



General Services

- Facilities Management
- Maintenance
- Duplicating
- Central Stores

**GENERAL SERVICES COMMITTEE
TUESDAY, NOVEMBER 4, 2014 – 8:00 A.M.
CONFERENCE ROOM N-1 – FIFTH FLOOR
ROCK COUNTY COURTHOUSE-EAST**

Agenda

1. Call to Order and Approve Agenda
2. Citizen Participation
3. Approval of Minutes – October 21, 2014
4. Transfers and Appropriations
5. Bills/Encumbrances/Pre-Approved Encumbrance Amendments
6. Resolution
 - A. Authorizing Purchase of Chemistry Lab Fume Hood for UW-Rock
 - B. Awarding Contract for Weapons Screening Services at the Rock County Courthouse for 2015-2017
7. Updates
 - A. Rock Haven
 - 1) Update Report
 - B. Courthouse Windows Project
 - 1) Update
 - C. Courthouse Planters
 - 1) Update
 - D. Youth Services Center Recreation Yard
 - 1) Update
 - 2) Change Order(s)
 - E. Jail Roofing Project
 - 1) Update
 - 2) Change Order(s)
8. Communications, Announcements and Information
9. Adjournment

Please contact Marilyn at (608)757-5510 if you are going to be late or if you will not be able to attend the meeting.

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
18-1810-0000-62112	SECURITY	P1400480	09/30/2014	MIRION TECHNOLOGIES GDS INC	238.04
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	69,000.00	51,387.79	15,458.33	238.04	1,915.84
18-1810-0000-62400	R & M SERV	P1400397	10/21/2014	ARAMARK UNIFORM SERVICES INC	180.18
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	143,619.00	88,825.58	16,676.12	180.18	37,937.12
18-1810-0000-62461	ELEVATOR	P1400537	10/16/2014	STATE OF WISCONSIN	250.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	46,000.00	36,765.23	2,986.48	250.00	5,998.29
18-1810-0000-63500	R&M SUPPLIES				
		P1400394	10/10/2014	AARONS LOCK AND SAFE INC	70.60
		P1400401	10/15/2014	BELOIT FIRE PROTECTION COMPANY	246.50
		P1400402	10/10/2014	BJ ELECTRIC SUPPLY INC	1,061.84
		P1400408	10/15/2014	DE VERE COMPANY INC	459.57
		P1400412	10/14/2014	ENERGETICS INC	19.84
		P1400417	10/13/2014	GRAINGER PARTS	42.72
		P1400423	09/25/2014	HOME DEPOT/GEFC	235.79
		P1400425	10/10/2014	JACK AND DICKS FEED AND GARDEN	1,009.40
		P1400476	10/13/2014	JANESVILLE WINSUPPLY COMPANY	235.05
		P1400524	10/22/2014	NAPA AUTO PARTS	50.64
		P1400536	10/13/2014	SHERWIN WILLIAMS	118.76
		P1400538	10/08/2014	STAPLES ADVANTAGE	256.68
		P1401457	10/14/2014	PUR CHEM LLC	760.00
		P1403320	10/03/2014	GORDIE BOUCHER FORD LINCOLN ME	653.65
		P1403420	10/16/2014	CONSOLIDATED PLASTICS COMPANY	2,788.13
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	230,000.00	277,519.41	234,416.88	8,009.17	(289,945.46)
GENERAL SERVICES PROG TOTAL				8,677.39	
18-1811-0000-63500	R&M SUPPLIES	P1400427	10/08/2014	JOHNSON CONTROLS INC	1,944.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	20,000.00	26,401.10	26,483.35	1,944.00	(34,828.45)
GLEN OAKS FACILITY OPERATION PROG TOTAL				1,944.00	
18-1812-0000-63500	R&M SUPPLIES				
		P1400394	10/10/2014	AARONS LOCK AND SAFE INC	11.50
		P1400415	10/15/2014	FIRST SUPPLY LLC	6.92

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
		P1400417	10/06/2014	GRAINGER PARTS	1,246.24
		P1400478	10/14/2014	MENARDS	3.97
		P1400528	10/10/2014	PIEPER ELECTRIC INC	435.00
		P1403421	09/10/2014	FAITH TECHNOLOGIES	170.00
		P1403422	08/29/2014	STANLEY CONVERGENT SECURITY SC	1,164.00
		P1403423	09/24/2014	STANLEY CONVERGENT SECURITY SC	168.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	22,000.00	8,473.40	6,569.00	3,205.63	3,751.97
YOUTH SERVICES CENTER PROG TOTAL				3,205.63	
18-1816-0000-62400	R & M SERV				
		P1400397	10/21/2014	ARAMARK UNIFORM SERVICES INC	36.06
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	26,000.00	23,072.99	291.00	36.06	2,599.95
18-1816-0000-63500	R&M SUPPLIES				
		P1400415	10/14/2014	FIRST SUPPLY LLC	33.64
		P1400476	10/07/2014	JANESVILLE WINSUPPLY COMPANY	2,160.16
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	20,000.00	8,956.74	5,852.76	2,193.80	2,996.70
COMMUNICATIONS CTR.OPERATION PROG TOTAL				2,229.86	
18-1817-0000-62400	R & M SERV				
		P1400397	10/21/2014	ARAMARK UNIFORM SERVICES INC	31.56
		P1403418	10/10/2014	SAFEWAY PEST CONTROL	23.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	39,117.00	37,860.10	109.00	54.56	1,093.34
18-1817-0000-63500	R&M SUPPLIES				
		P1400412	10/15/2014	ENERGETICS INC	39.76
		P1400417	10/15/2014	GRAINGER PARTS	65.35
		P1400478	10/14/2014	MENARDS	25.94
		P1400524	10/13/2014	NAPA AUTO PARTS	4.62
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	17,000.00	13,188.23	12,960.75	135.67	(9,284.65)
DIVERSION PROG/ASC PROG TOTAL				190.23	
18-1837-0000-63500	R&M SUPPLIES				
		P1400402	10/10/2014	BJ ELECTRIC SUPPLY INC	19.37
		P1400412	10/07/2014	ENERGETICS INC	4,497.24
		P1400414	10/02/2014	FERGUSON ENTERPRISES INC	225.88
		P1400423	09/25/2014	HOME DEPOT/GECF	75.36
		P1400476	10/09/2014	JANESVILLE WINSUPPLY COMPANY	811.00

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
		P1403438	10/21/2014	SENTRY SECURITY FASTENERS INC	742.50
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	108,499.00	47,128.33	4,109.99	6,371.35	50,889.33
18-1837-0000-67200	CAPITAL IMPROV				
		P1403104	10/10/2014	AUDIO ENGINEERING INC	1,650.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	419,321.00	178,409.25	170,936.75	1,650.00	68,325.00
JAIL CAPITAL IMPROVEMENTS PROG TOTAL				8,021.35	
18-1842-0000-67200	CAPITAL IMPROV				
		P1402587	10/06/2014	KJWW ENGINEERING CONSULTANTS	5,670.00
		P1402628	10/06/2014	KJWW ENGINEERING CONSULTANTS	4,300.00
		P1403410	10/13/2014	BLUEPRINT SHOPPE,THE	54.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	719,521.00	226,062.00	33,147.56	10,024.00	450,287.44
COURTHOUSE FACILITY PROJECT PROG TOTAL				10,024.00	
18-1849-0000-67200	CAPITAL IMPROV				
		P1402588	09/08/2014	KJWW ENGINEERING CONSULTANTS	5,670.00
		P1403410	10/13/2014	BLUEPRINT SHOPPE,THE	54.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	555,251.00	5,152.80	25,597.86	5,724.00	518,776.34
JAIL/HCC COMPLEX PROJECT PROG TOTAL				5,724.00	
18-1850-0000-67200	CAPITAL IMPROV				
		P1402047	10/13/2014	CGC INC	3,372.92
		P1403318	10/06/2014	HOME DEPOT/GEFC	768.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	516,000.00	270,475.87	194,872.43	4,140.92	46,510.78
YSC CAPITAL IMPROVEMENT PROG TOTAL				4,140.92	

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
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I have examined the preceding bills and encumbrances in the total amount of **\$44,157.38**

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 Finance Committee and County Board.

B. Bills under \$10,000 to be paid.

C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **NOV 04 2014**

Dept Head _____

Committee Chair _____

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
18-1815-0000-63500	R&M SUPPLIES	P1400227	10/15/2014	FIRST SUPPLY MADISON LLC	37.91	
		P1400232	10/20/2014	HOME DEPOT/GECF	63.78	
		P1400239	10/22/2014	MENARDS	80.34	
		P1400240	10/16/2014	NAPA AUTO PARTS	94.54	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance	
	46,850.00	39,352.68	29,039.07	276.57	(21,818.32)	
18-1815-0000-64200	TRAINING EXP	P1402355	10/09/2014	HAMPTON INN	402.00	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance	
	5,150.00	3,592.00	140.00	402.00	1,016.00	
HCC BUILDING COMPLEX PROG TOTAL				678.57		

I have examined the preceding bills and encumbrances in the total amount of **\$678.57**
 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 Finance Committee and County Board.
 B. Bills under \$10,000 to be paid.
 C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **NOV 04 2014**

Dept Head _____

Committee Chair _____

PURCHASE ORDER NUMBER P1402042 PEID 034667

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 e-mail to Susan Balog in Accounting (balog@co.rock.wi.us), Cheryl Mikrut in Accounting (mikrut@co.rock.wi.us) **and** Jodi Millis in Purchasing (jodi@co.rock.wi.us). Susan or Cheryl will forward on 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).

DATE 10/29/14

DEPARTMENT GENERAL SERVICES

COMMITTEE GENERAL SERVICES

VENDOR NAME CORPORATE CONTRACTORS INC

ACCOUNT NUMBER 18-1850-0000-67200

FUNDS DESCRIPTION YSC REC YARD PROJECT

AMOUNT OF INCREASE \$ 5,643.20

INCREASE FROM \$ 444,949.00 TO \$ 450,592.20

ACCOUNT BALANCE AVAILABLE \$ 46,510.78 SB 10/29/14

REASON FOR AMENDMENT \$4,821.00 - WALL/FENCE CONNECTION

\$600.00 - SOD

\$222.20 - RECEPTACLE

APPROVALS

GOVERNING COMMITTEE _____
Chair _____ Date _____

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

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

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

General Services Committee
INITIATED BY



Robert Leu
DRAFTED BY

General Services Committee
SUBMITTED BY

October 23, 2014
DATE DRAFTED

Authorizing Purchase of Chemistry Lab Fume Hood for UW-Rock

- 1 **WHEREAS**, a fire in a fume hood, in the chemistry lab, in Williams Hall destroyed the fume hood and
- 2 adjacent ductwork; and,
- 3
- 4 **WHEREAS**, Campus staff extinguished the fire within the confines of the hood; and,
- 5
- 6 **WHEREAS**, installation of the replacement fume hood needs to take place in January, when the campus
- 7 is on winter break; and,
- 8
- 9 **WHEREAS**, due to a possible 14 week lead time for delivery, the County Administrator, on October 22,
- 10 2014, felt it was in the best interest of the county to place the order for the fume hood without delay, as
- 11 provided for under section 2.218(2) of the Rock County Purchasing Ordinance; and,
- 12
- 13 **WHEREAS**, the County's property insurance will cover the cost of the hood and related costs, minus the
- 14 \$2,500 deductible.
- 15
- 16 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
- 17 this _____ day of _____, 2014, hereby confirms the ordering of a Hamilton Scientific 8 foot
- 18 Pioneer Fume Hood from Haldeman Homme, Inc. for \$17,870 under pricing and terms set forth under
- 19 UW Madison Contract #13-5763.H.H.FEIN 41-0733913; and,
- 20
- 21 **BE IT FURTHER RESOLVED**, that payment be made upon approval of the General Services
- 22 Committee.

Respectfully submitted,

General Services Committee:

Henry Brill, Chair

Jason Heidenreich, Vice Chair

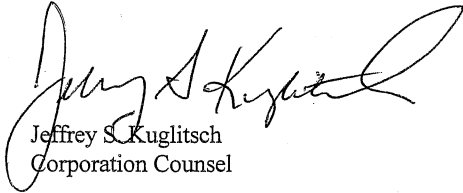
Tom Brien

Edwin Nash

Jeremy Zajac

LEGAL NOTE:


The County Board is authorized to take this action pursuant to Secs. 59.01 and 59.52(6), Wis. Stats. The County Administrator's actions are allowed pursuant to the Rock County Purchasing Ordinance.



Jeffrey S. Kuglitsch
Corporation Counsel

FISCAL NOTE:

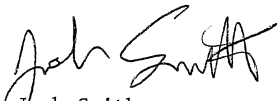
Sufficient appropriation authority is available in the UW-Rock capital account, 18-1843-0000-67200, for the cost of the fume hood and repairs. The costs, minus the \$2,500 deductible, will be reimbursed by insurance.



Sherry Oja
Finance Director

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith
County Administrator

Executive Summary

Authorizing Purchase of Chemistry Lab Fume Hood

A chemical fire occurred in a fume hood in the Chemistry Lab on the UW-Rock Campus. The fire destroyed the fume hood and ductwork. Staff extinguished the fire, and no one was injured.

The Campus would like the fume hood installed before the spring semester starts January 26th. Because of a possible 14 week lead time for delivery, County Administrator Josh Smith felt it was in the best interest of the County to place the order for the fume hood without delay, as allowed for under Section 2.218(2) of the County's Purchasing Ordinance. The order was placed October 24th.

The County's Property Insurance will cover the cost of the hood and associated costs, less the \$2,500 County deductible.

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

General Services Committee
INITIATED BY



Robert Leu
DRAFTED BY

General Services Committee
SUBMITTED BY

October 21, 2014
DATE DRAFTED

**Awarding Contract for Weapons Screening Services at the Rock County
Courthouse for 2015-2017**

- 1 **WHEREAS**, in October, 1993, the County Board passed a resolution endorsing the concept plan for the
- 2 Courthouse addition, including placement of the weapons screening station on the second floor; and,
- 3
- 4 **WHEREAS**, the County contracts with a private company to provide weapons screening at the
- 5 Courthouse; and,
- 6
- 7 **WHEREAS**, specifications were prepared, and bids solicited for 2015, 2016, and 2017.
- 8
- 9 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
- 10 this _____ day of _____, 2014, that a contract for weapons screening at the Courthouse be
- 11 awarded to the low bidder, JBM Patrol, from Madison, based on the terms and conditions set forth in the
- 12 Contract, and Invitation to Bid #2015-05, for years 2015, 2016, 2017, at \$64,504.00, 65,780.00 and
- 13 \$67,100.00 respectively.

Respectfully submitted,

General Services Committee:

Henry Brill, Chair

Jason Heidenreich, Vice Chair

Tom Brien

Edwin Nash

Jeremy Zajac

FISCAL NOTE:

Sufficient funding has been included in the 2015 budget and will need to be included in future budgets for the cost of this contract.

Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to Secs. 59.01 and 59.51, Wis. Stats. In addition, Sec. 59.52(29), Wis. Stats. requires the project to be let to the lowest responsible bidder.

ADMINISTRATIVE NOTE:

Recommended.

Josh Smith
County Administrator

Jeffrey S. Kuglitsch
Corporation Counsel

Executive Summary

Weapons Screening Services at Courthouse

The resolution before you awards the three-year contract for weapons screening services to JBM Patrol of Madison, WI. Five bids were received, JBM Patrol held the contract back in 2009, 2010, and 2011 and performed as required in the specifications.

Coverage at the screening station will be:

One Person 7:15 – 3:15 M-Th

One Person 7:15 - 1:15 F

One Person 7:15 – 5:15 M-F

This totals 4,400 hours.

The cost to staff the screening station for 2015, will be \$64,504.00 as bid. An additional \$2,500.00 is budgeted to cover authorized overtime for screening personnel when court proceedings go past 5:15.

Under the contract, the contractor agrees to hire graduates of a professional police academy with at least one-year experience as an active sworn officer, a retired sworn officer, or an inactive officer. The contract also contains language that allows the County to terminate the contract upon a 30 day written notice, and has the right to increase or decrease the hours of service should the need exist.



BID SUMMARY FORM

PROJECT NUMBER #2015-05
PROJECT NAME WEAPONS SCREENING
BID DUE DATE OCTOBER 9, 2014 – 1:30 P.M.
DEPARTMENT GENERAL SERVICES

	JBM PATROL MADISON WI	SECURATEX OAK BOOK TERRACE IL	WATSON ROCKTON IL	GLOBAL DAVENPORT IA	G4S MILWAUKEE WI
2015 HOURLY RATE-GUARD	14.66	14.95	15.03	16.26	32.41
2015 HOURLY RATE-SUPERVISOR	14.66	14.95	15.03	17.61	36.50
2015 OT RATE-GUARD	14.66	14.95	15.03	24.38	36.00
2015 OT RATE-SUPERVISOR	14.66	14.95	15.03	26.42	42.00
2015 CONTRACT - 4,440 HOURS	\$ 64,504.00	\$ 66,378.00	\$ 66,733.20	\$ 75,002.40	NOT LISTED
2016 HOURLY RATE-GUARD	14.95	15.25	15.48	16.26	33.22
2016 HOURLY RATE-SUPERVISOR	14.95	15.25	15.48	17.61	37.41
2016 OT RATE-GUARD	14.95	15.25	15.48	24.38	36.00
2016 OT RATE-SUPERVISOR	14.95	15.25	15.48	26.42	42.00
2016 CONTRACT - 4,440 HOURS	\$ 65,780.00	\$ 67,710.00	\$ 68,731.20	\$ 75,002.40	NOT LISTED
2017 HOURLY RATE-GUARD	15.25	15.25	15.79	16.75	34.05
2017 HOURLY RATE-SUPERVISOR	15.25	15.25	15.79	18.14	38.35
2017 OT RATE-GUARD	15.25	15.25	15.79	25.11	36.00
2017 OT RATE-SUPERVISOR	15.25	15.25	15.79	27.21	42.00
2017 CONTRACT - 4,440 HOURS	\$ 67,100.00	\$ 67,710.00	\$ 70,107.60	\$ 77,261.20	NOT LISTED
TOTAL 3 YEARS	\$ 197,384.00	\$ 201,798.00	\$ 205,572.00	\$ 227,266.00	NOT LISTED

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

PREPARED BY: Jodi L. Millis
Purchasing Manager

DEPARTMENT HEAD RECOMMENDATION: Low Bid - JBM Patrol



10/21/14

Signature Date

GOVERNING COMMITTEE APPROVAL:

Chair

Vote Date

Nieman Central Wisconsin Roofing Co., Inc.
 N2599 24th Avenue
 Lyndon Station, WI 53944
 608-666-3342

PROPOSAL

Proposal Date: 9/23/2014

Project: North

Attention:

Rock County General Services
 Rock County Court House
 51 South Main Street
 Janesville, WI 53545

Description	Rate
Rock County Jail North Wing Roof Replacement Provide labor and materials to replace roof area on north wing. Tear off existing EPDM and metal flashing Install 1/2" HD board and fully adhered 60mil EPDM and flashing.	7,215.00
North Wing Entrance Roof Replacement Provide labor and materials to replace north wing entrance roof. Remove existing ballast, EPDM and metal flashing. Install new 1 1/2" Poly Iso and 60mil EPDM and new metal flashing.	2,210.00
**Both roof areas will be put on new 10 year warranty for the current project at Rock Co. Jail Roof Replacement.	

* Approved by GS Committee
 10/21/14

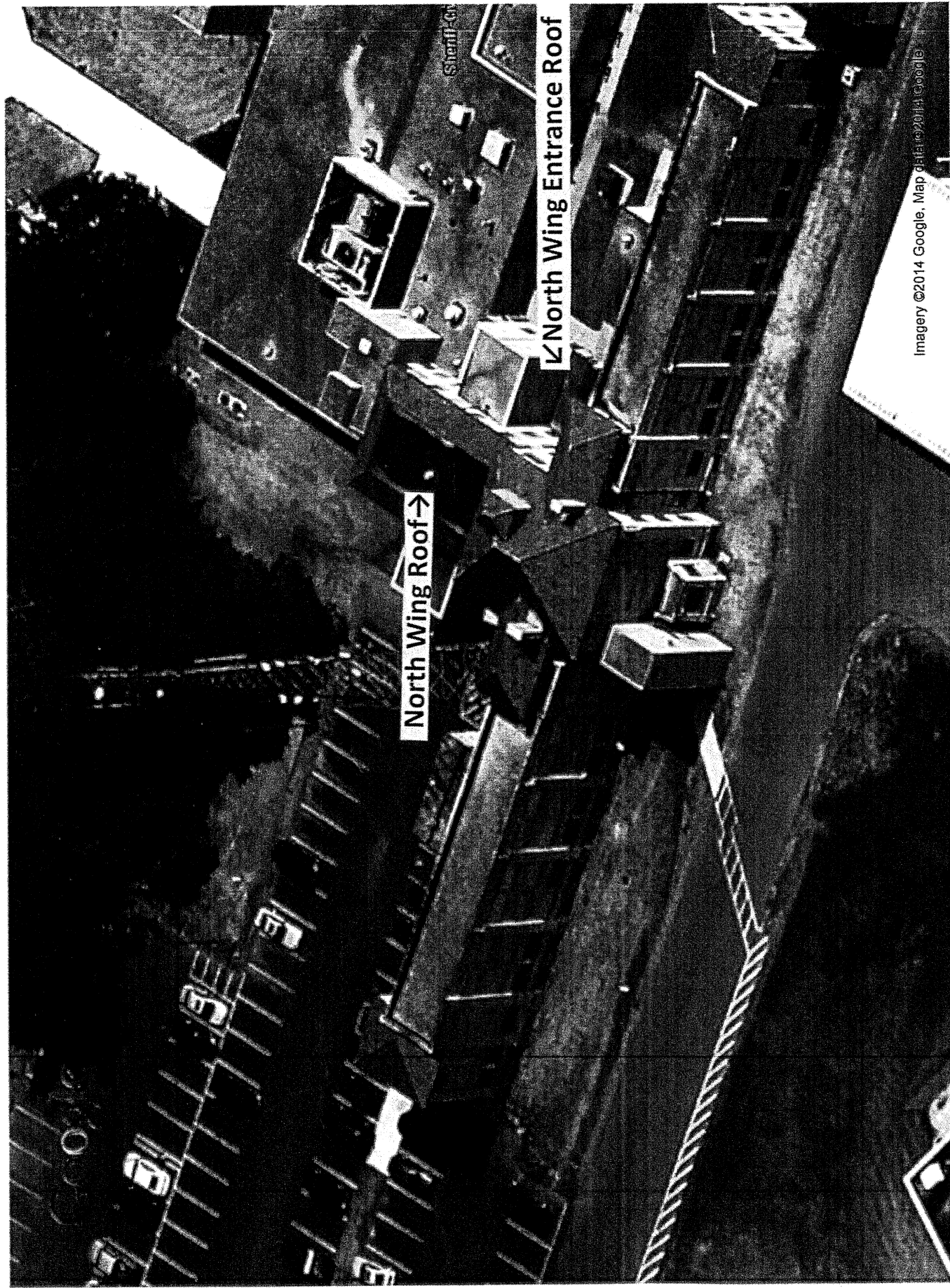
Total \$9,425.00

SIGNATURE



DATE

10/22/14



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