



**FINANCE COMMITTEE
THURSDAY, MARCH 1, 2012 - 7:30 A.M.
CONFERENCE ROOM N-1 – FIFTH FLOOR
ROCK COUNTY COURTHOUSE-EAST**

Agenda

1. Call to Order and Approval of Agenda
2. Committee Review and Approval of Per Meeting Allowances
3. Approval of Minutes – February 9, 2012 and February 16, 2012
4. Citizen Participation, Communications and Announcements
5. Transfers and Appropriations
 - A. 911 Communications Center
 - B. Coroner
6.
 - A. Bills
 - B. Bills Over \$10,000
 - C. Encumbrances Over \$10,000
 - D. Pre-Approved Encumbrance Amendments
 - E. Approval of Bills for Other Departments
7. Review of Resolutions
 - A. Authorizing Acceptance of the In-Home Safety Services Initiative Grant and Amending the 2012 Human Services Department Budget
8. Purchasing Procedural Endorsement
 - A. Authorizing Purchase of Riding Lawnmower for Health Care Center Grounds
9. Adjournment

ROCK COUNTY

SUPPLEMENTAL APPROPRIATIONS - TRANSFERS

12-02
Transfer No.

Requested by 911 Communications Center

David Sleeter

Department

Department Head

2/16/12
Date

FROM

TO

ACCOUNT #	DESCRIPTION	AMOUNT
23-2400-0000-62420	Machinery/Equipment R&M	1,118

ACCOUNT #	DESCRIPTION	AMOUNT
23-2400-0000-67171	Cap Assets \$1,000/More	1,118

FISCAL NOTE:

Sufficient funds are available in the above object code for the requested transfer.

ADMINISTRATIVE NOTE:

Recommended.



REQUIRED APPROVAL:

- Governing Committee
- Finance Committee

DATE

2-20-2012

COMMITTEE CHAIR

David Sleeter

_____ File _____

**ROCK COUNTY
TRANSFER REQUESTS**

FINANCE DIRECTOR
RECEIVED
#12-02
FEB 16 2012

TO: FINANCE DIRECTOR

REQUESTED BY Communications Center

David Seel
Department Head Signature

DATE: 2/16/12

FROM:	AMOUNT
1) ACCOUNT #: <u>23-2400-0000-6342D</u> DESCRIPTION: <u>Machinery/Equipment Rtn</u> CURRENT BALANCE: <u>\$1,538 2-16-12</u> PROVIDED BY THE FINANCE DIRECTOR	<u>\$1,118.00</u>
2) ACCOUNT #: DESCRIPTION: CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR	
3) ACCOUNT #: DESCRIPTION: CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR	
4) ACCOUNT #: DESCRIPTION: CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR	

TO:	AMOUNT
ACCOUNT #: <u>23-2400-0000-67171</u> DESCRIPTION: <u>Capital Assets - \$1,000/more</u>	<u>\$1,118.00</u>
ACCOUNT #: DESCRIPTION:	
ACCOUNT #: DESCRIPTION:	

REASON FOR TRANSFER - BE SPECIFIC:

2.V. used for news and weather monitoring bleed out.

ROCK COUNTY

SUPPLEMENTAL APPROPRIATIONS - TRANSFERS

11-108
Transfer No.

Requested by Coroner

Jenifer Keach

Department _____ Department Head _____

2/9/12
Date

FROM

ACCOUNT #	DESCRIPTION	AMOUNT
28-2600-0000-62170	Physicians & Other	5,589

TO

ACCOUNT #	DESCRIPTION	AMOUNT
28-2600-0000-61300	Per Diems	564
28-2600-0000-63300	Travel	5,025

FISCAL NOTE:

Sufficient funds are available in the above object code for the requested transfer.

ADMINISTRATIVE NOTE:

Recommended. 

REQUIRED APPROVAL:

- Governing Committee
- Finance Committee

DATE

02-20-2012

COMMITTEE CHAIR



_____ File _____

**ROCK COUNTY
TRANSFER REQUESTS**

FINANCE DIRECTOR
RECEIVED
11-108
FEB 10 2012

TO: FINANCE DIRECTOR

REQUESTED BY: ADRIANE

Department

[Signature]

Department Head Signature

DATE: 2/9/2012

FROM:	AMOUNT	TO:	AMOUNT
1) ACCOUNT #: 28-2600-0000-62170 DESCRIPTION: Physicians + Other CURRENT BALANCE: \$ 7,612 2-10-12 PROVIDED BY THE FINANCE DIRECTOR	\$ 564.00	ACCOUNT #: 28-2600-0000-61300 DESCRIPTION: PER DIEMS	\$ 564.00
2) ACCOUNT #: 28-2600-0000-62170 DESCRIPTION: Physicians + Other CURRENT BALANCE: \$ 7,612 2-10-12 PROVIDED BY THE FINANCE DIRECTOR	\$ 5,025.00	ACCOUNT #: 28-2600-0000-63300 DESCRIPTION: Travel	\$ 5,025.00
3) ACCOUNT #: DESCRIPTION: CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR		ACCOUNT #: DESCRIPTION: CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR	
4) ACCOUNT #: DESCRIPTION: CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR		ACCOUNT #: DESCRIPTION: CURRENT BALANCE: \$ PROVIDED BY THE FINANCE DIRECTOR	

REASON FOR TRANSFER - BE SPECIFIC:

1. Per diem provided extra call coverage for employee on light duty.
 2. Includes mileage reimbursement for 5 people attending 3 separate trainings/conferences. Increased cost of gas and mileage reimbursement

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1414110000-63100	OFC SUPP & EXP	3,500.00 26.4%	0.00	924.65	2,575.35		
	03/01/12 -VN#046469			STOTTLER, LORI		54.86	
	P1200952-PO# 03/01/12 -VN#046411			A RIFKIN CO		101.85	
	P1200955-PO# 03/01/12 -VN#048914			INTAB		230.94	
	P1201059-PO# 03/01/12 -VN#024078			MINUTEMAN PRESS LTD		66.79	
				CLOSING BALANCE	2,120.91		454.44
1414110000-63103	LEGAL FORMS	68,000.00 0.0%	0.00	0.00	68,000.00		
	P1201090-PO# 03/01/12 -VN#011141			BEAR GRAPHICS INC		2,896.07	
				CLOSING BALANCE	65,103.93		2,896.07
	ELECTIONS		PROG-TOTAL-PO			3,350.51	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$3,350.51 INCURRED BY ELECTIONS. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS
 A. BILLS AND ENCUMBRANCES OVER \$10,000 REFERRED TO THE COUNTY BOARD.
 B. BILLS UNDER \$10,000 TO BE PAID.
 C. ENCUMBRANCES UNDER \$10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.
 FINANCE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

MAR 01 2012

DATE _____ CHAIR

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1515400000-63100	OFC SUPP & EXP	2,500.00	9.1%	65.60	163.00	2,271.40	
		03/01/12 -VN#015780		ROCK COUNTY TREASURER		154.45	
				CLOSING BALANCE	2,116.95		154.45
				COUNTY TREASURER		154.45	
				PROG-TOTAL-PO			

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$154.45 INCURRED BY COUNTY TREASURER. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

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

FINANCE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____

DEPT-HEAD

MAR 01 2012

DATE _____

CHAIR

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1717100000-63403	MICROFILM SUPP	175.00 0.0%	0.00	0.00	175.00		
	P1201113-PO# 03/01/12 -VN#020077			UNDERGROUND VAULTS & STORAGE I		150.00	
			CLOSING BALANCE		25.00		150.00
	REGISTER OF DEED	PROG-TOTAL-PO				150.00	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$150.00 INCURRED BY REGISTER OF DEEDS. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

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

FINANCE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

MAR 01 2012

DATE _____ CHAIR

Account Number	Name	Yearly Prct Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
1017210000-63407	COMPUTER SUPPL	6,000.00 13.3%	715.40	88.24	5,196.36		
	P1200897-PO# 03/01/12 -VN#014386			MASTERGRAPHICS		449.04	
	P1201009-PO# 03/01/12 -VN#014386			MASTERGRAPHICS		474.90	
			CLOSING BALANCE		4,272.42		923.94
	LAND RECORDS		PROG-TOTAL-PO			923.94	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$923.94 INCURRED BY LAND RECORDS. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

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

FINANCE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

MAR 01 2012

DATE _____ CHAIR

Account Number	Name	Yearly Prcnt Appropriation Spent	YTD Expenditure	Encumb Amount	Unencumb Balance	Inv/Enc Amount	Total
0714300000-62421	COMPUTER EQUIP	9,000.00 41.9%	1,073.80	2,697.48	5,228.72		
	P1200144-PO# 03/01/12 -VN#036454			PARTS NOW		46.10	
	P1200936-PO# 03/01/12 -VN#033353			CDW GOVERNMENT INC		126.56	
			CLOSING BALANCE		5,056.06		172.66
0714300000-62491	SOFTWARE MAINT	607,189.00 41.7%	240,081.67	13,368.80	353,738.53		
	P1200920-PO# 03/01/12 -VN#040527			SEILER INSTRUMENTS AND MFG CO		885.00	
			CLOSING BALANCE		352,853.53		885.00
0714300000-63407	COMPUTER SUPPL	16,103.00 3.1%	27.50	472.53	15,602.97		
	03/01/12 -VN#034436			CRITTENDEN, MICHAEL		115.20	
	P1200863-PO# 03/01/12 -VN#033353			CDW GOVERNMENT INC		171.51	
	P1200879-PO# 03/01/12 -VN#033353			CDW GOVERNMENT INC		23.45	
	P1200981-PO# 03/01/12 -VN#033353			CDW GOVERNMENT INC		497.66	
	P1201001-PO# 03/01/12 -VN#033353			CDW GOVERNMENT INC		4.68	
			CLOSING BALANCE		14,790.47		812.50
0714300000-67131	OTHER COMP HARDW	93,400.00 0.6%	0.00	587.05	92,812.95		
	P1200972-PO# 03/01/12 -VN#033353			CDW GOVERNMENT INC		239.58	
			CLOSING BALANCE		92,573.37		239.58
0714300000-67143	IT DEPT.CR-CHGS.	50,000.00 15.6%	4,413.50	3,413.87	42,172.63		
	P1200754-PO# 03/01/12 -VN#051713			AVGUY		701.00	
	P1200830-PO# 03/01/12 -VN#040733			B AND H PHOTO VIDEO INC		1,040.00	
	P1200875-PO# 03/01/12 -VN#033353			CDW GOVERNMENT INC		270.93	
	P1200938-PO# 03/01/12 -VN#010255			HAZELDEN		556.50	
			CLOSING BALANCE		39,604.20		2,568.43
	INFORMATION TECH		PROG-TOTAL-PO			4,678.17	

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF \$4,678.17 INCURRED BY INFORMATION TECHNOLOGY. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS

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

FINANCE COMMITTEE APPROVES THE ABOVE. COM-APPROVAL _____ DEPT-HEAD

MAR 01 2012

DATE _____ CHAIR

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Human Services Board
INITIATED BY



Sara Mooren
DRAFTED BY

Human Services Board
SUBMITTED BY

February 1, 2012
DATE DRAFTED

**Authorizing Acceptance of the In-Home Safety Services Initiative Grant and
Amending the 2012 Human Services Department Budget**

1 **WHEREAS**, the Wisconsin Department of Children and Families awarded the Human Services
2 Department a grant through the In-Home Safety Services Initiative; and,
3
4 **WHEREAS**, the Human Services Department, as part of a consortium with Jefferson and Green
5 Counties and the fiscal agent, will develop and manage a comprehensive, family centered safety services
6 and monitoring program; and,
7
8 **WHEREAS**, the program will be designed to monitor and support safety plans, train and support Child
9 Protective Services (CPS) staff in safety management, develop informal supports within family systems,
10 enhance protective factors, and provide 24/7 coverage for safety management, monitoring and crisis
11 response and support to families; and,
12
13 **WHEREAS**, the target population to be served by this project will be families involved with CPS who
14 have been determined to be unsafe based on a standardized safety assessment; and,
15
16 **WHEREAS**, the long term goals of the initiative are to improve child safety outcomes, increase the
17 availability of safety service resources, enhance family protective factors, decrease the need for CPS
18 involvement, and increase the ability of CPS workers to assess safety and develop effective safety plans.
19
20 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
21 this _____ day of _____, 2012, does hereby authorize the acceptance of the In-Home
22 Safety Services Initiative grant; and,
23
24 **BE IT FURTHER RESOLVED**, the Rock County Human Services Director is authorized to sign all
25 In-Home Safety Services Initiative grant documents on behalf of Rock County; and,
26
27 **BE IT FURTHER RESOLVED**, that the Human Services Department budget for 2012 be amended
28 as follows:

Account/Description	Budget <u>1/1/12</u>	Increase (Decrease)	Amended Budget
<u>Source of Funds</u>			
36-3639-0000-42100 Federal Aid	\$0	\$133,602	\$133,602
<u>Use of Funds</u>			
36-3639-0000-62119 Other Contracted Services	\$0	\$127,240	\$127,240
36-3639-0000-68204 Allocated CPS	\$0	\$6,362	\$6,362

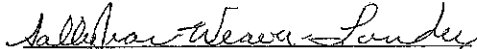
Authorizing Acceptance of the In-Home Safety Services Initiative Grant and Amending the 2012 Human Services Department Budget
Page 2

Respectfully submitted,

Human Services Board



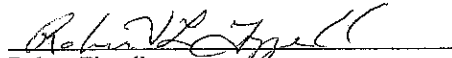
Brian Knudson, Chair



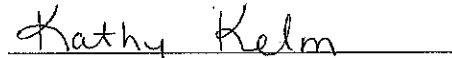
Sally Jean Weaver-Landers, Vice Chair

Absent


Terry Fell



Robert Fizzell



Kathy Kelm



Phillip Owens



Terry Thomas



Shirley Williams

Absent

Marvin Wopat

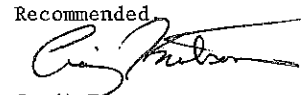
FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of

Mary Mawhinney, Chair

ADMINISTRATIVE NOTE:

Recommended



Craig Knutson
County Administrator

FISCAL NOTE:

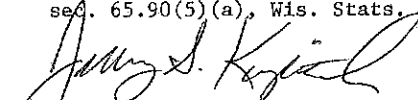
This resolution authorizes the acceptance and expenditure of \$133,602 in Federal Aid for the Rock County Human Services Department as part of a consortium with Jefferson and Green Counties. No County matching funds are required.



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 2012 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

Executive Summary

Authorizing Acceptance of the In-Home Safety Services Initiative Grant and Amending the 2012 Human Services Department Budget

This resolution authorizes acceptance of \$133,602 through the In-Home Safety Services Initiative grant administered by the Wisconsin Department of Children and Families. The resolution also amends the 2012 HSD Budget and authorizes the Human Services Director to sign any related In-Home Safety Services grant documents on behalf of Rock County.

The Human Services Department, as part of a consortium with Jefferson and Green Counties, will develop and manage a comprehensive, family centered safety services and monitoring program. Programming will be designed to monitor and support safety plans, train and support Child Protective Services (CPS) staff in safety management, develop informal supports within family systems, enhance protective factors, and provide 24/7 coverage for safety management, monitoring and crisis response and support to families.

The target population to be served by this project will be families involved with CPS who have been determined to be unsafe based on a standardized safety assessment. The long term goals of the initiative are to improve child safety outcomes, increase the availability of safety service resources, enhance family protective factors, decrease the need for CPS involvement, and increase the ability of CPS workers to assess safety and develop effective safety plans.

This is the first year of funding for this project. The second year award is expected to be \$254,129. Rock County will be the fiscal agent for the project and will develop a contract with Orion Family Services, as was outlined in the proposal for funding. Orion Family Services will provide 24/7 safety services to identified Rock, Green and Jefferson Counties' families.

The approved grant budget is as follows:

Rock County	\$6,362	Indirect Costs
Jefferson County	\$2,713	Training and Travel
Green County	\$1,862	Training and Travel
Orion Family Services	\$122,665	24/7 Safety Services

No additional county funds are required.

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

The General Services Committee
INITIATED BY



Robert Leu
DRAFTED BY

The General Services Committee
SUBMITTED BY

February 15, 2012
DATE DRAFTED

Authorizing Purchase of Riding Lawnmower for Health Care Center Grounds

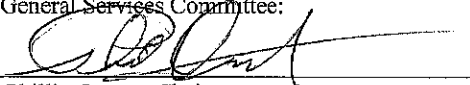
- 1 **WHEREAS**, funds for replacement of a riding lawnmower at the Health Care Center complex were
- 2 approved in the 2012 budget; and,
- 3
- 4 **WHEREAS**, this mower will replace a 1996 model that was purchased used from the City of Janesville
- 5 back in 2005; and,
- 6
- 7 **WHEREAS**, specifications were prepared and bids solicited for the mower.
- 8
- 9 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
- 10 this _____ day of _____, 2012, that a Purchase Order be issued to Gielow's
- 11 Lawn and Garden of Milwaukee, for a Toro74269 riding lawn mower, for the low bid amount of
- 12 \$13,474.65.

Respectfully submitted,

Purchasing Procedural Endorsement

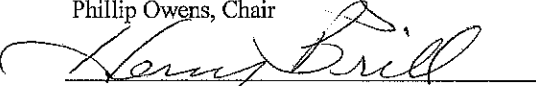
General Services Committee:

Mary Mawhinney, Chair

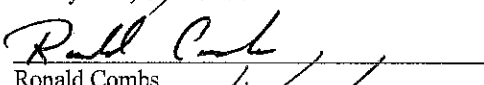


Phillip Owens, Chair


Vote Date



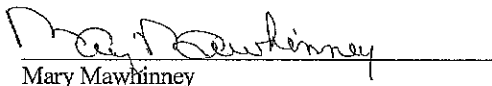
Henry Brill, Vice Chair



Ronald Combs



Jason Heidenreich



Mary Mawhinney

Authorizing Purchase of Riding Lawnmower for Health Care Center Grounds

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FISCAL NOTE:

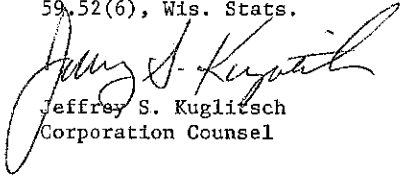
Sufficient funding is included in the HCC Complex Capital Asset account, A/C 18-1815-9200-67171, for this purchase. This purchase is funded by Sales Tax proceeds.



Sherry Oja
Finance Director

LEGAL NOTE:

The County board is authorized to take this action pursuant to secs. 59.01 and 59.52(6), Wis. Stats.



Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Craig Knutson
County Administrator

Executive Summary
Resolution Authorizing Purchase of a Riding Lawn
Mower for the Health Care Center Grounds.

Funds were included in the 2012 budget to replace the riding lawn mower at the Health Care Center complex. The new mower will replace a 1996 Toro, that was purchased used from the City of Janesville in 2005 for \$3,500.00. This mower has reached the point where repairs are no longer cost effective. Unfortunately the City doesn't have a good used mower for sale this time around.

The riding mower is a Toro Model 74269, and will be purchased from Gielow's Lawn and Garden of Milwaukee. The mower will be under warranty for four years or 1,200 hours, whichever comes first.

**COUNTY OF ROCK
PURCHASING DIVISION**

PROJECT: HCC LAWN MOWER
 PROJECT #: 2012-20
 BID DUE DATE: JANUARY 26, 2012 - 1:30 P.M.
 DEPARTMENT: GENERAL SERVICES - HEALTH CARE CENTER

	GIELOW'S LAWN & GARDEN MILWAUKEE, WI TORO #74269	PORTERS LAWN & POWER JANESVILLE, WI TORO #74269	PRAIRIE POWER CENTER SUN PRAIRIE, WI SCAG MOWER #STT-72V-28CATSS	REINDERS INC SUSSEX, WI TORO #74269
MAKE & MODEL BID				
FIRM BID PRICE	\$ 13,474.65	\$ 13,639.00	\$ 13,800.00	\$ 14,489.00
DELIVERY CHARGE	INCLUDED	INCLUDED	INCLUDED	\$ 100.00
TOTAL PROJECT COST	\$ 13,474.65	\$ 13,639.00	\$ 13,800.00	\$ 14,589.00
ADDENDUM RECEIVED	YES	NOT INDICATED	YES	NOT INDICATED
WARRANTY	4 YEARS OR 1200 HOURS	4 YEARS OR 1200 HOURS	2 YEARS MOWER - 3 YEARS DECK	4 YEARS OR 1200 HOURS
DELIVERY AFTER RECEIPT OF ORDER	15 DAYS	ASAP	1 WEEK	BEFORE APRIL 1, 2012

This bid was advertised in the Janesville Gazette and on the Internet.

Two Bids received were Non-Compliant: One bid because it was received by fax and not in a sealed envelope. Second bid because prior approval wasn't given on the manufacturer and model that was submitted.

Addendum #1 consisted of: Approval of Scag Mower as an Alternate Bid Mower.

Prepared By: *Robert G. Gialova* Senior Buyer
 Department Head Recommendation: Low Bid - Gialova
Robert G. Gialova 2/15/12 Date
 Signature

Governing Committee Approval:
Robert G. Gialova Chair
 5-0 2/21/12
 Vote Date

Purchasing Procedural Endorsement: _____ Chair _____ Vote _____ Date _____