

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, SEPTEMBER 20, 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 – September 6, 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 Lightning Protection Study for Health Care Center – Jail Complex
8. Committee Approval
 - A. Purchase of 2012 Calendars
9. Communications, Announcements and Information
10. Adjournment

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818159200-62203	NATURAL GAS ENC	342,000.00 64.1%	219,437.37	0.00	122,562.63		
	R1103437-PO# 09/08/11 -VN#017541			ALLIANT ENERGY/WP&L		46,781.70	
				CLOSING BALANCE	75,780.93		46,781.70
1818159200-62460	BLDG SERV R&M	45,000.00 66.5%	32,421.52	-2,492.59	15,071.07		
	P1100491-PO# 09/14/11 -VN#012507			ENERGETICS INC		27.88	
	P1100498-PO# 08/31/11 -VN#040769			HD SUPPLY		50.00	
				CLOSING BALANCE	14,993.19		77.88
1818159200-62463	FIRE ALARM	18,500.00 79.5%	16,879.77	-2,157.86	3,778.09		
	P1100480-PO# 09/14/11 -VN#037169			ABC FIRE AND SAFETY INC		588.00	
				CLOSING BALANCE	3,190.09		588.00
1818159200-62470	BLDG R & M	50,000.00 25.6%	25,196.14	-12,385.24	37,189.10		
	P1100486-PO# 08/31/11 -VN#050099			BUDGET DRAIN AND SEWER CO		225.00	
	P1100508-PO# 08/31/11 -VN#049330			PIEPER ELECTRIC INC		471.31	
	P1100513-PO# 09/14/11 -VN#016376			STATE ELECTRICAL SUPPLY INC		627.97	
				CLOSING BALANCE	35,864.82		1,324.28
1818159200-63109	OTHER SUPP/EXP	56,750.00 61.8%	35,133.87	-5.66	21,621.79		
	P1100483-PO# 08/31/11 -VN#046075			AIRGAS NORTH CENTRAL		79.61	
	P1100496-PO# 09/14/11 -VN#018251			HARRIS ACE HARDWARE		38.47	
	P1100505-PO# 08/31/11 -VN#014423			MC MASTER-CARR SUPPLY COMPANY		56.43	
	P1100506-PO# 09/14/11 -VN#030347			NAPA AUTO PARTS		85.26	
	P1103165-PO# 09/14/11 -VN#017812			WOODWARD PETROLEUM SERVICE		25.00	
				CLOSING BALANCE	21,337.02		284.77
	HCC BLDG.COMPLEX		PROG-TOTAL-PO			49,056.63	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$49,056.63 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

SEP 20 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%	20,871.78	-108,588.55	87,716.77		
	P1100382-PO# 09/09/11 -VN#028070			OFFICE DEPOT		175.34	
	P1100384-PO# 09/09/11 -VN#039632			OFFICE PRO		230.00	
	P1100385-PO# 09/09/11 -VN#030630			J AND G OFFICE PRODUCTS		269.43	
	P1100389-PO# 09/09/11 -VN#048467			STAPLES ADVANTAGE		5,400.53	
	P1100391-PO# 09/09/11 -VN#048866			CARTRIDGE CONNECTION,THE		30.00	
				CLOSING BALANCE		81,611.47	6,105.30
	BAL.SHEET A/C		PROG-TOTAL-PO				6,105.30

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$6,105.30 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

SEP 20 2011

DATE _____ CHAIR

Account Number	Name	Yearly Prct Appropriation	Prct Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818100000-62400	R & M SERV	132,537.00	87.5%	98,536.87	17,478.03	16,522.10		
	P1100400-PO# 09/09/11 -VN#010938			ARAMARK UNIFORM SERVICES INC			135.62	
				CLOSING BALANCE		16,386.48		135.62
1818100000-63104	PRNT & DUPLICATI	30,000.00	70.4%	8,304.21	-29,439.90	51,135.69		
	P1100393-PO# 09/09/11 -VN#021556			MIDLAND PAPER			1,227.60	
				CLOSING BALANCE		49,908.09		1,227.60
1818100000-63500	R&M SUPPLIES	215,000.00	57.2%	123,117.28	0.00	91,882.72		
	P1100409-PO# 09/09/11 -VN#011824			CITY OF JANESVILLE			50.00	
	P1100410-PO# 09/09/11 -VN#011824			CITY OF JANESVILLE			25.00	
	P1100413-PO# 09/09/11 -VN#012202			DE VERE COMPANY INC			161.13	
	P1100429-PO# 09/09/11 -VN#047242			H O H WATER TECHNOLOGY INC			1,299.20	
	P1100430-PO# 09/09/11 -VN#029890			JACK AND DICKS FEED AND GARDEN			931.00	
	P1100437-PO# 09/09/11 -VN#029662			L D DANIELS & ASSOCIATES INC			132.89	
	P1100444-PO# 09/09/11 -VN#030347			NAPA AUTO PARTS			9.74	
	P1100447-PO# 09/09/11 -VN#049330			PIEPER ELECTRIC INC			548.95	
	P1100451-PO# 09/09/11 -VN#032520			QUALITY DOOR LLC			810.00	
	P1100458-PO# 09/09/11 -VN#016376			STATE ELECTRICAL SUPPLY INC			666.00	
	P1100460-PO# 09/09/11 -VN#048467			STAPLES ADVANTAGE			648.00	
	P1100463-PO# 09/09/11 -VN#018296			AARONS LOCK AND SAFE INC			6.40	
	P1100923-PO# 09/09/11 -VN#028846			TRUGREEN			50.00	
	P1102744-PO# 09/09/11 -VN#045186			VEOLIA ES TECHNICAL SOLUTIONS			833.87	
				CLOSING BALANCE		85,710.54		6,172.18
	GENERAL SERVICES			PROG-TOTAL-PO			7,535.40	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$7,535.40 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 _____

SEP 20 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	50.1%	10,024.32	0.00	9,975.68	
	P1100441-PO# 09/09/11 -VN#014534			MENARDS			39.97
				CLOSING BALANCE		9,935.71	39.97
	GLEN OAKS OPER.			PROG-TOTAL-PO			39.97

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$39.97 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

SEP 20 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%	68,946.73	245.62	4,307.65		
	P1100400-PO# 09/09/11 -VN#010938		ARAMARK UNIFORM SERVICES INC			13.56	
			CLOSING BALANCE		4,294.09		13.56
1818120000-63500	R&M SUPPLIES	20,000.00 114.6%	22,921.17	0.00	-2,921.17		
	P1100403-PO# 09/09/11 -VN#011198		BELOIT FIRE PROTECTION COMPANY			359.10	
	P1100430-PO# 09/09/11 -VN#029890		JACK AND DICKS FEED AND GARDEN			166.25	
	P1100447-PO# 09/09/11 -VN#049330		PIEPER ELECTRIC INC			106.34	
	P1100463-PO# 09/09/11 -VN#018296		AARONS LOCK AND SAFE INC			28.96	
*** OVERDRAFT ***	TRANSFER REQUIRED		CLOSING BALANCE		-3,581.82		660.65
	JUV.DET.OPER.		PROG-TOTAL-PO			674.21	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$674.21 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

SEP 20 2011 DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818160000-62205	FUEL OIL	300.00 0.0%	95.68	-95.67	299.99		
	P1100408-PO# 09/09/11 -VN#018618		BROWN OIL CO INC			153.56	
			CLOSING BALANCE		146.43		153.56
1818160000-62400	R & M SERV	22,000.00 101.7%	22,069.00	325.01	-394.01		
	P1100462-PO# 09/09/11 -VN#042916		STARFIRE SYSTEMS INC			835.00	
*** OVERDRAFT ***	TRANSFER REQUIRED		CLOSING BALANCE		-1,229.01		835.00
1818160000-63500	R&M SUPPLIES	21,000.00 53.6%	11,263.50	0.00	9,736.50		
	P1100434-PO# 09/09/11 -VN#013741		JOHNSTONE SUPPLY			61.48	
	P1100447-PO# 09/09/11 -VN#049330		PIEPER ELECTRIC INC			212.66	
			CLOSING BALANCE		9,462.36		274.14
	COMM.CTR.OPER.		PROG-TOTAL-PO			1,262.70	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$1,262.70 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

SEP 20 2011 DATE _____ CHAIR.

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818170000-63500	R&M SUPPLIES	10,000.00	45.6%	4,845.33	-284.95	5,439.62	
	PI100460-PO# 09/09/11 -VN#048467			STAPLES ADVANTAGE		471.21	
	PI103100-PO# 09/09/11 -VN#013729			JOHNSON TRACTOR INC		284.95	
				CLOSING BALANCE		4,683.46	756.16
	ADOL.SER/GUIDANC		PROG-TOTAL-PO			756.16	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$756.16 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

SEP 20 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	26.0%	27,822.77	-1,760.00	73,937.23	
	P1100448-PO# 09/09/11 -VN#015055					PBBS EQUIPMENT CORPORATION	517.00
	P1100452-PO# 09/09/11 -VN#015524					REINDERS INC	44.07
	P1100455-PO# 09/09/11 -VN#025791					SGTS INC	369.81
	P1102937-PO# 09/09/11 -VN#042255					ROCKFORD CENTRAL TILE AND TERR	1,760.00
						CLOSING BALANCE	71,246.35
							2,690.88
	JAIL.CAP.IMPROV.					PROG-TOTAL-PO	2,690.88

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$2,690.88 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

SEP 20 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	95.3% 10,093,979.39	354,289.98	509,360.63		
	P1102680-PO# 09/09/11 -VN#025487		ANGUS YOUNG ASSOCIATES			2,499.00	
			CLOSING BALANCE		506,861.63		2,499.00
	U-ROCK EXPANSION		PROG-TOTAL-PO			2,499.00	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$2,499.00 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

SEP 20 2011 DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818490000-67200	CAPITAL IMPROV	9,329,350.00	93.0% 7,938,242.26	741,032.46	650,075.28		
	P1101938-PO# 09/09/11 -VN#013416			HONEYWELL INC		700.00	
	P1102747-PO# 09/09/11 -VN#018266			SULLIVAN SIGNS INC		965.00	
				CLOSING BALANCE	648,410.28		1,665.00
	JAIL/HCC COMPLEX		PROG-TOTAL-PO			1,665.00	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$1,665.00 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

SEP 20 2011

DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818510000-67200	CAPITAL IMPROV	30,840,000.00	90.2%	1,175,278.20	26,643,307.59	3,021,414.21	
	P1103143-PO# 09/09/11 -VN#011191					BELOIT DAILY NEWS	69.76
					CLOSING BALANCE	3,021,344.45	69.76
	ROCK HAVEN PROJ				PRDG-TOTAL-PO		69.76

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$69.76 INCURRED BY ROCK HAVEN BUILDING 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 _____

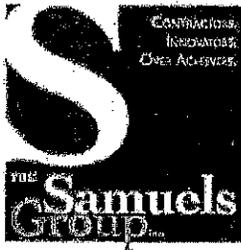
DEPT-HEAD

SEP 20 2011

DATE _____

CHAIR

M



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: August 11, 2011
RE: Program Request for Phase # 1 Jail Renovation Project

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



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 \$134,235.88

INCREASE FROM \$4,543,719.53 TO \$4,677,955.41

ACCOUNT BALANCE AVAILABLE \$648,410 9-13-85

REASON FOR AMENDMENT CHANGE ORDER #34 PER 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



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



To: General Services Committee
From: Kevin Higgs, Owners Representative
Date: September 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 # 032

Change Order Request #116R

Total Cost; \$ 7,499.94

COR # 116R pertains to Emergency Repairs for the Fire Alarm System.

COR 116R is for cost associated with repairing the fire alarm system and door control circuits after the plumbing contractor cut through conduits while removing concrete floors in the remodeling area. This will be submitted to Builders Risk Insurance along with additional cost from Legacy Alarm Systems Inc. (Legacy Cost \$4,395.00)

Change Order Request #120

Total Cost; \$ 1,404.46

COR # 120 pertains to RFI # 215- Room K102 Electrical.

COR 120 provides pricing for work performed by Westphal Electric to add (3) circuits in surface mounted Wire mold needed for radio charging.

Change Order Request #121

Total Cost; \$ 875.96

COR # 121 pertains to RFI # 219, Occupancy Sensors & Switches.

COR 121 provides pricing for work directed in RFI # 219,
Room # E 120- add (1) Wall occupancy Sensor.
Room # E 120- add (1) Wall occupancy Sensor.
Room # E 129- Add (1) gang Switch.
Corridor- Remove existing switches and provide a blank cover.

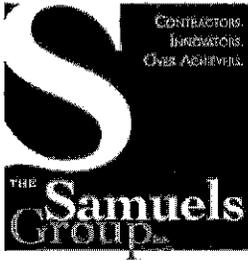
Change Order Request #123

Total Cost; \$ 733.77

COR # 123 pertains to RFI # 247 Freeze Water line to facilitate Demolition.

COR 123 provides pricing for work required to remove existing water lines. The Construction Documents indicated water shut off valves existed above the ceiling. The plumbing contractor will freeze the plumbing line to allow pipes to be abandoned and capped off.





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

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Change Order Request #124

Total Cost; \$ 2,082.39

COR # 124 pertains to RFI # 244R & 246R- Shower Controls.

COR 124 provides pricing to replace an existing shower controls and associated plumbing. The existing shower controls are in poor condition and in need of replacement. RCMS requested that the contractor replace existing controls to match controls being used in the new addition. Installation of replacement controls requires CMU modifications.

Change Order Request #125

Total Cost; \$ 839.11

COR # 125 pertains to RFI # 239- Remove Exhaust Fan & Seal Curb.

COR 125 provides pricing to remove an existing exhaust fan (EF-9) and cap, insulate and seal the roof curb. The electrical plans indicated this fan was to be disconnected, nothing shown on HVAC or other plans to direct removal.

Change Order Request #127

Total Cost; \$ 1,905.02

COR # 127 pertains to RFI # 248- Light Fixtures.

COR 127 provides pricing to replace light fixtures incorrectly specified for the project.

Room E 106 shows a type "C1" fixture, to be replaced with a type "C3", damp location rated fixture.

Room E 139 shows (4) type "V8" fixtures which recessed fixtures. The ceiling in this location is precast concrete. Fixtures will be replaced with "V1" surface mounted fixtures.

Total cost for Program Request # 032 = \$15,340.65



RESOLUTION NO. _____

AGENDA NO. _____

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

Randy Terronez
INITIATED BY

Randy Terronez
DRAFTED BY

General Services Committee
SUBMITTED BY



September 20, 2011
DATE DRAFTED

APPROVING LIGHTNING PROTECTION STUDY FOR HEALTH CARE CENTER-JAIL
COMPLEX

- 1 **WHEREAS**, the County experiences on-going lightning damage of various IT and phone systems at the
- 2 Jail/Health Care Center Complex; and,
- 3
- 4 **WHEREAS**, the Communications Center saw a significant reduction in lightning damage as a result of
- 5 a 2009 lightning protection study; and,
- 6
- 7 **WHEREAS**, the consultant who performed the 2009 study has submitted a proposal that would analyze
- 8 and make recommendations on lightning protection for the balance of the Jail/HCC complex.
- 9
- 10 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly
- 11 assembled this _____ day of _____, 2011, does hereby approve contracting with the
- 12 Academy Service Group to perform a lightning protection study for the Jail/HCC complex (excluding
- 13 the Communications Center) in the amount of \$11,192 with funds to come from available Jail/Health
- 14 Care Center Complex Capital Projects Account resources.

Respectfully Submitted,

General Services Committee:

Phillip Owens, Chair

Henry Brill, Vice Chair

Ronald Combs

Jason Heidenreich

Mary Mawhinney

PURCHASING PROCEDURAL ENDORSEMENT

Mary Mawhinney, Chair

Vote Date

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

Page 2

FISCAL NOTE:

As of August 31, 2011 the Jail / HCC Complex Capital Account, 18-1849-0000-67200, had a \$646,112 unencumbered, unexpended balance. This capital account was funded by County sales tax receipts.



Jeffrey A. Smith
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action by Wisconsin Statutes sections 59.01(2), 59.51(2) and 59.52(6), and by the Rock County Purchasing Ordinance.



Eugene R. Dumas
Deputy Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Craig Knutson
County Administrator

EXECUTIVE SUMMARY

The Health Care Center – Jail Complex has been target of many lightning strikes over the years causing significant damage to the County's infrastructure, particularly the IT and phone systems.

In 2009, the Communications Center was experiencing significant lightning damage to various systems. The County contracted for a lightning protection study that identified a variety of areas of improvement. Since then, the Communications Center has been relatively free of lightning damage.

Damage caused by lightning is covered by the County's Property insurance firm – the Local Government Property Insurance Fund and has a \$2,500 deductible.

Recent lightning damage at the Health Care Center and Jail Complex points out the need to undertake a lightning protection study for the balance of the HCC/Jail complex.

The consultant used for the Communications Center study - Academy Service Group submitted a proposal and totals \$11,192 to undertake a lightning protection study covering the HCC – Jail complex.

A funding request was made to the County's property insurance firm but we have not received a response.

Funding is available for this request in the Jail /HCC Complex Capital Projects account.

ROCK COUNTY, WISCONSIN
FINANCE DIRECTOR

 ORIGINAL

PURCHASING DIVISION

PROJECT NUMBER #2011-70
 PROJECT NAME 2012 CALENDARS
 QUOTE DUE DATE SEPTEMBER 13, 2011 - 1:30 P.M.
 DEPARTMENT GENERAL SERVICES

OFFICE PRO JANESVILLE	OFFICE PRO JANESVILLE	STAPLES MADISON	RHYME PORTAGE	RHYME PORTAGE
BRAND ALTERNATE BRAND	AT-A-GLANCE	AT-A-GLANCE	ALTERNATE BRAND	AT-A-GLANCE
TOTAL BID 1,103 CALENDARS	\$ 6,663.12	\$ 11,494.39	\$ 8,734.75	\$ 8,255.35
NOTES	DID NOT BID ON 2 CALENDARS	DID NOT BID ON 5 CALENDARS	DID NOT BID ON 1 CALENDAR	DID NOT BID ON 6 CALENDARS
				DID NOT BID ON 8 CALENDARS

Invitation to Bid was advertised in the Beloit Daily News.

PREPARED BY:

Jess & Malloy
Purchasing Manager

DEPARTMENT HEAD RECOMMENDATION:

Office Pro Alternate Brand

Signature

[Handwritten Signature]

9-14-11
Date

GOVERNING COMMITTEE APPROVAL:

Chair

Vote

Date

PURCHASING PROCEDURAL ENDORSEMENT:

Chair

Vote

Date