



Rock County Human Services Department
P. O. Box 1649, 3530 N. County Trunk F
Janesville, Wisconsin 53547-1649
Phone: 608/757-5271
Fax: 608/757-5374

ROCK COUNTY HUMAN SERVICES BOARD
Wednesday, June 9, 2010 – 4:30 p.m.

Rock County Health Care Center – 3rd Floor Conference Room, Janesville

AGENDA

1. Call Meeting to Order
2. Approval of Agenda
3. Approval of Minutes of Human Services Board Meeting of May 26, 2010 *
4. Citizen Participation
5. Discussion of Juvenile Justice Report – Mr. Witt
6. Approval of Vendor for Duct Work Cleaning at Juvenile Detention Center * – Mr. Witt
7. Approval of Contracts, Transfers, and/or Encumbrances * – Ms. Schultz
8. Approval of Bills – Ms. Schultz
9. Director's Report *
 - W2 / ES Caseload
 - Family Care
10. Committee Requests for Future Agenda Items
11. Next Meeting: Wednesday, June 23, 2010 at **4:30 p.m.** at the **Rock County Health Care Center**, 3rd Floor Conference Room, Janesville, Wisconsin.
12. Adjourn

NOTE TO COMMITTEE MEMBERS: To ensure a quorum, please call the Administrative Secretary at 757-5271 if you are unable to attend the meeting

* Attachment ** These items may be handed out at the meeting if not available for the mailing

ROCK COUNTY, WISCONSIN
FINANCE DIRECTOR

PURCHASING DIVISION
FAX (608) 757-5539
PHONE (608) 757-5515



PROJECT: DUCT WORK CLEANING
 PROJECT #: 2010-27
 PROPOSAL DUE DATE: MAY 18, 2010 – 12:00 NOON (CDT)
 DEPARTMENT: HUMAN SERVICES – JUVENILE DETENTION CENTER

	INDOOR AIR TECHNOLOGIES VICTOR NY	DIRTY DUCTS CLEANING MADISON WI
PROPOSAL BOND RCV'D	YES	YES
PROPOSED COST	\$ 14,995.00	\$ 18,480.00
PROPOSAL EVALUATIONS		
EVALUATOR #1	93	90
EVALUATOR #2	90	65
EVALUATOR #3	95	94
TOTAL SCORE	278	239
AVERAGE SCORE	92	79

Proposals were evaluated based on the following criteria:

- | | | |
|------------------------------|---|------------|
| 1. | General quality and adequacy of response
Completeness and thoroughness
Understanding of project | 20 points |
| 2. | Technical approach - Quality of package provided
Analysis of needs to obtain exceptional protection
Quality and quantity of equipment and services to be rendered | 20 points |
| 3. | Organization, personnel and experience
Qualifications of personnel
Experience of firm | 20 points |
| 4. | Reasonableness of cost estimates | 35 points |
| 5. | Ability to work within a reasonable time frame | 5 points |
| TOTAL AVAILABLE AWARD POINTS | | 100 POINTS |

This project was advertised in the Janesville Gazette and on the Internet at www.co.rock.wi.us.

One Proposal received was Non-Compliant because Proposal Bond was not submitted.

Prepared By: Alan Drenth
Senior Buyer

Department Head Recommendation: _____

Signature Date

Governing Committee Approval: _____

Chair Vote Date

Purchasing Procedural Endorsement:

Chair Vote Date

Contract Review Cover Sheet

Instructions: Departments are required to complete this form and send with two copies of the contract to General Services. Review the County Policy and Procedure Manual for specifics on the Contract Review Process.

10-096

New Contract: or, _____ or, _____
(check box if yes) Amendment to Contract # Addendum to Contract #

Human Services Cynthia Schultz X5152
Originating Department Contact Person Phone

Contract with: Shorehaven Behavioral Health, Inc
(Name of entity)

Contract Period: Start Date: 03/31/10 Expiration Date: 12/31/10

Contract Amount: \$100.00 per hour not to exceed 10 hours per month.

Expenditure/ Revenue Account Numbers (provide 9-digit object codes):
36-3691-1231-64604 Childrens Long Term Support - Counseling

Executive Summary:

Rock County Human Services Department is contracting with this individual to provider Counseling at the hourly rate of \$100.00. The services being purchased are specific to one individual.

Were Bids or Quotations Solicited? Yes No

Covered by State Contract? Yes No

State Contract # _____

Contract will be signed by: County Board Chair
 Other? Who? HSD Board Chair 6/9/2010

NEW 10-096 AMENDMENT TO: _____ ADDENDUM TO: _____

ADMINISTRATION CONTRACT REVIEW

NO. SS487

Contract between Rock Co. Human Services Dept. and Shorehaven Behavioral Health Inc. for
Childrens Long Term Support services for period of 3/31/10 - 12/31/10.
Contract Amount: \$100 per hour not to exceed 10 hours per month

Incorporation Counsel has reviewed this document and finds it to be proper, as to form.

[Signature] 5/26/10
Signature Date

Total Fiscal Impact & Source of Funds:

Sufficient funds available
HSD's 2010 budget
[Signature] 5/26/10

Reviewed by Purchasing for compliance.

Contract Review Cover Sheet

Instructions: Departments are required to complete this form and send with two copies of the contract to General Services. Review the County Policy and Procedure Manual for specifics on the Contract Review Process.

New Contract: (check box if yes) or, 9664,6506,7292,8166,8342,8585,10123 or, _____
Amendment to Contract # Addendum to Contract #

Human Services Cindy Schultz 5152
Originating Department Contact Person Phone

Contract with: State of Wisconsin Department of Administration
(Name of entity)

Contract Period: Start Date: 01/01/2010 Expiration Date: 01/31/2012

Contract Amount: \$ 7,683.53/month

Expenditure/ Revenue Account Numbers: 36 3730 0000 44802
(provide 9-digit object codes)

Executive Summary: Job Center space rental

Were Bids or Quotations Solicited? Yes No

Covered by State Contract? Yes No

State Contract # _____ - _____

Contract will be signed by. County Board Chair
 Other? Who? HSD Board 06/09/2010

NEW

AMENDMENT TO: 6506, 7292, 8166, 8342
8585, 9664, 9891, 10123

ADDENDUM TO: _____

ADMINISTRATION CONTRACT REVIEW

NO. SS501

Amendment to contract between Rock Co. Human Services Dept. and State of Wisconsin Dept. of Administration for Job Center Space Rental for period of 1/1/10 - 1/31/12.
Contract Amount: \$184,404.72 (\$7683.53/mo)

Corporation Counsel has reviewed this Document and finds it to be proper, as to form.
[Signature] 5/27/10
Signature Date

Total Fiscal Impact & Source of Funds:
Rental room Audited to
Job Center Dept
[Signature] 5/18/10
Finance Director Date

Reviewed by Purchasing for compliance:
[Signature] 5/27/10

White - General Services
Yellow - Originating Department
Pink - County Clerk

5/20

Contract Review Cover Sheet

Instructions: Departments are required to complete this form and send with two copies of the contract to General Services. Review the County Policy and Procedure Manual for specifics on the Contract Review Process.

10-073 Amendment

New Contract: or, _____ or, _____
(check box if yes) Amendment to Contract # Addendum to Contract #

Human Services Cindy Schultz X5152
Originating Department Contact Person Phone

Contract with: Tellurian UCAN, Inc.
(Name of entity)

Contract Period: Start Date: 01/01/10 Expiration Date: 12/31/10

Contract Amount: No change in dollar amount; payment for services language change

Expenditure/ Revenue Account Numbers (provide 9-digit object codes):

36-3689-0000-62119 Other Contracted Services

Executive Summary:

This amendment addresses the payment methodology for services. No change in dollar amount.

Were Bids or Quotations Solicited? Yes (RFP #2008-13) No

Covered by State Contract? Yes No

State Contract # _____

Contract will be signed by: County Board Chair
 Other? Who? HSD Board Chair 06/09/10

NEW AMENDMENT TO: SS416

ADDENDUM TO: _____

NO. SS481

ADMINISTRATION CONTRACT REVIEW

Contract between Rock Co. Human Services Dept. and Tellurian HCAN Inc. for amendment to address the payment methodology for services for period of 1/1/10 - 12/31/10.
Contract Amount: No change in dollar amount.

Corporation Counsel has reviewed this Document and finds it to be proper, as to form.
Jerry S. Kuytel 5/2/10
Signature Date

Total Fiscal Impact & Source of Funds:
No fiscal impact
[Signature] 5/2/10
Finance Director Date

Reviewed by Purchasing for compliance:

RFP# 2008-13
Jodi R. Miller 5/21/10

White - General Services
Yellow - Originating Department
Pink - County Clerk

**ROCK COUNTY HUMAN SERVICES DEPARTMENT
DIRECTOR'S REPORT
MONDAY, JUNE 9, 2010**

HSD MANAGEMENT TEAM MEETING – May 25, 2010

CALL TO ORDER

AGENDA ADDITIONS

MINUTE MODIFICATIONS

DIVISION MANAGER CHECK-IN

ASSIGNMENTS

ISSUES FOR DISCUSSION AND RESOLUTION

- **Budget**
- **Workgroup Updates**
- **Rehab Panel**
- **“Change” Seminar**
- **PP227 Emergency Assistance Program**
- **PP238 Petty Cash Account**
- **PP239 W2 Supportive Services Payments**
- **ESS Parenting Policy**
- **AMHS Bargaining**
- **Safety Conference**
- **New Workshop Information**
- **Worker Flex Time**
- **Scan First**
- **Maintenance Survey**
- **Electronic Record Use**
- **Staff Safety Report vs. Incident Report**

INFORMATION ITEMS

- **HSD Board Agenda**

MEETING WRAP-UP

HSD MANAGEMENT TEAM MEETING – June 1, 2010

Meeting cancelled.
