



**PUBLIC SAFETY & JUSTICE COMMITTEE
MONDAY – OCTOBER 21, 2013 - 4:00 P.M.
CONFERENCE ROOM N-1 - FIFTH FLOOR
ROCK COUNTY COURTHOUSE-EAST**

Agenda

1. Call to Order
2. Adoption of Agenda
3. Adoption of Minutes – October 7, 2013
4. Citizen Participation, Communications, Announcements, Information
5. Consent Calendar
 - A. Transfers and Appropriations
 - 1) Communications Center
 - B. Bills
 - C. Encumbrances
 - D. Pre-Approved Encumbrance Amendment
 - 1) Sheriff's Office (3)
6. Approval to Purchase Polaris Snowmobile for the Sheriff's Office from Ritchies, Barneveld, WI
7. Approval to Contract with Davis Citgo, Janesville, WI, for Towing Service for the Sheriff's Office
8. Third Quarter Activity Report – Mediation and Family Court Services
9. Budget Review
 - A. Child Support
 - B. Clerk of Courts
 - C. Communications Center
 - D. Coroner
 - E. District Attorney
 - F. Mediation & Family Court Services
 - G. Sheriff
 - H. Criminal Justice Coordinating Council
 - I. Rock Valley Community Programs
10. Review of Medical Examiner Report
11. Committee Requests and Motions
12. Adjournment

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
21-2100-0000-62410	R & M-VEHICLES	P1300260	09/17/2013	CARQUEST AUTO PARTS	375.36	
		P1300262	09/05/2013	CITY LOCK AND KEY CO	3.00	
		P1300263	09/04/2013	DAVIS CITGO SERVICE INC	204.00	
		P1300266	09/23/2013	FAGAN CHEVROLET AND CADILLAC I	98.51	
		P1300269	09/17/2013	FRANK BOUCHER CHRYSLER DODGE	354.95	
		P1300397	09/18/2013	PERKINS SALES INC	203.70	
		P1300398	09/09/2013	PIONEER RIM AND WHEEL CO	1,038.71	
		P1300403	03/04/2013	ROCK RIVER MARINA	1,015.05	
		P1300407	09/16/2013	SIGN A RAMA USA	35.00	
		P1301889	09/19/2013	GRAINGER	32.64	
			Budget	YTD Exp	YTD Enc	Pending
	131,426.04	114,374.53	49,094.81	3,360.92	(35,404.22)	
21-2100-0000-62420	MACH & EQUIP RM	P1300254	08/01/2013	BANDT COMMUNICATIONS INC	80.00	
			Budget	YTD Exp	YTD Enc	Pending
		5,600.00	5,586.73	79.99	80.00	(146.72)
21-2100-0000-63100	OFC SUPP & EXP	P1300255	09/27/2013	BATTERIES PLUS INC	30.49	
			Budget	YTD Exp	YTD Enc	Pending
		8,260.00	7,443.85	80.49	30.49	705.17
21-2100-0000-63406	CLOTHING/UNIFORM		09/30/2013	GROELLE,GARY	75.94	
			09/28/2013	EGGER,TROY R	115.75	
			09/25/2013	REED,ANDY	189.89	
			10/08/2013	SWARTOUT,PATRICIA	13.70	
		P1300270	09/17/2013	GALLS INC	463.86	
		P1300414	09/23/2013	UNIFORM DEN EAST	251.83	
			Budget	YTD Exp	YTD Enc	Pending
	57,375.00	38,805.88	715.69	1,110.97	16,742.46	
21-2100-0000-63409	CRIME SCENE SUPP	P1300413	10/03/2013	ULINE	154.30	
			Budget	YTD Exp	YTD Enc	Pending
		6,500.00	5,854.51	304.30	154.30	186.89
21-2100-0000-63900	AMMO/RANGE SUPPL	P1300285	09/17/2013	MENARDS	56.93	
			Budget	YTD Exp	YTD Enc	Pending
		32,391.00	18,102.66	909.94	56.93	13,321.47
21-2100-0000-63904	POLICING/1ST AID	P1303192	10/02/2013	MAGELLAN MAPPING COMPANY	448.50	

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	15,565.00	15,225.23	890.11	448.50	(998.84)
21-2100-0000-63905	PISTOL RANGE/CO				
		P1300248	09/13/2013	ACE PORTABLES	150.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	1,000.00	300.00	150.00	150.00	400.00
21-2100-0000-63908	INVESTIG.EXPENSE				
		P1303191	09/18/2013	YAHOO CUSTODIAN OF RECORDS	126.60
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	3,500.00	635.64	131.92	126.60	2,605.84
21-2100-0000-64200	TRAINING EXP				
		P1303188	08/07/2013	FOX VALLEY TECHNICAL COLLEGE	325.00
		P1303189	09/12/2013	WISCONSIN DEPARTMENT OF TRANSI	427.00
		P1303220	09/12/2013	FBI MILWAUKEE	18.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	38,500.00	20,571.05	901.45	770.00	16,257.50
				SHERIFF PROG TOTAL	6,288.71
21-2167-0000-64904	SUNDRY EXPENSE				
		P1300285	09/24/2013	MENARDS	45.08
		P1303190	10/03/2013	CITY OF JANESVILLE	50.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	5,000.00	1,266.68	126.19	95.08	3,512.05
				RECAP OPERATIONS PROG TOTAL	95.08
21-2200-0000-62170	PHYSICIAN/OTHER				
		P1300252	10/01/2013	ADVANCED CORRECTIONAL HEALTHC	12,494.98
		P1302662	09/20/2013	COUNTRY NURSES	11,621.69
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	792,514.00	757,029.48	126,307.18	24,116.67	(114,939.33)
21-2200-0000-63406	CLOTHING/UNIFORM				
			09/27/2013	CLARK,ANGELA	30.56
		P1300270	10/01/2013	GALLS INC	128.10
		P1300411	09/19/2013	STREICHERS INC	49.99
		P1300414	09/23/2013	UNIFORM DEN EAST	1,047.27
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	51,915.00	34,670.83	1,225.36	1,255.92	14,762.89
21-2200-0000-64125	BD OF PRISONERS				
		P1300252	10/04/2013	ADVANCED CORRECTIONAL HEALTHC	529.20

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	530,120.00		389,714.14	142,335.59	529.20	(2,458.93)
21-2200-0000-64904	SUNDRY EXPENSE					
		P1300257	07/03/2013	BLACKHAWK TECHNICAL COLLEGE		676.00
		P1300259	09/20/2013	BOB BARKER COMPANY INC		2,711.36
		P1300270	10/01/2013	GALLS INC		355.00
		P1300277	09/19/2013	JAYS BIG ROLLS INC		1,012.00
		P1300284	09/20/2013	MEDICAL SHIPMENT LLC		517.86
		P1300285	09/25/2013	MENARDS		20.37
		P1300410	09/11/2013	STAPLES ADVANTAGE		899.40
		P1300413	09/24/2013	ULINE		1,032.40
		P1300415	09/19/2013	UNISOURCE WORLDWIDE INC		376.46
		P1303219	10/03/2013	ROCK COUNTY CHAPLAINCY COMMIT		400.00
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	135,000.00		60,787.44	40,027.15	8,000.85	26,184.56
CORRECTIONAL FACILITY PROG TOTAL					33,902.64	
21-2500-0000-63500	R&M SUPPLIES					
		P1300611	09/25/2013	BANDT COMMUNICATIONS INC		347.99
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	10,400.00		1,708.64	4,087.99	347.99	4,255.38
EMERGENCY MANAGEMENT PROG TOTAL					347.99	

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 **\$40,634.42**

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 21 2013**

Dept Head _____

Committee Chair _____

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
22-1200-0000-62122	ATTORNEY FEES	P1300327	10/03/2013	SCHULTZ ATTY,LISA	562.66
		P1300337	09/20/2013	NASH ELLIOTT,ATTY JENNIFER	1,064.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	200,000.00	162,777.94	49,765.66	1,626.66	(14,170.26)
22-1200-0000-62125	INDIGENT FEES	P1300325	09/13/2013	KOLPIEN,ATTY THOMAS A	1,505.00
		P1300335	09/20/2013	KJOME,NELS H	707.00
		P1300338	09/20/2013	WAGNER,ATTY JANE P	195.44
		P1300993	09/20/2013	HOWARD III,ATTY ROBERT C	1,862.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	125,000.00	78,059.79	4,269.44	4,269.44	38,401.33
22-1200-0000-62170	PHYSICIAN/OTHER	P1300341	08/10/2013	FELGUS MD,MATTHEW	2,822.00
		P1300342	09/10/2013	KAYE PHD,DR MICHAEL	900.00
		P1302000	09/19/2013	PATEL MD,SANGITA	595.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	140,000.00	85,770.19	4,317.00	4,317.00	45,595.81
22-1200-0000-62176	LABORATORY	P1300320	10/03/2013	DNA DIAGNOSTICS CENTER	136.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	1,500.00	611.87	136.00	136.00	616.13
22-1200-0000-62501	REPORTER FEES	P1300353	10/01/2013	MUELLER CPR-CM,TAMMIE D	16.50
		P1300354	09/27/2013	SELF RPR CSR,MALISSA J	76.00
		P1300916	10/02/2013	PINS,JENNIFER LYNN	110.00
		P1302560	10/03/2013	HARRELSON,PHILIP C	322.76
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	15,000.00	6,967.89	525.26	525.26	6,981.59
22-1200-0000-62503	INTERPRETER FEES	P1300358	08/05/2013	GONZALEZ,VICTOR M	825.00
		P1300917	10/04/2013	SVENSSON,FRED	153.35
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	65,000.00	40,459.25	978.35	978.35	22,584.05
CIRCUIT COURTS PROG TOTAL				11,852.71	
22-1209-0000-62119	OTHER SERVICES	P1303289	09/30/2013	ADECCO EMPLOYMENT SERVICES	1,276.02

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	0.00		0.00	1,276.01	1,276.02	(2,552.03)
CLERK OF COURTS PROG TOTAL					1,276.02	

I have examined the preceding bills and encumbrances in the total amount of **\$13,128.73**

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 21 2013**

Dept Head _____

Committee Chair _____

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
23-2400-0000-62218	DATA COMMUNICTN.		09/23/2013	SUKUS,KATHY	49.99
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	1,680.00	1,333.17	196.74	49.99	100.10
23-2400-0000-63108	PUBLIC INFO				
		P1302818	09/30/2013	MMPR	370.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	5,200.00	4,089.14	625.00	370.00	115.86
23-2400-0000-64200	TRAINING EXP				
		P1300771	09/20/2013	BELOIT MEMORIAL HOSPITAL	30.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	24,000.00	16,924.03	3,374.26	30.00	3,671.71
911 PROJECT OPERATIONS PROG TOTAL				449.99	

I have examined the preceding bills and encumbrances in the total amount of **\$449.99**
 Claims covering the items are proper and have been previously funded. These items are to be treated as follows:
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 B. Bills under \$10,000 to be paid.
 C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **OCT 21 2013**

Dept Head _____

Committee Chair _____

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
24-1610-0000-62126	OFFICER FEES	P1300244	09/30/2013	BAT ENTERPRISES LLC	495.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	8,500.00	4,405.00	495.00	495.00	3,105.00
24-1610-0000-62501	REPORTER FEES	P1300291	09/26/2013	NELSON,DEBRA A	63.50
		P1300293	10/03/2013	MACEK,KAILA	61.00
		P1300297	10/02/2013	MUELLER CPR-CM,TAMMIE D	42.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	8,000.00	3,900.42	166.50	166.50	3,766.58
24-1610-0000-63100	OFC SUPP & EXP		09/16/2013	HEALLESS,LINDSAY	81.12
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	13,000.00	3,260.24	6,294.82	81.12	3,363.82
24-1610-0000-63300	TRAVEL		09/25/2013	DIRKS,SCOTT H	101.94
			09/25/2013	SULLIVAN,RICHARD J	113.00
			09/25/2013	TJOA,GWANNY	40.68
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	8,750.00	5,809.03	0.00	255.62	2,685.35
24-1610-0000-64200	TRAINING EXP		09/18/2013	HEALLESS,LINDSAY	10.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	4,000.00	3,662.49	0.00	10.00	327.51
				DISTRICT ATTORNEY PROG TOTAL	1,008.24
24-1611-0000-62503	INTERPRETER FEES	P1300368	09/30/2013	GONZALEZ,VICTOR M	40.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	1,500.00	560.00	40.00	40.00	860.00
				DEF PROSC-DOMESTIC VIOLENCE PROG TOTAL	40.00

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 **\$1,048.24**

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 21 2013**

Dept Head _____

Committee Chair _____

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
28-2600-0000-62170	PHYSICIAN/OTHER				
		P1300622	09/25/2013	DANE COUNTY CORONERS OFFICE	1,450.00
		P1300623	09/30/2013	HAAS DO, THOMAS S	2,200.00
		P1303196	09/13/2013	GONZALEZ, BELEM	62.50
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	134,552.00	68,185.88	(2,386.99)	3,712.50	65,040.61
				CORONER PROG TOTAL	3,712.50

I have examined the preceding bills and encumbrances in the total amount of **\$3,712.50**

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 21 2013**

Dept Head _____

Committee Chair _____

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
34-3850-0000-62119	OTHER SERVICES	P1303275	09/25/2013	TRANS UNION LLC	3.47
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	805,923.00	578,557.80	29,355.00	3.47	198,006.73
34-3850-0000-62126	OFFICER FEES	P1303221	09/30/2013	MONTGOMERY COUNTY SHERIFFS DE	28.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	22,600.00	11,784.17	100.00	28.00	10,687.83
34-3850-0000-62503	INTERPRETER FEES	P1300380	10/09/2013	GONZALEZ,VICTOR M	40.00
		P1302508	10/02/2013	STEVENOSKI,SHAWNA	140.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	2,000.00	1,210.00	180.00	180.00	430.00
CHILD SUPPORT PROG TOTAL				211.47	

I have examined the preceding bills and encumbrances in the total amount of **\$211.47**
 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 21 2013**

Dept Head _____

Committee Chair _____

PURCHASE ORDER NUMBER P1300542 PEID 012665

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 e-mail to Susan Balog in Accounting (balog@co.rock.wi.us), Cheryl Mikrut in Accounting (mikrut@co.rock.wi.us) **and** Jodi Millis in Purchasing (jodi@co.rock.wi.us). Susan or Cheryl will forward on 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).

DATE 10/17/13

DEPARTMENT Sheriff

COMMITTEE PS & J

VENDOR NAME Elan Financial Services

ACCOUNT NUMBER 21-2100-0000-64200

FUNDS DESCRIPTION Training Expense - LES

AMOUNT OF INCREASE \$ 2,500.00

INCREASE FROM \$ 7,900.00 TO \$ 10,400.00

ACCOUNT BALANCE AVAILABLE \$ 16,000.31 SB 10/17/13

REASON FOR AMENDMENT The Elan card is used to book airfare and hotels related to training. The mix between vendors who take purchase orders and credit cards has changed from our earlier estimates.

APPROVALS

GOVERNING COMMITTEE _____
Chair _____ Date _____

FINANCE COMMITTEE _____
(If over \$10,000) Chair _____ Date _____

COUNTY BOARD _____
(If over \$10,000) Resolution # _____ Adoption Date _____

PURCHASE ORDER NUMBER P1300542 PEID 012665

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 e-mail to Susan Balog in Accounting (balog@co.rock.wi.us), Cheryl Mikrut in Accounting (mikrut@co.rock.wi.us) **and** Jodi Millis in Purchasing (jodi@co.rock.wi.us). Susan or Cheryl will forward on 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).

DATE 10/17/13

DEPARTMENT Sheriff

COMMITTEE PS & J

VENDOR NAME Elan Financial Services

ACCOUNT NUMBER 21-2100-0000-64200

FUNDS DESCRIPTION Training Expense - Correctional Facility

AMOUNT OF INCREASE \$ 1,800.00

INCREASE FROM \$ 6,200.00 TO \$ 8,000.00

ACCOUNT BALANCE AVAILABLE \$ 12,502.67 SB 10/17/13

REASON FOR AMENDMENT The Elan card is used to book airfare and hotels related to training. The mix between vendors who take purchase orders and credit cards has changed from our earlier estimates.

APPROVALS

GOVERNING COMMITTEE _____
Chair Date

FINANCE COMMITTEE _____
(If over \$10,000) Chair Date

COUNTY BOARD _____
(If over \$10,000) Resolution # Adoption Date

PURCHASE ORDER NUMBER P1300542 PEID 012665

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 e-mail to Susan Balog in Accounting (balog@co.rock.wi.us), Cheryl Mikrut in Accounting (mikrut@co.rock.wi.us) **and** Jodi Millis in Purchasing (jodi@co.rock.wi.us). Susan or Cheryl will forward on 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).

DATE 10/17/13

DEPARTMENT Sheriff

COMMITTEE PS & J

VENDOR NAME Elan Financial Services

ACCOUNT NUMBER 21-2100-0000-63501

FUNDS DESCRIPTION Gasoline - LES

AMOUNT OF INCREASE \$ 200.00

INCREASE FROM \$ 300.00 TO \$ 500.00

ACCOUNT BALANCE AVAILABLE \$ 24,547.46 SB 10/17/13

REASON FOR AMENDMENT Officers occasionally use the Elan card for fueling
while they are out of the county.

APPROVALS

GOVERNING COMMITTEE _____
Chair _____ Date _____

FINANCE COMMITTEE _____
(If over \$10,000) Chair _____ Date _____

COUNTY BOARD _____
(If over \$10,000) Resolution # _____ Adoption Date _____



BID SUMMARY FORM

PROJECT NUMBER 2013-45
 PROJECT NAME POLARIS SNOWMOBILE
 BID DUE DATE SEPTEMBER 30, 2013 - 1:30 P.M.
 DEPARTMENT SHERIFF'S OFFICE

	RITCHIE'S BARNEVELD WI	JOHN HARTWIG MOTOR SPORTS WATERTOWN WI	MONROE POWERSPORTS MONROE WI
FIRM BID PRICE	8,500.00	9,063.00	8,896.00
ACCESSORY INSTALLATION	125.00	INCLUDED	70.00
DELIVERY CHARGE	FREE DELIVERY	25.00	FREE DELIVERY
TOTAL COST	\$ 8,660.00	\$ 9,088.00	\$ 8,966.00
WARRANTY	1 YEAR	1 YEAR	1 YEAR
DELIVERY DATE	30 DAYS	NOVEMBER 30 OR SOONER	By 12/31/2013

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

PREPARED BY: Alan Dransfield, Senior Buyer

DEPARTMENT HEAD RECOMMENDATION: Ritchies -

SIGNATURE Robert Spoden
 DATE 10-15-13

GOVERNING COMMITTEE APPROVAL:

CHAIR

VOTE

DATE



BID SUMMARY FORM

BID NUMBER 2014-04
BID NAME TOWING SERVICE
BID DUE DATE OCTOBER 3, 2013 – 1:30 P.M.
DEPARTMENT SHERIFF'S OFFICE

	DAVIS CITGO JANESVILLE WI	HORNIK TOWING JANESVILLE WI	DEWEY'S SERVICE INC BELOIT WI
FLEET TOWING WITHIN ROCK COUNTY			
FLAT RATE	60.00 + 3.00 PER MILE	60.00	50.00 + 1.50 PER MILE
RECOVERY HOOK-UP	60.00 + 3.00 PER MILE	60.00	125.00 + 1.50 PER MILE
FLEET TOWING OUTSIDE ROCK COUNTY			
FLAT RATE	60.00 + 3.00 PER MILE	60.00 + 2.75 LOADED	50.00 + 1.50 PER MILE
RECOVERY HOOK-UP	60.00 + 3.00 PER MILE	60.00 + 2.75 LOADED	125.00 + 1.50 PER MILE
EVIDENTIARY TOWING WITHIN ROCK COUNTY			
FLAT RATE	60.00 + 3.00 PER MILE	60.00	75.00 + 1.50 PER MILE
RECOVERY HOOK-UP	60.00 + 3.00 PER MILE	60.00	125.00 + 1.50 PER MILE
EVIDENTIARY TOWING OUTSIDE ROCK COUNTY			
FLAT RATE	60.00 + 3.00 PER MILE	60.00 + 2.75 LOADED	75.00 + 1.50 PER MILE
RECOVERY HOOK-UP	60.00 + 3.00 PER MILE	60.00 + 2.75 LOADED	125.00 + 1.50 PER MILE
IMPOUND MAINTENANCE	60.00 HOUR	60.00 HOUR	65.00 HOUR
AFTER HOURS CHARGE	15.00	70.00	90.00 PER HOUR

	DAVIS CITGO JANESVILLE WI	HORNIK TOWING JANESVILLE WI	DEWEY'S SERVICE INC BELOIT WI
YEARS IN BUSINESS STAFF & EXPERIENCE	52 YEARS 6 FULL TIME 6 PART TIME 7 YEARS - 52 YEARS EXPERIENCE	9 YEARS 5 STAFF 2 YEARS - 28 YEARS EXPERIENCE	55 YEARS 7 STAFF 15 - 35 YEARS EXPERIENCE
HOURS OF SERVICE	24/7/365 AVAILABLE NORMAL HOURS: M-F 8:00 AM - 6:00 PM SAT 8:00 AM - 1:00 PM CLOSED SUNDAY	24/7 AVAILABLE M-F 8:00 AM - 5:00 PM SAT 8:00 AM - 3:00 PM CLOSED SUNDAY	24/7/365 AVAILABLE M-F 8:00 AM - 5:00 PM
EQUIPMENT	12 TOW TRUCKS HEAVY DUTY MEDIUM DUTY LIGHT DUTY FLATBED OTHER MISC EQUIPMENT	1 WRECKER 1 FLATBED GMC JIMMY OTHER MISC EQUIPMENT	4 TOW TRUCKS HEAVY DUTY MEDIUM DUTY LIGHT DUTY FLATBEDS OTHER MISC EQUIPMENT
REFERENCES	GORDIE BOUCHER FORD UTZIG CARSTAR FAGAN AUTOMOTIVE	BUD WEISER MOTORS PERNOT COLLISION CENTER LILLY AUTO CENTER NATIONAL TIRE & BATTERY USED CAR FACTORY SERVICE	THE DELONG COMPANY BLOCK DIESEL REPAIR FINLEY DECKER AUTOMOTIVE

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

PREPARED BY: ALAN DRANSFIELD, SENIOR BUYER

DEPARTMENT HEAD RECOMMENDATION:

Davis Citgo

Robert Spoden
SIGNATURE

10-10-13

DATE

GOVERNING COMMITTEE APPROVAL:

CHAIR

VOTE

DATE

EXECUTIVE SUMMARY

Bids were solicited from qualified individuals, firms, partnerships and corporations having specific experience in vehicle towing for Rock County Sheriff's Office Fleet vehicles as needed. The objective of this Invitation to Bid is to enter into a one-year contract with the option to renew for two additional one-year periods, not to exceed a total of three years. The contract period will begin on January 1, 2014. Bids will remain in effect for the 2014-2016 calendar years.

Rock County Sheriff's Department averages between 35 and 45 per year on various vehicles.

Bids were solicited from five companies involved in this type of work with only two vendors responding. The Bids were reviewed by the Sheriff's Office and Purchasing Staff for compliance with the specifications and recommend Davis Citgo as the successful vendor. Based on the number and type of tows in 2013, Davis would be the overall low cost. See attached spreadsheet.

This comparison is based on the actual number of tows this year. I used the description on the tow tickets to determine what I thought they would be. I used the flat rate tow if I could not be sure.

Cost of towing for 2014 using 2013 actual tows.

Davis Towing

In county	Tow	Mile chg	Calls	Miles	Total cost
Flat rate	\$60	\$3	13	52	\$936
Recovery rate	\$60	\$3	14	58	\$1,014
<u>Out of County</u>					
Flat rate	\$60	\$3			\$0
Recovery rate	\$60	\$3	2	63	\$309
<u>Evidentiary in county</u>					
Flat rate	\$60	\$3			\$0
Recovery rate	\$60	\$3	3	34	\$282
<u>Evidentiary out of county</u>					
Flat rate	\$60	\$3			\$0
Recovery rate	\$60	\$3	1	87	\$321
After hours charge	\$15		20		\$300
					<u>\$3,162</u>

Dewey Towing

In county	Tow	Mile chg	Calls	Miles	Total cost
Flat rate	\$50	\$1.50	13	52	\$728
Recovery rate	\$125	\$1.50	14	58	\$1,837
<u>Out of County</u>					
Flat rate	\$50	\$1.50			\$0
Recovery rate	\$125	\$1.50	2	63	\$345
<u>Evidentiary in county</u>					
Flat rate	\$75	\$1.50			\$0
Recovery rate	\$125	\$1.50	3	34	\$426
<u>Evidentiary out of county</u>					
Flat rate	\$75	\$1.50			\$0
Recovery rate	\$125	\$1.50	1	87	\$256
After hours charge	\$90		20		\$1,800
					<u>\$5,391</u>



JAN-SEPT. 2013 ACTIVITY REPORT - FILES OPENED

I. Files Opened -----	384
A. Type	
Divorce-----	94 <i>24% of all files opened in Jan-Sept.</i>
Post-Divorce-----	80 <i>21% of all files opened in Jan-Sept.</i>
Paternity-----	206 <i>54% of all files opened in Jan-Sept.</i>
Grandparent/Guardian-----	4 <i>1% of all files opened in Jan-Sept.</i>
B. Referred By	
Voluntary-----	6 <i>2% of all files opened in Jan-Sept.</i>
Court-Ordered-----	378 <i>98% of all files opened in Jan-Sept.</i>
II. Number of children for Jan-Sept. 2013 -----	553

JAN-SEPT. 2013 ACTIVITY REPORT - FILES CLOSED

Files Closed -----	389
Case Status:	
A. Total Mediations -----	279 72%
Agreements-----	198 <i>51% of all files closed in Jan-Sept.</i>
No Agreements-----	74 <i>19% of all files closed in Jan-Sept.</i>
Not App w/Mediation-----	7 <i>2% of all files closed in Jan-Sept.</i>
B. Total Files Closed Without Mediation -----	110 28%
No Mediation - Not Appropriate-----	10 <i>3% of all files closed in Jan-Sept.</i>
No Mediation: Unable to Schedule/Refused/No Show-----	52 <i>13% of all files closed in Jan-Sept.</i>
No Contact-----	0 <i>0% of all files closed Jan-Sept.</i>
B-4 or OSM-----	48 <i>12% of all files closed in Jan-Sept.</i>

Files closed with a mediation in Jan-Sept. 2013: 279

Rita	139	<i>49% of all mediations closed Jan-Sept. 2013</i>
Larry	60	<i>22% of all mediations closed Jan-Sept. 2013</i>
Eileen	45	<i>16% of all mediations closed Jan-Sept. 2013</i>
Belem	35	<i>13% of all mediations closed Jan-Sept. 2013</i>

Total # of Requests for Security in Jan-Sept. 2013: 66