

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



**General Services**

- Facilities Management
- Maintenance
- Duplicating
- Central Stores

**GENERAL SERVICES COMMITTEE  
TUESDAY, JULY 16, 2013 – 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 –July 2, 2013
4. Transfers and Appropriations
5. Bills/Encumbrances/Pre-Approved Encumbrance Amendments
6. Resolution
  - A. Authorizing Additional Contingency Funding and Amending the 2013 Budget for Rock Haven Project (Will be provided at the meeting.)
7. Updates
  - A. Jail Project
    - 1) Update Report
    - 2) Change Orders
  - B. Rock Haven
    - 1) Update Report
    - 2) Change Orders
  - C. Courthouse Windows
  - D. Courthouse Parking Lots – Leaks and Warranty Work
  - E. Courthouse Entrance – West Side – Concrete Planters
  - F. No Smoking Signs on County Property
8. Communications, Announcements and Information
9. Adjournment

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
18-1810-0000-62400	R & M SERV	P1300640	06/25/2013	ARAMARK UNIFORM SERVICES INC	151.64
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	119,800.00	62,996.27	35,472.79	151.64	21,179.30
18-1810-0000-63100	OFC SUPP & EXP	P1300760	06/22/2013	PITNEY BOWES INC	594.75
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	3,400.00	425.99	594.74	594.75	1,784.52
18-1810-0000-63500	R&M SUPPLIES	P1300379	06/27/2013	MENARDS	43.56
		P1300637	06/27/2013	AARONS LOCK AND SAFE INC	95.49
		P1300659	06/25/2013	CONNORS SUPPLY INC	1,440.50
		P1300660	06/20/2013	DE VERE COMPANY INC	212.97
		P1300665	06/18/2013	BELOIT FIRE PROTECTION COMPANY	569.10
		P1300670	06/19/2013	CITY OF JANESVILLE	50.00
		P1300671	06/24/2013	CONGRESS GLASS INC	877.24
		P1300676	06/18/2013	FERGUSON ENTERPRISES INC	144.00
		P1300679	06/24/2013	GRAINGER PARTS	528.30
		P1300680	06/05/2013	HARRIS ACE HARDWARE	223.80
		P1300683	06/19/2013	HOH WATER TECHNOLOGY INC	1,709.90
		P1300685	06/21/2013	JANESVILLE ELECTRIC MOTOR CORP	395.00
		P1300748	06/25/2013	SGTS INC	3,118.91
		P1300751	06/15/2013	STAPLES ADVANTAGE	101.40
		P1300773	01/01/2013	STATE ELECTRICAL SUPPLY INC	507.77
		P1302120	06/12/2013	PHOENIX TEXTILE CORP	24.50
		P1302305	06/17/2013	ENVIRONMENTAL MANAGEMENT CON	914.00
		P1302351	06/24/2013	NIEMAN CENTRAL WISCONSIN ROOFI	2,160.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	210,000.00	138,369.05	121,278.97	13,116.44	(62,764.46)
<b>GENERAL SERVICES PROG TOTAL</b>				<b>13,862.83</b>	
18-1811-0000-62400	R & M SERV	P1300640	06/25/2013	ARAMARK UNIFORM SERVICES INC	27.30
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	50,737.00	486.28	152.30	27.30	50,071.12
<b>GLEN OAKS FACILITY OPERATION PROG TOTAL</b>				<b>27.30</b>	
18-1812-0000-62400	R & M SERV	P1300640	06/25/2013	ARAMARK UNIFORM SERVICES INC	14.36
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	78,150.00	5,032.57	4,760.36	14.36	68,342.71

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
18-1812-0000-63500	R&M SUPPLIES	P1300773	06/20/2013	STATE ELECTRICAL SUPPLY INC	45.40
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	24,000.00	5,004.15	3,041.88	45.40	15,908.57
<b>YOUTH SERVICES CENTER PROG TOTAL</b>				<b>59.76</b>	
18-1815-9200-62460	BLDG SERV R&M	P1302398	07/02/2013	ENVIRONMENTAL SYSTEMS INC	290.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	36,500.00	16,025.29	7,000.00	290.00	13,184.71
18-1815-9200-63109	OTHER SUPP/EXP	P1300203	06/30/2013	AARONS LOCK AND SAFE INC	3.35
		P1300216	06/26/2013	FASTENAL COMPANY	13.69
		P1300219	06/27/2013	HOH WATER TECHNOLOGY INC	1,471.00
		P1300220	06/26/2013	HARRIS ACE HARDWARE	15.94
		P1300221	06/25/2013	HOME DEPOT/GECF	286.72
		P1302106	06/28/2013	OIL EQUIPMENT CO INC	394.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	31,750.00	8,442.00	6,700.12	2,184.70	14,423.18
18-1815-9200-64200	TRAINING EXP	P1302389	07/05/2013	WHEA II	140.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	7,500.00	1,795.00	5,400.00	140.00	165.00
<b>HCC COMPLEX-MAINTENANCE PROG TOTAL</b>				<b>2,614.70</b>	
18-1816-0000-62205	FUEL OIL	P1300668	05/28/2013	BROWN OIL CO INC	196.08
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	300.00	210.33	196.08	196.08	(302.49)
<b>COMMUNICATIONS CTR. OPERATION PROG TOTAL</b>				<b>196.08</b>	
18-1817-0000-63500	R&M SUPPLIES	P1300379	06/25/2013	MENARDS	33.35
		P1300679	06/24/2013	GRAINGER PARTS	64.35
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	15,500.00	11,331.64	405.89	97.70	3,664.77
18-1817-0000-67200	CAPITAL IMPROV	P1301710	06/21/2013	FINCO CONCRETE	4,134.00

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	61,000.00	45,920.20	974.39	4,134.00	9,971.41
<b>ADOLESCENT SERV/GUIDANCE CTR. PROG TOTAL</b>				<b>4,231.70</b>	
18-1837-0000-63500	R&M SUPPLIES				
	P1300659	06/24/2013	CONNORS SUPPLY INC	104.00	
	P1300674	06/24/2013	ENERGETICS INC	218.43	
	P1300677	06/17/2013	FIRST SUPPLY LLC	147.56	
	P1300682	01/01/2013	HOBART SALES AND SERVICE	443.20	
	P1300745	06/28/2013	MC MASTER-CARR SUPPLY COMPANY	144.31	
	P1301871	06/28/2013	OIL EQUIPMENT CO INC	392.43	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	100,000.00	32,758.54	24,682.56	1,449.93	41,108.97
<b>JAIL CAPITAL IMPROVEMENTS PROG TOTAL</b>				<b>1,449.93</b>	
18-1851-0000-67200	CAPITAL IMPROV				
	P1302168	06/21/2013	POBLOCKI SIGN CO LLC	143.17	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	31,481,473.00	30,149,399.96	440,253.95	143.17	891,675.92
<b>ROCK HAVEN BUILDING PROJECT PROG TOTAL</b>				<b>143.17</b>	
18-1853-0000-67200	CAPITAL IMPROV				
	P1301194	04/04/2013	RH BATTERMAN AND COMPANY INC	4,944.57	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	906,350.00	873,318.71	25,000.10	4,944.57	3,086.62
<b>HCC/GLEN OAKS PARKING LOTS PROG TOTAL</b>				<b>4,944.57</b>	

I have examined the preceding bills and encumbrances in the total amount of **\$27,530.04**  
 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: **JUL 16 2013**

Dept Head \_\_\_\_\_

Committee Chair \_\_\_\_\_

PURCHASE ORDER NUMBER P1103172 PEID 051278

### 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](mailto:balog@co.rock.wi.us)), Cheryl Mikrut in Accounting ([mikrut@co.rock.wi.us](mailto:mikrut@co.rock.wi.us)) **and** Jodi Millis in Purchasing ([jodi@co.rock.wi.us](mailto: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 7/1/13

DEPARTMENT GENERAL SERVICES

COMMITTEE GENERAL SERVICES

VENDOR NAME C & G SCHMIDT INC

ACCOUNT NUMBER 18-1851-0000-67200

FUNDS DESCRIPTION ROCK HAVEN REPLACEMENT PROJECT

AMOUNT OF INCREASE \$ 1,829.00

INCREASE FROM \$ 18,070,242.69 TO \$ 18,072,071.69

ACCOUNT BALANCE AVAILABLE \$ 68,108.82 SB 07/02/13

REASON FOR AMENDMENT CHANGE ORDER #40

### APPROVALS

GOVERNING COMMITTEE \_\_\_\_\_  
Chair \_\_\_\_\_ Date \_\_\_\_\_

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

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