

Rock County, Wisconsin
51 South Main Street
Janesville, WI 53545
(608)757-5518



General Services
-Facilities Management
-Maintenance
-Duplicating
-Central Stores

***NOTE: Location
Change***

**GENERAL SERVICES COMMITTEE
TUESDAY, JULY 20, 2010 – 8:00 A.M.
CONFERENCE ROOM
ROCK COUNTY SHERIFF'S OFFICE**

Agenda

1. Call to Order and Approve Agenda
2. Citizen Participation
3. Approval of Minutes – July 6, 2010
4. Transfers and Appropriations
5. Bills/Encumbrances/Pre-Approved Encumbrance Amendments
 - A. Explanation of Previously Approved Roto Rooter Bill
6. Update on Statewide Smoking Ban & Review of County's No-Smoking Ordinance
7. Resolution
 - A. Reaffirming Rock County's Practice of Pursuing Cost Effective Energy Use and Environmental Stewardship
8. Purchasing Procedural Endorsement
 - A. Motor Pool Budget Purchase Authorization
9. Out-of-State Report
10. Communications, Announcements and Information
11. Updates
 - A. Jail Project
 1. Update Report
 2. Change Orders
 3. Tour
12. Adjournment

ROCK COUNTY

SUPPLEMENTAL APPROPRIATIONS - TRANSFERS

10-22

Transfer No.

Requested by General Services

7/13/10

Department Department Head

Robert Leu

Date

FROM

ACCOUNT #	DESCRIPTION	AMOUNT
18-1810-0000	63104 Printing & Duplication	5,000

TO

ACCOUNT #	DESCRIPTION	AMOUNT
18-1810-0000	62400 R&M Services	5,000

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

COMMITTEE CHAIR

File

10-22
JUL 13 2010

ROCK COUNTY TRANSFER REQUESTS

TO: FINANCE DIRECTOR

REQUESTED BY: General Services

DATE: 7/13/10

[Signature]
Department Head Signature

Department

FROM:	AMOUNT
ACCOUNT #: 18-1810-0000/63104 DESCRIPTION: Printing & Duplicating	\$5,000.00
CURRENT BALANCE: \$27,837.87 @ 6/30/10 PROVIDED BY THE FINANCE DIRECTOR <i>[Signature]</i>	
ACCOUNT #: DESCRIPTION:	
CURRENT BALANCE: \$ 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 #: 18-1810-0000/62400 DESCRIPTION: Repair&Maint. Services	\$5,000.00
ACCOUNT #: DESCRIPTION:	
ACCOUNT #: DESCRIPTION:	
ACCOUNT #: DESCRIPTION:	

REASON FOR TRANSFER - BE SPECIFIC:

The R & M Services account covers service agreements and contracts for such things as chillers, fire alarm systems, HVAC controls, trash pick-up, and so on. Locations covered include the Courthouse, Jail and UW-Rock. The estimated amount needed when the budget was prepared fell short of the actual amounts which came with the actual contracts in December.

The way it looks now, the Duplicating Account should have enough funds to cover the shortfall in this account.

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818159200-62460	BLDG SERV R&M	45,000.00 61.2%	24,850.99	2,723.92	17,425.09		
	P1000408-PO# 06/30/10 -VN#026320					9.93	
	P1000411-PO# 07/20/10 -VN#030781					298.19	
	P1000417-PO# 07/20/10 -VN#014018					189.29	
	P1000418-PO# 07/20/10 -VN#014423					32.43	
	P1000422-PO# 07/20/10 -VN#015284					20.00	
	P1002587-PO# 06/30/10 -VN#010752					231.33	
	P1002617-PO# 06/30/10 -VN#017463					125.00	
	P1002696-PO# 06/30/10 -VN#011719					40.00	
	CLOSING BALANCE				16,478.92		946.17
1818159200-62463	FIRE ALARM	16,500.00 198.9%	23,974.20	8,846.01	-16,320.21		
	P1000420-PO# 07/20/10 -VN#028010					204.18	
	P1002369-PO# 06/30/10 -VN#049197					258.00	
*** OVERDRAFT ***	TRANSFER REQUIRED						
	CLOSING BALANCE				-16,782.39		462.18
1818159200-62470	BLDG R & M	65,620.00 31.1%	20,446.05	0.01	45,173.94		
	P1000426-PO# 06/30/10 -VN#016376					20.45	
	P1000427-PO# 06/30/10 -VN#011891					13.00	
	CLOSING BALANCE				45,140.49		33.45
1818159200-63109	OTHER SUPP/EXP	45,700.00 40.1%	14,505.22	3,821.08	27,373.70		
	P1000394-PO# 06/30/10 -VN#046075					71.93	
	P1000406-PO# 06/30/10 -VN#019048					119.63	
	P1000410-PO# 07/20/10 -VN#018251					16.98	
	P1000411-PO# 07/20/10 -VN#030781					25.46	
	P1000419-PO# 07/20/10 -VN#030347					112.50	
	P1002360-PO# 06/30/10 -VN#043786					175.00	
	P1002553-PO# 06/30/10 -VN#013988					142.80	
	P1002622-PO# 06/30/10 -VN#018296					11.25	
	P1002660-PO# 07/20/10 -VN#018296					9.80	
	CLOSING BALANCE				26,688.35		685.35
1818159200-64200	TRAINING EXP	1,500.00 45.1%	677.18	0.00	822.82		
	P1002623-PO# 07/20/10 -VN#019994					135.00	
	CLOSING BALANCE				687.82		135.00

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
	HCC BLDG.COMPLEX		PROG-TOTAL-PO			2,262.15	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$2,262.15 INCURRED BY HCC BUILDING COMPLEX. 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.

GENERAL SERVICES COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

JUL 20 2010 DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
0000000001-16010	PURCHASING INVEN	0.00 100.0%	10,769.93	0.03	-10,769.96		
	P1000292-PO# 07/12/10 -VN#028070			OFFICE DEPOT		101.19	
	P1000294-PO# 07/12/10 -VN#039632			OFFICE PRO		2,342.76	
	P1000299-PO# 07/12/10 -VN#048467			STAPLES ADVANTAGE		9,797.77	
			CLOSING BALANCE		-23,011.68		12,241.72
0000000001-17100	POSTAGE METER CH	0.00 100.0%	13,575.45	100,000.00	-113,575.45		
	P1000537-PO# 07/12/10 -VN#044977			UNITED MAILING SERVICES INC		1,077.68	
			CLOSING BALANCE		-114,653.13		1,077.68
	BAL SHEET A/C		PROG-TOTAL-PO			13,319.40	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$13,319.40 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.

GENERAL SERVICES COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

JUL 20 2010 DATE _____ CHAIR

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818100000-62400	R & M SERV	93,752.00 100.6%	60,323.80	34,049.99	-621.79		
	P1000483-PO# 07/12/10 -VN#010938			ARAMARK UNIFORM SERVICES INC		64.52	
	P1000773-PO# 07/12/10 -VN#043710			ROCK DISPOSAL INC		156.99	
*** OVERDRAFT ***	TRANSFER REQUIRED			CLOSING BALANCE	-843.30		221.51
1818100000-63104	PRNT & DUPLICATI	53,800.00 50.2%	15,996.63	11,042.99	26,760.38		
	P1000294-PO# 07/12/10 -VN#039632			OFFICE PRO		2,259.43	
	P1002020-PO# 07/12/10 -VN#021556			MIDLAND PAPER		1,348.97	
				CLOSING BALANCE	23,151.98		3,608.40
1818100000-63500	R&M SUPPLIES	170,500.00 73.1%	103,346.48	21,309.07	45,844.45		
	P1000479-PO# 07/12/10 -VN#018296			AARONS LOCK AND SAFE INC		33.90	
	P1000484-PO# 07/12/10 -VN#018588			BANDT COMMUNICATIONS INC		280.00	
	P1000492-PO# 07/12/10 -VN#011824			CITY OF JAMESVILLE		400.00	
	P1000503-PO# 07/12/10 -VN#012507			ENERGETICS INC		20.24	
	P1000511-PO# 07/12/10 -VN#018251			HARRIS ACE HARDWARE		394.27	
	P1000514-PO# 07/12/10 -VN#047242			H O H WATER TECHNOLOGY INC		3,930.87	
	P1000515-PO# 07/12/10 -VN#029890			JACK AND DICKS FEED AND GARDEN		450.80	
	P1000524-PO# 07/12/10 -VN#014423			MC MASTER-CARR SUPPLY COMPANY		300.93	
	P1000525-PO# 07/12/10 -VN#014534			MENARDS		25.87	
	P1000528-PO# 07/12/10 -VN#030347			NAPA AUTO PARTS		3.32	
	P1000539-PO# 07/12/10 -VN#016104			SHERWIN WILLIAMS		255.19	
	P1000542-PO# 07/12/10 -VN#016376			STATE ELECTRICAL SUPPLY INC		435.10	
	P1000544-PO# 07/12/10 -VN#048467			STAPLES ADVANTAGE		639.25	
	P1002313-PO# 07/12/10 -VN#049330			PIEPER ELECTRIC INC		792.94	
	P1002425-PO# 07/12/10 -VN#047242			H O H WATER TECHNOLOGY INC		1,072.50	
	P1002607-PO# 07/12/10 -VN#040769			HD SUPPLY		513.90	
	P1002608-PO# 07/12/10 -VN#040769			HD SUPPLY		289.22	
				CLOSING BALANCE	36,006.15		9,838.30
1818100000-68000	COST ALLOCATIONS	-163,218.00 2.8%	-4,608.00	0.00	-158,610.00		
	P1000508-PO# 07/12/10 -VN#012879			GENERAL SERVICES PETTY CASH		25.05	
				CLOSING BALANCE	-158,635.05		25.05
	GENERAL SERVICES		PROG-TOTAL-PO			13,693.26	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$13,693.26 INCURRED BY GENERAL SERVICES. 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.

GENERAL SERVICES COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

JUL 20 2010 DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818110000-62400	R & M SERV	39,775.00	4.4%	1,117.00	670.00	37,988.00	
	P1000483-PO# 07/12/10 -VN#010938					ARAMARK UNIFORM SERVICES INC	9.00
				CLOSING BALANCE		37,979.00	9.00
1818110000-63500	R&M SUPPLIES	20,000.00	15.0%	2,182.44	820.44	16,997.12	
	P1000506-PO# 07/12/10 -VN#044398					FIRST SUPPLY LLC	318.88
	P1000544-PO# 07/12/10 -VN#048467					STAPLES ADVANTAGE	427.28
	P1002552-PO# 07/12/10 -VN#021331					LP TREE SERVICE	755.00
				CLOSING BALANCE		15,495.96	1,501.16
	GLEN OAKS OPER.			PROG-TOTAL-PO			1,510.16

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$1,510.16 INCURRED BY GLEN OAKS FACILITY 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.

GENERAL SERVICES

COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

JUL 20 2010

DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818120000-62400	R & M SERV	68,300.00 20.1%	8,680.18	5,072.45	54,547.37		
	P1000483-PO# 07/12/10 -VN#010938			ARAMARK UNIFORM SERVICES INC		6.00	
			CLOSING BALANCE		54,541.37		6.00
1818120000-63500	R&M SUPPLIES	27,000.00 83.6%	21,753.61	830.33	4,416.06		
	P1000519-PO# 07/12/10 -VN#013741			JOHNSTONE SUPPLY		10.89	
	P1000542-PO# 07/12/10 -VN#016376			STATE ELECTRICAL SUPPLY INC		108.90	
			CLOSING BALANCE		4,296.27		119.79
	JUV.DET.OPER.		PROG-TOTAL-PO			125.79	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$125.79 INCURRED BY JUV.DETENTION FACILITY OPERATN. 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.

GENERAL SERVICES COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

JUL 20 2010 DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818160000-63500	R&M SUPPLIES	27,000.00	25.9%	5,544.45	1,463.37	19,992.18	
	P1000481-PO# 07/12/10 -VN#048889					5,015.00	
	P1000524-PO# 07/12/10 -VN#014423					156.32	
	P1000544-PO# 07/12/10 -VN#048467					85.79	
					CLOSING BALANCE	14,735.07	5,257.11
		COMM.CTR.OPER.	PROG-TOTAL-PO			5,257.11	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$5,257.11 INCURRED BY COMMUNICATIONS CTR.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.

GENERAL SERVICES

COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

JUL 20 2010 DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818170000-63500	R&M SUPPLIES	13,000.00	95.1%	6,000.19	6,375.36		
					624.45		
	P1000506-PO# 07/12/10 -VN#044398					318.87	
	P1000524-PO# 07/12/10 -VN#014423					37.98	
				CLOSING BALANCE		267.60	356.85
				ADOL.SER/GUIDANC	PROG-TOTAL-PO		356.85

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$356.85 INCURRED BY ADOLESCENT SERV/GUIDANCE CTR.. 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.

GENERAL SERVICES COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

JUL 20 2010 DATE _____ CHAIR

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818370000-63500	R&M SUPPLIES	75,000.00	51.9%	35,379.97	3,576.59	36,043.44	
	P1000481-PO#	07/12/10	-VN#048889	ALL CLIMATE MECHANICAL LLC		2,305.00	
	P1000484-PO#	07/12/10	-VN#018588	BANDT COMMUNICATIONS INC		160.94	
	P1000506-PO#	07/12/10	-VN#044398	FIRST SUPPLY LLC		4.63	
	P1000511-PO#	07/12/10	-VN#018251	HARRIS ACE HARDWARE		8.98	
	P1000516-PO#	07/12/10	-VN#013597	JANESVILLE ELECTRIC MOTOR CORP		1,135.00	
				CLOSING BALANCE	32,428.89		3,614.55
	JAIL CAP IMPROV.		PROG-TOTAL-PO			3,614.55	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$3,614.55 INCURRED BY JAIL CAPITAL IMPROVEMENTS. 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.

GENERAL SERVICES

COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____

DEPT-HEAD

JUL 20 2010 DATE _____

CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818420000-67200	CAPITAL IMPROV	427,994.00	39.0%	147,616.72	19,435.00	260,942.28	
	P1001616-PO# 07/12/10 -VN#036838					670.00	
				CLOSING BALANCE		260,272.28	670.00
	CTHS FACILITY			PROG-TOTAL-PO		670.00	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$670.00 INCURRED BY COURTHOUSE FACILITY IMPROVEMEN. 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.

GENERAL SERVICES COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

JUL 20 2010 DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818430000-67200	CAPITAL IMPROV P1001610-PO# 07/12/10 -VN#039816	0.957,630.00 96.4%	9,900,085.27	664,789.01	392,755.72	6,849.00	
					CLOSING BALANCE	385,906.72	6,849.00
1818430000-67201	ARCHITECT FEES P1002584-PO# 07/12/10 -VN#015308	801,620.00 98.1%	782,361.63	4,368.85	14,889.52	1,470.75	
					CLOSING BALANCE	13,418.77	1,470.75
	U-ROCK EXPANSION		PROG-TOTAL-PO			8,319.75	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$8,319.75 INCURRED BY U-ROCK EXPANSION PROJECT. 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.

GENERAL SERVICES COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

JUL 20 2010 DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818490000-67200	CAPITAL IMPROV	1,605,267.00	66.0% 1,155,574.49	6,506,669.72	3,943,022.79		
	P1001057-PO# 07/12/10 -VN#048787			LYNN T MACDONALD INC		300.00	
				CLOSING BALANCE	3,942,722.79		300.00
	JAIL/HCC COMPLEX		PROG-TOTAL-PO			300.00	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$300.00 INCURRED BY JAIL/HCC COMPLEX PROJECT. 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.

GENERAL SERVICES COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

JUL 20 2010 DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818500000-67200	CAPITAL IMPROV	110,000.00	20.9%	0.00	23,000.00	87,000.00	
	P1001743-PO# 07/12/10 -VN#036838					ARNOLD AND O SHERIDAN INC	2,000.00
					CLOSING BALANCE	85,000.00	2,000.00
	JDC CAP.IMPROV.		PROG-TOTAL-PO				2,000.00

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$2,000.00 INCURRED BY JDC CAPITAL IMPROVEMENT. 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.

GENERAL SERVICES COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

JUL 20 2010 DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818510000-67200 ENC	CAPITAL IMPROV R1002899-PO# 07/01/10 -VN#047863	690,000.00 0.0%	0.00	0.00	690,000.00	229,400.00	
					CLOSING BALANCE	460,600.00	229,400.00
1818510000-67201	ARCHITECT FEES	0.00 100.0%	0.00	0.00	0.00		
					CLOSING BALANCE	0.00	0.00
1818519200-67201 ENC	ARCHITECT FEES R1002899-PO# 07/01/10 -VN#047863	0.00 100.0%	0.00	0.00	0.00	0.00	
					CLOSING BALANCE	0.00	0.00
	ROCK HAVEN PROJ		PROG-TOTAL-PO			229,400.00	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$229,400.00 INCURRED BY ROCK HAVEN BUILDING PROJECT. 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.

GENERAL SERVICES COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

JUL 20 2010 DATE _____ CHAIR

RESOLUTION NO. _____

AGENDA NO. _____

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

Rich Bostwick
INITIATED BY



Phil Boutwell
DRAFTED BY

County Board Staff Committee
SUBMITTED BY

7/6/2010
DATE DRAFTED

Reaffirming Rock County's Practice of Pursuing Cost Effective Energy Use and Environmental Stewardship

1 **WHEREAS**, Rock County is committed to environmental stewardship, thereby improving the quality of
2 life for its citizens; and,

3

4 **WHEREAS**, Rock County endorses a conservation ethic that personal and public commitment to
5 conservation brings about significant results; and,

6

7 **WHEREAS**, Rock County desires to educate and encourage its citizens to follow environmentally
8 friendly practices by setting the example; and,

9

10 **WHEREAS**, increased demand on traditional non-renewable energy sources have caused energy costs to
11 escalate, and these costs have become a major strain on county departmental budgets; and,

12

13 **WHEREAS**, many *current* common building materials and fixtures are energy inefficient, and advanced
14 construction techniques and materials are more readily available and have become more mainstream and
15 reduced in price; and,

16

17 **WHEREAS**, Rock County has taken numerous steps over the years to improve the efficiency of its
18 facilities, including upgrading of lighting, HVAC, boilers, windows, and insulation, as well as some of
19 its procedures; and,

20

21 **WHEREAS**, the city of Beloit has initiated a "Green Agenda" and the city of Janesville has appointed
22 the Sustainable Janesville committee; and,

23

24 **WHEREAS**, counties nationwide are taking a leadership role in promoting the "green government"
25 movement to promote cost savings, energy independence, and environmentally sustainable policies; and,

26

27 **WHEREAS**, the citizens and employees of Rock County can individually take steps to reduce energy
28 usage and protect the environment; and,

29

30 **WHEREAS**, Rock County will find it necessary in the near future to embark on plans to build or replace
31 existing facilities, and it will be in the best interest of its citizens to provide efficient and cost effective
32 structures from both a construction and operational perspective; and,

33

34 **WHEREAS**, the County may be able to save taxpayer money in the long term by incorporating more
35 energy efficient materials and techniques such as the Leadership in Energy and Environmental Design
36 principles into building construction and maintenance.

37

38 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
39 this _____ day of _____, 2010 does hereby Reaffirm Rock County's practice of pursuing cost
40 effective energy use and environmental stewardship; and,

41

42 **BE IT FURTHER RESOLVED**, that Rock County will continue to explore whether utilizing more
43 energy efficient building materials and techniques may both save money and result in more
44 environmentally friendly facilities; and,

45

46 **BE IT FURTHER RESOLVED**, that Rock County departments are requested to perform internal
47 reviews of ways to improve their energy efficiency and report back to their governing committees with
48 recommendations for new initiatives and ideas.
49

Respectfully submitted,

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzilni, Chair

Ivan Collins

Sandra Kraft, Vice Chair

Marilynn Jensen

Eva Arnold

Lou Peer

Hank Brill

Kurtis L. Yankee

Betty Jo Bussie

GENERAL SERVICES COMMITTEE

Phillip Owens, Chair

Henry Brill, Vice Chair


Ronald Combs

Jason Heidenreich

Mary Mawhinney

FISCAL NOTE:

This resolution addresses a policy issue and has no fiscal impact on Rock County operations in and by itself.


George Baltes
Internal Auditor

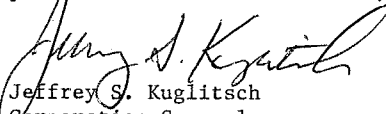
ADMINISTRATIVE NOTE:

Recommended.


Craig Knutson
County Administrator

LEGAL NOTE:

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


Jeffrey S. Kuglitsch
Corporation Counsel

RESOLUTION NO. _____

AGENDA NO. _____

RESOLUTION ROCK COUNTY BOARD OF SUPERVISORS

Public Works Committee
INITIATED BY _____



Ben Coopman, Public Works Director
DRAFTED BY _____

Public Works Committee
SUBMITTED BY _____

July 6, 2010
DATE DRAFTED _____

Motor Pool Budget Purchase Authorization

- 1 **WHEREAS**, the Rock County Board of Supervisors approves an annual budget for a
- 2 pool of vehicles used by various Rock County departments; and,
- 3
- 4 **WHEREAS**, Ewald Automotive of Oconomowoc, Wisconsin was awarded the 2010
- 5 State Contract for 4-Door Chevrolet Impalas and 4-Door Dodge Grand Caravan
- 6 Wagons; and,
- 7
- 8 **WHEREAS**, the staff of Public Works did review the State of Wisconsin bid
- 9 specifications and recommends purchasing three 2010 Chevrolet Impalas LS 4-
- 10 Door Sedans and two Dodge Grand Caravan SE 4-Door Wagons from Ewald
- 11 Automotive.
- 12
- 13 **NOW, THEREFORE, BE IT RESOLVED**, by the Rock County Board of Supervisors duly
- 14 assembled this ____ day of _____, 2010, authorizes the purchase through
- 15 the State Contract of three 2010 Chevrolet Impalas LS 4-Door Sedans for \$51,081
- 16 (\$17,027 each) and two Dodge Grand Caravan SE 4-Door Wagons for \$39,340
- 17 (\$19,670 each) from Ewald Automotive.
- 18
- 19 **BE IT FURTHER RESOLVED** that payment be made to the vendor upon receipt and
- 20 acceptance by the Public Works Director.

Respectfully submitted,

PUBLIC WORKS COMMITTEE

Purchasing Procedural Endorsement:

Kurtis Yankee, Chair

Phil Owens, Jr., Chair

Betty Jo Bussie, Vice-Chair

Vote

Date

Eva M. Arnold

David Diestler

Brent Fox

Motor Pool Budget Purchase Authorization

Page 2

FISCAL NOTE:

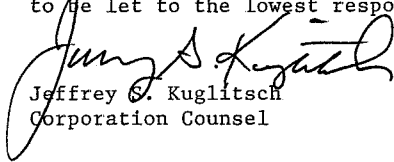
\$94,000 is included in the Motor Pool's 2010 budget, A/C 41-4290-4290-67105, for replacement motor pool vehicles.



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.



Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

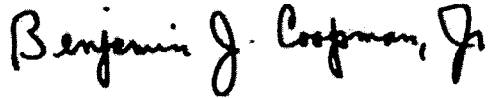


Craig Knutson
County Administrator

- Executive Summary -

The purpose of this resolution is to authorize the purchase of five replacement vehicles for the Motor Pool. The Public Works Department is purchasing off the State of Wisconsin's vehicle procurement bid. The low bidder is Ewald Automotive of Oconomowoc totaling \$90,421.

Respectfully submitted,

A handwritten signature in black ink that reads "Benjamin J. Coopman, Jr." The signature is written in a cursive style with a large, stylized initial 'B'.

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

Rock County, Wisconsin

51 South Main Street
Janesville, WI 53545



General Services

-Facilities Management
-Maintenance
-Duplicating
-Central Stores
(608)757-5518
FAX 757-5516

To: Members of the General Services Committee

Fr: Rob Leu, General Services Director

A handwritten signature in black ink, appearing to read "Rob Leu", is written over the "Fr:" line.

Date: July 13, 2010

Re: Semi-Annual Report – Attendance at Conventions/Conferences

As required by Resolution 06-9A-087, I hereby report that no one in the General Services Department attended training, conventions, or conferences where the cost exceeded \$1,000.00.

Thank You

cc: Craig Knutson, County Administrator