

ROCK COUNTY, WISCONSIN

NOTE: This is a Teleconference



**Amended:
12/16/2020**

**FINANCE COMMITTEE
THURSDAY – DECEMBER 17, 2020 - 5:00 P.M.
CALL: 1-312-626-6799
MEETING ID: 848 8363 2408
PASSCODE: 770887**

Join Zoom Meeting

<https://us02web.zoom.us/j/84883632408?pwd=TIloV3J4ekpkL01hTUNZOUhQKzhKUT09>

Meeting ID: 848 8363 2408

Passcode: 770887

One tap mobile

+13126266799,,84883632408#,,,,,0#,,770887# US (Chicago)

+13017158592,,84883632408#,,,,,0#,,770887# US (Washington D.C)

Dial by your location

+1 312 626 6799 US (Chicago)

Meeting ID: 848 8363 2408

Passcode: 770887

Find your local number: <https://us02web.zoom.us/j/84883632408>

Join by Skype for Business

<https://us02web.zoom.us/j/84883632408>

If you are interested in providing public comments on items on this agenda, you must submit your comments by noon on Thursday, December 17, 2020. To submit a public comment use the following email: marilyn@co.rock.wi.us.

Join from a telephone:

- On your phone, dial the phone number provided above
- Enter the meeting ID number when prompted, using your dial-pad.
- Please note that long-distance charges may apply. This is not a toll-free number.
- Supervisors: Please identify yourself by name
- **Please mute your phone when you are not speaking to minimize background noises**
- We are new at holding meetings this way, so please be patient

Instructions for the hearing impaired –

<https://support.zoom.us/hc/en-us/articles/207279736-Getting-started-with-closed-captioning>

**FINANCE COMMITTEE
THURSDAY – DECEMBER 17, 2020 - 5:00 P.M.**

AGENDA

**Amended:
12/16/2020**

1. Call to Order
2. Approval of Agenda
3. Citizen Participation, Communications and Announcements
4. Approval of Minutes – November 10, 2020 and November 19, 2020
5. Transfers and Appropriations
 - A. Sheriff’s Office (3)
 - B. Human Services (Contingent on HSB approval)
6. Review of Payments
7. Review of Payments Over \$10,000
8. **Committee Review and Approval of Per Meeting Allowances**
9. Resolutions and Committee Endorsements
 - A. Thanking Rock County Election Workers Involved in the 2020 Elections
 - B. Authorizing Acceptance of the Bureau of Justice Assistance Adult Drug Court and Veterans Treatment Courts: Adult Drug Courts Grant Funds, Amending the 2020 Budget and Creating One Master Level Behavioral Health Clinician
 - C. Amending the 2020 HSD Budget to Accept Additional Funds from the State Opioid Response 2 (SOR2) Grant and Creating 1.0 FTE Master Level Behavioral Health Clinician
 - D. Creating a 0.7 FTE Nursing Supervisor Position and Amending the 2021 Budget
 - E. Authorization to Purchase Replacement WatchGuard Digital In-car Video Cameras
 - F. To Designate a Qualified Newspaper for all Rock County Legal Publications for 2021
 - G. Authorizing Purchase of County Agenda Management System
 - H. Authorizing Purchase of Website Hosting for Rock County
 - I. Authorizing Contract for Deployment of Laptops
 - J. Authorizing Purchase of Cisco Umbrella Software
 - K. Request for Authorization to Purchase – Youth Services AV Equipment and Integration
 - L. Request for Authorization to Purchase – Internal and External Vulnerability Management Practice
10. Adjournment

The County of Rock will provide reasonable accommodations to people with disabilities. Please contact us at 608-757-5510 or e-mail countyadmin@co.rock.wi.us at least 48 hours prior to a public meeting to discuss any accommodations that may be necessary.



**FINANCE COMMITTEE
Minutes –November 10, 2020**

Call to Order. Chair Mawhinney called the meeting of the Finance Committee to order at 8:08 P.M. on Tuesday, November 10, 2020, in the Jury Deliberation Room, Fourth Floor, Courthouse East.

Committee Members Present. Supervisors Mawhinney, Fox, Purviance, Aegerter (via Zoom) and Davis (via Zoom).

Committee Members Excused: None.

Staff Members Present. Sherry Oja, Finance Director; Josh Smith, County Administrator; Richard Greenlee, Corporation Counsel (via Zoom); Terri Carlson, Risk Manager (via Zoom); Lisa Tollefson, County Clerk (via Zoom).

Others Present: Supervisor Sweeney; Supervisors Peer and Leavy (via Zoom); and James Nicholas (via Zoom).

Approval of Agenda. Supervisor Davis moved approval of the agenda as presented, second by Supervisor Aegerter. ADOPTED.

Resolution.

Setting the Tax Levy and Tax Rate for 2020

“NOW, THEREFORE, BE IT RESOLVED, that the sum of \$0 is hereby transferred from the General Fund to be applied against the proposed budget.

BE IT FURTHER RESOLVED, that the detailed line items are not adopted but are for informational purposes only.

BE IT FURTHER RESOLVED, that the special charges in the amount of \$2,423, are hereby ratified.

BE IT FINALLY RESOLVED, that the line summary budget and personnel roster, as modified, are hereby adopted and that the resulting tax levy for 2020 be in the amount of \$72,576,118 which reflects a rate of \$5.831175 of equalized valuation.”

Supervisor Aegerter moved approval of the above resolution, second by Supervisor Purviance. ADOPTED.

Adjournment. Supervisor Davis moved adjournment at 8:15 P.M., second by Supervisor Purviance. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Office Coordinator

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.



FINANCE COMMITTEE
Minutes – November 19, 2020

Call to Order. Chair Mawhinney called the meeting of the Finance Committee to order at 5:00 P.M. on Thursday, November 19, 2020, via teleconference.

Committee Members Present. Supervisors Mawhinney, Fox, Aegerter, Purviance and Davis.

Committee Members Excused: None.

Staff Members Present. Sherry Oja, Finance Director; Josh Smith, County Administrator; Randy Terronez, Assistant to County Administrator; Richard Greenlee, Corporation Counsel; Jim Sandvig, IT Director; Terri Carlson, Risk Manager; Lisa Tollefson, County Clerk; Bridget Laurent, Deputy Corporation Counsel; Marie-Noel Sandoval, Public Health Officer; Sara Herzig, Public Safety Systems Coordinator, Information Technology; Sandy Disrud, Register of Deeds; Michelle Wilson, Finance Office Manager, Sheriff's Office; Commander Jude Maurer; Paula Schutt, Director of Council on Aging.

Others Present: Supervisor Beaver.

Approval of Agenda. Supervisor Davis moved approval of the agenda, second by Supervisor Fox. ADOPTED.

Citizen Participation, Communications and Announcements. None.

Approval of Minutes – November 5, 2020. Supervisor Purviance moved approval of the minutes of November 5, 2020, second by Supervisor Fox. ADOPTED.

Transfers and Appropriations.

Information Technology

FROM

<u>Account #</u>	<u>Amount</u>
07-1430-0000-67130	\$15,878
Terminals & PCs	

TO

<u>Account #</u>	<u>Amount</u>
07-1430-0000-63407	\$15,878
Computer Supplies	

Supervisor Fox moved approval of the above Transfer for Information Technology, second by Supervisor Aegerter. ADOPTED.

Committee Review and Approval of Per Meeting Allowances. Chair Mawhinney questioned the absence of per diem slips for the payment to Supervisor Richard Bostwick.

Moved by Supervisor Aegerter to approve the Per Meeting Allowances in the amount of \$12,355.73, second by Supervisor Purviance. PASSED on the following vote: YES – Supervisors Aegerter, Davis, and Purviance; NO – Supervisors Fox and Mawhinney.

Resolutions and Committee Endorsements.

Approving the Purchase of Champ EHR Software

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this _____ day of _____, 2020 does hereby authorize the Rock County Public Health Department to enter into a purchase agreement not to exceed \$36,609 for the purchase of Champ EHR software.”

Supervisor Fox moved approval of the above resolution, second by Supervisor Purviance. ADOPTED.

Awarding the Contract for Financial Audit of County Books for Fiscal Year 2020

“NOW, THEREFORE, BE IT RESOLVED, by the Rock County Board of Supervisors, duly assembled on this _____ day of _____, 2020 that Baker Tilly Virchow Krause, LLP, Madison, WI be awarded the audit contract for fiscal year 2020.”

Supervisor Davis moved approval of the above resolution, second by Supervisor Fox. ADOPTED.

Amending the 2020 Council on Aging Budget to Adjust Title III C1 Congregate, Title III C2 Home Delivered, Title III D Preventative Health, Title III E NFCSP, CARES Act B Supportive Services, CARES Act C2 Allocations

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this _____ day of _____, 2020 does hereby amend the 2020 Rock County Council on Aging budget as follows:

...”

Supervisor Aegerter moved approval of the above resolution, second by Supervisor Purviance. ADOPTED.

Authorizing Purchase of ArcServe Unit

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors, duly assembled on this _____ day of _____, 2020 to

authorize the purchase agreement with Vanguard Computers Inc. for an amount not to exceed \$67,250 for the purchase of an additional ArcServe Unit.”

Supervisor Fox moved approval of the above resolution, second by Supervisor Davis. ADOPTED.

Authorizing Purchase of Wireless Equipment

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this _____ day of _____, 2020 to authorize the purchase agreement with ~~Vanguard Computers Inc.~~ CoreBTS for an amount not to exceed \$76,380.89 for the purchase of wireless equipment.”

Supervisor Davis moved approval of the above resolution with the correction noted, second by Supervisor Purviance. ADOPTED.

Reauthorization of Self-Insurance for Workers Compensation

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors, duly assembled on this _____ day of _____, 2020 that the County Board:

- (1) Provide for the continuation of a self-insured worker’s compensation program that is currently in effect.
- (2) Continue to stay in compliance with all requirements of Wisconsin Administrative Code DWD 80.60(3).
- (3) Authorize the County Clerk to forward certified copies of this resolution to the Worker’s Compensation Division, Wisconsin Department of Workforce Development.”

Supervisor Aegerter moved approval of the above resolution, second by Supervisor Purviance. ADOPTED.

Set Wage Rate or 2020 Recount Workers

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this _____ day of _____, 2020, does hereby designate the rate of \$25 per hour for election officials working the 2020 recount.”

This item was withdrawn since Rock County was not chosen to do a recount.

Authorize Purchase of Motorola’s WatchGuard Body Cameras

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this _____ day of _____, 2020 authorize

the purchase agreements with WatchGuard for an amount not to exceed \$306,965 for WatchGuard Body Cameras.”

Supervisor Davis moved approval of the above resolution, second by Supervisor Aegerter. PASSED on the following vote: YES - Supervisor Aegerter, Davis and Purviance; NO – Supervisors Mawhinney and Fox.

Request for Authorization to Purchase Additional Hard Drives for the Offsite Storage of County Backups

Supervisor Davis moved approval of the purchase additional hard drives for the offsite storage of County backups from CDWG, Inc. at a cost of \$15,875.84, second by Supervisor Fox. ADOPTED.

Update, Discussion and Possible Action.

Request Permission to Accept Grant Funds from City of Janesville Ms. Tollefson said the City of Janesville received an \$180,000 grant and they would like to give Rock County \$22,000 to use to upgrade modems from 3G to 4G.

Supervisor Aegerter moved to approve the acceptance of the \$22,000 from the City of Janesville, second from Supervisor Purviance. ADOPTED.

Adjournment. Supervisor Fox moved adjournment at 5:12 P.M., second by Supervisor Davis. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Office Coordinator

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.

Rock County Transfer Request - Over \$5,000

TO: FINANCE DIRECTOR Date 11/6/2020
 Requested By Sheriff's Office
Department

Transfer No. 20-19
Sheriff Troy Knudson
Department Head

FROM:	AMOUNT	TO:	AMOUNT
Account #: 21-2100-0000-63501 Description: Gasoline & Other Fuel Current Balance: \$102,996	\$30,510.00	Account #: 21-2100-0000-62491 Description: Software Maintenance	\$30,510.00
Account #: Description: Current Balance:		Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	

REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC

21-2100-0000-62491 Software Maintenance- (2020) \$49,140 was originally budgeted for cloud based digital evidence storage, of that amount \$7,400 was used to purchase 1 year of Veripic Digital Evidence Manager to get the Sheriff's Office through until a digital evidence storage decision could be made. \$41,740.00 remains of that budgeted amount.
 The Motorola Vault was authorized by Josh Smith at a cost of \$72,250, therefore the remaining \$30,510 must be transferred to cover the cost. Due to the Coronavirus pandemic, the Sheriff's Office has funds in the Gasoline & Other Fuel account(21-2100-0000-63501), to cover the cost.

REASON TRANSFER IS NECESSARY - BE SPECIFIC

The Motorola Vault digital evidence purchase has been long awaited, and needed for the increased technology the Sheriff's Office is moving towards. In order to fund the purchase, additional funds need to be transferred from the Gasoline & Other Fuels account to cover the additional cost, not budgeted for.
 The Coronavirus pandemic has made it possible for there to be funds available in this account.

FISCAL NOTE:

Sufficient funds are available for transfer. *SS 11/11/20*

ADMINISTRATIVE NOTE:

Recommended *[Signature]* 11/13/20

REQUIRED APPROVAL

Governing Committee DATE 11/23/20
 Finance Committee

COMMITTEE CHAIR
15/Mary Beaver

Rock County Transfer Request - Over \$5,000

TO: FINANCE DIRECTOR Date 11/6/2020
 Requested By Sheriff's Office
Department

Transfer No. 20-20
Sheriff Troy Knudson
Department Head

FROM:	AMOUNT	TO:	AMOUNT
Account #: 21-2100-0000-61169 Description: Other Wages Current Balance: \$32,700	\$14,841.00	Account #: 21-2100-0000-62119 Description: Other Contracted Services	\$14,841.00
Account #: Description: Current Balance:		Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	

REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC

Educational Allowances will be under budget at the end of the year.

REASON TRANSFER IS NECESSARY - BE SPECIFIC

Recently, the Sheriff's Office has had two internal investigations which have required outside services to document and resolve the issues. Such investigations, in the past, have been paid from The Sheriff's Office account- Other Contracted Services. Since the cost of these investigations, as well as the budgeted Peer Support Program expenses are drawn from this account, a need to transfer funds is required to cover the costs.

FISCAL NOTE:

Funds are available for transfer *for 11-20*

ADMINISTRATIVE NOTE:

Recommended *[Signature]* 11/13/20

REQUIRED APPROVAL

Governing Committee

DATE
11/23/20

COMMITTEE CHAIR

1st Mary Beaver

Finance Committee

Rock County Transfer Request - Over \$5,000

TO: FINANCE DIRECTOR Date 11/17/2020
 Requested By Sheriff's Office
Department

Transfer No. 20-21
Sheriff Troy Knudson
Department Head

FROM:	AMOUNT	TO:	AMOUNT
Account #: 21-2100-0000-64205 Description: Staff Education Current Balance: \$24,697	\$24,513	Account #: 21-2100-0000-67105 Description: Motor Vehicles	\$24,513
Account #: Description: Current Balance:		Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	

REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC

The Sheriff's Office has available funds in account 21-2100-0000-64205-Staff Education due to the fact that several of the staff members have completed their degrees mid-year, or they did not continue their education due to the pandemic and/or other life circumstances.

REASON TRANSFER IS NECESSARY - BE SPECIFIC

The Sheriff's Office has the opportunity to purchase a non-budgeted 2020 Dodge Caravan SE Wagon in the 2020 budget year, which has been requested on a recent Resolution. In order to make the purchase, a transfer from one of the LES 2020 budget lines must be made. This single transfer will cover the entire vehicle purchase.

FISCAL NOTE:

Sufficient funds are available for transfer.
SO 11/19/20

ADMINISTRATIVE NOTE:

Recommended [Signature] 11/23/20

REQUIRED APPROVAL

- Governing Committee 11/23/20
- Finance Committee

COMMITTEE CHAIR

1st Mary Beaver

Rock County Transfer Request - Over \$5,000

TO: FINANCE DIRECTOR Date 12/9/2020 Transfer No. 20-24
 Requested By Kim Urban Department Kate Luster Department Head

FROM:	AMOUNT	TO:	AMOUNT
Account #: 36-3664-0000-63400 Description: Operating Supplies Current Balance: \$23,674.76	\$11,388	Account #: 36-3664-0000-67120 Description: Capital Asset \$2,000 to \$25,000	\$11,388
Account #: Description: Current Balance:		Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	
Account #: Description: Current Balance:		Account #: Description:	

REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC

This past year there has been underspending in the YSC operations supply account primarily due to the impact of Covid.

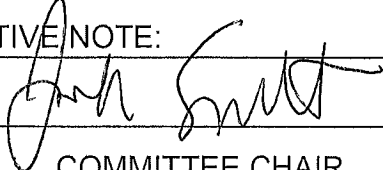
REASON TRANSFER IS NECESSARY - BE SPECIFIC

These funds will be used to enhance programming for youth placed in the ACTIONS Program through the purchase of a computer, projector, speakers, and other peripherals. Currently the facility has limited audio and visual equipment capabilities that can be used to support skill building for youth. The latest evidence-based curriculum that was purchased last year provides web-based videos that enhance the youth's resiliency and this equipment would allow for better use of this curriculum as well as for any other evidence-based programming that would be beneficial to use.

FISCAL NOTE:

Funds are available for transfer.
SO 12/9/20

ADMINISTRATIVE NOTE:

Recommended 

REQUIRED APPROVAL

DATE

Governing Committee _____

Finance Committee _____

COMMITTEE CHAIR

ROCK COUNTY

COMMITTEE REVIEW REPORT
WITH DESCRIPTION
FOR THE MONTH OF NOVEMBER 2020

11/25/2020

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
00-0000-0001-17000	PREPAID BUDGET I					
		P2002070	11/25/2020	CNA SURETY DIRECT BILL	PUBLIC OFFICIALS BOND	378.25
		P2002071	11/25/2020	CNA SURETY DIRECT BILL	PUBLIC EMPLOYEE BOND PREMIUM	5,476.00
00-0000-0001-17100	POSTAGE METER CH					
		P2000004	11/12/2020	UNITED MAILING SERVICES INC	MONTHLY PRESORT FEES	691.54
		P2000007	11/05/2020	UNITED STATES POSTAL SERVICE	REPLENISH POSTAGE	20,000.00
GENERAL FUND PROG TOTAL						26,545.79

I have reviewed the preceding payments in the total amount of **\$26,545.79**

Date:

Dept Head _____

Committee Chair _____

ROCK COUNTY

**COMMITTEE REVIEW REPORT
WITH DESCRIPTION
FOR THE MONTH OF NOVEMBER 2020**

11/25/2020

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
05-1500-0000-63100	Office&Misc Exp	P2000006	11/25/2020	US BANK	ACCOUNTING SUPPLIES	998.53
05-1500-0000-63107	Legal Notices	P2000005	11/25/2020	ADAMS PUBLISHING GROUP OF SOUT	OCT PURCHASING LEGALS	48.43
05-1500-0000-64200	Training	P2000006	11/12/2020	US BANK	TRAINING FOR FINANCE	640.00
05-1500-0000-68010	Expense Alloc	P2000006	11/25/2020	US BANK	QUARTERLY COPY CHARGES	7,882.47
		P2000008	11/12/2020	PACKAGE PRO EXPRESS DELIVERY I	OCTOBER DELIVERIES	3,727.48
		P2001210	11/05/2020	COMMERCE BANK COMMERCIAL ACCOU	OCTOBER STATEMENT	47.72
		P2001827	11/05/2020	BEAR GRAPHICS INC	SHIPPING	1,023.84
Financial Services PROG TOTAL						14,368.47
05-1520-1000-62119	Other Services	P2000191	11/25/2020	EMPLOYEE BENEFITS CORPORATION	ADMIN AND COBRA FEE	2,096.80
Flex Spending (Section 125) PROG TOTAL						2,096.80
05-1560-0000-62400	R & M Services	P2000212	11/12/2020	RHYME BUSINESS PRODUCTS	2020 COLOR COPIER LEASE	844.00
05-1560-0000-63104	Print/Duplicate	P2000006	11/25/2020	US BANK	DUPLICATION SUPPLIES	2,695.88
Central Services PROG TOTAL						3,539.88

ROCK COUNTY

COMMITTEE REVIEW REPORT
WITH DESCRIPTION
FOR THE MONTH OF NOVEMBER 2020

11/25/2020

<u>Account Number</u>	<u>Account Name</u>	<u>PO#</u>	<u>Check Date</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Inv/Enc Amt</u>
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I have reviewed the preceding payments in the total amount of **\$20,005.15**

Date:

Dept Head _____

Committee Chair _____

**COMMITTEE REVIEW REPORT
WITH DESCRIPTION
FOR THE MONTH OF NOVEMBER 2020**

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
07-1430-0000-62119	Other Services					
		P2000261	11/25/2020	CHARTER COMMUNICATIONS	OCTOBER AND NOVEMBER CHARGES	569.94
		P2001903	11/25/2020	DATA VOICE SOLUTIONS LTD	SHIPPING	3,083.00
		P2002040	11/25/2020	CDW GOVERNMENT INC	PROFESSIONAL SERVICES - AD	195.00
07-1430-0000-62400	R & M Services					
		P2000260	11/25/2020	US BANK	IT-UPS UNITS	1,582.34
07-1430-0000-62491	Software Maint					
		P1902375	11/12/2020	ORACLE CORPORATION	ORACLE DATABASE STANDARD	1,122.87
		P2000260	11/25/2020	US BANK	IT-CISCO MEMORY	24,272.80
		P2000266	11/25/2020	US BANK	MEMBERSHIP	633.88
		P2000270	11/12/2020	ORACLE CORPORATION	FINAL QUARTER PAYMENT	2,023.46
		P2000862	11/12/2020	SMARSH INC	MOBILE GUARD - US CELLULAR CLO	4,755.15
		P2001159	11/25/2020	US BANK	ZOOM	1,760.15
		P2002049	11/25/2020	CITIES DIGITAL	LAERFICHE AUDIT TRAIL - IT	10,205.00
07-1430-0000-63100	Office&Misc Exp					
		P2000266	11/25/2020	US BANK	IT-OFFICE SUPPLIES	59.52
07-1430-0000-63102	Paper & Forms					
		P2001896	11/25/2020	DIAMOND BUSINESS GRAPHICS INC	CREDIT ISSUED FOR PREVIOUS YEA	2,725.98
07-1430-0000-63407	Computer Supply					
		P2000260	11/25/2020	US BANK	FLOPPY DRIVE, WEBCAMS	145.70
07-1430-0000-64701	Software Purch					
		P2000260	11/25/2020	US BANK	IT-LANDESK VIRTUAL CLOUD APPLI	3,617.80
		P2002059	11/25/2020	AERCOR WIRELESS INC	MAINTENANCE FOR 5-PACK ADD	1,182.74
07-1430-0000-67130	Terminals/PCs					
		P2000260	11/25/2020	US BANK	IT-CISCO CABLING, TRIP LITE CA	1,480.03
Information Technology PROG TOTAL						59,415.36
07-1444-0000-62119	Other Services					
		P2000266	11/25/2020	US BANK	AT&T CHARGE - AIRPORT	4,838.68
07-1444-0000-67135	Software>\$25,000					
		P1901764	11/25/2020	EDCI	CITRIX UPGRADE 6.5 TO 7.15 LTS	710.00
IT Capital Projects PROG TOTAL						5,548.68
07-1450-0000-62491	Software Maint					

**COMMITTEE REVIEW REPORT
WITH DESCRIPTION
FOR THE MONTH OF NOVEMBER 2020**

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
		P2000860	11/12/2020	TRADS	TLOXP SUBSCRIPTION SOFTWARE	333.10
		P2000924	11/25/2020	AMERICAN DATA	AMERICAN DATA RENEWAL OF USAGE	90.00
		P2001241	11/25/2020	FIDLAR COMPANIES	AVID LIFE CYCLE SERVICE	21,147.84
		P2002041	11/25/2020	CBORD GROUP INC	0016545 R-GERIMENU MODULE RESI	1,045.01
		P2002049	11/25/2020	CITIES DIGITAL	LASERFICHE 5 PACK - CTYWIDE	3,250.00
07-1450-0000-67143	IT Cross-Charges					
		P2000260	11/25/2020	US BANK	911, DA, SO, FIN. FM, CLRK,HSD	1,677.43
		P2000266	11/25/2020	US BANK	IT Cross-Charges	838.95
		P2001736	11/05/2020	DIGITAL INTELLIGENCE INC	UPS GROUND SHIPPING	1,519.00
		P2001993	11/12/2020	MARCO TECHNOLOGIES LLC	UCCV4.0 ENTRY USER FOR MIVOICE	577.00
IT Charges to Departments PROG TOTAL						30,478.33

I have reviewed the preceding payments in the total amount of **\$95,442.37**

Date: _____ Dept Head _____
 Committee Chair _____

ROCK COUNTY

COMMITTEE REVIEW REPORT
WITH DESCRIPTION
FOR THE MONTH OF NOVEMBER 2020

11/25/2020

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
14-1410-0000-44155	Work Permits	P2000013	11/12/2020	EQUAL RIGHTS DIVISION	OCTOBER WORK PERMITS	67.50
14-1410-0000-63104	Print/Duplicate	P2002004	11/05/2020	JAX CUSTOM PRINTING INC	PRINTED ENVELOPES 11-3-2020	104.00
County Clerk PROG TOTAL						171.50
14-1411-0000-63100	Office&Misc Exp	P2000014	11/25/2020	ELECTION SYSTEMS AND SOFTWARE	BLACK TONER CARTRIDGE	87.43
14-1411-0000-63103	Legal Forms	P2000012	11/25/2020	ILLINOIS OFFICE SUPPLY	ADDL DS200 BALLOTS 11-3-2020	40,375.81
		P2000014	11/25/2020	ELECTION SYSTEMS AND SOFTWARE	EXPRESS VOTE CARD 11-2020	1,626.46
		P2000015	11/05/2020	BEAR GRAPHICS INC	ELECTION ENVELOPES	1,321.14
Elections PROG TOTAL						43,410.84

I have reviewed the preceding payments in the total amount of **\$43,582.34**

Date:

Dept Head _____

Committee Chair _____

ROCK COUNTY

COMMITTEE REVIEW REPORT
WITH DESCRIPTION
FOR THE MONTH OF NOVEMBER 2020

11/25/2020

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
15-1540-0000-64926	Bank Charges	P2000016	11/19/2020	BRINKS INC	MONTHLY CHRG FOR DAILY PICKUP	645.50
County Treasurer PROG TOTAL						645.50

I have reviewed the preceding payments in the total amount of **\$645.50**

Date:

Dept Head _____

Committee Chair _____

ROCK COUNTY

**COMMITTEE REVIEW REPORT
WITH DESCRIPTION
FOR THE MONTH OF NOVEMBER 2020**

11/25/2020

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
17-1710-0000-63100	Office&Misc Exp	P2000494	11/25/2020	US BANK	OFFICE SUPPLIES OCT 2020	395.85
17-1710-0000-63106	Plat Books	P2000488	11/05/2020	MAPPING SOLUTIONS	2020 PLAT BOOK	137.50
Register of Deeds PROG TOTAL						533.35
17-1715-0000-62119	Other Services	P2000452	11/25/2020	FIDLAR COMPANIES	REDACTION PROJECT OCT 2020	1,365.00
ROD Redaction Project PROG TOTAL						1,365.00

I have reviewed the preceding payments in the total amount of **\$1,898.35**

Date: _____
Dept Head _____
Committee Chair _____

**COMMITTEE REVIEW REPORT
WITH DESCRIPTION
FOR THE MONTH OF NOVEMBER 2020**

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
19-1915-0000-62119	Other Services					
		P2000254	11/12/2020	MYIDEALDOCTOR LLC	MEMBERSHIP FEE	600.00
		P2000435	11/25/2020	PBA INC	RUNOUT FEES SEPTEMBER 2020	6,000.00
Health Insurance PROG TOTAL						6,600.00
19-1915-0066-61610	Health Insurance					
		P2000953	11/25/2020	MEDITERRANEAN WELLNESS LLC	OCTOBER WELLNESS PROGRAM	1,102.00
19-1915-0066-62104	Consult Services					
		P2001709	11/25/2020	USI INSURANCE SERVICES LLC	DECEMBER CONSULTING SERVICES	3,250.00
Health Insurance PROG TOTAL						4,352.00
19-1933-0000-64904	Sundry Expense					
		P2000020	11/12/2020	US BANK	ROCK N WELLNESS HEALTHY EMPLOY	29.98
Employee Wellness Activities PROG TOTAL						29.98

I have reviewed the preceding payments in the total amount of **\$10,981.98**

Date: _____ Dept Head _____
 _____ Committee Chair _____

**COMMITTEE REVIEW REPORT
WITH DESCRIPTION
FOR THE MONTH OF NOVEMBER 2020**

Account Number	Account Name	PO#	Check Date	Vendor Name	Description	Inv/Enc Amt
21-2590-0000-64904	Sundry Expense					
		P2001152	11/12/2020	US BANK	COVID SUPPLIES FOR COURTS	470.26
		P2001302	11/25/2020	STRACK INC	PART NUMBER: 7000030327	84,150.00
		P2001644	11/05/2020	HALO BRANDED SOLUTIONS INC	SHIPPING	1,062.21
		P2001798	11/25/2020	HALO BRANDED SOLUTIONS INC	SHIPPING AND HANDLING	390.00
		P2001841	11/12/2020	BARTEN AND ASSOCIATES LLC	COMMUNITY EDUCATION PROJECT	9,500.00
		P2002038	11/12/2020	MERCY HEALTH SYSTEM	FIT TESTING AT HSD	8,775.00
		P2002050	11/12/2020	HOME DEPOT/GECF	COVID SUPPLIES FOR COURTS	275.08
		P2002051	11/17/2020	ULINE	H-8557 OUTDOOR MAIL DROP BOX	748.60
		P2002081	11/17/2020	MERIDIAN	CR-WF-1000 WINDOW CLING	1,487.30
		P2002082	11/17/2020	PARAGON DEVELOPMENT SYSTEMS IN	#433582 USB-C ETHERNET ADAPTER	21,551.10
COVID-19 Purchases PROG TOTAL						128,409.55

I have reviewed the preceding payments in the total amount of **\$128,409.55**

Date:

Dept Head _____

Committee Chair _____

Rock County

REPORT OF PAYMENTS OVER \$10,000

11/25/2020

<u>PO Number</u>	<u>Department Name</u>	<u>Program Name</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Amount Paid</u>
	Airport	Airport Maint	CITY OF JANESVILLE	AMMO FIRE PROTECTION	25,120.07
	Airport	Sheriff LES	EWALD MOTORS OF OCONOMOWOC LLC	TRADE IN	-14,000.00
P1802595	FACILITIES	CH Security	JP CULLEN AND SONS INC	SECURITY UPGRADE	20,000.00
P1901642	FACILITIES	HSD Builiding	VENTURE ARCHITECTS LLC	DESIGN SERVICES FOR RENOVATION	16,263.23
P1902519	SHERIFF	Sheriff LES	EWALD MOTORS OF OCONOMOWOC LLC	2020 DODGE CHARGER POLICE	68,779.50
P2000007	NOT APPLICABLE	GENERAL FUND	UNITED STATES POSTAL SERVICE	REPLENISH POSTAGE	20,000.00
P2000012	COUNTY CLERK	Elections	ILLINOIS OFFICE SUPPLY	BALLOTS 11-03-2020 ELECTION	32,596.74
P2000045	CORONER/ME	Medical Examiner	DANE COUNTY MEDICAL EXAMINERS	ME SERVICES 07/2020-09/2020	79,840.26
P2000123	FACILITIES	HWY Bldg/Grounds	DIVERSIFIED BUILDING MAINTENAN	CLEANING DPW	23,202.23
P2000124	FACILITIES	Eclipse Center	HENDRICKS COMMERCIAL PROPERTIE	ECLIPSE CENTER	12,280.39
P2000173	SHERIFF	Corrections	ADVANCED CORRECTIONAL HEALTHCA	2020 OVERAGES	90,360.75
P2000181	SHERIFF	RECAP Operations	BLACKHAWK TECHNICAL COLLEGE	OCTOBER RECAP	16,378.82
P2000182	SHERIFF	Corrections	BI INC	OCTOBER MONITORING	23,880.49
P2000192	SHERIFF	RECAP Operations	CESA 2	OCTOBER RECAP	10,846.13
P2000260	INFORMATION TECH	IT Cross Charges	US BANK	911, DA, SO, FIN. FM, CLRK,HSD	32,776.10
P2000308	FACILITIES	HCC Bldg Complex	DIVERSIFIED BUILDING MAINTENAN	CLEANING CONTRACT	10,341.67
P2000538	ROCK HAVEN	Contract Service	GENESIS REHABILITATION SERVICE	ST	41,357.64
P2000597	ROCK HAVEN	Administration	WISCONSIN DEPARTMENT OF HEALTH	PROVIDER TAX	21,760.00
P2000664	SR CIT PROG	HDM COVID-19	BEST EVENTS	HDM MEALS FOR 2ND HALF OF JULY	73,321.08

Rock County
REPORT OF PAYMENTS OVER \$10,000

11/25/2020

<u>PO Number</u>	<u>Department Name</u>	<u>Program Name</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Amount Paid</u>
P2001241	INFORMATION TECH	IT Cross Charges	FIDLAR COMPANIES	AVID LIFE CYCLE SERVICE	21,147.84
P2001302	SHERIFF	COVID-19	STRACK INC	PART NUMBER: 7000030327	84,150.00
P2001461	FACILITIES	HWY Bldg/Grounds	CORPORATE CONTRACTORS INC	CONSTRUCTION OF NEW DPW GARAGE	585,607.50
P2001510	Airport	Airport Capital	OSHKOSH AIRPORT PRODUCTS LLC	OSHKOSH ECO EFP RETROFIT KIT F	25,696.00
P2001522	FACILITIES	CH Facility	B AND B QUALITY BUILDING RESTO	EXTERIOR WALL RESTORATION AT T	27,075.00
P2001702	FACILITIES	HSD Building	JP CULLEN AND SONS INC	RENOVATION OF 1717 CENTER AVEN	1,192,428.90
P2001830	FACILITIES	CH Facility	NEWCORP CONSTRUCTION INC	COURTHOUSE ROOF REPLACEMENT	20,467.00
P2002033	NOT APPLICABLE	TRUST FUNDS	BLACKHAWK TECHNICAL COLLEGE	FINANCIAL GUARANTEE REFUND	64,000.00
P2002049	INFORMATION TECH	IT Cross Charges	CITIES DIGITAL	LASERFICHE 5 PACK - CTYWIDE	13,455.00
P2002064	SHERIFF	Sheriff LES	BARRINGTON-TILLMAN, BARBARA J	CONSULTING SERVICES	14,840.73
P2002082	SHERIFF	COVID-19	PARAGON DEVELOPMENT SYSTEMS IN	#735170 SUREVIEW 14" DISPLAY	18,296.10

CLAIMS IN THE AMOUNT OF \$2,672,269.17 HAVE BEEN PAID FOR THE MONTH OF NOVEMBER 2020

PLEASE CONTACT THE FINANCE DIRECTOR WITH ANY QUESTIONS:

SHERRY OJA

608-757-5534

SHERRY.OJA@CO.ROCK.WI.US

RESOLUTION NO. 20-12A-138

AGENDA NO. 8.A.

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

Lisa Tollefson
INITIATED BY

Lisa Tollefson
DRAFTED BY



Finance Committee
SUBMITTED BY

November 24, 2020
DATE DRAFTED

Thanking Rock County Election Workers Involved in the 2020 Elections

- 1 **WHEREAS**, Rock County election officials ran four elections in 2020, three of those elections during
- 2 COVID-19 pandemic conditions and with a record number of voters participating in the November 3,
- 3 2020 Presidential Election in Rock County; and,
- 4
- 5 **WHEREAS**, the municipal clerks and staff revamped polling locations to provide social distancing
- 6 and protective measures for in-person absentee and election day voting, working in conjunction with
- 7 the Wisconsin Elections Commission, County EOCs, Rock County Public Works and the Rock County
- 8 Clerk’s Office; and,
- 9
- 10 **WHEREAS**, Rock County electors and National Guard members stepped forward to help at the polls
- 11 when there was a shortage of workers due to the pandemic; and,
- 12
- 13 **WHEREAS**, municipal clerks and their staff worked tirelessly to ensure the integrity of our elections
- 14 while the majority of voters chose to cast absentee ballots and the Rock County postal employees
- 15 worked diligently to deliver ballots.
- 16
- 17 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly
- 18 assembled this ____ day of _____, 2020, does hereby recognize the significant effort and
- 19 teamwork of the municipal clerks, municipal staff, election inspectors, county staff and many others
- 20 involved in the 2020 elections, and express their sincere gratitude on behalf of Rock County and its
- 21 residents for the outstanding service provided by all parties involved in the 2020 Elections.

Respectfully submitted,

FINANCE COMMITTEE

/s/ Mary Mawhinney
Mary Mawhinney, Chair

/s/ Wes Davis
Wes Davis, Vice Chair

/s/ Stephanie Aegerter
Stephanie Aegerter

Absent
Brent Fox

/s/ Kara Purviance
Kara Purviance

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Criminal Justice
Coordinating Council
INITIATED BY



Elizabeth Pohlman McQuillen
DRAFTED BY

Human Services Board, Finance
Committee
SUBMITTED BY

October 26, 2020
DATE DRAFTED

**AUTHORIZING ACCEPTANCE OF THE BUREAU OF JUSTICE ASSISTANCE
ADULT DRUG COURT AND VETERANS TREATMENT COURTS:
ADULT DRUG COURTS GRANT FUNDS, AMENDING THE 2020 BUDGET AND
CREATING ONE MASTER LEVEL BEHAVIORAL HEALTH CLINICIAN**

- 1 **WHEREAS**, the U.S. Department of Justice, through the Bureau of Justice Assistance, has appropriated
- 2 funding for grants to implement and enhance treatment court services to reduce opioid, stimulant, and
- 3 substance abuse; and,
- 4
- 5 **WHEREAS**, Rock County submitted an application to expand its Operating While Intoxicated (OWI)
- 6 Treatment Court Program to include 4th and 5th offense OWIs in addition to the 3rd offense OWIs that
- 7 are currently being served in the program; and,
- 8
- 9 **WHEREAS**, on October 16, 2020, Rock County’s application was approved in the amount of \$674,958
- 10 including \$500,000 in federal aid and a \$169,921 in-kind services match, and \$5,037 in program income;
- 11 and,
- 12
- 13 **WHEREAS**, this expansion grant, over 36 months beginning October 1, 2020, will be primarily used to
- 14 hire a 1.0 FTE master’s level, dually credentialed Behavioral Health Clinician and provide the
- 15 corresponding supports, including three hours/week of psychiatry time, to expand the OWI Court
- 16 Program to include up to fifteen 4th and 5th Offense OWIs at any given time; and,
- 17
- 18 **WHEREAS**, funding will also be used to purchase a computer, telephone and hotspot for the new
- 19 Clinician position; and,
- 20
- 21 **WHEREAS**, this is a grant-funded position, ending upon completion of the grant/depletion of grant
- 22 funds; and,
- 23
- 24 **WHEREAS**, this grant will be managed programmatically by the Rock County Administrator’s Office
- 25 and fiscally by the Rock County Human Services Department; and,
- 26
- 27 **WHEREAS**, the Rock County Criminal Justice Coordinating Council (CJCC) fully supports
- 28 expanding the OWI Court program and will continue to act as the advisory body to the OWI Court
- 29 program and has tasked itself with overseeing this project.
- 30
- 31 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly
- 32 assembled this ____ day of _____, 2020, does hereby accept the Justice and Mental Health
- 33 Collaboration Program Grant funds in the amount of \$674,958 including \$500,000 in federal aid and a
- 34 \$169,921 in-kind services match, and \$5,037 in program income.
- 35
- 36 **BE IT FURTHER RESOLVED**, the County Board approves the creation of the grant-funded 1.0 FTE
- 37 Master’s Level Behavioral Health Clinician position and authorizes the Human Services Department to
- 38 fill this position and purchase the IT equipment necessary to support this role.
- 39
- 40 **BE IT FURTHER RESOLVED**, that the 2020 Rock County Human Services Department budget be
- 41 amended as follows:

42		Budget at	Increase	Amended
43	<u>Account/Description</u>	<u>10/26/20</u>	<u>(Decrease)</u>	<u>Budget</u>
44				
45	<u>Human Services Department</u>			
46	<u>Source of Funds</u>			
47	36-3715-0000-42100/			
48	Federal Aid	0	500,000	500,000
49				
50	<u>Use of Funds</u>			
51	36-3690-0000-61100/			
52	Regular Wages	2,879,823	248,519	3,128,342
53	36-3690-0000-61400/			
54	FICA	197,748	19,012	216,760
55	36-3690-0000-61510/			
56	Retirement	177,753	16,775	194,528
57	36-3690-0000-61610/			
58	Health Insurance	459,144	55,138	514,282
59	36-3690-0000-61620/			
60	Dental Insurance	13,367	1,419	14,786
61	36-3690-0000-61630/			
62	Life Insurance	609	54	663
63	36-3690-0000-63300/			
64	Travel	13,000	748	13,748
65	36-3690-0000-68321/			
66	Allocations	0	(341,665)	(341,665)
67	36-3715-0000-68208/			
68	Allocated MH/AODA	0	341,665	341,665
69	36-3715-0000-62176/			
70	Laboratory	0	107,283	107,283
71	36-3715-0000-62210/			
72	Telephone	0	2,355	2,355
73	36-3715-0000-62503/			
74	Interpreter Fees	0	3,600	3,600
75	36-3715-0000-64200/			
76	Training	0	34,801	34,801
77	36-3715-0000-64604/			
78	Program Expense	0	8,896	8,896
79	36-3715-0000-67130/			
80	Terminals and PCs	0	1,400	1,400

Respectfully submitted,

HUMAN SERVICES BOARD

/s/ Brian Knudson
Brian Knudson, Chair

/s/ Ashley Hoffman
Ashley Hoffman

/s/ Sally Jean Weaver-Landers
Sally Jean Weaver-Landers, Vice Chair

/s/ Kathy Schulz
Kathy Schulz

/s/ Pam Bostwick
Pam Bostwick

/s/ Shirley Williams
Shirley Williams

/s/ Kaelyb Lokrantz
Kaelyb Lokrantz

/s/ Angelina Reyes
Angelina Reyes

/s/ J. Russell Podzilni
J. Russell Podzilni

COUNTY BOARD STAFF COMMITTEE

Kara Purviance, Chair

Rich Bostwick, Vice Chair

Mary Beaver

Tom Brien

Kevin Leavy

Louis Peer

J. Russell Podzilni

Alan Sweeney

Bob Yeomans

FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of

_____.

Mary Mawhinney, Chair

FISCAL NOTE:

This resolution accepts a \$500,000 3 year grant for expanding the OWI Court Program. The required \$169,921 match will be in-kind. No additional County funds are required.

/s/ Sherry Oja

Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to accept grant funds pursuant to § 59.52(19), Wis. Stats and to take this action pursuant to § 59.22(2), Wis. Stats. As an amendment to the adopted 2020 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to § 65.90(5)(a), Wis. Stats.

/s/ Richard Greenlee

Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

/s/ Josh Smith

Josh Smith
County Administrator

Executive Summary

AUTHORIZING ACCEPTANCE OF THE BUREAU OF JUSTICE ASSISTANCE ADULT DRUG COURT AND VETERANS TREATMENT COURTS: ADULT DRUG COURTS GRANT FUNDS, AMENDING THE 2020 BUDGET AND CREATING ONE MASTER LEVEL BEHAVIORAL HEALTH CLINICIAN

The U.S. Department of Justice, through the Bureau of Justice Assistance, has appropriated funding for grants to implement and enhance treatment court services to reduce opioid, stimulant, and substance abuse. Rock County submitted an application to expand its Operating While Intoxicated (OWI) Treatment Court Program to include 4th and 5th offense OWIs in addition to the 3rd offense OWIs that are currently being served in the program. In October 2020, Rock County's application was approved in the amount of \$674,958 including \$500,000 in federal aid and a \$169,921 in-kind services match, and \$5,037 in program income. This grant is for three years, beginning October 1, 2020, and will be primarily used for the Human Services Department to expand its OWI Treatment Court services to hire a 1.0 FTE master's level, dually credentialed Behavioral Health Clinician and provide the corresponding supports, including three hours/week of psychiatry time, to expand the OWI Court program. This expansion will be overseen by the Rock County Criminal Justice Coordinating Council which acts as the advisory body to the OWI Treatment Court.

This position will cease upon completion of the grant when all grant funds are expended. At that time, the County Board will decide whether to continue funding the position and/or the services it provides.

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Katherine Luster
INITIATED BY

Human Services Board
SUBMITTED BY



Marci Taets
DRAFTED BY

November 13, 2020
DATE DRAFTED

**AMENDING THE 2020 HSD BUDGET TO ACCEPT ADDITIONAL FUNDS
FROM THE STATE OPIOID RESPONSE 2 (SOR2) GRANT
AND CREATING 1.0 FTE MASTER LEVEL BEHAVIORAL HEALTH CLINICIAN**

- 1 **WHEREAS**, Rock County has received funding through the State of Wisconsin Department of Health
- 2 Services Division of Care and Treatment Services (DCTS) for its Opiate Treatment Program since 2017;
- 3 and,
- 4
- 5 **WHEREAS**, the amount of the DCTS award has increased every year, most recently from \$226,288 in
- 6 federal fiscal year 2020 to \$380,095 in federal fiscal year 2021; and,
- 7
- 8 **WHEREAS**, these awards exceeded the amount of funding anticipated by Rock County Human Services
- 9 by a total of \$178,862; and,
- 10
- 11 **WHEREAS**, it is necessary to amend the 2020 budget to accept the additional funds; and,
- 12
- 13 **WHEREAS**, the FFY21 award funded through the State Opioid Response 2 (SOR2) grant for the
- 14 period 9/30/2020 - 9/29/2021 allows for the treatment of individuals with opioid use disorder, co-
- 15 occurring opioid use disorder and stimulant use disorder, and stimulant use disorder; and,
- 16
- 17 **WHEREAS**, the additional funds will support expanded treatment to provide co-occurring care
- 18 services through the hiring of a 1.0 FTE Master’s level, dually credentialed Behavioral Health
- 19 Clinician as well as continued support for psychiatry, nursing, case management and all levels of care
- 20 available through community providers; and,
- 21
- 22 **WHEREAS**, funding will also be used to purchase a computer, telephone and hotspot for the new
- 23 Clinician position; and,
- 24
- 25 **WHEREAS**, this is a grant-funded position, ending upon completion of the grant/depletion of grant
- 26 funds.
- 27
- 28 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly
- 29 assembled this ____ day of _____, 2020, does hereby authorize the acceptance of \$178,862 in
- 30 additional grant funding from the State of Wisconsin Department of Health Services Division of Care
- 31 and Treatment Services.
- 32
- 33 **BE IT FURTHER RESOLVED**, the County Board approves the creation of the grant-funded 1.0 FTE
- 34 Master’s Level Behavioral Health Clinician position and authorizes the Human Services Department to
- 35 fill this position and purchase the IT equipment necessary to support this role; and,
- 36
- 37 **BE IT FURTHER RESOLVED**, that the 2020 Rock County Human Services Department budget be
- 38 amended as follows:

Amending the 2020 HSD Budget to Accept Additional Funds from the State Opioid Response 2 (SOR2)
Grant and Creating 1.0 FTE Master Level Behavioral Health Clinician

Page 2

	Budget at <u>11/13/20</u>	Increase <u>(Decrease)</u>	Amended <u>Budget</u>
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Respectfully submitted,

HUMAN SERVICES BOARD

/s/ Brian Knudson
Brian Knudson, Chair

/s/ Ashley Hoffman
Ashley Hoffman

/s/ Sally Jean Weaver-Landers
Sally Jean Weaver-Landers, Vice Chair

/s/ Kathy Schulz
Kathy Schulz

/s/ Pam Bostwick
Pam Bostwick

/s/ Shirley Williams
Shirley Williams

/s/ Kaelyb Lokrantz
Kaelyb Lokrantz

/s/ Angelina Reyes
Angelina Reyes

/s/ J. Russell Podzilni
J. Russell Podzilni

COUNTY BOARD STAFF COMMITTEE

Kara Purviance, Chair

Rich Bostwick, Vice Chair

Mary Beaver

Tom Brien

Kevin Leavy

Louis Peer

J. Russell Podzilni

Alan Sweeney

Bob Yeomans

FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of
_____.

Mary Mawhinney, Chair

Date

FISCAL NOTE:

This resolution accepts and authorizes the expenditure of \$178,682 in federal funds for the Opioid Treatment Program. No additional County funds are required for the acceptance of these funds.

/s/ Sherry Oja

Sherry Oja
Finance Director

ADMINISTRATIVE NOTE:

Recommended.

/s/ Josh Smith

Josh Smith
County Administrator

LEGAL NOTE:

The County Board is authorized to take this action pursuant to § 59.22(2), Wis. Stats., and to accept grant funds pursuant to § sec. 59.52(19), Wis. Stats. As an amendment to the adopted 2020 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to § 65.90(5)(a), Wis. Stats.

/s/ Richard Greenlee

Richard Greenlee
Corporation Counsel

EXECUTIVE SUMMARY

AMENDING THE 2020 HSD BUDGET TO ACCEPT ADDITIONAL FUNDS FROM THE STATE OPIOID RESPONSE 2 (SOR2) GRANT AND CREATING 1.0 FTE MASTER LEVEL BEHAVIORAL HEALTH CLINICIAN

Rock County received additional funding for the Opiate Treatment Program from the State of Wisconsin Department of Health Services Division of Care and Treatment Services (DCTS) in both federal fiscal year 2020 and federal fiscal year 2021. Our total award increased from \$226,288 in FFY20 to \$380,095 in FFY21. The FFY20 award, which ended on 9/29/20, exceeded the budgeted amount by \$24,875 and the FFY21 award, which is for the grant period 9/30/2020-9/29/2021, exceeded the budgeted amount by \$153,807, resulting in a need to accept \$178,862 in additional funding at this time.

Rock County has received grant funding for the Opiate Treatment Program since 2017. The FFY21 award funded through the State Opioid Response 2 (SOR2) Grant allows for the treatment of individuals with opioid use disorder, co-occurring opioid use disorder and stimulant use disorder, and stimulant use disorder. This grant is projected to serve 65 individuals with complex treatment needs. The additional funds will support expanded treatment to provide co-occurring care services through the hiring of a 1.0 FTE Master's level, dually credentialed Behavioral Health Clinician. The new clinician will collaborate with the existing grant-funded treatment team including psychiatry, nursing and case management. These funds will also allow access for all levels of care, including community providers, residential treatment, and sober living support.

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS



Josh Smith
INITIATED BY

Sara Beran and Josh Smith
DRAFTED BY

Health Services Committee
SUBMITTED BY

December 2, 2020
DATE DRAFTED

CREATING A 0.7 FTE NURSING SUPERVISOR POSITION AND AMENDING THE 2021 BUDGET

1 **WHEREAS**, during adoption of the 2021 Rock County Budget a 0.7 FTE Nursing Supervisor
2 position focused on behavioral health was eliminated from the recommended budget in order to fund a
3 1.0 FTE Nurse Practitioner position; and,
4

5 **WHEREAS**, this 0.7 FTE Nursing Supervisor position, while new, was to replace the 0.7 FTE
6 Nursing Supervisor focused on infection control that was recommended (and approved) to become a
7 1.0 FTE Infection Preventionist, which resulted in a schedule change for the Infection Preventionist to
8 no longer work weekends to provide weekend supervisory coverage; and,
9

10 **WHEREAS**, this new 0.7 FTE Nursing Supervisor position is needed to provide weekend supervision
11 of the facility during the a.m. shift, and not having this position in place will cause disruption to the
12 schedules of other staff who will be required to rotate working weekends to provide this coverage;
13 and,
14

15 **WHEREAS**, when not providing weekend supervisory coverage, this position would provide
16 supervisory-level nursing coordination consistent with Rock Haven’s behavior health policies, which
17 will not only provide better care for residents but also promote improved compliance with state and
18 federal requirements; and,
19

20 **WHEREAS**, given the increasing needs of Rock Haven residents in this area, an increased focus on
21 nursing-level care to work with residents, families, medical providers, the interdisciplinary team, and
22 the facility’s psychiatric consultant is appropriate.
23

24 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly
25 assembled this _____ day of _____, 2020 does hereby create a 0.7 FTE Nursing Supervisor
26 focused on behavioral health and amend the 2021 budget as follows:
27

<u>Account/Description</u>	<u>Budget at 1/1/2020</u>	<u>Increase (Decrease)</u>	<u>Amended Budget</u>
<u>Source of Funds</u>			
32-7500-7100-46400	-0-	78,038	78,038
Working Capital			
<u>Use of Funds</u>			
32-7500-7100-61101	977,451	78,038	1,055,489
Supervisor Wages/Benefits			

Respectfully submitted,

HEALTH SERVICES COMMITTEE

Tom Brien, Chair

Mary Beaver, Vice Chair

Kevin Leavy

Ron Bomkamp

Kathy Schulz

COUNTY BOARD STAFF COMMITTEE

Kara Purviance, Chair

Richard Bostwick, Vice Chair

Tom Brien

Kevin Leavy

Louis Peer

J Russell Podzilni

Alan Sweeney

Bob Yeomans

Mary Beaver

FISCAL NOTE:

This resolution authorizes the use of \$78,038 in Rock Haven Working Capital to fund the creation of the 0.7 FTE Nursing Supervisor.

/s/ Sherry Oja

Sherry Oja
Finance Director

ADMINISTRATIVE NOTE:

Recommended. While it is not typical to recommend this funding source for ongoing costs, it is more typical to do so when a department has its own fund balance rather than drawing on the County's General Fund. While no application of Rock Haven working capital was included in the 2021 budget as adopted by the County Board, both the 2019 and 2020 adopted budgets included working capital applications of \$140,000 and \$60,000, respectively, to make Rock Haven's budget balance. This is a necessary trade-off to better staff both weekend supervision of the facility and the resident population with behavioral health needs.

/s/ Josh Smith

Josh Smith
County Administrator

LEGAL NOTE:

The County Board is authorized to take this action pursuant to § 59.22(2), Wis. Stats. As an amendment to the County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.

/s/ Richard Greenlee

Richard Greenlee
Finance Director

Executive Summary

The proposed 0.7 FTE Behavioral Health Nurse Supervisor will work every other weekend AM shift as the Nurse Supervisor overseeing the entire building in addition to implementing and managing a robust behavior management program.

When not fulfilling supervisor duties, the Behavioral Health Nurse Supervisor is responsible for supporting and closely coordinating the mental and physical health care of residents with their medical provider and, when appropriate, other mental health providers. In this role, the Behavioral Health Nurse Supervisor provides behavioral interventions using evidence-based techniques and systematically tracks treatment response and monitors changes in clinical symptoms and treatment side effects. This position will participate in regularly scheduled caseload consultation with the psychiatric consultant and communicate resulting treatment recommendations to the patient's medical provider. The intent of the position is not to create another provider but instead monitor programs and document resident progress and treatment recommendations in electronic health record so it can be shared with medical providers, psychiatric consultant, and other treating providers to ensure appropriateness of each individual resident's behavior management plan. The Behavioral Health Nurse Supervisor will also facilitate treatment plan changes for residents who are not improving as expected in consultation with the medical provider and the psychiatric consultant. This is secondary to a gradual dose reduction program.

The Behavioral Health Nurse Supervisor is an asset to the staff for continuous hands on education, training and support to staff as it relates to managing the ever growing needs of the mental health population. They are to be a resource and advocate for staff, residents and families when caring for individuals with challenging behaviors in the skilled nursing home setting. The opportunity for the supervisor position on the weekend also allows for stronger leadership skills and support to the staff when challenging behaviors arise during times when there is not the presence of management in the building.

It is in the best interest of Rock Haven residents to have this position available to meet the resident's mental and physical needs. The person-centered approach of the Behavioral Health Nurse Supervisor will complement nursing staff to provide quality care.

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Cpt. Curt Fell
INITIATED BY



Amanda Lagle
DRAFTED BY

Public Safety & Justice Committee
SUBMITTED BY

December 4, 2020
DATE DRAFTED

**AUTHORIZATION TO PURCHASE REPLACEMENT
WATCHGUARD DIGITAL IN-CAR VIDEO CAMERAS**

1 **WHEREAS**, the Rock County Sheriff’s Office has used a Digital In-Car Video Recording system for the
2 last ten (10) years; and,
3
4 **WHEREAS**, the Rock County IT (Rock-IT) recommends the rotational replacement of these units in the
5 Sheriff’s Office patrol squads; and,
6
7 **WHEREAS**, the Sheriff’s Office would like to purchase eight (8) replacement Digital In-Car Video
8 Recording Cameras from WatchGuard Video, to stay consistent with compatible equipment under
9 Invitation to Bid #2014-54.
10
11 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
12 this _____ day of _____, 2020 does authorize a Purchase Order be issued to WatchGuard Video
13 of Allen, TX in an amount not to exceed \$37,760, for the purchase of eight (8) Digital In-Car Video
14 Recording Cameras.

Respectfully submitted,

FINANCE COMMITTEE

Mary Mawhinney, Chair

Wes Davis, Vice Chair

Brent Fox

Kara Purviance

Stephanie Aegerter

FISCAL NOTE:

Sufficient funds were included in the 2021 for these cameras. This purchase is being funded by sales tax revenue.

/s/ Sherry Oja

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.

/s/ Richard Greenlee

Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

/s/ Josh Smith

Josh Smith
County Administrator

AUTHORIZATION TO PURCHASE REPLACEMENT WATCHGUARD DIGITAL IN-CAR VIDEO CAMERAS

Page 2

Executive Summary

The Rock County Sheriff's Office, in an effort to make its Sheriff's Office and patrol deputies safer and more efficient, is purchasing eight (8) replacement Digital In-Car Video Cameras to go with their current system. This system allows video footage to be recorded from deputies' squads while they are patrolling our highways. The footage recorded by this system will often times be used in a court of law as evidence. This evidence would then support the deputies' actions and the arrests that they make. Mobile Squad cameras have proven time and time again to be a very valuable piece of equipment for the Sheriff's Office and law enforcement agencies across the county.

The WatchGuard Video Company employs the industry's largest engineering team and has invested about \$30 million specifically into the development of digital in-car video systems for Law Enforcement. WatchGuard is designed and manufactured in the U.S.A and was awarded a contract with Rock County through Invitation to Bid #2014-54.

The total cost for eight (8) replacement In-Car Video cameras is \$37,760. The funding will come from the Sheriff's Office 2021 budget.



4RE/VISTA Price Quote

CUSTOMER: Rock County Sheriff's Department

ISSUED: 11/23/2020 10:05 AM

EXPIRATION: 2/28/2021 12:00 PM

,
,,
'''

**TOTAL PROJECT ESTIMATED AT:
\$37,760.00**

ATTENTION: Sara Herzig

SALES CONTACT: Steve Doble

PHONE: 608-757-8000

DIRECT: 612-306-8241

E-MAIL:

E-MAIL: steve.doble@motorolasolutions.com

4RE and VISTA Proposal

4RE In-Car System and Options

Part Number	Detail	Qty	Direct	Discount	Total Price
4RE-STD-GPS-RV2	4RE Standard DVR Camera System with integrated 200GB automotive grade hard drive, 16GB USB removable thumb drive, rear facing cabin camera, GPS, hardware, cabling and your choice of mounting bracket.	8.00	\$4,795.00	\$0.00	\$38,360.00
CAM-4RE-PAN-NHD	Additional Front Camera, 4RE, HD Panoramic	8.00	\$200.00	\$0.00	\$1,600.00

Wireless Video Transfer and Networking Options

Part Number	Detail	Qty	Direct	Discount	Total Price
4RE-WRL-KIT-101	4RE In-Car 802.11n Wireless Kit, 5GHz (2.4 GHz is available by request)	8.00	\$200.00	\$0.00	\$1,600.00

4RE Hardware Warranties

Part Number	Detail	Qty	Direct	Discount	Total Price
WAR-4RE-CAR-1ST	Warranty, 4RE, In-Car, 1st Year (Months 1-12)	8.00	\$0.00	\$0.00	\$0.00

WatchGuard Video Technical Services

Part Number	Detail	Qty	Direct	Discount	Total Price
BRK-DV1-MIC-100	Trade Credit for (5) Existing 4RE Camera Systems	8.00	\$-500.00	\$0.00	\$-4,000.00
Freight	Shipping/Handling and Processing Charges	1.00	\$200.00	\$0.00	\$200.00
					\$37,760.00

Total Estimated Tax, may vary from State to State \$0.00

Configuration Discounts	\$0.00
Additional Quote Discount	\$0.00



4RE/VISTA Price Quote

Total Amount \$37,760.00

NOTE: This is only an estimate for 4RE & VISTA related hardware, software and WG Technical Services. Actual costs related to a turn-key operation requires more detailed discussion and analysis, which will define actual back-office costs and any costs associated with configuration, support and installation. Please contact your sales representative for more details.

To accept this quotation, sign, date and return with Purchase Order: _____ DATE: _____

RESOLUTION NO. _____

AGENDA NO. _____

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

Lisa Tollefson
INITIATED BY

Lisa Tollefson
DRAFTED BY

Finance Committee
SUBMITTED BY



October 22, 2020
DATE DRAFTED

1

TO DESIGNATE A QUALIFIED NEWSPAPER FOR ALL ROCK COUNTY LEGAL PUBLICATIONS FOR 2021

- 1 **WHEREAS**, per Wisconsin Statute sec. 985.03(1)(a), the Rock County Board may designate a qualified
- 2 newspaper as certified by the Department of Administration having a general circulation in the county as
- 3 its official newspaper; and,
- 4
- 5 **WHEREAS**, the Rock County Board of Supervisors designated one official newspaper for all legal
- 6 publications beginning in 2003 in accordance with County policy stating that legal publications are to
- 7 be published in the *Beloit Daily News* in odd years and *Janesville Gazette* in even years, alternating
- 8 publishing years between the two newspapers; and,
- 9
- 10 **WHEREAS**, Rock County's budgeted expense for legal notices is reduced with the designation of an
- 11 official county newspaper.
- 12
- 13 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly
- 14 assembled this _____ day of _____, 2020, does hereby designate the *Beloit Daily News* as the official
- 15 county newspaper for all county legal publications for 2021.

Respectfully submitted,

FINANCE COMMITTEE

Mary Mawhinney, Chair

Wes Davis, Vice Chair

Stephanie Aegerter

Brent Fox

Kara Purviance

FISCAL NOTE:

This resolution designates the *Beloit Daily News* as the County's official newspaper for 2021. Designating one newspaper results in publication cost savings.

/s/ Sherry Oja

Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to sec. 985.05(1), Wis. Stat.

/s/ Richard Greenlee

Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

/s/ Josh Smith

Josh Smith
County Administrator

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Finance Committee
INITIATED BY



Amanda Lagle
DRAFTED BY

Finance Committee
SUBMITTED BY

December 9, 2020
DATE DRAFTED

**AUTHORIZING PURCHASE OF COUNTY AGENDA MANAGEMENT
SYSTEM**

- 1 **WHEREAS**, Rock County IT (Rock-IT) is requesting authorization to begin the implementation and
- 2 purchasing process of a web-based agenda management system, CivicClerk; and,
- 3
- 4 **WHEREAS**, the system will support and digitize / automate the existing manual process at Rock County
- 5 for meeting agendas & minutes creation, distribution, storage, approval tracking for the County Board &
- 6 Committee Administrators; and,
- 7
- 8 **WHEREAS**, CivicClerk would allow access control for resolutions, video distribution, storage, and
- 9 indexing against agendas / minutes; and,
- 10
- 11 **WHEREAS**, it will also replace the existing voting PC and display within Courtroom H; and,
- 12
- 13 **WHEREAS**, the equipment and services are available to purchase through CivicPlus under RFP 2020-31;
- 14 and,
- 15
- 16 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
- 17 this _____ day of _____, 2020 to authorize the purchase agreement with CivicPlus for an amount
- 18 not to exceed \$56,155 for the purchase of CivicClerk.

Respectfully submitted,

FINANCE COMMITTEE

Mary Mawhinney, Chair

Brent Fox

Wes Davis, Vice Chair

Kara Purviance

Stephanie Aegerter

AUTHORIZING PURCHASE OF COUNTY AGENDA MANAGEMENT SYSTEM

Page 2

FISCAL NOTE:

Sales tax was included in the 2021 budget for the purchase of this software.

/s/ Sherry Oja

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.

/s/ Richard Greenlee

Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

/s/ Josh Smith

Josh Smith
County Administrator

Executive Summary

CivicClerk is a subscription web-based agenda management solution that would allow the digitization and automation of the existing manual process at Rock County. Solution will include system design, implementation, training, and support for County Board & Committee administrators within Rock-IT. It will also support meeting agendas & minutes creation, distribution, and storage, approval tracking and access control for resolutions, video distribution, storage, and indexing against agendas/minutes, and electronic voting to replace the existing voting PC & display within Courtroom H.

This equipment and services are available through CivicPlus via RFP 2020-31

This resolution authorizes Rock County Information Technology to make this necessary purchase, not to exceed \$56,155

CivicClerk Agenda Management System

CivicClerk is the fastest, most intuitive way to streamline the entire agenda management process — from creating agenda items to managing live meetings. It provides time-saving automation while allowing clerks to balance these conveniences with manual controls and overrides. Internal collaboration with CivicClerk is easy with customized workflows, version tracking, and built-in communication tools.

Our innovators designed CivicClerk to offer configuration flexibility so that the system can be scaled from the most simple agenda process to the most complex. Built-in integrations and a suite of APIs make working with other internal applications easy. CivicClerk's user-defined roadmap ensures that the product will continue to grow and adapt as transparency requirements and compliance expectations change.

Fully Integrated, Cloud-Based Software Suite

- User-friendly, modern interface
- Unlimited users
- Unlimited storage
- Highly configurable to your agenda and meeting management processes
- Adaptable permission settings
- Confidential attachments
- Field-level versioning
- Built-in integrations with Dropbox, Microsoft's One Drive and Google Drive and API availability
- Single sign-on through the CivicPlus Platform
- Secure Cloud-Based Hosting
- Automatic Updates
- Customer-Defined Roadmap
- Enhanced Analytics for Data Visibility

Part of the Integrated CivicPlus Platform

Our powerful CivicPlus Platform is the foundation on which all our CivicPlus solutions are built, allowing them to work seamlessly and securely, leveraging existing data, and reducing information silos so your administrative staff can collaborate efficiently. Administrators can take advantage of authentication using our identity provider integrations to provide a single sign-on experience for internal users. The entire system is cloud-based, eliminating the need for internal application management. CivicClerk is hosted in Microsoft's Azure cloud service, providing a stable multi-user environment while ensuring high availability and uptime.

Explanation of CivicClerk Cost

Pricing is valid for 120 days from August 11, 2020.

Development

- Agenda Management
 - Up to 30 boards
 - Custom-developed templates (two Agenda Templates, one Staff Report Template, one Minutes Template, one Agenda Script Template)
 - System-generated staff reports
- Live Meeting Management
 - Record minutes including motions, votes, speakers, and discussion
 - Display Pages
- Analytics module access
 - Create and save custom individual views and organizational views
 - Export views as .xls and .csv files
- Unlimited users
- Unlimited storage
- Google Drive, OneDrive, and Dropbox integrations
- Public Portal and Accessibility Portal
- Board Portal
- CP Media with Unlimited Storage
- Boards and Committees Module
- Custom IdP Integration
- Historical File Import

Implementation

- Typical project timeline – ten to sixteen weeks
- Four hours virtual consulting
- Eight hours virtual training

Annual Services

- Hosting and security
- Software maintenance including service patches and system enhancements
- 24/7 Technical support and access to the CivicPlus community
- Dedicated Client Success Manager
- Annual services are subject to a cumulative five percent technology fee increase beginning year three (for non-CivicPlus Advantage payment projects) and beyond

Year 1 (one-time + annual)	\$56,155
Year 2 & Beyond (subject to cumulative 5% technology fee increase beginning Year 3)	\$42,155



PROPOSAL SUMMARY FORM

PROPOSAL NUMBER 2020-31
PROPOSAL NAME AGENDA & MINUTES MANAGEMENT SOFTWARE
PROPOSAL DUE DATE AUGUST 11, 2020 – 12:00 NOON
DEPARTMENT ADMINISTRATION / INFORMATION TECHNOLOGY

	GRANICUS DENVER CO	CIVICPLUS MANHATTAN KS	PROVOX SYSTEMS MCKINNEY TX	PRIMEGOV SCOTTSDALE AZ
RATER 1	98	94	88	76
RATER 2	92	93	89	83
RATER 3	90	68	100	74
RATER 4	70	65	65	55
RATER 5	80	60	68	62
RATER 6	45	45	45	44
RATER 7	69	64	53	43
RATER 8	74	67	59	61
RATER 9	80	85	69	69
RATER 10	75	90	70	50
RATER 11	84	80	64	60
TOTAL SCORE	857	811	770	677

Proposals were evaluated based on the following criteria:

- VENDOR PROFILE - MAXIMUM 5 POINTS
 - Company Information
 - Client List
 - References
- FUNCTIONALITY MATRIX - MAXIMUM 60 POINTS
 - Agenda Preparation Features
 - Agenda Creation/Document Routing Features
 - Meeting Minutes & Activity Tracking Features
 - Video, Web, Mobile Components
- PRICING - MAXIMUM 35 POINTS
 - Software License Costs
 - Training Costs
 - Configuration & Implementation
 - Total Initial Project Costs
 - Yearly Maintenance/Subscription Costs

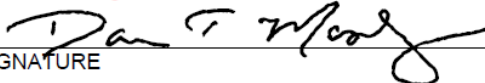
The top three ranked firms were asked to provide demonstrations. Twelve staff attended the demonstrations for the Agenda Management software and three IT staff attended the demonstrations for the Website Management Software. The ranking after the demonstrations is as follows:

	GRANICUS DENVER CO	CIVICPLUS MANHATTAN KS	PROVOX SYSTEMS MCKINNEY TX		GRANICUS DENVER CO	CIVICPLUS MANHATTAN KS	PROVOX SYSTEMS MCKINNEY TX
FIRST CHOICE WEBSITE MANAGEMENT	2	1	0	FIRST CHOICE AGENDA MANAGEMENT	4	8	0
ONE TIME COSTS	\$37,185	\$77,894	No proposal	ONE TIME COSTS	\$20,840	\$12,748	\$700 ¹
YEAR 1 ANNUAL COST	\$0	\$15,845	No proposal	YEAR 1 ANNUAL COST	\$34,872	\$42,155	\$21,360
ON-SITE TRAINING	\$5,790	\$7,200	No proposal	ON-SITE TRAINING	\$13,400	\$1,252	Included above
YEAR 2 ANNUAL COST	\$5,600	\$15,845	No proposal	YEAR 2 ANNUAL COST	\$37,313	\$42,155	\$10,370
YEAR 3 ANNUAL COST	\$5,880	\$15,845	No proposal	YEAR 3 ANNUAL COST	\$39,925	\$44,263	\$10,370
YEAR 4 ANNUAL COST	\$6,174	\$15,845	No proposal	YEAR 4 ANNUAL COST	Not provided	\$46,476	\$10,370
YEAR 5 ANNUAL COST	\$6,482	\$15,845	No proposal	YEAR 5 ANNUAL COST	Not provided	\$48,800	\$10,370
				¹ Not included in additional \$25/meeting fee to scan, convert, and upload all existing & historical meeting documents into the new system.			

Request for Proposals was advertised in the Janesville Gazette and on the Internet. Seventeen additional vendors were solicited that did not respond.

PREPARED BY: JODI MILLIS, PURCHASING MANAGER

DEPARTMENT HEAD RECOMMENDATION: Procure the "govAccess" website hosting solution from Granicus and the "CivicClerk" Agenda Management solution from CivicPlus, with integration between the two solutions completed by both vendors and Rock-IT.

SIGNATURE 

12-8-2020
DATE

GOVERNING COMMITTEE APPROVAL:

CHAIR

VOTE

DATE

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Finance Committee
INITIATED BY



Amanda Lagle
DRAFTED BY

Finance Committee
SUBMITTED BY

December 9, 2020
DATE DRAFTED

AUTHORIZING PURCHASE OF WEBSITE HOSTING FOR ROCK COUNTY

1 **WHEREAS**, Rock County IT (Rock-IT) is requesting authorization to begin the implementation and
2 purchasing process of a web-based design and hosting solution, govAccess; and,
3
4 **WHEREAS**, the system will include website design, implementation, content management, hosting,
5 training and support for website administrators within Rock-IT; and,
6
7 **WHEREAS**, this solution will be integrated with the Agenda Management System; and,
8
9 **WHEREAS**, the equipment and services are available to purchase through Granicus under RFP 2020-31;
10 and,
11
12 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
13 this _____ day of _____, 2020 to authorize the purchase agreement with Granicus for an amount
14 not to exceed \$42,975 for the purchase of govAccess.

Respectfully submitted,

FINANCE COMMITTEE

Mary Mawhinney, Chair

Brent Fox

Wes Davis, Vice Chair

Kara Purviance

Stephanie Aegerter

AUTHORIZING PURCHASE OF WEBSITE HOSTING FOR ROCK COUNTY

Page 2

FISCAL NOTE:

Sales tax was included in the 2021 budget for the purchase of this software.

/s/ Sherry Oja

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.

/s/ Richard Greenlee

Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

/s/ Josh Smith

Josh Smith
County Administrator

Executive Summary

The Granicus “govAccess” is a subscription web-based website design & hosting solution that will replace the existing County-hosted website process. Solution will include website design, implementation, content management, hosting, training, and support for website administrators within Rock-IT. This solution will be integrated with an Agenda Management solution being procured from a different vendor, CivicPlus, via the same RFP 2020-31.

This equipment and services are available through Granicus via RFP 2020-31

This resolution authorizes Rock County Information Technology to make this necessary purchase, not to exceed \$42,975



GOVACCESS TRAILBLAZER

Most people come to a government website with one goal – to complete a task – yet most government websites fail to deliver. With Granicus govAccess, user-friendly design, powerful content, accessibility, and secure transactions have never been easier.

A Transformative Digital Experience

Let us help you take your website to the next level, promoting self-service, transparency, and civic engagement. Your project will start with our advanced UX research to identify the services and information important to your website visitors. We'll also work to break down departmental silos and optimize the digital citizen journey across all devices.

Simple, Yet Dynamic Government CMS

govAccess is a content management system (CMS) that was purpose built for government, allowing your staff to easily create content that informs, engages and serves their communities. Our CMS makes it easy to manage mobile experiences, bring more services online, share content through popular social media channels, create custom interior pages, and more - all while ensuring consistency and control.

Enterprise-Class Hosting + Support

From our state-of-the-art hosting infrastructure with greater than 99.9% uptime, to a team of certified government experts and tech gurus, the govAccess team relentlessly focuses on client satisfaction. Continuous optimization, regular health checks that include research-based recommendations, and 24x7 support deliver guaranteed success.



Heatmaps help us understand where eyes and clicks are going on your site.



Basing our redesign on science, rather than emotion, helped to keep everyone on the same page as we worked through the process of transforming our web presence from a mere website to a customer service portal."

- Kevin Tunell, Communications Director, Yuma County, AZ

Website Design + Implementation – Trailblazer

- ✓ UAdvanced UX consultation including
 - Heatmap analysis, web analytics, internal stakeholder survey, community survey
 - Remote user testing of top tasks
 - Three (3) customer journeys (detailed analysis + recommendations to optimize top tasks)
 - Website usability report
- ✓ Fully custom homepage wireframe
- ✓ Fully responsive design
- ✓ Video Background or Standard Rotating Image carousel (switchable at any time)
- ✓ Three (3) specialty alternate homepages - choose from our library including emergencies, election night, special events
- ✓ Three (3) customer experience features - choose from our library including service finder, geo finder, data visualization banner
- ✓ Website Programming + CMS Implementation
- ✓ Migrate up to 200 webpages
- ✓ Ten (10) forms converted into the new CMS
- ✓ Three (3) days of consultation / training to be applied toward project management or training (two of three days must be consecutive)

Key CMS Features

- ✓ Ongoing software updates (quarterly)
- ✓ Role-based dashboard for easy content updates, approvals + ability to lock down user permissions
- ✓ Mobile management to analyze mobile traffic and customize display on mobile device
- ✓ Interior page builder with drag-and-drop page building, 100+ widgets, save and reuse layouts + more
- ✓ Social media management with ability to schedule + preview posts to multiple social media accounts
- ✓ Form and survey builder with ready-to-use templates for the most common use cases, conditional logic, payment processing, and legally binding digital signatures
- ✓ Flexible search with the ability to define search synonyms, promote page + more
- ✓ Universal API + a vast number of commonly used apps integrated out-of-the-box



PROPOSAL SUMMARY FORM

PROPOSAL NUMBER 2020-31
 PROPOSAL NAME AGENDA & MINUTES MANAGEMENT SOFTWARE
 PROPOSAL DUE DATE AUGUST 11, 2020 – 12:00 NOON
 DEPARTMENT ADMINISTRATION / INFORMATION TECHNOLOGY

	GRANICUS DENVER CO	CIVICPLUS MANHATTAN KS	PROVOX SYSTEMS MCKINNEY TX	PRIMEGOV SCOTTSDALE AZ
RATER 1	98	94	88	76
RATER 2	92	93	89	83
RATER 3	90	68	100	74
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RATER 10	75	90	70	50
RATER 11	84	80	64	60
TOTAL SCORE	857	811	770	677

Proposals were evaluated based on the following criteria:

- VENDOR PROFILE - MAXIMUM 5 POINTS
 - Company Information
 - Client List
 - References
- FUNCTIONALITY MATRIX - MAXIMUM 60 POINTS
 - Agenda Preparation Features
 - Agenda Creation/Document Routing Features
 - Meeting Minutes & Activity Tracking Features
 - Video, Web, Mobile Components
- PRICING - MAXIMUM 35 POINTS
 - Software License Costs
 - Training Costs
 - Configuration & Implementation
 - Total Initial Project Costs
 - Yearly Maintenance/Subscription Costs

The top three ranked firms were asked to provide demonstrations. Twelve staff attended the demonstrations for the Agenda Management software and three IT staff attended the demonstrations for the Website Management Software. The ranking after the demonstrations is as follows:

	GRANICUS DENVER CO	CIVICPLUS MANHATTAN KS	PROVOX SYSTEMS MCKINNEY TX		GRANICUS DENVER CO	CIVICPLUS MANHATTAN KS	PROVOX SYSTEMS MCKINNEY TX
FIRST CHOICE WEBSITE MANAGEMENT	2	1	0	FIRST CHOICE AGENDA MANAGEMENT	4	8	0
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				Not included in additional \$25/meeting fee to scan, convert, and upload all existing & historical meeting documents into the new system.			

Request for Proposals was advertised in the Janesville Gazette and on the Internet. Seventeen additional vendors were solicited that did not respond.

PREPARED BY: JODI MILLIS, PURCHASING MANAGER

DEPARTMENT HEAD RECOMMENDATION: Procure the "govAccess" website hosting solution from Granicus and the "CivicClerk" Agenda Management solution from CivicPlus, with integration between the two solutions completed by both vendors and Rock-IT.

SIGNATURE *Dan T. Moody*

DATE 12-8-2020

GOVERNING COMMITTEE APPROVAL:

CHAIR _____

VOTE _____

DATE _____

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Finance Committee
INITIATED BY



Amanda Lagle
DRAFTED BY

Finance Committee
SUBMITTED BY

December 9, 2020
DATE DRAFTED

AUTHORIZING CONTRACT FOR DEPLOYMENT OF LAPTOPS

- 1 **WHEREAS**, Rock County IT (Rock-IT) is requesting authorization to begin the deployment of new and
- 2 replacement laptops with the assistance of two (2) IT contractor placements; and,
- 3
- 4 **WHEREAS**, the County Board approved the purchase of laptops beyond those regularly replaced every
- 5 year to expedite the ability of all County staff to work remotely; and,
- 6
- 7 **WHEREAS**, deployment of this larger number of laptops and pc replacements will require additional time
- 8 resources beyond the capabilities of current staff; and,
- 9
- 10 **WHEREAS**, this was a 2021 budgeted line item under Rock-IT; and,
- 11
- 12 **WHEREAS**, the services are available through Robert Half Technology; and,
- 13
- 14 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
- 15 this _____ day of _____, 2020 to authorize the contract agreement with Robert Half for an
- 16 amount not to exceed \$75,000 for the placement of 2 IT contractors.

Respectfully submitted,

FINANCE COMMITTEE

Mary Mawhinney, Chair

Brent Fox

Wes Davis, Vice Chair

Kara Purviance

Stephanie Aegerter

AUTHORIZING CONTRACT FOR DEPLOYMENT OF LAPTOPS

Page 2

FISCAL NOTE:

Funds were included in the 2021 budget for this contract. Since this is intended as a one-time contract to due to the quantity of devices being deployed, IT fund balance is the source of funds.

/s/ Sherry Oja

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. Professional services are not subject to bidding requirements of sec. 59.52(29), Stats.

/s/ Richard Greenlee

Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

/s/ Josh Smith

Josh Smith
County Administrator

Executive Summary

Rock-IT is requesting approval of the use of two IT contractors for the deployment of new and replacement laptops. In 2020, the County Board approved the purchase of laptops beyond those regularly replaced every year so as to expedite the ability of all County staff to work remotely. Deployment of this larger number of laptops will require additional time resources beyond the capabilities of current staff.

These services are available through Robert Half Technology.

This resolution authorizes Rock County Information Technology to authorize this contract, not to exceed 75,000



1600 Aspen Commons Suite 260
Middleton, WI 53562
Phone: 608-827-8882
Fax: 608-827-6063

12/7/2020

Robert Half Technology is offering the following for IT contractor placements with:
Rock County, State of Wisconsin – Information Technology Department

Position: PC Technician (x2)
Duration: 6 months
Bill Rate: \$36.00/hour

We look forward to providing you with exceptional and experienced candidates.

DREW TEIG | ACCOUNT EXECUTIVE

PHONE: 608-827-8882 | FAX: 608-827-6063 | CELL PHONE: 563-580-5988

Connect with us: [LinkedIn](#) | [Facebook](#) | [Twitter](#) | [YouTube](#)

Robert Half Technology | 1600 Aspen Commons | Suite 260 | Middleton | WI 53562 USA |
rht.com



Personal & Confidential

CONTACT NAME
COMPANY NAME
STREET ADDRESS 1
STREET ADDRESS 2 OR CITY, ST ZIP
CITY, ST ZIP OR SPACE IF NOT REQUIRED

Job Order Number: Job Order #

Dear Contact First Name,

Thank you for selecting Robert Half Technology to meet your staffing needs. Candidate Name is scheduled to start with Company Name as a Functional Role on . As agreed, we will invoice your firm at the rate of per hour. Overtime will be billed at 1.50 times such rate. Please find the enclosed General Conditions of Assignment and Terms of Payment for your review.

Our professional will submit a time report for verification and approval at the end of each week. Your approval thereby will indicate you have read and agree to the enclosed General Conditions of Assignment and Terms of Payment.

With more than 100 locations in North America, Europe and Asia, Robert Half Technology is a leading provider of technology professionals on a consulting basis. We are a division of Robert Half International Inc., the world's leader in specialized consulting and staffing services since 1948.

Please do not hesitate to contact us if you have any questions or we can be of additional service. We look forward to working with you.

Sincerely,

Robert Half Technology
Branch Address Line 1
Branch Address Line 2
Branch Address Line 3
(800) 793-5533

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Finance Committee
INITIATED BY



Diana Arneson, Security Officer
DRAFTED BY

Finance Committee
SUBMITTED BY

December 08, 2020
DATE DRAFTED

AUTHORIZING PURCHASE OF CISCO UMBRELLA SOFTWARE

- 1 **WHEREAS**, the Rock County Information Technology Department is authorized to purchase computer
- 2 software on behalf of the County; and,
- 3
- 4 **WHEREAS**, the County Clerk has been awarded a County Election Security Subgrant from the
- 5 Wisconsin Elections Commission (WEC); and,
- 6
- 7 **WHEREAS**, the Information Technology Department and County Clerk recognize the need to enhance
- 8 election security in the Rock County Clerk's Office with software upgrades; and,
- 9
- 10 **WHEREAS**, the County Election Security Subgrant was awarded to Rock County for the purpose of
- 11 enhancing the County's election systems; and,
- 12
- 13 **WHEREAS**, the Information Technology Department staff did review the Cisco Umbrella software
- 14 suite and determined it to be the best fit for the security requirements of the County elections systems
- 15 and network.
- 16
- 17 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
- 18 this _____ day of _____, 2020 that a purchase order for Cisco Umbrella software be issued to
- 19 CoreBTS in the amount of \$34,937.88 under the State of Wisconsin Contract number 505ENT-M16-
- 20 DATACOMMUN-01.

Respectfully submitted,

FINANCE COMMITTEE

Mary Mawhinney, Chair

Wes Davis, Vice Chair

Brent Fox

Kara Purviance

Stephanie Aegerter

AUTHORIZING PURCHASE OF CISCO UMBRELLA SOFTWARE

Page 2

FISCAL NOTE:

The software purchase is being funded through a grant. No County funds are required.

/s/ Sherry Oja

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.

/s/ Richard Greenlee

Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

/s/ Josh Smith

Josh Smith
County Administrator

Authorizing Purchase of Cisco Umbrella Software

In September of 2020 per Resolution 20-9A-065, the Rock County Clerk's Office accepted grant funding from the Wisconsin Elections Commission for enhancing the security of the County Clerk's Office. The Information Technology Department researched Cloud delivered security products that would interface seamlessly with the County's Cisco infrastructure environment and found Cisco's Umbrella Security software would be the best fit. Not only would it give the County Clerk's office the security it needs, but since the County's infrastructure is already Cisco based, less components and software are required to complete the Cisco Umbrella software installation as compared to solutions that were not Cisco based resulting in cost savings and efficiency.

The Cisco Umbrella software is available from CoreBTS, Inc. under state Contract: #505ENT-M16-DATACOMMUN-01.

This resolution authorizes Rock County Information Technology to purchase the Cisco umbrella software from CoreBTS, Inc. for the amount of \$34,937.88.



Sales Operations Rep: Jason Warren
 Phone: (608) 661-7724
 Fax:
 E-mail: jason.warren@corebts.com

Account Manager: Michael Smith
 Phone: 608-661-7732
 Fax:
 E-mail: michael.smith@corebts.com

Quote Name: Umbrella- 1 Year
 Quote Number: Q-13734
 Quote Date: 12/8/2020
 Expiration Date: 1/7/2021
 Customer Account #: 0011124
 Customer: Rock County
 Payment Term: Net 30
 Shipping Method:
 Customer PO #:

Bill To:
 Rock County
 3530 County Road F
 PO Box 920
 Janesville
 Wisconsin
 53545-0768
 United States

Ship To:
 Rock County
 3530 County Road F
 PO Box 920
 Janesville
 Wisconsin
 53545-0768
 United States

Qty	Item Number	Description	Term (Months)	Billing Frequency	Price	Ext Price
1	UMBRELLA-SUB	Umbrella Cloud Security Subscription	12	Prepaid	\$0.00	\$0.00
1,300	S-UMB-INSIGHTS-K9	SVP Umbrella Insights	12	Prepaid	\$22.91	\$29,783.00
1	UMB-SUPT-G	Umbrella Support - Gold	12	Prepaid	\$5,154.88	\$5,154.88
1	CORE-NOFGHT	No freight charge to customer		Prepaid	\$0.00	\$0.00
1	WI-CONTRACT-505ENT-M16-DC-01	Wisconsin State Cisco contract#505ENT-M16-DATACOMMUN-01		Prepaid	\$0.00	\$0.00
					Subtotal:	\$34,937.88
					First Invoice Amount:	\$34,937.88
					Quote Subtotal:	\$34,937.88
					Estimated Sales Tax:	\$0.00
					Quote Total:	\$34,937.88

Notes: Prices are prepaid and are based on 12 month subscription commitment.

Automatically Renews For 12 months.

Please refer to the following additional Cisco terms and conditions:
 Cisco Umbrella Enterprise Terms of Service
<https://umbrella.cisco.com/terms>

Cisco Universal Cloud Agreement (UCA)
https://www.cisco.com/c/dam/en_us/about/doing_business/legal/docs/universal-cloud-terms.pdf

Cisco End User License Agreement (EULA)
<https://www.cisco.com/c/en/us/products/end-user-license-agreement.html>

Accepted by: _____ Printed name: _____ Date: _____

By accepting this quote you agree to Core's standard Terms and Conditions which can be found at <https://corebts.com/legal/T&C>.

To ensure fastest processing, please send purchase order/signed quote to purchase.orders@corebts.com and CC the two individuals listed above. If changes are required, please request a revised quote. Thank you for your business!

This proposal is confidential, and shall not be used or disclosed, in whole or in part, for any purpose other than evaluation within the client organization. This quote shall expire on the "Expiration Date" above. Notwithstanding the foregoing, all product and pricing information is based on the latest information available and is subject to change without notice, including at any time prior to the expiration of the quote. All prices are in U.S. dollars. Prices and tax rates are valid in the U.S. only and are subject to change. Sales tax is based on the "ship to" address on your purchase order. Please indicate your taxability status on your purchase order. Product availability is subject to change and cannot be guaranteed. All shipments are FOB origin. Appropriate freight charges will be added at the time of invoice. Please note that this quote may include items which may be subject to vendor restocking fees if returned, or may not be returnable if not defective (all returns are subject to vendor RMA approval). Core passes through all vendor restocking terms and fees without modification, markup, or additional fees.

Cancellation of any licensing or services with a fixed term or indicated as non-cancellable shall incur a termination fee equal to 100% of the cost of the remainder of the term, payable to Core in full upon the effective termination date. If First Invoice Amount is less than the Quote Total this is due to the fact that some or all items have a billing frequency of more than one instance, please consult the billing frequency listed for each item. First Invoice Amount is estimated and may not include shipping/ freight, estimated sales tax, and incidental charges.

Request for Authorization to Purchase – Youth Services AV Equipment and Integration

HSD is requesting the purchase of audio and visual equipment for the former shelter area in YSC to enhance programming for youth placed in the ACTIONS Program. This request includes a solution that includes a projector, speakers, and other necessary equipment to support the project.

Currently, the YSC has limited audio and visual equipment capabilities that would support skill building and other programming for resident youth. The latest evidence-based curriculum that was purchased last year provides web-based videos that enhance the youth's resiliency. The other evidence-based programming that is provided would benefit from the use of the requested technology.

AVI Systems, the County's preferred audio / visual vendor was solicited for a quote and provided the proposal under the contract ENT505-M18-AUDIOVIDEO-01. The amount for both labor and equipment is \$11,387.90. HSD is reallocating funds within its budget to cover this cost.

Retail Sales Agreement



AVI Systems Inc., 5201 Femrite Drive Madison, WI, 53718 | Phone: (608)221-8888, Fax: (608)221-9252

Proposal Number: 1013309
Prepared For: County of Rock
Attn: Brent Sutherland

Proposal Date: November 12, 2020

Rock Co - Youth Services AV

Prepared By: Nicholas Speaker
Phone: (608)807-1862
Email: nick.speaker@avisystems.com

BILL TO

Attn: Brent Sutherland
County of Rock
51 S Main Street
Janesville, WI, 53545
Phone: (608)757-5515
Email: brent.sutherland@co.rock.wi.us
Customer Number: 2512

SITE

Attn: Craig Hurda
Rock County Information Technology
51 S Main Street
Janesville, WI, 53545
Phone: (608)757-5515
Email: craig.hurda@co.rock.wi.us

COMMENTS

Pricing Per DOA Contract ENT505-M18-AUDIOVIDEO-01 (Chief 41% off list, Crestron 51% off list, Sony 35% off list, JBL 36% off list, Da-Lite 40% off list)

No charge for shipping

PRODUCTS AND SERVICES SUMMARY

Equipment	\$4,536.33
Integration	\$6,101.57
PRO Support	\$750.00
Shipping & Handling	\$0.00
Tax	\$0.00
Grand Total	\$11,387.90

Unless otherwise specified. The prices quoted reflect a discount for a cash payment (i.e., check, wire transfer) made by Customer in full within the time stated for payment on each invoice. Discount only applies to new items included on the invoice, and only applies if the balance on the invoice is paid in full.

All returned equipment is subject to a restocking charge. The prices are valid for 30 days and may be locked in by signing this Retail Sales Agreement.

Overdue balances are subject to a finance charge of 1.5% per month, or interest at the highest rate permitted by applicable law. In the event AVI must pursue collection of unpaid invoices, Customer agrees to pay all of AVI's costs of collection, including its attorneys' fees.

INVOICING AND PAYMENT TERMS

Per DOA Contract ENT505-M18-AUDIOVIDEO-01.

AVI uses progress billing, and invoices for equipment and services allocated to the contract on a monthly basis. Unless otherwise specified, all items quoted (goods and services) as well as applicable out of pocket expenses (permits, licenses, shipping, etc.) are invoiced in summary (including applicable sales taxes due for each category of invoiced items).

Customer is to make payments to the following "Remit to" address:

AVI Systems
NW8393 PO Box 1450
Minneapolis, MN 55485-8393

If Payment Method is ACH: Customer must make all payments in the form of bank wire transfers or electronic funds transfers through an automated clearinghouse with electronic remittance detail, in accordance with the payment instructions AVI Systems provides on its invoice to Customer.

A monthly summary of detailed equipment received is available upon request. Equipment received may be different than equipment billed based on agreed billing method.

TAXES AND DELIVERY

Per DOA Contract ENT505-M18-AUDIOVIDEO-01.

AGREEMENT TO QUOTE AND DOCUMENTS CONSTITUTING YOUR CONTRACT WITH AVI

Per DOA Contract ENT505-M18-AUDIOVIDEO-01.

AGREED AND ACCEPTED BY

_____ Company	AVI Systems, Inc. _____ Company
_____ Signature	_____ Signature
_____ Printed Name	_____ Printed Name
_____ Date	_____ Date

CONFIDENTIAL INFORMATION

The company listed in the "Prepared For" line has requested this confidential price quotation, and shall be deemed "Confidential Information" as that term is defined in the T&Cs. This information and document is confidential and is intended solely for the private use of the customer identified above. Customer agrees it will not disseminate copies of this quote to any third party without the prior written consent of AVI. Sharing a copy of this quote, or any portion of the Agreement with any competitor of AVI is a violation of this confidentiality provision. If you are not the intended recipient of this quote (i.e., the customer), you are not properly in possession of this document and you should immediately destroy all copies of it.

SERVICES TO BE PROVIDED

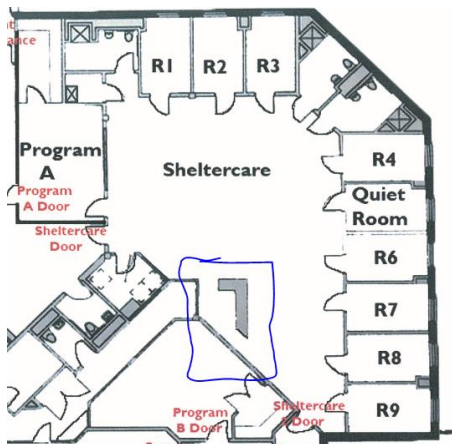
INTEGRATION SERVICES

INTEGRATION SCOPE OF WORK

A. SUMMARY: Rock County has approached AVI Systems to integrate a simple presentation system in their Youth Services Building at 210 E Hwy 14 in Janesville, WI. This system will be used for Youth Services Programming needs. This system is intended to provide simple presentation with support for program audio featuring a wall mounted projection screen and speakers secured to the East wall and a ceiling mounted video projector.

B. SYSTEM DESCRIPTION: Youth Services Center Sheltercare

- **Functionality Description:** Simple presentation system with a ceiling mounted projector, wall mounted speakers for program audio, wall mounted/fixed frame projection screen, and an HDMI input for connection of devices (e.g. laptop, BluRay player).
- **Displays:**
 - Sony VPL-PHZ12 laser light source projector, ceiling mounted in existing 2x2 ceiling grid.
 - 100" 16:9 Da-Lite fixed frame wall mounted projection screen.
 - Customer is responsible for contracting with an electrician to provide and terminate power in the projector mounting tile in the ceiling (mounting tile provided and installed by AVI).
 - Note – data is not required at the projector for the proposed system, however it is often recommended that a data drop be provided at the projector for future functionality. This would be provided and installed by the Owner or Owner's telecom/network contractor.
- **Source Devices:**
 - An HDMI extending transmitter will be mounted under the desk in this room near the existing data and power connections. The associated HDMI extending receiver will be located at the projector.
 - AVI to provide and install an on-floor cable raceway to conceal cabling between the desk and the wall. This raceway will be anchored directly to the floor. This quote is based on no more than 6 feet of raceway between the desk and the wall.
 - AVI to provide and install vertical surface mount raceway to conceal cabling from floor to ceiling on the south wall. This raceway will be anchored directly to the block wall. This quote is based on no more than 12 feet of vertical raceway.



- **Audio:**
 - Two wall mounted speakers, wall mounted to the left and right of the wall mounted screen that will reproduce content/program audio associated with the connected HDMI device.
 - Crestron compact, 2-ch amplifier to power these speakers
- **Conferencing:**
 - Not applicable
- **Switching:**
 - Not applicable

- **Controls:**
 - The handheld IR remote, included with the projector shall be used for control of:
 - Projector power On/Off (note – projector enters a low-power/idle state after an extended time with no signal)
 - Audio volume up/down/mute
- **Equipment Location:**
 - Projector Ceiling mounted
 - Projection screen wall mounted
 - HDMI Wall plate under desk
 - A small equipment storage box will be mounted at the projector to house the amplifier and HDMI receiver.

C. EXCLUSIONS: The following work is **not included** in our Scope of Work:

- All conduits, high voltage, wiring panels, breakers, relays, boxes, receptacles, etc.
- Concrete saw cutting and/or core drilling
- Fire wall, ceiling, roof and floor penetration
- Necessary gypsum board replacement and/or repair
- Necessary ceiling tile or T-bar modifications, replacements and/or repair
- Structural support of equipment *AVI Systems not responsible for building related vibrations
- Installation of ceiling mounted projection screen
- All millwork (moldings, trim, cut outs, etc.)
- Patching and Painting
- Permits (unless specifically provided for and identified within the contract)
- Unless otherwise stated the pricing in this agreement does not include prevailing wage or union labor
- Unless specifically noted lifts and scaffolding are not included

D. CONSTRUCTION CONSIDERATIONS:

In order to accomplish the outlined goals of this project, the Customer will be responsible for contracting with an outside entity to make the necessary modifications to the space as directed by AVI Systems. The costs associated with these modifications are not included in this proposal.

E. NOTICE: THIS SCOPE OF WORK IS DELIVERED ON THE BASIS OF THE FOLLOWING ASSUMPTIONS:

- The room(s) match(es) the drawings provided.
- Site preparation by the Customer and their contractors includes electrical and data placement per AVI Systems specification.
- Site preparation will be verified by AVI Systems project manager or representative before scheduling of the installation. All work areas should be clean and dust free prior to the beginning of on-site integration of electronic equipment.
- Customer communication of readiness will be considered accurate and executable by AVI Systems project manager.
- In the event of any arrival to site that AVI Systems is not able to execute work efficiently and definably progress, the Customer will be charged a fee to reimburse AVI Systems for all lost time and inefficiencies. At this time, the Customer will be presented a Contract Change Order and will/may halt work until acceptance by the Customer and rescheduling of the integration effort is agreed upon.
- Rescheduling and redeployment of AVI Systems technicians due to unacceptable site preparation may cause scheduling delays of up to 10 business days.
- There is ready access to the building / facility and the room(s) for equipment and materials.
- There is secure storage for equipment during a multi-day integration.
- If Customer furnished equipment and existing cabling is to be used, AVI Systems assumes that these items are in good working condition at this time and will integrate into the designed solution. Any repair, replacement and/or configuration of these items that may be necessary will be made at an additional cost.
- All Network configurations including IP addresses are to be provided, operational and functional before AVI Systems integration begins. AVI Systems will not be responsible for testing the LAN connections.

- Cable or Satellite drops must be in place with converter boxes operational before the completion of integration. Any delay resulting in extra work caused by late arrival of these items will result in a change order for time and materials.
- Document review / feedback on drawings / correspondence will be completed by the Customer within two business days (unless otherwise noted).
- The documented Change Control process will be used to the maximum extent possible – the Customer will have an assigned person with the authority to communicate/approve project Field Directed Change Orders and Contract Change Orders (see Appendix).
- In developing a comprehensive proposal for equipment and integration services AVI Systems' Sales Representatives and Engineering teams must make some assumptions regarding the physical construction of your facility, the availability of technical infrastructure and site conditions for installation. If any of the conditions we have indicated in the site survey form are incorrect or have changed for your particular project or project site, please let your Sales representative know as soon as possible. Conditions of the site found during integration effort which are different from those documented may have an effect on the price of the system solution, integration or services. To ensure that you have an accurate proposal based on your facility and specific to the conditions of your project, please review all project documentation carefully.

F. INTEGRATION PROJECT MANAGEMENT PROCESSES

AVI Systems will follow a foundational project management process which may include the following actions/deliverables (based on the size/complexity/duration of the integration project):

- Site Survey – performed prior to Retail Sales Agreement and attached
- Project Welcome Notice – emailed upon receipt of Purchase Order
- Project Kick-Off meeting with Customer Representative(s) – either by phone or in-person
- Project Status reviews – informal or formal – either by phone or in-person (based on the size/complexity/duration of the project)
- Project Change Control – comprised of Field Directed Change Order and/or Contract Change Order submittals (see Appendix)
- Notice of Substantial Completion (see Appendix) – at Customer walk-through – prior to Service transition

G. KNOWLEDGE TRANSFER (TRAINING)

This is geared specifically towards the end-user / operator. The purpose of this knowledge transfer is to provide operators with the necessary knowledge to confidently and comfortably operate all aspects of the integrated system. Areas covered include the following:

- Equipment and system overview
- Equipment operation and function
- Equipment start up, stop, and shut down
- Equipment automatic and manual operation
- Discussion and documentation relating to control system operation
- Discussion and documentation relating to system processor and its control applications
- Powering up, powering down AV system via control system
- Manual operation of display systems, audio system and all other related components
- Use/operation of patch panels, when and where to be used
- Who to call when help is required

H. AVI SYSTEMS INTEGRATION SERVICES RESPONSIBILITIES

AVI Systems will provide services/work for the project as described above in the Scope of Work or per the attached separate Scope of Work document detailing the scope of work to be performed.

- Provide equipment, materials and service items per the contract products and services detail.
- Provide systems equipment integration and supervisory responsibility of the equipment integration.
- Provide systems configuration, checkout and testing.
- Provide project timeline schedules.

- Provide necessary information, as requested, to the owner or other parties involved with this project to ensure that proper AC electrical power and cableways and/or conduits are provided to properly integrate the equipment within the facilities.
- Provide manufacturer supplied equipment documentation.
- Provide final documentation and “as built” system drawings (CAD) - if purchased.
- Provide system training following integration to the designated project leader or team.

I. CUSTOMER INTEGRATION SERVICES RESPONSIBILITIES

- Provide for the construction or modification of the facilities for soundproofing, lighting, electrical, HVAC, structural support of equipment, and decorating as appropriate. Includes installation of ceiling mounted projection screen.
- Provide for the ordering, provisioning, installation, wiring and verification of any Data Network (LAN, WAN, T1, ISDN, etc.) and Telephone Line (Analog or Digital) equipment and services prior to on-site integration.
- Provide all necessary cableways and/or conduits required to facilitate AV systems wiring.
- Provide all necessary conduit, wiring and devices for technical power to the AV systems equipment.
- Provide reasonable accesses of AVI Systems personnel to the facilities during periods of integration, testing and training, including off hours and weekends.
- Provide a secure area to house all integration materials and equipment.
- Provide a project leader who will be available for consultation and meetings.
- Provide timely review and approval of all documentation (Technical Reports, Drawings, Contracts, etc.).

CUSTOMER CARE SERVICES TO BE PROVIDED

Customer Care is the ongoing care and maintenance services delivered to keep your System(s) functioning as originally designed and installed. AVI Systems will perform the services below, as further described in Definitions, for covered Systems.

Customer Care Entitlement Matrix			
Entitlement	Definition	System Support	Service Level
Incident Management	AVI Systems provides Priority Support to troubleshoot, remediate, and escalate all Incidents through to resolution.	Included	Remote initiation within two (2) business hours, Monday through Friday during standard hours (8am-5pm local time, excluding holidays)
Remote Support	AVI Systems provides remote Priority Support for supported systems to diagnose and resolve incidents.	Included	Remote response within (8) business hours, Monday through Friday during standard hours (8am-5pm local time, excluding holidays)
Onsite Support	AVI Systems provides Priority Support for technician dispatch to the client location to diagnose and resolve an Incident.	Included	Onsite response within eight (8) business hours, Monday through Friday during standard hours (8am-5pm local time, excluding holidays)
Advanced Parts Replacement	AVI Systems provides advanced replacement of failed hardware components. Does not include Consumables or Obsolete Equipment.	Included	Repair and/or replacement is manufacturer dependent. Loaner Equipment on Best Effort basis
Software Update Assistance	AVI Systems provides labor to implement updates of existing software to correct software errors and/or resolve incidents	Included	
System Training	AVI Systems conducts user training to cover operation of the system and how to contact AVI Systems for support. Technical, Administrative, or Product Specific training is available separate from this agreement.	Included	Remote user training, scheduled at least one (1) week in advance

System Health Checks	AVI Systems personnel perform preventative maintenance. Includes cleaning, adjustments, functional tests, and replacement of parts to keep the system equipment in efficient operating condition.	Included	Two (2) System Health Checks per year, each scheduled at least one (1) week in advance
Asset Management	AVI Systems tracks asset information for Systems.	Included	

CUSTOMER CARE DEFINITIONS

System – Defined as the items listed in the Products and Services Detail section of this Agreement or listed on an attached Equipment List with the exception of Consumables, Owner Furnished Equipment, and Obsolete Equipment.

Priority Support – Means all work under AVI Systems support agreements with Customers is scheduled ahead of any other on-demand work.

Remote Support – Means a service whereby remote calls made to communications and terminal equipment via Customer provided IP connection to determine failures and remedies. Only available where equipment is capable and configured by AVI Systems to provide same.

Onsite Support - Service level response assumes client location is within 60 miles of an AVI Systems Service Center. Additional travel costs may apply if the client location is beyond 60 miles of an AVI Systems Service Center.

Consumables – Means parts such as recording media, batteries, projection lamps and bulbs, etc. Consumables are parts that are not included under this Agreement.

Obsolete Equipment – Defined as items (though possibly still in use) that are outdated with no manufacturer support or parts availability, or products with formal end of life as defined by their manufacturer. Obsolete Equipment are parts that are not included under this Agreement.

Loaner Equipment – Defined as table top LCD projectors and flat screen monitors under 50". Table top projectors are not integrated into a system. Flat screen monitors will be installed onto a wall if reasonably possible.

Best Effort – Means AVI Systems strives to provide the Service or repair any Incident in an appropriate and generally accepted manner using the resources available but makes no promise in this reference.

Advanced Parts Replacement - Provides for recycling of equipment covered in a system or consumables with no additional fees. Includes coverage for shipping to/from manufacturer for equipment sent to for warranty diagnosis, repair or exchange

Software Update Assistance – Defined as revisions of existing software which provide maintenance to correct software errors. Assumes software is provided at no charge by the manufacturer or covered under a valid manufacturer maintenance contract. Cascading software dependencies may impact ability to issue updates. Software and features which require additional licensing are not included under this Agreement. Changes to custom templates or scripts after initial deployment are available separate from this agreement.

CUSTOMER CARE - UNIFIED COMMUNICATIONS

Remote Technical Support

- Help Desk phone number: 866-836-8277
- Help Desk email: ucsupport@avisystems.com

CUSTOMER CARE - DIGITAL MEDIA

Remote Technical Support

- Help Desk phone number: 866-929-4256
- Help Desk email: dmsupport@avisystems.com

SYSTEM SUPPORT TERMS

Coverage Dates – Unless otherwise stated, the service coverage date will be effective as of substantial completion or System Support Agreement invoice date; whichever is applicable. Coverage will extend for the duration specified by the corresponding line item description found in the Product and Services Detail section of this Agreement. AVI Systems reserves the right to withhold services until the invoice is paid in full.

Exclusions – For situations where AVI Systems is providing service or support under this Agreement, no cost service, maintenance or repair shall not apply to the Equipment if any person other than an AVI Systems technician or other person authorized by AVI Systems, without AVI Systems prior written consent, improperly wires, integrates, repairs, modifies or adjusts the Equipment or performs any maintenance service on it during the term of this Agreement. Furthermore, any Equipment service, maintenance or repair shall not apply if AVI Systems determines, in its sole discretion, that the problems with the Equipment were caused by (a) Customer's negligence; or (b) theft, abuse, fire, flood, wind, lighting, unreasonable power line surges or brownouts, or acts of God or public enemy; or (c) use of any equipment for other than the ordinary use for which such equipment was designed or the purpose for which such equipment was intended, or (d) operation of equipment within an unsuitable operating environment, or (e) failure to provide a suitable operating environment as prescribed by equipment manufacturer specifications, including, without limitation, with respect to electrical power, air conditioning and humidity control.

Systems Support Terms are in addition to AVI Systems' General Terms and Conditions of Sale.

PRODUCTS AND SERVICES DETAIL**PRODUCTS:**

<u>Model #</u>	<u>Mfg</u>	<u>Description</u>	<u>Qty</u>	<u>MSRP</u>	<u>Price</u>	<u>Extended</u>
Youth Services Center - Programming Room						
VPLPHZ12	SONY	Sony VPL-PHZ12 - 3LCD projector - 5000 lumens - 5000 lumens (color) - WUXGA (1920 x 1200) - 16:10 -	1	\$4,000.00	\$2,160.00	\$2,160.00
CMA455	CHIEF	SUSPENDED CEILING PANEL	1	\$183.00	\$107.97	\$107.97
RPAUW	CHIEF	UNIVERSAL RPA WHITE	1	\$220.00	\$129.80	\$129.80
CMS006009W	CHIEF	ADJ. PIPE 6" TO 9" WHITE	1	\$71.00	\$41.89	\$41.89
70-563-03	EXTRON	PMK 350 WHITE-Low Profile Multi-Product Pole Mount Kit - White	1	\$150.00	\$82.50	\$82.50
HD-TX-101-C-E	CRESTRON	DM Lite® Transmitter for HDMI® Signal Extension over CATx Cable	1	\$330.00	\$161.70	\$161.70
HD-RX-101-C-E	CRESTRON	DM Lite – HDMI® over CATx Receiver, Surface Mount	1	\$330.00	\$161.70	\$161.70
AMP-225	CRESTRON	Dual-Channel Modular Power Amplifier, 25 W/Ch., 4/8 ?	1	\$500.00	\$245.00	\$245.00
CSS-1S/T	JBL	2way SurfaceMount Speaker with 8ohm..	2	\$130.00	\$83.20	\$166.40
95555V	DA-LITE	DA-SNAP DM 49X87NPA 100D HDTV	1	\$1,414.00	\$848.40	\$848.40
ON-2.7-072-AL	CONNECTRAC	On-Floor (ON) wireway; 2.7; 72"; anodized aluminum	1	\$203.18	\$167.33	\$167.33
ON-2.7-EC-SV	CONNECTRAC	End ramps & wall base trim; 2.7 ON	1	\$24.80	\$24.80	\$24.80
AC-2.7-GT-SV	CONNECTRAC	Grommet; 2.7 IN/ON; silver	1	\$16.23	\$16.23	\$16.23
AC-WC-144-AL	CONNECTRAC	Wall channel vertical wireway kit; 144"	1	\$270.31	\$222.61	\$222.61
Sub-Total: Youth Services Center - Programming Room						\$4,536.33

Integration

Engineering & Drawings	\$952.00
Project Management	\$956.72
On Site Integration	\$2,439.12
Integration Cables & Connectors	\$1,095.17
Testing & Acceptance	\$219.52
Training	\$439.04

Sub-Total: Integration **\$6,101.57**

Total: **\$10,637.90**

PRO SUPPORT:

<u>Model #</u>	<u>Mfg</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>	<u>Extended</u>
AVISSA1YR	AVI SYSTEMS	System Support Agreement	1.0000	\$750.00	\$750.00

Refer to Page 1 for the Grand Total that includes Taxes, and Shipping & Handling.

**Request for Authorization to Purchase – Internal and External Vulnerability
Management Practice**

Each year Rock-IT conducts an assessment of our network infrastructure and security. This is conducted by an outside vendor to get an accurate reporting on strengths and improvements to be made. In 2020, this will also encompass cybersecurity. Heartland Business Systems has an approved contract with Rock-IT and will be utilized to help identify security vulnerabilities and highlight exposure for allowing access to internal network and devices. The goal is to determine whether internal systems can be exploited by an attacker or used to gain access to sensitive information.

Reference quote #237786 for the total not to exceed \$15,000. This has been approved under contract 0793461234334 / IT_2020_0015. This is a budgeted line item in 2020.

Enterprise Security Risk Management Practice

Statement of Work

Internal and External Vulnerability Assessments

12/9/2020

Quote # 237786

Rock County Information Technology
Kathleen Holford
(608) 757-5045
KATHLEEN@co.rock.wi.us

Confidential





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Confidentiality Statement

Each party to this Agreement may have access to confidential information concerning the methodologies, pricing, and business practices of the other. Neither party shall make any use of such information of the other party except in connection with the exercise of its rights and responsibilities under this Agreement, except as may be necessary to comply with the laws or a court having proper jurisdiction.

Document Revision History

Date	Version	Change made	Changed by
12/9/2020	1.0	Initial document	Todd Heinz



Project Contacts

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Purpose of Document

This Statement of Work (“SOW”) describes the professional services and material to be provided by Heartland Business Systems, LLC, hereinafter referred to as “Heartland” for Rock County Information Technology, hereinafter referred to as “Rock County Information Technology” or “Customer”.

Executive Summary

Rock County Information Technology has engaged Heartland’s Enterprise Security Risk Management (ESRM) team for Internal and External Vulnerability Assessments. Heartland’s ESRM team will work closely with Rock County Information Technology to successfully execute the work of this project described in the “Project Scope” section of this document.



Project Scope

Internal Network Vulnerability Assessment

The Internal Network Vulnerability Assessment will be used to help identify security vulnerabilities and highlight exposure for allowing access to your internal network and devices. The goal is to determine whether internal systems can be exploited by an attacker or used to gain access to sensitive information.

To identify possible system weaknesses, Heartland will leverage a range of network information gathering and testing techniques including vulnerability scanning and analysis. These actions will be conducted from an unauthenticated or authenticated perspective (based on scope definition) using tools and techniques similar to what a hacker would utilize when performing reconnaissance on potential targets. Heartland utilizes a wide range of tools to perform these actions, from custom and publicly available tools to world-class commercial testing tools.

It is important to note that security testing will not include exploitation attempts on systems that have been found to have vulnerabilities. Exploitation attempts are performed as part of Penetration Testing services, which potentially can create instabilities in systems and applications. It is the intent of this engagement to only report on discovered vulnerabilities and provide recommendations for remediation.

At the end of the engagement, Heartland will deliver a professional report that includes an executive summary, technical summary, as well as the technical details of our findings and remediation recommendations. Any critical issues identified while performing the assessment will be reported expediently after validation, and prior to the final report.

In execution of this assessment, Heartland will:

1. Assign a senior consultant to act as the engagement manager and be available for communication with the customer during the length of the engagement. We will inform the designated Customer IT representative when the testing begins and if any of the tests are believed to have caused any interruption in services.
2. Perform targeted security testing of all devices identified as being in scope for this project to determine if technical vulnerabilities exist.

Devices not to Exceed
500

3. Conduct testing from an internal and unauthenticated point of view. If authenticated scans are in scope, we will test with authorized credentials provided by the customer. We will only use safe checks, including network-based vulnerability, patch/hotfix/security configuration checking, and some application-layer testing. This non-destructive assessment will not “attack” the infrastructure or perform any DoS actions on targeted hosts.



4. Analyze reports and data generated by testing software to assess risks. Develop customized remediation recommendations based on findings and the Customer environment. Prioritize remediation recommendations according to risk.
5. Heartland and Customer will, if required, work together to install a remote testing environment on Customers' internal network. Heartland will provide a virtual device or physical device that will connect to the Customer's internal network.
6. Conduct a virtual meeting at the end of the project to deliver and walk through a comprehensive vulnerability report and findings. The report will contain an executive summary, itemization of vulnerabilities and their severities, as well as recommended remediation options for each vulnerability identified.
7. Heartland will re-test specific deficiencies within 60 days of delivering the report that have been identified by Customer as being corrected. Re-testing will not include any formal report and will be limited to confirming that the vulnerability is still present or not present. This re-testing service is limited 3 rescan instances. Multiple corrections can be identified in each rescan. We assume the rescans will be conducted remotely. Any travel or on-site time for rescanning will be billed separately. We can define the re-testing scope to meet customer requirements.

Out of Scope

The following areas are considered out-of-scope. If any of these items are desired, we will be happy to provide a revised scope and cost:

- Authenticated vulnerability scans
- Assessment of Customer's compliance with any industry, state or federal regulations or guidance
- Security Incident response of any kind
- Computer forensic services of any kind
- Remediation of any vulnerabilities identified
- Security program, policy or process evaluation
- Anything not specifically called out as "In Scope" above

Customer Responsibilities

- Will supply Heartland two (2) Internal IP's (including IP, subnet mask, default route, and DNS IP's) to preconfigure the onsite equipment.
- Will provide client based full VPN connectivity to Heartland security resources for remote management of the installed equipment on customers' site.
- Will allow Heartland devices unauthenticated outbound Internet connectivity.
- Will allow the installed devices unrestricted internal IP access.
- Will provide at least 20Mbps of available Internet and WAN connectivity during testing timeframes.
- Will make appropriate personnel available for meetings as required.
- Will make request to Heartland any required testing window or delivery timeframe to be adhered to. Such requests must be made prior to signing Statement of Work.
- Will assign an IT representative for the duration of the test to be available for status updates and an emergency contact in case of perceived testing related issues.
- Will "whitelist" Heartland provided source IP's in customers Intrusion Prevention System



- Will provide Heartland the specific network IP's or IP ranges, for which customer is authorized, that are to be in scope of the testing, and a list of any IP addresses that are out-of-bounds.
- Will provide Heartland with any timeframes that testing should not occur (these will be considered blackout periods).
- Will provide DNS resolution for external name spaces

External Network Vulnerability Assessment

The external network vulnerability testing is designed to help an organization understand its current exposure related to providing externally available, internet-based IT services. The goal is to determine whether external systems can be exploited by an attacker or used to gain access to sensitive information.

To identify possible system weaknesses, Heartland will leverage a range of network information gathering and testing techniques including vulnerability scanning and analysis. These actions will be conducted from an unauthenticated perspective using tools and techniques similar to what a hacker would utilize when performing reconnaissance on potential targets. Heartland utilizes a wide range of tools to perform these actions, from custom and publicly available tools to world-class commercial testing tools.

It is important to note that security testing will not include exploitation attempts on systems that have been found to have vulnerabilities. Exploitation attempts are performed as part of Penetration Testing services, which potentially can create instabilities in systems and applications. It is the intent of this engagement to only report on discovered vulnerabilities and provide recommendations for remediation.

At the end of the engagement, Heartland will deliver a professional report that includes an executive summary, technical summary, as well as the technical details of our findings and remediation recommendations. Any critical issues identified while performing the assessment will be reported expediently after validation, and prior to the final report.

In execution of this assessment, Heartland will:

1. Assign a senior consultant to act as the engagement manager and be available for communication with the customer during the length of the engagement. We will inform the designated Customer IT representative when the testing begins and if any of the tests are believed to have caused any interruption in services.
2. Perform targeted security testing of all IP addresses identified as being in scope for this project to determine if technical vulnerabilities exist.

Active IP's not to Exceed
27

3. Conduct testing from a public Internet point of view, sourced from a Heartland IP space. If authenticated scans are in scope, we will test with authorized credentials provided by the customer. We will only use safe checks, including network-based vulnerability, patch/hotfix/ security



configuration checking, and some application-layer testing. This non-destructive assessment will not “attack” the infrastructure or perform any DoS actions on targeted hosts.

4. Analyze reports and data generated by testing software to assess risks. Develop customized remediation recommendations based on findings and the Customer environment. Prioritize remediation recommendations according to risk.
5. Conduct a virtual meeting at the end of the project to deliver and walk through a comprehensive vulnerability report and findings. The report will contain an executive summary, itemization of vulnerabilities and their severities, as well as recommended remediation options for each vulnerability identified.
6. Heartland will re-test specific deficiencies one time within 60 days of delivering the report that have been identified by Customer as being corrected. Re-testing will not include any formal report and will be limited to confirming that the vulnerability is still present or not present. We assume the rescan will be conducted remotely. Any travel or on-site time for rescanning will be billed separately. We can define the re-testing scope to meet customer requirements.

Out of Scope

The following areas are considered out-of-scope. If any of these items are desired, we will be happy to provide a revised scope and cost:

- Authenticated vulnerability scans.
- Assessment of Customer’s compliance with any industry, state or federal regulations or guidance.
- Security Incident response of any kind.
- Computer forensic services of any kind.
- Remediation of any vulnerabilities identified.
- Security program, policy, or process evaluation.
- Anything not specifically called out as “In Scope” above.

Customer Responsibilities

- Will make appropriate personnel available for meetings as required.
- Will make known to Heartland any required testing window or delivery timeframe to be adhered to. Such requests must be made prior to signing Statement of Work.
- Will assign an IT representative for the duration of the test to be available for status updates and an emergency contact in case of perceived testing related issues.
- Will “whitelist” Heartland provided source IP’s in Intrusion Prevention System.
- Will provide Heartland the specific network IP’s or IP ranges, for which customer is authorized, that are in scope of the testing, and a list of any IP addresses that are out-of-bounds.
- Will provide Heartland with any timeframes that testing should not occur (these will be considered blackout periods).
- Will provide DNS resolution for external name spaces.



Pricing

Refer to Quote # 237786 for pricing information.

Permission to Perform Security Testing

Certain laws prohibit any unauthorized attempt to test or penetrate computer systems. Customer acknowledges and authorizes all Heartland consultants engaged on this project to perform the security services described above. Furthermore, the Customer acknowledges that all services provided under this statement of work constitute authorized access to Customer's information systems.

Heartland security consultants will perform security testing that could unintentionally be disruptive to the targeted system(s) or be provided access to confidential information. Testing will include network-based vulnerability identification, along with patch/hotfix and configuration checking. Customer acknowledges and agrees to the following:

- Customer certifies they have the legal right to agree to these terms and conditions for the IP addresses and URL's provided to Heartland.
- Customer authorizes Heartland to perform security testing and exploitation of Customer's selected network assets, as defined above.
- The various reconnaissance and network testing will likely produce alerts by network and host-based intrusion detection systems.
- Large amounts of log messages may be generated resulting in excessive log file disk space consumption.
- The operational availability of the Customer's systems and network may be temporarily degraded or halted during the testing.
- While rare, it is possible that computer systems and/or network devices may become unresponsive or crash as a result of testing. This will require the customer to "reset" the system.
- Customer agrees to accept any and all risks associated with these services and accepts all responsibility for the consequences of a system failure that may be caused by these services.

Change Management

Additional products and services beyond the deliverables listed above are considered out of scope and require a change request approved by the Customer before any work can be started. Any additions, deletions, or modifications to this agreement, regardless of modification to project value, require a change request approved by the Customer prior to either party performing work.

Heartland will submit a formal Change Request (see Appendix A) for Customer approval that documents the out-of-scope work, and any associated costs or schedule changes. When a Change Request is approved and signed by the Customer, it becomes a Change Order and is formally considered a part of this Agreement.

Project Completion

The Project will be complete when all Deliverables have been provided to Customer.



Customer will have three (3) business days to review each Deliverable. If Heartland is not provided a written notice of rejection describing the basis for rejection within this period, the Deliverables will be considered accepted.

Customer is responsible for responding to all Heartland requests in a reasonable timely manner. Delays caused by unresponsiveness may result in realigning project milestones, including final delivery.

After the completion of the project, support may be obtained by contacting the Heartland Account Manager. Support will be billed at an agreed upon rate for services rendered.

Terms

Binding Agreement - This Statement of Work (SOW) describes the professional services and/or products, and results to be provided by Heartland. When mutually executed for implementation, this SOW becomes contractually binding on Heartland and Customer under the terms and conditions of the Heartland Standard Terms and Conditions (STC) document.

Order of Precedence - Any ambiguity or inconsistency between or among the statements of this SOW and the Standard Terms and Conditions (“STC”) shall be resolved by giving priority and precedence in the following order:

- Statement of Work (SOW)
- Standard Terms and Conditions (STC)
- Non-Disclosure Agreement (NDA), if not incorporated in the STC

Work Hours - All professional services work will be completed during the normal business hours of 8:00 am – 5:00 pm M-F Central Time, unless other arrangements are agreed to. Any unplanned work occurring after 5:00 pm or before 8:00 am or on weekends is subject to a bill rate of 1.5 times the normal rate.

Promises – No other promises have been made related to this SOW except for those stated in this SOW. This SOW supersedes all other agreements or promises related to this Project and SOW.

Thank You for your business!



Appendix A: Change Control Form

Customer:	
Project Name:	
Project Number:	

General Information

Person Submitting Change:			
Date Submitted:		Submitter Phone/Email:	
Person Requesting Change:			
Date Requested:		Requester Phone/Email:	

Proposed Change

Title of Change:	
Description of Change:	
Reason for Change:	

Project Manager Review of Change

Hardware Required for Change:			
Software Required for Change:			
Action Required for Change:			
Timeline Impact:		Cost Impact:	
Resource Impact:			
Quality Impact:			
Overall Impact:			
Additional Comments:			

Approval of all Changes (COMPLETED BY THE CUSTOMER)

Change Approved by:	
Date:	
Signature:	

Internal and External Vulnerability Assessments

Quote #237786 v1



Prepared For:

Rock County Information Technology

 Kathleen Holford
 3530 N County Hwy F
 Janesville, WI 53547

P: 6087575045

E: KATHLEEN@co.rock.wi.us

Prepared By:

Heartland Business Systems

 Chad Stanek
 1700 Stephen Street
 Little Chute, WI 54140

P: (920) 687-4660

E: cstanek@hbs.net

Date Issued:

12.09.2020

Expires:

01.06.2021

Internal Vulnerability Assessment	Price	Qty	Ext. Price
Internal Network Vulnerability Assessment-500	\$10,800.00	1	\$10,800.00
Subtotal			\$10,800.00

External Vulnerability Assessment	Price	Qty	Ext. Price
External Network Vulnerability Assessment - 30	\$4,050.00	1	\$4,050.00
Subtotal			\$4,050.00

Quote Summary	Amount
Internal Vulnerability Assessment	\$10,800.00
External Vulnerability Assessment	\$4,050.00
Total:	\$14,850.00

This quote may not include applicable sales tax, shipping, handling and/or delivery charges. Final applicable sales tax, shipping, handling and/or delivery charges are calculated and applied at invoice. The above prices are for hardware/software only, and do not include delivery, setup or installation by Heartland ("HBS") unless otherwise noted. Installation by HBS is available at our regular hourly rates, or pursuant to a prepaid HBSFlex Agreement. This configuration is presented for convenience only. HBS is not responsible for typographical or other errors/omissions regarding prices or other information. Prices and configurations are subject to change without notice. HBS may modify or cancel this quote if the pricing is impacted by a tariff. A 15% restocking fee will be charged on any returned part. Customer is responsible for all costs associated with return of product and a \$25.00 processing fee. No returns are accepted by HBS without prior written approval. This quote expressly limits acceptance to the terms of this quote, and HBS disclaims any additional terms. By providing your "E-Signature," you acknowledge that your electronic signature is the legal equivalent of your manual signature, and you warrant that you have express authority to execute this agreement and legally bind your organization to this proposal and all attached documents. Any purchase that the customer makes from HBS is governed by HBS' Standard Terms and Conditions ("ST&Cs") located at <http://www.hbs.net/standard-terms-and-conditions>, which are incorporated herein by reference. The ST&Cs are subject to change. When a new order is placed, the ST&Cs on the above-stated website at that time shall apply. If customer has signed HBS' ST&Cs version 2018.v2.0 or later, or the parties have executed a current master services agreement, the signed agreement shall supersede the version on the website. QT.2020.v1.0

Acceptance

Heartland Business Systems


Chad Stanek

Signature / Name

12/09/2020

Date

Rock County Information Technology

Signature / Name

Initials

Date

HTG Standard Terms & Conditions

STANDARD TERMS AND CONDITIONS

The parties to this agreement are Heartland Business Systems, LLC., ("Heartland" or "Seller"), with corporate headquarters located at 1700 Stephen Street, Little Chute WI 54140, and customer ("Buyer") who purchases products and/or services from Heartland.

1. **ACCEPTANCE.** Buyer accepts these Standard Terms and Conditions as a condition of Buyer's purchase of services and/or products from Heartland.
2. **PAYMENT AND TERMS.** All invoices provided by Seller to Buyer shall be paid within 30 days of the invoice date with the exception of HBSFLEX Agreement invoices. HBSFLEX Agreement invoices shall be paid upon receipt of the invoice. A service charge of \$35.00 will be assessed for each check that is returned for insufficient funds.
3. **FORCE MAJEURE.** Heartland's performance hereunder shall be excused if such nonperformance or delay of performance is due to causes beyond the reasonable control of Heartland and is the direct or indirect result of, but not limited to, acts of God, acts of the public enemy, acts of the United States of America, or any state, territory or political subdivision thereof or of the State of Wisconsin, fires, war, riots, terrorism, floods, epidemics, quarantine restrictions, insurrection, strikes, labor shortage, materials shortage or freight embargoes. Any delay in performance due to the force majeure occurrence shall extend the period for performance for the duration of the delay.
4. **SHIPPING.** With respect to any products that are to be shipped, shipment shall be FOB Seller's place of business, by common or contract carrier, or, in the case of drop shipment, FOB a manufacturer's or distributor's place of business, by common or contract carrier. Freight charges shall be Buyer's responsibility. "Delivery," as that term is used in this proposal and any resulting contract, shall be deemed completed when the goods have been placed into the hands of the common or contract carrier.
5. **WARRANTY.** Any hardware, software, or parts sold to Buyer may be subject to a warranty made by the manufacturer or other third party to Buyer and, if so, the terms and conditions of such warranty are embodied in other documents. Buyer acknowledges that Seller is not a party to any such warranty, and that any rights or remedies that Buyer may have pursuant to said warranty are against the manufacturer or other third party directly, and is not assertable against the Seller. SELLER MAKES NO WARRANTY WITH RESPECT TO THE PRODUCTS OR SERVICES SOLD HEREUNDER. BUYER ACKNOWLEDGES THAT IT HAS NOT RELIED ON ANY WARRANTY OR REPRESENTATION BY THE SELLER WITH RESPECT TO THE PRODUCTS OR SERVICES SOLD HEREUNDER, EXCEPT AS ARE EXPRESSLY CONTAINED HEREIN. ANY IMPLIED WARRANTY OF MERCHANTABILITY, AND ANY IMPLIED WARRANTY THAT THE PRODUCTS OR SERVICES SOLD HEREUNDER ARE FIT FOR A PARTICULAR PURPOSE, ARE HEREBY DISCLAIMED.
6. **PROFESSIONAL SERVICES.** Heartland may provide professional services as requested by the Buyer. All services provided by Heartland, which include labor and travel charges, are subject to the terms and conditions as set forth in this Agreement. Services provided by Seller to Buyer may be covered under a manufacturer or other third party warranty, may be applied to a pre-paid HBSFLEX Agreement purchased by the Buyer, at the rates set forth in the most current version of the HBSFLEX Volume Service Schedule, as updated from time to time, or may be billed out to the Buyer at the then-prevailing hourly rate. Regardless whether the services are covered under warranty, applied to a HBSFLEX Agreement or billed out at an hourly rate, all terms of this Agreement apply. Heartland's records shall be the sole measurement of professional services and/or time expended by Heartland. HBSFLEX Agreements may not be used to purchase products, and each HBSFLEX Agreement shall automatically expire eighteen months after the date of invoice for that HBSFLEX Agreement.
 1. **Warranty.** If services provided are in connection with a problem that is covered by a manufacturer or other third party warranty, then such services shall not be counted against a HBSFLEX Agreement or billed out at the then-prevailing hourly rate, to the extent of the warranty coverage. Please refer to your manufacturer or third party provided documentation which will define what is covered under warranty. Any labor or travel provided that is not covered under the manufacturer or third party warranty will be applied to a HBSFLEX Agreement or billed out at the then-prevailing hourly rate, whichever applies.
 2. **HBSFLEX Agreements.** Buyer may choose to purchase a pre-paid HBSFLEX Agreement from Seller. When a HBSFLEX Agreement is purchased, labor and travel charges incurred will be applied against the HBSFLEX Agreement. Buyer will receive informational invoices detailing the services as they are provided.
 1. When a pre-paid HBSFLEX Agreement is exhausted an additional HBSFLEX Agreement may be purchased. If an additional HBSFLEX Agreement is not purchased, then services will be billed out at the then-prevailing hourly rate.
 2. Either party may terminate a pre-paid HBSFLEX Agreement by giving notice to the other, in writing by mail to the party's last known address, of such intent. If this Agreement is terminated before the HBSFLEX Agreement is expended, then Heartland shall refund 75% of the unused portion of the fee and may retain the balance.
 3. **Hourly Rate.** Should services provided not be covered under a manufacturer or third party warranty or should the Buyer not have purchased or not have time available on a HBSFLEX Agreement then all labor and travel will be billed out at Heartland's then-prevailing hourly rate.
7. **PROFESSIONAL SERVICE ESTIMATES.** At times, Buyer may request time estimates for service situations. Heartland will provide a best estimate based upon the information that is known at the time of the request. This is to be considered an estimate for service only and not a guarantee. Actual service hours may be less or may be more than the estimate provided.
8. **FOUR-HOUR RESPONSE.** For calls received on normal business days, excluding holidays, Heartland will use its best effort to respond to the Buyer's request for service within four business hours (the hours between 8:00 a.m. and 5:00 p.m. CT) of the Buyer's request.
9. **ASSIGNABILITY.** Heartland may delegate all, or any part of, its duties hereunder to a subcontractor.
10. **EXCLUDED EQUIPMENT.** Heartland may discontinue providing services with respect to any hardware for which it can no longer readily obtain repair parts or technical assistance.
11. **BUYER'S RESPONSIBILITY.** Buyer shall use its best efforts to cooperate with Heartland in connection with Seller's carrying out its duties hereunder, and Buyer shall refrain from any act or omission that could frustrate Heartland's performance. In that regard, but not by way of limitation, Buyer shall designate one employee for each location at which services are expected to be rendered under this Agreement, with full authority to act for Buyer in the event that Buyer's input is required in order to affect any aspect of the services provided hereunder.
12. **BUYER'S WARRANTY AS TO PROPER LICENSING.** Buyer warrants and represents to Seller that it possesses a proper license for all software being used by Buyer's organization and shall hold Heartland harmless from any claims or suits premised upon breach of any third party's proprietary rights with respect to such software.
13. **BUYER'S WARRANTY AS TO PROPER BACKUP.** Buyer warrants and represents to Seller that Buyer's data and system has been properly backed up prior to the commencement of any services provided by Heartland and understands that the Seller shall have no liability whatsoever, under any circumstances, for any damages suffered by Buyer as a result of improper backup situations or data which has not been backed up and that is lost, for any reason, in connection with the services or use of the products sold hereunder.
14. **NON-SOLICITATION OF HEARTLAND PERSONNEL.** During the term of this Agreement, and for a period of one (1) year after the termination of this Agreement by either party for whatever reason, Buyer shall not, directly or indirectly, encourage any employee of Heartland, who became known to Buyer by virtue of such employee's providing services under this Agreement, to terminate his or her employment with Heartland. In addition, during the term of

this Agreement, and for a period of one (1) year after the termination of this Agreement by either party for whatever reason, Buyer shall not, directly or indirectly, solicit any employee of Heartland, who became known to Buyer by virtue of such employee's providing services under this Agreement, for employment which would end or diminish that employee's service with Heartland. Buyer acknowledges that Heartland will suffer irreparable harm as a result of Buyer's violation of this paragraph and that Heartland may bring an action for injunctive relief and/or actual damages to enforce this provision.

15. **SUSPENSION OF PRODUCTS AND/OR SERVICES.** Heartland may, at its option, suspend providing products and/or services hereunder in the event that the Buyer is delinquent on payment of any outstanding invoices.
16. **EXCLUSIVE REMEDY/LIMITATION OF LIABILITY.** Notwithstanding any other provision herein, Seller's sole and exclusive liability to Buyer for any breach of this Agreement, or breach of any warranty, express or implied, found to have been made in connection with this Agreement, shall be to repair or replace, at its option, any defective hardware, software, or parts sold hereunder; Seller shall have no liability for any other damages, consequential or otherwise. Seller shall have no liability whatsoever to Buyer if computer software or computer hardware sold hereunder is subsequently upgraded, or is otherwise used with software or hardware that was not used with the software and/or hardware sold hereunder at the time of installation, or if any such software or hardware has been serviced by anyone other than Seller. Seller shall have no liability whatsoever, under any circumstances, for any damages suffered by Buyer as a result of data which has not been backed up and that is lost, for any reason, in connection with the services or use of the products sold hereunder.
17. **ACCEPTANCE OF PRODUCTS.** Buyer shall be deemed to have irrevocably accepted the products and services sold hereunder if Buyer has not given to Seller a written notice of rejection, describing the basis for rejection, within 10 business days after delivery. All data and intellectual property provided by Seller in connection with this Agreement shall belong to Seller ("Heartland Materials"). Seller shall retain all rights and interests in and to the Heartland Materials after the completion of this Agreement.
18. **CLOUD SERVICES.** Buyer agrees and acknowledges that in order to provide a high level of service, Seller may store Buyer's information in the public cloud. This information may include but is not limited to drawings, pictures, equipment layouts, passwords, backups, or configuration files. Buyer agrees and acknowledges that the cloud is a separate and independent network, which is not controlled by Seller, and that Seller shall have no liability whatsoever, under any circumstances, for any damages arising out of or relating to the use of the public cloud, including but not limited to the loss of any information.
19. **CHOICE OF LAW.** This Agreement, and any claim arising under it, or related to the transaction evidenced by it, shall be construed and determined under the laws of Wisconsin.
20. **ATTORNEY FEES.** In the event that legal action is taken by either party upon any claim arising from this Agreement or in any way related to the transaction that is evidenced by this Agreement, Seller shall, if it prevails, be entitled to recover from Buyer its actual reasonable attorney fees incurred in connection therewith.
21. **SEVERABILITY.** If any portion of this Agreement is determined by a court or government agency having competent jurisdiction to be invalid or unenforceable, the remainder of this Agreement shall remain in full force and effect to the extent permitted by law.
22. **BINDING EFFECT.** This Agreement shall bind and inure to the benefit of the parties, and their respective heirs, successors, personal representatives, beneficiaries and assigns.
23. **ADDITIONAL WORK.** In the event that Seller agrees to provide additional products or service not specifically covered by this Agreement, the terms and conditions of this Agreement shall govern, unless otherwise provided in writing.
24. **ENTIRE AGREEMENT.** This is the entire agreement of the parties respecting the sale of the products or services, sold by Seller to Buyer. No modification, addition, or amendment shall be binding unless in writing and signed by both parties.

Buyer accepts these Standard Terms and Conditions as a condition of Buyer's purchase of services and/or products from Heartland.