

Rock County, Wisconsin

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



General Services

-Facilities Management
-Maintenance

**GENERAL SERVICES COMMITTEE
TUESDAY, JANUARY 17, 2017 – 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 – January 3, 2017
4. Transfer
5. Review of Payments
6. Update and Discussion on Courthouse Security Phase II Presentation (Potter Lawson) and Courthouse Employee Security Survey
7. Discussion of Tour Dates for Various Building Locations
8. Resolutions
 - A. Awarding Contract for Carpet Replacement at the Rock County Courthouse
 - B. Authorizing Rock County Department of Public Works to Replace Asphalt Parking Lots at Job Center, Public Works Garage, Airport and Crack Seal Other Rock County Owned Facilities Parking Lots as Needed
9. Committee Endorsement
 - A. Facilities Superintendents Taking County Truck Home at Night
10. Communications, Announcements and Information
11. 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.

COMMITTEE REVIEW REPORT
FOR THE MONTH OF DECEMBER 2016

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
00-0000-0001-17000	PREPAID BUDGET I				
		P1603296	12/07/2016	BLACKHAWK TECHNICAL COLLEGE	102.26
		P1603322	12/01/2016	WISCONSIN DEPARTMENT OF	150.00
GENERAL FUND PROG TOTAL					252.26

I have reviewed the preceding payments in the total **\$252.26**

Date: _____ Dept _____
Committee _____

COMMITTEE REVIEW REPORT
FOR THE MONTH OF DECEMBER 2016

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
18-1810-0000-62112	SECURITY	P1600097	12/01/2016	JBM PATROL AND PROTECTION CORP	5,189.64
18-1810-0000-62160	CLEANING CONTRAC	P1600096	11/25/2016	DIVERSIFIED BUILDING MAINTENAN	11,225.00
18-1810-0000-62400	R & M SERV	P1600101	12/02/2016	SAFEWAY PEST CONTROL	45.00
		P1600322	11/15/2016	ARAMARK UNIFORM SERVICES INC	177.62
		P1601233	12/01/2016	SGTS INC	1,441.13
		P1603329	12/07/2016	PER MAR SECURITY SERVICES	52.80
18-1810-0000-62461	ELEVATOR	P1600366	10/27/2016	STATE OF WISCONSIN	450.00
18-1810-0000-63100	OFC SUPP & EXP	P1602147	11/22/2016	STAPLES BUSINESS ADVANTAGE	11.48
18-1810-0000-63500	R&M SUPPLIES	P1600321	11/30/2016	AARONS LOCK AND SAFE INC	35.59
		P1600324	11/10/2016	BATTERIES PLUS LLC	79.80
		P1600326	11/10/2016	BJ ELECTRIC SUPPLY INC	1,645.43
		P1600339	12/05/2016	FIRST SUPPLY LLC	123.28
		P1600341	11/24/2016	HARRIS ACE HARDWARE LLP	168.42
		P1600342	12/13/2016	HOME DEPOT/GECF	240.01
		P1600344	11/28/2016	JACK AND DICKS FEED AND GARDEN	600.74
		P1600347	11/23/2016	JF AHERN COMPANY	500.00
		P1600350	11/14/2016	JOHNSTONE SUPPLY	519.28
		P1600353	11/15/2016	MC MASTER-CARR SUPPLY COMPANY	63.48
		P1600359	12/13/2016	PORTERS LAWN AND POWER	24.67
		P1600360	11/08/2016	PUR CHEM LLC	350.00
		P1600364	11/09/2016	SHERWIN WILLIAMS	57.58
		P1600372	11/22/2016	DP ELECTRONIC RECYCLING INC	236.20
		P1602825	11/15/2016	POMPS TIRE SERVICE INC	2,120.91
		P1603133	12/15/2016	COUNTRY GLASS INC	500.00
		P1603159	12/12/2016	CONWAY,ERIC	50.00
				FACILITIES MGMNT PROG TOTAL	25,908.06
18-1811-0000-62160	CLEANING CONTRAC	P1600096	11/25/2016	DIVERSIFIED BUILDING MAINTENAN	1,449.67
18-1811-0000-62400	R & M SERV	P1600101	12/02/2016	SAFEWAY PEST CONTROL	25.00
18-1811-0000-63500	R&M SUPPLIES	P1600339	12/02/2016	FIRST SUPPLY LLC	61.50
		P1600353	11/10/2016	MC MASTER-CARR SUPPLY COMPANY	40.49
		P1600363	11/07/2016	REINDERS INC	133.34
		P1602825	11/14/2016	POMPS TIRE SERVICE INC	1,976.10
18-1811-0000-67200	CAPITAL IMPROV	P1601197	11/15/2016	RH BATTERMAN AND COMPANY INC	412.80
		P1602504	12/01/2016	MADDRELL EXCAVATING LLC	10,860.00
				GLEN OAKS FACILITY OPERATION PROG TOTAL	14,958.90

COMMITTEE REVIEW REPORT
FOR THE MONTH OF DECEMBER 2016

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
18-1812-0000-62160	CLEANING CONTRAC				
		P1600096	11/25/2016	DIVERSIFIED BUILDING MAINTENAN	1,022.42
18-1812-0000-62400	R & M SERV				
		P1600101	12/02/2016	SAFEWAY PEST CONTROL	30.00
		P1600322	11/15/2016	ARAMARK UNIFORM SERVICES INC	74.67
		P1600700	11/01/2016	STANLEY CONVERGENT SECURITY	208.50
		P1602775	12/06/2016	LA FORCE HARDWARE AND	2,099.00
		P1603150	11/01/2016	STANLEY CONVERGENT SECURITY	391.50
18-1812-0000-63500	R&M SUPPLIES				
		P1600348	11/10/2016	JOHNSON CONTROLS INC	579.18
		P1600354	12/02/2016	MENARDS	111.83
YOUTH SERVICES CENTER PROG TOTAL					4,517.10
18-1816-0000-62160	CLEANING CONTRAC				
		P1600096	11/25/2016	DIVERSIFIED BUILDING MAINTENAN	1,476.34
18-1816-0000-62400	R & M SERV				
		P1600101	12/02/2016	SAFEWAY PEST CONTROL	26.00
18-1816-0000-63500	R&M SUPPLIES				
		P1600340	11/14/2016	GRAINGER	46.02
		P1600362	11/15/2016	R E MICHEL COMPANY	1,339.81
		P1602147	11/22/2016	STAPLES BUSINESS ADVANTAGE	158.71
		P1603294	12/05/2016	ARCHAMBAULT ASPHALT SEALING	1,625.00
18-1816-0000-67200	CAPITAL IMPROV				
		P1601197	11/15/2016	RH BATTERMAN AND COMPANY INC	1,627.52
		P1602504	12/01/2016	MADRELL EXCAVATING LLC	55,661.50
COMMUNICATIONS CTR. OPERATION PROG TOTAL					61,960.90
18-1817-0000-62160	CLEANING CONTRAC				
		P1600096	11/25/2016	DIVERSIFIED BUILDING MAINTENAN	966.67
18-1817-0000-62400	R & M SERV				
		P1600101	12/02/2016	SAFEWAY PEST CONTROL	46.00
		P1600322	11/29/2016	ARAMARK UNIFORM SERVICES INC	49.78
18-1817-0000-63500	R&M SUPPLIES				
		P1600329	12/01/2016	CITY OF JANESVILLE	25.00
		P1600342	12/13/2016	HOME DEPOT/GECF	1,830.58
		P1600354	11/23/2016	MENARDS	87.56
		P1600359	12/07/2016	PORTERS LAWN AND POWER	112.45
		P1600364	11/18/2016	SHERWIN WILLIAMS	82.76
		P1603164	11/23/2016	SERVPRO	16,735.36
		P1603276	11/11/2016	ROCK COUNTY APPLIANCE PARTS AN	100.00
DIVERSION PROG/ASC PROG TOTAL					20,036.16
18-1818-0000-62160	CLEANING CONTRAC				
		P1600096	11/25/2016	DIVERSIFIED BUILDING MAINTENAN	3,679.17
		P1600334	11/25/2016	DIVERSIFIED BUILDING MAINTENAN	1,616.00
18-1818-0000-62400	R & M SERV				
		P1600101	12/02/2016	SAFEWAY PEST CONTROL	35.00

COMMITTEE REVIEW REPORT
FOR THE MONTH OF DECEMBER 2016

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
		P1600322	11/15/2016	ARAMARK UNIFORM SERVICES INC	241.50
		P1600866	10/31/2016	ADVANCED DISPOSAL SERVICES	345.00
		P1602684	12/19/2016	CONGRESS GLASS INC	2,133.49
		P1602917	10/20/2016	HALVERSON CARPET CENTER LTD	438.00
18-1818-0000-62461	ELEVATOR				
		P1600366	10/27/2016	STATE OF WISCONSIN	150.00
18-1818-0000-63500	R&M SUPPLIES				
		P1600323	11/23/2016	BADGER STATE INDUSTRIES	140.27
		P1600325	12/05/2016	BELOIT FIRE PROTECTION COMPANY	105.00
		P1600326	11/22/2016	BJ ELECTRIC SUPPLY INC	694.08
		P1600330	11/10/2016	COLLINS SANITARY	1,392.20
		P1600331	12/01/2016	CONGRESS GLASS INC	10.00
		P1600336	11/30/2016	ENERGETICS INC	1,026.71
		P1600339	11/15/2016	FIRST SUPPLY LLC	68.82
		P1600344	11/07/2016	JACK AND DICKS FEED AND GARDEN	1,201.48
		P1600345	12/01/2016	JANESVILLE ELECTRIC MOTOR CORP	334.76
		P1600351	11/15/2016	PROCESS AND MECHANICAL	1,348.32
		P1600354	10/13/2016	MENARDS	218.39
		P1600364	11/11/2016	SHERWIN WILLIAMS	1,712.50
		P1602077	11/22/2016	SGTS INC	2,286.50
		P1602689	08/16/2016	HONEYWELL INC	1,066.64
		P1603134	10/12/2016	SAFEWAY PEST CONTROL	14.95
		P1603272	11/15/2016	A AND A SHEET METAL WORKS INC	281.00
		P1603275	10/31/2016	LAKESIDE INTERNATIONAL TRUCKS	1,644.91
		P1603325	12/05/2016	JP MORGAN CHASE BANK NA	119.96
				JAIL PROG TOTAL	22,304.65
18-1819-0000-62400	R & M SERV				
		P1600094	11/01/2016	JF AHERN COMPANY	250.00
18-1819-0000-62461	ELEVATOR				
		P1603285	11/22/2016	NATIONAL ELEVATOR INSPECTION S	356.00
18-1819-0000-63500	R&M SUPPLIES				
		P1600324	12/08/2016	BATTERIES PLUS LLC	6,746.10
		P1600340	11/09/2016	GRAINGER	438.76
		P1600369	11/02/2016	TRANE COMPANY	324.50
		P1603274	11/10/2016	THIELE HEATING AND AIR CONDITI	100.00
		P1603286	11/11/2016	BOWERS SEWER AND DRAIN	125.00
		P1603311	11/29/2016	OTIS ELEVATOR COMPANY	592.50
				UW-ROCK COUNTY PROG TOTAL	8,932.86
18-1820-0000-62160	CLEANING CONTRAC				
		P1600096	11/25/2016	DIVERSIFIED BUILDING MAINTENAN	200.42
18-1820-0000-62400	R & M SERV				
		P1600101	11/18/2016	SAFEWAY PEST CONTROL	40.00
18-1820-0000-63500	R&M SUPPLIES				
		P1600331	12/02/2016	CONGRESS GLASS INC	172.50
		P1600364	11/11/2016	SHERWIN WILLIAMS	1,266.20

FOR THE MONTH OF DECEMBER 2016

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
18-1820-0000-64911	CLEARING ACCT	P1600096	11/25/2016	DIVERSIFIED BUILDING MAINTENAN	1,006.26
		P1600101	11/18/2016	SAFEWAY PEST CONTROL	40.00
		P1600824	11/23/2016	HENDRICKS COMMERCIAL	8,812.38
18-1820-0000-65321	BLDG/OFC LEASE	P1600824	11/23/2016	HENDRICKS COMMERCIAL	2,067.10
		ECLIPSE CENTER PROG TOTAL			
18-1821-0000-62400	R & M SERV	P1600322	11/11/2016	ARAMARK UNIFORM SERVICES INC	71.60
		P1603262	11/29/2016	MAKE LLC	554.62
18-1821-0000-63500	R&M SUPPLIES	P1600321	11/15/2016	AARONS LOCK AND SAFE INC	7.96
		P1600340	11/30/2016	GRAINGER	114.26
		P1600341	11/24/2016	HARRIS ACE HARDWARE LLP	117.34
		P1600342	12/13/2016	HOME DEPOT/GECF	199.00
		P1603079	11/05/2016	CONCRETE REPAIR WORKS	254.65
18-1821-0000-67200	CAPITAL IMPROV	P1601197	11/15/2016	RH BATTERMAN AND COMPANY INC	1,144.68
		P1601679	11/28/2016	ANGUS YOUNG ASSOCIATES INC	135.00
		P1601828	11/28/2016	ANGUS YOUNG ASSOCIATES INC	735.00
		P1602504	12/01/2016	MADRELL EXCAVATING LLC	37,608.50
		P1602544	12/06/2016	IBC ENGINEERING SERVICES INC	6,600.00
JOB CENTER PROG TOTAL				47,542.61	
18-1837-0000-67200	CAPITAL IMPROV	P1601732	11/17/2016	HALVERSON CARPET CENTER LTD	6,136.00
		P1601827	11/07/2016	KJWW ENGINEERING CONSULTANTS	4,625.00
		P1602710	11/25/2016	HONEYWELL INC	4,957.62
		P1602755	11/17/2016	HALVERSON CARPET CENTER LTD	4,254.00
		P1602923	11/17/2016	HALVERSON CARPET CENTER LTD	950.00
JAIL CAPITAL IMPROVEMENTS PROG TOTAL				20,922.62	
18-1842-0000-67200	CAPITAL IMPROV	P1602709	12/15/2016	COUNTRY GLASS INC	57,000.00
		P1602712	11/22/2016	DISTINCTIVE ROOFING INC	91,665.00
		COURTHOUSE FACILITY PROJECT PROG TOTAL			
18-1843-0000-67200	CAPITAL IMPROV	P1602010	11/15/2016	RH BATTERMAN AND COMPANY INC	1,535.50
		U-ROCK EXPANSION PROJECT PROG TOTAL			
18-1849-0000-67200	CAPITAL IMPROV	P1602504	12/01/2016	MADRELL EXCAVATING LLC	114,472.61
		P1602505	11/15/2016	RH BATTERMAN AND COMPANY INC	1,925.00
		P1602607	11/28/2016	ANGUS YOUNG ASSOCIATES INC	4,026.12

COMMITTEE REVIEW REPORT
FOR THE MONTH OF DECEMBER 2016

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
		P1602711	11/30/2016	MALY ROOFING CO INC	82,400.00
		P1602799	11/28/2016	ANGUS YOUNG ASSOCIATES INC	99.62
		HCC COMPLEX PROJECT PROG TOTAL			202,923.35
18-1850-0000-67200	CAPITAL IMPROV				
		P1602711	12/19/2016	MALY ROOFING CO INC	43,833.00
		YSC CAPITAL IMPROVEMENT PROG TOTAL			43,833.00
18-1855-0000-67200	CAPITAL IMPROV				
		P1503213	11/14/2016	MEAD AND HUNT INC	15,049.10
		P1601971	10/31/2016	SAMUELS GROUP,THE	34,840.00
		P1602506	12/15/2016	MEAD AND HUNT INC	3,895.00
		COURTHOUSE SECURITY SYSTEM PROG TOTAL			53,784.10
18-1856-0000-67200	CAPITAL IMPROV				
		P1603217	11/28/2016	ANGUS YOUNG ASSOCIATES INC	1,579.50
		JOB CENTER BUILDING PROG TOTAL			1,579.50

I have reviewed the preceding payments in the total \$693,009.17

Date: _____ Dept _____

Committee _____

COMMITTEE REVIEW REPORT
FOR THE MONTH OF DECEMBER 2016

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
18-1815-0000-62201	ELECTRIC		11/22/2016	ALLIANT ENERGY/WP&L	9,365.25
18-1815-0000-62203	NATURAL GAS		11/22/2016	ALLIANT ENERGY/WP&L	1,267.17
18-1815-0000-62400	R & M SERV				
		P1600076	11/30/2016	ADVANCED DISPOSAL SERVICES	110.00
		P1600079	11/18/2016	SAFEWAY PEST CONTROL	40.00
		P1600080	11/25/2016	DIVERSIFIED BUILDING MAINTENAN	7,282.83
		P1600379	11/25/2016	DIVERSIFIED BUILDING MAINTENAN	1,436.00
		P1600470	12/09/2016	R E MICHEL COMPANY	11.60
18-1815-0000-63500	R&M SUPPLIES				
		P1600078	11/30/2016	WRIGHT EXPRESS FSC	112.22
		P1600310	12/02/2016	AIRGAS NORTH CENTRAL	170.05
		P1600312	12/07/2016	BATTERIES PLUS LLC	77.94
		P1600315	11/08/2016	JOHNSON PLASTICS	61.52
		P1600316	11/29/2016	NAPA AUTO PARTS	29.54
		P1600454	11/17/2016	FASTENAL COMPANY	116.14
		P1600455	12/16/2016	FIRST SUPPLY MADISON LLC	129.36
		P1600460	12/02/2016	HOME DEPOT/GECF	166.89
		P1600468	11/18/2016	MENARDS	960.05
		P1600475	12/01/2016	WERNER ELECTRIC SUPPLY	161.32
		P1603020	11/11/2016	FERGUSON ENTERPRISES INC	560.58
		P1603171	12/05/2016	PROFORMA PRINTWORKS	134.65
		P1603309	11/18/2016	ED AND LARRYS FAST SERVICE	9.90
HCC BUILDING COMPLEX PROG TOTAL					22,203.01

COMMITTEE REVIEW REPORT
FOR THE MONTH OF DECEMBER 2016

<u>Account Number</u>	<u>Account Name</u>	<u>PO#</u>	<u>Inv Date</u>	<u>Vendor Name</u>	<u>Inv/Enc Amt</u>
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I have reviewed the preceding payments in the total \$22,203.01

Date: _____ Dept _____
Committee _____

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

The General Services Committee
INITIATED BY



Brent Sutherland- Director-
Facilities Management
DRAFTED BY

The General Services Committee
SUBMITTED BY

January 6, 2017
DATE DRAFTED

Awarding Contract for Carpet Replacement at the Rock County Courthouse

- 1 **WHEREAS**, the 2017 budget included funds to replace carpet at the Rock County courthouse; and
- 2
- 3 **WHEREAS**, funds are budgeted over several years for carpet replacement at the Courthouse; and
- 4
- 5 **WHEREAS**, an inspection was completed and a list drafted of the areas to be replaced this year; and
- 6
- 7 **WHEREAS**, Halverson flooring has the State bid #505ENT-015-FLOORING-05 for carpet.
- 8
- 9 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
- 10 this _____ day of _____, 2017, and awards a contract to replace carpet at the
- 11 Rock County Courthouse in the amount of \$30,000.00, to Halverson Flooring of Janesville, WI.

Respectfully submitted,

GENERAL SERVICES COMMITTEE:

FISCAL NOTE:

Henry Brill, Chair

Funds totaling \$30,000 were included in the 2017 budget for carpet replacement in the Courthouse. This purchase is being funded by sales tax revenue.

Jason Heidenreich, Vice Chair

Bob Yeomans

Sherry Oja
Finance Director

David Homan

Jeremy Zajac

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

Awarding Contract for Carpet Replacement at the Courthouse

Many areas throughout the Courthouse is in need of having the carpet replaced. There is a need to replace a certain amount of carpet each year. \$30,000 worth a carpet was replaced in 2016. Another \$30,000 was budgeted in 2017 to continue the replacement program. Halverson Flooring holds the current state for flooring. The State Contract number is 505ENT-015-Flooring-05.

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

The General Services Committee
INITIATED BY



Brent Sutherland- Director-
Facilities Management
DRAFTED BY

The General Services Committee
SUBMITTED BY

January 6, 2017
DATE DRAFTED

**Authorizing Rock County Department of Public Works to Replace Asphalt Parking
Lots at Job Center, Public Works Garage, Airport and Crack Seal Other Rock
County owned Facilities Parking Lots as Needed**

1 **WHEREAS**, the 2017 budget included funds for replacing asphalt parking areas at the Job Center-
2 \$200,000, Public Works Garage-\$30,000 and the Airport-\$21,000; and

3
4 **WHEREAS** Rock County Purchasing policy reads: (a) Compliance with sec. 59.52 (29).All public
5 work, as defined under state statutes and including any contract for the construction, repair, remodeling
6 or improvement of any public work, building, or furnishing of supplies or material of any kind where
7 the estimated cost of such work exceeds \$25,000, shall be let by contract to the lowest responsible
8 bidder in accordance with sec. 66.0901(2), Wis. Stats, **except that the County Board may by a**
9 **three-fourths vote provide that any class of public work or any part thereof may be done directly**
10 **by the County without submitting the same for bids;** and

11
12 **WHEREAS**, these projects can be scheduled earlier and completed by Rock County Public Works
13 Department; and

14
15 **WHEREAS**, these projects will change the construction schedule, but will only have a minimal impact
16 on the timeliness to complete the rest of the 2017 Rock County Public Works Department's scheduled
17 projects; and

18
19 **WHEREAS**, these projects will not require any additional staff labor hours above what is already
20 budgeted.

21
22 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
23 this _____ day of _____, 2017, authorizes the Rock County Department of Public Works to
24 replace the parking lots at the Job Center, Public Works Garage and the Airport for a total cost of
25 \$251,000.00,

26
27 **BE IT FURTHER RESOLVED** that Rock County Department of Public Works will also crack seal
28 other Rock County Facilities Management asphalt parking lots as needed.

Respectfully submitted,

GENERAL SERVICES COMMITTEE

PUBLIC WORKS COMMITTEE

Henry Brill, Chair

Betty Jo Bussie, Chair

Jason Heidenreich, Vice Chair

Brent Fox, Vice-Chair

Robert Yeomans

Eva Arnold

David Homan

Brenton Driscoll

Jeremy Zajac

Rick Richard

Authorizing Rock County Department of Public Works to Replace Asphalt Parking Lots at Job Center,
Public Works Garage, Airport and Crack Seal Other Rock County owned Facilities Parking Lots as
Needed
Page 2

FISCAL NOTE:

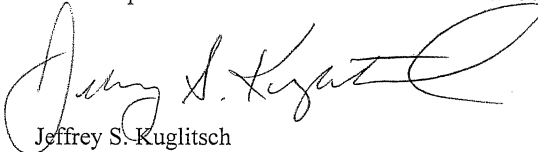
This resolution authorizes Public Works to replace asphalt parking areas at the Job Center, Public
Works Garage and Airport. Funding for these projects were included in the 2017 budget.



Sherry Oja
Finance Director

LEGAL NOTE:

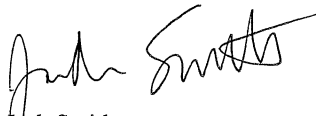
The County Board is authorized to take these actions pursuant to sec. 59.52(29), Wis. Stats. but this
action requires a three-fourths vote of the entire County Board.



Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith
County Administrator

Executive Summary

Authorizing the Rock County Department of Public Works to Replace Asphalt Parking Lots at Job Center, Public Works Garage, Airport and Crack Seal Other Rock County Facilities Managements Parking Lots as Needed.

The resolution before you authorizes the Rock County Department of Public Works to replace the asphalt parking lot areas at the Job Center, Public Works Garage, Airport and crack seal other Rock County Facilities Managements parking lots as needed.

Rock County Purchasing Ordinance and State Statutes allows Public Works to complete these projects without submitting the same for bids, with a three- fourths approval of County Board. Having the Public Works Department perform work for other County departments on County-owned property, such as parking lots, was recommended by Matrix Consulting in the highway study.

Rock County, Wisconsin
51 South Main Street
Janesville WI 53545



General Services
Facilities Management
Maintenance
(608) 757-5527

Executive Summary

Facilities Superintendents Taking County Truck Home at Night

For the past 40 years the Facilities Superintendents have taken a County truck home at night. The county has a policy on this practice and the use of County owned trucks. This shows as a benefit on the Facilities Superintendents paychecks and they are taxed on this as a benefit. This taxable amount is set by the IRS.

When I started my position on June 6, 2016 I stopped this practice due to both Facilities Superintendents retiring and I could not see the value in this practice. I have since filled both positions and have evaluated this practice for 6 months. I do now feel there is value in them taking the trucks home at night. They are required to respond to the County buildings for all emergencies. They tour the buildings on their way in. They also provide additional assistance for snow removal of facilities parking lots in the winter.

I would like approval to reinstate this practice.