GENERAL SERVICES COMMITTEE
TUESDAY, APRIL 19, 2011 – 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 – April 5, 2011
4. Transfers and Appropriations
5. Bills/Encumbrances/Pre-Approved Encumbrance Amendments
6. Updates
   A. Jail Project
      1. Update Report
      2. Change Orders
7. Discussion of 2011 Jail/Health Care Center Complex Capital Projects Account
8. Purchasing Procedural Endorsement and Contract Award
   A. Authorizing the Purchase and Installation of Janitor Closet at the Jail
9. Purchasing Procedural Endorsement
   A. Authorizing Contract for Actuarial Valuation Services for Other Post Employment Benefits (OPEB) Calculation as Required Under Governmental Accounting Standards Board (GASB) Statement 45
   B. Awarding Contract for Rock County Preventative Maintenance Program Weather Alert Siren System
10. Discussion of County Board Using Paperless Documents
11. Communications, Announcements and Information
12. Adjournment
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| 1010159200-62463 | FIRE ALARM     | 10,500.00   | 7.32 | 1,957.16    | -593.15 | 17,135.97   |         | 12,480.00      |       |
|                 | SIEMENS INDUSTRY INC |             |     |             |        |             |         | 816.72        |       |
|                 | PER MGR SECURITY SERVICES |     |     |             |        |             |         |                |       |
| **CLOSING BALANCE** |               |             |     |             |         |             |         | 3,896.25 | 13,296.72 |

| 1010159200-62470 | BLDG R & N     | 50,000.00   | 0.0% | 5,259.48    | -5,259.36 | 49,999.68   |         | 17.19        |       |
|                 | FIRST SUPPLY MADISON LLC |             |     |             |        |             |         | 560.00        |       |
|                 | MARK'S PLUMBING PARTS |             |     |             |        |             |         | 3,221.14      |       |
|                 | PIPER ELECTRIC INC |             |     |             |        |             |         | 455.00        |       |
|                 | SHERWIN WILLIAMS |             |     |             |        |             |         | 962.90        |       |
|                 | STATE ELECTRICAL SUPPLY INC |     |     |             |        |             |         |                |       |
| **CLOSING BALANCE** |               |             |     |             |         |             |         | 44,263.25 | 5,736.63 |

| 1010159200-63107 | OTHER SUPP/EXP  | 56,750.00   | 31.9% | 15,095.28   | 3,057.28 | 38,617.49   |         | 79.61        |       |
|                 | AIRNAS NORTH CENTRAL |             |     |             |        |             |         | 25.00         |       |
|                 | CITY OF JAYSVILLE |             |     |             |        |             |         | 79.37         |       |
|                 | HOME DEPOT/GEFC |             |     |             |        |             |         | 73.88         |       |
|                 | HD SUPPLY |             |     |             |        |             |         |                |       |
| **CLOSING BALANCE** |               |             |     |             |         |             |         | 38,359.63 | 257.86 |

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF $20,045.96
INCUMLAED 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 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_____________________________ APR 19 2011 DATE_____________________________ CHAIR_____________________________
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I have examined the preceding bills and encumbrances in the total amount of $6,940.46 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. CDA-APPROVAL__________________________DEPT-HEAD

APR 19 2011 DATE__________________________CHAIR
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I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF $17,828.25
ENCUMBRANCE 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

APR 19 2011 DATE

CHAIR

GS-GENERAL SERVICES DEPT. PAGE 1
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I HAVE EXAMINED THE PRECEEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF $1,399.06
INCREASED 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 THE ABOVE. CON-APPROVAL __________________________ DEPT-HEAD

APR 19 2011 DATE __________________________ CHAIR

CS-GLEN OAKS OPER. DEPT. PAGE 1
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I have examined the preceding bills and encumbrances. The total amount of $932.76 incurred by Juvenile 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

APR 19 2011 Date _____________________________ Chair
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I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF $777.53 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. CON-APPROVAL ________________________________ DEPT-HEAD ____________________________

DATE ________________________________ CHAIR ________________________________

APR 19 2011
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**CLOSING BALANCE**  
94,485.46  
1,353.45

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**CLOSING BALANCE**  
129,978.00  
1,200.00

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I have examined the preceding bills and encumbrances in the total amount of $2,553.45 incurred by jail capital improvements. 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 __________________________

APR 19 2011  
DATE __________________________ CHAIR __________________________

GS-JAIL.CAP.IMPROV.  DEPT. PAGE 1
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CLOSING BALANCE 3,240,564.14 5,524.95

JAIL/MCC COMPLEX PROG-TOTAL-P0 5,524.95

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF 5,524.95 INCURRED BY JAIL/MCC 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.

GENERAL SERVICES COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _______________________________ DEPT-HEAD _______________________________

APR 19 2011 _______________________________ CHAIR _______________________________
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**Closing Balance**

|                | 324,464.95 | 2,400.00 |

**JDC CAP IMPROV. PROG-TOTAL-PO**

2,400.00

I have examined the preceding bills and encumbrances in the total amount of $2,400.00 incurred by JDC 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. Com-Approval ___________________________ Dept-Head ___________________________

APR 19 2011 Date ___________________________ Chair ___________________________
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**Closing Balance**: 703,544.20

Rock Haven Proj  PROG-TOTAL-PO

I have examined the preceding bills and encumbrances in the total amount of $1,200.00 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.

Committee approves the above. CoV-APPROVAL ___________________________ DEPT-HEAD

APR 19 2011 DATE ___________________________ CHAIR
To: General Services Committee  
From: Kevin Higgs, Owners Representative  
Date: April 13, 2011  
RE: Program Request for Phase #1 Jail Renovation Project

**Program Request #022**

**Change Order Request #072**  
**Total Cost:** $675.74

COR #072 pertains to the response to RFI #031, Overhead Door Keyed Switch.
RFI #31 responds to coordination of relocating a Keyed controller for the Overhead doors from the existing Vehicle Sally Port, to the new Vehicle Sally Port. Due to the pending decision to omit demolition of the existing Vehicle Sally port, the contractor was directed to order a new key controller for the new Vehicle Sally port.

**Change Order Request #074**  
**Total Cost:** $329.99

COR #074 pertains to RFI #141, add interlock chase in sally port.
RFI #141 directs the installation of Interlock, a detention grade material that is used to conceal exposed piping. Due to conflicts with mechanical systems and ceiling heights, the interlock material was required to conceal plumbing piping.

**Change Order Request #081**  
**Total Cost:** $937.03

COR #081 pertains to RFI #168, Unit Heater.
RFI #168 directs the contractor to provide a dedicated circuit, starter and disconnect for a unit heater in room H-200.

**Change Order Request #083**  
**Total Cost:** $846.93

COR #083 pertains to RFI #191, Fire Alarm Monitoring.
Response to RFI #191 directs the contractor to provide Cat6 cable and programming so that the fire alarm system can be set up to accommodate outside monitoring. This is an owner directed request.

**Change Order Request #084**  
**Total Cost:** $-412.00

COR #084 pertains to RFI #185, Fire Alarm control doors.
RFI #185 provides direction to omit fire alarm control modules at door openings l-134a, l-136a, l-137a, l-139a and l-142. The type of hardware specified for these openings do not require integration with the fire alarm system.

Total cost for Program request #022 = $2,377.69
RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

The General Services Committee
INITIATED BY

The General Services Committee
SUBMITTED BY

April 12, 2011
DATE DRAFTED

RESOLUTION

Authorizing the Purchase and Installation of Janitor Closet at the Jail

WHEREAS, the eight (8) metal janitor closet doors and frames in the pods at the Jail have been
subjected to water and cleaning chemicals over the last 25 years, and have corroded beyond repair; and,

WHEREAS, funds were requested in the 2011 Budget to replace the eight (8) doors and frames; and,

WHEREAS, specifications were prepared, and bids solicited, with the bid results attached.

NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled
this _____ day of ________, 2011, a Purchase Order be issued to Gilbank Construction in the low
bid amount of $13,800.00 for the replacement of eight (8) janitor closet doors and frames at the Rock
County Jail.

Respectfully submitted,

General Services Committee:

Phillip Owens, Chair

Henry Brill, Vice Chair

Ronald Combs

Jason Heidenreich

Mary Mawhinney

Purchasing Procedural Endorsement:

Phillip Owens, Chair

Date Vote

FISCAL NOTE:

$142,000 is included in the 2011 Jail Capital Improvements budget, A/C 18-1837-0000-67200, including the replacement of janitor closet doors and frames. This budget appropriation is funded by Jail Assessment Fees.

Jeffrey A. Smith
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01 and 59.52(6), Wis. Stats.

Jeffrey S. Kuglitch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

Craig Knudson
County Administrator
Executive Summary

Purchase and Installation of 8 Janitor Closet Doors and Frames

The resolution before you authorizes the replacement of 8 janitor closet doors and frames in the housing pods at the Jail. These doors are 25 years old, dating back to 1986 when the Jail was built. The doors and frames are rusted and corroded. They have been straightened and repainted numerous times. Because repairs are no longer feasible, replacement is recommended.

Seven bids were received, with the low bid coming from Gilbank Construction of Clinton. The frames will be 14 gauge, galvanized, and filled with mortar. The doors will be 14 gauge, steel stiffened, with deadbolts, flush pulls, and stainless steel hinges.
<table>
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<tr>
<th>Addenda RC'D</th>
<th>Gilbank Const Clinton WI</th>
<th>Quality Door Wisc Rapids WI</th>
<th>Klobucar Const Beloit WI</th>
<th>WDSI Inc Grafton WI</th>
<th>PA McQuire Highland WI</th>
<th>LA Force Madison WI</th>
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<td>$18,700.00</td>
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This project was advertised in the Beloit Daily News and on the Internet at [www.co.rock.wi.us](http://www.co.rock.wi.us). Three additional vendors were solicited that did not respond.

Prepared By: [Handwritten Signature]  
Senior Buyer

Department Head Recommendation: [Handwritten Signature]  
Gilbank Construction

Signature: [Handwritten Signature]  
Date: 4/13/11

Governning Committee Approval:  
Chair: [Handwritten Signature]  
Vote:  
Date: 

Purchasing Procedural Endorsement:  
Chair: [Handwritten Signature]  
Vote:  
Date:
RESOLUTION NO. ______________  AGENDA NO. ______________

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

Jeffrey A. Smith
INITIATED BY

Finance Committee
SUBMITTED BY

Jeffrey A. Smith, Finance Director
DRAFTED BY

April 12, 2011
DATE DRAFTED

Authorizing Contract for Actuarial Valuation Services for Other Post Employment Benefits (OPEB) Calculation as Required Under Governmental Accounting Standards Board (GASB) Statement 45

WHEREAS, GASB, under its Statement 45, requires state and local government employers to measure, recognize and display OPEB expense / expenditures, related liabilities and note disclosures in its financial reports; and,

WHEREAS, Rock County has reported its OPEB liability in its annual Audited Financial Statements since 2007; and,

WHEREAS, the Finance Director / Purchasing Division did solicit proposals for actuarial services for OPEB calculations as detailed in the attached Bid Summary,

NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this _____ day of __________, 2011, does hereby authorize and direct that a contract be entered into with Gabriel, Roeder, Smith & Company of Chicago, IL to perform actuarial services for OPEB calculations for the period January 1, 2011 through December 31, 2012, with an option to renew for the two (2) year period January 1, 2013 through December 31, 2014.

Respectfully submitted,

FINANCE COMMITTEE

Mary Mewhinney, Chair

Sandra Kraft, Vice Chair

Mary Beaver

David Dickler

J. Russell Podzilni

PURCHASING PROCEDURAL ENDORSEMENT

_________________________________________
Philip Owens, Chair

Vote Date
Authorizing Contract for Actuarial Valuation Services for Other Post Employment Benefits (OPEB) Calculation as Required Under Governmental Accounting Standards Board (GASB) Statement 45
Page 2

FISCAL NOTE:

Sufficient funds are available in the Auditing and Special Accounting budget, A/C 05-1530-0000-62130 for this contract.

Jeffrey A. Smith
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51 Wis. Stats. Professional services are not subject to bidding requirements of § 59.52(29), Stats.

Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

Craig Franson
County Administrator
## PROJECT NUMBER
#2011-48

## PROJECT NAME
ACTUARIAL VALUATION SERVICES

## PROPOSAL DUE DATE
MARCH 25, 2011

## DEPARTMENT
FINANCE DIRECTOR

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<th>GRS CHICAGO IL</th>
<th>LURIE BESIKOF LAPIS MINNEAPOLIS MN</th>
<th>WILLIS MILWAUKEE WI</th>
<th>MILLIMAN BROOKFIELD WI</th>
<th>LEWIS &amp; ELLIS RICHARDSON TX</th>
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Proposals were evaluated and points were awarded based on the following criteria:

A. General Requirements - Maximum 30 points
   - Organization size and structure
   - Staff availability and qualifications
   - Past experience and performance

B. Technical Requirements – Maximum 30 Points
   - Scope of Services
   - Project Approach

C. Cost of Services – Maximum 40 points

Request for Proposals was advertised in the Beloit Daily News and on the Internet. Eight additional firms were solicited that did not respond. Two firms submitted “No Proposal” letters.

PREPARED BY: JODI MILLIS, PURCHASING MANAGER

DEPARTMENT HEAD RECOMMENDATION: GRS CHICAGO IL

SIGNATURE

GOVERNING COMMITTEE APPROVAL:

CHAIR VOTE DATE

PURCHASING PROCEDURAL ENDORSEMENT:

CHAIR VOTE DATE
EXECUTIVE SUMMARY

The Governmental Accounting Standards Board (GASB) defines what is considered to be Generally Accepted Accounting Principles (GAAP) for governmental entities. GASB issued Statement No. 45, Accounting and Financial Reporting by Employers for Post-employment Benefits other than Pensions (OPEB) in June 2004. This standard requires governmental employers to account for post-employment healthcare benefits on an “actuarial basis” during the employee’s career instead of using the current practice reporting on a “pay-as-you go” basis.

In order to comply with OPEB rules, valuations must be done at least every 2 years using one of six actuarial methods, which conform to Standards of Actuarial Practices. The actuarial valuations must determine the OPEB cost which is the annual required contribution (ARC) and the “net OPEB obligation” which is the difference between the employer's OPEB cost and actual annual employer contributions to the OPEB plan.

As a larger employer, Rock County has reported its OPEB obligations in its annual financial statements since the year ended December 31, 2007. On March 25, 2011 the county issued a Request for Proposals for actuarial valuation services. As detailed in the attached proposal summary, 6 actuarial services companies responded. The responses were independently reviewed by, the Chair of the Finance Committee, Finance Director and Assistant to the Finance Director. Based upon the response to the county’s proposal, pricing and reference checks a contract with Gabriel, Roeder, Smith & Company of Chicago, IL is recommended for actuarial service valuations for the period January 1, 2011 through December 31, 2012 with an option to renew the contract for an additional two year period, January 1, 2013 through December 31, 2014.
RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

Shirley Conners
INITIATED BY

Public Safety & Justice Committee
SUBMITTED BY

Shirley Klipstein
Administrative Assistant
DRAFTED BY

April 12, 2011
DATE DRAFTED

AWARDING CONTRACT FOR ROCK COUNTY PREVENTATIVE MAINTENANCE PROGRAM
WEATHER ALERT SIREN SYSTEM

WHEREAS, Rock County Emergency Management recognizes the need for preventative maintenance
of the outdoor warning system located in Rock County due to the age of the 40 sirens; and,

WHEREAS, Rock County wants to establish a three-year preventative maintenance cycle for the siren
system; and,

WHEREAS, Rock County Purchasing Department did advertise and solicit bids for the preventative
maintenance of the sirens (summary attached); and,

WHEREAS, the bids received were reviewed by Rock County Emergency Management and the Rock
County Purchasing Manager with the recommendation that a contract be awarded to the lowest, most
responsive and responsible bidder, Bandt Communications.

NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly
assembled this __________ day of __________, 2011, that a contact be awarded to Bandt
Communications of Janesville, Wisconsin for maintenance of the 40 sirens over the next three years at a
cost of $3,530.00 for 2011, $3,660.00 for 2012 and $3,740.00 for 2013.

PUBLIC SAFETY & JUSTICE COMMITTEE

Ivan Collins, Chair

Larry Wiedenfeld, Vice Chair

Mary Beaver

Brian Knudson

Henry Brill

PURCHASING PROCEDURAL ENDORSEMENT

Phillip Owens, Chair

Vote

Date
FISCAL NOTE:

$4,500 is included in Emergency Management’s 2011 budget, A/C 26-2500-0000-63500, for the maintenance and repair of the County’s siren system. Sufficient funds will be included in Emergency Management’s 2012 and 2013 budgets for the cost of this contract.

Jeffrey A. Smith
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01 and 59.01, Wis. Stats. In addition, sec. 59.32(29), Wis. Stats. requires the project to be let to the lowest responsible bidder.

Jeffrey D. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

Craig Knutson
County Administrator
EXECUTIVE SUMMARY

Rock County Emergency Management has recognized the need for maintenance on the 40 outdoor warning system sirens located in Rock County. Currently, maintenance is completed on sirens on an as-needed basis. If a siren is not functioning correctly, a contractor is called to repair the siren and to do the preventative maintenance at that time.

Bids were requested from qualified contractors to establish a 3-year cycle of Preventative Maintenance for the county-wide 40-siren system. The 3-year cycle will split the 40 sirens between three years with 13 or 14 sirens being completed each calendar year.

Preventative maintenance for each siren will consist of the following components:

1. Siren Site Observation and Inspection;
2. Siren Control;
3. Remote Terminal Unit Inspection, Testing and Parts Replacement;
4. Siren Head Inspection and Testing
5. Software Testing (where applicable)
6. System Testing and Calibration
7. Annual Report identifying areas of concern and recommendations.

The bids were reviewed by Rock County Emergency Management and Rock County Purchasing Manager for compliance with the specifications. The recommendation is to award the contract to Bandt Communications of Janesville, Wisconsin. The award will be made as follows:

- 2011 $3,530.00 for maintenance of 13 sirens
- 2012 $3,660.00 for maintenance of 14 sirens
- 2013 $3,740.00 for maintenance of 14 sirens

Funds will come from the existing department budget for siren maintenance.
PROJECT NUMBER  #2011-55
PROJECT NAME  PREVENTATIVE MAINTENANCE PROGRAM
WEATHER ALERT SIREN SYSTEM
BID DUE DATE  APRIL 7, 2011 – 1:30 P.M.
DEPARTMENT  EMERGENCY MANAGEMENT

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<th>ANS SWEDESBORO NJ</th>
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</table>

ADD’L INFORMATION  PRICE DOES NOT INCLUDE THE COST OF REPLACEMENT BATTERIES AS REQUIRED IN BID

Invitation to Bid was advertised in the Beloit Daily News and on the internet. Six additional vendors were solicited that did not respond.

PREPARED BY:  JODI L MILLIS – PURCHASING MANAGER

DEPARTMENT HEAD RECOMMENDATION:  Bandt

SIGNATURE  [Signature]
DATE  4/11/11

GOVERNING COMMITTEE APPROVAL:

CHAIR  VOTE  DATE

PURCHASING PROCEDURAL ENDORSEMENT:

CHAIR  VOTE  DATE
Paperless Board Documents

Costs

Capital Purchases
29 iPads/Laptops/software $700 each $20,300
5 wireless access points for Board Rm/Committee Rm $4,000
Installation $1,000

On-Going Cost- Internet Access
29 aircards- $28/month $9,744

Savings

Eliminate Board Printing Expense $5,604
Eliminate Board Mailing Expense $2,364

Assumptions

1. Staff considered lower priced mini-netbooks, but small size and limited battery would make use difficult
2. Analysis assumes 100% use of computers. Less than total buy-in would reduce efficiency savings
3. Mailing and printing savings are based on 2010 actuals-15 supervisors obtained Board items online
4. Mailing and printing estimates include labor and cost of running machines
5. The iPads/laptops are assumed to have a useful life of 5 years- replacement in Year 6
6. Aircards are necessary to ensure supervisors' access at home or location of choice
7. The Rock County network is operational 99.99% of the time. However, as a contingency, we would need IT support on site or have an IT person on-call at the overtime rate. Repair time may take 10 minutes or longer, depending on the problem. Printing extra copies would negate savings associated with this project
8. Computers would be replaced in Year 6. However, installation and wireless board improvements would still have remaining useful life

Return on Investment (ROI)

<table>
<thead>
<tr>
<th>Year</th>
<th>Capital Purchases</th>
<th>On Going Cost (Aircards)</th>
<th>Savings</th>
<th>Net Cost</th>
<th>Cumulative Cost</th>
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</thead>
<tbody>
<tr>
<td>Year 1</td>
<td>$25,300</td>
<td>$9,744</td>
<td>$7,966</td>
<td>$27,076</td>
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<tr>
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<td>$7,968</td>
<td>$22,076</td>
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</tbody>
</table>

ROI
Not Realized
Capital and on-going cost more than savings.