

11-10  
RESOLUTION \_\_\_\_\_-2010

**TO AUTHORIZE AND TO CONFIRM 2010 PURCHASE OF OFFICE EQUIPMENT**

**WHEREAS**, the Polk County Board of Supervisors created Polk County Policy 912, *Purchasing Policy*, establishing the policies and procedures for County purchases; and

**WHEREAS**, in December 2009, the Polk County Human Services Department did make a purchase of custom office equipment from vendor, Business Interiors By Staples, as described in the attached purchase order and Mutual Understanding of Performance; and

**WHEREAS**, the office equipment was so purchased for the purpose of remodeling conference rooms of the Polk County Government Center; and

**WHEREAS**, Polk County has received the office equipment and Polk County has paid the vendor; and

**WHEREAS**, the Buildings, Parks and Solid Waste has budgetary responsibility over remodeling of County Buildings through the County Building Improvement Fund; and

**WHEREAS**, it is appropriate in this specific instance to void the Human Services Department purchase and authorize and confirm the purchase of custom office equipment as a purchase made in 2010 by the Buildings, Parks and Solid Waste - County Building Improvement Fund.

**NOW, THEREFORE, BE IT RESOLVED**, Pursuant to Policy 912, the Polk County Board of Supervisors declares as void the 2009 purchase of custom office equipment because the provisions of Policy 912 were not followed.

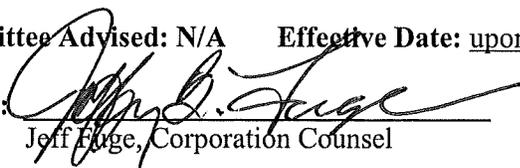
**BE IT FURTHER RESOLVED** that the Polk County Board of Supervisors authorizes for calendar year 2010, and confirms the same, the purchase of custom office equipment from vendor, Business Interiors By Staples, as described in the attached purchase order and Mutual Understanding of Performance, incorporated herein, as a purchase made by the Polk County Department of Buildings, Parks and Solid Waste –County Building Improvement fund for remodeling of the West, East and North Conference Rooms of the Polk County Government Center.

**BE IT FURTHER RESOLVED** that, pursuant to Wisconsin Statute Section 65.90(5)(a), the Polk County Board of Supervisors transfers the sum of \$39,700.77 from the 2010 Human Services Department operating budget (Line 59210) to the County General Fund (2010 Polk County Department of Buildings, Parks and Solid Waste – County Building Improvement fund); that the Finance Director be directed to make the appropriate ledger entries to effectuate reversal of the 2009 entries related to the void purchase and to effectuate the herein authorized 2010 purchase and transfer; and that the County Clerk cause to be published this resolution by Class 1 notice within 10 days of passage.

**Funding Amount:** \$39,700.77

**Funding Source:** Transfer Amongst 2010 Departmental Budgets, as noted in resolution

**Date Finance Committee Advised:** N/A      **Effective Date:** upon passage

**Approved as to form:**   
Jeff Edge, Corporation Counsel

**Date Submitted to County Board:** March 16, 2010

**County Board Action** Failed

RESOLUTION 11-10 2010: TO AUTHORIZE AND TO CONFIRM 2010 PURCHASE OF OFFICE  
EQUIPMENT  
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Sponsored and Submitted By the Human Services Board, upon unanimous motion at Special Meeting,  
March 2, 2010

\_\_\_\_\_  
Diane Stoneking, Chair

\_\_\_\_\_  
James Edgell

\_\_\_\_\_  
David Markert, Ph.D., Vice Chair

\_\_\_\_\_  
John Gyllen

Kenneth Sample  
\_\_\_\_\_  
Kenneth Sample, Secretary

Craig Moriak  
\_\_\_\_\_  
Craig Moriak

\_\_\_\_\_  
William Alleva

\_\_\_\_\_  
Timothy Strohbusch

\_\_\_\_\_  
Marvin Caspersen



Remit to: Corporate Express  
 P.O. Box 95708  
 Chicago, IL 60694-5708  
 Account # 2097087  
 Billing Inquiries: (800) 621-6478  
 Order Inquiries:

# INVOICE

Invoice No	PF00002764
Date	12/30/09
Order No	0003054334
Cust PO No	
Salesperson	Paul A Scott
Terms	INVISION CUSTOMER - DO NOT
Sales Order	216132367

**Bill To:**

0011593876  
 ACCOUNTS PAYABLE  
 POLK COUNTY HUMAN SERVICES  
 100 POLK CTY PLAZA STE 50  
 BALSAM LAKE, WI 548109097  
 715 485-9271

**Ship To:**

PHYL BROWN  
 POLK COUNTY HUMAN SERVICES  
 100 POLK CTY PLAZA STE 50  
 BALSAM LAKE, WI 548109097  
 715 485-8591

LINE	QUANTITY	CATALOG NUMBER	DESCRIPTION	UNIT SELL	EXTENSION
			----- Special Instructions -----   Pro Forma   -----		
0001	40	R240-286-07S	TRAINING TABLE 02 ANTIQUE BRUSH LAMINATE	350.86	14034.40
0002	1	A201-77	TABLE CART	730.34	730.34
0003	5	AL05-02	LAECTURN ANTIQUUE BRONZE	186.56	932.80
0004	8	GBWFRT96B	Tubular Legs - 30D x 96W x 29-1/4H	148.96	1191.68
0005	3	684S	PROJECTION SCREEN	293.93	881.79
0006	80	SCM-24-012	VERY SEATING 3E-4, TR-FK, TR-F	268.71	21496.80
M001	1	INS	INSTALLATION	.00	.00
				<b>Total</b>	<b>39267.81</b>
				PF Pct	.00
				<b>Amount Due</b>	<b>39267.81</b>

*Handwritten notes:*  
 1/2 19,433.90 - 54402-162  
 19,433.91 - 54402-168

*Handwritten signature and date:*  
 [Signature] 12/30/09





PURCHASED SERVICES PAYROLL-VOUCHER #10461  
January 13, 2010  
**2009 PAYROLL**

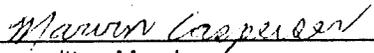
PROVIDER	SERVICE	CLIENTS	AMOUNT
Aurora Residential Alternatives	Housing	1	3556.49
Chrismark Home	Housing	1	3100.00
Staples Advantage	Supplies/Equip		39700.77

**PAYROLL TOTAL**

**\$46,357.26**

  
\_\_\_\_\_  
Sherry Gjonnes, Director

  
\_\_\_\_\_  
Committee Member

  
\_\_\_\_\_  
Committee Member

  
\_\_\_\_\_  
Committee Member