



**PUBLIC SAFETY & JUSTICE COMMITTEE
MONDAY – NOVEMBER 15, 2010 - 4:00 P.M.
CONFERENCE ROOM N-1 - FIFTH FLOOR
ROCK COUNTY COURTHOUSE-EAST**

Agenda

1. Call to Order
2. Adoption of Agenda
3. Adoption of Minutes – November 1, 2010
4. Citizen Participation, Communications, Announcements, Information
5. Consent Calendar
 - A. Transfers and Appropriations
 1. Clerk of Courts
 - B. Bills
 - C. Encumbrances
 - D. Pre-Approved Encumbrance Amendment
 1. 911 Communications Center
 2. Sheriff's Office
6. Committee Approval
 - A. Establishing Vendor for Sanitation Products for the Sheriff's Office and Jail
 - B. Establishing Vendor for Physical Exams for Sheriff's Office
 - C. Establishing Vendor for Psychological Evaluations for Sheriff's Office
 - D. Establishing Vendor for Vehicle Service for Sheriff's Office
 - E. Establishing Vendor for Towing Service for Sheriff's Office
 - F. Establishing Vendor for Vehicle Alignment for Sheriff's Office
7. Countywide Communications Upgrade - Update
8. Department Reports
 - A. Gateway Contract – Coroner's Office
 - B. Cremation Permit Payments from Funeral Homes – Coroner's Office
9. Committee Requests and Motions
10. Adjournment

ROCK COUNTY

SUPPLEMENTAL APPROPRIATIONS - TRANSFERS

10-69
Transfer No.

Requested by Clerk of Courts

Eldred Mielke

Department

Department Head

10/27/10
Date

FROM

ACCOUNT #	DESCRIPTION	AMOUNT
19-1922-0000	64904 Contingency Fund	12,300.00

TO

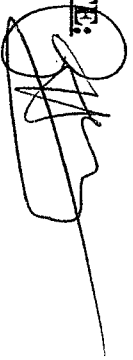
ACCOUNT #	DESCRIPTION	AMOUNT
22-1209-0000	63101 Postage	12,300.00

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

11-1-2010

COMMITTEE CHAIR

Ann Olive

File _____

ROCK COUNTY TRANSFER REQUESTS

FINANCE DIRECTOR
RECEIVED

10-69
NOV 1 2010

TO: FINANCE DIRECTOR

REQUESTED BY: Eldred Melke-Clerk of Circuit Court

Department

Department Head Signature

DATE: 10/27/2010

FROM:	AMOUNT	TO:	AMOUNT
1) ACCOUNT #: 19-1922-0000-64904 DESCRIPTION: Contingency Fund CURRENT BALANCE: \$57666 <i>per 11-10</i> PROVIDED BY THE FINANCE DIRECTOR	\$12,300	ACCOUNT #: 22-1209-0000-63101 DESCRIPTION: Postage	\$12,300
2) ACCOUNT #: DESCRIPTION: CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR		ACCOUNT #: DESCRIPTION:	
3) ACCOUNT #: DESCRIPTION: CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR		ACCOUNT #: DESCRIPTION:	
4) ACCOUNT #: DESCRIPTION: CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR		ACCOUNT #: DESCRIPTION:	

REASON FOR TRANSFER - BE SPECIFIC:

To cover expenses for the remaining billings for 2010. Currently the account has a negative balance. The average per month is \$3,185. I also have two mass mailings for 2010; juror and tax intercept notices. Therefore, I am asking \$12,300 be transferred.

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
0000000001-21100	SUNDRY ACCOUNTS	0.00 100.0%	2,433.81	0.00	-2,433.81		
	P1003491-PO# 11/09/10 -VN#039604			FRANK,ATTY ANDREW		320.00	
	P1003492-PO# 11/09/10 -VN#039606			WETTER,BONNIE		219.50	
	P1003493-PO# 11/09/10 -VN#039605			BOUTELLE,CLYDE		180.00	
			CLOSING BALANCE		-3,153.31		719.50
	BAL SHEET A/C		PROG-TOTAL-PO			719.50	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$719.50 INCURRED BY BALANCE SHEET ACCOUNT. 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.

PUBLIC SAFETY & JUSTICE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

NOV 15 2010

DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
2121000000-61920	PHYSICALS	24,776.00 58.4%	14,471.82	0.00	10,304.18		
	P1000596-PO# 11/09/10 -VN#041182		STANARD AND ASSOCIATES INC			1,940.00	
			CLOSING BALANCE		8,364.18		1,940.00
2121000000-62410	R & M-VEHICLES	134,886.00 78.0%	104,371.95	899.91	29,614.14		
	P1000562-PO# 11/09/10 -VN#044334		FRANK BOUCHER CHRYSLER DODGE J			1,449.45	
	P1000585-PO# 11/09/10 -VN#029613		PIONEER RIM AND WHEEL CO			817.68	
	P1002014-PO# 11/09/10 -VN#047701		BLOCK DIESEL REPAIR			323.17	
			CLOSING BALANCE		27,023.84		2,590.30
2121000000-62420	MACH & EQUIP RM	6,000.00 87.1%	4,629.16	599.90	770.94		
	P1000547-PO# 11/09/10 -VN#018588		BANDT COMMUNICATIONS INC			176.44	
			CLOSING BALANCE		594.50		176.44
2121000000-63101	POSTAGE	12,600.00 83.2%	10,484.47	0.00	2,115.53		
	P1000559-PO# 11/09/10 -VN#012615		FEDERAL EXPRESS CORP			55.43	
			CLOSING BALANCE		2,060.10		55.43
2121000000-63406	CLOTHING/UNIFORM	50,050.00 73.2%	36,672.99	0.07	13,376.94		
	11/09/10 -VN#025773		YOERGER, WARREN			162.74	
	11/09/10 -VN#027668		BECKER, GRACE			309.89	
	P1000594-PO# 11/09/10 -VN#015929		SCHENK HUEGEL CO			503.95	
	P1000595-PO# 11/09/10 -VN#022965		SHOE BOX LTD, THE			92.00	
	P1000599-PO# 11/09/10 -VN#016481		STREICHERS INC			74.00	
			CLOSING BALANCE		12,234.36		1,142.58
2121000000-63409	CRIME SCENE SUPP	7,184.00 78.2%	5,527.58	93.03	1,563.39		
	P1003424-PO# 11/09/10 -VN#048603		PENN CAMERA PROFESSIONAL			405.80	
			CLOSING BALANCE		1,157.59		405.80
2121000000-63501	GAS & FUELS	225,000.00 99.6%	185,022.41	39,269.64	707.95		
	P1000590-PO# 11/09/10 -VN#015775		ROCK COUNTY SHERIFFS PETTY CAS			29.14	
			CLOSING BALANCE		678.81		29.14
2121000000-63900	AMMO/RANGE SUPPL	21,500.00 93.7%	17,041.44	3,107.54	1,351.02		
	P1000577-PO# 11/09/10 -VN#037671		LOADMASTER TACTICAL			825.35	
			CLOSING BALANCE		525.67		825.35
2121000000-63904	POLICING/1ST AID	17,165.00 65.9%	9,579.74	1,733.43	5,851.83		
	P1000590-PO# 11/09/10 -VN#015775		ROCK COUNTY SHERIFFS PETTY CAS			37.45	
			CLOSING BALANCE		5,814.38		37.45

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
2121000000-63905	PISTOL RANGE/CO P1000590-PO# 11/09/10 -VN#015775	2,000.00 37.5%	600.00	150.00	1,250.00	19.65	
							19.65
					CLOSING BALANCE		1,230.35
2121000000-64200	TRAINING EXP P1000590-PO# 11/09/10 -VN#015775 P1003603-PO# 11/09/10 -VN#044542	21,000.00 60.6%	9,333.86	3,410.68	8,255.46	7.50 25.00	
							32.50
					CLOSING BALANCE		8,222.96
2121000000-64205	STAFF EDUC 11/09/10 -VN#014351 11/09/10 -VN#016040 11/09/10 -VN#021290 11/09/10 -VN#032067	29,150.00 56.5%	16,482.35	0.00	12,667.65	921.35 813.00 965.18 852.18	
							3,551.71
					CLOSING BALANCE		9,115.94
2121000000-64904	SUNDRY EXPENSE P1000590-PO# 11/09/10 -VN#015775	14,500.00 45.9%	6,661.27	0.01	7,838.72	112.50	
							112.50
					CLOSING BALANCE		7,726.22
	SHERIFF		PROG-TOTAL-PO				10,918.85

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$10,918.85 INCURRED BY SHERIFF. 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.

PUBLIC SAFETY & JUSTICE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

NOV 15 2010

DATE _____ CHAIR

Account Number	Name	Yearly Prct Appropriation	YTD Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
2122000000-62420	MACH & EQUIP RM P1000547-PO# 11/09/10 -VN#018588	5,000.00	63.7%	3,188.64	0.03	1,811.33	284.24	
						1,527.09		284.24
2122000000-63406	CLOTHING/UNIFORM P1000582-PO# 11/09/10 -VN#027012 P1000594-PO# 11/09/10 -VN#015929	45,770.00	69.7%	31,922.81	0.06	13,847.13	102.41 509.85 69.80	
						13,165.07		682.06
2122000000-64904	SUNDRY EXPENSE P1000569-PO# 11/09/10 -VN#013609 P1000590-PO# 11/09/10 -VN#015775 P1000597-PO# 11/09/10 -VN#048467 P1003307-PO# 11/09/10 -VN#015633	135,000.00	65.3%	63,627.93	24,657.97	46,714.10	412.80 2.50 298.74 103.95	
						45,896.11		817.99
							1,784.29	

CORR. FACILITY

PROG-TOTAL-PO

1,784.29

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$1,784.29 INCURRED BY CORRECTIONAL FACILITY. 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.

PUBLIC SAFETY & JUSTICE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

NOV 15 2010 DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
2212000000-63200	PUBL/SUBCR/DUES	7,455.00	95.9%	7,156.42	0.00	298.58	
	P1003629-PO# 11/09/10 -VN#033730			STATE BAR OF WISCONSIN		57.96	
				CLOSING BALANCE	240.62		57.96
				CIRCUIT COURTS		57.96	
				PROG-TOTAL-PO			

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$57.96 INCURRED BY CIRCUIT COURTS. 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.

PUBLIC SAFETY & JUSTICE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

NOV 15 2010

DATE _____ CHAIR

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
2212090000-63100	OFC SUPP & EXP	31,886.00	98.3%	13,099.39	18,246.73	539.88	
	P1003489-PO# 11/09/10 -VN#018194			CLOCK MASTER		350.00	
				CLOSING BALANCE	189.88		350.00
	CLK.OF CTS.			PROG-TOTAL-PO		350.00	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$350.00 INCURRED BY CLERK OF COURTS. 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.

PUBLIC SAFETY & JUSTICE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

NOV 15 2010

DATE _____ CHAIR

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
2324000000-62218	DATA COMMUNICTN.	1,600.00	84.3% 11/09/10 -VN#024911	1,308.51 SUKUS,KATHY	41.39	250.10	44.99
				CLOSING BALANCE	205.11		44.99
2324000000-62420	MACH & EQUIP RM	15,620.00	80.3%	12,417.90	134.85	3,067.25	
	P1003531-PO#	11/09/10 -VN#024790		PRECISION DRIVE AND CONTROL IN		2,084.64	
	P1003583-PO#	11/09/10 -VN#015731		ROCK COUNTY APPLIANCE AND TV S		163.72	
	P1003601-PO#	11/09/10 -VN#018588		BANDT COMMUNICATIONS INC		694.00	
				CLOSING BALANCE	124.89		2,942.36
	911 PROJ.OPER.			PROG-TOTAL-PO		2,987.35	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$2,987.35 INCURRED BY 911 PROJECT OPERATION. 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.

PUBLIC SAFETY & JUSTICE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

NOV 15 2010 DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
2416110000-62503	INTERPRETER FEES	1,500.00	25.5%	382.50	0.00	1,117.50	
	P1001548-PO# 11/09/10 -VN#040908			MENDEZ,SEBASTIAN		30.00	
				CLOSING BALANCE	1,087.50		30.00
		DPP/DV		PROG-TOTAL-PO		30.00	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$30.00 INCURRED BY DEFER PROSECUTION/DOM.VIOLENCE. 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.

PUBLIC SAFETY & JUSTICE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

NOV 15 2010

DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
2826000000-61300	PER DIEMS	9,580.00 64.6%	6,190.34	0.00	3,389.66		
	P1000365-PO# 11/09/10 -VN#046665		DARR,DANIELLE			270.00	
			CLOSING BALANCE		3,119.66		270.00
2826000000-62170	PHYSICIAN/OTHER	137,225.00 80.6%	109,672.97	994.02	26,558.01		
	P1000360-PO# 11/09/10 -VN#028353		UNIVERSITY OF WISCONSIN MEDICA			3,000.00	
	P1000370-PO# 11/09/10 -VN#048415		BP POLO			39.99	
	P1000614-PO# 11/09/10 -VN#046739		PUBLIC SAFETY CENTER INC			227.02	
	P1001895-PO# 11/09/10 -VN#049256		HUNTINGTON MD,ROBERT			2,100.00	
			CLOSING BALANCE		21,191.00		5,367.01
2826000000-63300	TRAVEL	7,500.00 84.5%	6,344.94	0.00	1,155.06		
	P1000365-PO# 11/09/10 -VN#046665		DARR,DANIELLE			57.50	
			CLOSING BALANCE		1,097.56		57.50
	CORONER		PROG-TOTAL-PO			5,694.51	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$5,694.51 INCURRED BY CORONER. 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.

PUBLIC SAFETY & JUSTICE COMMITTEE APPROVES THE ABOVE COM-APPROVAL _____ DEPT-HEAD

NOV 15 2010

DATE _____ CHAIR

PURCHASE ORDER NUMBER P1000764 PEID 017904

PRE-APPROVED ENCUMBRANCE AMENDMENT FORM

This form must be used when adding funds to or changing an account number of a previously approved encumbrance. Please complete this form and send to your governing committee for approval. The Encumbrance and Purchase Order will be updated upon approval of all necessary committees and County Board (if amendment is over \$10,000).

DEPARTMENT ROCK COUNTY COMMUNICATIONS CENTER

COMMITTEE PUBLIC SAFETY & JUSTICE

VENDOR NAME DR. MICHAEL KAYE

ACCOUNT NUMBER 23--2400--0000--62119

FUNDS DESCRIPTION OTHER CONTRACTED SERVICES

AMOUNT OF INCREASE \$ 1,500.00

INCREASE FROM \$2,000.00 TO \$3,500.00

ACCOUNT BALANCE AVAILABLE \$2,685 *pending approval of Trans 10-63*

REASON FOR AMENDMENT Employee turnover - three new hire psychological evaluation needed. *11-1-13 SW*

APPROVALS

GOVERNING COMMITTEE _____
Chair Date

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

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

WHITE - COMMITTEE
YELLOW - PURCHASING
PINK - DEPARTMENT

PURCHASE ORDER NUMBER P1000756 PEID 045096

PRE-APPROVED ENCUMBRANCE AMENDMENT FORM

This form must be used when adding funds to or changing an account number of a previously approved encumbrance. Please complete this form and send to your governing committee for approval. The Encumbrance and Purchase Order will be updated upon approval of all necessary committees and County Board (if amendment is over \$10,000).

DEPARTMENT Sheriff

COMMITTEE Public Safety & Justice

VENDOR NAME Pacer

ACCOUNT NUMBER 21-2100-0000-63908

FUNDS DESCRIPTION Investigative Expenses

AMOUNT OF INCREASE \$ 50.00

INCREASE FROM \$ 120.00 TO \$ 170.00

ACCOUNT BALANCE AVAILABLE \$ 3,219 11-5-10 JS

REASON FOR AMENDMENT Pacer provides access to court electronic records. Civil Process performs weekly bankruptcy status checks on foreclosed properties. Due to the increase in foreclosurers, our usage of the service has increased, and consequently our quarterly invoices have also increased.

APPROVALS

GOVERNING COMMITTEE _____
Chair Date

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

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

WHITE - COMMITTEE
YELLOW- PURCHASING
PINK - DEPARTMENT

ROCK COUNTY, WISCONSIN
FINANCE DIRECTOR

 ORIGINAL

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

PROJECT NUMBER: 2011-07
PROJECT NAME: SANITATION PRODUCTS
DUE DATE: OCTOBER 11, 2010 - 12:00 NOON
DEPARTMENT: SHERIFF'S OFFICE AND JAIL

	SAN-A-CARE WAUKESHA WI	UNISOURCE NEW BERLIN WI	STAPLES MADISON WI	NASCOCO NEW BERLIN WI	JANESVILLE INDUSTRIAL SUPPLY JANESVILLE WI	BADGERLAND CHEMICAL MIDDLETON WI	ICS JAIL SUPPLIES WACO TX	AMERCARE WOODINVILLE WA
1. DETERGENT DISINFECTANT	2,149.68	2,057.87	2,704.00	4,341.12	6,963.20	15,569.28		
2. GLASS CLEANER	3,306.71	4,006.03	7,430.40	6,549.76	7,344.00	15,079.68		
3. HD MULTI-PURPOSE CLEANER	3,364.20	6,969.60	6,501.60	5,882.00	6,364.80	12,729.60		
4. BOWL CLEANER	5,927.99	4,084.06	9,117.72	10,893.60	6,829.92	31,682.34		
TOTAL ESTIMATED ANNUAL COST ITEMS 1 - 4	14,748.58	17,117.56	25,753.72	27,666.48	27,501.92	75,060.9		
5. FLOOR STRIPPER	317.85	372.50	477.75	246.85	1,905.00	182.70		
6. FLOOR RESTORER	198.22	232.20	154.80	114.40	224.00	105.00		
7. FLOOR FINISH	1,329.40	1,139.85	992.80	810.05	1,420.35	1,019.15		
11. NEUTRAL FLOOR CLEANER	4,134.63	7,994.69	8,723.78	3,675.75	8,247.20	4,394.00		
TOTAL ESTIMATED ANNUAL COST ITEMS 5,6,7,11 (FLOOR PRODUCTS)	5,980.10	9,739.24	10,349.13	4,847.05	11,796.55	5,700.85		
8. UNWRAPPED BAR SOAP		77.36	90.72		51.60	75.09	49.00	35.00
9. HAND SANITIZER	88.35	33.86	60.10	68.52	71.50	37.79		
10. METERED AIR FRESHENER		27.02	99.20	43.60	79.25	48.00		

- Products 1-4 will be bought in concentrate form and diluted for use in a chemical dispensing system. Items 1 through 4 will be awarded to one vendor. The amount listed is for the annual cost based on estimated quantities provided in the Proposal specifications.
- Items 5, 6, 7 & 11 are all floor care products and will be purchased from the same vendor.
- Item 8 - Bar soap is priced per case of 500 unwrapped bars.
- Item 9 - Hand Sanitizer is priced per case of 4 bottles.
- Item 10 - Air Freshener is priced per case of 12 cans
- Items 8 through 10 will be awarded item-by-item to the lowest, most responsive and responsible Proposer.

Request for Proposal was advertised in the Janesville Gazette and on the Internet. Six additional vendors were solicited that did not respond.

PREPARED BY: JODI MILLIS
Purchasing Manager

DEPARTMENT HEAD RECOMMENDATION:
ITEMS 1 - 4 TO SAN-A-CARE
FLOOR CARE ITEMS 5, 6, 7, & 11 TO MASSCO
BAR SOAP TO AMERCARE
HAND SANITIZER AND METERED AIR FRESHENER TO UNISOURCE

Signature *Jodi Millis* 11-01-2010
Date

GOVERNING COMMITTEE APPROVAL: _____
Chair Vote Date

PURCHASING PROCEDURAL ENDORSEMENT: _____
Chair Vote Date

ROCK COUNTY, WISCONSIN
FINANCE DIRECTOR

ORIGINAL

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



PROPOSAL NUMBER #2011-11
PROPOSAL NAME PHYSICAL EXAMS
PROPOSAL DUE DATE OCTOBER 18, 2010 - 12 NOON
DEPARTMENT SHERIFF'S OFFICE

	MERCY HEALTH SYSTEMS
PRE-EMPLOYMENT EXAM	\$ 419.00
PERIODIC EXAM-UNDER 40	\$ 265.00
PERIODIC EXAM OVER 40 - FEMALE	\$ 288.00
PERIODIC EXAM OVER 40 - MALE	\$ 282.00

Request for Proposals was advertised in the Janesville Gazette and on the Internet. Five additional vendors were solicited that did not respond. One vendor submitted a "No Bid".

PREPARED BY: Jodi A. Mullis
Purchasing Manager

DEPARTMENT HEAD RECOMMENDATION: Mercy Health
A Sheriff Robert Spoden Signature Date 10-21-10

GOVERNING COMMITTEE APPROVAL:

Chair Vote Date

PURCHASING PROCEDURAL ENDORSEMENT:

Chair Vote Date

**ROCK COUNTY, WISCONSIN
FINANCE DIRECTOR**

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



EXECUTIVE SUMMARY

Proposals were solicited from qualified individuals, firms, partnerships and corporations having specific experience in pre-employment and periodic physical examinations. The objective of this Request for Proposal is to enter into a one-year contract with the option to renew for two additional one-year periods, not to exceed a total of three years. The contract period will begin January 1, 2011. Proposals must remain in effect for the 2011-2013 calendar years.

The Rock County Sheriff's Department anticipates conducting approximately 20 pre-employment and 30 periodic physical exams during the contract period, 2011-2013 through 2010. All pre-employment physicals are intended to allow the Sheriff's Department to assess an individual's suitability for employment and to document their general health status at entry level. Periodic physicals are conducted according to collective bargaining agreements and are intended for the employee's personal use. Periodic examinations will be broken into two categories, under the age of 40 and over the age of 40. A complete review of the individual's medical history shall be completed at the time of the examination.

Proposals were solicited from eight medical agencies with only Mercy Health Systems responding. The proposal from Mercy was reviewed by Sheriff's Department and Purchasing staff for compliance with the specifications with both recommending contracting with Mercy Health Systems for 2011 through 2013.

ROCK COUNTY, WISCONSIN
FINANCE DIRECTOR

 ORIGINAL

PURCHASING DIVISION
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PROPOSAL NUMBER #2011-12
PROPOSAL NAME PSYCHOLOGICAL EVALUATIONS
PROPOSAL DUE DATE OCTOBER 18, 2010 - 12 NOON
DEPARTMENT SHERIFF'S OFFICE

	STANARD & ASSOCIATES CHICAGO IL
PRE-EMPLOYMENT EVALUATION	\$ 395.00
CRITICAL INCIDENT SERVICES PER DAY	\$ 2,000.00
FITNESS FOR DUTY EVALUATION	\$ 2,000.00
FOLLOW-UP EVALUATION	\$ 1,800.00

Proposal was advertised in the Janesville Gazette and on the Internet. Seven additional vendors were solicited that did not respond.

PREPARED BY: Jodi R. Mullis
Purchasing Manager

DEPARTMENT HEAD RECOMMENDATION: Stanard + Associates -
Sheriff Robert Spode 10-21-10
Signature Date

GOVERNING COMMITTEE APPROVAL: _____
Chair Vote Date

PURCHASING PROCEDURAL ENDORSEMENT:

Chair Vote Date

ROCK COUNTY, WISCONSIN
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EXECUTIVE SUMMARY PSYCHOLOGICAL EVALUATIONS

Proposals were solicited from qualified individuals, firms, partnerships and corporations having specific experience in pre-employment and periodic psychological examinations of Correctional and Law Enforcement Officer candidates. The objective of this Request for Proposal is to enter into a one-year contract with the option to renew for two additional one-year periods, not to exceed a total of three years. The contract period will begin January 1, 2011. Proposals must remain in effect for the 2011 through 2013 calendar years.

The Request for Proposals consisted of the following three areas:

Pre-Employment Psychological Evaluations

The Rock County Sheriff's Department anticipates conducting approximately six Deputy candidate and fifteen Correctional Officer candidate evaluations annually during 2011 through 2013. These pre-employment psychological evaluations are intended to allow the Sheriff's Department to assess an individual's suitability for employment, ability to function in the job classification for which they are being hired and to document their general health status at entry level. The psychological evaluation provided will support other selection tools such as background investigations, interviews and other testing.

Critical Incident Services

After a critical event, the Rock County Sheriff's Department may require personnel to attend Crisis Intervention Services or Debriefing (CISD). The service provider may conduct two to four CISD debriefings per year. This service is meant to assist employees in dealing with the immediate impact of a traumatic event, as well as giving the Sheriff's Department insight into the employee's short-term ability to return to duty after the event. Traumatic events may include the sudden death of an employee, serious injury or a traumatic workplace incident.

Fitness for Duty Evaluations

Fitness for Duty Evaluations are necessary in some instances to determine if the person possesses any traits that would interfere with their ability to function effectively on the job, and in a manner conducive to public safety and the safety of fellow officers.

Proposals were solicited from eight agencies with two agencies responding, Standard and Associates of Chicago, Illinois and Crossroad Counseling of Janesville. Sheriff's Department and Purchasing staff reviewed both proposals received for compliance with the specifications with all four evaluators recommending entering into a contract with Stanard & Associates for the psychological services outline above for calendar years 2011 through 2013.

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BID NUMBER 2011-15
 BID NAME VEHICLE SERVICE
 BID DUE DATE OCTOBER 19, 2010 – 1:30 P.M.
 DEPARTMENT SHERIFF'S OFFICE

	POMP'S JANESVILLE WI
OIL CHANGE-FILTER, GREASE AND FLUID LEVEL CHECK PER MANUFACTURERS SPECIFICATIONS – PARTS & LABOR	\$ 23.00
TIRE ROTATION	NO CHARGE
MINOR REPAIR WORK-FLAT RATE COST	\$ 75.00
TUNE-UP COUNTY FURNISHES PARTS 6 CYLINDER – LABOR ONLY	\$ 97.50
TUNE-UP COUNTY FURNISHES PARTS 8 CYLINDER – LABOR ONLY	\$ 97.50 \$150.00 VANS & EXPEDITION
BRAKES COUNTY FURNISHES PARTS-LABOR ONLY	\$ 75.00 PER AXLE
TURN ROTORS – COST EACH	\$ 10.00
TURN DRUMS – COST EACH	\$ 10.00
TRANSMISSION & TORQUE CONVERTER FLUID & FILTER CHANGE – PARTS & LABOR	\$152.55 FLUID EXCHANGE \$ 67.95 FILTER CHANGE
FLEET PICK-UP/DELIVERY COST	NO CHARGE
PARTS DISCOUNT	25% PARTS – HOUSE / 10% DEALER
YEARS IN BUSINESS	SINCE 1939 IN WISCONSIN
STAFF & EXPERIENCE	13 STAFF WITH UP TO 40 YEARS EXPERIENCE
HOURS OF SERVICE	M-F 7:30 – 5:00 SAT 7:30 – NOON CLOSED SUNDAY
REFERENCES	SCHULTZ CAR QUEST BUMPER TO BUMPER AUTO PARTS GORDIE BOUCHER FORD ROCK COUNTY PUBLIC WORKS

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

PREPARED BY: JODI MILLIS, PURCHASING MANAGER

DEPARTMENT HEAD RECOMMENDATION: POMP'S

Sheriff Robert Spade 10-27-2010
SIGNATURE DATE

GOVERNING COMMITTEE APPROVAL:

CHAIR VOTE DATE

PURCHASING PROCEDURAL ENDORSEMENT:

CHAIR VOTE DATE

EXECUTIVE SUMMARY

Bids were solicited from qualified individuals, firms, partnerships and corporations having specific experience in vehicle tune-ups, oil changes and vehicle repairs for Rock County Sheriff's Department Fleet vehicles as needed to maintain the integrity and good running order of these vehicles. The objective of this Invitation to Bid is to enter into a one-year contract with the option to renew for two additional one-year periods, not to exceed a total of three years. The contract period will begin on January 1, 2011. Proposals will remain in effect for the 2011 -2013 calendar years. Work on this contract will consist of oil changes, tune-ups and non-warranty repairs. Bids were solicited from twelve companies involved in this type of work with only one vendor responding. The Bid was reviewed by the Sheriff's Department and by Purchasing Staff for compliance with the specifications and recommend Pomp's Tire Service as the successful vendor.

ROCK COUNTY, WISCONSIN
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BID NUMBER 2011-13
BID NAME TOWING SERVICE
BID DUE DATE OCTOBER 19, 2010 – 1:30 P.M.
DEPARTMENT SHERIFF'S OFFICE

	DAVIS CITGO JANESVILLE WI	HORNIK TOWING JANESVILLE WI
FLEET TOWING WITHIN ROCK COUNTY	57.50	65.00
FLEET TOWING OUTSIDE ROCK COUNTY	57.50	67.00
EVIDENTIARY TOWS WITHIN ROCK COUNTY	57.50	65.00
EVIDENTIARY TOWS OUTSIDE ROCK COUNTY	57.50	67.00
IMPOUND MAINTENANCE	60.00	60.00
AFTER HOURS CHARGE	15.00	10.00
YEARS IN BUSINESS	49 YEARS	7 YEARS
STAFF & EXPERIENCE	6 FULL TIME 5 PART TIME 4 YEARS – 35 YEARS EXPERIENCE	5 STAFF 6 MONTHS – 25 YEARS EXPERIENCE
HOURS OF SERVICE	24/7/365 AVAILABLE NORMAL HOURS: M-F 8:00 AM – 4:30 PM SAT 8:00 AM – 3:00 PM CLOSED SUNDAY	24/7 AVAILABLE M-F 7:00 AM – 6 PM SAT 7:00 AM – 2 PM SUN 7:00 AM – 1 PM
EQUIPMENT	10 TOW TRUCKS HEAVY DUTY MEDIUM DUTY LIGHT DUTY FLATBED	1 WRECKER 1 FLATBED GMC JIMMY
REFERENCES	GORDIE BOUCHER FORD UTZIG CARSTAR FAGAN AUTOMOTIVE	F&F TIRE TIRES PLUS CENTERWAY AUTO

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

PREPARED BY: JODI MILLIS, PURCHASING MANAGER

DEPARTMENT HEAD RECOMMENDATION: DAVIS CITGO

Sheriff Robert Spoden 10-27-2010
SIGNATURE DATE

GOVERNING COMMITTEE APPROVAL:

CHAIR VOTE DATE

PURCHASING PROCEDURAL ENDORSEMENT:

CHAIR VOTE DATE

ROCK COUNTY, WISCONSIN
FINANCE DIRECTOR

 ORIGINAL

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



PROJECT #: 2011-14
PROJECT: VEHICLE ALIGNMENT
DUE DATE: OCTOBER 19, 2010 – 1:30 P.M.
DEPARTMENT: SHERIFF'S OFFICE

	BEELINE ALIGNMENT JANESVILLE WI	POMP'S TIRE JANESVILLE WI
ALIGNMENT 2-WHEEL	\$ 44.50 - CAR	\$ 49.95 – CAR \$ 79.95 - LIGHT TRUCK
ALIGNMENT 4-WHEEL	\$ 62.50	\$ 69.95
GENERAL INSPECTION	NO CHARGE	\$ 20.00 PER VEHICLE
COMPLETE TIRE ROTATION	NO CHARGE W/BALANCING	NO CHARGE
TIRE BALANCING-PER TIRE	\$ 8.00/CAR \$9.00/TRUCK	\$ 7.00
MINOR REPAIR WORK	\$ 60.00 FLAT RATE	\$ 75.00 PER HOUR
PARTS DISCOUNT	25% PARTS STORE 5% MANUFACTURER	25% PARTS HOUSE 10% DEALER DISCOUNT
PICKUP/DELIVERY COST	WILL SUPPLY VEHICLE	NO CHARGE
YEARS IN BUSINESS	43 YEARS	SINCE 1939
STAFF/EXPERIENCE	4 STAFF 7-43 YEARS EXPERIENCE	13 STAFF 1-40 YEARS EXPERIENCE
REFERENCES	DAVIS CITGO NAPA AUTO PARTS CARQUEST AUTO PARTS	SCHULZ CAR QUEST BUMPER-TO-BUMPER GORDIE BOUCHER ROCK CO PUBLIC WORKS
HOURS OF SERVICE	M-F 8:00 AM – 5:00 PM	M-F 7:30 AM – 5 PM SAT 7:30 AM – NOON

This project was advertised in the Janesville Gazette and on the Internet. Four additional vendors were solicited that did not respond.

PREPARED BY: JODI MILLIS, PURCHASING MANAGER

DEPARTMENT HEAD RECOMMENDATION: Bee Line

Sheriff Robert Spoden
SIGNATURE

10-26-2010
DATE

GOVERNING COMMITTEE APPROVAL:

CHAIR VOTE DATE

PURCHASING PROCEDURAL ENDORSEMENT:

CHAIR VOTE DATE

EXECUTIVE SUMMARY

Bids were solicited from qualified individuals, firms, partnerships and corporations having specific experience in vehicle alignments for Rock County Sheriff's Office Fleet vehicles as needed to maintain the integrity of these vehicles. The objective of this Invitation to Bid is to enter into a one-year contract with the option to renew for two additional one-year periods, not to exceed a total of three years. The contract period will begin on January 1, 2011. Proposals will remain in effect for the 2011-2013 calendar years.

Rock County Sheriff's Department averages between 50 and 70 alignments per year on fleet vehicles. The number of alignments in any given year will vary due to mileage driven and road conditions.

Bids were solicited from six companies involved in this type of work with only two vendors responding. The Bids were reviewed by the Sheriff's Office and Purchasing Staff for compliance with the specifications and recommend Beeline Alignment as the successful vendor.