GENERAL SERVICES COMMITTEE
TUESDAY, NOVEMBER 15, 2011 – 8:00 A.M.
JURY DELIBERATION ROOM – FOURTH FLOOR
ROCK COUNTY COURTHOUSE-EAST

Agenda

1. Call to Order and Approve Agenda
2. Citizen Participation
3. Approval of Minutes – November 1, 2011
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) Focus on Energy Grant Award
      3) Change Orders
7. Authorization to Purchase Skid Steer Attachments
8. Designating Vendor for Pre-Sort Mailing Services
9. Discussion on Renaming of the Health Care Center, Glen Oaks, Janesville Counseling Center and Adolescent Services Center.
10. General Services Director Update
11. Communications, Announcements and Information
12. Adjournment
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I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF $5,991.84
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 REFERENCED 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

NOV 15 2011
DATE_________________________ CHAIR

GS-HCC BLDG.COMPLEX DEPT. PAGE 1
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BAL.SHEET A/C       PROG-TOTAL-PO       7,616.36

I have examined the preceding bills and encumbrances in the total amount of $7,616.36 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 ___________________________

Date ___________________________ Chair ___________________________

Nov 15 2011
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CLOSING BALANCE: 57,687.62

1818100000-68000 COST ALLOCATIONS:

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CLOSING BALANCE: -12,747.35

GENERAL SERVICES PROG-TOTAL-P0: 5,280.43

I HAVE EXAMINED THE PRECEDING Bills AND Encumbrances IN THE TOTAL AMOUNT OF $5,380.43 INCURED 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. CON-APPROVAL:______________________________ DEPT-HEAD:______________________________

DATE: NOV 15 2011

Chair:______________________________

GS GENERAL SERVICES DEPT. PAGE 1
I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF $196.24
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.

COMMITTEE APPROVES THE ABOVE. COMMITTEE APPROVAL ________________________________ DEPT-HEAD

DATE ____________________________ CHAIR

NOV 15 2011
### COMMITTEE APPROVAL REPORT

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** *** OVERDRAFT *** TRANSFER REQUIRED

|                |                    |             |      | Closing Balance | -6,232.61 |         |       |
|                |                    |             |      | PROG-TOTAL-PO |          |         | 466.44 |

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF $499.89
INCURRED BY JUV. DETENTION FACILITY OPERATIONS. 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

NOV 15 2011 DATE________________________ CHAIR

GS-JUV.DET.OPER. DEPT. PAGE 1
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<th>YTD Expenditure</th>
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<td>1818160000-63600</td>
<td>R&amp;M SUPPLIES</td>
<td>21.000.00</td>
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<td>P11008412-PO#</td>
<td>11/07/11    -VIN#011970</td>
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<td>COMM.CTR.OPER.</td>
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<td>14,073.78</td>
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<td>514.80</td>
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I have examined the preceding bills and encumbrances in the total amount of $514.80 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. Comm-Approval________________________ DEPT-HEAD

Nov 15 2011 ________________________________ Date______________________________ Chair
I have examined the preceding bills and encumbrances in the total amount of $5,443.92 incurred by Jail Capital Improvements. Claims covering these 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 ____________________________

Nov 15 2011  Date_________________________ Chair__________________________
<table>
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<tr>
<th>Account Number</th>
<th>Name</th>
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<td>KENSAIKI DESIGN INC</td>
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<td>U-ROCK EXPANSION</td>
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I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF $935.00 INCURRED BY U-ROCK EXPANSION 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 __________________________

NOV 15 2011 DATE __________________________ CHAIR __________________________

GS-U-ROCK EXPANSION DEPT. PAGE 1
I have examined the preceding bills and encumbrances in the total amount of $3,961.28 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.

Committee approves the above. 

Committee Approval

Date: Nov 15, 2011
Chair
<table>
<thead>
<tr>
<th>Account Number</th>
<th>Name</th>
<th>Yearly Pct</th>
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I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF $620.00 INCURRED BY JOC 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.

GENERAL SERVICES COMMITTEE APPROVES THE ABOVE. DEPT-APPROVAL ____________________________ DEPT-HEAD

NOV 15 2011 DATE ____________________________ CHAIR
<table>
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<tr>
<th>Account Number</th>
<th>Name</th>
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<th>YTD Appropriation Spent</th>
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<td>R1104004-PO# 11/03/11 -VM#051501</td>
<td>RICHARDS STREET SUPPLY LLC</td>
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CLOSING BALANCE 2,954,891.39 9,088,500.00

ROCK HAVEN PROJ PROG-TOTAL-PO 9,088,500.00

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF $9,088,500.00 INCURRED BY ROCK HAVEN BUILDING 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

NOV 15 2011 DATE CHAIR
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 Committee

VENDOR NAME

Sherman Sanitation Services LLC

ACCOUNT NUMBER

18-1810-0000-62400 (Line Item #1)

Funds Description

AMOUNT OF INCREASE

$ 200.00

INCREASE FROM $ 1740.00 TO $ 1940.00

ACCOUNT BALANCE AVAILABLE $ 36,785

REASON FOR AMENDMENT Extra pick ups at the Courthouse

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

AMENDFORM 298
To: The General Services Committee
Fr: Rob Leu, GS Director
Date: November 15, 2011
Re: Skid Steer Attachments

Carl Varga contacted JCB of Milwaukee, who was the low bidder on the Skid Steer Accessories last January. As indicated on the attached correspondence, they will honor the pricing they bid in January.

If you approve the purchase, we can place the order and have the accessories here in a month.

Thank You
11/03/2011

To: Carl R. Varga @ ROCK COUNTY

From: Dave Krenzien

Re: Bid Pricing

Carl,

We are able to honor the pricing of your bid #2011-42 for Paladin Equipment Skid Steer Accessories.

As I mentioned the model numbers for these units have changed.

Listed below are the new model numbers and the confirming price.

The snow blower was #11005E. It is now an 11060C-0022.

Cost is $4,587.50 3-4 weeks for delivery

The Sweeper was #2107824. It is now a 21072MM-0022.

Cost is $4,587.50 2 weeks for delivery

Total Equipment Cost is $9,275.00

Please contact me @ 262 853 7819 with any questions or if any additional information is needed.

Sincerely,

Dave Krenzien
JCB of Milwaukee