

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 18, 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 – February 4, 2014
4. Transfers and Appropriations
5. Bills/Encumbrances/Pre-Approved Encumbrance Amendments
6. Updates
 - A. Jail Project
 - 1) Update Report
 - B. Rock Haven
 - 1) Update Report
 - 2) Review and/or Approval of Building Analysis Consultant
7. Communications, Announcements and Information
8. **EXECUTIVE SESSION:** Per Section 19.85(1)(g), Wis. Stats. Conferring with Legal Counsel Regarding Potential Litigation
9. Adjournment

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
00-0000-0001-16010	PURCHASING INVEN	P1303213	10/18/2013	OFFICE PRO	1,150.09
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	0.00	24,256.12	20,755.46	1,150.09	(46,161.67)
GENERAL FUND PROG TOTAL				1,150.09	

I have examined the preceding bills and encumbrances in the total amount of **\$1,150.09**

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.

Date: **FEB 18 2014**

Dept Head _____

Committee Chair _____

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
18-1810-0000-62400	R & M SERV	P1303995	11/11/2013	DAMARC QUALITY INSPECTION SERV	230.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	119,800.00	101,926.97	35.00	230.00	17,608.03
18-1810-0000-62461	ELEVATOR	P1300781	12/31/2013	OTIS ELEVATOR COMPANY	1,390.00
		P1300784	12/31/2013	NATIONAL ELEVATOR INSPECTION S	356.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	42,500.00	50,590.60	0.00	1,746.00	(9,836.60)
18-1810-0000-63500	R&M SUPPLIES	P1304010	12/31/2013	WRIGHT EXPRESS FSC	180.03
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	210,000.00	309,464.02	36,615.41	180.03	(136,259.46)
18-1810-0000-64911	CLEARING ACCT	P1304009	12/31/2013	ROCK DISPOSAL INC	191.49
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	0.00	(892.64)	1,165.66	191.49	(464.51)
GENERAL SERVICES PROG TOTAL				2,347.52	
18-1837-0000-63500	R&M SUPPLIES	P1302197	12/31/2013	PROFESSIONAL SERVICE INDUSTRIE	1,025.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	141,000.00	62,735.98	14,765.81	1,025.00	62,473.21
18-1837-0000-67200	CAPITAL IMPROV	P1300912	12/31/2013	BEILMAN ARCHITECTS INC	19,500.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	432,580.00	63,953.26	50,278.00	19,500.00	298,848.74
JAIL CAPITAL IMPROVEMENTS PROG TOTAL				20,525.00	
18-1842-0000-67200	CAPITAL IMPROV	P1201343	12/23/2013	ARNOLD AND O SHERIDAN INC	665.50
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	468,643.00	8,261.34	168,248.16	665.50	291,468.00
COURTHOUSE FACILITY PROJECT PROG TOTAL				665.50	

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 **\$23,538.02**

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	P1400262	01/29/2014	JOHNSON CONTROLS INC	4,950.00
		P1400794	01/21/2014	CUMMINS GREAT LAKES INC	1,107.81
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	112,500.00	66,905.20	12,100.00	6,057.81	27,436.99
18-1815-0000-63500	R&M SUPPLIES	P1400218	02/06/2014	AARONS LOCK AND SAFE INC	3.98
		P1400226	01/29/2014	FASTENAL COMPANY	3.34
		P1400230	02/06/2014	HARRIS ACE HARDWARE	26.94
		P1400240	02/04/2014	NAPA AUTO PARTS	149.88
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	46,850.00	1,224.63	7,105.03	184.14	38,336.20
HCC BUILDING COMPLEX PROG TOTAL				6,241.95	
18-1815-9200-62400	R & M SERV	P1400252	01/26/2014	E AND S SNOWPLOWING	1,654.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	0.00	0.00	0.00	1,654.00	(1,654.00)
HCC COMPLEX-MAINTENANCE PROG TOTAL				1,654.00	

I have examined the preceding bills and encumbrances in the total amount of **\$7,895.95**

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

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2014

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
18-1810-0000-62113	SNOW REMOVAL	P1400411	02/01/2014	E AND S SNOWPLOWING	1,329.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	5,500.00	0.00	0.00	1,329.00	4,171.00
18-1810-0000-62205	FUEL OIL	P1400404	01/06/2014	BROWN OIL CO INC	4,935.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	2,000.00	0.00	0.00	4,935.00	(2,935.00)
18-1810-0000-62400	R & M SERV	P1400397	01/28/2014	ARAMARK UNIFORM SERVICES INC	175.20
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	143,619.00	5,915.60	91,795.49	175.20	45,732.71
18-1810-0000-62461	ELEVATOR	P1400537	01/07/2014	STATE OF WISCONSIN	150.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	46,000.00	50.00	35,436.00	150.00	10,364.00
18-1810-0000-63500	R&M SUPPLIES	P1400394	01/23/2014	AARONS LOCK AND SAFE INC	33.00
		P1400398	01/23/2014	BADGER STATE INDUSTRIES	625.24
		P1400402	01/24/2014	BJ ELECTRIC SUPPLY INC	923.60
		P1400419	01/07/2014	HARRIS ACE HARDWARE	72.47
		P1400425	01/28/2014	JACK AND DICKS FEED AND GARDEN	581.95
		P1400470	01/31/2014	K AND W GREENERY INC	189.61
		P1400478	01/23/2014	MENARDS	220.53
		P1400527	01/28/2014	PBBS EQUIPMENT CORPORATION	2,663.19
		P1400535	01/29/2014	SGTS INC	2,260.28
		P1400536	01/24/2014	SHERWIN WILLIAMS	1,195.60
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	230,000.00	25,115.09	20,200.71	8,765.47	175,918.73
GENERAL SERVICES PROG TOTAL				15,354.67	
18-1811-0000-62400	R & M SERV	P1400397	01/28/2014	ARAMARK UNIFORM SERVICES INC	27.30
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	38,167.00	174.95	1,456.00	27.30	36,508.75
18-1811-0000-63500	R&M SUPPLIES	P1400412	01/24/2014	ENERGETICS INC	158.20
		P1400419	01/01/2014	HARRIS ACE HARDWARE	21.73
		P1400469	01/29/2014	JOHNSTONE SUPPLY	123.64
		P1400471	02/03/2014	LA FORCE HARDWARE AND MANUFAC	42.00

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		P1400534	01/16/2014	R E MICHEL COMPANY	660.38
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	20,000.00	673.28	15.99	1,005.95	18,304.78
GLEN OAKS FACILITY OPERATION PROG TOTAL					1,033.25
18-1812-0000-62113	SNOW REMOVAL				
		P1400411	02/01/2014	E AND S SNOWPLOING	365.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	1,000.00	0.00	0.00	365.00	635.00
18-1812-0000-62400	R & M SERV				
		P1400397	01/28/2014	ARAMARK UNIFORM SERVICES INC	14.36
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	86,400.00	178.54	11,830.00	14.36	74,377.10
18-1812-0000-63500	R&M SUPPLIES				
		P1400412	01/24/2014	ENERGETICS INC	127.38
		P1401082	01/23/2014	CHURCHILL,RANDALL	723.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	22,000.00	97.00	102.99	850.38	20,949.63
YOUTH SERVICES CENTER PROG TOTAL					1,229.74
18-1816-0000-62113	SNOW REMOVAL				
		P1400411	02/01/2014	E AND S SNOWPLOING	306.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	1,000.00	0.00	0.00	306.00	694.00
18-1816-0000-62205	FUEL OIL				
		P1400404	01/22/2014	BROWN OIL CO INC	309.26
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	400.00	0.00	0.00	309.26	90.74
18-1816-0000-63500	R&M SUPPLIES				
		P1400538	01/30/2014	STAPLES ADVANTAGE	106.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	20,000.00	5,070.27	137.99	106.00	14,685.74
COMMUNICATIONS CTR.OPERATION PROG TOTAL					721.26
18-1817-0000-63500	R&M SUPPLIES				
		P1400402	01/24/2014	BJ ELECTRIC SUPPLY INC	346.33
		P1400534	01/16/2014	R E MICHEL COMPANY	575.70

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Budget YTD Exp YTD Enc Pending Closing Balance
 17,000.00 118.52 249.99 922.03 15,709.46

DIVERSION PROG/ASC PROG TOTAL 922.03

18-1837-0000-63500 R&M SUPPLIES

P1400402	01/23/2014	BJ ELECTRIC SUPPLY INC	41.80
P1400477	01/28/2014	MC MASTER-CARR SUPPLY COMPANY	13.99
P1401086	01/31/2014	DAVIS CITGO SERVICE INC	65.00
P1401128	01/31/2014	HALVERSON CARPET CENTER LTD	207.00

Budget YTD Exp YTD Enc Pending Closing Balance
 100,000.00 1,629.99 340.54 327.79 97,701.68

JAIL CAPITAL IMPROVEMENTS PROG TOTAL 327.79

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