

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, SEPTEMBER 9, 2014 – 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 – August 19, 2014
4. Transfers and Appropriations
5. Bills/Encumbrances/Pre-Approved Encumbrance Amendments
6. Update, Discussion and Possible Action on Courthouse Tower
7. Updates
 - A. Rock Haven
 - 1) Update Report
 - B. Courthouse Windows Project
 - 1) Update
 - C. Courthouse Planters
 - 1) Update
 - D. Youth Services Center Recreation Yard
 - 1) Update
 - 2) Change Order(s)
8. Communications, Announcements and Information
9. Adjournment

Please contact Marilyn at (608)757-5510 if you are going to be late or if you will not be able to attend the meeting.

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
18-1810-0000-62400	R & M SERV	P1400397	08/12/2014	ARAMARK UNIFORM SERVICES INC	186.90
		P1401508	07/31/2014	PER MAR SECURITY SERVICES	790.67
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	143,619.00	73,930.07	29,726.00	977.57	38,985.36
18-1810-0000-63500	R&M SUPPLIES	P1400401	08/20/2014	BELOIT FIRE PROTECTION COMPANY	72.00
		P1400405	07/31/2014	CITY OF JANESVILLE	74.50
		P1400410	08/01/2014	DVORAK LANDSCAPE SUPPLY LLC	1,445.00
		P1400414	08/14/2014	FERGUSON ENTERPRISES INC	159.56
		P1400415	08/14/2014	FIRST SUPPLY LLC	1,420.20
		P1400418	08/19/2014	HALVERSON CARPET CENTER LTD	7,852.00
		P1400421	07/29/2014	HOBART SALES AND SERVICE	150.91
		P1400423	08/06/2014	HOME DEPOT/GECF	14.94
		P1400425	08/12/2014	JACK AND DICKS FEED AND GARDEN	504.70
		P1400469	08/12/2014	JOHNSTONE SUPPLY	567.76
		P1400534	02/18/2014	R E MICHEL COMPANY	16.51
		P1400535	08/19/2014	SGTS INC	545.00
		P1400538	08/07/2014	STAPLES ADVANTAGE	964.66
		P1400540	08/18/2014	TRANE COMPANY	11,622.80
		P1401457	08/13/2014	PUR CHEM LLC	5,210.00
		P1402814	08/06/2014	NORTHERN SAFETY COMPANY INC	470.76
			Budget	YTD Exp	YTD Enc
	230,000.00	201,826.82	11,110.25	31,091.30	(14,028.37)
GENERAL SERVICES PROG TOTAL				32,068.87	
18-1811-0000-63500	R&M SUPPLIES	P1400538	08/05/2014	STAPLES ADVANTAGE	256.47
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	20,000.00	14,483.02	72.03	256.47	5,188.48
GLEN OAKS FACILITY OPERATION PROG TOTAL				256.47	
18-1816-0000-62400	R & M SERV	P1400397	08/12/2014	ARAMARK UNIFORM SERVICES INC	33.18
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	26,000.00	22,481.68	707.00	33.18	2,778.14
18-1816-0000-63500	R&M SUPPLIES	P1400538	08/08/2014	STAPLES ADVANTAGE	106.95
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	20,000.00	8,498.67	557.68	106.95	10,836.70

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
COMMUNICATIONS CTR.OPERATION PROG TOTAL					140.13
18-1817-0000-62400	R & M SERV	P1400397	08/12/2014	ARAMARK UNIFORM SERVICES INC	31.56
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	39,117.00	37,466.08	293.00	31.56	1,326.36
18-1817-0000-63500	R&M SUPPLIES	P1400536	07/31/2014	SHERWIN WILLIAMS	137.48
		P1401457	08/13/2014	PUR CHEM LLC	615.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	17,000.00	11,989.38	1,335.07	752.48	2,923.07
DIVERSION PROG/ASC PROG TOTAL					784.04
18-1837-0000-63500	R&M SUPPLIES	P1400416	07/31/2014	FOUR SEASONS REPAIR INC	17.90
		P1400417	08/07/2014	GRAINGER PARTS	53.82
		P1400423	08/09/2014	HOME DEPOT/GECF	31.23
		P1400426	08/06/2014	JANESVILLE ELECTRIC MOTOR CORP	265.00
		P1400476	07/31/2014	JANESVILLE WINSUPPLY COMPANY	652.60
		P1400477	08/08/2014	MC MASTER-CARR SUPPLY COMPANY	236.10
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	108,499.00	40,331.65	3,074.99	1,256.65	63,835.71
JAIL CAPITAL IMPROVEMENTS PROG TOTAL					1,256.65
18-1842-0000-67200	CAPITAL IMPROV	P1303154	07/31/2014	TRUESDELL CORPORATION OF WISCI	40,435.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	719,521.00	55,885.00	171,869.56	40,435.00	451,331.44
COURTHOUSE FACILITY PROJECT PROG TOTAL					40,435.00

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
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I have examined the preceding bills and encumbrances in the total amount of **\$74,941.16**

Claims covering the items are proper and have been previously funded. These items are to be treated as follows:

- A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.
- B. Bills under \$10,000 to be paid.
- C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **SEP 09 2014**

Dept Head _____

Committee Chair _____

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
18-1815-0000-62400	R & M SERV	P1400221	08/14/2014	BANDT COMMUNICATIONS INC	185.00
		P1400234	08/26/2014	JACK AND DICKS FEED AND GARDEN	117.00
		P1402142	06/17/2014	SIEMENS INDUSTRY INC	1,164.00
		P1402957	07/25/2014	SIEMENS INDUSTRY INC	212.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	112,500.00	96,333.12	642.90	1,678.00	13,845.98
18-1815-0000-63500	R&M SUPPLIES	P1400220	08/26/2014	AIRGAS NORTH CENTRAL	52.60
		P1400227	08/28/2014	FIRST SUPPLY MADISON LLC	592.01
		P1400229	08/14/2014	HOH WATER TECHNOLOGY INC	1,755.23
		P1400230	08/15/2014	HARRIS ACE HARDWARE	1.54
		P1400232	08/26/2014	HOME DEPOT/GECF	84.66
		P1400240	08/27/2014	NAPA AUTO PARTS	58.27
		P1400386	08/20/2014	ROCK COUNTY HEALTH CARE CENTE	31.63
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	46,850.00	30,176.01	23,946.31	2,575.94	(9,848.26)
18-1815-0000-67161	CA \$5,000/MORE	P1402378	08/20/2014	US CELLULAR	5,391.50
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	22,600.00	14,225.00	0.00	5,391.50	2,983.50
HCC BUILDING COMPLEX PROG TOTAL				9,645.44	

I have examined the preceding bills and encumbrances in the total amount of **\$9,645.44**
 Claims covering the items are proper and have been previously funded. These items are to be treated as follows:
 A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.
 B. Bills under \$10,000 to be paid.
 C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **SEP 09 2014**

Dept Head _____

Committee Chair _____

PURCHASE ORDER NUMBER P1402042 PEID 034667

PRE-APPROVED ENCUMBRANCE AMENDMENT FORM

This form must be used when adding funds to or changing an account number of a previously approved encumbrance. Please complete this form and e-mail to Susan Balog in Accounting (balog@co.rock.wi.us), Cheryl Mikrut in Accounting (mikrut@co.rock.wi.us) **and** Jodi Millis in Purchasing (jodi@co.rock.wi.us). Susan or Cheryl will forward on to your governing committee for approval. The Encumbrance and Purchase Order will be updated upon approval of all necessary committees and County Board (if amendment is over \$10,000).

DATE AUGUST 19, 2014

DEPARTMENT GENERAL SERVICES

COMMITTEE GENERAL SERVICES

VENDOR NAME CORPORATE CONTRACTORS INC

ACCOUNT NUMBER 18-1850-0000-67200

FUNDS DESCRIPTION 40 YARDS OF SURPLUS TOPSOIL

AMOUNT OF INCREASE \$ 949.00

INCREASE FROM \$ 444,000.00 TO \$ 444,949.00

ACCOUNT BALANCE AVAILABLE \$ 48,904.78 SB 08/20/14

REASON FOR AMENDMENT PROVIDE 40 YARDS OF SURPLUS TOPSOIL FOR
THE YSC OUTDOOR REC PROJECT

APPROVALS

GOVERNING COMMITTEE _____
Chair _____ Date _____

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

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