

1. 6:30 P.M. Agenda

Documents: [FIN\\_20150714\\_AG.PDF](#)

2. 6:30 P.M. Complete Packet

Documents: [FIN\\_20150714\\_PK.PDF](#)



Administrative Offices  
5520 Lacy Road  
Fitchburg, WI 53711-5318  
Phone: (608) 270-4200  
Fax: (608) 270-4212  
[www.fitchburgwi.gov](http://www.fitchburgwi.gov)

**AGENDA  
FINANCE COMMITTEE  
JULY 14, 2015  
6:30 P.M.  
CITY HALL**

**NOTICE IS HEREBY GIVEN** that the Fitchburg Finance Committee will meet at 6:30 p.m. on Tuesday, JULY 14, 2015 in the **MEETING ROOM** of the Fitchburg City Hall, 5520 Lacy Road, Fitchburg, WI 53711 for the purpose of:

*(Note: Full coverage of this meeting is available through FACTv and Streaming Video, accessible on the city web site at <http://www.fitchburgwi.gov/677/Government-Channel>.)*

1. **Call to Order**
2. **Approval of Minutes of:**  
June 23, 2015 Regular Meeting
3. **Public Appearances – Non Agenda Items**
4. **Review of Bills Under \$25,000 or Previously Pre-Approved**
  - a. **Checks 111369 – 111595 6/24/15 – 7/8/15** Total \$ 455,798.56
5. **Review of Bills between \$10,000 and \$25,000** Total \$ 167,990.51
6. **Approval of Bills for \$25,000 or more** Total \$ 362,674.05
  - a. Batch Dated July 9, 2015
7. **Resolution R-68-15** Authorizing Acceptance of the Enterprise Content Management System Proposal from Naviant, Inc.
8. **Resolution R-73-15** Approving Contract with City Administrator
9. **Finance Director Report**
10. **Announcements**
  - a. Next regular meeting is July 28, 2015
11. **Adjourn**



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Finance Committee DRAFT Minutes  
June 23, 2015

Present: Patrick Stern Dan Carpenter Julia Arata-Fratta

Also Present: Misty Dodge, Finance Director

1. **Call to Order Regular Meeting of Finance** – 7:02 p.m. by Stern
  2. **Approval of Minutes of:**
    - a. June 9, 2015 Regular Meeting
      1. Moved by Arata-Fratta to approve
      2. Motion carried
  3. **Public Appearances – Non Agenda Items** – None
  4. **Review of Bills Under \$25,000 or Previously Pre-Approved**
    - a. **Checks** 111206 – 111368 6/10/15 – 6/17/15 Total:\$ 310,986.78
      1. Committee reviewed and asked questions
  5. **Review of Bills between \$10,000 and \$25,000** Total: \$ 71,837.20
    1. Committee reviewed and asked questions
  6. **Approval of Bills for \$25,000 or more** Total: \$ 97,565.68
    - a. Batch Dated June 18, 2015
      1. Moved by Carpenter to approve
      2. Committee reviewed and asked questions
      3. Motion carried
  7. **Resolution R-67-15** Adopting the 2016 Annual City Budget Schedule
    - a. Moved by Carpenter to approve with two amendments:
      1. Move Council amendment deadline to 4:30 p.m. on Thursday
      2. Include with the September 23<sup>rd</sup> notification to the newspaper, notification to neighborhood associations as listed on City website.
    - b. Committee reviewed and asked questions
    - d. Motion carried
  8. **Finance Director Report**

Dodge Reported on:

    - a. May Treasurer's Report
  12. **Announcements**
    - a. Next regular meeting is July 14, 2015
  13. **Adjourn**

Moved by Arata-Fratta to adjourn. Motion carried. Meeting adjourned at 7:29 p.m.
-

<u>FUND</u>	<u>DESCRIPTION</u>	<u>GENERAL FUND ACCOUNT GROUPS</u>	
100	GENERAL FUND	<b>100-4XXX-XXX</b>	<b>REVENUES</b>
202	PARK DEDICATION		
207	CABLE	<b>100-5XXX-XXX</b>	<b>EXPENDITURES</b>
213	RECYCLING	<b>-51</b>	<b>GENERAL GOVERNMENT</b>
221	POLICE TRAINING	-511	MAYOR & COUNCIL
222	DRUG ENFORCEMENT	-512	MUNICIPAL COURT
225	CEDA	-513	LEGAL & PROFESSIONAL SERVICES
250	LIBRARY	-5141	ADMINISTRATION & HUMAN RESOURCES
		-5142	CLERKS OFFICE
300	DEBT SERVICE	-5145	INFORMATION SYSTEMS
		-5146	MPSISC - POLICE INFO SYSTEMS
400	CAPITAL PROJECTS	-5152	FINANCE
404	TID #4 - PROMEGA/KELLY	-5153	ASSESSING
406	TID #6 - ORCHARD POINTE	-5154	INSURANCE
407	TID #7 - NO. FISH HATCHERY ROAD	-516	BUILDINGS & GROUNDS
408	TID #8 - BROWN DEVELOPMENT	-519	INTERDEPARTMENTAL
600	WATER & SEWER UTILITY	<b>-52</b>	<b>PUBLIC SAFETY</b>
601	STORMWATER UTILITY	-521	POLICE
		-522	FIRE
		-524	BUILDING INSPECTION
		-529	OTHER PUBLIC SAFETY
		<b>-53</b>	<b>PUBLIC WORKS</b>
		-530	PUBLIC WORKS
		-535	MASS TRANSIT
		<b>-54</b>	<b>HEALTH &amp; HUMAN SERVICES</b>
		-546	SENIOR CITIZENS PROGRAMS
		<b>-55</b>	<b>CULTURE, RECREATION &amp; EDUCATION</b>
		-551	COMMUNITY CENTER
		-552	PARKS
		-553	RECREATION & LEISURE
		<b>-56</b>	<b>CONSERVATION &amp; DEVELOPMENT</b>
		-563	PLANNING & ZONING
		-567	ECONOMIC DEVELOPMENT
		<b>-59</b>	<b>OTHER FINANCING SOURCES</b>
		-592	TRANSFERS TO OTHER FUNDS

<b>ABBREVIATION</b>	<b>FULL NAME OR DESCRIPTION</b>
AECOM	Architectural and Engineering Company
AIIM INC	Association for Information and Image Management, Inc
AMS	Auto Marketing Services
APWA	American Public Works Association
ASPE	American Society of Professional Education
BTCI	BioPharmaceutical Technology Center Institute
CGC, INC	Construction-Geotechnical Consulting Engineering/Testing
CWAG	Coalition of Wisconsin Aging Groups
DATCP - DAH	Department of Agriculture, Trade and Consumer Protection/Division of Animal Health
DCARI	Dane County Arson Response Initiative
DCCVA	Dane County Cities and Villages Association
DWD-UI	Division of Workforce Development - Division of Unemployment Insurance
ECCS, INC	Environmental Chemistry Consulting Services
ESRI	Environmental Systems Research Institute
FDIC 2011/PENNWELL	Fire Department Instructors Conference
FHETS	Firehouse Education & Training Seminar
GFOA	Government Finance Officers Association
GIPAW	Government Information Processing Association of Wisconsin
GMASHRM	Greater Madison Area Society for Human Resource Management, Inc
GWAAR, INC	Greater Wisconsin Agency on Aging Resources, Inc
IAAI	International Association of Arson Investigators, Inc
IAAO	International Association of Assessing Officers
IAAP	International Association of Administrative Professionals
IABPFF	International Association of Black Professional Fire Fighters
IACP	International Association of Chiefs of Police
IAEI	International Association of Electrical Inspectors
IAFC	International Association of Fire Chiefs
ICC	International Code Council
ICLEI USA MEMBERSHIP	International Council for Local Environmental Initiatives-Local Governments for Sustainability
ICMA	International City/County Management Association
IEDC	International Economic Development Council
IFSI	Illinois Fire Service Institute
IIMC	International Institute of Municipal Clerks
INR	Institute for Natural Resources
IPMBA	International Police Mountain Bike Association
LEAP	Law Enforcement Administrative Professionals
MABAS Wisconsin	Mutual Aid Box Alarm System
MCD MEDIA SERVICES	Matthew C. Darling Media Services
MSA PROFESSIONAL SERVICES INC	Mid-State Associates Professional Services, Inc
MTAW	Municipal Treasurers of Wisconsin, Inc

MWITE	Midwest Institute of Transportation Engineers
MXU	* <b>Description:</b> radio unit for water meter
NAPWDA	North American Police Work Dog Association
NASECA	North American Stormwater & Erosion Control Association of Wisconsin
NASW WI	National Association of Social Workers
NEIS	National Elevator Inspection Services, Inc
NFPA	National Fire Protection Association
NPELRA	National Public Employer Labor Relations Association
NRC Restorations	Natural Resources Consulting Restorations
NUCPS ALUMNI ASSOCIATION	Northwestern University Center for Public Safety
OCPA	Oak Creek Professional Police Officers Association
P-Card	Purchasing card; procurement card
PVP Communications	Could not find information
REGI	Raptor Education Group Inc
SCAN NATOA	States of California & Nevada Chapter/National Assoc of Telecommunications Officers and Advisors
SWNI	Southern Wisconsin & Northern Illinois Fire/Rescue Association
SWWBIA	Southwest Wisconsin Building Inspectors Association
SWWEIA	Southwest Wisconsin Electrical Inspectors Association
TAPCO	Traffic & Parking Control Co, Inc
UPS	United Parcel Service
URISA	Urban and Regional Information Systems Association
UWHC	University of Wisconsin Health Center
VFIS	Volunteer Firemen's Insurance Services
WAAO	Wisconsin Association of Assessing Officers
WACOP	Wisconsin Association of Community Oriented Police Association
WAPC	Wisconsin Association of Peg Access Channels
WAPL	Wisconsin Association of Public Libraries
WASC	Wisconsin Association of Senior Centers, Inc
WAWP	Wisconsin Association of Women Police
WCPA	Wisconsin Chiefs of Police Association
WDATCP	Wisconsin Department of Agriculture, Trade and Consumer Protection
WDM INC	Western Data Memories, Inc
WEDA	Wisconsin Economic Development Association
WFCA FIRE SERVICE BOOKSTORE	Western Fire Chiefs Association Fire Service Bookstore
WGFOA	Wisconsin Government Finance Officers Association
WI IAAI CHAPTER 25	Wisconsin Chapter of the International Association of Arson Investigators
WISCONSIN CHAPTER IAEI	Wisconsin Chapter International Association of Electrical Inspectors
WISCONSIN STATE SHRM COUNCIL	Wisconsin State Society for Human Resources Management
WMC FOUNDATION	Wisconsin Manufacturers & Commerce Foundation

**DATE:** 7/9/2015  
**TO:** FINANCE COMMITTEE  
**FROM:** FINANCE DEPARTMENT  
**RE:** CASH DISBURSEMENTS

<u>Checks</u>	<u>Description</u>		<u>Batch</u>	<u>Amount</u>
<u>Dated</u>			<u>Check Nos.</u>	
6/24/2015	Weekly batch	A	111369-111453	\$112,862.94
6/26/2015	Voided and resent checks		111456-111457	\$0.00
7/1/2015	Weekly batch	B	111458-111534	\$254,728.25
7/8/2015	Weekly batch	C	111535-111595	\$88,207.37
			<b>TOTAL</b>	<b>\$455,798.56</b>

Check #'s 111454-111455 were used for approved Finance Batch in the amount of: \$97,565.68



AI

Report Criteria:  
Invoice Detail.Input Date = 06/24/2015

Invoice	Seq	Description	Invoice Date	Total Cost	Period	GL Account	Act#
<b>06/24/2015</b>							
<b>3662 A T &amp; T MOBILITY</b>							
JUNE_2015	1	UTILITY TABLET 608-556-8176	06/02/2015	34.80	06/15	600-5921-100	0
JUNE_2015	2	UTILITY TABLET 608-609-8735	06/02/2015	34.79	06/15	600-5921-100	0
JUNE_2015	3	PD TABLET 608-609-3760	06/02/2015	34.79	06/15	100-5210-365	0
Total A T & T MOBILITY:				104.38			
<b>06/24/2015</b>							
<b>3790 AD MADISON</b>							
25948	1	KEY CHAINS	06/03/2015	1,000.00	06/15	225-5610-360	0
25948	2	KEY CHAINS	06/03/2015	1,739.30	06/15	225-5610-391	0
Total AD MADISON:				2,739.30			
<b>06/24/2015</b>							
<b>1936 ADAPTIVE RESTORATION LLC</b>							
21571	1	GORMAN WAYSIDE WOODLOT WORK	06/17/2015	882.75	06/15	100-5520-290	0
Total ADAPTIVE RESTORATION LLC:				882.75			
<b>06/24/2015</b>							
<b>50 ALLIANT ENERGY/WPL</b>							
455539-010 6/15	1	2377 S FISH HATCHERY RD ST LITE	06/03/2015	475.70	06/15	100-5300-220	0
593923-001 6/15	1	NESBITT SIGNAL	06/16/2015	21.31	06/15	100-5300-220	0
593923-001 6/15	2	NESBITT SIGNAL	06/16/2015	21.32	06/15	100-5139-290	0
656429-001 6/15	1	MCKEE RD	06/16/2015	97.00	06/15	100-5300-220	0
667708-001 6/15	1	KAPEC ROAD LIGHTS	06/16/2015	36.09	06/15	100-5300-220	0
675969-001 6/15	1	1913 FISH HATCHERY RD/SIREN	06/16/2015	12.11	06/15	100-5300-220	0
691838-001 6/15	1	2956 FITCHRONA RD - STREET LIGHT	06/16/2015	72.41	06/15	100-5300-220	0
691839-001 6/15	1	2956 FITCHRONA RD - SIGNAL	06/16/2015	16.64	06/15	100-5300-220	0
691839-001 6/15	2	2956 FITCHRONA RD - SIGNAL	06/16/2015	16.64	06/15	100-5139-290	0
694649-001 6/15	1	6334 NESBITT RD ST LITES/FITCHRONA	06/16/2015	40.66	06/15	100-5300-220	0
700854-001 6/15	1	2957 HARDROCK RD - STREET LIGHTS	06/16/2015	68.10	06/15	100-5300-220	0
772096-001 6/15	1	2920 E FITCHRONA RD	06/16/2015	17.99	06/15	100-5300-220	0
Total ALLIANT ENERGY/WPL:				895.97			
<b>06/24/2015</b>							
<b>3329 B.R.S. RADIATOR MACHINE &amp; FABRICATION</b>							
4851	1	TEST RADIATOR FOR SKID LOADER	06/16/2015	99.02	06/15	100-5300-335	0
Total B.R.S. RADIATOR MACHINE & FABRICATION:				99.02			
<b>06/24/2015</b>							
<b>5968 BAYCOM INC</b>							
95839	1	CF-30 SQUAD COMPUTER DOCKING STATION	06/09/2015	459.00	06/15	100-5210-340	0
96075	1	POWER CABLE AND SPEAKER FOR SQUAD VID	06/08/2015	53.00	06/15	100-5210-340	0
Total BAYCOM INC:				512.00			
<b>06/24/2015</b>							
<b>1069 BEN MEADOWS</b>							
SI01597773	1	SAFETY VEST	06/01/2015	81.91	06/15	100-5520-323	0

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Invoice	Seq	Description	Invoice Date	Total Cost	Period	GL Account	Act#
SI01597773	2	SALES TAX EXEMPT	06/01/2015	4.27	06/15	100-5520-323	0
Total BEN MEADOWS:				77.64			
<b>06/24/2015</b>							
<b>4183 BOYAPATI, RENUKA DEVI</b>							
CC DEPOSIT	1	CC DEPOSIT	06/19/2015	385.00	06/15	100-4820-200	0
Total BOYAPATI, RENUKA DEVI:				385.00			
<b>06/24/2015</b>							
<b>376 BUCKYS PORTABLE TOILETS INC</b>							
49545	1	WILDWOOD SOUTH PORTABLE TOILET	06/10/2015	90.00	06/15	100-5520-340	0
49546	1	JAMESTOWN PORTABLE TOILET	06/10/2015	90.00	06/15	100-5520-340	0
Total BUCKYS PORTABLE TOILETS INC:				180.00			
<b>06/24/2015</b>							
<b>6391 CAPITAL NEWSPAPERS</b>							
1268667	1	2015-O-14	06/05/2015	102.12	06/15	100-5142-250	0
1268681	1	2015-O-15	06/05/2015	66.95	06/15	100-5142-250	0
1268683	1	2015-O-13	06/05/2015	20.78	06/15	100-5142-250	0
1268687	1	2015-O-12	06/05/2015	672.31	06/15	100-5142-250	0
1268934	1	LIQUOR LICENSE 6/1-6/3/15	06/05/2015	168.31	06/15	100-5142-250	0
1270256	1	LOT 25 TECH LANDS CU-2059-15	06/11/2015	25.18	06/15	100-5630-250	0
1270368	1	LOT 32 FITCHBURG TECH CAMPUS	06/11/2015	52.16	06/15	100-5630-250	0
1270370	1	LOT 2 CSM 10250	06/11/2015	56.08	06/15	100-5630-250	0
1270378	1	LOT 4 HATCHERY HILL	06/11/2015	54.12	06/15	100-5630-250	0
1270379	1	LOT 2 CSM 05649	06/11/2015	50.19	06/15	100-5630-250	0
1270382	1	LOT 1 CSM 12135	06/11/2015	48.22	06/15	100-5630-250	0
1270998	1	JOINT REVIEW BOARD TID 9	06/12/2015	24.08	06/15	100-5630-250	0
1271247	1	PSHS SOUND PERMITS 6/23/15	06/12/2015	52.66	06/15	100-5142-250	0
Total CAPITAL NEWSPAPERS:				1,393.16			
<b>06/24/2015</b>							
<b>7572 CARQUEST AUTO PARTS</b>							
2239-496095	1	PARTS FOR 40 XT SKID LOADER	06/16/2015	111.52	06/15	100-5300-350	0
Total CARQUEST AUTO PARTS:				111.52			
<b>06/24/2015</b>							
<b>5125 CDW GOVERNMENT INC</b>							
WB15085	1	HP LJ CP4025DN MAYOR PRINTER	06/10/2015	1,148.99	06/15	400-5711-005	0
WB15085	2	HPLJ PRO 400 PRINTER - DANA PD	06/10/2015	477.75	06/15	400-5722-105	0
Total CDW GOVERNMENT INC:				1,626.74			
<b>06/24/2015</b>							
<b>15032 CITY TREASURER - MADISON</b>							
2799 RIMROCK MAY 15	1	FLAT RATE WATER	05/28/2015	77.50	06/15	600-5602-100	0
2799 RIMROCK MAY 15	2	WATER CONSUMPTION	05/28/2015	435.81	06/15	600-5602-100	0
Total CITY TREASURER - MADISON:				513.31			
<b>06/24/2015</b>							

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CITY OF FITCHBURG

Invoice Register - Kim's Proof  
Input Dates: 6/24/2015 - 6/24/2015Page: 3  
Jun 23, 2015 04:26PM

Invoice	Seq	Description	Invoice Date	Total Cost	Period	GL Account	Act#
4068 CLEMENS, NICK							
	9149	1 DEPT COST-REIMBURSEMENT BIOHAZARD RE	06/11/2015	23.62	06/15	100-5210-323	0
Total CLEMENS, NICK:				23.62			
<b>06/24/2015</b>							
<b>207 CONNEY SAFETY PRODUCTS</b>							
	04944645	1 SAFETY EQUIPMENT	06/05/2015	359.04	06/15	600-5665-100	0
Total CONNEY SAFETY PRODUCTS:				359.04			
<b>06/24/2015</b>							
<b>4571 CONSTRUCTION FABRICS &amp; MATLS</b>							
	162875	1 INLET PROTECTION FABRIC FOR CHIP SEALIN	06/08/2015	255.00	06/15	100-5300-375	0
Total CONSTRUCTION FABRICS & MATLS:				255.00			
<b>06/24/2015</b>							
<b>6143 DANE COUNTY CULTURAL AFFAIRS</b>							
	5312015	1 DANE COUNTY CULTURAL AFFAIRS CALENDAR	06/18/2015	295.26	06/15	100-24311	0
Total DANE COUNTY CULTURAL AFFAIRS:				295.26			
<b>06/24/2015</b>							
<b>5390 DANE COUNTY TREASURER</b>							
	26639	1 RADAR/LASER OPERATOR TRAINING	06/10/2015	800.00	06/15	221-5210-325	0
Total DANE COUNTY TREASURER:				800.00			
<b>06/24/2015</b>							
<b>73 DECKER SUPPLY CO INC</b>							
	886851	1 DEAD END TREET SIGN PLAQUE	05/26/2015	39.15	06/15	100-5300-370	0
Total DECKER SUPPLY CO INC:				39.15			
<b>06/24/2015</b>							
<b>6105 DELTA DENTAL</b>							
	807484	1 DENTAL INS PREM JULY 2015	06/16/2015	13,140.01	06/15	100-21740	0
	810760	1 VISION INS PREM - JULY 2015	06/16/2015	781.50	06/15	100-21780	0
Total DELTA DENTAL:				13,921.51			
<b>06/24/2015</b>							
<b>444 DORN TRUE VALUE</b>							
	070428/1	1 BACKPAK SPRAYER	06/17/2015	74.99	06/15	100-5520-350	0
	0/0451/1	1 PAINTING SUPPLIES	06/18/2015	71.76	06/15	100-5300-350	0
	070467/1	1 PARTS TO FIX DAKOTA #2	06/19/2015	5.87	06/15	100-5300-335	0
	210141/2	1 MISC TOOLS	06/11/2015	29.96	06/15	600-5643-100	0
Total DORN TRUE VALUE:				182.58			
<b>06/24/2015</b>							
<b>314 FAHEY SALES &amp; SERVICE</b>							
	06/10/15	1 OLD CITY HALL WELL REMOVAL	06/10/2015	1,703.00	06/15	400-5711-018	0
Total FAHEY SALES & SERVICE:				1,703.00			

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Invoice	Seq	Description	Invoice Date	Total Cost	Period	GL Account	Act#
<b>06/24/2015</b>							
<b>785 FED EX</b>							
5-060-29308	1	SHIPPING CHARGES	06/10/2015	7.44	06/15	100-5220-310	0
Total FED EX:				7.44			
<b>06/24/2015</b>							
<b>1320 G &amp; K SERVICES</b>							
1019350740	1	TOWEL & MAT	06/18/2015	119.87	06/15	100-5164-350	0
1019350741	1	UNIFORMS RENTAL - UTILITY	06/18/2015	14.06	06/15	600-5926-100	0
1019350741	2	UNIFORMS RENTAL - UTILITY	06/18/2015	14.06	06/15	600-5854-200	0
1019350741	3	UNIFORMS RENTAL - PARKS	06/18/2015	44.63	06/15	100-5520-323	0
1019350741	4	UNIFORMS RENTAL - STREETS	06/18/2015	63.71	06/15	100-5300-323	0
Total G & K SERVICES:				256.33			
<b>06/24/2015</b>							
<b>1099 GENERAL COMMUNICATIONS</b>							
211281	1	#142 REPLACE CENCOM DUE TO POWER ISSU	06/12/2015	45.00	06/15	100-5210-335	0
211384	1	#61 REPLACED DOCKING STATION	06/17/2015	90.00	06/15	100-5210-335	0
Total GENERAL COMMUNICATIONS:				135.00			
<b>06/24/2015</b>							
<b>2829 GFC LEASING</b>							
I00230512	1	COPY MACHINE LEASE PAYMENT 6/25/15 - 7/24/	06/05/2015	441.09	06/15	100-5220-355	0
I00230513	1	CANON IR ADV 8205 KZT01350/FA0126 6/25/15 -	06/06/2015	845.00	06/15	100-5142-355	0
Total GFC LEASING:				1,286.09			
<b>06/24/2015</b>							
<b>115 GORDON FLESCH</b>							
IN11190134	1	MAINTENANCE & COPY CHARGE 2ND FLOOR C	06/05/2015	33.95	06/15	100-5142-355	0
IN11190784	1	COPIER METER CHARGES	06/06/2015	73.21	06/15	100-5210-355	0
Total GORDON FLESCH:				107.16			
<b>06/24/2015</b>							
<b>932 H J PERTZBORN PLUMBING</b>							
175713	1	ANNUAL SPRINKLER INSPECTION STA #1	06/05/2015	210.00	06/15	100-5162-240	0
175714	1	QUARTERLY SPRINKLER INSPECTION-STA#2	06/05/2015	95.00	06/15	100-5163-240	0
Total H J PERTZBORN PLUMBING:				305.00			
<b>06/24/2015</b>							
<b>114 HAMMERSLEY STONE CO INC</b>							
10543	1	18.4 TON 3/4" FOR IRISH CULVERT	06/05/2015	119.60	06/15	601-5601-304	0
10543	2	26.61 TON 5/8" FOR IRISH CULVERT	06/05/2015	266.10	06/15	601-5601-304	0
10543	3	20.42 3" FOR IRISH CULVERT	06/05/2015	132.73	06/15	601-5601-304	0
10543	4	36.83 TON GRAVEL FOR SHOP	06/05/2015	239.39	06/15	100-5300-370	0
Total HAMMERSLEY STONE CO INC:				757.82			
<b>06/24/2015</b>							
<b>22 HARDER CORP</b>							
M132771	1	MOSC CLEANING SUPPLIES	05/29/2015	791.63	06/15	100-5514-360	0
M132771A	1	CLEANING TOWELS	06/04/2015	213.15	06/15	100-5514-360	0

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Invoice	Seq	Description	Invoice Date	Total Cost	Period	GL Account	Act#
Total HARDER CORP:				1,004.78			
<b>06/24/2015</b>							
<b>4179 HARLEY DAVIDSON OF MADISON</b>							
51068	1	MOTORCYCLE CHANGEOVER & EQUIPMENT	06/09/2015	4,294.62	06/15	100-5210-335	0
Total HARLEY DAVIDSON OF MADISON:				4,294.62			
<b>06/24/2015</b>							
<b>15063 HAWKINS INC</b>							
3734099	1	CHEMICALS	06/01/2015	1,219.83	06/15	600-5641-100	0
Total HAWKINS INC:				1,219.83			
<b>06/24/2015</b>							
<b>782 HELLENBRAND INC</b>							
583034	1	4 BAGS WATER SOFTENER SALT FOR STA #2	06/05/2015	34.68	06/15	100-5163-350	0
Total HELLENBRAND INC:				34.68			
<b>06/24/2015</b>							
<b>4182 HELMINIAK, ROY</b>							
MCKEE SHETLER KEY	1	MCKEE SHELTER KEY	06/19/2015	40.00	06/15	100-4672-200	0
Total HELMINIAK, ROY:				40.00			
<b>06/24/2015</b>							
<b>3631 HYVEE INC</b>							
5/13/15-CATERING	1	COMMERCIAL BROKERS BREAKFAST	05/13/2015	569.15	06/15	225-5610-391	0
924181	1	PROPANE TANK EXCHANGE FOR FIRE EXTING	05/20/2015	17.99	06/15	100-5220-345	0
Total HYVEE INC:				587.14			
<b>06/24/2015</b>							
<b>15068 INLAND POWER GROUP</b>							
1464221-00	1	PORTABLE GENERATOR INSPECTION	06/11/2015	337.00	06/15	600-5633-100	0
1464222-00	1	WELL 5 - GENERATOR INSPECTION	06/11/2015	337.00	06/15	600-5633-100	0
Total INLAND POWER GROUP:				674.00			
<b>06/24/2015</b>							
<b>139 INTERSTATE BILLING SERVICE</b>							
463226	1	#65 OIL CHANGE	06/01/2015	34.00	06/15	100-5210-335	0
463869	1	#64 OIL CHANGE, REPLACED STARTER & WIPE	06/02/2015	359.42	06/15	100-5210-335	0
Total INTERSTATE BILLING SERVICE:				393.42			
<b>06/24/2015</b>							
<b>100 J &amp; K SECURITY SOLUTIONS INC</b>							
001-377701	1	KEYS FOR REC SUMMER STAFF	06/03/2015	29.85	06/15	100-5514-360	0
Total J & K SECURITY SOLUTIONS INC:				29.85			
<b>06/24/2015</b>							
<b>3385 JOHN DEERE LANDSCAPES</b>							
72167429	1	ORGANIC WEED KILLER	06/11/2015	328.40	06/15	100-5520-340	0

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Invoice	Seq	Description	Invoice Date	Total Cost	Period	GL Account	Act#
Total JOHN DEERE LANDSCAPES:				328.40			
<b>06/24/2015</b>							
<b>1570 JSD PROFESSIONAL SERVICES INC</b>							
	9	1 NOVATION CAMPUS IMPROVEMENTS	05/29/2015	431.50	06/15	400-5733-370	0
Total JSD PROFESSIONAL SERVICES INC:				431.50			
<b>06/24/2015</b>							
<b>113 KAYSER FORD INC</b>							
	L3720	1 SQUAD LEASES - JUNE	05/31/2015	8,115.00	06/15	100-5210-260	0
Total KAYSER FORD INC:				8,115.00			
<b>06/24/2015</b>							
<b>3009 KRONOS INCORPORATED</b>							
	10952806	1 TELESTAFF LICENSING & SUPPORT	06/02/2015	4,686.00	06/15	100-5210-245	0
	10953223	1 5 MORE LICENSES FOR TELESTAFF SCHEDULI	06/04/2015	1,285.50	06/15	100-5210-245	0
Total KRONOS INCORPORATED:				5,971.50			
<b>06/24/2015</b>							
<b>7780 LAWSON PRODUCTS INC</b>							
	9303339761	1 SKILL SAW BLADE	06/10/2015	37.26	06/15	100-5300-350	0
Total LAWSON PRODUCTS INC:				37.26			
<b>06/24/2015</b>							
<b>4181 LISOWSKI, WITOLD</b>							
	JUN 15_3	1 REFUND CREDIT ON ACCT	06/16/2015	259.90	06/15	001-11105	0
Total LISOWSKI, WITOLD:				259.90			
<b>06/24/2015</b>							
<b>4021 M&amp;M OFFICE INTERIORS CORP</b>							
	201563-1	1 NEW OFFICE DESKS	06/08/2015	9,163.00	06/15	400-5711-012	0
Total M&M OFFICE INTERIORS CORP:				9,163.00			
<b>06/24/2015</b>							
<b>1038 MADISON COLLEGE</b>							
	CORP-000000038478	1 IPMBA BIKE REFRESHER - BURI, CLEARY, JOH	06/09/2015	89.01	06/15	221-5210-325	0
	CORP-000000038968	1 FORCE TRANSITION TRAINING - MICHELS	06/11/2015	29.67	06/15	221-5210-325	0
Total MADISON COLLEGE:				118.68			
<b>06/24/2015</b>							
<b>573 MEDICAL ENVIRONMENTAL RECOVERY INC</b>							
	2756	1 SHARPS COLLECTION ( FROM WALGREENS)	06/19/2015	63.86	06/15	213-5362-290	0
Total MEDICAL ENVIRONMENTAL RECOVERY INC:				63.86			
<b>06/24/2015</b>							
<b>6849 MENARDS</b>							
	1896	1 REPLACEMENT CONNECTORS TO REPAIR DAM	06/11/2015	50.70	06/15	100-5220-350	0
	1896	2 VERTICAL BLINDS	06/11/2015	54.99	06/15	100-5220-340	0

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CITY OF FITCHBURG

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Invoice	Seq	Description	Invoice Date	Total Cost	Period	GL Account	Act#
Total MENARDS:				105.69			
<b>06/24/2015</b>							
<b>151 MENARDS CASHWAY LUMBER -MONONA</b>							
75293	1	WOOD TO CONSTRUCT INLET PROTECTION	06/09/2015	56.16	06/15	100-5300-375	0
Total MENARDS CASHWAY LUMBER -MONONA:				56.16			
<b>06/24/2015</b>							
<b>55 MERITER HOSPITAL</b>							
1074692400	1	OWI BLOOD DRAW - FP15-8412	05/28/2015	32.00	06/15	100-5210-384	0
1075268300	1	OWI BLOOD DRAW - FP15-9050	05/30/2015	32.00	06/15	100-5210-384	0
Total MERITER HOSPITAL:				64.00			
<b>06/24/2015</b>							
<b>3494 MIDWEST POOL SUPPLIES</b>							
56594	1	SPLASH PAD CHEMICALS	06/02/2015	57.97	06/15	100-5520-360	0
Total MIDWEST POOL SUPPLIES:				57.97			
<b>06/24/2015</b>							
<b>415 MILLER-BRADFORD AND RISBERG</b>							
WM25744	1	WHEEL MOTOR FOR SKID LOADER	06/09/2015	2,951.28	06/15	100-5300-350	0
Total MILLER-BRADFORD AND RISBERG:				2,951.28			
<b>06/24/2015</b>							
<b>2470 NATIONAL ASSOC OF TOWN WATCH</b>							
NN01520	1	CRIME DAY PICNIC SUPPLIES	06/12/2015	378.00	06/15	100-5210-345	0
Total NATIONAL ASSOC OF TOWN WATCH:				378.00			
<b>06/24/2015</b>							
<b>4148 NOSTRA TERRA LANDSCAPING</b>							
1014	1	MEDIAN MAINTENANCE	06/01/2015	6,730.00	06/15	100-5520-290	0
Total NOSTRA TERRA LANDSCAPING:				6,730.00			
<b>06/24/2015</b>							
<b>4620 NUTRI-SYSTEM CORP</b>							
45213	1	HOME DELIVERED MEAL TRAYS	05/15/2015	518.38	06/15	400-5700-303	0
Total NUTRI-SYSTEM CORP:				518.38			
<b>06/24/2015</b>							
<b>3931 OCCUPATIONAL HEALTH CENTERS OF ILLINOIS</b>							
102382010	1	PRE-EMPLOYMENT DRUG SCREEN - BECKER,	06/03/2015	55.00	06/15	100-5141-250	0
Total OCCUPATIONAL HEALTH CENTERS OF ILLINOIS:				55.00			
<b>06/24/2015</b>							
<b>386 OREGON FARM CENTER INC</b>							
87216	1	CORNERSTONE ROUND UP	06/17/2015	117.20	06/15	100-5520-340	0
88825	1	CORN/GLUTEN/SPRAYER	06/11/2015	72.55	06/15	100-5520-340	0

Invoice	Seq	Description	Invoice Date	Total Cost	Period	GL Account	Act#
Total OREGON FARM CENTER INC:				189.75			
<b>06/24/2015</b>							
<b>6366 PDQ FOOD STORES</b>							
NP44599959	1	CAR WASHES ACCT#BG2291715	06/15/2015	42.00	06/15	100-5210-335	0
Total PDQ FOOD STORES:				42.00			
<b>06/24/2015</b>							
<b>96 PETTY CASH</b>							
390	1	CARDS	03/30/2015	7.95	06/15	100-5190-380	0
391	1	SODA FOR INTERVIEW PANEL	05/06/2015	1.90	06/15	100-5141-251	0
393	1	CARDS	05/07/2015	7.88	06/15	100-5190-380	0
394	1	CARDS	06/10/2015	4.21	06/15	100-5190-380	0
395	1	POSTAGE DUE	06/15/2015	6.34	06/15	100-5460-345	0
396	1	PARKING - PW	06/15/2015	35.60	06/15	100-5300-330	0
397	1	PAPER PLATES	06/16/2015	5.04	06/15	100-5190-380	0
Total PETTY CASH:				68.92			
<b>06/24/2015</b>							
<b>1560 PITNEY BOWES GLOBAL FINANCIAL SER</b>							
7252984-JN15	1	LEASING CHARGES FOR PITNEY BOWES POST	06/13/2015	412.71	06/15	100-5142-355	0
Total PITNEY BOWES GLOBAL FINANCIAL SER:				412.71			
<b>06/24/2015</b>							
<b>3768 PREMIUM WATERS</b>							
381045410	1	DRINKING WATER (STREETS)	06/12/2015	88.33	06/15	100-5164-365	0
381045410	2	DRINKING WATER (PARKS)	06/12/2015	44.13	06/15	100-5520-360	0
Total PREMIUM WATERS:				132.46			
<b>06/24/2015</b>							
<b>1618 PVP COMMUNICATIONS</b>							
20824	1	MOTORCYCLE HELMET RADIO KIT - BOMKAMP	02/09/2015	813.15	06/15	100-5210-363	0
Total PVP COMMUNICATIONS:				813.15			
<b>06/24/2015</b>							
<b>2242 QUICKFUEL</b>							
924887	1	925.9 GAL DIESEL @2.54 AVG	06/18/2015	2,356.30	06/15	100-5300-335	0
924887	2	1872.7 GAL GASOLINE @ 2.77 AVG	06/18/2015	5,203.39	06/15	100-5300-335	0
Total QUICKFUEL:				7,559.69			
<b>06/24/2015</b>							
<b>6880 RED THE UNIFORM TAILOR</b>							
00W59953	1	HARTWICK - UNIFORM	05/27/2015	88.27	06/15	100-5210-323	0
00W59981	1	MCCARTHY - UNIFORM	05/27/2015	84.27	06/15	100-5210-323	0
00W60087	1	BRECKLIN - UNIFORM	05/27/2015	164.22	06/15	100-5210-323	0
00W60088	1	BRECKLIN - UNIFORM	06/05/2015	12.95	06/15	100-5210-323	0
Total RED THE UNIFORM TAILOR:				349.71			

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Invoice	Seq	Description	Invoice Date	Total Cost	Period	GL Account	Act#
<b>06/24/2015</b>							
<b>76 REINDERS INC</b>							
1588702-00	1	16' MOWER PARTS	06/12/2015	171.09	06/15	100-5520-350	0
1588702-01	1	16' MOWER PARTS	06/15/2015	127.45	06/15	100-5520-350	0
Total REINDERS INC:				298.54			
<b>06/24/2015</b>							
<b>4719 ROACH, ANTHONY</b>							
MILEGE 6/15	1	MILEAGE/PARKING APRIL - JUNE	06/19/2015	65.55	06/15	100-5141-330	0
Total ROACH, ANTHONY:				65.55			
<b>06/24/2015</b>							
<b>206 SAFETY-KLEEN SYSTEMS INC</b>							
66977192	1	USED OIL FILTER	06/10/2015	80.00	06/15	213-5362-290	0
Total SAFETY-KLEEN SYSTEMS INC:				80.00			
<b>06/24/2015</b>							
<b>3297 SCS ENGINEERS</b>							
0256492	1	ENVIROMENTAL ASSISTANCE WITH HAMMERS	05/31/2015	1,084.33	06/15	100-5139-290	0
Total SCS ENGINEERS:				1,084.33			
<b>06/24/2015</b>							
<b>1696 SEW PERFECT</b>							
917776	1	HALE - UNIFORM	05/29/2015	24.00	06/15	100-5210-323	0
917779	1	PARKER - UNIFORM	06/02/2015	32.00	06/15	100-5210-323	0
Total SEW PERFECT:				56.00			
<b>06/24/2015</b>							
<b>247 SHOE BOX, THE</b>							
60526	1	SAFETY BOOTS FOR MARK HODEL	05/24/2015	216.00	06/15	100-5300-323	0
60537	1	BOOTS FOR MIKE MAHAL	05/25/2015	133.20	06/15	100-5520-323	0
Total SHOE BOX, THE:				349.20			
<b>06/24/2015</b>							
<b>15122 SHORT-ELLIOTT-HENDRICKSON INCORPORATED</b>							
298501	1	WET FIRE STATION DESIGN & CONSTRUCTION	06/15/2015	6,231.28	06/15	400-5722-249	0
Total SHORT-ELLIOTT-HENDRICKSON INCORPORATED:				6,231.28			
<b>06/24/2015</b>							
<b>4149 SLOAN, MALINDA CHARLENE</b>							
FLEA JUNE 7 & 14	1	FLEA MARKET JUNE 7 7 14	06/14/2015	264.00	06/15	100-5530-290	0
Total SLOAN, MALINDA CHARLENE:				264.00			
<b>06/24/2015</b>							
<b>52 SPRINT PRINT</b>							
41665	1	JUNE 2015 (NO MORE INSERT)	05/21/2015	149.46	06/15	100-5460-345	0
41822	1	BUSINESS CARDS	06/08/2015	50.00	06/15	100-5145-310	0
41822	2	BUSINESS CARDS	06/08/2015	75.00	06/15	100-5152-340	0
41822	3	BUSINESS CARDS	06/08/2015	25.00	06/15	100-5141-340	0

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Invoice	Seq	Description	Invoice Date	Total Cost	Period	GL Account	Act#
41822	4	BUSINESS CARDS	06/08/2015	125.00	06/15	100-5110-340	0
41822	5	BUSINESS CARDS	06/08/2015	25.00	06/15	100-5460-340	0
41822	6	BUSINESS CARDS	06/08/2015	75.00	06/15	100-5210-340	0
41822	7	BUSINESS CARDS	06/08/2015	25.00	06/15	100-5300-340	0
Total SPRINT PRINT:				549.46			
<b>06/24/2015</b>							
<b>1826 STAPLES ADVANTAGE</b>							
3265931767	1	NAME BADGE & LAYMARD - EDC	05/13/2015	13.99	06/15	100-5670-310	0
3265931767	2	DIVIDERS - FINANCE	05/13/2015	5.16	06/15	100-5152-340	0
3265931767	3	GENERAL SUPPLIES	05/13/2015	8.90	06/15	100-5190-310	0
3266101189	1	COVER STOCK - SR CTR	05/15/2015	38.62	06/15	100-5460-310	0
3266101190	1	STAPLE REMOVERS	05/15/2015	2.75	06/15	100-5190-310	0
3266255133	1	Q6470A TONER - SR CTR	05/16/2015	97.06	06/15	100-5460-310	0
3267110281	1	ENTERED IN COMPUTER STAMP	05/28/2015	10.46	06/15	100-5460-310	0
3268200373	1	ASSORTED OFFICE SUPPLIES	06/05/2015	77.10	06/15	100-5220-310	0
3268881251	1	DAILY CALENDAR REFILL	06/13/2015	1.58	06/15	100-5190-310	0
3268881252	1	CALENDAR HOLDER - YESENIA	06/13/2015	3.65	06/15	100-5190-310	0
3268881252	2	EXPANDABLE FILE- FINANCE	06/13/2015	9.63	06/15	100-5152-340	0
3268881252	3	TONER CC364A - 3RD FL	06/13/2015	113.58	06/15	100-5190-310	0
Total STAPLES ADVANTAGE:				382.48			
<b>06/24/2015</b>							
<b>32 STRAND ASSOCIATES</b>							
0112716	1	MCKEE ROAD CORRIDOR STUDY - PHASE 2	06/11/2015	5,525.69	06/15	406-5730-012	0
Total STRAND ASSOCIATES:				5,525.69			
<b>06/24/2015</b>							
<b>362 TAPCO INC</b>							
1489772	1	SIGN BRACKETS FOR STOCK, V-LOCKS, STREE	05/20/2015	487.09	06/15	100-5300-370	0
1490521	1	BLINKER SIGN BATTERY REPLACEMENT(SEMIN	05/28/2015	248.70	06/15	100-5300-370	0
1492408	1	BRACKET WING, STOP IN MEDIAN FOR BST @	06/16/2015	393.55	06/15	100-5300-370	0
Total TAPCO INC:				1,129.34			
<b>06/24/2015</b>							
<b>15134 TOWN &amp; COUNTRY ENGINEERING INC</b>							
15536	1	WELL 10 MICROBE INVESTIGATION	04/29/2015	2,951.25	06/15	600-5923-100	0
15649	1	WELL 10 MICROBE INVESTIGATION	05/28/2015	290.00	06/15	600-5923-100	0
Total TOWN & COUNTRY ENGINEERING INC:				3,241.25			
<b>06/24/2015</b>							
<b>3283 TRITECH SOFTWARE SYSTEMS</b>							
19003	1	ANNUAL RENEWAL OF SUPPORT AGREEMENT	06/09/2015	1,760.00	06/15	100-5220-245	0
Total TRITECH SOFTWARE SYSTEMS:				1,760.00			
<b>06/24/2015</b>							
<b>84 U S POSTAL SERVICE</b>							
48093173-6/15	1	US POSTAL SERVICE - POSTAGE BY PHONE	06/19/2015	6,000.00	06/15	100-5142-310	0
Total U S POSTAL SERVICE:				6,000.00			

All

Invoice	Seq	Description	Invoice Date	Total Cost	Period	GL Account	Act#
06/24/2015							
<b>1756 UNDERWRITERS LAB</b>							
72020076313	1	RE-INSPECTION OF AERIAL & GROUND LADDE	03/31/2015	585.00	06/15	100-5220-240	0
72020083429	1	RE-INSPECTION OF AERIAL FOLLOWING REPAI	05/13/2015	585.00	06/15	100-5220-240	0
Total UNDERWRITERS LAB:				1,170.00			
06/24/2015							
<b>1343 UW HOSPITAL &amp; CLINIC</b>							
6848	1	ONE CPR RECERTIFICATION CARD FOR FF/INT	06/05/2015	4.00	06/15	100-5220-325	0
Total UW HOSPITAL & CLINIC:				4.00			
06/24/2015							
<b>15156 VISA - 7422</b>							
060115 ANDERSON	1	CLERKS INSTITUTE - CONFERENCE	06/01/2015	459.00	06/15	100-5142-325	0
060215 ARCE	1	CLERK'S INSTITUTE - CONFERENCE	06/02/2015	477.00	06/15	100-5142-325	0
060215 OLDENBURG	1	MASTER ACADEMY - RADDISON HOTEL - GREE	06/02/2015	289.00	06/15	100-5142-325	0
Total VISA - 7422:				1,225.00			
06/24/2015							
<b>339 WALMART COMMUNITY</b>							
52915	1	FOOD FOR GOLF OUTING	05/29/2015	75.28	06/15	100-5530-387	0
8952	1	POPCORN SUPPLIES	06/15/2015	62.10	06/15	400-5700-303	0
Total WALMART COMMUNITY:				137.38			
06/24/2015							
<b>8540 WERNER ELECTRIC SUPPLY</b>							
S4510518.001	1	NAME PLATES: RUTH BECKER & TRACY OLDEN	06/10/2015	23.99	06/15	100-5142-310	0
S4510518.001	2	NAME PLATE : ADA DEER	06/10/2015	12.79	06/15	100-5460-310	0
S4510910.001	1	NAME PLATE:RON JOHNSON, BILL TISHLER	06/10/2015	25.58	06/15	100-5630-310	0
Total WERNER ELECTRIC SUPPLY:				62.36			
06/24/2015							
<b>15150 WI STATE LABORATORY OF HYGIENE</b>							
418427	1	WATER TESTING	06/10/2015	40.00	06/15	600-5642-100	0
Total WI STATE LABORATORY OF HYGIENE:				40.00			
Grand Totals:				112,862.94			

Report GL Period Summary

Vendor number hash: 516886  
Vendor number hash - split: 582643  
Total number of invoices: 153  
Total number of transactions: 181

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CITY OF FITCHBURG

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Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	112,862.94	112,862.94
Grand Totals:	<u>112,862.94</u>	<u>112,862.94</u>

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Report Criteria:

Invoice Detail.Input Date = 06/24/2015

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CITY OF FITCHBURG  
 5520 Lacy Road  
 Fitchburg, WI 53711  
 608-270-4200  
 Fax: 608-270-4212

# Purchase Order

Department: Interdepartmental Prepared by: Lisa Sigurslid

P.O. Number	P.O. Date	Department Rec'd Date	Date submitted for approval
	06/16/15		

Vendor # <u>6105</u> <u>Delta Dental of Wisconsin</u> <u>PO Box 518</u> <u>Wisconsin Rapids, WI 54495</u>	<b>SUBMITTED FOR APPROVAL</b>
	ADMINISTRATOR Under \$2,500 <input type="checkbox"/>
	MAYOR \$2,500 < \$25,000 <input checked="" type="checkbox"/>
	FINANCE COMMITTEE Over \$25,000 <input type="checkbox"/>

Invoice Number	Invoice Date	Description	Fund	Dept	Acct	Job	Amount
807484	6/16/2015	Dental Ins Prem	100	21	740		\$13,140.01
810760	6/16/2015	Vision Ins Prem	100	21	780		\$781.50
		add: Brueggemann					
		del:					
		change:					
		Vision:					

<input type="checkbox"/> Above items are within budget	<b>TOTAL</b>	\$13,921.51
	Finance Initial	<i>MPD</i>

**Signatures Required:**

Department Head *APR* Date Approved 06/16/15

Comptroller/Administrator *JLW* Date Approved \_\_\_\_\_

Over \$2,500:  
 Mayor *Stephen Culic* Date Approved 6/22/2015

Comments or special arrangements (if required) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

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Report Criteria:  
Invoice Detail.Input Date = 07/01/2015

Invoice	Seq	Description	Invoice Date	Total Cost	Period	GL Account	Act#
<b>07/01/2015</b>							
<b>1735 A T &amp; T</b>							
4866787208	1	MONTHLY CHARGE FOR IP VIDEO CIRCUIT IN P	06/11/2015	532.00	07/15	100-5220-365	0
Total A T & T:				<u>532.00</u>			
<b>07/01/2015</b>							
<b>286 ALLIANCE FOR COM MEDIA</b>							
17194	1	2015 AMC CONFERENCE	06/23/2015	350.00	07/15	207-5570-325	0
Total ALLIANCE FOR COM MEDIA:				<u>350.00</u>			
<b>07/01/2015</b>							
<b>50 ALLIANT ENERGY/WPL</b>							
530845U06152015	1	FS#2-MO ELECTRIC SERVICE 5/15-6/14	06/14/2015	1,371.88	07/15	100-5163-365	0
715006U06152015	1	CTH MM TOWER - MO ELECTRIC 5/15-6/15	06/15/2015	420.58	07/15	100-5290-269	0
Total ALLIANT ENERGY/WPL:				<u>1,792.46</u>			
<b>07/01/2015</b>							
<b>1982 AMAZON</b>							
145782115883	1	VIDEO GAMES	05/27/2015	493.40	07/15	250-5511-387	0
220605281554	1	YOUTH PROGRAM SUPPLIES	06/05/2015	66.75	07/15	250-5511-340	0
Total AMAZON:				<u>560.15</u>			
<b>07/01/2015</b>							
<b>3404 BADGERLAND EXCAVATING CORP</b>							
	4	1 PAY RQST 4 HARLAN HILLS DREDGING	06/10/2015	2,000.00	07/15	601-10724	0
	4	2 RETAINAGE FOR HARLAN HILLS EAST POND	06/10/2015	3,167.90	07/15	601-10724	0
	4	3 RETAINAGE FOR ASHBOURNE POND	06/10/2015	1,176.00	07/15	601-10725	0
Total BADGERLAND EXCAVATING CORP:				<u>6,343.90</u> ✓			
<b>07/01/2015</b>							
<b>3290 BAKER AND TAYLOR</b>							
2030684466	1	AUDIOBOOKS	06/01/2015	21.50	07/15	250-5511-387	0
2030695493	1	AUDIOBOOKS	06/03/2015	128.41	07/15	250-5511-387	0
2030695494	1	AUDIOBOOKS	06/03/2015	81.59	07/15	250-5511-387	0
2030695869	1	ADULT PRINT	06/01/2015	10.42	07/15	250-5511-387	0
2030695870	1	ADULT PRINT	06/01/2015	32.22	07/15	250-5511-387	0
2030695871	1	ADULT PRINT	06/01/2015	16.11	07/15	250-5511-387	0
2030695872	1	ADULT PRINT	06/01/2015	102.72	07/15	250-5511-387	0
2030695873	1	ADULT PRINT	06/01/2015	36.44	07/15	250-5511-387	0
2030700160	1	ADULT PRINT	06/02/2015	16.68	07/15	250-5511-387	0
2030700161	1	ADULT PRINT	06/02/2015	16.09	07/15	250-5511-387	0
2030700162	1	ADULT PRINT	06/02/2015	6.03	07/15	250-5511-387	0
2030700163	1	ADULT PRINT	06/02/2015	64.98	07/15	250-5511-387	0
2030700164	1	ADULT PRINT	06/02/2015	31.68	07/15	250-5511-387	0
2030700165	1	ADULT PRINT	06/02/2015	16.09	07/15	250-5511-387	0
2030700166	1	ADULT PRINT	06/02/2015	350.62	07/15	250-5511-387	0
2030703708	1	ADULT PRINT	06/03/2015	26.04	07/15	250-5511-387	0
2030703709	1	ADULT PRINT	06/03/2015	40.90	07/15	250-5511-387	0
2030703710	1	ADULT PRINT	06/03/2015	6.03	07/15	250-5511-387	0

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CITY OF FITCHBURG

Invoice Register - Kim's Proof  
Input Dates: 6/30/2015 - 7/1/2015Page: 2  
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Invoice	Seq	Description	Invoice Date	Total Cost	Period	GL Account	Act#
2030703711	1	ADULT PRINT	06/03/2015	11.68	07/15	250-5511-387	0
2030703712	1	ADULT PRINT	06/03/2015	10.44	07/15	250-5511-387	0
2030703713	1	ADULT PRINT	06/03/2015	16.68	07/15	250-5511-387	0
2030703714	1	ADULT PRINT	06/03/2015	27.22	07/15	250-5511-387	0
2030703715	1	ADULT PRINT	06/03/2015	237.77	07/15	250-5511-387	0
2030703716	1	ADULT PRINT	06/03/2015	35.19	07/15	250-5511-387	0
2030703717	1	ADULT PRINT - NAH	06/03/2015	50.58	07/15	250-5511-387	0
2030703718	1	ADULT PRINT - NAH	06/03/2015	78.87	07/15	250-5511-387	0
2030725980	1	ADULT PRINT	06/09/2015	15.56	07/15	250-5511-387	0
2030725981	1	ADULT PRINT	06/09/2015	40.38	07/15	250-5511-387	0
2030725982	1	ADULT PRINT	06/09/2015	26.01	07/15	250-5511-387	0
2030725983	1	ADULT PRINT	06/09/2015	127.70	07/15	250-5511-387	0
2030725984	1	ADULT PRINT	06/09/2015	105.48	07/15	250-5511-387	0
2030725985	1	ADULT PRINT	06/09/2015	33.36	07/15	250-5511-387	0
2030725986	1	ADULT PRINT	06/09/2015	16.74	07/15	250-5511-387	0
2030725987	1	ADULT PRINT	06/09/2015	19.89	07/15	250-5511-387	0
2030725988	1	ADULT PRINT	06/09/2015	16.40	07/15	250-5511-387	0
2030725989	1	ADULT PRINT	06/09/2015	11.08	07/15	250-5511-387	0
2030725990	1	ADULT PRINT	06/09/2015	16.72	07/15	250-5511-387	0
2030725991	1	ADULT PRINT	06/09/2015	76.02	07/15	250-5511-387	0
2030725992	1	ADULT PRINT	06/09/2015	93.66	07/15	250-5511-387	0
2030725993	1	ADULT PRINT	06/09/2015	65.18	07/15	250-5511-387	0
2030725994	1	ADULT PRINT	06/09/2015	35.19	07/15	250-5511-387	0
2030725995	1	ADULT PRINT	06/09/2015	36.44	07/15	250-5511-387	0
2030725996	1	ADULT PRINT	06/09/2015	18.64	07/15	250-5511-387	0
2030725997	1	ADULT PRINT	06/09/2015	32.34	07/15	250-5511-387	0
2030725998	1	ADULT PRINT - NAH	06/09/2015	20.60	07/15	250-5511-387	0
2030732013	1	AUDIOBOOKS	06/12/2015	153.74	07/15	250-5511-387	0
2030732014	1	AUDIOBOOKS	06/12/2015	24.25	07/15	250-5511-387	0
2030732015	1	AUDIOBOOKS	06/12/2015	78.73	07/15	250-5511-387	0
2030732016	1	AUDIOBOOKS	06/12/2015	23.52	07/15	250-5511-387	0
2030747160	1	ADULT PRINT	06/15/2015	10.45	07/15	250-5511-387	0
2030747161	1	ADULT PRINT	06/15/2015	49.44	07/15	250-5511-387	0
2030747162	1	ADULT PRINT	06/15/2015	26.56	07/15	250-5511-387	0
2030747163	1	ADULT PRINT	06/15/2015	16.11	07/15	250-5511-387	0
2030747164	1	ADULT PRINT	06/15/2015	16.11	07/15	250-5511-387	0
2030747165	1	ADULT PRINT	06/15/2015	30.55	07/15	250-5511-387	0
2030747166	1	ADULT PRINT	06/15/2015	43.87	07/15	250-5511-387	0
2030747167	1	ADULT PRINT	06/15/2015	16.11	07/15	250-5511-387	0
2030747168	1	ADULT PRINT	06/15/2015	65.59	07/15	250-5511-387	0
2030747169	1	ADULT PRINT	06/15/2015	29.45	07/15	250-5511-387	0
2030747170	1	ADULT PRINT	06/15/2015	19.89	07/15	250-5511-387	0
2030747171	1	ADULT PRINT	06/15/2015	17.80	07/15	250-5511-387	0
2030747172	1	ADULT PRINT	06/15/2015	24.70	07/15	250-5511-387	0
2030747173	1	ADULT PRINT	06/15/2015	28.45	07/15	250-5511-387	0
2030747174	1	ADULT PRINT	06/15/2015	68.78	07/15	250-5511-387	0
2030747175	1	ADULT PRINT	06/15/2015	313.00	07/15	250-5511-387	0
2030747176	1	ADULT PRINT - NAH	06/15/2015	29.01	07/15	250-5511-387	0
2030755639	1	ADULT PRINT	06/17/2015	14.97	07/15	250-5511-387	0
2030755640	1	ADULT PRINT	06/17/2015	31.06	07/15	250-5511-387	0
2030755641	1	ADULT PRINT	06/17/2015	29.94	07/15	250-5511-387	0
2030755642	1	ADULT PRINT	06/17/2015	14.97	07/15	250-5511-387	0
2030755643	1	ADULT PRINT	06/17/2015	57.99	07/15	250-5511-387	0
2030755644	1	ADULT PRINT	06/17/2015	16.74	07/15	250-5511-387	0
2030755645	1	ADULT PRINT	06/17/2015	74.20	07/15	250-5511-387	0
2030755646	1	ADULT PRINT	06/17/2015	389.59	07/15	250-5511-387	0
2030755647	1	ADULT PRINT	06/17/2015	21.16	07/15	250-5511-387	0

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Invoice	Seq	Description	Invoice Date	Total Cost	Period	GL Account	Act#
2030755648	1	ADULT PRINT	06/17/2015	31.08	07/15	250-5511-387	0
2030755649	1	ADULT PRINT	06/17/2015	104.62	07/15	250-5511-387	0
2030755650	1	ADULT PRINT - NAH	06/17/2015	338.00	07/15	250-5511-387	0
2030755651	1	ADULT PRINT - NAH	06/17/2015	176.00	07/15	250-5511-387	0
M73191640	1	CD-DVD	06/02/2015	255.04	07/15	250-5511-387	0
M73290980	1	CD-DVD	06/03/2015	147.12	07/15	250-5511-387	0
M73405050	1	CD-DVD	06/04/2015	18.80	07/15	250-5511-387	0
M73655410	1	CD-DVD	06/08/2015	236.34	07/15	250-5511-387	0
M73739900	1	CD-DVD	06/09/2015	37.58	07/15	250-5511-387	0
M73817480	1	CD-DVD	06/10/2015	23.81	07/15	250-5511-387	0
M73895170	1	CD-DVD	06/12/2015	37.58	07/15	250-5511-387	0
M73926640	1	CD-DVD	06/12/2015	258.60	07/15	250-5511-387	0
M74166610	1	CD-DVD	06/15/2015	259.63	07/15	250-5511-387	0
M74250080	1	CD-DVD	06/16/2015	39.83	07/15	250-5511-387	0
Total BAKER AND TAYLOR:				5,981.13			
<b>07/01/2015</b>							
<b>1017 BATTERIES PLUS LLC</b>							
571-416170	1	BATTERIES FOR FLOOR SCRUBBER	06/08/2015	139.90	07/15	250-5511-350	0
Total BATTERIES PLUS LLC:				139.90			
<b>07/01/2015</b>							
<b>4187 BENNETT, KATRINA</b>							
MCKEE KEY DEPOSIT	1	MCKEE KEY DEPOSIT	06/26/2015	40.00	07/15	100-4672-200	0
Total BENNETT, KATRINA:				40.00			
<b>07/01/2015</b>							
<b>3292 BRODART</b>							
B3913036	1	YOUTH PRINT	05/28/2015	238.96	07/15	250-5511-387	0
B3915885	1	YOUTH PRINT	06/01/2015	49.47	07/15	250-5511-387	0
B3915886	1	YOUTH PRINT	06/01/2015	13.74	07/15	250-5511-387	0
B3915887	1	YOUTH PRINT - NAH	06/01/2015	23.90	07/15	250-5511-387	0
B3918468	1	YOUTH PRINT	06/03/2015	14.56	07/15	250-5511-387	0
B3918469	1	YOUTH PRINT	06/03/2015	29.52	07/15	250-5511-387	0
B3920756	1	YOUTH PRINT	06/04/2015	69.56	07/15	250-5511-387	0
B3922506	1	YOUTH PRINT	06/04/2015	10.89	07/15	250-5511-387	0
B3922507	1	YOUTH PRINT	06/04/2015	17.96	07/15	250-5511-387	0
B3922508	1	YOUTH PRINT	06/04/2015	13.10	07/15	250-5511-387	0
B3930679	1	YOUTH PRINT	06/10/2015	25.23	07/15	250-5511-387	0
B3930680	1	YOUTH PRINT	06/10/2015	7.76	07/15	250-5511-387	0
B3930681	1	YOUTH PRINT	06/10/2015	179.83	07/15	250-5511-387	0
B3930682	1	YOUTH PRINT	06/10/2015	129.71	07/15	250-5511-387	0
B3930683	1	YOUTH PRINT	06/10/2015	63.49	07/15	250-5511-387	0
B3930684	1	YOUTH PRINT	06/10/2015	48.97	07/15	250-5511-387	0
B3930685	1	YOUTH PRINT	06/10/2015	20.19	07/15	250-5511-387	0
B3930686	1	YOUTH PRINT	06/10/2015	45.37	07/15	250-5511-387	0
B3930838	1	YOUTH PRINT	06/10/2015	53.81	07/15	250-5511-387	0
B3930839	1	YOUTH PRINT	06/10/2015	78.01	07/15	250-5511-387	0
B3930840	1	YOUTH PRINT	06/10/2015	41.78	07/15	250-5511-387	0
B3930841	1	YOUTH PRINT	06/10/2015	66.99	07/15	250-5511-387	0
B3930842	1	YOUTH PRINT	06/10/2015	46.76	07/15	250-5511-387	0
B3930843	1	YOUTH PRINT	06/10/2015	54.00	07/15	250-5511-387	0
B3930844	1	YOUTH PRINT	06/10/2015	81.88	07/15	250-5511-387	0
B3930845	1	YOUTH PRINT	06/10/2015	103.96	07/15	250-5511-387	0

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Invoice	Seq	Description	Invoice Date	Total Cost	Period	GL Account	Act#
B3930846	1	YOUTH PRINT	06/10/2015	80.80	07/15	250-5511-387	0
B3930847	1	YOUTH PRINT	06/10/2015	14.56	07/15	250-5511-387	0
B3930848	1	YOUTH PRINT	06/10/2015	62.84	07/15	250-5511-387	0
B3930849	1	YOUTH PRINT	06/10/2015	55.89	07/15	250-5511-387	0
B3930850	1	YOUTH PRINT	06/10/2015	132.14	07/15	250-5511-387	0
B3933190	1	YOUTH PRINT	06/11/2015	20.69	07/15	250-5511-387	0
B3933191	1	YOUTH PRINT	06/11/2015	60.95	07/15	250-5511-387	0
B3933192	1	YOUTH PRINT	06/11/2015	10.34	07/15	250-5511-387	0
B3933193	1	YOUTH PRINT	06/11/2015	18.48	07/15	250-5511-387	0
B3933194	1	YOUTH PRINT	06/11/2015	116.71	07/15	250-5511-387	0
B3933736	1	YOUTH PRINT	06/11/2015	11.20	07/15	250-5511-387	0
B3933737	1	YOUTH PRINT	06/11/2015	45.87	07/15	250-5511-387	0
B3933738	1	YOUTH PRINT	06/11/2015	140.63	07/15	250-5511-387	0
B3933739	1	YOUTH PRINT	06/11/2015	3.99	07/15	250-5511-387	0
B3933740	1	YOUTH PRINT	06/11/2015	89.16	07/15	250-5511-387	0
B3933741	1	YOUTH PRINT	06/11/2015	25.48	07/15	250-5511-387	0
B3935910	1	YOUTH PRINT	06/11/2015	8.19	07/15	250-5511-387	0
B3935911	1	YOUTH PRINT	06/11/2015	15.99	07/15	250-5511-387	0
Total BRODART:				2,443.31			
<b>07/01/2015</b>							
<b>4188 BROWN, DAVID</b>							
MCKEE KEY DEPOSIT	1	MCKEE KEY DEPOSIT	06/26/2015	40.00	07/15	100-4672-200	0
Total BROWN, DAVID:				40.00			
<b>07/01/2015</b>							
<b>6391 CAPITAL NEWSPAPERS</b>							
1271794	1	COMMON COUNCIL MIN 5/26/15	06/19/2015	565.75	07/15	100-5142-250	0
1272224	1	LIQUOR LICENSE 6/15-6/17/15	06/19/2015	191.00	07/15	100-5142-250	0
1272651	1	OPEN BOOK BOR NOTICE 6/18	06/19/2015	125.20	07/15	100-5142-250	0
Total CAPITAL NEWSPAPERS:				881.95			
<b>07/01/2015</b>							
<b>7572 CARQUEST AUTO PARTS</b>							
2239-497303	1	BATTERY AND TERMINALS FOR SHOP SWEEPE	06/25/2015	97.95	07/15	100-5300-350	0
2239-497484	1	CABLE FOR SWEEPER VIBRATOR	06/26/2015	119.00	07/15	601-13400	0
Total CARQUEST AUTO PARTS:				216.95			
<b>07/01/2015</b>							
<b>2319 CHARTER COMMUNICATIONS</b>							
FIRE1_0087299-715	1	CABLE SERVICE FOR FS1 ACCT#8245-11-765-00	06/18/2015	94.05	07/15	100-5220-365	0
FIRE2_0072028-715	1	CABLE SERVICES FOR FS2 ACCT#8245-11-765-	06/17/2015	87.74	07/15	100-5220-365	0
Total CHARTER COMMUNICATIONS:				181.79			
<b>07/01/2015</b>							
<b>572 CULVER'S TODD DRIVE MADISON</b>							
129	1	MEMORIAL DAY LUNCH	05/01/2015	600.00	07/15	225-5610-392	0
Total CULVER'S TODD DRIVE MADISON:				600.00			
<b>07/01/2015</b>							

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Invoice	Seq	Description	Invoice Date	Total Cost	Period	GL Account	Act#
<b>1424 DANE COUNTY LIBRARY SERVICE</b>							
2015-1526 FCH	1	FCH PAYMENT FOR RESIDENTS USE OF OTHE	05/26/2015	485,183.00	07/15	250-5511-391	0
2015-1526 FCH	2	FCH PAYMENT FOR CENTRAL SERVICES	05/26/2015	39,459.00	07/15	250-5511-391	0
2015-1526 FCH	3	DANE CO PAYMENT FOR MUNICIPAL USERS OF	05/26/2015	377,294.00-	07/15	250-4374-102	0
2015-1526 FCH	4	DANE CO PAYMENT FOR TOWNSHIP USERS OF	05/26/2015	106,277.00-	07/15	250-4374-101	0
Total DANE COUNTY LIBRARY SERVICE:				<u>41,071.00</u>			
<b>07/01/2015</b>							
<b>4189 DASGUPTA, VIJOYA</b>							
CC DEPOSIT	1	CC DEPOSIT	06/26/2015	385.00	07/15	100-4820-200	0
Total DASGUPTA, VIJOYA:				<u>385.00</u>			
<b>07/01/2015</b>							
<b>5020 DELGADO, VICTOR</b>							
573503	1	INTERPRET FOR COURT	06/18/2015	60.00	07/15	100-5120-290	0
573507	1	INTERPRET FOR COURT	06/25/2015	30.00	07/15	100-5120-290	0
Total DELGADO, VICTOR:				<u>90.00</u>			
<b>07/01/2015</b>							
<b>2504 DEMCO</b>							
5622588	1	BOOK PROCESSING SUPPLIES	06/15/2015	132.30	07/15	250-5511-340	0
Total DEMCO:				<u>132.30</u>			
<b>07/01/2015</b>							
<b>4102 DEVEREAUX, FRANK</b>							
6/23-6/25/15	1	VB CAMP AC 2000.289	06/25/2015	208.00	07/15	100-5530-290	0
6/23-6/25/15	2	VB CAMP AC 2000.290	06/25/2015	480.00	07/15	100-5530-290	0
6/23-6/25/15	3	VB CAMP AC 2000.291	06/25/2015	200.00	07/15	100-5530-290	0
6/23-6/25/15	4	VB CAMP AC 2000.292	06/25/2015	360.00	07/15	100-5530-290	0
6/23-6/25/15	5	VB CAMP AC 2000.293	06/25/2015	160.00	07/15	100-5530-290	0
Total DEVEREAUX, FRANK:				<u>1,408.00</u>			
<b>07/01/2015</b>							
<b>72 DEWITT ROSS STEVENS</b>							
998101	1	GENERAL MUNICIPAL MATTERS INFORMATION	05/31/2015	356.50	07/15	100-5130-203	0
Total DEWITT ROSS STEVENS:				<u>356.50</u>			
<b>07/01/2015</b>							
<b>15043 DIGGERS HOTLINE INC</b>							
150620201 PP2	1	PRE PAID LOCATES - 2ND	06/09/2015	1,358.40	07/15	600-5923-100	0
150620201 PP2	2	PRE PAID LOCATES - 2ND	06/09/2015	1,358.40	07/15	600-5852-200	0
Total DIGGERS HOTLINE INC:				<u>2,716.80</u> ✓			
<b>07/01/2015</b>							
<b>444 DORN TRUE VALUE</b>							
070574/1	1	GREEN PAINT FOR STORMWATER SIGNS	06/24/2015	42.85	07/15	601-5601-302	0
210340/2	1	HARDWARE	06/23/2015	43.78	07/15	100-5520-350	0
210347/2	1	DRINKING FOUNTAIN SUPPLIES	06/23/2015	69.71	07/15	100-5520-350	0
210389/2	1	HARDWARE	06/25/2015	22.92	07/15	100-5520-350	0

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Invoice	Seq	Description	Invoice Date	Total Cost	Period	GL Account	Act#
Total DORN TRUE VALUE:				179.26			
<b>07/01/2015</b>							
<b>3534 DOUBLE D SERVICES</b>							
62025	1	VIBRATOR FOR NEW SWEEPER	06/25/2015	462.95	07/15	601-13400	0
Total DOUBLE D SERVICES:				462.95			
<b>07/01/2015</b>							
<b>8503 ENGRAVING &amp; TROPHY SPECIALISTS</b>							
42479	1	ENGRAVED ACCOUNTABILITY TAGS FOR NEW	06/12/2015	20.00	07/15	100-5220-340	0
42479	2	SHIPPING	06/12/2015	4.00	07/15	100-5220-310	0
Total ENGRAVING & TROPHY SPECIALISTS:				24.00			
<b>07/01/2015</b>							
<b>5156 FIC SUPPLY CO</b>							
25493	1	REPLACEMENT RUBBER HOSE	05/01/2014	109.86	07/15	100-5162-350	0
25566	1	CR FOR RETURNED RATCHET ASSEMBLY ORIG	05/08/2014	157.14	07/15	100-5162-350	0
25627	1	REPLACEMENT PART OFR HOSE REEL AT FH2	05/19/2014	47.00	07/15	100-5163-350	0
28778	1	2 REPLACEMENT CORD REELS	06/12/2015	299.90	07/15	100-5220-355	0
Total FIC SUPPLY CO:				299.62			
<b>07/01/2015</b>							
<b>2996 FIRST IMPRESSIONS</b>							
061715_2996	1	PRESENTER	06/17/2015	190.00	07/15	100-5460-387	0
Total FIRST IMPRESSIONS:				190.00			
<b>07/01/2015</b>							
<b>5461 FIRST SUPPLY MADISON</b>							
8005577-00	1	LADTECH STORM INLET ADJUSTING RINGS	06/05/2015	720.00	07/15	601-5601-306	0
8005577-00	2	LADTECH MANHOLE ADJUSTING RINGS-STOR	06/05/2015	292.00	07/15	601-5601-306	0
8005577-00	3	LADTECH MANHOLE ADJUSTING RINGS-SANIT	06/05/2015	292.00	07/15	600-5831-200	0
8300307-00	1	LADTECH STORM INLET ADJUSTING RINGS	06/15/2015	120.00	07/15	601-5601-306	0
8467559-00	1	MAINT OF MAINS	06/12/2015	207.05	07/15	600-5673-100	0
Total FIRST SUPPLY MADISON:				1,631.05			
<b>07/01/2015</b>							
<b>26 FITCHBURG UTILITIES</b>							
4475530_062215	1	WATER/SEWER/FIRE - LIBRARY	06/22/2015	688.05	07/15	250-5511-365	0
995-0003_062215	1	STORMWATER BILL	06/01/2015	216.24	07/15	601-5930-300	0
Total FITCHBURG UTILITIES:				904.29			
<b>07/01/2015</b>							
<b>176 FLOYD TOTAL SECURITY</b>							
1073331	1	SOFTWARE SUPPORT SECURITY SYSTEM-CITY	06/01/2015	437.50	07/15	100-5165-360	0
1073331	2	SOFTWARE SUPPORT SECURITY SYSTEM-COM	06/01/2015	437.50	07/15	100-5514-360	0
1073331	3	SOFTWARE SUPPORT SECURITY SYSTEM-FS1	06/01/2015	437.50	07/15	100-5162-240	0
1073331	4	SOFTWARE SUPPORT SECURITY SYSTEM-FS2	06/01/2015	437.50	07/15	100-5163-240	0
1073331	5	SOFTWARE SUPPORT SECURITY SYSTEM-LIBR	06/01/2015	437.50	07/15	250-5511-360	0

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Invoice	Seq	Description	Invoice Date	Total Cost	Period	GL Account	Act#
FLOYD TOTAL SECURITY:				2,187.50			
<b>07/01/2015</b>							
<b>1320 G &amp; K SERVICES</b>							
1019353848	1	UNIFORMS RENTAL - UTILITY	06/25/2015	14.19	07/15	600-5926-100	0
1019353848	2	UNIFORMS RENTAL - UTILITY	06/25/2015	14.20	07/15	600-5854-200	0
1019353848	3	UNIFORMS RENTAL PARKS	06/25/2015	44.89	07/15	100-5520-323	0
1019353848	4	UNIFORMS RENTAL - STREETS	06/25/2015	65.78	07/15	100-5300-323	0
Total G & K SERVICES:				139.06			
<b>07/01/2015</b>							
<b>27 GERBER LEISURE</b>							
26138	1	BYRNE PARK PLAYGROUND RETROFIT	06/24/2015	20,450.00	07/15	400-5766-259	0
Total GERBER LEISURE:				20,450.00			
<b>07/01/2015</b>							
<b>2829 GFC LEASING</b>							
100233472	1	COPIER LEASE PAYMENT (#50/60)	06/20/2015	1,198.00	07/15	250-5511-355	0
Total GFC LEASING:				1,198.00			
<b>07/01/2015</b>							
<b>115 GORDON FLESCH</b>							
IN11193308	1	COPY OVERAGES	06/09/2015	130.26	07/15	250-5511-355	0
IN11203037	1	COPIER LEASE 6/17/15-7/16/15	05/17/2015	53.00	07/15	100-5460-240	0
Total GORDON FLESCH:				183.26			
<b>07/01/2015</b>							
<b>3548 GRABER MANUFACTURING INC</b>							
60726	1	SPLASHPAD SHADE STRUCTURE TABLE	06/12/2015	3,975.00	07/15	400-5766-212	0
Total GRABER MANUFACTURING INC:				3,975.00			
<b>07/01/2015</b>							
<b>15063 HAWKINS INC</b>							
3739677/RI	1	CHEMICALS	06/15/2015	1,551.66	07/15	600-5641-100	0
Total HAWKINS INC:				1,551.66			
<b>07/01/2015</b>							
<b>8735 INVENTORY TRADING COMPANY</b>							
284592	1	EMPLOYEE COST - CLOTHING ITEMS FOR PD	06/16/2015	176.00	07/15	100-5139-290	0
284592	2	GONZALEZ - UNIFORM	06/16/2015	40.00	07/15	100-5210-323	0
284592	3	FRIAS - UNIFORM	06/16/2015	40.00	07/15	100-5210-323	0
284592	4	HILBELINK - UNIFORM	06/16/2015	20.00	07/15	100-5210-323	0
284592	5	AGUIRRE - UNIFORM	06/16/2015	40.00	07/15	100-5210-323	0
Total INVENTORY TRADING COMPANY:				316.00			
<b>07/01/2015</b>							
<b>39 JEFFERSON FIRE &amp; SAFETY</b>							
217059	1	NAME BARS AND SERVING SINCE PINS FOR NE	06/10/2015	139.30	07/15	100-5220-323	0
217059	2	NAME BAR AND SERVING SINCE PIN FOR FF MI	06/10/2015	21.70	07/15	100-5139-290	0

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CITY OF FITCHBURG

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Invoice	Seq	Description	Invoice Date	Total Cost	Period	GL Account	Act#
217059	3	SHIPPING	06/10/2015	7.04	07/15	100-5220-310	0
Total JEFFERSON FIRE & SAFETY:				168.04			
<b>07/01/2015</b>							
<b>1942 JOHN GALLAGHER CO INC</b>							
8021	1	REPAIRS TO BUNKER PANTS FOR FF/I KELM	06/23/2015	25.00	07/15	100-5220-324	0
Total JOHN GALLAGHER CO INC:				25.00			
<b>07/01/2015</b>							
<b>4113 KL ENGINEERING</b>							
20150368	1	N FISH HATCHERY RD-PIKE DR EXT ALIGNMEN	05/20/2015	9,754.00	07/15	400-5733-103	0
Total KL ENGINEERING:				9,754.00 ✓			
<b>07/01/2015</b>							
<b>2755 LAFORCE</b>							
877023RI	1	DOOR HARDWARE	06/08/2015	500.00	07/15	250-5511-350	0
Total LAFORCE:				500.00			
<b>07/01/2015</b>							
<b>4185 LAPINE, MARY A</b>							
6182015_4185	1	LAW ENFORCEMENT BINDERS	06/18/2015	700.00	07/15	100-5210-310	0
Total LAPINE, MARY A:				700.00			
<b>07/01/2015</b>							
<b>2457 LEE RECREATION</b>							
10187-15	1	RUBBER MULCH FOR BYRNE PLAYGROUND	06/16/2015	4,900.00	07/15	400-5766-259	0
Total LEE RECREATION:				4,900.00 ✓			
<b>07/01/2015</b>							
<b>8733 LINE-X OF MADISON INC</b>							
14477	1	INSTALLATION OF BEDLINER COVER & STEPS	06/17/2015	935.00	07/15	400-5722-251	0
Total LINE-X OF MADISON INC:				935.00			
<b>07/01/2015</b>							
<b>15081 L-R METER TESTING &amp; REPAIR INC</b>							
3898	1	CROSS CONN TESTING/BACKFLOW PREVENTO	06/11/2015	217.71	07/15	600-5676-100	0
3898	2	CROSS CONN TESTING/BACKFLOW PREVENTO	06/11/2015	217.70	07/15	600-5834-200	0
Total L-R METER TESTING & REPAIR INC:				435.41			
<b>07/01/2015</b>							
<b>3313 MADISON PUBLIC LIBRARY-MEADOWRIDGE</b>							
LOST ITEM_6/2015	1	PAY FOR ITEM LOST OFF FCH HOLD SHELF	06/24/2015	25.00	07/15	250-5511-390	0
Total MADISON PUBLIC LIBRARY-MEADOWRIDGE:				25.00			
<b>07/01/2015</b>							
<b>15089 MARTELLE WATER TREATMENT INC</b>							
13350	1	CHEMICALS	06/16/2015	2,193.92	07/15	600-5641-100	0

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Invoice	Seq	Description	Invoice Date	Total Cost	Period	GL Account	Act#
Total MARTELLE WATER TREATMENT INC:				2,193.92			
<b>07/01/2015</b>							
<b>320 MCHONE, JILL</b>							
05052015_320	1	GIFTS FOR OLDER AMERICANS MONTH	05/05/2015	9.97	07/15	100-5460-387	0
05072015_320	1	WI AGING ADVOCACY MTG	05/07/2015	6.00	07/15	100-5460-325	0
MILEAGE_062015	1	MILEAGE/ APRIL-JUNE 2015	06/24/2015	56.88	07/15	100-5460-330	0
Total MCHONE, JILL:				72.85			
<b>07/01/2015</b>							
<b>278 METRO TRANSIT SYSTEM</b>							
50900200	1	INVESTMENT PARTNER SHARE-2ND QTR-2015	06/10/2015	109,800.00	07/15	100-5352-200	0
Total METRO TRANSIT SYSTEM:				109,800.00			
<b>07/01/2015</b>							
<b>3494 MIDWEST POOL SUPPLIES</b>							
56970	1	SPLASH PAD CHEMICALS	06/16/2015	114.95	07/15	100-5520-360	0
Total MIDWEST POOL SUPPLIES:				114.95			
<b>07/01/2015</b>							
<b>3526 MIDWEST TAPE</b>							
92916000	1	CD-DVD	06/08/2015	64.48	07/15	250-5511-387	0
92924823	1	CD-DVD	06/11/2015	69.48	07/15	250-5511-387	0
Total MIDWEST TAPE:				133.96			
<b>07/01/2015</b>							
<b>3667 NASSCO INC</b>							
S1921128.001	1	JANITORIAL SUPPLIES	06/19/2015	180.73	07/15	250-5511-360	0
Total NASSCO INC:				180.73			
<b>07/01/2015</b>							
<b>5811 ORIENTAL TRADING CO</b>							
671980196-01	1	TEEN SRP PRIZES	06/03/2015	46.20	07/15	250-5511-340	0
Total ORIENTAL TRADING CO:				46.20			
<b>07/01/2015</b>							
<b>80 PAYNE AND DOLAN INC</b>							
1351933	1	1.47 TON BLACKTOP FOR HARDROCK PATCH	06/18/2015	78.28	07/15	100-5300-375	0
Total PAYNE AND DOLAN INC:				78.28			
<b>07/01/2015</b>							
<b>1162 PLANT DISEASE DIAGNOSTIC</b>							
165	1	HACKBERRY DIAGNOSIS	06/11/2015	20.00	07/15	100-5520-290	0
Total PLANT DISEASE DIAGNOSTIC :				20.00			
<b>07/01/2015</b>							
<b>252 POLK DIESEL &amp; MACHINE</b>							
132695	1	ENGINE 11B - P&L DIAGNOSE REPAIR CODE	06/16/2015	381.74	07/15	100-5220-335	0

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Invoice	Seq	Description	Invoice Date	Total Cost	Period	GL Account	Act#
Total POLK DIESEL & MACHINE:				381.74			
<b>07/01/2015</b>							
<b>3947 PORTAGE COUNTY PUBLIC LIBRARY</b>							
LOST ITEM_061815	1	PAY FOR ITEM LOST OFF FCH HOLD SHELF	06/18/2015	26.00	07/15	250-5511-390	0
Total PORTAGE COUNTY PUBLIC LIBRARY:				26.00			
<b>07/01/2015</b>							
<b>6880 RED THE UNIFORM TAILOR</b>							
W60298	1	WHITE L/S AND S/S CLASS B SHIRTS FOR CAPT	06/08/2015	67.25	07/15	100-5220-323	0
W60299	1	WHITE L/S AND S/S CLASS B SHIRTS FOR CAPT	06/08/2015	67.25	07/15	100-5220-323	0
Total RED THE UNIFORM TAILOR:				134.50			
<b>07/01/2015</b>							
<b>76 REINDERS INC</b>							
2242321-00	1	SEED HYDRO MULTCH FOR PD & STOCK	06/18/2015	395.93	07/15	100-5300-370	0
Total REINDERS INC:				395.93			
<b>07/01/2015</b>							
<b>3021 S &amp; S WORLDWIDE</b>							
8641287	1	SUMMERCAMP SUPPLIES	06/12/2015	222.43	07/15	100-5530-387	0
Total S & S WORLDWIDE:				222.43			
<b>07/01/2015</b>							
<b>4011 SANFORD, LISA</b>							
MILEAGE_61915	1	MILEAGE REIMBURSEMENT 1/20-6/19/15	06/21/2015	59.41	07/15	100-5141-330	0
Total SANFORD, LISA:				59.41			
<b>07/01/2015</b>							
<b>495 SLOAN IMPLEMENT</b>							
382950	1	JOHN DEERE MOWER PARTS	06/19/2015	469.28	07/15	100-5520-350	0
Total SLOAN IMPLEMENT:				469.28			
<b>07/01/2015</b>							
<b>4149 SLOAN, MALINDA CHARLENE</b> <i>#96.00 City Share</i>							
FLEA_JUNE 21	1	FLEA MARKET (JUNE 21)	06/21/2015	384.00	07/15	100-5530-290	0
Total SLOAN, MALINDA CHARLENE:				384.00			
<b>07/01/2015</b>							
<b>2548 SOUTH CENTRAL LIBRARY SYSTEM</b>							
15-0172	1	COMPUTERS	06/01/2015	13,162.80	07/15	250-5920-400	0
Total SOUTH CENTRAL LIBRARY SYSTEM:				13,162.80			
<b>07/01/2015</b>							
<b>52 SPRINT PRINT</b>							
41995	1	CROSS CONNECTION FORMS	06/17/2015	739.55	07/15	600-5678-101	0

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Invoice	Seq	Description	Invoice Date	Total Cost	Period	GL Account	Act#
Total SPRINT PRINT:				739.55			
<b>07/01/2015</b>							
<b>1826 STAPLES ADVANTAGE</b>							
3268705727	1	LIBRARY SUPPLIES	06/12/2015	55.98	07/15	250-5511-340	0
3268724292	1	OFFICE SUPPLIES	06/12/2015	20.35	07/15	600-5921-100	0
3268724292	2	OFFICE SUPPLIES	06/12/2015	20.34	07/15	600-5851-200	0
3268724292	3	OFFICE SUPPLIES	06/12/2015	20.34	07/15	601-5921-300	0
3269101228	1	OFFICE SUPPLIES	06/16/2015	15.79	07/15	600-5921-100	0
3269101228	2	OFFICE SUPPLIES	06/16/2015	15.79	07/15	600-5851-200	0
3269101228	3	OFFICE SUPPLIES	06/16/2015	15.78	07/15	601-5921-300	0
3269150823	1	OFFICE SUPPLIES - CREDIT	06/17/2015	4.97-	07/15	600-5921-100	0
3269150823	2	OFFICE SUPPLIES - CREDIT	06/17/2015	4.97-	07/15	600-5851-200	0
3269150823	3	OFFICE SUPPLIES - CREDIT	06/17/2015	4.97-	07/15	601-5921-300	0
8034753243	1	OFFICE SUPPLIES	06/12/2015	45.18	07/15	250-5511-310	0
Total STAPLES ADVANTAGE:				194.64			
<b>07/01/2015</b>							
<b>4186 STATZ, ERIN</b>							
BOOK REIMBURSE	1	REIMBURSEMENT FOR WORKBOOK REQUIRED	06/18/2015	73.85	07/15	100-5220-325	0
Total STATZ, ERIN:				73.85			
<b>07/01/2015</b>							
<b>6350 SWANK MOTION PICTURES INC</b>							
RG1270610	1	MOVIE FOR PACK N THE PARK	06/18/2015	401.00	07/15	400-5700-341	0
Total SWANK MOTION PICTURES INC:				401.00			
<b>07/01/2015</b>							
<b>6392 UPS STORE, THE</b>							
TRANS1775	1	SHIPPED SQUAD RADIO FOR REPAIR	06/15/2015	10.42	07/15	100-5210-310	0
Total UPS STORE, THE:				10.42			
<b>07/01/2015</b>							
<b>15139 USA BLUEBOOK</b>							
670041	1	WRENCH	06/12/2015	87.82	07/15	600-5665-100	0
Total USA BLUEBOOK:				87.82			
<b>07/01/2015</b>							
<b>485 VISA - 2659</b>							
2659_5/18-6/13	1	5/18/15-NPELRA TRAINING ACADEMY	06/15/2015	299.00	07/15	100-5141-325	0
2659_5/18-6/13	2	5/26/15-1000 BULBS-BALLAST FOR BOLLARDS	06/15/2015	350.21	07/15	100-5514-360	0
2659_5/18-6/13	3	5/27/15-BENVENUTOS - RECEPTIONIST RECRUI	06/15/2015	34.54	07/15	100-5141-250	0
2659_5/18-6/13	4	5/31/15-DELTA AIR - GFOA BAGGAGE FEE	06/15/2015	25.00	07/15	100-5152-325	0
2659_5/18-6/13	5	6/1/15-SHOPKO 2 REPLACEMENT RECLINERS	06/15/2015	399.98	07/15	100-5220-355	0
2659_5/18-6/13	6	5/31/15-FARM & FLEET 2 REPLACEMENT CHAIN	06/15/2015	17.88	07/15	100-5220-355	0
2659_5/18-6/13	7	5/18/15-KALAHARI DINNER-ALZHIEMER CONF	06/15/2015	22.22	07/15	100-5460-325	0
2659_5/18-6/13	8	5/19/15-EXXONMOBIL- GAS FOR CITY CAR	06/15/2015	17.97	07/15	100-5460-330	0
2659_5/18-6/13	9	5/21/15-UW EXT WORK SHOP - HOLLY P	06/15/2015	432.00	07/15	100-5300-325	0
2659_5/18-6/13	10	6/2/15-BEST BUY-GO PRO ACCESSORY KITS	06/15/2015	159.94	07/15	207-5570-340	0
2659_5/18-6/13	11	6/2/15-AUDIOBLOCK.COM-MUSIC LIBRARY FOR	06/15/2015	99.00	07/15	207-5570-340	0
2659_5/18-6/13	12	6/3/15-DELTA AIR-GFOA BAGGAGE FEE	06/15/2015	25.00	07/15	100-5152-325	0

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2659_5/18-6/13	13	6/3/15-SHERATON HOTEL-DODGE	06/15/2015	592.53	07/15	100-5152-325	0
2659_5/18-6/13	14	6/10/15-TARGET -PROG SUPPLIES	06/15/2015	100.64	07/15	100-5530-387	0
2659_5/18-6/13	15	6/9/15-CROWN AWARDS-ARCHERY PINS	06/15/2015	35.04	07/15	100-5530-387	0
2659_5/18-6/13	16	6/9/15-KIDDE SAFETY-60 SMOKE DETECTORS	06/15/2015	1,006.11	07/15	100-5220-345	0
2659_5/18-6/13	17	6/12/15-FIRE HOUSE SUB-FIRE CHIEF RECRUIT	06/15/2015	44.86	07/15	100-5141-252	0
2659_5/18-6/13	18	6/13/15-SUBWAY-LUNCH FQR CREWS @ TRAINI	06/15/2015	288.00	07/15	100-5220-340	0
Total VISA - 2659:				3,949.92			
<b>07/01/2015</b>							
<b>3020 VISA - 4821</b>							
1388_5/22-6/13	1	BARNES & NOBLE - SRP PRIZE	06/15/2015	25.00	07/15	250-5511-340	0
1388_5/22-6/13	2	SUNDANCE - SRP PRIZE	06/15/2015	25.00	07/15	250-5511-340	0
1388_5/22-6/13	3	PENZEYS SPICES - SRP PRIZE	06/15/2015	25.00	07/15	250-5511-340	0
1388_5/22-6/13	4	CONSCIOUS CARNIVORE - SRP PRIZE	06/15/2015	25.00	07/15	250-5511-340	0
1388_5/22-6/13	5	NETFLIX	06/15/2015	11.99	07/15	250-5511-387	0
1388_5/22-6/13	6	GLASS NICKEL - TLC	06/15/2015	33.81	07/15	250-5511-340	0
1388_5/22-6/13	7	PARTY CITY -PROGRAM SUPPLIES	06/15/2015	13.00	07/15	250-5511-340	0
1388_5/22-6/13	8	DOLLAR TREE - KIDS PRG SUPPLIES	06/15/2015	3.17	07/15	250-5511-340	0
1388_5/22-6/13	9	HOBBY LOBBY KIDS PROG SUPPLIES	06/15/2015	5.98	07/15	250-5511-340	0
1388_5/22-6/13	10	YAYA E FAVORMART - TBL CLTHS	06/15/2015	154.28	07/15	250-5511-340	0
1388_5/22-6/13	11	WALMART - KIDS PROG SUPPLIES	06/15/2015	21.90	07/15	250-5511-340	0
1388_5/22-6/13	12	TARGET - KIDS PROG SUPPLIES	06/15/2015	9.48	07/15	250-5511-340	0
1388_5/22-6/13	13	KNEADED RELIEF - SRP PRIZE	06/15/2015	85.00	07/15	250-5511-340	0
Total VISA - 4821:				438.61			
<b>07/01/2015</b>							
<b>57 VISA - 5555</b>							
5555_5/14-6/5	1	5/14/15 - CHULA VISTA CREDIT	06/05/2015	70.00	07/15	221-5210-325	0
5555_5/14-6/5	2	5/20/15 - EXPRESS BARCODE INVENTORY LABE	06/05/2015	704.10	07/15	100-5210-310	0
5555_5/14-6/5	3	6/1/15 - HARLEY DAVIDSON MOTORCYCLE PAR	06/05/2015	134.99	07/15	100-5210-335	0
5555_5/14-6/5	4	6/3/15 - PANERA REFRESHMENTS FOR WARRA	06/05/2015	136.91	07/15	100-5210-384	0
5555_5/14-6/5	5	6/5/15 - HOLIDAY INN -AGUIRRE	06/05/2015	94.00	07/15	221-5210-325	0
Total VISA - 5555:				1,000.00			
<b>07/01/2015</b>							
<b>1197 VITAL SIGNS</b>							
15468	1	CAR 15 - MATERIALS & LABOR TO APPLY GRAP	06/10/2015	1,300.00	07/15	400-5722-251	0
Total VITAL SIGNS:				1,300.00			
<b>07/01/2015</b>							
<b>2552 W.S. DARLEY &amp; CO</b>							
17193740	1	3 BLK HELMETS FOR FF/INTERNS: STATS, TUR	06/02/2015	959.85	07/15	100-5220-324	0
Total W.S. DARLEY & CO:				959.85			
<b>07/01/2015</b>							
<b>8540 WERNER ELECTRIC SUPPLY</b>							
S4522310.001	1	NAME PLATES: RYAN FRALISH - BOARD OF PW	06/24/2015	12.79	07/15	100-5300-310	0
S4522310.001	2	NAME PLATES: MCLANNAHAN & LAWRENCE-PA	06/24/2015	25.58	07/15	100-5520-310	0
Total WERNER ELECTRIC SUPPLY:				38.37			

B-13

Invoice	Seq	Description	Invoice Date	Total Cost	Period	GL Account	Act#
07/01/2015							
<b>1131 WISCONSIN FIRE INSPECTORS</b>							
DORN_ADAM	1	WI FIRE INSPECTORS ASSN CONF REG FEE	06/04/2015	260.00	07/15	100-5220-325	0
Total WISCONSIN FIRE INSPECTORS:				260.00			
Grand Totals:				254,728.25			

Report GL Period Summary

Vendor number hash: 789937  
 Vendor number hash - split: 970865  
 Total number of invoices: 232  
 Total number of transactions: 299

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	254,728.25	254,728.25
Grand Totals:	254,728.25	254,728.25

Report Criteria:  
 Invoice Detail.Input Date = 07/01/2015

# PRE-APPROVAL

CITY OF FITCHBURG  
 5520 Lacy Road  
 Fitchburg, WI 53711  
 608-270-4200  
 Fax: 608-270-4212

REQUIRED FOR ITEMS OVER \$2,500 but UNDER \$25,000

Department: PRF Prepared by: [Signature] Endl Date: MAY 5, 2015

RECOMMENDED VENDOR #: <u>Gerber Leisure Products</u> <u>P.O. Box 42</u> <u>Mount Horeb, WI, 53572</u>	CAPITAL PURCHASE OR PROJECT DESCRIPTION/ NAME: <b>Byrne Playground Update</b> PROJECT # _____ CIP #6259 <b>Pk System Improvements</b>
--	---

Item Description	Fund	Dept	Acct	Job	Amount
Playground updates	400	5766	259		\$19,800.00

BID OPENING DATE: \_\_\_\_\_ TOTAL 19,800<sup>-</sup>

Above items are within budget (IF NOT, BUDGET AMENDMENT ATTACHED)  
**RESOLUTION REQUIRED FOR ITEMS OVER \$50,000**

**NO BID EXCEPTION REASON:**  
 Intergovernmental OR Surplus Stores Purchase through \_\_\_\_\_  
 Sole Source Supplier - Explain reason: Please find enclosed proposal - thank you.

**LOW BID EXCEPTION REASON:**  
Bryne playground was installed in 1994 with Gerber Products. Due to Gerber Products being unique Gerber Products needed to be used when doing these retrofit updates. These updates will insure CPSC compliance for safety.  
Recycles rubber playground chips will also be installed as part of this update.

FINANCE COMMITTEE ACTION		
PRESENTED FOR APPROVAL	APPROVED BY FINANCE	DENIED BY FINANCE
MEETING DATE:	ATTEST:	REASON:



Scott Endl  
Parks, Recreation and Forestry

Memo to: Mayor Arnold

Ref: Pre-approval Byrne Park playground updates and upgrades

Date: May 4, 2015

Please find enclosed pre-approval request, for your review and signature, for playground updates and upgrades for Byrne Park. Parks has received a quote from Gerber Leisure services to provide and install these upgrades. These upgrades will insure that CPSC guidelines for safety are met.

Please note that this pre-approval does not include supplying of rubber surfacing – this product has been bid separately by Parks.

Please also find the spreadsheet that identifies this project as the next playground in line to receive these updates and upgrades.

Please forward any questions or requests for additional information.

Thank you.

\$650.00 for "slide hood" approved.

Stephan Lalib 6-30-2015



**GERBER LEISURE  
PRODUCTS, Inc.**  
P.O. BOX 42, 132 S.  
FIRST ST  
MOUNT HOREB, WI  
53572

City of Fitchburg  
5529 Lacy Road  
Fitchburg, WI 53711

# Invoice

Date	Invoice #
6/24/2015	26138

Ship To
Dresen's Decks and Patios Byrne Park Fitchburg 7365 Darlin Ct Dane, WI 53529

P.O. No.	Terms	Due Date		
email	Net 30	7/24/2015		
Description	Qty	Rate	Amount	
Playground equipment includes slide hood	1	13,250.00	13,250.00	
Removal of old and install of new parts	1	3,000.00	3,000.00	
Rubber Tiles delivered	1	550.00	550.00 ✓	
Level existing chips, install fabric and 22 sacks rubber	1	1,650.00	1,650.00 ✓	
Paint posts	1	1,375.00	1,375.00 ✓	
Install Drain tile	1	625.00	625.00 ✓	
		<b>Total</b>	<b>\$20,450.00</b>	
		<b>Payments/Credits</b>	<b>\$0.00</b>	
		<b>Balance Due</b>	<b>\$20,450.00</b>	

1.5% Finance Charge applied monthly after 60 days past due

PH# 800-236-7758	FAX # 800-909-5059	www.gerberleisure.com	play@gerberleisure.com
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# Purchase Order

CITY OF FITCHBURG  
 5520 Lacy Road  
 Fitchburg, WI 53711  
 608-270-4200  
 Fax: 608-270-4212

Department: Parks

Prepared by: Johren Frydenlund

P.O. Number	P.O. Date	Department Rec'd Date	Date submitted for approval
	6/26/2015		

Vendor # <u>27</u> <u>Gerber Leisure Products, Inc</u> <u>P.O. Box 42, 132 S. First St</u> <u>Mount Horeb, WI 53572</u>	<b>SUBMITTED FOR APPROVAL</b>
	ADMINISTRATOR Under \$2,500 <input type="checkbox"/>
	MAYOR \$2,500 < \$25,000 <input checked="" type="checkbox"/>
	FINANCE COMMITTEE Over \$25,000 <input type="checkbox"/>

Invoice Number	Invoice Date	Description	Fund	Dept	Acct	Job	Amount
26138	6/24/2015	Byrne Park Playground retrofit	400	5766	259		\$20,450.00

<input checked="" type="checkbox"/> Above items are within budget	<b>TOTAL</b>	\$20,450.00
	Finance Initial	<u>YCP</u>

Signatures Required:

Department Head



Date Approved

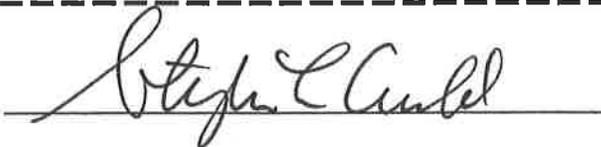
6/26/15

Comptroller/Administrator

Date Approved

Over \$2,500:

Mayor



Date Approved

6-30-2015

Comments or special arrangements (if required) An additional \$650 was approved via email from the original \$19800 proposal to add a slide hood to the play structure.

# Purchase Order

CITY OF FITCHBURG  
 5520 Lacy Road  
 Fitchburg, WI 53711  
 608-270-4200  
 Fax: 608-270-4212

Department: Public Works

Prepared by: Ahna Bizjak

P.O. Number	P.O. Date	Department Rec'd Date	Date submitted for approval

Vendor # <u>278</u> <u>Metro Transit</u> <u>1245 E. Washington Ave., Suite 201</u> <u>Madison, WI 53703</u>	<b><u>SUBMITTED FOR APPROVAL</u></b>
	ADMINISTRATOR Under \$2,500 <input type="checkbox"/>
	MAYOR \$2,500 < \$25,000 <input type="checkbox"/>
	FINANCE COMMITTEE Over \$25,000 <input checked="" type="checkbox"/>

Invoice Number	Invoice Date	Description	Fund	Dept	Acct	Job	Amount
50900200	6/10/2015	Investment Partner Share - 2nd Quarter	100	5352	200		\$109,800.00
<input type="checkbox"/> Above items are within budget						<b>TOTAL</b>	\$109,800.00
						<b>Finance Initial</b>	<u>AB</u>

**Signatures Required**

Department Head  Date Approved 6/22/15

Comptroller/Administrator \_\_\_\_\_ Date Approved \_\_\_\_\_

Over \$2,500: Mayor  Date Approved 6-30-2015

Comments or special arrangements (if required): This is based on the updated contract for partners to contribute their share towards the dead-head hours on the routes.



Metro Transit

REC'D JUN 15 2015

# Invoice

City of Fitchburg  
5520 Lacy Road  
Fitchburg, WI 53711

Date: 6/10/2015  
Invoice #: 50900200  
Terms: Net 30

Billing Period		Description	Amount
Start date	End date		
4/1/2015	6/30/2015	2nd Quarter 2015 Partner investment	\$ 109,800.00
<b>Balance due</b>			<b>\$ <u>109,800.00</u></b>

Direct billing inquiries to:  
Wayne Block at 608-267-8766  
[Wblock@cityofmadison.com](mailto:Wblock@cityofmadison.com)

Mail payment to:  
Madison Metro Transit  
Attn: Accounts Receivable  
1245 East Washington Avenue  
Madison, WI 53703

Or pay online at: [www.mymetrobus.com/invoice](http://www.mymetrobus.com/invoice)

Thank you for your business

CI

Report Criteria:  
Invoice Detail.Input Date = 07/08/2015

Invoice	Seq	Description	Invoice Date	Total Cost	Period	GL Account	Act#
<b>07/08/2015</b>							
<b>53 ADVANTAGE POLICE SUPPLY</b>							
15-0620	1	BALLISTIC VESTS	06/24/2015	5,530.00	07/15	400-5722-121	0
Total ADVANTAGE POLICE SUPPLY:				5,530.00			
<b>07/08/2015</b>							
<b>2785 ANGUS YOUNG</b>							
56790	1	HUEGEL-JAMESTON SHELTER DESIGN	06/30/2015	3,393.84	07/15	400-5766-257	0
Total ANGUS YOUNG:				3,393.84			
<b>07/08/2015</b>							
<b>3290 BAKER AND TAYLOR</b>							
2030768053	1	ADULT PRINT	06/18/2015	14.99	07/15	250-5511-387	0
2030768054	1	ADULT PRINT	06/18/2015	6.66	07/15	250-5511-387	0
2030768055	1	ADULT PRINT	06/18/2015	47.22	07/15	250-5511-387	0
2030768056	1	ADULT PRINT	06/18/2015	11.08	07/15	250-5511-387	0
2030768057	1	ADULT PRINT	06/18/2015	13.59	07/15	250-5511-387	0
2030768058	1	ADULT PRINT	06/18/2015	56.40	07/15	250-5511-387	0
2030768059	1	ADULT PRINT	06/18/2015	9.95	07/15	250-5511-387	0
2030768060	1	ADULT PRINT	06/18/2015	36.65	07/15	250-5511-387	0
2030768061	1	ADULT PRINT - NAH	06/18/2015	11.68	07/15	250-5511-387	0
2030772279	1	ADULT PRINT	06/22/2015	15.86	07/15	250-5511-387	0
2030772280	1	ADULT PRINT	06/22/2015	15.00	07/15	250-5511-387	0
2030772281	1	ADULT PRINT	06/22/2015	15.53	07/15	250-5511-387	0
2030772282	1	ADULT PRINT	06/22/2015	30.56	07/15	250-5511-387	0
2030772283	1	ADULT PRINT	06/22/2015	30.56	07/15	250-5511-387	0
2030772285	1	ADULT PRINT	06/22/2015	16.68	07/15	250-5511-387	0
2030772286	1	ADULT PRINT	06/22/2015	51.22	07/15	250-5511-387	0
M74326780	1	CD-DVD	06/19/2015	169.57	07/15	250-5511-387	0
M74689510	1	CD-DVD	06/23/2015	190.49	07/15	250-5511-387	0
Total BAKER AND TAYLOR:				743.69			
<b>07/08/2015</b>							
<b>156 BATES, DONALD</b>							
MEAL REIMBURS-62315	1	MEAL REIMBURSEMENT	06/23/2015	113.00	07/15	221-5210-325	0
Total BATES, DONALD:				113.00			
<b>07/08/2015</b>							
<b>5968 BAYCOM INC</b>							
96298	1	RADIO CABLE	06/18/2015	73.00	07/15	100-5210-363	0
96376	1	CREDIT	06/18/2015	35.00	07/15	100-5210-363	0
96386	1	THERMAL SQUAD PRITNER PAPER	06/25/2015	430.00	07/15	100-5210-310	0
Total BAYCOM INC:				468.00			
<b>07/08/2015</b>							
<b>155 BLATTER, THOMAS</b>							
MEAL REIMBURSE62315	1	MEAL REIMBURSEMENT	06/23/2015	113.00	07/15	221-5210-325	0

CA

Invoice	Seq	Description	Invoice Date	Total Cost	Period	GL Account	Act#
Total BLATTER, THOMAS:				113.00			
<b>07/08/2015</b>							
<b>3292 BRODART</b>							
B3937667	1	YOUTH PRINT	06/16/2015	16.09	07/15	250-5511-387	0
B3939880	1	YOUTH PRINT	06/17/2015	12.04	07/15	250-5511-387	0
Total BRODART:				28.13			
<b>07/08/2015</b>							
<b>769 CGC INC</b>							
41421	1	SPOKE & SPROCKET DR	06/26/2015	1,201.23	07/15	406-5730-010	0
41431	1	RESURFACING CONCRETE CYLINDER TESTING	06/26/2015	36.00	07/15	400-5733-319	0
Total CGC INC:				1,237.23			
<b>07/08/2015</b>							
<b>2319 CHARTER COMMUNICATIONS</b>							
FACT_0013022-715	1	FACTV	06/23/2015	115.42	07/15	207-5570-290	0
FACT_0013022-715	2	SENIOR CENTER	06/23/2015	21.43	07/15	100-5460-290	0
FACT_0013022-715	3	POLICE DEPT	06/23/2015	39.40	07/15	100-5210-290	0
FACT_0013022-715	4	WORKOUT ROOM	06/23/2015	21.43	07/15	100-5165-290	0
Total CHARTER COMMUNICATIONS:				197.68			
<b>07/08/2015</b>							
<b>336 COMDATA CORPORATION</b>							
M51823716	1	6/29/15-SUMMER PROG SUPPLIES	07/01/2015	32.69	07/15	100-5530-387	0
M51823716	2	6/2/15-DAWLEY BIKE HUB EVENT SUPPLIES	07/01/2015	13.49	07/15	100-5530-387	0
M51823716	3	6/9/15-PROGRAM SUPPLIES	07/01/2015	123.55	07/15	100-5530-387	0
M51823716	4	6/6/15-TEEN PROG SUPPLIES	07/01/2015	19.09	07/15	250-5511-340	0
M51823716	5	6/15/15-PROG SUPPLIES	07/01/2015	70.07	07/15	100-5530-387	0
M51823716	6	6/22/15-CAMP SUPPLIES	07/01/2015	179.52	07/15	100-5530-387	0
M51823716	7	6/17/15 TEEN PROG SUPPLIES @ SRP PRIZE	07/01/2015	88.38	07/15	250-5511-340	0
Total COMDATA CORPORATION:				526.79			
<b>07/08/2015</b>							
<b>207 CONNEY SAFETY PRODUCTS</b>							
04946336	1	CUSTODIAL GLOVES	06/09/2015	136.14	07/15	100-5514-360	0
04952087	1	BIOHAZARD SUPPLIES	06/17/2015	459.89	07/15	100-5210-323	0
Total CONNEY SAFETY PRODUCTS:				596.03			
<b>07/08/2015</b>							
<b>266 DANE COUNTY CLERK OF COURTS</b>							
13CT1202/92295	1	MARY BRIDGES - 92295/13CT1202	07/01/2015	290.00	07/15	100-4510-000	0
Total DANE COUNTY CLERK OF COURTS:				290.00			
<b>07/08/2015</b>							
<b>367 DANE COUNTY REGISTER OF DEEDS</b>							
QUARRYVISTAPLAT	1	AGREEMENT OF SUBDIVISION IMPROVEMENTS	07/01/2015	30.00	07/15	100-5139-290	0
Total DANE COUNTY REGISTER OF DEEDS:				30.00			

C3

Invoice	Seq	Description	Invoice Date	Total Cost	Period	GL Account	Act#
<b>07/08/2015</b>							
<b>262 DANE COUNTY TREASURER</b>							
JUNE 2015 ASSESMEN	1	MONTHLY ASSESSMENTS	06/30/2015	3,236.37	07/15	100-4510-000	0
Total DANE COUNTY TREASURER:				<u>3,236.37</u>			
<b>07/08/2015</b>							
<b>444 DORN TRUE VALUE</b>							
070404/1	1	PVC PIPE FOR ROOF TOP UNIT DRAIN	06/16/2015	7.94	07/15	100-5163-360	0
070682/1	1	RED PAINT FOR STORMWATER SIGNS	06/30/2015	13.49	07/15	601-5601-302	0
Total DORN TRUE VALUE:				<u>21.43</u>			
<b>07/08/2015</b>							
<b>8774 EMPATHIA INC</b>							
19163	1	EAP SERVICES - JULY 2015	07/01/2015	320.00	07/15	100-5141-290	0
Total EMPATHIA INC:				<u>320.00</u>			
<b>07/08/2015</b>							
<b>6859 FASTENAL COMPANY</b>							
WIMA250797	1	HARDWARE	06/15/2015	6.00	07/15	100-5520-350	0
Total FASTENAL COMPANY:				<u>6.00</u>			
<b>07/08/2015</b>							
<b>4190 FITCHBURG OUTREACH DEVELOPMENT CENTER</b>							
SOCCER CAMP-6/15-19	1	SOCCAR CAMP	06/19/2015	120.00	07/15	100-5530-290	0
Total FITCHBURG OUTREACH DEVELOPMENT CENTER:				<u>120.00</u>			
<b>07/08/2015</b>							
<b>26 FITCHBURG UTILITIES</b>							
232-3040_615	1	3040 S SEMINOLE - DAWLEY BIKE HUB	06/22/2015	436.49	07/15	100-5520-365	0
348-2930_615	1	2930 CHAPEL VALLEY-MCKEE FARMS PARK	06/22/2015	1,830.48	07/15	100-5520-365	0
348-2930-100_615	1	2930 CHAPEL VALLEY -SPLASHPAD	06/22/2015	596.13	07/15	100-5520-365	0
351-3001_615	1	3001 CAHILL MAIN - NVG	06/22/2015	27.72	07/15	100-5520-365	0
452-2789_615	1	2789 FLORANN DR - TOWER HILL	06/22/2015	89.46	07/15	100-5520-365	0
455-5175_615	1	5175 CHERYL PKWY - SWAN CREEK	06/22/2015	505.74	07/15	100-5520-365	0
482-5425_615	1	5425 QUARRY HILL DR - QUARRY HILL PARK	06/22/2015	27.87	07/15	100-5520-365	0
671-2740_615	1	2740 FITCHRONA RD - QUARRY RIDGE	06/22/2015	151.73	07/15	100-5520-365	0
907-5187_615	1	5187 GREENFIELD PARK RD	06/22/2015	100.37	07/15	100-5520-365	0
9955118_615	1	5118 LACY RD	06/22/2015	19.50	07/15	100-5520-365	0
995-9007_615	1	2201 TRACEWAY NSGC	06/22/2015	18.93	07/15	100-5520-365	0
995-9008_615	1	2992 RIMROCK RD	06/22/2015	17.94	07/15	100-5520-365	0
995-9009_615	1	5236 MCGAW PARK	06/22/2015	764.68	07/15	100-5520-365	0
Total FITCHBURG UTILITIES:				<u>4,587.04</u>			
<b>07/08/2015</b>							
<b>176 FLOYD TOTAL SECURITY</b>							
1075828	1	PANIC BUTTON REPAIR POLICE RECORDS	06/18/2015	210.00	07/15	100-5165-240	0
FLOYD TOTAL SECURITY:				<u>210.00</u>			
<b>07/08/2015</b>							

*#30.00 City Share*

C4

Invoice	Seq	Description	Invoice Date	Total Cost	Period	GL Account	Act#
<b>1320 G &amp; K SERVICES</b>							
1019356984	1	UNIFORMS RENTAL - UTILITY	07/02/2015	14.19	07/15	600-5926-100	0
1019356984	2	UNIFORMS RENTAL - UTILITY	07/02/2015	14.20	07/15	600-5854-200	0
1019356984	3	UNIFORMS RENTAL - PARKS	07/02/2015	44.89	07/15	100-5520-323	0
1019356984	4	UNIFORMS RENTAL - STREETS	07/02/2015	65.78	07/15	100-5300-323	0
93597445	1	T SHIRTS STREETS	06/23/2015	76.15	07/15	100-5300-323	0
93597445	2	T SHIRTS PARKS	06/23/2015	163.89	07/15	100-5300-323	0
93598469	1	T SHIRTS STREETS	06/24/2015	118.91	07/15	100-5300-323	0
93598469	2	T SHIRTS PARKS	06/24/2015	72.28	07/15	100-5520-323	0
Total G & K SERVICES:				<u>570.29</u>			
<b>07/08/2015</b>							
<b>274 GALLS/QUARTERMASTER</b>							
003662104	1	WILSON - UNIFORM	06/15/2015	90.11	07/15	100-5210-323	0
Total GALLS/QUARTERMASTER:				<u>90.11</u>			
<b>07/08/2015</b>							
<b>4191 GARCIA, MIRIAM JIMENEZ</b>							
REFUND_6/30/15	1	R452623-3 OVER PAYMENT	06/30/2015	1.20	07/15	100-4510-000	0
Total GARCIA, MIRIAM JIMENEZ:				<u>1.20</u>			
<b>07/08/2015</b>							
<b>27 GERBER LEISURE</b>							
26198	1	TOWER HILL PLAYGROUND PART	07/01/2015	35.00	07/15	100-5520-350	0
Total GERBER LEISURE:				<u>35.00</u>			
<b>07/08/2015</b>							
<b>2829 GFC LEASING</b>							
100233473	1	CANON IR C5045 COPIER LEASE	06/20/2015	488.18	07/15	100-5210-355	0
100233473	2	CITY HALL FAX BOARD COST	06/20/2015	34.89	07/15	100-5145-363	0
Total GFC LEASING:				<u>523.07</u>			
<b>07/08/2015</b>							
<b>932 H J PERTZBORN PLUMBING</b>							
176280	1	WATER LEAK HOT WATER OUT	06/23/2015	421.05	07/15	100-5163-240	0
Total H J PERTZBORN PLUMBING:				<u>421.05</u>			
<b>07/08/2015</b>							
<b>4192 HALL, DEE</b>							
MCKEE DEPOSIT	1	MCKEE INDOOR KEY DEPOSIT	07/01/2015	40.00	07/15	100 1672-200	0
Total HALL, DEE:				<u>40.00</u>			
<b>07/08/2015</b>							
<b>22 HARDER CORP</b>							
M133542	1	TP & OTHER JANITORIAL SUPPLIES	06/22/2015	744.90	07/15	250-5511-360	0
Total HARDER CORP:				<u>744.90</u>			
<b>07/08/2015</b>							

C5

Invoice	Seq	Description	Invoice Date	Total Cost	Period	GL Account	Act#
2664 HELENA CHEMICAL CO							
221671984	1	ELEMENT 4	06/04/2015	191.81	07/15	100-5520-340	0
Total HELENA CHEMICAL CO:				191.81			
<b>07/08/2015</b>							
4016 HENRY, JOSH							
REIMBURSE	1	QUARRY RIDGE MOUNTAIN TRAIL IMPROVEME	07/02/2015	424.70	07/15	400-5766-223	0
Total HENRY, JOSH:				424.70			
<b>07/08/2015</b>							
6331 HERMAN LANDSCAPE SERVICE INC							
10071	1	TREE PROVIDE & INSTALL	06/15/2015	3,000.00	07/15	100-5520-290	0
10071	2	TREE PROVIDE & INSTALL	06/15/2015	7,599.00	07/15	400-5766-221	0
10071	3	TOWER HILL GREENWAY	06/15/2015	6,935.00	07/15	400-5766-221	0
10071	4	TOWER HILL GREENWAY	06/15/2015	6,935.00	07/15	601-5923-303	0
Total HERMAN LANDSCAPE SERVICE INC:				24,469.00			
<b>07/08/2015</b>							
3042 HULL, KATE							
REIMBURSE	1	MILEAGE TO AIRPORT FOR ALA CONF 87 MILES	06/26/2015	50.03	07/15	250-5511-330	0
REIMBURSE	2	6/26/15 - LUNCH & DINNER	06/26/2015	54.00	07/15	250-5511-325	0
REIMBURSE	3	6/27/15 - ALL MEALS	06/26/2015	66.00	07/15	250-5511-325	0
REIMBURSE	4	6/28/15 - ALL MEALS	06/26/2015	66.00	07/15	250-5511-325	0
REIMBURSE	5	6/29/15 ALL MEALS	06/26/2015	66.00	07/15	250-5511-325	0
REIMBURSE	6	6/29/15 MILEAGE FROM AIRPORT 87 MILES	06/26/2015	50.02	07/15	250-5511-330	0
Total HULL, KATE:				352.05			
<b>07/08/2015</b>							
2099 KALSCHEUR DODGE CHRYSLER							
FITC23/113261	1	REFLECTOR FOR ENGINEERING TRUCK #1	06/01/2015	31.92	07/15	100-5300-335	0
Total KALSCHEUR DODGE CHRYSLER:				31.92			
<b>07/08/2015</b>							
3505 LAN, ELIZABETH							
MILEAGE REIMBURSE	1	5/9/15 MILEAGE PUTTING UP FLYERS THRUOUT	06/30/2015	11.73	07/15	250-5511-330	0
Total LAN, ELIZABETH:				11.73			
<b>07/08/2015</b>							
3860 MCCARTHY, ANDREW							
MEAL REIMBURSE	1	8/8-8/11 MEAL REIMBURSEMENT INSTRUCTOR	06/08/2015	175.00	07/15	221 5210 325	0
REIMBUREUNIFORM	1	REIMBURSEMENT FOR UNIFORM-SHOOTING/D	05/21/2015	21.10	07/15	100-5210-323	0
Total MCCARTHY, ANDREW:				196.10			
<b>07/08/2015</b>							
151 MENARDS CASHWAY LUMBER -MONONA							
75270	1	MISC SUPPLIES	06/09/2015	45.72	07/15	250-5511-360	0
75270	2	MISC SUPPLIES	06/09/2015	9.81	07/15	100-5165-360	0
75947	1	WHEEL REPLACEMENT FOR ARCHERY TARGE	06/17/2015	2.27	07/15	100-5530-387	0

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Invoice	Seq	Description	Invoice Date	Total Cost	Period	GL Account	Act#
Total MENARDS CASHWAY LUMBER -MONONA:				57.80			
<b>07/08/2015</b>							
<b>55 MERITER HOSPITAL</b>							
1076912000	1	OWI BLOOD DRAW - FP15-9527	06/07/2015	32.00	07/15	100-5210-384	0
Total MERITER HOSPITAL:				32.00			
<b>07/08/2015</b>							
<b>4193 MID TOWNE CONSTRUCTION INC</b>							
PERMIT15-136	1	REFUND CDRR DEPOSIT 45 BRAEGER DR (BP#	07/02/2015	50.00	07/15	213-23160	0
Total MID TOWNE CONSTRUCTION INC:				50.00			
<b>07/08/2015</b>							
<b>4195 MID-STATE EQUIPMENT</b>							
Y07943	1	SCAG MOWER	05/08/2015	3,484.58	07/15	600-13732	0
Y07943	2	SCAG MOWER	05/08/2015	3,484.57	07/15	600-13920	0
Total MID-STATE EQUIPMENT:				6,969.15			
<b>07/08/2015</b>							
<b>6178 MIDWEST REAL ESTATE NEWS</b>							
0024961_2016-2017	1	2YR SUBSCRIPTION RENEWAL	06/22/2015	49.00	07/15	100-5670-320	0
Total MIDWEST REAL ESTATE NEWS:				49.00			
<b>07/08/2015</b>							
<b>4148 NOSTRA TERRA LANDSCAPING</b>							
1032	1	MEDIAN MAINTENANCE	07/02/2015	5,634.00	07/15	100-5520-290	0
Total NOSTRA TERRA LANDSCAPING:				5,634.00			
<b>07/08/2015</b>							
<b>3768 PREMIUM WATERS</b>							
381049013	1	DRINKING WATER (STREETS)	06/30/2015	6.00	07/15	100-5164-365	0
381049013	2	DRINKING WATER (PARKS)	06/30/2015	3.00	07/15	100-5520-360	0
Total PREMIUM WATERS:				9.00			
<b>07/08/2015</b>							
<b>4170 PROCKNOW, MICHAEL A</b>							
JUNE-2015	1	2015 PERSONAL PROEPRTY BID BALANCE DUE	06/29/2015	2,000.00	07/15	100-5153-290	0
Total PROCKNOW, MICHAEL A:				2,000.00			
<b>07/08/2015</b>							
<b>6880 RED THE UNIFORM TAILOR</b>							
00W60089	1	HEIMERL - UNIFORM	06/08/2015	104.90	07/15	100-5210-323	0
00W60114	1	JACOBSON - UNIFORM	06/08/2015	130.30	07/15	100-5210-323	0
00W60132	1	THANIN - UNIFORM	06/08/2015	83.35	07/15	100-5210-323	0
00W60354	1	DEPT COST - PATCH CHANGE	06/15/2015	25.55	07/15	100-5210-323	0
00W60355	1	DEPT COST - PATCH CHANGE	06/15/2015	33.05	07/15	100-5210-323	0
00W60356	1	DEPT COST - PATCH CHANGE	06/15/2015	18.05	07/15	100-5210-323	0
00W60357	1	DEPT COST - PATCH CHANGE	06/15/2015	10.55	07/15	100-5210-323	0
00W60358	1	DEPT COST - PATCH CHANGE	06/15/2015	18.05	07/15	100-5210-323	0

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Invoice	Seq	Description	Invoice Date	Total Cost	Period	GL Account	Act#
0W60087A	1	JARSTAD - UNIFORM	06/08/2015	299.20	07/15	100-5210-323	0
Total RED THE UNIFORM TAILOR:				723.00			
<b>07/08/2015</b>							
<b>3969 REECE, DAVE</b>							
REIMBURSE	1	QUARRY RIDGE MOUNTAIN TRAIL IMPROVEME	07/02/2015	563.32	07/15	400-5766-223	0
Total REECE, DAVE:				563.32			
<b>07/08/2015</b>							
<b>206 SAFETY-KLEEN SYSTEMS INC</b>							
67396175	1	USED OIL DRY	07/01/2015	386.18	07/15	213-5362-290	0
67396175	2	TAX EXEMPT	07/01/2015	4.18	07/15	213-5362-290	0
Total SAFETY-KLEEN SYSTEMS INC:				382.00			
<b>07/08/2015</b>							
<b>247 SHOE BOX, THE</b>							
60619	1	THAIN - UNIFORM	06/05/2015	74.70	07/15	100-5210-323	0
Total SHOE BOX, THE:				74.70			
<b>07/08/2015</b>							
<b>6779 SHRED-IT USA LLC</b>							
081195941	1	SHREDDING SERVICE - POLICE	07/01/2015	133.30	07/15	100-5210-240	0
081195941	2	SHREDDING SERVICE - HR	07/01/2015	31.00	07/15	100-5142-290	0
Total SHRED-IT USA LLC:				164.30			
<b>07/08/2015</b>							
<b>1826 STAPLES ADVANTAGE</b>							
3268881253	1	OFFICE SUPPLIES	06/13/2015	120.25	07/15	100-5210-310	0
3268881254	1	OFFICE SUPPLIES	06/13/2015	436.60	07/15	100-5210-340	0
3269589736	1	TONER	06/26/2015	272.17	07/15	250-5511-340	0
3269603649	1	TONER FOR PRINTER BY MAYORS OFFICE	06/23/2015	787.47	07/15	100-5190-310	0
3269656933	1	LIBRARY SUPPLIES	06/24/2015	10.02	07/15	250-5511-340	0
3269850316	1	CREDIT - TONER RETURN	06/26/2015	60.39	07/15	100-5210-340	0
Total STAPLES ADVANTAGE:				1,566.12			
<b>07/08/2015</b>							
<b>32 STRAND ASSOCIATES</b>							
0112715	1	VERONA RD - UTILITY RELOCATIONS DESIGN	06/11/2015	8,322.61	07/15	600-10727	0
Total STRAND ASSOCIATES:				8,322.61			
<b>07/08/2015</b>							
<b>4194 TATGE, DANIEL M</b>							
REFUND	1	REIMBURSE TAX INTERCEPT OVERPAYMENT P	06/29/2015	25.36	07/15	100-4510-000	0
Total TATGE, DANIEL M:				25.36			
<b>07/08/2015</b>							
<b>3697 TRITECH FORENSICS</b>							
120505	1	EVIDENCE SUPPLIES	06/30/2015	45.37	07/15	100-5210-384	0

C8

Invoice	Seq	Description	Invoice Date	Total Cost	Period	GL Account	Act#
Total TRITECH FORENSICS:				45.37			
<b>07/08/2015</b>							
<b>101 UNITED WAY OF DANE COUNTY</b>							
APR-JUN 2015	1	2ND QTR 2015 EMPLOYEE PAYROLL CONTRIBU	06/30/2015	1,133.00	07/15	100-21541	0
Total UNITED WAY OF DANE COUNTY:				1,133.00			
<b>07/08/2015</b>							
<b>2095 VARRIALE, DANIEL</b>							
MEAL REIMBURSE	1	6/8-6/11 MEAL REIMBURSE TRAINING	06/08/2015	175.00	07/15	221-5210-325	0
Total VARRIALE, DANIEL:				175.00			
<b>07/08/2015</b>							
<b>1197 VITAL SIGNS</b>							
15527	1	DECALS FOR ENGINEERING TRUCK #1	06/23/2015	110.00	07/15	100-5300-350	0
Total VITAL SIGNS:				110.00			
<b>07/08/2015</b>							
<b>1007 WAAO SECRETARY/TREASURER</b>							
06301501	1	WAAO- EMPLOYMENT AD	06/30/2015	50.00	07/15	100-5141-250	0
Total WAAO SECRETARY/TREASURER:				50.00			
<b>07/08/2015</b>							
<b>3565 WAUNAKEE PUBLIC LIBRARY</b>							
LOST PD ITEM	1	FORWARD PAYMENT TO OWNING LIBRARY	06/29/2015	21.99	07/15	250-5511-390	0
Total WAUNAKEE PUBLIC LIBRARY:				21.99			
<b>07/08/2015</b>							
<b>8540 WERNER ELECTRIC SUPPLY</b>							
S4485930.001	1	STREET LIGHT VIBRATION DAMPER	06/25/2015	120.00	07/15	100-5300-371	0
Total WERNER ELECTRIC SUPPLY:				120.00			
<b>07/08/2015</b>							
<b>68 WINGRA STONE CO</b>							
9668	1	RICHMOND/MONTICELLO GAS SERVICE CONC	06/24/2015	40.00	07/15	400-5733-319	0
Total WINGRA STONE CO:				40.00			
<b>07/08/2015</b>							
<b>1073 WISCONSIN, STATE OF</b>							
JUNE 2015-ASSESSMEN	1	MONTHLY ASSESSMENTS	06/30/2015	9,108.28	07/15	100-4510-000	0
Total WISCONSIN, STATE OF:				9,108.28			
<b>07/08/2015</b>							
<b>7753 WOLF PAVING &amp; EXCAVATING INC</b>							
53471	1	7.85 TONS QPR PATCH	06/25/2015	910.21	07/15	100-5300-370	0
Total WOLF PAVING & EXCAVATING INC:				910.21			

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Invoice	Seq	Description	Invoice Date	Total Cost	Period	GL Account	Act#
Grand Totals:				<u>88,207.37</u>			

Report GL Period Summary

Vendor number hash: 303796  
Vendor number hash - split: 371500  
Total number of invoices: 113  
Total number of transactions: 141

Terms Description	Invoice Amount	Net Invoice Amount
Open Terms	<u>88,207.37</u>	<u>88,207.37</u>
Grand Totals:	<u>88,207.37</u>	<u>88,207.37</u>

Report Criteria:

Invoice Detail.Input Date = 07/08/2015

# Purchase Order

CITY OF FITCHBURG  
 5520 Lacy Road  
 Fitchburg, WI 53711  
 608-270-4200  
 Fax: 608-270-4212

Department: PRF Prepared by: Endl

P.O. Number	P.O. Date	Department Rec'd Date	Date submitted for approval

Vendor # <u>6331</u> <u>Herman Landscape Services</u> <u>6606 Seybold Road</u> <u>Madison, WI 53744-5017</u>	<b>SUBMITTED FOR APPROVAL</b>
	ADMINISTRATOR Under \$2,500 <input type="checkbox"/>
	MAYOR \$2,500 < \$25,000 <input checked="" type="checkbox"/>
	FINANCE COMMITTEE Over \$25,000 <input type="checkbox"/>

Invoice Number	Invoice Date	Description	Fund	Dept	Acct	Job	Amount
10071	6/15/2015	Tree provide & Install	100	5520	290		\$3,000.00
10071	6/15/2015	Tree provide & Install	400	5766	221		\$7,599.00
10071	6/15/2015	Tower Hill Greenway	400	5766	221		\$6,935.00
10071	6/15/2015	Tower Hill Greenway	601	5923	303		\$6,935.00

<input type="checkbox"/> Above items are within budget	<b>TOTAL</b>	\$24,469.00 ✓
	Finance Initial	<u>MND</u>

**Signatures Required:**

Department Head [Signature]

Date Approved 7/1/15

Comptroller/Administrator [Signature]

Date Approved 7/2/15

Over \$2,500:

Mayor [Signature]

Date Approved 7-7-2015

Comments or special arrangements (if required) \_\_\_\_\_

Herman Landscape Service Inc  
 6606 Seybold Rd  
 PO Box 45017  
 Madison, WI 53744-5017

# Invoice

Invoice Number:  
10071

Invoice Date:  
6/15/15

Page:  
1

REC'D JUN 17 2015

Voice: 608 288-9400  
 Fax: 608 288-9485

Sold To:  
 CITY OF FITCHBURG  
 5520 LACY RD  
 FITCHBURG, WI 53711

Shipped to: *ATTN: ED BARTELL*  
 CITY OF FITCHBURG  
 5520 LACY RD  
 FITCHBURG, WI 53711

Customer ID: FITCHBURG

Customer PO	Payment Terms	Sales Rep ID	Due Date
2015 TREE PLANTING	Net 10 Days		6/25/15

Description	Amount
TREES FURNISHED & INSTALLED PER CONTRACT PLEASE READ WATERING TIPS ON REVERSE SIDE OF INVOICE. THANK YOU FOR USING HERMAN LANDSCAPE SERVICE. PLEASE LET US KNOW IF WE CAN BE OF ANY FURTHER ASSISTANCE.	24,469.00

	Subtotal	24,469.00
	Sales Tax	
	Total Invoice Amount	24,469.00
Check/Credit Memo No:	Payment/Credit Applied	
	<b>TOTAL</b>	24,469.00

Overdue invoices are subject to finance charges.



# Purchase Order

CITY OF FITCHBURG  
 5520 Lacy Road  
 Fitchburg, WI 53711  
 608-270-4200  
 Fax: 608-270-4212

Department: Public Works

Prepared by: Holly Powell

P.O. Number	P.O. Date	Department Rec'd Date	Date submitted for approval
	7/1/2015	6/29/2015	

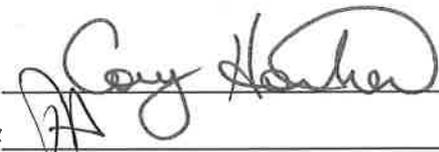
Vendor # <u>3106</u>	<b>SUBMITTED FOR APPROVAL</b>
<u>Fahrner Asphalt Sealers, LLC</u>	
<u>2800 Mecca Drive</u>	
<u>Plover, WI 54467</u>	
	ADMINISTRATOR Under \$2,500 <input type="checkbox"/>
	MAYOR \$2,500 < \$25,000 <input type="checkbox"/>
	FINANCE COMMITTEE Over \$25,000 <input checked="" type="checkbox"/>

Invoice Number	Invoice Date	Description	Fund	Dept	Acct	Job	Amount
30950	6/26/2015	2015 Chip Sealing Program	100	5300	375		\$122,756.66

<input checked="" type="checkbox"/> Above items are within budget	<b>TOTAL</b>	\$122,756.66
	<b>Finance Initial</b>	<u>MPD</u>

Signatures Required:

Department Head



Date Approved

7/1/15

Comptroller/Administrator



Date Approved

7-7-15

Over \$2,500:

Mayor

Date Approved

Comments or special arrangements (if required)

Original contract approved for \$122,336.66

Additional storm sewer inlets required inlet protection adding \$420 to complete the work per contract unit prices.

Project 100% complete

REMIT TO:

FAHRNER ASPHALT SEALERS, LLC  
2800 MECCA DRIVE  
PLOVER, WI 54467  
715-341-2868

REC'D JUN 29 2015

Regular Invoice

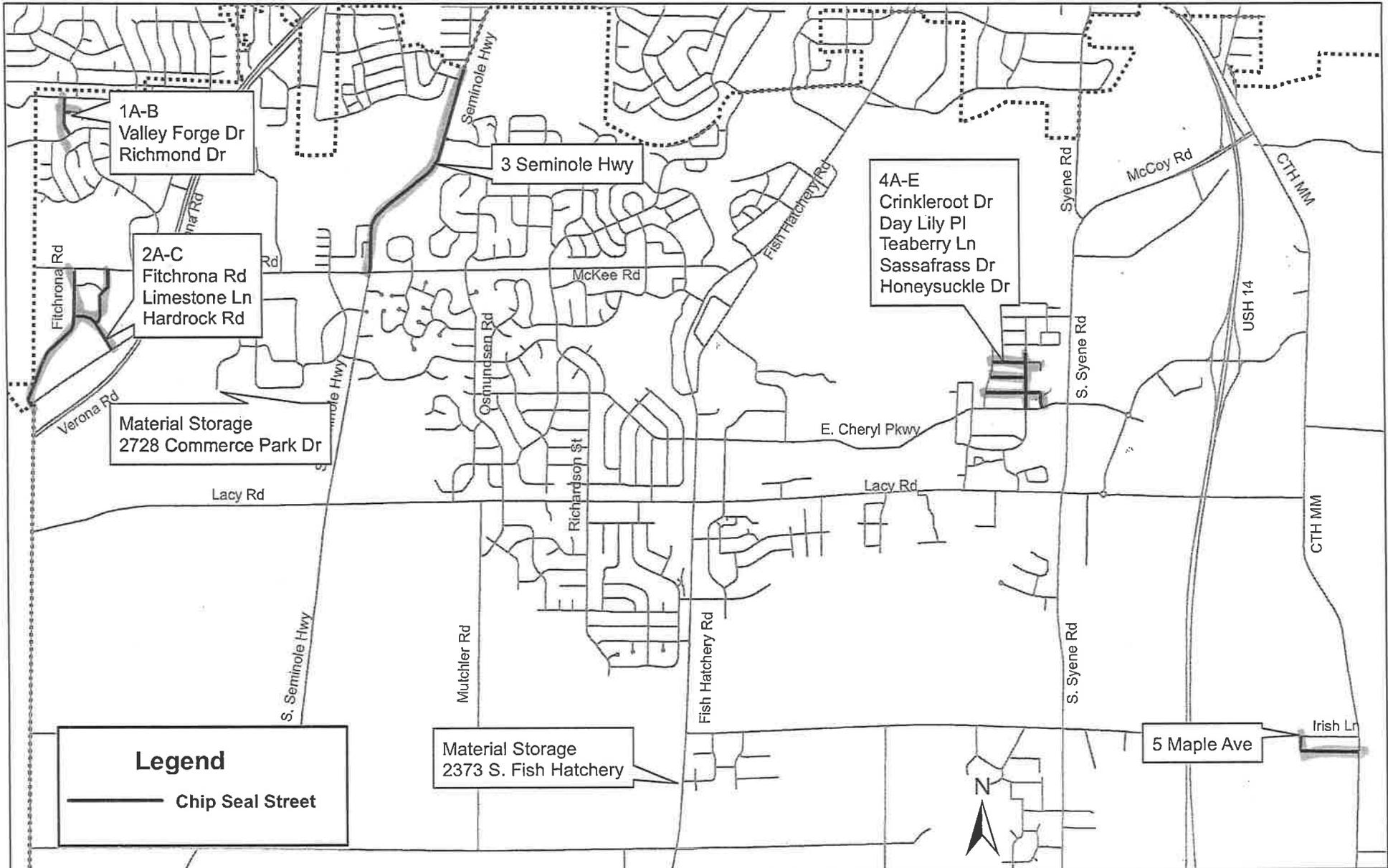
BILL TO: 81035 CITY OF FITCHBURG 5520 LACY RD FITCHBURG, WI 53711  Invoice No. - 30950	SHIP TO: CITY OF FITCHBURG- C/S    Page 1 of 1 Transaction Date - 06/26/15
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Due Date	Proj Number	Reference	Terms
07/11/15	5220401	2015 CHIPSEAL PROGRAM	NET 15 DAYS

Description	U/M	Quantity	Unit Price	Ext. Price
1. CHIPSEAL	SY	73628.0000	1.5950	117,436.66
2. INLETS TYPE B	EA	1.0000	70.0000	70.00
3. INLETS TYPE C	EA	70.0000	70.0000	4,900.00
4. SEMINOLE HWY CNTRL	LS	1.0000	350.0000	350.00

SUBTOTAL Sales Tax Freight Other Amounts	\$122,756.66 \$0.00 0.00 0.00
Invoice TOTAL	\$122,756.66
Net Invoice TOTAL	\$122,756.66

# Appendix B: Location Map 2015 Chip Seal



# Purchase Order

Department: Public Works

Prepared by: Gus VanderWegen

P.O. Number	P.O. Date	Department Rec'd Date	Date submitted for approval
	7/6/2015	6/29/2015	

Vendor # <u>80</u> <u>Payne &amp; Dolan, Inc.</u> <u>6295 Lacy Rd</u> <u>Fitchburg, WI 53593</u>	<b>SUBMITTED FOR APPROVAL</b>
	ADMINISTRATOR Under \$2,500 <input type="checkbox"/>
	MAYOR \$2,500 < \$25,000 <input type="checkbox"/>
	FINANCE COMMITTEE Over \$25,000 <input checked="" type="checkbox"/>

Invoice Number	Invoice Date	Description	Fund	Dept	Acct	Job	Amount
15-SR-101-0 #1	6/29/15	Street Resurfacing Program	400	5733	319		\$160,246.46
		Street Resurfacing Program - Resident Requests	400	5733	319	13	\$ -
		Novation Campus	400	5733	370		\$46,348.90
		Pedestrian and Bike System Improvements	400	5733	427		\$10,561.38
		McKee Farms Splash Pad Parking Lot	400	5766	212		\$4,827.20
		Park System Improvements	400	5766	259		
		Water Insulate	600	10734			\$8,800.00
		Water Valve Repair & Breaks	600	5673	100		\$3,586.00
		Sanitary MH Adjustment - For City of Madison	600	5831	200	13	\$2,900.00
		Storm Inlet Repairs	601	5601	306		\$15,274.68
		Retainage Held	400	21123			(\$12,627.23)

<input checked="" type="checkbox"/> Above items are within budget	<b>TOTAL</b>	\$239,917.39
	<b>Finance Initial</b>	<i>[Signature]</i>

**Signatures Required:**

Department Head Tracy M. Foss Date Approved 7-6-15  
 Comptroller/Administrator [Signature] Date Approved 7-7-15

Over \$2,500:  
 Mayor \_\_\_\_\_ Date Approved \_\_\_\_\_

Comments or special arrangements (if required) See attachments for billing to residents and City of Madison  
 Total Invoices to Date Including this invoice: \$239,917.39  
 Total Contract Approved: \$1,088,496.52  
 Amount of Contract Remaining: \$848,579.13

**REQUEST AND CERTIFICATE FOR PAYMENT**

REQUEST NO. 1

PROJECT: 2015 Street Improvements

ENGINEER: City of Fitchburg

ENGINEER'S PROJECT NO: 15-SR-101-0 & 13-SR-102-0

CONTRACTOR: Payne and Dolan, Inc.

CONTRACT FOR: 2015 Street Improvements

REQUEST DATE: 6/29/2015

TO (Owner)

City of Fitchburg  
5520 Lacy Road  
Fitchburg, WI 53711

ATTN:

PERIOD FROM: TO: 6/6/2015

**CHANGE ORDER SUMMARY**

Change Orders approved previously		ADDITIONS \$	DEDUCTIONS \$
TOTAL			
Subsequent Change Orders			
Number	Approved (date)		
<b>TOTALS</b>		<b>\$0.00</b>	<b>\$0.00</b>
Net change by Change Orders		<b>\$0.00</b>	<b>\$0.00</b>

Request is made for Payment, as shown below, in connection with the Contract.

Continuation Sheet, is attached.

The present status of the account for this Contract is as follows:

ORIGINAL CONTRACT SUM..... \$1,088,496.52

Net change by Change Orders..... \$0.00

CONTRACT SUM TO DATE..... \$1,088,496.52

TOTAL COMPLETED & STORED TO DATE..... \$252,544.62

RETAINAGE (5% OF 1<sup>st</sup> 50%) \$12,627.23

TOTAL EARNED LESS RETAINAGE..... \$239,917.38<sup>39</sup>

LESS PREVIOUS CERTIFICATES FOR PAYMENT.... \$0.00

CURRENT PAYMENT DUE..... \$239,917.48<sup>39</sup>

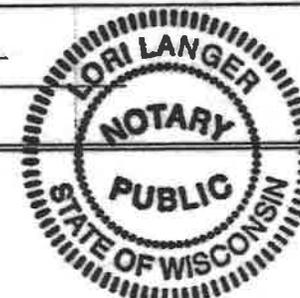
State of: Wisconsin County of: Dane

The undersigned Contractor certifies that the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid for by him for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that the current payment shown herein is now due.

Contractor: [Signature]

By: Douglas W. Butz Date: 6/29/2015

Subscribed and sworn to before me this 29<sup>th</sup> day of June  
Notary Public: [Signature]  
My Commission expires: 4/1/2019



In accordance with the Contract and this Application for Payment the Contractor is entitled to payment in the amount shown above.

Recommended by Engineer: [Signature]

Approved by Owner: Tracy M. Fass

This Certificate is not negotiable. It is payable only to the payee named herein and its issuance, payment and acceptance are without prejudice to any rights of the Owner or Contractor under their Contract.

ITEM #	DESCRIPTION OF WORK	SCHEDULED QUANTITY	UNITS	UNIT PRICE	PREVIOUS REQUEST		THIS REQUEST		TOTAL REQUEST		% OF WORK COMPLETED	SCHEDULED PAYMENT
					QUANTITY	AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT		
704	INSULATE WATER SERVICE (RIGHT-OF-WAY)	2	EA	\$4,400.00	0	\$0.00	2.00	\$8,800.00	2.00	\$8,800.00	100.00%	\$8,800.00
801	CHIMNEY SEAL	2	EA	\$350.00	0	\$0.00		\$0.00	-	\$0.00	0.00%	\$700.00
802	12" SEWER BARREL SECTION	1	EA	\$2,900.00	0	\$0.00	1.00	\$2,900.00	1.00	\$2,900.00	100.00%	\$2,900.00
1101NP	MOBILIZATION	1	LS	\$6,550.00	0	\$0.00	0.50	\$3,275.00	0.50	\$3,275.00	50.00%	\$6,550.00
1102NP	TRAFFIC CONTROL	1	LS	\$300.00	0	\$0.00	0.50	\$150.00	0.50	\$150.00	50.00%	\$300.00
1103NP	CONSTRUCTION STAKING	1	LS	\$1,950.00	0	\$0.00		\$0.00	-	\$0.00	0.00%	\$1,950.00
1201NP	INLET PROTECTION TYPE D	3	EA	\$105.00	0	\$0.00		\$0.00	-	\$0.00	0.00%	\$315.00
1202NP	SILT FENCE	160	LF	\$2.50	0	\$0.00		\$0.00	-	\$0.00	0.00%	\$400.00
1203NP	STONE TRACKING PAD	1	EA	\$950.00	0	\$0.00		\$0.00	-	\$0.00	0.00%	\$950.00
1301NP	UNCLASSIFIED EXCAVATION	1	LS	\$4,500.00	0	\$0.00		\$0.00	-	\$0.00	0.00%	\$4,500.00
1302NP	SPREAD TOPSOIL 6" & SEED	300	SY	\$5.80	0	\$0.00		\$0.00	-	\$0.00	0.00%	\$1,740.00
1303NP	SAWCUT ASPHALT PAVEMENT	431	LF	\$1.50	0	\$0.00		\$0.00	-	\$0.00	0.00%	\$646.50
1304NP	REMOVE ASPHALT PAVEMENT	441	SY	\$2.00	0	\$0.00		\$0.00	-	\$0.00	0.00%	\$882.00
1305NP	REMOVE CONCRETE CURB & GUTTER	250	LF	\$3.00	0	\$0.00		\$0.00	-	\$0.00	0.00%	\$750.00
1306NP	REMOVE CONCRETE SIDEWALK	87	SY	\$5.00	0	\$0.00		\$0.00	-	\$0.00	0.00%	\$435.00
1307NP	REMOVE TREES (3"-4" DIA.)	2	EA	\$150.00	0	\$0.00		\$0.00	-	\$0.00	0.00%	\$300.00
1308NP	REMOVE CONCRETE LIGHT BASE	2	EA	\$350.00	0	\$0.00		\$0.00	-	\$0.00	0.00%	\$700.00
1309NP	EXCAVATION BELOW SUBGRADE	90	SY	\$22.00	0	\$0.00		\$0.00	-	\$0.00	0.00%	\$1,980.00
1310NP	SPECIAL EXCAVATION DISPOSAL	30	CY	\$105.00	0	\$0.00		\$0.00	-	\$0.00	0.00%	\$3,150.00
1401NP	CONCRETE CURB & GUTTER 30-INCH TYPE A	755	LF	\$17.17	0	\$0.00		\$0.00	-	\$0.00	0.00%	\$12,963.35
1402NP	CONCRETE SIDEWALK 5-INCH	1580	LF	\$6.06	0	\$0.00		\$0.00	-	\$0.00	0.00%	\$9,574.80
1403NP	DETECTABLE WARNING FIELD, NATURAL PATINA	16	SF	\$35.35	0	\$0.00		\$0.00	-	\$0.00	0.00%	\$565.60
1404NP	COLORLED CONCRETE CROSS WALK	393	SF	\$12.12	0	\$0.00		\$0.00	-	\$0.00	0.00%	\$4,763.16
1405NP	COMMERCIAL DRIVE APRON, CONCRETE	146	LF	\$7.07	0	\$0.00		\$0.00	-	\$0.00	0.00%	\$1,032.22
1406NP	CONCRETE MEDIAN NOSE	80	SF	\$10.10	0	\$0.00		\$0.00	-	\$0.00	0.00%	\$808.00
1501NP	BASE AGGREGATE DENSE 1 1/4-INCH	1132	TN	\$13.00	0	\$0.00		\$0.00	-	\$0.00	0.00%	\$14,716.00
1502NP	HMA PAVEMENT BINDER E-1 19mm	230	TN	\$60.00	0	\$0.00		\$0.00	-	\$0.00	0.00%	\$13,800.00
1503NP	HMA PAVEMENT SURFACE E-1 12.5mm	146	TN	\$70.00	0	\$0.00	30.27	\$2,118.90	30.27	\$2,118.90	20.73%	\$10,220.00
1504NP	TACK COAT	33	GA	\$2.00	0	\$0.00		\$0.00	-	\$0.00	0.00%	\$66.00
1505NP	REMOVE ASPHALT SURFACE MILLING	90	SY	\$15.90	0	\$0.00	30.00	\$477.00	30.00	\$477.00	33.33%	\$1,431.00
1601NP	STORM SEWER INLETS W/CASTING	2	EA	\$2,100.00	0	\$0.00	2.00	\$4,200.00	2.00	\$4,200.00	100.00%	\$4,200.00
1602NP	SADDLED STORM INLET W/CASTING	1	EA	\$2,000.00	0	\$0.00		\$0.00	-	\$0.00	0.00%	\$2,000.00
1603NP	STORM SEWER PIPE REINFORCED CONC CL 4 12"	48	LF	\$76.00	0	\$0.00	49.50	\$3,762.00	49.50	\$3,762.00	103.13%	\$3,648.00
1701NP	WATER MAIN 8" DI CL 52	260	LF	\$93.00	0	\$0.00	262.00	\$24,366.00	262.00	\$24,366.00	100.77%	\$24,180.00
1702NP	INSULATION, POLYSTYRENE BOARD 4"	416	SF	\$6.00	0	\$0.00		\$0.00	-	\$0.00	0.00%	\$2,496.00
1703NP	8" X 8" TEE LIVE TAP W/8" VALVE	1	EA	\$4,800.00	0	\$0.00	1.00	\$4,800.00	1.00	\$4,800.00	100.00%	\$4,800.00
1704NP	RELOCATE HYDRANT INSTALL 6" VALVE	1	EA	\$2,000.00	0	\$0.00	1.00	\$2,000.00	1.00	\$2,000.00	100.00%	\$2,000.00
1705NP	VALVE GATE 6-INCH	1	EA	\$1,200.00	0	\$0.00	1.00	\$1,200.00	1.00	\$1,200.00	100.00%	\$1,200.00
1901NP	CONCRETE BASE TYPE LB-4	1	EA	\$750.00	0	\$0.00		\$0.00	-	\$0.00	0.00%	\$750.00
1902NP	CONCRETE BASE TYPE LB-8	1	EA	\$800.00	0	\$0.00		\$0.00	-	\$0.00	0.00%	\$800.00
1903NP	CONCRETE BASE TYPE G	2	EA	\$600.00	0	\$0.00		\$0.00	-	\$0.00	0.00%	\$1,200.00
1904NP	HANDHOLE TYPE 1	1	EA	\$800.00	0	\$0.00		\$0.00	-	\$0.00	0.00%	\$800.00
1905NP	CONDUIT RIGID NONMETALLIC SCH 80 1 1/4-INCH	240	LF	\$5.50	0	\$0.00		\$0.00	-	\$0.00	0.00%	\$1,320.00
1906NP	CONDUIT RIGID NONMETALLIC SCH 80 2-INCH	70	LF	\$5.50	0	\$0.00		\$0.00	-	\$0.00	0.00%	\$385.00
1907NP	CONDUIT RIGID NONMETALLIC SCH 80 3-INCH	244	LF	\$7.00	0	\$0.00		\$0.00	-	\$0.00	0.00%	\$1,708.00
1908NP	STREET LIGHT FURNISHED TWIN FIXTURE	1	EA	\$5,000.00	0	\$0.00		\$0.00	-	\$0.00	0.00%	\$5,000.00
1101SW	MOBILIZATION	1	LS	\$2,000.00	0	\$0.00		\$0.00	-	\$0.00	0.00%	\$2,000.00
1103SW	CONSTRUCTION STAKING	1	LS	\$400.00	0	\$0.00		\$0.00	-	\$0.00	0.00%	\$400.00
1201SW	INLET PROTECTION TYPE D	2	EA	\$105.00	0	\$0.00		\$0.00	-	\$0.00	0.00%	\$210.00
1202SW	SILT FENCE	200	LF	\$2.50	0	\$0.00		\$0.00	-	\$0.00	0.00%	\$500.00
1203SW	STONE TRACKING PAD	1	EA	\$950.00	0	\$0.00		\$0.00	-	\$0.00	0.00%	\$950.00
1301SW	UNCLASSIFIED EXCAVATION	1	LS	\$3,000.00	0	\$0.00		\$0.00	-	\$0.00	0.00%	\$3,000.00



# City of Fitchburg Committee or Commission Referral

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Direct Referral Initiated by:  
Direct Referral Approved by:

Date Referred: **6/23/2015**  
Date to Report Back: **7/14/2015**

Ordinance Number:  
Resolution Number: R-68-15

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Sponsored by: Mayor

Drafted by: Matt Prough, IT Manager

**TITLE:** Authorizing Acceptance of the Enterprise Content Management System Proposal from Naviant, Inc.

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**Background:** The purpose of the Enterprise Content Management System is to streamline city processes and increase the efficiency of various workflows. The initial project will focus on the implementation of the core software and systems, followed by the implementation of agenda management. A city workgroup reviewed and analyzed several solutions and selected OnBase as the system that would best meet the needs of the city. The OnBase system is sold by Naviant, Inc. in Wisconsin under state contract #407366. Further details can be found in the attached memo.

Order	Referred To	Staff Contact	Place on Agenda For	Action Taken On Referral
1	Finance Committee	Dodge	7/14/2015	
2				
3				
4				

Amendments:



June 16, 2015

## **Enterprise Content Management System**

From: Matt Prough, IT Manager

Project Background: Resolution R-68-15 requests approval of a proposal for the purchase and implementation of an Enterprise Content Management System (ECM). The proposal from Naviant, Inc. includes the necessary software licensing and implementation services for the core OnBase ECM system, and for the implementation of Agenda Management. Future project phases may follow to implement ECM for other city processes.

Project Funding: This project is funded through CIP project #1022. In 2013 a new CIP project was approved for the implementation of an ECM system, with additional funding provided in 2014 and 2015. Current funding totals \$213,500.

Project Scope: The ECM project will be implemented in multiple phases. This request is to fund the first phase which includes the purchase of the core ECM software, Agenda Management licenses, and implementation services. Future phases may include other city processes such as Accounts Payable, Plan Review, or Human Resources.

Agenda Management Overview: The first phase of the ECM project will implement an Agenda Management workflow utilizing the ECM system. The Agenda Management system controls the creation and management of agendas, meeting packets, and minutes throughout the organization. The system automates approval and assembly of agendas and minutes, and publishes final documents to the city web site. The goal of this phase is to increase the efficiency and control of the agenda creation process for the City Council and City Commissions and Committees.

Selection of Vendor and Software: A city workgroup comprised of staff from a number of departments spent a considerable amount of time in 2014 reviewing ECM software and vendors. This review included site visits to municipalities running the various products being reviewed. Based on this thorough review, the workgroup concluded that the OnBase system would best meet the needs of the City, and that the Agenda Management portion of the system was significantly better than any other offering. The local reseller for OnBase is Naviant, Inc., a company located in Verona, WI.

Project Cost: Naviant, Inc. supplies the OnBase software and implementation services through the State of Wisconsin cooperative purchasing agreement under contract #407366. The cost for phase one, which includes the OnBase core licenses, Agenda Management licenses, and implementation services, is \$92,893. Future processes will require additional funding which will vary based on additional software licenses needed and the amount of implementation services provided. At this time it is believed the funding available in the CIP project will be adequate to fund at least one additional workflow process, and possibly two.



## *Statement of Work*

### *OnBase Enterprise Content Management Solution – Phase 1*

**Prepared For:**

Matt Prough, IT Director  
City of Fitchburg

**Prepared By:**

Ed Modjeska, Director of Strategic Accounts  
Guy Schroeder, Manager of Sales Engineering  
Matt Hein, Strategic Account Executive  
Naviant, Inc.

20 May 2015  
Revised 3 June 2015



*Process focus. Excellence.*



## PROJECT SCOPE

### Introduction

The City of Fitchburg ([www.city.fitchburg.wi.us](http://www.city.fitchburg.wi.us)), located in Dane County, Wisconsin, United States, has a population of approximately 26,000 (25,260 @ 2010 census; 26,380 @ 2013 estimate). Fitchburg is an incorporated city, and suburb of Madison, Wisconsin. Fitchburg consists of a mix of urban neighborhoods near the border with the city of Madison, commercial and industrial properties, and rural properties in the southern portion of the city.

Fitchburg leadership has identified the need to enhance document and process management capabilities across the City government and business/administrative departments to improve efficiencies, reduce costs, and enhance service to internal users and constituents. Over the past few months, Naviant and the City of Fitchburg have engaged in preliminary discussions and demonstrations to review best practices and options for optimizing enterprise content management (ECM), business process management (BPM), and case management (CM) through the OnBase solution suite.

The OnBase software suite ([www.onbase.com/government](http://www.onbase.com/government)) for federal, state, and local government streamlines paper-based processes across the enterprise with a proven solution for each level of government, helping each meet the challenges of smaller budgets and staffs while laying the foundation for simplified, efficient, and mobile government information technology. As the industry-leading solution to government and their constituents, OnBase provides an extensive breadth of solutions including Finance & Administration, Housing & Human Services, Justice & Public Safety, Planning & Public Works, and Integrations to departmental/agency government applications like Accella, Cityworks, ESRI, and more.

While many opportunities exist to leverage the OnBase solution suite across the enterprise, based on discussions to date, the City of Fitchburg has identified the following two (2) areas for this initial Phase 1 project:

1. Agenda Management
2. Accounts Payable Automation

As a result of Naviant's experience with government solutions leveraging the OnBase solution suite, the City of Fitchburg has requested Naviant assistance to provide planning, implementation, and support assistance for this initial Phase 1 project. This assistance will be provided via this Statement of Work (sometimes referred to as SOW or Agreement) for "OnBase Enterprise Content Management Solution – Phase 1", and will extend pricing and procurement advantages to the City of Fitchburg via the *OnBase Local Government Licensing Model* (local governments with populations of less than 250,000) and the existing *Naviant State of Wisconsin Cooperative Purchasing Agreement*.

### Project Objectives

Naviant project methodology, as detailed in the "Approach" section of this SOW, provides comprehensive planning and implementation assistance to assure a successful project solution. The following preliminary project objectives and assumptions have been identified prior to the formal Planning Phase activities. Initial planning will be provided through a Planning Phase to validate requirements, identify design options, and provide solution recommendations. Planning will validate business process options, specific software licensing necessary, and professional services required to deliver and implement the solution. As a result, Future State process assumptions, project requirements, and professional services estimates are based on information available at this time. In the event that additional products and/or services requirements are identified after the Planning Phase is completed, a Change Order Authorization may be required prior to the Implementation Phase engagement.

As identified above, the City of Fitchburg has identified two (2) areas for this initial project: Agenda Management, and Accounts Payable Automation. Following is a high-level overview of the preliminary Current State and Future State process objectives and assumptions.

#### Agenda Management

Agenda Management will be the first focus area for this project. The OnBase Agenda Management solution enables government organizations to effectively manage board, council, and committee meetings by automating the processes of agenda item reviews and assembly of meeting related documents. Staff can create agenda items and import related documents in a centralized, secure repository. Agenda items are then routed through OnBase Workflow to ensure the appropriate reviews take place. Meeting packets are automatically generated and distributed prior to meetings. If revisions are required, Clerks can easily incorporate changes and immediately distribute updated packets via email, a website, or other channels. With the OnBase Agenda Management solution, government agencies accelerate legislative processes while offering improved transparency to constituents.

### Benefits

- Automates & streamlines agenda creation & distribution, reducing manual tasks & costly paper processes
- Ensures that the most current versions of documents are included in meeting packets
- Supports collaboration by allowing staff to simultaneously participate in the agenda planning process
- Reduces staff time required to assemble meeting packets, creating time for higher-value tasks
- Increases transparency with a comprehensive view of the process & the status of individual agenda items

### Key Features

- Automatically creates, assembles, updates & distributes meeting packets
- Automates the addition of ordinance & resolution numbers, page numbers & placeholder pages
- Electronic distribution eliminates paper packets, increases ROI & conserves funds for higher-value projects
- Offers instant access to agenda updates, changes & ad-hoc submissions
- Captures attendance, motions & votes, and automatically routes items for follow-up after meetings

### Future State – Preliminary Scope Assumptions

As a replacement to the City of Fitchburg's existing manual processes, the standard OnBase Agenda Management solution will provide a repeatable framework to provide management best practices with optional future customization opportunities. The Phase 1 planning and implementation activities will include the following objectives and assumptions:

- Standard OnBase Agenda Management framework including pre-configured best practices design and core workflow for City Clerk processing
  - Set up and configuration of one (1) Meeting Type template for regular Council Meeting, including up to two related Meeting Types for Special Session and Workshop
  - Set up and configuration of one (1) Agenda Item Type that includes the form, a single Word template, and related configuration of supporting Document Types
  - Setup and configuration of one (1) Agenda Outline – sample as follows:
    - Pledge of Allegiance
    - Roll Call
    - Approval of Prior Minutes
    - Consent Items
    - Discussion Items
    - Ordinances & Resolutions (these are uniquely numbered by the Clerk)
      - Ordinances
      - Resolutions
    - Reports
      - Mayor's Report
      - Treasurer's Report
    - Recognition
    - Adjournment
  - Set up and configuration of Core Workflow for receipt, management, notifications, and distribution of City Clerk agenda items. Naviant will perform a gap analysis with Customer to clarify and confirm the agenda management processes. Changes to the Core Workflow business processes or automation considerations may impact the work effort estimated within this SOW resulting in further analysis and discussions, and possibly a Change Order. Following is a high-level example of the simple, preconfigured Core Agenda Item Workflow:
    - Agenda Item Approval (Submitter);
    - Agenda Item Approval (Department Head);
    - Agenda Item Approval (Legal);
    - Agenda Item Approval (Finance); and
    - Agenda Item Approval (City Manager).
  - Post-Meeting Actions
    - The base solution for Agenda Management does not include workflows specific to the management of Agenda Item disposition processing for things like assigning final resolution or ordinance numbers, document signatures, and those types of processes. While the system can accommodate these types of processes, Naviant will need to understand Customer's specific processes, and as appropriate, provide a service estimate for post-meeting action processing if requested within the project scope.
  - Baseline City Clerk training to revise, duplicate & create additional Meeting Type templates
  - Customer will be responsible for performing business process and user-acceptance testing

- Standard OnBase Agenda OnLine (public access viewer) to expose documents to the web for public access
  - Setup and configuration of OnBase Agenda Online includes set up of the software and configuration of the interface to match the Customer's branding (i.e. baseline customization for color scheme and logo). It should be anticipated that this will involve conversations with Customer IT to ensure communication between external site and internal application server. Example of standard Document Types and quantity/scope to be extended via Agenda OnLine include:

Name	Sample Description	File Type
Draft Agenda	Document used by the clerk/others prior to final agenda creation	MS Word (published as HTML & PDF)
Agenda	Document that will be posted to web site	MS Word (published as HTML & PDF)
Agenda Packet	Final agenda and all related material. This is printed for council members	PDF
Action Summary	Document that has a high level summary of the actions taken during the meeting but is not the official minutes.	MS Word (published as HTML & PDF)
Minutes	Document that has the official minutes from the meeting	MS Word (published as HTML & PDF)
Item Cover Sheet	Contains information specific to the agenda item. Often referred to as: <ul style="list-style-type: none"> <li>• Staff Report</li> <li>• Agenda Item Memo</li> </ul>	MS Word (published PDF)
Ordinance/Resolution Template		MS Word (published PDF)

Accounts Payable Automation

After Agenda Management, Accounts Payable will be the second focus area for this project. Accounts Payable receives invoices via mail and email (Outlook 2010 – local install of Office 365); however, all invoices are currently processed and approved via manual paper processing. While some invoices are centrally received by Finance, many invoices are received directly at the departments without Accounts Payable visibility. Purchase Orders are used, but not in the traditional sense. Once an invoice is received by a department, the department then creates a Purchase Order in Clarity (ERP) to be used as a cover sheet for the invoice with their manual approval and routing to Accounts Payable for processing. Once received by Accounts Payable, invoices are manually, key-from-paper entered into Clarity. There are three (3) full time employees (FTEs) in AP with invoice volumes of approximately 4,000 per month.

*Future State – Preliminary Scope Assumptions*

- AP early-capture (centralized – TBD) scanning and automated/electronic email (Outlook 2010) ingestion of invoices
  - OnBase batch scanning via one (1) centralized AP desktop scanner, with OnBase scan-from-disk for distributed location MFP scanning to network directories as appropriate
- Invoices will be routed via OnBase Workflow to AP Specialist for review and identification of non-PO invoices and PO exception invoices requiring approvals
- Invoice indexing and distribution with email notifications to approvers will be based on simplified, drop-down menu selection for AP Specialist selection
  - If a structured Schedule of Authority (SOA) is currently available within Clarity or another external data source, integration to OnBase Workflow may be considered but is not included within the current project scope assumptions at this time
  - Optionally, but not included within the current project scope assumptions, the Naviant NavRULES Engine may be considered to provide a structured, systematic SOA approval process within OnBase Workflow
- Approvers will receive email notifications, review, enter GL/exception coding via OnBase Workflow/Unity Form, and then approve via OnBase Integration for Outlook 2010 – including timers and escalations as appropriate with electronic routing back to AP
- AP will review and provide key-from-image entry of invoice transaction to Clarity
- Invoice transaction data from Clarity will be “shared” with OnBase via OnBase Application Enabler for automated document indexing and retrieval from both OnBase and Clarity
- All transaction history, approvals, routings, and status will be tracked within OnBase

## Preliminary Software & Hardware Requirements

The following software licensing recommendations are the preliminary requirements based upon the processes described above for this OnBase implementation.

### Software

- Local Government Licensing Bundle
  - Multi-User Server
  - Unity Client
  - Full-Text Search for Autonomy IDOL Server (not currently in scope for this project)
  - EDM Services
  - Application Enabler (Single Instance - Clarity)
  - Virtual Print Driver (not currently in scope for this project)
- Local Government Add-On Licenses
  - Outlook Integration for 2010 (Outlook version specific, local install required)
  - Production Document Imaging (1)
  - Named Users (Quantity 3 Each)
    - Named User Client
    - Workflow Named User Client
  - Concurrent Users (Quantity 5 Each)
    - Concurrent Client
    - Workflow Concurrent Client
      - Note: Five (5) licenses each based on 48,000 annual invoices / 220 business days / 8 hours per day / 10 minutes per review & approval
- Agenda Management Local Government Add-On Licenses
  - Agenda Management Bundle
    - Includes five (5) Concurrent Client & Workflow Concurrent Client licenses, and necessary Conversion Framework for Aspose and PDF Framework licenses
  - Production Document Imaging (2+)
  - Web Server
  - Public Sector Constituency Web Access (Agenda OnLine) – Based on census 25,260 constituents

### Hardware

- Customer will provide all hardware components including servers, workstations, storage devices, etc.
- Customer will provide all operating system software, database software, and client access licenses.
- Customer will provide new scanner(s) hardware, if required. Scanner hardware and implementation/support services are available through Naviant as a single-source contract; however, they are not included within the scope of this SOW at this time.

### Assumptions

1. Customer will commit a Project Manager, Subject Matter Expert, System Analyst, and System Administrator time as needed for project activities.

## APPROACH

During the engagement, Naviant will utilize our experience with process and technology to make recommendations on how to best design a solution to meet your objectives. Naviant will provide guidance, experience, and expertise based on the project scope on how to best manage processes and systems relative to strategic capture/ingestion, storage, retrieval, sharing, management, integration, and automation of information. In addition, Naviant will leverage the knowledge gained through previous deployments to avoid potential issues. This engagement will:

- Develop a clear vision of the high-level solution goals and constraints
- Unify the project team behind a common vision
- Determine the appropriate “Future State Project” design
- Define the sequence of tasks required for successful implementation
- Provide detailed documentation as appropriate throughout the project

### Naviant Methodology

Naviant utilizes a consultative and diagnostic approach to review current organizational processes, technologies, operational systems and supporting intelligence to build our analysis and recommendations. Naviant’s methodical approach shows our commitment to process, and forces logic and ideals into well-organized business models.

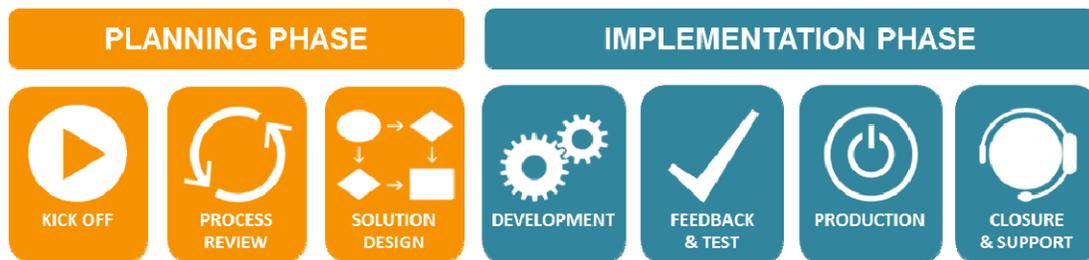
The Naviant methodology is designed to provide a complete validation of the current situation and understanding of the future solution. Each step in this methodology builds on the prior step to drive to a final solution. Our approach follows an iterative methodology which allows the “Project Teams” to review and refine the solution from the “Solution Design Phase” through the “Feedback & Test Phase,” with the end result being a “Solution Blueprint”, including the “Project Phase Plan” and final specifications to implement a solid solution.

Naviant incorporates “Business Excellence” principles and tools to improve process performance that supports customer experience, stakeholder value, and alignment to corporate objectives through the measurement and monitoring of key performance benchmarks and metrics. As a foundation for improvement, Business Excellence validates the use of best practices across the organization and creates an environment for continuous improvement through a blended approach of process tools, technology platforms, and resource alignment. The ultimate objective is to provide visibility into organizational performance to enhance business decisions, process innovation and drive organizational value.

### Change Orders

This SOW has been prepared in accordance with Naviant’s understanding of Customer requirements and the “Project Scope” based on the information provided at this time. Although Naviant makes every attempt to provide accurate estimates, estimates may change as further details of the solution are identified and the final Solution Blueprint is developed. In the event that additional products and/or services beyond those outlined in this SOW are required, a “Change Order Authorization” will be generated outlining the details, as well as time and cost estimates, of the modifications to this SOW. A Change Order Authorization must be authorized, approved, and executed by Naviant and Customer in order for the modifications to be incorporated into the SOW.

### Project Phases



Naviant has developed a two-phased approach, Planning Phase and Implementation Phase, to implementing Enterprise Content Management (ECM) solutions that is driven by proven methodologies and processes. Naviant’s phased approach provides customers with a high-level overview of what to expect at each phase, including deliverables and responsibilities for both Customer and Naviant.

## KICK-OFF



### Pre-Engagement Questionnaire

Prior to the “Project Kick-Off Meeting,” Naviant will provide Customer with a “Pre-Engagement Questionnaire.” This document will be used to establish an understanding of your current work environment. Areas of focus include:

- IT Infrastructure Overview
- Current Hardware Usage
- Organizational Charts (Corporate & Dept)
- Overview of Current Environment
- Administrative Practices & Procedures
- Internal Risk Assessment
- Key Metrics You Care About
- Test Environment Requirements
- User Population & Distribution

### Project Kick-Off Meeting

Naviant will begin the Project Kick-Off Meeting with your “Core Project Team.” The Kick-Off Meeting will last approximately one to two hours (*depending on how much of the questionnaire is complete*) and will include:

- Introduction of your Core Project Team and Naviant team members
- Establishment of roles and schedule of steps outlined in phased approach above
- Knowledge transfer and review of your company and vision
- Review of Pre-Engagement Questionnaire and clarification of questions
- Review of each step of the processes and goals
- Requirements definition

### Customer Responsibilities

- Assign Core Project Team members and ensure they all attend Kick-Off Meeting
- *Project Sponsor* must be present and participate. The Project Sponsor is the individual that is responsible for signing the SOW.
- *Project Lead* must be present and participate. The Project Lead is the individual that is responsible for project management, including:
  - Coordinate Project activities with Lead Naviant Consultant
  - Responsible for Customer resource availability and tracking of tasks assigned to staff
  - Work with Naviant Project Lead to coordinate activities and provide status reports
  - Coordinate logistics for non-Customer staff (meeting rooms, remote access, etc.)
  - Create all Customer required documentation and ensure timely internal sign-offs
  - Commit and confirm Project Team resources (Project Sponsor, Project Lead, Subject Matter Experts (SMEs), IT resources) will be available as needed for project sessions and activities
- Complete and return the Pre-Engagement Questionnaire prior to the meeting via email or fax to Naviant at sales@naviant-inc.com or 608-848-0901
- Verify you can comply with minimum server specifications for Development/Test Environments (if required) and Production Environment
- Provide meeting logistics to Naviant prior to the meeting, including location (address, room location) and remote access codes for conference calls or web conferencing

### Naviant Responsibilities

- Identify Naviant Project Team and commit resources
- Review completed Pre-Engagement Questionnaire documentation prior to meeting

- Deliver Preliminary Project Phase Plan, which is a high-level overview based on estimates
- Deliver Kick-Off Meeting Agenda (*prior to meeting*)
- Deliver Meeting Minutes (*post meeting*)
- Naviant Project Team & Sales Representative all attend the Kick-Off Meeting
- *Naviant Project Lead* will be present and participate. The Project Lead is the individual that is responsible for project management, including:
  - Lead Customer contact responsible for project execution
  - Coordinate meetings and status reports with Customer Project Lead (Project Phase Plan, Scorecard, etc.)
  - Manage issue log and communications with steering committee
  - Track project budget and resource usage
  - Manage tasks and Naviant resources
  - Change and risk management
  - Milestone sign-off and Project closure & support transition
  - Review vision, scope, expectations, business problems, goals and success measures

## PROCESS REVIEW



In order to design a Future State solution which meets your needs and preserves the essential functionality of current processes, it is necessary to gain a thorough understanding of the “Current State” environment. In this phase, it is important to keep in mind the goal of process optimization, including minimizing time spent by knowledge workers in the Current State on non-value-added activities (tasks that are easily automated).

The Process Review phase is accomplished through a series of working sessions with various Subject Matter Experts (SMEs) including process owner and knowledge workers. During this phase, we will use various techniques to gather information including verbal descriptions, Customer-generated documentation, and live walk-throughs.

### Customer Responsibilities

- SMEs will need to participate in working sessions, and come prepared to discuss Current State processes and process exceptions
- Provide additional Current State process documentation that was not identified in Pre-Engagement Questionnaire responses
- Discuss any changes you have identified that you would like to see implemented in Future State

### Naviant Responsibilities

- Facilitate and review Current State processes discussions as defined in objectives and provide subsequent high-level documentation
- Facilitate and review Current State technical architecture/infrastructure discussions and provide subsequent documentation
- Capture Future State considerations, as appropriate

## SOLUTION DESIGN



The “Solution Design” phase is where we develop and validate requirements, identify process automation opportunities, and design the final **Solution Blueprint** (aka Future State design document). Specific software licensing will be identified, as well as professional services required to deliver the solution. Naviant will provide guidance, experience, and expertise based on project scope on how to best manage processes and systems relative to strategic capture/ingestion, storage, retrieval, sharing, management, integration, and automation of information.

The Solution Design phase is built together with Customer to ensure best practice methodologies, and includes Joint Application Design (JAD) sessions with various Project Team participants (SMEs, process managers, IT resources, etc.) to define high-level solution parameters. Our approach follows an iterative methodology, which allows for improved and accurate requirements definition while adhering to project direction and deadlines through an open dialogue of communication between our customers and consultants. This iterative process allows the Project Teams to review and refine the solution from the Solution Design Phase through “Test Phase,” with the end result being a final Solution Blueprint, Project Phase Plan, and final specifications to implement a solid Future State solution.

The outcome of this phase is the Solution Blueprint, which includes: Project Specifications (work breakdown details), Project Phase Plan, and validation of software licensing, hardware requirements, and professional services estimates.

### Deliverables

The deliverables will be provided to Customer in Adobe PDF format, and will provide for up to one (1) iteration of the draft based on the estimated professional services identified within this SOW. Based on mutual schedules, Naviant’s objective will be to provide the draft deliverables to Customer within seven (7) business days after the conclusion of the onsite sessions. The deliverables will reflect Naviant Group’s Methodology, and typically will include the following standard sections, including:

- Overview
  - Situation Overview
  - Project Objectives
  - Participants
- Current State Analysis
  - Process Descriptions
- Future State Solution
  - Solution Summary
  - Process Descriptions
  - Process Diagrams/Maps
- Infrastructure
  - Architecture & System Requirements
- Project Plan
  - Phase Plan & Estimates
  - Resource Requirements
  - Software & Hardware Requirements
- Estimated Project Pricing
  - Professional Services
  - Software & Hardware

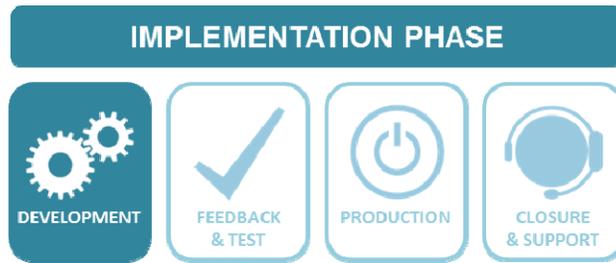
Customer Responsibilities

- Project Team resources (SMEs, IT Resources, decision makers, and others that are impacted by Future State, etc.) must be available to participate in JAD sessions
- Attendees collectively must have the power to make Future State process and design decisions
- Project Sponsor must review Solution Blueprint and provide signature that they have reviewed the document and updated pricing
- Change Order required if final Solution Blueprint differs from the initial assumptions and solution estimate provided

Naviant Responsibilities

- Facilitate JAD sessions with SMEs to validate requested Future State solution design and business requirements (both functional and non-functional)
- Technical requirements gathering
- Build a high-level Project Phase Plan based on the information gathered
- Finalize implementation costs and professional services estimates
- Design and deliver the final Solution Blueprint, including Future State architecture based on business and technical requirements, Future State architecture diagram, and hardware/software requirements

## DEVELOPMENT



In this phase, the actual solution development work begins based on your Solution Blueprint. Software is configured, integrations are designed, custom development is addressed, electronic forms are created, and workflows are built, all depending upon your Solution Blueprint. The Development phase may be accomplished remotely or onsite at Naviant's discretion.

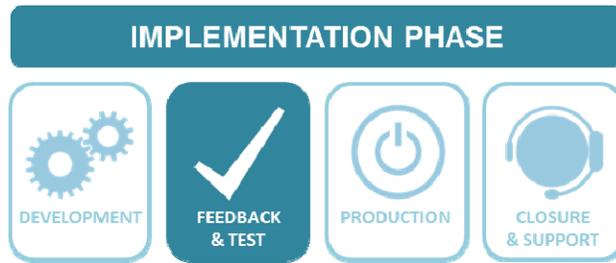
### Customer Responsibilities

- SMEs must be available to answer questions in a timely manner
- Verification that basic equipment needs for deployment into your production environment have been provided to Naviant (database server, file server with ample storage, web server if applicable, security, network's ability to handle incoming traffic, Customer machines, etc.)

### Naviant Responsibilities

- Develop and configure based on the Solution Blueprint
- Execute "Unit Testing" which means Naviant configures the solution and tests to make sure it works as designed

## *FEEDBACK & TEST*



The “Feedback & Test” phase is critical to a successful implementation. Without proper feedback and testing, production go live time comes with a fear of the unknown. During the Feedback portion of this phase, Naviant will provide a prototype walk through demonstration of the Solution with the Core Project Team, and solicit feedback based on Customer expectations and objectives outlined in the SOW.

Customer will identify a “Test Team” and conduct “End-to-End Testing,” “System Integration” testing if applicable, and scenario-based “User Acceptance” testing based upon timelines established and agreed upon by the Project Leads for Customer and Naviant. Keep in mind this phase is iterative, and if changes are required based on Feedback & Testing, we can move back through the Solution Design and Development phases to ensure the end result is a solution that meets your objectives. Please note that User Acceptance testing is only done once in the final iteration.

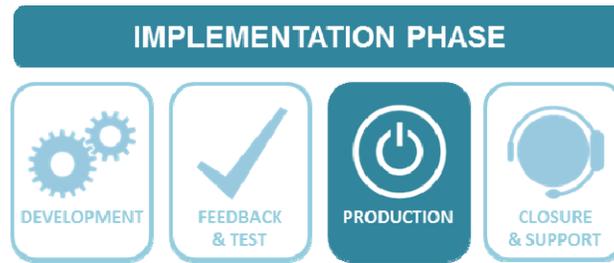
### Customer Responsibilities

- Define and document business scenarios for User Acceptance testing
- Identify Test Team and define clear testing responsibilities
- Project Leads work closely together to manage testing in agreed upon timelines
- Test Team will conduct End-to-End testing, System Integration testing (if applicable), and User Acceptance testing in agreed upon timeline
- Decide upon mechanism for “issue tracking”. In absence of a Customer-provided means, Naviant will provide an issue tracking log for Customer to use to maintain issues

### Naviant Responsibilities

- Review business scenarios to ensure they have appropriate coverage
- Facilitate user feedback sessions and create feedback documentation
- Project Leads work closely together to manage testing in agreed upon timelines

## *PRODUCTION*



The Production phase is the actual implementation and deployment of the Solution Blueprint. The Naviant Project Team will provide HyperCare to address any issues that arise once the project has moved into production. Customer will be provided with appropriate contact information once you have reached this phase of the project.

### **Naviant HyperCare**

Naviant HyperCare provides project support and enhancement assistance through a combination of Go-Live Support and Post-Production Monitoring & Assistance.

**Naviant Go-Live Support** is the stabilization period after project go-live which focuses on customer support and system availability. The Naviant project team will provide technical and process support to the customer's go-live project team. The team will leverage BPM and technical knowledge and experience from the Naviant deployment and support teams to ensure that all questions and issues are resolved in a timely and effective manner. Go-Live Support will aid the customer's project team in technical issue resolution and system use. As necessary, Naviant Support Tickets can be opened via the standard SLA process to resolve and track any issues or enhancement requests.

**Naviant Post-Production Monitoring & Assistance (PPMA)** affords dedicated project hours that may be utilized to provide process enhancement and design changes requested by the customer after go-live. The Naviant PPMA team is a group of assigned individuals who will provide process, development and technical support to the customer's project team. Naviant's experience recognizes that ECM & BPM solutions expose customers to new technologies and process capabilities which may not be fully evident until after go-live. The overall objective of the PPMA team is to work with each customer, onsite or remote as applicable for the project plan, to provide an opportunity for continuous process improvement and to ensure that the solution will be utilized efficiently.

### Customer Responsibilities

The installation of this solution will require assistance from Customer, and the personnel assigned to this Project must be available during normal working hours to assist Naviant personnel. The installation of this solution may require assistance from the Customer's IT staff to obtain access to the servers and network devices the solution may reside on; and thus it is required that the Customer schedule their IT resource to be available within 30 minutes of Naviant being onsite for installation. If Naviant resource has to wait for longer than 30 minutes for an IT resource to be available for assistance with the installation, the Customer will be charged in ¼ hour increments at the prevailing rate for the time lost.

Customer will be responsible for timely site preparation including, but not limited to, the provision of adequate electrical power and sufficient number and type of electrical outlets, dust, and smoke control provisions, adequate furniture, and sufficient work space for Naviant personnel to perform installation. The installation of this solution may require Naviant to obtain access to the servers and network devices the solution may reside on. Customer will be responsible for additional equipment cabling, except as specifically set forth to be provided by Naviant. In the event Customer will be required to provide specific additional equipment prior to installation, it is the responsibility of Customer to provide the necessary versions of network OS, server software, database, hardware, browsers, and desktop OS to work with the proposed solutions prior to the scheduled Project milestone or task requiring additional equipment, or costs may be incurred by the Customer.

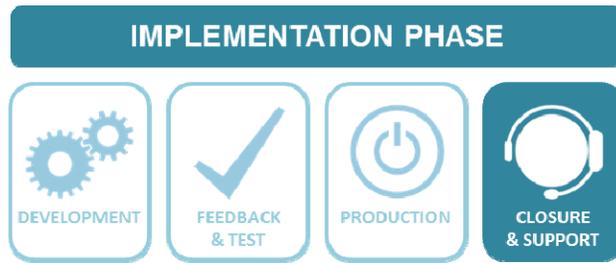
Customer will be responsible for the actual results with hardware operations (including among other aspects, network, server or scanner speeds; personnel requirements; and costs) and results may vary from those indicated due to overall network environment, volume estimates, personnel and other factors.

Customer will be responsible for assisting in the development of training documentation, and the Project Leads will work closely together so Naviant can track and manage all implementation issues.

Naviant Responsibilities

- Project Leads work closely together so Naviant can track and manage all implementation issues
- Assist in the development of training documentation
- Conduct train the trainer sessions
- Deliverables include the implementation plan, configuration reports, and finalized solution specifications
- Post-production monitoring and assistance

## **CLOSURE & SUPPORT**



### **Closure**

The “Project Closure” phase ensures that both the Customer and Naviant agree that the project is in production based on objectives outlined in the SOW, and the project should transition to Naviant Support. Naviant will facilitate a meeting with the Core Project Team to review the project, identify any open issues, and sign-off on project completion.

#### Customer Responsibilities

- Core Project Team needs to attend, as well as any additional staff supporting the solution
- Project Sponsor must attend and sign-off on project closure

#### Naviant Responsibilities

- Facilitate support transition meeting and review project
- Introduction of Naviant's Customer Care Group (CCG) to Customer

### **Support**

The “Support” phase begins with a Support kick-off meeting facilitated by Naviant's Customer Care Group (CCG) to review how Customer would engage Naviant for support-related issues. CCG will review the different methods for contacting CCG, tiered support programs, review authorized support contacts approved by Customer, share issue tracking methodology, training, and learning opportunities.

#### Software Support Level Agreement (SLA)

Naviant's experienced support team maintains a dedicated help desk to provide the first line of support for all Enterprise Content Management (ECM) solution implementations. Naviant customers are provided with a toll-free number to use when calling in for support, and will be connected directly with the help desk technician and the call will be logged into the Naviant support service system. By utilizing this streamlined approach to support, Naviant ensures that each issue will be responded to and tracked in a timely and efficient way to minimize disruption to both system operation and work processes. Naviant is an industry leader in solutions support, and is recognized by Hyland Software as a “Diamond Level Support” provider with a 95%+ customer retention rate for annual support renewals.

#### Hardware Preventive Maintenance Agreement (PMA)

Naviant's experienced team of field technicians puts customers' minds at ease with their professionalism, technical abilities, and customer-friendly attitudes. All Naviant service technicians are fully qualified, and manufacturer trained and certified. Naviant PMAs provide complete coverage for all labor charges, covered parts, service requests, and priority service and scheduling, regardless of location. Naviant PMAs cover both scheduled onsite preventive maintenance visits, as well as onsite remedial calls. Visits include inspection, cleaning, full performance diagnostics with necessary adjustments, lubrication of all assemblies as required, and replacement of components as necessary. Naviant carries an extensive parts inventory to insure prompt repairs, and all scheduled maintenance visits are arranged within the schedule convenience of our customers. As a reminder, consumable operating supplies such as broken glass, lamps, paper, PC drum, or toner are not included, but are available through Naviant. Please note: Customers without PMAs are billed on Time & Materials basis, plus travel and parts.

## Additional Training

### OnBase System Administrator Training

Naviant recommends that at least one individual participate in the OnBase system administration training class prior to the system being installed or within six months of installation. The course is designed to introduce new and existing system administrators to the use, maintenance, and administration of OnBase and provide in-depth, hands-on experience using actual business scenarios. The class also investigates technical support process, effective maintenance strategies, online documentation and other resources available to OnBase system administrators.

### OnBase Training & Technology Conference

Hyland's OnBase Training & Technology Conference (OTTC) will stretch your imagination to the limits as OnBase experts and users from around the globe demonstrate how to achieve more with your current system and how you can be the technology leader in your industry with the latest and greatest OnBase upgrades and enhancements. OTTC offers the following benefits:

- Industry expert led discussions focused on best practices & areas of concern (VOGUE)
- 100+ educational sessions & training courses offered
- Over 1,500 attendees to share best practices
- More compelling keynote speakers & networking events

### Naviant ECM Leadership Summit

Customers are entitled to complimentary attendance at Naviant's annual ECM Leadership Summit (educational user conference). Naviant's nationally recognized Summit brings together customers, end-users, vendor partners, invited prospects, and Naviant resources to discuss industry trends, learn about new solution offerings, and recognize how to best leverage current investments in content management technologies. The annual Summit focuses on critical business issues, case studies, and solution/industry-focused educational sessions designed to bring increased value to your organization by improving the effectiveness and efficiency of your operations.

## Support Phase Responsibilities

### Customer Responsibilities

- Provide list of staff authorized to contact Naviant CCG for support (Authorized Support Contacts)
- Following meeting, Customer will contact Naviant CCG for any questions on the solution

### Naviant Responsibilities

- Review "CCG New Customer Packet"
- Review maintenance support tiers
- CCG reviews support coverage with Customer
- CCG provides agenda

**PROJECT PRICING**

Software						
Description	Part #	Qty	List Unit \$	List Total \$	Govt Unit \$	Govt Total \$
<b>Core Licenses</b>						
Local Govt Licensing Bundle	GV-B-LOCAL	1	-	-	\$16,000	\$16,000
Multi-User Server		1	\$8,000	\$8,000	Included	Included
Unity Client		1	\$10,000	\$10,000	Included	Included
Full-Text Search for Autonomy IDOL Server		1	\$10,000	\$10,000	Included	Included
EDM Services		1	\$5,000	\$5,000	Included	Included
Application Enabler – Single Instance (Clarity)		1	\$15,000	\$15,000	Included	Included
Virtual Print Driver		1	\$5,000	\$5,000	Included	Included
<b>Local Government Add-on Licenses</b>						
Local Govt Integration for Outlook 2010	GV-B-MU2-OLIP11-10	1	\$5,000	\$5,000	\$2,000	\$2,000
Local Govt Production Document Imaging (1)	GV-B-MU2-DIIPW1	1	\$5,000	\$5,000	\$2,000	\$2,000
Local Govt Named User Client	GV-B-MU2-CTIPN1	3	\$600	\$1,200	\$400	\$1,200
Local Govt Workflow Named User Client SL	GV-B-MU2-WLIPN1	3	\$1,400	\$2,800	\$700	\$2,100
Local Govt Concurrent Client	GV-B-MU2-CTIPC1	5	\$1,200	\$6,000	\$650	\$3,250
Local Govt Workflow Concurrent Client SL	GV-B-MU2-WLIPC1	5	\$2,200	\$11,000	\$1,000	\$5,000
<b>Agenda Management Licenses</b>						
Local Govt Agenda Management Bundle	AMIPW1	1	\$23,000	\$23,000	\$7,500	\$7,500
Local Govt Production Document Imaging (2+)	GV-B-MU2-DIIPW2	1	\$2,000	\$2,000	\$800	\$800
Local Govt Web Server	GV-B-MU2-WTIPW1	1	\$10,000	\$10,000	\$4,000	\$4,000
Public Sector Constituency Web Access	GWIP11	25,260	\$0.01	\$253	\$0.01	\$253
<b>Total Software</b>				<b>\$119,253</b>		<b>\$44,103</b>

Support & Maintenance - Annual Recurring		
Description	Notes	Total
Manufacturer Software Maintenance	OnBase	\$8,821
Naviant Software Support Level Agreement (SLA)	Tier 1	\$3,969
<b>Total Support &amp; Maintenance</b>		<b>\$12,790</b>

Professional Services			
Description	Days Low	Days High	Total
Planning & Implementation Services – Agenda Management	18	23	\$28,400 - \$36,000
Planning & Implementation Services – Accounts Payable Automation	35	44	\$54,400 - \$68,000
Post-Production Monitoring & Assistance – Agenda Management	1	2	\$1,600 - \$3,200
Post Production Monitoring & Assistance – Accounts Payable Automation	2	3	\$3,200 - \$4,800
<b>Total Estimated Professional Services</b>			<b>\$87,600 - \$112,000</b>

- Actual costs for professional services incurred on a *Time & Materials basis* will be billed monthly. Upon execution of this SOW by Customer, Naviant may require a deposit of 50% of the amount due for software, hardware, support and maintenance before an order is placed with the Naviant vendor. If a deposit is required, Naviant will issue a deposit invoice. Actual and reasonable travel expenses (mileage, transportation, lodging, and meals) will be charged to Customer as incurred. Consultant travel time will be billed to Customer at \$95 per hour.
- Please note, subtotals do not include applicable sales tax and freight. If applicable, sales tax will be assessed during the course of the project and/or on the final invoice. Additional freight charges may apply for deliveries to locations without docks, or if product needs to be delivered to a specific locale within the building.
- Customer agrees to abide by the provisions set forth in the SLA Provisions and, PMA Provisions. These provisions are <http://naviant-inc.com/resources/collateral/> under the “Naviant General Provisions” section.
- Customer agrees to cooperate with Naviant marketing efforts, as shall be reasonably requested which may include: (i) providing in-person or phone references to prospective customers; (ii) working to prepare a Customer-success story and/or press release documenting the relationship of the parties; and (iii) allowing use of Customer’s logo, subject to Customer’s standard guidelines, on Naviant’s website and in presentations under Naviant’s customer section and as part of marketing and pre-sales materials used by Naviant.

**SIGNATURE PAGE**

<b>Customer Name</b> City of Fitchburg	
<b>Project Contact</b> Matthew Prough	
<b>Billing Address (only required for New Customers)</b> 5520 Lacy Rd., Fitchburg, WI 53711	<b>Shipping Address</b> Same
<b>Attention</b> Matthew Prough	<b>Attention</b> Same
<b>Special Instructions</b>	

This Agreement is entered into pursuant to and incorporates the foregoing, including Exhibits and Schedules, if any, and the attached Standard Terms & Conditions ("Terms") dated \_\_\_\_\_. This Agreement, and only this Agreement, represents the final description and scope of the Agreement between the parties. Any previous drafts of this Agreement or previous documents used to evaluate this project are not part of this Agreement. Naviant will not be obligated to accept any agreement which has not been signed and returned by Customer to Naviant within thirty (30) days from the date on this Agreement.

This Agreement contains confidential information related to and/or owned by Naviant. In consideration of the receipt of this Agreement, Customer agrees not to reproduce or make any such information available in any manner except to persons employed by Customer and required to know such information in the performance of their job duties for Customer, except with prior written consent of Naviant in its sole discretion.

This Agreement has been prepared in accordance with Naviant's understanding of Customer requirements based on the information provided. Therefore, it is understood that any additional hardware, software, professional services, and maintenance requests above and beyond the original scope of this Agreement will be billed in addition to those listed in this Agreement. In the event that additional products and/or services beyond the original scope of this Agreement are required, a Change Order Authorization will be generated outlining the details, as well as time and cost estimates, of the modifications to this Agreement. A Change Order Authorization must be authorized, approved, and executed by Naviant's President, Vice President, or Chief Financial Officer, and the Customer, in order for the modifications to be incorporated into the Agreement.

Upon signed acceptance, please return the entire document to "Attention: Naviant Sales Support" via email or fax at sales@naviant-inc.com or 608-848-0901. Acceptance creates a binding contract.

Customer	Naviant, Inc.
NAME:	NAME:
TITLE:	TITLE:
SIGNATURE:	SIGNATURE:
DATE:	DATE:

**STANDARD TERMS AND CONDITIONS**  
**(“TERMS”)**

**THESE TERMS ARE PART OF THE STATEMENT OF WORK**  
**(“AGREEMENT”).**

1. **TERMS.** These Terms shall remain in effect for the full term of the Agreement. Any counteroffer, proposed addition to, or supplement of the Terms is hereby expressly rejected unless in writing and agreed to by both parties.

2. **PRODUCTS AND SERVICES.** Customer agrees to buy and/or license (as applicable), and Company agrees to deliver (a) the professional consulting services (“Services”), (b) the hardware (“Hardware”) and software (“Software”), including any documentation thereto, (Software and Hardware “Products”), (c) the Hardware Preventive Maintenance Agreement (“PMA”), Software Support Level Agreement (“SLA”), and Vendor Maintenance (“VM”) (PMA, SLA, and VM “Maintenance”), and (d) the records conversion and storage services (“Physical Records Services”), as described in the separate Agreements, Statement of Works, Contracts, Change Orders, or other such documents signed by both parties (collectively the “Products and Services”).

3. **SOFTWARE LICENSE.** Customer accepts license of Software in accordance with the terms of the applicable Licensor End User License Agreement (“EULA”). Ownership of intellectual property rights in the Software is set forth in the applicable EULA. As between said Licensor and Customer, Licensor shall retain all right, title and interest, including all intellectual property rights, in and to all documentation, code and data. Except as expressly set forth in this Agreement, any warranties, obligations and liabilities of Licensor in relation to Software are set forth in the applicable EULA.

4. **SERVICES.** Services provided by Naviant, Inc. (“Company”) shall be as described in the Agreement. Any work product that is a result of Services provided by Company remains the intellectual property of Company. Customer will have a perpetual, non-exclusive right to use said work product for the period of time that the work product is in use by Customer, but shall have no right to resell or assign the same. Company warrants to Customer that it possesses the expertise, capability, equipment and personnel to properly and professionally perform the Services hereunder, that it is properly and legally licensed (if applicable) to perform the Services, and that it shall at all times in the performance of the Services comply with all applicable laws, ordinances and regulations and shall perform all Services in a good, workmanlike, professional and efficient manner.

5. **MAINTENANCE AND SUPPORT.** Customer agrees to abide by the provisions set forth in the SLA Provision and PMA Provisions located at [www.naviant-inc.com/company/provisions.php](http://www.naviant-inc.com/company/provisions.php).

6. **PHYSICAL RECORDS SERVICES.** Fees for storage of physical records will be billed in advance on a monthly basis. Physical records received during a month or stored for a portion of a month will be prorated for the partial month and billed on the following month’s invoice. Services related to stored physical records will be billed the following month.

7. **PRICE.** Once Products and Services have been delivered, Customer shall pay agreed upon amounts without setoff or deduction. Such Prices generally exclude any excise, sales, use or like taxes, and therefore such prices are subject to increase in the amount of any such tax (excluding tax on net income) that Company may be required to collect or pay upon the sale or delivery of the Products and the performance of Services. Prices are, and all payments shall be made, in U. S. dollars. Customer shall pay Company’s reasonable travel expenses associated with the performance of Services. Customer shall pay, or reimburse Company for, all amounts due for import and export licenses and permits, custom charges and duties, penalties, freight, insurance and other shipping expenses.

8. **PAYMENT TERMS.** Unless otherwise agreed, Company shall invoice Customer at the time of shipment of Products, performance of Service or at the end of each month during which Services are performed. Maintenance fees related to Products will be invoiced at time of shipment of Products. Payments are due within twenty (20) days of date of invoice. Customer shall make all payments as provided herein without regard to whether Customer has made or may make any inspection of any Products delivered hereunder. Past due amounts bear interest at a rate of one and one half percent (1 ½%) per month or at the maximum rate allowed by law, whichever is less. Company reserves the right to cancel or reschedule deliveries of Products and performance of Services if Customer fails to make any payment when due. Customer shall be liable for all expenses attendant to collection of past due amounts due Company, including actual attorney’s fees.

9. **SHIPMENT AND PERFORMANCE.** Company shall use commercially reasonable efforts to ship the Products and perform the Services in accordance with any agreed upon shipment or performance date(s). However, Company does not guarantee compliance with any such date(s) and Customer agrees that Company shall not be liable for any damages as a result of any delay in shipment or performance for any reason. Packaging of shipments shall be in accordance with Company’s customary practices. Shipment of Products in the U.S. shall be F.O.B. shipping point. Company may tender Products in partial shipments. If shipments are delayed as a result of any act or omission of Customer, Company shall hold all Products affected thereby at Customer’s risk of loss and expense from the date such Products were to be shipped. Company may ship shipments freight collect, or prepaid, in which case Company shall bill Customer for such freight and Customer shall reimburse Company for such amounts. At Customer’s option, Company shall insure the shipments against damage to or loss of the Products. Company shall bill Customer for any such insurance, and Customer shall reimburse Company for such expense. If Services are to be performed on Customer’s premises, Customer shall keep such premises safe and accessible to Company during business hours, and Customer warrants that each such premises is in compliance with all applicable health and safety regulations and other applicable laws and regulations. Customer shall indemnify and hold Company harmless from any claims arising from Customer’s failure to comply with, and breach of the warranty set forth in, the preceding sentence.

10. **TITLE, RISK OF LOSS AND ACCEPTANCE.** Title to and risk of loss of the Hardware shall pass to Customer upon delivery by Company to a common carrier. Title to the Software shall remain with Licensor, but risk of loss of Software shall pass to Customer upon delivery by Company or Licensor to a common carrier.

11. **LIMITED WARRANTIES – HARDWARE AND SERVICES.** COMPANY MAKES NO SEPARATE WARRANTY AND DISCLAIMS THE SAME AS TO CUSTOMER FOR HARDWARE. COMPANY PASSES ON ANY HARDWARE WARRANTY OF THE MANUFACTURER, IF POSSIBLE, THAT THE HARDWARE WILL OPERATE SUBSTANTIALLY IN ACCORDANCE WITH THE RELEVANT MANUFACTURER’S WARRANTY. SHOULD THE HARDWARE NOT SO OPERATE, YOUR EXCLUSIVE REMEDY SHALL BE AS PROVIDED BY THE MANUFACTURER. COMPANY WARRANTS TO CUSTOMER THAT ALL SERVICES PERFORMED BY COMPANY SHALL BE PERFORMED IN A WORKMANLIKE MANNER. COMPANY WARRANTS FOR A PERIOD OF THIRTY (30) DAYS AFTER PROJECT COMPLETION THAT THE SERVICES ARE IN COMPLIANCE WITH THE AGREEMENT. CUSTOMER’S EXCLUSIVE REMEDY AND COMPANY’S SOLE LIABILITY FOR ANY BREACH OF THE FOREGOING SERVICE WARRANTY SHALL BE THE RE-PERFORMANCE OF THE APPLICABLE SERVICES, FAILING WHICH, AT COMPANY’S OPTION, COMPANY SHALL REFUND THE PORTION OF FEES PAID WHICH RELATE TO THE SPECIFIC NON-CONFORMING SERVICES. **THE EXPRESS WARRANTIES IN THIS SECTION**

**ARE IN LIEU OF, AND COMPANY HEREBY EXPRESSLY DISCLAIMS, ALL OTHER WARRANTIES IN RELATION TO THE HARDWARE AND SERVICES, EXPRESS OR IMPLIED, INCLUDING, WITHOUT LIMITATION, THE WARRANTIES OF MERCHANTABILITY, NONINFRINGEMENT, TITLE AND FITNESS FOR A PARTICULAR PURPOSE.** COMPANY MAKES NO REPRESENTATION OR WARRANTY THAT THE PRODUCTS SUPPLIED HEREUNDER COMPLY WITH ANY LOCAL LAWS OR ORDINANCES, AND CUSTOMER HAS THE RESPONSIBILITY FOR COMPLIANCE WITH LOCAL LAWS AND ORDINANCES, INCLUDING OBTAINING ALL PERMITS, LICENSES, AUTHORIZATIONS OR CERTIFICATES REQUIRED BY ANY REGULATORY BODY FOR INSTALLATION OR USE OF THE PRODUCTS.

12. **LIMITED WARRANTY- SOFTWARE.** COMPANY PASSES ON TO CUSTOMER, IF POSSIBLE, ANY WARRANTY OFFERED BY THE SOFTWARE LICENSOR. SHOULD THE SOFTWARE NOT OPERATE, YOUR EXCLUSIVE REMEDY SHALL BE AS PROVIDED BY THE SOFTWARE LICENSOR'S WARRANTY. EXCEPT AS EXPLICITLY PROVIDED HEREIN, THE SOFTWARE IS PROVIDED "AS IS" AND, TO THE MAXIMUM EXTENT PERMITTED BY LAW, **WITHOUT WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, WARRANTIES OF NON-INFRINGEMENT, PERFORMANCE, MERCHANTABILITY, OR FITNESS FOR A PARTICULAR PURPOSE.** COMPANY DOES NOT WARRANT THAT THE SOFTWARE OR ITS FUNCTIONS WILL MEET YOUR REQUIREMENTS, OPERATE WITHOUT INTERRUPTION OR BE ERROR FREE. YOU BEAR ALL RISK RELATING TO YOUR USE OF THE SOFTWARE.

13. **LIMITATION OF LIABILITY.** COMPANY SHALL NOT BE LIABLE FOR ANY LOSS OR DAMAGE CAUSED BY DELAY IN FURNISHING THE PRODUCTS AND SERVICES OUTLINED IN SECTION 2. COMPANY SHALL NOT BE LIABLE FOR ANY LOSS, DESTRUCTION, OR DAMAGE TO ANY DOCUMENTS OR DATA OF CUSTOMER, HOWEVER CAUSED. NAVIANT ENCOURAGES CUSTOMER TO INSURE FOR THE RECOVERY OF THE INFORMATION CONTAINED WITHIN THEIR DOCUMENTS AND DATA VIA AVAILABLE MEANS, SUCH AS VALUABLE PAPERS INSURANCE. IN NO EVENT SHALL COMPANY BE LIABLE FOR ANY SPECIAL, CONSEQUENTIAL, INCIDENTAL, PUNITIVE, INDIRECT OR SIMILAR DAMAGES (INCLUDING, WITHOUT LIMITATION, LOST PROFITS, LOSS OF USE, LOSS OF REVENUE AND LOST DATA) ARISING OUT OF THIS AGREEMENT (WHETHER FOR BREACH OF AGREEMENT, TORT, NEGLIGENCE OR OTHER FORM OF ACTION), OR ITS CANCELLATION, IRRESPECTIVE OF WHETHER COMPANY HAS BEEN ADVISED OF THE POSSIBILITY OF ANY SUCH LOSS OR DAMAGE. IN NO EVENT SHALL COMPANY BE LIABLE FOR ANY DAMAGES UNDER OR AS A RESULT OF THE AGREEMENT IN EXCESS OF THE AGGREGATE AMOUNTS ACTUALLY PAID BY CUSTOMER TO COMPANY UNDER THE AGREEMENT FOR THE SPECIFIC PRODUCT OR SERVICES OUTLINED IN SECTION 2 HEREOF THAT IS IN DISPUTE. THE PARTIES AGREE THAT THE LIMITATIONS ON LIABILITY SET FORTH IN THE TERMS ARE INDEPENDENT OF ANY EXCLUSIVE OR LIMITED REMEDIES, AND SHALL SURVIVE AND APPLY EVEN IF SUCH REMEDIES ARE FOUND TO HAVE FAILED OF THEIR ESSENTIAL PURPOSE. NO ACTION ARISING OUT OF OR RELATED TO THE AGREEMENT MAY BE BROUGHT BY CUSTOMER MORE THAN ONE (1) YEAR AFTER SUCH CAUSE OF ACTION HAS ARISEN.

14. **CONFIDENTIAL INFORMATION.** The separate Nondisclosure Agreement between the parties and which is part of the Agreement shall govern the protection of any confidential information disclosed by either

party hereunder. If there is no Nondisclosure Agreement, all information disclosed by either party regardless of the form in which it is disclosed, is, and shall remain the confidential information of disclosing party ("Confidential Information"). The information contained in this and other Agreements between the parties is confidential and shall not be disclosed by either party without the prior written consent of the other party. Both parties shall protect such Confidential Information from disclosure to others with at least the same degree of care it exercises in protecting its own Confidential Information, but in no event less than a reasonable degree of care. The parties shall not duplicate or reproduce any Confidential Information without the express prior written consent of disclosing party. The parties shall not use any Confidential Information except as is contemplated by the Agreement. The parties shall enforce against its employees and agents these obligations of confidentiality. Notwithstanding the foregoing, information disclosed shall not be deemed to be Confidential Information if (a) receiving party establishes that the information was already known to receiving party, without any obligation to keep it confidential, at the time of its receipt from disclosing party, as evidenced by documents in the possession of receiving party prepared prior to disclosing party's disclosure, or (b) receiving party establishes that the information was publicly known at the time of its receipt by receiving party from disclosing party or has become publicly known other than by a breach of the Terms or other action or omission by receiving party. The Terms shall not prevent either party from disclosing Confidential Information to the extent required by law, provided that receiving party promptly notifies disclosing party to allow intervention, and cooperates with disclosing party to contest or minimize the scope of the disclosure.

15. **NON-SOLICITATION.** During the term of the Agreement and for a period of two (2) years after the termination of the Agreement on any basis, neither party shall, directly or indirectly, solicit or induce, or attempt to solicit or induce, any employee or consultant of the other party to terminate their employment with or services to their employer. Each party recognizes and agrees that compliance with the preceding sentence is reasonable and necessary for the protection of each party's interest in their respective employees and consultants. In the event of a breach or any threatened breach, the parties acknowledge and agree that no adequate remedy at law exists for and such provisions may be enforced by any equitable remedy, including injunction, without bond and without limiting right to proceed to remedy at law. If the period of time or scope should be judged unreasonable in any court proceeding, then the parties agree that the court shall enforce such requirements and the period of time or scope shall be reduced by such time or scope that is deemed unreasonable, so that such non-solicitation provision may be enforced using such period of time or scope as is judged to be reasonable.

16. **USE OF NAME.** Neither party may represent that it is associated with the other party for its own promotional purposes without prior written permission of such other party.

17. **CANCELLATION.** Company may cancel the Agreement by written notice to Customer due to (a) Customer's breach of, or failure to comply with, any of the Terms or any subsequent agreements between the parties; or (b) Customer filing a petition of any type as to its bankruptcy, being declared bankrupt, becoming insolvent, making an assignment for the benefit of creditors or going into liquidation or receivership. If Company cancels the Agreement as set forth above, Customer agrees to pay to Company all amounts due for Products shipped and Services performed prior to the effective date of termination and to indemnify and hold Company harmless from any amounts due by Company to third parties as a result of the cancellation. This Section and Sections 3, 4, 7, 9, 10, 11, 12, 13, 14, 15, 16 and 17 shall survive any cancellation of this Agreement.

18. **PRODUCTS AND SERVICES.** Customer may only use the Software expressly permitted by the license granted in the applicable EULA. Without limiting the generality of the foregoing, the Software may not be resold, leased, sublicensed, distributed, or transferred in any way except

as expressly permitted under the applicable EULA. Company may make any changes to the Products or Services, or both, or discontinue any of the Products or Services at Company's sole discretion. The parties acknowledge and agree that Company, in the course of performing Services, may use or incorporate its pre-existing materials and other intellectual property developed or otherwise owned by Company ("Pre-Existing Intellectual Property"). Company shall at all times retain all rights to such Pre-Existing Intellectual Property and any Customer specific by-product of the utilization of Pre-Existing Intellectual Property for purposes of completing Services shall be considered intellectual property of Company and Customer is granted a perpetual license to utilize any by-product that is derived as a result of the requirements of the Agreement.

19. **INDEPENDENT CONTRACTOR.** In performance of all Services, Company shall be deemed to be an "independent contractor" and as such, shall not be entitled to any benefits applicable to the employees of the Customer. Company declares that it is engaged in an independent business and that similar services are provided for other customers and the Customer is not Company's sole and only customer. Neither party shall in any way be deemed to be an agent or representative of the other party. Neither party shall have any authority to bind or speak for the other party except as may be specifically given to such party in writing from time to time.

20. **INSURANCE.** Company shall maintain the following insurance coverages:

General Liability

Each Occurrence - \$1,000,000

General Aggregate - \$2,000,000

Professional Liability - \$2,000,000

Automobile Liability (Combined Single Limit - \$1,000,000

Umbrella Liability

Each Occurrence - \$5,000,000

General Aggregate - \$5,000,000

Workers Compensation and Employers' liability

Each Accident - \$100,000

Disease Policy Limit - \$500,000

21. **INDEMNIFICATION.** Each party agrees to indemnify and hold harmless the other party, its officers, directors, agents and employees for any loss, including actual attorney's fees, costs or damages that either party may incur, in connection with the Agreement or the Services as a result of the negligent acts or omissions of either party or its employees or agents. Neither party shall be liable to the other party for incidental, indirect or consequential damages, except where same arises out of the gross negligence or willful misconduct of such party. Under all circumstances, the maximum damages under the Agreement are the amount paid by Customer for the Services.

22. **ASSIGNMENT.** The Agreement may not be assigned by Customer without prior written permission from Company. Any attempt to assign any rights or delegate any duties or obligations, which arise under the Agreement without such permission, shall be void

23. **DISPUTES.** Each party consents to the forum, jurisdiction, and venue of the state courts of the State of Wisconsin and federal courts located therein in any actions, disputes or controversies under the Agreement. The rights and obligations of a party shall survive completion of performance in accordance with the provisions of the Agreement and Change Orders issued thereunder.

24. **SEVERABILITY.** Any provision or part thereof of the Agreement held to be void or unenforceable by any court shall be deemed stricken and all remaining provisions shall continue to be valid and binding upon the parties. The court may reform or replace such stricken provision or part thereof with a valid and enforceable provision, which expresses the intent of the stricken provision.

25. **GOVERNING LAW.** The Agreement shall be governed by and interpreted in accordance with the laws of the State of Wisconsin, without regard to conflicts of laws principles.

26. **ENTIRE AGREEMENT.** The Agreement, including all Change Orders issued thereunder, constitutes the sole and only agreement of the parties hereto and supersedes any prior understandings or written or oral agreements between the parties. The Agreement may be amended only by a writing signed by the duly authorized representative of each party. The terms and conditions of any purchase order, acknowledgement, invoice, or other commercial form issued by Customer to Company are specifically excluded and shall not be deemed a part of or to modify or amend the Agreement, unless such other party expressly agrees in writing to be bound by such commercial form.

27. **FORCE MAJEURE.** Neither party shall be responsible or liable for delays or failure to perform related to any cause or contingency beyond its reasonable control including, without limitation, acts of God, fire, flood, war or labor dispute.

28. **NOTICES.** Any notice provided for or concerning the Agreement shall be in writing and shall be deemed sufficiently given when sent by certified mail to the address as set forth in the Agreement.

Any notice provided for or concerning these Standard Terms and Conditions shall be in writing and shall be deemed sufficiently given when sent by certified mail to the address as set forth below.

**NAVIANT, INC.**  
201 Prairie Heights Drive  
Verona, WI 53593

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name and Title

\_\_\_\_\_  
Date

**CUSTOMER**

\_\_\_\_\_  
Customer Name

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City, State Zip Code

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name and Title

\_\_\_\_\_  
Date

Steve Arnold, Mayor  
Introduced by

I.T.  
Prepared by

Finance Committee  
Committee

June 23, 2015  
Date

**RESOLUTION R-68-15**

**AUTHORIZING ACCEPTANCE OF THE ENTERPRISE CONTENT MANAGEMENT SYSTEM  
PROPOSAL FROM NAVIANT, INC.**

**WHEREAS**, the Information Technology Department was given authorization in the Capital Improvement Plan to purchase and implement an Enterprise Content Management System; and

**WHEREAS**, Naviant, Inc. provides OnBase ECM software licenses and implementation services through the State of Wisconsin cooperative purchasing agreement under contract #407366; and

**WHEREAS**, a city workgroup has identified the OnBase ECM software as the solution that can best meet the needs of the City; and

**WHEREAS**, Naviant, Inc. has provided a proposal to implement the OnBase ECM core system and Agenda Management workflow; and

**WHEREAS**, the cost for the software and implementation is \$92,893.00.

**NOW BE IT HEREBY RESOLVED**, by the Fitchburg Common Council that it approves the purchase of OnBase software and implementation services from Naviant, Inc. for the implementation of the Enterprise Content Management System.

**BE IT FURTHER RESOLVED**, by the Fitchburg Common Council that the Mayor and City Clerk are authorized to sign the contracts with Naviant, Inc. for the Enterprise Content Management System implementation.

Adopted this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Patti Anderson, City Clerk

\_\_\_\_\_  
Stephen L. Arnold, Mayor

**City of Fitchburg  
Committee of Commission Referral**

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Direct Referral Initiated by: Mayor Arnold  
Direct Referral Approved by:

Date Referred: **July 14, 2015**  
Date to Report:

Ordinance Number:  
Resolution Number: R-73-15

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Sponsored by: Mayor Arnold

Drafted by: Sigurslid

**TITLE:            APPROVING CONTRACT WITH CITY ADMINISTRATOR**

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**Background:** Following the announcement of former City Administrator Tony Roach's retirement a nationwide search for his successor was conducted. At the City Council meeting on June 9, 2015, Mayor Arnold nominated, and the City Council unanimously approved, Patrick Marsh as the next City Administrator contingent upon successful completion of all background checks and necessary pre-employment requirements. Following the successful background checks, contract negotiations commenced. The recommended contract is substantially similar to that of former Administrator Roach, the key difference being a provision to provide the Administrator with a City cell phone. The agreed upon salary is competitive within the local market and in line with that of other Administrators from similar sized municipalities. The proposed contract has been reviewed by both City Attorney Mark Sewell and the City's Labor Attorney Mike Westcott.

Order	Referred To	Staff Contact	Place on Agenda For	Action Taken On Referral
1	Finance Committee	Dodge	July 14, 2015	
2	City Council	Sewell	July 14, 2015	
3				
4				

Amendments:

**CITY OF FITCHBURG  
ADMINISTRATOR EMPLOYMENT AGREEMENT**

This AGREEMENT made as of this \_\_\_ day of \_\_\_\_\_, 2015 between Patrick Marsh, hereinafter referred to as the “Administrator” and the City of Fitchburg, Wisconsin, hereinafter referred to as “City”.

**I. EMPLOYMENT DUTIES AND RESPONSIBILITIES**

The City Administrator is responsible for directing, coordinating and expediting the effective and efficient performance of all City services, functions and programs. It is agreed that a distinction exists between policy creation and the administrative implementation of that policy. The Administrator shall report to the Mayor, and shall be subject to the supervision and direction of the Mayor and the written directives of the City Council as a whole.

**A. SCOPE OF DUTIES**

The City hereby appoints, engages and hires the Administrator to perform, under the direction of the Mayor and the City Council, the following services and such other similar services as are from time to time requested or delegated by the Mayor or City Council.

1. Coordinates and administers all City functions, except where such authority is vested in boards and commissions by the Wisconsin Statutes or City ordinances.
2. Coordinates and administers all employee relations activities. Serves as a member of the City’s management negotiating team.
3. Provides information and policy alternatives to the Mayor and Common Council. Informs the Mayor and Common Council on matters pertaining to municipal services, programs, activities, and fiscal matters on a timely basis. Recommends the best course(s) of action for each problem, situation, or event.
4. Coordinates, advises, and prepares such work papers as necessary in the preparation of the annual report, capital improvement plan, annual budget, and for the issuance of municipal debt.
5. Reviews and assesses pending and adopted county, state and federal legislation that may affect the operations of the City.
6. Prepares periodic and special reports.
7. Develops and maintains positive relationships with the community, media, and other members of the public. Establishes procedures to facilitate

- communication and ensure that citizen comments receive prompt attention.
8. Attends professional meetings and keeps current on new developments in municipal government.
  9. Coordinates, advises, and prepares the creation and monitoring of Tax Increment Districts and other economic development financing tools.
  10. Develops goals and objectives for the performance of the Administrator's duties and responsibilities and for the proper administration of the City.
  11. Maintains an ongoing program of employee performance and evaluation with the advice and assistance of the Mayor, City Council, Personnel Committee and department heads.
  12. Plans and advises the Mayor and City Council on programs for staff development, and implements such programs.
  13. Attends all City Council meetings, and brings to the attention of the City Council pending matters requiring council action.
  14. Attends meetings of Council Committees or other meetings of City boards, commissions, committees and task forces at the request of the Mayor.
  15. Oversees preparation of the official agenda for the City Council meetings, in coordination with the Mayor and City Clerk.
  16. Assures that persons affected by City Council actions are properly notified.
  17. Represents the city at a variety of meetings including meetings with local, regional, State and Federal government agencies, private organizations, business, and citizens. Coordinates negotiations with special interest groups including developers, builders, and citizen groups.
  18. Provides information, including a regular review of expenditures and revenue status, on an advisory basis to the Mayor and the City Council.
  18. Performs all functions and duties as identified in Article IV Sect. 8-100 of the Municipal Code.

**B. ACCEPTANCE OF THE DUTIES OF THE ADMINISTRATOR**

The Administrator hereby accepts and agrees to such hiring, engagement and employment, subject to the direct supervision, advice and direction of the Mayor and general supervision, orders and directives of the City Council as a whole. Administrator shall perform such other duties as are customarily performed by one holding such position in other same or similar businesses or enterprises as those engaged in by the City, and shall also render such other and unrelated services and duties as are assigned from time to time by the Mayor or City Council. However the Administrator shall not be required to attend meetings on more than two (2) evenings in any one week, exclusive of collective bargaining and budget. Compensatory time shall follow policy for non-represented personnel as established in the Employment Policies & Procedures Manual.

**C. EXCLUSIVE SERVICE**

The Administrator shall devote his full working time and attention to the business of the City. The Administrator shall obtain the written permission of the Mayor and Common Council before directly or indirectly rendering services for compensation of any nature to or for any other person, firm or municipality. The Administrator may teach courses in local government or public administration at local colleges or universities with prior written permission of the Mayor and Common Council.

**II. BEST EFFORTS OF THE ADMINISTRATOR**

The Administrator agrees that he will at all times, faithfully, industriously and to the best of his ability, experience and talents, perform all of the duties that may be required of and from him pursuant to the express and implicit terms of this Agreement to the reasonable satisfaction of the Mayor and Common Council.

**III. TERM OF EMPLOYMENT**

This Agreement is for an indefinite term, commencing on September 1, 2015 subject, however, to prior termination as provided in Section IX.

**IV. COMPENSATION**

**A. BASIC SALARY**

For all services rendered by the Administrator, the City shall pay the Administrator an annual salary in the gross amount of \$120,000.00 payable in equal bi-weekly installments. The Administrator shall be considered a salaried,

exempt employee for federal and state wage and hour purposes. Any prospective annual increase shall be administered in conformance with the Pay for Performance Program. Salary payments shall be subject to withholding and other applicable taxes as required by law.

**B. FRINGE BENEFITS**

As further consideration for the performance of this Agreement by the Administrator, the City shall provide the Administrator the following fringe benefits:

1. **Sick Leave**

The Administrator shall, upon commencement of this agreement, be credited with 100 hours of sick leave and shall thereafter accrue four (4) hours of sick leave each bi-weekly pay period to be added to that balance. Sick leave benefits will be administered in accordance with the Employment Policies & Procedures Manual.

2. **Annual Vacation**

The Administrator shall be credited with 80 hours of vacation upon commencement of this Agreement. Vacation will thereafter accrue at the rate of 20 working days of vacation per calendar year during the term of this Agreement. Vacation time may be used during the year at such times as coordinated with the Mayor. In the event of termination of this Agreement, vacation time will be prorated based upon the number of complete months worked and any unearned vacation taken shall be deducted from the Administrator's final paycheck.

3. **Benefits**

The Administrator is entitled to all benefits and holidays that are provided to exempt employees as contained in the Employment Policies and Procedures Manual.

4. **Automobile Mileage Reimbursement**

The City shall reimburse the Administrator at the IRS mileage reimbursement rate per mile for City-related automobile travel, in recognition of the fact that the Administrator will be required to use his personal vehicle for local City business. To receive mileage reimbursement, Administrator shall keep a record of all miles traveled on behalf of the City and the purpose of such travel, and shall file a request for reimbursement at least quarterly. Mileage to and from Administrator's personal residence and work will not be reimbursed.

5. The Administrator shall adhere to all other provisions specified in the

Employment Policies & Procedures Manual unless specifically modified in this Agreement.

6. The City shall provide a mobile phone to the Administrator, or a monthly stipend in lieu of a mobile phone as agreed by the Administrator and Mayor. In the event of a stipend, such agreed upon amount shall be reduced to writing.

## V. PROFESSIONAL ORGANIZATIONS

The Administrator shall be allowed, at the City's expense, membership in one (1) national organization and its state affiliate whose purpose is to promote professional development and betterment of those employed in the field of municipal administration. The Administrator shall be allowed, at the City's expense, to attend the annual national conference of that organization. The City will also grant the Administrator paid leave to attend one relevant state conference of the affiliate organization annually. All cost reimbursement for these conferences shall be limited to the amounts available in the Administrator's budget for such purposes. Additional state and local meetings may be attended by the Administrator with prior permission of the Mayor.

## VI. ANNUAL PERFORMANCE REVIEWS

The Administrator shall be eligible for an annual increase on the first of January of each year commencing January 1, 2016. Any prospective annual increase shall be at least equal to the pay increase for non-represented personnel. In the event there is not a uniform increase for non-represented personnel in a calendar year, the Mayor may decide an appropriate percentage increase for the Administrator no less than the minimum increase received by the non-represented personnel in the preceding calendar year. In the event the non-represented personnel receive more than one City wide uniform increase in a calendar year (e.g. January and July), then the Administrator shall receive at least the same increase on the effective dates as the non-represented personnel. In determining the appropriate percentage increase, the Mayor may use any Pay for Performance standards adopted by the City.

## VII. RESIDENCY AND ABSENCE FROM CITY

### A. Residency

In the event the Administrator relocates to reside full time within the corporate limits of the City, the Administrator's then annual salary shall prospectively be increased by the gross amount of \$5,000.00. In the event the Administrator subsequently relocates his residence outside of the corporate limits of the City, the Administrator's then annual salary shall be reduced prospectively by the gross amount of \$5,000.00. The Administrator shall give the City written notice of any change in his residency and provide documentation to the City substantiating the new full time residence.

**B. Absence from City**

Administrator shall provide the Mayor and City Clerk's office with written notice at least five (5) calendar days in advance of any planned absence of more than two (2) working days unless the Mayor determines that there are extenuating circumstances that could not have been reasonably foreseen by the Administrator.

**VIII. ADDITIONAL COMPENSATION**

Administrator shall not be entitled to any additional compensation or benefits from City by reason of any service which he may perform as directed or allowed under this Agreement, other than that specified herein. Per Diem compensation for service on outside boards, commissions, or committees may be retained provided that such service is approved by the Mayor in advance and is not in conflict with the interests of the City.

**IX. TERMINATION**

**A. Termination by City**

**1. Termination without just cause**

It is understood and agreed that the Administrator may be dismissed and this Agreement terminated, by the City without just cause, at any time and without notice, on recommendation of the Mayor and approval by a majority vote of the City Council (i.e., five or more votes). The Administrator shall be entitled to six (6) months written notice of said dismissal and contract termination or equivalent pay on a regular bi-weekly payroll basis, exclusive of all fringe benefits, except health insurance, state retirement, disability and FICA. The Administrator shall be paid all accrued but unused compensatory time, vacation time, sabbatical and floating holidays as of the date of termination. Such benefits shall not accrue during any period in which the Administrator receives pay in lieu of notice. Because he is an employee-at-will, the Administrator understands and agrees that he has no property interest in his employment with the City and no appeal rights regarding any termination decision. Nothing contained herein shall be considered a waiver of the Administrator's rights to file a complaint with the Wisconsin Equal Rights Division or the United States Equal Employment Opportunity Commission.

**2. Termination for just cause**

It is understood and agreed that the Administrator may be immediately dismissed and this Agreement terminated by the City for just cause, at any time and without notice, upon recommendation of the Mayor and

approval by a majority vote of the City Council (i.e., five or more votes). If the City terminates this Agreement for just cause, the Administrator shall be paid through his last day of work and he shall not be entitled to any other compensation except as provided by law. Just cause shall exist if the Administrator commits fraud or embezzlement, continually neglects a significant part of his duties and continues to do so after receiving written notice thereof, is convicted of a crime which is substantially related to his employment with the City, or engages in any act(s) injurious to the business or reputation of the City, all as determined by the Mayor and a majority of the City Council (i.e., five or more votes).

**B. Termination by Administrator**

If Administrator terminates this Agreement at any time, he must provide ninety (90) days advance written notice. If the Administrator fails to give ninety (90) days written termination notice or an explanation acceptable to the Mayor for failure to do so, he will be liable to the City for liquidated damages in the amount of three (3) months gross salary.

**C. Retirement by Administrator**

In the event Administrator chooses to retire in accordance with the rules and regulations of the Wisconsin Retirement System, the following provisions shall apply:

1. Notice provision as provided in Section IX. B of this Agreement.
2. Sick Leave balance conversion to health insurance premiums as provided in the Employment Policies & Procedures Manual.
3. All other benefits shall be applied, and prorated if applicable, in accordance with the procedures in the Employment Policies & Procedures Manual.

**X. RECORDS AND FILES**

All records, files and computer programs concerning the City's business or personnel shall belong to and remain the property of the City. Upon termination of employment, the Administrator shall not be entitled to keep or reproduce the City's records, files, or computer programs. In the event the Administrator desires copies of any City records or files that are open records, as described in Chapter 19 of the Wisconsin Statutes, he will be provided copies of same and charged the same rate for said copies as any other requester would be charged.

XI. ENTIRE AGREEMENT

This Agreement contains the complete agreement concerning the employment arrangement between the parties and shall, as of the effective date hereof, supersede all other agreements between the parties. The parties stipulate that neither of them has made any representation with respect to the subject matter of this Agreement or any representations, including the execution and delivery hereof, except such representations as are specifically set forth herein, and each of the parties hereto acknowledges that they have relied on their own judgment in entering into this Agreement. The parties hereto further acknowledge that any payments or representations heretofore made by either of them to the other are of no effect and that neither of them has relied thereon in connection with dealings with the other.

XII. MODIFICATION OF AGREEMENT

No waiver, amendment, modification or extension of this Agreement or for any covenants, conditions or limitations not herein contained shall be valid unless in writing and duly executed by both parties. No evidence of any waiver, modification or extension shall be offered or received in evidence in any proceeding, arbitration or litigation between the parties hereto arising out of or affecting this Agreement or the rights or obligations of the parties hereunder, unless such waiver or modification is in writing, duly executed as aforesaid. The parties further agree that the provisions of this section may not be waived except as specifically herein set forth.

XIII. CITY POLICIES, PROCEDURES AND RULES TO APPLY

The Administrator shall be subject to and comply with all policies, procedures and/or rules adopted by the Mayor and/or City Council, unless said policies, procedures and rules are in specific conflict with this Agreement. In the event of a conflict, the terms and conditions of this Agreement shall control.

XIV. POLITICAL ACTIVITY

The Administrator and City agree that the Administrator shall not be required to, and is hereby strictly prohibited from, the following political activities:

- A. Using his official authority or influence for the purpose of interfering with or affecting the result of a local election or a local nomination for office.
- B. Directly or indirectly paying, lending or contributing anything of value to any elective municipal candidate in the City of Fitchburg.
- C. Being a candidate for any elective governmental office in a partisan primary, general or special election that competes with or may be in conflict with the interest of the City. Determination of a potential conflict of interest shall be made by the Mayor, with appeal to the City Council.

XV. MISCELLANEOUS

A. **GOVERNING LAW**

This Agreement shall be interpreted, construed and governed in accordance with the laws of the State of Wisconsin.

B. **ASSIGNABILITY**

The rights and obligations of the parties under this Agreement are personal and not assignable.

C. **BINDING EFFECT**

This Agreement constitutes the entire agreement between the parties and shall inure to the benefit of both the City and Administrator and their respective successors and personal representatives except as otherwise provided in this Agreement.

Effective as of the date first above written.

CITY OF FITCHBURG

Date: \_\_\_\_\_

By: \_\_\_\_\_

Steve L. Arnold, Mayor

Date: \_\_\_\_\_

Attest: \_\_\_\_\_

Patti Anderson, Clerk

ADMINISTRATOR

Date: \_\_\_\_\_

Signed: \_\_\_\_\_

Patrick Marsh

Mayor Arnold  
Introduced By

Lisa Sigurslid  
Prepared by

Finance Committee  
Referred to

July 8, 2015  
Date

**RESOLUTION R-73-15**

**APPROVING CONTRACT WITH CITY ADMINISTRATOR**

**WHEREAS**, the City conducted a nationwide search to replace retiring City Administrator Tony Roach; and

**WHEREAS**, the Mayor has nominated, and the City Council has confirmed, Patrick Marsh as the City's next Administrator subject to the terms and conditions set forth in the attached employment agreement; and

**WHEREAS**, Patrick Marsh is willing to accept such appointment and act as the Fitchburg City Administrator upon the terms and conditions set forth in the attached employment agreement.

**NOW, THEREFORE, BE IT HEREBY RESOLVED**, by the Fitchburg Common Council that it approves the contract and authorizes the City Clerk and Mayor to execute said contract on behalf of the City of Fitchburg.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

Approved:

\_\_\_\_\_  
Stephen L. Arnold, Mayor

Attest:

\_\_\_\_\_  
Patti Anderson, City Clerk