

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, OCTOBER 19, 2010 – 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 5, 2010
4. Transfers and Appropriations
5. Bills/Encumbrances/Pre-Approved Encumbrance Amendments
6. Updates
 - A. Jail Project
 1. Update Report
 2. Change Orders
7. Authorizing Site Survey for Nursing Home Project
8. Review of Proposed General Services 2011 Budget
9. General Services Director's Report
 - A. Replacement or Repair of the Courthouse Boilers
 - B. Status of the Courthouse Parking Ramps
 - C. UW – Rock County Landscaping
10. Communications, Announcements and Information
11. Adjournment

ROCK COUNTY

SUPPLEMENTAL APPROPRIATIONS - TRANSFERS

10-39

Transfer No.

Requested by HCC Maintenance

Robert Leu

9/30/10

Department

Department Head

Date

FROM

ACCOUNT #	DESCRIPTION	AMOUNT
00-0000-0001	46205 Ins. Proceeds	9,371.32

TO

ACCOUNT #	DESCRIPTION	AMOUNT
18-1815-9200	62463 Fire Alarm System	9,371.32

FISCAL NOTE:

Sufficient funds are available in the above object code for the requested transfer.

ADMINISTRATIVE NOTE:

Recommended. *ER*

REQUIRED APPROVAL:

Governing Committee

Finance Committee

DATE

COMMITTEE CHAIR

File

ROCK COUNTY TRANSFER REQUESTS

FINANCE DIRECTOR
RECEIVED
10-39
OCT 5 2010

TO: FINANCE DIRECTOR
 REQUESTED BY: *Brent Suberland* Department
 DATE: September 30, 2010 Department Head Signature *[Signature]*

FROM:	AMOUNT
1) ACCOUNT #: 00 0000 0001 46205 DESCRIPTION: Insurance Proceeds CURRENT BALANCE: \$ <u>9,371.32</u> PROVIDED BY THE FINANCE DIRECTOR <u><i>[Signature]</i></u> ACCOUNT #: <u><i>Heaver's Receipt 6100115611</i></u> 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	\$9,371.32

TO:	AMOUNT
ACCOUNT #: 18 1815 9200 62463 DESCRIPTION: Fire Alarm System ACCOUNT #: DESCRIPTION: ACCOUNT #: DESCRIPTION: ACCOUNT #: DESCRIPTION:	\$9,371.32

REASON FOR TRANSFER - BE SPECIFIC:

The purpose of this transfer is to reimburse the fire alarm system/paging system account with funds recouped from ICP/IF-State of Wisconsin for an insurance claim relating to a lightning strike near the Rock Haven building on May 25, 2010. The nurse call system, paging system, and telephone system were damaged. \$9,371.32 is the amount that was spent to repair the nurse call system and paging system, less our portion of the deductible.

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818159200-62460	BLDG SERV R&M	45,000.00	72.0%	31,858.08	580.04	12,561.88	
	P1000407-PO# 10/12/10 -VN#017559			FIRST SUPPLY MADISON LLC		586.58	
	P1000408-PO# 09/30/10 -VN#026320			FOUR SEASONS SMALL ENGINE REPA		20.02	
	P1000412-PO# 09/30/10 -VN#040769			HD SUPPLY		50.48	
	P1000419-PO# 09/30/10 -VN#030347			NAPA AUTO PARTS		274.44	
	P1002955-PO# 09/30/10 -VN#022402			CONGRESS GLASS INC		105.88	
	P1003227-PO# 09/30/10 -VN#044447			SILVER LINING HOOD SERVICE LLC		550.00	
	P1003450-PO# 10/12/10 -VN#018372			BATTERIES PLUS INC		15.75	
				CLOSING BALANCE		10,958.73	1,603.15
1818159200-62470	BLDG R & M	65,620.00	45.8%	30,102.21	5.89	35,511.90	
	P1000407-PO# 10/12/10 -VN#017559			FIRST SUPPLY MADISON LLC		-324.70	
	P1000424-PO# 10/12/10 -VN#016104			SHERWIN WILLIAMS		113.90	
	P1000426-PO# 10/12/10 -VN#016376			STATE ELECTRICAL SUPPLY INC		373.77	
	P1002948-PO# 09/30/10 -VN#049963			TELGIAN CORP		2,688.37	
	P1002949-PO# 09/30/10 -VN#049963			TELGIAN CORP		8,826.40	
	P1003371-PO# 10/12/10 -VN#047863			EPPSTEIN UHEN ARCHITECTS		1,493.33	
	P1003441-PO# 10/12/10 -VN#014350			MARLING LUMBER COMPANY		310.07	
				CLOSING BALANCE		22,030.76	13,481.14
1818159200-63109	OTHER SUPP/EXP	45,700.00	62.5%	25,744.67	2,862.27	17,093.06	
	P1000394-PO# 09/30/10 -VN#046075			AIRGAS NORTH CENTRAL		71.93	
	P1000406-PO# 09/30/10 -VN#019048			FASTENAL COMPANY		38.39	
	P1000409-PO# 09/30/10 -VN#047242			H O H WATER TECHNOLOGY INC		311.00	
	P1000410-PO# 10/12/10 -VN#018251			HARRIS ACE HARDWARE		26.96	
	P1000411-PO# 10/12/10 -VN#030781			HOME DEPOT/GEFC		181.10	
	P1000412-PO# 09/30/10 -VN#040769			HD SUPPLY		119.48	
	P1000413-PO# 10/12/10 -VN#029890			JACK AND DICKS FEED AND GARDEN		221.55	
	P1000418-PO# 09/30/10 -VN#014423			MC MASTER-CARR SUPPLY COMPANY		45.40	
	P1000419-PO# 09/30/10 -VN#030347			NAPA AUTO PARTS		91.90	
	P1003262-PO# 09/30/10 -VN#037169			ABC FIRE AND SAFETY INC		2,275.00	
	P1003370-PO# 10/12/10 -VN#050185			UNIVERSAL RECYCLING TECHNOLOGI		51.12	
	P1003439-PO# 10/12/10 -VN#012210			DECKER SUPPLY CO INC		76.90	
				CLOSING BALANCE		13,582.33	3,510.73
	HCC BLDG.COMPLEX			PROG-TOTAL-PO		18,595.02	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$18,595.02 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

OCT 19 2010 DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
000000001-16010	PURCHASING INVEN	0.00 100.0%	18,754.98	6,746.48	-25,501.46		
	P1000292-PO#	10/13/10 -VN#028070		OFFICE DEPOT		45.05	
	P1000294-PO#	10/13/10 -VN#039632		OFFICE PRO		2,497.25	
	P1000299-PO#	10/13/10 -VN#048467		STAPLES ADVANTAGE		4,484.06	
	P1000301-PO#	10/13/10 -VN#048866		CARTRIDGE CONNECTION, THE		34.00	
	P1002058-PO#	10/13/10 -VN#040481		RHYME BUSINESS PRODUCTS		130.44	
				CLOSING BALANCE		-32,692.26	7,190.80
000000001-17100	POSTAGE METER CH	0.00 100.0%	16,814.37	60,000.00	-76,814.37		
	P1000537-PO#	10/13/10 -VN#044977		UNITED MAILING SERVICES INC		563.78	
				CLOSING BALANCE		-77,378.15	563.78
	BÁL.SHEET A/C		PROG-TOTAL-PO			7,754.58	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$7,754.58 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

OCT 19 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	98,752.00 97.2%	85,306.36	10,759.84	2,685.80		
	P1000483-PO# 10/13/10 -VN#010938			ARAMARK UNIFORM SERVICES INC		138.54	
	P1000773-PO# 10/13/10 -VN#043710			ROCK DISPOSAL INC		171.20	
				CLOSING BALANCE	2,376.06		309.74
1818100000-62461	ELEVATOR	53,000.00 90.0%	38,715.14	9,009.80	5,275.06		
	P1000530-PO# 10/13/10 -VN#034850			OTIS ELEVATOR COMPANY		609.86	
	P1002917-PO# 10/13/10 -VN#034356			NATIONAL ELEVATOR INSPECTION S		750.00	
				CLOSING BALANCE	3,915.20		1,359.86
1818100000-63104	PRNT & DUPLICATI	48,800.00 70.0%	27,687.86	6,472.87	14,639.27		
	P1000294-PO# 10/13/10 -VN#039632			OFFICE PRO		1,775.50	
	P1000298-PO# 10/13/10 -VN#048194			UNISOURCE		270.00	
				CLOSING BALANCE	12,593.77		2,045.50
1818100000-63500	R&M SUPPLIES	170,500.00 105.2%	164,534.03	14,848.69	-8,882.72		
	P1000479-PO# 10/13/10 -VN#018296			AARONS LOCK AND SAFE INC		495.69	
	P1000480-PO# 10/13/10 -VN#046075			AIRGAS NORTH CENTRAL		35.30	
	P1000486-PO# 10/13/10 -VN#011198			BELOIT FIRE PROTECTION COMPANY		1,922.70	
	P1000492-PO# 10/13/10 -VN#011824			CITY OF JANESVILLE		200.00	
	P1000493-PO# 10/13/10 -VN#011824			CITY OF JANESVILLE		25.00	
	P1000506-PO# 10/13/10 -VN#044398			FIRST SUPPLY LLC		49.16	
	P1000511-PO# 10/13/10 -VN#018251			HARRIS ACE HARDWARE		80.73	
	P1000514-PO# 10/13/10 -VN#047242			H O H WATER TECHNOLOGY INC		1,894.28	
	P1000515-PO# 10/13/10 -VN#029890			JACK AND DICKS FEED AND GARDEN		901.60	
	P1000520-PO# 10/13/10 -VN#013775			K AND W GREENERY INC		168.82	
	P1000524-PO# 10/13/10 -VN#014423			MC MASTER-CARR SUPPLY COMPANY		16.68	
	P1000539-PO# 10/13/10 -VN#016104			SHERWIN WILLIAMS		174.13	
	P1000542-PO# 10/13/10 -VN#016376			STATE ELECTRICAL SUPPLY INC		581.52	
	P1000544-PO# 10/13/10 -VN#048467			STAPLES ADVANTAGE		639.25	
	P1002313-PO# 10/13/10 -VN#049330			PIEPER ELECTRIC INC		129.50	
	P1002316-PO# 10/13/10 -VN#028846			TRUGREEN		370.00	
	P1003337-PO# 10/13/10 -VN#019785			AMERICAN TIME AND SIGNAL COMPA		237.49	
	P1003408-PO# 10/13/10 -VN#011726			CHAIN SAW BARNEY'S		10.20	
*** OVERDRAFT ***	TRANSFER REQUIRED			CLOSING BALANCE	-16,814.77		7,932.05
1818100000-68000	COST ALLOCATIONS	-163,218.00 4.1%	-6,835.25	0.00	-156,382.75		
	P1000508-PO# 10/13/10 -VN#012879			GENERAL SERVICES PETTY CASH		32.52	
				CLOSING BALANCE	-156,415.27		32.52

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
	GENERAL SERVICES		PROG-TOTAL-PO			11.679.67	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$11,679.67 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

OCT 19 2010 DATE _____ CHAIR

4

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818110000-63500	R&M SUPPLIES	20,000.00	101.7%	20,270.89	76.81	-347.70	
	P1000479-PO#	10/13/10	-VN#018296	AARONS LOCK AND SAFE INC		21.73	
	P1000486-PO#	10/13/10	-VN#011198	BELOIT FIRE PROTECTION COMPANY		40.00	
	P1000515-PO#	10/13/10	-VN#029890	JACK AND DICKS FEED AND GARDEN		27.60	
	P1002316-PO#	10/13/10	-VN#028846	TRUGREEN		130.00	
	P1003332-PO#	10/13/10	-VN#049358	MARLING HOME WORKS		50.08	
*** OVERDRAFT ***	TRANSFER REQUIRED			CLOSING BALANCE		-617.11	269.41
	GLEN OAKS OPER.			PROG-TOTAL-PO			269.41

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$269.41 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

OCT 19 2010 DATE _____ CHAIR

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818120000-62400	R & M SERV	68,300.00	20.3%	13,548.77	344.98	54,406.25	
	P1000483-PO# 10/13/10 -VN#010938			ARAMARK UNIFORM SERVICES INC		13.56	
				CLOSING BALANCE	54,392.69		13.56
1818120000-63500	R&M SUPPLIES	27,000.00	112.8%	26,473.45	3,997.32	-3,470.77	
	P1000486-PO# 10/13/10 -VN#011198			BELOIT FIRE PROTECTION COMPANY		76.25	
	P1000524-PO# 10/13/10 -VN#014423			MC MASTER-CARR SUPPLY COMPANY		63.28	
	P1000536-PO# 10/13/10 -VN#016758			TRANE COMPANY		1,012.48	
	P1001201-PO# 10/13/10 -VN#024806			LA FORCE HARDWARE AND MANUFACT		1,475.00	
	P1002316-PO# 10/13/10 -VN#028846			TRUGREEN		120.00	
*** OVERDRAFT ***				CLOSING BALANCE	-6,217.78		2,747.01
	TRANSFER REQUIRED						
	JUV.DET.OPER.			PROG-TOTAL-PO		2,760.57	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$2,760.57 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

OCT 19 2010 DATE _____ CHAIR

6

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818160000-63500	R&M SUPPLIES	27,000.00	68.8%	17,525.12	1,062.30	8,412.58	
	P1000498-PO#	10/13/10	-VN#012202	DE VERE COMPANY INC		50.26	
	P1001483-PO#	10/13/10	-VN#049330	PIEPER ELECTRIC INC		20.00	
	P1002316-PO#	10/13/10	-VN#028846	TRUGREEN		120.00	
				CLOSING BALANCE		8,222.32	190.26
	COMM.CTR.OPER.			PROG-TOTAL-PO			190.26

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$190.26 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

OCT 19 2010 DATE _____ CHAIR

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818170000-62400	R & M SERV	38,015.00	8.2% 2,771.39	360.32	34,883.29		
	P1000483-PO# 10/13/10 -VN#010938			ARAMARK UNIFORM SERVICES INC		19.86	
			CLOSING BALANCE		34,863.43		19.86
1818170000-63500	R&M SUPPLIES	13,000.00	120.8% 15,470.11	245.81	-2,715.92		
	P1000486-PO# 10/13/10 -VN#011198			BELOIT FIRE PROTECTION COMPANY		182.00	
	P1000506-PO# 10/13/10 -VN#044398			FIRST SUPPLY LLC		83.39	
	P1000509-PO# 10/13/10 -VN#036010			GRAINGER PARTS		11.30	
	P1000514-PO# 10/13/10 -VN#047242			H O H WATER TECHNOLOGY INC		444.73	
	P1000536-PO# 10/13/10 -VN#016758			TRANE COMPANY		567.00	
	P1002316-PO# 10/13/10 -VN#028846			TRUGREEN		135.00	
	P1003338-PO# 10/13/10 -VN#043737			STATE OF WISCONSIN		50.00	
*** OVERDRAFT ***	TRANSFER REQUIRED			CLOSING BALANCE	-4,189.34		1,473.42
	ADOL .SER/GUIDANC		PROG-TOTAL-PO			1,493.28	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$1,493.28 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

OCT 19 2010 DATE _____ CHAIR

8

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818370000-63500	R&M SUPPLIES	75,000.00	84.7%	61,697.70	1,883.62	11,418.68	
	P1000479-PO# 10/13/10 -VN#018296			AARONS LOCK AND SAFE INC		360.38	
	P1000480-PO# 10/13/10 -VN#046075			AIRGAS NORTH CENTRAL		280.05	
	P1000503-PO# 10/13/10 -VN#012507			ENERGETICS INC		2,710.60	
	P1000519-PO# 10/13/10 -VN#013741			JOHNSTONE SUPPLY		63.95	
	P1000524-PO# 10/13/10 -VN#014423			MC MASTER-CARR SUPPLY COMPANY		14.72	
	P1000531-PO# 10/13/10 -VN#015055			PBBS EQUIPMENT CORPORATION		327.50	
	P1000541-PO# 10/13/10 -VN#018266			SULLIVAN SIGNS INC		542.00	
	P1003411-PO# 10/13/10 -VN#011726			CHAIN SAW BARNEY'S		21.84	
				CLOSING BALANCE		7,097.64	4,321.04
	JAIL CAP IMPROV.			PROG-TOTAL-PO			4,321.04

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$4,321.04 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

OCT 19 2010 DATE _____ CHAIR

9

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	77.3% 2,707,961.85	6,263,273.13	2,634,032.02		
	P1001057-PO# 10/13/10 -VN#048787			LYNN T MACDONALD INC		300.00	
	P1002839-PO# 10/13/10 -VN#033653			PRIVATE LINES INC		972.85	
				CLOSING BALANCE	2,632,759.17		1,272.85
	JAIL/HCC COMPLEX		PROG-TOTAL-PO			1,272.85	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$1,272.85 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

OCT 19 2010 DATE _____ CHAIR

PURCHASE ORDER NUMBER P1001806 PEID 049438

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 GENERAL SERVICES

COMMITTEE GENERAL SERVICES

VENDOR NAME TRI-NORTH BUILDERS

ACCOUNT NUMBER 18-1849-0000-67200

FUNDS DESCRIPTION JAIL PROJECT CAPITAL IMPROVEMENT

AMOUNT OF INCREASE \$1,100.00

INCREASE FROM \$ 4,706,060.83 TO \$ 4,707,160.83

ACCOUNT BALANCE AVAILABLE \$ 2,632,759 ¹⁰⁻⁷⁻¹⁰ ₈₅

REASON FOR AMENDMENT CHANGE ORDER #11

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 P1001806 PEID 049438

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 GENERAL SERVICES

COMMITTEE GENERAL SERVICES

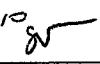
VENDOR NAME TRI-NORTH BUILDERS

ACCOUNT NUMBER 18-1849-0000-67200

FUNDS DESCRIPTION JAIL PROJECT CAPITAL IMPROVEMENT

AMOUNT OF INCREASE \$1,296.54

INCREASE FROM \$ 4,704,764.29 TO \$ 4,706,060.83

ACCOUNT BALANCE AVAILABLE \$ 2,632,759 ¹⁰⁻⁷⁻¹⁰ 

REASON FOR AMENDMENT CHANGE ORDER #10

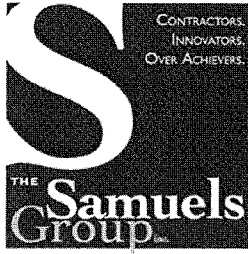
APPROVALS

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



To: General Services Committee
From: Kevin Higgs, Owners Representative
Date: October 11, 2010
RE: Program Request for Phase # 1 Jail Renovation Project

WISCONSIN

311 Financial Way
Suite 300
Wausau, WI 54401
phone 715.842.2222
fax 715.848.8088

IOWA

313 E 5th Street
Waterloo, IA 50703
phone 319.232.6443
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Program Request # 013

**Change Order Request #034
Total Cost; \$ 225.49**

COR #034 pertains to work performed by Tri North Builders to secure the relocated boat storage building. During the relocation of the building, it was determined that the man doors providing access to the building were deteriorated. To prevent the possibility of unauthorized entry, and possible safety concerns, Samuels Group directed Tri North to secure the building with plywood.

**Change Order Request #037
Total Cost; \$ 295.05**

COR #037 pertains to modifications to the exit lighting as requested by the building and fire inspectors. As a result of these modifications, (1) additional exit light was added.

**Change Order Request #038
Total Cost; \$ 687.14**

COR # 039 pertains to a field condition encountered during the installation of the new grease interceptor for the kitchen. During the concrete removal for the grease interceptor, the contractor cut through an electrical line that was buried in the concrete. The cost outlined in COR # 038 is for the electricians time and materials for repairing the damaged electrical conduit and wiring. Prior to performing this work, during a pre-installation conference, the Plumbing Contractor reviewed the as built electrical drawings with the Electrical Contractor, Maintenance Staff, and Owner's representative. These drawings did not indicate electrical in the area to be removed.

**Change Order Request #42
Total Cost; \$ 6,586.27**

COR #042 pertains to Proposal Request #004, add rated ceilings in electrical/data rooms. Work associated with Proposal Request # 004 is a code requirement that was not realized during the design phase. The work included in the cost for PR# 004 includes metal studs/drywall, fire sprinkler system, painting, electrical and HVAC.

**Change Order Request #44 & 45
Total Cost; \$ 763.00**

COR #044 & 45 pertains to additional equipment required for the fire alarm system in the Pinehurst facility. Additional fire alarm strobes are required as some of the rooms were not correctly represented on the as built drawings.

Total cost for Program request # 013 = **\$ 8,556.95**



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