



**PUBLIC SAFETY & JUSTICE COMMITTEE  
MONDAY – NOVEMBER 18, 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 – November 4, 2013
4. Citizen Participation, Communications, Announcements, Information
5. Consent Calendar
  - A. Transfers and Appropriations
    - 1) Sheriff's Office (6)
  - B. Bills
  - C. Encumbrances
  - D. Pre-Approved Encumbrance Amendment
6. Resolutions
  - A. Awarding Bid to Pomp's Tire Service, Inc. of Janesville, WI for Servicing Vehicles at the Rock County Sheriff's Office
  - B. Blackhawk Tech Law and Fire Radio Receiver Sites
  - C. Authorizing Purchase of Vehicles per State of Wisconsin Contract for the Rock County Sheriff's Office
  - D. Awarding Bid to Aramark Uniform Services for Laundry Services at the Rock County Jail
  - E. Leadership Development Training Program
7. Committee Requests and Motions
8. Adjournment

## Rock County Transfer Request - Over \$500

TO: FINANCE DIRECTOR      Date 10/31/13      Transfer No. 13-64  
 Requested By Sheriff's Office      Department Sheriff Robert Spoden      Department Head

FROM:	AMOUNT	TO:	AMOUNT
Account #: 21-2100-0000-64904 Description: Sundry - LES Current Balance: \$8,084	\$8,000.00	Account #: 21-2100-0000-67171 Description: Capital Assets-\$1000/More-LES	\$8,660.00
Account #: 21-2100-0000-67172 Description: Capital Assets \$500-\$999 - LES Current Balance: \$1,471	\$660.00	Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	

**REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC**

64904 - An \$8,000 contribution was made to purchase a snowmobile.  
 67172 - Two shotguns are not being purchased.

**REASON TRANSFER IS NECESSARY - BE SPECIFIC**

67171 - Purchase snowmobile from the Capital Assets account. This keeps all of the capital assets together on the books.

**FISCAL NOTE:**

Sufficient funds are available for transfer. *45 10-31-13*

**ADMINISTRATIVE NOTE:**

Recommended. *BR 10-31-13*

**REQUIRED APPROVAL**

**DATE**

**COMMITTEE CHAIR**

Governing Committee  
 Finance Committee      11-7-13

*[Signature]*

## Rock County Transfer Request - Over \$500

TO: FINANCE DIRECTOR      Date 10/31/13  
 Requested By Sheriff's Office  
Department

Transfer No. 13-68  
Sheriff Robert Spoden  
Department Head

FROM:	AMOUNT	TO:	AMOUNT
Account #: 21-2100-0000-63200 Description: Publications - LES Current Balance: \$2,542	\$ 361.00	Account #: 21-2100-0000-62410 Description: Repair & Maint. Vehicles - LES	\$5,000.00
Account #: 21-2100-0000-63900 Description: Ammunition and Range - LES Current Balance: \$11,680	\$4,000.00	Account #: Description:	
Account #: 21-2100-0000-63905 Description: Pistol Range - LES Current Balance: \$550	\$ 399.00	Account #: Description:	
Account #: 21-2100-0000-65103 Description: Public Liability - LES Current Balance: \$1,688	\$ 240.00	Account #: Description:	

**REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC**

63200 - Department brochures not needed. Current supply is not depleted.  
 63900 - The Sheriff's Office was not able to obtain ammunition due to shortages.  
 63905 - The Sheriff's Office did not rent as many portable latrines and hand wash stations as anticipated.  
 65103 - Liability insurance was less than budgeted amount.

**REASON TRANSFER IS NECESSARY - BE SPECIFIC**

62410 - Funds are needed because of squad accidents during the year.

**FISCAL NOTE:**

Sufficient funds are available for transfer. *85 11/6/13*

**ADMINISTRATIVE NOTE:**

Recommended *[Signature]* 11-6-13

**REQUIRED APPROVAL**

**DATE**

**COMMITTEE CHAIR**

Governing Committee \_\_\_\_\_

Finance Committee \_\_\_\_\_

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## Rock County Transfer Request - Over \$500

TO: FINANCE DIRECTOR      Date 11/01/13      Transfer No. 13-69  
 Requested By Sheriff's Office      Department      Sheriff Robert Spoden      Department Head

FROM:	AMOUNT	TO:	AMOUNT
Account #: 21-2100-0000-65103 Description: Public Liability - LES Current Balance: \$1,448	\$1,447.00	Account #: 21-2100-0000-63904 Description: Policing/1st Aid Supplies - LES	\$1,500.00
Account #: 21-2100-0000-65331 Description: Equipment Lease - LES Current Balance: \$200	\$ 53.00	Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	

**REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC**

65103 - Liability insurance was less than budgeted amount.  
 65331 - Snowmobile lease was less than budgeted amount.

**REASON TRANSFER IS NECESSARY - BE SPECIFIC**

63904 - AED batteries and AED pads.

**FISCAL NOTE:**

Sufficient funds are available for transfer. *RS 11/6/13*

**ADMINISTRATIVE NOTE:**

Recommended *[Signature]* 11-6-13

**REQUIRED APPROVAL**

**DATE**

**COMMITTEE CHAIR**

Governing Committee \_\_\_\_\_

Finance Committee \_\_\_\_\_

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## Rock County Transfer Request - Over \$500

TO: FINANCE DIRECTOR      Date 10/31/13  
 Requested By Sheriff's Office  
Department

Transfer No. 13-70  
Sheriff Robert Spoden  
Department Head

FROM:	AMOUNT	TO:	AMOUNT
Account #: 21-2100-0000-62132 Description: Credit/Debit Card Fees - LES Current Balance: \$396	\$ 396.00	Account #: 21-2100-0000-61920 Description: Physicals - LES	\$2,577.00
Account #: 21-2100-0000-62491 Description: Software Maintenance - LES Current Balance: \$2,664	\$1,048.00	Account #: Description:	
Account #: 21-2100-0000-63101 Description: Postage Current Balance: \$2,621	\$1,133.00	Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	

**REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC**

62132 - Debit and credit cards are no longer being accepted over the road. There are no more merchant fees.  
 62491 - CDARIS software was not purchased, and other purchases were better than budget.  
 63101 - Less postage will be needed due to electronic communication.

**REASON TRANSFER IS NECESSARY - BE SPECIFIC**

61920 - Staff turnover and promotions resulted in additional physicals and psychological exams for new hires.

**FISCAL NOTE:**

Sufficient funds are available for transfer. *gs, 1/6-13*

**ADMINISTRATIVE NOTE:**

Recommended *[Signature]* 11-6-13

**REQUIRED APPROVAL**

**DATE**

**COMMITTEE CHAIR**

Governing Committee \_\_\_\_\_

Finance Committee \_\_\_\_\_

Distribution: **EMAIL** Sherry Oja and Susan Balog

## Rock County Transfer Request - Over \$500

TO: FINANCE DIRECTOR      Date 10/31/13      Transfer No. 13-71  
 Requested By Sheriff's Office      Department      Sheriff Robert Spoden      Department Head

FROM:	AMOUNT	TO:	AMOUNT
Account #: 21-2100-0000-63101 Description: Postage - LES Current Balance: \$1,488	\$ 447.00	Account #: 21-2100-0000-62122 Description: Attorney Fees - LES	\$1,086.00
Account #: 21-2100-0000-63200 Description: Publications - LES Current Balance: \$2,181	\$ 639.00	Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	

**REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC**

63101 - Less postage will be needed due to electronic communication.  
 63200 - Department brochures not needed. Current supply is not depleted.

**REASON TRANSFER IS NECESSARY - BE SPECIFIC**

62112 - Attorney fees for internal investigation.

**FISCAL NOTE:**

Sufficient funds are available for transfer. *NS 11/6/13*

**ADMINISTRATIVE NOTE:**

Recommended *RS 11-6-13*

**REQUIRED APPROVAL**

**DATE**

**COMMITTEE CHAIR**

Governing Committee \_\_\_\_\_

Finance Committee \_\_\_\_\_

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## Rock County Transfer Request - Over \$500

TO: FINANCE DIRECTOR      Date 11/01/13      Transfer No. 13-72  
 Requested By Sheriff's Office      Department      Sheriff Robert Spoden      Department Head

FROM:	AMOUNT	TO:	AMOUNT
Account #: 21-2200-0000-62119 Description: Other Contracted Services - Jail Current Balance: \$103,373	\$90,000.00	Account #: 21-2200-0000-62170 Description: Physicians & Othr Srvs - Jail	\$90,000.00
Account #: Description: Current Balance:		Account #: Description:	
Account #: Description: Postage Current Balance:		Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	

**REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC**

62119 - Electronic monitoring equipment rental and SCAAP commissions were less than anticipated.

**REASON TRANSFER IS NECESSARY - BE SPECIFIC**

62170 - Outside nursing services and special medical care were needed for an inmate.

**FISCAL NOTE:**

Sufficient funds are available for transfer. *gr 11-6-13*

**ADMINISTRATIVE NOTE:**

Recommended *RS 11-6-13*

**REQUIRED APPROVAL**

**DATE**

**COMMITTEE CHAIR**

Governing Committee \_\_\_\_\_

Finance Committee \_\_\_\_\_

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
21-2100-0000-62410	R & M-VEHICLES	P1300269	10/28/2013	FRANK BOUCHER CHRYSLER DODGE	310.48
		P1300273	09/28/2013	GORDIE BOUCHER FORD LINCOLN ME	13,422.57
		P1300397	10/21/2013	PERKINS SALES INC	79.80
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	131,426.04	122,670.60	9,706.66	13,812.85	(14,764.07)
21-2100-0000-62420	MACH & EQUIP RM	P1303454	10/17/2013	LASER TECHNOLOGY INC	75.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	5,696.00	5,666.73	(0.01)	75.00	(45.72)
21-2100-0000-63406	CLOTHING/UNIFORM		11/03/2013	BECKER,GRACE	94.51
			10/25/2013	OTT,BRUCE	76.50
			10/09/2013	KNUDSON,TROY	257.15
			10/22/2013	BURDICK,AARON	107.57
			10/25/2013	MICHAELIS,DIANE	246.01
		P1300270	10/25/2013	GALLS INC	389.29
		P1300282	10/25/2013	LARK UNIFORMS	124.99
		P1300391	10/18/2013	MMPR	23.50
		P1300414	10/16/2013	UNIFORM DEN EAST	(68.50)
			Budget	YTD Exp	YTD Enc
	57,375.00	43,329.06	469.28	1,251.02	12,325.64
21-2100-0000-63409	CRIME SCENE SUPP	P1300408	10/23/2013	SIRCHIE FINGER PRINT LABORATOR	45.21
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	6,500.00	6,753.92	195.21	45.21	(494.34)
21-2100-0000-63900	AMMO/RANGE SUPPL	P1300411	10/22/2013	STREICHERS INC	1,846.00
		P1303392	10/24/2013	LAW ENFORCEMENT TARGETS INC	562.92
		P1303393	10/23/2013	ULTRAMAX AMMUNITION	778.49
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	32,391.00	18,159.59	9,904.83	3,187.41	1,139.17
21-2100-0000-63904	POLICING/1ST AID	P1303504	10/09/2013	JANESVILLE ANIMAL MEDICAL CENT	125.28
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	15,565.00	15,916.56	4,655.33	125.28	(5,132.17)
21-2100-0000-64200	TRAINING EXP	P1303429	10/22/2013	BADGER STATE SHERIFFS ASSOCIAT	100.00
		P1303455	10/23/2013	CITY OF MADISON	3,840.00
		P1303456	10/31/2013	FBI MILWAUKEE	28.00



COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
		P1303511	10/29/2013	CODE 3 ASSOCIATES INC	300.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	38,500.00	25,249.54	2,606.45	4,268.00	6,376.01
21-2100-0000-64205	STAFF EDUC				
			10/30/2013	COULTER,DOUG	1,006.47
			10/30/2013	NATTER,SHAWN	1,018.70
			10/30/2013	THOMPSON,MARK	1,039.49
			10/30/2013	LITSHEIM,KIM	1,389.84
			10/30/2013	OOMS,RYAN	1,407.64
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	38,000.00	32,438.66	0.00	5,862.14	(300.80)
21-2100-0000-64904	SUNDRY EXPENSE				
		P1303373	10/28/2013	LYNN CARD COMPANY	122.95
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	2,000.00	1,792.10	0.00	122.95	84.95
				<b>SHERIFF PROG TOTAL</b>	<b>28,749.86</b>
21-2167-0000-63100	OFC SUPP & EXP				
		P1303225	10/03/2013	SOLO SCHOOL PRODUCTS	355.95
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	2,720.00	899.00	1,479.83	355.95	(14.78)
21-2167-0000-64904	SUNDRY EXPENSE				
		P1300285	10/31/2013	MENARDS	27.09
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	5,000.00	1,361.76	108.20	27.09	3,502.95
				<b>RECAP OPERATIONS PROG TOTAL</b>	<b>383.04</b>
21-2200-0000-62170	PHYSICIAN/OTHER				
		P1303268	10/08/2013	ADVANCED CORRECTIONAL HEALTHC	60,075.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	792,514.00	797,123.60	5,726.37	60,075.00	(70,410.97)
21-2200-0000-63406	CLOTHING/UNIFORM				
			10/24/2013	TECHMEIER,SHANNON	5.95
			02/20/2013	SAXE,CHRIS	71.38
			10/29/2013	MANSFIELD,CHRISTY	114.46
			10/28/2013	O CONNOR,JASON	286.01
		P1300270	10/25/2013	GALLS INC	327.14
		P1300282	10/25/2013	LARK UNIFORMS	280.27
		P1300391	10/18/2013	MMPR	70.50
		P1300414	10/21/2013	UNIFORM DEN EAST	160.12

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt	
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	51,915.00		37,487.57	838.03	1,315.83	12,273.57
21-2200-0000-64200	TRAINING EXP					
		P1303453	10/21/2013	MADISON AREA TECHNICAL COLLEGE		77.32
		P1303455	10/23/2013	CITY OF MADISON		3,840.00
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	32,690.00		22,760.07	2,442.98	3,917.32	3,569.63
21-2200-0000-64904	SUNDRY EXPENSE					
		P1300277	10/18/2013	JAYS BIG ROLLS INC		1,012.00
		P1300410	10/17/2013	STAPLES ADVANTAGE		431.88
		P1300415	10/17/2013	UNISOURCE WORLDWIDE INC		305.87
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	135,000.00		71,381.18	2,747.79	1,749.75	59,121.28
<b>CORRECTIONAL FACILITY PROG TOTAL</b>					<b>67,057.90</b>	
21-2500-0000-63500	R&M SUPPLIES					
		P1300611	10/07/2013	BANDT COMMUNICATIONS INC		1,072.96
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	10,400.00		3,326.81	4,812.96	1,072.96	1,187.27
<b>EMERGENCY MANAGEMENT PROG TOTAL</b>					<b>1,072.96</b>	
21-2540-0000-62119	OTHER SERVICES					
		P1303476	05/14/2013	CITY OF JANESVILLE		3,814.10
	Budget		YTD Exp	YTD Enc	Pending	Closing Balance
	47,736.00		0.03	2,619.57	3,814.10	41,302.30
<b>LEVEL B HAZMAT TEAM PROG TOTAL</b>					<b>3,814.10</b>	

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 **\$101,077.86**

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: **NOV 18 2013**

Dept Head \_\_\_\_\_

Committee Chair \_\_\_\_\_

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
22-1200-0000-62122	ATTORNEY FEES	P1300325	10/24/2013	KOLPIEN,ATTY THOMAS A	1,239.00
		P1300337	09/28/2013	NASH ELLIOTT,ATTY JENNIFER	126.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	200,000.00	180,971.84	34,692.00	1,365.00	(17,028.84)
22-1200-0000-62125	INDIGENT FEES	P1300335	10/22/2013	KJOME,NELS H	658.00
		P1300374	10/30/2013	ZALESKI,ATTY STEVEN W	357.00
		P1300797	10/28/2013	FREIER,ATTY JOSEPH M	1,267.00
		P1300993	10/31/2013	HOWARD III,ATTY ROBERT C	560.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	125,000.00	88,047.87	2,842.00	2,842.00	31,268.13
22-1200-0000-62170	PHYSICIAN/OTHER	P1300341	10/14/2013	FELGUS MD,MATTHEW	2,278.00
		P1300342	10/21/2013	KAYE PHD,DR MICHAEL	2,400.00
		P1300345	10/20/2013	TYRE PHD,CHRISTOPHER	2,187.50
		P1302561	11/11/2013	DRIESSEN PHD,ERIC	406.25
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	140,000.00	99,624.69	7,271.75	7,271.75	25,831.81
22-1200-0000-62501	REPORTER FEES	P1300347	11/04/2013	BARKLEY,MICAL	66.00
		P1300353	10/25/2013	MUELLER CPR-CM,TAMMIE D	110.00
		P1300354	10/23/2013	SELF RPR CSR,MALISSA J	32.00
		P1300916	11/05/2013	PINS,JENNIFER LYNN	26.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	15,000.00	7,854.40	234.00	234.00	6,677.60
22-1200-0000-62503	INTERPRETER FEES	P1300358	09/04/2013	GONZALEZ,VICTOR M	1,000.00
		P1300359	10/04/2013	BILINGUAL TRAINING CONSULTANTS	1,000.00
		P1301258	10/25/2013	LARSON,JAMES	211.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	65,000.00	44,436.10	2,211.00	2,211.00	16,141.90
22-1200-0000-63200	PUBL/SUBCR/DUES	P1300322	10/15/2013	STATE BAR OF WISCONSIN	308.88
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	9,000.00	4,488.59	308.88	308.88	3,893.65
<b>CIRCUIT COURTS PROG TOTAL</b>					<b>14,232.63</b>
22-1209-0000-62119	OTHER SERVICES	P1303289	10/28/2013	ADECCO EMPLOYMENT SERVICES	734.40

**COMMITTEE APPROVAL REPORT**

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	0.00	2,744.82	734.40	734.40	(4,213.62)
22-1209-0000-63100	OFC SUPP & EXP	P1303197	10/16/2013	MID AMERICA BUSINESS SYSTEMS	283.06
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	25,000.00	10,315.29	4,658.00	283.06	9,743.65
				<b>CLERK OF COURTS PROG TOTAL</b>	<b>1,017.46</b>

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 **\$15,250.09**

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: **NOV 1 8 2013**

Dept Head \_\_\_\_\_

Committee Chair \_\_\_\_\_

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
23-2400-0000-62119	OTHER SERVICES				
		P1300768	10/31/2013	OCCUPATIONAL HEALTH AND WELLNI	194.40
		P1300770	10/31/2013	PAPER RECOVERY SERVICE CORPOR	85.50
		P1303433	10/17/2013	BELOIT HEALTH SYSTEM INC	1,059.60
		P1303470	10/24/2013	MICRONET COMMUNICATIONS INC	288.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	14,087.00	11,957.30	279.90	1,627.50	222.30
23-2400-0000-62217	TELETYPE SERV				
		P1303477	10/29/2013	BELOIT POLICE DEPARTMENT	2,940.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	28,870.00	22,768.00	0.00	2,940.00	3,162.00
23-2400-0000-62218	DATA COMMUNICTN.				
			10/23/2013	SUKUS,KATHY	49.99
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	1,680.00	1,475.85	104.05	49.99	50.11
23-2400-0000-62420	MACH & EQUIP RM				
		P1300769	08/01/2013	GENERAL COMMUNICATIONS INC	14,546.75
		P1300772	11/01/2013	BRILL,HANK	735.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	38,391.25	20,464.42	(734.99)	15,281.75	3,380.07
23-2400-0000-64200	TRAINING EXP				
		P1300771	10/30/2013	BELOIT MEMORIAL HOSPITAL	48.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	24,000.00	18,674.03	1,772.26	48.00	3,505.71
<b>911 PROJECT OPERATIONS PROG TOTAL</b>				<b>19,947.24</b>	
23-2415-0000-67171	C.A.-\$1000/MORE				
		P1303332	10/16/2013	DELL	460.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	1,468,500.00	1,118,606.11	0.00	460.00	349,433.89
<b>911 CAPITAL PROJECTS PROG TOTAL</b>				<b>460.00</b>	

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 **\$20,407.24**

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: **NOV 18 2013**

Dept Head \_\_\_\_\_

Committee Chair \_\_\_\_\_



Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
24-1610-0000-62126	OFFICER FEES	P1300289	10/18/2013	SOUTHEAST WISCONSIN PROCESS LI	35.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	8,500.00	4,950.00	35.00	35.00	3,480.00
24-1610-0000-62501	REPORTER FEES				
		P1300291	10/30/2013	NELSON,DEBRA A	13.00
		P1300294	10/29/2013	KANE,KRISTINE	64.00
		P1300295	11/04/2013	BARKLEY,MICAL	12.50
		P1300298	10/30/2013	BOUZIANE,VICKI N	854.00
		P1300367	11/04/2013	SELF RPR CSR,MALISSA J	18.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	8,000.00	4,094.42	961.50	961.50	1,982.58
24-1610-0000-63100	OFC SUPP & EXP				
		P1303133	10/07/2013	HENRICKSEN	3,678.62
		P1303193	10/21/2013	HENRICKSEN	2,616.20
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	13,000.00	4,404.68	0.00	6,294.82	2,300.50
24-1610-0000-63300	TRAVEL				
			10/24/2013	OLEARY,DAVID J	54.24
			10/25/2013	BRAUNSCHWEIG,ATTY MASON	152.06
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	8,750.00	6,942.99	0.00	206.30	1,600.71
<b>DISTRICT ATTORNEY PROG TOTAL</b>				<b>7,497.62</b>	

I have examined the preceding bills and encumbrances in the total amount of **\$7,497.62**  
 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: **NOV 18 2013**

Dept Head \_\_\_\_\_

Committee Chair \_\_\_\_\_

**COMMITTEE APPROVAL REPORT**

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
34-3850-0000-62126	OFFICER FEES				
		P1300385	10/24/2013	GREGG INVESTIGATIONS INC	110.00
		P1303435	10/22/2013	ACCENT INVESTIGATIONS	100.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	22,600.00	12,364.74	2,131.21	210.00	7,894.05
<b>CHILD SUPPORT PROG TOTAL</b>					<b>210.00</b>

I have examined the preceding bills and encumbrances in the total amount of **\$210.00**

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: **NOV 18 2013**

Dept Head \_\_\_\_\_

Committee Chair \_\_\_\_\_

RESOLUTION NO. \_\_\_\_\_

AGENDA NO. \_\_\_\_\_

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

Sheriff Robert D. Spoden  
INITIATED BY

Capt. Gary Groelle  
DRAFTED BY



Public Safety & Justice  
Committee  
SUBMITTED BY

November 11, 2013  
DATE DRAFTED

**AWARDING BID TO POMP'S TIRE SERVICE, INC. OF JANESVILLE, WI  
FOR SERVICING VEHICLES AT THE ROCK COUNTY SHERIFF'S OFFICE**

- 1 **WHEREAS**, funds have been incorporated into the 2014 Budget for service of the fleet of vehicles
- 2 at the Rock County Sheriff's Office; and,
- 3
- 4 **WHEREAS**, the Rock County Sheriff's Office is committed to the efficient and cost effective
- 5 operation of vehicles on the road; and,
- 6
- 7 **WHEREAS**, Purchasing did solicit bids from vehicle service vendors for fleet maintenance
- 8 service with the results attached; and,
- 9
- 10 **WHEREAS**, Sheriff's and Purchasing's staff did review all bids submitted for compliance with
- 11 the specifications and determined that Pomp's is the most responsive and responsible bidder.
- 12
- 13 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board duly assembled this
- 14 \_\_\_\_\_ day of \_\_\_\_\_, 2013, that a Contract be issued to Pomp's Tire Service, Inc. of
- 15 Janesville, WI, for maintaining the vehicle fleet at the Rock County Sheriff's Office.

RESPECTFULLY SUBMITTED

PUBLIC SAFETY & JUSTICE COMMITTEE

FISCAL NOTE:

\_\_\_\_\_  
Ivan Collins, Chair

Sufficient funds are available in the Sheriff's Repair and Maintenance account, A/C 21-2100-0000-62410, for the cost of this contract.

\_\_\_\_\_  
Mary Beaver

Sherry Oja  
Finance Director

\_\_\_\_\_  
Henry Brill

\_\_\_\_\_  
Brian Knudson

ADMINISTRATIVE NOTE:

\_\_\_\_\_  
Larry Wiedenfeld

Recommended.  
  
Craig Knutson  
County Administrator

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

**EXECUTIVE SUMMARY**

**AWARDING BID TO POMP'S TIRE SERVICE, INC. OF JANESVILLE, WI  
FOR SERVICING VEHICLES AT THE ROCK COUNTY SHERIFF'S OFFICE**

The 2014 budget contains funds for the provision of vehicle maintenance at the Rock County Sheriff's Office. This is a one-year contract with the option to renew for two additional one-year periods. The contract period will begin on January 1, 2014, and will remain in effect for the 2014-2016 calendar years.

The Purchasing Division solicited bids from vehicle maintenance vendors for providing service for the fleet at the Rock County Sheriff's Office. Three vendors submitted complete bids. Capt. Groelle reviewed the bids for compliance with the bid specifications.

Based on the information provided, the recommendation of the Sheriff's Office is to contract with Pomp's Tire Service, Inc. as the vendor for vehicle maintenance.



BID SUMMARY FORM

BID NUMBER 2014-03  
 BID NAME VEHICLE SERVICE  
 BID DUE DATE OCTOBER 4, 2013 - 1:30 P.M.  
 DEPARTMENT SHERIFF'S OFFICE

	POMP'S JANESVILLE WI	FRANK BOUCHER C-D-J JANESVILLE WI	BURTNESS CHEVROLET ORFORDVILLE WI
OIL CHANGE-FILTER, GREASE AND FLUID LEVEL CHECK PER MANUFACTURERS SPECIFICATIONS - PARTS & LABOR	STANDARD OIL 28.60 SYNTHETIC OIL 39.90	29.95	39.95
TIRE ROTATION	NO CHARGE	18.95	INCLUDED IN OIL CHANGE
MINOR REPAIR WORK-FLAT RATE COST	85.00	85.00	78.00
TUNE-UP COUNTY FURNISHES PARTS 6 CYLINDER - LABOR ONLY	140.00	102.00	70.83
TUNE-UP COUNTY FURNISHES PARTS 8 CYLINDER - LABOR ONLY	187.00	127.50	78.95
BRAKES COUNTY FURNISHES PARTS LABOR ONLY	PER AXLE 85.00	127.50	45.00
TURN ROTORS - COST EACH	10.00	25.00	20.00
TURN DRUMS - COST EACH	10.00	25.00	20.00
TRANSMISSION & TORQUE CONVERTER FLUID & FILTER CHANGE - PARTS & LABOR	178.95	150.00	135.00
FLEET PICK-UP/DELIVERY COST	NO CHARGE	NO CHARGE	NO CHARGE
PARTS DISCOUNT	25%	20%	10%
YEARS IN BUSINESS	74 YEARS	DID NOT SUPPLY	92 YEARS
STAFF & EXPERIENCE	13 STAFF WITH UP TO 40 YEARS EXPERIENCE	16 CERTIFIED CHRYSLER TECH'S WITH OVER 400 YEARS COMBINED EXPERIENCE	13 SERVICE/PARTS PERSONEL WITH OVER 260 YEARS COMBINED EXPERIENCE

<b>HOURS OF SERVICE</b>	<b>POMP'S JANESVILLE WI</b>	<b>FRANK BOUCHER C-D-J JANESVILLE WI</b>	<b>BURTNESS CHEVROLET ORFORDVILLE WI</b>	
	M-F 7:30 – 5:00 SAT 7:30 – NOON CLOSED SUNDAY	M-F 7:00 – 5:30 SAT 7:30 – 1:30 CLOSED SUNDAY DID NOT SUPPLY	M-F 7:30 – 6:00 SAT 8:00 – 3:00 CLOSED SUNDAY	
<b>REFERENCES</b>	SCHULTZ CAR QUEST ROCK COUNTY PUBLIC WORKS ADVANCED AUTO PARTS GORDIE BOUCHER FORD		BUDGET AUTO BODY LAKE SOMMERSET ASSOCIATION VILLAGE OF ORFORDVILLE	

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

PREPARED BY: ALAN DRANSFIELD, SENIOR BUYER

DEPARTMENT HEAD RECOMMENDATION: \_\_\_\_\_

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

GOVERNING COMMITTEE APPROVAL: \_\_\_\_\_

CHAIR \_\_\_\_\_ VOTE \_\_\_\_\_ DATE \_\_\_\_\_

**EXECUTIVE SUMMARY**

Bids were solicited from qualified individuals, firms, partnerships and corporations having specific experience in vehicle tune-ups, oil changes and vehicle repairs for Rock County Sheriff's Department Fleet vehicles as needed to maintain the integrity and good running order of these vehicles. 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. Proposals will remain in effect for the 2014 –2016 calendar years.

Work on this contract will consist of oil changes, tune-ups and non-warranty repairs. The Bids were reviewed by the Sheriff's Department and by Purchasing Staff for compliance with the specifications and Pomp's Tire Service, Inc., as the successful vendor.

**Vendor**

Repair type		Pomps	Boucher	Burtness
January- September 2013				
Oil change				
Reg	275	7,865.00	8,236.25	10,986.25
Tune up V8	5	935.00	637.50	394.75
Brakes	54	4,590.00	6,885.00	2,430.00
Trans	23	4,115.85	3,450.00	3,105.00
Turn rotors	39	390.00	975.00	780.00
<u>Parts discount</u>				
Tires \$218 X 72	15,696	11,772.00	12,556.80	14,126.40
Battery \$318	3180	2,385.00	2,544.00	2,862.00
Labor	28	2,380.00	2,380.00	2,184.00
<b>Vendor totals</b>		<b>34,432.85</b>	<b>37,664.55</b>	<b>36,868.40</b>



**BID SUMMARY FORM**

**PROJECT #:** 2014-05  
**PROJECT:** VEHICLE ALIGNMENT  
**DUE DATE:** OCTOBER 2, 2013 – 1:30 P.M.  
**DEPARTMENT:** SHERIFF'S OFFICE

	<b>POMP'S TIRE JANESVILLE WI</b>	<b>BEELINE ALIGNMENT JANESVILLE WI</b>
ALIGNMENT 2-WHEEL	\$ 39.95 – CAR	\$ 45.50 - CAR
ALIGNMENT 4-WHEEL	\$ 59.95	\$ 64.50
GENERAL INSPECTION	NO CHARGE	NO CHARGE
COMPLETE TIRE ROTATION	NO CHARGE	NO CHARGE W/BALANCING
TIRE BALANCING-PER TIRE	\$ 8.00	\$ 8.00/CAR \$9.00/TRUCK
MINOR REPAIR WORK	\$ 85.00 PER HOUR	\$ 62.00 FLAT RATE
PARTS DISCOUNT	25% PARTS STORE	25% PARTS STORE 5% OEM MANUFACTURER
PICKUP/DELIVERY COST	NO CHARGE	WILL SUPPLY VEHICLE
YEARS IN BUSINESS	74 YEARS	55 YEARS
STAFF/EXPERIENCE	13 STAFF 1-40 YEARS EXPERIENCE	4 STAFF 15-47 YEARS EXPERIENCE
REFERENCES	SCHULTZ CAR QUEST ADVANCE AUTO PARTS GORDIE BOUCHER ROCK CO PUBLIC WORKS	DAVIS CITGO NAPA AUTO PARTS DENNYS AUTO REPAIR
HOURS OF SERVICE	M-F 7:30 AM – 5:00 PM SAT 7:30 AM – NOON	M-F 7:30 AM – 5:00 PM

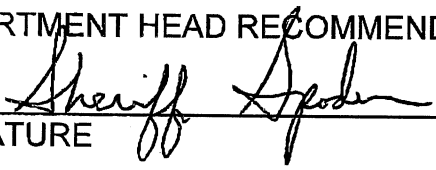
This project was advertised in the Beloit Daily News and on the Internet. Five additional vendors were solicited that did not respond.



PREPARED BY: ALAN DRANSFIELD, SENIOR BUYER

DEPARTMENT HEAD RECOMMENDATION: Pomps

SIGNATURE



11-13-13

DATE

GOVERNING COMMITTEE APPROVAL:

CHAIR

VOTE

DATE

## EXECUTIVE SUMMARY

Bids were solicited from qualified individuals, firms, partnerships and corporations having specific experience in vehicle alignments for Rock County Sheriff's Office Fleet vehicles as needed to maintain the integrity of these vehicles. 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 50 and 70 alignments per year on fleet vehicles. The number of alignments in any given year will vary due to mileage driven and road conditions.

Bids were solicited from seven 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 Pomps Tire as the successful vendor.

RESOLUTION NO. \_\_\_\_\_

AGENDA NO. \_\_\_\_\_

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

Public Safety and Justice  
INITIATED BY



Kathren Sukus, Director  
DRAFTED BY

Public Safety and Justice  
SUBMITTED BY

October 16, 2013  
DATE DRAFTED

**BLACKHAWK TECH LAW AND FIRE RADIO RECEIVER SITES**

- 1 **WHEREAS**, the 911 Communications Center is responsible for the continuous operation of the public safety
- 2 radio communications infrastructure in Rock County; and,
- 3
- 4 **WHEREAS**, the Communications Center, through its public safety work groups, has identified radio
- 5 communication deficiencies within the Towns of Beloit and Rock along South Highway 51; and,
- 6
- 7 **WHEREAS**, research indicates that the communication deficiencies in these areas would be reduced and/or
- 8 eliminated by the nearby placement of radio receiver equipment for the County Main and Rock Fire Main
- 9 frequencies; and,
- 10
- 11 **WHEREAS**, Blackhawk Technical College, 6004 South County Trunk G, Town of Rock, has authorized
- 12 placement of radio receiver equipment on their existing tower along with providing storage of equipment inside
- 13 of their building; and,
- 14
- 15 **WHEREAS**, two proposed receiver sites would directly benefit all public safety responders communicating on
- 16 portable radios in this area; and,
- 17
- 18 **WHEREAS**, General Communications, Inc. of Madison, Wisconsin is the sole maintenance provider and
- 19 Raytheon equipment dealer for the Rock County public safety radio system infrastructure; and,
- 20
- 21 **WHEREAS**, the total cost for equipment and installation of both receiver sites is \$78,853.10; and,
- 22
- 23 **WHEREAS**, the funding to purchase the receiver equipment is currently available in the Communications
- 24 Center's 2013 budget.
- 25
- 26 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled this
- 27 \_\_\_\_\_ day of \_\_\_\_\_, 2013 that a contract be awarded to General Communications, Inc. of
- 28 Madison, Wisconsin, in the amount of \$78,853.10 to purchase and install two radio receivers for placement at
- 29 Blackhawk Technical College.

Respectfully submitted,

**Public Safety and Justice Committee**

\_\_\_\_\_  
Ivan Collins, Chair

\_\_\_\_\_  
Henry Brill, Vice Chair

\_\_\_\_\_  
Mary Beaver

\_\_\_\_\_  
Brian Knudson

\_\_\_\_\_  
Larry Wiedenfeld

FISCAL NOTE:

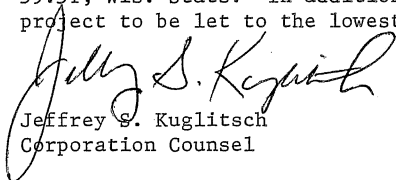
Sufficient funding is available in the Communications Center's capital asset account, A/C 23-2400-0000-67171, for the cost of this project.



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.



Craig Knutson  
County Administrator

## EXECUTIVE SUMMARY

The Rock County Communications Center is solely responsible for the infrastructure, operation, and maintenance of the public safety digital radio system. After the narrow-banding and digital conversion of our main public safety radio frequencies, it was determined that the portable radio coverage for Rock County law enforcement and fire/EMS agencies had been reduced in the areas of the Rock River, Rockvale Mobile Home Park, and Blackhawk Technical College.

While some of these areas had scratchy coverage when they were analog, the combination of narrow-banding and digitalization has caused the signals to be inaudible at times. Narrow-banding reduced the signal strength and the digital transmission reacts differently than analog and does not get scratchy, it simply drops the transmission (similar to how a digital cell phone works when out of range of a cell tower).

In order to improve portable coverage for these areas, it is necessary to add two new receivers sites for both County Main and Rock Fire Main. These additional receiver sites would be located at Blackhawk Technical College.

This item was budgeted for 2014, but because the 9-1-1 Telephone System upgrade was under budget by approximately \$100,000, there are funds currently available in the Communications Center's 2013 budget to complete this project early.

The quote from General Communications is \$78,853.10 total, which includes parts and labor for both receivers. This is a sole source situation in that General Communications is the only certified JPS (Raytheon) service provider in Wisconsin and they hold the maintenance contract for the public safety radio system in Rock County (see attached letter from JPS Communications, Inc.).

# JPS Communications, Inc.

a subsidiary of Raytheon Company

5800 Departure Drive  
Raleigh NC 27616  
(919) 865 1054  
cell: (919) 413 0816  
arthur.powers@raytheon.com

October 18, 2013

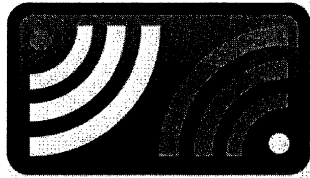
Gary Pelletier  
General Communications Inc.  
5157 Anton Drive  
Madison, Wisconsin 53719

Dear Gary,

This is to confirm that General Communications Inc. is currently the only authorized JPS P25 dealer in the State of Wisconsin.



Arthur Powers  
Vice President – Contracts & Corporate Development



# GENERAL COMMUNICATIONS

your safety is our business

October 16, 2013

Rock Co. Communications Center  
 Attn: Kathren Sukus  
 3636 N. County Trunk Hwy F  
 Janesville, WI 53545

RE: Here is a Quote to add two receivers Sheriff's main and Rock Fire main to the Blackhawk technical college building located in the Sheriff's office

1	Master 3 Receiver Shelf with two Receivers	Total:	\$18,140.00
		WSCA 26%	<u>-\$4,716.40</u>
		Discount	
		Total:	\$13,423.60
1	JPS P25 upgrade	\$49,232.00	\$49,232.00
1	Receiver MultiCouplers	\$2,600.00	\$2,600.00
1	Cabinet	\$0.00	\$0.00
2	1/2" Super flex Jumpers	\$120.00	\$240.00
1	DB224 Antenna	\$890.00	\$890.00
1	Mount	\$205.00	\$205.00
150	1/2" Hardline Cable	\$2.75	\$412.50
2	1/2" Connectors	\$25.00	\$50.00
2	Ground Kits, 1/2"	\$30.00	\$60.00
1	Power Strip	\$400.00	\$400.00
1	Miscellaneous Grounding Cable & Split Bolts	\$150.00	\$150.00
1	PolyPhaser	\$100.00	\$100.00
6	Network Cables	\$15.00	\$90.00
1	Shop Programming and Configuration	\$3,000.00	\$3,000.00
1	Installation, at site	\$5,000.00	\$5,000.00
1	Installation Antenna and cable	\$3,000.00	<u>\$3,000.00</u>
		Sub Total:	\$65,429.50
		Total:	\$78,853.10

If you have any questions please call 608-310-7127 or e-mail [rwestgard@gencomm.com](mailto:rwestgard@gencomm.com).

Sincerely,

*Richard Westgard*

Richard Westgard  
 Assistant Service Manager

**Madison**  
 5157 Anton Drive  
 Madison, WI 53719  
 (608) 271-4848 / (800) 356-3200

**Milwaukee**  
 N57 W13466 Reichert Avenue  
 Menomonee Falls, WI 53051  
 (262) 439-2000 / (800) 546-9468

RESOLUTION NO. \_\_\_\_\_

AGENDA NO. \_\_\_\_\_

RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS

Sheriff Robert Spoden  
INITIATED BY

Capt. Gary Groelle  
DRAFTED BY



Public Safety and Justice  
Committee  
SUBMITTED BY

November 11, 2013  
DATE DRAFTED

**AUTHORIZING PURCHASE OF VEHICLES PER STATE OF WISCONSIN**  
**CONTRACT FOR THE ROCK COUNTY SHERIFF'S OFFICE**

- 1 **WHEREAS**, funds are included in the 2014 budget for the purchase of vehicles to be used by the  
2 Rock County Sheriff's Office; and,  
3  
4 **WHEREAS**, Section 22.18(4) of the Purchasing Ordinance does allow Rock County to purchase  
5 these vehicles through a cooperative purchasing agreement with the State of Wisconsin under  
6 Contract #15-07006-201; and,  
7  
8 **WHEREAS**, Ewald Automotive of Oconomowoc, Wisconsin was awarded the State contract for  
9 Dodge Chargers, Dodge Grand Caravan and Chevrolet Express Vans; and,  
10  
11 **WHEREAS**, the Sheriff's Office and Purchasing staff have reviewed the State of Wisconsin bid  
12 specifications and recommend purchasing six (6) Dodge Chargers, a Dodge Grand Caravan and  
13 a Chevrolet Express Van from Ewald Automotive.  
14  
15 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board duly assembled this  
16 \_\_\_\_\_ day of \_\_\_\_\_, 2013, that a Purchase Order be issued as follows:  
17  
18         \$ 26,213.00 to Ewald Automotive for 1 Chevrolet Express Van (15-passenger)  
19         \$139,823.00 to Ewald Automotive for 6 Dodge Chargers  
20         \$21,470.00 to Ewald Automotive for 1 Dodge Caravan  
21  
22 **BE IT FURTHER RESOLVED** that payment be made to the vendor upon receipt and  
23 acceptance by the Rock County Sheriff.

RESPECTFULLY SUBMITTED,

PUBLIC SAFETY & JUSTICE COMMITTEE

\_\_\_\_\_  
Ivan Collins, Chair

\_\_\_\_\_  
Mary Beaver

\_\_\_\_\_  
Henry Brill

\_\_\_\_\_  
Brian Knudson

\_\_\_\_\_  
Larry Wiedenfeld

AUTHORIZING PURCHASE OF VEHICLES PER STATE OF WISCONSIN CONTRACT FOR  
THE ROCK COUNTY SHERIFF'S OFFICE

Page 2

FISCAL NOTE:

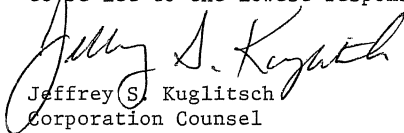
\$243,500 is included in the Sheriff's Vehicles 2014 budget, A/C 21-2190-0000-67105, for the purchase of replacement vehicles.



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.



Craig Knutson  
County Administrator



## EXECUTIVE SUMMARY

Funds are included in the 2014 budget for the purchase of vehicles to be used by the Rock County Sheriff's Office. Under Section 22.18(4) of the Purchasing Ordinance, Rock County can utilize State of Wisconsin bids to purchase vehicles through cooperative purchasing agreement #15-07006-201.

The Sheriff's Office and the Purchasing Staff reviewed the State of Wisconsin bid specifications to verify that they meet the Sheriff's Office's needs. The total cost breakdown for the vehicles is as follows:

\$ 26,213.00 to Ewald Automotive for 1 Chevrolet Express Van (15-passenger)  
\$139,823.00 to Ewald Automotive for 1 Dodge Charger  
\$ 21,470.00 to Ewald Automotive for 1 Dodge Caravan  
\$187,506.00

We are expecting trade in allowances to be approximately \$53,500.00.



BID SUMMARY FORM

BID NUMBER 2014-03  
 BID NAME VEHICLE SERVICE  
 BID DUE DATE OCTOBER 4, 2013 - 1:30 P.M.  
 DEPARTMENT SHERIFF'S OFFICE

	POMP'S JANESVILLE WI	FRANK BOUCHER C-D-J JANESVILLE WI	BURTNES CHEVROLET ORFORDVILLE WI
OIL CHANGE-FILTER, GREASE AND FLUID LEVEL CHECK PER MANUFACTURERS SPECIFICATIONS - PARTS & LABOR	STANDARD OIL 28.60 SYNTHETIC OIL 39.90	29.95	39.95
TIRE ROTATION	NO CHARGE	18.95	INCLUDED IN OIL CHANGE
MINOR REPAIR WORK-FLAT RATE COST	85.00	85.00	78.00
TUNE-UP COUNTY FURNISHES PARTS 6 CYLINDER - LABOR ONLY	140.00	102.00	70.83
TUNE-UP COUNTY FURNISHES PARTS 8 CYLINDER - LABOR ONLY	187.00	127.50	78.95
BRAKES COUNTY FURNISHES PARTS LABOR ONLY	PER AXLE 85.00	127.50	45.00
TURN ROTORS - COST EACH	10.00	25.00	20.00
TURN DRUMS - COST EACH	10.00	25.00	20.00
TRANSMISSION & TORQUE CONVERTER FLUID & FILTER CHANGE - PARTS & LABOR	178.95	150.00	135.00
FLEET PICK-UP/DELIVERY COST	NO CHARGE	NO CHARGE	NO CHARGE
PARTS DISCOUNT	25%	20%	10%
YEARS IN BUSINESS	74 YEARS	DID NOT SUPPLY	92 YEARS
STAFF & EXPERIENCE	13 STAFF WITH UP TO 40 YEARS EXPERIENCE	16 CERTIFIED CHRYSLER TECH'S WITH OVER 400 YEARS COMBINED EXPERIENCE	13 SERVICE/PARTS PERSONEL WITH OVER 260 YEARS COMBINED EXPERIENCE

	POMP'S JANESVILLE WI	FRANK BOUCHER C-D-J JANESVILLE WI	BURTNESS CHEVROLET ORFORDVILLE WI
HOURS OF SERVICE	M-F 7:30 - 5:00 SAT 7:30 - NOON CLOSED SUNDAY	M-F 7:00 - 5:30 SAT 7:30 - 1:30 CLOSED SUNDAY	M-F 7:30 - 6:00 SAT 8:00 - 3:00 CLOSED SUNDAY
REFERENCES	SCHULTZ CAR QUEST ROCK COUNTY PUBLIC WORKS ADVANCED AUTO PARTS GORDIE BOUCHER FORD	DID NOT SUPPLY	BUDGET AUTO BODY LAKE SOMMERSET ASSOCIATION VILLAGE OF ORFORDVILLE

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

PREPARED BY: ALAN DRANSFIELD, SENIOR BUYER

DEPARTMENT HEAD RECOMMENDATION: Ramps -

SIGNATURE Sheriff Robert Spahr 11-12-13  
DATE

GOVERNING COMMITTEE APPROVAL:

CHAIR \_\_\_\_\_ VOTE \_\_\_\_\_ DATE \_\_\_\_\_

**EXECUTIVE SUMMARY**

Bids were solicited from qualified individuals, firms, partnerships and corporations having specific experience in vehicle tune-ups, oil changes and vehicle repairs for Rock County Sheriff's Department Fleet vehicles as needed to maintain the integrity and good running order of these vehicles. 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. Proposals will remain in effect for the 2014 -2016 calendar years.

Work on this contract will consist of oil changes, tune-ups and non-warranty repairs. The Bids were reviewed by the Sheriff's Department and by Purchasing Staff for compliance with the specifications and Pomp's of Janesville as the successful vendor.

RESOLUTION NO. \_\_\_\_\_

AGENDA NO. \_\_\_\_\_

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

SHERIFF ROBERT D.SPODEN  
INITIATED BY

CMDR. ERIK CHELLEVOLD  
DRAFTED BY

PUBLIC SAFETY & JUSTICE  
COMMITTEE  
SUBMITTED BY



NOVEMBER 08, 2013  
DATE DRAFTED

**AWARDING BID TO ARAMARK UNIFORM SERVICES  
FOR LAUNDRY SERVICES AT THE ROCK COUNTY JAIL**

- 1 **WHEREAS**, funds have been incorporated into the 2014 Budget to contract with a private firm for
- 2 providing laundry services at the Rock County Jail; and,
- 3
- 4 **WHEREAS**, the Rock County Sheriff's Office is committed to the safe, efficient and cost
- 5 effective operation of the Rock County Jail; and,
- 6
- 7 **WHEREAS**, Purchasing did solicit bids from laundry services vendors for laundry services with
- 8 the results attached; and,
- 9
- 10 **WHEREAS**, Sheriff's and Purchasing's staff did review all bids submitted and samples supplied
- 11 for compliance with the specifications and determined that Aramark Uniform Services is the
- 12 most responsive and responsible bidder.
- 13
- 14 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly
- 15 assembled this \_\_\_\_\_ day of \_\_\_\_\_, 2013, that a Contract be issued to Aramark
- 16 Uniform Services of Madison, WI, for providing laundry services to the Rock County Jail.

RESPECTFULLY SUBMITTED

PUBLIC SAFETY & JUSTICE COMMITTEE

\_\_\_\_\_  
Ivan Collins, Chair

\_\_\_\_\_  
Mary Beaver

\_\_\_\_\_  
Henry Brill

\_\_\_\_\_  
Brian Knudson

\_\_\_\_\_  
Larry Wiedenfeld

AWARDING BID TO ARAMARK UNIFORM SERVICES FOR LAUNDRY SERVICES AT THE ROCK  
COUNTY JAIL

Page 2

FISCAL NOTE:

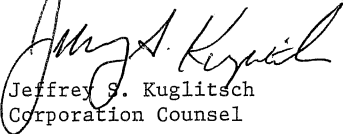
Sufficient funds are available in the Correctional Facility's Laundry Services account, A/C 21-2200-0000-62163, for the cost of this contract.



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.



Craig Knutson  
County Administrator

**AWARDING BID TO ARAMARK UNIFORM SERVICES  
FOR LAUNDRY SERVICES AT THE ROCK COUNTY JAIL**

EXECUTIVE SUMMARY

The 2014 budget contains funds for the provision of laundry services at the Rock County Jail. This contract runs from 2014-2016, with options to renew for two one-year terms.

The Purchasing Division solicited bids from laundry services vendors for providing laundry services. Two vendors submitted complete bids. Cmdr. Chellevold and Capt. Strouse reviewed the bids for compliance with the bid specifications and conducted a site tour at Aramark.

Based on the information provided the recommendation of the Sheriff's Office is to contract with Aramark Uniform Services as the vendor for laundry services.

 ORIGINAL

ROCK COUNTY, WISCONSIN  
FINANCE DIRECTOR

PURCHASING DIVISION



**PROPOSAL SUMMARY FORM**

PROJECT NUMBER: 2014-19  
PROJECT NAME: LAUNDRY SERVICES  
PROPOSAL DUE DATE: OCTOBER 14, 2013 -12:00 NOON  
DEPARTMENT: ROCK COUNTY JAIL

	ARAMARK UNIFORM MADISON WI	MADISON UNITED HEALTHCARE LINEN MADISON WI
PRICE PER POUND-LINENS	.32	.40
PRICE PER POUND-SPECIALS	.32	.35
PRICE PER POUND-UNIFORMS & BLANKETS	.30	.35
PERCENT INCREASE 2017	0%	2.4%
PERCENT INCREASE 2018	0%	2.4%

Proposal was advertised in the Beloit Daily News and on the Internet.

PREPARED BY: Jodi R. Millis  
Purchasing Manager

DEPARTMENT HEAD RECOMMENDATION: ARAMARK UNIFORM

Signature: Sheriff Robert Spodis Date: 11-6-13

GOVERNING COMMITTEE APPROVAL:

Chair: \_\_\_\_\_ Vote: \_\_\_\_\_ Date: \_\_\_\_\_

RESOLUTION NO. \_\_\_\_\_

AGENDA NO. \_\_\_\_\_

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

**Sheriff Robert D. Spoden**  
INITIATED BY



**Cmdr. Troy Knudson**  
DRAFTED BY

**Public Safety and Justice  
Committee**  
SUBMITTED BY

**November 13, 2013**  
DATE DRAFTED

**LEADERSHIP DEVELOPMENT TRAINING PROGRAM**

- 1 **WHEREAS**, the Sheriff's Office plans to purchase a training program for leadership development;
- 2 and,
- 3
- 4 **WHEREAS**, the International Academy of Public Safety has developed a web based training program
- 5 called the Law Enforcement Center for Leadership Development; and,
- 6
- 7 **WHEREAS**, the Law Enforcement Center for Leadership Development program is intended to be an
- 8 important part of the Sheriff's Office succession plan; and,
- 9
- 10 **WHEREAS**, the comprehensive leadership training program will be available to Sheriff's Office
- 11 employees at all levels; and,
- 12
- 13 **WHEREAS**, the International Academy of Public Safety is the developer and sole source provider for
- 14 this training program.
- 15
- 16 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
- 17 this \_\_\_\_\_ day of \_\_\_\_\_, 2013 that a purchase order for the training program, Law
- 18 Enforcement Center for Leadership Development, be issued to International Academy of Public Safety, in
- 19 the amount of \$25,000.
- 20
- 21 **BE IT FURTHER RESOLVED** that payment be made to the vendor upon approval of the Public Safety
- 22 and Justice Committee.

Respectfully submitted,

**Public Safety and Justice Committee**

\_\_\_\_\_  
Ivan Collins, Chair

\_\_\_\_\_  
Mary Beaver

\_\_\_\_\_  
Henry Brill

\_\_\_\_\_  
Brian Knudson

\_\_\_\_\_  
Larry Wiedenfeld



**LEADERSHIP DEVELOPMENT TRAINING PROGRAM**

Page 2

FISCAL NOTE:

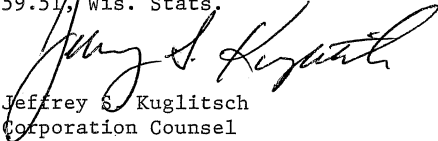
Sufficient funding is available in the 2013 and 2014 Sheriff's budgets for the cost of this training program. Since the training program will not be rolled out until 2014, the 2013 funds set aside for this purchase will need to be carried forward to 2014.



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.



Jeffrey S. Kuglitsch  
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Craig Knutson  
County Administrator

## LEADERSHIP DEVELOPMENT TRAINING PROGRAM

Page 3

### Executive Summary

The Sheriff's Office plans to purchase a training program for leadership development. The program was developed by the International Academy of Public Safety.

The web-based program is called Law Enforcement Center for Leadership Development. The program covers thirty modules of character, ethics, leadership, and emotional intelligence. Comprehensive leadership training will be available to Sheriff's Office employees at all levels.

This program is intended to be an important part of the Sheriff's Office succession plan. Currently, command staff personnel are sent to extensive leadership training programs such as the FBI National Academy or Northwestern Staff and Command training; however, very little leadership training is available for line personnel. This has been determined to be a significant shortcoming considering that these staff members must be able to function as leaders in emergency situations and must begin preparing themselves for future leadership roles within the Sheriff's Office as current agency leaders retire.

The general leadership training program is set by the International Academy of Public Safety and is presented by retired or current FBI, academic, federal, state and local law enforcement instructors. The training addresses topics such as ethics, character, communication, change, and emotional intelligence.

Additionally, the training is customized, and a portion of the training will be presented (via video) by Sheriff's Office command staff. This aspect of the training is important to ensure that the training is compatible with the Rock County Sheriff's Office philosophy and perspective on law enforcement and corrections.

From a financial perspective, this program is much more economical than individually sending officers away for training. This flexible, online program will allow nearly all Sheriff's Office personnel to receive this training while they are at work, avoiding the usual training expenses of replacement staff, food, and lodging. The program provides more than forty hours of training for each employee. As there are more than two hundred employees at the Sheriff's Office, that would result in approximately eight thousand hours of training, with a final cost of slightly more than three dollars per training hour.

The Rock County Sheriff's Office plans to roll out the program with the Dane County Sheriff's Office in early January, 2014. Rock County will receive a discount of \$5,000 for rolling out the program with Dane County. The cost of the program is \$25,000 after the discount.

The program will be funded as follows:

2013	\$10,000	21-2200-0000-64904	Sundry – Correctional Facility
2013	\$2,500	21-2200-0000-64200	Training – Correctional Facility
2013	\$2,500	21-2100-0000-64200	Training – LES
2014	\$5,000	21-2200-0000-64200	Training – Correctional Facility
2014	\$5,000	21-2100-0000-64200	Training – LES

Readiness Network, Inc., dba the International Academy of Public Safety, is the sole developer and the sole source for the customized Law Enforcement Center for Leadership Development program.



November 8, 2013

Sheriff Robert D. Spoden  
Rock County Sheriff's Office  
200 E US Highway 14  
Janesville, WI 53545

Sheriff Spoden,

I am writing this letter to formally certify that Readiness Network, Inc., dba International Academy of Public Safety is the sole developer and sole source of the following customized on-line Center for Leadership Development program:

**Program Content**

**Core 1 Modules (15 hrs.)**

1. Induction to leadership program
2. Leadership Principles and Concepts
3. Lincoln on Leadership
4. Personal Leadership
5. 1<sup>st</sup> Line Supervision
6. Mid-Level Supervision
7. Leadership and Change
8. Ethics and Leadership
9. It's Your Ship
10. Leadership and Power
11. Leadership Theories & DISC
12. Active Listening
13. Effective Communication
14. Military leadership
15. Conclusion

**Core 2 Modules (15 hrs.)**

16. Founding Fathers on Leadership
17. Good to Great / Problem Based Leadership
18. Practical Emotional Intelligence
19. Conflict Management
20. Communication in the Heat of Chaos
21. It's Our Ship
22. Cultural Sensitivity Awareness
23. Action Leadership
24. Reflective Leadership
25. Start with Why
26. Generations
27. Legacy Leadership
28. Succession Planning
29. Human Capital Management
30. Conclusion

**Delivery**

The content is delivered through a SCORM Certified secure and confidential On-Line Academy that sits outside of the agency with full customization, registration, grading, compliance and certification features.

Sincerely,

Mitch Javidi, Ph.D.  
President