

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, AUGUST 16, 2011 – 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 2, 2011
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
7. Resolution
 - A. Approving Additional Contingency Funding for Jail Renovation Project
8. Discussion on Smoking Ordinance
9. Discussion and Possible Action on Jail Duct Cleaning Work
10. Communications, Announcements and Information
11. Adjournment

Account Number	Name	Yearly Prcent	YTD	Encumb	Unencumb	Inv/Enc	Total
		Appropriation	Spent	Expenditure	Amount	Balance	Amount
1818159200-62460	BLDG SERV R&M	45,000.00	65.1%	28,947.66	372.58	15,679.76	
	P1100485-PO# 07/31/11 -VN#038974						181.25
	P1102655-PO# 07/31/11 -VN#045846						193.85
				CLOSING BALANCE		15,304.66	375.10
1818159200-62470	BLDG R & M	50,000.00	14.8%	18,876.28	-11,468.23	42,591.95	
	P1100493-PO# 07/31/11 -VN#017559						122.80
	P1100513-PO# 07/31/11 -VN#016376						647.51
	P1100514-PO# 07/31/11 -VN#011891						146.70
	P1102740-PO# 08/10/11 -VN#022745						325.00
				CLOSING BALANCE		41,349.94	1,242.01
1818159200-63109	OTHER SUPP/EXP	56,750.00	50.1%	28,465.45	11.05	28,273.50	
	P1100483-PO# 07/31/11 -VN#046075						79.61
	P1100495-PO# 08/10/11 -VN#047242						2,494.10
	P1100496-PO# 08/10/11 -VN#018251						37.34
	P1100499-PO# 07/31/11 -VN#029890						253.25
	P1100505-PO# 07/31/11 -VN#014423						200.85
				CLOSING BALANCE		25,208.35	3,065.15
1818159200-64200	TRAINING EXP	1,500.00	31.0%	354.21	112.00	1,033.79	
	P1102813-PO# 08/10/11 -VN#019994						140.00
				CLOSING BALANCE		893.79	140.00
				HCC BLDG.COMPLEX			4,822.26
				PROG-TOTAL-PO			

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$4,822.26 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 _____ DEPT-HEAD

AUG 16 2011

DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
0000000001-16010	PURCHASING INVEN	0.00 100.0%	16,675.37	-99,388.35	82,712.98		
	P1100383-PO# 08/10/11 -VN#042167			OFFICE MAX CONTRACT INC		95.80	
	P1100384-PO# 08/10/11 -VN#039632			OFFICE PRO		2,105.83	
	P1100389-PO# 08/10/11 -VN#048467			STAPLES ADVANTAGE		6,998.57	
	P1102371-PO# 08/10/11 -VN#051012			DAY-TIMER		128.22	
				CLOSING BALANCE	73,384.56		9,328.42
	BAL.SHEET A/C		PROG-TOTAL-PO			9,328.42	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$9,328.42 INCURRED BY BALANCE SHEET ACCOUNT. 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

AUG 16 2011

DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818100000-62400	R & M SERV	132,537.00 76.1%	77,183.17	23,768.48	31,585.35		
	P1100400-PO# 08/10/11 -VN#010938			ARAMARK UNIFORM SERVICES INC		150.71	
				CLOSING BALANCE	31,434.64		150.71
1818100000-62461	ELEVATOR	57,000.00 55.2%	21,790.76	9,729.05	25,480.19		
	P1100461-PO# 08/10/11 -VN#034850			OTIS ELEVATOR COMPANY		366.09	
				CLOSING BALANCE	25,114.10		366.09
1818100000-63104	PRNT & DUPLICATI	30,000.00 2.3%	22,244.31	-21,524.72	29,280.41		
	P1100386-PO# 08/10/11 -VN#010723			PRINTING AND BUSINESS SOLUTION		32.91	
	P1100393-PO# 08/10/11 -VN#021556			MIDLAND PAPER		1,804.77	
				CLOSING BALANCE	27,442.73		1,837.68
1818100000-63500	R&M SUPPLIES	215,000.00 43.8%	93,871.67	406.50	120,721.83		
	P1100420-PO# 08/10/11 -VN#019954			FERGUSON ENTERPRISES INC		147.44	
	P1100424-PO# 08/10/11 -VN#036010			GRAINGER PARTS		151.20	
	P1100426-PO# 08/10/11 -VN#018251			HARRIS ACE HARDWARE		113.75	
	P1100429-PO# 08/10/11 -VN#047242			H O H WATER TECHNOLOGY INC		4,856.44	
	P1100430-PO# 08/10/11 -VN#029890			JACK AND DICKS FEED AND GARDEN		465.50	
	P1100441-PO# 08/10/11 -VN#014534			MENARDS		14.88	
	P1100456-PO# 08/10/11 -VN#016104			SHERWIN WILLIAMS		162.05	
	P1100458-PO# 08/10/11 -VN#016376			STATE ELECTRICAL SUPPLY INC		433.88	
	P1100460-PO# 08/10/11 -VN#048467			STAPLES ADVANTAGE		429.15	
	P1100463-PO# 08/10/11 -VN#018296			AARONS LOCK AND SAFE INC		65.99	
	P1102626-PO# 08/10/11 -VN#047242			H O H WATER TECHNOLOGY INC		1,299.20	
	P1102760-PO# 08/10/11 -VN#024018			GRAYBAR INC		341.07	
	P1102766-PO# 08/10/11 -VN#037268			SIMPLEX GRINNELL LP		714.20	
	P1102781-PO# 08/10/11 -VN#043737			STATE OF WISCONSIN		50.00	
				CLOSING BALANCE	111,477.08		9,244.75
1818100000-64200	TRAINING EXP	2,000.00 20.4%	408.42	0.00	1,591.58		
	P1102812-PO# 08/10/11 -VN#048611			GREATER MADISON POSTAL CUSTOME		50.00	
				CLOSING BALANCE	1,541.58		50.00
1818100000-68000	COST ALLOCATIONS	-159,795.00 91.6%	-146,356.44	-107.39	-13,331.17		
	P1100423-PO# 08/10/11 -VN#012879			GENERAL SERVICES PETTY CASH		6.89	
				CLOSING BALANCE	-13,338.06		6.89

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
	GENERAL SERVICES		PROG-TOTAL-PO			11,656.12	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$11,656.12 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

AUG 16 2011

DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818110000-63500	R&M SUPPLIES	20,000.00	33.0%	9,574.28	-2,963.75	13,389.47	
	P1100418-PO# 08/10/11 -VN#012507			ENERGETICS INC		70.32	
				CLOSING BALANCE	13,319.15		70.32
	GLEN OAKS OPER.			PROG-TOTAL-PO		70.32	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$70.32 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

AUG 16 2011

DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818120000-62400	R & M SERV	73,500.00 94.1%	68,779.83	392.18	4,327.99		
	P1100400-PO# 08/10/11 -VN#010938			ARAMARK UNIFORM SERVICES INC		13.56	
				CLOSING BALANCE	4,314.43		13.56
1818120000-63500	R&M SUPPLIES	20,000.00 32.8%	16,625.47	-10,046.64	13,421.17		
	P1100398-PO# 08/10/11 -VN#048889			ALL CLIMATE MECHANICAL LLC		4,550.00	
	P1100420-PO# 08/10/11 -VN#019954			FERGUSON ENTERPRISES INC		148.65	
	P1100428-PO# 08/10/11 -VN#030781			HOME DEPOT/GEFC		44.48	
	P1100456-PO# 08/10/11 -VN#016104			SHERWIN WILLIAMS		113.26	
	P1100458-PO# 08/10/11 -VN#016376			STATE ELECTRICAL SUPPLY INC		311.98	
				CLOSING BALANCE	8,252.80		5,168.37
	JUV.DET.OPER.		PROG-TOTAL-PO			5,181.93	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$5,181.93 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

AUG 16 2011

DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818160000-63500	R&M SUPPLIES	21,000.00	43.6%	9,587.50	-420.00	11,832.50	
	P1100398-PO# 08/10/11 -VN#048889					ALL CLIMATE MECHANICAL LLC	360.00
	P1100412-PO# 08/10/11 -VN#011970					CONNORS SUPPLY INC	36.56
	P1100444-PO# 08/10/11 -VN#030347					NAPA AUTO PARTS	32.92
	P1100456-PO# 08/10/11 -VN#016104					SHERWIN WILLIAMS	41.89
	P1102594-PO# 08/10/11 -VN#037131					SEVERIN PAINTING AND DRYWALL	420.00
					CLOSING BALANCE	10,941.13	891.37
	COMM.CTR.OPER.		PROG-TOTAL-PO				891.37

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$891.37 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

AUG 1 6 2011

DATE _____ CHAIR

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818370000-63500	R&M SUPPLIES	100,000.00	8.0%	22,539.52	-14,443.37	91,903.85	
	P1100398-PO# 08/10/11 -VN#048889					120.00	
	P1100424-PO# 08/10/11 -VN#036010					585.94	
	P1100455-PO# 08/10/11 -VN#025791					767.70	
				CLOSING BALANCE		90,430.21	1,473.64
	JAIL.CAP.IMPROV.			PROG-TOTAL-PO			1,473.64

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$1,473.64 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

AUG 16 2011

DATE _____

CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818420000-67200	CAPITAL IMPROV	816,994.00	60.1%	438,620.05	52,497.96	325,875.99	
	P1101915-PO# 08/10/11 -VN#019713					GENERAL HEATING AND AIR CONDIT	750.00
					CLOSING BALANCE		750.00
						325,125.99	750.00
	CTHS FACILITY				PROG-TOTAL-PO		750.00

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

AUG 16 2011 DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818430000-67200	CAPITAL IMPROV	10,957,630.00	94.8%	9,904,089.39	493,621.77	559,918.84	
	P1003417-PO# 08/10/11 -VN#035081					GILBANK CONSTRUCTION INC	98,515.00
	P1101511-PO# 08/10/11 -VN#036838					ARNOLD AND O SHERIDAN INC	2,550.00
					CLOSING BALANCE		458,853.84
							101,065.00
	U-ROCK EXPANSION				PROG-TOTAL-PO		101,065.00

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$101,065.00 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

AUG 16 2011

DATE _____ CHAIR

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818490000-67200	CAPITAL IMPROV	9,329,350.00	91.5%	7,726,658.19	814,635.16	788,056.65	
	P1101714-PO# 08/10/11 -VN#047457					PHYSIO CONTROL INC	1,960.00
	P1102478-PO# 08/10/11 -VN#028264					HENRICKSEN	1,472.37
	P1102729-PO# 08/10/11 -VN#033353					CDW GOVERNMENT INC	2,144.16
					CLOSING BALANCE	782,480.12	5,576.53
	JAIL/HCC COMPLEX				PROG-TOTAL-PO		5,576.53

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$5,576.53 INCURRED BY JAIL/HCC COMPLEX 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

AUG 16 2011 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	99.8%	25,235.05	330,340.00	424.95	
	P1001743-PO# 08/10/11 -VN#036838					ARNOLD AND O SHERIDAN INC	310.00
				CLOSING BALANCE		114.95	310.00
	JDC CAP.IMPROV.			PROG-TOTAL-PO			310.00

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$310.00 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

AUG 16 2011 DATE _____ CHAIR

PURCHASE ORDER NUMBER P1001806 PEID _____

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 send 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).

DEPARTMENT GENERAL SERVICES

COMMITTEE GENERAL SERVICES

VENDOR NAME TRI-NORTH BUILDERS

ACCOUNT NUMBER 18-1849-0000-67200

FUNDS DESCRIPTION JAIL PROJECT CAPITAL ACCOUNT

AMOUNT OF INCREASE \$5,695.16

INCREASE FROM \$ 4,540,420.72 TO \$ 4,546,115.88

ACCOUNT BALANCE AVAILABLE \$ 782,480.12

REASON FOR AMENDMENT CHANGE ORDER #31 - SEE ATTACHED

APPROVALS

GOVERNING COMMITTEE _____
Chair _____ Date _____

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

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

WHITE - COMMITTEE
YELLOW - PURCHASING
PINK - DEPARTMENT

Approved
7/26/11



To: General Services Committee
From: Kevin Higgs, Owners Representative
Date: July 14, 2011
RE: Program Request for Phase # 1 Jail Renovation Project

WISCONSIN

311 Financial Way
Suite 300
Wausau, WI 54401
phone 715.842.2222
fax 715.848.8088

IOWA

313 E 5th Street
Waterloo, IA 50703
phone 319.232.6443
fax 319.233.3191

Program Request # 028

**Change Order Request #66R
Total Cost; \$ -7,830.25**

COR # 66R pertains to Proposal Request # 16 omitting the demolition of the existing Vehicle Sally Port.

PR # 16 Provides direction to omit the demolition of the Sally Port, sprinkler system upgrades associated with new classification of this area, and site elevation changes affecting the excavation and asphalt contractors.

**Change Order Request # 102R
Total Cost; \$ 1,071.00**

COR 102R pertains to Proposal Request # 22, Shower Controls.

PR # 22 provides direction to alter the inmate shower in room E-109, to provide access to the shower controls in the plumbing chase.

**Change Order Request # COR 110R (7/14/11)
Total Cost; \$ ~~10,709.72~~ final \$ 10,180.52**

COR110R (7/14/11) pertains to cost associated with RFI # 170 B of I renovations.

This work was performed on a T&M basis, and included electrical modifications, wall patching and removal of existing wall mounted heating fin tubes.

**Change Order Request # 106 & 108
Total Cost; \$ 2,273.89**

COR's # 106 & 108, pertain to cost associated with RFI #'s 208 & 212.

RFI # 208 provides direction to provide security equipment for converting an owner provided analog camera in room I-116 (DUI) to digital. This will allow the camera to be monitored and recorded by Central Controls.

RFI # 212 provides direction to provide a 110 Duplex receptacle to power the owner provided camera.

Total cost for Program Request # 028 = \$ 6,224.36



PURCHASE ORDER NUMBER P1001806 PEID _____

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 send 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).

DEPARTMENT GENERAL SERVICES

COMMITTEE GENERAL SERVICES

VENDOR NAME TRI-NORTH BUILDERS

ACCOUNT NUMBER 18-1849-0000-67200

FUNDS DESCRIPTION JAIL PROJECT CAPITAL ACCOUNT

AMOUNT OF INCREASE \$ 97,603.65

INCREASE FROM \$ 4,546,115.88 TO \$ 4,643,719.53

ACCOUNT BALANCE AVAILABLE \$ ~~782,480.12~~ 782,480.12

REASON FOR AMENDMENT CHANGE ORDER #32 - SEE ATTACHED

APPROVALS

GOVERNING COMMITTEE _____
Chair Date

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

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

WHITE - COMMITTEE
YELLOW - PURCHASING
PINK - DEPARTMENT



Approved
7/26/11

To: General Services Committee
From: Kevin Higgs, Owners Representative
Date: July 14, 2011
RE: Program Request for Phase # 1 Jail Renovation Project

WISCONSIN
311 Financial Way
Suite 300
Wausau, WI 54401
phone 715.842.2222
fax 715.848.8088

IOWA
313 E 5th Street
Waterloo, IA 50703
phone 319.232.6443
fax 319.233.3191

Program Request # 029
Change Order Request #098R
Total Cost; \$ (Not finalized)

COR # 098R pertains to Proposal Request # 21R Fire Alarm Modifications.
COR 098R provides pricing for the following (3) categories of added scope.

1. **Fire Alarm integration with HVAC system;**
The construction documents per addendum # 1, directs the contractor to install (16) control module relays adjacent to the existing fire alarm panel. As a result of several months of investigation of interpreting how the Fire alarm system integrates with the HVAC system, PLI/A&O along with assistance from Honeywell, and RC maintenance staff, were able to determine the actual "Sequence of Operation". Further review of the system determined that the integration of existing HVAC system with the new Fire alarm system will require a total of (32) control module relays. These relays will need to be installed at the location of the HVAC control panels at each mechanical room.
2. **Fire Alarm integration with existing Sprinkler Pre-action system;**
The construction documents identified the pre-action system, and provided language directing the contractor to monitor this system with the new Fire alarm system. The existing Pre Action system is an analog system, that is monitored and controlled by an existing analog fire alarm system, with control of this system at each pod location (6) total.
Proposal Request # 21R, directs the pre-action system to be monitored and controlled at the new central controls room with the new Digital Fire alarm system. A custom control panel with individual timers and abort switches will be utilized at (1) location, to monitor all (6) of the Pre-Action Sprinkler systems. Manual pull stations will be installed at each of the (6) locations allowing Correctional officers the ability to activate the sprinkler system if needed. Aborting will be performed at Central Controls area.
3. **Department of commerce review changes;**
The Construction documents require the contractor to submit the fire alarm drawings to the Department of Commerce for review and approval. The Department of Commerce approved the drawings with a request for several additional items ranging from added visual strobes to manual pull stations. Potter Lawson, along with A&O working with the Department of Commerce was recently able to reduce this added scope.

The total cost for Fire Alarm upgrades as noted above is \$177,370.99. The Project team has been working with the Contractors, and the Department of Commerce in an effort to clarify scope and reduce cost. Contractors will be submitting revised cost to Samuels Group for final review. Final cost will be presented for approval at General Services Meeting on 7/19/11.

\$ 97,603.65





WISCONSIN

311 Financial Way

Suite 300

Wausau, WI 54401

phone 715.842.2222

fax 715.848.8088

IOWA

313 E 5th Street

Waterloo, IA 50703

phone 319.232.6443

fax 319.233.3191

To: General Services Committee
From: Kevin Higgs, Owners Representative
Date: July 14, 2011
RE: Program Request for Phase # 1 Jail Renovation Project

Program Request # 026

**Change Order Request #105
Total Cost; \$ 20,137.24 (T&M/NTX)**

COR # 105 pertains to the cost to provide power to exterior light poles and signs at existing Sheriff's Department.

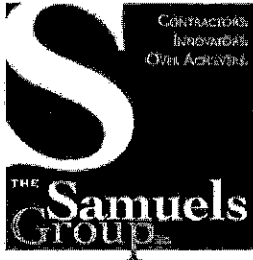
The power circuit feeding the existing site lighting and signs at the north side of the jail was removed as per the construction documents for the new jail addition. COR # 105 is for cost associated with providing a new feed for (5) light poles and (2) signs. The as built documents that were used by Potter Lawson / A&O for the jail addition did not include these fixtures.

Scope of work includes;

- Installing a lighting contactor in the electrical closet of the new addition to be controlled by the same photo cell controlling the new site lighting.
- Directional bore a 1 ¼" HDPE conduit from the north side of the building addition, under the sidewalk and under the existing service entrance road.
- Install a quazite junction box on the north side of the service entrance road to intercept existing underground raceway.
- Remove all existing CU conductors per code to existing poles and signs. Signs will be on a dedicated circuit.
- Rake and grass seed fresh excavated areas caused by this repair.

Total cost for Program Request # 026 = \$ 20,137.24 (T&M/NTX)





To: General Services Committee
From: Kevin Higgs, Owners Representative
Date: August 11, 2011
RE: Program Request for Phase # 1 Jail Renovation Project

WISCONSIN

311 Financial Way
Suite 300
Wausau, WI 54401
phone 715.842.2222
fax 715.848.8088

IOWA

313 E 5th Street
Waterloo, IA 50703
phone 319.232.6443
fax 319.233.3191

Program Request # 030

Change Order Request #078R
Total Cost; \$ 134,235.29

COR # 078R pertains to Proposal Request # 11 West Parking Area Modifications.

COR 078R provides pricing for the following modifications to the West parking area at the Rock County Sheriff's Office:

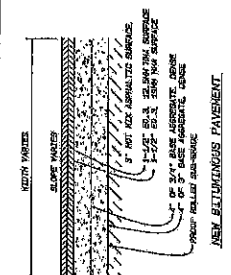
1. Storm water management; added storm water manholes and piping.
2. Asphalt, sidewalk & concrete curb removal.
3. Tree removal.
4. Remove existing landscape stone, replace with topsoil and grass seed.
5. Grading & stone sub base.
6. Saw cutting at butt joints.
7. Furnish and install 3" asphalt.
8. Replace sidewalks as shown on plan, install sealant as noted.
9. Lot striping & H.C. posts/signs.

Additional allowances requested;

Soils Remediation, PSI Technician, Private Utility locates.
Hand auger inspections performed by PSI (summer of 2010) indicates that gravel base was placed on top of organic soils. Remediation will be required in this area utilizing unit pricing provided with TNB base bid. Due to depths of anticipated undercutting, private utilities will need to be located. Existing asphalt areas will be "proof rolled", minor remediation is anticipated.

Total cost for Program Request # 030 = \$180,000.00

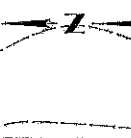




LEGEND:

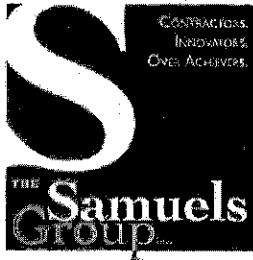
- TREE LINE
- EXISTING LOT LINES
- NEW LOT LINES
- EXISTING DRIVEWAYS
- NEW DRIVEWAYS
- EXISTING SIDEWALKS
- NEW SIDEWALKS
- EXISTING CURBS
- NEW CURBS
- EXISTING UTILITY LINES
- NEW UTILITY LINES
- EXISTING POLES
- NEW POLES
- EXISTING LIGHT FIXTURES
- NEW LIGHT FIXTURES
- EXISTING SIGNAGE
- NEW SIGNAGE
- EXISTING TREES
- NEW TREES
- EXISTING PLANTINGS
- NEW PLANTINGS
- EXISTING WALLS
- NEW WALLS
- EXISTING FENCES
- NEW FENCES
- EXISTING GATES
- NEW GATES
- EXISTING PAVEMENT
- NEW PAVEMENT
- EXISTING DRIVEWAYS
- NEW DRIVEWAYS
- EXISTING SIDEWALKS
- NEW SIDEWALKS
- EXISTING CURBS
- NEW CURBS
- EXISTING UTILITY LINES
- NEW UTILITY LINES
- EXISTING POLES
- NEW POLES
- EXISTING LIGHT FIXTURES
- NEW LIGHT FIXTURES
- EXISTING SIGNAGE
- NEW SIGNAGE
- EXISTING TREES
- NEW TREES
- EXISTING PLANTINGS
- NEW PLANTINGS
- EXISTING WALLS
- NEW WALLS
- EXISTING FENCES
- NEW FENCES
- EXISTING GATES
- NEW GATES
- EXISTING PAVEMENT
- NEW PAVEMENT

FOR GENERAL INFORMATION, CALL
 POTTER LAWSON
 1-800-542-0811
 414 Stewart Ave., Suite 100
 Woodbridge, NJ 07095



 CONSULTANTS	 CONSULTANTS	PROJECT: ROCK COUNTY JAIL RENOVATION PROJECT LOCATION: ROCK COUNTY 200 EAST ISHERWOOD JAMESVILLE, NC 27565 DATE: FEB 28, 2018	WEST PARKING ADDRESS: C401
-----------------	-----------------	---	---





To: General Services Committee
From: Kevin Higgs, Owners Representative
Date: August 11, 2011
RE: Program Request for Phase # 1 Jail Renovation Project

WISCONSIN

311 Financial Way
Suite 300
Wausau, WI 54401
phone 715.842.2222
fax 715.848.8088

IOWA

313 E 5th Street
Waterloo, IA 50703
phone 319.232.6443
fax 319.233.3191

Program Request # 031

Change Order Request #109

Total Cost; \$ 1,423.56

COR # 109 pertains to Proposal Request # 24 Flooring at Medical Area.

COR 109 provides pricing for additional floor grinding and polishing to replace existing resilient tile floor. The Construction Documents directed a portion of this work but did not include the south east area.

Change Order Request #111

Total Cost; \$ 1,855.64

COR # 111 pertains to phone and data work required for Pinehurst renovations.

COR 111 provides pricing for work performed by Globalcom to provide data and phone lines for the new B of I area. The work performed included a combination of relocations required due to conflicts, and additional phone/Data added to accommodate B of I area.

Change Order Request #115

Total Cost; \$ 939.60

COR # 115 pertains to RFI # 120, Roof Drain Conflict.

COR 115 provides pricing to relocate an existing roof drain that was in conflict with wall locations of the new suicide watch area. Due to time constraints, this work has already been performed.

Change Order Request #117

Total Cost; \$ 5,002.40

COR # 117 pertains to RFI # 211 Reroute Electrical Power / Data Circuits.

COR 117 provides pricing for work performed to re route power and data branch circuits that were piped through walls that were removed as per the construction documents. The circuits were not shown on as built documents, additionally, the practice of installing branch circuits in this fashion is no longer allowed by code.

Change Order Request #118

Total Cost; \$ 3,621.19

COR # 118 pertains to RFI # 223 Modulating Smoke Damper.

COR 118 provides pricing to add motor operated damper and controls for the HVAC system to close off air to corridor during smoke control sequence.

Total cost for Program Request # 031 = \$12,842.39



RESOLUTION NO. _____

AGENDA NO. _____

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

Randy Terronez
INITIATED BY

Randy Terronez
DRAFTED BY



GENERAL SERVICES
COMMITTEES
SUBMITTED BY

August 10, 2011
DATE DRAFTED

APPROVING ADDITIONAL CONTINGENCY FUNDING FOR JAIL RENOVATION
PROJECT

- 1 WHEREAS, the County in awarding the Jail Renovation Project to Tri-North Builders also established
- 2 contingency funds to cover unforeseen conditions and necessary changes that may arise throughout the
- 3 course of the Jail Renovation project as contained in Resolution #10-3B-520; and,
- 4
- 5 WHEREAS, two separate contingency funds were established, one to address the soil conditions and
- 6 unforeseen conditions in the amount of \$289,825, and the other to address owner-directed changes in the
- 7 amount of \$289,825; and,
- 8
- 9 WHEREAS, the new addition to the jail was completed in June and the renovation is scheduled for
- 10 completion by November of this year; and,
- 11
- 12 WHEREAS, the Fire Alarm system replacement is a particularly complex issue that will result in
- 13 completion by February of 2012; and,
- 14
- 15 WHEREAS, both contingency accounts have been depleted and the Samuels Group acting as the
- 16 Owner's Representative recommends replenishing the Contingency.
- 17
- 18 NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly
- 19 assembled this _____ day of _____, 2011, does hereby establish the following
- 20 contingency accounts for the balance of the Jail Renovation project with funds to come from available
- 21 Jail/Health Care Center Complex Capital Projects Account budget resources:
- 22 1. Furniture, Fixtures and Equipment - \$15,000
- 23 2. Contractor - \$250,000
- 24
- 25 BE IT FINALLY RESOLVED, that the General Services Committee be delegated the authority to
- 26 approve all change orders for Phase One of the Jail Renovation Project and report any change orders
- 27 over \$10,000 to the Rock County Board of Supervisors at its regularly scheduled meetings.

Respectfully Submitted,

General Services Committee:

Phillip Owens, Chair

Henry Brill, Vice Chair

Ronald Combs

Jason Heidenreich


Mary Mawhinney

**APPROVING ADDITIONAL CONTINGENCY FUNDING FOR JAIL RENOVATION
PROJECT**

Page 2

FISCAL NOTE:

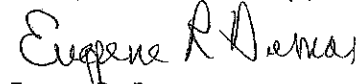
As of August 10, 2011 there is an unexpended, unencumbered balance of \$782,480 in the Jail / HCC Complex Capital Project, A/C 18-1849-0000-67200. This project is funded by County sales tax proceeds.



Jeffrey A. Smith
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action by Wisconsin Statutes sections 59.01, 59.51 and 59.52(6).



Eugene R. Dumas
Deputy Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Craig Knutson
County Administrator

EXECUTIVE SUMMARY

In March 2010 the County awarded the Jail project bid to Tri-North Builders in the amount of \$5,796,500. The Jail project covered approximately 25,000 square feet of building addition, 6,330 square feet of renovation and replacement of the security and fire alarm systems. An Emergency Services Vehicle storage building was subsequently added to the project scope.

The building addition was completed in June of this year. The renovation began in June and is anticipated to conclude in November of this year. The fire alarm system is anticipated to be completed by February 2012.

The resolution (#10-3B-520) awarding the project to Tri-North Builders also established two contingency accounts. The Samuels Group suggested having two separate contingency funds to allow for better tracking of change orders, even though both were funded from the same project account. Each contingency amount represented 5% of the total construction costs. Use of the amounts was made via change order reviewed and approved or modified by the General Services Committee.

The first Contingency in the amount of \$289,825 provided supplementary resources to address the soil conditions and any unforeseen conditions or necessary changes that were discovered throughout the course of the project.

The second contingency was also in the amount of \$289,825 and was an owner-direct purpose. These types of change were those that were not necessary for structural or construction purposes, but rather were improvements recommended by the project team—including staff from the Sheriff's Office—that in their opinion were necessary to improve the project's functionality.

Major change orders approved by the General Services Committee included:

1. Soils-related activity \$305,745
1. Fire Alarm System modifications \$97,604
2. Corridor Ceiling modifications \$55,597
3. Detention Glazing of Cell Pod Windows \$25,618.

To date, the combined contingencies stand at a -\$39,371.

A parking lot improvement located west of the Pinehurst building area was added to the project scope to address drainage concerns and has not yet been addressed due to the contingency budget limitations. The cost estimate obtained by the Owner's Representative is an amount not to exceed \$180,000 and includes additional funding related to soil conditions.

The request is to establish the following two contingencies:

1. Furniture, Fixtures and Equipment (FF&E) in the amount of \$15,000 and allows Sheriff's staff to purchase remaining items. Originally estimated at \$440,000, approximately \$174,000 has been spent to date.
2. Contractor in the amount of \$250,000 based upon the following:
 - a. \$40,000 for the year-to-date deficit.
 - b. \$45,000 for a contractor contingency covering unforeseen issues that may arise during the remainder of the project. (Note – This amount represents approximately 7.5% of the Tri-North Builders contract balance.)
 - c. \$180,000 for the West Parking Lot paving project (a pending change order).
 - d. \$21,000 for Exterior Lighting modification (a pending change order using the more expensive of 2 options).

- e. \$36,000 in savings from unspent Jail project contract commitments (primarily Potter Lawson architect reimbursable fees).

The grand total of requested contingencies is \$265,000. Funding is available in the Jail/Health Care Center Complex Capital Projects Account budget.

Finally, this resolution continues the previously approved action that delegates authority to approve all change orders on this project to the General Services Committee of the Rock County Board of Supervisors. Current County Board Rules specify that change orders over \$10,000 are to be approved by the full County Board. However, in certain circumstances, such as those involving unsuitable soils as described above, a delay in approving change orders may have the effect of shutting the project down for a period. Delays of this type could have large cost implications for the overall cost of the project. The flexibility of convening a smaller committee to address change orders would allow the County to respond more quickly to unforeseen conditions and save overall construction costs.

Captain Clean of Janesville, Inc.

PO Box 693

Janesville WI 53547

Phone 608.752.9303

Email ericg@cptcln.com



Rock County General Services

Attn: Carl Varga

50 S Main

Janesville WI

53545

Reg: Estimate for Cleaning Duct work at Rock County Detention Center (Jail) in construction area.

To clean duct work in back area, currently under construction, Clean 2 supply lines and one vent line from open vents to "penthouse". Please be advised that duct work to be cleaned has insulation on inside of ductwork. This makes cleaning more challenging and may cause damage to existing insulation. We will try not to damage any insulation, however, Captain Clean of Janesville will not be held responsible for damage to existing ductwork. Captain Clean of Janesville will repair any access holes we put in duct work for cleaning.

Vacuum truck for three days at \$680 per day for 3 days	\$2040
2 persons a day at \$560 per day	\$1680
total	\$3720