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, JANUARY 17, 2012 – 8:00 A.M. 27 HYATT SMITH HALL (HS27) UW - ROCK COUNTY CAMPUS

Agenda

- 1. Call to Order and Approve Agenda
- 2. Citizen Participation
- 3. Approval of Minutes January 3, 2012
- 4. Transfers and Appropriations
- 5. Bills/Encumbrances/Pre-Approved Encumbrance Amendments
- 6. Updates
 - A. Jail Project
 - 1) Update Report
 - 2) Change Orders
 - B. Rock Haven
 - 1) Update Report
 - 2) Change Orders
 - C. UW Rock County
 - 1) Master Plan
- 7. Semi-Annual Report Attendance at Conventions/Conferences
- 8. Communications, Announcements and Information
- 9. Adjournment

Rock County - Production	01/11/12 CC	OMMITTEE APPROVAL RE	PORT			Page 1
Account Number Name	Yearly Prcr Appropriation Sper	nt YTD nt Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818159200-62450 GROUNDS IM	PR R&M 15,000.00 31. P1104000-PO# 12/31/11 -V	.3% 8,226.98 /N#013634 JANE	-3.528.05 SVILLE SAND AND G	10,301.07 RAVEL CO	27.19	
		CLOSING BAL	ANCE	10,273,88		27.19
1818159200-62460 BLDG SERV	R&M 45,000.00 52. P1100487-PO# 12/31/11 -V P1100491-PO# 12/31/11 -V P1104066-PO# 12/31/11 -V	<i>VN#</i> 036883 CENT VN#012507 ENER	-16,250.97 ERWAY AUTO REPAIR GETICS INC IGERATION HARDWAR	; -	135,56 27,06 21,56	
		CLOSING BAL	ANCE	21,157.54		184.18
1818159200-62470 BLDG R & A	50,000.00 16, P1100508-P0# 12/31/11 -V P1100511-P0# 12/31/11 -V		ER ELECTRIC INC	41,925.43	1,596.00 147.45	
		CLOSING BAL	ANCE	40,181.98		1,743.45
1818159200-63109 OTHER SUP	7/EXP 58.453.78 76 P1100483-PO# 12/31/11 -V P1100496-PO# 12/31/11 -V P1100497-PO# 12/31/11 -V	.0% 45,053.52 VN#046075 AIRG VN#018251 HARR VN#030781 HOME	-613.13 AS NORTH CENTRAL AS ACE HARDWARE E DEPOT/GECF	14,013.39	88.16 28.48 165.27	
		CLOSING BAL	.ANCE	13,731.48		281.91
	HCC BLDG.CC	OMPLEX PROG-TOTAL-	PO		2,236.73	
I HAVE EXAMINED THE PRECEDING INCURRED BY HCC BUILDING CON AND HAVE BEEN PREVIOUSLY FULL A. BILLS AND ENCUMBRANCES B. BILLS UNDER \$10,000 TO	(PLEX, CLAIMS COVERING THE I IDED. THESE ITEMS ARE TO BI OVER \$10,000 REFERRED TO TH	ITEMS ARE PROPER E TREATED AS FOLLOWS				
C. ENCUMBRANCES UNDER \$10	.000 TO BE PAID UPON ACCEPTA COMMITTEE APPROVES TO	ANCE BY THE DEPARTME HE ABOYE, COM-APPROV	ENT HEAD. /AL			_DEPT-HEAD
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Rock County - Pro	duction	01/11/12	COMMITTEE	APPROVAL REP	ORT			Page 1
Account Number	Name	Yearly 1 Appropriation 3		YTD enditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
0000000001-16010	P11 P11	0.00 .00382-PO# 12/31/1: .00384-PO# 12/31/1: .00389-PO# 12/31/1	1 -VN#028070 1 -VN#039632	2 OFFIC	e depot	135,556.15	69.50 2.011.67 2.922.81	
				CLOSING BALA	NCE	130,552.17		5,003.98
		BAL.SHE	ET A/C	PROG-TOTAL-P	0		5,003.98	
INCURRED BY BALAN AND HAVE BEEN PRE A. BILLS AND EN B. BILLS UNDER	ICE SHEET ACCOUNT. EVIOUSLY FUNDED, ICUMBRANCES OVER \$ \$10,000 TO BE PAI		THE ITEMS A O BE TREATE O THE COUNT	RE PROPER D AS FOLLOWS Y BOARD.				
C. ENCUMBRANCES GENERAL SERVICES		D BE PAID UPON ACC COMMITTEE APPROVE	s the above	. COM-APPROVA				_DEPT~HEAD
		f	JAN 1 7	2012 DAT	E		,,,,,	_CHAIR

Rock County - Production	01/11/12 COMMITTE	E APPROVAL REPORT		Page 2			
Account Number Name	Yearly Pront Appropriation Spent Ex	YTD Encumb penditure Amount	Unencumb Balance	Inv/Enc Amount Total			
1818100000-62400 R & M SERV	132,537.00 89.4% P1100400-PO# 12/31/11 -VN#0109	118,501.47 0.00 38 ARAMARK UNIFORM SERV	14,035.53 ICES INC	135.62			
		CLOSING BALANCE	13,899.91	135.62			
1818100000-62461 ELEVATOR	57,000.00 57.5% P1104070-PO# 12/31/11 -VN#0343	33,722.18 -918.52 856 NATIONAL ELEVATOR IN	24,196.34 SPECTION S	375.00			
		CLOSING BALANCE	23.821.34	375.00			
1818100000-63104 PRNT & DUP	LICATI 30,000.00 45.3% P1100386-PO# 12/31/11 -VN#0107	18,650.86 -32,240.96 /23 PRINTING AND BUSINES	43,590.10 S SOLUTION	1,135.16			
		CLOSING BALANCE	42,454.94	1,135.16			
1818100000-63500 R&M SUPPLI	ES 215,000,00 34,3% P1100409-PO# 12/31/11 -VN#0110 P1100426-PO# 12/31/11 -VN#0180 P1100428-PO# 12/31/11 -VN#0300 P1100456-PO# 12/31/11 -VN#0160 P1104072-PO# 12/31/11 -VN#043	324 CITY OF JANESVILLE		600.00 3.48 92.14 41.89 50.00			
		CLOSING BALANCE	140.339.65	787,51			
	GENERAL SERVICES	PROG-TOTAL-PO		2,433.29			
I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$2,433.29 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							
	Jan 1	7 2012 DATE		CHAIR			

Rock County - Production	01/11/12	COMMITTEE APPROVAL (REPORT			Page 3		
Account Number Name	Yearly Pro Appropriation Spa		Encumb Amount	Unencumb 8a1ance	Inv/Enc Amount	Total		
1818110000-63500 R&M SUPPLIES	20,000.00 80 P1100431-P0# 12/31/11	3.8% 16,770.86 -VN#013597 JA	0,00 WESVILLE ELECTRIC	3,229.14 MOTOR CORP	156.00			
		CLOSING B	ALANCE	3.073.14		156.00		
	GLEN OAKS	OPER. PROG-TOTAL	P0		156.00			
I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$156.00 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			-		DEPT-HEAD		
	JAI	N 1 7 2012	DATE		(CHAIR		

GS-GLEN OAKS OPER.

DEPT. PAGE 1

Rock County - Pro	duction	01/11/12	COMMIT	TTEE APPROVAL REP	PORT			Page 4
Account Number	Name		ly Prent on Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818120000-62400	R & M SERV	70,500. P1100400-P0# 12/3		69,534.10 10938 ARAMA			13.56	
				CLOSING BALA	NCE	952.34		13.56
1818120000-63500	R&M SUPPLIES	28,000. P1100418-PO# 12/3	00 26.2% 1/11 -VN#0	32,307.8 4 12507 ENERG	-24,949.81 ETICS INC	20,641.97	176.29	
				CLOSING BALA	ANCE	20,465.68		176,29
		JUV.	DET.OPER.	PROG-TOTAL-F	20		189.85	
INCURRED BY JUV.C AND HAVE BEEN PRE A. BILLS AND EN B. BILLS UNDER C. ENCUMBRANCES	DETENTION FACT EVIOUSLY FUNDE NCUMBRANCES DN \$10,000 TO BE S UNDER \$10,00	BILLS AND ENCUMBRA LITY OPERATN. CLAI D. THESE ITEMS AF VER \$10,000 REFERRE E PAID. 10 TO BE PAID UPON COMMITTEE APPR	MS COVERIN E TO BE TR D TO THE C ACCEPTANCE	G THE ITEMS ARE F EATED AS FOLLOWS OUNTY BOARD. BY THE DEPARTMEN	PROPER NT HEAD,			_DEPT-HEAD
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Page 5

Total

696.60

Rock County - Pro	duction	01/11/12	COMMIT	tee approval repo	RT		
Account Number	Name	Yearly Appropriation		YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount
1818160000-63500	Pi	21,000,00 1100428-PO# 12/31/1 1100430-PO# 12/31/1 1100434-PO# 12/31/1	.1 -VN#03 .1 -VN#02	9890 JACK A	-0.02 EPOT/GECF ND DICKS FEED A ONE SUPPLY	3,980.94 ND GARDEN	120.00 465.50 111.10
				CLOSING BALAN	ICE	3,284.34	
		COMM, CT	R,OPER.	PROG-TOTAL-PO	1		696,60
INCURRED BY COMMU AND HAVE BEEN PRE A. BILLS AND EN	NICATIONS CTR.O	LLS AND ENCUMBRANCE PERATION. CLAIMS CO THESE ITEMS ARE T \$10,000 REFERRED T AID.	VERING TO BE TRE	HE ITEMS ARE PROP ATED AS FOLLOWS			

JAN 1 7 2012

COMMITTEE APPROVES THE ABOVE. COM-APPROVAL DEPT-HEAD

DATE_____CHAIR

C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

GENERAL SERVICES

GS-COMM.CTR.OPER. DEPT. PAGE 1

Rock County - Production	01/11/12 COMMITTEE APPROVAL	REPORT			Page 6
Account Number Name	Yearly Pront YTD Appropriation Spent Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818170000-62400 R & M SERV	37,600.00 99.8% 37,526.82 P1100400-P0# 12/31/11 -VN#010938 A		73.18 ES INC	34.08	
	CLOSING	BALANCE	39.10		34.08
1818170000-63500 R&M SUPPLIES	P1100418-P0# 12/31/11 -VN#012507 E P1100422-P0# 12/31/11 -VN#026320 F P1100428-P0# 12/31/11 -VN#030781 H	853.50 NERGETICS INC OUR SEASONS SMALL ENG OME DEPOT/GECF OH WATER TECHNOLOGY I	INE REPA	434.46 21.06 29.91 164.16	
	CLOSING	BALANCE	1.454.90		649.59
	ADOL.SER/GUIDANC PROG-TOT	AL-PO		683.67	
INCURRED BY ADOLESCENT SERV/GU AND HAVE BEEN PREVIOUSLY FUNDE A. BILLS AND ENCUMBRANCES OV B. BILLS UNDER \$10,000 TO BE	O TO BE PAID UPON ACCEPTANCE BY THE DEPAR	E PROPER OWS TMENT HEAD,			EPT-HEAD HAIR

GS-ADOL.SER/GUIDANC

DEPT. PAGE 1

Rock County - Production	01/11/12	COMMITTEE APPROVAL RE	PORT			Page 7
Account Number Name	Yearly Appropriation (Pront YTD Spent Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818370000-63500 R&M SUPPLIES	100,000.00 P1100426-PO# 12/31/1 P1100428-PO# 12/31/1 P1103793-PO# 12/31/1	L1 -VN#030781 HOME	-7,750.45 IS ACE HARDWARE DEPOT/GECF LESS GUTTERS OF	44,236.71 JANESVILLE	28.09 280.79 495.00	
		CLOSING BAL	ANCE.	43,432.83		803.88
	JAIL.CA	AP.IMPROV. PROG-TOTAL-	P0		803.88	
I HAVE EXAMINED THE PRECEDING INCURRED BY JAIL CAPITAL IMPRO AND HAVE BEEN PREVIOUSLY FUNDE A. BILLS AND ENCUMBRANCES OV B. BILLS UNDER \$10,000 TO BE C. ENCUMBRANCES UNDER \$10,00	VEMENTS. CLAIMS COVER D. THESE ITEMS ARE TO ER \$10,000 REFERRED TO PAID.	RING THE ITEMS ARE PROPE TO BE TREATED AS FOLLOWS TO THE COUNTY BOARD.	R			
GENERAL SERVICES		ES THE ABOVE. COM-APPROV				_DEPT-HEAD
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Rock	County	-	Production

01/11/12 COMMITTEE APPROVAL REPORT

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Account Number	Name	Yearly Pro			ncumb mount	Unencumb Balance	Inv/Enc Amount	Total
1818430000-67200	P1101 P1102	10,957,630.00 95 511-PO# 12/31/11 - 680-PO# 12/31/11 - 071-PO# 12/31/11 -	VN#036838 VN#025487	ARNOLD AND (ANGUS YOUNG	O SHERIDAN I ASSOCIATES	06,646,46 NC	1.050,00 7,810.83 1,736.00	
			CLOS	ING BALANCE		496,049.63		10,596.83
		U-ROCK EXP.	ANSION PROG	i-TOTAL-PO			10,596.83	
INCURRED BY U-ROC AND HAVE BEEN PRE A. BILLS AND EN B. BILLS UNDER	THE PRECEDING BILLS K EXPANSION PROJECT VIOUSLY FUNDED. TH CUMBRANCES OVER \$10 \$10,000 TO BE PAID. UNDER \$10,000 TO B CO	, CLAIMS COVERING ESE ITEMS ARE TO B ,000 REFERRED TO TO	THE ITEMS ARE E TREATED AS HE COUNTY BOA ANCE BY THE D	: PROPER FOLLOWS RD. DEPARTMENT HEAD		****		_DEPT-HEAD
		J	AN 1 7 20	Z DATE				_CHAIR

GS-U-ROCK EXPANSION DEPT. PAGE 1

Rock County - Production	01/11/12	COMMITTEE APPROVAL REPO	RT			Page 1
Account Number Name		rcnt YTD pent Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818159200-62470 BLDG R & M	44,215,00 P1200220-PO# 01/11/12	0.0% 0.00 -VN#017559 FIRST			19.20	
		CLOSING BALAN	CE	44,195.73		19.20
1818159200-63109 OTHER SUPPA	EXP 46,000,00 . P1200223-PO# 01/11/12	10.8% 0.00 -VN#018251 HARRIS	5,000.11 ACE HARDWARE	40,999.89	51.77	
		CLOSING BALAN	CE	40,948.12		51.77
	HCC BLDG.	.COMPLEX PROG-TOTAL-PO)		70 .97	
I HAVE EXAMINED THE PRECEDING INCURRED BY HCC BUILDING COME AND HAVE BEEN PREVIOUSLY FUND A. BILLS AND ENCUMBRANCES O B. BILLS UNDER \$10,000 TO E C. ENCUMBRANCES UNDER \$10,0	PLEX. CLAIMS COVERING THE DED. THESE ITEMS ARE TO OVER \$10,000 REFERRED TO BE PAID.	E ITEMS ARE PROPER BE TREATED AS FOLLOWS THE COUNTY BOARD.				
GENERAL SERVICES		THE ABOVE. COM-APPROVAL		The state of the s	0	EPT-HEAD
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Rock County - Production	01/11/12 COMMITTEE	APPROVAL REPORT			Page 1	
Account Number Name		YTD Encumb penditure Amount	Unencumb Balance	Inv/Enc Amount	Total	
	210,000.00 6.2% 200661-PO# 01/11/12 -VN#02520 200668-PO# 01/11/12 -VN#0280			1,122.00 1,331,76		
		CLOSING BALANCE	194,512.71		2,453.76	
	GENERAL SERVICES	PROG-TOTAL-PO		2,453,76		
I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$2,453.76 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 80ARD. 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-I						
	JAN 1 7 2012	DATE		(CHAIR	

Rock County, Wisconsin

51 South Main Street Janesville, WI 53545



General Services

- -FacilitiesManagement
- -Maintenance
- -Duplicating
- -Central Stores (608)757-5518

To: Members of the General Services Committee

Fr: Rob Leu, General Services Director

Date: January 4, 2012

Re: Semi-Annual Report – Attendance at Conventions/Conferences

As required by Resolution #6-9A-087, I hereby report the following:

During the second half of 2011, one Maintenance Worker IV attended a five-day course at UW-Madison on direct digital control systems. The cost was \$1,795.00, plus \$379.71 in expenses.

Thank You

Cc: Craig Knutson