

April 28, 2016

ADMINISTRATION COMMITTEE
Douglas County Board of Supervisors
Thursday, May 5, 2016, 9:30 a.m., Courthouse Room 207C
1313 Belknap Street, Superior, Wisconsin

Please call the Chair or County Clerk's Office (715-395-1483) if you are unable to attend.

MEMBERS:	Alan Jaques, Chair	Jim Paine, Vice Chair	Mary Lou Bergman
	Marvin Finendale	Susan Hendrickson	Larry Quam
	Rosemary Lear	Mark Liebaert	

A G E N D A

(Committee to maintain a two-hour meeting limit or take action to continue meeting beyond that time).

1. Roll call.
2. Approval of minutes of the April 7, 2016, meeting (attached).
3. Departmental financial reports and goals/objectives for 2016 (budget reports attached; all areas will be listed, although there may not be additional report from each):
 - a. Administration/Human Resources;
 - b. Buildings & Grounds;
 - c. Corporation Counsel;
 - d. County Clerk;
 - e. Finance/Information Services;
 - f. Register of Deeds; and
 - g. Treasurer.
4. Action items/referrals:
 - a. Capital projects requests (attached); and
 - b. Budgetary transfers (to be distributed at meeting, if any).
5. Future agenda items.

ecopy: County Board Supervisors Department Managers S. Nelson (Telegram) K. Lundgren – website

NOTE: Agenda and attachments are available in County Clerk's Office for viewing or at www.douglascountywi.org. Action may be taken on items on the agenda. The County of Douglas complies with the Americans with Disabilities Act of 1990. If you are in need of an accommodation to participate in public meeting process, please contact the Douglas County Clerk's Office at (715) 395-1341 by 4:00 p.m. on the day prior to scheduled meeting. Douglas County will attempt to accommodate any request depending on the amount of notice we receive. TDD (715) 395-7521.

Posted: Courthouse, Government Center, D.C. website



Pamela A. Tafelski 04-28-16

ADMINISTRATION COMMITTEE
Douglas County Board of Supervisors
Thursday, April 7, 2016, 9:30 a.m., Courthouse Room 207C
1313 Belknap Street, Superior, Wisconsin

Meeting called to order by Chair Alan Jaques.

ROLL CALL: Present – Jim Paine, Mary Lou Bergman, Marvin Finendale, Susan Hendrickson, Kay Johson, Rosemary Lear, Mark Liebaert, Larry Quam, Alan Jaques. Others present – Pat Ryan, Andy Lisak, Carol Jones, Candy Holm Anderson, Keith Kesler, Michele Wick, Jerry Moe, Carolyn Pierce, Douglas Finn, Sue Sandvick, Pam Tafelski (Committee Clerk).

APPROVAL OF MINUTES: Motion by Paine, second Quam, to approve March 7, 2016, open session with correction under Sheriff/Jail report, spelling of “heroin”, and closed session, with minutes to remain closed and correction to attendance – Sue Hendrickson not present. Motion carried.

DEPARTMENTAL FINANCIAL REPORTS AND GOALS/OBJECTIVES FOR 2016: Departmental financial reports attached/reviewed. **Administration/Human Resources:** 2016 goals/objectives review: Economic development projects update; sales tax revenue projections; half-percent local option sales tax; Health Fair, April 20; County Board Supervisor training, April 25, 5:00 p.m. **Buildings & Grounds:** Reviewed projects completed; parking/landscaping on hold until Belknap Street reconstruction plans complete. **Corporation Counsel:** Department fully staffed; working with hospitals on mental health services for guardianship cases. **County Clerk:** Technology group formed for website and social media; election turnout 58% county-wide. **Finance/Information Services:** Auditors here next week; financial and single audit reports in progress; 1095 revenue forms required by ACA mailed to employees March 1st; down 1 staff person on leave; new fuel system at Highway Department ready next week. **Sheriff/Jail:** This temporary agenda item will be removed from future agendas; not under this committee’s jurisdiction. **Treasurer:** Disbursing tax revenues to municipalities; past due property tax notices mailed; completion of transfer returns for tax-deeded properties new Treasurer’s Office responsibility.

ACTION ITEMS/REFERRALS:

CAPITAL PROJECTS REQUESTS: Narratives and respective requests for each department attached for review. Administrator will meet with department managers regarding project prioritization; final Administrator recommendations to this committee’s May meeting.

Administration: Parking and access study and subsequent engineering for Belknap Street reconstruction project.

ACTION (REFERRAL): Motion by Hendrickson, second Bergman, to approve request of \$38,000 and refer to Administrator. Motion carried.

Buildings and Grounds: Eight projects; courthouse atrium repair study reduced to \$10,000; and, increase replace uninterruptable power supply in jail, Communications Center and Information Services to \$150,000.

ACTION (REFERRAL): Motion by Hendrickson, second Johnson, to approve Buildings and Grounds capital requests totaling \$495,075 and refer to Administrator. Motion carried.

County Clerk: Discussion as to carry-over or capital project. Request for additional funding to election equipment reserve account.

ACTION (REFERRAL): Motion by Liebaert, second Paine, to approve County Clerk request of \$39,831.33 from 2015 balance in election budget and electronic building directory reserve and refer to Administrator. Motion carried.

Information Services: Request for funding to upgrade storage capacity and upgrade/new firewall and reporting system.

ACTION (REFERRAL): Motion by Hendrickson, second Bergman, to approve request of \$34,000 and refer to Administrator. Motion carried.

Approval of 2016-2017 Agreement between Douglas County Deputy Sheriff's Department – Jail Division, Local 441A and Douglas County: Agreement attached/reviewed.

ACTION (RESOLUTION): Motion by Hendrickson, second Finendale, to approve 2016-2017 Agreement between Douglas County Deputy Sheriff's Department – Jail Division, Local 441A and Douglas County and forward to County Board. Motion carried unanimously.

Agreement for Recycling Services between Douglas County and NWRPC: Narrative explains recommendation for contracting responsible unit with NWRPC.

ACTION (RESOLUTION): Motion by Quam, second Johnson, to approve Agreement for recycling services responsible unit between Douglas County and NWRPC and forward to County Board. Motion carried unanimously.

Budgetary Transfers: Attached/reviewed.

ACTION (RESOLUTION): Motion by Quam, second Lear, to approve budgetary transfers as presented and forward to County Board. Motion carried unanimously.

INFORMATIONAL:

Correspondence from March 17, 2016, County Board Meeting: CDBG housing contract Phase I completion notice attached for review. Receive and place on file.

Employee 1st Quarter Staffing Report: Attached/reviewed.

FUTURE AGENDA ITEMS: Capital projects recommendations from Administrator.

ADJOURNMENT: Motion by Johnson, second Hendrickson, to adjourn. Motion carried. Adjourned 11:03 a.m.

Submitted by,

Pamela A. Tafelski
Committee Clerk



**DOUGLAS COUNTY ADMINISTRATION COMMITTEE
DEPARTMENT SUMMARY**



2016
Transactions posted as of printing date
4/27/2016

Department	Original Budget	Budgetary Transfers	Amended Budget	Budget through Current Month	Actual Amount	Variance Amount
COUNTY BOARD OF SUPERVISORS	181,991.00	-	181,991.00	60,663.67	60,003.10	660.57
ADMINSTRATION	358,280.00	-	358,280.00	119,426.67	112,359.49	7,067.18
CORPORATION COUNSEL	104,060.00	-	104,060.00	34,686.67	21,492.86	13,193.81
REGISTER OF DEEDS	(34,847.00)	-	(34,847.00)	(11,615.67)	(39,053.15)	27,437.48
COUNTY CLERK	237,378.00	-	237,378.00	79,126.00	77,906.95	1,219.05
COUNTY TREASURER	203,971.00	-	203,971.00	67,990.33	64,275.38	3,714.95
FINANCE	403,114.00	-	403,114.00	134,371.33	137,637.62	(3,266.29)
BUILDING AND GROUNDS	278,332.00	-	278,332.00	92,777.33	48,564.30	44,213.03
INFORMATION SERVICES	(0.00)	-	(0.00)	(0.00)	155,913.04	(155,913.04)



DOUGLAS COUNTY ADMINISTRATION COMMITTEE
SCHEDULE OF REVENUES AND EXPENDITURES
COUNTY BOARD OF SUPERVISORS
 Transactions posted as of printing date
 4/27/2016



	2016 Original Budget	2016 Budgetary Transfers	2016 Amended Budget	Budget through Current Month	2016 Actual Amount	Variance Amount
Revenues						
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental Revenues	-	-	-	-	-	-
Licenses & Permits	-	-	-	-	-	-
Fines Forfeits & Penalties	-	-	-	-	-	-
Public Charges For Services	-	-	-	-	-	-
Intergovt. Charges For Serv.	-	-	-	-	-	-
Miscellaneous Revenues	-	-	-	-	100.00	(100.00)
Other Financing Sources	-	-	-	-	-	-
Revenues	-	-	-		100.00	(100.00)
Expenditures						
Personnel Services	110,541.00	-	110,541.00	36,847.00	32,170.67	4,676.33
Contractual Services	900.00	-	900.00	300.00	25.52	274.48
Supplies & Expense	65,500.00	-	65,500.00	21,833.33	26,889.91	(5,056.58)
Intra Country Charges	-	-	-	-	-	-
Fixed Charges	2,000.00	-	2,000.00	666.67	-	666.67
Debt Service	-	-	-	-	-	-
Grants & Contributions	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-
Department Allocation	3,050.00	-	3,050.00	1,016.67	1,017.00	(0.33)
Expenditures	181,991.00	-	181,991.00	60,663.67	60,103.10	560.57
Net Cost	\$ 181,991.00	\$ -	\$ 181,991.00	\$ 60,663.67	\$ 60,003.10	\$ 660.57



**DOUGLAS COUNTY ADMINISTRATION COMMITTEE
SCHEDULE OF REVENUES AND EXPENDITURES
ADMINISTRATION**



Transactions posted as of printing date
4/27/2016

	2016 Original Budget	2016 Budgetary Transfers	2016 Amended Budget	Budget through Current Month	2016 Actual Amount	Variance Amount
Revenues						
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental Revenues	-	-	-	-	-	-
Licenses & Permits	-	-	-	-	-	-
Fines Forfeits & Penalties	-	-	-	-	-	-
Public Charges For Services	3,000.00	-	3,000.00	1,000.00	514.61	(485.39)
Intergovt. Charges For Serv.	69,000.00	-	69,000.00	23,000.00	-	(23,000.00)
Miscellaneous Revenues	-	-	-	-	-	-
Other Financing Sources	-	-	-	-	-	-
Revenues	72,000.00	-	72,000.00	24,000.00	514.61	(23,485.39)
Expenditures						
Personnel Services	359,169.00	-	359,169.00	119,723.00	105,654.53	14,068.47
Contractual Services	31,070.00	-	31,070.00	10,356.67	4,041.84	6,314.83
Supplies & Expense	66,841.00	-	66,841.00	22,280.33	11,217.34	11,062.99
Intra Country Charges	-	-	-	-	-	-
Fixed Charges	1,100.00	-	1,100.00	366.67	-	366.67
Debt Service	-	-	-	-	-	-
Grants & Contributions	600.00	-	600.00	200.00	150.00	50.00
Capital Outlay	-	-	-	-	-	-
Department Allocation	(28,500.00)	-	(28,500.00)	(9,500.00)	(8,189.61)	(1,310.39)
Expenditures	430,280.00	-	430,280.00	143,426.67	112,874.10	30,552.57
Net Cost	\$ 358,280.00	\$ -	\$ 358,280.00	\$ 119,426.67	\$ 112,359.49	\$ 7,067.18



DOUGLAS COUNTY ADMINISTRATION COMMITTEE
SCHEDULE OF REVENUES AND EXPENDITURES
BUILDING AND GROUNDS
 Transactions posted as of printing date
 4/27/2016



	2016 Original Budget	2016 Budgetary Transfers	2016 Amended Budget	Budget through Current Month	2016 Actual Amount	Variance Amount
Revenues						
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental Revenues	-	-	-	-	-	-
Licenses & Permits	-	-	-	-	-	-
Fines Forfeits & Penalties	-	-	-	-	-	-
Public Charges For Services	-	-	-	-	-	-
Intergovt. Charges For Serv.	5,000.00	-	5,000.00	1,666.67	-	(1,666.67)
Miscellaneous Revenues	306,600.00	-	306,600.00	102,200.00	70,018.61	(32,181.39)
Other Financing Sources	-	-	-	-	-	-
Revenues	311,600.00	-	311,600.00	103,866.67	70,018.61	(33,848.06)
Expenditures						
Personnel Services	382,243.00	-	382,243.00	127,414.33	124,234.07	3,180.26
Contractual Services	760,500.00	-	760,500.00	253,500.00	164,380.33	89,119.67
Supplies & Expense	61,130.00	-	61,130.00	20,376.67	11,776.51	8,600.16
Fixed Charges	62,000.00	-	62,000.00	20,666.67	-	20,666.67
Debt Service	-	-	-	-	-	-
Grants & Contributions	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-
Department Allocation	(675,941.00)	-	(675,941.00)	(225,313.67)	(181,808.00)	(43,505.67)
Expenditures	589,932.00	-	589,932.00	196,644.00	118,582.91	78,061.09
Net Cost	\$ 278,332.00	\$ -	\$ 278,332.00	\$ 92,777.33	\$ 48,564.30	\$ 44,213.03



DOUGLAS COUNTY ADMINISTRATION COMMITTEE
SCHEDULE OF REVENUES AND EXPENDITURES
CORPORATION COUNSEL
 Transactions posted as of printing date
 4/27/2016



	2016 Original Budget	2016 Budgetary Transfers	2016 Amended Budget	Budget through Current Month	2016 Actual Amount	Variance Amount
Revenues						
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental Revenues	-	-	-	-	-	-
Licenses & Permits	-	-	-	-	-	-
Fines Forfeits & Penalties	-	-	-	-	-	-
Public Charges For Services	-	-	-	-	-	-
Intergovt. Charges For Serv.	157,500.00	-	157,500.00	52,500.00	55,021.17	2,521.17
Miscellaneous Revenues	-	-	-	-	-	-
Other Financing Sources	-	-	-	-	-	-
Revenues	157,500.00	-	157,500.00	52,500.00	55,021.17	2,521.17
Expenditures						
Personnel Services	242,365.00	-	242,365.00	80,788.33	72,753.27	8,035.06
Contractual Services	6,550.00	-	6,550.00	2,183.33	1,637.60	545.73
Supplies & Expense	6,745.00	-	6,745.00	2,248.33	456.16	1,792.17
Intra Country Charges	-	-	-	-	-	-
Fixed Charges	900.00	-	900.00	300.00	-	300.00
Debt Service	-	-	-	-	-	-
Grants & Contributions	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-
Department Allocation	5,000.00	-	5,000.00	1,666.67	1,667.00	(0.33)
Expenditures	261,560.00	-	261,560.00	87,186.67	76,514.03	10,672.64
Net Cost	\$ 104,060.00	\$ -	\$ 104,060.00	\$ 34,686.67	\$ 21,492.86	\$ 13,193.81



**DOUGLAS COUNTY ADMINISTRATION COMMITTEE
SCHEDULE OF REVENUES AND EXPENDITURES
COUNTY CLERK**



Transactions posted as of printing date
4/27/2016

	2016 Original Budget	2016 Budgetary Transfers	2016 Amended Budget	Budget through Current Month	2016 Actual Amount	Variance Amount
Revenues						
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental Revenues	-	-	-	-	-	-
Licenses & Permits	11,250.00	-	11,250.00	3,750.00	1,915.00	(1,835.00)
Fines Forfeits & Penalties	-	-	-	-	-	-
Public Charges For Services	14,100.00	-	14,100.00	4,700.00	7,882.57	3,182.57
Intergovt. Charges For Serv.	32,300.00	-	32,300.00	10,766.67	10,305.86	(460.81)
Miscellaneous Revenues	20,870.00	-	20,870.00	6,956.67	4,687.27	(2,269.40)
Other Financing Sources	-	-	-	-	-	-
Revenues	78,520.00	-	78,520.00	26,173.33	24,790.70	(1,382.63)
Expenditures						
Personnel Services	226,109.00	-	226,109.00	75,369.67	71,172.47	4,197.20
Contractual Services	20,940.00	-	20,940.00	6,980.00	10,063.80	(3,083.80)
Supplies & Expense	51,884.00	-	51,884.00	17,294.67	16,237.92	1,056.75
Intra Country Charges	-	-	-	-	-	-
Fixed Charges	1,800.00	-	1,800.00	600.00	169.46	430.54
Debt Service	-	-	-	-	-	-
Grants & Contributions	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-
Department Allocation	15,165.00	-	15,165.00	5,055.00	5,054.00	1.00
Expenditures	315,898.00	-	315,898.00	105,299.33	102,697.65	2,601.68
Net Cost	\$ 237,378.00	\$ -	\$ 237,378.00	\$ 79,126.00	\$ 77,906.95	\$ 1,219.05



**DOUGLAS COUNTY ADMINISTRATION COMMITTEE
SCHEDULE OF REVENUES AND EXPENDITURES
FINANCE**



Transactions posted as of printing date
4/27/2016

	2016 Original Budget	2016 Budgetary Transfers	2016 Amended Budget	Budget through Current Month	2016 Actual Amount	Variance Amount
Revenues						
Taxes	\$ -	\$ -	\$ -	\$ -	\$ 40.00	\$ 40.00
Intergovernmental Revenues	-	-	-	-	-	-
Licenses & Permits	-	-	-	-	-	-
Fines Forfeits & Penalties	-	-	-	-	-	-
Public Charges For Services	-	-	-	-	-	-
Intergovt. Charges For Serv.	251,696.00	-	251,696.00	83,898.67	50,002.59	(33,896.08)
Miscellaneous Revenues	-	-	-	-	3.00	3.00
Other Financing Sources	-	-	-	-	-	-
Revenues	251,696.00	-	251,696.00	83,898.67	50,045.59	(33,853.08)
Expenditures						
Personnel Services	536,913.00	-	536,913.00	178,971.00	167,693.99	11,277.01
Contractual Services	67,110.00	-	67,110.00	22,370.00	10,098.98	12,271.02
Supplies & Expense	29,287.00	-	29,287.00	9,762.33	3,556.24	6,206.09
Intra Country Charges	-	-	-	-	-	-
Fixed Charges	2,500.00	-	2,500.00	833.33	-	833.33
Debt Service	-	-	-	-	-	-
Grants & Contributions	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-
Department Allocation	19,000.00	-	19,000.00	6,333.33	6,334.00	(0.67)
Expenditures	654,810.00	-	654,810.00	218,270.00	187,683.21	30,586.79
Net Cost	\$ 403,114.00	\$ -	\$ 403,114.00	\$ 134,371.33	\$ 137,637.62	\$ (3,266.29)



DOUGLAS COUNTY ADMINISTRATION COMMITTEE
SCHEDULE OF REVENUES AND EXPENDITURES
INFORMATION SERVICES
 Transactions posted as of printing date
 4/27/2016



	2016 Original Budget	2016 Budgetary Transfers	2016 Amended Budget	Budget through Current Month	2016 Actual Amount	Variance Amount
Revenues						
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental Revenues	-	-	-	-	-	-
Licenses & Permits	-	-	-	-	-	-
Fines Forfeits & Penalties	-	-	-	-	-	-
Public Charges For Services	100.00	-	100.00	33.33	-	(33.33)
Intergovt. Charges For Serv.	911,898.00	-	911,898.00	303,966.00	252,459.51	(51,506.49)
Miscellaneous Revenues	-	-	-	-	-	-
Other Financing Sources	-	-	-	-	-	-
Revenues	911,998.00	-	911,998.00	303,999.33	252,459.51	(51,539.82)
Expenditures						
Personnel Services	162,759.00	-	162,759.00	54,253.00	36,203.03	18,049.97
Contractual Services	524,364.00	-	524,364.00	174,788.00	316,146.78	(141,358.78)
Supplies & Expense	85,475.00	-	85,475.00	28,491.67	6,621.37	21,870.30
Fixed Charges	139,400.00	-	139,400.00	46,466.67	49,401.37	(2,934.70)
Debt Service	-	-	-	-	-	-
Grants & Contributions	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-
Department Allocation	-	-	-	-	-	-
Expenditures	911,998.00	-	911,998.00	303,999.33	408,372.55	(104,373.22)
Net Cost	\$ -	\$ -	\$ -	\$ -	\$ 155,913.04	\$ (155,913.04)



DOUGLAS COUNTY ADMINISTRATION COMMITTEE
SCHEDULE OF REVENUES AND EXPENDITURES
REGISTER OF DEEDS
 Transactions posted as of printing date
 4/27/2016



	2016 Original Budget	2016 Budgetary Transfers	2016 Amended Budget	Budget through Current Month	2016 Actual Amount	Variance Amount
Revenues						
Taxes	\$ 157,906.00	\$ -	\$ 157,906.00	\$ 52,635.33	\$ 74,652.00	\$ 22,016.67
Intergovernmental Revenues	-	-	-	-	-	-
Licenses & Permits	4,580.00	-	4,580.00	1,526.67	1,364.00	(162.67)
Fines Forfeits & Penalties	-	-	-	-	-	-
Public Charges For Services	175,000.00	-	175,000.00	58,333.33	48,995.27	(9,338.06)
Intergovt. Charges For Serv.	-	-	-	-	-	-
Miscellaneous Revenues	120.00	-	120.00	40.00	1.00	(39.00)
Other Financing Sources	-	-	-	-	-	-
Revenues	337,606.00	-	337,606.00	112,535.33	125,012.27	12,476.94
Expenditures						
Personnel Services	261,320.00	-	261,320.00	87,106.67	81,096.49	6,010.18
Contractual Services	18,204.00	-	18,204.00	6,068.00	159.46	5,908.54
Supplies & Expense	9,770.00	-	9,770.00	3,256.67	749.31	2,507.36
Intra Country Charges	-	-	-	-	-	-
Fixed Charges	3,100.00	-	3,100.00	1,033.33	522.86	510.47
Debt Service	-	-	-	-	-	-
Grants & Contributions	75.00	-	75.00	25.00	-	25.00
Capital Outlay	-	-	-	-	-	-
Department Allocation	10,290.00	-	10,290.00	3,430.00	3,431.00	(1.00)
Expenditures	302,759.00	-	302,759.00	100,919.67	85,959.12	14,960.55
Net Cost	\$ (34,847.00)	\$ -	\$ (34,847.00)	\$ (11,615.67)	\$ (39,053.15)	\$ 27,437.48



**DOUGLAS COUNTY ADMINISTRATION COMMITTEE
SCHEDULE OF REVENUES AND EXPENDITURES
COUNTY TREASURER**



Transactions posted as of printing date
4/27/2016

	2016 Original Budget	2016 Budgetary Transfers	2016 Amended Budget	Budget through Current Month	2016 Actual Amount	Variance Amount
Revenues						
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental Revenues	27,700.00	-	27,700.00	9,233.33	13,197.60	3,964.27
Licenses & Permits	-	-	-	-	-	-
Fines Forfeits & Penalties	-	-	-	-	-	-
Public Charges For Services	23,000.00	-	23,000.00	7,666.67	6,370.04	(1,296.63)
Intergovt. Charges For Serv.	12,000.00	-	12,000.00	4,000.00	-	(4,000.00)
Miscellaneous Revenues	-	-	-	-	1,994.71	1,994.71
Other Financing Sources	-	-	-	-	-	-
Revenues	62,700.00	-	62,700.00	20,900.00	21,562.35	662.35
Expenditures						
Personnel Services	185,686.00	-	185,686.00	61,895.33	64,845.01	(2,949.68)
Contractual Services	15,520.00	-	15,520.00	5,173.33	1,738.53	3,434.80
Supplies & Expense	17,900.00	-	17,900.00	5,966.67	3,341.65	2,625.02
Intra Country Charges	-	-	-	-	-	-
Fixed Charges	21,200.00	-	21,200.00	7,066.67	7,222.23	(155.56)
Debt Service	-	-	-	-	-	-
Grants & Contributions	200.00	-	200.00	66.67	(30.69)	97.36
Capital Outlay	-	-	-	-	-	-
Department Allocation	26,165.00	-	26,165.00	8,721.67	8,721.00	0.67
Expenditures	266,671.00	-	266,671.00	88,890.33	85,837.73	3,052.60
Net Cost	\$ 203,971.00	\$ -	\$ 203,971.00	\$ 67,990.33	\$ 64,275.38	\$ 3,714.95



**DOUGLAS COUNTY, WISCONSIN
TREASURER'S MONTHLY REPORT
ACCOUNT BALANCES
As of 3/31/16**



ACCOUNT	PRINCIPAL 2014	PRINCIPAL 2013	INTEREST 2014	INTEREST 2013
CASH AND INVESTMENTS				
Cash:				
Cash on Hand	\$ (217,140)	\$ 14,044		
Petty Cash	8,365	8,289		
Checking:				
General Fund--M & I	\$ 2,171,071	\$ 2,358,173	1,067	1,449
Payroll--NBC	4,012	3,794		
Forestry--NBC	978,158	740,412	17	44
Short Term Investments				
State Trust Fund	8,002,332	270	2,062	
General Fund CDs	10,521,024	8,722,993	23,420	15,188
StepUps CDs	2,165,079	4,439,454	4,435	7,450
General Fund Savings Account	68	68	-	-
General Fund Money Markets	5,379,154	13,928,736	4,926	6,269
Rural Housing	20,158	17,994		
CASH AND INVESTMENTS	\$ 29,032,281	\$ 30,234,227	\$ 35,927	\$ 30,400
RESTRICTED CASH AND INVESTMENTS				
Checking:				
Huber Law Trust	\$ 31,897	\$ 28,483		
Clerk of Court Trust	241,073	14,284		
Short Term Investments:				
State Trust Fund - Health Insurance	1,215,273	1,212,899	592	583
Clerk of Courts	552,361	499,767	125	168
Drug Investigation	209,002	212,831		
Land Conservation	104,694	103,261	13	25
Long Term Investments:				
Money-Market - Workers' Compensation	899,515	897,757	438	432
CD-Land Conservation	250,000	250,000	720	249
Certificates of Deposit - Worker's Comp	-	-	-	-
RESTRICTED CASH AND INVESTMENTS	\$ 3,503,815	\$ 3,219,282	\$ 1,888	\$ 1,457
OUTSTANDING LONG-TERM DEBT				
General Obligation Debt Payable	\$ 27,088,731	\$ 25,930,195		
Note Payable-(Unfunded Pension Liability)	5,297,511	5,535,709		
Liability Accrued Compensated Absences	2,142,214	2,134,247		
OUTSTANDING LONG-TERM DEBT	\$ 34,528,456	\$ 33,600,151		



DOUGLAS COUNTY, WISCONSIN
TREASURER'S MONTHLY REPORT
ACCOUNT BALANCES
As of 3/31/16
(Continued)



ACCOUNT	2015	2014
RECEIVABLES		
Tax Certificates and Deeds:		
Tax Certificate - Current Year		
Delinquent Real Estate Taxes 2008-Sale of 2009	791	791
Delinquent Real Estate Taxes 2009-Sale of 2010	819	35,125
Delinquent Real Estate Taxes 2010-Sale of 2011	1,571	72,900
Delinquent Real Estate Taxes 2011-Sale of 2012	5,285	232,598
Delinquent Real Estate Taxes 2012-Sale of 2013	150,697	754,528
Delinquent Real Estate Taxes 2013-Sale of 2014	654,385	1,428,981
Delinquent Real Estate Taxes 2014-Sale of 2015	1,119,948	
Forest and Cropland Taxes	(7,263)	(1,355)
Allowance for Uncollectable Taxes	(10,000)	(10,000)
Tax Clearing		
Real Estate-Charge Backs		-
Tax Deeds Receivable	69,577	78,685
Allowance for Uncollectable Tax Deeds	(68,839)	(91,479)
Tax Certificates and Deeds	1,916,971	2,500,774
Property Tax	(10,935,774)	(10,728,647)
Assessments	249,999	700,629
Accounts	8,987,343	7,962,966
Tax Installment Contracts	(1,000)	
Due from other Governments	4,231,356	4,012,310
Accrued Interest	124,135	109,816
RECEIVABLES	\$ 4,573,030	\$ 4,557,848

INVESTMENTS

MONTH/YEAR- MARCH 2016

BANK	RATE	BEG BALANCE	PURCHASE	RETIRE	END BALANCE
SCCU Savings	0.000%	57.86	0.00	0.00	57.86
HFCU Savings	0.000%	10.00	0.00	0.00	10.00
BMO BANK CKG2 - ANALYSIS CHARGES	0.250%	0.00	2,323.74	2,323.74	-
BMO BANK MM	0.250%	11,074,188.25	2,251,935.87	8,250,000.00	5,076,124.12
NBC MM	0.140%	14,897.10	664,929.74	528,571.58	151,255.26
TIMBERWOOD MM	0.200%	151,749.26	25.78	0.00	151,775.04
ST POOL GENERAL	0.390%	270.58	8,002,061.59	0.00	8,002,332.17
ST POOL HIGHWAY BOND	0.390%	2.62	0.00	0.00	2.62
SUBTOTAL		11,241,175.67	10,921,276.72	8,780,895.32	13,381,557.07
CD - CITI21-1 8/14/16	1.200%	1,000,000.00	0.00	0.00	1,000,000.00
CD - CVB14-1 2/18/17	0.850%	250,000.00	0.00	0.00	250,000.00
CD - CVB14-2 8/18/16	0.850%	250,000.00	0.00	0.00	250,000.00
CD - 1stMERIT15-1 8/17/17	0.700%	1,014,066.97	0.00	0.00	1,014,066.97
CD - NBC13-2 6/4/19 can call 6/4/16	0.850%	2,000,000.00	0.00	0.00	2,000,000.00
CD - NBC12-4 3/14/16	0.500%	507,603.52	5,054.04	512,657.56	-
CD - NBC15-2 10/26/18 callable quart	1.200%	500,000.00	0.00	0.00	500,000.00
CD - NBC16-1 9/14/17	0.650%	0.00	512,657.56	0.00	512,657.56
CD - SCCU 4/9/16	0.500%	247,299.63	0.00	0.00	247,299.63
CD-TIMBERWOOD1 1/23/17	0.6500%	250,000.00	0.00	0.00	250,000.00
CD-TIMBERWOOD3 5/24/16	0.6516%	250,000.00	0.00	0.00	250,000.00
CD's SubTotals		6,268,970.12	517,711.60	512,657.56	6,274,024.16
SUBTOTAL		17,510,145.79	11,438,988.32	9,293,552.88	19,655,581.23
CD-BMO15-1 (1-16) 1/22/16 1 year CD	0.4500%	0.00	0.00	0.00	-
CD-BMO15-2 (7-16) 7/28 & 1/28 Semi-Annually 1-1/2 year C	0.5500%	248,000.00	0.00	0.00	248,000.00
CD-BMO15-3 (1-18) 7/28 & 1/28 Semi-Annually 3 year CD	1.3500%	248,000.00	0.00	0.00	248,000.00
CD-BMO15-4 (7-16) 7/28 & 1/28 Semi-Annually 1-1/2 ye	0.5500%	248,000.00	0.00	0.00	248,000.00
CD-BMO15-5 (4-16) 7/28 & 1/28 Semi-Annually 15 m	0.5500%	248,000.00	0.00	0.00	248,000.00
CD-BMO15-6 (1-17) 7/28 & 1/28 Semi-Annually 2	0.7500%	248,000.00	0.00	0.00	248,000.00
CD-BMO15-8 (1-17) 7/29 & 1/29 Semi-Annually	0.8500%	248,000.00	0.00	0.00	248,000.00
CD-BMO15-11 (8/17) 8/13 & 2/03 Semi-Annually 2-1/	0.8500%	248,000.00	0.00	0.00	248,000.00
CD-BMO15-12 (6-17) 12/17 & 6/17 Semi-Annually 2 year	1.1000%	248,000.00	0.00	0.00	248,000.00
CD-BMO15-13 (12/17) 12/24 & 6/24 Semi-Annually 2-1/	1.2500%	127,000.00	0.00	0.00	127,000.00
CD-BMO15-14 (6/16) 7/28 & 1/28 Semi-Annually 1-1/2 year C	0.5500%	248,000.00	0.00	0.00	248,000.00
CD-BMO15-15 (7/16) 7/28 & 1/28 Semi-Annually 1-1/2 year C	0.6000%	248,000.00	118.22	118.22	248,000.00
CD-BMO15-16 (10/16) 7/28 & 1/28 Semi-Annually 1-1/2 year C	0.7000%	248,000.00	0.00	0.00	248,000.00
CD-BMO15-17 (8/17) 7/28 & 1/28 Semi-Annually 1-1/2 year C	1.2000%	248,000.00	0.00	0.00	248,000.00
CD-BMO15-18 (9/17) 7/28 & 1/28 Semi-Annually 1-1/2 year C	1.1000%	248,000.00	1,360.26	1,360.26	248,000.00
CD-BMO15-19 (10/17) 7/28 & 1/28 Semi-Annually 1-1/2 year C	1.2000%	248,000.00	236.45	236.45	248,000.00
CD-BMO15-20 can call 12/29/15 3/28/18 2 year 5 mon	1.1230%	400,000.00	2,250.00	2,250.00	400,000.00
CD-BMO16-1 2/18 2/3 & 8/5 Semi-Annually 2 year CD	1.1500%	248,000.00	0.00	0.00	248,000.00
BMO CD's SubTotals		4,247,000.00	3,964.93	3,964.93	4,247,000.00
SUBTOTAL	Next Call Maturity	21,757,145.79	11,442,953.25	9,297,517.81	23,902,581.23
BMO STEP UP AGCY BOND 13-3 cusip*3D3 2/27/18 (2)	1.0000%	715,079.44	0.00	0.00	715,079.44
BMO STEP UP AGCY BOND 15-5 cusip*WG2 CALLED 3/28	1.3000%	245,000.00	1,592.50	246,592.50	-
BMO STEP UP AGCY BOND 15-6 cusip*R78 01/29/18 (4/2)	0.7500%	600,000.00	0.00	0.00	600,000.00
BMO STEP UP AGCY BOND 15-7 cusip*4B4 01/27/16 (7/2)	0.5000%	600,000.00	0.00	0.00	600,000.00
BMO STEP UP AGCY BOND 16-1 cusip*TY5 1X03/30/17 (5)	1.4200%	0.00	250,000.00	0.00	250,000.00
StepUps SubTotals		2,160,079.44	251,592.50	246,592.50	2,165,079.44
SUBTOTAL		23,917,225.23	11,694,545.75	9,544,110.31	26,067,660.67
ST POOL W/C	0.390%	0.00	899,514.60	0.00	899,514.60
ST POOL HLTH INS	0.390%	48.69	1,215,224.66	0.00	1,215,273.35
MERIT BANK - W/C MM	0.190%	899,364.08	110.21	899,474.29	-
MERIT BANK - HEALTH INS MM	0.190%	1,215,021.30	148.89	1,215,170.19	-
TOTAL		26,031,659.30	13,809,544.11	11,658,754.79	28,182,448.62

INTEREST ON INVESTMENTS

MONTH/YEAR- MARCH 2016

BANK	BEG BALANCE	EARNED	RECEIVED	END BALANCE
SCCU Savings	0.00	0.00	0.00	-
HFCU Savings	0.00	0.00	0.00	-
BMO BANK CKG2 - INTEREST EARNED	0.00	343.83	343.83	-
BMO BANK MM	0.00	1,378.44	1,378.44	-
NBC MM	0.00	29.15	29.15	-
TIMBERWOOD MM	0.00	25.78	25.78	-
ST POOL GENERAL	0.00	2,061.59	2,061.59	0.00
ST POOL HIGHWAY BOND	0.00	0.00	0.00	-
SUBTOTAL	0.00	3,838.79	3,838.79	0.00
CD - CITZ12-1	42,542.49	1,019.18	0.00	43,561.67
CD - CVB14-1	2,696.26	180.48	0.00	2,876.74
CD - CVB14-2	3,260.29	180.48	0.00	3,440.77
CD - 1stMERIT15-1	3,811.78	602.88	0.00	4,414.66
CD - NBC13-2	4,923.41	1,698.63	0.00	6,622.04
CD - NBC12-4	4,990.86	63.18	5,054.04	(0.00)
CD - NBC15-2	542.46	509.59	0.00	1,052.05
CD - NBC16-1	0.00	155.20	0.00	155.20
CD - SCCU	264.24	136.52	0.00	400.76
CD-TIMBERWOOD1	26.68	138.01	0.00	164.69
CD-TIMBERWOOD3	2,168.99	138.35	0.00	2,307.34
CD's SubTotals	65,227.46	4,822.50	5,054.04	64,995.92
SUBTOTAL	65,227.46	8,661.29	8,892.83	64,995.92
CD-BMO15-1	0.00	0.00	0.00	-
CD-BMO15-2	119.61	115.85	0.00	235.46
CD-BMO15-3	284.35	284.35	0.00	568.70
CD-BMO15-4	119.60	115.85	0.00	235.45
CD-BMO15-5	105.34	105.32	0.00	210.66
CD-BMO15-6	157.97	157.97	0.00	315.94
CD-BMO15-8	173.28	179.04	0.00	352.32
CD-BMO15-11	92.42	179.04	0.00	271.46
CD-BMO15-12	508.22	231.69	0.00	739.91
CD-BMO15-13	291.41	134.83	0.00	426.24
CD-BMO15-14	915.58	115.85	0.00	1,031.43
CD-BMO15-15	8.15	126.38	118.22	16.31
CD-BMO15-16	33.98	147.44	0.00	181.42
CD-BMO15-17	138.62	252.76	0.00	391.38
CD-BMO15-18	1,136.04	231.69	1,360.26	7.47
CD-BMO15-19	163.07	252.76	236.45	179.38
CD-BMO15-20	1,928.59	382.19	2,250.00	60.78
CD-BMO16-1	195.34	242.22	0.00	437.56
BMO CD's SubTotals	6,371.57	3,255.23	3,964.93	5,661.87
SUBTOTAL	71,599.03	11,916.52	12,857.76	70,657.79
BMO STEP UP AGENCY BOND 13-3	101.50	607.33	0.00	708.83
BMO STEP UP AGENCY BOND 15-5	1,343.81	248.69	1,592.50	0.00
BMO STEP UP AGENCY BOND 15-6	1,541.09	382.19	0.00	1,923.29
BMO STEP UP AGENCY BOND 15-7	1,044.07	254.79	0.00	1,298.87
BMO STEP UP AGENCY BOND 16-1	0.00	9.73	0.00	9.73
StepUps SubTotals	4,030.47	1,502.73	1,592.50	3,940.70
SUBTOTAL	75,629.50	13,419.25	14,450.26	74,598.49
ST POOL W/C	0.00	40.31	40.31	(0.00)
ST POOL HLTH INS	0.00	54.47	54.47	0.00
MERIT BANK - W/C MM	0.00	110.21	110.21	-
MERIT BANK - HEALTH INS MM	0.00	148.89	148.89	-
TOTAL	75,629.50	13,773.13	14,804.14	74,598.49



DOUGLAS COUNTY

OFFICE OF ADMINISTRATOR

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DOUGLAS COUNTY MISSION STATEMENT

The mission of Douglas County is to provide cost-effective services, with equal access to all citizens; to continue and enhance partnerships; to responsibly manage our resources and plan for the future.

TO: Douglas County Administration Committee
FROM: Andy Lisak, Administrator
DATE: April 28, 2016
SUBJECT: **Utilization of Unassigned General Fund 2015 Surplus**

Introduction

The purpose of this memorandum is to provide the Douglas County Administration Committee, and ultimately the full Douglas County Board of Supervisors, a list of project funding requests for consideration. This memorandum: 1) reviews the policy established by the County Board in regard to the utilization of annual unassigned general fund surpluses, 2) reviews the approval process for projects per the Douglas County Capital Improvement Plan, 3) reviews the priorities established by the County Board as part of our Priority Based Budgeting process, 4) lists every project funding request that followed the appropriate policies and procedures, 5) provides funding recommendations to be used as a starting point for discussion by Administration Committee members, and 6) provides a recommendation for improving the capital project request procedure.

Unassigned General Fund Surplus Policy

In January 2016 (Resolution #3-16), the County Board adopted a policy regarding the disbursement of any unassigned general fund surplus from a previous year's operation. In adopting the policy, the Board reaffirmed an earlier policy (Resolution #39-12 adopted April 12, 2012) establishing the maintenance of a minimum balance in the Unassigned General Fund fund balance. Resolution #39-12 states that the unassigned general fund balance compared to governmental expenditures will be maintained at a minimum ratio of 12% or about eight weeks of working capital for operations.

Resolution #3-16 states that the County Board of Supervisors has the authority to approve the use of surplus funds from a previous year as referred by the Administration Committee. The resolution states that the disbursement of the surplus that remains, after the minimum ratio established by Resolution #39-12 is maintained, shall be as follows:

- a. 50% Capital Improvements as defined in the Capital Improvement Plan

- b. 15% Timber Sales Revenue Reserve (reserve fund to be capped at \$1,000,000)
- c. 15% Courthouse/Government Center Maintenance Fund
- d. 20% Discretionary allocation recommended by the Administration Committee to the full County Board to fund:
 - i. Merit Reward System for employees
 - ii. Adjustments to the Wage Compensation Plan
 - iii. Special Projects

After finalizing the financials for 2015, the Finance Department determined that \$2,040,000 is available to be disbursed using the above formula. Table 1 below illustrates the disbursement.

Table 1: Distribution of Unassigned General Fund 2015 Surplus

	Percentage	Amount
Unassigned General Fund 2015 Surplus		\$2,040,000
Capital Improvement Project Allocation	50%	\$1,020,000
Timber Sales Revenue Reserve Allocation	15%	\$306,000
Courthouse/Government Center Maintenance Fund Allocation	15%	\$306,000
Discretionary Allocation	20%	\$408,000
Total		\$2,040,000

Capital Project Approval Process

According to the Douglas County Capital Improvement Plan, the Administrator initiates the annual capital project planning process by notifying department managers of the timeline to be followed for capital project requests. Department managers submit their capital project requests to their respective standing committee for recommendation and approval before forwarding the requests to the County Administrator. It is the responsibility of the Administrator to select, prioritize and develop a funding plan for the approved capital projects. Once completed, the Capital Improvement Plan is submitted to the Administration Committee and subsequently to the full County Board for final approval.

This year, I initiated the process in March by notifying department managers during our monthly Department Manager meeting of my desire to have all capital project requests received in my office by April 15, 2016. I verified with department managers and by reviewing the minutes of committee meetings that the capital project requests followed the process stipulated by the Capital Improvement Plan.

County Board Priorities

For the past several years, Douglas County has been implementing components of Priority Based Budgeting (PBB) into its annual budgeting process. Priority-based budgeting is a way for local

governments to spend within their means by continuously focusing on the *results* most relevant to their communities and the programs that influence those results to the highest possible degree. The process involves a systematic review of existing services, why they exist, what value they offer to citizens, how they benefit the community, what they cost, and what objectives and citizen demands they are achieving

In 2014, during its annual Budget Planning Meeting, the County Board established six major priority areas upon which to focus Douglas County Government. In 2015, the County Board, reaffirmed the priority areas and ranked them. The priority areas are:

1. **Sustainable Infrastructure Investment:** A county that plans for, funds and invests in transportation, infrastructure and equipment improvements while exploring energy efficient options.
2. **Responsible Development:** As an economically vibrant county we will pursue economic development and revitalization opportunities that assist in cultivating a quality of life that is appealing to business and residents while honoring and preserving the past.
3. **Natural Resources:** A county that protects, sustains and enhances its natural resources and promotes recreation and educational opportunities.
4. **Public Safety:** A county that invests in public safety to respond to emergency situations, and ensure the safety and security of citizens and their property.
5. **Professionalism, Service and Efficiency:** A county that has well trained professional staff that provides customers with quality programs and services in an efficient and innovative manner with a low tax impact.
6. **Compassion:** A county that is compassionate and provides efficient and effective services to members of our community who are in need.

Capital Project Funding Requests

I commend department managers for the time and effort they put into researching, proposing and shepherding through the process the capital projects they identified as important to their respective department. I received thirty three project requests totaling over \$2.5 million.

Table 2 on the following page lists all of the projects, the amount of money requested for each project, and the priority area with which each project is most closely aligned. Information provided to me by department managers for the project requests is attached.

Table 2: Project Requests

Project	Department	Cost	Priority Area
Courthouse Atrium Repair Study	Buildings & Grounds	\$10,000	1
Update Backup Power to Courthouse	Buildings & Grounds	\$65,000	1
Replace Fire Alarm Panel, Pull Stations & Detectors	Buildings & Grounds	\$85,000	1
Replace Heat Pump Energy Management System	Buildings & Grounds	\$97,000	1
Computerized Maintenance Program	Buildings & Grounds	\$16,075	1
OSHA Required Roof Top Barriers & Fall Protection	Buildings & Grounds	\$15,000	1
Replace Uninterruptable Power Supply in Information Services	Information Services	\$50,000	1
Upgrade Storage Capacity	Information Services	\$14,000	1
Upgrade Firewall & Reporting System	Information Services	\$20,000	1
Parkland Radio Equipment Shelter, Antennas and Lines	Emergency Management	\$173,000	2
Plotter	Emergency Management	\$10,000	4
Printer/Copier/Scanner/Fax	Communication Center	\$5,000	4
Replace Uninterruptable Power Supply in Communication Center	Communication Center	\$50,000	4
Replace Uninterruptable Power Supply in Jail	Jail	\$50,000	4
Replacement of Elevator Controller in Jail	Jail	\$57,000	4
Fingerprint Machine	Jail	\$15,210	4
SCBA Tanks	Jail	\$4,040	4
Forensic Mapping Equipment	Sheriff	\$41,075	4
Night Vision/Thermal Equipment	Sheriff	\$19,938	4
Pictometry	Zoning	\$118,335	5
Lidar Processing	Zoning	\$31,000	5
Remonumentation	Zoning	\$30,000	5
Replacement of County-wide Voting Equipment	County Clerk	\$34,951	5
Courthouse/Government Center Parking and Access Study	Administration	\$40,000	5
HVAC Update	Highway	\$80,000	1
3 Dump/Plow Trucks	Highway	\$615,000	1
Track Excavator	Highway	\$125,000	1
Upper St. Croix Forest Land Acquisition	Forestry	\$200,000	3
Network Computer Server Replacement	Forestry	\$45,000	3
Park Creek Pond Spillway Improvement Project-Engineering & Design	Forestry	\$50,000	1
County Forest Road Gravel Resurfacing	Forestry	\$70,000	3
Lucius Woods Upper Restrooms & Showers	Forestry	\$200,000	3
Stateline Flowage Dam Repair Engineering & Construction	Forestry	\$130,000	1
Total		\$2,566,623	

Project Funding Recommendations

The Unassigned General Fund 2015 Surplus was not large enough to fund all of the project requests. Although all of the project requests are worthy of funding, the Administration Committee will need to “pick and choose” those projects that can be funded utilizing the 2015 surplus. Per the County’s Capital Improvement Plan, it is my responsibility to select, prioritize and develop a funding plan for the approval of capital projects. To fulfill my responsibility and to aid the Administration Committee members in their discussion, I have listed the projects that I recommend for funding in Tables 3 through 5.

Table 3 lists projects to be funded from the “Capital Improvement” allocation, Table 4 lists projects to be funded from the “Courthouse/Government Center Maintenance Fund” allocation and Table 5 lists projects to be funded from the “Discretionary” Allocation. Table 5 also contains funding for the Merit/Reward System based on 2015 employee performance evaluations.

In addition to listing the projects and the departments from which the requests have been made, the tables also identify the County Board priority with which the projects are most closely aligned. The footnotes explain any differences between the amount of funding requested for a particular project and the amount of funding that I recommend.

**Table 3: Capital Improvement Project Allocation
(Total: \$1,020,000)**

Project	Department	Cost	Priority Area
Parkland Radio Equipment Shelter, Antennas and Lines ¹	Emergency Management	\$150,000	2
Plotter	Emergency Management	\$10,000	4
Forensic Mapping Equipment	Sheriff	\$41,075	4
Pictometry	Zoning	\$118,335	5
Lidar Processing	Zoning	\$31,000	5
Replacement of County-wide Voting Equipment ²	County Clerk	\$20,000	5
1 Dump/Plow Trucks ³	Highway	\$205,000	1
Track Excavator	Highway	\$125,000	1
Upper St. Croix Forest Land Acquisition ⁴	Forestry	\$120,000	3
Network Computer Server Replacement ⁵	Forestry	\$29,590	3
Park Creek Pond Spillway Improvement Project-Engineering & Design	Forestry	\$50,000	1
County Forest Road Gravel Resurfacing	Forestry	\$70,000	3
Stateline Flowage Dam Repair Engineering & Construction ⁶	Forestry	\$50,000	1
Total		\$1,020,000	

¹ Fund most of request now and wait for Verizon decision and timeline to fund balance.

² Total cost is estimated at \$200,000. Allocate \$20,000 per year for 10 years. An additional \$4,880 from discretionary carry-over, for a total of \$24,880 in 2016.

³ Fund only one of the three trucks requested. Funding for the purchase of 3 trucks is contained in department’s 2016 operating budget.

⁴ Funding most of request which will increase land purchase reserve fund to approximately \$220,000.

⁵ Funding partial request through this process with the remainder to come from office addition project due to accepted bid for office project under budget.

⁶ Fund engineering and wait for discussions with SEH.

I recommend that \$42,000 of the Courthouse/Government Center Maintenance Fund allocation be held in reserve for urgent projects that might arise during the next twelve months. Projects identified as urgent would go before the Administration Committee and County Board for approval unless the Committee and Board grant the Administrator the authority to approve projects, up to a certain dollar amount, without pre-approval by the Committee and Board.

**Table 4: Courthouse/Government Center Maintenance Fund Allocation
(Total: \$306,000)**

Project	Department	Cost	Priority Area
Courthouse Atrium Repair Study	Buildings & Grounds	\$10,000	1
Replace Fire Alarm Panel, Pull Stations & Detectors	Buildings & Grounds	\$85,000	1
Replace Heat Pump Energy Management System	Buildings & Grounds	\$97,000	1
OSHA Required Roof Top Barriers & Fall Protection	Buildings & Grounds	\$15,000	1
Replacement of Elevator Controller in Jail	Jail	\$57,000	4
Total		\$264,000	
Balance		\$42,000	

**Table 5: Discretionary Allocation
(Total: \$408,000)**

Project	Department	Cost	Priority Area
Merit/Reward System		\$134,750	5
Courthouse/Government Center Parking and Access Study	Administration	\$40,000	5
Replace Uninterruptable Power Supply in Information Services	Information Services	\$50,000	1
Replace Uninterruptable Power Supply in Communication Center	Communication Center	\$50,000	4
Replace Uninterruptable Power Supply in Jail	Jail	\$50,000	4
Upgrade Storage Capacity	Information Services	\$14,000	1
Upgrade Firewall & Reporting System	Information Services	\$20,000	1
Fingerprint Machine	Jail	\$15,210	4
SCBA Tanks	Jail	\$4,040	4
Remonumentation	Zoning	\$30,000	5
Total		\$408,000	

Chart 1 shows a breakdown of recommended project funding by County Board priority area. Approximately 43% of total funding will be for projects within the Sustainable Infrastructure Investment priority area. Just over 22% of total project funding will be for projects related to Professionalism, Service & Efficiency. The Natural Resources and Public Safety priority areas

will each receive approximately 13% of the total project funding. Approximately 9% of total funding will be for one project related to Responsible Development.

Chart 1: Allocation of Funding by Priority

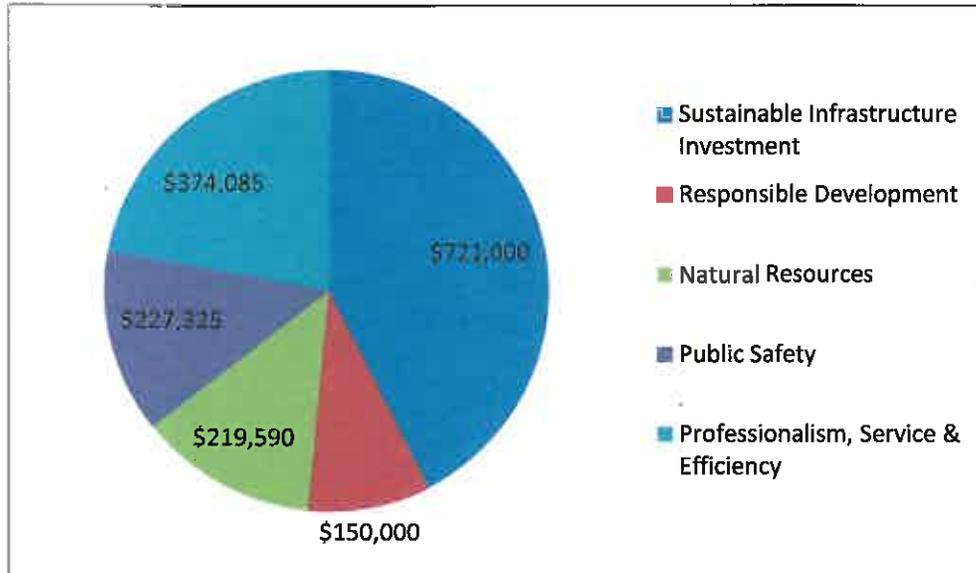


Table 6, contains a list of projects that I recommend not be funded with the Unassigned General Fund 2015 Surplus. One of the projects (Printer/Copier/Scanner/Fax) could be funded via an intra-department budgetary transfer. The other projects, although worthy of funding, are either lower in priority or could be funded utilizing future year surpluses or funded as part of a future year bond issuance.

Table 6: Projects to be Funded by Other Means

Project	Department	Cost	Priority Area
Printer/Copier/Scanner/Fax ⁷	Communication Center	\$5,000	4
Update Backup Power to Courthouse ⁸	Buildings & Grounds	\$65,000	1
Night Vision/Thermal Equipment	Sheriff	\$19,938	4
HVAC Update ⁹	Highway	\$80,000	1
Lucius Woods Upper Restrooms & Showers ¹⁰	Forestry	\$200,000	3
Computerized Maintenance Program ¹¹	Buildings & Grounds	\$16,075	1

⁷ Utilize a budgetary transfer within department’s 2016 operating budget.

⁸ Conduct a system study to determine total need and comprehensive solution.

⁹ HVAC system is 17 years old. Life expectancy is 20 years.

¹⁰ Funding for design and engineering work contained in the department’s 2016 operating budget. Complete design/engineering to determine cost of project. Consider using bond proceeds in 2017 or 2018.

¹¹ Low priority

In summary and as a starting point for Administration Committee discussion, I am recommending that projects listed in Tables 3-5 be approved at the corresponding funding amounts. Per policy as adopted by Resolution #3-16, funds to be disbursed after annual audit is complete.

Suggested Process Improvement

The 2016 capital project approval process improves upon the process used in previous years. Moving forward, I recommend that further improvements be considered. One improvement in particular would be for committees to prioritize the capital project requests of each of the departments under their jurisdiction. Project prioritization at the committee level would provide valuable guidance to me in situations where total capital project funding requests exceed the amount of funding available. To adopt this recommendation, the “Approval Process” paragraph in the Capital Improvement Plan could be changed to the following:

The Administrator will initiate the annual capital project planning process by notifying department managers of the timeline to be followed. Department managers shall submit their capital project requests to their respective standing committee for recommendation and approval, before forwarding the requests to the County Administrator. Each committee, as part of their recommendation and approval process, will prioritize the projects for each department under its jurisdiction. It is the responsibility of the Administrator to select, prioritize and develop a funding plan for the approved capital projects. Once completed, the Capital Improvement Plan will then be submitted to the Administration Committee and subsequently to the full County Board for final approval.

Building and Grounds

2016 Requests Capital Budget

Courthouse Atrium Repair Study **\$ 30,000**

New updated cost as of 4/5/2016 **\$ 10,000**

This study would determine the best course of action and provide an estimated cost to repair the ceiling and walls in the atrium of the courthouse. The cost listed is estimated at this time. I have an appointment to meet with our engineering firm to get an actual price quote for the work and should have that by the time Administration meets on April 7th.

Update Backup Power to Courthouse **\$ 65,000**

This would eliminate the small old natural gas powered generator that provides backup power to the courthouse and re-feed the courthouse from our large diesel powered generator that supplies the Government Center. The small generator is aging and its dependability is questionable. Natural gas powered generators are no longer accepted as backup power due to the possibility of interruption of the fuel source during an emergency and the fact that the life expectancy and duty cycle of a natural gas powered unit is significantly less than diesel. The large generator is only being used to 30% of its capacity and will absorb the additional load with no problem. We will save the annual maintenance contract cost of \$3,340.00 plus any other repairs and updates that are needed that are outside the scope of the maintenance contract. This small generator is aging and will fail at some point. This project would also open the door to supply some additional critical courthouse circuits with backup power.

Replace of Fire Alarm Panel, Pull Stations, and Detectors **\$ 85,000**

Replace the main fire alarm panel and related components in the Government Center and Jail due to lack of serviceability and end of service life. We were notified several years ago the system has reached an age that repair parts are hard, if not impossible, to find making reliability questionable and maintenance unavailable. This request is based on an actual quote we have to perform the work.

Replace Heat Pump Energy Management System **\$97,000**

This is the replacement of the supervisory controller, make up air unit controller, sixty two control boards on the heat pumps, and the related labor and miscellaneous parts. This price is based on us entering into a maintenance agreement with Siemens to take advantage of the discounts under the agreement. Repair parts are no longer available for our current Barber Coleman system. The electronics in the system are approximately twenty five years old and has out lived their expected life. To add to the challenges of maintaining the system Barber Coleman has been out of business for some time.

Replace Uninterruptable Power Supply in Jail, Communications Center and Information Services.

\$ 100,000

Updated Number as of April 4th

\$ 150,000

We have been notified that our present Uninterruptable Power Supplies (UPSs) will be unsupported for repair parts in the near future due to their age. These UPSs are critical to the operation of the communications center, our 911 system, the jail, and our computer systems. These systems have been in place since the building was constructed and have reached their end of life. The UPS serving Information Services is older than that. Due to the complexity of this project it will require engineering. The manner our current systems are installed do not meet current code. The new installation will require changes in the way commercial power is routed to them and will require the installation of a by-pass circuit that is currently not there. Loads will also have to be evaluated to determine the correct size units to install. This will be a complex project that will require significant planning. This is due to the 24/7/365 nature of the jail and communications center. We cannot shut down to make these changes like they do in most places. Our intent would be to acquire three units from the same vendor to provide for parts interchangeability, user familiarity, and consolidate the contract for installation and ongoing maintenance under on contract. The price quoted is my best estimate based on conversations with several vendors. We have met with vendors and hopefully will have a confirmed estimate by the Administration meeting on April 7th.

Replacement of Elevator Controller In Jail

\$ 57,000

Throughout the facility we have four elevators that have controllers that are no longer in production. We have been served notice that parts availability is difficult and will soon be impossible. Three of these elevators serve the jail and one is in the Government Center. I am recommending that we replace one controller a year for the next four years. I would like to start with one of the units in the jail. My plan would be to keep the salvageable parts taken out and save them as spares until all four elevators are updated. I believe this is the only way to minimize the risk of have both elevators in the jail fail at the same time again. In the coming years we would have to prioritize which elevator would be next based on performance at the time and maintenance history. This estimate is based on information received from our maintenance provider.

Computerized Maintenance Program

\$16,075

With the implementation of a Computerized Maintenance System equipment would be cataloged, tracked, and maintained to manufactures' specifications. The program would notify maintenance staff when routine preventative maintenance needed to be performed minimizing down time and surprise failures. The installation of additional wireless connectivity in equipment rooms, Two I Pad devices, installation of software, and data entry is all part of this program. The annual cost on software maintenance is \$1,500. This request is based on a quote received form a vendor after reviewing several different systems.

OSHA Required Roof Top Barriers and Fall Protection

\$15,000

This request is to place required barriers and fall protection on roof of buildings to be in compliance with OSHA requirements for fall protection for workers. This is a Risk Manager's request.

Keith Kesler

Emergency Management, Communication, and General Services Director

Computerized Maintenance System aka CMMS

The reasoning behind the idea of a CMMS is that all equipment would be cataloged and maintained to the manufactures' specifications. With a CMMS the maintenance department would be notified through the program of what needs to be done. It can be adapted to alert the technician anywhere from a week in advance so replacement parts can be ordered ahead of time or on the day of service. If the job is not completed on time it will alert the technician daily until it is completed and "signed off". This will greatly increase accountability and better yet keep a history of time and cost for repairs. Knowing the cost of repairs will keep everyone more aware if the piece of equipment should either be repaired or replaced.

With all that being said there is a cost. I had conversations with four different CMMS suppliers and I have narrowed it down to two. They are both Web based so we do not need to add anything to our server. With the annual renewal we receive all updates free during that year with both companies. I have done Webinars with both companies and again with the Building and Grounds crew along with Keith Kesler and Dave Sletten together in the EOC.

Work requests can be done through these systems also, by simply adding an Icon to the screens of employees. The maintenance department would receive the request, acknowledge they received it, complete it, and it would be logged in the system and the requestor would be notified that the work was completed.

We would need to add Wi-Fi to all mechanical rooms. Matt Caya has done a survey and believes we need to add eight access points. We would need at least two electronic tablets, one for each maintenance worker. The cost Wi-Fi only and tablets follows. Matt personally prefers the Android over Apple for the simple fact Android is easier to support and repair. The price does include protection cases.

With Android \$6575

With Apple ipad mini \$6763

The costs of the CMMS and the following quotes are good for 90 days

FMX \$1500 annually

HIPPO \$1500 annually

There is a huge difference in setup of these two products. With FMX we have to enter all of the Equipment ourselves. This will take a lot time and effort.

With Hippo, for a fee, they will enter everything we tell them and it will get done in a very timely manner. The price includes an on-site audit, photo of equipment and ID tags, upload equipment location, and O&M manuals. Hippo will create a preventative maintenance schedule according to industry standard for \$6000 a onetime fee.

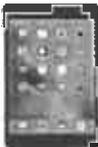
The price does not include travel and accommodations .

Item		Quantity	Availability	Unit Price
	Meraki Cisco Meraki Enterprise Cloud Controller License 1 Access Point MFG Part#: LIC-ENT-3YR CDW Part#: 1997414 UNSPSC: 43222601 Pricing Option Applied: Advertised Price	2	In Stock	\$202.48
	Cisco Meraki MR32 Cloud-Managed - wireless access point MFG Part#: MR32-BW CDW Part#: 3853668 UNSPSC: 43222651 Pricing Option Applied: Wisconsin Counties Association	2	Call	\$516.37
 This item can only be shipped ground				
	Samsung Galaxy Tab E - tablet - Android 5.1 (Lollipop) - 16 GB - 9.6" MFG Part#: SM-T560NZKUKAR CDW Part#: 3933238 UNSPSC: 4321809 Pricing Option Applied: Wisconsin Counties Association	2	In Stock	\$257.69
	Samsung Protection Plus with Accidental Damage (AD) - extended service agre MFG Part#: P-GT-ZHKTDL CDW Part#: 2743183 UNSPSC: 3711652 Pricing Option Applied: Wisconsin Counties Association	2	Call	\$125.87
 This item can only be shipped ground				
	RAM IntelliSkin back cover for tablet MFG Part#: RAM-GDS-SKIN-SAM10U CDW Part#: 3899642 UNSPSC: 53421708 Pricing Option Applied: Wisconsin Counties Association	2	Call	\$28.48
 This item can only be shipped ground				

Heinbuch, Gregory

From: Caya, Matthew
Sent: Thursday, March 17, 2016 8:39 AM
To: Heinbuch, Gregory
Subject: Pricing. Within a couple hundred dollars of each other.

Here is with Android: \$6575

Item	Quantity	Availability	Unit Price
 <p>Meraki Cisco Meraki Enterprise Cloud Controller License 1 Access Point MFG Part#: LIC-ENT-3YR CDW Part#: 1997414 UNSPSC: 43232901 Pricing Option Applied: Advertised Price</p>	8	In Stock	\$202.48
 <p>Cisco Meraki MR32 Cloud-Managed – wireless access point MFG Part#: MR32-MW CDW Part#: 3368895 UNSPSC: 43232901 Pricing Option Applied: Wisconsin Counties Association</p>	2	Call	\$516.37
 This item can only be shipped ground			
 <p>Apple iPad mini 4 Wi-Fi – tablet – 16 GB – 7.9" MFG Part#: MK2J2LL/A CDW Part#: 3680924 UNSPSC: 43211509 Pricing Option Applied: Advertised Price</p>	2	In Stock	\$399.00
 <p>AppleCare- extended service agreement – 2 years – carry-in MFG Part#: 54739LL/A CDW Part#: 2805540 UNSPSC: 8111812 Pricing Option Applied: Wisconsin Counties Association</p>	2	In Stock	\$77.62
 <p>Griffin Survivor All-Terrain – protective case for tablet MFG Part#: 0841335 CDW Part#: 3887156 UNSPSC: 33121708 Pricing Option Applied: Wisconsin Counties Association</p>	2	In Stock	\$29.01

Here is with Apple ipad mini: \$6763



Facilities Management eXpress

www.gofmx.com
1 (844) 664-4400
1515 Lake Shore Drive Columbus, OH 43201

ORDER FORM

Address Information

Contact Name Greg Heinbuch
Email gregory.heinbuch@douglascountywi.org
Billing Address 1313 Belknap
Superior, WI
United States
Phone (218) 591-3265

Quote Information

Quote Number 00000639
Expiration Date 5/31/2016
Prepared By Josh Whitt
Email josh.whitt@gofmx.com
Phone (614) 591-4383

Order Details

Billing Frequency Annual
Payment Method Credit Card
Currency USD

Product	Total Price
FMX Annual Subscription Fee	\$1,500.00

Product Details

Price Includes: Maintenance Requests; Planned Maintenance;

Grand Total: \$1,500.00

Order Special Terms

- Memo
- Unlimited Users & User Types
 - Life-Time Customer & Technical Support
 - All User Training, Data Importation, and Implementation
 - Responsive, Web-Based Interface, With Unlimited & Free Life-Time Software Updates

Purchase Order Information

Is a Purchase Order (PO) required for the purchase or payment for the products or services on this Order Form (Customer to complete)?

If yes, please complete:

Terms & Conditions

This Order Form covers the Facilities Management Express Products and Services described herein and is governed by the Standard FMX Software Subscription Agreement available online at:

Order Acceptance Information

Billing Information

Prices shown above do not include any state and local taxes that may apply. Any such taxes are responsibility of the Customer and will appear on the final invoice. If you are exempt from sales tax, please send the required tax exemption documents to billing@gofmx.com. Invoices for this order will be emailed automatically from billing@gofmx.com.

By signing this Agreement, I certify that I am authorized to sign on behalf of the Subscriber and agree to the Terms and Conditions of this Order Form and any document incorporated herein.

Subscriber

FMX, LLC.

Signature:

Signature:

Name:

Name:

Title:

Title:

Date:

Date:



HIPPO CMMS PRICE QUOTE

PREPARED FOR DOUGLAS COUNTY

March 9, 2016

Greg:

Thank you for your interest in Hippo CMMS. We seek to simplify your maintenance operations by delivering a powerful CMMS solution, a flexible pricing structure and of course, an unbeatable support team. The following is a detailed cost breakdown based on our discussions of your needs. We believe our HipPro package will provide Douglas County with the right features and functions needed to streamline your operations and realize greater efficiencies.

This price quote is based on the following criteria:

- ✓ Douglas County – on-site audit and complete data integration
- ✓ Photograph all equipment, and ID tags
- ✓ Upload all equipment, locations, rooms, photos, O&M manuals
- ✓ Create PMs for all equipment according to industry standard
- ✓ Unlimited users and technical support
- ✓ Audit Quote does not include travel and accommodation

TYPE	ITEM	TERM	INVESTMENT
LICENSE PACKAGE	HipPro	Annual	\$1,500
PROFESSIONAL SERVICES	Hippo Setup [Audit]	One Time	\$6,000
	Training [Web-Based]	Unlimited 6 Months	Included

TOTAL INITIAL INVESTMENT:	\$7,500
---------------------------	---------

Annual renewal amount is: \$1,500



HIPPO CMMS PRICE QUOTE

USERS	
Unlimited	Licensed Users
Unlimited	Work Order Requesters
DASHBOARDS	
✓	Hippo Standard Dash
✓	Hippo Calendar Dash
FEATURES	
✓	On Demand Work Order Management
✓	Preventive Maintenance Management
✓	Asset and Equipment Management
✓	Hippo Mobile
✓	Hippo Reports
✓	Resource and Vendor Management
PROFESSIONAL SERVICES	
✓	Account Setup
✓	Data Integration
✓	Unlimited Web Training [6 Months]

TERMS OF SERVICE: The price quote has been prepared for Douglas County. The initial term of license is 12 months. All professional service fees below \$3,000 will be invoiced following sign off. License fees are paid annually, and will commence the first of the month upon written acceptance of terms and conditions of the proposal.

GUARANTEED: This price quote is accurate and will be active for 90 days. After this period, the quote is not guaranteed and is subject to change. Software licensing fees shall not increase by more than 3% per year to account for inflation. All prices are shown with the appropriate currency and Douglas County will be invoiced in US Dollars.

PROFESSIONAL SERVICES: The estimated man-hours and associated cost estimates for professional services are based upon a general understanding of the requirements as discussed with Hippo personnel. These estimates are provided for budgetary purposes and to assist in your evaluation of the proposed implementation plan. There are instances when professional service costs exceed the estimate. The hourly rate for professional services are \$150/hour and the rate of an on-site audit is \$1,500/day. Hippo reserves the right to charge an additional fee of 15% of the estimated professional service fee for projects that go beyond 3 months from the sign off date.

CONFIDENTIALITY: All content included in this quote is confidential and should not be disclosed to other parties without the expressed, written permission of Hippo.

CANCELLATION POLICY: Automatic invoicing of annual license fee will

occur at the end of each term unless Hippo CMMS is notified of cancellation. Clients have the ability to terminate service with Hippo CMMS at any time. Clients own all of their data and can export it at any time. No refunds will be given at any point.

PACKAGE BREAKDOWN: The full package breakdown is shown in the chart located above. The HipPro license package is comprised of many of Hippo CMMS's dashboards and features. The price quote also includes professional services, data integration, on-site audit, account setup, and training. In addition, the package includes free technical support throughout the duration of the contract, access to on demand video tutorials, daily data backups, and quarterly software updates. Technical support is available M-F from 8:30 AM- 5 PM CST.

Thank you again for your interest in Hippo CMMS solutions. Please feel free to contact me with any questions at (866) 956-2859 x 247 or by email at jorel@hippocmms.com.

The undersigned accepts the above detail and agrees to the terms herein.

Client Signature

Date

Print Name

Position

**Please fax or email a copy of the signed price quote to (204) 943-5704 or jorel@hippocmms.com.

Roof Top Fall Protection Matters



It happens to the best of us! Your inspecting the work site and you discover an issue of non-compliance.

OSHA requires that workers exposed to a fall hazard **MUST** have fall protection. Industry standard says that protection must be in place for anyone working within 15 feet of the roof edge. The best solution, and the simplest, is to install roof edge guard railing around the trouble spots to eliminate the fall hazard completely.

Often times our Building and Grounds crew needs to access within 15' of the rooftop (snow removal, clearing roof drains, working on HVAC equipment). Purchasing these needed fall protection items will enhance employee/contractor safety as well as maintain OSHA compliance.

-Dave Sletten
Douglas County
Emergency Planner/Risk Manager
715-395-1497

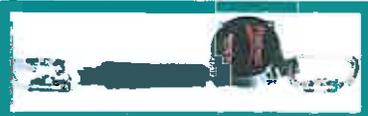
FALL PROTECTION NEEDS



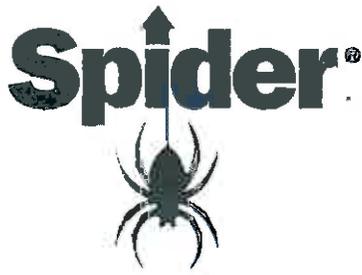
KEY-

Counterweight Roof Top Railing:  Cost Estimate: 70' at \$73.00/foot=\$5,110.00

Freestanding Deadweight Anchor:  Cost Estimate: 2 units at \$2,865.00=\$5,730.00

Self-Retracting Life Line:  Cost Estimate: 30' lifeline = \$1,815.00

Miscellaneous fall protection items: Lanyards, cables,...ect Cost Estimate = \$2,000.00 **Total Estimate=\$14,655.00**



Whether you're looking for fall prevention on roofs, bridges, roads or loading docks, SpiderRail™ provides the strongest temporary rail system available. It is reliable, safe and easy to install for multiple project application needs.

EASY TO ASSEMBLE

Lighter base plates are easier to carry and safer to position.
 Patented technology saves assembly time and worker strain.

STRONG, STABLE PROTECTION

Swivel clamps and thumb screws provide the strongest temporary rail system.
 Return or outrigger at the path ends are not needed.

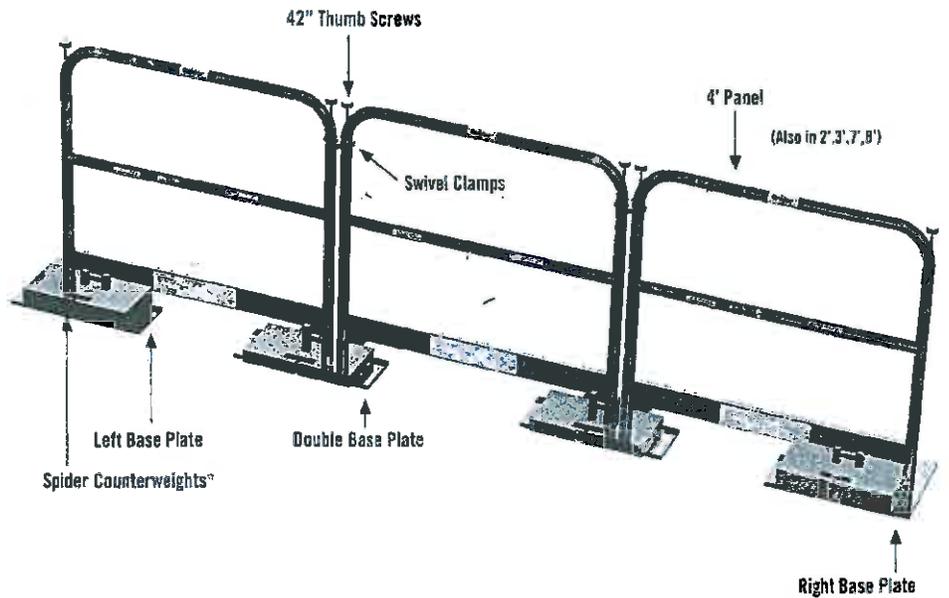
BUILT-IN TOEBOARDS

Ensure OSHA compliance.
 Eliminate lumber yard visits to collect 2x4s.
 Measure and attach to panels without worrying about lumber disposal.

EASY TO SOURCE, OPERATE AND OWN

Available for rent from 25 locations in the Americas.
 Provides flexibility to accommodate your individual project needs.

TYPICAL ASSEMBLY



*Counterweights: Typically, 2 used at intermediate locations and 3 used at left and right ends. Some additional conditions will require 3 counterweights.

Corner Base Plates: Also available.

SPECIFICATIONS

Dave,

Attached is a quick pricing break down for one 32' x 40' SpiderRail enclosure.

This is utilizing all 8' panels to create an enclosure. Panels come in 2', 3', 4', 7' and 8' sections.

\$10,564 for 144 total linear feet comes out to \$73/ft.

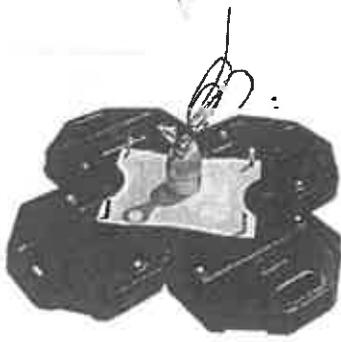
All the line items on here can be used to create other configurations (ie: straight runs or corrals) with changing out just a couple of the baseplates to a different style.

Let me know if this is on your radar, and we can talk more.

Regards,

Michael Ford
 Spider – Chicago
Michael.Ford@SpiderStaging.com
www.SpiderStaging.com
 (630)-675-0970 - Cell
 (877)-774-3370 - Office

*Cost ~ \$73/foot
 need ~ 70'*



DBI-SALA Freestanding Deadweight Anchor Model 2100185

E-mail this product to a friend | Print this page

Product 2100185

The freestanding deadweight anchor provides a tie-off point for personnel performing work on flat roofs or structures. The anchor is fall arrest rated and can be used as a single anchor point system.

Typically ships in 5-7 business days

- ▶ Estimated shipping weight is 742 pounds.
- ▶ Freight is not included in the price.

Choose your options below.

Includes

Sixteen 45 pound (20.3 kg) plates, roof post, base and D-ring



Share



Summary

- ▶ Sixteen 45 pound (20.3 kg) plates, roof post, base and D-ring

Base Price: \$2,865.00 USD
Customized Price: \$2,865.00 USD

Quantity:

[Add To Cart](#)

Product Description

Documentation

Installation

The Freestanding Deadweight Anchor is the perfect choice for reliable fall protection while on a flat roof or surface. It's non-penetrating, and assembled from sixteen separate, easy-to-carry counterweights, so the installer never has to lift more than 45 lbs. The anchor's modular design eliminates a complicated assembly process and heavy-lifting. It's exceptionally secure, with a unique load-distributing design, and is easily placed on any flat surface, providing a secure tie-off point for one user.

The unique counterweight design means there's no need to penetrate the roof's sheathing or surface, saving you time, money, and wasted effort.

The Freestanding Deadweight Anchor is fall arrest and restraint rated, and complies with all safety standards for users weighing up to 310 lbs.

DBI-Sala's 2100185 anchor has been approved for use on single ply membrane, bitumen membrane, asphalt sanded, asphalt stone clippings, and concrete roofs and flat surfaces. Intended for use only on flat surfaces with a maximum 5-degree slope/pitch. The anchor weighs 720 lbs. when assembled, and a Single Replacement Counterweight is available for order in case of damage or loss.

For work on asphalt and stone surfaces, Capital Safety recommends adding four additional weights to the standard 16 that come with the roofing anchor.

Specifications:

- Counterweight plates ergonomically-designed and made of galvanized cast iron
- Plates crafted from carbon steel with a PVC coating
- Zinc-plated, forged steel D-ring
- Galvanized carbon steel "L" bolts
- Stainless steel roof post
- Carbon steel base
- Anchor meets EN 795:1997 Class E safety requirements for fall protection
 - 18" W
 - 15" L
 - 24" H (height varies depending on the number of plates used)

Part number:

2100185 - Freestanding Counterweight Anchor, includes sixteen 45 lb. (20.3kg) plates, roof post, base, and D-ring. Total unit with 16 plates is 742 lbs

Related Product:

7200439 - Single Counterweight Only, 45 lbs. (20.5kg)

Does not qualify for free shipping.

<https://www.engineeredfallprotection.com/products/545/301/fall-protection/roof-fall-protection/roof-anchors/dbi-sala-freestanding-deadweight-anchor-model-2100185>

30 ft. Self Retracting Lifeline 310 lb. Galvanized Steel Snap Hook 2UZZ5 \$1,815.00 /Each

Self-Rtracting Lifeline, 30ft, Blue, 310 lb

Close



Price: **\$1,815.00** /Each

1

Add to Cart

+Add to list **Compare**

Item # **2UZZ5**

Mfr. Model # **3504430**

Catalog Page # **2196**

View all product details

Expected to arrive Fri. Mar 25.

Ship to 54880 Change

30 ft.	Self-Retracting Lifeline	310 lb.	Stainless Steel	Carabiner	<u>3TNE9</u>	\$2,609.00 /Each
30 ft.	Self-Retracting Lifeline	310 lb.	Stainless Steel	Carabiner	<u>3TNG4</u>	\$1,906.00 /Each
30 ft.	Self-Retracting Lifeline	310 lb.	Stainless Steel	Carabiner	<u>3TNF1</u>	\$2,687.00 /Each
50 ft.	Self-Retracting Lifeline	310 lb.	Galvanized Steel	Carabiner	<u>5KCX2</u>	\$2,721.00 /Each

Douglas County Court House
1313 Belknap Street, Room 206H
Superior, WI 54880
(715) 395-1622

Candace Holm Anderson, Interim Finance Director (715) 395-1405
Tracy Ruppe, Assistant Finance Director (715) 395-1362
Renee Middleton, Accountant (715) 395-1344
Brenda Ostrander, IS Manager (715)395-1672
Karin Holmstrand, Accounts Payable (715) 395-1338
Judy Nicoski, Accounting Supervisor (715) 374-2604
Joan Finckler, Accounting Supervisor (715) 395-1527
Matt Caya, IS Analyst (715) 395-1611

Douglas County Finance/IS Department

Information Services Capital Project Request

\$14,000 Upgrade storage capacity for all virtual servers
This quote includes email and file server storage. For the past year we have been managing the storage issue by deleting old files and directories but are catching up to capacity. The actual cost is estimated at \$28,000 to be split 50% with the City of Superior.

\$20,000 Upgrade/new firewall and reporting system
The options are still being evaluated but we project the cost to be \$40,000 with the City of Superior paying an equal share.

Also, included with the capital project request made by Emergency Management is a UPS for the data room in the Courthouse basement.



.....

Emergency Management & Communication Center 2016 Capital Projects

Parkland Radio Equipment Shelter

\$ 75,000

This request is to purchase and place a new larger shelter at the new proposed communications tower at the Parkland Industrial Site. It includes the installation of utilities, generator and related fuel supply, placement of building, and all miscellaneous costs related to the project. We are currently working with Verizon to replace the old tower to make way for future industrial development at the Parkland Site. The new shelter will replace the two existing shelters. One is an old shipping container with a leaking roof and the second is a small structure that will not hold all the equipment currently at that site. Moving into a single shelter will reduce operating expense by several hundred dollars a month. Another reason we need to replace the old shelters is that the existing equipment located in the old shelters must stay operational during the transition to the new shelter and tower. The Parkland Tower is the key link into the microwave system that supports much of the public safety communications for the sheriff, fire, highway, and forestry departments.

Parkland Antennas and Lines

\$ 98,000

We will need to replace all the antennas and lines when the new Parkland Tower is constructed. This request is necessary because the equipment located on the old tower must stay in place and operational until the new site is ready to go on line. Again this is required because the Parkland Site is a critical link to the operation of all our public safety communications and the gateway into the micro wave loop that circles the county.

Emergency Management Office and Emergency Operations Center Plotter \$ 10,000

Our current plotter is over twelve years old. It was originally purchased with Homeland Security Grant dollars that are no longer available. In recent years it has been very problematic, unreliable, and expensive to repair. The plotter has proven to be extremely beneficial during emergencies to produce maps and documentation required by state and federal agencies to report damage assessment. It materials produced on it have assisted us in procuring disaster assistance aid. It also can serve as a backup to the plotter in the GIS department for daily needs and during emergencies in the event of a commercial power failure. Our office and the EOC are on backup generator power and can continue to operate if there is a commercial power failure.

Communications Center Printer/Copier/Scanner/Fax

\$ 5,000

The printer in the communications center is a hand me down that has been there for many years. It has become unreliable and expensive to repair. It is shared by all the dispatch work stations as well as the supervisor. It has a network connection which allows others to print to it and it provides backup and additional capacity for the Emergency Operations Center and Emergency Management Office. Having a reliable printer in the communications center is a must. The dispatchers need to print reports and documents for law enforcement and scan documents into the computers. It also serves as a fax machine to distribute emergency messages and information to the media and our emergency responders. The unit produces approximately 2,500 copies per month. It would be capable of scanning colored documents for transfer to our computers but it would only print in black. The scanning and network ability provided by this unit will help reduce the amount of paper we generate that eventually gets thrown away. We have done research and found that we will be able to make this purchase using the state contract saving us dollars.

The Douglas County Jail is requesting to have two items considered for Capital Projects.

A new MorphoTrak LiveScan Station (fingerprint machine). The current station was purchased in 2005 and still operates Windows XP because it cannot be upgraded to a newer operating system. We have had multiple issues with the printer, the computer, and the interfaces with our other systems. Several service calls are placed each month for a variety of issues.

- Projected annual maintenance on the current station for June 2016 through May 2017 is **\$11,244.37** which will be due in June.
- The quote for a new station would be no more than ~~\$18,262.00~~ ^{\$15,210}.

The SCBA tanks in the Jail need to be replaced as they are cannot be hydro-tested again. This test is necessary to obtain necessary certification. The quote for eight (8) tanks is **\$4,040.00**.

There are several other repairs and projects planned for this year that would be paid for with the Jail Assessment Fund including the showers repair and refinishing in Direct Supervision, a floor maintenance program throughout the facility, replace inmate food trays.



5515 East La Palma Avenue
Suite 100
Anaheim, CA 92807

April 11, 2016

Ms. Tami Long
Office Services Supervisor
Douglas County Sheriff's Office
1316 North 14th St., Suite 100
Superior, WI 54880
Tel: (715) 395-7687
Email: longt@ci.superior.wi.us

State of Wisconsin
Trusted Identification
Partner for 20+ Years

Reference No. MTWI-L102314-01D
(This proposal replaces previous Reference No. MTWI-L102314-01)

Dear Ms. Long:

MorphoTrak is pleased to provide Douglas County Sheriff's Office with the following quotation for a MorphoTrak LiveScan Station equipped with standard Wisconsin profiles for submission to the Wisconsin Department of Justice (WDOJ) Automated Fingerprint Identification System (AFIS).

MorphoTrak's fully integrated LiveScan solution provides Douglas County Sheriff's Office the following features and benefits:

- ◆ Single-source vendor for all components of the LiveScan solution, including the AFIS interface
- ◆ 2-Finger FAST ID to WDOJ AFIS (*Criminal processing*)
- ◆ Digital image capture of upper, lower and writer's palms, slaps and rolls (*Criminal processing*)
- ◆ Mug Photo Capture available (*option*)
- ◆ Full compliance with WDOJ AFIS, FBI IAFIS/NGI EBTS and ANSI/NIST image standards
- ◆ Automatic fingerprint sequencing and duplicate print checking before scanning is completed, ensuring data integrity
- ◆ Quick check, review, and edit can be performed on each print
- ◆ All livescan configurations include on-site installation, training, and 1 year on-site warranty



MorphoTrak's on-going commitment to customer satisfaction and the delivery of the highest level of support in the industry is demonstrated by our placing resources in the field near the customer to provide on-site customer support.

Our standard warranty is 1 Year on-site for both parts and labor.

Should Douglas County Sheriff's Office report a problem, MorphoTrak will dispatch a MorphoTrak Representative from our Madison, Wisconsin office to go on-site to resolve the problem as opposed to other vendors who send a "box with a replacement part". We send a highly trained support representative to provide problem resolution.

This ensures that Douglas County Sheriff's Office staff members are not burdened with the added task of "parts replacement".

MorphoTrak has been the sole provider of the WDOJ AFIS System since 1993

Solution Description and Pricing

MorphoTrak proposes the equipment and services described in Table 1.

Tenprint/Palmprint Capture - Cabinet		Table 1. Pricing	
Description	Unit Price	Annual Maintenance	
MorphoTrak Livescan Station Cabinet Tenprint/Palmprint, including: <ul style="list-style-type: none"> ◆ MorphoTrak Livescan Station Application Software ◆ FBI Appendix F Certified Tenprint/Palmprint 500PPI Scanner with Moisture Discriminating Optics Scanner™ (MDO) Block Technology ◆ Computer, monitor, keyboard ◆ Ruggedized fixed-height Cabinet with foot pedal for hands free advancement ◆ UPS ◆ Standard WDOJ Workflows and Profiles ◆ Installation / On-site Training ◆ Warranty: 1 Year On-site Advantage Solution warranty, 9X5, Next day on-site response and parts replacement ◆ Freight 	\$15,791.00	\$2,006.00	
RMS Interface	\$2,500.00	-	
Printer Black & White Tenprint Card, Duplexer, 2 additional Trays	\$1,550.00	\$234.00	
Less discount for receipt of Purchase Order by no later than 5/25/2016	(\$2,829.00)	-	
TOTAL	\$17,012.00	\$2,240.00	
Douglas County Sheriff's Office purchase to be offset with prepaid MorphoTrak Maintenance Agreement fees	(\$1,802.50)	-	
GRAND TOTAL	\$15,209.50	\$2,240.00	

Standard shipping is 30 days after receipt of order, or as otherwise scheduled.

**Annual Maintenance to start after initial 1st Year Warranty*

Customer Responsibilities

Douglas County Sheriff's Office is responsible for the following:

Connection to the Wisconsin Department of Justice (WDOJ) Badgernet network is required for electronic submission and is the responsibility of Douglas County Sheriff's Office

- ◆ Providing necessary facility resources required for equipment installation and operation including access, space, environmental control, electrical power and networking.
- ◆ To obtain and maintain the required transmission lines and hardware for remote communications to and from the necessary agencies.
- ◆ Obtaining all required authorizations for connecting to the WDOJ.

MorphoTrak's Standard Warranty and Maintenance support includes remote dial in AND on-site support services.

Assumptions

In developing this proposal, MorphoTrak has made the following assumptions:

- ◆ Should Douglas County Sheriff's Office desire or require the ability to interface the proposed MorphoTrak Livescan with an RMS / JMS, upon request MorphoTrak will provide Douglas County Sheriff's Office an Interface Control Document (ICD) in which the Douglas County Sheriff's Office RMS/JMS vendor can use to ensure compliance for the interface. Set-up will occur at the same time as the installation of the MorphoTrak LiveScan. Additional fees may occur if this set-up is requested at a later date.
- ◆ If it is determined that the RMS/JMS cannot meet the requirements of the ICD, MorphoTrak will analyze and quote any specific development needs required to establish the interface between the proposed MorphoTrak LiveScan and the Douglas County Sheriff's Office RMS/JMS.
- ◆ An inter-agency agreement between Douglas County Sheriff's Office and WDOJ will be in place.
- ◆ Douglas County Sheriff's Office will provide all necessary communication to connect to WDOJ. This includes, but is not limited to hubs, routers, modems, etc.
- ◆ On-site Installation Services will be scheduled after network connectivity to WDOJ has been established and verified.



Additional engineering effort by MorphoTrak beyond the scope of the standard product will be quoted at a firm fixed price based on our current service rates in effect at the time of the change, plus any related travel or administrative expenses.

Assistance with training and questions for the Douglas County Sheriff's Office database or any programming, scripting, or review of programs beyond work quoted above are excluded from this offer.

Prices are exclusive of any and all state, or local taxes, or other fees or levies. Customer payments are due to MorphoTrak within 20 days after the date of the invoice. Product purchase will be governed by the MorphoTrak Agreement, a copy of which is attached for your convenience. Firm delivery schedules will be provided upon receipt of a purchase order. No subsequent purchase order can override such terms. Nothing additional shall be binding upon MorphoTrak unless a subsequent agreement is signed by both parties.

MorphoTrak reserves the right to substitute hardware of equal value with equal or better capability, based upon market availability. If, however such equipment is unavailable, MorphoTrak will make its best effort to provide a suitable replacement.

Proposal Expiration: June 30, 2016

Purchase orders should be sent to MorphoTrak by electronic mail, facsimile or U.S. mail. Please direct all questions and order correspondence, including Purchase Order, to:

Noemi Islas
MorphoTrak
5515 East La Palma Avenue, Suite 100
Anaheim, CA 92807
Email: noemi.islas@morpho.com | Tel: (714) 238-2082 | Fax: (714) 238-2049

We look forward to working with you.

Sincerely,

A handwritten signature in blue ink that reads "Barry Fisher".

Barry Fisher
Vice President, Sales - MorphoTrak

Advantage Solution Support

The following table provides a summary of the maintenance services and support available during warranty and following warranty expiration. Initial warranty period is 1 year from the date of installation.

Support Features	Warranty	Post Warranty
Software Support 9X5*	Included in Warranty	Available for purchase
Unlimited Telephone Technical Support	√	√
2 Hour Telephone Response Time	√	√
Remote Dial-in Analysis	√	√
Software Standard Releases	√	√
Software Supplemental Releases	√	√
Automatic Call Escalation	√	√
Software Customer Alert Bulletins	√	√
Hardware Support - On-site 9X5*	Included in Warranty	Available for purchase
On-Site Response	24-hours	√
On-Site Corrective Maintenance	√	√
On-Site Parts Replacement	√	√
Preventive Maintenance	√	√
Escalation Support	√	√
Hardware Service Reporting	√	√
Hardware Customer Alert Bulletins	√	√
Parts Support	Included in Warranty	Available for purchase
Advanced Exchange Parts Replacement	√	√
Telephone Technical Support for Parts Replacement	√	√
Parts Customer Alert Bulletins	√	√
Software Uplifts		
Hours of Coverage Available up to 24 Hours Per Day, 7 Days/Week	Optional	Optional
1 Hour Telephone Response	Optional	Optional
Hardware Uplifts		
Hours of Coverage Available up to 24 Hours Per Day, 7 Days/Week	Optional	Optional
Up to 4 Hours On-site Response	Optional	Optional

*Customer local time

By signing this signature block below, Douglas County Sheriff's Office agrees to the terms and pricing stated in this proposal for the product and services as referenced above. My signature below constitutes the acceptance of this order and authorizes MorphoTrak, LLC to ship and provide these product and services:

Signature Authorization for Order:

Signature _____
Name _____
Date _____

Total Purchase Price (including any Options): _____

Note: Douglas County Sheriff's Office purchase will be offset with prepaid MorphoTrak Maintenance Agreement fees of \$1,802.50.

Please provide Billing Address:

Check if Billing Address is same as Shipping Address:

Please provide Shipping Address (if different from Billing Address):

PLEASE PROVIDE A COPY OF YOUR CURRENT TAX EXEMPTION CERTIFICATE (if applicable).

MorphoTrak Short Form Sales Agreement

1. Scope. MorphoTrak, LLC, ("MorphoTrak" or "Seller") having a place of business at 5515 East La Palma Avenue, Suite 100, Anaheim, California 92807 and _____, ("Customer"), having a place of business at _____,

_____ enter into this Sales Agreement ("Agreement"), pursuant to which MorphoTrak, LLC will sell to Customer and Customer will purchase from Seller the equipment, parts, software, or services related to the equipment (e.g., installation) described in Seller's Proposal or Letter Quote dated _____. These terms and conditions, together with the Proposal or Quote, comprise the "Agreement." Customer may indicate its acceptance of this Agreement by signing below or by issuing a purchase order that refers to either the Proposal/Quote or to a Customer solicitation to which the Proposal/Quote responds. Only these terms and conditions apply to the transaction, notwithstanding any inconsistent or additional terms and conditions contained in the purchase order or Customer solicitation.

2. Price, Payment and Sales Terms. The Contract Price is U.S. \$ _____, excluding applicable sales, use, or similar taxes and freight. Seller will submit invoices to Customer for products when they are shipped and, if applicable, for services when they are performed. Customer will make payments to Seller within twenty (20) days after the invoice date. Unless otherwise stipulated with the Seller when an Order is accepted, the Equipment will be delivered by Seller "FCA (Free Carrier), with named place being the Seller's premises where the Goods are being dispatched, (Incoterms 2010). Title to the Equipment will pass to Customer upon payment in full of the Contract Price as outlined above, except that title to Software will not pass to Customer at any time. Risk of loss will pass to Customer upon delivery of the Equipment to the Customer at the agreed named place of delivery in accordance with the Incoterm in the contract. Seller will pack and ship all Equipment in accordance with good commercial practices.

3. Software. If this transaction involves software, any software owned by Seller ("MorphoTrak Software") is licensed to Customer solely in accordance with Seller's Software License Agreement ("SLA"), which is attached as Exhibit A and incorporated herein by this reference. Any software owned by a third party ("Non-MorphoTrak Software") is licensed to Customer in accordance with the standard license, terms, and restrictions of the copyright owner unless the owner has granted to Seller the right to sublicense its software pursuant to the SLA, in which case the SLA applies and the owner will have all rights and protections under the SLA as the Licensor. Seller makes no representations or warranties of any kind regarding Non-MorphoTrak Software.

4. Express Limited Warranty and Warranty Disclaimer. MorphoTrak Software is warranted in accordance with the SLA.

5. Delays and Disputes. Neither party will be liable for its non-performance or delayed performance if caused by an event, circumstance, or act of a third party that is beyond a party's reasonable control (a "Force Majeure"). Each party will notify the other if it becomes aware of a Force Majeure that will significantly delay performance. The parties will try to settle any dispute arising from this Agreement (except for a claim relating to intellectual property or breach of confidentiality) through good faith negotiations. If necessary, the parties will escalate the dispute to their appropriate higher-level managers. If negotiations fail, the parties will jointly select a mediator to mediate the dispute and will share equally the mediation costs. Neither party will assert a breach of this Agreement without first giving the other party written notice and a thirty (30) day period to cure the alleged breach.

6. LIMITATION OF LIABILITY. Except for personal injury or death, Seller's total liability, whether for breach of contract, warranty, negligence, strict liability in tort, or otherwise, will be limited to the direct damages recoverable under law, but not to exceed the purchase price of the products or services for which losses or damages are claimed. SELLER WILL NOT BE LIABLE FOR ANY COMMERCIAL LOSS; INCONVENIENCE; LOSS OF USE, TIME, DATA, GOOD WILL, REVENUES, PROFITS OR SAVINGS; OR OTHER SPECIAL, INCIDENTAL, INDIRECT, OR CONSEQUENTIAL DAMAGES IN ANY WAY RELATED TO OR ARISING FROM THIS AGREEMENT, THE SALE OR USE OF THE PRODUCTS, OR THE PERFORMANCE OF SERVICES BY SELLER PURSUANT TO THIS AGREEMENT. No action for

contract breach or otherwise relating to the transactions contemplated by this Agreement may be brought more than one year after the accrual of the cause of action. This limitation of liability survives the expiration or termination of this Agreement.

7. Confidential Information and Preservation of Proprietary Rights. The SLA governs software confidentiality. As to any other information marked "Confidential" and provided by one party to the other, the receiving party will maintain the confidentiality of the information and not disclose it to any third party, take necessary and appropriate precautions to protect the information; and use the information only to further the performance of this Agreement. Confidential information is and will remain the property of the disclosing party, and no grant of proprietary rights in the confidential information is given or intended. Seller, any copyright owner of Non-MorphoTrak Software, and any third party manufacturer own and retain all of their proprietary rights in the equipment, parts and software, and nothing herein is intended to restrict their proprietary rights. Except as explicitly provided in the SLA, this Agreement does not grant any right, title or interest in Seller's proprietary rights, or a license under any Seller patent or patent application.

8. Miscellaneous: Each party will comply with all applicable laws, regulations and rules concerning the performance of this Agreement or use of the products to the extent they do not conflict with the laws of the United States. This Agreement and the rights and duties of the parties will be governed by and interpreted in accordance with the laws of the State in which the products are installed to the extent they do not conflict with the laws of the United States. This Agreement constitutes the entire agreement of the parties regarding this transaction, supersedes all previous agreements and proposals relating to this subject matter, and may be amended only by a written instrument executed by both parties. Seller is not making, and Customer is not relying upon, any representation or warranty except those expressed herein. There are no certifications or commitments binding Seller applicable to this transaction unless they are in writing and signed by an authorized signatory of Seller.

MORPHOTRAK, LLC ("SELLER"):

Signed _____
Name _____
Title _____
Date _____

NAME ("CUSTOMER")

Signed _____
Name _____
Title _____
Date _____

EXHIBIT A – SOFTWARE LICENSE AGREEMENT

In this Exhibit A, the term "Licensor" means MorphoTrak, LLC, ("MorphoTrak"); "Licensee," means the Customer; "Primary Agreement" means the agreement to which this exhibit is attached (MorphoTrak Short Form Sales Agreement); and "Agreement" means this Exhibit and the applicable terms and conditions contained in the Primary Agreement. The parties agree as follows:

For good and valuable consideration, the parties agree as follows:

SECTION 1. DEFINITIONS

1.1 "Designated Products" means products provided by MorphoTrak to Licensee with which or for which the Software and Documentation is licensed for use.

1.2 "Documentation" means product and software documentation that specifies technical and performance features and capabilities, and the user, operation and training manuals for the Software (including all physical or electronic media upon which such information is provided).

1.3 "Open Source Software" means software with either freely obtainable source code, license for modification, or permission for free distribution.

1.4 "Open Source Software License" means the terms or conditions under which the Open Source Software is licensed.

1.5 "Primary Agreement" means the agreement to which this exhibit is attached (MorphoTrak Short Form Sales Agreement).

1.6 "Security Vulnerability" means a flaw or weakness in system security procedures, design, implementation, or internal controls that could be exercised (accidentally triggered or intentionally exploited) and result in a security breach such that data is compromised, manipulated or stolen or the system damaged.

1.7 "Software" (i) means proprietary software in object code format, and adaptations, translations, de-compilations, disassemblies, emulations, or derivative works of such software; (ii) means any modifications, enhancements, new versions and new releases of the software provided by MorphoTrak; and (iii) may contain one or more items of software owned by a third party supplier. The term "Software" does not include any third party software provided under separate license or third party software not licensable under the terms of this Agreement.

SECTION 2. SCOPE

MorphoTrak and Licensee enter into this Agreement in connection with MorphoTrak's delivery of certain proprietary Software or products containing embedded or pre-loaded proprietary Software, or both. This Agreement contains the terms and conditions of the license MorphoTrak is providing to Licensee, and Licensee's use of the Software and Documentation.

SECTION 3. GRANT OF LICENSE

3.1 Subject to the provisions of this Agreement and the payment of applicable license fees, MorphoTrak grants to Licensee a personal, limited, non-transferable (except as permitted in Section 7) and non-exclusive license under MorphoTrak's copyrights and Confidential Information (as defined in the Primary Agreement) embodied in the Software to use the Software, in object code form, and the Documentation solely in connection with Licensee's use of the Designated Products. This Agreement does not grant any rights to source code.

3.2 If the Software licensed under this Agreement contains or is derived from Open Source Software, the terms and conditions governing the use of such Open Source Software are in the Open Source Software Licenses of the copyright owner and not this Agreement. If there is a conflict between the terms and conditions of this Agreement and the terms and conditions of the Open Source Software Licenses governing Licensee's use of the Open Source Software, the terms and conditions of the license grant of the applicable Open Source Software Licenses will take precedence over the license grants in this Agreement. If requested by Licensee, MorphoTrak will use commercially reasonable efforts to: (i) determine whether any Open Source Software is provided under this Agreement; (ii) identify the Open Source Software and provide Licensee a copy of the applicable Open Source Software License (or specify where that license may be found); and, (iii) provide Licensee a copy of the Open Source Software source code, without charge, if it is publicly available (although distribution fees may be applicable).

SECTION 4. LIMITATIONS ON USE

4.1 Licensee may use the Software only for Licensee's internal business purposes and only in accordance with the Documentation. Any other use of the Software is strictly prohibited. Without limiting the general nature of these restrictions, Licensee will not make the Software available for use by third parties on a "time sharing," "application service provider," or "service bureau" basis or for any other similar commercial rental or sharing arrangement.

4.2 Licensee will not, and will not allow or enable any third party to: (i) reverse engineer, disassemble, peel components, decompile, reprogram or otherwise reduce the Software or any portion to a human perceptible form or otherwise attempt to recreate the source code; (ii) modify, adapt, create derivative works of, or merge the Software; (iii) copy, reproduce, distribute, lend, or lease the Software or Documentation to any third party, grant any sublicense or other rights in the Software or Documentation to any third party, or take any action that would cause the Software or Documentation to be placed in the public domain; (iv) remove, or in any way alter or obscure, any copyright notice or other notice of MorphoTrak's proprietary rights; (v) provide, copy, transmit, disclose, divulge or make the Software or Documentation available to, or permit the use of the Software by any third party or on any machine except as expressly authorized by this Agreement; or (vi) use, or permit the use of, the Software in a manner that would result in the production of a copy of the Software solely by activating a machine containing the Software. Licensee may make one copy of Software to be used solely for archival, back-up, or disaster recovery purposes; provided that Licensee may not operate that copy of the Software at the same time as the original Software is being operated. Licensee may make as many copies of the Documentation as it may reasonably require for the internal use of the Software.

4.3 Unless otherwise authorized by MorphoTrak in writing, Licensee will not, and will not enable or allow any third party to: (i) install a licensed copy of the Software on more than one unit of a Designated Product; or (ii) copy onto or transfer Software installed in one unit of a Designated Product onto another device. Licensee may temporarily transfer Software installed on a Designated Product to another device if the Designated Product is inoperable or malfunctioning, if Licensee provides written notice to MorphoTrak of the temporary transfer and identifies the device on which the Software is transferred. Temporary transfer of the Software to another device must be discontinued when the original Designated Product is returned to operation and the Software must be removed from the other device. Licensee must provide prompt written notice to MorphoTrak at the time temporary transfer is discontinued.

SECTION 5. OWNERSHIP AND TITLE

MorphoTrak, its licensors, and its suppliers retain all of their proprietary rights in any form in and to the Software and Documentation, including, but not limited to, all rights in patents, patent applications, inventions, copyrights, trademarks, trade secrets, trade names, and other proprietary rights in or relating to the Software and Documentation (including any corrections, bug fixes, enhancements, updates, modifications, adaptations, translations, de-compilations, disassemblies, emulations to or derivative works from the Software or Documentation, whether made by MorphoTrak or another party, or any improvements that result from MorphoTrak's processes or provision of information services). No rights are granted to Licensee under this Agreement by implication, estoppel or otherwise, except for those rights which are expressly granted to Licensee in this Agreement. All intellectual property developed, originated, or prepared by MorphoTrak in connection with providing the Software, Designated Products, Documentation or related services, remains vested exclusively in MorphoTrak, and Licensee will not have any shared development or other intellectual property rights.

SECTION 6. LIMITED WARRANTY; DISCLAIMER OF WARRANTY

6.1 If Licensee is not in breach of any of its obligations under this Agreement, MorphoTrak warrants that the unmodified Software, when used properly and in accordance with the Documentation and this Agreement, will be free from a reproducible defect that eliminates the functionality or successful operation of a feature critical to the primary functionality or successful operation of the Software. Whether a defect occurs will be determined by MorphoTrak solely with reference to the Documentation. MorphoTrak does not warrant that Licensee's use of the Software or the Designated Products will be uninterrupted, error-free, completely free of Security Vulnerabilities, or that the Software or the Designated Products will meet Licensee's particular requirements. MorphoTrak makes no

representations or warranties with respect to any third party software included in the Software.

6.2 MorphoTrak's sole obligation to Licensee and Licensee's exclusive remedy under this warranty is to use reasonable efforts to remedy any material Software defect covered by this warranty. These efforts will involve either replacing the media or attempting to correct significant, demonstrable program or documentation errors or Security Vulnerabilities. If MorphoTrak cannot correct the defect within a reasonable time, then at MorphoTrak's option, MorphoTrak will replace the defective Software with functionally-equivalent Software, license to Licensee substitute Software which will accomplish the same objective, or terminate the license and refund the Licensee's paid license fee.

6.3 Warranty claims are described in the Primary Agreement.

6.4 The express warranties set forth in this Section 6 are in lieu of, and MorphoTrak disclaims, any and all other warranties (express or implied, oral or written) with respect to the Software or Documentation, including, without limitation, any and all implied warranties of condition, title, non-infringement, merchantability, or fitness for a particular purpose or use by Licensee (whether or not MorphoTrak knows, has reason to know, has been advised, or is otherwise aware of any such purpose or use), whether arising by law, by reason of custom or usage of trade, or by course of dealing. In addition, MorphoTrak disclaims any warranty to any person other than Licensee with respect to the Software or Documentation.

SECTION 7. TRANSFERS

Licensee will not transfer the Software or Documentation to any third party without MorphoTrak's prior written consent. MorphoTrak's consent may be withheld at its discretion and may be conditioned upon transferee paying all applicable license fees and agreeing to be bound by this Agreement.

SECTION 8. TERM AND TERMINATION

8.1 Licensee's right to use the Software and Documentation will begin when the Primary Agreement is signed by both parties and will continue for the life of the Designated Products with which or for which the Software and Documentation have been provided by MorphoTrak, unless Licensee breaches this Agreement, in which case this Agreement and Licensee's right to use the Software and Documentation may be terminated immediately upon notice by MorphoTrak.

8.2 Within thirty (30) days after termination of this Agreement, Licensee must certify in writing to MorphoTrak that all copies of the Software have been removed or deleted from the Designated Products and that all copies of the Software and Documentation have been returned to MorphoTrak or destroyed by Licensee and are no longer in use by Licensee.

8.3 Licensee acknowledges that MorphoTrak made a considerable investment of resources in the development, marketing, and distribution of the Software and Documentation and that Licensee's breach of this Agreement will result in irreparable harm to MorphoTrak for which monetary damages would be inadequate. If Licensee breaches this Agreement, MorphoTrak may terminate this Agreement and be entitled to all available remedies at law or in equity (including immediate injunctive relief and repossession of all non-embedded Software and associated Documentation unless Licensee is a Federal agency of the United States Government).

SECTION 9. UNITED STATES GOVERNMENT LICENSING PROVISIONS & RESTRICTED RIGHTS LEGEND

This Section applies if Licensee is the United States Government or a United States Government agency. Licensee's use, duplication or disclosure of the Software and Documentation under MorphoTrak's copyrights or trade secret rights is subject to the restrictions set forth in subparagraphs (c)(1) and (2) of the Commercial Computer Software-Restricted Rights clause at FAR 52.227-19 (JUNE 1987), if applicable, unless they are being provided to the Department of Defense. If the Software and Documentation are being provided to the Department of Defense, Licensee's use, duplication, or disclosure of the Software and Documentation is subject to the restricted rights set forth in subparagraph (c)(1)(ii) of the Rights in Technical Data and Computer Software clause at DFARS 252.227-7013 (OCT 1988), if applicable. The Software and Documentation may or may not include a Restricted Rights notice, or other notice referring to this Agreement. The provisions of this Agreement will continue to apply, but only to the extent that they are consistent with the rights provided to the

Licensee under the provisions of the FAR or DFARS mentioned above, as applicable to the particular procuring agency and procurement transaction.

SECTION 10. CONFIDENTIALITY

Licensee acknowledges that the Software and Documentation contain MorphoTrak's valuable proprietary and Confidential Information and are MorphoTrak's trade secrets, and that the provisions in the Primary Agreement concerning Confidential Information apply.

SECTION 11. GENERAL

11.1 COPYRIGHT NOTICES. The existence of a copyright notice on the Software will not be construed as an admission or presumption of publication of the Software or public disclosure of any trade secrets associated with the Software.

11.2 COMPLIANCE WITH LAWS. Licensee acknowledges that the Software is subject to the laws and regulations of the United States and Licensee will comply with all applicable laws and regulations, including export laws and regulations of the United States. Licensee will not, without the prior authorization of MorphoTrak and the appropriate governmental authority of the United States, in any form export or re-export, sell or resell, ship or reship, or divert, through direct or indirect means, any item or technical data or direct or indirect products sold or otherwise furnished to any person within any territory for which the United States Government or any of its agencies at the time of the action, requires an export license or other governmental approval. Violation of this provision is a material breach of this Agreement.

11.3 GOVERNING LAW. This Agreement is governed by the laws of the United States to the extent that they apply and otherwise by the internal substantive laws of the State to which the Software is shipped if Licensee is a sovereign government entity, to the extent they do not conflict with the laws of the United States, or the internal substantive laws of the State of Delaware if Licensee is not a sovereign government entity. The terms of the U.N. Convention on Contracts for the International Sale of Goods do not apply. In the event that the Uniform Computer Information Transaction Act, any version of this Act, or a substantially similar law (collectively "UCITA") becomes applicable to a party's performance under this Agreement, UCITA does not govern any aspect of this Agreement or any license granted under this Agreement, or any of the parties' rights or obligations under this Agreement. The governing law will be that in effect prior to the applicability of UCITA.

11.4 THIRD PARTY BENEFICIARIES. This Agreement is entered into solely for the benefit of MorphoTrak and Licensee. No third party has the right to make any claim or assert any right under this Agreement, and no third party is deemed a beneficiary of this Agreement. Notwithstanding the foregoing, any licensor or supplier of third party software included in the Software will be a direct and intended third party beneficiary of this Agreement.

11.5 PREVAILING PARTY. In the event of any dispute arising out of the subject matter of this Agreement, the prevailing party shall recover, in addition to any other damages assessed, its reasonable attorneys' fees and court costs incurred in arbitrating, litigating, or otherwise settling or resolving such dispute.

11.6 SURVIVAL. Sections 4, 5, 6.3, 7, 8, 9, 10, and 11 survive the termination of this Agreement.

Phone: 1-800-436-6450
 Fax: 1-888-436-6451
 www.dalmatianfire.com



DALMATIAN FIRE
EQUIPMENT, INC.
 75 Oak Avenue
 Eaton, CO 80615

Largest Supplier of Refurbished
 SCBA to the Fire Service

QUOTE

Date	Quote #
10/19/2015	5225

Name / Address
Douglas Cty Sheriff's Dept-Jail Div Tyler Edwards Superior, WI

Ship To
Douglas Cty Sheriff's Dept-Jail Div Tyler Edwards Superior, WI

Customer Phone 715-395-1375

Customer Fax

Sales Rep	Quote Requested By	Terms	Estimated Ship Time
RKZ		Net 30	5 DAYS

Qty	Description	Cost	Total
8	MSA, 60-4500-08 Stealth Carbon Fiber, Refurbished, No Valve, Cylinder	475.00	3,800.00T
8	MSA Cylinder Valve 4.5, Refurbished	0.00	0.00T
8	Shipping / Freight Charges to Dalmatian Customers - ESTIMATE ONLY. This line will be adjusted on final invoice to reflect shipping charges based on actual weights and sizes.	30.00	240.00
	REFURBISHED & TESTED - All equipment provided by Dalmatian Fire Equipment is fully refurbished (unless otherwise noted) and tested to the highest standards. SCBA Packs all ship with a current Posichek flow test certificate, and all refurbished cylinders come with a new hydrostatic test.	0.00	0.00T
	10 YEAR WARRANTY - All equipment provided by Dalmatian Fire Equipment comes with a limited 10 year warranty. See the full agreement at www.DalmatianFire.com/Warranty.htm . Dalmatian Fire Equipment, Inc. offers a free visual inspection and function test after 24 months (shipping charges will apply). This free visual inspection and function test is required every 24 months to keep the warranty in effect for the duration of the warranty period.	0.00	0.00T
	WE BEAT ALL PRICES - Dalmatian Fire Equipment is committed to being your low cost supplier of SCBA's and Cylinders. We will beat any refurbished equipment dealer's published price by 5% for SCBA's and cylinders we have in stock. Simply send us a complete copy of the current ad or quote to obtain an adjustment to Dalmatian's price for your order.	0.00	0.00T

ACTUAL SHIPPING CHARGES TO BE ADDED ON INVOICE	Subtotal	\$4,040.00
This Quote is good for 30 Days Only. If you have any questions please call or e-mail russ.kates@DalmatianFire.com	Sales Tax (0.0%)	\$0.00
	Total	\$4,040.00

U.S.A.

CANADA



Douglas County *Sheriff's Office*

- 1 -

1316 N. 14th Street • Suite 100 • Superior, Wisconsin 54880

TO: Andy Lisak (Administration)
FROM: Sheriff Tom Dalbec, Douglas County Sheriff's Office
DATE: 3/21/16
RE: 2016 Sheriff's Office Capital Improvement Project Requests (3 pages)

*****Note: UPDATED PRICE OF PROJECT #2 WHICH WAS BROUGHT UP AT PSC MEETING

The Sheriff's Office has the following capital improvement project requests for 2016 totaling approximately \$59,925.

There are two (2) project requests which are independent of each other.

PROJECT : (1) REPLACEMENT OF FORENSIC MAPPING EQUIPMENT (TOTAL STATION)

The Douglas County Sheriff's Office has two trained Accident Reconstructionists who utilize a Total Station system to map/document/measure a variety of investigation scenes (referred to as Forensic Mapping). Our current Total Station hardware/software was purchased in 2009 and was a "starter pack". To date, we have investigated numerous fatal and severe injury crashes, homicides, attempted homicides, officer involved shooting, arsons, general death investigations, etc. The current system is outdated and has become cumbersome to use in addition to being difficult to train new Deputies to utilize equipment. A new system, Trimble S7, had the following benefits over our current system:

-New Total Station System operating costs would be less than 25% of what they are currently. Personnel costs are generally the most expensive bill for departments. This estimate is conservative and should be significantly less after the training/experience that comes with it. The required personnel to operate this system is only one Deputy vs. two or three Deputies with the current system. This estimate does not include the replacement costs of the personnel to fill the voids of other divisions (patrol, narcotics, detectives) which would further reduce operating costs.

-New system greatly increases safety of officers and motorists as it significantly reduces "time in roadway" for Deputies. With our current system, we need a minimum of two Deputies in the danger area to take a measurement as opposed to one Deputy. Also, the time needed to record a single measurement can take up to 20 seconds with those two Deputies which usually requires them to stop



Douglas County *Sheriff's Office*

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traffic on a highway for every point taken. The new system only uses one Deputy and it can be recorded within 1-2 seconds.

-New system has a scanning feature that can record scene environment without being in the roadway. Most scenes now will take anywhere from 200-400 single measurements. The scanning feature eliminates us having to physically measure those points so we can focus on the specific pieces of evidence (usually less than 50 measurements) greatly reducing time in roadway and traffic congestion.

-Our current system is outdated and is "below construction grade" accuracy which is well below the industry standard. When speaking specifically about speed calculations/critical yaw rates for accident reconstruction, the measurements must be exact and slight errors in measurement (fractions of an inch) can skew the speed results greatly. Also, this new S7 system is interoperable with the WI State Patrol and most agencies so we can share crash/crime scene information for review.

2016 FUNDING REQUEST FOR PROJECT (1): \$41,075

PROJECT: (2) PURCHASE OF NIGHT VISION/THERMAL EQUIPMENT FOR SEARCHING

As of last year, the only portable nighttime/thermal optic enhancers that the Sheriff's Office had were 2 sets of Night Vision binoculars that were rented from the US Navy. Of the two, one was broken and the other did not work well. The items expired for military use in roughly 1990. Because there was no use for these old items, we returned them so we did not have to keep paying for useless equipment. As of now, we do not have ANY portable night vision or thermal equipment for searching.

- Douglas County Sheriff's Office has taken the lead in a newly formed Child Abduction Response Team (CART). This is a multi agency operation amongst Lake Superior Region with the principle mission of rescuing endangered, missing, and abducted children by the use of a rapid response of a well-equipped, trained, and prepared team. Statistics prove that time is a critical factor in effecting a safe rescue in child abductions. When speaking specifically about the child abductions that end in homicide (nationally):

-54% of those children were deceased within the first 2 hours

-88% of those children were deceased within the first 24 hours



Douglas County *Sheriff's Office*

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-Night Vision Systems can easily see in the dark by enhancing ambient light. This comes in useful when searching for missing persons such as children/vulnerable adults who walk away from an area and may be in a wooded region or large open area, which is common in rural Douglas County.

-Thermal devices are very useful in fog/rain or other environmental conditions where night vision may not be optimal. Thermal vision can identify human size objects over 100 yards away and can detect them upwards of 500-600 yards away. These devices can be used night or day. The most success found with these are with large bodies of water or cold environments (large relative temp difference) where locating a missing individual is extremely urgent and time sensitive.

-The huge advantage to portable systems is that they are very simple and very fast. These items can be carried by any patrol squad and can be used in seconds. The protocol now for searching for missing/endangered persons (known to be in specific area) is to call out multiple fire departments and Deputies for a land search. Many times, especially in poor environmental conditions, individuals searching with no optical enhancers can easily miss individuals or evidence as they walk right past.

- Many specific incidents have occurred in our county where the use of night vision/thermal optics would have greatly reduced personnel costs and located subjects faster without putting Deputies/civilians in a greater danger.

- The value of Night Vision Systems/Thermal enhancers is immeasurable when considering the safety of Deputies/citizens when searching for an armed or dangerous suspect. These devices can quickly locate and identify suspects before the subject can respond with violence.

2016 FUNDING REQUEST FOR PROJECT (2): \$18,850

PROJECT #1



S7 with Vision Sales Quotation

Douglas County Sheriff's Office
Jacob Engelman
engelma@ci.superior.wi.us
(715) 395-1371
1316 N 14th ST, #100
Superior, Wisconsin 54880

Date Issued: 04/16/2016
Quote Expiration: 05/16/2016
Quote Number: 00020425



Qty	Part Number	Product Description	Unit Price	Subtotal
1.00	S7353200	Instrument - Trimble S7 3" Robotic, DR Plus, Trimble VISION, FineLock, Scanning Capable 1 ea 58471045 BASE S7 DR PLUS VISION 1 ea 51002007 ACCESSORY-RAIN COVER(GDM/ATS) 1 ea 55000546 Accessory - Laser adjustment tool 1 ea 55000581 Accessory - Tool for handle 1 ea 57012007 Prism - Reflective foil 1p.c. 25*25 and 1p.c.60*60mm with sight marks 1 ea 57013007 Accessory - Laser adjustment plate, coaxial 1 ea 58019007 Accessory - Toolkit for Tribach and Optical plumb 1 ea 58080010 Case - Instrument Transport Case (Standard) 1 ea78607007 Accessory - Tribach without optical plumb 1 ea 50013001 Accessory - Rain Lens Cover 1 ea 58002045 COVER LEFT RADIO CMPL S7 1 ea 50014012-SUR Accessory - Panel attachment cover	\$27,250.00	\$27,250.00
1.00	TSC3-01-1122	Trimble TSC3, w/Trimble Access, internal 2.4 GHz radio, Global, QWERTY keypad	\$7,345.00	\$7,345.00
1.00	MT1000	Trimble MultiTrack Target, including 7.4V Li-Ion battery Includes: 7.4V Li-Ion battery	\$2,870.00	\$2,870.00
1.00	63610-00	Trimble Business Center Advanced - Dongle License	\$2,995.00	\$2,995.00
1.00	73840019-SPN	Cable - 2.5m, Hirose 6pin to PC USB	\$65.00	\$65.00
1.00	5200-065	CRADLE ASSY,TSC3	\$82.95	\$82.95
1.00	5200-150	POLE CLAMP,Q/R,1 1/4",CLAW	\$75.95	\$75.95
1.00	SLSU-S2005	ROBOTIC POWER KIT Includes: 49400 Battery - Li-Ion Battery Trimble S-series 4.4 Ah	\$1,859.00	\$1,859.00

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REV 09/12/2014



S7 with Vision Sales Quotation

		11.1V 3x 50113-00 Battery - Multi Battery Adapter, for up to 3 batteries 51693-00 Power and Charging Kit (57550-00) (Charger - Trimble Battery System Charger) (51694) (Power - Power Supply for Trimble Battery System Charger 100 - 240V (S6/5800) (51695)(Cable - Power Cable for Power Supply) 58382001 Case - Power and charger kit (S6) 73837019 Cable - 1.0m, Hirose 6 pin to Hirose 6 pin		
1.00	51003007	Rod - Trimble standard telescopic rod 2,6m Includes: Standard telescopic rod 2,6m	\$399.00	\$399.00
1.00	90550-PL	TRIMAX STANDARD QUICK CLAMP TRIPOD	\$420.95	\$420.95
1.00	EWLS-CU	Warranty - Survey Control Unit (not Tablet) Hardware and Field Software Maintenance	\$485.00	\$485.00
1.00	TS-SURVEY	Seiler 1 year Survey Technical Support Priority Technical Support Agreement Includes: • Phone numbers and a dedicated e-mail address for direct contact to all Seiler support technicians. NOTE: Does not include training services. • Priority response to support cases (usually within 1-2 hours). • Access to invitation-only live and pre-recorded webinars on hardware and software procedures to stay productive. Streaming recordings will be made available if you can't make the live sessions. Multiple users in the same office can have access to these sessions through one support agreement. •	\$495.00	\$495.00
1.00	SEI-TRAINING	One-Day Custom Training One-day of custom training at a Seiler facility or customer site. Price includes any travel costs as long as facility is within 250 miles of a Seiler office. Dates and agenda to be determined.	\$1,295.00	\$1,295.00
1.00	SI-TNL-DISCOUNT	Law enforcement discount	\$-4,563.79	\$-4,563.79
Note:				
This is not an invoice: Applicable sales tax will apply			Total	\$41,074.06

Please contact us:

Holly Urbain
9755 Airways Court

St. Louis

Kansas City

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Milwaukee

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REV 09/12/2014



S7 with Vision Sales Quotation

Franklin, Wisconsin 53132
Phone: (608) 244-0000
Cell: (608) 279-1007
hmurbain@seilerinst.com

Your signature below acknowledges acceptance of terms and conditions of this quote: 00020425. Please sign and return via fax to: or return via email to: hmurbain@seilerinst.com

Signed: _____

Date: _____

Name: _____

Title: _____

Terms: Net 30 Days

Net 30 upon approved credit. Major credit cards accepted and financing options available.

"This sale, service, or rental is exclusively subject to and governed by the Terms and Conditions of Sale referred to in the related quotation and at <http://solutions.seilerinst.com/TermsandConditions.aspx> which are hereby incorporated by reference."

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REV 09/12/2014

PROJECT #2

LCEO, LLC

30 Mountainview Drive, Waterford, New York 12188

Phone 518-235-9436 Fax 518-615-1270 Cell 518-423-4522

larry@ownthenight.com Web page: WWW.OWNTHENIGHT.COM

Quotation

Date:

Company:

Investigator Dan Howe
Douglas County Sheriff's Office
1316 N. 14th St., Suite 100
Superior, WI 54880
Office: 715-395-7630
Cell: 715-817-8389

Ship to:

Investigator Dan Howe
Douglas County Sheriff's Office
1316 N. 14th St., Suite 100
Superior, WI 54880

Purchase Order No.		Contact		
		Larry Clow		
Terms		Ship Via		
Net 30		UPS		
Item #	Description	Qty	Unit Price	Total Price
1	IR Patrol M250-K Helmet Mounted Kit – with Wilcox Helmet Mount. P/N IRP-M250-K Delivery 30-60 days	2	6100.00	\$12,100.00
2	AN/PVS-14 Night Vision Monocular P+ Grade with Standard accessories, Wilcox G11 Helmet Mount Delivery 1 week	2	3300.00	\$6,600.00
Sub Total				\$18,700.00
Tax				\$
Shipping				\$ 150.00
Total				\$18,850.00

**AMENDMENT TO AGREEMENT DATED 7/11/2012 BETWEEN
 PICTOMETRY INTERNATIONAL CORP. ("Pictometry")
 AND
 DOUGLAS COUNTY WI ("Customer")**

1. This Amendment, including all Sections and Appendices referenced herein (collectively, this "Amendment") is entered into by and between Pictometry and Customer and supplements and modifies the terms of the Agreement dated 7/11/2012 as, to the extent applicable, previously modified by addenda or amendments thereto (collectively, the "Agreement"). Any purchase order or similar document issued by Customer in connection with this Amendment is issued solely for Customer's internal administrative purposes and the terms and conditions set forth on such purchase order shall be of no force or effect as between the parties. To the extent that there is any inconsistency between the terms set forth in this Amendment and those set forth in the Agreement, the terms set forth in this Amendment shall prevail.

Section A: Product Descriptions, Prices and Payment Terms
 Appendix 1: Photogrammetric Product Specifications
 Appendix 2: Scope of Work - Photogrammetric Product Specifications
 Sector Maps (2)
 LiDAR Map

2. **MODIFICATIONS TO AGREEMENT:**

- a. The products, product descriptions, prices, payment terms, and product parameters set forth in Section A and Section B of the Agreement, with respect to the Second Capture, shall be deleted in their entirety and replaced with the products, product descriptions, prices, payment terms, and product parameters set forth in Section A attached to this Amendment.
- b. The Sector Maps, LiDAR Map, Appendix 1, and Appendix 2 attached to this Amendment shall be added to the Agreement.
- c. All use of Pictometry Connect - CA - 50 and Pictometry Connect View - CA shall be in accordance with the Online Services General Terms and Conditions, the Software License Agreement, and the Pictometry Web Visualization Offering Terms and Conditions entered into between Pictometry and Customer on May 22, 2015.

Except as expressly modified by this Amendment, all other terms and conditions set forth in the Agreement shall remain in full force and effect.

3. All notices under this Agreement shall be in writing and shall be sent to the following respective addresses:

CUSTOMER NOTICE ADDRESS	PICTOMETRY NOTICE ADDRESS
1316 N. 14th St., Suite 243	100 Town Centre Drive, Suite A
Superior, Wisconsin 54880	Rochester, NY 14623
Attn: Jon Fiskness	Attn: Contract Administration
Phone: (715)395-7423 Fax:	Phone: (585) 486-0093 Fax: (585) 486-0098

Either party may change their respective notice address by giving written notice of such change to the other party at the other party's then-current notice address. Notices shall be given by any of the following methods: personal delivery; reputable express courier providing written receipt; or postage-paid certified or registered United States mail, return receipt requested. Notice shall be deemed given when actually received or when delivery is refused.

This Amendment shall become effective only upon execution by duly authorized officers of Customer and Pictometry, respectively, and receipt by Pictometry of such fully executed document.

PARTIES:

CUSTOMER	PICTOMETRY
DOUGLAS COUNTY WI	PICTOMETRY INTERNATIONAL CORP.
(entity type)	a Delaware corporation
SIGNATURE:	SIGNATURE:
NAME:	NAME:
TITLE:	TITLE:
DATE:	EXECUTION DATE:
	DATE OF RECEIPT (EFFECTIVE DATE)

SECTION A

PRODUCT DESCRIPTIONS, PRICES AND PAYMENT TERMS

Pictometry International Corp.
 100 Town Centre Drive, Suite A
 Rochester, NY 14623

ORDER #
C118429

BILL TO
Douglas County, WI
Jon Fiskness
1316 N. 14th St., Suite 243
Superior, Wisconsin 54880
(715)395-7423
fisknessj@ci.superior.wi.us

SHIP TO
Douglas County, WI
Jon Fiskness
1316 N. 14th St., Suite 243
Superior, Wisconsin 54880
(715)395-7423
fisknessj@ci.superior.wi.us

CUSTOMER ID	SALES REP	FREQUENCY OF PROJECT
A116738	DLars	Triennial

SECOND CAPTURE					
QTY	PRODUCT NAME	PRODUCT DESCRIPTION	LIST PRICE	DISCOUNT PRICE (%)	AMOUNT ¹
1333	LiDAR-PURCHASED-0.7m postings (sq mi) with AccuPlus	Available with purchase of AccuPlus product. LiDAR data delivered in tiled LAS format, nominal raw post spacing of 0.7m, vertical accuracy sufficient to support optional generation of 1-ft contours (available separately). 50 square mile minimum. Customer shall own the copy of this LiDAR product delivered to Customer pursuant to this Agreement. Pictometry shall retain copies of said LiDAR product and shall own those copies.	\$110.00		\$146,630.00
1333	IMAGERY - Color Digital Orthophotography - 6 inch GSD - Industry-Standard Delivery Format - per square mile	Product includes: Color Digital Orthophotography - 6 inch GSD ("CDO") consists of 6-inch GSD ortho mosaics delivered to Customer in an open industry-standard digital delivery format not proprietary to Pictometry. See Appendix for mosaic specifications and selected delivery format. Customer shall own the copies of the CDO delivered to the Customer in an industry-standard digital delivery format not proprietary to Pictometry pursuant to this Agreement (the "CDO Deliverables"), notwithstanding anything in this Agreement to the contrary. Pictometry shall retain copies of the CDO Deliverables and shall own those copies.	\$72.50		\$96,642.50
1333	IMAGERY - COMMUNITY - 4-way (C5) (9in) - Per Sector	Product includes 9-inch GSD oblique frame images (4-way), 9-inch GSD orthogonal frame images, 1-meter GSD ortho mosaic sector tiles and one area-wide 1-meter GSD mosaic (ECW format). Orthogonal GSD: 0.75 feet/pixel; Nominal Oblique GSD (all values +/-10%): Front Line: 0.74 feet/pixel, Middle Line: 0.85 feet/pixel, Back Line: 1.00 feet/pixel.	\$75.00	\$67.50 (10%)	\$89,977.50
1333	LiDAR Based Mapping - Misc (sq mi)	Additional LiDAR Based Mapping. See attached Scope of Work for specifics.	\$10.00		\$13,330.00
1	Pictometry Connect - CA - 50	Pictometry Connect - CA - 50 (Custom Access) provides up to 50 concurrent authorized users the ability to login and access the Pictometry-hosted custom imagery libraries specified elsewhere in this Agreement via a web-based, server-based or desktop integration. The default deployment is through web-based Pictometry Connect. Term commences on date of activation. License Term: 3 Year(s)	\$6,000.00	\$4,500.00 (25%)	\$4,500.00
1	AccuPLUS Project Fee - CUSTOMER LIDAR	AccuPLUS project fee for projects with customer-supplied DTM	\$2,500.00		\$2,500.00
1	Pictometry Connect View - CA	Pictometry Connect View - CA (Custom Access) provides visualization-only access to the Pictometry-hosted custom imagery libraries specified elsewhere in this Agreement via a web application or server based integration. Requires a customer-provided web application or server based application. With respect to imagery available through this product to third parties or the Public, Pictometry reserves the right to reduce the resolution of the imagery available. Term commences on date of activation. Term ends upon the earlier to occur of (i) the expiration of the term specified elsewhere in this Agreement, or (ii) the volume of	\$1,500.00	\$1,125.00 (25%)	\$1,125.00

		geocode requests submitted through the application exceeding 10,000. License Term: 3 Year(s)			
1	Media Drive Capacity 1.862T- Drive Model 2.0T - EXTPOWER	External USB 2.0 / eSATA Externally Powered. Delivery media prices include copying a complete image library onto media. Sub-warehousing extra.	\$299.00		\$299.00
1	AccuPlus Imagery Bundle with Three (3) Years of EFS Maintenance & Support	Includes digital copy of the Licensed Documentation for the License Software, two (2) End User Training Sessions, one (1) Advanced User Technical Training, one (1) Administration / IT Training Session, fifteen (15) hours of telephone support, one copy of Pictometry Electronic Field Study (EFS) software, latest version, on the storage media specified herein, and access to download updated versions of the EFS Licensed Software for a period of three years from the initial date of shipment of the EFS software, along with a copy of the updated documentation.	\$0.00		\$0.00
1	Electronic Field Study (EFS)	One copy of Electronic Field Study software, latest version.	\$0.00		\$0.00
1	EAP Program	Refer to detailed description of EAP Program in the Agreement.	\$0.00		\$0.00
SUBTOTAL – SECOND CAPTURE					\$355,004.00

Thank you for choosing Pictometry as your service provider.	TOTAL- BOTH CAPTURES	\$537,495.50
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¹Amount per product = ((1-Discount %) * Qty * List Price)

PAYMENT TERMS

SECOND CAPTURE

Due at Shipment of Imagery	\$118,334.66
Due at First Anniversary of Shipment of Imagery	\$118,334.67
Due at Second Anniversary of Shipment of Imagery	\$118,334.67
Total Payments	\$355,004.00

PRODUCT PARAMETERS

IMAGERY – SECOND CAPTURE

Product: IMAGERY - COMMUNITY - 4-way (C5) (9in) - Per Sector
Elevation Source: USGS
Leaf: Less than 30% leaf cover (Off)
Special Instructions:

ACCUPLUS IMAGERY – SECOND CAPTURE

Product: IMAGERY - Color Digital Orthophotography - 6 inch GSD - Industry-Standard Delivery Format - per square mile
Elevation Source: New Pictometry LiDAR
Coverage Area Format: N/A - Pictometry LiDAR
Leaf: Less than 30% leaf cover (Off)
Special Instructions:

Standard Ortho Mosaic Products: Pictometry standard ortho mosaic products are produced through automated mosaicking processes that incorporate digital elevation data with individual Pictometry ortho frames to create large-area mosaics on an extremely cost-effective basis. Because these products are produced through automated processes, rather than more expensive manual review and hand-touched corrective processes, there may be inherent artifacts in some of the resulting mosaics. While Pictometry works to minimize such artifacts, the Pictometry standard ortho mosaic products are provided on an 'AS IS' basis with respect to visible cutlines along mosaic seams resulting from the following types of artifacts:

- i. Disconnects in non-elevated surfaces generally caused by inaccurate elevation data;
- ii. Disconnects in elevated surfaces (e.g., roadways, bridges, etc.) generally caused by elevated surfaces not being represented in the elevation data;
- iii. Building intersect and clipping generally caused by buildings not being represented in the elevation data;
- iv. Seasonal variations caused by images taken at different times during a season, or during different seasons;
- v. Ground illumination variations caused by images taken under different illumination (e.g., sunny, high overcast, morning light, afternoon light, etc.) within one flight day or during different flight days;
- vi. Single GSD color variations caused by illumination differences or multiple-aircraft/camera captures;
- vii. Mixed GSD color variations caused by adjacent areas being flown at different ground sample distances (GSDs); and
- viii. Water body color variations caused by multiple individual frames being used to create a mosaic across a body of water (e.g., lakes, ponds, rivers, etc.).

Other Pictometry products may be available that are less prone to such artifacts than the Pictometry standard ortho mosaic products.

CONNECT – SECOND CAPTURE

Product: Pictometry Connect - CA - 50
Admin User: Jon Fiskness
Admin User Email: fisknessj@ci.superior.wi.us
Requested Activation: At Signing
Special Instructions:

Product: Pictometry Connect View - CA
Admin User: Jon Fiskness
Admin User Email: fisknessj@ci.superior.wi.us
Requested Activation: At Signing
Special Instructions:

CONNECT: GEOFENCES – SECOND CAPTURE

Geofence: WI Bayfield
Geofence: WI Burnett
Geofence: WI Douglas
Geofence: WI Washburn
Geofence: MN St. Louis

LiDAR – SECOND CAPTURE

Product: LiDAR-PURCHASED-0.7m postings (sq mi) with AccuPlus
Funding Source: Self-funded / None
(see related Terms & Conditions as applicable)
Special Instructions:

APPENDIX 1 PHOTOGRAMMETRIC PRODUCT SPECIFICATIONS

AccuPlus® Premium Ortho-Mosaic

Product Overview:

Seamless ortho-mosaic produced from individual frames and tiled to customer's preferred tiling scheme.

Acquisition:

Flight plans will be prepared to capture image frames with nominal 60% forward overlap and nominal 30% sidelap in order to provide sufficient overlap for automatic aerial triangulation and mitigation of building lean in orthophotography produced. Source imagery will be acquired during times of optimal environmental conditions. Imagery will generally be captured when solar altitude is 30 degrees or greater and/or by using the most optimal four-hour window, except where capture season offers significantly longer window. Imagery will be acquired with ground free of snow cover and deciduous vegetation less than 30% of full bloom. Frames with clouds will be rejected and re flown. Any planned deviation from these conditions imposed by capture window constraints will be discussed with client prior to commencement of acquisition.

Camera:

Pictometry utilizes its USGS certified, custom designed mapping camera incorporating a Kodak sensor and custom designed photogrammetric lenses. The sensor is fully calibrated according to Pictometry's USGS approved calibration process. Pictometry's sensor provides a dynamic range of 12 bits per band, RGB (resampled to 8 bits during processing).

Ortho-Rectification:

Prior to the production of orthophotography, Pictometry will perform automatic aerial triangulation, utilizing the directly observed Exterior Orientations (EOs) and ground control points (GCPs), measured by a licensed surveyor, for the purpose of orienting the individual frames for creation of the final ortho imagery. In addition to the GCPs, sophisticated matching techniques will be employed to automatically create tie points for use in performing a bundle adjustment. Pictometry will utilize best available Digital Terrain Models, combined with the calibrated camera interior orientations, ground control points, and triangulated EOs to rectify the images. When the rectification requires a resampling of the source imagery, a cubic convolution method will be utilized.

Mosaic:

Global color balancing will be applied to all orthophotos to create homogeneous orthophotos within the project area. Local adjustments of brightness values, color and contrast will be performed if needed. There will be no obvious seam edge between two adjacent orthophotos. Mosaic will be created using automated seamline steering, with manual edits to eliminate feature misalignment caused by seamlines which pass thru features above the elevation surface. Feature alignment across seamlines will be 3 pixels or better. When possible, seamlines will be steered away from elevated features to improve orthophoto quality. Once the mosaic has been produced, the imagery will be tiled and named according to the customer provided (or Pictometry generated) schema for delivery.

LiDAR 0.7 m

This section describes the operational parameters of the ALTM Gemini that Pictometry intends to set for collection of data. Actual collection parameters may vary due to weather conditions and/or air traffic control (ATC) restrictions. Pictometry stipulates the final accuracy of the dataset regardless of actual capture parameters.

Capture Parameters (nominal) – 0.7 m postings

Flight Altitude:	760m/2500ft
Point Spacing:	0.7m
Point Density:	2 points per square meter
Pulse Repetition Freq.:	70kHz
Scan Angle (+/-):	15.8 degrees
Scan Frequency:	56Hz
Swath Width:	430m/1400ft
Overlap:	30%
Vertical Accuracy:	9.25 cm RMSE _z bare earth 18.2 cm NSSDA Vertical Accuracy (95% confidence) – bare earth
Horizontal Accuracy:	25cm; RMSE
Returns:	Up to four per pulse
Intensity records:	Recorded for each return
Coordinate System:	Customer preferred system and units (must be specified and approved in advance of start of work).
Filtering:	Automated methods with manual review and clean up with the following minimum performance specifications: <ul style="list-style-type: none">• 95% of outliers removed• 95% of vegetation removed• 98% of buildings removed

Contour Interval Meets or exceeds FEMA requirements to generate contours at a 1' interval. **NOTE:** While Pictometry stipulates this accuracy, independent verification of this accuracy as well as additional independent reporting is usually required to qualify for FEMA funding. Pictometry offers these services through an independent subcontractor for additional cost.

Deliverables:

- LiDAR Data
 - Tiled* LAS v1.2 files including Return Number and Intensity attribute for each return
 - Duplicate points and 95% of outliers removed
 - Ground points classified via automated methods with manual review and clean up
 - 95% of vegetation features removed
 - 98% of buildings removed
 - Buildings and vegetation not classified separately
 - **NOTE:** LiDAR data deliverables will extend approximately 140m beyond the specified project area
- Raw GPS/INS data and laser range files with supporting information
- FGDC compliant metadata
- Estimated Data Sizes (at 0.7m point spacing): 20-25GB per 100 square miles (approximate)

**APPENDIX 2
SCOPE OF WORK**

PHOTOGRAMMETRIC PRODUCT SPECIFICATIONS

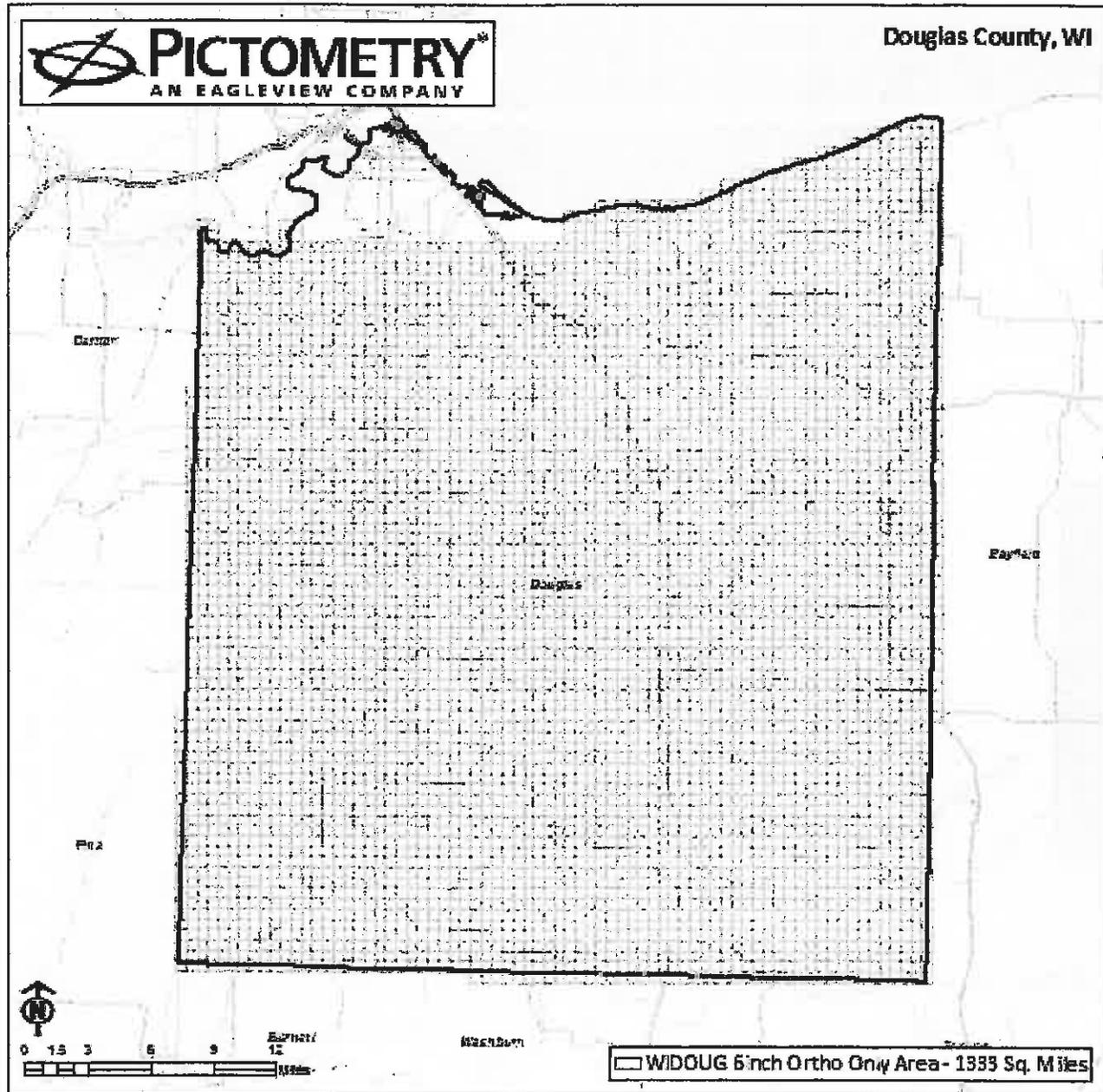
LiDAR Based Mapping

Product Overview:

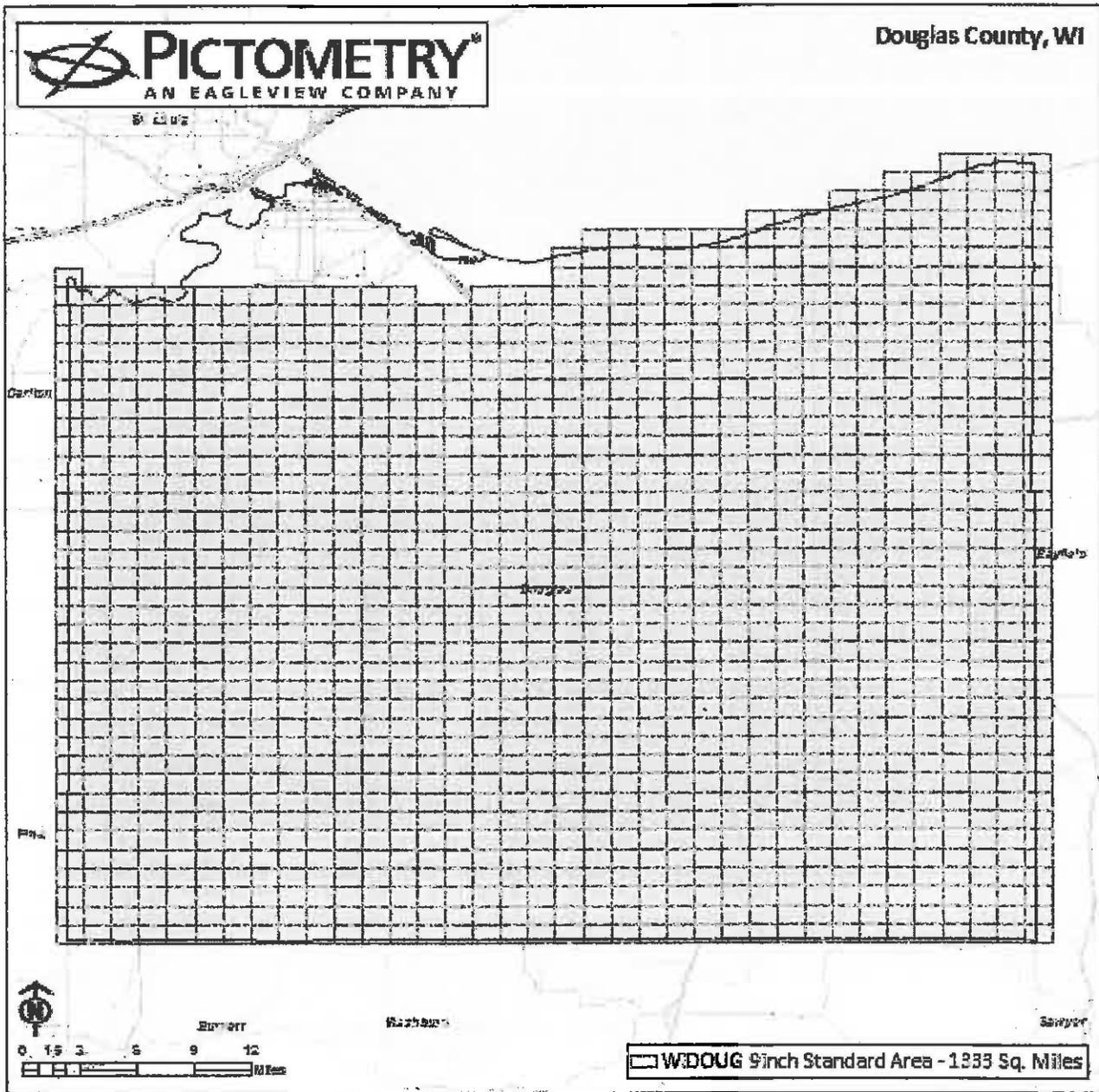
Product includes: additional classification of LiDAR data to meet USGS QL2 guidelines. Final classification will include the following classed and designations:

Code	Description
1	Processed, but unclassified.
2	Bare earth.
7	Low noise.
9	Water.
10	Ignored ground (near a breakline).
17	Bridge decks.
18	High noise.

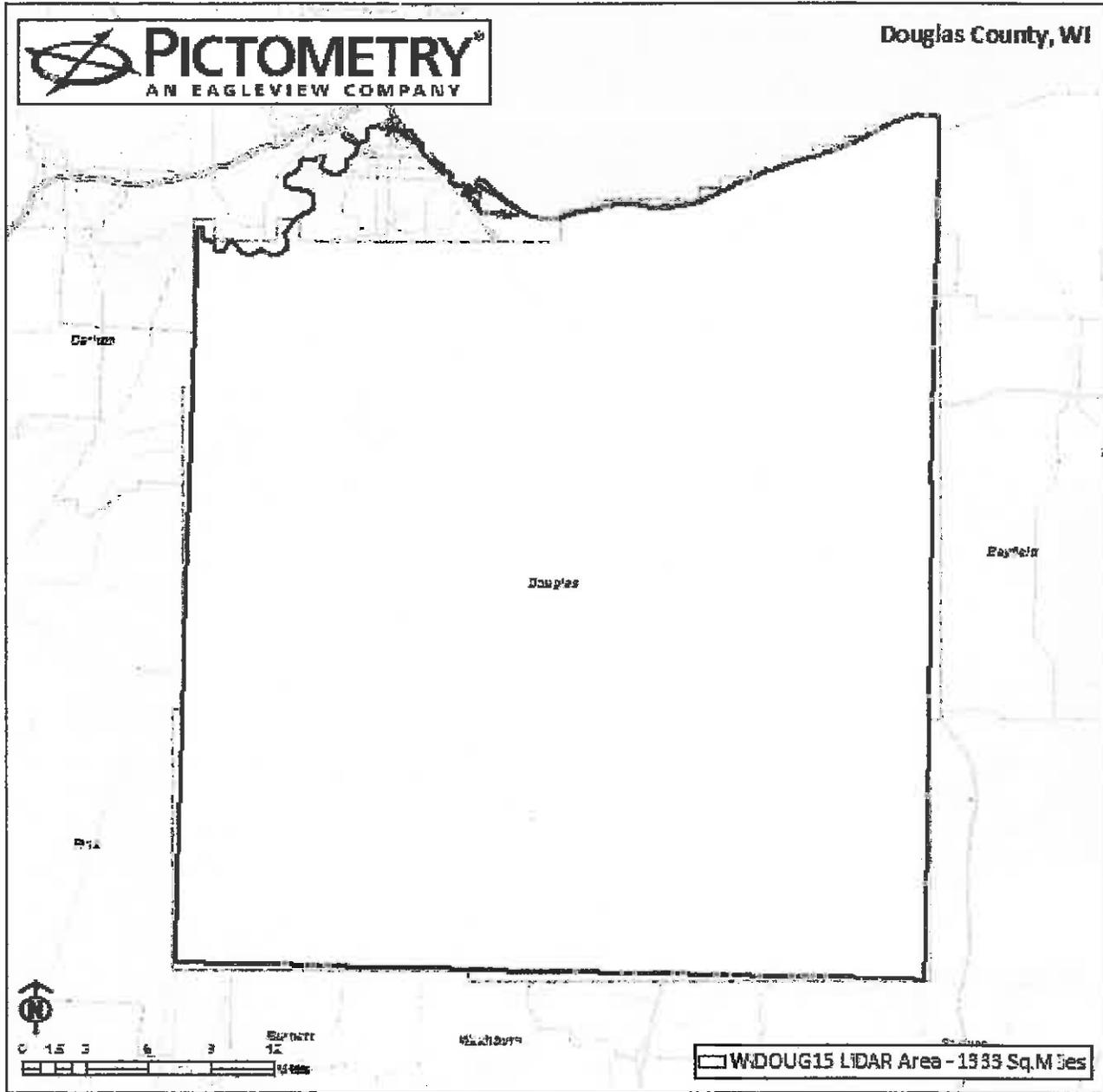
SECTOR MAP



SECTOR MAP



LIDAR MAP



Maple Grove Office

763.493.4522

763.493.5572

6901 East Fish Lake Road Suite 140 Maple Grove MN 55369



HoustonEngineering Inc.

September 28, 2015

Jon Fiskness
Douglas County
1313 Belknap St
Superior, WI 54880

Subject: LIDAR Derived Products and QC Contract

Dear Mr. Fiskness,

The purpose of this letter is to memorialize the agreement ("Agreement") among Houston Engineering, Inc. ("Engineer") and the Douglas County, WI ("Owner") for this project.

The Scope of Services under this agreement includes the proposed tasks HEI agrees to complete. The compensation for this agreement is listed by task below. I believe this Agreement accurately sets forth our understanding. If so, I would ask you, or an authorized representative sign the agreement and email it back to us.

Sincerely,

HOUSTON ENGINEERING INC.

Brian Fischer, CFM
GIS Project Manager

Fargo

701.237.8068

701.237.2101

Minot

701.852.7531

701.858.8683

Bismarck

701.325.0200

701.323.0300

Thief River Falls

218.881.2901

218.881.2997



Douglas County LiDAR Derived Products and QC Agreement

CLIENT/OWNER SERVICES AGREEMENT

PROJECT NAME Douglas County LiDAR Derived Products and QC
HOUSTON JOB NO. HOUSTON PROJ. MGR. Brian Fischer
CLIENT/OWNER NAME Douglas County, WI CLIENT/OWNER PHONE NO. 715-395-7423
CLIENT/OWNER ADDRESS 1313 Belknap St, Superior, WI 54880

This Independent Services Agreement ("Agreement") is made and entered into effective as of this 28th day of September, 2015, by and between HOUSTON ENGINEERING, INC. ("HOUSTON") and Douglas County, WI ("CLIENT/OWNER").

Recitals

A. The Owner has requested Houston Engineering, Inc. to perform certain services in connection with the project ("Project") as more fully described in the "Scope of Services".

SCOPE OF SERVICES: Describe here or attached Exhibit "A"

The following Attachments are hereby made a part of this AGREEMENT:

- X GENERAL TERMS AND CONDITIONS Fee Scheduled
Work Authorizations X Other - Scope of Services

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, HOUSTON and SUBCONSULTANT agree as follows:

- X \$31,000 Lump Sum fee based upon the SCOPE OF SERVICES above or attached.
Estimated Fee. To be performed and invoiced on an hourly basis commensurate with the current Fee Schedule
Percentage of Estimated Construction Cost
Other

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed as of the date first above written:

CLIENT/OWNER HOUSTON ENGINEERING, INC.
BY: AUTHORIZED REPRESENTATIVE BY: AUTHORIZED REPRESENTATIVE
TITLE: TITLE:
DATE: DATE:

PLEASE SIGN AND RETURN ONE COPY TO HOUSTON AT THE ADDRESS ABOVE

Douglas County LiDAR Derived Products and QC Agreement

Exhibit A – Scope of Services

Task 1: LiDAR QC Report

HEI will perform an independent 3rd party LiDAR QC of the bare earth LiDAR product delivered from the LiDAR vendor. The purpose of the report is to validate the accuracy of the bare earth LiDAR deliverables meet a NSSDA RMSE(z) specifications for the project. HEI follows FEMA QC guidance, which ensures the report meets FEMA's QC guidelines for flood insurance studies. This task includes obtaining the bare earth LiDAR files in a LAS format from the County. The County will also provide at minimum 120 survey checkpoints across applicable land uses for comparison against the LiDAR dataset to validate that it meet the specified Root Mean Square Error (RMSE) requirements. The results of the accuracy check will be summarized into a report and delivered to the County. HEI will not be collecting the survey checkpoints therefor cannot guarantee or certify the accuracy of those points. HEI will perform a cursory review of the checkpoints from the County to ensure they can be used for this task prior to proceeding with the report. Final Deliverables:

- Planning map provided to the County for checkpoint collection
- Conference call to discuss required deliverables from County
- LiDAR QC Report

Assumptions

- Douglas County will provide at minimum 120 survey checkpoints across different land uses.
- Douglas County will provide documentation that the survey checkpoints vertical accuracy were collected using high grade GPS. Each check point must include a photo. HEI will not be verifying the accuracy of the checkpoints.
- Douglas County surveyor will be responsible for signing off on the accuracy of the LiDAR based upon their survey checkpoints.
- HEI will only preform one round of accuracy checks and review; if the LiDAR fails to meet the specifications the County will be responsible for additional costs to have HEI re-check new deliverables or re-create derived products.
- No other QC will be performed in order to meet the USGS QL2 specifications.

Task 2: DEM Generation

HEI will generate a 3 meter ESRI Binary GRID to be compatible with ArcGIS software. If another resolution other than 3 meter is desired that would be possible. The DEM's would be produced by generating an ArcGIS terrain dataset from the filtered LAS files. The ArcGIS terrain would then be split up into the desired tile format and converted to a 3 meter ESRI grid. The final deliverables would include a separate ESRI Grid for each tile, county wide terrain dataset and metadata. Prior to proceeding with this task, HEI will conduct a conference call to discuss final deliverables such as coordinate system and timeline.

Task 3: Contour Generation

HEI will create 1 foot contours from the bare earth LiDAR LAS files and derived DEM. The contours would be created using ArcGIS Spatial and 3D analyst or comparable software. A separate contour shapefile would be created for each LiDAR tile area. The shapefiles would contain an attribute with the elevation and whether the

Douglas County LiDAR Derived Products and QC Agreement

contour was an index contour. The processing would ensure contours are edge matched between tiles and eliminate contour lines less than 100 ft in length. The contour lines will be smoothed using the "Smooth Line" tool within the ArcGIS suite of products. The final deliverable for this task would be a separate 3D shapefile or file geodatabases containing 1 foot contours for each tile and metadata document for the dataset. The Contours will be tiled by township boundaries and delivered in County Coordinates. Prior to proceeding with this task, HEI will conduct a conference call to discuss final deliverables such as tile scheme, coordinate system and timeline.

Assumptions

- Douglas County will provide a hard drive of the LiDAR bare earth LAS files to HEI.
- LiDAR post spacing and vertical accuracy support the generation of 1 foot contours.
- Water breaklines will not be created as part of this project, therefore the DEM's will not be hydro flattened.

Summary of Costs

The costs for this project have been summarized for these tasks as listed below.

Task 1	LiDAR QC Report	\$5,000
Task 2	DEM Generation	\$10,500
Task 3	Contour Generation	\$15,500
	Total for All Tasks	\$31,000

Payment Schedule

Douglas County will be invoiced upon delivery of Contour, DEM products and quality control report. Expected completion summer of 2016.

Douglas County LiDAR Derived Products and QC Agreement

General Terms and Conditions

These general terms and conditions ("Terms") together with the attached Client/Owner Services Agreement between Houston Engineering, Inc. ("ENGINEER") and OWNER attached hereto ("Agreement") shall exclusively govern the relationship between ENGINEER and OWNER with respect to the transaction described in the Agreement. No addition, modification, or amendment to these Terms or the Agreement will be binding on ENGINEER unless agreed to in writing and signed by an authorized representative of ENGINEER. (These Terms and the Agreement are hereinafter collectively referred to as the "Agreement").

1. STANDARD OF CARE

ENGINEER will perform its services in accordance with the terms of this Agreement. The standard of care applicable to ENGINEER'S services will be the degree of care, skill and diligence normally employed by others performing the same or similar services under similar circumstances at the same time and in the same locality. All estimates, recommendations, opinions and decisions of ENGINEER will be made upon the basis of information provided to or made available to ENGINEER based upon ENGINEER'S experience, technical qualifications and professional judgment.

2. WARRANTY

Except as specifically set forth in this Agreement, Engineer has not made and does not make any warranties or representations whatsoever, express or implied, as to services to be performed or materials to be provided including, without limitation, any warranty or representation as to: (i) the merchantability or fitness or suitability of the services or products for a particular use or purpose whether or not disclosed to Engineer; and (ii) delivery of the services and products free of the rightful claim of any person by way of infringement (including, but not limited to, patent or copyright infringement) or the like. Engineer does not warrant and will not be liable for any design, material or construction criteria furnished or specified by owner and incorporated into the services and products provided hereunder.

3. PAYMENT TERMS

Invoices will be submitted periodically (customarily on a monthly basis) and are due and payable upon receipt. OWNER agrees to pay a service charge on all accounts 30 days or most past due at a rate equal to one percent (1%) each month but in no event shall such service charge exceed the maximum amount allowed by law. Acceptance of any payment from OWNER without accrued service charges shall not be deemed to be a waiver of such service charges by ENGINEER. In the event OWNER is past due with respect to any invoice ENGINEER may, after giving five (5) days written notice to OWNER, suspend all services without liability until OWNER has paid in full all amounts owing ENGINEER on account of services rendered and expenses incurred, including service charges on past due invoices. Payment of invoices is not subject to discount or offset by OWNER.

4. CHANGES OR DELAYS

The fee set forth in this Agreement constitute ENGINEER'S estimate to perform the services required to complete the Project as ENGINEER understands it to be defined. If the Project requires conceptual or process development services, such services often are not fully definable in the initial planning. If, as the Project progresses, facts develop that in ENGINEER'S judgment dictate a change in the services to be performed, which may alter the Scope of Services, ENGINEER will inform OWNER so that negotiation of change in scope and adjustment to the time of performance and compensation can be accomplished. If such change results in an increase or decrease in the cost of or time required for performance of the services an equitable adjustment shall be made and the Agreement modified accordingly.

5. PAYMENT

Where the method of payment under the Agreement is based upon cost reimbursement (e.g., hourly rate, time and materials, direct personnel expense or per diem) the provisions of subparagraph a. shall apply in addition to the provisions of subparagraphs b. through d.

- a. The minimum time segment for charging fieldwork is one (1) hour. The minimum time segment for charging work done at any of ENGINEER'S offices is one-quarter hour.
- b. Direct costs, excluding travel and subsistence, are payable at actual documented cost plus 10% for administration. These direct costs include, but are not limited to, shipping, communication, printing and reproduction, computer services, supplies and equipment, and equipment items rented from commercial sources. Travel and subsistence expenses of personnel when on business connected with the Project are reimbursable at cost.
- c. When applicable, rental charges will be applied to cover the cost of pilot-scale facilities or equipment, apparatus, instrumentation, or other technical machinery. When such charges are applicable, OWNER will be advised at the start of an assignment, task, or phase.
- d. Invoices based upon cost reimbursement will be submitted showing labor (hours worked) and total expense. If requested by OWNER, supporting documentation will be supplied at the cost of providing such documentation, including labor and copying costs.

6. TERMINATION

OWNER and ENGINEER shall both have the right to terminate this contract at any time and for any reason by submitting written notice of termination to the other party at least thirty (30) days prior to the specified effective date of termination. In addition, each shall have the right to terminate this contract on ten (10) days written notice in the event that the other has breached any of the covenants, agreements or stipulations in this contract. In either event, on the termination of this contract, all finished and unfinished reports, data, materials, information, and other work products prepared by ENGINEER pursuant to this contract shall, as limited by the other provisions of this agreement, become the property of the OWNER and ENGINEER will be paid for services performed up to the date of the contract termination. Notwithstanding the above, neither party shall be relieved of the liability to the other for damages sustained by virtue of any breach of the contract.

Douglas County LiDAR Derived Products and QC Agreement

7. LIMITATION OF LIABILITY

OWNER agrees to indemnify and hold ENGINEER harmless against all claims, losses, damages, liability judgments, cost and expenses including attorneys' fees arising out of or related to OWNER's products and/or services described herein. However, OWNER does not have any liability under this Section to the extent that a court of competent jurisdiction shall determine that ENGINEER was guilty of malfeasance or negligence that resulted in such claims, losses, damages, liability judgments, costs and/or expenses. Furthermore, OWNER shall have no liability to ENGINEER relating to or arising out of his services. ENGINEER agrees to indemnify and hold OWNER harmless against all claims, losses, damages, liability judgments, cost and expenses including attorneys' fees arising out of or related to ENGINEER's malfeasance or negligence.

8. INSURANCE

ENGINEER agrees to purchase, at its own expense, workers' compensation insurance and comprehensive general liability insurance in amounts determined by ENGINEER and will, upon request, furnish insurance certificates to OWNER. The existence of any such insurance shall not increase ENGINEER'S liability as limited by paragraph 8 above.

9. INDEMNIFICATION

OWNER shall defend, indemnify, and hold harmless the ENGINEER from and against all actions and claims, including attorneys' fees and other costs of litigation related thereto, involving or in any way relates to establishing the right to indemnification, which may arise out of or in any way relates to OWNERS failure to perform any of its obligations under the Contract.

ENGINEER shall indemnify and hold harmless OWNER from all actions, claims, accounts, demands, losses, injuries, and expenses, including attorney's fees and other costs of litigation, which may relate to ENGINEERS negligent acts, negligent errors or willful omissions.

10. HAZARDOUS SUBSTANCE INDEMNIFICATION

OWNER acknowledges that neither ENGINEER nor ENGINEER's agents or consultants have any professional liability (errors or omissions) or other insurance for claims or damages arising out of the performance of or failure to perform professional services, including but not limited to the preparation of reports, designs, drawings, and specifications related to the investigation, detection, abatement, replacement, or removal of parts, materials, or processes containing asbestos or relating to the actual, alleged, or threatened discharge, dispersal, release or escape of pollutants (defined herein as any solid, liquid, gaseous, or thermal irritant or contaminant, including smoke, vapor, soot, fumes, acids, alkalis, chemicals, and waste) or hazardous substances of any kind however defined. Accordingly, OWNER hereby agrees to bring no claim for fault, negligence, breach of contract, indemnity, or other action against ENGINEER, its principals, employees, agents, and consultants, if such claim in any way would relate to asbestos, pollutants or hazardous substances in connection with the Project. This indemnification shall survive termination of the Agreement.

11. PROJECT SITE

OWNER shall furnish or cause to be furnished to ENGINEER all documents and information known to OWNER that relate to the identity, location, quantity, nature, or characteristics of any asbestos, pollutant or hazardous substance, however defined, at, on or under the Project site. In addition, OWNER shall furnish such other reports, data, studies, plans, specifications, documents, and other information regarding surface and subsurface site conditions required by ENGINEER for proper performance of its services. ENGINEER shall be entitled to rely upon OWNER provided documents and information in performing the services required under this Agreement; however, ENGINEER assumes no responsibility or liability for the accuracy or completeness of any such documents or information. ENGINEER will not direct, supervise, or control the work of contractors or their subcontractors. ENGINEER's services will not include a review or evaluation of the contractor's or subcontractor's safety measures. ENGINEER shall be responsible only for its activities and those of its employees on any site. The presence of ENGINEER, its employees, agents or subcontractors on a site shall not imply that ENGINEER controls the operations of others nor shall it be construed to be an acceptance by ENGINEER of any responsibility for job-site safety.

13. DISPOSAL OF CONTAMINATED MATERIAL

ENGINEER is not, and has no responsibility as a handler, generator, operator, treater, storer, transporter, or disposer of hazardous or toxic substances found or identified at a site.

14. CONFIDENTIALITY

ENGINEER shall maintain as confidential and not disclose to others without OWNER's prior consent all information obtained from OWNER that was not otherwise previously known to ENGINEER or in the public domain and is expressly designated by OWNER in writing to be "CONFIDENTIAL." The provisions of this paragraph shall not apply to information in whatever form that (a) is published or comes into the public domain through no fault of ENGINEER, (b) is furnished by or obtained from a third party who is under no obligation to keep the information confidential, or (c) is required to be disclosed by law on order of a court, administrative agency, or other authority with proper jurisdiction. OWNER agrees that ENGINEER may use and publish OWNER's name and a general description of ENGINEER's services with respect to the Project in describing ENGINEER's experience and qualifications to other clients or potential clients.



Douglas County LiDAR Derived Products and QC Agreement

15. RE-USE OF DOCUMENTS

All documents, including drawings and specifications, prepared or furnished by ENGINEER (and ENGINEER's affiliates, agents, subsidiaries, independent professional associates, consultants, and subcontractors) pursuant to this Agreement are instruments of service in respect of the Project, and ENGINEER shall retain ownership thereof, whether or not the Project is completed. OWNER may make and retain copies for information and reference in connection with the Project; however, such documents are not intended or represented to be suitable for re-use by OWNER or others on extensions of the Project or on any other project. Any re-use without written verification or adaptation by ENGINEER for the specific purpose intended will be at OWNER's sole risk and without liability to ENGINEER or ENGINEER's affiliates, agents, subsidiaries, independent professional associates, consultants, and subcontractors with respect to any and all costs, expenses, fees, losses, claims, demands, liabilities, suits, actions, and damages whatsoever arising out of or resulting therefrom. Any such verification or adaptation will entitle ENGINEER to further compensation at rates to be agreed upon by OWNER and ENGINEER.

16. CONTROLLING AGREEMENT

This Agreement shall take precedence over any inconsistent or contradictory provisions contained in any proposal, contract, purchase order, requisition, notice-to-proceed, or like document regarding ENGINEER's services. If any provision of this Agreement is determined to be invalid or unenforceable in whole or part by a court of competent jurisdiction, the remaining provisions hereof shall remain in full force and effect and be binding upon the parties hereto. The parties agree to reform this Agreement to replace any such invalid or unenforceable provision with a valid and enforceable provision that as closely as possible expresses the intention of the stricken provision. This Agreement, including but not limited to the indemnification provisions, shall survive the completion of the services under this Agreement and the termination of this Agreement for any cause. This Agreement gives no rights or benefits to anyone other than ENGINEER and OWNER and has no third party beneficiaries except as may be specifically set forth in this Agreement. This Agreement constitutes the entire agreement between the parties and shall not in any way be modified, varied or amended unless in writing signed by the parties. Prior negotiations, writings and understandings relating to the subject matter of this Agreement are merged herein and are superceded and canceled by this Agreement. Headings used in this Agreement are for the convenience of reference only and shall not affect the construction of this Agreement.

17. PROPRIETARY DATA

The technical and pricing information contained in the Scope of Services is confidential and proprietary and is not to be disclosed or otherwise made available to third parties by OWNER without the express written consent of ENGINEER.

18. GOVERNING LAW

This Agreement is to be governed by and construed in accordance with the laws of the principal place of business of ENGINEER.

19. DATA PRACTICES ACT REQUESTS

ENGINEER considers certain information developed during the execution of services as "not public" and "protected" from public disclosure under the various local, state and federal Data Practices Act Requests. OWNER shall reimburse ENGINEER for any and all costs and expenses, including attorneys' fees associated with any type of data practices act request.

20. ASSIGNMENTS

This Agreement and the rights and duties hereunder may not be assigned by OWNER, in whole or in part, without ENGINEER'S prior written approval.

21. FORCE MAJURE

ENGINEER shall not be liable for any loss, damage or delay resulting out of its failure to perform hereunder due to causes beyond its reasonable control including, without limitation, acts of nature or the OWNER, acts of civil or military authority, terrorists threats or attacks, fires, strikes, floods, epidemics, quarantine restrictions, war, riots, delays in transportation, transportation embargos, extraordinary weather conditions or other natural catastrophe or any other cause beyond the reasonable control of ENGINEER. In the event of any such delay, ENGINEER'S performance date(s) will be extended for that length of time as may be reasonably necessary to compensate for the delay.

22. WAIVER

No failure or delay on the part of ENGINEER in exercising the right, power or remedy under this Agreement shall operate as a waiver thereof, nor shall any single or partial exercise of any rights, power or remedy preclude any other or further exercise thereof or the exercise of any other right, power or remedy hereunder. The remedies provided in this Agreement are cumulative and not exclusive of any remedies provided by law.

23. WAIVER OF JURY

In the interest of expediting any disputes that might arise between ENGINEER and OWNER, ENGINEER and OWNER hereby waive their respective rights to a trial by jury of any dispute or claim concerning this Agreement, the services and any other documents or agreements contemplated by or executed in connection with this Agreement.

24. NOTICES

Any and all notices, demands or other communications require or desire to be given under this Agreement shall be in writing and shall be validly given or made if personally served; sent by commercial carrier service; or if deposited in the United States Mail, certified or registered, postage prepared, return receipt requested. If such notice or demand is served personally, notice shall be deemed constructively made at the time of such personal service. If such notice, demand or other communication is given by mail or commercial carrier service, such notice shall be conclusively deemed given three (3) days after deposit thereof in the United States Mail or with a commercial carrier service. Notices, demand or other communications required or desired hereunder shall be addressed to the individuals indicated in this Agreement at the addresses indicated in

Douglas County LIDAR Derived Products and QC Agreement

this Agreement. Any party may change its address or authorized recipient for purposes of this paragraph by written notice given in the manner provided above.

25. WARRANTIES AND MAINTENANCE – WEB HOSTING AND PROGRAMMING

ENGINEER MAKES NO WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE OR ANY OTHER WARRANTIES OR GUARANTIES WHATSOEVER, EXPRESSED OR IMPLIED, WITH RESPECT TO ANY SERVICE PERFORMED OR ANY MATERIALS PROVIDED UNDER THIS AGREEMENT. In addition, and without limitation, Engineer does not guarantee the website application and source code is free from programming bugs or irregularities or that the service performed or materials provided are free of claims of any person by way of infringement (including, but not limited to, patent or copyright infringement) or the like. Owner agrees to indemnify and save and hold Engineer and its officers, directors, shareholders, agents, servants, employees and insurers, harmless from any and all liabilities and expenses, including, without limitation, reasonable attorneys' fees, expenses, costs, judgments, settlements, contract losses, damages, injuries (including, but not limited to, liquidated damages) or other costs actually incurred arising directly or indirectly from any alleged or actual defects, nonconformities or breach of warranties with respect to the products and services contemplated by this Agreement.

While the Engineer shall make every reasonable effort to protect and backup data for Owner on a regular basis, Engineer is not responsible for Client's files residing on Engineer's server. Owner is solely responsible for independent backup of data stored on Engineer's server and network. If the Engineer needs and is able to restore client's files due to a file lost engineer is not responsible for, provider may charge an additional fee for this service.

Use of illegal or copyright material on any web page or other distribution mechanism used in conjunction with the Customer's account, will result in termination of this Service Agreement. Illegal material is defined as any material not permitted under United States local, state or federal laws. If "illegal material" was submitted by a client of the Customer without Customer's knowledge, this Service Agreement will remain in effect if the Customer removes the "illegal material."

Any use of Houston Engineering's systems that disrupts the normal use of the system for other Houston Engineering Inc. customers is considered to be abuse of Houston Engineering Inc. services and is grounds for termination of this Service Agreement. Some examples of abuse include spawning dozens of processes, consuming large amounts of memory or CPU cycles for long periods of time, attempting to access other Customers' account areas, or conducting provocative activities such as mass emailing which may result in retaliatory actions against Houston Engineering Inc.' systems.



County Surveyor/Land Information Officer
Land Information Office
1313 Belknap St. Room 207A
Superior, WI 54880
(715) 395-1340
ben.klitzke@douglascountywi.org

2/24/2016

2016 Capital Improvement Request: \$30,000 toward Douglas County PLSS remonumentation Program

I have attached pages out of the 2016-2018 Land Records Modernization Plan which address specific details regarding Douglas County remonumentation plans for the next three years.

The requested \$30,000 would greatly impact the success of the remonumentation program and meeting State of Wisconsin's required benchmarks toward PLSS remonumentation.

Thank-You,

Ben Klitzke

4 CURRENT & FUTURE PROJECTS

Project #1: PLSS Remonumentation

Project Description/Goal

Remonumentation of PLSS lost and obliterated corners. Survey grade coordinates on existing remonumented PLSS corners. Accurate coordinates on the PLSS corners in Douglas County is the only way to achieve higher accuracy of the parcel layer.

Business Drivers

- County has 53% of the PLSS corners with U.S. Public Land Survey Monument Record Sheets and 40% have survey grade coordinates.
- County has invested \$30,000 per year over the last five years for remonumentation projects.
- A weighted control system of PLSS corners was developed and incorporated into the GIS for strategic mission planning and determining project areas.
- U.S. Public Land Survey Monument Record sheets will be available online and accessible on County survey site.

Objectives/Measure of Success

- The intent is to obtain as many survey-grade coordinates on PLSS corners that will affect the accuracy of the highest density of parcels.
- PLSS survey-grade coordinates as provided by Professional Land Surveyors will be incorporated in the PLSS Control Layer in the Parcel fabric allowing individual parcels to be adjusted.

Project Timeframes

Milestone	Duration	Date
Obtaining survey grade coordinates and remonumentation on PLSS corners.		January 1 –December 31, 2016
Integrate PLSS control into parcel fabric	monthly	
Index tie sheet and other survey records	As completed	
Project Complete	12 months	December 31, 2016

Responsible Parties

The County Surveyor will administrate the Remonumentation project. Local private Professional Land Surveyors and in-house County staff will be doing the necessary fieldwork and drafting U.S. Public Land Survey Monument Record sheets.

Estimated Budget Information

See table below.

PLSS

Public Land Survey System Monuments

Layer Status

- For the PLSS Foundational Element, the table below documents Layer Status

PLSS Layer Status	
Name	Status/Comments
Total number of PLSS corners (section, ¼, meander) set in original government survey	4425
Number and percent of PLSS corners that have been remonumented	2359, 53%
Number and percent of remonumented PLSS corners with survey grade coordinates (see below for definition)	1757, 40%
Number and percentage of survey grade PLSS corners integrated into county digital parcel layer	1757, 40%
Number and percentage of non-survey grade PLSS corners integrated into county digital parcel layer	2668, 60%
Percentage of PLSS corners that have digital tie sheets (whether or not they have corresponding coordinate values)	2345, 53%
Digital tie sheets available online? Yes or No	Yes
Approximate number of PLSS corners believed to physically exist based on filed tie-sheets or surveys, but do not have coordinate values	1350, 30%
Approximate number of PLSS corners believed to be lost or obliterated	1300, 29%
Total number of PLSS corners along each bordering county	Burnett = 30 Washburn= 53 Bayfield= 87 WI/MN State Line= 72
Number and percent of PLSS corners remonumented along each county boundary	Burnett = 30 Washburn= 53 Bayfield= 48 WI/MN State Line= 22
Number and percent of remonumented PLSS corners along each county boundary with survey grade coordinates	Burnett = 30 (100%) Washburn= 53 (100%) Bayfield= 14 (16%) WI/MN State Line= 22 (31%)
Does your county collaborate with or plan to collaborate with neighboring counties for PLSS updates on shared county borders?	Yes

Custodian

- Douglas County Land Information Office, County Surveyor/LIO

Maintenance

- Daily

Standards

- Statutory Standards for PLSS Corner Remonumentation
 - s. 59.74, Wis. Stats. Perpetuation of section corners, landmarks.
 - s. 60.84, Wis. Stats. Monuments.
 - ch. A-E 7.08, Wis. Admin. Code, U.S. public land survey monument record.
 - s. 236.15, Wis. Stats. Surveying requirements.
- Wisconsin County Surveyor's Association **survey grade** standard:
 - Coordinates collected under the direction of a Professional Land Surveyor, in a coordinate system allowed by s. 236.18(2), and obtained by means, methods and equipment capable of repeatable 2 centimeter or better precision.

Interim Report. If selecting a PLSS first approach, note this in the *Project Plan for PLSS*, described below.

Business Drivers

The *Project Plan for Parcel Completion* is a requirement for Strategic Initiative grant eligibility.

- Provide accurate parcel representation to meets user expectations
- Provide free public access to the data through data download page, listed in previous section

Objectives/Measure of Success

The objective is to meet Benchmark 3 (Completion of County Parcel Fabric) by Dec., 2020.

- Integrate PLSS Corner for accuracy adjustments
- Use of survey documents for parcel geometry cleanup

Project Timeframes

The parcel adjustments process/timeline will coincide with A five-year PLSS remonumentation plan for the completion and integration of PLSS corners controlling private owned sections (densely developed areas) by 2020.

Responsible Parties

DCL LIO/Surveyor, GIS Coordinator, GIS Consultants and GIS Staff

Estimated Budget Information

See table.

Project Plan for PLSS (Benchmark 4)

Project Description/Goals

Planned approach

- Douglas County has maintained a planned approach for remonumenting Government PLSS corners through contract services (private surveyors) and Douglas County Staff (County Surveyor and Limited Term Surveying Technician). In 2011, Douglas County adopted a reimbursement policy for U.S. Public Land Survey Monument Record sheets filed that provide a Douglas County survey-grade coordinate.

Current status

- Douglas County has approximately 4,425 PLSS corners set in the original government survey; 53% have been remonumented; 40% have survey-grade coordinates.
 - **Survey-grade** – Coordinates collected under the direction of a professional land survey, in a coordinate system allowed by s. 236.18(2), and obtained by means, methods and equipment capable of repeatable 2 centimeter or better precision
 - **Sub-meter** – Accuracies of within 1 meters or better
 - **Approximate** – Accuracies of within 5 meters or to coordinates derived from public records and other relevant information

Goals

The goal is to continue remonumentation efforts and obtain survey grade coordinates on PLSS corners administered through the County Surveyor's Office. Areas of priority will be determined by the accuracy of the parcels in the Parcel Fabric. Newly obtained survey-grade coordinates will be directly inputted into the parcel fabric. There are many factors that contribute to the exact number of corners remonumented and survey grade coordinates obtained in a given year, but this has been determined as the Counties highest priority. I would anticipate on a yearly basis to obtain 150

remonumented corners with new U.S. Public Land Survey Monument Record Sheets and survey grade coordinates and 100 survey grade coordinates on existing U.S. Public Land Survey Monument Record Sheets.

Missing corner notes

In Douglas County, almost half of the county's total acreage (417,815 acres) is publicly owned. (859,000 acres total)

County-owned lands: 282,171 acres (33%)

State-owned lands: 58,507 acres (7%)

Town-owned Lands: 8,925 acres (2%)

Paper Co.-owned Lands: 68, 212 acres (8%)

These areas are large parcels of land in which remonumentation efforts will be lowest priority.

County boundary collaboration

- U.S. Land Survey Monument Record sheets and coordinates are shared by surrounding Counties

Business Drivers

- County has 53% of the PLSS corners with U.S. Public Land Survey Monument Record Sheets and 40% have survey grade coordinates.
- County has invested \$30,000 over the last five years for remonumentation projects.
- Weighted control system of PLSS corners was developed and incorporated in the GIS for strategic mission planning on project areas.
- U.S. Public Land Survey Monument Record sheets will be available online and accessible on County survey site.

Objectives/Measure of Success

A five-year remonumentation plan on the completion and integration of PLSS corners controlling private owned sections (densely developed areas) by 2020.

Ten-year plan to completed all PLSS corners in County.

Project Timeframes

Milestone	Duration	Date
Project #1 start		Jan. 1, 2016
Integrate PLSS control into parcel fabric	every month	Jan1–Dec. 31 2020
Index tie sheet and other survey records	upon completion	June 1–Dec. 31, 2020
Project Complete		Dec 31, 2020

Responsible Parties

The County Surveyor will administer the remonumentation project. Private Professional Land Surveyors and in-house County staff will be doing the necessary fieldwork and drafting U.S. Public Land Survey Monument Record sheets.

Estimated Budget Information

See table.

MEMORANDUM

TO: Administration Committee

FROM: Susan T. Sandvick, County Clerk

DATE: March 24, 2016

SUBJECT: Capital Project Request

Last year I made a request to fund additional money to an election reserve account for future replacement of county-wide voting equipment. I estimated a cost of \$200,000. The board approved \$20,000 from the election cost center. There is currently \$27,000 in this reserve, as there was a previous balance.

Accordingly, I would like to make a similar request this year to add \$34,951 to the election reserve account in 2016. This is the amount that the election cost center was under budget in 2015. Because the number of elections fluctuates from year to year, every other year the budget is under by a larger amount.

In addition, I am wondering if you would also consider allowing \$4,880.33 (the balance left in capital reserve for the electronic building directory) to be added to the election reserve account. \$10,000 had been allocated for one electronic building directory. Because of some ingenuity by county staff, we were able to develop directories for both buildings well below what had been estimated for one directory.

Thank you for consideration of this request.

Douglas County/Government Center Parking Study

Northwest Regional Planning Commission, at the request of Douglas County, proposes to examine current parking areas around the Douglas County Courthouse and Government Center. Issues surrounding available public parking for court proceedings, customers visiting the courthouse and city hall, and pending Belknap Street reconstruction in 2017 and 2018 weigh in as a focus for this study.

The proposed study area is bordered by Hughitt Avenue, N. 16th Street, Grand Avenue, and N. 11th Street. A three-day parking inventory and utilization of public lots and spaces, and on-street parking will be collected between 8:00am – 5:00pm. Based on analysis, recommendations will be presented. These recommendations may include the need for preliminary engineering work. A place holder for preliminary engineering work has been included as the cost for such efforts is unknown.

Parking Study Cost Estimate: \$21,800

Preliminary Engineering Estimate: \$12,000-\$18,000

Introduction

Study Background

- Need
- Belknap Construction 2017-2018 Removal of Parking

Existing Parking Conditions

- Study Area
- Types of Parking
 - Lots, Short-term, and On-Street
- Handicapped Parking
- County and City Vehicle Parking
- Parking Restrictions
- Enforcement

Parking Data Results

- Parking Utilization/Occupancy
 - Lots
 - Short-term
 - On-Street

Building Accessibility

- Staff and Customer access in/out of Government Center and Courthouse

Improvements and Recommendations

- Lots & On-Street Modifications
- Private Parking Lot Usage
- Non-Infrastructure Changes
- Other

Capital Projects Request for 2016

H.V.A.C. Update	\$80,000
Replace four (4) existing boilers that are 17 years old with two (2) high efficient (90%) units. Payback estimated at \$2,700 minimum annually. Utilize incentives available through Focus on Energy.	
Track Excavator	\$125,000
Replace one of two wheeled excavators with track hoe. Includes trade in value of approximately \$75,000 New Wheeled Excavator approximately \$205,000	
Three (3) - Tri Axle Dump/Plow Truck	\$615,000
• See attached Truck List	
Total	\$820,000

T-2 > 2000 Tri axle dump/plow Replace with T-35
T-4 > 2000 Tri axle dump/plow Replace with T-36
T-5 > 2000 Tri axle dump/plow Replace with T-38
T-11 > 2000 Tri axle dump/plow Replace with T-40

*T-12 > 2000 Tri axle dump/plow

*T-13 > 2001 Tandem plow

T-15 > 2005 Tri axle dump/plow Replace with T39

**T-17 > 2005 Tri axle dump/plow

*T-18 > 2006 Tri axle dump/plow

T-19 > 2006 Tri axle dump/plow Replace with T-37

*T-20 > 2006 Tandem plow

*T-21 > 2007 Tri axle dump/plow

*T-22 > 2007 Tri axle dump/plow

*T-23 > 2007 Tri axle dump/plow

*T-24 > 2007 Tri axle dump/plow

*T-25 > 2007 Tandem plow

*T-26 > 2007 Tandem plow

*T-27 > 2013 Tri axle dump/plow

*T-28 > 2013 Tri axle dump/plow

*T-29 > 2013 Tri axle dump/plow

*T-30 > 2013 Tri axle dump/plow

*T-31 > 2014 Tandem plow

*T-32 > 2014 Tandem plow

*T-33 > 2014 Tandem plow

*T-34 > 2015 Tri axle dump/plow

*T-35 > 2016 Tri axle dump/plow

*T-36 > 2016 Tri axle dump/plow

*T-37 > 2016 Tri axle dump/plow

*T-38 > 2016 Tri axle dump/plow

*T-39 > 2016 Tri axle dump/plow

*T-40 > 2016 Tri axle dump/plow

51 > 1987 single axle tractor/trailer

54 > 1996 single axle dump

61 > 1991 single axle attenuator

62 > 1991 single axle Mag tank

82 > 1996 Asphalt distributor

WT-3 > 2015 Water truck

SG-2 > 2014 Sign truck

LB-1 > 2005 Semi tractor

T-1 > 2000 Tandem dump

T-9 > 2009 Tri axle Mag Tank

Probable Trucks to Auction 2016;

T-2, T-4, T-5, T-11, T-15, T-19

Probable next 3 Trucks replaced - 2016 Budget

T-12, T-13, T-20

Probable next 3 Trucks replaced - 2016 Capital Projects

T-17, T-18, T-21

* = Designated Plow Route 2016 & 2017 (23)

(Without Capital Project Funding)

** = Backup Plow Unit 2016 & 2017 (2)

T-12, T-17, (Without Capital Project Funding)

Note: Actual plow trucks and backups will be determined after 2016 Capital Projects are selected.

Douglas County Highway Department

7417 South County Road E, P.O. Box 174, Hawthorne WI 54842

Office Phone (715) 374-2575 Fax (715) 374-2495

JASON JACKMAN - HIGHWAY COMMISSIONER

2016 Capital Improvement Project Requests

FORESTRY DEPARTMENT

Project	Funding Request
Network Computer Server Replacement	\$45,000
Park Creek Pond Spillway Improvement Project <i>\$50,000 Engineering/Design</i>	\$50,000
County Forest Road Gravel Resurfacing Project <i>\$7,000/mile</i>	\$70,000
Upper Restroom/Shower Building Replacement for Lucius Woods County Park <i>\$50,000 Initial Design (in 2016 budget)</i> <i>\$400,000 very approx. construction estimate</i> <i>\$200,000 CIP Request (savings plan)</i>	\$200,000
Stateline Flowage Dam Repair Project <i>\$50,000 Engineering/Design</i> <i>\$80,000 Construction</i>	\$130,000
Upper St. Croix Forest Land Acquisition Project <i>\$230,000 Already Released from Land Acq Fund</i> <i>\$30,000 Proposed from Land Acq Fund</i> <i>\$200,000 CIP Request</i>	\$200,000
TOTAL	\$695,000