

**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, FEBRUARY 19, 2013 – 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. Transfers and Appropriations
4. Bills/Encumbrances/Pre-Approved Encumbrance Amendments
5. Resolutions
  - A. Authorizing the Public Works Department to Install Rock Haven Access Driveway (Will be provided at the meeting.)
  - B. Authorizing Additional Contingency Funding and Amending the 2013 Budget for Rock Haven Project (Will be provided at the meeting.)
6. 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
7. Communications, Announcements and Information
8. Adjournment

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818510000-67200	CAPITAL IMPROV	39,096.00	591.5%	5,382.23	225,892.65	-192,178.88	
	P1201634-PO# 02/12/13 -VN#019677					4,434.95	
	PHOENIX TEXTILE CORP						
*** OVERDRAFT ***	<b>TRANSFER REQUIRED</b>			CLOSING BALANCE	-196,613.83		4,434.95
	ROCK HAVEN PROJ			PROG-TOTAL-PO		4,434.95	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$4,434.95 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

**FEB 19 2013**

DATE \_\_\_\_\_

CHAIR

2013...

Rock County - Production

02/13/13

COMMITTEE APPROVAL REPORT

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Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818159200-62450	GROUNDS IMPR R&M	10,500.00 28.5%	0.00	3,000.01	7,499.99		
	P1300214-PO# 01/31/13 -VN#018346		E AND S SNOWPLOWING			442.00	
			CLOSING BALANCE		7,057.99		442.00
1818159200-62460	BLDG SERV R&M	36,500.00 30.2%	4,025.76	7,000.00	25,474.24		
	P1300221-PO# 02/12/13 -VN#030781		HOME DEPOT/GECF			153.00	
	P1300225-PO# 01/31/13 -VN#013693		JOHNSON CONTROLS INC			266.62	
			CLOSING BALANCE		25,054.62		419.62
1818159200-62463	FIRE ALARM	15,250.00 0.0%	0.00	0.02	15,249.98		
	P1300205-PO# 02/12/13 -VN#022229		JF AHERN COMPANY			230.00	
	P1300208-PO# 01/31/13 -VN#018588		BANDT COMMUNICATIONS INC			310.00	
			CLOSING BALANCE		14,709.98		540.00
1818159200-62470	BLDG R & M	29,800.00 3.1%	950.71	0.00	28,849.29		
	P1300217-PO# 02/12/13 -VN#017559		FIRST SUPPLY MADISON LLC			179.58	
	P1300222-PO# 01/31/13 -VN#040769		HD SUPPLY			102.54	
	P1300237-PO# 01/31/13 -VN#016376		STATE ELECTRICAL SUPPLY INC			496.44	
	P1300238-PO# 02/12/13 -VN#011891		WERNER ELECTRIC SUPPLY COMPANY			15.00	
			CLOSING BALANCE		28,055.73		793.56
1818159200-63109	OTHER SUPP/EXP	31,750.00 16.5%	368.63	4,893.35	26,488.02		
	P1300203-PO# 02/12/13 -VN#018296		AARONS LOCK AND SAFE INC			17.49	
	P1300204-PO# 01/31/13 -VN#046075		AIRGAS NORTH CENTRAL			104.74	
	P1300220-PO# 02/12/13 -VN#018251		HARRIS ACE HARDWARE			11.98	
	P1300223-PO# 02/12/13 -VN#029890		JACK AND DICKS FEED AND GARDEN			117.00	
	P1301076-PO# 01/31/13 -VN#025055		JOHNSON PLASTICS			70.75	
			CLOSING BALANCE		26,166.06		321.96
1818159200-63111	PAPER PRODUCTS	12,000.00 0.0%	437.55	-437.54	11,999.99		
	P1300236-PO# 01/31/13 -VN#048467		STAPLES ADVANTAGE			185.42	
			CLOSING BALANCE		11,814.57		185.42
	HCC BLDG.COMPLEX		PROG-TOTAL-PO			2,702.56	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$2,702.56 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 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

FEB 19 2013

DATE \_\_\_\_\_

CHAIR

GS-HCC BLDG.COMPLEX

DEPT. PAGE 1

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818100000-63500	R&M SUPPLIES	210,000.00 11.1%	9,555.01	13,917.45	186,527.54		
	P1301037-PO# 02/12/13 -VN#043737			STATE OF WISCONSIN		150.00	
				CLOSING BALANCE	186,377.54		150.00
1818100000-64200	TRAINING EXP	2,000.00 0.0%	0.00	0.00	2,000.00		
	P1300979-PO# 02/12/13 -VN#038049			CAREERTRACK		390.00	
				CLOSING BALANCE	1,610.00		390.00
1818100000-67172	C.A. \$500-\$999	1,000.00 0.0%	0.00	0.00	1,000.00		
	P1300910-PO# 02/12/13 -VN#030630			J AND G OFFICE PRODUCTS		724.00	
				CLOSING BALANCE	276.00		724.00
	GENERAL SERVICES		PROG-TOTAL-PO			1,264.00	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$1,264.00 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. FEB 19 2013 COMMITTEE APPROVES THE ABOVE. COM-APPROVAL \_\_\_\_\_ DEPT-HEAD

DATE \_\_\_\_\_ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818160000-63500	R&M SUPPLIES	21,000.00	11.6%	1,988.45	455.40	18,556.15	
	P1300751-PO# 02/12/13 -VN#048467			STAPLES ADVANTAGE		177.82	
				CLOSING BALANCE		18,378.33	177.82
	COMM.CTR.OPER.			PRG-TOTAL-PO		177.82	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$177.82 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. COM-APPROVAL \_\_\_\_\_ DEPT-HEAD

FEB 19 2013

DATE \_\_\_\_\_ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818370000-63500	R&M SUPPLIES	100,000.00	2.0%	751.73	1,298.87	97,949.40	
	P1300884-PO# 02/12/13 -VN#021407			COLLINS SANITARY		260.00	
				CLOSING BALANCE	97,689.40		260.00
	JAIL.CAP.IMPROV.			PROG-TOTAL-PO		260.00	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$260.00 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 FEB 19 2013 COMMITTEE APPROVES THE ABOVE. COM-APPROVAL \_\_\_\_\_ DEPT-HEAD

DATE \_\_\_\_\_ CHAIR