COMMITTEE

\_\_\_\_\_  
J. Russell Podzilni, Chair

\_\_\_\_\_  
Mary Mawhinney

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Sandra Kraft, Vice Chair

\_\_\_\_\_  
Louis Peer

\_\_\_\_\_  
Eva Arnold

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Alan Sweeney

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Henry Brill

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Terry Thomas

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Betty Jo Bussie

FISCAL NOTE:

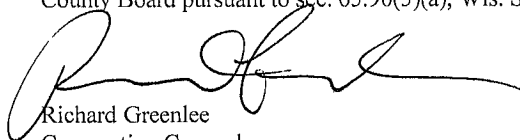
This resolution authorizes the use of \$57,000 in General Fund fund balance for a contract with HealthNet to provide services to County clients. The estimated unassigned General Fund balance at 12/31/17 is \$31 million.



Sherry Oja  
Finance Director

LEGAL NOTE:

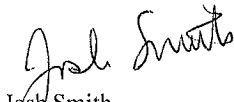
The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. Professional services are not subject to bidding requirements of §59.52(29), Stats. As an amendment to the adopted 2018 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.



Richard Greenlee  
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith  
County Administrator

## Executive Summary

During adoption of the 2018 Budget, the County Board directed that the County Administrator bring back options for contracting with agencies that did not receive funding in the adopted budget due to the attorney general's opinion regarding the County's lack of authority to provide contributions to certain nonprofits.

Due to HealthNet's status as a free community clinic, there are barriers to establishing a fee-for-service arrangement in which the County would purchase services from HealthNet on a per-unit basis. Despite this, HealthNet is able to identify specific ways in which it could provide services to County clients under a new contractual arrangement.

Under this approach, beginning in 2018 HealthNet would receive \$57,000 from Rock County and provide the following services:

- *Dental services for inmates incarcerated in the Rock County jail*—The County has an obligation to provide care to inmates, and HealthNet would set aside dedicated time slots to provide dental services to about five inmates per month. HealthNet will provide additional appointments to other inmates based on availability. Services would include x-rays, cleanings, fillings, extractions, and limited root canals. These services would be intended to limit more costly emergency situations that may develop if preventive care is not provided.
- *Medication for inmates during community re-entry*—Currently, inmates with medical conditions released from the jail receive three days' worth of prescriptions from the jail's contracted medical provider. HealthNet would work with the County to provide up to a month's worth of medications (that are not controlled substances) to give the individual more time to stabilize in the community upon release.
- *Medical and dental services for uninsured County clients*—HealthNet would prioritize appointments for uninsured County clients, including those leaving the County's crisis stabilization facility (Harper's Place) or the jail. Without this prioritization it could take up to three months to get a medical appointment at HealthNet. Services would include basic primary care, chronic disease maintenance, medications, vision services, and limited specialty visits.
- *Behavioral health services*—Through its arrangement with Compass Behavioral Health, HealthNet can provide access to behavioral health services to County clients (who would not otherwise receive such services through the Human Services Department) if these individuals were first established as patients of HealthNet. HealthNet would determine when this was appropriate.

At this point in time, we do not know the number of County clients who could be served through this arrangement. HealthNet would track the number of individuals served on an ongoing basis so those figures could be included in future reporting to the County.

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

Sup. Richards, Schulz, Pleasant &  
Zajac

INITIATED BY

Sup. Richards, Schulz, Pleasant &  
Zajac

SUBMITTED BY



Randy Terronez

DRAFTED BY

March 5, 2018

DATE DRAFTED

**SUPPORTING RSVP TRANSPORTATION FUNDING & AMENDING THE  
2018 BUDGET**

1 **WHEREAS**, the Retired Senior Volunteer Program (RSVP) has provided many valuable services to  
2 the Rock County community; and,

3  
4 **WHEREAS**, 2018 funding reductions from the United Way Blackhawk Region in the amount of  
5 \$21,000 and the County in the amount of \$11,335 have affected RSVP financial condition, including  
6 but not limited to a reduction in the number of rides offered and denial of transportation services to  
7 Rock County senior citizens; and,

8  
9 **WHEREAS**, RSVP services are of such a critical nature that a one-time supplemental appropriation  
10 from the General Fund Balance be considered.

11  
12 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly  
13 assembled this \_\_\_\_\_ day of \_\_\_\_\_, 2018, provide an additional allocation of \$20,000 to  
14 RSVP's Transportation program that will offset the County and United Way reductions, on a one-time  
15 basis with funds to come from the General Fund Balance and amend the Community Agency Initiatives  
16 2018 Budget as follows:

17	18 <b>Budget</b>		19 <b>Increase</b>	20 <b>Amended</b>
19	<u>Account/Description</u>	<u>02/22/18</u>	<u>(Decrease)</u>	<u>Budget</u>
20	<b>Source of Funds</b>			
21	19-1921-0000-47010	\$-0-	\$20,000	\$20,000
22	Supplemental Appropriation			
23	from General Fund			
24	<b>Use of Funds</b>			
25	19-1960-0000-69515	\$24,803	\$20,000	\$44,803
26	Community Agency Initiatives – RSVP			
27	SVS			

Respectfully submitted,

FINANCE COMMITTEE

\_\_\_\_\_  
Mary Mawhinney, Chair

\_\_\_\_\_  
Sandra Kraft, Vice Chair

\_\_\_\_\_  
Mary Beaver

\_\_\_\_\_  
Brent Fox

\_\_\_\_\_  
J. Russell Podzilni

COUNTY BOARD STAFF COMMITTEE

\_\_\_\_\_  
J. Russell Podzilni, Chair

\_\_\_\_\_  
Mary Mawhinney

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Sandra Kraft, Vice Chair

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Louis Peer

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Betty Jo Bussie

FISCAL NOTE:

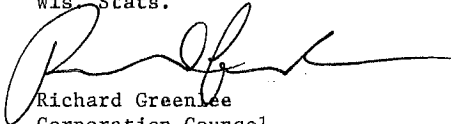
This resolution authorizes the use of \$20,000 in General Fund fund balance to supplement the RSVP SVS program. The estimated unassigned General Fund balance at 12/31/17 is \$31 million.



Sherry Oja  
Finance Director

LEGAL NOTE:

As an amendment to the adopted 2018 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.

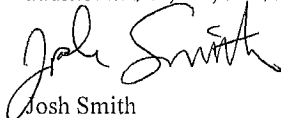


Richard Greenlee  
Corporation Counsel

ADMINISTRATIVE NOTE:

Rock County's 2018 budget reduced the amount of state funding in the Council on Aging budget for RSVP by \$11,335. Of this amount, \$5,985 was dedicated to the Seniors Volunteering for Seniors (SVS) program, which includes transportation services for seniors. United Way provided \$20,849 less to RSVP in 2018 than had been provided in 2017. Of this amount, \$11,022 was dedicated to the SVS program. Combined, a total of \$17,007 less is being provided to RSVP for the SVS program in 2018 than in 2017.

If the County Board chooses to provide this additional \$20,000 in funding for the SVS program, Rock County would be providing \$44,803 for SVS, or 50.6% of RSVP's total SVS budget. Included in Rock County's 2018 budget is a total of \$50,897 for RSVP through the Community Agency Initiatives budget, which includes funding both for SVS and other programs. With this additional \$20,000, the \$70,897 would represent 28.7% of RSVP's total budget.



Josh Smith  
County Administrator



RESOLUTION NO. \_\_\_\_\_

AGENDA NO. \_\_\_\_\_

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

General Services Committee  
INITIATED BY



Brent Sutherland- Director of  
Facilities Management  
DRAFTED BY

General Services Committee  
SUBMITTED BY

March 6, 2018  
DATE DRAFTED

**Contracting for Rock County Health Care Center  
Security System Upgrade and Amend 2018 Facilities Management Capital  
Budget**

1 **WHEREAS**, funds were budgeted in 2018 for the upgrade and installation of the security system at the  
2 Health Care Center; and,  
3

4 **WHEREAS**, Mead Hunt, who specializes in security systems, was hired to design and develop  
5 specifications; and,  
6

7 **WHEREAS**, this project consists of installing card access to all exterior doors; and,  
8

9 **WHEREAS**, bids were solicited with the lowest most qualified, responsive and responsible bidder being  
10 Gilbank Construction Inc.  
11

12 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled  
13 this \_\_\_\_\_ day of \_\_\_\_\_, 2018, that a contract for the security system upgrade at  
14 the Rock Health Care Center be awarded to Gilbank Construction Inc, of Clinton, WI, in the amount of  
15 \$105,000.00; and,  
16

17 **BE IT FURTHER RESOLVED**, that a \$10,000.00 contingency also be approved to cover any  
18 possible unforeseen items  
19

20 **BE IT FURTHER RESOLVED**, that the Facilities Management 2018 budget be amended as follows:  
21

<u>ACCOUNT/DESCRIPTION</u>	<u>BUDGET 3/6/18</u>	<u>INCREASE/ (DECREASE)</u>	<u>AMENDED BUDGET</u>
<u>Source of Funds</u>			
18-1855-0000-47500	\$1,588,748	\$62,000	\$1,650,748
Prior Years Sales Tax			
<u>Use of Funds:</u>			
18-1855-0000-67200	\$2,638,748	\$62,000	\$2,700,748
Capital Improvements			

Respectfully submitted,

GENERAL SERVICES COMMITTEE

\_\_\_\_\_  
Henry Brill, Chair

\_\_\_\_\_  
Dave Homan

\_\_\_\_\_  
Jeremy Zajac, Vice Chair

\_\_\_\_\_  
J. Russell Podzilini

\_\_\_\_\_  
Bob Yeomans

FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of \_\_\_\_\_.

\_\_\_\_\_  
Mary Mawhinney, Chair                      Date

FISCAL NOTE:

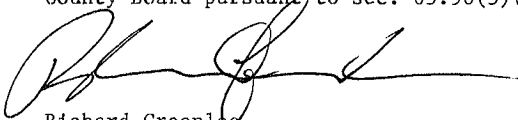
This resolution approves a \$62,000 additional transfer from sales tax for upgrading the security system at the Health Care Center.



Sherry Oja  
Finance Director

LEGAL NOTE:

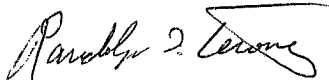
The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. In addition, sec. 59.52(29), Wis. Stats. requires the project to be let to the lowest responsible bidder. As an amendment to the adopted 2018 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.



Richard Greenlee  
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Randolph D. Terronez  
Assistant to County Administrator

## **Executive Summary**

### **Contracting for Rock County Health Care Center Security System Upgrade and Amend 2018 Facilities Management Capital Budget**

The resolution before you awards a contract with Gilbank Construction Inc. for the upgrade of the Health Care Center Security System in the amount of \$105,000. This consists of security badge access on all exterior doors. Funds were budgeted and the bid came in over budget by \$62,000 which includes a \$10,000 contingency fund.

When we budgeted for this project, SGTS our security contractor provided a proposal and budget number for the project, with the intentions of doing the work under the courthouse security contract. They estimated \$44,000 to provide and install the system. I had an extra \$9,000 carry over funds from a 2016 project that came in under budget, I put towards it so my budget was \$53,000.

Corporation Counsel felt it would not be following the State Statutes doing this work under the Courthouse Security contract and should be bid out. It cost \$8,000 for engineering services to write the specifications. I applied \$8,000 carry over funds from 2017 to cover this engineering cost. We had one bid that came in from Gilbank Construction for \$105,000. I added \$10,000 for a contingency.

This is a good example of how design build option could have been in the County's best interest. The State Statute requirements do not allow me to use design build for building projects, leaving no other option but to bid it out. This project cost the County an additional 2-months for the bidding process and \$70,000 more.

We are therefore amending the 2018 Facilities Management budget by applying prior year's sales tax.

**ORIGINAL**



**BID SUMMARY FORM**

**BID NUMBER** #2018-13  
**BID NAME** HEALTH CARE CENTER CARD ACCESS SYSTEM  
**BID DUE DATE** MARCH 1, 2018 – 1:30 P.M.  
**DEPARTMENT** FACILITIES MANAGEMENT

GILBANK CONSTRUCTION CLINTON WI	
BASE BID	\$ 103,800.00
ALTERNATE 1	1,200.00
ALTERNATE 2	2,700.00
<b>TOTAL BID</b>	<b>\$ 107,700.00</b>
ADDENDA	YES
START DATE	3/27/18
COMPLETION	5/31/18

Alternate 1 – Two dedicated, hardwired 110v 20 amp circuits to data room  
Alternate 2 – Spare hardware

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

PREPARED BY: JODI MILLIS, PURCHASING MANAGER

DEPARTMENT HEAD RECOMMENDATION: Gilbank Base Bid plus alt #1

*Brent Suthela*  
SIGNATURE

3-6-18  
DATE

GOVERNING COMMITTEE APPROVAL:

CHAIR

VOTE

DATE