

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, MAY 6, 2014 – 8:00 A.M.
CONFERENCE ROOM N-1 – FIFTH FLOOR
ROCK COUNTY COURTHOUSE-EAST**

Agenda

1. Call to Order and Approve Agenda
2. Election of Vice Chair
3. Set meeting Day and Time
4. Citizen Participation
5. Approval of Minutes – April 15, 2014
6. Transfers and Appropriations
7. Bills/Encumbrances/Pre-Approved Encumbrance Amendments
8. Resolution
 - A. Awarding Contract for Construction of an Outdoor Recreational Yard at the Youth Services Center
9. Purchase Award – Health Care Center Water Softner
10. Report
 - A. Introduction to General Services and Project Updates
11. Updates
 - A. Jail Project
 - 1) Update Report
 - B. Rock Haven
 - 1) Update Report
12. Communications, Announcements and Information
13. 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.

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
00-0000-0001-17100	POSTAGE METER CH	P1400541	04/04/2014	UNITED MAILING SERVICES INC	473.83
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	0.00	37,541.77	140,000.00	473.83	(178,015.60)
GENERAL FUND PROG TOTAL				473.83	

I have examined the preceding bills and encumbrances in the total amount of **\$473.83**

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: **MAY 06 2014**

Dept Head _____

Committee Chair _____

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
18-1810-0000-62112	SECURITY	P1400480	03/31/2014	MIRION TECHNOLOGIES GDS INC	238.04
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	69,000.00	16,951.40	49,418.64	238.04	2,391.92
18-1810-0000-62400	R & M SERV	P1400397	04/08/2014	ARAMARK UNIFORM SERVICES INC	264.57
		P1400926	04/09/2014	MIDWEST ALARM SERVICES INC	666.60
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	143,619.00	44,835.28	56,701.38	931.17	41,151.17
18-1810-0000-63100	OFC SUPP & EXP	P1400529	04/18/2014	PITNEY BOWES INC	679.96
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	2,500.00	325.57	0.00	679.96	1,494.47
18-1810-0000-63500	R&M SUPPLIES	P1400394	04/22/2014	AARONS LOCK AND SAFE INC	110.97
		P1400402	04/06/2014	BJ ELECTRIC SUPPLY INC	375.23
		P1400412	04/04/2014	ENERGETICS INC	302.90
		P1400414	04/14/2014	FERGUSON ENTERPRISES INC	104.71
		P1400415	04/03/2014	FIRST SUPPLY LLC	222.53
		P1400423	04/08/2014	HOME DEPOT/GECF	525.57
		P1400425	04/03/2014	JACK AND DICKS FEED AND GARDEN	1,009.40
		P1400426	04/18/2014	JANESVILLE ELECTRIC MOTOR CORP	374.00
		P1400427	04/07/2014	JOHNSON CONTROLS INC	1,355.90
		P1400477	04/02/2014	MC MASTER-CARR SUPPLY COMPANY	734.94
		P1400478	04/08/2014	MENARDS	19.73
		P1400528	03/31/2014	PIEPER ELECTRIC INC	406.21
		P1400532	04/02/2014	QUALITY DOOR LLC	110.00
		P1400535	04/07/2014	SGTS INC	565.00
		P1400536	04/01/2014	SHERWIN WILLIAMS	186.24
		P1400538	04/17/2014	STAPLES ADVANTAGE	257.68
		P1401801	03/31/2014	ADDIE WATER SYSTEMS INC	268.24
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	230,000.00	87,054.04	22,481.68	6,929.25	113,535.03
GENERAL SERVICES PROG TOTAL				8,778.42	
18-1811-0000-62400	R & M SERV	P1400397	04/08/2014	ARAMARK UNIFORM SERVICES INC	40.95
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	38,167.00	613.45	1,154.00	40.95	36,358.60
18-1811-0000-63500	R&M SUPPLIES	P1400412	04/17/2014	ENERGETICS INC	32.60
		P1400423	04/02/2014	HOME DEPOT/GECF	7.94

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
		P1400478	04/14/2014	MENARDS	27.77
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	20,000.00	2,597.49	1,620.03	68.31	15,714.17
GLEN OAKS FACILITY OPERATION PROG TOTAL					109.26
18-1812-0000-62205	FUEL OIL				
		P1400404	03/28/2014	BROWN OIL CO INC	342.16
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	200.00	0.00	0.00	342.16	(142.16)
18-1812-0000-62400	R & M SERV				
		P1400397	04/22/2014	ARAMARK UNIFORM SERVICES INC	3.63
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	86,400.00	5,347.66	6,725.50	3.63	74,323.21
18-1812-0000-63500	R&M SUPPLIES				
		P1400414	04/01/2014	FERGUSON ENTERPRISES INC	631.18
		P1400415	03/31/2014	FIRST SUPPLY LLC	128.26
		P1400423	03/13/2014	HOME DEPOT/GECF	14.00
		P1400524	04/01/2014	NAPA AUTO PARTS	13.00
		P1400534	04/09/2014	R E MICHEL COMPANY	14.11
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	22,000.00	3,077.34	84.85	800.55	18,037.26
YOUTH SERVICES CENTER PROG TOTAL					1,146.34
18-1817-0000-63500	R&M SUPPLIES				
		P1400396	04/07/2014	AMERICAN INDUSTRIAL STEEL AND	14.35
		P1400412	04/17/2014	ENERGETICS INC	14.32
		P1400534	04/23/2014	R E MICHEL COMPANY	51.04
		P1400536	04/07/2014	SHERWIN WILLIAMS	95.38
		P1401457	04/10/2014	PUR CHEM LLC	1,233.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	17,000.00	1,847.20	249.99	1,408.09	13,494.72
DIVERSION PROG/ASC PROG TOTAL					1,408.09
18-1837-0000-63500	R&M SUPPLIES				
		P1400415	03/28/2014	FIRST SUPPLY LLC	42.22
		P1400417	04/04/2014	GRAINGER PARTS	61.57
		P1400423	03/24/2014	HOME DEPOT/GECF	121.42
		P1400426	04/11/2014	JANESVILLE ELECTRIC MOTOR CORP	294.00
		P1400478	04/17/2014	MENARDS	10.79
		P1400534	04/03/2014	R E MICHEL COMPANY	95.26
		P1401630	03/24/2014	GYPSSUM SUPPLY CO	475.20

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
		P1401725	04/10/2014	WISCONSIN LIFT TRUCK CORP	244.41
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	108,499.00	16,860.55	4,998.99	1,344.87	85,294.59
JAIL CAPITAL IMPROVEMENTS PROG TOTAL				1,344.87	
18-1850-0000-67200	CAPITAL IMPROV				
		P1401783	04/07/2014	POTTER LAWSON ARCHITECTS INC	5,695.22
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	516,000.00	0.00	444,000.00	5,695.22	66,304.78
YSC CAPITAL IMPROVEMENT PROG TOTAL				5,695.22	
18-1855-0000-67200	CAPITAL IMPROV				
ENC		R1401957	04/09/2014	MEAD AND HUNT INC	2,250.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	550,000.00	12,750.00	0.00	2,250.00	535,000.00
COURTHOUSE SECURITY SYSTEM PROG TOTAL				2,250.00	

I have examined the preceding bills and encumbrances in the total amount of **\$20,732.20**
 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.
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Date: **MAY 06 2014**

Dept Head _____

Committee Chair _____

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
18-1815-0000-62400	R & M SERV	P1400007	04/01/2014	SIEMENS INDUSTRY INC	9,100.00	
		P1400244	04/14/2014	R E MICHEL COMPANY	72.24	
		P1400248	04/23/2014	SIMPLEX GRINNELL LP	86.35	
		P1401862	04/08/2014	PER MAR SECURITY SERVICES	455.04	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance	
	112,500.00	79,370.70	815.79	9,713.63	22,599.88	
18-1815-0000-63500	R&M SUPPLIES	P1400218	04/21/2014	AARONS LOCK AND SAFE INC	24.99	
		P1400220	04/03/2014	AIRGAS NORTH CENTRAL	116.58	
		P1400226	04/22/2014	FASTENAL COMPANY	51.76	
		P1400232	04/25/2014	HOME DEPOT/GECF	538.24	
		P1400239	04/22/2014	MENARDS	47.89	
		P1400249	04/23/2014	STAPLES ADVANTAGE	686.28	
		P1400251	04/04/2014	WERNER ELECTRIC SUPPLY COMPAN	156.00	
		P1401638	04/08/2014	LA FORCE HARDWARE AND MANUFAC	320.00	
			Budget	YTD Exp	YTD Enc	Pending
	46,850.00	8,028.02	8,079.44	1,941.74	28,800.80	
18-1815-0000-64200	TRAINING EXP	P1401917	04/28/2014	WHEA II	175.00	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance	
	5,150.00	0.00	0.00	175.00	4,975.00	
HCC BUILDING COMPLEX PROG TOTAL				11,830.37		

I have examined the preceding bills and encumbrances in the total amount of **\$11,830.37**

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

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Date: **MAY 06 2014**

Dept Head _____

Committee Chair _____

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
18-1815-0000-63500	R&M SUPPLIES	P1401638	04/08/2014	LA FORCE HARDWARE AND MANUFAC	240.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	46,850.00	9,729.76	8,079.44	240.00	28,800.80
HCC BUILDING COMPLEX PROG TOTAL				240.00	

I have examined the preceding bills and encumbrances in the total amount of **\$240.00**

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

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C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **MAY 06 2014**

Dept Head _____

Committee Chair _____

RESOLUTION NO. _____

AGENDA NO. _____

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

Charmian Klyve
INITIATED BY

Human Services Board,
General Services Committee
SUBMITTED BY



Phil Boutwell
DRAFTED BY

April 11, 2014
DATE DRAFTED

Awarding Contract for Construction of an Outdoor Recreational Yard at the Youth Services Center

- 1 **WHEREAS**, The Youth Services Center was built in the early 1990's without an Outdoor Recreational
2 Yard and recent changes in state law place more youth in the facility for stays up to one year; and,
3
4 **WHEREAS**, having an Outdoor Recreational Yard would improve the quality of life for long term
5 incarcerated youth in detention as well as children in shelter care by offering a secure outdoor
6 environment suitable for educational and recreational programming options that do not exist now; and,
7
8 **WHEREAS**, in June, 2013 the County Board awarded a contract to Potter Lawson, Inc. to design an
9 Outdoor Recreational Yard for the Youth Services Center; and,
10
11 **WHEREAS**, the design team for the Outdoor Recreational Yard composed of the architectural firm of
12 Potter Lawson, Inc. the Department of Corrections, and staff from Rock County Human Services and
13 Rock County General Services completed construction documents for the project; and,
14
15 **WHEREAS**, bids were solicited for the project; and,
16
17 **WHEREAS**, four general contractors submitted bids for the project that were reviewed by the Purchasing
18 Division, General Services and Human Services; and,
19
20 **WHEREAS**, Corporate Contractors of Beloit, Wisconsin, was determined to be the lowest qualified
21 bidder; and,
22
23 **WHEREAS**, contingency funds are included in the project budget to cover unforeseen conditions and
24 necessary changes that may arise throughout the course of the project.
25
26 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors, duly
27 assembled this _____ day of _____, 2014 does hereby award a contract for construction of an
28 Outdoor Recreational Yard at the Youth Services Center to the lowest qualified bidder, Corporate
29 Contractors of Beloit, Wisconsin, in the amount of \$444,000; and,
30
31 **BE IT FURTHER RESOLVED**, that the Potter Lawson, Inc. contract be amended to include an
32 Additional Service Authorization in the amount of \$7,400 to include the Architect's services during the
33 construction phase of the project; and,
34
35 **BE IT FURTHER RESOLVED**, that a purchase order be issued to CGC, Inc. for construction material
36 testing in an amount not to exceed \$10,000; and,
37
38 **BE IT FURTHER RESOLVED**, that a construction project contingency fund be created in the amount
39 of \$49,870; and,
40
41 **BE IT FINALLY RESOLVED**, that the General Services Committee be delegated authority to approve
42 all change orders, and report change orders over \$10,000 to the Rock County Board of Supervisors at a
43 regularly scheduled meeting.

Awarding Contract for Construction of an Outdoor Recreational Yard at the Youth Services Center

Page 2

Respectfully submitted,

General Services Committee

Vacant, Chair

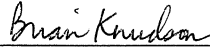
Henry Brill, Vice Chair

Vacant

Jason Heidenreich

Edwin Nash

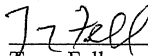
Human Services Board




Brian Knutson, Chair



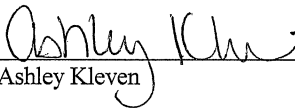
Sally Jean Weaver-Landers, Vice-Chair



Terry Fell



William Grahn

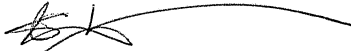


Ashley Kleven

Vacant



Terry Thomas



Shirley Williams

Vacant

FISCAL NOTE:


Sufficient funds are available in the YSC Capital Improvement account for the cost of this project.



Sherry Oja
Finance Director

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. and the Rock County Purchasing Ordinance require the project to be let to the lowest responsible bidder.


Eugene R. Dumas
Deputy Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.


Craig Knutson
County Administrator

Executive Summary

This resolution awards a construction contract to the lowest qualified bidder to construct an Outdoor Recreational Yard at the Youth Services Center. Bids were due April 10th and four (4) contractors submitted bids. Corporate Contractors from Beloit, Wisconsin submitted the low bid. The total amount of the bid award is \$444,000.

The Outdoor Recreational Yard will enclose approximately 9,300 square feet. Amenities include paved areas for half-court basketball, foursquare ball, six exercise stations, whiffle ball, picnic table seating under an open-air pavilion, grassy areas, and raised beds for gardens. It is anticipated the facility will be used year round (weather permitting in the winter).

The Wisconsin Department of Corrections has regulatory oversight of the facility and has been involved with the development of the construction plans. Those plans include a 20-foot non-climbable 1/2-inch woven steel fence. The top 5-feet will be canted inward. Security features include pan/tilt/zoom cameras on three light poles located outside the fence. The yard and its perimeter will be lit with downward cast lighting at night for security reasons.

State law requires that adult inmates be visually screened from incarcerated juveniles. Screening is included in the project given the proximity of the YSC to the Jail and Community Gardens. Thus, the lower 15 feet of the fence will be screened with a black nylon mesh. From a distance, the fenced and screened areas will appear to be outdoor tennis courts to the casual observer.

Funding to pay for the construction is included in the 2014 County Budget.

The project will start in May 2014 and expected to be finished by August 2014.

 ORIGINAL

ROCK COUNTY, WISCONSIN
FINANCE DIRECTOR

PURCHASING DIVISION



BID SUMMARY FORM

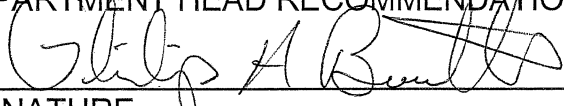
PROJECT NUMBER #2014-26
PROJECT NAME YOUTH SERVICES CENTER OUTDOOR REC YARD
BID DUE DATE APRIL 10, 2014 – 1:30 P.M.
DEPARTMENT GENERAL SERVICES – HUMAN SERVICES


	CORPORATE CONTRACTORS BELOIT WI	GILBANK CONSTRUCTION CLINTON WI	PAULSON KIMBALL JANESVILLE WI	KLOBUCAR CONSTRUCTION BELOIT WI
TOTAL BID	\$ 444,000.00	\$ 456,900.00	\$ 458,850.00	\$ 483,900.00
BID BOND	YES	YES	YES	YES
ADDENDUM	YES	YES	YES	YES
START DATE	5/27/14	5/19/14	5/12/14	6/1/14
COMPLETION	7/21/14	7/15/14	8/1/14	8/30/14

Invitation to Bid was advertised in the Janesville Gazette and on the Internet. Seventeen additional vendors solicited that did not respond. Two vendors submitted "No Bids".

PREPARED BY: JODI MILLIS, PURCHASING MANAGER

DEPARTMENT HEAD RECOMMENDATION: Corporate Contractors

 4/11/14
SIGNATURE DATE

GOVERNING COMMITTEE APPROVAL:
 4-23-14
CHAIR VOTE DATE

ROCK COUNTY, WISCONSIN
FINANCE DIRECTOR

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



QUOTE SUMMARY

PROJECT NUMBER 2014-33
PROJECT NAME HIGH FLOW DUPLEX WATER SOFTENER SYSTEM
BID DUE DATE APRIL 24, 2014 - 12:00 NOON (LOCAL TIME)
DEPARTMENT GENERAL SERVICES - HCC MAINTENANCE

	CULLIGAN WATER CONDITIONING JANESVILLE WI	ADDIE WATER SYSTEMS JANESVILLE WI
WATER SOFTENER EQUIPMENT	\$ 6,595.00	\$ 5,300.00
INSTALLATION, REMOVAL & DISPOSAL	\$ 2,695.00	\$ 4,300.00
TOTAL PROJECT COST	\$ 9,290.00	\$ 9,600.00

Invitation to Bid was advertised in the Janesville Gazette and on the Internet. One additional vendor was solicited that did not respond.

PREPARED BY:

Alan Dransfield
SENIOR BUYER

DEPARTMENT HEAD RECOMMENDATION:

Robert Len
SIGNATURE

Culligan

4/30/14

DATE

GOVERNING COMMITTEE APPROVAL:

CHAIR

VOTE

DATE