GENERAL SERVICES COMMITTEE
TUESDAY, JANUARY 20, 2015 – 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 – January 6, 2015
4. Transfers and Appropriations
5. Bills/Encumbrances/Pre-Approved Encumbrance Amendments
6. Courthouse Security Assessment Report Follow-up and Direction for Moving Forward
7. Renaming the Health Care Center Building - Discussion
8. UW-Rock Fume Hood Purchase Amendment
9. Semi-annual Report – Attendance at Conventions / Conferences
10. Communications, Announcements and Information
11. 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.
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**GENERAL FUND PROG TOTAL: 375.15**

I have examined the preceding bills and encumbrances in the total amount of **$375.15**

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:** JAN 20 2015

**Dept Head**

**Committee Chair**
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COMMITTEE: GS - GENERAL SERVICES
I have examined the preceding bills and encumbrances in the total amount of $22,516.66. 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: JAN 20 2015

Dept Head ________________________________________________

Committee Chair ____________________________________________
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**HCC BUILDING COMPLEX PROG TOTAL**

4,190.54

I have examined the preceding bills and encumbrances in the total amount of **$4,190.54**

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: **JAN 20 2015**

Dept Head

Committee Chair
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I have examined the preceding bills and encumbrances in the total amount of $21,219.74. 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: JAN 2 0 2015

Dept Head

Committee Chair
<table>
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**HCC BUILDING COMPLEX PROG TOTAL**

$4,907.94

I have examined the preceding bills and encumbrances in the total amount of $4,907.94. 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: **202015**

Dept Head

Committee Chair
PURCHASE ORDER NUMBER  P1400859  PEID  017151

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  01/06/15

DEPARTMENT  GENERAL SERVICES

COMMITTEE  GENERAL SERVICES

VENDOR NAME  WATSON SECURITY SERVICES, INC

ACCOUNT NUMBER  18-1810-0000-62112

FUNDS DESCRIPTION  WEAPONS SCREENERS

AMOUNT OF INCREASE  $1,052.13

INCREASE FROM  $66,132.00  TO  $67,184.13

ACCOUNT BALANCE AVAILABLE  $1,915.84  SB 01/06/15

REASON FOR AMENDMENT  TO COVER ENTIRE DECEMBER PAYMENT

APPROVALS

GOVERNING COMMITTEE
Chair  Date

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

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

AMENDFORM 10/12
To: Members of the General Services Committee
Fr: Rob, GS Director
Date: 1/20/15
Re: UW-Rock Fume Hood Purchase Amendment

Back in October, a Purchase Order was issued for a replacement fume hood for one where the fire occurred in the Chemistry Lab. The purchase price was $17,870.00, with delivery estimated at 16 weeks. As you recall everything was a rush, so that it could be installed by the time classes resume January 20.

That date won’t be met as the manufacturer needs to build it with exposed vacuum breakers on the sides, a flow monitor and additional electrical outlets on the front. The cost will add $1,350.00 to the cost.

Normally, these devices are housed inside the unit, but in our case an inside installation would render them inaccessible. Fortunately, the Manufacturer caught this in time.

The Manufacturer has scheduled shipment for May 22nd, which fits into the Campus schedule.

Committee approval is needed to add the exterior mounted vacuum breakers, flow monitors, and outlets at a cost of $1,350.00.

Thank You
To: Members of the General Services Committee

Fr: Rob Leu, General Services Director

Date: 01/20/15

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

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

No conventions or conferences were attended by General Services employees during the second half of 2014.

Thank You

cc: Josh Smith