

**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 21, 2014 – 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 – September 23, 2014
4. Transfers and Appropriations
5. Bills/Encumbrances/Pre-Approved Encumbrance Amendments
6. 2015 Budget Review
7. Updates
  - A. Rock Haven
    - 1) Update Report
  - B. Courthouse Windows Project
    - 1) Update
  - C. Courthouse Planters
    - 1) Update
  - D. Youth Services Center Recreation Yard
    - 1) Update
    - 2) Change Order(s)
  - E. Jail Roofing Project
    - 1) Update
    - 2) Change Order(s)
8. Communications, Announcements and Information
9. 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
00-0000-0001-17100	POSTAGE METER CH	P1400541	10/03/2014	UNITED MAILING SERVICES INC	503.07
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	0.00	35,209.08	60,000.00	503.07	(95,712.15)
<b>GENERAL FUND PROG TOTAL</b>				<b>503.07</b>	

I have examined the preceding bills and encumbrances in the total amount of **\$503.07**

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 21 2014**

Dept Head \_\_\_\_\_

Committee Chair \_\_\_\_\_

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
18-1810-0000-62160	CLEANING CONTRAC	P1401478	09/25/2014	DIVERSIFIED BUILDING MAINTENAN	1,215.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	193,525.00	143,291.45	44,498.63	1,215.00	4,519.92
18-1810-0000-62400	R & M SERV	P1400397	09/30/2014	ARAMARK UNIFORM SERVICES INC	180.18
		P1403323	09/12/2014	SAFeway PEST CONTROL	6.95
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	143,619.00	83,708.45	21,526.12	187.13	38,197.30
18-1810-0000-62461	ELEVATOR	P1403362	10/07/2014	NATIONAL ELEVATOR INSPECTION S	862.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	46,000.00	32,950.23	5,939.48	862.00	6,248.29
18-1810-0000-63500	R&M SUPPLIES	P1400394	10/02/2014	AARONS LOCK AND SAFE INC	15.30
		P1400402	10/01/2014	BJ ELECTRIC SUPPLY INC	1,778.77
		P1400405	09/30/2014	CITY OF JANESVILLE	25.00
		P1400409	09/29/2014	DIRTY DUCTS CLEANING ENVIRONME	2,785.00
		P1400412	09/29/2014	ENERGETICS INC	89.14
		P1400414	09/15/2014	FERGUSON ENTERPRISES INC	210.16
		P1400415	09/17/2014	FIRST SUPPLY LLC	446.97
		P1400417	09/24/2014	GRAINGER PARTS	2,167.74
		P1400424	09/18/2014	ILLINGWORTH KILGUST MECHANICAL	470.00
		P1400425	09/29/2014	JACK AND DICKS FEED AND GARDEN	1,009.40
		P1400426	10/08/2014	JANESVILLE ELECTRIC MOTOR CORP	161.09
		P1400428	09/15/2014	JF AHERN COMPANY	335.20
		P1400532	09/25/2014	QUALITY DOOR LLC	427.50
		P1400533	10/02/2014	REINDERS INC	141.22
		P1400536	09/16/2014	SHERWIN WILLIAMS	149.45
		P1401457	10/06/2014	PUR CHEM LLC	1,080.00
		P1402842	10/01/2014	KENDELL DOORS & HARDWARE INC	1,235.00
		P1403365	09/30/2014	OIL EQUIPMENT CO INC	245.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	230,000.00	265,842.47	13,253.38	12,771.94	(61,867.79)
				<b>GENERAL SERVICES PROG TOTAL</b>	<b>15,036.07</b>
18-1811-0000-63500	R&M SUPPLIES	P1400427	09/29/2014	JOHNSON CONTROLS INC	2,808.02
		P1400478	09/30/2014	MENARDS	9.98
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	20,000.00	23,583.10	28.04	2,818.00	(6,429.14)

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
<b>GLEN OAKS FACILITY OPERATION PROG TOTAL</b>					<b>2,818.00</b>
18-1816-0000-62400	R & M SERV	P1400397	09/30/2014	ARAMARK UNIFORM SERVICES INC	33.18
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	26,000.00	22,898.81	406.00	33.18	2,662.01
18-1816-0000-63500	R&M SUPPLIES	P1400535	10/03/2014	SGTS INC	50.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	20,000.00	8,906.74	557.68	50.00	10,485.58
<b>COMMUNICATIONS CTR.OPERATION PROG TOTAL</b>					<b>83.18</b>
18-1817-0000-62400	R & M SERV	P1400397	10/07/2014	ARAMARK UNIFORM SERVICES INC	31.56
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	39,117.00	37,806.54	63.00	31.56	1,215.90
<b>DIVERSION PROG/ASC PROG TOTAL</b>					<b>31.56</b>
18-1837-0000-63500	R&M SUPPLIES	P1400414	09/23/2014	FERGUSON ENTERPRISES INC	603.86
		P1400415	09/25/2014	FIRST SUPPLY LLC	129.72
		P1400469	10/03/2014	JOHNSTONE SUPPLY	37.28
		P1400472	09/22/2014	LD DANIELS AND ASSOCIATES INC	701.20
		P1400476	09/19/2014	JANESVILLE WINSUPPLY COMPANY	756.32
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	108,499.00	44,899.95	4,109.99	2,228.38	57,260.68
<b>JAIL CAPITAL IMPROVEMENTS PROG TOTAL</b>					<b>2,228.38</b>

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 **\$20,197.19**

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

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Committee Chair \_\_\_\_\_

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
18-1815-0000-62400	R & M SERV	P1400221	09/30/2014	BANDT COMMUNICATIONS INC	356.50
		P1400225	09/30/2014	ENERGETICS INC	1,733.38
		P1402844	10/14/2014	DVORAK LANDSCAPE SUPPLY LLC	320.95
		P1403329	09/29/2014	GIELOWS LAWN AND GARDEN EQUIP	97.93
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	112,500.00	104,860.29	9,309.83	2,508.76	(4,178.88)
18-1815-0000-63500	R&M SUPPLIES	P1400220	09/30/2014	AIRGAS NORTH CENTRAL	124.60
		P1400223	09/30/2014	CITY OF JANESVILLE	27.50
		P1400227	10/07/2014	FIRST SUPPLY MADISON LLC	39.84
		P1400230	10/03/2014	HARRIS ACE HARDWARE	83.34
		P1400232	10/14/2014	HOME DEPOT/GECF	24.92
		P1400233	10/03/2014	HD SUPPLY	50.70
		P1400251	09/22/2014	WERNER ELECTRIC SUPPLY COMPAN	88.56
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	46,850.00	38,875.22	2,932.04	439.46	4,603.28
<b>HCC BUILDING COMPLEX PROG TOTAL</b>				<b>2,948.22</b>	

I have examined the preceding bills and encumbrances in the total amount of **\$2,948.22**  
 Claims covering the items are proper and have been previously funded. These items are to be treated as follows:  
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Committee Chair \_\_\_\_\_



**MEMORANDUM**

To: Hank Brill, General Services Committee Chair  
From: Phil Boutwell, HSD Deputy Director  
Date: October 16, 2014  
Re: Request Approval of YSC Outdoor Rec. Yard Change Orders for Program Request #4, #5 and #6

**Proposal Request #4 – Stabilize Wall Cavity to Maintain the Original Design Intent for a Wall Mounted Security Fence**

The wall mounted security fence is the least costly option to complete the 20' security fence on the perimeter of the yard. At present, the work in progress has 5' steel arms bolted to the top of the exterior walls on the southeast corner of the YSC. The steel arms are canted into the yard. The plan is to attach the steel mesh to the supporting arms to complete the 20' security fence.

The challenge is the weight bearing placed on the walls to support the fence. The load is increased with icing and wind. There is a gap between the exterior brick façade and the interior concrete block wall. The gap must be filled-in where the bolts pass through the exterior façade and interior concrete blocks. The gap filler give the brick façade enough structural integrity to hold the weight of the fence. CCI must remove the interior concrete block to fill the gap.

Additional interior work is also required to support the fence. That includes running the bolts through steel plates that are on the interior surface of the concrete block wall and angle braces at 45 degrees between the steel plate and the underside of the roof deck.

Other options considered but rejected due to higher cost included: (a) setting posts adjacent to the exterior wall similar to the posts that support the 20' security fence elsewhere on the yard perimeter; or, (b) installing razor wire on the roof.

Total cost of the Proposal Request #4 is \$4,821.00 and is recommended by staff.

**Proposal Request #5 – Sod Selected Area Inside the Fence and Placing Straw Mats on Dirt Adjacent to Basketball Court**

The landscaping plan called for hydro-seeding the yard on the inside of the 20' security fence. Given the lateness of the season, there will be limited germination of the grass seed between now and next spring. In order to minimize tracking mud off the yard and into the YSC, the high traffic

areas near the building, and between the basketball court and the security fence should be covered with sod. In addition, 5' wide straw mats should be placed next to the 4-square and basketball court.

This change is for the convenience of the County and is an improvement to the project.

Total cost of Proposal Request #5 is \$600.00 and is recommended by staff.

**Proposal Request #5 – Power Receptacle for New Security Monitor at Security Station**

The design called for placing the security monitor that displays the Outdoor Recreational Yard video stream on the desk of the security station. That arrangement is not feasible given the limited space in on the security station desk. The fix is to mount the screen above the desk. The advantage is additional staff other than the security station post can actually observe the screen. The drawback is the change required a power receptacle.

Total cost of Proposal Request #6 is \$222.20 and is recommended by staff.

cc: Gary McLean, PLI  
Greg Jensen, CCI