

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, NOVEMBER 20, 2012 – 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 – November 6, 2012
4. Transfers and Appropriations
5. Bills/Encumbrances
6. Pre-Approved Encumbrance Amendments
7. Updates
 - A. Jail Project
 - 1) Update Report
 - 2) Change Orders
 - B. Rock Haven
 - 1) Update Report
 - 2) Change Orders
 - C. Parking Lot Project
 - 1) Update Report
 - 2) Change Orders
 - D. Courthouse Windows
 - 1) Update Report
 - E. Parking Garage Repairs
 - 1) Update Report
 - F. Security Electronics Updating within Courthouse
 - 1) Update Report
8. Communications, Announcements and Information
9. Adjournment

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
000000001-16010	PURCHASING INVEN	0.00 100.0%	18,713.15	79,745.48	-98,458.63		
	P1202014-PO# 11/13/12 -VN#051998			CHEESEHEAD TONER		175.00	
				CLOSING BALANCE	-98,633.63		175.00
000000001-17100	POSTAGE METER CH	0.00 100.0%	27,587.62	34,264.61	-61,852.23		
	P1200347-PO# 11/13/12 -VN#044977			UNITED MAILING SERVICES INC		434.79	
				CLOSING BALANCE	-62,287.02		434.79
	BAL.SHEET A/C		PROG-TOTAL-PO			609.79	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$609.79 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

NOV 20 2012

COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____

DEPT-HEAD

DATE _____

CHAIR

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818100000-62400	R & M SERV	133,000.00 92.9%	115,698.02	7,911.98	9,390.00		
	P1200293-PO# 11/13/12 -VN#010938			ARAMARK UNIFORM SERVICES INC		274.23	
				CLOSING BALANCE	9,116.77		274.23
1818100000-63500	R&M SUPPLIES	210,000.00 77.5%	159,128.72	3,763.11	47,108.17		
	P1200290-PO# 11/13/12 -VN#018296			AARONS LOCK AND SAFE INC		199.88	
	P1200303-PO# 11/13/12 -VN#011970			CONNORS SUPPLY INC		306.52	
	P1200307-PO# 11/13/12 -VN#012507			ENERGETICS INC		54.10	
	P1200313-PO# 11/13/12 -VN#036010			GRAINGER PARTS		146.20	
	P1200317-PO# 11/13/12 -VN#047242			HOH WATER TECHNOLOGY INC		3,209.07	
	P1200318-PO# 11/13/12 -VN#029890			JACK AND DICKS FEED AND GARDEN		504.70	
	P1200322-PO# 11/13/12 -VN#013729			JOHNSON TRACTOR INC		229.85	
	P1200323-PO# 11/13/12 -VN#013741			JOHNSTONE SUPPLY		39.16	
	P1200331-PO# 11/13/12 -VN#030347			NAPA AUTO PARTS		106.11	
	P1200341-PO# 11/13/12 -VN#025791			SGTS INC		2,314.48	
	P1200342-PO# 11/13/12 -VN#016104			SHERWIN WILLIAMS		291.78	
	P1200344-PO# 11/13/12 -VN#016376			STATE ELECTRICAL SUPPLY INC		380.60	
	P1201347-PO# 11/13/12 -VN#051583			SAFETY MANAGEMENT AND TRAINING		450.00	
	P1201439-PO# 11/13/12 -VN#011891			WERNER ELECTRIC SUPPLY COMPANY		141.40	
	P1203419-PO# 11/13/12 -VN#051974			ILLINGWORTH KILGUST MECHANICAL		267.00	
				CLOSING BALANCE	38,467.32		8,640.85
	GENERAL SERVICES		PROG-TOTAL-PO			8,915.08	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$8,915.08 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 _____
 NOV 20 2012 _____ DATE _____ CHAIR _____

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818160000-62400	R & M SERV	24,000.00	95.9%	23,029.40	0.00	970.60	
	P1200293-PO# 11/13/12 -VN#010938					ARAMARK UNIFORM SERVICES INC	40.23
					CLOSING BALANCE	930.37	40.23
1818160000-63500	R&M SUPPLIES	23,660.00	56.7%	13,688.17	-250.00	10,221.83	
	P1200323-PO# 11/13/12 -VN#013741					JOHNSTONE SUPPLY	156.78
	P1200341-PO# 11/13/12 -VN#025791					SGTS INC	421.18
	P1201717-PO# 11/13/12 -VN#026360					NIEMAN CENTRAL WISCONSIN ROOFI	250.00
					CLOSING BALANCE	9,393.87	827.96
	COMM.CTR.OPER.				PROG-TOTAL-PO		868.19

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$868.19 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 NOV 20 2012 COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD
 DATE _____ CHAIR

Account Number	Name	Yearly Prcent Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818170000-62400	R & M SERV	36,700.00 99.6%	36,558.10	0.00	141.90		
	P1200293-PO# 11/13/12 -VN#010938			ARAMARK UNIFORM SERVICES INC		115.38	
				CLOSING BALANCE	26.52		115.38
1818170000-63500	R&M SUPPLIES	17,000.00 76.3%	12,985.95	0.00	4,014.05		
	P1200322-PO# 11/13/12 -VN#013729			JOHNSON TRACTOR INC		253.09	
	P1200329-PO# 11/13/12 -VN#014534			MENARDS		24.75	
	P1200330-PO# 11/13/12 -VN#033302			MID STATE EQUIPMENT JANESVILLE		64.95	
	P1200340-PO# 11/13/12 -VN#015524			REINDERS INC		55.63	
				CLOSING BALANCE	3,615.63		398.42
	ADOL.SER/GUIDANC		PROG-TOTAL-PO			513.80	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$513.80 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.
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DATE _____ CHAIR

Account Number	Name	Yearly Prort Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818510000-67200	CAPITAL IMPROV	30,840,000.00	93.3% 23,462,481.59	5,333,359.96	2,044,158.45		
	P1202677-PO# 10/31/12 -VN#052182		AVI SPL			4,676.86	
			CLOSING BALANCE		2,039,481.59		4,676.86
	ROCK HAVEN PROJ		PROG-TOTAL-PO			4,676.86	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$4,676.86 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.

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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 39.5%	9,465.56	-3,532.34	9,066.78		
	P1203392-PO# 11/14/12 -VN#021331		LP TREE SERVICE			870.00	
			CLOSING BALANCE		8,196.78		870.00
1818159200-62460	BLDG SERV R&M	56,000.00 90.7%	51,089.40	-249.60	5,160.20		
	P1200227-PO# 11/14/12 -VN#013597		JANESVILLE ELECTRIC MOTOR CORP			526.00	
	P1200231-PO# 11/14/12 -VN#030347		NAPA AUTO PARTS			117.30	
	P1200816-PO# 10/31/12 -VN#013693		JOHNSON CONTROLS INC			510.05	
	P1203364-PO# 10/31/12 -VN#016758		TRANE COMPANY			257.60	
			CLOSING BALANCE		3,749.25		1,410.95
1818159200-62463	FIRE ALARM	19,000.00 88.6%	16,848.32	0.00	2,151.68		
	P1200210-PO# 11/14/12 -VN#022229		JF AHERN COMPANY			230.00	
			CLOSING BALANCE		1,921.68		230.00
1818159200-62470	BLDG R & M	44,215.00 21.0%	21,008.74	-11,698.66	34,904.92		
	P1200220-PO# 11/14/12 -VN#017559		FIRST SUPPLY MADISON LLC			14.40	
	P1200224-PO# 11/14/12 -VN#030781		HOME DEPOT/GEFC			23.96	
	P1200238-PO# 11/14/12 -VN#016376		STATE ELECTRICAL SUPPLY INC			414.40	
	P1203178-PO# 10/31/12 -VN#026360		NIEMAN CENTRAL WISCONSIN ROOFI			3,500.00	
			CLOSING BALANCE		30,952.16		3,952.76
1818159200-63109	OTHER SUPP/EXP	46,000.00 62.9%	25,039.64	3,926.54	17,033.82		
	P1200208-PO# 11/14/12 -VN#018296		AARONS LOCK AND SAFE INC			10.05	
	P1200215-PO# 10/31/12 -VN#011824		CITY OF JANESVILLE			25.00	
	P1200219-PO# 10/31/12 -VN#019048		FASTENAL COMPANY			7.59	
	P1200223-PO# 11/14/12 -VN#018251		HARRIS ACE HARDWARE			51.09	
	P1200226-PO# 11/14/12 -VN#029890		JACK AND DICKS FEED AND GARDEN			159.50	
	P1200229-PO# 11/14/12 -VN#014018		LAND AND WHEELS			66.05	
	P1200230-PO# 10/31/12 -VN#014423		MC MASTER-CARR SUPPLY COMPANY			43.30	
	P1202972-PO# 10/31/12 -VN#029103		DVORAK LANDSCAPE SUPPLY LLC			337.61	
	P1203339-PO# 11/14/12 -VN#052162		GRAINGER			490.05	
	P1203409-PO# 11/14/12 -VN#012143		DALMARAY-CONCRETE-PRODUCTS-INC			20.00	
			CLOSING BALANCE		15,823.58		1,210.24
1818159200-63111	PAPER PRODUCTS	3,500.00 0.0%	1,094.80	-1,094.79	3,499.99		
	P1203001-PO# 11/14/12 -VN#048467		STAPLES ADVANTAGE			211.10	
			CLOSING BALANCE		3,288.89		211.10

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
			HCC BLDG.COMPLEX	PROG-TOTAL-PO		7,885.05	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$7,885.05 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,
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GENERAL SERVICES COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

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