

**Rock County, Wisconsin**  
51 South Main Street  
Janesville, WI 53545  
(608)757-5518



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

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**GENERAL SERVICES COMMITTEE  
TUESDAY, SEPTEMBER 4, 2012 – 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 – August 21, 2012
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) Change Orders
  - C. Parking Lot Project
    - 1) Update Report
    - 2) Change Orders
7. Resolution
  - A. Authorizing Purchase of Wheelchair/Equipment Washer for Rock Haven
  - B. Awarding Contract for Replacement of Roofs on the Pinehurst Building at the Sheriff's Office/Jail, and the Lobby at Hyatt Smith Hall on the UW-Rock Campus
8. Authorizing Purchase of Outdoor Chairs with Arms for Rock Haven
9. Directors Report
  - A. Update on Plan of Approach on Courthouse Security
  - B. Update on Upgrades to Youth Services Center
  - C. Update on HCC Complex Parking Lots
  - D. Update on Courthouse Window Repairs

10. Communications, Announcements and Information

11. Adjournment

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**ROCK COUNTY**

**SUPPLEMENTAL APPROPRIATIONS - TRANSFERS**

12-30

Transfer No.

Requested by General Services

Robert Leu

Department

Department Head

8/29/12

Date

**FROM**

**TO**

ACCOUNT #	DESCRIPTION	AMOUNT
18-1817-0000-62203	Natural Gas	700
18-1817-0000-62160	Cleaning Contracts	1,000
18-1817-0000-67200	Capital Improvements	5,000

ACCOUNT #	DESCRIPTION	AMOUNT
18-1817-0000-64701	Software Purchase	700
18-1817-0000-63500	R&M Supplies	6,000

**FISCAL NOTE:**

Sufficient funds are available in the above object code for the requested transfer.

**ADMINISTRATIVE NOTE:**

Recommended. *CR*

**REQUIRED APPROVAL:**

Governing Committee

Finance Committee

DATE

COMMITTEE CHAIR

File

# ROCK COUNTY TRANSFER REQUESTS

# 12-30

**TO: FINANCE DIRECTOR**

**REQUESTED BY: General Services**

Department

*Robert Sen*

Department Head Signature

**DATE: 8/29/12**

FROM:	AMOUNT
1) ACCOUNT #: 18-1817-0000/62203 DESCRIPTION: Natural Gas	\$700
CURRENT BALANCE: \$ 4904 8-29-12 PROVIDED BY THE FINANCE DIRECTOR	
2) ACCOUNT #: 18-1817-0000/62160 DESCRIPTION: Cleaning Contracts	\$1,000
CURRENT BALANCE: \$ 1,500 8-29-12 PROVIDED BY THE FINANCE DIRECTOR	
3) ACCOUNT #: 18-1817-0000/67200 DESCRIPTION: Capital Improvements	\$5,000
CURRENT BALANCE: \$ 5,000 8-29-12 PROVIDED BY THE FINANCE DIRECTOR	
4) ACCOUNT #: DESCRIPTION:	
CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR	

TO:	AMOUNT
ACCOUNT #: 18-1817-0000/64701 DESCRIPTION: Software Purchase	\$700
ACCOUNT #: 18-1817-0000/63500 DESCRIPTION: Repair and Maintenance Supplies	\$1,000
ACCOUNT #: 18-1817-0000/63500 DESCRIPTION: Repair and Maintenance Supplies	\$5,000
ACCOUNT #: DESCRIPTION:	

**REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC:**

- 1) The Natural Gas account has sufficient funds due to the mild spring.
- 2) The Cleaning Contract account carries a small appropriation to cover minimal cleaning of the vacant buildings. The account has not been used thus far this year.
- 3) The Capital Improvement account carries an appropriation to cover unforeseen capital repairs. The account has not been used this year.

**REASON TRANSFER IS NECESSARY - BE SPECIFIC:**

- 1) The transfer is needed to cover the cost of software that will allow departments to submit work-requests electronically, and will facilitate communication.
- 2&3) The Repair and Maintenance supply account is almost expended and it's only the end of August. Maintenance needs are difficult to predict. The Maintenance person is also catching up on a number of preventative maintenance projects. Hopefully the \$6,000 will last the year.

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818510000-67200	CAPITAL IMPROV	30,840,000.00	92.0% 17,885,493.76	10,492,345.36	2,462,160.88		
	P1201650-PO# 07/31/12 -VN#019677			PHOENIX TEXTILE CORP		4,649.93	
	P1202653-PO# 08/27/12 -VN#014423			MC MASTER-CARR SUPPLY COMPANY		1,073.80	
	P1202725-PO# 08/27/12 -VN#052188			EYE LEVEL ART SERVICES LLC		760.00	
	P1202761-PO# 08/27/12 -VN#052188			EYE LEVEL ART SERVICES LLC		770.00	
ENC	R1202919-PO# 08/16/12 -VN#024002			MEDCO EQUIPMENT INC		10,995.00	
				CLOSING BALANCE		2,443,912.15	18,248.73
	ROCK HAVEN PROJ		PROG-TOTAL-PO				18,248.73

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$18,248.73 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

SEP 04 2012

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

Account Number	Name	Yearly Prcent Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818159200-62450	GROUNDS IMPR R&M P1200224-PO# 08/27/12 -VN#030781	15,000.00 36.2%	8,842.66	-3,404.44 HOME DEPOT/GECF	9,561.78	127.90	
CLOSING BALANCE					9,433.88		127.90
1818159200-62460	BLDG SERV R&M P1200214-PO# 08/27/12 -VN#036883 P1202435-PO# 08/27/12 -VN#034850	56,000.00 60.8%	36,872.08	-2,774.23 CENTERWAY AUTO REPAIR OTIS ELEVATOR COMPANY	21,902.15	1,337.11 2,774.23	
CLOSING BALANCE					17,790.81		4,111.34
1818159200-62470	BLDG R & M P1200213-PO# 08/27/12 -VN#060099 P1200238-PO# 08/27/12 -VN#016376	44,215.00 23.7%	10,912.41	-406.02 BUDGET DRAIN AND SEWER CO STATE ELECTRICAL SUPPLY INC	33,708.61	226.00 95.10	
CLOSING BALANCE					33,368.51		320.10
1818159200-63109	OTHER SUPP/EXP P1200222-PO# 08/27/12 -VN#047242 P1200224-PO# 08/27/12 -VN#030781 P1202703-PO# 08/27/12 -VN#040757	46,000.00 39.7%	18,285.25	17.16 HOH WATER TECHNOLOGY INC HOME DEPOT/GECF ALL PEST CONTROL	27,697.59	710.50 101.30 75.00	
CLOSING BALANCE					26,810.79		886.80
1818159200-67172	C.A. \$500-\$999 P1202588-PO# 08/27/12 -VN#052162	3,250.00 21.5%	699.99	0.00 GRAINGER	2,550.01	1,282.18	
CLOSING BALANCE					1,267.83		1,282.18
HCC BLDG.COMPLEX PROG-TOTAL-PO						6,728.32	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$6,728.32 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 \_\_\_\_\_

SEP 04 2012

DATE \_\_\_\_\_ DEPT-HEAD \_\_\_\_\_  
 CHAIR \_\_\_\_\_

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818100000-62400	R & M SERV	133,000.00	92.3%	95,188.46	27,645.78	10,165.76	
	P1200293-PO# 09/01/12 -VN#010938			ARAMARK UNIFORM SERVICES INC		171.16	
				CLOSING BALANCE		9,994.60	171.16
1818100000-63500	R&M SUPPLIES	210,000.00	62.2%	128,841.54	1,950.14	79,208.32	
	P1200290-PO# 09/01/12 -VN#018296			AARONS LOCK AND SAFE INC		31.20	
	P1200307-PO# 09/01/12 -VN#012507			ENERGETICS INC		38.32	
	P1200313-PO# 09/01/12 -VN#036010			GRAINGER PARTS		327.42	
	P1200317-PO# 09/01/12 -VN#047242			H0H WATER TECHNOLOGY INC		710.50	
	P1200318-PO# 09/01/12 -VN#029890			JACK AND DICKS FEED AND GARDEN		504.70	
	P1200319-PO# 09/01/12 -VN#013597			JANESVILLE ELECTRIC MOTOR CORP		1,112.21	
	P1200335-PO# 09/01/12 -VN#049330			PIEPER ELECTRIC INC		239.00	
	P1200344-PO# 09/01/12 -VN#016376			STATE ELECTRICAL SUPPLY INC		2,436.35	
	P1201439-PO# 09/01/12 -VN#011891			WERNER ELECTRIC SUPPLY COMPANY		53.18	
	P1202621-PO# 09/01/12 -VN#043737			STATE OF WISCONSIN		50.00	
				CLOSING BALANCE		73,705.44	5,502.88
	GENERAL SERVICES		PROG-TOTAL-PO			5,674.04	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$5,674.04 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 COMMITTEE APPROVES THE ABOVE. COM-APPROVAL \_\_\_\_\_ DEPT-HEAD  
 SEP 04 2012 DATE \_\_\_\_\_ CHAIR

Account Number	Name	Yearly Pront Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818110000-63500	R&M SUPPLIES	22,000.00	37.9%	8,339.86	0.00	13,660.14	
	P1200303-PO# 09/01/12 -VN#011970			CONNORS SUPPLY INC		329.04	
	P1200308-PO# 09/01/12 -VN#019048			FASTENAL COMPANY		87.82	
	P1200313-PO# 09/01/12 -VN#036010			GRAINGER PARTS		12.84	
	P1200344-PO# 09/01/12 -VN#016376			STATE ELECTRICAL SUPPLY INC		178.60	
	P1202618-PO# 09/01/12 -VN#052170			BADGERLAND MOVING LLC		490.00	
				CLOSING BALANCE		12,561.84	1,098.30
	GLEN OAKS OPER.		PROG-TOTAL -PO				1,098.30

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$1,098.30 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, GENERAL SERVICES

COMMITTEE APPROVES THE ABOVE. COM-APPROVAL \_\_\_\_\_ DEPT-HEAD

**SEP 04 2012**

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

4



Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818120000-63500	R&M SUPPLIES	28,000.00	60.9%	17,061.39	0.00	10,938.61	
	P1200313-PO# 09/01/12 -VN#036010					GRAINGER PARTS	12.84
	P1200316-PO# 09/01/12 -VN#030781					HOME DEPOT/GECF	1.26
	P1200344-PO# 09/01/12 -VN#016376					STATE ELECTRICAL SUPPLY INC	108.00
	P1202538-PO# 09/01/12 -VN#045051					LCN CLOSERS	445.05
						CLOSING BALANCE	10,371.46
						JUV.DET.OPER.	567.15
						PROG-TOTAL-PO	567.15

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$567.15 INCURRED BY JUV.DETENTION FACILITY OPERATN. 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

SEP 04 2012

DATE \_\_\_\_\_

CHAIR

Account Number	Name	Yearly Pront Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818160000-62400	R & M SERV	24,000.00	31.1%	7,203.71	263.16	16,533.14	
	P1200293-PO# 09/01/12 -VN#010938			ARAMARK UNIFORM SERVICES INC		13.56	
				CLOSING BALANCE	16,519.58		13.56
1818160000-63500	R&M SUPPLIES	23,560.00	21.8%	9,850.31	-4,681.14	18,490.83	
	P1200313-PO# 09/01/12 -VN#036010			GRAINGER PARTS		12.84	
	P1200345-PO# 09/01/12 -VN#048467			STAPLES ADVANTAGE		60.84	
				CLOSING BALANCE	18,417.15		73.68
	COMM.CTR.OPER.			PROG-TOTAL-PO		87.24	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$87.24 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

SEP 04 2012

DATE \_\_\_\_\_

CHAIR

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818170000-62400	R & M SERV	36,700.00	5.7%	1,999.32	93.10	34,607.58	
	P1200293-PO# 09/01/12 -VN#010938			ARAMARK UNIFORM SERVICES INC		18.90	
				CLOSING BALANCE	34,588.68		18.90
1818170000-63500	R&M SUPPLIES	11,000.00	29.5%	10,443.10	-7,193.72	7,750.62	
	P1200303-PO# 09/01/12 -VN#011970			CONNORS SUPPLY INC		8.74	
	P1200313-PO# 09/01/12 -VN#036010			GRAINGER PARTS		38.52	
				CLOSING BALANCE	7,703.36		47.26
	ADOL.SER/GUIDANC			PROG-TOTAL-PO		66.16	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$66.16 INCURRED BY ADOLESCENT SERV/GUIDANCE CTR.. 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

SEP 04 2012

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

Account Number	Name	Yearly Prent Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818370000-63500	R&M SUPPLIES	100,000.00	18.3%	64,483.32	-46,085.64	81,602.32	
	P1200310-PO# 09/01/12 -VN#044398					FIRST SUPPLY LLC	765.31
	P1200316-PO# 09/01/12 -VN#030781					HOME DEPOT/GECF	54.97
	P1200329-PO# 09/01/12 -VN#014534					MENARDS	183.89
					CLOSING BALANCE	80,598.15	1,004.17
1818370000-67200	CAPITAL IMPROV	200,491.00	19.6%	9,471.50	29,986.00	161,033.50	
ENC	R1203030-PO# 08/27/12 -VN#026360					NIEMAN CENTRAL WISCONSIN ROOFI	27,000.00
					CLOSING BALANCE	134,033.50	27,000.00
	JAIL.CAP.IMPROV.				PROG-TOTAL-PO		28,004.17

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$28,004.17 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

**SEP 04 2012**

DATE \_\_\_\_\_

CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818420000-67200 ENC	CAPITAL IMPROV R1203004-PO# 08/23/12 -VN#039816	1,030,994.00	49.1% 500,755.01	5,940.00	524,298.99	30,000.00	
	HALVERSON CARPET CENTER LTD						
	CLOSING BALANCE				494,298.99		30,000.00
	CTHS FACILITY		PROG-TOTAL-PO			30,000.00	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$30,000.00 INCURRED BY COURTHOUSE FACILITY IMPROVEMEN. 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

**SEP 04 2012**

DATE \_\_\_\_\_

CHAIR

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818430000-67200	CAPITAL IMPROV	10,957,630.00	95.6% 10,466,693.42	18,260.96	472,675.63		
	P1101511-PO# 09/01/12 -VN#036838					1,350.00	
ENC	R1203030-PO# 08/27/12 -VN#026360					12,700.00	
				CLOSING BALANCE	458,625.63		14,050.00
	U-ROCK EXPANSION		PROG-TOTAL-PO			14,050.00	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$14,050.00 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

**SEP 04 2012**

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

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818500000-67200	CAPITAL IMPROV	356,000.00	99.6%	308,718.17	45,926.88	1,354.95	
	P1001743-PO# 09/01/12 -VN#036838			ARNOLD AND O SHERIDAN INC		620.00	
				CLOSING BALANCE		734.95	620.00
	JDC. CAP. IMPROV.		PROG-TOTAL-PO			620.00	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$620.00 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

**SEP 04 2012**

DATE \_\_\_\_\_

CHAIR

Account Number	Name	Yearly Prnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818510000-67200	CAPITAL IMPROV	30,840,000.00	92.0% 17,891,997.49	10,503,340.36	2,444,662.15		
	P1201472-PO# 09/01/12 -VN#036838			ARNOLD AND O SHERIDAN INC		600.00	
	P1201473-PO# 09/01/12 -VN#036838			ARNOLD AND O SHERIDAN INC		150.00	
				CLOSING BALANCE	2,443,912.15		750.00
	ROCK HAVEN PROJ		PROG-TOTAL-PO			750.00	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$750.00 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

**SEP 04 2012**

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



Account Number	Name	Yearly Prct Appropriation	YTD Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818530000-67200	CAPITAL IMPROV	847,350.00	79.8%	23,070.30	653,486.46	170,793.24		
		P1201209-PO#	09/01/12	-VN#026308	RH BATTERMAN AND COMPANY INC		42,330.50	
CLOSING BALANCE						128,462.74		42,330.50
HCC/GLN KS PRKNG PROG-TOTAL-PO							42,330.50	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$42,330.50 INCURRED BY HCC/GLEN OAKS PARKING LOTS. 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

**SEP 04 2012**

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

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

Sherry Gunderson  
INITIATED BY



Sherry Gunderson  
DRAFTED BY

General Services Committee  
SUBMITTED BY

August 20, 2012  
DATE DRAFTED

**AUTHORIZING PURCHASE OF WHEELCHAIR/EQUIPMENT WASHER FOR  
ROCK HAVEN**

1 WHEREAS, construction is underway for Rock County's new 128-bed skilled nursing facility; and,  
 2  
 3 WHEREAS, many nursing home residents are dependent upon wheelchairs and other medical equipment;  
 4 and,  
 5  
 6 WHEREAS, the Medco Equipment washer has proven to be a valuable piece of equipment in our  
 7 current facility allowing environmental services staff to keep this equipment clean; and,  
 8  
 9 WHEREAS, the current Equipment washer is no longer under warranty, making the purchase of a new  
 10 Equipment washer for our new facility necessary; and,  
 11  
 12 WHEREAS, Medco Equipment, Inc is the sole source manufacturer and distributor for the Medco  
 13 Equipment Washer Model 64X.  
 14  
 15 NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled  
 16 this \_\_\_ day of, 2012 does hereby recommend that a Purchase Order be issued to Medco Equipment, Inc for  
 17 the purchase of one Medco Equipment Washer Model 64X. in the amount of \$10,995.

Respectfully submitted,

**GENERAL SERVICES COMMITTEE:**

**PURCHASING PROCEDURAL ENDORSEMENT**

\_\_\_\_\_  
Phillip Owens, Chair

\_\_\_\_\_  
Mary Mawhinney, Chair

\_\_\_\_\_  
Henry Brill, Vice Chair

\_\_\_\_\_  
Vote \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_  
Ivan Collins

**FISCAL NOTE:**

Sufficient funds are available in the Rock Haven Building Project capital account, a/c 18-1851-0000-67200 for the cost of these purchases.

\_\_\_\_\_  
Jason Heidenreich

*Sherry Oja*  
Sherry Oja  
Finance Director

\_\_\_\_\_  
Ed Nash

**LEGAL NOTE:**

The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats.

*Jeffrey S. Kuglitsch*  
Jeffrey S. Kuglitsch  
Corporation-Counsel

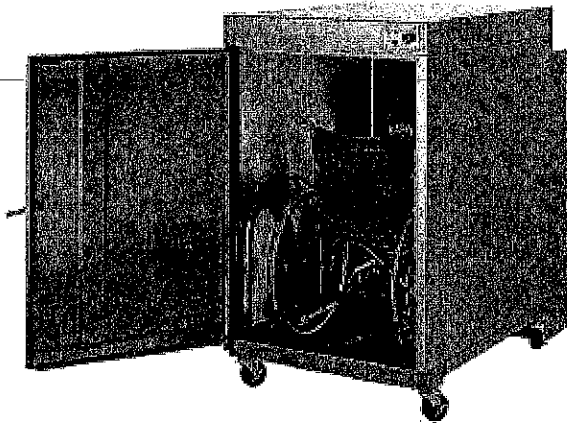
**ADMINISTRATIVE NOTE:**

Recommended.

*Craig Knutson*  
Craig Knutson  
County Administrator

## EXECUTIVE SUMMARY

The Medco Wheelchair/equipment washer is a multi purpose washer and sanitizer for wheelchairs, commode chairs, trash cans, medication carts and other portable nursing home equipment.



The Medco 64 X features include:

- High quality stainless steel, 30 year estimated product life.
- Six-year wall-to-wall warranty on all parts and ninety days on labor.
- High tech rust free pumps.
- Heavy-duty casters.
- Hoses and chemicals included, intake connects to standard hot water faucet.
- Pump on drain allows for use with floor drain or sink.
- Simple one button operation, five minute cycle.
- Sheeting compound in rinse agent provides flash evaporation effect.
- Design allows for two chairs to be washed at a time.
- Easy loading, free of ramps, chains and rollers to avoid back strain and allow for multiple uses.
- Locking cabinet stores chemicals.

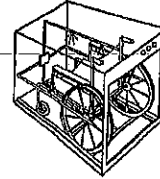
Medco Equipment, Inc is providing 4 gallons wash solution, 4 gallons rinse solution, 1 gallon pre-wash solution and 1 quart of the pre-wash spray for free.

Medco offered a trade-in credit of \$1000 for our old machine reducing our cost to \$10,995.

# Medco Equipment, Inc.

Manufacturers of Industrial Washers

30 Hilltop Road • Houlton, WI 54082



July 31, 2012

Colleen Martelle  
Rock County Health Care Center  
PO Box 920  
Janesville, WI 53547-0920

Dear Colleen,

Regarding our conversation about a wheelchair washer, I wanted to reiterate - "We are the sole source distributor for the Medco Equipment washer Model 64X". We are the only company that manufactures it and sells it.

Please see the attached quote for purchase of a Model 64X wheelchair/equipment washer -  
NOTE: \$1,000.00 discount if you want to trade in your current Medco washer -  
Model 76-87 in exchange for a new Model 64X.  
Also included in quote is free shipping, 6 year warranty on all parts and free chemical (1 case wash, 1 case rinse, 1 gallon pre-wash and 1 quart pre-wash).

Please contact me if you have any questions or need any other information.

Best wishes,

Phillip Brooksbank  
President

*[Faint, illegible text, likely bleed-through from the reverse side of the page]*

Phone (715) 549-6941

Fax (715) 549-6950

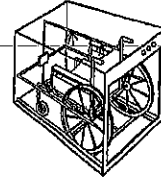
(800) 717-3626

[www.medcoequipment.com](http://www.medcoequipment.com)

# Medco Equipment, Inc.

Manufacturers of Industrial Washers

30 Hilltop Road • Houlton, WI 54082



## QUOTE FOR MEDCO WHEELCHAIR WASHER

July 31, 2012

**To:** Colleen Martelle  
Rock County Health Care Center  
Janesville, WI

**Product Model:** #64X

**Purchase Price:** \$11,995.00 OR

Less \$1,000.00 = \$10,995.00 (with trade in of current washer #76-87)

**Free Delivery:** Normal delivery times 7 -10 days -- If trading in washer all shipping charges are free

**Free Chemical:** 4 gallons wash, 4 gallons rinse, 1 gallon pre-wash and 1 quart spray bottle of pre-wash

**Warranty:** 6-year wall to wall warranty on all parts and 90 days on labor

**Product Description:** Multi purpose washer and sanitizer for wheelchairs, commode chairs, trash cans, med carts, diet carts and other portable nursing home equipment.

**Product features:**

High quality stainless steel, 30 year estimated product life.

Dimensions: L 58" W 34.25" H 61"

High tech rust free pumps.

Portable, on heavy-duty casters. Hoses and chemicals included, intake connects to standard hot water faucet. Pump on drain allows for use with floor drain or sink. 115V-15amp easy plug in, power cord included. Programmable solid-state timer.

Simple one button operation, 5 minute cycle. Sheeting compound in rinse agent provides for flash evaporation effect.

**\*Design allows for two chairs to be washed at a time.**

Easy loading, free of ramps, chains and rollers to avoid back strain and allow for multiple uses. Locking cabinet stores chemicals.

Phone (715) 549-6941

Fax (715) 549-6950

(800) 717-3626

[www.medcoequipment.com](http://www.medcoequipment.com)

RESOLUTION NO. \_\_\_\_\_

AGENDA NO. \_\_\_\_\_

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

The General Services Committee  
INITIATED BY



Robert Leu  
DRAFTED BY

The General Services Committee  
SUBMITTED BY

August 27, 2012  
DATE DRAFTED

**Awarding Contract for Replacement of Roofs on the Pinehurst Building at the Sheriff's Office/Jail, and the Lobby at Hyatt Smith Hall on the UW-Rock Campus**

- 1 **WHEREAS**, the roof on the Pinehurst Building dates back to the jail project of 1986; and,
- 2
- 3 **WHEREAS**, given the deteriorated condition of the roof, and the water infiltration into the building, the
- 4 roof needs to be replaced; and,
- 5
- 6 **WHEREAS**, the roof on the lobby at Hyatt Smith Hall at UW-Rock, dates back to the mid 1980's, and
- 7 has developed leaks that cannot be repaired; and,
- 8
- 9 **WHEREAS**, specifications were prepared and bids solicited under Project Number 2012-63.
- 10
- 11 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
- 12 this \_\_\_\_\_ day of \_\_\_\_\_, 2012, that a contract for replacement of roofs at the Pinehurst
- 13 Building and Hyatt Smith Hall lobby be awarded to the low bidder, Nieman Roofing of Lyndon Station,
- 14 WI, in the base bid amount of \$39,770,00.

Respectfully Submitted,

Purchasing Procedural Endorsement

General Services Committee:

Chair	Vote	Date
-------	------	------

\_\_\_\_\_  
Phillip Owens, Chair

\_\_\_\_\_  
Henry Brill, Vice Chair

\_\_\_\_\_  
Ivan Collins

\_\_\_\_\_  
Jason Heidenreich

\_\_\_\_\_  
Edwin Nash

Awarding Contract for Replacement of Roofs on the Pinehurst Building at the Sheriff's Office/Jail, and the Lobby at Hyatt Smith Hall on the UW-Rock Campus  
Page 2

FISCAL NOTE:

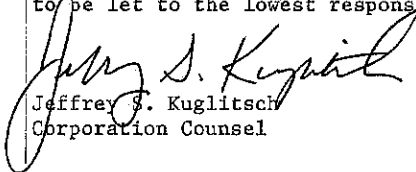
Sufficient funding is available in the Jail Capital Improvements account, A/C 18-1837-0000-67200, for the Pinehurst roof. This account is funded by Jail assessment fees. Sufficient funding is available in the U-Rock Capital Improvement account, A/C 18-1843-0000-67200, for the Hyatt Smith Hall roof. This account is funded by Sales Tax proceeds.



Sherry Oja  
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. In addition, sec. 59.52(29), Wis. Stats. requires the project to be let to the lowest responsible bidder.



Jeffrey S. Kuglitsch  
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Craig Kautson  
County Administrator

**Rock County, Wisconsin**

51 South Main Street  
Janesville, WI 53545



**General Services**

- Facilities Management
- Maintenance
- Duplicating
- Central Stores  
(608)757-5518

## **Executive Summary**

### **Roof replacement on Pinehurst and the Hyatt Smith Hall Lobby**

Two roofs are being replaced under a contract with Neiman Roofing of Lyndon Station. Neiman Roofing was the low bidder, and has worked for the County on numerous projects over the years.

The Pinehurst and Hyatt Smith roofs are over 27 years old, have deteriorated beyond repair, and need to be replaced.

Water infiltration problems continue at Pinehurst, and the roof leaks are a contributing factor. Before other remedial work on Pinehurst is completed, the roof needs to be leak free.

At the UW-Rock campus, the roof over the lobby at Hyatt Smith Hall has been repaired numerous times. The roof was not replaced under the Allen Hall project as it appeared the roof was sound, and would last several more years. Unfortunately, the renovation project to the building underneath took a toll on the roof, and leaks developed that cannot be repaired.



ROCK COUNTY, WISCONSIN  
FINANCE DIRECTOR

**ORIGINAL**

PURCHASING DIVISION

PROJECT NUMBER: 2012-63  
 PROJECT NAME: ROOF REPLACEMENT - SHERIFF'S OFFICE PINEHURST BUILDING & UW-ROCK COUNTY ADMINISTRATION BUILDING  
 BID DUE DATE: AUGUST 13, 2012 - 1:30 P.M.  
 DEPARTMENT: GENERAL SERVICES

	NIEMAN LYNDON STATION WI	LAUBENSTEIN CEDARBURG WI	MCDERMAID ROCKFORD IL	HC ANDERSON ROCKTON WI	MALY MADISON WI	GRB MCFARLAND WI	CENTER CONSTRUCTION EVANSVILLE WI	NEWCORP LODI WI	CARLSON ROCKFORD IL
BASE BID	\$ 39,770.00	\$ 44,600.00	\$ 62,333.00	\$ 72,420.00	\$ 78,696.00	\$ 94,650.00	\$ 99,000.00	\$ 104,860.00	\$ 114,450.00
SHERIFF	27,000.00	32,000.00	48,000.00	49,288.00	57,660.00	60,050.00	60,000.00	78,000.00	83,700.00
UW-ROCK	12,770.00	12,600.00	14,333.00	23,132.00	21,036.00	34,600.00	39,000.00	24,860.00	30,750.00
SQ FT	1.50	2.30	3.95	4.20	3.00-UW 1.50-SHERIFF	4.00	14.10	.64/INCH	2.40
UNIT PRICE									
BID BOND	YES	YES	YES	YES	YES	YES	YES	YES	YES
ADDENDUM	YES	YES	YES	YES	YES	YES	YES	YES	YES
NOTE								SHERIFF & UW DO NOT ADD UP TO BASE BID	

Invitation to Bid was advertised in the Janesville Gazette and on the Internet. Eleven additional vendors were solicited that did not respond.

PREPARED BY: JODI MILLIS, PURCHASING MANAGER

DEPARTMENT HEAD RECOMMENDATION: Nieman Roofing Robert Dea 8/29/12  
 SIGNATURE DATE

GOVERNING COMMITTEE APPROVAL: \_\_\_\_\_ CHAIR VOTE DATE

PURCHASING PROCEDURAL ENDORSEMENT: \_\_\_\_\_ CHAIR VOTE DATE

ROCK COUNTY, WISCONSIN  
FINANCE DIRECTOR

PURCHASING DIVISION



PROJECT NUMBER #2012-68  
 PROJECT NAME OUTDOOR CHAIRS WITH ARMS  
 PROPOSAL DUE DATE AUGUST 22, 2012 - 1:30 P.M.  
 DEPARTMENT ROCK HAVEN

	BARCO BATAVIA IL	PHOENIX O'FALLON MO	CJ & ASSOCIATES NEW BERLIN WI
PRICE EACH INCLUDING DELIVERY	258.38	274.25	308.00
<b>TOTAL COST 32 CHAIRS</b>	<b>\$ 8,268.16</b>	<b>\$ 8,776.00</b>	<b>\$ 9,856.00</b>
BRAND/MODEL	BARCO KBC1205	AFAC ANDUREFLEX	PLASTEAK CAPRI
WARRANTY	50 YEARS	10 YEARS	35 YEARS

Invitation to Bid was advertised in the Janesville Gazette and on the Internet. Eight additional vendors were solicited that did not respond. Three vendors submitted "No Bids".

PREPARED BY: JODI MILLIS, PURCHASING MANAGER

DEPARTMENT HEAD RECOMMENDATION: Barco, Batavia, Il  
Sherry Anderson 8/23/12  
 SIGNATURE DATE

GOVERNING COMMITTEE APPROVAL:

SIGNATURE VOTE DATE

PURCHASING PROCEDURAL ENDORSEMENT:

CHAIR VOTE DATE

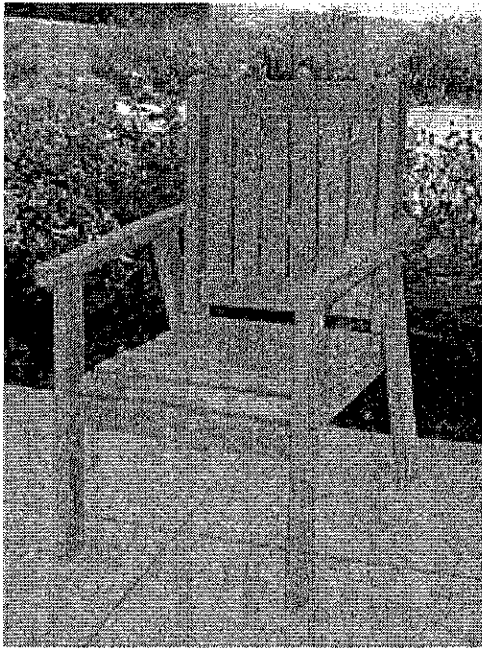
## EXECUTIVE SUMMARY

As we planned for the design of our new facility, we included a screened porch in each household. The porch allows residents safe, easy access to the outdoors without fear of sunburn. It was important to furnish the porches with a durable chair that could tolerate the weather. The recycled chair products offered us durability and long wear. The Barco KBC1205 chair meets all of those requirements.

### DESCRIPTION

- Dimensions: 27" deep x 27" wide x 39" high
- Weight – 40 pounds
- 100% recycled plastic
- Easy to assemble
- Stainless steel hardware
- Maintenance free
- With arms

**COLOR-** brown



### WARRANTY

25-year warranty.