



**ROCK COUNTY BOARD OF SUPERVISORS' MEETING  
THURSDAY, JANUARY 26, 2017 – 6:00 P.M.**

**COUNTY BOARD ROOM/COURTROOM H  
FOURTH FLOOR/COURTHOUSE EAST**

**Agenda**

1. CALL TO ORDER
2. INVOCATION & PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. ADOPTION OF AGENDA
5. APPROVAL OF MINUTES - January 12, 2017
6. PUBLIC HEARING
7. CITIZEN PARTICIPATION, COMMUNICATIONS AND ANNOUNCEMENTS
8. NOMINATIONS, APPOINTMENTS AND CONFIRMATION
  - A. Appointment as an Alternate to the Behavioral Health Redesign Steering Committee
9. RECOGNITION OF COUNTY EMPLOYEES OR OTHERS
10. INTRODUCTION OF NEW RESOLUTIONS OR ORDINANCES BY SUPERVISORS FOR REFERRAL TO APPROPRIATE COMMITTEE
11. REPORTS
  - A. Presentation on County's Diversity and Cultural Competency Efforts
12. NEW BUSINESS
  - A. Supplementary Appropriations and Budget Changes - Roll Call
    - 1) Amending the 2016 Developmental Disabilities Board Budget to Increase Funding to the CESA-2, Birth-to-Three Program

NOTE: Item 12.A.1. will be considered by the County Board Staff Committee on January 24, 2017, Human Services Board on January 25, 2017, and Finance Committee on January 26, 2017

- 2) Amending the 2016 Human Services Department Budget to Accept Pass through Technical Assistance Training Funds

NOTE: Item 12.A.2. will be considered by the Human Services Board on January 25, 2017, and Finance Committee on January 26, 2017

**ROCK COUNTY BOARD OF SUPERVISORS**

**JANUARY 26, 2017**

**Page 2**

12. NEW BUSINESS

- 3) Amending the 2017 Airport Budget for Purchase of Snow Removal Equipment

NOTE: Item 12.A.3. will be considered by the Public Works Committee on January 24, 2017, and Finance Committee on January 26, 2017

B. Contracts – Roll Call

- 1) Awarding Contract for Carpet Replacement at the Rock County Courthouse
- 2) Authorizing Upgrade to the Email Archiving System
- 3) Authorizing Purchase of 2017 Budgeted Laptops
- 4) Authorizing the Purchase of a Facilities Management Computerized Maintenance Management System

NOTE: Items 12.B.2., 12.B.3. and 12.B.4. will be considered by the Finance Committee on January 26, 2017

C. Authorizing Rock County Department of Public Works to Replace Asphalt Parking Lots at Job Center, Public Works Garage, Airport and Crack Seal Other Rock County owned Facilities Parking Lots as Needed

NOTE: Item 12.C. will be considered by the Public Works Committee on January 24, 2017

13. ADJOURNMENT

**APPOINTMENT TO THE BEHAVIORAL HEALTH REDESIGN STEERING  
COMMITTEE**

**POSITION:** Alternate Member of the Behavioral Health Redesign  
Steering Committee

**AUTHORITY:** County Board Resolution 12-3A-608

**TERM:** Permanent Term

**PER DIEM:** For County Board Supervisors Only  
(Per Board Rule IV.J.)

**PRESENT MEMBER:** Ryan Trausch (to Lance Horozewski)

**CONFIRMATION:** Yes, by County Board of Supervisors

**APPOINTMENT** Tera O'Connor (to Lance Horozewski)  
AODA Program Manager  
Human Services

**EFFECTIVE DATE:** January 26, 2017

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

Human Services Board  
INITIATED BY



Sara Mooren  
DRAFTED BY

Human Services Board  
SUBMITTED BY

December 30, 2016  
DATE DRAFTED

**Amending the 2016 Developmental Disabilities Board Budget  
to Increase Funding to the CESA-2, Birth-to-Three Program**

1 **WHEREAS**, the Developmental Disabilities Board contracted with CESA-2 to operate the State  
2 mandated Birth-to-Three Program in 2016; and  
3  
4 **WHEREAS**, in December 2016 Resolution 16-12A-179 transferred all budget authority and contract  
5 management of the Birth-to-Three program from the Developmental Disabilities Board to the Human  
6 Services Department effective January 1, 2017; and  
7  
8 **WHEREAS**, CESA-2's cost for operating the state-mandated Birth-to-Three program has exceeded the  
9 CY2016 budget due to the initial start-up costs, increased number of children receiving therapy and  
10 multiple therapy services and the transition of services from a previous provider to CESA-2 in CY2015;  
11 and  
12  
13 **WHEREAS**, in September 2016 Resolution 16-9A-098 provided \$84,929 in additional funds from the  
14 General Fund to cover the first six months of 2016; and  
15  
16 **WHEREAS**, a second request was anticipated at that time and the amount needed to address the budgetary  
17 shortfall for the second half of the year is \$119,000; and  
18  
19 **WHEREAS**, the 2017 adopted HSD budget included additional funds for this program and staff have been  
20 working closely with CESA-2 and the State of Wisconsin's Birth-to-Three Program staff to identify ways  
21 to reduce costs and increase billing revenue.  
22

23 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled  
24 this \_\_\_\_\_ day of \_\_\_\_\_, 2017, does hereby amend the 2016 Rock County DD Board  
25 Budget as follows:

Account/Description	Budget <u>12/1/16</u>	Increase (Decrease)	Amended Budget
<u>Source of Funds</u>			
33-3310-0000-62604 DD Board Nursing Home Relocation	\$26,590,639	(\$119,000)	\$26,471,639
<u>Use of Funds</u>			
33-3310-0000-62601 DD Board Purchase of Care	\$1,250,407	\$119,000	\$1,369,407

17-1B-202

Amending the 2016 Developmental Disabilities Board Budget to Increase Funding to the CESA-2, Birth-to-Three Program  
Page 2

Respectfully submitted,

HUMAN SERVICES BOARD

COUNTY BOARD STAFF COMMITTEE

\_\_\_\_\_  
Brian Knudson, Chair

\_\_\_\_\_  
J. Russell Podzilni, Chair

\_\_\_\_\_  
Sally Jean Weaver-Landers, Vice Chair

\_\_\_\_\_  
Sandra Kraft, Vice Chair

\_\_\_\_\_  
Karl Dommershausen

\_\_\_\_\_  
Eva Arnold

\_\_\_\_\_  
Terry Fell

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

\_\_\_\_\_  
Linda Garrett

\_\_\_\_\_  
Betty Jo Bussie

\_\_\_\_\_  
Ashley Kleven

\_\_\_\_\_  
Mary Mawhinney

\_\_\_\_\_  
Kathy Schulz

\_\_\_\_\_  
Louis Peer

\_\_\_\_\_  
Terry Thomas

\_\_\_\_\_  
Alan Sweeney

\_\_\_\_\_  
Shirley Williams

\_\_\_\_\_  
Terry Thomas

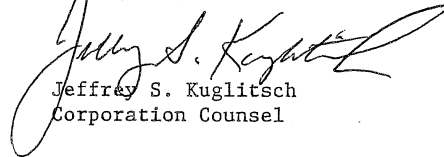
FISCAL NOTE:

LEGAL NOTE:

This resolution increases the CESA-2 contract for the Birth to Three program by \$119,000. This increase is being funded by a transfer from the Nursing Home Relocation budget line, which is under budget due to clients moving to Family Care mid-year.

As an amendment to the adopted 2016 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.

  
Sherry Oja  
Finance Director

  
Jeffrey S. Kuglitsch  
Corporation Counsel

ADMINISTRATIVE NOTE:

FINANCE COMMITTEE ENDORSEMENT

Recommended.  
  
Josh Smith  
County Administrator

Reviewed and approved on a vote of \_\_\_\_\_  
\_\_\_\_\_  
Mary Mawhinney, Chair

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

Human Services Board  
INITIATED BY



Lance Horozewski  
DRAFTED BY

Human Services Board  
SUBMITTED BY

January 12, 2017  
DATE DRAFTED

**Amending the 2016 Human Services Department Budget  
to Accept Pass through Technical Assistance Training Funds**

1 **WHEREAS**, the Wisconsin Department of Health (DHS) received a grant of \$15,000 from the  
2 MacArthur Foundation to implement a juvenile justice school-based arrest diversion program; and,  
3  
4 **WHEREAS**, DHS selected the Beloit School District as the pilot site to develop a diversion program for  
5 youth with mental health needs; and,  
6  
7 **WHEREAS**, DHS requested that Rock County Human Services, as a local unit of government, accept the  
8 training funds as pass through to pay for Crisis Intervention for Youth; and,  
9  
10 **WHEREAS**, HSD is the fiscal agent and DHS is the grantee which oversees the pilot project.  
11  
12 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled  
13 this \_\_\_\_\_ day of \_\_\_\_\_, 2017, does hereby amend the 2016 Rock County HSD Board  
14 Budget as follows:

	<u>Budget</u>	<u>Increase</u>	<u>Amended</u>
	<u>12/1/16</u>	<u>(Decrease)</u>	<u>Budget</u>
17 <u>Account/Description</u>			
18 <u>Source of Funds</u>			
19 36-3659-0000-46002	\$0	\$15,000	\$15,000
20 DMC Other Grants and Contracts			
21			
22 <u>Use of Funds</u>			
23 36-3659-0000-62119	\$0	\$15,000	\$15,000
24 DMC Contracted Services			

Respectfully submitted,

HUMAN SERVICES BOARD

\_\_\_\_\_  
Brian Knudson, Chair

\_\_\_\_\_  
Ashley Kleven

\_\_\_\_\_  
Sally Jean Weaver-Landers, Vice Chair

\_\_\_\_\_  
Katy Schulz

\_\_\_\_\_  
Karl Dommershausen

\_\_\_\_\_  
Terry Thomas

\_\_\_\_\_  
Terry Fell

\_\_\_\_\_  
Shirley Williams

\_\_\_\_\_  
Linda Garrett

17-1B-203

Amending the 2016 Human Services Department Budget to Accept Pass through Technical Assistance Training Funds  
Page 2

FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of \_\_\_\_\_

\_\_\_\_\_  
Mary Mawhinney, Chair

FISCAL NOTE:

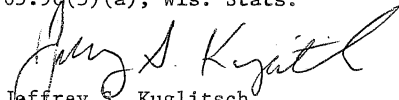
This resolution authorizes the acceptance and expenditure of \$15,000 in MacArthur Foundation funds for a youth diversion program. No County matching funds are required.



Sherry Oja  
Finance Director

LEGAL NOTE:

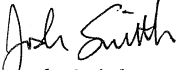
The County Board is authorized to accept grant funds pursuant to sec. 59.52(19), Wis. Stats. As an amendment to the adopted 2016 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.



Jeffrey S. Kuglitsch  
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith  
County Administrator

## **Amending the 2016 Human Services Department Budget to Accept Pass through Technical Assistance Training Funds**

The Wisconsin Department of Health Services received a grant of \$15,000 from the MacArthur Foundation to implement a juvenile justice school-based arrest diversion program. DHS selected the Beloit School District as the pilot site to develop a diversion program for youth with mental health needs.

DHS requested that Rock County Human Services, as a local unit of government, accept the training funds as pass through to pay for Crisis Intervention Training for Youth. HSD is the fiscal agent and DHS is the grantee which oversees the pilot project.



# RESOLUTION

## ROCK COUNTY BOARD OF SUPERVISORS

Public Works Committee  
INITIATED BY



Ronald D. Burdick, Airport Director  
DRAFTED BY

Public Works Committee  
SUBMITTED BY

January 6, 2017  
DATE DRAFTED

### Amending the 2017 Airport Budget for Purchase of Snow Removal Equipment

1   **WHEREAS**, Rock County owns and operates an airport known as the Southern Wisconsin  
2   Regional Airport; and  
3  
4   **WHEREAS**, in 1995 the airport purchased a multi-purpose piece of equipment used for blowing  
5   snow and sweeping debris from the runways and taxiways; and  
6  
7   **WHEREAS**, the auxiliary power divider in this piece of equipment has had five catastrophic  
8   failures over the last 22 years with the most recent repair costing \$36,500 and taking seven  
9   months to complete; and  
10  
11   **WHEREAS**, in order to prolong the life of this piece of specialty equipment it was  
12   recommended the airport purchase a high capacity snow blower and maintain the 1995 Wausau  
13   as a broom only; and  
14  
15   **WHEREAS**, the airport's 2017 budget approved by the Rock County Board of Supervisors  
16   included \$425,000 for the purchase of a newer used or demonstration high capacity snow blower  
17   to replace the existing blower unit of our current machine; and  
18  
19   **WHEREAS**, a nationwide search for an appropriate piece of equipment yielded a 7,500 ton per  
20   hour snow blower with less than 100 hours of use that is available at a cost of \$538,200.  
21  
22   **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly  
23   assembled this \_\_\_\_ day of \_\_\_\_\_, 2017 does hereby approve amending the  
24   Airport's 2017 budget for the purchase of a used high speed runway snow blower.

25  
26   **BE IT FURTHER RESOLVED** that the Airport's 2017 budget be amended as follows:

<u>ACCOUNT/DESCRIPTION</u>	<u>BUDGET</u>	<u>INCREASE/ (DECREASE)</u>	<u>AMENDED BUDGET</u>
<u>Source of Funds</u>	<u>1/1/2017</u>		
41-4453-4454-41500 County Sales Tax	\$475,000	\$113,200	\$588,200
<u>Use of Funds:</u>			
41-4453-4454-67200 Capital Improvements	\$694,300	\$113,200	\$807,500

17-1B-204

Amending the 2017 Airport Budget for Purchase of Snow Removal Equipment  
Page 2

Respectfully submitted,

PUBLIC WORKS COMMITTEE

FINANCE COMMITTEE ENDORSEMENT

\_\_\_\_\_  
Betty Jo Bussie, Chair

Reviewed and approved on a vote of \_\_\_\_\_

\_\_\_\_\_  
Brent Fox, Vice Chair

\_\_\_\_\_  
Mary Mawhinney, Chair

\_\_\_\_\_  
Eva Arnold

\_\_\_\_\_  
Brenton Driscoll

\_\_\_\_\_  
Rick Richard

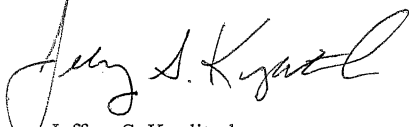
FISCAL NOTE:

This resolution approves the purchase of snow removal equipment for the Airport at a cost of \$538,200. The 2017 budget included \$425,000 in sales tax funding for this purchase. This resolution approves the use of an additional \$113,200 in sales tax revenue for this purchase. There is approximately \$1.4 million in available excess sales tax revenue.

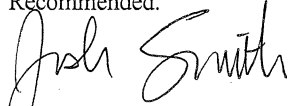
  
Sherry Oja  
Finance Director

LEGAL NOTE:

Only proposal received, as an amendment to the adopted 2017 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.

  
Jeffrey S. Kuglitsch  
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.  
  
Josh Smith  
County Administrator

## EXECUTIVE SUMMARY

## AMENDING THE 2017 AIRPORT BUDGET FOR PURCHASE OF SNOW REMOVAL EQUIPMENT

In 2016 the County Board approved funds to repair the power divider that failed in a multi-purpose piece of equipment that the airport uses to either blow snow or sweep debris off the paved surfaces of the airport. That multi-purpose unit was purchased in 1995. The power divider that is used to drive either the 5,000 ton per hour snow blower or a 20 foot broom head and air blast system has failed five times over this period. Parts are no longer available and had to be remanufactured to complete the repair. This process took seven months.

To purchase a new unit would cost between \$700,000 and \$800,000. Because of the high cost of replacement, the County Administrator recommended in the airports 2017 budget, \$425,000 to purchase a lower cost used or demonstration model. The three manufacturers of specialized airport equipment, Oshkosh Equipment, Wausau Equipment, and M-B Companies were solicited. The only manufacturer that had a unit available was MB Companies located in Chilton, WI. The unit is a 2013 test/demonstrator unit with only 100 hours on the chassis. The purchase price was negotiated at \$538,200. That included a one year warranty on the unit, two year warranty the drive train, radio equipment for the airport, and common spare parts.

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

The General Services Committee  
INITIATED BY



Brent Sutherland- Director-  
Facilities Management  
DRAFTED BY

The General Services Committee  
SUBMITTED BY

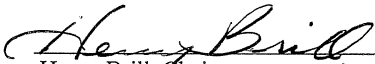
January 6, 2017  
DATE DRAFTED


**Awarding Contract for Carpet Replacement at the Rock County Courthouse**

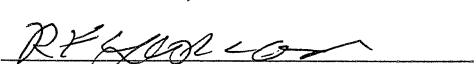
- 1 WHEREAS, the 2017 budget included funds to replace carpet at the Rock County courthouse; and
- 2
- 3 WHEREAS, funds are budgeted over several years for carpet replacement at the Courthouse; and
- 4
- 5 WHEREAS, an inspection was completed and a list drafted of the areas to be replaced this year; and
- 6
- 7 WHEREAS, Halverson flooring has the State bid #505ENT-015-FLOORING-05 for carpet.
- 8
- 9 NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled
- 10 this \_\_\_\_\_ day of \_\_\_\_\_, 2017, and awards a contract to replace carpet at the
- 11 Rock County Courthouse in the amount of \$30,000.00, to Halverson Flooring of Janesville, WI.


Respectfully submitted,

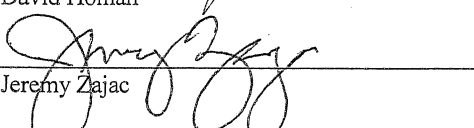
GENERAL SERVICES COMMITTEE:

  
Henry Brill, Chair

  
Jason Heidenreich, Vice Chair

  
Bob Yeomans

  
David Homan

  
Jeremy Zajac

FISCAL NOTE:

Funds totaling \$30,000 were included in the 2017 budget for carpet replacement in the Courthouse. This purchase is being funded by sales tax revenue.

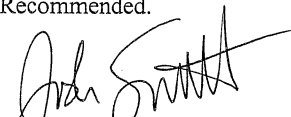
  
Sherry Oja  
Finance Director


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.

ADMINISTRATIVE NOTE:

Recommended.

  
Josh Smith  
County Administrator

  
Jeffrey S. Kuglitsch  
Corporation Counsel

17-1B-205

## Executive Summary

### Awarding Contract for Carpet Replacement at the Courthouse

Many areas throughout the Courthouse is in need of having the carpet replaced. There is a need to replace a certain amount of carpet each year. \$30,000 worth a carpet was replaced in 2016. Another \$30,000 was budgeted in 2017 to continue the replacement program. Halverson Flooring holds the current state for flooring. The State Contract number is 505ENT-015-Flooring-05.

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

Mickey Crittenden, Director of IT  
INITIATED BY



Mickey Crittenden, Director of IT  
DRAFTED BY

Finance Committee  
SUBMITTED BY

January 17, 2017  
DATE DRAFTED

**Authorizing Upgrade to the Email Archiving System**

- 1 **WHEREAS**, the improvement and upgrade of the County's email archiving system is an active
- 2 Information Technology project; and,
- 3
- 4 **WHEREAS**, the current email archiving system is short on capacity and is approaching the end of its
- 5 supported life; and,
- 6
- 7 **WHEREAS**, the 2017 Information Technology budget (07-1430-0000-67131) did include funding for
- 8 the upgrade of the County's email archiving system; and,
- 9
- 10 **WHEREAS**, the Information Technology Department staff did specify the configuration to be used to
- 11 upgrade the email archiving system; and,
- 12
- 13 **WHEREAS**, the specified email archiving system will be purchased from and installed by the
- 14 County's email archiving system provider, Digicorp, Inc. of Brookfield, WI.
- 15
- 16 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
- 17 this \_\_\_\_\_ day of \_\_\_\_\_, 2017 that a Purchase Order for an upgraded email archiving
- 18 system be issued to Digicorp, Inc. of Brookfield, WI in the amount of \$27,000.

17-1B-206

Respectfully submitted,

**FINANCE COMMITTEE**

\_\_\_\_\_  
Mary Mawhinney, Chair

\_\_\_\_\_  
Sandra Kraft, Vice Chair

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

\_\_\_\_\_  
Brent Fox

\_\_\_\_\_  
J. Russell Podzilni

**ADMINISTRATIVE NOTE:**

Recommended.

Josh Smith  
County Administrator

**FISCAL NOTE:**

Sufficient funds were included in the 2017 budget for this purchase.

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. Digicorp, Inc. is the sole source provider of the system.

Jeffrey S. Kuglitsch  
Corporation Counsel

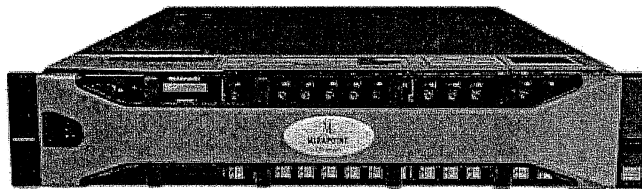
### Executive Summary for Upgrading the County's Email Archiving System

The County's current email archiving system is approaching both its archiving capacity and its vendor-supported life and requires upgrading. The IT department has worked with the County's email archiving system provider, Digicorp, Inc. of Brookfield, WI, in order to specify the configuration of a suitable upgrade that will meet the County's requirements. As one of the budgeted 2017 IT projects, this system upgrade includes:

- RazorSafe 800-B8 8 terabyte archiving appliance and related eDiscovery software;
- 3 years of hardware and software support, and
- Installation.

The upgraded email archiving system will be located in the data center at the Health Care Center. The system will be network-attached and fully integrated with the County's email system. The system has a projected useful life to the County of 5 years.

The total cost of the RazorSafe system, software, support, and installation is \$27,000.00, and will be purchased from the County's current system provider, Digicorp, Inc. of Brookfield, WI.



**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

Diana Arneson, Asst. to IT Dir.  
INITIATED BY



Diana Arneson, Asst. to IT Dir.  
DRAFTED BY

Finance Committee  
SUBMITTED BY

January 17, 2017  
DATE DRAFTED

**Authorizing Purchase of 2017 Budgeted Laptops**

- 1 **WHEREAS**, the Rock County Information Technology Department is authorized to purchase
- 2 computer equipment on behalf of the County; and,
- 3
- 4 **WHEREAS**, the replacement of older and under-performing laptops is a key component for meeting
- 5 the current and future data requirements associated with Rock County's applications and an ever
- 6 increasing mobile data environment; and,
- 7
- 8 **WHEREAS**, the Information Technology Department staff did review and configure equipment
- 9 available on the State of Wisconsin (NASPOVP-Wisconsin) Contract # MNNVP-133 505ENT-O16-
- 10 NASP and the Wisconsin Counties Association Contract # WCASI-100103D; and,
- 11
- 12 **WHEREAS**, the 2017 Budget did designate funds for the purchase of this computer equipment.
- 13
- 14 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
- 15 this \_\_\_\_\_ day of \_\_\_\_\_, 2017 that a Purchase Order for 32 Hewlett Packard 450 G3
- 16 laptops and 32 2 year service warranty contracts with ADP protection be issued to CDW-G in Vernon
- 17 Hills, IL in the amount of \$27,084.80.

17-1B-207

Respectfully submitted,

**FINANCE COMMITTEE**

\_\_\_\_\_  
Mary Mawhinney, Chair

\_\_\_\_\_  
Sandra Kraft, Vice Chair

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

\_\_\_\_\_  
Brent Fox

\_\_\_\_\_  
J. Russell Podzilni

**ADMINISTRATIVE NOTE:**

Recommended.

Josh Smith  
County Administrator

**FISCAL NOTE:**

Funds were included in the 2017 budget for the cost of the laptops and service warranty contracts.

Sherry Oja  
Finance Director

**LEGAL NOTE:**

The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. In addition, sec. 59.52(29), Wis. Stats. requires the project to be let to the lowest responsible bidder.

Jeffrey S. Kuglitsch  
Corporation Counsel

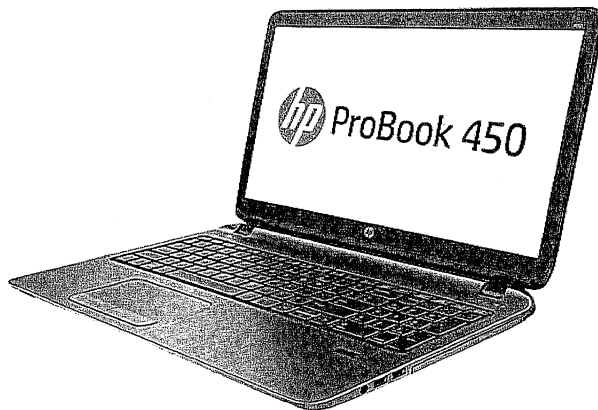


### **Executive Summary for the Purchase of 2017 Budgeted Laptop Equipment**

This resolution is to authorize the purchase of budgeted computer equipment for Rock County. All of the laptop computers in this resolution represent replacements for obsolete equipment. The IT Department specified the computer equipment based on the application and operational needs of the mobile workforce in the Human Services department. The items to be purchased are:

- 32 Hewlett Packard SB ProBook 450 G3 laptops with a 15.6" touchscreen display, Core i5-6200U processor, 128 GB Solid State Drive, 8 Gb of RAM, a DVD SuperMulti optical drive, and wireless connectivity at \$743.09 each.
- 32 2 year extended warranty with Accident Damage Handling (ADP) at \$103.31 each.

The total cost of the Hewlett Packard laptops and associated components, as listed above is \$27,084.80, and will be purchased from CDW-G of Vernon Hills, IL using pricing and terms from the State of Wisconsin HP Inc. NASPOVP contract (formerly WSCA) and the Wisconsin Counties Association Contract # WCASI-100103D.



**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

Diana Arneson  
INITIATED BY



Diana Arneson  
DRAFTED BY

Finance Committee  
SUBMITTED BY

January 10, 2017  
DATE DRAFTED

**Authorizing the Purchase of a Facilities Management Computerized Maintenance Management System**

- 1 **WHEREAS**, the Rock County Information Technology Department is authorized to purchase
- 2 computer software on behalf of the County; and,
- 3
- 4 **WHEREAS**, the primary purpose of a Computerized Maintenance Management System (CMMS) is to
- 5 manage, capture, and track inspection, maintenance and repair activities of all maintainable assets; and,
- 6
- 7 **WHEREAS**, a CMMS provides the necessary data on repair, maintenance and life cycle cost of each
- 8 piece of equipment to better assist the budget process for equipment replacement; and,
- 9
- 10 **WHEREAS**, a CMMS allows for cost reduction by scheduling maintenance activities to improve
- 11 equipment performance and to move away from reactive maintenance to preventative maintenance; and,
- 12
- 13 **WHEREAS**, a CMMS provides a maintenance work order reporting system that is easy for all county
- 14 staff to use to report a maintenance repair need; and,
- 15
- 16 **WHEREAS**, the 2017 Budget did designate funds for the purchase and installation of a CMMS for
- 17 the Rock County Facilities Management department.
- 18
- 19 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
- 20 this \_\_\_\_\_ day of \_\_\_\_\_, 2017, authorizes a Purchase Order to be issued to Dude Solutions
- 21 of Cary, North Carolina in the amount of \$20,341.23, for a software agreement for the Facilities Dude
- 22 Computerized Maintenance Management System, which includes installation, setup, programming, and
- 23 training.

17-1B-208

Respectfully submitted,

FINANCE COMMITTEE:

\_\_\_\_\_  
Mary Mawhinney, Chair

\_\_\_\_\_  
Sandra Kraft, Vice Chair

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

\_\_\_\_\_  
Brent Fox

\_\_\_\_\_  
J. Russell Podzilni

Authorizing the Purchase of a Facilities Management Computerized Maintenance Management System  
Page 2

FISCAL NOTE:


Funding was included in the 2017 budget for this software. This purchase is being funding by tax levy.



Sherry Oja  
Finance Director

LEGAL NOTE:

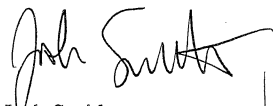
The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats.



Jeffrey S. Kuglitsch  
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith  
County Administrator

## **Facilities Management Computerized Maintenance Management System Executive Summary**

The Rock County Facilities Management Department currently utilizes a hybrid work order system consisting of digital correspondence, phone requests, faxes, and paper forms. To streamline operations and centralize information access, a Computerized Maintenance Management System (CMMS) would replace these current processes with a data repository which would assist administration with a proactive asset management schedule as well as a decision making model for determining when to repair or replace an asset.

The resolution before you authorizes the purchase of the Facilities Dude CMMS. This software application will be used to manage, capture, and track inspection, maintenance and repair activities for all Rock County facilities' assets. The data will then be used as part of the budgetary process to determine the costs of maintenance and replacement of equipment. Lastly, the work order component of the system will provide all Rock County users with a system that is easy to use when requesting repairs as well as reporting tools for tracking the maintenance costs of all assets.

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

The General Services Committee  
INITIATED BY



Brent Sutherland- Director-  
Facilities Management  
DRAFTED BY

The General Services Committee  
SUBMITTED BY

January 6, 2017  
DATE DRAFTED

**Authorizing Rock County Department of Public Works to Replace Asphalt Parking  
Lots at Job Center, Public Works Garage, Airport and Crack Seal Other Rock  
County owned Facilities Parking Lots as Needed**

- 1 **WHEREAS**, the 2017 budget included funds for replacing asphalt parking areas at the Job Center-
- 2 \$200,000, Public Works Garage-\$30,000 and the Airport-\$21,000; and
- 3
- 4 **WHEREAS** Rock County Purchasing policy reads: (a) Compliance with sec. 59.52 (29).All public
- 5 work, as defined under state statutes and including any contract for the construction, repair, remodeling
- 6 or improvement of any public work, building, or furnishing of supplies or material of any kind where
- 7 the estimated cost of such work exceeds \$25,000, shall be let by contract to the lowest responsible
- 8 bidder in accordance with sec. 66.0901(2), Wis. Stats, **except that the County Board may by a**
- 9 **three-fourths vote provide that any class of public work or any part thereof may be done directly**
- 10 **by the County without submitting the same for bids;** and
- 11
- 12 **WHEREAS**, these projects can be scheduled earlier and completed by Rock County Public Works
- 13 Department; and
- 14
- 15 **WHEREAS**, these projects will change the construction schedule, but will only have a minimal impact
- 16 on the timeliness to complete the rest of the 2017 Rock County Public Works Department's scheduled
- 17 projects; and
- 18
- 19 **WHEREAS**, these projects will not require any additional staff labor hours above what is already
- 20 budgeted.
- 21
- 22 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
- 23 this \_\_\_\_ day of \_\_\_\_\_, 2017, authorizes the Rock County Department of Public Works to
- 24 replace the parking lots at the Job Center, Public Works Garage and the Airport for a total cost of
- 25 \$251,000.00,
- 26
- 27 **BE IT FURTHER RESOLVED** that Rock County Department of Public Works will also crack seal
- 28 other Rock County Facilities Management asphalt parking lots as needed.

17-1B-209

Respectfully submitted,

GENERAL SERVICES COMMITTEE

PUBLIC WORKS COMMITTEE

Henry Brill, Chair

\_\_\_\_\_  
Betty Jo Bussie, Chair

Jason Heidenreich, Vice Chair

\_\_\_\_\_  
Brent Fox, Vice-Chair

Robert Yeomans

\_\_\_\_\_  
Eva Arnold

David Homan

\_\_\_\_\_  
Brenton Driscoll

Jeremy Zajac

\_\_\_\_\_  
Rick Richard

Authorizing Rock County Department of Public Works to Replace Asphalt Parking Lots at Job Center, Public Works Garage, Airport and Crack Seal Other Rock County owned Facilities Parking Lots as Needed

Page 2

FISCAL NOTE:

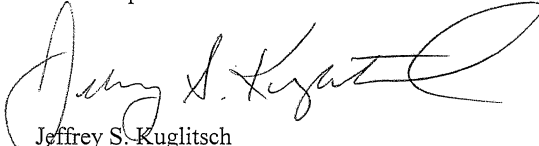
This resolution authorizes Public Works to replace asphalt parking areas at the Job Center, Public Works Garage and Airport. Funding for these projects were included in the 2017 budget.



Sherry Oja  
Finance Director

LEGAL NOTE:

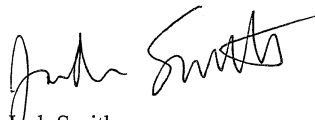
The County Board is authorized to take these actions pursuant to sec. 59.52(29), Wis. Stats. but this action requires a three-fourths vote of the entire County Board.



Jeffrey S. Kuglitsch  
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith  
County Administrator

*Executive Summary*

**Authorizing the Rock County Department of Public Works to Replace Asphalt Parking Lots at Job Center, Public Works Garage, Airport and Crack Seal Other Rock County Facilities Managements Parking Lots as Needed.**

The resolution before you authorizes the Rock County Department of Public Works to replace the asphalt parking lot areas at the Job Center, Public Works Garage, Airport and crack seal other Rock County Facilities Managements parking lots as needed.

Rock County Purchasing Ordinance and State Statutes allows Public Works to complete these projects without submitting the same for bids, with a three- fourths approval of County Board. Having the Public Works Department perform work for other County departments on County-owned property, such as parking lots, was recommended by Matrix Consulting in the highway study.