



**FINANCE COMMITTEE  
THURSDAY, NOVEMBER 17, 2011 - 7:30 A.M.  
CONFERENCE ROOM N-1 – FIFTH FLOOR  
ROCK COUNTY COURTHOUSE-EAST**

**Agenda**

1. Call to Order and Approval of Agenda
2. Approval of Minutes – October 27, 2011 and November 3, 2011
3. Citizen Participation, Communications and Announcements
4. Transfers and Appropriations
  - A. Clerk of Circuit Court
  - B. Human Services (5)
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 Resolutions
  - A. Amending the 2011 Rock County Human Services Department Budget to Reallocate Funding for Child Care Administration and Operations
  - B. Authorizing Purchase of Replacement Roof at the Department of Public Works' Office
  - C. Authorizing Receipt of Additional Community Development Block Grant – Emergency Assistance Funds, Authorization Revision to Grant Periods, and Amending the 2011 Planning & Development Agency Budget
  - D. Rock County Planning, Economic & Community Development Agency Products and Services Contracts with the Town of Magnolia and Town of Center: Town Zoning Ordinance Update and Revision
  - E. Authorizing Demolition of Buildings on the Buck Property and Amending the 2011 Countywide Budget
  - F. Purchase of Analog/Digital Voice Radio Communications Equipment
  - G. Authorizing Upgrade of the Courts Video Conferencing System and Amending the 2011 Budget

- H. Amending Contract for Uniforms, Shop Towels and Walk-Off Mats Department of Public Works Airport, Parks, Highway 2012 - 2014
- I. Security Services for Human Services 2012 – 2014

- 7. Authorizing Continuing Contract with Professional Benefit Administrators, Inc. for Third Party Administration of the County's Health Plan.
- 8. Report on Cash Balances and Investments
- 9. Adjournment

ROCK COUNTY

SUPPLEMENTAL APPROPRIATIONS - TRANSFERS

11-73

Transfer No.

Requested by Clerk of Circuit Court

Eldred Mielke

Department

Department Head

11/3/11

Date

FROM

ACCOUNT #	DESCRIPTION	AMOUNT
22-1209-0000-63100	Office Supplies	3,350

TO

ACCOUNT #	DESCRIPTION	AMOUNT
22-1209-0000-62132	Credit/Debit Card Fees Publications/Dues/ Subscriptions	3,000
22-1209-0000-63200		350

FISCAL NOTE:

Sufficient funds are available in the above object code for the requested transfer.

ADMINISTRATIVE NOTE:

Recommended. *BR*

REQUIRED APPROVAL:

Governing Committee

Finance Committee

DATE 11-2-2011 COMMITTEE CHAIR d. w. bolin

File

# ROCK COUNTY TRANSFER REQUESTS

FINANCE DIRECTOR  
RECEIVED  
#11-73  
NOV 3 2011

TO: FINANCE DIRECTOR

REQUESTED BY: Clerk of Circuit Court  
Department

DATE: November 3, 2011

  
Department Head Signature

	FROM:	AMOUNT
1)	ACCOUNT #: 22-1209-0000-63100 DESCRIPTION: Office Supplies & Expenses  CURRENT BALANCE: \$ 7522.03 <i>JD</i> PROVIDED BY THE FINANCE DIRECTOR <i>11-3-11</i>	\$ <del>3,000.00</del> 3,350
2)	ACCOUNT #: 22-1209-0000-63100 DESCRIPTION: Office Supplies & Expenses  CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR	\$ <del>350.00</del>
3)	ACCOUNT #: DESCRIPTION:	
4)	ACCOUNT #: DESCRIPTION:  CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR	

	TO:	AMOUNT
	ACCOUNT #: 22-1209-0000-62132 DESCRIPTION: Credit/Debit Card Fees	\$ 3,000.00
	ACCOUNT #: 22-1209-0000-63200 DESCRIPTION: Publications/Subscriptions/Dues	\$ 350.00
	ACCOUNT #: DESCRIPTION:	
	ACCOUNT #: DESCRIPTION:	

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

Less file folders were ordered than anticipated.

**REASON TRANSFER IS NECESSARY - BE SPECIFIC:**

The contract with the credit/debit card company had not expired in 2011 as anticipated, the contract expires in 2012. Additional court informational pamphlets were needed.

ROCK COUNTY

SUPPLEMENTAL APPROPRIATIONS - TRANSFERS

11-69  
Transfer No.

Requested by Human Services  
Department

Chairman Klyve  
Department Head

11/1/11  
Date

FROM

ACCOUNT #	DESCRIPTION	AMOUNT
36-3634-0000-61610	Health Ins. (CPS)	23,882

TO

ACCOUNT #	DESCRIPTION	AMOUNT
36-3634-0000-67130	Terminals & PCs (CPS)	9,810
36-3634-0000-67161	Equipment \$5,000 + (CPS)	11,572
36-3634-0000-64701	Software Purch (CPS)	2,500
36-3730-0000-67171	Equip \$5,000+ (Job Cntr)	6,386

FISCAL NOTE:

Sufficient funds are available in the above object code for the requested transfer.

ADMINISTRATIVE NOTE:

Recommended. *ESK*

REQUIRED APPROVAL:

Governing Committee

Finance Committee

DATE

11-9-11

COMMITTEE CHAIR

*Brian Kowloon*

File

# ROCK COUNTY TRANSFER REQUESTS

FINANCE DIRECTOR  
RECEIVED  
#11-69

NOV 2 2011

TO: FINANCE DIRECTOR

REQUESTED BY: HSD

*Charmin Johnson*  
Department Head Signature

DATE: 11/02/11

FROM:	AMOUNT
ACCOUNT #: 36-3634-0000-61610 DESCRIPTION: Health Insurance (CPS)	\$ 23,882.00
CURRENT BALANCE: \$ 201,677 11-2-11 PROVIDED BY THE FINANCE DIRECTOR	
ACCOUNT #:	
DESCRIPTION:	
CURRENT BALANCE: \$	
PROVIDED BY THE FINANCE DIRECTOR	
ACCOUNT #:	
DESCRIPTION:	
CURRENT BALANCE: \$	
PROVIDED BY THE FINANCE DIRECTOR	
ACCOUNT #: 36-3730-0000-62210 DESCRIPTION: Telephone (Job Center)	\$ 6,386.00
CURRENT BALANCE: \$ 14,417 11-2-11 PROVIDED BY THE FINANCE DIRECTOR	

TO:	AMOUNT
ACCOUNT #: 36-3634-0000-67130 DESCRIPTION: Terminals and PCs (Child Protective Services)	\$ 9,810.00
ACCOUNT #: 36-3634-0000-67161 DESCRIPTION: HSD Equipment \$5000 and Over (CPS)	\$ 11,572.00
ACCOUNT #: 36-3634-0000-64701 DESCRIPTION: Software Purchase (CPS)	\$ 2,500.00
ACCOUNT #: 36-3730-0000-67161 DESCRIPTION: HSD Equipment \$5000 and Over (Job Center)	\$ 6,386.00

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

*CPS Health Insurance* - Funds are available due to a combination of staff turnover and new staff with lower than expected health insurance costs. Vacant positions are budgeted at full family insurance and new staff have lower insurance costs if they instead chose 'employee only' coverage or a lower level than full family.

*Job Center Telephone* - Job Center partners are charged directly for phone usage which has been lower than anticipated.

**REASON TRANSFER IS NECESSARY - BE SPECIFIC:**

*CPS:*

Terminals and PCs - Funds are needed to purchase 4 Tablet Computer Packages (\$2,315 each) to replace 4 workers' computers, 2 docking stations and one monitor.

HSD Equipment - HSD is requesting to purchase 2 multi-function copiers (\$5,786 each) to replace existing lower performing copy machines.

Software Purchase - HSD is requesting to purchase 20 Dragon Naturally Speaking software licenses for CPS workers. This will allow for software transcription of casework and assessment notes and saving actual transcription time as previously workers were dictating into tape recorders and support staff were manually transcribing.

*Job Center:* HSD is requesting to purchase a multi-function copier for the Resource Room to replace a copier that is no longer functioning.

ROCK COUNTY

SUPPLEMENTAL APPROPRIATIONS - TRANSFERS

11-70  
Transfer No.

Requested by Human Services  
Department

Charmian Klyve  
Department Head

Date 11/1/11

FROM

ACCOUNT #	DESCRIPTION	AMOUNT
36-3602-0000-63407	Computer Supplies	7,636
36-3602-0000-61710	Worker's Comp.	14,000
36-3604-0000-62119	Other Contracted Svc	1,800

TO

ACCOUNT #	DESCRIPTION	AMOUNT
36-3602-0000-67130	Terminals & PCs	1,850
36-3602-0000-67171	Equip \$5,000 +	5,786
36-3602-0000-67200	Capital Improvement	14,000
36-3604-0000-67130	Terminals & PCs	1,800

**FISCAL NOTE:**

Sufficient funds are available in the above object code for the requested transfer.

**ADMINISTRATIVE NOTE:**

Recommended. 

**REQUIRED APPROVAL:**

Governing Committee

Finance Committee

DATE

11-9-11

COMMITTEE CHAIR

Baran Khudoon

File

# 11-70  
NOV 2 2011

# ROCK COUNTY TRANSFER REQUESTS

TO: FINANCE DIRECTOR

REQUESTED BY: HSD

Department

*Cherise J. Blayne*  
Department Head Signature

DATE: 11/01/11

FROM:	AMOUNT
1) ACCOUNT #: 36-3602-0000-63407 DESCRIPTION: Computer Supplies (Overhead)  CURRENT BALANCE: \$ 10,684 <sup>11-2-11</sup> PROVIDED BY THE FINANCE DIRECTOR	\$ 7,636.00
2) ACCOUNT #: DESCRIPTION:  CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR	
3) ACCOUNT #: 36-3602-0000-61710 DESCRIPTION: Worker's Compensation (Overhead)  CURRENT BALANCE: \$ 62,173 <sup>11-2-11</sup> PROVIDED BY THE FINANCE DIRECTOR	\$ 14,000.00
4) ACCOUNT #: 36-3604-0000-62119 DESCRIPTION: Other Contracted Services (Economic Support)  CURRENT BALANCE: \$ 1,811 <sup>11-2-11</sup> PROVIDED BY THE FINANCE DIRECTOR	\$ 1,800.00

TO:	AMOUNT
ACCOUNT #: 36-3602-0000-67130 DESCRIPTION: Terminals and PCs (Overhead)	\$ 1,850.00
ACCOUNT #: 36-3602-0000-67161 DESCRIPTION: HSD Equipment \$5000 and over (Overhead)	\$ 5,786.00
ACCOUNT #: 36-3602-0000-67200 DESCRIPTION: Capital Improvements (Overhead)	\$ 14,000.00
ACCOUNT #: 36-3604-0000-67130 DESCRIPTION: Terminals and PCs (Economic Support)	\$ 1,800.00

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

Computer Supplies - Additional expenses were included in the 2011 HSD Budget related to the CSP and Outpatient office move to Franklin Street that were not realized.

Worker's Compensation - HSD has seen a lower amount of claims than anticipated in 2011

Economic Support Other Contracted Services - HSD budgeted funds to contract with a provider for health services in 2011 and after discussions with the provider the annual amount was lower than expected.

**REASON TRANSFER IS NECESSARY - BE SPECIFIC:**

Overhead:

Terminals and PCs - Funds requested to purchase 1 replacement computer (mobile thin client) and a replacement monitor for staff.

HSD Equipment - Funds requested to purchase 1 multi-function copier which will replace a lower functioning model and also allow for the removal of several office printers.

Capital Improvements - Funds are requested to replace existing non-functioning and dilapidated furniture and office equipment throughout the Department.

Economic Support Terminals and PCs - Funds needed to purchase 2 Level 1 Laptops for use at the Job Center.



ROCK COUNTY

SUPPLEMENTAL APPROPRIATIONS - TRANSFERS

11-71

Transfer No.

Requested by Human Services

Charmian Klyve

Department

Department Head

11/1/11

Date

FROM

ACCOUNT #	DESCRIPTION	AMOUNT
36-3646-0000-61610	Health Ins (JJ)	9,600
36-3664-0000-62105	Contracted Food Svc (JDC)	12,500

TO

ACCOUNT #	DESCRIPTION	AMOUNT
36-3646-0000-67130	Terminals & PCs (JJ)	9,600
36-3664-0000-62119	Other Contracted Svc (JDC)	12,500

FISCAL NOTE:

Sufficient funds are available in the above object code for the requested transfer.

ADMINISTRATIVE NOTE:

Recommended. *ESK*

REQUIRED APPROVAL:

Governing Committee

Finance Committee

DATE

11-9-11

COMMITTEE CHAIR

*Charmian Klyve*

File

# ROCK COUNTY TRANSFER REQUESTS

TO: FINANCE DIRECTOR

REQUESTED BY: HSD

Department

*Channon Ablyne*  
Department Head Signature

DATE: 11/6/11

FROM:	AMOUNT
ACCOUNT #: 36-3646-0000-61610 DESCRIPTION: Health Insurance (Juvenile Justice)	\$ 9,600.00
CURRENT BALANCE: \$ 203,379 <sup>11-2-11</sup> <sub>5</sub> PROVIDED BY THE FINANCE DIRECTOR	
ACCOUNT #: 36-3664-0000-62105 DESCRIPTION: Contracted Food Service (JDC)	\$ 12,500.00
CURRENT BALANCE: \$ 2,500 <sup>11-2-11</sup> <sub>5</sub> PROVIDED BY THE FINANCE DIRECTOR	
ACCOUNT #: DESCRIPTION:	
CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR	
ACCOUNT #: DESCRIPTION:	
CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR	

TO:	AMOUNT
ACCOUNT #: 36-3646-0000-67130 DESCRIPTION: Terminals and PCs (Juvenile Justice)	\$ 9,600.00
ACCOUNT #: 36-3664-0000-62119 DESCRIPTION: Other Contracted Services (JDC)	\$ 12,500.00
ACCOUNT #: DESCRIPTION:	
ACCOUNT #: DESCRIPTION:	

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

*JJPS Health Insurance:* Funds are available due to a combination of staff turnover and new staff with lower than expected health insurance costs. Vacant positions are budgeted at full family insurance and new staff have lower insurance costs if they instead chose 'employee only' coverage or a lower level than full family.

*Juvenile Detention Center:*

*Contracted Food Services:* Funds are available in JDC Contracted Food Services due to a low average daily census. This is mainly due to programmatic and system changes implemented in the Juvenile Justice and Prevention Services Division around juvenile intakes to detention and a reduction in sanctions.

**REASON TRANSFER IS NECESSARY - BE SPECIFIC:**

*JJPS Terminals and PCs:* Funds are requested to purchase 6 mobile thin client packages (\$1,600 each) to replace older computers for those workers while allowing them to be more mobile.

*JDC Other Contracted Services:* County Nurses has been utilized more than anticipated at the Juvenile Detention Center to provide required medical services while one of the nurse positions has been vacant or when the current nurse has time off.

ROCK COUNTY

SUPPLEMENTAL APPROPRIATIONS - TRANSFERS

11-74

Transfer No.

Requested by Human Services Department

Charmian Klyve

11/3/11

Department

Department Head

Date

FROM

ACCOUNT #	DESCRIPTION	AMOUNT
36-3666-0000-61108	Seasonal Wages (LTS)	28,200
36-3690-0000-61610	Health Ins (MH/AODA)	5,675

TO

ACCOUNT #	DESCRIPTION	AMOUNT
36-3666-0000-67130	Terminals & PCs (LTS)	3,200
36-3666-0000-64604	Program Expense (LTS)	25,000
36-3690-0000-67130	Terminals & PCs (MH/AODA)	4,800
36-3690-0000-67200	Cap Improvements (MH/AODA)	875

FISCAL NOTE:

Sufficient funds are available in the above object code for the requested transfer.

ADMINISTRATIVE NOTE:

Recommended. *CK*

REQUIRED APPROVAL:

Governing Committee

Finance Committee

DATE

11-9-11

COMMITTEE CHAIR

*Brian Krueger*

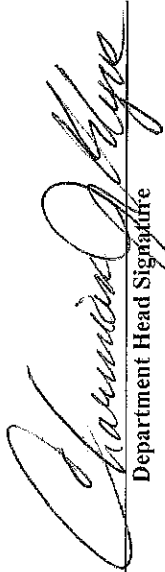
File

# ROCK COUNTY TRANSFER REQUESTS

FINANCE DIRECTOR  
RECEIVED  
#11-74  
NOV 4 2011

**TO: FINANCE DIRECTOR**

**REQUESTED BY: HSD**

  
Department Head Signoff

**DATE:** 11/3/11

FROM:	AMOUNT
<b>ACCOUNT #:</b> 36-3666-0000-61108 <b>DESCRIPTION:</b> Seasonal Wages (Long Term Support)  <b>CURRENT BALANCE:</b> \$ 64,771 <sup>11/24</sup> <b>PROVIDED BY THE FINANCE DIRECTOR</b>	\$ 28,200.00
<b>ACCOUNT #:</b> <b>DESCRIPTION:</b>  <b>CURRENT BALANCE:</b> \$ <b>PROVIDED BY THE FINANCE DIRECTOR</b>	
<b>ACCOUNT #:</b> 36-3690-0000-61610 <b>DESCRIPTION:</b> Health Insurance (MH/AODA)  <b>CURRENT BALANCE:</b> \$ 16,130.5 <sup>11/24</sup> <b>PROVIDED BY THE FINANCE DIRECTOR</b>	\$ 5,675.00
<b>ACCOUNT #:</b> <b>DESCRIPTION:</b>  <b>CURRENT BALANCE:</b> \$ <b>PROVIDED BY THE FINANCE DIRECTOR</b>	

TO:	AMOUNT
<b>ACCOUNT #:</b> 36-3666-0000-67130 <b>DESCRIPTION:</b> Terminals and PCs (Long Term Support)	\$ 3,200.00
<b>ACCOUNT #:</b> 36-3666-0000-64604 <b>DESCRIPTION:</b> Program Expense (Long Term Support)	\$ 25,000.00
<b>ACCOUNT #:</b> 36-3690-0000-67130 <b>DESCRIPTION:</b> Terminals and PCs (MH/AODA)	\$ 4,800.00
<b>ACCOUNT #:</b> 36-3690-0000-67200 <b>DESCRIPTION:</b> Capital Improvements (MH/AODA)	\$ 875.00

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

*Long Term Support Seasonal Wages* - Additional seasonal dollars were included in the 2011 HSD Budget for the expected transition to Family Care. Family Care expansion has been put on hold by the State and the need for seasonal staff was lower than expected.

*MH/AODA Health Insurance* - Funds are available due to a combination of staff turnover and new staff with lower than expected health insurance costs. Vacant positions are budgeted at full family insurance and new staff have lower insurance costs if they instead chose 'employee only' coverage or a lower level than full family.

**REASON TRANSFER IS NECESSARY - BE SPECIFIC:**

*Long Term Support:*

Terminals and PCs - Funds are needed to replace 8 LTS computers as recommended by IT. (8 Desktop Thin Clients @ \$400 each)

Program Expense - This account pays for services directed at enabling frail elderly and physically/sensory disabled adults to remain in the community, rather than living in a nursing home. HSD is also cross charged from the DD Board to support the local match portion of several DD Affiliated Clients. This account is expected to be over budget.

*MH/AODA:*

Terminals and PCs - Fund are needed to replace 3 computers for staff as recommended per IT. (3 Mobile Thin Clients @ 1,600 each)

Capital Improvements - Funds are for the MH/AODA share of ongoing capital improvements at the Franklin Street location.

**ROCK COUNTY**

**SUPPLEMENTAL APPROPRIATIONS - TRANSFERS**

11-75  
Transfer No.

Requested by Human Services Department

Charmian Klyve

11/3/11

Department

Department Head

Date

**FROM**

ACCOUNT #	DESCRIPTION	AMOUNT
36-3706-0000-61610	Health Ins (CPS)	7,108
36-3664-0000-68310	JDC Independent Living Allocation	6,450
36-3664-0000-68382	JDC School Resource Allocation	8,550

**TO**

ACCOUNT #	DESCRIPTION	AMOUNT
36-3706-0000-67200	Cap Improvements (CPS)	7,108
36-3664-0000-67200	Cap Improvements (JDC)	15,000

**FISCAL NOTE:**

Sufficient funds are available in the above object code for the requested transfer.

**ADMINISTRATIVE NOTE:**

Recommended. *CDK*

**REQUIRED APPROVAL:**

Governing Committee

Finance Committee

DATE

11-9-11

COMMITTEE CHAIR

*Brian Krudson*

File

11-75  
NOV 4 2011

# ROCK COUNTY TRANSFER REQUESTS

TO: FINANCE DIRECTOR

REQUESTED BY: HSD

Department

*Commissioner J. Payne*  
Department Head Signature

DATE: 11/3/11

FROM:	AMOUNT
ACCOUNT #: 36-3706-0000-61610 DESCRIPTION: Health Insurance (Community Support Program)	\$ 7,108.00
CURRENT BALANCE: \$ 218,598 11-1-11 PROVIDED BY THE FINANCE DIRECTOR	
ACCOUNT #: 36-3664-0000-68310 DESCRIPTION: JDC Independent Living Allocation	\$ 6,450.00
CURRENT BALANCE: \$ N/A - Allocation Account PROVIDED BY THE FINANCE DIRECTOR	
ACCOUNT #: 36-3664-0000-68382 DESCRIPTION: JDC School Resource Allocation	\$ 8,550.00
CURRENT BALANCE: \$ N/A - Allocation Account PROVIDED BY THE FINANCE DIRECTOR	
ACCOUNT #: DESCRIPTION:	
CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR	

TO:	AMOUNT
ACCOUNT #: 36-3706-0000-67200 DESCRIPTION: Capital Improvements (Community Support Program)	\$ 7,108.00
ACCOUNT #: 36-3664-0000-67200 DESCRIPTION: Capital Improvements (JDC)	\$ 15,000.00
ACCOUNT #: DESCRIPTION:	
ACCOUNT #: DESCRIPTION:	

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

*CSP Health Insurance* - Funds are available due to a combination of staff turnover and new staff with lower than expected health insurance costs. Vacant positions are budgeted at full family insurance and new staff have lower insurance costs if they instead chose 'employee only' coverage or a lower level than full family.

*JDC Independent Living Allocation* - HSD receives funding through the Department of Children and Families for Independent Living activities targeted at youth aging out of foster care. HSD is reimbursed for the time Community Youth Specialists assist in providing these services.

*JDC School Resource Counselor Program* - HSD received new funding through the Department of Corrections to support the School Resource Counselor Program in Janesville. HSD is reimbursed for the time Community Youth Specialists assist in providing these services.

**REASON TRANSFER IS NECESSARY - BE SPECIFIC:**

*Community Support Program:*

Capital Improvements - The Janesville Community Support Program and Outpatient offices moved to their new location on Franklin Street at the end of 2010. In early 2011 there were still some Capital expenses as a result of the move, primarily installing new door locks. In addition funds are needed for the CSP share of ongoing capital improvements at the Franklin Street location.

*Juvenile Detention Center:*

Capital Improvements - Funds are requested as part of an ongoing effort to 'softer' the Shelter side of the facility as directed by the State. Also, upgrading and refurbishing the facility will allow HSD to continue to provide a secure detention facility that is more appropriate for the youth that are placed there.

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
0515000000-63100	OFC SUPP & EXP P1102445-PO# 11/04/11 -VN#028264	8,550.00 44.9%	3,455.77	387.13	4,707.10	1,279.49	
					CLOSING BALANCE	3,427.61	1,279.49
0515000000-63107	PUBL & LEGAL P1100986-PO# 11/04/11 -VN#011191	1,625.00 1.7%	1,144.16	-1,115.69	1,596.53	125.43	
					CLOSING BALANCE	1,471.10	125.43
0515000000-67171	C.A. -\$1000/MORE P1103457-PO# 11/04/11 -VN#040481	6,386.00 0.0%	0.00	0.00	6,386.00	6,386.00	
					CLOSING BALANCE	0.00	6,386.00
0515000000-68010	EXP.ALLOCATIONS P1101734-PO# 11/04/11 -VN#040481	0.00 100.0%	412.75	-17,359.35	16,946.60	9,618.48	
					CLOSING BALANCE	7,328.12	9,618.48
	FINANCE DIRECTOR		PROG-TOTAL-PO			17,409.40	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$17,409.40 INCURRED BY FINANCE DIRECTOR. 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 COUNTY BOARD.  
 B. BILLS UNDER \$10,000 TO BE PAID.  
 C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.  
 FINANCE

COMMITTEE APPROVES THE ABOVE. COM-APPROVAL \_\_\_\_\_ DEPT-HEAD

**NOV 17 2011**

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

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1414100000-63100	OFC SUPP & EXP	2,200.00	59.2%	1,505.19	-202.44	897.25	
		11/04/11	-VN#046469	STOTTLER, LORI		33.38	
	P1102353-PO#	11/04/11	-VN#047032	PAKOR INC		422.82	
				CLOSING BALANCE		441.05	456.20
	COUNTY CLERK			PROG-TOTAL-PO			456.20

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$456.20 INCURRED BY COUNTY CLERK. 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 COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

FINANCE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL \_\_\_\_\_ DEPT-HEAD

**NOV 17 2011**

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



Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1919330000-64904	SUNDRY EXPENSE	4,000.00	87.9%	3,174.49	343.44	482.07	
	P1103540-PO# 11/04/11 -VN#049044					WELLNESS COUNCILS OF AMERICA	184.00
				CLOSING BALANCE		298.07	184.00
	EMPL.RELATED			PROG-TOTAL-PO			184.00

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$184.00 INCURRED BY EMPLOYEE RELATED. 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 COUNTY BOARD.  
 B. BILLS UNDER \$10,000 TO BE PAID.  
 C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

FINANCE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL \_\_\_\_\_ DEPT-HEAD

**NOV 17 2011** DATE \_\_\_\_\_ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
2625480000-67200	CAPITAL IMPROV	12,500.00	90.1%	11,266.02	0.00	1,233.98	
		11/08/11 -VN#044020	BEST BUY				-374.83
			CLOSING BALANCE		1,608.81		-374.83
		2011 HAZMAT	PROG-TOTAL-PO				-374.83

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$-374.83  
 INCURRED BY 2011 HAZMAT GRANT. 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 COUNTY BOARD.  
 B. BILLS UNDER \$10,000 TO BE PAID.  
 C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

FINANCE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL \_\_\_\_\_ DEPT-HEAD

**NOV 17 2011** DATE \_\_\_\_\_ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
0714300000-62119	OTHER SERVICES	55,720.00 32.2%	10,797.82	7,161.06	37,761.12		
	P1103043-PO# 11/04/11 -VN#051256			PARAGON DEVELOPMENT SYSTEMS		1,580.75	
	P1103580-PO# 11/04/11 -VN#037278			WISCNET		7,000.00	
				CLOSING BALANCE	29,180.37		8,580.75
0714300000-62400	R & M SERV	211,417.00 72.0%	157,777.24	-5,474.93	59,114.69		
	P1100515-PO# 11/04/11 -VN#044658			CINTAS FIRE PROTECTION		216.00	
	P1103306-PO# 11/04/11 -VN#051263			PARK PLACE TECHNOLOGIES		2,686.06	
	P1103634-PO# 11/04/11 -VN#028783			ELECTION SYSTEMS AND SOFTWARE		358.87	
	P1103641-PO# 11/04/11 -VN#051263			PARK PLACE TECHNOLOGIES		2,430.00	
				CLOSING BALANCE	53,423.76		5,690.93
0714300000-62421	COMPUTER EQUIP	9,000.00 1.9%	3,657.85	-3,483.18	8,825.33		
	P1100380-PO# 11/04/11 -VN#036454			PARTS NOW		16.80	
				CLOSING BALANCE	8,808.53		16.80
0714300000-62491	SOFTWARE MAINT	630,312.00 72.3%	404,134.40	51,730.98	174,446.62		
	P1103511-PO# 11/04/11 -VN#043416			FIDLAR COMPANIES		12,514.00	
	P1103579-PO# 11/04/11 -VN#034286			APPIC INC		3,399.16	
	P1103634-PO# 11/04/11 -VN#028783			ELECTION SYSTEMS AND SOFTWARE		2,002.15	
				CLOSING BALANCE	156,531.31		17,915.31
0714300000-63102	PAPER & FORMS	14,700.00 86.4%	8,188.56	4,514.54	1,996.90		
	P1103287-PO# 11/04/11 -VN#040291			WORKFLOW ONE		985.50	
	P1103293-PO# 11/04/11 -VN#040291			WORKFLOW ONE		2,560.33	
				CLOSING BALANCE	-1,548.93		3,545.83
*** OVERDRAFT *** TRANSFER PENDING							
0714300000-63407	COMPUTER SUPPL	13,423.00 35.4%	4,225.74	536.61	8,660.65		
	P1103388-PO# 11/04/11 -VN#033353			CDW GOVERNMENT INC		31.20	
	P1103416-PO# 11/04/11 -VN#033353			CDW GOVERNMENT INC		228.25	
	P1103428-PO# 11/04/11 -VN#033353			CDW GOVERNMENT INC		26.90	
				CLOSING BALANCE	8,374.30		286.35
0714300000-64200	TRAINING EXP	47,500.00 88.6%	31,341.92	10,775.47	5,382.61		
	P1102742-PO# 11/04/11 -VN#031358			INACOM EDUCATION CENTER		1,600.00	
				CLOSING BALANCE	3,782.61		1,600.00
0714300000-67130	TERMINALS/PC'S	98,989.00 55.1%	52,744.92	1,864.28	44,379.80		
	P1103481-PO# 11/04/11 -VN#033353			CDW GOVERNMENT INC		4,132.98	
	P1103491-PO# 11/04/11 -VN#033353			CDW GOVERNMENT INC		4,132.98	
	P1103494-PO# 11/04/11 -VN#033353			CDW GOVERNMENT INC		1,377.66	
	P1103496-PO# 11/04/11 -VN#033353			CDW GOVERNMENT INC		699.00	
	P1103529-PO# 11/04/11 -VN#033353			CDW GOVERNMENT INC		2,493.48	
	P1103530-PO# 11/04/11 -VN#033353			CDW GOVERNMENT INC		1,252.78	

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
P1103535-PO#	11/04/11 -VN#033353		CDW GOVERNMENT INC			359.59	
			CLOSING BALANCE		29,931.33		14,448.47
0714300000-67131	OTHER COMP HARDW	81,818.00 60.6%	48,118.00	1,533.04	32,166.96		
P1103615-PO#	11/08/11 -VN#044020		BEST BUY			1,952.23	
			CLOSING BALANCE		30,214.73		1,952.23
0714300000-67143	IT DEPT.CR-CHGS.	77,646.00 108.3%	57,496.48	26,625.69	-6,476.17		
P1102935-PO#	11/04/11 -VN#049330		PIEPER ELECTRIC INC			950.00	
P1103278-PO#	11/04/11 -VN#033353		CDW GOVERNMENT INC			129.45	
P1103353-PO#	11/04/11 -VN#051372		TEAMINTEL			315.00	
P1103386-PO#	11/04/11 -VN#033353		CDW GOVERNMENT INC			22.38	
P1103387-PO#	11/04/11 -VN#050382		DELL			643.14	
P1103388-PO#	11/04/11 -VN#033353		CDW GOVERNMENT INC			26.08	
P1103415-PO#	11/04/11 -VN#033353		CDW GOVERNMENT INC			528.04	
P1103429-PO#	11/04/11 -VN#033353		CDW GOVERNMENT INC			146.91	
P1103494-PO#	11/04/11 -VN#033353		CDW GOVERNMENT INC			2,225.90	
P1103495-PO#	11/04/11 -VN#047818		ENTERPRISE SYSTEMS GROUP			272.50	
P1103496-PO#	11/04/11 -VN#033353		CDW GOVERNMENT INC			1,718.19	
P1103535-PO#	11/04/11 -VN#033353		CDW GOVERNMENT INC			55.12	
*** OVERDRAFT ***	<b>TRANSFER REQUIRED</b>		CLOSING BALANCE		-13,508.88		7,032.71
			INFORMATION TECH	PROG-TOTAL-PO		61,069.38	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$61,069.38 INCURRED BY INFORMATION TECHNOLOGY. 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 COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

FINANCE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL \_\_\_\_\_ DEPT-HEAD

NOV 17 2011 DATE \_\_\_\_\_ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
0714440000-67171	C.A.-\$1000/MORE	437,615.00	76.6%	325,547.92	9,800.00	102,267.08	
	P1103490-PO# 11/04/11 -VN#051308			UNITRENDS CORP		390.00	
				CLOSING BALANCE	101,877.08		390.00
	IT CAPITAL PROJ			PROG-TOTAL-PO		390.00	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$390.00 INCURRED BY IT CAPITAL PROJECTS. 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 COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

FINANCE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL \_\_\_\_\_ DEPT-HEAD

**NOV 17 2011**

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

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

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

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

Human Services Board  
INITIATED BY



Sara Mooren  
DRAFTED BY

Human Services Board  
SUBMITTED BY

November 1, 2011  
DATE DRAFTED

**Amending the 2011 Rock County Human Services Department Budget to Reallocate  
Funding for Child Care Administration and Operations**

1 **WHEREAS**, the Rock County Human Services Department annually receives funding for administration  
2 of Child Care Programs through the Wisconsin Department of Children and Families; and,  
3

4 **WHEREAS**, administration of Child Care Programs consists of inspecting, licensing, and investigating  
5 child care providers and benefit recipients; and,  
6

7 **WHEREAS**, the Wisconsin Department of Children and Families combined the contract for  
8 administration of Child Care Programs with the contract for Child Care Eligibility; and,  
9

10 **WHEREAS**, Child Care Eligibility funds are used for staff time to determine eligibility, the  
11 administration of Wisconsin Shares, and child care provider certification.  
12

13 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled  
14 this \_\_\_\_\_ day of \_\_\_\_\_, 2011, does hereby amend the 2011 Rock County Human  
15 Services Department budget as follows:  
16

17		Budget	Increase	Amended
18	Account/Description	<u>11/1/11</u>	<u>(Decrease)</u>	<u>Budget</u>
19	<u>Source of Funds</u>			
20	36-3610-0000-42100	\$317,946	\$205,729	\$523,675
21	Federal Aid			
22	36-3726-0000-42100	\$205,729	(\$205,729)	\$0
23	Federal Aid			
24				
25	<u>Use of Funds</u>			
26	36-3610-0000-68201	\$317,946	\$205,729	\$523,675
27	Allocated Economic Support Services			
28	36-3726-0000-68201	\$205,729	(\$205,729)	\$0
29	Allocated Economic Support Services			

**Amending the 2011 Rock County Human Services Department Budget to Reallocate Funding for Child Care Administration and Operations**

Page 2

Respectfully submitted,

**Human Services Board**

Brian Knudson  
Brian Knudson, Chair

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

Terry Fell  
Terry Fell

Robert Fizzell  
Robert Fizzell

Kathy Kelm  
Kathy Kelm

Vacant  
Phillip Owens

Terry Thomas  
Terry Thomas

ABSENT  
Marvin Wopat

FINANCE COMMITTEE ENDORSEMENT

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

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

FISCAL NOTE:

This resolution combines two Federal Aid funded programs into one cost center. No net fiscal impact.

Jeffrey A. Smith  
Jeffrey A. Smith  
Finance Director

ADMINISTRATIVE NOTE:

Recommended.  
Craig Knutson  
Craig Knutson  
County Administrator

LEGAL NOTE:

As an amendment to the adopted 2011 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.

Eugene R. Dumas  
Eugene R. Dumas  
Deputy Corporation Counsel

## Executive Summary

### **Amending the 2011 Rock County Human Services Department Budget to Reallocate Funding for Child Care Administration and Operations**

The Rock County Human Services Department (HSD) annually receives funding for administration of Child Care Programs through the Wisconsin Department of Children and Families (DCF). In the past HSD was awarded two separate contracts. The first was for the administration of Child Care Programs, which consists of inspecting, licensing, and investigating child care providers and benefit recipients. The second was for Child Care Eligibility, which funds staff time to determine eligibility, the administration of Wisconsin Shares, and child care provider certification.

In 2011 DCF combined the both allocations into one contract. The Human Services Department had still included them as two separate amounts in two cost centers. This resolution amends the 2011 HSD Budget to reallocate funding to combine both contract amounts into the Child Care Administration Budget (36-3610-0000-42100).

No additional county funds are required.

Thank you for your consideration.



**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**



Public Works Committee  
INITIATED BY

Ben Coopman, Public Works Director  
DRAFTED BY

Public Works Committee  
SUBMITTED BY

October 28, 2011  
DATE DRAFTED

AUTHORIZING PURCHASE OF REPLACEMENT ROOF AT THE  
DEPARTMENT OF PUBLIC WORKS' OFFICE

- 1 **WHEREAS**, the Department of Public Works (DPW) budgeted for replacing the roof on its
- 2 administrative office on Newville Road; and,
- 3
- 4 **WHEREAS**, DPW staff prepared specifications and the county Purchasing Division solicited
- 5 bids for replacing the roof.
- 6
- 7 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly
- 8 assembled this \_\_\_\_\_ day of \_\_\_\_\_ 2011, does authorize the award of a contract of
- 9 \$57,166 for replacing the roof to the lowest responsible bidder, McDermaid Roofing &
- 10 Insulating Company of Rockford, Illinois.

Respectfully submitted,

**PUBLIC WORKS COMMITTEE**

FISCAL NOTE:

Kurtis L. Yankee  
Kurtis Yankee, Chair

Sufficient funds are available in the Department of Public Works Highway Building and Grounds Cost Pool, A/C 41-4350-4270-67171, Capital Assets over \$1,000, for this contract.

Betty Jo Bussie  
Betty Jo Bussie, Vice Chair

Eva M. Arnold  
Eva M. Arnold

Jeffrey A. Smith  
Jeffrey A. Smith  
Finance Director

David Diestler  
David Diestler

Absent  
Brent Fox

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.

Purchasing Procedural Endorsement:  
Reviewed and approved on a vote of \_\_\_\_\_

Jeffrey S. Kuglitsca  
Jeffrey S. Kuglitsca  
Corporation Counsel

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

ADMINISTRATIVE NOTE:

Recommended.

Craig Knutson  
Craig Knutson  
County Administrator

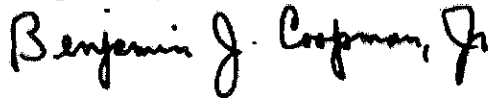
**- Executive Summary -**

The Department of Public Works was approved for replacing the roof on the Department's administrative office on Newville Road as part of the 2011 budget. The roof is 21 years old and is experiencing leaks. Building insulation is below today's code requirements for insulation value.

The Department, in conjunction with the county Purchasing Division, solicited bids to remove and replace the roof. Additional insulation will be added before the new roof system is installed. This should make the building more environmentally friendly and reduce heating costs.

Staff is recommending the award of a contract to McDermaid Roofing & Insulating Company of Rockford, Illinois in the amount of \$57,166 for the work. They were the lowest responsible bidder on the project. They also have successfully completed a recent project for the Department on the Main Shop & Garage roofs in 2010.

Respectfully submitted,

A handwritten signature in black ink that reads "Benjamin J. Coopman, Jr." in a cursive style.

Benjamin J. Coopman, Jr., P.E.  
Public Works Director

ROCK COUNTY, WISCONSIN  
FINANCE DIRECTOR

**ORIGINAL**

PURCHASING DIVISION  
FAX (608) 757-5539  
PHONE (608) 757-5517



**RECEIVED**

OCT 27 2011

ROCK COUNTY  
PUBLIC WORKS

PROJECT NUMBER: 2011-87  
PROJECT NAME: PUBLIC WORKS OFFICE ROOF REPLACEMENT  
BID DUE DATE: OCTOBER 25, 2011 - 1:30 P.M.  
DEPARTMENT: PUBLIC WORKS

	MCDERMAID ROCKFORD IL	CHRISTIANSEN ROCKFORD IL	HC ANDERSON ROCKTON IL	ALOIS ROOFING WEST ALLIS WI	PHD ROOF DOC FREDONIA WI	WALSDORF KIEL WI
BID PRICE	\$57,166.00	\$59,550.00	\$62,088.00	\$64,150.00	\$74,380.00	\$84,900.00
START DATE	11/14/11	11/28/11	11/30/11	12/21/11	TBD	ASAP
COMPLETION DATE	12/1/11	12/9/11	12/20/11	12/30/11	TBD	TBD

Invitation to Bid was advertised in the Beloit Daily News and on the Internet. Fifteen additional vendors were solicited that did not respond.

PREPARED BY: Jodi A. Miller, Purchasing Manager

DEPARTMENT HEAD RECOMMENDATION: McDermaid Roofing - Rockford \$57,166.

Benjamin J. Carpenter, Jr. 11-28-11 10-10-11  
SIGNATURE DATE

GOVERNING COMMITTEE APPROVAL:

Kurt L. Spitzer 4-0 10-10-11  
CHAIR VOTE DATE

PURCHASING PROCEDURAL ENDORSEMENT:

CHAIR VOTE DATE

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

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

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

ROCK COUNTY PLANNING &  
DEVELOPMENT AGENCY  
INITIATED BY



PAUL BENJAMIN, DAVID SOMPPI  
DRAFTED BY

PLANNING & DEVELOPMENT  
COMMITTEE  
SUBMITTED BY

OCTOBER 14, 2011  
DATE DRAFTED

1 **AUTHORIZING RECEIPT OF ADDITIONAL COMMUNITY DEVELOPMENT BLOCK GRANT –**  
2 **EMERGENCY ASSISTANCE FUNDS, AUTHORIZATION REVISION TO GRANT**  
3 **PERIODS, AND AMENDING THE 2011 PLANNING & DEVELOPMENT AGENCY BUDGET**  
4

5 **WHEREAS**, upon approval of the County of Rock Board of Supervisors at the meeting of September  
6 10, 2009, the County of Rock entered into a grant agreement with the State of Wisconsin for the  
7 purpose of funding approved activities to provide assistance with repair, acquisition and demolition to  
8 lower income households whose properties were damaged during the flood event of June-July, 2008,  
9 within approved Federal, State and Local guidelines; and,  
10

11 **WHEREAS**, the State of Wisconsin has forwarded an amendment to this grant agreement that  
12 provides the County of Rock with additional funds for these purposes; and,  
13

14 **WHEREAS**, the amendment provides that the grant period be extended from December 31, 2011 to  
15 December 31, 2012; and,  
16

17 **WHEREAS**, acquiring these funds will have the benefit of reimbursing the Town of Avon for repairs  
18 needed due to the storms and flooding of June-July, 2008, and will allow Rock County additional time  
19 to conduct projects that will address damage to properties that were damaged by the storms and  
20 flooding of June-July, 2008; and,  
21

22 **WHEREAS**, acquiring these funds is in accordance with the goals and objectives of the Hazard  
23 Mitigation Plan for Rock County; and,  
24

25 **WHEREAS**, Rock County will conduct this project in accordance with the provisions of the  
26 Comprehensive Plan for Rock County, Rock County Hazard Mitigation Plan, and appropriate local, State  
27 and Federal requirements.  
28

29 **NOW THEREFORE BE IT RESOLVED**, that the Rock County Board of Supervisors on this \_\_\_\_  
30 day of \_\_\_\_\_, 2011 hereby accepts the amendment to the Community Development Block  
31 Grant (CDBG) Emergency Assistance Program Grant Agreement for an additional \$37,000 from the  
32 Wisconsin Department of Administration – Division of Housing Assistance; and,  
33

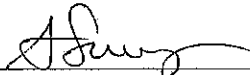
34 **BE IT FURTHER RESOLVED**, that the Rock County Board of Supervisors authorizes the County  
35 Board Chair to sign, on behalf of Rock County, the respective Grant Agreement amendment with the  
36 State of Wisconsin; and,  
37

38 **BE IT FURTHER RESOLVED**, that the 2011 County Budget be amended as follows:  
39

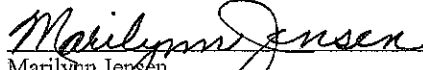
	<u>Budget At</u>	<u>Amount of</u>	<u>Amended</u>
<u>Source of Funds:</u>	<u>06/30/2011</u>	<u>Increase/Decrease</u>	<u>Budget</u>
64-6411-0000-42200			
State Aid	\$ 2,256,291	+ \$ 37,000	\$ 2,293,291
<u>Use of Funds:</u>			
64-6411-0000-64913			
Project Expense	\$ 1,990,690	+ \$ 37,000	\$ 2,027,690


Respectfully Submitted:

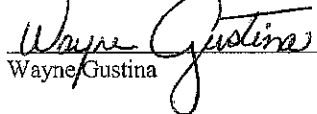
Planning & Development Committee

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

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

  
\_\_\_\_\_  
Marilynn Jensen

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

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


Finance Committee Endorsement

Reviewed and approved on a vote of

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

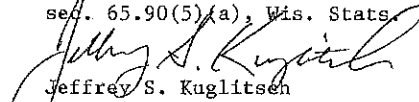
FISCAL NOTE:

This resolution authorizes the acceptance of an additional \$37,000 in State Aid to reimburse the Town of Avon for flood damaged property. No County matching funds are required to accept these grant funds.

  
\_\_\_\_\_  
Jeffrey A. Smith  
Finance Director


LEGAL NOTE:

The County Board is authorized to accept grant funds pursuant to sec. 59.52(19), Wis. Stats. As an amendment to the adopted 2011 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. Kuglitsen  
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

  
\_\_\_\_\_  
Craig Knutson  
County Administrator

**AUTHORIZING RECEIPT OF  
ADDITIONAL COMMUNITY DEVELOPMENT BLOCK GRANT –  
EMERGENCY ASSISTANCE FUNDS,  
AUTHORIZATION TO ENTER INTO GRANT AGREEMENTS, AND  
AMENDING THE 2011 PLANNING & DEVELOPMENT AGENCY BUDGET**

**EXECUTIVE SUMMARY**

The County of Rock, has received an additional allocation of Community Development Block Grant – Emergency Assistance Program funds from the State of Wisconsin. These funds were received to provide assistance to local governments and lower income households that were affected by the flood event of June-July, 2008.

This allocation will reimburse the Town of Avon for \$37,000 for project costs related to a culvert restoration project on Nelson Road that was incurred in May, 2009.

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

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

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

PLANNING & DEVELOPMENT  
COMMITTEE  
INITIATED BY



WADE THOMPSON  
DRAFTED BY

PLANNING & DEVELOPMENT  
COMMITTEE  
SUBMITTED BY

NOVEMBER 3, 2011  
DATE DRAFTED

**ROCK COUNTY PLANNING, ECONOMIC & COMMUNITY DEVELOPMENT AGENCY  
PRODUCTS AND SERVICES CONTRACTS WITH THE TOWN OF MAGNOLIA AND  
TOWN OF CENTER: TOWN ZONING ORDINANCE UPDATE AND REVISION**

1 **WHEREAS**, the Town of Magnolia and the Town of Center ("Towns") desire the services of the Rock County  
2 Planning, Economic & Community Development Agency ("Agency") to update and revise the Town's Zoning  
3 Ordinances, including re-certification of the Town's Farmland Preservation Zoning Ordinances with the State  
4 of Wisconsin Department of Agriculture, Trade & Consumer Protection ("DATCP"); and,  
5

6 **WHEREAS**, the Agency is able and willing to provide these services to the Towns, and providing of these  
7 services is allowable pursuant to Sec. 66.0301, Wisconsin Statutes; and,  
8

9 **WHEREAS**, the Towns and Agency have agreed upon all terms and conditions of these services, and the  
10 products resultant, both as delineated in the Agency's *PRODUCTS AND SERVICES CONTRACT WITH THE*  
11 *TOWN OF MAGNOLIA: TOWN ZONING ORDINANCE UPDATE AND REVISION* and the Agency's  
12 *PRODUCTS AND SERVICES CONTRACT WITH THE TOWN OF CENTER: TOWN ZONING ORDINANCE*  
13 *UPDATE AND REVISION* ("Contracts"); and,  
14

15 **WHEREAS**, the Contracts are mutually exclusive with and distinguished from all previous agreements  
16 between the Towns and the Agency, and are complete and effective upon the execution of the Contracts by both  
17 parties.  
18

19 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled this  
20 \_\_\_\_\_ day of \_\_\_\_\_, 2011, do by enactment of this Resolution:  
21

- 22 I. Authorize the Contracts and the terms and conditions stated therein.
- 23
- 24 II. If a court of competent jurisdiction adjudges any section, clause, provision or portion of this
- 25 Resolution unconstitutional or invalid, the remainder of this Resolution shall not be affected
- 26 thereby.

Respectfully submitted:

PLANNING & DEVELOPMENT COMMITTEE

PURCHASING PROCEDURAL ENDORSEMENT

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

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

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

Mary Mawhinney, Chair

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

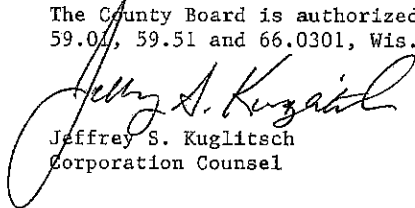
\_\_\_\_\_  
Marilyn Jensen

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

ROCK COUNTY PLANNING, ECONOMIC & COMMUNITY DEVELOPMENT AGENCY  
PRODUCTS AND SERVICES CONTRACTS WITH THE TOWN OF MAGNOLIA AND TOWN  
OF CENTER: TOWN ZONING ORDINANCE UPDATE AND REVISION  
Page 2

LEGAL NOTE:

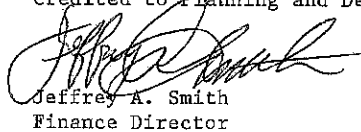
The County Board is authorized to take this action pursuant to secs.  
59.04, 59.51 and 66.0301, Wis. Stats.



Jeffrey S. Kuglitsch  
Corporation Counsel

FISCAL NOTE:


The contract fees Town of Magnolia (\$3,500) and Town of Center (\$4,500) are to be  
credited to Planning and Development's budget.



Jeffrey A. Smith  
Finance Director

ADMINISTRATIVE NOTE:

Recommended.



Craig Knutson  
County Administrator



## EXECUTIVE SUMMARY:

This resolution proposes authorization of the Rock County Planning, Economic & Community Development Agency's PRODUCTS AND SERVICES CONTRACT WITH THE TOWN OF MAGNOLIA and TOWN OF CENTER: TOWN ZONING ORDINANCE UPDATE AND REVISION. The contracts (2) state the Rock County Planning, Economic & Community Development Agency ("Agency") will update and revise both the Town of Magnolia and Town of Center Zoning Ordinances, including re-certification of the Town's Farmland Preservation Zoning Ordinances with the State of Wisconsin Department of Agriculture, Trade & Consumer Protection (DATCP), subject to the terms and conditions stated therein. The contracts also state the Town of Magnolia shall compensate the Agency in the amount of \$3,500.00, and the Town of Center shall compensate the Agency in the amount of \$4,500.00, for products and services rendered.

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

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

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

Randy Terronez  
INITIATED BY



Randy Terronez  
DRAFTED BY

County Board Staff Committee  
SUBMITTED BY

November 3, 2011  
DATE DRAFTED

**Authorizing Demolition of Buildings on the Buck Property and Amending the 2011  
Countywide Budget**

1 **WHEREAS**, Rock County acquired an abandoned property at 9238 North County Road F, in the  
 2 Indianford area, commonly known as the Buck Property; and,  
 3  
 4 **WHEREAS**, there are several dilapidated buildings on the property; and,  
 5  
 6 **WHEREAS**, it is desirable to remove these items in order to clean up the site; and,  
 7  
 8 **WHEREAS**, the Public Works Department can demolish the buildings and remove the debris using its  
 9 own equipment and personnel.

10  
 11 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled  
 12 this \_\_\_\_\_ day of \_\_\_\_\_, 2011 that the DPW is authorized to perform the Buck Property  
 13 demolition project in the amount not to exceed \$15,000 and amend the 2011 Countywide budget as  
 14 follows:  
 15

16 <u>Account/</u>	<u>Budget at</u>	<u>Increase</u>	<u>Amended</u>
17 <u>Description</u>	<u>11/01/10</u>	<u>(Decrease)</u>	<u>Budget</u>
18 <u>Source of Funds</u>			
19 19-1921-0000-47010/	\$4,235	\$15,000	\$19,235
20 General Fund Transfer In			
21			
22 <u>Use of Funds</u>			
23 19-1950-0000-67200/	- 0 -	\$15,000	\$15,000
24 Buck Property Restoration			

Respectfully submitted,

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzilni  
J. Russell Podzilni, Chair

Sandra Kraft  
Sandra Kraft, Vice Chair

Eva Arnold  
Eva Arnold

Hank Brill  
Hank Brill

Betty Jo Bussie  
Betty Jo Bussie

Ivan Collins  
Ivan Collins

Marilynn Jensen  
Marilynn Jensen

Louis Peer  
Louis Peer

Kurtis L. Yankee  
Kurtis Yankee

**Authorizing Demolition of Buildings on the Buck Property and Amending the 2011 Countywide Budget**  
Page 2

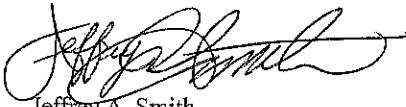
FINANCE COMMITTEE ENDORSEMENT

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

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

FISCAL NOTE:

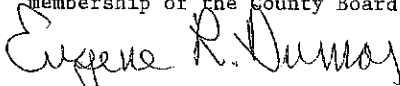
This resolution authorizes a \$15,000 transfer from the General Fund to demolish buildings on the Buck Property. The audited, undesignated General Fund balance at January 1, 2011 was \$16,965,422.



Jeffrey A. Smith  
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action by Wisconsin Statutes 59.01, 59.51 and 59.52(29) and by the Rock County Purchasing Ordinance. As an amendment to the adopted 2011 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.



Eugene R. Dumas  
Deputy Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Craig Knutson  
County Administrator

### **Executive Summary**

In 2008, Rock County was donated approximately 3.31 acres of land at 9238 North County Road F, in the Indianford area. It is immediately adjacent to the Rock River, above the dam at Indianford.

Over the years, the land has been used for many commercial ventures and contains dilapidated buildings. The previous owners were unable to sell the property and donated the site to the County.

The removal of a small amount of asbestos materials found inside the building has been properly remediated in advance by a licensed contractor.

This resolution authorizes the Public Works Department to do necessary demolition and dispose of debris at the Janesville Landfill.

The resolution also transfers \$15,000 to cover the project expenses.

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

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

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

Public Safety and Justice  
INITIATED BY



David Sleeter  
DRAFTED BY

Public Safety and Justice  
SUBMITTED BY

October 24, 2011  
DATE DRAFTED

**PURCHASE OF ANALOG/DIGITAL VOICE RADIO COMMUNICATIONS  
EQUIPMENT**

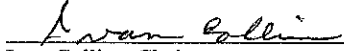
- 1 **WHEREAS**, the Rock County 911 Communications Center is responsible for the operation of the public  
2 safety voice radio communications infrastructure within Rock County; and,  
3  
4 **WHEREAS**, continuous interoperable radio communications between the first responders of Rock  
5 County and the 911 Communications Center are essential to providing the most efficient public safety  
6 services to the citizens of Rock County; and,  
7  
8 **WHEREAS**, the Federal Communications Commission (FCC) has mandated that most analog radio  
9 frequencies be "narrow-banded" by January 1, 2013; and,  
10  
11 **WHEREAS**, Rock County public safety currently communicates on analog voice radio frequencies; and,  
12  
13 **WHEREAS**, a digital mode public safety voice communications system better positions public safety  
14 voice communications users for future radio technology upgrades, meets the FCC "narrow-banding"  
15 mandate, and improves interoperability opportunities; and,  
16  
17 **WHEREAS**, converting the existing Rock County voice radio system to a digital mode will also improve  
18 radio coverage without adding any additional tower site locations; and,  
19  
20 **WHEREAS**, the cost of converting the Rock County public safety analog voice radio system to operate  
21 in a digital mode has been included in the 2011 budget; and,  
22  
23 **WHEREAS**, the Rock County Sheriff's Office and certain other County departments utilizing voice  
24 radio communications equipment will need to re-program their existing mobile and portable radios for  
25 narrow-band operations or purchase analog/digital capable radio equipment; and,  
26  
27 **WHEREAS**, the funding necessary to re-program or replace the existing Sheriff's Office and other  
28 County department's mobile and portable radios was included in the 2011 budget; and,  
29  
30 **WHEREAS**, the necessary Rock County mobile and portable radio equipment can be purchased off of  
31 the WSCA contract (Contract #02702) at a cost of \$335,263 through General Communications, Inc., of  
32 Madison, Wisconsin.  
33  
34 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled  
35 this \_\_\_\_\_ day of \_\_\_\_\_, 2011 that a contract in the amount of \$335,263 be awarded to  
36 General Communications, Inc., of Madison, Wisconsin for the purchase of the necessary mobile and  
37 portable radio equipment of the Rock County Sheriff's Office and certain other County departments to  
38 efficiently communicate on the analog/digital Rock County public safety voice radio infrastructure.

**PURCHASE OF ANALOG/DIGITAL VOICE RADIO COMMUNICATIONS  
EQUIPMENT**


Page 2

Respectfully submitted,

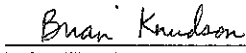
**Public Safety and Justice Committee**

  
Ivan Collins, Chair

  
Larry Wiedenfeld, Vice Chair

  
Mary Beaver

  
Hank Brill

  
Brian Knudson

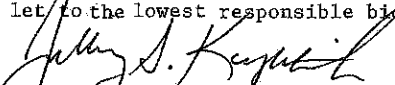
Purchasing Procedural Endorsement

Reviewed and approved on a vote of

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

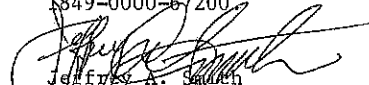
LEGAL NOTE:

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


FISCAL NOTE:

This purchase is for the 911 Communication Center's Digital Radio Project A/C 23-2417-0000-67200, which has a current unencumbered, unexpended balance of \$357,715. This capital project is funded by unused sales tax proceeds from the Jail/HCC Capital Project, A/C 18-1849-0000-67200.

  
Jeffrey A. Smith  
Finance Director

ADMINISTRATIVE NOTE:

Recommended.

  
Craig Knutson  
County Administrator

## EXECUTIVE SUMMARY

The Rock County Communications Center is directly responsible for the operation and maintenance of the public safety radio communications infrastructure throughout Rock County. Continuous interoperable voice radio communications between public safety agencies of Rock County and the 911 Communications Center are essential to providing the most efficient public safety services to the citizens of Rock County.

In 2008, Rock County and the cities of Janesville and Beloit contracted for a County-wide Interoperable Communications Study for the purposes of future public safety communications planning. To improve countywide public safety interoperability, and also meet the Federal Communications Commission (FCC) mandate for "narrow-banding", the Study recommended that Rock County public safety voice communications move to a hybrid VHF-UHF digital trunked voice radio system. Rock County then contracted with a grant-writing vendor in an attempt to secure grant funding for the recommended digital trunked voice radio system. As of this date, no grant sources have been located for digital trunked infrastructure.

As mentioned above, the Federal Communication Commission (FCC) has announced that certain portions of radio frequency spectrum would be required to be "narrow-band" by January 1, 2013. This unfunded mandate applied to all public safety voice radio frequencies used within Rock County. "Narrow-banding" is the reduction of radio spectrum that each applicable radio frequency holds a license for. This mandate will result in a loss of radio coverage area for Rock County public safety (especially for portable radio equipment). Additionally, the FCC is expected to announce a further "narrow-banding" mandate in the near future. Further "narrow-banding" of the existing analog public safety radio frequencies would require a very large increase in the amount of voice radio infrastructure equipment and tower sites, thus making the system very expensive to operate.

Rock County public safety officials thoroughly researched the issue of future public safety voice radio communications. Their recommendation is for Rock County public safety to convert the existing analog voice radio communications system to a digital mode by January 1, 2013. This conversion will increase radio coverage within the County without requiring any additional tower site locations. The conversion will ultimately position Rock County public safety voice radio communications to meet near future expectations.

The County will fund the conversion of the existing public safety voice radio infrastructure, 911 Communications Center radio equipment, and other County departments utilizing voice radio equipment. Each public safety agency will be responsible for their respective analog to digital conversion costs of their field

radio equipment. Although federal funding is not available for “narrow-banding” radio infrastructure reimbursements, an Assistance to Firefighters grant application is pending in an effort to assist Rock County fire/EMS agencies with the cost of their radio field equipment.

A significant amount of the existing public safety radio infrastructure can be modified to operate in digital mode with the purchase of specialized Internet Protocol equipment offered by the vendor RAYTHEON. Other non-specialized equipment can be purchased off of the State of Wisconsin WSCSA contract. The RAYTHEON dealer in our area is General Communications, Inc., of Madison, WI. General Communications has been the Rock County public safety infrastructure maintenance vendor for the last seventeen years.

The Rock County Sheriff’s Office and certain other County departments utilizing voice radio communications equipment will need to re-program their existing mobile and portable radios for narrow-band operations or purchase analog/digital capable radio equipment. The funding necessary to re-program or replace the existing Sheriff’s Office and other County department’s mobile and portable radios was included in the 2011 budget and totals \$335,263.



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

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

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

Judge James P. Daley  
INITIATED BY



Mickey Crittenden, IT Director  
DRAFTED BY

Public Safety and Justice Committee  
SUBMITTED BY

November 8, 2011  
DATE DRAFTED

**AUTHORIZING UPGRADE OF THE COURTS VIDEO CONFERENCING SYSTEM AND  
AMENDING THE 2011 BUDGET**

- 1 **WHEREAS**, the State of Wisconsin Supreme Court has issued updated guidelines for the use of video
- 2 conferencing technology within courtroom operations; and,
- 3
- 4 **WHEREAS**, the video conferencing system in use by the Rock County Courts needs to be upgraded in
- 5 order to be in compliance with the State of Wisconsin Supreme Court guidelines; and,
- 6
- 7 **WHEREAS**, the Information Technology Department staff did specify upgraded video conferencing
- 8 components for use by the Rock County Courts; and,
- 9
- 10 **WHEREAS**, the specified video conferencing components will be purchased using the pricing and
- 11 terms of the University of Wisconsin Madison contracts #10-5174 and #10-5658.
- 12

13 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled  
14 this \_\_\_\_\_ day of \_\_\_\_\_, 2011 that a Purchase Order for video conferencing equipment  
15 be issued to AVI Systems in the amount of \$59,410 and does hereby amend the 2011 budget as  
16 follows:

<u>Account/Description</u>	<u>Budget at 11/1/2011</u>	<u>Increase (Decrease)</u>	<u>Amended Budget</u>
<u>Source of Funds</u>			
19-1921-0000-47010 Transfer In	\$ 76,235	\$ 13,910	\$ 90,145
<u>Use of Funds</u>			
22-1202-0000-67171 Capital Assets Video Conf.	45,500	13,910	59,410

Respectfully submitted,

**Public Safety and Justice Committee**

\_\_\_\_\_  
Ivan Collins, Chair

\_\_\_\_\_  
Larry Wiedenfeld, Vice Chair

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

\_\_\_\_\_  
Hank Brill

\_\_\_\_\_  
Brian Knudson

**Finance Committee Endorsement**

\_\_\_\_\_  
Finance Committee Chair    Vote    Date

**Purchasing Procedural Endorsement**


\_\_\_\_\_  
Finance Committee Chair    Vote    Date

**AUTHORIZING UPGRADE OF THE COURTS VIDEO CONFERENCING SYSTEM AND  
AMENDING THE 2011 BUDGET**

Page 2

FISCAL NOTE:

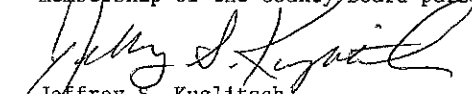
This resolution authorizes a \$13,910 transfer from the General Fund to the Video Conferencing Technology Capital Project. This project was originally funded by County sales tax proceeds. The audited, undesignated General Fund balance at January 1, 2011 was \$16,965,422.



Jeffrey A. Smith  
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 2011 County Budget, this resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.



Jeffrey S. Kuglitsch  
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Craig Knutson  
County Administrator

## **Executive Summary for the Purchase of Upgrading the Courts Video Conferencing System**

During the past few years the State of Wisconsin Supreme Court's Planning and Policy Advisory Committee has substantially refined its "standards of good practice" related to the use of video conferencing technology within the state court system. The committee has also set forth guidelines and specific functionality requirements associated with this technology in the justice system in order to encourage greater courtroom use of the technology while ensuring the rights of litigants.

In Rock County the use of video conferencing in the Courts has made better use of taxpayer resources by:

- Reducing travel requirements for all courtroom participants,
- Saving prisoner and patient transportation costs,
- Improving courthouse security, and
- Increasing efficiency of legal proceedings.

In order to remain in compliance with the refined "standards of good practice", the current video conferencing system in use by the Rock County Courts needs to be upgraded to include 'split-screen' technology, better cameras, and improved overall viewership capability. The County's Information Technology Department, in tandem with the Courts and the County's primary video conferencing vendor, has identified the components in need of upgrading.

The upgraded components will be located in Courtroom A, Courtroom C, the Jail, and the Juvenile Detention Center. The cost of the system upgrade is \$59,410 and it will be purchased from AVI Systems using the pricing and terms of the University of Wisconsin Madison contracts #10-5174 and #10-5658.

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

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

RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS

PUBLIC WORKS COMMITTEE  
INITIATED BY

JODI MILLIS  
PURCHASING MANAGER  
DRAFTED BY

PUBLIC WORKS COMMITTEE  
SUBMITTED BY



OCTOBER 20, 2011  
DATE DRAFTED

T I T L E

AWARDING CONTRACT FOR UNIFORMS, SHOP TOWELS AND WALK-OFF MATS  
DEPARTMENT OF PUBLIC WORKS  
AIRPORT, PARKS, HIGHWAY  
2012-2014

1 WHEREAS, funds are incorporated into the budget each year for the rental of  
 2 uniforms, shop towels and walk-off mats that are used by all three divisions of  
 3 the Department of Public Works; and,  
 4  
 5 WHEREAS, specifications were prepared and solicited with three vendors  
 6 submitting bids (results attached); and,  
 7  
 8 WHEREAS, the bids were reviewed by Purchasing and Public Works staff with the  
 9 recommendation to accept the low bid from Aramark Uniform Services of Madison,  
 10 Wisconsin.  
 11  
 12 NOW, THEREFORE, BE IT RESOLVED, by the Rock County Board of Supervisors duly  
 13 assembled this \_\_\_\_\_ day of \_\_\_\_\_, 2011, that a contract for  
 14 uniforms, shop towels and walk-off mats be awarded to Aramark Uniform Services,  
 15 of Madison, Wisconsin based on the terms and conditions set forth in the  
 16 contract and Invitation to Bid #2012-07; and,

RESPECTFULLY SUBMITTED

PUBLIC WORKS COMMITTEE

Kurtis L. Yankee  
Kurtis Yankee, Chair

Eva Arnold  
Eva Arnold

Betty Jo Bussia  
Betty Jo Bussia

David Diestler  
David Diestler

Absent  
Brent Fox

PURCHASING PROCEDURAL ENDORSEMENT

Chair

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

## **EXECUTIVE SUMMARY**

### **DEPARTMENT OF PUBLIC WORKS UNIFORMS, SHOP TOWELS AND WALK-OFF MATS**

All three divisions of the Rock County Department of Public Works (Airport, Parks, Highway) contract with a private vendor to provide employee uniforms, shop towels and walk-off mats. Bids were solicited from seven vendors with two responding. The lowest, most responsible and responsive bid was received from Aramark Uniform Services of Madison, Wisconsin.

The contract will begin January 1, 2012 and terminate December 31, 2012. The Department of Public works may opt to renew the contract for two additional years, 2013 and 2014. The total contract shall not exceed three years.

 ORIGINAL

ROCK COUNTY, WISCONSIN

FINANCE DEPARTMENT  
PURCHASING DIVISION



PROJECT NUMBER #2012-07  
PROJECT NAME UNIFORMS, SHOP TOWELS & WALK-OFF MATS  
DEPARTMENT PUBLIC WORKS – HIGHWAY, AIRPORT, PARKS  
BID DUE DATE OCTOBER 18, 2011 – 1:30 P.M.

	ARAMARK MADISON WI	CINTAS ROCKFORD IL	ALSCO WAUWATOSA WI
2012 PARKS	546.00	858.00	3,120.00
2012 AIRPORT	1,543.36	2,436.20	4,819.36
2012 HIGHWAY	4,594.20	6,032.00	17,466.80
<b>2012 TOTAL</b>	<b>\$ 6,683.56</b>	<b>\$ 9,326.20</b>	<b>\$ 25,406.16</b>
2013 PARKS	546.00	858.00	3,276.00
2013 AIRPORT	1,543.36	2,436.20	5,060.32
2013 HIGHWAY	4,594.20	6,032.00	18,340.14
<b>2013 TOTAL</b>	<b>\$ 6,683.56</b>	<b>\$ 9,326.20</b>	<b>\$ 26,676.46</b>
2014 PARKS	546.00	858.00	3,439.80
2014 AIRPORT	1,543.36	2,436.20	5,313.33
2014 HIGHWAY	4,594.20	6,032.00	19,257.14
<b>2014 TOTAL</b>	<b>\$ 6,683.56</b>	<b>\$ 9,326.20</b>	<b>\$ 28,010.27</b>
<b>3 YEAR TOTAL - PARKS</b>	<b>1,638.00</b>	<b>2,574.00</b>	<b>9,835.80</b>
<b>3 YEAR TOTAL – AIRPORT</b>	<b>4,630.08</b>	<b>7,308.60</b>	<b>15,193.01</b>
<b>3 YEAR TOTAL – HIGHWAY</b>	<b>13,782.60</b>	<b>18,096.00</b>	<b>55,064.08</b>
<b>TOTAL 3 YEAR CONTRACT</b>	<b>\$ 20,050.68</b>	<b>\$ 27,978.60</b>	<b>\$ 80,092.89</b>

The Invitation to Bid was advertised in the Beloit Daily News and on the Internet. Four additional vendors were solicited that did not respond.

PREPARED BY: Jodi Millis, Purchasing Manager

DEPARTMENT HEAD RECOMMENDATION: Aramark \$6,683.56 → 2012  
Benjamin J. Cooperman, Jr. 10-24-11  
Signature 4-0 Date

GOVERNING COMMITTEE APPROVAL: Kurtis L. Yante 10-18-11  
Chair Vote Date

PURCHASING PROCEDURAL ENDORSEMENT: \_\_\_\_\_  
Chair Vote Date

**ROCK COUNTY, WISCONSIN  
FINANCE DIRECTOR**

**PURCHASING DIVISION**

**PROJECT NUMBER**        #2012-03  
**PROJECT NAME**         PROCESS SERVICE  
**PROPOSAL DUE DATE**   SEPTEMBER 26, 2011 – 12:00 NOON  
**DEPARTMENT**          CHILD SUPPORT ENFORCEMENT

	GREGG JANESVILLE	MARKLEY ROCKFORD	DESCAFANO JANESVILLE
COST PER SERVICE-2012	\$23.00	\$27.60	\$25.00
2013 INCREASE	NO INCREASE	5%	3%
2014 INCREASE	NO INCREASE	5%	3%
RATER 1	89	69.5	65
RATER 2	78.5	70	51.5
RATER 3	88	70.5	63.5
<b>TOTAL SCORE</b>	<b>255.5</b>	<b>210</b>	<b>180</b>
<b>AVERAGE SCORE</b>	<b>85</b>	<b>70</b>	<b>60</b>
<b>RANKING</b>	<b>1</b>	<b>2</b>	<b>3</b>

Proposals were evaluated based on the following criteria:

**1. GENERAL QUALITY OF RESPONSE (25 POINTS MAXIMUM)**

- Insurance Information
- Understanding of the project
- Responsiveness to terms and conditions
- References

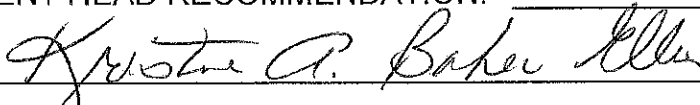
**2. PRICING STRUCTURE (35 POINTS MAXIMUM)**

**3. FIRM INFORMATION (40 POINTS MAXIMUM)**

- Qualification of personnel
- Experience of personnel
- Experience of firm
- Years in business
- Number of hours dedicated to serving documents for Rock County
- Hours of service
- Number of employees assigned to Rock County

Request for Proposals was advertised in the Beloit Daily News and on the Internet. One additional vendor was solicited that did not respond.

PREPARED BY: JODI L. MILLIS  
Purchasing Manager

DEPARTMENT HEAD RECOMMENDATION: \_\_\_\_\_  
 \_\_\_\_\_  
Signature \_\_\_\_\_ Date 11/4/11

GOVERNING COMMITTEE APPROVAL: \_\_\_\_\_  
Chair \_\_\_\_\_ Vote \_\_\_\_\_ Date \_\_\_\_\_

PURCHASING PROCEDURAL ENDORSEMENT: \_\_\_\_\_  
Chair \_\_\_\_\_ Vote \_\_\_\_\_ Date \_\_\_\_\_