General Services
- Facilities Management
- Maintenance
- Duplicating
- Central Stores

GENERAL SERVICES COMMITTEE
THURSDAY, FEBRUARY 14, 2013 – 5:30 P.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 – January 22, 2013

4. Transfers and Appropriations

5. Bills/Encumbrances/Pre-Approved Encumbrance Amendments

6. Request to Relocate and Rehabilitate the Rock Haven Compactor

7. Updates
   A  ADRC Project
      1)  Update Report
      2)  Change Orders
   B  Jail Project
      1)  Update Report
      2)  Change Orders
   C  Rock Haven
      1)  Update Report
      2)  Change Orders
   D  Parking Lot Project
      1)  Update Report
      2)  Change Orders

8. Communications, Announcements and Information

9. Adjournment
Rock County
Transfer Request - Over $500

TO: FINANCE DIRECTOR         Date: 1/29/13         Transfer No.: 12-96
Requested By: General Services        Robert Leu         Department:        Department Head:

<table>
<thead>
<tr>
<th>FROM:</th>
<th>AMOUNT</th>
<th>TO:</th>
<th>AMOUNT</th>
</tr>
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<tbody>
<tr>
<td>Account #: (2012) 18-1810-0000/62203</td>
<td>$978.00</td>
<td>Account #: 18-1810-0000/67130</td>
<td>$978.00</td>
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<tr>
<td>Description: Natural Gas</td>
<td></td>
<td>Description: Terminals and PC's</td>
<td></td>
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<tr>
<td>Current Balance: $69,109</td>
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<td>Description: Assets &gt; $1,000</td>
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<tr>
<td>SO 1/29/13</td>
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<td>$5,648.00</td>
<td></td>
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<td>Account #: 18-1810-0000/67171</td>
<td>$5,648.00</td>
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<tr>
<td>Description: Natural Gas</td>
<td></td>
<td>Description: Assets &gt; $1,000</td>
<td></td>
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<tr>
<td>Current Balance: $68,131</td>
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<td>SO 1/29/13</td>
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REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC
The winter of 2012 was unusually mild resulting in a balance in the Natural Gas account.

REASON TRANSFER IS NECESSARY - BE SPECIFIC
In the GS budget meeting, Craig told us to purchase the 2013 IT items using 2012 money. He also told us to purchase the Courthouse cell phone reception amplifier using 2012 money versus 2013 money. The accounts do not have enough money to do this thus the need for the two transfers.

FISCAL NOTE: Sufficient funds are available for transfer.

ADMINISTRATIVE NOTE: Recommended.

REQUIRED APPROVAL       DATE       COMMITTEE CHAIR
☑ Governing Committee
☑ Finance Committee    2/7/13     [Signature]

Distribution: Email Sherry Oja and Susan Balog

Revised: 12/07/12
PURCHASE ORDER NUMBER P1300018  PEID 040481

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 1-22-13

DEPARTMENT GENERAL SERVICES

COMMITTEE GENERAL SERVICES

VENDOR NAME RHYME

ACCOUNT NUMBER 00-0000-00001-16010

Funds Description GENERAL FUND - PURCHASING INVENTORY

AMOUNT OF INCREASE $20,000 SB - Balance Sheet Acct

INCREASE FROM $10,000 TO $30,000

ACCOUNT BALANCE AVAILABLE $

REASON FOR AMENDMENT PAPER ORDERS

APPROVALS

GOVERNING COMMITTEE
Chair Date

FINANCE COMMITTEE
Chair Date

COUNTY BOARD
Resolution # Adoption Date

AMENDFORM 10/12
MEMORANDUM

To: Phil Owens, General Services Committee Chair
From: Phil Boutwell, Deputy Director
Date: January 31, 2013
Re: ADRC Construction Project Change Order Request/PR #2, #3, #4, #5, and #6

COR/PR #2: $592 Carpeting Room 114 – Request Approval

Room 114 is a storage room. The plan called for leaving the floor bare concrete. Demolition removed the old carpet and exposed a striated glue covered floor that would be difficult to keep clean.

COR/PR #3: -$800 Final Cleaning Credit – Request Approval

Scherrer Construction is willing to forgo the final cleaning and offer a credit. The contracted cleaning crew at the Job Center can do the final clean up in K and in the ADRC for $600. Staff recommend COR #3, which is a net savings of $200.

COR/PR #4: $1,100 Existing Drywall Finishing – Request Approval

The existing interior between Room I and the hallway was not properly taped and plastered when installed. The flaws would be readily apparent when painted.

COR/PR #5: $320 Lock & Keying Changes – Request Approval

The existing bathroom in the former childcare center did not have a lock on the door. The reason is that childcare staff did not allow the children to intentionally or unintentionally lock themselves in the bathroom. It was an oversight on the plans by the owner not to include a lock on the door. It is to the owner’s benefit to have the lock installed.

COR/PR #6: $2,740 Door between Office & Outdoor Area – Request Denial

The HSD Staff are not recommending COR/PR #6, which is replacing the aluminum door between the open office area and the outdoor area on the north side of the building. Instead, we will have the existing door weather-stripped and hang a curtain in front of the door.

Thank you for your consideration of the HSD request.

cc: Matt Honold, AYA
    Charmian Klyve
Change Request

To: MATT HONOLD
ANGUS-YOUNG ASSOCIATES, INC.
556 South River St
Janesville, WI 53545
Ph: (808) 756-2328 Fax: (808) 756-0464

Number: 1002
Date: 1/22/13
Job: 66-400 Aging & Disability Resource Ct

Description: Carpentry Room 114

This change request is for installing flooring in Room 114 in accordance with RFP #2 from AYA. The cost breakdown is as follows:

$538.00 - Creative Solutions 4
$54.00 - Scherrer O&P

The total amount to provide this work is $592.00

If you have any questions, please contact me at (262) 639-3100.

Submitted by: JOHN FLEISCHMAN
Scherrer Construction Co Inc

Approved by: ________________________________
Date: ________________________________

Page 1 of 1
## Proposal

**Creative Solutions 4**  
2310 Daniels St  
Madison, WI 53718  
608-221-5500  Fax 608-221-0262

<table>
<thead>
<tr>
<th>Proposal/Submitted To: Solier Construction</th>
<th>Date: 1/21/13</th>
<th>PO Number:</th>
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</thead>
<tbody>
<tr>
<td><strong>Atttn:</strong></td>
<td>Job Location: Janesville, WI</td>
<td>Project Name: Janesville ADRC</td>
</tr>
<tr>
<td><strong>City:</strong></td>
<td>Phone:</td>
<td>Fax Phone:</td>
</tr>
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</table>

**Salesperson:**  
Brian Turner  

**Terms of Payment:** net 30  
Job Number: ____________

I am pleased to bid the following:

- RFP #2
  - Storage Room 114
    - Provide Experience Carpet Tile: $320.00
    - Adhesive: $16.00
    - Labor: $88.00
    - Floor Prep: $65.00
    - Mark Up: $49.00

**Total: $538**

This bid does not include:

- Removal of any Existing Flooring or Base UNO
- Floor Prep Beyond Minor Cracks and Holes UNO
- 3rd Shift, Weekend or Holiday Hours UNO
- Any Cleaning, Waxing, Vacuuming, or Protection of New Floors UNO

Please call with questions - Brian 608.221.5500

---

**Note:** This proposal may be withdrawn if not accepted within 30 Days

**Acceptance of this proposal:** The above prices, specifications and terms of payment are satisfactory and hereby accepted.

Brian Turner  
Date

**Accepted By**  
Date
Change Request

To: MATT HONOLD
ANGUS-YOUNG ASSOCIATES, INC.
555 South River St
Janesville, WI 53545
Ph: (608)766-2326 Fax: (608) 756-0484

Number: 1003
Date: 1/23/13
Job: 50-400 Aging & Disability Resource Ctr

Description: Final Cleaning Credit

This change request is a credit for eliminating the final cleaning requirements of the contract. The Owner would be responsible for completing this work on their own.

The total amount to provide this work is ................................................................. $-800.00

If you have any questions, please contact me at (282)539-3100.

Submitted by: JOHN FLEISCHMAN
SCHERRER CONSTRUCTION CO INC

Approved by: ____________________________
Date: ____________________________

Cc:
Change Request

To: MATT HONOLD
ANGUS-YOUNG ASSOCIATES, INC.
555 South River St
Janesville, WI 53545
Ph: (608)756-2326  Fax: (608) 756-0464

Number: 04
Date: 1/23/13
Job: 50-400  Aging & Disability Resource Ct
Phone:

Description: Existing Drywall Finishing

This change request is for finish taping the existing drywall walls to bring walls to a state in which they are ready for final finishes. The cost breakdown is as follows:

$1,000.00 - Badger Specialty Coatings
$100.00 - Scherrer C&P

The total amount to provide this work is ................................................................. $1,100.00

If you have any questions, please contact me at (262)536-3100.

Submitted by: JOHN FLEISCHMAN
SCHERRER CONSTRUCTION CO INC

Approved by: ____________________________
Date: ____________________________

Page 1 of 1
BADGER SPECIALTY COATINGS & CONSTRUCTION  
SAFETY & QUALITY FOREMOST  
109 UNION STREET  
JANESVILLE, WI 53548  
Phone 608 290 3500  Fax 608 563 2416  

TO:  
SHERER CONSTRUCTION CO  
P.O. BOX 740  
BLACKHAWK DRIVE  
BURLINGTON, WI 53105  
PH: 262 539 3100  FAX: 262 539 3101  

FOR:  
ARDC  
[P.O. #]  

**INVOICE #**  
**DATE: JANUARY 23, 2013**  

<table>
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<tr>
<th>DESCRIPTION</th>
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<tr>
<td>This quote is for repair of unfinished existing drywall walls. Paper is needed to bring existing walls to a state in which they are ready to accept texture and reject.</td>
<td>$1,000.00</td>
</tr>
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</table>
Change Request

To: MATT HONOLD  
ANGUS-YOUNG ASSOCIATES, INC.  
555 South River St  
Janesville, WI 53545  
Ph: (608)755-2328  Fax: (608) 758-0464

Number: 05  
Date: 1/23/13  
Job: 65-400 Aging & Disability Resources Ct  
Phone:

Description: Lock & Keying Changes

This change request is to provide a new privacy lockset to the existing bathroom door 107 that currently has a passage set and to provide a new door lock cylinder at door 100 to allow this door to be keyed to the existing building system. The cost breakdown is as follows:

$127.00 - Lockset 107  
$ 84.00 - Door 100 lock cylinder  
$ 80.00 - Scherrer Labor to rework doors  
$ 29.00 - Scherrer O&P  

The total amount to provide this work is $320.00.

If you have any questions, please contact me at (262)539-3100.

Submitted by: JOHN FLEISCHMAN  
SCHERRER CONSTRUCTION CO INC

Approved by:  
Date:

Cc:
Marling Lumber - Madison
1801 E Washington Ave, Madison
Remit Payments to: PO Box 179
Janesville, WI 53547-0179
608-244-4777
Fax 608-244-1364

QUOTE
1301-792689

SCHERRER CONSTRUCTION
601 BLACKHAWK DRIVE
P.O. BOX 740
BURLINGTON WI 53105

ADRO- ROCK COUNTY JOB CENTER
CO PROPOSAL # 001
1900 CENTER AVE
Janesville WI 53546
262 839-3100

Take home a kitchen now! 10 x
10 stock kitchen only $1297!!

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Quantity</th>
<th>Unit</th>
<th>Price</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHARD</td>
<td>ADDED LOCKSET - DOOR 105 (LOCKSET FROM 105 WILL BE USED ON EXISTING DOOR 107) PB 53021N 1-38&quot; DR 628 PRIVACY</td>
<td>1</td>
<td>EA</td>
<td>120.00</td>
<td>120.00</td>
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All quotes are valid for 30 days. A 40% downpayment is required for non-stock items. We agree to furnish items and quantities listed above. There is no guarantee the items listed on the quote are sufficient to complete this project.

<table>
<thead>
<tr>
<th>Description</th>
<th>Code</th>
<th>Unit</th>
<th>Price</th>
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</thead>
</table>

- WI-DANE 6.5%
- Sales Tax 6.60
- Total 126.00

Signature
SCHERRER CONSTRUCTION
601 BLACKHAWK DRIVE
P.O. BOX 740
BURLINGTON WI 53105

ADRC: ROCK COUNTY JOB CENTER
CO PROPOSAL # 002
1900 CENTER AVE
Janesville WI 63646
262-539-3100

Take home a kitchen now! 10 x 10 stock kitchen only $1297!

<table>
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<th>Description</th>
<th>Quantity</th>
<th>Unit Price</th>
<th>Unit Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHARD</td>
<td>ADDED CYLINDERS TO EXTERIOR DOOR 100 TO MATCH EXISTING KEY SYSTEM (TO BE KEYED TO AA)</td>
<td>4</td>
<td>40.0000</td>
<td>80.00</td>
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All quotes are valid for 30 days. A 40% downpayment is required for non-stock items. We agree to furnish items and quantities listed above. There is no guarantee the items listed on the quote are sufficient to complete this project.

| Subtotal | 80.00 |
| Sales Tax | 4.40 |
| Total | 84.40 |

Signature

Marling Lumber - Madison
1801 E Washington Ave, Madison
Remit Payments to: PO Box 179
Janesville, WI 53547-0179
608-244-4777
Fax: 608-244-1364
To: MATT HONOLD
ANGUS-YOUNG ASSOCIATES, INC.
655 South River St
Janesville, WI 53545
Ph: (608)755-2328 Fax: (608) 758-0464

Number: 06
Date: 1/23/13
Job: 50-400 Aging & Disability Resource Ct
Phone:

Description: Door Between Office & Outdoor Area

This change request is to replace the existing non-insulated aluminum doors with insulated hollow metal doors. The cost breakdown is as follows:

$1,651.00 - Material
$ 640.00 - Scherrer labor to remove & replace (8 hrs)
$ 200.00 - Paint new doors & frame

The total amount to provide this work is $2,740.00

If you have any questions, please contact me at (262)639-3100.

Submitted by: JOHN FLEISCHMAN
SCHERRER CONSTRUCTION CO INC

Approved by: 
Date: 

Cc:
# Quote

## L301-792694

### Page 1 of 1

**Marling Lumber - Madison**  
1801 W Washington Ave, Madison  
Romelt Payments for PO Box 179  
Janesville, WI 53547-0179  
608-244-4777  
Fax: 608-244-1364

---

**Item** | **Description** | **Quantity** | **Unit** | **Price** | **Amount**  
--- | --- | --- | --- | --- | ---  
. | ADDED PAIR DOORS TO REPLACE EXISTING STOREFRONT PAIR | 1 | EA | 300.00 | 300.00  
CECO | 6X16 6670 5-3/4" BLK/PSP CLO EMA/Blk WELD W/ 1/8" TRANSOM ABOVE | 1 | EA | 140.00 | 140.00  
CMILL | 12" TEMP IG 15-3/4" X 71-3/4" | 1 | EA | 260.00 | 260.00  
RI123703LMOC1LH | RI-12 3070 F LMO O1 LH CRS INSTALL EDGE FILLER | 1 | EA | 260.00 | 260.00  
RI123703LMOC1RH | RI-12 3070 F LMO O1 RH CRS INSTALL EDGE FILLER | 1 | EA | 6.00 | 6.00  
554P | 554P 96 DOOR EDGE FILLER PLATE | 2 | EA | 10.00 | 20.00  
MPB745520 | MPB745520 | 8 | EA | 7.00 | 56.00  
700450 | 700 4" x 18" 600 Push Pull | 2 | EA | 38.00 | 76.00  
11070450 | 110 x 700 4" x 18" 600 Full Plate | 2 | EA | 176.00 | 352.00  
B501AL | B501AL | 2 | EA | 2.00 | 4.00  
400630 | 400 630 Wall Stop | 2 | EA | 8.22 | 16.44

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All quotes are valid for 30 days. A 40% downpayment is required for non-stock items. We agree to furnish items and quantities listed above. There is no guarantee the items listed on the quote are sufficient to complete this project.

**Subtotal**: 1,505.22  
**State**: 65.00  
**Total**: 1,665.31

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Signature
Program Request #22

To: General Services Committee
From: Kevin Higgs, Owners Representative
Date: February 5, 2013

RE: Rock County Project # 2011-63 - Rock Haven Skilled Nursing Facility

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Change Order Request #165
Total Cost: $8,086.00
PCO #165 pertains to Construction Bulletin #18, Loading Dock Revisions.
CB #18 provided direction for loading dock modifications that affected the exterior
finishes, and loading dock equipment. (Pending EUA confirmation)

Change Order Request #169R2
Total Cost: $59,634.00
PCO #169R2 pertains to the nurse call system.
PCO 169Rs pertains to the cost to add (2) presence indicator devices in each of the 128
resident rooms. These devices were not shown on the floor plans. (A Negotiated
settlement offer has been presented to the contractor)

Change Order Request #174
Total Cost: $9,083.00
PCO #174 pertains to RFI #453 T1 & T2 Room # 120 Equipment.
RFI #453 provides direction add electrical receptacles for equipment in the waiting room
along the wall labeled File Storage. The added outlets are owner requested.
(Pending EUA/A&O review)

Change Order Request #176
Total Cost: $5,135.00
PCO #176 pertains to an owner directed request to modify the nurse call system.
The Owner has requested the contractor furnish and install (8) Rauland Responder 4000
wall mounted LED annunciator panels.

Change Order Request #177
Total Cost: $1,491.00
PCO #177 pertains to an owner directed request to modify the nurse call system.
The Owner has requested the contractor furnish and install a Rauland PBX interface to
Maxpage.

Change Order Request #179
Total Cost: $8,179.00
PCO #179 pertains to RFI #458 ULN502 Fire Proofing detail.
RFI #458, provides direction for additional fire sealant at a drywall beam enclosure, and
at the precast plank joints. (Pending EUA/A&O review)

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Total cost for Program Request #22 = $91,608.00