

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, AUGUST 3, 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 – July 20, 2010
4. Transfers and Appropriations
5. Bills/Encumbrances/Pre-Approved Encumbrance Amendments
6. Purchasing Procedural Endorsement and Contract Award
 - A. Installation of Fuel Tank Monitoring System at the Rock County Jail/Sheriff's Department
7. Purchasing Procedural Endorsement
 - A. Awarding a Contract for Building Repairs and Painting of the Main Shop at the Department of Public Works
 - B. Authorizing Purchase of 2011 Court Folders for Rock County Clerk of Court
8. Authorizing Acceptance of \$4,473 Focus on Energy Grant for Jail Project and Entering Grant Agreement
9. Review of County's No-Smoking Ordinance
10. Updates
 - A. Jail Project
 1. Update Report
 2. Change Orders
 3. Additional Services Authorization with Potter Lawson
 - B. Complex Demolition Project
 1. Change Orders
11. Communications, Announcements and Information
12. Adjournment

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818490000-67200 ENC	CAPITAL IMPROV R1003149-PO# 07/29/10 -VN#044693	1,605,267.00	68.8% 1,612,955.51	6,379,682.97	3,612,628.52	104,000.00	
				CLOSING BALANCE	3,508,628.52		104,000.00
	JAIL/HCC COMPLEX		PROG-TOTAL-PO			104,000.00	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$104,000.00 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

AUG 03 2010 DATE _____ CHAIR

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 57.3%	25,797.16	0.06	19,202.78		
	P1000004-PO# 07/28/10 -VN#013693					JOHNSON CONTROLS INC	2,521.00
	P1000397-PO# 07/28/10 -VN#038974					BADGERLAND REFRIGERATION INC	209.50
	P1000412-PO# 07/28/10 -VN#040769					HD SUPPLY	105.08
	P1000414-PO# 07/28/10 -VN#013597					JANESVILLE ELECTRIC MOTOR CORP	88.50
	P1000423-PO# 07/28/10 -VN#015524					REINDERS INC	8.12
	P1002577-PO# 07/28/10 -VN#042826					FILTRATION CONCEPTS INC	225.06
	P1002779-PO# 07/28/10 -VN#045443					MC COTTER ENERGY SYSTEMS INC	220.73
	P1002798-PO# 07/28/10 -VN#049704					ENVIRONMENTAL SYSTEMS INC	195.00
						CLOSING BALANCE	15,629.79
							3,572.99
1818159200-62470	BLDG R & M	65,620.00 32.7%	20,479.50	990.71	44,149.79		
	P1000426-PO# 07/28/10 -VN#016376					STATE ELECTRICAL SUPPLY INC	318.04
	P1000427-PO# 07/28/10 -VN#011891					WERNER ELECTRIC SUPPLY COMPANY	119.12
	P1002283-PO# 07/28/10 -VN#049330					PIEPER ELECTRIC INC	1,313.35
						CLOSING BALANCE	42,399.28
							1,750.51
1818159200-63109	OTHER SUPP/EXP	45,700.00 41.6%	15,535.72	3,502.93	26,661.35		
	P1000406-PO# 07/28/10 -VN#019048					FASTENAL COMPANY	145.10
	P1000409-PO# 07/28/10 -VN#047242					H O H WATER TECHNOLOGY INC	1,065.75
	P1000410-PO# 07/28/10 -VN#018251					HARRIS ACE HARDWARE	30.99
	P1000413-PO# 07/28/10 -VN#029890					JACK AND DICKS FEED AND GARDEN	241.75
	P1000418-PO# 07/28/10 -VN#014423					MC MASTER-CARR SUPPLY COMPANY	30.54
	P1002505-PO# 07/28/10 -VN#043786					PROFESSIONAL SERVICE INDUSTRIE	125.00
	P1002771-PO# 07/28/10 -VN#011053					BADGERLAND SUPPLY INC	322.00
						CLOSING BALANCE	24,700.22
							1,961.13
						HCC BLDG.COMPLEX PROG-TOTAL-PO	7,284.63

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$7,284.63 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

AUG 03 2010

DATE _____ CHAIR

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818490000-67200	CAPITAL IMPROV	1,605,267.00	33.7% 1,160,404.49	5,075,126.03	5,519,988.54		
ENC	P1001806-PO# 03/31/10 -VN#049438			TRI NORTH BUILDERS INC		4,470,500.00	
ENC	P1001807-PO# 03/31/10 -VN#049439			TNB SUPPLY COMPANY LLC		1,326,000.00	
ENC	R1001994-PO# 03/31/10 -VN#049438			TRI NORTH BUILDERS INC		4,470,500.00	
ENC	R1001995-PO# 03/31/10 -VN#049439			TNB SUPPLY COMPANY LLC		1,326,000.00	
				CLOSING BALANCE	3,926,988.54		11,593,000.00
	JAIL/HCC COMPLEX		PROG-TOTAL -PO			1,593,000.00	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$1,593,000.00 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.

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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	64.9% 1,160,404.49	6,379,682.97	4,065,179.54		
		08/01/10 -VN#049438		TRI NORTH BUILDERS INC		314,360.02	
		P1001806-PO# 08/01/10 -VN#049438		TRI NORTH BUILDERS INC		28,500.00	
		P1001807-PO# 08/01/10 -VN#049439		TNB SUPPLY COMPANY LLC		109,691.00	
				CLOSING BALANCE	3,612,628.52		452,551.02
				JAIL/HCC COMPLEX PROG-TOTAL-PO		452,551.02	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$452,551.02 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

AUG 03 2010

DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
0000000001-16010	PURCHASING INVEN	0.00 100.0%	23,011.65	0.03	-23,011.68		
	P1000292-PO# 08/01/10 -VN#028070			OFFICE DEPOT		9.91	
	P1000294-PO# 08/01/10 -VN#039632			OFFICE PRO		2,205.06	
	P1000299-PO# 08/01/10 -VN#048467			STAPLES ADVANTAGE		5,455.96	
				CLOSING BALANCE	-30,682.61		7,670.93
	BAL.SHEET A/C		PROG-TOTAL-PO			7,670.93	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$7,670.93 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

AUG 03 2010 DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818100000-62400	R & M SERV	93,752.00 101.5%	71,735.81	23,499.49	-1,483.30		
	P1000483-PO# 08/01/10 -VN#010938			ARAMARK UNIFORM SERVICES INC		193.56	
*** OVERDRAFT ***	TRANSFER REQUIRED			CLOSING BALANCE	-1,676.86		193.56
1818100000-62461	ELEVATOR	53,000.00 85.8%	30,395.06	15,130.60	7,474.34		
	P1000530-PO# 08/01/10 -VN#034850			OTIS ELEVATOR COMPANY		609.86	
				CLOSING BALANCE	6,864.48		609.86
1818100000-63100	OFC SUPP & EXP	2,000.00 62.6%	1,253.97	0.00	746.03		
	P1000532-PO# 08/01/10 -VN#015241			PITNEY BOWES INC		567.76	
				CLOSING BALANCE	178.27		567.76
1818100000-63104	PRNT & DUPLICATI	53,800.00 54.9%	19,605.03	9,945.74	24,249.23		
	P1000298-PO# 08/01/10 -VN#048194			UNISOURCE		252.00	
	P1002020-PO# 08/01/10 -VN#021556			MIDLAND PAPER		491.96	
	P1002547-PO# 08/01/10 -VN#013625			JANESVILLE PRINTING COMPANY		1,097.00	
				CLOSING BALANCE	22,408.27		1,840.96
1818100000-63500	R&M SUPPLIES	170,500.00 78.2%	113,781.70	19,656.02	37,062.28		
	P1000503-PO# 08/01/10 -VN#012507			ENERGETICS INC		30.83	
	P1000506-PO# 08/01/10 -VN#044398			FIRST SUPPLY LLC		192.30	
	P1000513-PO# 08/01/10 -VN#030781			HOME DEPOT/GECF		47.48	
	P1000514-PO# 08/01/10 -VN#047242			H O H WATER TECHNOLOGY INC		710.50	
	P1000515-PO# 08/01/10 -VN#029890			JACK AND DICKS FEED AND GARDEN		901.60	
	P1000518-PO# 08/01/10 -VN#013693			JOHNSON CONTROLS INC		257.50	
	P1000525-PO# 08/01/10 -VN#014534			MENARDS		32.64	
	P1000536-PO# 08/01/10 -VN#016758			TRANE COMPANY		1,040.86	
	P1000542-PO# 08/01/10 -VN#016376			STATE ELECTRICAL SUPPLY INC		615.30	
	P1000544-PO# 08/01/10 -VN#048467			STAPLES ADVANTAGE		639.25	
	P1002310-PO# 08/01/10 -VN#010298			JWC BUILDING SPECIALTIES INC		1,182.48	
	P1002424-PO# 08/01/10 -VN#021331			LP TREE SERVICE		525.00	
	P1002634-PO# 08/01/10 -VN#049800			EVER WHITE		1,447.22	
	P1002752-PO# 08/01/10 -VN#017812			WOODWARD PETROLEUM SERVICE		89.00	
				CLOSING BALANCE	29,350.32		7,711.96
	GENERAL SERVICES		PROG-TOTAL -PO			10,924.10	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$10,924.10 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 _____

AUG 03 2010

DATE _____ CHAIR _____

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	19.5%	3,683.60	230.42	16,085.98	
	P1000498-PO# 08/01/10 -VN#012202					DE VERE COMPANY INC	218.22
	P1000513-PO# 08/01/10 -VN#030781					HOME DEPOT/GECF	19.94
	P1002424-PO# 08/01/10 -VN#021331					LP TREE SERVICE	590.00
						CLOSING BALANCE	15,257.82
							828.16
	GLEN OAKS OPER.					PROG-TOTAL-PO	828.16

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$828.16 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

AUG 03 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% 12,986.18	772.45	54,541.37		
PI000483-PO# 08/01/10 -VN#010938		ARAMARK UNIFORM SERVICES INC				18.00	
		CLOSING BALANCE			54,523.37		18.00
		JUV.DET.OPER.	PROG-TOTAL-PO			18.00	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$18.00 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

AUG 03 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	47.8%	10,801.56	2,111.36	14,087.08	
	P1000517-PO# 08/01/10 -VN#022229			JF AHERN COMPANY		425.00	
	P1000525-PO# 08/01/10 -VN#014534			MENARDS		116.00	
	P1000544-PO# 08/01/10 -VN#048467			STAPLES ADVANTAGE		106.82	
				CLOSING BALANCE		13,439.26	647.82
	COMM.CTR.OPER.			PROG-TOTAL-PO			647.82

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$647.82 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

AUG 03 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	8.0%	2,279.12	777.80	34,958.08	
	P1000483-PO# 08/01/10 -VN#010938					ARAMARK UNIFORM SERVICES INC	27.00
				CLOSING BALANCE		34,931.08	27.00
1818170000-63500	R&M SUPPLIES	13,000.00	97.9%	6,357.04	6,375.33	267.63	
	P1000496-PO# 08/01/10 -VN#011970					CONNORS SUPPLY INC	5.12
	P1000498-PO# 08/01/10 -VN#012202					DE VERE COMPANY INC	218.22
	P1000499-PO# 08/01/10 -VN#010156					DEGARMO PLUMBING INC	1,471.05
	P1000533-PO# 08/01/10 -VN#015284					POMP'S TIRE SERVICE INC	22.98
*** OVERDRAFT ***	TRANSFER REQUIRED			CLOSING BALANCE		-1,449.74	1,717.37
	ADOL.SER/GUIDANC			PROG-TOTAL-PO			1,744.37

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$1,744.37 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

AUG 03 2010 DATE _____ CHAIR

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	57.7%	38,994.52	4,342.84	31,662.64	
	P1000481-PO# 08/01/10 -VN#048889			ALL CLIMATE MECHANICAL LLC		2,975.00	
	P1000496-PO# 08/01/10 -VN#011970			CONNORS SUPPLY INC		263.72	
	P1000509-PO# 08/01/10 -VN#036010			GRAINGER PARTS		59.45	
	P1000513-PO# 08/01/10 -VN#030781			HOME DEPOT/GEFC		32.07	
	P1000538-PO# 08/01/10 -VN#025791			SGTS INC		2,513.90	
	P1002407-PO# 08/01/10 -VN#011148			BECKER BOILER COMPANY INC		1,815.00	
	P1002506-PO# 08/01/10 -VN#017518			WISCONSIN LIFT TRUCK CORP		803.34	
				CLOSING BALANCE		23,200.16	8,462.48
	JAIL CAP IMPROV			PROG-TOTAL-PO			8,462.48

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$8,462.48 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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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	66.1% 1,160,184.49	6,517,873.97	3,927,208.54		
	P1000029-PO# 08/01/10 -VN#047865		MOBILE MINI INC			220.00	
			CLOSING BALANCE		3,926,988.54		220.00
	JAIL/HCC COMPLEX		PROG-TOTAL-PO			220.00	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$220.00 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.

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Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818500000-67200	CAPITAL IMPROV	110,000.00	21.1%	2,000.00	21,250.00	86,750.00	
	P1001743-PO# 08/01/10 -VN#036838					ARNOLD AND O SHERIDAN INC	1,750.00
				CLOSING BALANCE	85,000.00		1,750.00
	JDC CAP IMPROV.		PROG-TOTAL-PO				1,750.00

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$1,750.00 INCURRED BY JDC CAPITAL IMPROVEMENT. 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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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 \$ 47,591.77

INCREASE FROM \$ 4,470,500.00 TO \$ 4,518,091.77

ACCOUNT BALANCE AVAILABLE \$ 3,926,988 ⁷²⁸¹⁰ ✓

REASON FOR AMENDMENT CHANGE ORDERS #2, 3,4,5

APPROVED BY GS COMMITTEE ON 6/1, 6/15 & 7/6

CHANGE ORDER #2 - \$20,387.92

CHANGE ORDER #3 - (11,024.24)

CHANGE ORDER #4 - 33,358.00

CHANGE ORDER #5 - 4,870.09

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

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

The General Services Committee
INITIATED BY



Robert Leu
DRAFTED BY

The General Services Committee
SUBMITTED BY

July 26, 2011
DATE DRAFTED

**Installation of Fuel Tank Monitoring System at the
Rock County Jail/Sheriff's Department**

- 1 WHEREAS, all underground fuel oil storage tanks must be monitored for leaks; and,
- 2
- 3 WHEREAS, the 10,000 gallon underground tank was installed in 1986 to house diesel fuel as back-
- 4 up to natural gas which is used for heating; and,
- 5
- 6 WHEREAS, the leak detection monitoring system on that tank needs to be replaced due to its age,
- 7 and limitations in generating the needed reports; and,
- 8
- 9 WHEREAS, specifications were prepared, and bids solicited for the tank monitoring system.
- 10
- 11 NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly
- 12 assembled this _____ day of _____, 2010, that a Purchase Order be issued
- 13 to the low-bidder, Interstate Pump and Tank Inc. of Waukesha, WI. in the amount of \$11,839.54;
- 14 and,
- 15
- 16 BE IT FURTHER RESOLVED, that payment be made to the vendor upon approval of the
- 17 General Services Committee.

Respectfully submitted,

General Services Committee:

Phillip Owens, Chair

Henry Brill, Vice Chair

Ronald Combs

Jason Heidenreich

Mary Mawhinney

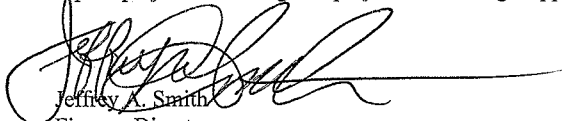
Purchasing Procedural Endorsement:

Phillip Owens Date Vote

Installation of Fuel Tank Monitoring System aty the Rock County Jail/Sheriff's Department
Page 2

FISCAL NOTE:

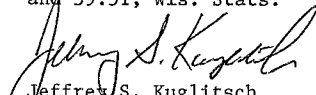
\$50,000 is included in the 2010 budget, Jail Capital Improvements, A/C 18-1837-0000-67200, for capital projects including this project. This budget appropriation is funded from Jail Assessment Fees.



Jeffrey A. Smith
Finance Director

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

ADMINISTRATIVE NOTE:

Recommended.



Craig Knutson
County Administrator

Executive Summary

-Installation of Fuel Tank Monitoring System at the Rock County Jail/Sheriff's Department

The resolution before you authorizes the purchase and installation of a fuel tank leak monitoring system for the underground tank at the Jail/Sheriff's Department. The tank can hold 10,000 gallons of diesel fuel, which can be used in place of natural gas to heat the building.

The current tank and monitoring system date back to 1986. The monitoring system on the tank is still working but it cannot keep historical logs, nor does it back up the data in the event the paper reports are lost or damaged. The new system also has upgraded leak detection capabilities.

Bids were solicited and five bids were received. The low bidder, Interstate Pump and Tank Inc. of Waukesha, is being recommended at a cost of \$11,839.54.

**COUNTY OF ROCK
PURCHASING DIVISION**

PROJECT: FUEL TANK MONITORING SYSTEM
 PROJECT #: 2010-33
 BID DUE DATE: JULY 8, 2010 - 1:30 P.M. (CDT)
 DEPARTMENT: GENERAL SERVICES - JAIL

	INTERSTATE PUMP & TANK INC WAUKESHA WI	WOODWARD PETROLEUM SERVICE LLC JANESVILLE WI	OIL EQUIPMENT COMPANY MADISON WI
EQUIPMENT COST	\$ 9,689.54	\$ 9,672.00	\$ 9,311.00
INSTALLATION COST	\$ 2,450.00	\$ 4,350.00	\$ 5,587.00
TRADE-IN OF EXISTING TANK GAUGE	(\$ 200.00)	(\$ 500.00)	(\$ 500.00)
TRADE-IN OF EXISTING PROBE	(\$ 100.00)	(\$ 200.00)	(\$ 200.00)
COMPLETE PROJECT COST	\$ 11,839.54	\$ 13,322.00	\$ 14,198.00

	METCO HILLSBORO WI	U.S. PETROLEUM EQUIPMENT KIMBERLY WI
EQUIPMENT COST	\$ 9,162.00	\$ 9,565.00
INSTALLATION COST	\$ 6,200.00	\$ 7,990.00
TRADE-IN OF EXISTING TANK GAUGE	(\$ 500.00)	(\$ 500.00)
TRADE-IN OF EXISTING PROBE	(\$ 200.00)	(\$ 200.00)
COMPLETE PROJECT COST	\$ 14,662.00	\$ 16,855.00

This bid was advertised in the Janesville Gazette and on the Internet.

Prepared By: [Signature]
Senior Buyer

Governing Committee Approval:

Department Head Recommendation: Interstate Pump Tank
[Signature]
 Date 7/26/10

Chair _____ Vote _____ Date _____

Purchasing Procedural Endorsement:

Chair _____ Vote _____ Date _____

RESOLUTION NO. _____

AGENDA NO. _____

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

Public Works Committee
INITIATED BY

Ben Coopman, Director of Public Works
DRAFTED BY

Public Works Committee
SUBMITTED BY



July 19, 2010
DATE DRAFTED

AWARDING A CONTRACT FOR BUILDING REPAIRS AND PAINTING OF THE MAIN SHOP AT THE DEPARTMENT OF PUBLIC WORKS

- 1 WHEREAS, the existing Main Shop and Garage at the Department of Public Works (DPW) is
- 2 thirty years old and in need of repairs and painting; and,
- 3
- 4 WHEREAS, the building needs repair work on service and overhead doors, building siding, door
- 5 opener upgrades and then repainting of the building; and,
- 6
- 7 WHEREAS, the Purchasing Division did advertise and solicit bids from qualified contractors; and,
- 8
- 9 WHEREAS, Purchasing and Public Works' staff did review all bids received and are
- 10 recommending the most responsive and qualified bid.
- 11
- 12 NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly
- 13 assembled this ____ day of _____, 2010 that a Purchase Order be issued to Gilbank
- 14 Construction Company of Clinton, Wisconsin, in the amount of \$211,600.

Respectfully submitted,

PUBLIC WORKS COMMITTEE

Kurtis L. Yankee
Kurtis Yankee, Chair

Absent
Betty Jo Bussie, Vice-Chair

Eva M. Arnold
Eva M. Arnold

David Diestler
David Diestler

Absent
Brent Fox

Purchasing Procedural Endorsement:

Chair: _____

Vote: _____ Date: _____

**AWARDING A CONTRACT FOR BUILDING REPAIRS AND PAINTING OF
THE MAIN SHOP AT THE DEPARTMENT OF PUBLIC WORKS**

Page 2

FISCAL NOTE:


Sufficient funds are available in DPW's Buildings & Grounds Cost Pool, A/C 41-4350-4270-67171. This project is funded by the 2010 Debt Issue.



Jeffrey A. Smith
Finance Director

ADMINISTRATIVE NOTE:


Recommended.



Craig Knutson
County Administrator

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.



Jeffrey S. Kuglitsch
Corporation Counsel

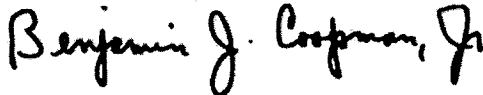
– EXECUTIVE SUMMARY –

**AWARDING A CONTRACT FOR BUILDING REPAIRS AND PAINTING
OF THE MAIN SHOP AT THE DEPARTMENT OF PUBLIC WORKS**

This Resolution authorizes a project to replace or repair most of the service doors and overhead doors, replace rusted and deteriorated metal wall panels, install updated garage door openers on five overhead doors and then repaint the Department of Public Works (DPW) Shop and Garage Building. Much of the deterioration is due to the harsh environment of salt and abrasives that the building is exposed to throughout the year. The building is thirty years old and has never had any extensive repairs or been repainted.

DPW staff did a thorough analysis of the bids. Staff is recommending the award of the two base bids plus one alternate bid to upgrade the five overhead door openers to Gilbank Construction Company of Clinton, Wisconsin, the lowest responsive bidder, for \$211,600. Funding source is the 2010 Debt Issue. One completed reproofing project has come in under budget and another parking lot paving project will be deferred to allow for this project to be done at one time.

Respectfully submitted,

A handwritten signature in black ink that reads "Benjamin J. Coopman, Jr." The signature is written in a cursive style with a large initial 'B' and a distinct 'Jr.' at the end.

Benjamin J. Coopman, Jr., P.E.
Public Works Director



RECEIVED

JUL 13 2010

ROCK COUNTY
PUBLIC WORKS

PROJECT: EXTERIOR METAL BUILDING REPAIRS & UPDATES
PROJECT #: 2010-32
DEPARTMENT: DEPARTMENT OF PUBLIC WORKS
QUOTE DUE DATE: July 9, 2010 – 1:30 P.M. (CDT)

	GILBANK CONSTRUCTION CLINTON WI	MIRON CONSTRUCTION NEENAH WI
BID BOND RECEIVED	YES	YES
ADDENDA'S RECEIVED	YES	YES
BASE BID #1	\$ 194,100.00	\$ 206,707.00
BASE BID #2	\$ 12,500.00	\$ 19,071.00
ALTERNATE BID #1	\$ 5,000.00	\$ 5,387.00

This project was advertised in the Janesville Gazette and the Internet at www.co.rock.wi.us. ^{211,600}

Eight additional prime contractors were solicited with no response.

BASE BID consists of exterior building repairs, door replacements and exterior building painting.

BASE BID #2 consists of Bay #4 door widening project.

ALTERNATE BID #1 consists of replacing of door operators.

Prepared By: *[Signature]*
Senior Buyer

Department Head Recommendation: Gilbank Construction : \$211,600.00

Signature: *Benjamin J. Crepman, Jr.* Date: 7-19-2010

Governing Committee Approval:

Chair: *Kurtis L. Yostes* Vote: 3-0 Date: 7-28-2010

Purchasing Procedural Endorsement:

Chair _____ Vote _____ Date _____

RESOLUTION NO. _____

AGENDA NO. _____

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

Public Safety & Justice
Committee
INITIATED BY



Alan Dransfield, Senior Buyer
DRAFTED BY

Public Safety & Justice
Committee
SUBMITTED BY

July 27, 2010
DATE DRAFTED

TITLE

AUTHORIZING PURCHASE OF 2011 COURT FOLDERS
FOR
ROCK COUNTY CLERK OF COURT

- 1 WHEREAS, the 2010 Budget includes funds for the purchase of 2011 court folders for
- 2 the Rock County Clerk of Court; and,
- 3
- 4 WHEREAS, the folders are purchased yearly for the following years court cases; and,
- 5
- 6 WHEREAS, the Rock County Purchasing Division did advertise and solicit bids for the
- 7 court folders with the results attached; and,
- 8
- 9 WHEREAS, the Clerk of Court and Purchasing did review all bids received and
- 10 recommend awarding the purchase to the lowest, most responsive and responsible bid;
- 11
- 12 NOW, THEREFORE, BE IT RESOLVED, by the Rock County Board of Supervisors duly
- 13 assembled this _____ day of _____, 2010 that a Purchase Order be issued to
- 14 Mid America Business Systems of MN, in the amount of \$18,115.00 for the purchase of
- 15 2011 court folders.
- 16
- 17 BE IT FURTHER RESOLVED, that payment be made to the vendor upon receipt and
- 18 acceptance by the Rock County Clerk of Court and approval of the Public and safety
- 19 Committee.

Respectfully submitted,

Public Safety & Justice Committee

Ivan Collins, Chair

Larry Wiedenfeld

Brian Knudson

Mary Beaver

Hank Brill

PURCHASING PROCEDURAL ENDORSEMENT:

Chair

Vote

Date

AUTHORIZING PURCHASE OF 2011 COURT FOLDERS FOR
ROCK COUNTY CLERK OF COURT

Page 2

FISCAL NOTE:

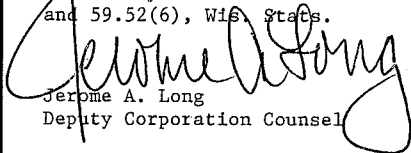
The Clerk of Courts Office Supplies Account, 22 1209 0000 63100, has a current balance of \$14,112.00. After a transfer, the account will have sufficient funds for this contract.



George Baltes
Internal Auditor

LEGAL NOTE:

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



Jerome A. Long
Deputy Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Craig Knutson
County Administrator

COUNTY OF ROCK
Purchasing Division

PROJECT: COURT FOLDERS AND LABELS
 PROJECT #: 2011-04
 BID DUE DATE: JULY 22, 2010 - 1:30 (GDT)
 DEPARTMENT: CLERK OF CIRCUIT COURT

	MID AMERICA BUSINESS SYSTEMS MINNEAPOLIS MN	FRASER BRIDGEVIEW IL	BEAR GRAPHICS SIOUX CITY IA	AMES SOMERVILLE MA	PROFORMA PRINTWORKS JANESVILLE WI
2011 Folders	\$ 18,021.00	\$ 18,482.30	\$ 25,913.50	\$ 26,384.70	\$ 54,997.70
2011 Labels	\$ 94.00	\$ 50.00	\$ 39.50	\$ 350.00	\$ 115.75
2012 Increase	PLUS 6%	PLUS - UP TO 10%	PLUS 5%	PLUS 5%	PLUS 5%
2013 Increase	PLUS 6%	PLUS - UP TO 10%	PLUS 5%	PLUS 5%	PLUS 5%
2011 TOTAL	\$ 18,115.00	\$ 18,532.30	\$ 25,953.00	\$ 26,734.70	\$ 55,113.45

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

Two additional vendors were solicited that did not respond.

Prepared By: *Scott Starnes*
Senior Buyer

Governing Committee Approval: _____

Department Head Recommendation: *Neil Quince*

(Chair) (Vote) (Date)

(Signature) _____ (Date)

Purchasing Procedural Endorsement: _____ (Chair) (Vote) (Date)

Potter Lawson

Additional Services Authorization

15 Ellis Potter Court
P.O. Box 44964
Madison, WI 53744-4964
608/274-2741
Fax/274-3674

Number: 03
Date: July 2, 2010
Project Name: Rock Co. Jail Expansion & Pinehurst Renovation
Project No: 2007.23.01
Owner: County of Rock

Description of Additional Services:

Civil Engineering Services to design expanded parking area to the west of the existing jail and Pinehurst building including storm water management.

Tasks:

Topographic Survey and Engineered Site Plan for new, approximately 30 stall Parking Area to the west of Pinehurst (See extents outlined on attached plan).
Design of new storm drain if required.
One on-site design meeting, to be scheduled in conjunction with a project Progress Meeting.
Documentation to integrate design into existing Jail Renovation and Expansion Project Documents.
Site Lighting design is excluded from this Additional Service.
City approvals as required.

Compensation:

These services will be provided for a fixed lump sum fee of Two Thousand Dollars (\$2,000.00).

The Architect is hereby authorized to provide the Additional Services as described herein. The Architect will be compensated for Additional Services as provided for in the Owner/Architect Agreement (B102-2007). All other Terms and Conditions of the Owner/Architect Agreement dated October 22, 2009 are applicable to this Additional Service Authorization.

Note: Please sign and return one copy to Potter Lawson, Inc.

Architect Acceptance

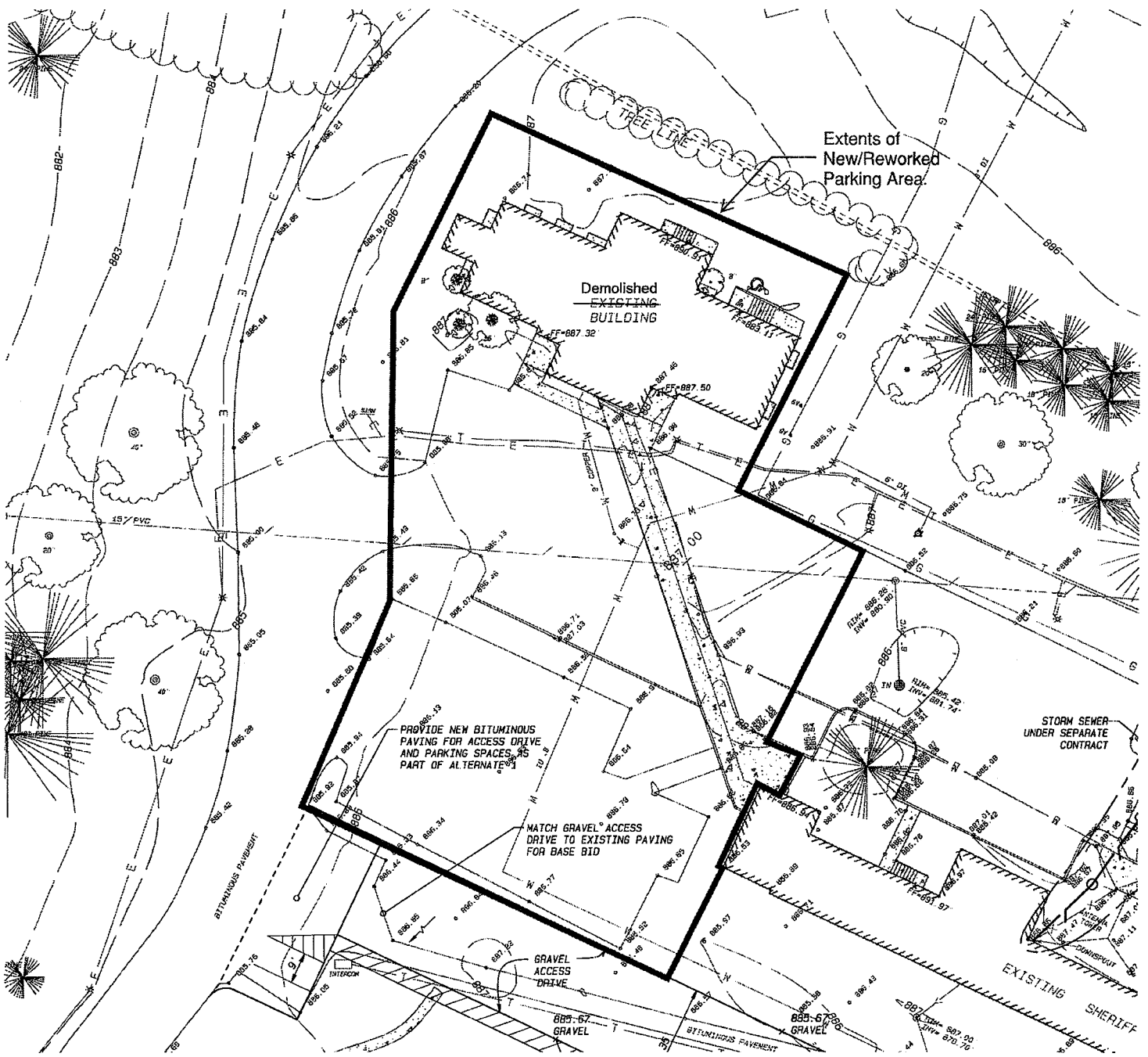
Architect: 

Date: 7/2/2010

Owner Authorization

Owner: _____

Date: _____



Extents of
New/Reworked
Parking Area.

Demolished
EXISTING
BUILDING

PROVIDE NEW BITUMINOUS
PAVING FOR ACCESS DRIVE
AND PARKING SPACES, AS
PART OF ALTERNATE #1

GRAVEL
ACCESS
DRIVE

STORM SEWER
UNDER SEPARATE
CONTRACT

EXISTING
SHERIFF