

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 6, 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 – June 15, 2010
4. Transfers and Appropriations
5. Bills/Encumbrances/Pre-Approved Encumbrance Amendments
6. Resolution
 - A. Encouraging Rock County to “Go Green”
7. Purchasing Procedural Endorsement
 - A. Juvenile Detention Center Duct Work Cleaning
 - B. Authorizing Purchase of Used Ford Step Van for the Sheriff’s Office Dive Team
 - C. Authorizing Purchase of an In-Squad Digital Video System for the Sheriff’s Office and Amending the 2010 Budget
8. Purchasing Procedural Endorsements and Contract Award
 - A. Authorizing Contract for Facility Transition Services for the Rock County Jail Renovation Project
9. Donation of Trailer to City of Beloit Fire Department
10. Updates
 - A. Jail Project
 1. Update Report
 2. Change Orders
11. Communications, Announcements and Information
12. Adjournment

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818100000-62160	CLEANING CONTRAC	163,707.00 93.2%	76,339.88	76,240.55	11,126.57		
	P1002419-PO# 07/01/10 -VN#046225			PETERSON CLEANING INC		1,553.00	
				CLOSING BALANCE	9,573.57		1,553.00
1818100000-62400	R & M SERV	93,752.00 100.5%	58,330.03	35,941.86	-519.89		
	P1000483-PO# 07/01/10 -VN#010938			ARAMARK UNIFORM SERVICES INC		195.06	
*** OVERDRAFT ***				CLOSING BALANCE	-714.95		195.06
1818100000-63104	PRNT & DUPLICATI	53,800.00 53.9%	17,996.02	11,042.99	24,760.99		
	P1002020-PO# 07/01/10 -VN#021556			MIDLAND PAPER		1,077.50	
				CLOSING BALANCE	23,683.49		1,077.50
1818100000-63500	R&M SUPPLIES	170,500.00 62.0%	88,059.88	17,713.23	64,726.89		
	P1000484-PO# 07/01/10 -VN#018588			BANDT COMMUNICATIONS INC		149.50	
	P1000496-PO# 07/01/10 -VN#011970			CONNORS SUPPLY INC		96.31	
	P1000497-PO# 07/01/10 -VN#011596			CB AND K SUPPLY INC		8.57	
	P1000498-PO# 07/01/10 -VN#012202			DE VERE COMPANY INC		153.60	
	P1000501-PO# 07/01/10 -VN#029103			DVORAK LANDSCAPE SUPPLY LLC		159.95	
	P1000503-PO# 07/01/10 -VN#012507			ENERGETICS INC		195.29	
	P1000506-PO# 07/01/10 -VN#044398			FIRST SUPPLY LLC		240.94	
	P1000513-PO# 07/01/10 -VN#030781			HOME DEPOT/GECF		303.16	
	P1000514-PO# 07/01/10 -VN#047242			H O H WATER TECHNOLOGY INC		4,001.93	
	P1000515-PO# 07/01/10 -VN#029890			JACK AND DICKS FEED AND GARDEN		450.80	
	P1000517-PO# 07/01/10 -VN#022229			JF AHERN COMPANY		750.00	
	P1000520-PO# 07/01/10 -VN#013775			K AND W GREENERY INC		373.72	
	P1000525-PO# 07/01/10 -VN#014534			MENARDS		11.99	
	P1000539-PO# 07/01/10 -VN#016104			SHERWIN WILLIAMS		272.65	
	P1000542-PO# 07/01/10 -VN#016376			STATE ELECTRICAL SUPPLY INC		1,768.04	
	P1000544-PO# 07/01/10 -VN#048467			STAPLES ADVANTAGE		87.06	
	P1001279-PO# 07/01/10 -VN#046980			NORTHWOODS ENVIRONMENTAL INDUS		2,600.00	
	P1002157-PO# 07/01/10 -VN#011726			CHAIN SAW BARNEY'S		125.65	
	P1002316-PO# 07/01/10 -VN#028846			TRUGREEN		50.00	
	P1002347-PO# 07/01/10 -VN#042446			MAN D TEC		120.14	
	P1002368-PO# 07/01/10 -VN#020011			ROTO ROOTER SEWER DRAIN SERVIC		635.00	
	P1002384-PO# 07/01/10 -VN#011726			CHAIN SAW BARNEY'S		9.87	
	P1002423-PO# 07/01/10 -VN#010231			GORDIE BOUCHER FORD LINCOLN ME		2,117.91	
	P1002437-PO# 07/01/10 -VN#048967			WHITE HOUSE EQUIPMENT SALES		39.98	
	P1002507-PO# 07/01/10 -VN#043737			STATE OF WISCONSIN		450.00	
				CLOSING BALANCE	49,554.83		15,172.06

Account Number	Name	Yearly Prcrit Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
	GENERAL SERVICES		PROG-TOTAL-PO			17,997.62	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$17,997.62
 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 06 2010 DATE _____ CHAIR

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818110000-62400	R & M SERV	39,775.00 4.4%	984.00	776.00	38,015.00		
	P1000483-PO# 07/01/10 -VN#010938			ARAMARK UNIFORM SERVICES INC		27.00	
				CLOSING BALANCE	37,988.00		27.00
1818110000-63500	R&M SUPPLIES	20,000.00 18.1%	2,060.94	1,575.44	16,363.62		
	P1000479-PO# 07/01/10 -VN#018296			AARONS LOCK AND SAFE INC		21.50	
	P1002507-PO# 07/01/10 -VN#043737			STATE OF WISCONSIN		100.00	
				CLOSING BALANCE	16,242.12		121.50
	GLEN OAKS OPER.		PROG-TOTAL-PO			148.50	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$148.50 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 06 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%	8,549.69	5,184.94	54,565.37		
	P1000483-PO# 07/01/10 -VN#010938			ARAMARK UNIFORM SERVICES INC		18.00	
				CLOSING BALANCE	54,547.37		18.00
1818120000-63500	R&M SUPPLIES	27,000.00 81.2%	21,117.09	830.33	5,052.58		
	P1000494-PO# 07/01/10 -VN#022402			CONGRESS GLASS INC		314.50	
	P1000513-PO# 07/01/10 -VN#030781			HOME DEPOT/GECF		57.71	
	P1000515-PO# 07/01/10 -VN#029890			JACK AND DICKS FEED AND GARDEN		138.00	
	P1000519-PO# 07/01/10 -VN#013741			JOHNSTONE SUPPLY		13.99	
	P1000542-PO# 07/01/10 -VN#016376			STATE ELECTRICAL SUPPLY INC		112.32	
				CLOSING BALANCE	4,416.06		636.52
	JUV.DET.OPER.		PROG-TOTAL-PO			654.52	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$654.52 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 06 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 25.8%	5,521.48	1,463.39	20,015.13		
	P1000513-PO# 07/01/10 -VN#030781		HOME DEPOT/GECF			22.97	
			CLOSING BALANCE		19,992.16		22.97
	COMM. CTR. OPER.		PROG-TOTAL-PO			22.97	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$22.97 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 06 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	93.3%	5,766.50	6,375.37	858.13	
	P1000497-PO# 07/01/10 -VN#011596			CB AND K SUPPLY INC		40.92	
	P1000506-PO# 07/01/10 -VN#044398			FIRST SUPPLY LLC		139.22	
	P1002428-PO# 07/01/10 -VN#026663			INTERSTATE GASKET SALES		53.55	
				CLOSING BALANCE		624.44	233.69
	ADOL.SER/GUIDANC		PROG-TOTAL-PO			233.69	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$233.69 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 06 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	49.6%	33,673.85	3,576.59	37,749.56	
	P1000497-PO# 07/01/10 -VN#011596			CB AND K SUPPLY INC		196.34	
	P1000506-PO# 07/01/10 -VN#044398			FIRST SUPPLY LLC		130.50	
	P1000512-PO# 07/01/10 -VN#013348			HOBART SALES AND SERVICE		603.70	
	P1000531-PO# 07/01/10 -VN#015055			PBBS EQUIPMENT CORPORATION		112.80	
	P1000538-PO# 07/01/10 -VN#025791			SGTS INC		662.78	
				CLOSING BALANCE		36,043.44	1,706.12
	JAIL .CAP .IMPROV. .		PROG-TOTAL-PO				1,706.12

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$1,706.12 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.

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JUL 06 2010 DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818520000-67200	CAPITAL IMPROV	753,770.00	0.0%	0.00	0.00	753,770.00	
ENC	R1002849-PO# 06/24/10 -VN#042317					IBC ENGINEERING SERVICES INC	48,600.00
					CLOSING BALANCE	705,170.00	48,600.00
	HCC BOILER PRJCT		PROG-TOTAL-PO				48,600.00

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$48,600.00 INCURRED BY HCC BOILER 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 06 2010 DATE _____ CHAIR

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 56.2%	22,591.66	2,723.93	19,684.41		
	P1000397-PO# 06/30/10 -VN#038974			BADGERLAND REFRIGERATION INC		162.00	
	P1000405-PO# 06/30/10 -VN#012507			ENERGETICS INC		79.23	
	P1000414-PO# 06/30/10 -VN#013597			JANESVILLE ELECTRIC MOTOR CORP		17.30	
	P1000417-PO# 06/30/10 -VN#014018			LAND AND WHEELS		201.52	
	P1000418-PO# 06/30/10 -VN#014423			MC MASTER-CARR SUPPLY COMPANY		159.88	
	P1000419-PO# 06/30/10 -VN#030347			NAPA AUTO PARTS		238.46	
	P1002282-PO# 06/30/10 -VN#045846			CLASS 1 AIR		370.90	
	P1002471-PO# 06/30/10 -VN#049704			ENVIRONMENTAL SYSTEMS INC		130.00	
	P1002598-PO# 06/30/10 -VN#016758			TRANE COMPANY		623.40	
				CLOSING BALANCE		17,701.72	1,982.69
1818159200-62463	FIRE ALARM	16,500.00 143.1%	14,512.20	9,104.01	-7,116.21		
	06/30/10 -VN#033354			SELECT SOUND SERVICE INC		8,846.00	
	P1002314-PO# 06/30/10 -VN#033354			SELECT SOUND SERVICE INC		616.00	
*** OVERDRAFT ***				CLOSING BALANCE		-16,578.21	9,462.00
1818159200-62470	BLDG R & M	65,620.00 28.9%	18,986.65	0.01	46,633.34		
	P1000399-PO# 05/31/10 -VN#011596			CB AND K SUPPLY INC		217.22	
	P1000407-PO# 06/30/10 -VN#017559			FIRST SUPPLY MADISON LLC		403.84	
	P1000411-PO# 06/30/10 -VN#030781			HOME DEPOT/GEFC		145.36	
	P1000412-PO# 06/30/10 -VN#040769			HD SUPPLY		91.89	
	P1000424-PO# 06/30/10 -VN#016104			SHERWIN WILLIAMS		114.45	
	P1000426-PO# 06/30/10 -VN#016376			STATE ELECTRICAL SUPPLY INC		486.64	
				CLOSING BALANCE		45,173.94	1,459.40
1818159200-63109	OTHER SUPP/EXP	45,700.00 36.7%	12,652.00	4,150.13	28,897.87		
	P1000406-PO# 06/30/10 -VN#019048			FASTENAL COMPANY		130.62	
	P1000409-PO# 06/30/10 -VN#047242			H O H WATER TECHNOLOGY INC		710.50	
	P1000410-PO# 06/30/10 -VN#018251			HARRIS ACE HARDWARE		94.44	
	P1000411-PO# 06/30/10 -VN#030781			HOME DEPOT/GEFC		44.36	
	P1000413-PO# 06/30/10 -VN#029890			JACK AND DICKS FEED AND GARDEN		80.80	
	P1000418-PO# 06/30/10 -VN#014423			MC MASTER-CARR SUPPLY COMPANY		560.75	
	P1000712-PO# 05/31/10 -VN#015764			ROCK COUNTY HEALTH CARE CENTER		7.00	
	P1002427-PO# 06/30/10 -VN#036867			HERBST AND ASSOCIATES LLC S A		30.00	
	P1002597-PO# 06/30/10 -VN#018296			AARONS LOCK AND SAFE INC		135.60	
				CLOSING BALANCE		27,103.80	1,794.07

TRANSFER REQUIRED

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
		HCC BLDG.COMPLEX	PROG-TOTAL-PO			14,698.16	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$14,698.16 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 06 2010 DATE _____ CHAIR

RESOLUTION NO. _____

AGENDA NO. _____

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

Rich Bostwick
INITIATED BY

County Board Staff Committee
SUBMITTED BY



Phil Boutwell
DRAFTED BY

5/19/2010
DATE DRAFTED

ENCOURAGING ROCK COUNTY TO "GO GREEN"

- 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**, increased demand on traditional non-renewable energy sources have caused energy costs to
- 8 escalate, and these costs have become a major strain on county departmental budgets; and,
- 9
- 10 **WHEREAS**, many *current* common building materials and fixtures are energy inefficient, and advanced
- 11 construction techniques and materials are more readily available and have become more mainstream and
- 12 reduced in price; and,
- 13
- 14 **WHEREAS**, Rock County has taken numerous steps over the years to improve the efficiency of its
- 15 facilities, including upgrading of lighting, HVAC, boilers, windows, and insulation, as well as some of
- 16 its procedures; and,
- 17
- 18 **WHEREAS**, the city of Beloit has initiated a "Green Agenda" and the city of Janesville has appointed
- 19 the Sustainable Janesville committee; and,
- 20
- 21 **WHEREAS**, counties nationwide are taking a leadership role in promoting the "green government"
- 22 movement to promote cost savings, energy independence, and environmentally sustainable policies; and,
- 23
- 24 **WHEREAS**, the citizens and employees of Rock County can individually take steps to reduce energy
- 25 usage and protect the environment; and,
- 26
- 27 **WHEREAS**, Rock County will find it necessary in the near future to embark on plans to build or replace
- 28 existing facilities, and it will be in the best interest of its citizens to provide efficient and cost effective
- 29 structures from both a construction and operational perspective; and,
- 30
- 31 **WHEREAS**, the County may be able to save taxpayer money in the long term by incorporating more
- 32 energy efficient materials and techniques such as the Leadership in Energy and Environmental Design
- 33 principles into building construction and maintenance.
- 34
- 35 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
- 36 this _____ day of _____, 2010 does hereby encourage the citizens and staff of Rock County to
- 37 "Go Green" by improving awareness of green initiatives and programs so that they may be implemented
- 38 on county projects and by participating in education efforts that support green practices; and,
- 39
- 40 **BE IT FURTHER RESOLVED**, that Rock County is encouraged to explore whether utilizing more
- 41 energy efficient building materials and techniques may both save money and result in more
- 42 environmentally friendly facilities; and,
- 43
- 44 **BE IT FURTHER RESOLVED**, that Rock County departments are requested to perform internal
- 45 reviews of ways to improve energy efficiency and report back to their governing committee with
- 46 recommendations and initiatives that have already taken place.

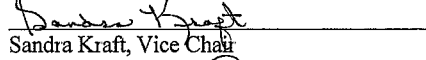
ENCOURAGING ROCK COUNTY TO "GO GREEN"

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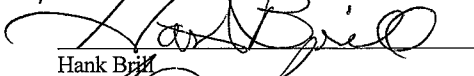
Respectfully submitted,

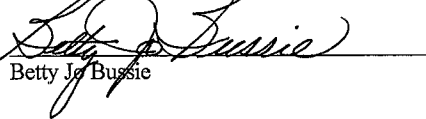
COUNTY BOARD STAFF COMMITTEE

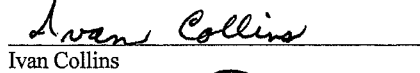

J. Russell Podzilni, Chair

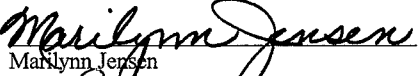

Sandra Kraft, Vice Chair

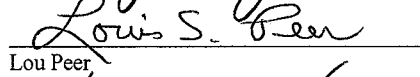

Eva Arnold

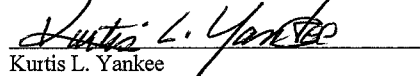

Hank Brill


Betty Jo Bussie


Ivan Collins


Marilynn Jensen


Lou Peer


Kurtis L. Yankee

GENERAL SERVICES COMMITTEE

Phillip Owens, Chair

Henry Brill, Vice Chair

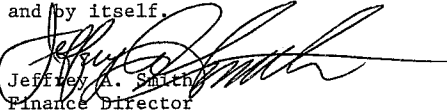
Ronald Combs

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.


Jeffrey A. Smith
Finance Director

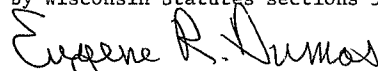
ADMINISTRATIVE NOTE:

Recommended.


Craig Knutson
County Administrator

LEGAL NOTE:

The County Board is authorized to take this action by Wisconsin Statutes sections 59.01 and 59.51(2).


Eugene R. Dumas
Deputy Corporation Counsel

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Human Services Board
INITIATED BY



Jason Witt, Deputy Director
DRAFTED BY

Human Services Board
SUBMITTED BY

June 11, 2010
DATE DRAFTED

Juvenile Detention Center Duct Work Cleaning

- 1 **WHEREAS**, a recent Juvenile Detention Center maintenance review by Rock County Human Services
- 2 and General Services Department staff identified the need for air duct cleaning throughout the facility;
- 3 and,
- 4
- 5 **WHEREAS**, the Rock County Purchasing Division did advertise and solicit proposals for the project
- 6 with the results attached; and,
- 7
- 8 **WHEREAS**, Rock County Purchasing and General Services Department staff did review all proposals
- 9 received for cost, experience and quality of services and recommended the lowest, most responsible and
- 10 responsive proposal; and,
- 11
- 12 **WHEREAS**, a budget transfer is in process to cover the cost of air duct cleaning at the Juvenile
- 13 Detention Center.
- 14
- 15 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
- 16 this day of _____ day of _____, 2010, issue a Purchase Order to Indoor Air Technologies,
- 17 Inc. of Victor, New York, in the amount of \$14,995.00 for the duct work cleaning at Rock County
- 18 Juvenile Detention Center.

Respectfully submitted,

Human Services Board

PURCHASING PROCEDURAL ENDORSEMENT

Brian Knudson
Brian Knudson, Chair

Phillip Owens, Chair

Jennifer Bishop
Jennifer Bishop, Vice Chair

Vote _____ Date _____

Robert Fizzell
Robert Fizzell

Susan Masterson
Susan Masterson

Absent
Minnie Murray

Phillip Owens
Phillip Owens

Terry Thomas
Terry Thomas

Sally Jean Weaver-Landers
Sally Jean Weaver-Landers

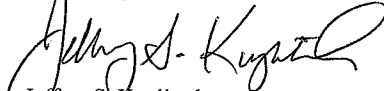
Marvin Wopat
Marvin Wopat

JUVENILE DETENTION CENTER DUCT WORK CLEANING

Page 2

LEGAL NOTE:

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



Jeffrey S. Kuglitsch
Corporation Counsel

FISCAL NOTE:

Sufficient funds are available in the Juvenile Detention Center's Repair and Maintenance account, 36-3664-0000-62400, for the cost of this contract.



Jeffrey A. Smith
Finance Director

ADMINISTRATIVE NOTE:

Recommended.



Craig Knutson
County Administrator

- Executive Summary -
Awarding Contract for Duct Work Cleaning Project
At Juvenile Detention Center

The Rock County Human Services Department (HSD) operates the Juvenile Detention Center (JDC). A recent JDC maintenance review by HSD and General Services Department staff identified the need for air duct cleaning throughout the facility.

The Purchasing Division advertised and solicited proposals from qualified vendors. All proposals were reviewed by Purchasing and General Services staff for experience, quality, and pricing. The proposal submitted by Indoor Air Technologies of Victor, New York rated the highest through the review process.

ROCK COUNTY, WISCONSIN
FINANCE DIRECTOR

PURCHASING DIVISION
FAX (608) 757-5539
PHONE (608) 757-5515



PROJECT: DUCT WORK CLEANING
 PROJECT #: 2010-27
 PROPOSAL DUE DATE: MAY 18, 2010 – 12:00 NOON (CDT)
 DEPARTMENT: HUMAN SERVICES – JUVENILE DETENTION CENTER

	INDOOR AIR TECHNOLOGIES VICTOR NY	DIRTY DUCTS CLEANING MADISON WI
PROPOSAL BOND RCV'D	YES	YES
PROPOSED COST	\$ 14,995.00	\$ 18,480.00
PROPOSAL EVALUATIONS		
EVALUATOR #1	93	90
EVALUATOR #2	90	65
EVALUATOR #3	95	94
TOTAL SCORE	278	239
AVERAGE SCORE	92	79

Proposals were evaluated based on the following criteria:

- | | | |
|-------------------------------------|---|-------------------|
| 1. | General quality and adequacy of response
Completeness and thoroughness
Understanding of project | 20 points |
| 2. | Technical approach - Quality of package provided
Analysis of needs to obtain exceptional protection
Quality and quantity of equipment and services to be rendered | 20 points |
| 3. | Organization, personnel and experience
Qualifications of personnel
Experience of firm | 20 points |
| 4. | Reasonableness of cost estimates | 35 points |
| 5. | Ability to work within a reasonable time frame | 5 points |
| TOTAL AVAILABLE AWARD POINTS | | 100 POINTS |

This project was advertised in the Janesville Gazette and on the Internet at www.co.rock.wi.us.

One Proposal received was Non-Compliant because Proposal Bond was not submitted.

Prepared By: Alan D. [Signature]
Senior Buyer

Department Head Recommendation: [Signature] - Approve
B 6/9/10
Signature Date

Governing Committee Approval: Brian Knudson
Human Services Board 8-1 (Absent) 6/9/10
Chair Vote Date

Purchasing Procedural Endorsement:

Chair Vote Date

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Sheriff Robert D. Spoden
INITIATED BY



Diane Michaelis
DRAFTED BY

**Public Safety and Justice
Committee**
SUBMITTED BY

June 25, 2010
DATE DRAFTED

**Authorizing Purchase of Used Ford Step Van for the
Sheriff's Office Dive Team**

- 1 **WHEREAS**, the Sheriff's Office 1977 dive van has become a constant source of maintenance; and,
- 2
- 3 **WHEREAS**, a reliable mode of emergency transportation is needed when responding to emergencies,
- 4 and;
- 5
- 6 **WHEREAS**, bids were solicited, and one dealer responded; and,
- 7
- 8 **WHEREAS**, the Sheriff's Office and the Purchasing staff have reviewed the bid from Lynch Truck
- 9 Center and recommend purchasing one 2006 Ford E450 Step Van from Lynch Truck Center; and,
- 10
- 11 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
- 12 this _____ day of _____, 2010 that a Purchase Order be issued to Lynch Truck Center for a
- 13 Ford E450 Step Van, in the amount of \$15,800.
- 14
- 15 **BE IT FURTHER RESOLVED** that payment be made to the vendor upon receipt and acceptance by the
- 16 Rock County Sheriff.
- 17

Respectfully submitted,

Public Safety and Justice Committee

Purchasing Procedural Endorsement
Reviewed and approved on a vote of

Ivan Collins, Chair

Larry Wiedenfeld, Vice Chair

Phillip Owens, Chair

Mary Beaver

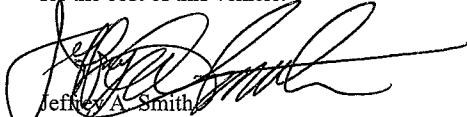
Henry Brill

Brian Knudson

Authorizing Purchase of Used Ford Step Van for the Sheriff's Office Dive Team
Page 2

FISCAL NOTE:

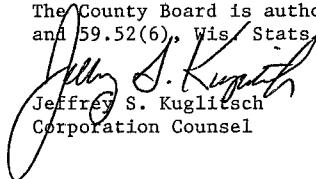
Sufficient funds are available in the Sheriff Vehicle Replacement Program, A/C 21-2190-0000-67105, for the cost of this vehicle.



Jeffrey A. Smith
Finance Director

LEGAL NOTE:

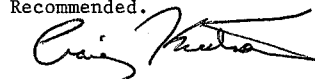
The County Board is authorized to take this action pursuant to secs. 59.01 and 59.52(6), Wis. Stats.



Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Craig Knutson
County Administrator

Executive Summary

The Sheriff's Office 1977 Chevrolet step van has become a constant source of maintenance. The step van is used by the dive/rescue team when responding to water related emergencies. The 1977 van only has legal seating for one. For most call outs four or more members of the dive team are riding in the van. A more reliable mode of transportation is needed.

Bids were solicited, and one dealer responded. Lynch Truck Center of Waterford, WI responded with a bid of \$15,800 for a used 2006 Ford E450 step van. The Sheriff's Office and the Purchasing staff have reviewed the bid and recommend purchasing the step van from Lynch Truck Center.

The additional costs of painting and outfitting the van are estimated at \$9,200.

ORIGINAL

ROCK COUNTY, WISCONSIN
FINANCE DIRECTOR

PURCHASING DIVISION
FAX (608) 757-5539
PHONE (608) 757-5517



PROJECT NUMBER: #2010-31
PROJECT NAME: USED FORD E450 STEP VAN
PROPOSAL DUE DATE: JUNE 21, 2010 – 1:30 NOON
DEPARTMENT: SHERIFFS OFFICE

	LYNCH TRUCK CENTER WATERFORD WI
FIRM BID PRICE	\$ 16,800.00
TRADE-IN DISCOUNT	(1,000.00)
FINAL BID PRICE	\$ 15,800.00
MAKE & MODEL	2006 FORD E450
WARRANTY	NONE
ESTIMATED DELIVERY	WITHIN ONE WEEK FROM RECEIPT OF ORDER

Request for Proposal was advertised in the Janesville Gazette and on the Internet.

PREPARED BY: Jodi R. Miller
Purchasing Manager

DEPARTMENT HEAD RECOMMENDATION: LYNCH TRUCK CENTER

Sheriff Robert Apod Signature Date 6-25-10

GOVERNING COMMITTEE RECOMMENDATION: _____

Chair Vote Date

PURCHASING PROCEDURAL ENDORSEMENT:

Chair Vote Date



Copy

#2010-31
INVITATION TO BID
2006 OR NEWER FORD E450 STEP VAN
FOR
ROCK COUNTY SHERIFF'S OFFICE
JANESVILLE, WISCONSIN

BID FORM

FIRM BID PRICE	\$	16,800 ⁰⁰
TRADE-IN DISCOUNT	\$	1,000 ⁰⁰
FINAL BID PRICE BID PRICE LESS TRADE-IN	\$	15,800 ⁰⁰
MAKE & MODEL	2006 Ford E450	
WARRANTY	NONE	
ESTIMATED DELIVERY	within one week from time of award.	

List any deviations or additional information to your bid on company letterhead.

Bid prepared by: *Blase J. Catanese*
Signature
Blase J. Catanese Commercial Account Rep
Print Name & Title

Company: *Lynch Truck Center*

Address: *29000 Sharon Lane*
Waterford WI 53185

Phone Number: *(262) 514 - 4000*

Fax Number: *(262) 514 - 5000*

Internet Address: *Blase@LynchTruckCenter.com*

RESOLUTION NO. _____

AGENDA NO. _____

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

Finance Committee
INITIATED BY _____

Finance Committee
SUBMITTED BY _____



Mickey Crittenden, Director
Information Technology
DRAFTED BY _____

June 22, 2010
DATE DRAFTED _____

TITLE

AUTHORIZING PURCHASE OF AN IN-SQUAD DIGITAL VIDEO SYSTEM FOR THE SHERIFF'S OFFICE AND AMENDING THE 2010 BUDGET

1 WHEREAS, the Sheriff's Office has received grants and has budgeted other funds for the purchase of
2 an in-squad digital video system for safety and operational needs; and,
3

4 WHEREAS, the Information Technology Department is responsible for purchasing computer-related
5 hardware and software for all county departments and offices; and,
6

7 WHEREAS, the specified in-squad digital video system may be purchased under terms of the State of
8 Wisconsin contract WN33ACA.
9

10 NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled
11 this _____ day of _____ 2010 that a Purchase Order in the amount of \$48,105.90 be issued to
12 Dell Marketing, LP for the purchase of an in-squad digital video system and that the Information
13 Technology Department's 2010 budget be amended as follows:
14

Account/ Description	Budget at 06/22/10	Increase (Decrease)	Amended Budget
<u>Source of Funds</u>			
07-1430-0000-68105 Allocated Acquisitions	(789,225)	(48,106)	(837,361)
<u>Use of Funds</u>			
07-1430-0000-67131 Computer Equipment	170,143	48,106	218,249

Respectfully submitted,

FINANCE COMMITTEE

Mary Mawhinney, Chair

Sandra Kraft, Vice Chair

Mary Beaver

David Diestler

J. Russell Podzilni

GENERAL SERVICES COMMITTEE
PURCHASING PROCEDURAL ENDORSEMENT

Vote of _____.

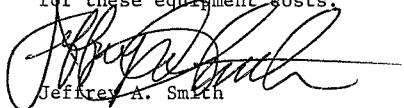
Phillip Owens, Chair

**AUTHORIZING PURCHASE OF AN IN-SQUAD DIGITAL VIDEO
SYSTEM FOR THE SHERIFF'S OFFICE AND AMENDING THE
2010 BUDGET**

Page 2

FISCAL NOTE:

This resolution amends Information Technology's 2010 budget to provide the budgetary authority to purchase computer equipment for the Sheriff's AVL Project. Sufficient funds are available in the Sheriff's budget, as amended, for these equipment costs.

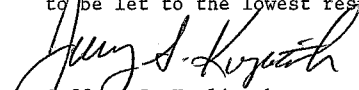


Jeffrey A. Smith
Finance Director

LEGAL NOTE:

As an amendment to the Adopted 2010 County Budget, this resolution requires a 2/3 vote of the entire membership of the County Board, pursuant to Section 65.90(5)(a), Wis. Stats.

The County Board is authorized to take this action pursuant to Sec(s) 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 for the Purchase of an In-Squad Digital Video System for the Sheriff's Office and Amending the 2010 Budget

The Sheriff's Office has developed a plan to use grant and other funds for the purchase of an in-squad digital video system, with an initial implementation in 8 squad cars. The system will provide for persuasive, documentary evidence that will defend against civil litigation and allegations of officer misconduct. The primary objectives of the system include:

- Enhancing officer safety;
- Accurately capturing statements and events during the course of an incident;
- Improving the officer's ability to document and review statements and actions for both internal reporting requirements and for courtroom presentation;
- Providing an impartial measurement for self-critique and field evaluation during recruitment and new officer training, and
- Capturing visual and audio information for use in investigations.

The in-squad digital video system includes the following components:

• Dell PowerEdge Server	\$6,610.81
• Safety Vision Hardware and Software	<u>\$41,495.09</u>
Total:	\$48,105.90

The system will be purchased from Dell Marketing, LP using the pricing and terms of the State of Wisconsin contract #WN33ACA. The resolution amends the IT 2010 budget to allow for using the appropriate expense account for the purchase.

RESOLUTION NO. _____

AGENDA NO. _____

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

SHERIFF ROBERT D. SPODEN
INITIATED BY



COMMANDER
THOMAS W. GEHL
DRAFTED BY

PUBLIC SAFETY & JUSTICE
GENERAL SERVICES
COMMITTEE
SUBMITTED BY

JUNE 30, 2010
DATE DRAFTED

AUTHORIZING CONTRACT FOR FACILITY TRANSITION SERVICES
FOR THE ROCK COUNTY JAIL RENOVATION PROJECT

- 1 **WHEREAS**, the Rock County Board of Supervisors previously authorized the Rock County Jail
- 2 Renovation project; and,
- 3
- 4 **WHEREAS**, construction on the jail renovation is currently ongoing, with a tentatively scheduled
- 5 completion in the last quarter of 2011; and,
- 6
- 7 **WHEREAS**, prior to occupying new and renovated portions of the jail, a transition process is necessary
- 8 to prepare for occupancy; and,
- 9
- 10 **WHEREAS**, the transition process includes: developing operational scenarios for use of the facility that
- 11 ultimately lead to the creation of post orders and procedures, preparation of a facility schedule and
- 12 staffing plan for operation of the new and renovated portions of the jail and creation and implementation
- 13 of a training program to prepare staff to understand and operate the facility and its new systems; and,
- 14
- 15 **WHEREAS**, Voorhis/Robertson Justice Services, Inc., has the requisite expertise in this area and can
- 16 organize and direct the transition to the renovated facility, through completion of construction and
- 17 occupancy.
- 18
- 19 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly
- 20 assembled this ____ day of _____, 2010, does hereby authorize a contract with
- 21 Voorhis/Robertson Justice Services, Inc., in amount not to exceed \$104,000, to provide operational
- 22 transition services to the Rock County Jail Renovation project.

Respectfully submitted,

GENERAL SERVICES COMMITTEE

PUBLIC SAFETY AND JUSTICE COMMITTEE

Phillip Owens, Chair

Ivan Collins, Chair

Henry Brill, Vice Chair

Larry Wiedenfeld, Vice Chair

Ronald Combs

Mary Beaver

Jason Heidenreich

Hank Brill

Mary Mawhinney

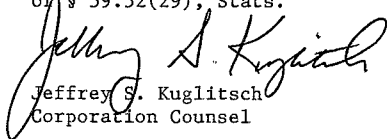
Brian Knudson

**AUTHORIZING CONTRACT FOR FACILITY TRANSITION SERVICES FOR THE ROCK
COUNTY JAIL RENOVATION PROJECT**

Page 2

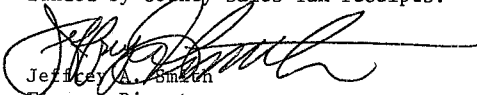
LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. Professional services are not subject to bidding requirements of § 59.52(29), Stats.


Jeffrey S. Kuglitsch
Corporation Counsel

FISCAL NOTE:

This contract is to be charged to the Jail / HCC Complex Project, A/C 18-1849-0000-67200, which has a current unencumbered balance of \$4,305,862. This application is funded by County Sales Tax receipts.


Jeffrey A. Smaton
Finance Director

ADMINISTRATIVE NOTE:

Recommended.


Craig Knutson
County Administrator

EXECUTIVE SUMMARY

In early 2010, the Rock County Board of Supervisors approved construction of Phase I of the Rock County Jail Renovation Project. Included in the project was construction of a new booking room and sallyport, a new central control, installation of new security electronics and a new fire alarm system throughout the jail, renovation of the medical area, and other related items.

The significant changes to workflow, procedures, and security/mechanical systems in the jail as a result of the renovation project will require significant changes in the jail's operation and training for all staff in the operation of new systems. In corrections, the term for this process is called transition.

Transition to the renovated Rock County Jail will require the development of operational scenarios on how a myriad of situations will be handled in the renovated facility, testing and revision of those scenarios, development of procedures and post orders based on those scenarios, preparation of a facility schedule and staffing plan to reflect the changes in the remodeled facility, and preparation and presentation of a training program for all jail staff to prepare them for use of new systems and implementation of new procedures that will impact operations when the renovated facility is completed.

The transition process requires a large amount of staff work to prepare. The Sheriff's Office does not have the staff time available to dedicate to the transition process. Voorhis/Robertson Justice Services (VRJS), a correctional consulting service has a great deal of experience and expertise in providing transition services to other correctional facilities throughout the country. In addition, VRJS has provided preliminary transition services for Rock County during the schematic design phase of the Jail Renovation Project.

This resolution authorizes Rock County to enter into a contract with VRJS in an amount not to exceed \$104,000 to provide necessary transition services for the remainder of the construction and occupancy phases of the renovation project.