

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, JANUARY 6, 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 – December 2, 2014
4. Transfers and Appropriations
5. Bills/Encumbrances/Pre-Approved Encumbrance Amendments
6. Setting Date and Time Options for Courthouse Security Report Presentation
7. Awarding Design Services Contract for Complex Storage Building
8. Updates
 - A. Rock Haven
 - 1) Update Report
 - B. Courthouse Windows Project
 - 1) Update
9. Communications, Announcements and Information
10. 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.

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
00-0000-0001-16010	PURCHASING INVEN				
		P1403606	11/11/2014	EMPLOYEE DATA FORMS OF MO LLC	23.00
		P1403696	11/28/2014	BEAR GRAPHICS INC	809.13
		P1403932	12/03/2014	OFFICE PRO	8,906.17
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	0.00	10,099.31	250,541.53	9,738.30	(270,379.14)
00-0000-0001-17100	POSTAGE METER CH				
		P1400541	12/04/2014	UNITED MAILING SERVICES INC	377.31
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	0.00	47,567.31	377.31	377.31	(48,321.93)
GENERAL FUND PROG TOTAL				10,115.61	

I have examined the preceding bills and encumbrances in the total amount of **\$10,115.61**

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: **JAN 06 2015**

Dept Head _____

Committee Chair _____

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt		
18-1810-0000-62400	R & M SERV	P1400397	12/23/2014	ARAMARK UNIFORM SERVICES INC	270.27		
		P1403418	12/05/2014	SAFEWAY PEST CONTROL	80.00		
		P1403871	11/21/2014	SAFEWAY PEST CONTROL	25.00		
		P1403914	11/30/2014	ADVANCED DISPOSAL SERVICES	160.00		
			Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	143,619.00	111,524.31	4,385.72	535.27	27,173.70		
18-1810-0000-62461	ELEVATOR	P1400537	12/18/2014	STATE OF WISCONSIN	150.00		
		P1403938	12/09/2014	NATIONAL ELEVATOR INSPECTION S	293.70		
			Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	46,000.00	40,218.23	183.48	443.70	5,154.59		
18-1810-0000-63500	R&M SUPPLIES	P1400402	08/29/2014	BJ ELECTRIC SUPPLY INC	90.40		
		P1400405	12/10/2014	CITY OF JANESVILLE	50.00		
		P1400425	12/16/2014	JACK AND DICKS FEED AND GARDEN	1,009.40		
		P1400470	12/05/2014	K AND W GREENERY INC	253.86		
		P1400476	11/26/2014	JANESVILLE WINSUPPLY COMPANY	105.84		
		P1401855	12/09/2014	GRAYBAR INC	410.82		
		P1403818	12/03/2014	MID STATE EQUIPMENT JANESVILLE	1,613.54		
			Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	230,000.00	281,465.27	9,247.19	3,533.86	(64,246.32)		
GENERAL SERVICES PROG TOTAL				4,512.83			
18-1811-0000-63500	R&M SUPPLIES	P1400394	12/17/2014	AARONS LOCK AND SAFE INC	23.00		
			Budget	YTD Exp	YTD Enc	Pending	Closing Balance
			20,000.00	29,570.41	856.04	23.00	(10,449.45)
GLEN OAKS FACILITY OPERATION PROG TOTAL				23.00			
18-1812-0000-62400	R & M SERV	P1403418	12/05/2014	SAFEWAY PEST CONTROL	30.00		
			Budget	YTD Exp	YTD Enc	Pending	Closing Balance
			86,400.00	77,229.68	291.67	30.00	8,848.65
18-1812-0000-63500	R&M SUPPLIES	P1400425	12/12/2014	JACK AND DICKS FEED AND GARDEN	123.60		
			Budget	YTD Exp	YTD Enc	Pending	Closing Balance
			22,000.00	15,419.10	2,082.00	123.60	4,375.30
YOUTH SERVICES CENTER PROG TOTAL				153.60			

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
18-1816-0000-62400	R & M SERV	P1400397	12/09/2014	ARAMARK UNIFORM SERVICES INC	49.77	
		P1403418	12/05/2014	SAFEWAY PEST CONTROL	26.00	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	26,000.00	23,476.35	441.11	75.77	2,006.77	
18-1816-0000-63500	R&M SUPPLIES	P1400402	11/26/2014	BJ ELECTRIC SUPPLY INC	184.95	
		P1400538	11/27/2014	STAPLES ADVANTAGE	192.37	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	20,000.00	14,294.02	386.51	377.32	4,942.15	
COMMUNICATIONS CTR. OPERATION PROG TOTAL				453.09		
18-1817-0000-62400	R & M SERV	P1400397	12/23/2014	ARAMARK UNIFORM SERVICES INC	47.34	
		P1403418	12/05/2014	SAFEWAY PEST CONTROL	4.00	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	39,117.00	38,073.34	401.27	51.34	591.05	
18-1817-0000-63500	R&M SUPPLIES	P1400416	12/18/2014	FOUR SEASONS REPAIR INC	13.03	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		17,000.00	17,352.14	15,739.19	13.03	(16,104.36)
DIVERSION PROG/ASC PROG TOTAL				64.37		
18-1837-0000-63500	R&M SUPPLIES	P1400402	12/02/2014	BJ ELECTRIC SUPPLY INC	452.72	
		P1400415	12/03/2014	FIRST SUPPLY LLC	6.83	
		P1400476	11/26/2014	JANESVILLE WINSUPPLY COMPANY	126.00	
		P1403784	12/01/2014	CUMMINS NPOWER LLC	368.13	
		P1403791	12/04/2014	GRAYBAR INC	184.07	
		P1403814	12/03/2014	GRAYBAR INC	183.95	
		P1403846	12/15/2014	MIDWEST ALARM SERVICES INC	412.50	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
		108,499.00	89,849.85	48,611.31	1,734.20	(31,696.36)
JAIL CAPITAL IMPROVEMENTS PROG TOTAL				1,734.20		
18-1850-0000-67200	CAPITAL IMPROV	P1402047	11/19/2014	CGC INC	1,343.44	
		P1403725	11/20/2014	POTTER LAWSON ARCHITECTS INC	141.64	
		Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	516,000.00	416,584.66	63,016.12	1,485.08	34,914.14	

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YSC CAPITAL IMPROVEMENT PROG TOTAL					1,485.08

I have examined the preceding bills and encumbrances in the total amount of **\$8,426.17**

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

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C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

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Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
18-1815-0000-62400	R & M SERV	P1403200	11/21/2014	AMERICAN INDUSTRIAL STEEL AND	17.80
		P1403830	12/05/2014	DIVERSIFIED BUILDING MAINTENAN	425.00
		P1403845	12/04/2014	NORTHLAND EQUIPMENT CO INC	17.41
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	112,500.00	112,363.50	17.80	460.21	(341.51)
18-1815-0000-63500	R&M SUPPLIES	P1400220	11/30/2014	AIRGAS NORTH CENTRAL	124.60
		P1400226	12/10/2014	FASTENAL COMPANY	102.68
		P1400234	12/09/2014	JACK AND DICKS FEED AND GARDEN	294.84
		P1400238	12/08/2014	MC MASTER-CARR SUPPLY COMPANY	174.94
		P1400239	12/11/2014	MENARDS	112.77
		P1400249	12/04/2014	STAPLES ADVANTAGE	990.72
		P1400251	12/10/2014	WERNER ELECTRIC SUPPLY COMPAN	45.37
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	46,850.00	43,154.09	3,513.00	1,845.92	(1,663.01)
HCC BUILDING COMPLEX PROG TOTAL				2,306.13	
18-1815-9200-62400	R & M SERV	P1400252	11/24/2014	E AND S SNOWPLOWING	618.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	0.00	0.00	618.00	618.00	(1,236.00)
HCC COMPLEX-MAINTENANCE PROG TOTAL				618.00	

I have examined the preceding bills and encumbrances in the total amount of **\$2,924.13**
 Claims covering the items are proper and have been previously funded. These items are to be treated as follows:
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Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
18-1815-0000-63500	R&M SUPPLIES	P1500282	01/01/2015	WHEA II	35.00	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance	
	50,000.00	0.00	4,000.00	35.00	45,965.00	
18-1815-0000-64200	TRAINING EXP	P1500600	01/01/2015	WHEA-WISCONSIN HEALTHCARE ENG	300.00	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance	
	5,150.00	0.00	0.00	300.00	4,850.00	
HCC BUILDING COMPLEX PROG TOTAL				335.00		

I have examined the preceding bills and encumbrances in the total amount of **\$335.00**

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

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