

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, FEBRUARY 1, 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 – December 7, 2010 – Joint with Health Services Committee
December 15, 2010 Joint with Health Services Committee
January 18, 2011
4. Transfers and Appropriations
5. Bills/Encumbrances/Pre-Approved Encumbrance Amendments
6. Updates
 - A. Jail Project
 1. Update Report
 2. Change Orders
7. Purchasing Procedural Endorsement and Contract Award
 - A. Skid Steer Accessories
8. Purchasing Procedural Endorsements
 - A. Authorizing Purchase of Replacement Employee Time Clocks
 - B. Authorizing Contract for Justice and mental Health Consultant
9. Semi-Annual Report
10. Communications, Announcements and Information
11. Adjournment

ROCK COUNTY

SUPPLEMENTAL APPROPRIATIONS - TRANSFERS

10-111
Transfer No.

Requested by General Services

Robert Leu

Department

Department Head

Date 1/26/11

FROM

TO

ACCOUNT #	DESCRIPTION	AMOUNT
18-1810-0000-62203	Natural Gas	22,600
18-1810-0000-62119	Other Contracted Svc	411
18-1810-0000-62160	Cleaning Contracts	760
18-1810-0000-62461	Elevator R&M	6,750

ACCOUNT #	DESCRIPTION	AMOUNT
18-1810-0000-62200	Utilities	22,600
18-1810-0000-62113	Snow Removal	411
18-1810-0000-62205	Fuel Oil	760
18-1810-0000-63500	R&M Supplies	6,750

FISCAL NOTE:

Sufficient funds are available in the above object code for the requested transfer.

ADMINISTRATIVE NOTE:

Recommended.



REQUIRED APPROVAL:

- Governing Committee
- Finance Committee

DATE

COMMITTEE CHAIR

_____ File _____

ROCK COUNTY
TRANSFER REQUESTS

TO: FINANCE DIRECTOR

FINANCE DIRECTOR
RECEIVED
10-111
JAN 26 2011

REQUESTED BY: General Services
Department

Robert J. Jovan
Department Head Signature

DATE: 1/26/11

FROM:	AMOUNT
1) ACCOUNT #: 18-1810-0000/62203 DESCRIPTION: Natural Gas CURRENT BALANCE: \$ 25,840.00 PROVIDED BY THE FINANCE DIRECTOR	\$22,600.00
2) ACCOUNT #: 18-1810-0000/62119 DESCRIPTION: Other Contracted Services CURRENT BALANCE: \$ 550.00 PROVIDED BY THE FINANCE DIRECTOR	\$ 411.00
3) ACCOUNT #: 18-1810-0000/62160 DESCRIPTION: Cleaning Contracts CURRENT BALANCE: \$ 5368.88 PROVIDED BY THE FINANCE DIRECTOR	\$ 760.00
4) ACCOUNT #: 18-1810-0000/62461 DESCRIPTION: Elevator R & M CURRENT BALANCE: \$ 7310.00 PROVIDED BY THE FINANCE DIRECTOR	\$ 6,750.00

TO:	AMOUNT
ACCOUNT #: 18-1810-0000/62206 DESCRIPTION: Utilities	\$22,600.00
ACCOUNT #: 18-1810-0000/62113 DESCRIPTION: Snow Removal	\$ 411.00
ACCOUNT #: 18-1810-0000/62205 DESCRIPTION: Fuel Oil	\$ 760.00
ACCOUNT #: 18-1810-0000/63500 DESCRIPTION: Repair & Maint. Supplies	\$ 6,750.00

REASON FOR TRANSFER - BE SPECIFIC:

(2010) Year-end transfers to cover overdrafts
(Counthouse/Seal/WW)

ROCK COUNTY

SUPPLEMENTAL APPROPRIATIONS - TRANSFERS

10-112
Transfer No.

Requested by General Services

Robert Leu

Department

Department Head

1/26/11
Date

FROM

TO

ACCOUNT #	DESCRIPTION	AMOUNT
18-1810-0000-63104	Printing & Duplication	3,300
18-1810-0000-64200	Training	2,700
18-1810-0000-67172	Capital Assets	1,201

ACCOUNT #	DESCRIPTION	AMOUNT
18-1810-0000-63500	R&M Supplies	6,000
18-1810-0000-65321	Building Office Lease	1,201

FISCAL NOTE:

Sufficient funds are available in the above object code for the requested transfer.

ADMINISTRATIVE NOTE:

Recommended.

REQUIRED APPROVAL:

- Governing Committee
- Finance Committee

DATE

COMMITTEE CHAIR

File

**ROCK COUNTY
TRANSFER REQUESTS**

RECEIVED
4810-112
JAN 26 2011

TO: FINANCE DIRECTOR

REQUESTED BY: General Services Department
Robert Steen Department Head Signature

DATE: 1/26/11

FROM:	AMOUNT
1) ACCOUNT #: 18-1810-0000/63104 DESCRIPTION: Printing & Duplicating CURRENT BALANCE: \$3,314.00 PROVIDED BY THE FINANCE DIRECTOR	\$3,300.00
2) ACCOUNT #: 18-1810-0000/64200 DESCRIPTION: Training CURRENT BALANCE: \$2,721.23 PROVIDED BY THE FINANCE DIRECTOR	\$2,700.00
3) ACCOUNT #: 18-1810-0000/67172 DESCRIPTION: Capital Assets CURRENT BALANCE: \$1,500.00 PROVIDED BY THE FINANCE DIRECTOR	\$1,201.00
4) ACCOUNT #: DESCRIPTION: CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR	

TO:	AMOUNT
ACCOUNT #: 18-1810-0000/63500 DESCRIPTION: R & M Supplies	\$3,300.00
ACCOUNT #: 18-1810-0000/63500 DESCRIPTION: R & M Supplies	\$2,700.00
ACCOUNT #: 18-1810-0000/65321 DESCRIPTION: Building Office Lease	\$1,201.00
ACCOUNT #: DESCRIPTION: CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR	

REASON FOR TRANSFER - BE SPECIFIC:

(2010) Year-end transfers to cover overdrafts.
(Counterselfsame / cur)

ROCK COUNTY

SUPPLEMENTAL APPROPRIATIONS - TRANSFERS

10-113
Transfer No.

Requested by General Services

Robert Leu

Department

Department Head

1/26/11
Date

FROM

TO

ACCOUNT #	DESCRIPTION	AMOUNT
18-1811-0000-622203	Natural Gas	6,160
18-1811-0000-622400	R&M Services	2,840
18-1811-0000-621113	Snow Removal	750

ACCOUNT #	DESCRIPTION	AMOUNT
18-1811-0000-622200	Utilities	1,037
18-1811-0000-635500	R&M Supplies	8,713

FISCAL NOTE:

Sufficient funds are available in the above object code for the requested transfer.

ADMINISTRATIVE NOTE:

Recommended.

REQUIRED APPROVAL:

Governing Committee

Finance Committee

DATE

COMMITTEE CHAIR

_____ File _____

**ROCK COUNTY
TRANSFER REQUESTS**

RECEIVED
10-113
JAN 26 2011

TO: FINANCE DIRECTOR

REQUESTED BY: General Services

Department

Robert J. [Signature]
Department Head Signature

DATE: 1/26/11

FROM:	AMOUNT	TO:	AMOUNT
1) ACCOUNT #: 18-1811-0000/63203 DESCRIPTION: <u>Natural Gas</u> CURRENT BALANCE: \$ <u>6160.20</u> <u>to replace</u> PROVIDED BY THE FINANCE DIRECTOR <u>1/26/11</u>	\$1,037.00	ACCOUNT #: 18-1811-0000/63200 DESCRIPTION: <u>Utilities</u>	\$1,037.00
2) ACCOUNT #: 18-1811-0000/63203 DESCRIPTION: <u>Natural Gas</u> CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR	\$5,123.00	ACCOUNT #: 18-1811-0000/63500 DESCRIPTION: <u>R&M Supplies</u>	\$5,123.00
3) ACCOUNT #: 18-1811-0000/63400 DESCRIPTION: <u>R&M Services</u> CURRENT BALANCE: \$ <u>24,040.00</u> PROVIDED BY THE FINANCE DIRECTOR <u>1/26/11</u>	\$2,840.00	ACCOUNT #: 18-1811-0000/63500 DESCRIPTION: <u>R&M Supplies</u>	\$2,840.00
4) ACCOUNT #: 18-1811-0000/62113 DESCRIPTION: <u>Snow Removal</u> CURRENT BALANCE: \$ <u>750.00</u> <u>to replace</u> PROVIDED BY THE FINANCE DIRECTOR	\$750.00	ACCOUNT #: 18-1811-0000/63500 DESCRIPTION: <u>R&M Supplies</u>	\$750.00

REASON FOR TRANSFER - BE SPECIFIC:

Year-end transfers to cover 2010 overdrafts at Glen Oaks

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818520000-67200	CAPITAL IMPROV	64,140.00 194.5%	-2,673.00	768,860.00	-702,047.00		
	P1002741-PO# 12/31/10 -VN#042317			IBC ENGINEERING SERVICES INC		2,673.00	
*** OVERDRAFT ***				CLOSING BALANCE	-704,720.00		2,673.00
	HCC BOILER PRJCT		PROG-TOTAL-PO			2,673.00	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$2,673.00 INCURRED BY HCC BOILER 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

FEB 01 2011 DATE _____ CHAIR

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
0000000001-16010	PURCHASING INVEN	0.00 100.0%	3,121.27	-3,577.73	456.46		
	P1000294-PO# 12/31/10 -VN#039632			OFFICE PRO		272.35	
	P1000299-PO# 12/31/10 -VN#048467			STAPLES ADVANTAGE		184.23	
				CLOSING BALANCE	-0.12		456.58
0000000001-17100	POSTAGE METER CH	0.00 100.0%	-433.30	180,000.01	-179,566.71		
	P1000537-PO# 12/31/10 -VN#044977			UNITED MAILING SERVICES INC		433.30	
				CLOSING BALANCE	-180,000.01		433.30
	BAL.SHEET A/C		PROG-TOTAL-PO			889.88	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$889.88 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

FEB 01 2011 DATE _____ CHAIR

2010

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818100000-62461	ELEVATOR	57,000.00	54.7%	-300.00	31,519.81	25,780.19	
	P1002917-PO# 12/31/10 -VN#034356					NATIONAL ELEVATOR INSPECTION S	300.00
						CLOSING BALANCE	25,480.19
							300.00
1818100000-63500	R&M SUPPLIES	215,000.00	3.7%	3,667.14	4,457.57	206,875.29	
	P1003294-PO# 12/31/10 -VN#015858					RYKOWSKI & SONS,FRED	275.00
	P1004022-PO# 12/31/10 -VN#022229					JF AHERN COMPANY	2,300.00
	P1004110-PO# 12/31/10 -VN#039816					HALVERSON CARPET CENTER LTD	294.00
						CLOSING BALANCE	204,006.29
							2,869.00
	GENERAL SERVICES					PROG-TOTAL-PO	3,169.00

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$3,169.00 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

FEB 01 2011 DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818120000-63500	R&M SUPPLIES	20,000.00	13.0%	180.51	2,420.57		
	P1000519-PO# 12/31/10 -VN#013741						22.30
							22.30
							22.30
							22.30
							22.30
							22.30
							22.30
							22.30
							22.30

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$22.30 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

FEB 01 2011

DATE _____ CHAIR

4

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	4.3%	-106.82	1,015.52	20,091.30	
	P1000544-PO# 12/31/10 -VN#048467					106.82	
				CLOSING BALANCE		19,984.48	106.82
		COMM.CTR.OPER.	PROG-TOTAL-PO			106.82	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$106.82 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

FEB 01 2011

DATE _____

CHAIR

Account Number	Name	Yearly Prcent Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818170000-62160	CLEANING CONTRAC	3,000.00	4.8%	-144.00	0.00	3,144.00	
	P1004189-PO# 12/31/10 -VN#046225						PETERSON CLEANING INC 144.00
							CLOSING BALANCE 3,000.00 144.00
	ADOL.SER/GUIDANC						PROG-TOTAL-PO 144.00

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$144.00 INCURRED BY ADOLESCENT SERV/GUIDANCE CTR.. 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

FEB 01 2011 DATE _____ CHAIR

Account Number	Name	Yearly Prcent Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818370000-63500	R&M SUPPLIES	100,000.00	1.3%	1,718.82	-360.93	98,642.11	
	P1000479-PO# 12/31/10 -VN#018296					AARONS LOCK AND SAFE INC	146.53
	P1000531-PO# 12/31/10 -VN#015055					PBBS EQUIPMENT CORPORATION	496.05
						CLOSING BALANCE	97,999.53
						JAIL.CAP.IMPROV. PROG-TOTAL-PO	642.58

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$642.58 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

FEB 01 2011 DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818430000-67200	CAPITAL IMPROV	0.00 100.0%	-2,593.00	0.00	2,593.00		
	P1004193-PO# 12/31/10 -VN#010328 LAUERSDORF,LYNN R					2,593.00	
							CLOSING BALANCE
					0.00		2,593.00
	U-ROCK EXPANSION		PROG-TOTAL-PO			2,593.00	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$2,593.00 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

FEB 01 2011 DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818490000-67200	CAPITAL IMPROV	0.00 100.0%	4,188.00	20,470.46	-24,658.46		
	P1001654-PO# 12/31/10 -VN#043786			PROFESSIONAL SERVICE INDUSTRIE		3,162.00	
	P1003418-PO# 12/31/10 -VN#025487			ANGUS YOUNG ASSOCIATES		516.00	
				CLOSING BALANCE		-28,336.46	3,678.00
	JAIL/HCC COMPLEX		PROG-TOTAL-PO				3,678.00

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$3,678.00 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

DATE _____ CHAIR

FEB 01 2011

2011 . . .

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
3280009300-63109	OTHER SUPP/EXP	3,000.00	51.0%	530.18	1,000.12	1,469.70	
	P1100505-PO# 01/26/11 -VN#014423						42.15
							42.15
							42.15
							42.15

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$42.15
 INCURRED BY HEALTH CARE CENTER. 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

FEB 01 2011

DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818159200-62450	GROUNDS IMPR R&M	15,000.00 0.0%	0.00	0.03	14,999.97		
	P1100947-PO# 01/26/11 -VN#013729			JOHNSON TRACTOR INC		2,500.00	
				CLOSING BALANCE	12,499.97		2,500.00
1818159200-62460	BLDG SERV R&M	45,000.00 25.9%	12,135.42	-467.63	33,332.21		
	P1100491-PO# 01/26/11 -VN#012507			ENERGETICS INC		7.28	
	P1100493-PO# 01/26/11 -VN#017559			FIRST SUPPLY MADISON LLC		109.20	
	P1100498-PO# 01/26/11 -VN#040769			HD SUPPLY		246.69	
	P1100501-PO# 01/26/11 -VN#013693			JOHNSON CONTROLS INC		234.76	
	P1100506-PO# 01/26/11 -VN#030347			NAPA AUTO PARTS		116.80	
	P1100869-PO# 01/26/11 -VN#012114			CUMMINS GREAT LAKES INC		66.67	
	P1100881-PO# 01/26/11 -VN#015731			ROCK COUNTY APPLIANCE AND TV S		5.95	
	P1100886-PO# 01/26/11 -VN#045443			MC COTTER ENERGY SYSTEMS INC		266.82	
	P1100889-PO# 01/26/11 -VN#044241			ROCK COUNTY MUFFLER AND BRAKE		96.68	
	P1100918-PO# 01/26/11 -VN#030879			BJ ELECTRIC SUPPLY INC		51.00	
				CLOSING BALANCE	32,130.36		1,201.85
1818159200-62463	FIRE ALARM	18,500.00 67.4%	0.00	12,480.02	6,019.98		
	P1100507-PO# 01/26/11 -VN#028010			PER MAR SECURITY SERVICES		204.18	
	P1100848-PO# 01/26/11 -VN#033354			SELECT SOUND SERVICE INC		1,364.00	
				CLOSING BALANCE	4,451.80		1,568.18
1818159200-62470	BLDG R & M	50,000.00 0.0%	0.00	0.08	49,999.92		
	P1100486-PO# 01/26/11 -VN#050099			BUDGET DRAIN AND SEWER CO		175.00	
	P1100497-PO# 01/26/11 -VN#030781			HOME DEPOT/GEFC		10.78	
	P1100511-PO# 01/26/11 -VN#016104			SHERWIN WILLIAMS		95.54	
	P1100513-PO# 01/26/11 -VN#016376			STATE ELECTRICAL SUPPLY INC		467.25	
				CLOSING BALANCE	49,251.35		748.57
1818159200-63109	OTHER SUPP/EXP	45,500.00 11.5%	239.98	5,000.15	40,259.87		
	P1100482-PO# 01/26/11 -VN#018296			AARONS LOCK AND SAFE INC		33.90	
	P1100492-PO# 01/26/11 -VN#019048			FASTENAL COMPANY		400.89	
	P1100496-PO# 01/26/11 -VN#018251			HARRIS ACE HARDWARE		5.43	
	P1100883-PO# 01/26/11 -VN#025055			JOHNSON PLASTICS		180.54	
	P1100996-PO# 01/26/11 -VN#040776			ASSURED LOCKSMITH TRAINING INC		248.96	
	P1101008-PO# 01/26/11 -VN#012210			DECKER SUPPLY CO INC		56.66	
				CLOSING BALANCE	39,333.49		926.38
1818159200-67171	C.A. -\$1000/MORE	6,200.00 0.0%	0.00	0.00	6,200.00		
	P1100346-PO# 01/26/11 -VN#014938			NORTHLAND EQUIPMENT CO INC		4,030.00	
				CLOSING BALANCE	2,170.00		4,030.00

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
		HCC BLDG.COMPLEX	PROG-TOTAL-PO			10,974.98	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$10,974.98 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

FEB 01 2011 DATE _____ CHAIR

2011

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
0000000001-16010	PURCHASING INVEN	0.00 100.0%	0.00	-3,577.73	3,577.73		
	P1100389-PO# 02/01/11 -VN#048467			STAPLES ADVANTAGE		2,747.81	
	P1100394-PO# 02/01/11 -VN#040481			RHYME BUSINESS PRODUCTS		830.04	
				CLOSING BALANCE		-0.12	3,577.85
	BAL.SHEET A/C		PROG-TOTAL-PO			3,577.85	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$3,577.85 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

FEB 01 2011 DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818100000-62112	SECURITY	68,650.00	99.5%	0.00	68,341.76	308.24	
	P1100344-PO# 02/01/11 -VN#048790				MIRION TECHNOLOGIES GDS INC		213.92
					CLOSING BALANCE	94.32	213.92
1818100000-62400	R & M SERV	132,537.00	70.5%	35,225.45	58,320.05	38,991.50	
	P1100400-PO# 02/01/11 -VN#010938				ARAMARK UNIFORM SERVICES INC		143.65
	P1101003-PO# 02/01/11 -VN#043710				ROCK DISPOSAL INC		175.26
					CLOSING BALANCE	38,672.59	318.91
1818100000-62461	ELEVATOR ENC	57,000.00	0.0%	0.00	0.01	56,999.99	
	R1101181-PO# 01/26/11 -VN#034850				OTIS ELEVATOR COMPANY		31,519.80
					CLOSING BALANCE	25,480.19	31,519.80
1818100000-63104	PRNT & DUPLICATI	30,000.00	69.9%	5,869.65	15,114.04	9,016.31	
	P1100386-PO# 02/01/11 -VN#010723				PRINTING AND BUSINESS SOLUTION		100.00
	P1100393-PO# 02/01/11 -VN#021556				MIDLAND PAPER		1,156.53
					CLOSING BALANCE	7,759.78	1,256.53
1818100000-63500	R&M SUPPLIES	215,000.00	3.1%	2,280.09	4,457.57	208,262.34	
	P1100418-PO# 02/01/11 -VN#012507				ENERGETICS INC		61.54
	P1100420-PO# 02/01/11 -VN#019954				FERGUSON ENTERPRISES INC		521.24
	P1100430-PO# 02/01/11 -VN#029890				JACK AND DICKS FEED AND GARDEN		560.50
	P1100434-PO# 02/01/11 -VN#013741				JOHNSTONE SUPPLY		1,759.02
	P1100445-PO# 02/01/11 -VN#014938				NORTHLAND EQUIPMENT CO INC		123.30
	P1100458-PO# 02/01/11 -VN#016376				STATE ELECTRICAL SUPPLY INC		441.20
	P1100460-PO# 02/01/11 -VN#048467				STAPLES ADVANTAGE		639.25
	P1101036-PO# 02/01/11 -VN#043737				STATE OF WISCONSIN		150.00
					CLOSING BALANCE	204,006.29	4,256.05
1818100000-67171	C.A.-\$1000/MORE	31,800.00	0.0%	0.00	0.00	31,800.00	
	P1100335-PO# 02/01/11 -VN#040481				RHYME BUSINESS PRODUCTS		6,386.00
	P1100336-PO# 02/01/11 -VN#040481				RHYME BUSINESS PRODUCTS		2,899.00
	P1100337-PO# 02/01/11 -VN#014938				NORTHLAND EQUIPMENT CO INC		4,030.00
					CLOSING BALANCE	18,485.00	13,315.00

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
	GENERAL SERVICES		PROG-TOTAL-PO			50,880.21	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$50,880.21 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

FEB 01 2011 DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818110000-62400	R & M SERV	39,500.00	3.5%	104.93	1,315.22	38,079.85	
	P1100400-PO# 02/01/11 -VN#010938					ARAMARK UNIFORM SERVICES INC	19.86
					CLOSING BALANCE	38,059.99	19.86
1818110000-63500	R&M SUPPLIES	20,000.00	17.7%	0.00	3,551.01	16,448.99	
	P1100402-PO# 02/01/11 -VN#018372					BATTERIES PLUS INC	59.50
					CLOSING BALANCE	16,389.49	59.50
	GLEN OAKS OPER.				PROG-TOTAL -PO		79.36

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$79.36 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

FEB 01 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 14.2%	4,553.78	5,896.78	63,049.44		
	P1100400-PO# 02/01/11 -VN#010938			ARAMARK UNIFORM SERVICES INC		33.45	
				CLOSING BALANCE	63,015.99		33.45
1818120000-63500	R&M SUPPLIES	20,000.00 12.4%	60.03	2,420.57	17,519.40		
	P1100456-PO# 02/01/11 -VN#016104			SHERWIN WILLIAMS		142.78	
				CLOSING BALANCE	17,376.62		142.78
	JUV.DET.OPER.		PROG-TOTAL-PO			176.23	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$176.23 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

FEB 01 2011 DATE _____ CHAIR

Account Number	Name	Yearly Prcent Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818170000-63500	R&M SUPPLIES	10,000.00	4.9%	0.00	497.86	9,502.14	
	P1100412-PO# 02/01/11 -VN#011970						22.66
							CONNORS SUPPLY INC
							CLOSING BALANCE
							9,479.48
							22.66
							ADOL.SER/GUIDANC
							PROG-TOTAL-PO

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$22.66 INCURRED BY ADOLESCENT SERV/GUIDANCE CTR.. 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

FEB 01 2011 DATE _____ CHAIR

2011

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818370000-63500	R&M SUPPLIES	100,000.00	0.3%	0.00	-360.93	100,360.93	
	P1100412-PO# 02/01/11 -VN#011970			CONNORS SUPPLY INC		97.00	
	P1100431-PO# 02/01/11 -VN#013597			JANESVILLE ELECTRIC MOTOR CORP		268.00	
	P1100447-PO# 02/01/11 -VN#049330			PIEPER ELECTRIC INC		1,618.90	
	P1100455-PO# 02/01/11 -VN#025791			SGTS INC		377.50	
CLOSING BALANCE						97,999.53	2,361.40
JAIL.CAP.IMPROV.		PROG-TOTAL-PO				2,361.40	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$2,361.40 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

FEB 01 2011 DATE _____

CHAIR

ROCK COUNTY, WISCONSIN
FINANCE DIRECTOR

PURCHASING DIVISION
FAX (608) 757-5539
PHONE (608) 757-5515



PROJECT: SKID STEER ACCESSORY - SWEEPER
PROJECT #: 2011-42
BID DUE DATE: JANUARY 10, 2011 - 1:30 P.M. (CST)
DEPARTMENT: GENERAL SERVICES

	JCB MILWAUKEE WI	BOBCAT JANESVILLE WI	JOHNSON TRACTOR JANESVILLE WI	MID STATE EQUIPMENT JANESVILLE WI
SWEEPER	\$ 4,587.50	\$ 4,917.00	\$ 5,962.00	\$ 6,529.56
WARRANTY	1 YEAR	1 YEAR	1 YEAR	1 YEAR
TOTAL COST	\$ 4,587.50	\$ 4,917.00	\$ 5,962.00	\$ 6,529.56

This project was advertised in the Janesville Gazette and on the Internet. Two additional vendors were solicited that did not respond. One vendor submitted a Non-Compliant Bid.

PREPARED BY: Robert D. D.
(SENIOR BUYER)

DEPARTMENT HEAD RECOMMENDATION: JBC - Milwaukee
(SIGNATURE) [Signature]
(DATE) 1/25/11

GOVERNING COMMITTEE APPROVAL: _____
(CHAIR) (NOTE) (DATE)

PURCHASING PROCEDURAL ENDORSEMENT: _____
(CHAIR) (NOTE) (DATE)

ROCK COUNTY, WISCONSIN
FINANCE DIRECTOR

PURCHASING DIVISION
FAX (608) 757-5539
PHONE (608) 757-5515



PROJECT: SKID STEER ACCESSORY - SNOW BLOWER
 PROJECT #: 2011-42
 BID DUE DATE: JANUARY 10, 2011 - 1:30 P.M. (CST)
 DEPARTMENT: GENERAL SERVICES

	JCB MILWAUKEE WI	BOBCAT JANESVILLE WI	JOHNSON TRACTOR JANESVILLE WI	MID STATE EQUIPMENT JANESVILLE WI
SNOW BLOWER	\$ 4,687.50	\$ 4,918.00	\$ 5,462.00	\$ 5,864.48
WARRANTY	1 YEAR	1 YEAR	1 YEAR	1 YEAR
TOTAL COST	\$ 4,687.50	\$ 4,918.00	\$ 5,462.00	\$ 5,864.48

This project was advertised in the Janesville Gazette and on the Internet. Two additional vendors were solicited that did not respond. One vendor submitted a Non-Compliant Bid.

PREPARED BY: Adam Strawn
(SENIOR BUYER)

DEPARTMENT HEAD RECOMMENDATION: 508 - Milwaukee
 (SIGNATURE) [Signature] (DATE) 1/25/11

GOVERNING COMMITTEE APPROVAL: _____ (CHAIR) (VOTE) (DATE)

PURCHASING PROCEDURAL ENDORSEMENT: _____ (CHAIR) (VOTE) (DATE)

RESOLUTION NO. _____

AGENDA NO. _____

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

Finance Committee
INITIATED BY

Finance Committee
SUBMITTED BY



Mickey Crittenden, Director
Information Technology
DRAFTED BY

January 11, 2011
DATE DRAFTED

AUTHORIZING PURCHASE OF REPLACEMENT EMPLOYEE TIME CLOCKS

- 1 WHEREAS, the County's current set of 12 employee time clocks is aging and no longer
- 2 supported by the manufacturer; and,
- 3
- 4 WHEREAS, several County departments utilize employee time clocks for managing time and
- 5 attendance reporting; and,
- 6
- 7 WHEREAS, the Information Technology Department has specified replacement employee time
- 8 clocks that will integrate into the County's network and systems, and,
- 9
- 10 WHEREAS, the replacement of the time clocks is a planned and budgeted project for 2011.
- 11
- 12 NOW, THEREFORE, BE IT RESOLVED, by the Rock County Board of Supervisors duly
- 13 assembled this ____ day of _____, 2011 that a Purchase Order for replacement time
- 14 clocks be issued to Data Management, Inc. in the amount of \$37,295.22.

Respectfully submitted,

FINANCE COMMITTEE

Mary Mawhinney
Mary Mawhinney, Chair

Sandra Kraft
Sandra Kraft, Vice Chair

ABSENT
Mary Beaver

David Diestler
David Diestler

J. Russell Podzilni
J. Russell Podzilni

PURCHASING PROCEDURAL ENDORSEMENT

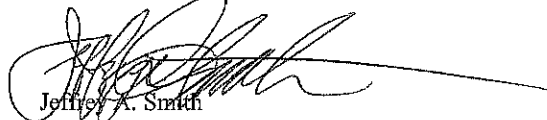
Phillip Owens, Chair Vote Date

AUTHORIZING PURCHASE OF REPLACEMENT EMPLOYEE TIME CLOCKS

Page 2

FISCAL NOTE:

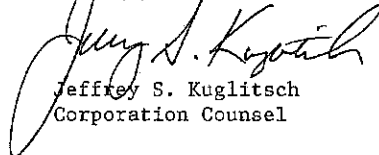
Sufficient funds are included in Information Technology's 2011 budget for the purchase of these time clocks. The costs will be allocated out to the departments using the clocks; Rock Haven, Sheriff, Health Care Center Building and Juvenile Detention Center.



Jeffrey A. Smith
Finance Director

LEGAL NOTE:


The County Board is authorized to take this action pursuant to secs. 59.01 and 59.52(6), Wis. Stats. and the provisions of the Rock County Purchasing Ordinance.



Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Craig Knutson
County Administrator

Executive Summary for the Purchase of Replacement Employee Timeclocks

Several County departments utilize timeclocks for managing employee time and attendance. The current set of timeclocks is approximately 15 years old and no longer supported by the manufacturer.

After detailed analysis and testing of alternatives to the current timeclocks, the Information Technology Department has determined that the best-fit timeclock option would be to purchase and install new TimeClock Plus devices from Data Management, Inc. These devices are similar to the timeclocks that were recently installed for the Child Support department. The new timeclocks will be able to read the identifying bar code on the County Employee ID badge, and the timeclocks will integrate into the County's network and systems.

The following are the timeclock components and their costs:

- | | |
|--|-------------|
| • 12 Series 200 TimeClock Plus devices (\$2,129 ea.) | \$25,548.00 |
| • 3 Year Extended Maintenance (\$535 ea.) | \$6,420.00 |
| • License for 520 Employees (\$10 ea.) | \$5,200.00 |
| • Shipping & Handling | \$127.22 |

The total cost of the purchase is \$37,295.22 and the purchase will be made from Data Management, Inc., the manufacturer of the TimeClock Plus device.

This is a sole source vendor (see attached).



We hereby certify that the TimeClock Plus™ Version 5.0 Professional Edition Software with the proprietary RDT Series employee access terminal is manufactured only by Data Management Incorporated and is not sold by or available through any other manufacturer.

The RDT terminal interacts in *real-time* with the TimeClock Plus software, making the RDT completely interactive with the database.

TimeClock Plus 5.0 Professional Edition time and attendance software along with the RDT terminal is designed to help control labor costs in today's fast paced and sometimes hectic work environment. The *real-time* aspect of TimeClock Plus allows for supervisors to more effectively manage their employees.

Sincerely,

Mark Moorman
Vice President Operations
Data Management Incorporated

(325) 223-9500 - 3322 West Loop 306 - San Angelo, TX 76904

RESOLUTION NO. _____

AGENDA NO. _____

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

Criminal Justice Coordinating Council
INITIATED BY

Elizabeth Pohlman McQuillen
DRAFTED BY

Public Safety & Justice Committee
SUBMITTED BY



January 25, 2011
DATE DRAFTED

AUTHORIZING CONTRACT FOR JUSTICE AND MENTAL HEALTH CONSULTANT

1 WHEREAS, on September 8, 2010, the U.S. Department of Justice, through the Bureau of Justice
2 Assistance, awarded Rock County a \$50,000 Justice and Mental Health Collaboration Planning Grant;
3 and,
4

5 WHEREAS, a majority of the money from the grant is designated to be used to hire a consultant to
6 perform a full needs and resource assessment regarding mental health and co-occurring disorders as they
7 relate to the criminal justice system, as well as assist in the development of a draft of a strategic plan in
8 order to address these issues in the future; and,
9

10 WHEREAS, in November 2010, an official Request for Qualifications was released by Rock County for
11 the aforementioned services; and,
12

13 WHEREAS, one proposal was received from Zia Partners and TriWest Group; and,
14

15 WHEREAS, this proposal was evaluated by four members of the Justice and Mental Health
16 Collaboration Program Ad Hoc Committee and these evaluators recommended Rock County contract
17 with Zia Partners and TriWest Group for services; and,
18

19 WHEREAS, the full Ad Hoc Committee recommended these consultants to the Criminal Justice
20 Coordinating Council, which, in turn is recommending that the County enter into a contractual
21 agreement with Zia Partners and TriWest Group in an amount not to exceed \$42,500 for the
22 aforementioned services.
23

24 NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled
25 this ____ day of _____, 2011 does hereby authorize a contract with Zia Partners and TriWest
26 Group to conduct a full needs and resource assessment regarding mental health and co-occurring
27 disorders as they relate to the criminal and juvenile justice systems in Rock County, as well as assist in the
28 draft of a strategic plan to deal with the aforesaid issues pursuant to the grant application, in an amount
29 not to exceed \$42,500.

Respectfully submitted,

PUBLIC SAFETY & JUSTICE COMMITTEE

Ivan Collins, Chair

Larry Wiedenfeld, Vice Chair

Mary Beaver

Henry Brill

Brian Knudson

AUTHORIZING CONTRACT FOR JUSTICE AND MENTAL HEALTH CONSULTANT

Page 2

Purchasing Procedural Endorsement


Phillip Owens, Chair

Vote

Date

FISCAL NOTE:

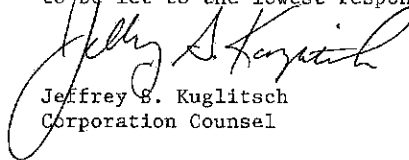
\$50,000 is included in the Justice and Mental Health Grant, A/C 21-2220-0000-63110, as authorized by Resolution 10-9B-143 adopted September 23, 2010. This grant is carried forward to the 2011 budget.



Jeffrey A. Smith
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. In addition, sec. 59.52(29), Wis. Stats. requires the project to be let to the lowest responsible bidder.



Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Craig Knutson
County Administrator

Executive Summary

AUTHORIZING CONTRACT FOR JUSTICE AND MENTAL HEALTH CONSULTANT

In September 2010, Rock County was awarded a \$50,000 Justice and Mental Health Collaboration Program Grant by the U.S. Department of Justice, through the Office of Justice Programs, Bureau of Justice Assistance. The goal of the grant is to increase public safety through innovative cross-system collaboration for individuals with mental illness or co-occurring mental health and substance use disorders (MI/COD) who come into contact with the criminal justice system.

The bulk of the grant funds are allocated to hiring a consultant to perform a comprehensive needs and resource assessment with regard to MI/COD in relation to the County's justice system. In November 2010, through the County's Purchasing Manager, a Request for Qualifications was issued to find said consultant. In addition to publicizing the solicitation as required by County policy, it was also sent to fourteen additional consultants that were recommended to the Criminal Justice Coordinating Council (CJCC).

In December 2010, one proposal was received and met the requirements of the solicitation. The proposal was thoroughly evaluated by four members of the Justice and Mental Health Ad Hoc Committee and it was their recommendation to hire Zia Partners and TriWest to undertake this project. This recommendation was taken to the full Ad Hoc Committee on January 4, 2011, and the Committee unanimously approved the recommendation, which was subsequently taken to the CJCC on January 20, 2011. The CJCC reviewed the proposal and heard the recommendation of the Ad Hoc Committee. Unanimously, the Council has recommended Zia Partners and TriWest for consulting services with regard to the Justice and Mental Health Collaboration Program Grant in an amount not to exceed \$42,500.

All funds expended for this project will come from the Justice and Mental Health Collaboration Grant.

Rock County, Wisconsin

51 South Main Street
Janesville, WI 53545



General Services

- Facilities Management
- Maintenance
- Duplicating
- Central Stores
(608)757-5518

To: Members of the General Services Committee

Fr: Rob Leu, General Services Director

A handwritten signature in black ink, appearing to read "Rob Leu", is written over the text of the "Fr:" field.

Date: January 25, 2011

Re: Semi-Annual Report – Attendance at Conventions/Conferences

As required by Resolution 06-9A-087, I hereby report that no one in the General Services Department attended any conventions during the second half of 2010.

Thank You

cc: Craig Knutson