

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 20, 2015 – 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 6, 2015
4. Transfers and Appropriations
5. Bills/Encumbrances/Pre-Approved Encumbrance Amendments
6. Discussion and Committee Recommendations on UW-Rock Security / Mass Notification Project
7. Discussion and Possible Action on Request from WKOW-TV to Place a Camera on the Courthouse Roof
8. Discussion and Possible Action of Facilities Rooftop Policy
9. Updates
 - A. Tower Demolition
 - 1) Update and Possible Action
 - B. Storage Garage
 - 1) Update
 - 2) Change Orders
10. 2016 Budget Review
11. Communications, Announcements and Information
12. Adjournment

Please contact Marilyn at (608)757-5510 if you are going to be late or if you will not be able to attend the meeting.

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
18-1815-0000-62160	CLEANING CONTRAC	P1500605	09/25/2015	DIVERSIFIED BUILDING MAINTENAN	736.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	94,038.00	73,130.50	23,587.50	736.00	(3,416.00)
18-1815-0000-62400	R & M SERV	P1500247	10/05/2015	JF AHERN COMPANY	125.00
		P1500249	09/30/2015	JANESVILLE ELECTRIC MOTOR CORP	113.00
		P1500252	09/29/2015	MC MASTER-CARR SUPPLY COMPANY	32.75
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	96,500.00	86,176.47	776.80	270.75	9,275.98
18-1815-0000-63500	R&M SUPPLIES	P1500215	09/30/2015	AIRGAS NORTH CENTRAL	103.96
		P1500221	10/09/2015	NAPA AUTO PARTS	117.34
		P1500240	09/22/2015	FASTENAL COMPANY	13.92
		P1500242	09/25/2015	HOH WATER TECHNOLOGY INC	485.26
		P1500253	09/30/2015	MENARDS	6.36
		P1500258	09/22/2015	WERNER ELECTRIC SUPPLY COMPAN	251.70
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	50,000.00	23,108.83	2,758.03	978.54	23,154.60
HCC BUILDING COMPLEX PROG TOTAL				1,985.29	

I have examined the preceding bills and encumbrances in the total amount of **\$1,985.29**

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 20 2015**

Dept Head _____

Committee Chair _____

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
00-0000-0001-17100	POSTAGE METER CH	P1500521	10/02/2015	UNITED MAILING SERVICES INC	469.09
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	0.00	35,958.60	60,000.00	469.09	(96,427.69)
GENERAL FUND PROG TOTAL				469.09	

I have examined the preceding bills and encumbrances in the total amount of **\$469.09**

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Dept Head _____

Committee Chair _____

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
18-1810-0000-62160	CLEANING CONTRAC	P1500473	09/25/2015	DIVERSIFIED BUILDING MAINTENAN	1,215.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	184,000.00	145,491.85	44,587.50	1,215.00	(7,294.35)
18-1810-0000-62400	R & M SERV	P1500462	09/29/2015	ARAMARK UNIFORM SERVICES INC	187.84
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	133,000.00	100,530.89	22,739.94	187.84	9,541.33
18-1810-0000-63104	PRNT & DUPLICATI	P1503129	09/25/2015	JAX CUSTOM PRINTING INC	125.00
		P1503180	09/25/2015	JAX CUSTOM PRINTING INC	1,155.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	25,100.00	8,378.13	8,314.63	1,280.00	7,127.24
18-1810-0000-63500	R&M SUPPLIES	P1500461	10/01/2015	AARONS LOCK AND SAFE INC	3.98
		P1500466	09/24/2015	BJ ELECTRIC SUPPLY INC	575.02
		P1500476	10/02/2015	ENERGETICS INC	298.24
		P1500488	09/15/2015	FIRST SUPPLY LLC	149.03
		P1500489	09/23/2015	GRAINGER	34.76
		P1500491	08/27/2015	HARRIS ACE HARDWARE	207.21
		P1500496	09/25/2015	JANESVILLE WINSUPPLY COMPANY	341.28
		P1500498	10/01/2015	JOHNSON CONTROLS INC	271.27
		P1500500	10/05/2015	JOHNSTONE SUPPLY	403.72
		P1500504	09/29/2015	MENARDS	176.65
		P1500506	10/05/2015	NAPA AUTO PARTS	52.40
		P1500511	09/25/2015	PUR CHEM LLC	2,736.95
		P1500520	09/30/2015	TRANE COMPANY	2,878.60
		P1502937	09/25/2015	ROCK COUNTY MUFFLER AND BRAKE	435.97
		P1503173	09/22/2015	POMPS TIRE SERVICE INC	23.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	234,759.00	167,846.26	24,385.13	8,588.08	33,939.53
GENERAL SERVICES PROG TOTAL				11,270.92	
18-1812-0000-63500	R&M SUPPLIES	P1500489	09/30/2015	GRAINGER	116.97
		P1500496	09/25/2015	JANESVILLE WINSUPPLY COMPANY	233.95
		P1500500	10/01/2015	JOHNSTONE SUPPLY	2.38
		P1500515	09/28/2015	SHERWIN WILLIAMS	51.69
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	22,000.00	18,787.96	4,493.14	404.99	(1,686.09)

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
YOUTH SERVICES CENTER PROG TOTAL					404.99
18-1816-0000-62400	R & M SERV	P1500462	09/25/2015	ARAMARK UNIFORM SERVICES INC	24.14
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	24,000.00	21,606.88	595.96	24.14	1,773.02
COMMUNICATIONS CTR.OPERATION PROG TOTAL					24.14
18-1817-0000-62400	R & M SERV	P1500462	09/29/2015	ARAMARK UNIFORM SERVICES INC	32.88
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	40,900.00	39,564.83	112.00	32.88	1,190.29
18-1817-0000-63500	R&M SUPPLIES	P1500504	09/25/2015	MENARDS	79.07
		P1500511	09/28/2015	PUR CHEM LLC	246.00
		P1500513	10/02/2015	R E MICHEL COMPANY	29.50
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	19,500.00	8,305.49	250.00	354.57	10,589.94
DIVERSION PROG/ASC PROG TOTAL					387.45
18-1837-0000-63500	R&M SUPPLIES	P1500496	09/11/2015	JANESVILLE WINSUPPLY COMPANY	128.00
		P1500503	09/23/2015	MC MASTER-CARR SUPPLY COMPANY	32.77
		P1502734	09/19/2015	NU LINE STRIPING	1,950.00
		P1503054	09/18/2015	ASC1	287.44
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	112,181.00	48,193.14	6,718.74	2,398.21	54,870.91
JAIL CAPITAL IMPROVEMENTS PROG TOTAL					2,398.21

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 **\$14,485.71**

Claims covering the items are proper and have been previously funded. These items are to be treated as follows:

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Date: **OCT 20 2015**

Dept Head _____

Committee Chair _____

To: The General Services Committee
Fr: Rob, GS Director
Date: October 20,2015
Re: Storage Garage Change Orders

At the last committee meeting I gave an overview of two change orders that I'm bringing to you today for approval.

The first change order is a credit of \$750.00 in labor if we accept a metal roofing system that has fewer seams to fasten. The roof still complies with the specifications.

The second change order is for \$1,345.00 to add rough in's for a future toilet and sink, which we will install at a later date. \$475.00 of the amount is the cost to prepare the application for the City Permit.

Thank You