

Rock County, Wisconsin

51 South Main Street
Janesville, WI 53545
(608)757-5518



General Services

- Facilities Management
- Maintenance
- Duplicating
- Central Stores

**GENERAL SERVICES COMMITTEE
TUESDAY, OCTOBER 6, 2015 – 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 10, 2015 and September 15, 2015
4. Transfers and Appropriations
5. Bills/Encumbrances/Pre-Approved Encumbrance Amendments
6. Project Bid Review and Discussion on UW-Rock Security / Mass Notification – Jeff Pronschinski, Mead and Hunt
8. Award Contract for the Purchase of 2016 Calendars
9. Resolution
 - A. Awarding Contract for Concrete Work at the Courthouse and Community Corrections Building
10. Updates
 - A. Tower Demolition
 - B. Storage Garage
11. Communications, Announcements and Information
12. Adjournment

Please contact Marilyn at (608)757-5510 if you are going to be late or if you will not be able to attend the meeting.

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
18-1815-0000-62400	R & M SERV	P1500222	09/25/2015	PORTERS LAWN AND POWER EQUIPM	18.90
		P1500224	09/22/2015	SIMPLEX GRINNELL LP	190.00
		P1500239	09/24/2015	ENERGETICS INC	3.60
		P1502747	09/16/2015	TRI COR MECHANICAL INC	3,526.00
		P1502762	09/02/2015	OIL EQUIPMENT CO INC	273.75
		P1503099	09/09/2015	POMPS TIRE SERVICE INC	30.00
			Budget	YTD Exp	YTD Enc
	96,500.00	82,024.22	886.80	4,042.25	9,546.73
18-1815-0000-63500	R&M SUPPLIES	P1500215	09/03/2015	AIRGAS NORTH CENTRAL	106.78
		P1500221	09/10/2015	NAPA AUTO PARTS	12.84
		P1500235	09/01/2015	CITY OF JANESVILLE	44.00
		P1500245	09/24/2015	HOME DEPOT/GEFCF	83.83
		P1500253	09/17/2015	MENARDS	37.50
		P1500256	09/10/2015	SHERWIN WILLIAMS	243.13
			Budget	YTD Exp	YTD Enc
	50,000.00	22,157.97	2,994.12	528.08	24,319.83
HCC BUILDING COMPLEX PROG TOTAL				4,570.33	

I have examined the preceding bills and encumbrances in the total amount of **\$4,570.33**

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 Finance Committee and County Board.
- B. Bills under \$10,000 to be paid.
- C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **OCT 06 2015**

Dept Head _____

Committee Chair _____

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc.Amt
00-0000-0001-17100	POSTAGE METER CH	P1500521	09/03/2015	UNITED MAILING SERVICES INC	367.33
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	0.00	29,113.31	80,000.00	367.33	(109,480.64)
GENERAL FUND PROG TOTAL				367.33	

I have examined the preceding bills and encumbrances in the total amount of **\$367.33**

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: **OCT 0 8 2015**

Dept Head _____

Committee Chair _____

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
18-1810-0000-62160	CLEANING CONTRAC	P1500473	08/25/2015	DIVERSIFIED BUILDING MAINTENAN	1,215.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	184,000.00	129,213.45	59,450.00	1,215.00	(5,878.45)
18-1810-0000-62400	R & M SERV	P1500462	09/01/2015	ARAMARK UNIFORM SERVICES INC	396.43
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	133,000.00	98,115.68	24,683.82	396.43	9,804.07
18-1810-0000-62461	ELEVATOR	P1500507	09/11/2015	OTIS ELEVATOR COMPANY	923.03
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	55,000.00	37,484.23	9,507.00	923.03	7,085.74
18-1810-0000-63500	R&M SUPPLIES				
		P1500461	09/01/2015	AARONS LOCK AND SAFE INC	16.50
		P1500465	09/11/2015	BELOIT FIRE PROTECTION COMPANY	238.00
		P1500466	09/08/2015	BJ ELECTRIC SUPPLY INC	7,082.07
		P1500468	08/31/2015	CITY OF JANESVILLE	25.00
		P1500471	09/02/2015	DE VERE COMPANY INC	333.44
		P1500476	09/11/2015	ENERGETICS INC	52.36
		P1500489	09/03/2015	GRAINGER	21.33
		P1500492	09/10/2015	HOME DEPOT/GECF	24.97
		P1500494	09/09/2015	JACK AND DICKS FEED AND GARDEN	1,211.14
		P1500495	09/04/2015	JANESVILLE ELECTRIC MOTOR CORP	330.00
		P1500498	09/09/2015	JOHNSON CONTROLS INC	1,101.23
		P1500504	09/01/2015	MENARDS	144.45
		P1500511	09/02/2015	PUR CHEM LLC	4,310.00
		P1500512	09/02/2015	QUALITY DOOR LLC	138.00
		P1500519	09/12/2015	STAPLES ADVANTAGE	787.20
		P1502568	09/14/2015	HALVERSON CARPET CENTER LTD	3,487.00
		P1502586	09/14/2015	HALVERSON CARPET CENTER LTD	944.00
		P1502883	09/08/2015	NEWARK ELECTRONICS	375.23
		P1503012	09/11/2015	COMPLIANCE SIGNS INC	837.00
		P1503096	09/11/2015	POMPS TIRE SERVICE INC	98.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	234,759.00	146,289.34	23,338.10	21,556.92	43,574.64
GENERAL SERVICES PROG TOTAL				24,091.38	
18-1811-0000-63500	R&M SUPPLIES	P1502735	09/16/2015	NU LINE STRIPING	521.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	20,000.00	9,002.80	1,124.22	521.00	9,351.98

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc.Amt
GLEN OAKS FACILITY OPERATION PROG TOTAL					521.00
18-1812-0000-62400	R & M SERV	P1502585	09/01/2015	STANLEY CONVERGENT SECURITY SI	2,400.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	81,422.00	70,831.28	2,116.17	2,400.00	6,074.55
18-1812-0000-63500	R&M SUPPLIES	P1500477	09/03/2015	FASTENAL COMPANY	129.99
		P1500489	09/10/2015	GRAINGER	44.64
		P1500493	08/25/2015	ILLINGWORTH KILGUST MECHANICAL	5,269.05
		P1500494	08/26/2015	JACK AND DICKS FEED AND GARDEN	172.20
		P1500496	09/10/2015	JANESVILLE WINSUPPLY COMPANY	1,122.00
		P1500503	08/31/2015	MC MASTER-CARR SUPPLY COMPANY	25.70
		P1500504	09/10/2015	MENARDS	6.78
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	22,000.00	12,017.60	4,495.50	6,770.36	(1,283.46)
YOUTH SERVICES CENTER PROG TOTAL					9,170.36
18-1816-0000-62400	R & M SERV	P1500462	08/28/2015	ARAMARK UNIFORM SERVICES INC	93.63
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	24,000.00	21,487.25	621.96	93.63	1,797.16
18-1816-0000-63500	R&M SUPPLIES	P1500466	09/01/2015	BJ ELECTRIC SUPPLY INC	44.72
		P1500494	08/26/2015	JACK AND DICKS FEED AND GARDEN	57.40
		P1500504	09/18/2015	MENARDS	17.28
		P1500519	09/15/2015	STAPLES ADVANTAGE	106.95
		P1502737	09/16/2015	NU LINE STRIPING	283.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	20,000.00	12,716.42	175.60	509.35	6,598.63
COMMUNICATIONS CTR.OPERATION PROG TOTAL					602.98
18-1817-0000-62400	R & M SERV	P1500462	09/15/2015	ARAMARK UNIFORM SERVICES INC	65.76
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	40,900.00	39,454.07	157.00	65.76	1,223.17
18-1817-0000-63500	R&M SUPPLIES	P1500476	09/21/2015	ENERGETICS INC	46.15
		P1500504	09/01/2015	MENARDS	3.98
		P1502736	09/16/2015	NU LINE STRIPING	520.00

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	19,500.00	7,735.36	179.87	570.13	11,014.64
18-1817-0000-67200	CAPITAL IMPROV				
		P1502113	08/31/2015	RH BATTERMAN AND COMPANY INC	1,550.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	20,900.00	7,126.45	0.00	1,550.00	12,223.55
DIVERSION PROG/ASC PROG TOTAL				2,185.89	
18-1837-0000-63500	R&M SUPPLIES				
		P1500466	09/14/2015	BJ ELECTRIC SUPPLY INC	55.39
		P1500496	09/10/2015	JANESVILLE WINSUPPLY COMPANY	2,582.25
		P1500502	09/14/2015	LD DANIELS AND ASSOCIATES INC	435.14
		P1500503	09/10/2015	MC MASTER-CARR SUPPLY COMPANY	33.83
		P1500504	09/02/2015	MENARDS	7.18
		P1502243	08/31/2015	QUALITY DOOR & HARDWARE	3,843.00
		P1503106	09/15/2015	NEWARK ELECTRONICS	25.55
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	112,181.00	41,210.80	8,657.02	6,982.34	55,330.84
18-1837-0000-67200	CAPITAL IMPROV				
		P1502057	09/07/2015	KJWW ENGINEERING CONSULTANTS	1,614.32
		P1502260	09/22/2015	R D WOODS COMPANY INC	25,560.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	594,790.00	49,675.79	109,272.89	27,174.32	408,667.00
JAIL CAPITAL IMPROVEMENTS PROG TOTAL				34,156.66	
18-1842-0000-67200	CAPITAL IMPROV				
		P1502112	08/31/2015	RH BATTERMAN AND COMPANY INC	2,300.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	779,936.00	135,425.35	274,597.00	2,300.00	367,613.65
COURTHOUSE FACILITY PROJECT PROG TOTAL				2,300.00	
18-1849-0000-67200	CAPITAL IMPROV				
		P1501559	09/01/2015	ANGUS YOUNG ASSOCIATES	1,694.85
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	542,814.00	120,746.75	387,774.85	1,694.85	32,597.55
HCC COMPLEX PROJECT PROG TOTAL				1,694.85	

Account Number Account Name PO# Inv. Date Vendor Name Inv/Enc.Amt

I have examined the preceding bills and encumbrances in the total amount of **\$74,723.12**

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 Finance Committee and County Board.
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Date: **OCT 0 8 2015**

Dept Head _____

Committee Chair _____



BID SUMMARY FORM

PROJECT NUMBER #2015-57
 PROJECT NAME 2016 CALENDARS
 QUOTE DUE DATE SEPTEMBER 14, 2015 – 1:30 P.M.
 DEPARTMENT GENERAL SERVICES

	OFFICE PRO JANESVILLE	OFFICE PRO JANESVILLE
BRAND	ALTERNATE BRAND & AT-A-GLANCE	AT-A-GLANCE
TOTAL BID 1,136 CALENDARS	\$7,699.74	\$13,624.56

Invitation to Bid was advertised in the Beloit Daily News and on the Internet. One additional vendor was solicited that did not respond.

PREPARED BY: JODI MILLIS, PURCHASING MANAGER

DEPARTMENT HEAD RECOMMENDATION: Low Bid - Office Pro

Bob... 9/25/15
 Signature Date

GOVERNING COMMITTEE APPROVAL:

 Chair Vote Date

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

The General Services Committee
INITIATED BY



Robert Leu
DRAFTED BY

The General Services Committee
SUBMITTED BY

September 20, 2015
DATE DRAFTED

**Awarding Contract for Concrete Work at the Courthouse
and Community Corrections Building**

- 1 **WHEREAS**, the 2015 budget included funds to replace the service drive that leads to the dumpsters off
- 2 of Saint Lawrence Street at the Courthouse; and
- 3
- 4 **WHEREAS**, funds were also budgeted to replace the sidewalks on the northwest side of the Community
- 5 Corrections Building; and
- 6
- 7 **WHEREAS**, in addition to the base bid on the sidewalks, an alternate bid was requested to install drain
- 8 tile to collect water from downspouts so that it doesn't pond and freeze on the sidewalks; and
- 9
- 10 **WHEREAS**, specifications were prepared and bids solicited for the work.
- 11
- 12 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
- 13 this _____ day of _____, 2015, that a contract to replace the service drive at the
- 14 Courthouse in the base bid amount of \$17,740.00, and the sidewalks at the Community Corrections
- 15 Building, in the amount of \$8,319.00 plus the alternate of \$1,535.00, be awarded to Anglin LLC of
- 16 Monroe, WI; and
- 17
- 18 **BE IT FURTHER RESOLVED** that payments be made to the Vendor upon approval of the General
- 19 Services Committee.

Respectfully submitted,

GENERAL SERVICES COMMITTEE

Henry Brill, Chair

Jason Heidenreich, Vice Chair

Thomas J. Brien

Edwin Nash

Jeremy Zajac

AWARDING CONTRACT FOR CONCRETE WORK AT THE COURTHOUSE AND COMMUNITY
CORRECTIONS BUILDING

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FISCAL NOTE:

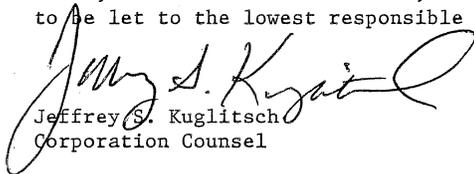
Sufficient funds are available in the Courthouse Capital Project account, A/C 18-1842-0000-67200 for replacing the service drive. This account is funded by sales tax revenues. Sufficient funds are also available in the Community Corrections Facility account, A/C 18-1817-0000-67200 for the sidewalk replacement and drain tile installation. This account is funded by tax levy.



Sherry Oja
Finance Director

LEGAL NOTE:

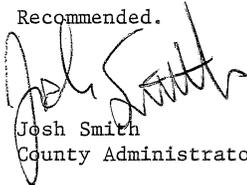
The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. In addition, sec. 59.52(29), Wis. Stats. requires the project to be let to the lowest responsible bidder.



Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith
County Administrator

Executive Summary

Concrete Service Drive and Sidewalk Replacement

The resolution before you awards a contract for replacement of the concrete service drive that leads to the dumpster area at the Courthouse off of St Lawrence Street. The resolution also authorizes replacement of 155 lineal feet of sidewalk at the Community Corrections Building, and the installation of drain tile to collect the water from downspouts that in the past ran across the sidewalk and froze, creating a slipping hazard. The drive and the sidewalks have deteriorated beyond repair.

The work is currently scheduled for the second week in October.



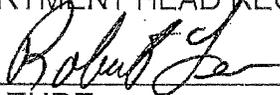
BID SUMMARY

PROJECT NUMBER 2015-54
 PROJECT NAME CONCRETE WORK – COURTHOUSE & COMMUNITY CORRECTIONS
 BID DUE DATE SEPTEMBER 28, 2015 – 1:30 PM (LOCAL TIME)
 DEPARTMENT GENERAL SERVICES

	ANGLIN LLC MONROE WI	JW SCHULTZ CONSTRUCTION FORT ATKINSON WI
COURTHOUSE DRIVE	17,740.00	32,830.00
COMMUNITY CORRECTIONS	8,319.00	20,737.00
TOTAL BASE BID	\$ 26,059.00	\$ 53,567.00
ALTERNATE BID-COMMUNITY CORRECTIONS ROOF DRAIN	1,535.00	NO BID
START DATE	10/12/15	10/20/15
COMPLETION DATE	10/17/15	11/13/15

Invitation to Bid was advertised in the Beloit Daily News and on the Internet. Five additional vendors were solicited that did not respond.

PREPARED BY: JODI MILLIS, PURCHASING MANAGER

DEPARTMENT HEAD RECOMMENDATION: Anghin LLC including Alternate

 SIGNATURE _____ DATE 9/30/15

GOVERNING COMMITTEE APPROVAL:

CHAIR _____ VOTE _____ DATE _____