



**Amended:  
12/11/12**

**FINANCE COMMITTEE  
THURSDAY, DECEMBER 13, 2012 - 5:00 P.M.  
JURY DELIBERATION ROOM – COURTROOM H  
FOURTH FLOOR - ROCK COUNTY COURTHOUSE-EAST**

**Agenda**

1. Call to Order and Approval of Agenda
2. Citizen Participation, Communications and Announcements
3. A. **EXECUTIVE SESSION:** Per Section 19.85(1)(g) Wis. Stats to Confer with Legal Counsel Regarding Potential Litigation
- B. The Committee will Reconvene in Open Session at Approximately 5:30 P.M.
4. Transfers and Appropriations
5. A. Bills
- B. Bills Over \$10,000
- C. Encumbrances Over \$10,000
- D. Pre-Approved Encumbrance Amendments
- E. Approval of Bills for Other Departments
6. Review of Resolution
- A. Authorizing Additional Contingency Funding and Amending Budget for Rock Haven Facility Replacement Project
7. Purchasing Procedural Endorsements
- A. Awarding Contract for Food Services at the Youth Services Center
- B. Awarding Contract for Construction of Renovated Space in the Job Center for the ADRC
- C. Authorizing Contract with Department of Administration in the Amount of \$381,000 and Entering into Agreement with Edgerton Community Outreach as the Agent for Rock County in the Administration of the Public Facilities Grant (and Finance Committee Endorsement)
- D. Awarding Contract for Medical Waste Removal at Rock Haven
- E. **Approving Purchase of Used Emergency Response Vehicle for Southern Wisconsin Regional Airport**
8. Adjournment

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

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

RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS

Randy Terronez  
INITIATED BY



Randy Terronez  
DRAFTED BY

GENERAL SERVICES  
COMMITTEES  
SUBMITTED BY

December 4, 2012  
DATE DRAFTED

**AUTHORIZING ADDITIONAL CONTINGENCY FUNDING AND AMENDING BUDGET  
FOR ROCK HAVEN FACILITY REPLACEMENT PROJECT**

1 WHEREAS, the County awarded the Rock Haven Facility Replacement Project to C. G. Schmidt, Inc.  
2 and established contingency funds to cover unforeseen conditions and necessary changes that may arise  
3 throughout the course of the project as contained in Resolution #11-9A-455; and,  
4

5 WHEREAS, two separate contingency funds were established, one to address the soil conditions in the  
6 amount of \$515,900, and the other to address unforeseen conditions and owner-directed changes in the  
7 amount of \$773,850; and,  
8

9 WHEREAS, both contingency accounts were depleted and approval was given at the November 15,  
10 2012 Rock County Board of Supervisors meeting increasing the fund by \$31,842 (refer to Resolution  
11 #12-11D-181); and,  
12

13 WHEREAS, the new facility is scheduled for substantial completion on or before January 31, 2013 with  
14 occupancy scheduled for March 18, 2013; and,  
15

16 WHEREAS, pending change orders and other project-related costs will result in a need for additional  
17 funding as recommended by the Samuels Group; and,  
18

19 WHEREAS, funding is available from unallocated funds in the Rock Haven Project budget in the  
20 amount of \$31,061 and the balance of \$255,000 from the Net Assets (fund balance) of the Rock Haven  
21 Operations account, the latter will require a budget adjustment.  
22

23 NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly  
24 assembled this \_\_\_\_\_ day of \_\_\_\_\_, 2012, does hereby increase the project  
25 contingency in the amount of \$255,000 with funds to come from the Rock Haven Net Assets and that the  
26 2012 budget be amended as follows:  
27

<u>Account/Description</u>	<u>Budget</u> <u>11/01/12</u>	<u>Increase</u> <u>(Decrease)</u>	<u>Amended</u> <u>Budget</u>
Source of Funds			
00-0000-0050-46400			
Net Assets – Rock Haven	- 0 -	\$255,000	\$31,095,000
Use of Funds			
18-1851-0000-67200			
Capital Project-Rock Haven	\$30,840,000	\$255,000	\$31,095,000

38 BE IT FURTHER RESOLVED, that the project contingency be increased by an additional \$31,061  
39 with funds to come from the unallocated funds in the Rock Haven Project budget.  
40

41 BE IT FINALLY RESOLVED, that the General Services Committee be delegated the authority to  
42 approve all change orders for the Rock Haven Facility Replacement Project and report any change  
43 orders over \$10,000 to the Rock County Board of Supervisors at its regularly scheduled meetings.

**AUTHORIZING ADDITIONAL CONTINGENCY FUNDING AND AMENDING BUDGET  
FOR ROCK HAVEN FACILITY REPLACEMENT PROJECT**

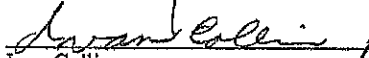
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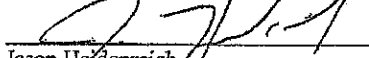
Respectfully Submitted,

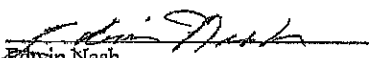
General Services Committee:

  
Phillip Owens, Chair

  
Henry Brill, Vice Chair

  
Ivan Collins

  
Jason Heidenreich

  
Edwin Nash

FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of

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

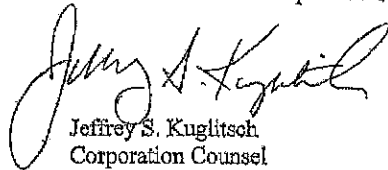
FISCAL NOTE:

This resolution authorizes a transfer of \$255,000 from Rock Haven's Net Assets to the Rock Haven capital project account. Rock Haven's Net Assets are estimated to be \$4,070,900 at 12/31/12. This resolution also authorizes the project contingency funding be increased by \$31,081 using currently budgeted, but unallocated project funding.

  
Sherry Oja  
Finance Director


LEGAL NOTE:

County Board is authorized to take this action pursuant to sec. 59.01 & sec. 59.51 WI Stats. As an amendment to the adopted 2012 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.

  
Jeffrey S. Kuglitsch  
Corporation Counsel

ADMINISTRATOR'S NOTE:

Recommended.

  
Craig Knutson  
County Administrator

## EXECUTIVE SUMMARY

In September 2011 the County awarded the Rock Haven Facility Replacement project bid to C.G. Schmidt, Milwaukee, WI in the amount of \$25,685,000 with funding from two separate bonds.

The resolution (#11-9A-455) awarding the project also established two contingency accounts:

1. \$515,900 addressed the soil conditions and
2. \$773,850 addressed unforeseen conditions (other than soils) and necessary changes that were discovered throughout the course of the project recommended by the project team—including staff from Rock Haven and County Administration—that in their opinion were necessary to improve the project's functionality.

Last month, the Rock County Board approved Program Request #20 in the amount of \$96,416.44. This action depleted the remaining \$64,574.54 of Contingency funding and required \$31,841.90 from unallocated funds available in the Rock Haven Project budget. (Refer to Resolution #12-11D-181.)

Please note that the project to date has identified \$191,000 in construction credits that have been applied back to the project.

In regard to the Soils, the project contingency will be exceeded by \$107,000.

The original project schedule had substantial completion at September 30, 2012 but due in part to coordination issues, substantial completion is now targeted at January 31, 2013. Actual occupancy of residents is scheduled for March 18, 2013.

In order to keep the project on target for completion on or before January 31, 2013, it is necessary to request additional funding. Based upon a projection from the Samuel's Group, a pending change order and other project related costs required to keep the project on schedule will amount to \$255,000 and consist of the following major items:

	<u>Item</u>	<u>\$ Amount</u>
A.	Program Request #21 —including:	
	1. Fire stopping walls	
	2. Soil conditions	
	3. Plumbing fixtures	
	4. Mezzanine Plans & Stairs	
	5. Other	
	6. Credits - Stone Sill Substitute	
	7. Credits -- Existing parking Lot	
	Total Program Request #21	\$193,985
B.	Other	
	1. Professional Services - Soil Testing	5,000
	2. Builders Risk Insurance - 2 <sup>nd</sup> Year	37,376
	3. Fire Damper - Commons	14,359
	4. Fire Dampers - Other	4,280
	Total - Other	\$ 61,015
	Grand Total	\$255,000

In regard to the Builders Risk coverage, the 2<sup>nd</sup> year's premium of \$37,376 is due. Upon the County occupying the facility, the coverage will be cancelled and the County will receive a refund of \$15,675. Consequently, the net premium will be \$21,701, representing 6.6 months or 58.1% of a full year coverage.

Funding is available from the Net Assets (fund balance) of the Rock Haven Operations account. The latter will require a budget adjustment. The Rock Haven Net Assets are projected to grow by \$639,000 at the end of 2012.

As there may be further project costs that need to be addressed over the next several weeks, it is recommended that the remaining balance of unallocated funds \$31,061 in the Rock Haven Project budget also be added to the project contingency.

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

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

RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS

Human Services Board  
INITIATED BY

Human Services Board  
SUBMITTED BY



Sara Mooren  
DRAFTED BY

November 27, 2012  
DATE DRAFTED

Awarding Contract for Food Services at the Youth Services Center

- 1 **WHEREAS**, the Youth Services Center will provide an estimated 21,000 meals and 7,000 snacks in  
2 2012; and,  
3  
4 **WHEREAS**, Rock County requested sealed proposals from qualified vendors for contracted food  
5 services with meals made off-site and delivered to the Youth Services Center; and,  
6  
7 **WHEREAS**, each meal needs to meet the minimum requirements as to the nutritional content as  
8 specified by the National School Lunch Program and School Breakfast Program Meal Patterns; and,  
9  
10 **WHEREAS**, two vendors responded to RFP #2013-09 but only one could be considered (see attached  
11 results); and,  
12  
13 **WHEREAS**, Human Services Department staff did review the application from Aramark and  
14 determined they did meet the required qualifications; and,  
15  
16 **WHEREAS**, Aramark has significant expertise and experience in delivering high quality, cost  
17 effective food service operations.  
18  
19 **NOW, THEREFORE, BE IT RESOLVED**, by the Rock County Board of Supervisors, duly assembled  
20 this \_\_\_\_\_ day of \_\_\_\_\_, 2012, that a contract for food services commencing January 1, 2013,  
21 be awarded to Aramark of Downers Grove, Illinois for comprehensive food service operations for the  
22 Youth Services Center.  
23  
24 **BE IT FURTHER RESOLVED**, that it be a one-year contract with an option for four additional one-  
25 year renewal periods upon the approval of the Human Services Board.

**Awarding Contract for Food Services and the Youth Services Center**  
Page 2

Respectfully submitted,

**Human Services Board**

PURCHASING PROCEDURAL  
ENDORSEMENT

\_\_\_\_\_  
Brian Knudson, Chair

Reviewed and approved on a vote of

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

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

\_\_\_\_\_  
Terry Fell

\_\_\_\_\_  
William Grahm

\_\_\_\_\_  
Ashley Kleven

\_\_\_\_\_  
Phillip Owens

\_\_\_\_\_  
Terry Thomas

\_\_\_\_\_  
Shirley Williams

\_\_\_\_\_  
Marvin Wopat

FISCAL NOTE:

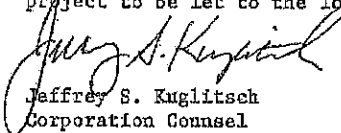
Sufficient funding is included in the 2013 Human Services Department Budget for the cost of this contract.



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.



Craig Knutson  
County Administrator

## **Executive Summary**

### **Awarding Contract for Food Services at the Youth Services Center**

The Human Services Department contracts for food services for the Youth Services Center (YSC). The Youth Services Center will provide an estimated 21,000 meals and 7,000 snacks in 2012. Meals need to be prepared off-site and delivered to YSC 365 days a year for breakfast, lunch, and dinner.

The Youth Services Center is enrolled in the National School Lunch and Severe Need Breakfast Programs, which are administered by the United States Department of Agriculture and the Wisconsin Department of Public Instruction. Each meal needs to meet the minimum requirements as to the nutritional content as specified by the National School Lunch Program/School Breakfast Program (NSLP/SBP) Meal Patterns to receive the authorized reimbursement rates for weekday lunch, breakfast and snacks.

Rock County Purchasing requested sealed proposals from qualified vendors for contracted food services. Two vendors responded. However, one vendor submitted a proposal contingent upon being awarded the Jail food service contract. Since they were not awarded that contract, their proposal could not be considered.

Billing for food services is based on "cost per meal". The total annual cost will be based on the actual number of meals and snacks served in 2013. Aramark was the successful applicant with a \$3.844 cost per meal and \$.50 cost per snack. Meals will be made on-site at the Rock County Jail and delivered to YSC.

Human Services Department staff did review the proposal from Aramark for both qualifications and cost. Aramark has significant expertise and experience in delivering high quality, cost effective food service operations. Aramark is the current provider of food services to YSC. This will be a one-year contract with the option to renew for up to four additional one-year periods.



PROPOSAL SUMMARY FORM

PROJECT: CONTRACTED FOOD SERVICES
PROJECT #: 2013-09
PROPOSAL DUE DATE: OCTOBER 18, 2012 - NOON
DEPARTMENT: HUMAN SERVICES - YOUTH SERVICES CENTER

Table with 2 columns: Description and Price. Row 1: ARAMARK DOWNERS GROVE IL. Row 2: COST PER MEAL-BREAKFAST / LUNCH / DINNER 3.844. Row 3: COST PER MEAL-SNACK .50

Request for Proposals was advertised in the Janesville Gazette and on the Internet. Seven additional vendors were solicited that did not respond. One vendor submitted a Proposal contingent upon being awarded the Jail food service contract. Since they were not awarded that contract, their Proposal could not be considered.

PREPARED BY: JODI MILLIS, PURCHASING MANAGER

DEPARTMENT HEAD RECOMMENDATION: ARAMARK FOOD SERVICES

SIGNATURE: [Handwritten Signature] DATE

GOVERNING COMMITTEE APPROVAL: CHAIR VOTE DATE

PURCHASING PROCEDURAL ENDORSEMENT:

CHAIR VOTE DATE



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

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

RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS

Charmian Klyve  
INITIATED BY

Human Services Board,  
General Services Committee,  
Finance Committee  
SUBMITTED BY



Phil Boutwell  
& Jennifer Thompson  
DRAFTED BY

December 5, 2012  
DATE DRAFTED

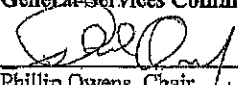
**Awarding Contract for Construction of Renovated Space in the Job Center for the  
ADRC**

- 1 WHEREAS, the State of Wisconsin has asked that all counties have an Aging and Disabilities Resource
- 2 Center (ADRC) and is willing to reimburse counties for the actual cost of construction of their ADRC;
- 3 and,
- 4
- 5 WHEREAS, in September 2012, the Rock County Board of Supervisors authorized an Application to the
- 6 State to operate an ADRC; and,
- 7
- 8 WHEREAS, the design team for renovating space in the Job Center for the ADRC, composed of the
- 9 architectural firm of Angus Young and Associates, the owner's representatives from the Samuel's Group,
- 10 and staff from the Rock County Human Services Department completed construction documents for the
- 11 projects; and,
- 12
- 13 WHEREAS, bids were solicited for the project; and,
- 14
- 15 WHEREAS, seven general contractors submitted bids for the project that were reviewed by the
- 16 Purchasing Division and Human Services; and,
- 17
- 18 WHEREAS, Scherrer of Burlington, Wisconsin, was determined to be the lowest qualified bidder; and,
- 19
- 20 WHEREAS, contingency funds are included in the project budget to cover unforeseen conditions and
- 21 necessary changes that may arise throughout the course of the project.
- 22
- 23 NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors, duly
- 24 assembled this \_\_\_\_\_ day of \_\_\_\_\_, 2012 does hereby award a contract for renovation of space
- 25 in the Job Center for the ADRC to the lowest qualified bidder, Scherrer of Burlington, Wisconsin, in the
- 26 amount of \$181,688; and,
- 27
- 28 BE IT FURTHER RESOLVED, that progress payments be made to the vendor upon approval of the
- 29 Human Services Board; and,
- 30
- 31 BE IT FINALLY RESOLVED, that the General Services Committee be delegated authority to approve
- 32 all change orders for the renovation of space in the Job Center.

**Awarding Contract for Construction of Renovated Space in the Job Center for the ADRC**  
Page 2

Respectfully submitted,

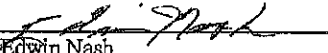
**General Services Committee**

  
Phillip Owens, Chair

  
Henry Brill, Vice Chair

  
Ivan Collins

  
Jason Heidebreich

  
Edwin Nash

**Purchasing Procedural Endorsement**

Reviewed and approved on a vote of

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

**Human Services Board**

\_\_\_\_\_  
Brian Knutson, Chair

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

\_\_\_\_\_  
Terry Fell

\_\_\_\_\_  
William Grahm

\_\_\_\_\_  
Ashley Kleven

\_\_\_\_\_  
Phillip Owens

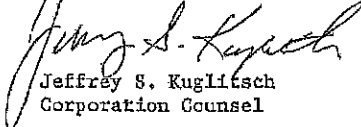
\_\_\_\_\_  
Terry Thomas

\_\_\_\_\_  
Shirley Williams

\_\_\_\_\_  
Marvin Wopat

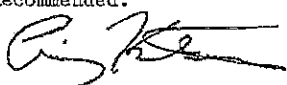
**LEGAL NOTE:**

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

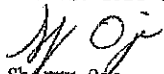
**ADMINISTRATIVE NOTE:**

Recommended.

  
Craig Knutson  
County Administrator

**FISCAL NOTE:**

Sufficient funds are available in the 2013 ADRC capital improvement account, A/C 36-3683-0000-67200, for the cost of this contract.

  
Sherry Oja  
Finance Director

## **Executive Summary**

This resolution awards a construction contract to the lowest qualified bidder to renovate space within the Rock County Job Center. Bids were due November 29<sup>th</sup> and seven (7) contractors submitted bids. Scherrer from Burlington, Wisconsin submitted the low bid. The total amount of the bid award is \$181,688. That figure includes the base bid of \$178,600 and the alternate of \$3,088. The alternate replaces the florescent light fixtures called for in the base bid with L.E.D. light fixtures. The L.E.D. fixtures provide better light, lower energy costs, and longer life (less maintenance).

The finished ADRC will encompass approximately 3,600 square feet of renovated space. Included in the renovation are offices or cubicles for 15 staff, 2 vacant cubicles for future expansion, a storage room, a reception area, 2 rooms to meet with customers, a unisex bathroom, and a canopy over the front entrance. Funding to pay for the construction is included in the 2013 County Budget.

The project will start early in January 2013 and should be completed by early March. It is an aggressive project schedule. County staff will work closely with the Architect, the Contractor and the Committees of the County Board to stay on track.

ROCK COUNTY, WISCONSIN  
FINANCE DIRECTOR

PURCHASING DIVISION

BID SUMMARY FORM

BID NUMBER: 2012-72  
 BID NAME: AGING & DISABILITY RESOURCE CENTER  
 BID DUE DATE: NOVEMBER 29, 2012 - 1:30 P.M.  
 DEPARTMENT: HUMAN SERVICES -- JOB CENTER

	SCHERRER BURLINGTON WI	DRAEVING BELOIT WI	BAUER & RAETHER MADISON WI	CREATIVE CONSTRUCTORS MEMONONEE FALLS WI	CORPORATE CONTRACTORS BELOIT WI	GILBANK BELOIT WI	MAGILL ELKHORN WI
BASE BID	178,600.00	182,900.00	188,000.00	193,500.00	196,500.00	207,400.00	207,900.00
ALTERNATE E-1	3,088.00	2,900.00	3,200.00	3,200.00	2,900.00	3,100.00	3,231.00
<b>TOTAL BID</b>	<b>\$ 181,688.00</b>	<b>\$ 185,800.00</b>	<b>\$ 191,200.00</b>	<b>\$ 196,700.00</b>	<b>\$ 199,400.00</b>	<b>\$ 210,500.00</b>	<b>\$ 211,131.00</b>
BID BOND	YES	YES	YES	YES	YES	YES	YES
ADDENDA	YES	YES	YES	YES	YES	YES	YES
START DATE	1/2/13	1/2/13	1/2/13	1/2/13	1/2/13	1/1/13	1/2/13
COMPLETION DATE	3/7/13	3/1/13	3/1/13	3/1/13	3/1/13	3/1/13	3/1/13

Invitation to Bid was advertised in the Janesville Gazette and on the Internet. Alternate E-1: Provide LED light fixtures in lieu of Type A fluorescent light fixtures.

PREPARED BY: JODI MILLIS, PURCHASING MANAGER

DEPARTMENT HEAD RECOMMENDATION: \_\_\_\_\_

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

GOVERNING COMMITTEE APPROVAL:



CHAIR \_\_\_\_\_ VOTE \_\_\_\_\_ DATE \_\_\_\_\_

PURCHASING PROCEDURAL ENDORSEMENT:

CHAIR \_\_\_\_\_ VOTE \_\_\_\_\_ DATE \_\_\_\_\_

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

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

RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS

Planning and Development Agency  
INITIATED BY



Paul Benjamin  
DRAFTED BY

Planning and Development Agency  
SUBMITTED BY

November 27, 2012  
DATE DRAFTED

**Authorizing Contract with the Department of Administration in the amount of \$381,000 and entering into agreement with Edgerton Community Outreach as the Agent for Rock County in the Administration of the Public Facilities Grant**

1 WHEREAS, the Wisconsin Department of Administration offers Community Development Block Grant  
2 (CDBG) capital expenditure funding for the purpose of constructing physical facilities that will add or  
3 prevent the loss of basic services that benefit low-and moderate income persons and are perceived to  
4 enhance a community's quality of life. This funding is made available only to local units of government  
5 in non-entitlement areas of the State of Wisconsin; and,  
6

7 WHEREAS, Edgerton Community Outreach (ECO) provides programs and services to low income  
8 families in northern Rock County and works to improve funding and services for all human service  
9 agencies in Rock County; and,  
10

11 WHEREAS, the City of Edgerton, through the adoption of the Downtown Master plan and the creation  
12 of the Downtown Redevelopment District, a Redevelopment Authority and a TIF district, has invested  
13 significant time and resources into downtown redevelopment. Two stated objectives of the City of  
14 Edgerton Downtown Master Plan are, to preserve the historic tobacco warehouses, and to retain  
15 institutional uses in the downtown. Edgerton Community Outreach, located in a tobacco warehouse  
16 which was donated to them by the City, is an invaluable local institution providing services to northern  
17 Rock County citizens and vibrancy to Edgerton's downtown; and,  
18

19 WHEREAS, on February 10, 2012 the Rock County Planning and Development Agency received a  
20 request by the City of Edgerton and Edgerton Community Outreach, Inc. to submit a CDBG Public  
21 Facilities grant application as part of ECO's process to renovate the building at 106 South Main Street;  
22 and,  
23

24 WHEREAS, CDBG funds will be utilized to renovate the historic tobacco warehouse into usable space  
25 to expand the Food Pantry, Client Service offices, and Thrift Store as well as to make the building  
26 accessible according to the Americans with Disabilities Act; and,  
27

28 WHEREAS, in a letter dated July 3, 2012, the Wisconsin Department of Administration informed  
29 Rock County that it was awarding Rock County \$381,000 for the above mentioned project; and,  
30

31 WHEREAS, ECO has partnered with Cedar Corporation, an agency with extensive knowledge of the  
32 CDBG Program, to write the grant application and to assist with all aspects of the grant administration to  
33 minimize expenses incurred by Rock County. Rock County will not be held responsible for  
34 compensating Cedar Corporation; and,  
35

36 WHEREAS, ECO agrees that it shall administer the CDBG grant in accordance with the terms and  
37 conditions of the CDBG grant contract between the Department of Administration and Rock County and  
38 that this includes ECO ensuring that it fulfills the responsibilities described in the DOA/County contract  
39 at its own expense and holds the County harmless from any additional expenses, expected and unexpected  
40 arising from the implementation of the funded projects, in addition to other conditions specified in the  
41 Memorandum of Understanding including the right to inspection and periodic audit of the project.  
42

43 NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled  
44 this \_\_\_\_\_ day of \_\_\_\_\_, 2012, does hereby authorize its County Board Chairperson and  
45 County Clerk to sign a contract with the Department of Administration for the receipt and administration,

Authorizing Contract with the Department of Administration in the amount of \$381,000 and entering into agreement with Edgerton Community Outreach as the Agent for Rock County in the Administration of the Public Facilities Grant

Page 2

46 in accordance with the Department of Administration Implementation Manual, of a Public Facilities  
47 Grant in the amount of \$381,000 for the renovation of the building at 106 South Main Street, Edgerton  
48 owned by Edgerton Community Outreach and amend the 2013 Planning Department Budget as follows:

50 Account No.	Budget at	Increase	Amended
51 Description	01/01/13	(Decrease)	Budget
52			
53 <u>Source of Funds</u>			
54 64-6414-0000-42100			
55 Federal Aid	-0-	\$381,000	\$381,000
56			
57 <u>Use of Funds</u>			
58 64-6414-0000-63110			
59 Administration Expense	-0-	\$5,200	\$5,200
60			
61 64-6414-0000-64604			
62 Program Expense	-0-	\$375,800	\$375,800
63			

64 **BE IT FURTHER RESOLVED** that the County Board Chair and the County Clerk are also hereby  
65 authorized to sign a Memorandum of Understanding between Rock County and Edgerton Community  
66 Outreach so that Edgerton Community Outreach may act as the agent for Rock County in administering  
67 the above mentioned Public Facilities Grant.

Respectfully submitted,

Rock County Planning and Development Committee

\_\_\_\_\_  
Alan Sweeney, Chair

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

\_\_\_\_\_  
Wayne Gustina

\_\_\_\_\_  
Marilyn Jensen

\_\_\_\_\_  
Phillip Owens

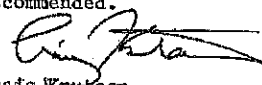
PURCHASING PROCEDURAL ENDORSEMENT and  
FINANCE COMMITTEE ENDORSEMENT

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

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

ADMINISTRATIVE NOTE:

Recommended.

  
Craig Knutson  
County Administrator

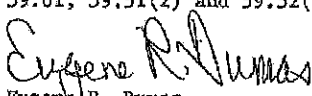
FISCAL NOTE:

This resolution authorizes the acceptance and expenditure of \$381,000 in Federal Aid for the rehabilitation of one of the City of Edgerton's historic warehouses. The resolution also authorizes an MOU between the County and Edgerton Community Outreach, Inc for the administration of the grant.

  
Sherry Oja  
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action by Wisconsin Statutes sections 59.01, 59.51(2) and 59.52(19).

  
Eugene R. Dumas  
Deputy Corporation Counsel

Executive Summary  
Rock County/Edgerton Community Outreach Public Facilities Grant  
Contract with the State of Wisconsin, Department of Administration/Wisconsin Economic  
Development Corporation

Rock County has been awarded \$381,000 of Community Development Block Grant funds to be used to help complete the rehabilitation of one of the City of Edgerton's historic tobacco warehouses. The County will pass funds on to Edgerton Community Outreach (ECO), owner of the warehouse and a non-profit that helps low and moderate income persons in need. Its services include the provision of a food pantry, thrift clothing store, emergency housing assistance and providing counseling and guidance to its clients who are located throughout northern Rock County.

The City of Edgerton supports the adaptive reuse of its few remaining historic warehouses. The warehouse that is the subject of this grant award at 106 South Main Street was at one time in jeopardy of being demolished for its materials. The City purchased the building to prevent that from happening and found in Edgerton Community Outreach the perfect user for the building. The City of Edgerton then donated the tobacco warehouse to ECO. Within the past few years, ECO invested substantially in upgrading the building's structural and mechanical systems and put on new roofing. ECO did some modest rehab work inside to create space for the food pantry, thrift store, and a few offices. The demand for ECO's services has increased greatly, necessitating the need for rehabbing remaining 12,000 square feet of its building to provide space for its expanding operations.

This grant requires matching funds. ECO has raised funds and will continue to do so through an active fund-raising campaign, the honorary chairperson of which is professional golfer and Edgerton native Steve Stricker. No Rock County funds will be involved in this project. Rock County Planning, Community and Economic Development will receive a small administration of \$5,200 for accounting work.

ROCK COUNTY, WISCONSIN  
FINANCE DIRECTOR

PURCHASING DIVISION  
FAX (608) 757-5539  
PHONE (608) 757-5515



**BID SUMMARY FORM**

PROJECT#: 2013-11  
PROJECT: MEDICAL WASTE REMOVAL  
BID DUE DATE: NOVEMBER 13, 2012 – 1:30 P.M.  
DEPARTMENT: ROCK HAVEN

	LB MEDWASTE SERVICES WAUSAU, WI		STERICYCLE NORTHBROOK, IL	
	1ST BOX	ADDITIONAL BOX	1ST BOX	ADDITIONAL BOX
2013 PRICING	\$ 49.00	\$ 25.00	\$ 60.00	\$ 60.00
2014 PRICING	\$ 50.00	\$ 25.00	\$ 61.80	\$ 61.80
2015 PRICING	\$ 50.00	\$ 25.00	\$ 63.65	\$ 63.65

This project was advertised in the Janesville Gazette and on the Internet.  
Three additional vendors were solicited that did not respond.  
One vendor submitted a No Bid.

Prepared By: ALAN DRANSFIELD  
Senior Buyer

Department Head Recommendation: LB Medwaste Services, Wausau, WI  
Sherry Burdson 12/4/12  
Signature Date

Governing Committee Approval: \_\_\_\_\_  
Chair Vote Date

Purchasing Procedural Endorsement:  
\_\_\_\_\_  
Chair Vote Date



# RESOLUTION

## ROCK COUNTY BOARD OF SUPERVISORS

Public Works Committee  
INITIATED BY



Benjamin Coopman, Jr.  
DRAFTED BY

Public Works Committee  
SUBMITTED BY

December 11, 2012  
DATE DRAFTED

### APPROVING PURCHASE OF USED EMERGENCY RESPONSE VEHICLE FOR SOUTHERN WISCONSIN REGIONAL AIRPORT

- 1 **WHEREAS**, Rock County owns an airport known as the Southern Wisconsin Regional
- 2 Airport; and,
- 3
- 4 **WHEREAS**, the 2012 Department of Public Works' Budget authorized the replacement of
- 5 the emergency response vehicle at the Southern Wisconsin Regional Airport; and,
- 6
- 7 **WHEREAS**, the Rock County Department of Public Works (DPW) did research on used
- 8 vehicle sites and advertisements for used emergency response vehicles throughout the
- 9 Midwest; and,
- 10
- 11 **WHEREAS**, the Airport Director and DPW Shop Superintendent did review all listings to
- 12 select vehicle(s) of any interest and did inspect the recommended emergency response vehicle
- 13 as the most cost effective and best value for Rock County.
- 14
- 15 **NOW, THEREFORE, BE IT RESOLVED**, by the Rock County Board of Supervisors duly
- 16 assembled on this \_\_\_\_\_ day of \_\_\_\_\_, 2012, that a purchase order be issued to the
- 17 Wilmington, Illinois Fire Department in the amount of \$20,500.00 for a used 2004 Ford-
- 18 Horton emergency response vehicle; and,
- 19
- 20 **BE IT FURTHER RESOLVED**, that payment may be made to the vendor upon
- 21 acceptance by the Director of Public Works.

12-12A-216

Respectfully submitted,

PUBLIC WORKS COMMITTEE

PURCHASING PROCEDURAL  
ENDORSEMENT:

\_\_\_\_\_  
Kurtis L. Yankee, Chair

Chair: \_\_\_\_\_

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

Vote: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_  
Betty Jo Bussie

\_\_\_\_\_  
Dave Brown

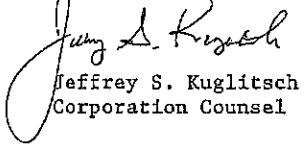
\_\_\_\_\_  
Brent Fox

APPROVING PURCHASE OF USED EMERGENCY RESPONSE VEHICLE FOR SOUTHERN  
WISCONSIN REGIONAL AIRPORT

Page 2

LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01  
and 59.51, Wis. Stats.

  
Jeffrey S. Kuglitsch  
Corporation Counsel

FISCAL NOTE:

Sufficient funding remains in the 2012 Department of Public Works Cost Pool  
Capital Equipment account, A/C 41-4350-4280-67110, for the cost of this purchase.

Sherry Oja  
Finance Director

ADMINISTRATIVE NOTE:

Recommended.

Craig Knutson  
County Administrator

### *Executive Summary*

Rock County's Southern Wisconsin Regional Airport has a 1969 GMC van it uses as an emergency response vehicle at the airport. This vehicle is equipped to hold rescue tools and other equipment used to respond to aircraft emergencies and other mass casualty responses. Because of its age, this vehicle has become unreliable and is difficult to find repair parts for. Money to replace this vehicle was approved in the 2012 County Budget.

The Airport Director and Department of Public Works' Shop Superintendent have been searching dealers, advertisements and web sites throughout the Midwest that may have newer vehicles available. The main sources of this type of vehicle are fire departments, rescue squads and ambulance companies.

At least four used vehicles were located and investigated. No units were available in Wisconsin or Minnesota. Several units were found in eastern Ohio or central to southern Illinois. Rather than buying a unit from an advertisement, the list of available units was shortened and some units in central Illinois were inspected.

The Airport Director and Shop Superintendent inspected the recommended used ambulance from the Wilmington, Illinois Fire Department. Staff feels this is the best value available at this time. The purchase price is \$20,500. This exceeds the amount budgeted by \$500. The difference will be covered by reallocation of savings on other vehicles and equipment purchases within the DPW budget.