

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, APRIL 2, 2013 – 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 – March 19, 2013
4. Transfers and Appropriations
5. Bills/Encumbrances/Pre-Approved Encumbrance Amendments
6. Resolution
 - A. Repealing Rock County Smoking Ordinance 3.701 and Adopting Wisconsin Statewide Smoke Free Air Law
 - B. Authorizing Additional Contingency Funding and Amending the 2013 Budget for Rock Haven Project (Will be provided at the meeting.)
7. Updates
 - A. Jail Project
 - 1) Update Report
 - 2) Change Orders
 - B. Rock Haven
 - 1) Update Report
 - 2) Change Orders
8. Approval to Retain Angus Young Architects for Design and Engineering for the Exit Stair from the HCC Tunnel
9. Communications, Announcements and Information
 - A. Meeting Date for UW-Rock Mass Notification Report will be April 23, 2013 at 8:00 A.M. in Conference Room N-1
 - B. Joint General Services/Health Services Meeting at the New Rock Haven Facility on April 30, 2013 at 4:00 PM.
10. Adjournment

Account Number	Name	Yearly Prcent Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818510000-67200	CAPITAL IMPROV	31,134,096.00	99.9% 29,761,065.02	1,365,861.54	7,169.44		
	P1301240-PO# 03/22/13 -VN#019677			PHOENIX TEXTILE CORP		4,835.60	
				CLOSING BALANCE	2,333.84		4,835.60
	ROCK HAVEN PROJ		PROG-TOTAL-PO			4,835.60	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$4,835.60 INCURRED BY ROCK HAVEN BUILDING PROJECT. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

- A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

GENERAL SERVICES COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

APR 02 2013

DATE _____ CHAIR

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818159200-62460	BLDG SERV R&M	36,500.00 36.5%	5,932.36	7,416.98	23,150.66		
	P1300226-PO# 03/22/13 -VN#014018			LAND AND WHEELS		28.78	
	P1300235-PO# 03/22/13 -VN#037268			SIMPLEX GRINNELL LP		256.98	
	P1301430-PO# 03/22/13 -VN#044447			SILVER LINING HOOD SERVICE LLC		50.00	
				CLOSING BALANCE	22,814.90		335.76
1818159200-62463	FIRE ALARM	15,250.00 50.6%	540.00	7,180.91	7,529.09		
	P1300229-PO# 03/22/13 -VN#028010			PER MAR SECURITY SERVICES		98.13	
				CLOSING BALANCE	7,430.96		98.13
1818159200-62470	BLDG R & M	29,800.00 1.8%	2,804.69	-2,262.93	29,258.24		
	P1300221-PO# 03/22/13 -VN#030781			HOME DEPOT/GEFC		96.22	
	P1301493-PO# 03/22/13 -VN#014534			MENARDS		110.12	
				CLOSING BALANCE	29,051.90		206.34
1818159200-63109	OTHER SUPP/EXP	31,750.00 17.4%	2,188.45	3,364.76	26,196.79		
	P1300204-PO# 03/22/13 -VN#046075			AIRGAS NORTH CENTRAL		96.16	
	P1300220-PO# 03/22/13 -VN#018251			HARRIS ACE HARDWARE		23.76	
	P1300223-PO# 03/22/13 -VN#029890			JACK AND DICKS FEED AND GARDEN		314.78	
	P1300227-PO# 03/22/13 -VN#014423			MC MASTER-CARR SUPPLY COMPANY		115.18	
				CLOSING BALANCE	25,646.91		549.88
1818159200-63111	PAPER PRODUCTS	12,000.00 1.2%	1,214.55	-1,369.22	12,154.67		
	P1300236-PO# 03/22/13 -VN#048467			STAPLES ADVANTAGE		154.68	
				CLOSING BALANCE	11,999.99		154.68
	HCC BLDG.COMPLEX		PROG-TOTAL-PO			1,344.79	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$1,344.79 INCURRED BY HCC BUILDING COMPLEX. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS
 A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.
 B. BILLS UNDER \$10,000 TO BE PAID.
 C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

GENERAL SERVICES COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD
APR 02 2013 _____ DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
000000001-17100	POSTAGE METER CH	0.00 100.0%	29,412.05	158,432.26	-187,844.31		
	P1300778-PO# 04/01/13 -VN#044977			UNITED MAILING SERVICES INC		413.85	
				CLOSING BALANCE	-188,258.16		413.85
	BAL.SHEET A/C		PROG-TOTAL-PO			413.85	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$413.85 INCURRED BY BALANCE SHEET ACCOUNT. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

- A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

GENERAL SERVICES

COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____

DEPT-HEAD

APR 02 2013

DATE _____

CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818100000-62113	SNOW REMOVAL	6,000.00 33.2%	260.00	-2,252.98	7,992.98		
	P1300661-PO# 04/01/13 -VN#018346			E AND S SNOWPLOWING		1,393.00	
	P1300667-PO# 04/01/13 -VN#021860			BJOIN INC		600.00	
				CLOSING BALANCE	5,999.98		1,993.00
1818100000-62205	FUEL OIL	1,500.00 122.9%	0.00	-1,844.99	3,344.99		
	P1300668-PO# 04/01/13 -VN#018618			BROWN OIL CO INC		1,845.00	
				CLOSING BALANCE	1,499.99		1,845.00
1818100000-62400	R & M SERV	119,800.00 68.0%	40,977.02	40,535.07	38,287.91		
	P1300640-PO# 04/01/13 -VN#010938			ARAMARK UNIFORM SERVICES INC		252.28	
				CLOSING BALANCE	38,035.63		252.28
1818100000-62461	ELEVATOR	42,500.00 82.6%	8,627.84	26,493.26	7,378.90		
	P1301293-PO# 04/01/13 -VN#043737			STATE OF WISCONSIN		1,008.00	
				CLOSING BALANCE	6,370.90		1,008.00
1818100000-63500	R&M SUPPLIES	210,000.00 9.9%	33,459.09	-12,661.22	189,202.13		
	P1300637-PO# 04/01/13 -VN#018296			AARONS LOCK AND SAFE INC		165.75	
	P1300659-PO# 04/01/13 -VN#011970			CONNORS SUPPLY INC		170.46	
	P1300664-PO# 04/01/13 -VN#018372			BATTERIES PLUS INC		25.90	
	P1300669-PO# 04/01/13 -VN#011824			CITY OF JANESVILLE		25.00	
	P1300672-PO# 04/01/13 -VN#010156			DEGARMO PLUMBING INC		196.88	
	P1300677-PO# 04/01/13 -VN#044398			FIRST SUPPLY LLC		1,822.01	
	P1300679-PO# 04/01/13 -VN#036010			GRAINGER PARTS		57.72	
	P1300683-PO# 04/01/13 -VN#047242			HOH WATER TECHNOLOGY INC		2,199.80	
	P1300740-PO# 04/01/13 -VN#029890			JACK AND DICKS FEED AND GARDEN		1,009.40	
	P1300746-PO# 04/01/13 -VN#030347			NAPA AUTO PARTS		194.29	
	P1300749-PO# 04/01/13 -VN#016104			SHERWIN WILLIAMS		252.18	
	P1300751-PO# 04/01/13 -VN#048467			STAPLES ADVANTAGE		405.60	
	P1300759-PO# 04/01/13 -VN#049330			PIEPER ELECTRIC INC		109.50	
	P1300763-PO# 04/01/13 -VN#032520			QUALITY DOOR LLC		97.00	
	P1300773-PO# 04/01/13 -VN#016376			STATE ELECTRICAL SUPPLY INC		1,000.66	
	P1300877-PO# 04/01/13 -VN#022277			CHARNSTROM COMPANY INC		135.23	
	P1301106-PO# 04/01/13 -VN#019713			GENERAL HEATING AND AIR CONDIT		241.20	
	P1301283-PO# 04/01/13 -VN#052587			ADVANCED RADIANT SYSTEMS INC		501.00	
	P1301371-PO# 04/01/13 -VN#010231			GORDIE BOUCHER FORD LINCOLN ME		173.65	
	P1301438-PO# 04/01/13 -VN#019785			AMERICAN TIME AND SIGNAL COMPA		721.75	
				CLOSING BALANCE	179,697.15		9,504.98
1818100000-67171	C.A. -\$1000/MORE	29,325.00 47.1%	13,824.65	0.00	15,500.35		
	P1300909-PO# 04/01/13 -VN#051909			PRESSTEK INC		1,990.00	
				CLOSING BALANCE	13,510.35		1,990.00

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
	GENERAL SERVICES		PROG-TOTAL-PO			16,593.26	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$16,593.26 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, APR 02 2013 COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD _____
 DATE _____ CHAIR _____

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818110000-62400	R & M SERV	50,737.00	0.4%	160.05	89.20	50,487.75	
	P1300640-PO# 04/01/13 -VN#010938			ARAMARK UNIFORM SERVICES INC		50.76	
				CLOSING BALANCE	50,436.99		50.76
1818110000-63500	R&M SUPPLIES	20,000.00	6.2%	4,553.98	-3,301.26	18,747.28	
	P1300660-PO# 04/01/13 -VN#012202			DE VERE COMPANY INC		312.56	
	P1300679-PO# 04/01/13 -VN#036010			GRAINGER PARTS		405.60	
	P1300685-PO# 04/01/13 -VN#013597			JANESVILLE ELECTRIC MOTOR CORP		474.00	
	P1300773-PO# 04/01/13 -VN#016376			STATE ELECTRICAL SUPPLY INC		19.44	
				CLOSING BALANCE	17,535.68		1,211.60
	GLEN OAKS OPER.			PROG-TOTAL-PO		1,262.36	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$1,262.36 INCURRED BY GLEN OAKS FACILITY OPERATION. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

- A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

GENERAL SERVICES COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD _____
APR 02 2013 DATE _____ CHAIR _____

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818120000-62113	SNOW REMOVAL	1,000.00 44.8%	78.00	-526.99	1,448.99		
	P1300661-PO# 04/01/13 -VN#018346		E AND S SNOWPLOWING			449.00	
			CLOSING BALANCE		999.99		449.00
1818120000-62400	R & M SERV	78,150.00 12.2%	3,377.13	6,190.54	68,582.33		
	P1300640-PO# 04/01/13 -VN#010938		ARAMARK UNIFORM SERVICES INC			20.34	
			CLOSING BALANCE		68,561.99		20.34
1818120000-63500	R&M SUPPLIES	24,000.00 9.2%	793.17	1,438.81	21,768.02		
	P1300773-PO# 04/01/13 -VN#016376		STATE ELECTRICAL SUPPLY INC			345.98	
	P1301480-PO# 04/01/13 -VN#020525		BOB BARKER COMPANY INC			591.12	
			CLOSING BALANCE		20,830.92		937.10
	JUV.DET.OPER.		PROG-TOTAL -PO			1,406.44	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$1,406.44 INCURRED BY JUV.DETENTION FACILITY OPERATN. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

- A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

GENERAL SERVICES COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD
APR 02 2013 DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818160000-62113	SNOW REMOVAL	1,000.00 38.9%	46.00	-435.99	1,389.99		
	P1300661-PO# 04/01/13 -VN#018346			E AND S SNOWPLOWING		390.00	
				CLOSING BALANCE	999.99		390.00
1818160000-62205	FUEL OIL	300.00 70.1%	0.00	-210.32	510.32		
	P1300668-PO# 04/01/13 -VN#018618			BROWN OIL CO INC		210.33	
				CLOSING BALANCE	299.99		210.33
1818160000-63500	R&M SUPPLIES	21,000.00 10.9%	3,836.18	-1,531.93	18,695.75		
	P1300751-PO# 04/01/13 -VN#048467			STAPLES ADVANTAGE		139.61	
	P1301445-PO# 04/01/13 -VN#051974			ILLINGWORTH KILGUST MECHANICAL		396.00	
				CLOSING BALANCE	18,160.14		535.61
	COMM. CTR. OPER.		PROG-TOTAL-PO			1,135.94	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$1,135.94 INCURRED BY COMMUNICATIONS CTR. OPERATION. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

- A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

GENERAL SERVICES COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD
APR 02 2013 _____ CHAIR
 DATE _____

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818170000-63500	R&M SUPPLIES	15,500.00 0.7%	3,671.15	-3,558.19	15,387.04		
	P1300379-PO# 04/01/13 -VN#014534			MENARDS		30.79	
	P1300637-PO# 04/01/13 -VN#018296			AARONS LOCK AND SAFE INC		24.75	
	P1300659-PO# 04/01/13 -VN#011970			CONNORS SUPPLY INC		300.72	
	P1300679-PO# 04/01/13 -VN#036010			GRAINGER PARTS		61.30	
				CLOSING BALANCE	14,969.48		417.56
1818170000-67200	CAPITAL IMPROV	61,000.00 44.9%	3,357.22	24,036.95	33,605.83		
	P1300901-PO# 04/01/13 -VN#025774			QUALITY DOOR & HARDWARE		2,264.00	
	P1301011-PO# 04/01/13 -VN#016104			SHERWIN WILLIAMS		210.00	
	P1301231-PO# 04/01/13 -VN#049330			PIEPER ELECTRIC INC		4,861.00	
				CLOSING BALANCE	26,270.83		7,335.00
				ADOL.SER/GUIDANC			7,752.56

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$7,752.56 INCURRED BY ADOLESCENT SERV/GUIDANCE CTR.. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

- A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.

C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

GENERAL SERVICES COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD
APR 02 2013 DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818370000-63500	R&M SUPPLIES	100,000.00	2.2%	2,693.73	-452.77	97,759.04	
	P1300679-PO# 04/01/13 -VN#036010			GRAINGER PARTS		69.64	
				CLOSING BALANCE	97,689.40		69.64
	JAIL.CAP.IMPROV.			PROG-TOTAL-PO		69.64	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$69.64 INCURRED BY JAIL CAPITAL IMPROVEMENTS. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

- A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

GENERAL SERVICES COMMITTEE APPROVES THE ABOVE, COM-APPROVAL _____ DEPT-HEAD

APR 02 2013

DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818510000-67200	CAPITAL IMPROV	31,134,096.00	99.9% 29,765,450.62	1,365,861.54	2,783.84		
	P1201472-PO# 04/01/13 -VN#036838			ARNOLD AND O SHERIDAN INC		300.00	
	P1201473-PO# 04/01/13 -VN#036838			ARNOLD AND O SHERIDAN INC		150.00	
				CLOSING BALANCE	2,333.84		450.00
	ROCK HAVEN PROJ		PROG-TOTAL-PO			450.00	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$450.00 INCURRED BY ROCK HAVEN BUILDING PROJECT. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

- A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.
- B. BILLS UNDER \$10,000 TO BE PAID.
- C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

GENERAL SERVICES COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD
APR 02 2013 DATE _____ CHAIR

11

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1818550000-67200	CAPITAL IMPROV	550,000.00	2.5%	0.00	13,800.00	536,200.00	
	P1300885-PO# 04/01/13 -VN#036838				ARNOLD AND O SHERIDAN INC		1,200.00
				CLOSING BALANCE	535,000.00		1,200.00
	COURTHOUSE SCRTY		PROG-TOTAL-PO			1,200.00	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$1,200.00 INCURRED BY COURTHOUSE SECURITY. 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

APR 02 2013

DATE _____ CHAIR

12

RESOLUTION NO. _____

AGENDA NO. _____

**ORDINANCE
ROCK COUNTY BOARD OF SUPERVISORS**

GENERAL SERVICES
COMMITTEE
INITIATED BY _____



JEFFREY S. KUGLITSCH
DRAFTED BY _____

SEPTEMBER 4, 2012
DATE DRAFTED _____

GENERAL SERVICES
COMMITTEE
SUBMITTED BY _____

**REPEALING ROCK COUNTY SMOKING ORDINANCE 3.701 AND
ADOPTING WISCONSIN STATEWIDE SMOKE FREE AIR LAW**

1 WHEREAS, the State of Wisconsin has adopted a new statewide smoke free air law pursuant to
2 section 101.123, Wis. Stats.; and

3
4 WHEREAS, Rock County has reviewed its current ordinance and has made the following
5 changes.

6
7 NOW, THEREFORE, BE IT ORDAINED by the Rock County Board of Supervisors in session
8 this ____ day of _____, 2012, that Section 3.701 of the Rock County Code of Ordinances is
9 hereby repealed and recreated to read as follows:

10
11 **3.701 SMOKING IN CERTAIN PLACES PROHIBITED**

12
13 (1) Authority. This Ordinance is adopted under the authority granted by § 101.123, Wis. Stats. as
14 may be amended.

15
16 (2) Purpose. The purpose of this Ordinance is to promote the health and comfort of the public
17 and Rock County employees.

18
19 (3) Definitions. As used in this Section.

20
21 (a) "Assisted Living Facility" means a community-based residential facility, as defined in
22 Sec. 50.01(1g), Wis. Stats., a residential care apartment complex, as defined in Sec. 50.01(1d), Wis.
23 Stats. or an adult family home as defined in Sec. 50.01(1)(b), Wis. Stats.

24
25 (b) "Building" means any enclosed, indoor area of a structure owned by the County or any
26 enclosed, indoor area of that part of a structure leased by the County.

27
28 (c) "County-owned" means any buildings, as defined in this Section, owned by the County.

29
30 (d) "County-leased" means any part of a building, as defined in this Section, which is
31 leased by the County.

32
33 (e) "Enclosed Indoor Area" means all space between a floor and a ceiling that is bounded
34 by walls, doors, or windows, whether opened or closed, covering more than fifty percent (50%) of the
35 combined surface area of the vertical planes constituting the perimeter of the area.

36
37 (f) "Entrance" means a doorway which gives direct access to a building from a contiguous
38 street, plaza, sidewalk or parking lot, opened windows, and any building ventilation systems.

39
40 (g) "Smoking" means inhaling, exhaling, burning or carrying any lighted cigar, cigarette,
41 pipe, electronic cigarette or any other lighted smoking equipment in any manner or in any form.

42
43 (h) "Vehicle" means any automobile, truck, or other motorized piece of equipment owned,
44 leased, or operated by the county.

45

REPEALING ROCK COUNTY SMOKING ORDINANCE 23.04 AND
ADOPTING WISCONSIN STATEWIDE SMOKE FREE AIR LAW

Page 2

46 (i) "Workplace" means any enclosed indoor area that employees normally frequent during
47 the course of employment, including an office, a work area, an elevator, an employee lounge, a
48 restroom, a conference room, a meeting room, a classroom, a hallway, a stairway, a lobby, a common
49 area, a vehicle, a storage area, or an employee cafeteria. A private residence shall not be considered a
50 place of employment unless it is used as a child care, adult day care, or health care facility.

51

52 (3) Smoking Prohibited.

53

54 (a) No person shall smoke in any County-owned or County-leased building, work place or
55 vehicle at any time.

56

57 (b) Smoking is prohibited within thirty (30) feet of any entrance of a county-owned or
58 county-leased building, or workplace.

59

60 (c) No person shall smoke within the buildings, within thirty (30) feet of any building, or
61 within designated non-smoking areas of the campus grounds, at UW-Rock County.

62

63 (d) No person shall smoke within the building or the campus area of Rock Haven.

64

65 1. The "campus of Rock Haven" shall be defined for the purpose of this ordinance as
66 those areas, both indoors and outdoors, falling within the perimeter of the campus
67 boundary surrounding the skilled nursing facility building at Rock Haven.

68

69 (4) Exceptions. The prohibition in Subsection (3) shall not apply to the following structures or
70 the following areas:

71

72 (a) County-owned or County-leased residential rooms in assisted living facilities, which are
73 designated smoking as defined in §§ 101.123(3)(i) and 101.123(3)(j), Wis. Stats.

74

75 (b) Private residences in buildings owned or leased by Rock County, unless the building is
76 otherwise designated as smoke free.

77

78 (c) Outside smoking areas, designated and approved by the County Board.

79

80 (5) Responsibilities. The County shall post signs prohibiting smoking at least thirty (30) feet
81 from the public entrance of County-owned and County-leased buildings and work places. The signs
82 shall be: (a) of uniform dimensions and other characteristics required under § 101.123(2m), Wis. Stats.,
83 specified by § 101.123(6), Wis. Stats.; (b) be posted at doorway entrances of county-owned and
84 county-leased buildings, and work places.

85

86 (6) Penalties and Enforcement.

87

88 (a) Any person who violates any provision of this Ordinance shall, upon conviction thereof,
89 forfeit not less than \$100.00, nor more than \$250.00 for each violation together with the costs of
90 prosecution and forfeiture.

91

92 (7) Effective Date. This Ordinance shall be full force and effect as of May 13, 2013.

Respectfully submitted:

GENERAL SERVICES COMMITTEE

Phillip Owens, Chair

Henry Brill, Vice Chair

Ivan Collins

Jason Heidenreich

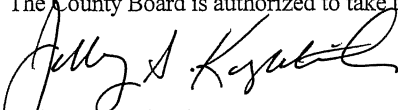
Edwin Nash

REPEALING ROCK COUNTY SMOKING ORDINANCE 23.04 AND
ADOPTING WISCONSIN STATEWIDE SMOKE FREE AIR LAW

Page 3

LEGAL NOTE:

The County Board is authorized to take this action pursuant to §§ 59.01, 59.51 and 101.123, Wis. Stats.



Jeffrey S. Kuglitsch
Corporation Counsel

FISCAL NOTE:


No fiscal impact.



Sherry Oja
Finance Director

ADMINISTRATIVE NOTE:

Matter of Policy.



Craig Kautson
County Administrator



Thursday, February 14, 2013

Mr. Doug Keating, Facilities Superintendent
 Rock County Health Care Center
 Maintenance Department
 3530 N. County Hwy F
 Janesville, WI 535450351

Re: Rock County Health Care Center Exit Building

Page 1 of 3

Dear Doug:

Thank you for having Angus Young Associates provide you with this proposal for architectural and/or engineering services for your project. We hope that this proposal format provides you with the needed information to select our firm. Please let us know if you have any questions or require changes.

This engagement letter is for professional services for the project scope described in the 'project scope' description. The professional services to be provided are those services checked under 'professional services included'. Should the project scope or services being provided change during the development of the project, an adjustment in the fees for the revised scope will be made to the fee described below. The risk allocation amount shall be the limit of our professional liability as defined in the 'Risk Allocation' section of this engagement letter.

Project Scope:

Provide a stairway exit to comply with the code regarding the dead end corridor that currently exists @ the existing tunnel system located at the Rock County Health Care Center. The stair exit will be built off the existing structure and will completely enclosed to the buildings exterior at grade with a concrete landing meeting the exit requirements. The stairway will comprised of a metal stair system with the buildings exterior to be either comprised of a cementitious siding system or EIFS system mimicking the adjacent building to the North.

Terms: Contract form: B101 Owner-Architect Abbreviated Agreement, 2007
 Angus Young Associates Risk Allocation: \$100,000
 Type of Billing: Fixed fee plus reimbursible expenses (see last page for description), billed monthly based on the progress of completed work.
 Professional Fee: \$6,638.00

Professional Disciplines Included:		Basic Services Included:	Other Services Included:	
<input checked="" type="checkbox"/> Architectural	<input type="checkbox"/> Mechanical	<input checked="" type="checkbox"/> Schematic Design	<input type="checkbox"/> Study	
<input checked="" type="checkbox"/> Structural	<input checked="" type="checkbox"/> Electrical	<input checked="" type="checkbox"/> Design Development	<input type="checkbox"/> Building Program	
<input type="checkbox"/> Interior Design	<input type="checkbox"/> Plumbing	<input checked="" type="checkbox"/> Complete Construction Documents		
<input type="checkbox"/> Site Planning	<input type="checkbox"/> Civil/Storm Water	<input checked="" type="checkbox"/> Bidding	<input type="checkbox"/> As-Built Drawings	
<input type="checkbox"/> Landscape Design		<input checked="" type="checkbox"/> Standard Construction Services		
Hourly Rates:	Principal	\$120.00	Engineer	\$110.00
	Design Professional	\$100.00	Professional I	\$90.00
	Professional II	\$75.00	Professional III	\$65.00
	Designer	\$55.00		

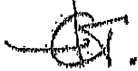
Re: Rock County Health Care Center Exit Building

Page 2 of 3

Work will begin on the project after a signed copy of this engagement letter is received. If for any reason, work has begun without a signed engagement letter, contract or purchase order, we may terminate work on the project without notice. Receipt of a purchase order for this project will constitute agreement with the terms of this engagement letter. This agreement and the contract form defined under "Terms" above shall be the basis of our agreement. The contract form will be provided at your request.

We look forward to working with you on this project.

Sincerely,



Jim Tibbetts, Project Manager, AAIA

Accepted By:

Signature

Printed Name

Date

INFORMATION REQUIRED FROM OWNER

To provide the requested services, we may require information from you or others to provide the professional services requested. Depending on the scope of the project and services we will require you to provide: space needs or program statement; detailed site survey; soils engineering report; written design criteria and project requirements; and, existing building as-built drawings/construction documents. We will rely on the content, accuracy and completeness of all information provided by you or others on your behalf. Please confirm the accuracy of all information provided.

SCOPE OF BASIC SERVICES

Services that we may provide for your project include: architectural, structural, electrical, plumbing, and mechanical engineering. The services are implied unless omitted because of project scope or limitation of requested professional services. Unless otherwise stated, scope of professional services and form of agreement between the Angus Young Associates, Inc. and the owner shall be defined by the AIA contract form referenced previously. This contract form is available upon request.

REIMBURSABLE EXPENSES

Reimbursable expenses shall be billed in addition to professional fees at cost plus fifteen percent. Expenses may include but not limited to: submittal and approval fees; printing, plotting and reproduction of drawings and specifications; mailing, shipping, and advertising fees; and travel expenses. Where proposal is provided to include expenses, these fees are included in the professional fees listed.

SERVICES NOT INCLUDED

Angus-Young Associates shall not provide, coordinate nor be responsible for: soils, concrete, material and performance testing; site surveying services; pre-engineered metal building components; other professional services such as real estate, accounting, or legal services. Angus Young, except for its own services, shall not specify construction procedures, manage or supervise construction, or implement or be responsible for health and safety procedures, and shall not have control or charge of and shall not be responsible for construction means, methods, techniques, sequences or procedures, or for safety precautions and programs.

EXISTING FACILITY LIMITATIONS

We are informing you of risk you assume associated with our work as it relates to the existing building construction. Since we are unfamiliar and unable to verify without damaging the facility we shall assume that the existing building construction is: as indicated on drawings provided; meets all code requirements; and is consistent with the construction that is visible. Construction that is buried, covered or not readily visible will not be verified by our staff prior to construction demolition. Should demolition expose structural, etc or other conditions inconsistent with the information provided or available; additional costs to remedy will be born by the Owner. Costs for investigation, recommendations, and/or design efforts by our staff will also be charged in addition to the fees previously established at our standard hourly rates.

LIMITATION OF LIABILITY

In recognition of the relative risks and benefits of the Project to both the Client and the Consultant, the risks have been allocated such that the Client agrees, to the fullest extent permitted by law, to limit the liability of the Consultant to the Client for any and all claims, losses, costs, damages of any nature whatsoever or claims expenses from any cause or causes, including attorney's fees and costs and expert-witness fees and costs, so that the total aggregate liability of the Consultant to the Client shall not exceed the Consultant's risk allocation amount indicated under 'Terms' in this proposal. It is intended that this limitation apply to any and all liability or cause of action however alleged or arising, unless otherwise permitted by law.

PAYMENT TERMS

Angus-Young Associates, Inc. (the Firm) shall bill monthly based on the progress of work completed. Payment shall be due within 20 days of receipt of invoice. Interest of 1% per month on outstanding balances over 60 days from date of invoice will be charged in addition to professional service fees. If invoice has not been paid within 90 days of date of invoice, the Firm may, without waiving any claim or right against the Client, and without liability whatsoever to the Client, terminate the performance of service. If the Client fails to make payments when due and the Firm incurs any costs in order to collect overdue sums from the Client, the Client agrees that all such collection costs, including actual reasonable attorneys fees and time by Angus Young Associates, Inc. professionals at standard hourly rates incurred in addition to any fixed fee arrangement, shall immediately become due and payable to the Firm.

INTENT TO LIEN

As required by Wisconsin Construction Lien Law, contractor hereby notifies owner that persons or companies furnishing labor or materials for the construction on Owner's land may have lien rights on Owner's land and buildings if not paid. Those entitled to lien rights, in addition to Angus Young Associates, Inc., or those who contract directly with the owner or who give the owner notice within 60 days after they first furnish labor or materials for the construction. Accordingly, owner will probably receive notices from those who furnish labor or materials for the construction, and should give a copy of each notice received to his mortgage lender, if any. Angus Young Associates, Inc. agrees to co-operate with the owner and his lender, if any, to see that all potential lien claimants are duly paid.

This is to notify the owner that if not paid for any or all services provided, Angus-Young Associates, Inc. may exercise its right to place a lien on property.