

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, OCTOBER 15, 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. Approval of Minutes –October 1, 2013
4. Transfers and Appropriations
5. Bills/Encumbrances/Pre-Approved Encumbrance Amendments
6. Resolution
 - A. Authorizing Award for Handicap Door Modifications at Rock Haven and Amending the Budget (Resolution will be provided at the meeting)
7. Updates
 - A. Jail Project
 - 1) Update Report
 - B. Rock Haven
 - 1) Update Report
8. Communications, Announcements and Information
 - A. October Committee Meeting Schedule
 - 1) October 22, 2013 – 2014 Budget Review
9. Adjournment

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
18-1810-0000-62400	R & M SERV	P1300640	09/24/2013	ARAMARK UNIFORM SERVICES INC	151.64
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	119,800.00	84,900.94	15,045.58	151.64	19,701.84
18-1810-0000-62461	ELEVATOR	P1301293	09/26/2013	STATE OF WISCONSIN	150.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	42,500.00	33,520.98	7,936.28	150.00	892.74
18-1810-0000-63500	R&M SUPPLIES	P1300637	09/26/2013	AARONS LOCK AND SAFE INC	6.73
		P1300674	09/24/2013	ENERGETICS INC	146.78
		P1300679	09/23/2013	GRAINGER PARTS	246.66
		P1300680	08/30/2013	HARRIS ACE HARDWARE	141.10
		P1300683	09/27/2013	HOH WATER TECHNOLOGY INC	1,383.80
		P1300684	09/09/2013	HOME DEPOT/GECF	643.15
		P1300685	09/16/2013	JANESVILLE ELECTRIC MOTOR CORP	219.50
		P1300740	09/20/2013	JACK AND DICKS FEED AND GARDEN	504.70
		P1300746	09/25/2013	NAPA AUTO PARTS	26.26
		P1300751	09/24/2013	STAPLES ADVANTAGE	1,116.60
		P1300773	09/18/2013	STATE ELECTRICAL SUPPLY INC	364.18
		P1300780	09/25/2013	WERNER ELECTRIC SUPPLY COMPAN	426.60
		P1302599	07/26/2013	NU LINE STRIPING	1,890.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	210,000.00	252,407.75	9,758.92	7,116.06	(59,282.73)
GENERAL SERVICES PROG TOTAL				7,417.70	
18-1811-0000-63500	R&M SUPPLIES	P1300379	09/17/2013	MENARDS	52.21
		P1300680	09/17/2013	HARRIS ACE HARDWARE	34.01
		P1300746	09/26/2013	NAPA AUTO PARTS	29.90
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	20,000.00	12,793.32	320.60	116.12	6,769.96
GLEN OAKS FACILITY OPERATION PROG TOTAL				116.12	
18-1812-0000-63500	R&M SUPPLIES	P1300751	09/24/2013	STAPLES ADVANTAGE	573.84
		P1300773	09/17/2013	STATE ELECTRICAL SUPPLY INC	174.38
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	24,000.00	9,635.70	2,374.44	748.22	11,241.64
YOUTH SERVICES CENTER PROG TOTAL				748.22	

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
18-1816-0000-62400	R & M SERV	P1300640	09/24/2013	ARAMARK UNIFORM SERVICES INC	14.36
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	25,000.00	22,560.65	52.00	14.36	2,372.99
18-1816-0000-63500	R&M SUPPLIES	P1300773	09/17/2013	STATE ELECTRICAL SUPPLY INC	450.00
		P1301266	09/25/2013	NIEMAN CENTRAL WISCONSIN ROOFI	315.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	21,000.00	7,787.88	660.92	765.00	11,786.20
COMMUNICATIONS CTR.OPERATION PROG TOTAL				779.36	
18-1817-0000-62400	R & M SERV	P1300640	09/24/2013	ARAMARK UNIFORM SERVICES INC	27.30
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	29,280.00	36,600.50	90.00	27.30	(7,457.80)
18-1817-0000-63500	R&M SUPPLIES	P1300674	09/26/2013	ENERGETICS INC	21.16
		P1300680	08/26/2013	HARRIS ACE HARDWARE	50.65
		P1300740	09/24/2013	JACK AND DICKS FEED AND GARDEN	41.20
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	15,500.00	15,802.24	65.27	113.01	(480.52)
18-1817-0000-67200	CAPITAL IMPROV	P1301292	03/01/2013	HOME DEPOT,THE	73.44
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	61,000.00	49,964.20	91.90	73.44	10,870.46
DIVERSION PROG/ASC PROG TOTAL				213.75	
18-1837-0000-63500	R&M SUPPLIES	P1300671	09/24/2013	CONGRESS GLASS INC	153.49
		P1300679	09/25/2013	GRAINGER PARTS	75.11
		P1300685	09/24/2013	JANESVILLE ELECTRIC MOTOR CORP	45.00
		P1300745	09/25/2013	MC MASTER-CARR SUPPLY COMPANY	20.62
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	100,000.00	45,589.91	10,922.13	294.22	43,193.74
18-1837-0000-67200	CAPITAL IMPROV	P1301711	08/20/2013	HALVERSON CARPET CENTER LTD	3,112.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	473,580.00	0.00	41,015.00	3,112.00	429,453.00

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
JAIL CAPITAL IMPROVEMENTS PROG TOTAL					3,406.22

I have examined the preceding bills and encumbrances in the total amount of **\$12,681.37**
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: **OCT 15 2013**

Dept Head _____

Committee Chair _____

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
18-1815-9200-62460	BLDG SERV R&M	P1300231	10/07/2013	POMPS TIRE SERVICE INC	10.00
		P1300232	10/07/2013	PORTERS LAWN AND POWER EQUIPM	41.50
		P1303003	09/23/2013	CLASS 1 AIR	280.48
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	36,500.00	25,906.22	4,521.63	331.98	5,740.17
18-1815-9200-62470	BLDG R & M	P1300237	09/30/2013	STATE ELECTRICAL SUPPLY INC	354.80
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	29,800.00	7,687.33	354.80	354.80	21,403.07
18-1815-9200-63109	OTHER SUPP/EXP	P1300221	09/30/2013	HOME DEPOT/GECF	308.49
		P1300227	09/24/2013	MC MASTER-CARR SUPPLY COMPANY	37.72
		P1300712	09/26/2013	ROCK COUNTY HEALTH CARE CENTE	12.00
		P1302269	09/24/2013	HAMPTON INN	442.68
		P1302369	09/25/2013	CLARION HOTEL	79.00
		P1302698	10/01/2013	SHERMAN SANITATION SERVICES LL	117.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	31,750.00	18,408.57	13,194.65	996.89	(850.11)
18-1815-9200-67200	CAPITAL IMPROV	P1302937	10/03/2013	ANGUS YOUNG ASSOCIATES	993.04
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	28,000.00	4,598.00	5,644.96	993.04	16,764.00
HCC COMPLEX-MAINTENANCE PROG TOTAL				2,676.71	
18-1849-0000-67200	CAPITAL IMPROV	P1302697	08/30/2013	PATTERSON KELLEY COMPANY	21,484.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	9,619,289.78	9,011,567.05	50,551.86	21,484.00	535,686.87
JAIL/HCC COMPLEX PROJECT PROG TOTAL				21,484.00	
18-1851-0000-67200	CAPITAL IMPROV	P1303174	09/27/2013	AMERICAN STEEL	121.78
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	31,594,539.00	30,288,451.45	420,889.83	121.78	885,075.94
ROCK HAVEN BUILDING PROJECT PROG TOTAL				121.78	

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
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I have examined the preceding bills and encumbrances in the total amount of **\$24,282.49**

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.
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Date: **OCT 15 2013**

Dept Head _____

Committee Chair _____

PURCHASE ORDER NUMBER P1302230 PEID 039816

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 10/8/13

DEPARTMENT GENERAL SERVICES

COMMITTEE GENERAL SERVICES

VENDOR NAME HALVERSON CARPET CENTER

ACCOUNT NUMBER 181837000067200

FUNDS DESCRIPTION ADDITIONAL TILE WORK AT ROCK COUNTY JAIL

AMOUNT OF INCREASE \$ 8,398.00

INCREASE FROM \$ 21,515.00 TO \$ 29,913.00

ACCOUNT BALANCE AVAILABLE \$ 429,453.00 SB 10/08/13

REASON FOR AMENDMENT ADDITIONAL TILE WORK TO ROCK COUNTY JAIL

APPROVALS

GOVERNING COMMITTEE _____
Chair _____ Date _____

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

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



HALVERSON CARPET CENTER, LTD.

4141 KLEIN AVENUE
JANESVILLE, WISCONSIN 53546
(608) 757-2006
FAX (608) 757-2297

REQUEST FOR CHANGE ORDER AS FALLOWS

ADD Ceramic in men's lobby restroom \$1987.00
ADD Ceramic in women's lobby restroom \$1987.00
ADD Ceramic in Huber visitation room \$1652.00
ADD Ceramic in hall by control center \$2772.00

\$8398.00

Ceramic, removal, prep and install to be the same conditions as PO# P1302230