

**COUNTY OF ROCK
Public Works
Department
Airport Division
Telephone: 608-757-5768**



**Southern Wisconsin
Regional Airport
4004 S. Oakhill Avenue
Janesville, WI 53546
Fax : 608-758-3060**

**AGENDA
Public Works Committee Meeting
Wednesday, October 16, 2013 at 8:00 a.m.**

**Public Works Department Committee Room
3715 Neville Rd.
Janesville, WI 53545**

**Please Note Time
&
Location**

**Please Note Time
&
Location**

1. Call to Order at 8:00 a.m.
2. Approval of Agenda
3. Approval of Minutes September 26, 2013
4. Vouchers/Bills/Encumbrances/Pre-Approved Encumbrance Amendments/Transfers
5. Citizen Participation, Communications, and Announcements

PUBLIC WORKS BUSINESS

6. **Action Items**
 - a. Approve Resolution Authorizing Contract for Janitorial Services for the Rock County Department of Public Works
 - b. Review and Possible Action on 2014 DPW Budget (Airport – Highway – Parks)

AIRPORT BUSINESS

7. **Information Items**
 - a. Project Updates:
 - 1) 14/32 Runway Joint Sealing
 - 2) Terminal Expansion Project
8. Next Meeting Date for November 2013
9. Adjournment

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 _____

October 9, 2013
DATE DRAFTED _____

Authorizing Contract for Janitorial Services for the Rock County Department of Public Works

1 **WHEREAS**, funds are included in the budget each year to contract with a janitorial company for
2 cleaning services for the Rock County Public Works Department - Parks, Airport and Highway
3 Divisions; and,
4

5 **WHEREAS**, the current contract with Peterson Cleaning, Inc. of Rockford, Illinois will expire at
6 year end; and,
7

8 **WHEREAS**, the Department of Public Works prepared the specifications and Rock County
9 Purchasing Division did solicit cost proposals from various janitorial companies (results
10 attached); and,
11

12 **WHEREAS**, the Rock County Department of Public Works administrative staff did review the
13 proposals and is recommending the most qualified bidder.
14

15 **NOW, THEREFORE, BE IT RESOLVED**, by the Rock County Board of Supervisors duly
16 assembled this _____ day of _____, 2013, that a contract for office building
17 cleaning services be awarded to Diversified Building Maintenance, Janesville WI, based on the
18 terms and conditions set forth in the contract; and,
19

20 **BE IT FURTHER RESOLVED**, that periodic payments be made to the vendor upon approval
21 of the Public Works Committee.

Respectfully submitted,

PUBLIC WORKS COMMITTEE

Kurtis Yankee, Chair

Betty Jo Bussie, Vice Chair

Eva M. Arnold

Brent Fox

Rick Richard

FISCAL NOTE:

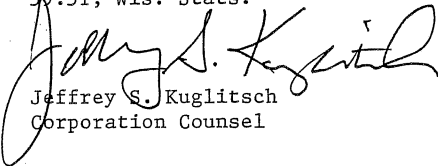
Sufficient funding will need to be included in the 2014-2016 budgets for the cost of this contract.



Sherry Oja
Finance Director

LEGAL NOTE:

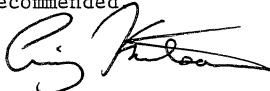
The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats.



Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended



Craig Knutson
County Administrator

Executive Summary
Authorizing Contract for Janitorial Services
for the Rock County Department of Public Works

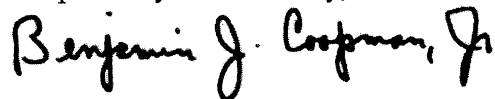
Every three years, the Department of Public Works (DPW) solicits cost proposals from firms to clean the DPW office on Newville Road and the Southern Wisconsin Regional Airport office. The current contract with Peterson Cleaning, Inc. expires on December 31, 2013.

Department staff, in collaboration with the Rock County Purchasing Division, received sealed proposals on September 30, 2013. Results of those bids are enclosed with the resolution.

After review of the proposals and related costs, DPW staff recommends award of the contract for 2014-2016 to the most qualified bidder, Diversified Building Maintenance, of Janesville, Wisconsin in the amount of \$7,114 for 2014, \$7,210 for 2015 and \$7,300 for 2016. The total three year contract will be \$21,624.

These new bids are within the estimated requested amounts in the 2014 budget.

Respectfully submitted by,

A handwritten signature in black ink that reads "Benjamin J. Coopman, Jr." in a cursive style.

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



PROPOSAL SUMMARY FORM

PROJECT NUMBER 2014-07
 PROJECT NAME CLEANING SERVICES
 PROPOSAL DUE DATE SEPTEMBER 30, 2013 – 12:00 NOON
 DEPARTMENT PUBLIC WORKS & AIRPORT

	DIVERSIFIED JANESVILLE WI	CLEAN POWER MADISON WI	PETERSON ROCKFORD IL	SERVICEMASTER JANESVILLE WI
RATER 1	94	92	91	89
RATER 2	87	60	67	56
RATER 3	90	80	65	65
TOTAL SCORE	271	232	223	210
2014 AIRPORT	2,304.00	2,149.31	3,324.00	2,400.00
2015 AIRPORT	2,350.00	2,149.31	3,423.72	2,500.00
2016 AIRPORT	2,390.00	2,170.80	3,526.43	2,600.00
TOTAL AIRPORT	\$ 7,044.00	\$ 6,469.42	\$ 10,274.15	\$ 7,500.00
2014 DPW	4,810.00	4,599.72	4,800.00	4,400.00
2015 DPW	4,860.00	4,599.72	4,944.00	4,500.00
2016 DPW	4,910.00	4,645.72	5,092.32	4,600.00
TOTAL DPW	\$ 14,580.00	\$ 13,845.16	\$ 14,836.32	\$ 13,500.00
TOTAL 3-YEAR CONTRACT	\$ 21,624.00	\$ 20,314.58	\$ 25,110.47	\$ 21,000.00

Request for Proposal was advertised in the Beloit Daily News and on the Internet. Four additional vendors were solicited that did not respond.

PREPARED BY: JODI L MILLIS, PURCHASING MANAGER

DEPARTMENT HEAD RECOMMENDATION: DIVERSIFIED BUILDING MAINTENANCE

SIGNATURE _____ DATE _____

GOVERNING COMMITTEE APPROVAL:

CHAIR _____ VOTE _____ DATE _____