

Town of Lawrence, Regular Town Board Meeting
Town Hall 2400 Shady Court, De Pere WI 54115
Monday, December 30, 2024, at 5:00 P.M.
***Note Earlier Start Time**

Discussion and Action on the following:

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approve Agenda
5. Public Comments upon matters not on agenda or other announcements
6. Consider minutes of December 9, 2024, Town Board Meeting
7. Consideration of payment of due invoices
8. Consideration of 2024-2025 Liquor License Applications for Macks Pub & Grill – Agent/Wendy Alvarez and T & C Pub & Grill – Agent/Leigha Minster.
9. Consideration of Resolution 2024-021 Proposed 2025 Building Inspection and Misc Fee Schedules
10. Consideration of Change Order #6 – Mid Valley Drive Utility Relocation – PTS Contractors – Generator - \$38,500.
11. Consideration of Final Pay Request #11 – 2023 Sanitary Sewer & Water Main Construction – Superior Sewer and Water Inc. - \$92,914.35.
12. Consideration of Pay Request #4 - 2024 Town Road Improvement Project – Northeast Asphalt - \$124,110
13. Consideration of ARPA Funds Allocations/Purchases – Obligations for Dec 31, 2024
14. Consideration of Proposal for Plotter Printer/Scanner Replacement.
15. Consideration of Proposal for Boardroom Audio/Visual Upgrades – Arrow AV Group
16. Administrator/Staff Reports
17. Future Agenda Items
18. **Closed Session** Pursuant to Ch. 19.85(1)(c) Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (2024 Benefits/Wages, as necessary)
19. Return to Regular Open Session for possible action pursuant to Ch. 19.85 (2) of Wisconsin Stats
20. Adjourn

Patrick Wetzel for Dr. Lanny J. Tibaldo

Posted at the following on December 27, 2024,

Town Hall, 2400 Shady Ct; Posted to the Town Website;

Notice to News Media

NOTE: Any person wishing to attend this meeting who, because of disability requires special accommodations, should contact Town Clerk-Treasurer Cindy Kocken, at 920-347-3719 at least 2 business days in advance so that arrangements can be made.

Town of Lawrence
Proceedings of the Regular Town Board Meeting
Town Hall, 2400 Shady Court, De Pere WI
Monday, December 9, 2024

1. Call to Order

The meeting was called to order by Chairman Tibaldo at 6:00 p.m.

2. Roll Call

Present In-Person

Chairman: Dr. Lanny Tibaldo

Supervisors: Kevin Brienen, Kari Vannieuwenhoven; Bill Bain

Others in Attendance: Patrick Wetzel, Administrator; Cindy Kocken, Clerk-Treasurer; Scott Beining, Building Inspector/Zoning Administrator; Kurt Minten, Public Works Director; Michael Renkas, Police Chief; Luke Pasterski, Fire Chief

Excused: Lori Frigo

3. Pledge of Allegiance

4. Approve Agenda

Supervisor Brienen made the motion to approve the agenda as presented. Supervisor Bain seconded the motion. The motion carried unanimously.

5. Public Comments upon matters not on agenda or other announcements:

None.

6. Consideration of minutes of the November 25, 2024, Town Board Meeting:

Supervisor Vannieuwenhoven made the motion to approve the minutes of the November 25, 2024, Town Board meeting as presented. Supervisor Bain seconded the motion. The motion carried unanimously.

7. Consideration of payment of due invoices:

Supervisor Bain made the motion to approve the payment of due invoices as presented. Supervisor Brienen seconded the motion. The motion carried unanimously.

8. Oath/Swearing in of new Hobart-Lawrence Police Captain Nicole Crocker:

Clerk, Cindy Kocken swore in Nicole Crocker Markusen as the new Hobart-Lawrence Police Captain.

9. Consideration of Mid Valley Dr Relocation Pay Req #5 – PTS Contractors - \$256,296.66:

Supervisor Bain made the motion to approve the Mid Valley Dr Relocation Pay Req #5 for PTS Contractors in the amount of \$256,296.66 as presented. Supervisor Vannieuwenhoven seconded the motion. The motion carried unanimously.

10. Update on Garbage/Recycling Bin and Collection Transition to Harter's for January 2025:

Patrick Wetzel gave an update on the transition to Harter's disposal for garbage and recycling service starting January 2025.

11. Update on Fire Department Space Needs Analysis and Upcoming Recommendations/Schedule:

Administrator Wetzel and Chief Pasterski updated the Board on the space needs analysis for the Fire Department and any potential future recommendations for improvement or expansion of these facilities that would likely need to be funded via referendum. It's anticipated that the report and recommendations will be presented to the Town Board at a future Town Board meeting.

12. Consideration of Utility and TID Budgets:

Utility and TID budgets were briefly discussed and will be reviewed at the next Town Board meeting.

- 13. Review of Proposed Final Allocations of ARPA Fund Use/Purchases:**
Administrator Wetzel reviewed the potential ARPA fund allocations by December 31, 2024. Follow up on the proposed 2025 utility budgets and final allocation of ARPA funds at the next Town Board meeting.
- 14. Administrator/Staff Reports**
- 15. Future Agenda Items**
- a. Utility & TID Budgets
 - b. Allocation of Remaining ARPA funds.
 - c. Fire Department Space Needs Presentation
 - d. Liquor License Applications
- 16. Closed Session:** Pursuant to Ch. 19.85(1)(e) Deliberation or negotiation for the purchase of public properties, the investment of public funds, or the conduct of other specific public business, whenever competitive or bargaining reasons require a closed session (*re: emergency services agreement updates and Town Land Sales/TIF Development negotiations*). Town Board did not go into closed session. The Town Board did not go into closed session.
- 17. Return to Regular Open Session for possible action pursuant to Ch. 19.85 (2) of Wisconsin Stats:**
No action.
- 18. Adjourn:**
Supervisor Vannieuwenhoven made the motion at 7:04 pm to adjourn the meeting. Supervisor Bain seconded the motion. The motion carried unanimously.

Respectfully submitted by,
Cindy Kocken, Clerk-Treasurer

Report Criteria:

- Detail report.
- Invoices with totals above \$.00 included.
- Paid and unpaid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Apple Valley Landscaping, LLC								
1082	Apple Valley Landscaping, LLC	2809	Mahogany Pond	06/24/2024	900.00	900.00	12/23/2024	
1082	Apple Valley Landscaping, LLC	2810	Mahogany Pond	06/26/2024	500.00	500.00	12/23/2024	
1082	Apple Valley Landscaping, LLC	2811	Orde Pond	06/26/2024	500.00	500.00	12/23/2024	
Total Apple Valley Landscaping, LLC:					1,900.00	1,900.00		
Bayland Building Inc								
46	Bayland Building Inc	23-01-0004	Contractor Depsoit refund-2812 A	12/20/2024	1,000.00	.00		
Total Bayland Building Inc:					1,000.00	.00		
BE's Refreshments Inc.								
1157	BE's Refreshments Inc.	487374	Water Town Hall	12/26/2024	27.00	.00		
Total BE's Refreshments Inc.:					27.00	.00		
Bill Lorrigan Construction								
1210	Bill Lorrigan Construction	24-05-0037	Contractor Refund - 1633 Yellow	12/11/2024	1,000.00	.00		
Total Bill Lorrigan Construction:					1,000.00	.00		
Bitco Insurance Companies								
1114	Bitco Insurance Companies	WC 3751228	Work Comp - Clerk/Admin	12/10/2024	589.23	.00		
1114	Bitco Insurance Companies	WC 3751228	Work Comp - Administrator	12/10/2024	2,749.74	.00		
1114	Bitco Insurance Companies	WC 3751228	Work Comp - Building	12/10/2024	3,338.97	.00		
1114	Bitco Insurance Companies	WC 3751228	Work Comp - Public Works	12/10/2024	5,892.30	.00		
1114	Bitco Insurance Companies	WC 3751228	Work Comp - Water	12/10/2024	2,946.15	.00		
1114	Bitco Insurance Companies	WC 3751228	Work Comp - Sewer	12/10/2024	2,749.74	.00		
1114	Bitco Insurance Companies	WC 3751228	Work Comp - Town Board	12/10/2024	1,374.87	.00		
Total Bitco Insurance Companies:					19,641.00	.00		
Boldt, Larry								
263	Boldt, Larry	2024	Plan and Zoning Meetings	12/23/2024	440.00	.00		
Total Boldt, Larry:					440.00	.00		
Brienen, Kevin								
247	Brienen, Kevin	2024	Planning & Zoning Meetings	12/23/2024	400.00	.00		
Total Brienen, Kevin:					400.00	.00		
Brown County Port & Resource Recovery								
73	Brown County Port & Resource R	59302	Trash Collection - Sharps	11/30/2024	6,693.43	6,693.43	12/23/2024	
73	Brown County Port & Resource R	59302	Recycling	11/30/2024	328.30	328.30	12/23/2024	
Total Brown County Port & Resource Recovery:					7,021.73	7,021.73		
Brown County Treasurer								
74	Brown County Treasurer	2024-0000000	Dog License for 2024	12/10/2024	557.42	557.42	12/23/2024	
74	Brown County Treasurer	2024-00000115	Election Supplies	12/10/2024	60.00	60.00	12/23/2024	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
74	Brown County Treasurer	2024-00000115	Legal Notices	12/10/2024	343.31	343.31	12/23/2024	
74	Brown County Treasurer	2024-00000115	Verizon (Sept-Nov)	12/10/2024	42.00	42.00	12/23/2024	
74	Brown County Treasurer	2024-00000115	ES&S Hardware Support	12/10/2024	109.50	109.50	12/23/2024	
Total Brown County Treasurer:					1,112.23	1,112.23		
City of De Pere								
99	City of De Pere	8096227	WD-L-436-2-1	12/23/2024	66.00	.00		
Total City of De Pere:					66.00	.00		
Clean Water Testing LLC								
102	Clean Water Testing LLC	9009681041	Water Testing	12/13/2024	48.00	.00		
102	Clean Water Testing LLC	9009712157	Water Testing	12/20/2024	32.00	.00		
Total Clean Water Testing LLC:					80.00	.00		
Core & Main LP								
200	Core & Main LP	W101261	Curb Stop Shut Off Wrench	12/03/2024	262.47	.00		
Total Core & Main LP:					262.47	.00		
Custom Fire Apparatus Inc.								
502	Custom Fire Apparatus Inc.	0023735-IN	F-4 Fire Truck Repairs	12/05/2024	99.57	.00		
Total Custom Fire Apparatus Inc.:					99.57	.00		
Debruin, Robert								
1102	Debruin, Robert	23-07-0015	Contractor Refund - 3170 Crensh	12/20/2024	1,000.00	.00		
Total Debruin, Robert:					1,000.00	.00		
ESRI								
148	ESRI	94863985	GIS Software Support	12/13/2024	465.00	.00		
148	ESRI	94863985	GIS Software Support	12/13/2024	465.00	.00		
148	ESRI	94863985	GIS Software Support	12/13/2024	465.00	.00		
148	ESRI	94863985	GIS Software Support	12/13/2024	465.00	.00		
Total ESRI:					1,860.00	.00		
Faith Leak Detection Services, LLC								
1133	Faith Leak Detection Services, LL	055	Service Leak & Hydrant Leak	12/23/2024	5,750.00	.00		
Total Faith Leak Detection Services, LLC:					5,750.00	.00		
Fameree Consulting & Inspection								
154	Fameree Consulting & Inspection	1142	Electrical Inspection-Parker Coati	12/07/2024	173.14	.00		
Total Fameree Consulting & Inspection:					173.14	.00		
Family Services								
622	Family Services	113024	EAP Services	11/30/2024	140.00	.00		
Total Family Services:					140.00	.00		
Franks Radio								
167	Franks Radio	126625	RADIO PROGRAMMING KIT	12/17/2024	98.55	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total Franks Radio:					98.55	.00		
Gannett Media Corp								
175	Gannett Media Corp	0006773541	Public Notices	11/30/2024	259.96	.00		
Total Gannett Media Corp:					259.96	.00		
Gracella Homes LLC								
863	Gracella Homes LLC	24-05-0020	Contractor Deposit Refund-1167 A	12/09/2024	1,000.00	.00		
Total Gracella Homes LLC:					1,000.00	.00		
Great Lakes TV-Seal Inc								
190	Great Lakes TV-Seal Inc	23149	Lift Station Cleaning	12/10/2024	1,050.00	.00		
Total Great Lakes TV-Seal Inc:					1,050.00	.00		
Green Bay Metropolitan Sewage District								
192	Green Bay Metropolitan Sewage	2934	Services for November	12/12/2024	59,402.31	59,402.31	12/23/2024	
Total Green Bay Metropolitan Sewage District:					59,402.31	59,402.31		
Halron Lubricants Inc.								
885	Halron Lubricants Inc.	1580643-00	Bulk Oils	12/23/2024	189.14	.00		
885	Halron Lubricants Inc.	1581402-00	Drum refund	12/23/2024	20.00-	.00		
Total Halron Lubricants Inc.:					169.14	.00		
ImageTrend, LLC								
1169	ImageTrend, LLC	INV111389-A	Module Setup & Implementation	10/31/2024	500.00	500.00	12/23/2024	
Total ImageTrend, LLC:					500.00	500.00		
Kocken, Cindy								
829	Kocken, Cindy	2024	Mileage Reimbursement	12/26/2024	382.30	.00		
Total Kocken, Cindy:					382.30	.00		
Kodiak Excavating Inc								
254	Kodiak Excavating Inc	3558	Yard Waste Disposal	12/03/2024	740.00	.00		
254	Kodiak Excavating Inc	3561	Yard Waste Disposal	12/18/2024	185.00	.00		
Total Kodiak Excavating Inc:					925.00	.00		
Lee, Skip								
385	Lee, Skip	2024	Planning & Zoning Meetings	12/23/2024	320.00	.00		
Total Lee, Skip:					320.00	.00		
MCC Inc								
282	MCC Inc	363417	Cold Mix	12/14/2024	653.75	.00		
Total MCC Inc:					653.75	.00		
McCarty, Katie								
1111	McCarty, Katie	2024	Planning & Zoning Meetings	12/23/2024	320.00	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total McCarty, Katie:					320.00	.00		
McMahon Associates, Inc.								
285	McMahon Associates, Inc.	00936787	Torchwood Plat	10/14/2024	3,446.22	3,446.22	12/23/2024	
285	McMahon Associates, Inc.	00936805	Quarry Park Culverts	10/16/2024	3,749.49	3,749.49	12/23/2024	
285	McMahon Associates, Inc.	00936806	Scheuring Rd Urbanization-TID 2	10/16/2024	5,265.00	5,265.00	12/23/2024	
285	McMahon Associates, Inc.	00936807	Little Rapids LOMR-F	10/16/2024	560.00	560.00	12/23/2024	
285	McMahon Associates, Inc.	00936808	DOT Plan Review	10/16/2024	607.50	607.50	12/23/2024	
285	McMahon Associates, Inc.	00936809	Mid Valley Utilities - TID 3	10/16/2024	13,457.55	13,457.55	12/23/2024	
285	McMahon Associates, Inc.	00936810	Orange Lane Utility Relocate	10/16/2024	3,996.05	3,996.05	12/23/2024	
285	McMahon Associates, Inc.	00936811	Packerland Sewer/Water Extensio	10/16/2024	418.50	418.50	12/23/2024	
285	McMahon Associates, Inc.	00936812	Tigerwood/Beck Way	10/16/2024	3,250.28	3,250.28	12/23/2024	
285	McMahon Associates, Inc.	00936813	Torchwood Extension	10/16/2024	3,773.68	3,773.68	12/23/2024	
285	McMahon Associates, Inc.	00936814	Little Rapids Subdivision	10/16/2024	3,955.80	3,955.80	12/23/2024	
285	McMahon Associates, Inc.	00936840	Bi-Annual Bridge Inspections	10/21/2024	2,750.00	2,750.00	12/23/2024	
285	McMahon Associates, Inc.	00936849	LE-2 Project	10/23/2024	2,450.00	2,450.00	12/23/2024	
285	McMahon Associates, Inc.	00936949	Storm Pond Services	10/28/2024	3,400.40	3,400.40	12/23/2024	
285	McMahon Associates, Inc.	00937219	Road Plan Review-Grant & DOT	11/21/2024	337.50	337.50	12/23/2024	
285	McMahon Associates, Inc.	00937226	Little Rapids Subdivision	11/21/2024	2,114.89	2,114.89	12/23/2024	
285	McMahon Associates, Inc.	00937228	Quarry Park Dr Culverts	11/21/2024	1,552.75	1,552.75	12/23/2024	
285	McMahon Associates, Inc.	00937229	Scheuring Rd Urbanization	11/21/2024	4,995.00	4,995.00	12/23/2024	
285	McMahon Associates, Inc.	00937230	Mid Valley Utilities - TID 3	11/21/2024	11,206.69	11,206.69	12/23/2024	
285	McMahon Associates, Inc.	00937231	Tigerwood/Beck Way	11/21/2024	22,918.69	22,918.69	12/23/2024	
285	McMahon Associates, Inc.	00937232	LE-2 Project	11/21/2024	1,875.00	1,875.00	12/23/2024	
285	McMahon Associates, Inc.	00937233	Torchwood Extension	11/21/2024	22,357.95	22,357.95	12/23/2024	
285	McMahon Associates, Inc.	00937337	Storm Pond Services	11/27/2024	5,752.24	5,752.24	12/23/2024	
285	McMahon Associates, Inc.	00937396	LE-2 Project	12/10/2024	385.00	385.00	12/23/2024	
285	McMahon Associates, Inc.	00937435	Mid Valley Utilities - TID 3	12/10/2024	4,112.20	4,112.20	12/23/2024	
285	McMahon Associates, Inc.	00937436	Quarry Park Culverts	12/10/2024	877.50	877.50	12/23/2024	
285	McMahon Associates, Inc.	00937438	Bridge Inspection	12/10/2024	700.00	700.00	12/23/2024	
285	McMahon Associates, Inc.	00937440	FEMA LOMR-F	12/10/2024	375.00	375.00	12/23/2024	
285	McMahon Associates, Inc.	00937441	Road Projects Review	12/10/2024	135.00	135.00	12/23/2024	
285	McMahon Associates, Inc.	00937442	Little Rapids Subdivision	12/10/2024	5,796.95	5,796.95	12/23/2024	
285	McMahon Associates, Inc.	00937443	Scheuring Rd Urbanization	12/10/2024	15,895.00	15,895.00	12/23/2024	
285	McMahon Associates, Inc.	00937445	Orange Lane Utility Relocate-TID	12/10/2024	911.88	911.88	12/23/2024	
285	McMahon Associates, Inc.	00937446	Torchwood Extension	12/10/2024	12,904.33	12,904.33	12/23/2024	
285	McMahon Associates, Inc.	00937492	LE-2 Project	12/11/2024	2,911.00	2,911.00	12/23/2024	
285	McMahon Associates, Inc.	00937493	Tigerwood/Beck Way	12/11/2024	720.00	720.00	12/23/2024	
285	McMahon Associates, Inc.	00937519	Illicit Discharge	12/12/2024	1,401.00	1,401.00	12/23/2024	
285	McMahon Associates, Inc.	00937527	Mahogany Pond	12/12/2024	490.50	490.50	12/23/2024	
285	McMahon Associates, Inc.	00937571	Torchwood 2nd Addition Project	12/12/2024	105.00	105.00	12/23/2024	
285	McMahon Associates, Inc.	00938216	Orange Lane Utility Relocate-TID	11/21/2024	1,579.00	1,579.00	12/23/2024	
Total McMahon Associates, Inc.:					173,490.54	173,490.54		
Menards Inc								
286	Menards Inc	40478	Fire Department Supplies	12/05/2024	29.98	.00		
Total Menards Inc:					29.98	.00		
Mid Vallee Golf Course Inc.								
290	Mid Vallee Golf Course Inc.	121124	Fire Department Christmas Party	12/11/2024	2,195.26	.00		
Total Mid Vallee Golf Course Inc.:					2,195.26	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Miller-Bradford & Riseberg Inc								
301	Miller-Bradford & Riseberg Inc	P2221805	Paint	12/18/2024	18.75	.00		
Total Miller-Bradford & Riseberg Inc:					18.75	.00		
Minten, Kurt								
258	Minten, Kurt	121324	Water Training - Kurt, Drake & Col	12/13/2024	135.00	.00		
Total Minten, Kurt:					135.00	.00		
PJ Kortens Company, Inc.								
332	PJ Kortens Company, Inc.	10025253	Telemetry Radio Upgrade	12/11/2024	8,337.50	.00		
332	PJ Kortens Company, Inc.	10025253	Telemetry Radio Upgrade	12/11/2024	8,337.50	.00		
Total PJ Kortens Company, Inc.:					16,675.00	.00		
Pro One Janitorial Inc								
342	Pro One Janitorial Inc	218114	Monthly cleaning - January	12/20/2024	565.00	.00		
Total Pro One Janitorial Inc:					565.00	.00		
PTS CONTRACTORS, INC								
952	PTS CONTRACTORS, INC	L0017-09-23-0	Mid Valley -Beck/Torchwood PR#5	12/03/2024	265,296.66	265,296.66	12/10/2024	
Total PTS CONTRACTORS, INC:					265,296.66	265,296.66		
Quill Corporation								
349	Quill Corporation	41867889	Office Supplies-General Fund	12/06/2024	74.98	.00		
349	Quill Corporation	41867889	Office Supplies-Water Fund	12/06/2024	37.49	.00		
349	Quill Corporation	41867889	Office Supplies-Sewer Fund	12/06/2024	37.48	.00		
349	Quill Corporation	41868244	Office Supplies-General Fund	12/06/2024	38.00	.00		
349	Quill Corporation	41868244	Office Supplies-Water Fund	12/06/2024	19.00	.00		
349	Quill Corporation	41868244	Office Supplies-Sewer Fund	12/06/2024	18.99	.00		
349	Quill Corporation	41994836	Office Supplies-General Fund	12/16/2024	15.00	.00		
349	Quill Corporation	41994836	Office Supplies-Water Fund	12/16/2024	7.50	.00		
349	Quill Corporation	41994836	Office Supplies-Sewer Fund	12/16/2024	7.49	.00		
Total Quill Corporation:					255.93	.00		
Runke, Travis								
427	Runke, Travis	2024	Planning & Zoning Meetings	12/23/2024	280.00	.00		
Total Runke, Travis:					280.00	.00		
SI Metals & Supply Inc.								
514	SI Metals & Supply Inc.	291979	Tubing	12/05/2024	60.00	.00		
Total SI Metals & Supply Inc.:					60.00	.00		
Tim Halbrook Builders								
601	Tim Halbrook Builders	24-03-0006	Contractor Deposit Refund-2804 T	12/20/2024	1,000.00	.00		
601	Tim Halbrook Builders	24-03-0009	Contractor Deposit Refund-706 Ta	12/20/2024	1,000.00	.00		
Total Tim Halbrook Builders:					2,000.00	.00		
Treml, Kyle								
1048	Treml, Kyle	2024	Planning & Zoning Meetings	12/23/2024	360.00	.00		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total Tremi, Kyle:					360.00	.00		
Truck Equipment Inc.								
429	Truck Equipment Inc.	1124239-01	Snow Plow Repairs	12/11/2024	804.38	.00		
Total Truck Equipment Inc.:					804.38	.00		
VandeHei, Mike								
1112	VandeHei, Mike	2024	Planning & Zoning Meetings	12/23/2024	400.00	.00		
Total VandeHei, Mike:					400.00	.00		
Village of Hobart								
450	Village of Hobart	113024	Grants	12/13/2024	801.84-	.00		
450	Village of Hobart	113024	Law & Ordinance Violations	12/13/2024	1,655.14-	.00		
450	Village of Hobart	113024	Judge Salary	12/13/2024	466.66	.00		
450	Village of Hobart	113024	Court Clerk Wages	12/13/2024	1,370.62	.00		
450	Village of Hobart	113024	Court Clerk Payroll Tax	12/13/2024	140.55	.00		
450	Village of Hobart	113024	Court Clerk Retirement	12/13/2024	94.57	.00		
450	Village of Hobart	113024	Court Health/Dental/Life/WC	12/13/2024	2.16	.00		
450	Village of Hobart	113024	Court Seminars/Conference/Educ	12/13/2024	142.30	.00		
450	Village of Hobart	113024	Court Supplies	12/13/2024	185.92	.00		
450	Village of Hobart	113024	Municipal Attorney	12/13/2024	1,141.75	.00		
450	Village of Hobart	113024	Police/Admin Salaries	12/13/2024	45,548.16	.00		
450	Village of Hobart	113024	Police/Adm Payroll Taxes	12/13/2024	3,430.36	.00		
450	Village of Hobart	113024	Police Retirement Expense	12/13/2024	6,171.73	.00		
450	Village of Hobart	113024	Health, Dental, Life, Wrk comp	12/13/2024	9,285.31	.00		
450	Village of Hobart	113024	Police Seminars/Conf/Training	12/13/2024	83.00-	.00		
450	Village of Hobart	113024	Telephone/Cell/Radios	12/13/2024	1,137.44	.00		
450	Village of Hobart	113024	Police Vehicle Maintenance	12/13/2024	209.51	.00		
450	Village of Hobart	113024	Police Supplies	12/13/2024	486.01	.00		
450	Village of Hobart	113024	Blood Draws	12/13/2024	19.79	.00		
450	Village of Hobart	113024	Police Weapons/Ammonition	12/13/2024	539.32	.00		
450	Village of Hobart	113024	Police Fuel Expenses	12/13/2024	2,277.83	.00		
450	Village of Hobart	113024	Police Uniforms	12/13/2024	868.79	.00		
450	Village of Hobart	113024	Auto/Property/Profess Insuranc	12/13/2024	1,843.56-	.00		
450	Village of Hobart	113024	Police Captial Equipment	12/13/2024	1,044.03	.00		
450	Village of Hobart	113024	Police Vehicle Lease	12/13/2024	2,242.55	.00		
450	Village of Hobart	113024	Background Checks	12/13/2024	50.20	.00		
Total Village of Hobart:					72,472.02	.00		
Wil-Kil Pest Control								
801	Wil-Kil Pest Control	71356682	Town Hall Pest Control	12/10/2024	67.38	.00		
Total Wil-Kil Pest Control:					67.38	.00		
Grand Totals:					642,160.05	508,723.47		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
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Dated: _____

Town Chairman: _____

Town Supervisor: _____

Clerk/Treasurer: _____

Report Criteria:

- Detail report.
 - Invoices with totals above \$.00 included.
 - Paid and unpaid invoices included.
-



Agenda Item Review

Meeting Date: 8/5/2024
Agenda Item#: 8

TOWN OF LAWRENCE BOARD MEETING STAFF REPORT

REPORT TO: Dr. Lanny Tibaldo, Town Board Chairman, Town Board
REPORT FROM: Cindy Kocken, Clerk-Treasurer
AGENDA ITEM: **Liquor License Applications for Mack's Pub & Grill and Outlawed Pub & Grill**

FISCAL IMPACT:

1. Is there A Fiscal Impact? Yes
2. Is it Currently Budgeted? No, fees collected will cover the Town's cost

Item History

We received applications for Class "B" Combination Liquor License for the recent sale of two existing establishments, Mack's Pub and Grill and T & C Pub & Grill. Mack's Pub & Grill's new owner will be keeping the same trade name. However, T & C's new owner is changing the name to Outlawed Pub & Grill.

The background checks were completed on all members of each application by the Hobart-Lawrence Police Department. Chief Renkas reported nothing of concern on the background checks.

The required legal notice was published on December 17th, 18th, and 19th and all fees have been paid.

Recommended Action By Town Board

Recommend approval of the both Liquor License applications for Mack's Pub & Grill and Outlawed Pub & Grill as presented.

LIQUOR & BEER APPLICATIONS

The following application has been received by the Town of Lawrence for license to sell beer/intoxicating liquors for the 2024-2025 License year:

CLASS "B" COMBINATION LIQUOR & BEER

Mack's Pub, LLC /Wendy Alvarez, Agent at 2983 Lawrence Drive, DePere WI 54115 trade name **Mack's Pub and Grill**

Outlawed Pub & Grill, LLC/ Agent, Leigha Minster 1358 Mid Valley Drive Unit B, De Pere, WI 54115 trade name **Outlawed Pub & Grill**

Dated this 11th day of December 2024

Cindy Kocken, Clerk-Treasurer

Town of Lawrence

Publish December 17th, 18th, & 19th, 2024

Form
AB-200

Alcohol Beverage License Application

For Municipal Use Only	
Municipality	<i>Town of Lawrence</i>
License Period	<i>2024-2025</i>

License(s) Requested: (up to two boxes may be checked)

- Class "A" Beer \$ _____
- Class "B" Beer \$ 100
- "Class A" Liquor \$ _____
- "Class B" Liquor \$ 300
- "Class A" Liquor (cider only) \$ _____
- Reserve "Class B" Liquor \$ _____
- "Class C" Liquor (wine only) \$ _____

Fees	
License Fees	\$ 400
Background Check Fee	\$
Publication Fee	\$ 40
Total Fees	\$ 440

1/23/24

Part A: Premises/Business Information

1. Legal Business Name (individual name if sole proprietorship) <i>Mack's Pub, LLC</i>			
2. Business Trade Name or DBA <i>Mack's Pub and Grill</i>			
3. FEIN <i>33-1989928</i>		4. Wisconsin Seller's Permit Number <i>456-1031875449-02</i>	
5. Entity Type (check one) <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input checked="" type="checkbox"/> Limited Liability Company <input type="checkbox"/> Corporation <input type="checkbox"/> Nonprofit Organization			
6. State of Organization <i>WI</i>		7. Date of Organization <i>11/27/2024</i>	8. Wisconsin DFI Registration Number
9. Premises Address <i>2983 Lawrence Drive</i>			
10. City <i>De Pere</i>		11. State <i>WI</i>	12. Zip Code <i>54313</i>
13. County <i>Brown</i>	14. Governing Municipality: <input type="checkbox"/> City <input checked="" type="checkbox"/> Town <input type="checkbox"/> Village <i>of Lawrence</i>		15. Aldermanic District
16. Premises Phone <i>(920) 632-2061</i>	17. Premises Email <i>MacksPub2024@gmail.com</i>		18. Website <i>https://mackspubandgrill</i>
19. Premises Description - Describe the building or buildings where alcohol beverages are produced, sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary. <i>Home with basement bar and living quarters above it There is one detached garage</i>			
20. Mailing Address (if different from premises address)			
21. City		22. State	23. Zip Code

Part B: Questions

1. Has the business (sole proprietorship, partnership, limited liability company, or corporation) been convicted of violating federal or state laws or local ordinances? Exclude traffic offenses unless related to alcohol beverages. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, list the details of violation below. Attach additional sheets if necessary.		
Law/Ordinance Violated	Location	Trial Date
Penalty Imposed		Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No
Law/Ordinance Violated	Location	Trial Date
Penalty Imposed		Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No

2. Are charges for any offenses pending against the business? Exclude traffic offenses unless related to alcohol . . . Yes No beverages.
 If yes, describe the nature and status of pending charges using the space below. Attach additional sheets as needed.

3. Is the applicant business or any of its officers, directors, members, agent, employees, owners, or other related individuals or entities a restricted investor with any interest in an alcohol beverage producer or distributor? . . . Yes No
 If yes, provide the name of the restricted investor and describe the nature of the interest.

4. Is the applicant business owned by another business entity? Yes No
 If yes, provide the name(s) and FEIN(s) of the business entity owners below. Attach additional sheets as needed.

4a. Name of Business Entity	4b. Business Entity FEIN
-----------------------------	--------------------------

5. Have the partners, agent, or sole proprietor satisfied the responsible beverage server training requirement for this license period? Submit proof of completion. Yes No

6. Is the applicant business indebted to any wholesaler beyond 15 days for beer or 30 days for liquor/wine? Yes No

7. Does the applicant business owe past due municipal property taxes, assessments, or other fees? Yes No

Part C: Individual Information

List the name, title, and phone number for each person or entity holding the following positions in the applicant business or businesses listed in Part B, Question 4: sole proprietor, all officers, directors, and agent of a corporation or nonprofit organization, all partners of a partnership, and all members, managers, and agent of a limited liability company. Attach additional sheets if necessary.

Include Form AB-100 for each person listed below. Corporations and LLCs must appoint an agent by including Form AB-101.

Last Name	First Name	Title	Phone
Alvarez	Wendy	Owner	(920) 609-1303

Part D: Attestation

One of the following must sign and attest to this application:

- sole proprietor
- one general partner of a partnership
- one corporate officer
- one member of an LLC

READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant business and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate this business according to the law, including but not limited to, purchasing alcohol beverages from state authorized wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name Alvarez	First Name Wendy	M.I. M
Title Owner	Email walvarez2013@gmail.com	Phone (920) 609-1303
Signature <i>Wendy M Alvarez</i>	Date 11/15/20	

Part E: For Clerk Use Only

Date Application Was Filed With Clerk <i>11/22/2024</i>	License Number	Date License Granted	Date License Issued
Signature of Clerk/Deputy Clerk <i>M. H. [Signature]</i>		Date Provisional License Issued (if applicable)	

Form
AB-200

Alcohol Beverage License Application

For Municipal Use Only	
Municipality	
License Period	

License(s) Requested: (up to two boxes may be checked)

- Class "A" Beer \$ _____
 Class "B" Beer \$ _____
 "Class A" Liquor \$ 300
 "Class B" Liquor \$ 100
 "Class A" Liquor (cider only) \$ _____
 Reserve "Class B" Liquor \$ _____
 "Class C" Liquor (wine only) \$ _____

Fees	
License Fees	\$ <u>400.00</u>
Background Check Fee	\$ _____
Publication Fee	\$ <u>49.00</u>
Total Fees	\$ <u>449.00</u>

Part A: Premises/Business Information

1. Legal Business Name (individual name if sole proprietorship)				Outlawed Pub and Grill, LLC			
2. Business Trade Name or DBA				Outlawed Pub and Grill			
3. FEIN		33-2239854		4. Wisconsin Seller's Permit Number		456-1031863379-04	
5. Entity Type (check one)							
<input type="checkbox"/> Sole Proprietor		<input type="checkbox"/> Partnership		<input checked="" type="checkbox"/> Limited Liability Company		<input type="checkbox"/> Corporation	
<input type="checkbox"/> Nonprofit Organization							
6. State of Organization		Wisconsin		7. Date of Organization		12-05-24	
				8. Wisconsin DFI Registration Number		000075763	
9. Premises Address							
1358 Mid Valley Drive Unit B							
10. City		De Pere		11. State		WI	
				12. Zip Code		54115	
13. County		Brown		14. Governing Municipality: <input type="checkbox"/> City <input type="checkbox"/> Town <input type="checkbox"/> Village		15. Aldermanic District	
				of: _____			
16. Premises Phone		920.336.7179		17. Premises Email		turntm20@gmail	
				18. Website			
19. Premises Description - Describe the building or buildings where alcohol beverages are produced, sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary.							
Alcohol consumed at bar, tables & back enclosed patio. Storage of alcohol behind bar in coolers and/or shelving systems. Additional storage in downstairs tap cooler & storage room locked off bar.							
20. Mailing Address (if different from premises address)							
n/a							
21. City				22. State		23. Zip Code	

Part B: Questions

1. Has the business (sole proprietorship, partnership, limited liability company, or corporation) been convicted of violating federal or state laws or local ordinances? Exclude traffic offenses unless related to alcohol beverages. Yes No

If yes, list the details of violation below. Attach additional sheets if necessary.

Law/Ordinance Violated	Location	Trial Date
Penalty Imposed		Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No
Law/Ordinance Violated	Location	Trial Date
Penalty Imposed		Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No

2. Are charges for any offenses pending against the business? Exclude traffic offenses unless related to alcohol . . Yes No beverages.

If yes, describe the nature and status of pending charges using the space below. Attach additional sheets as needed.

3. Is the applicant business or any of its officers, directors, members, agent, employees, owners, or other related individuals or entities a restricted investor with any interest in an alcohol beverage producer or distributor? . . Yes No
If yes, provide the name of the restricted investor and describe the nature of the interest.

4. Is the applicant business owned by another business entity? Yes No
If yes, provide the name(s) and FEIN(s) of the business entity owners below. Attach additional sheets as needed.

4a. Name of Business Entity T and C Pub and Grill LLC	4b. Business Entity FEIN 20-076-7440
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5. Have the partners, agent, or sole proprietor satisfied the responsible beverage server training requirement for this license period? Submit proof of completion. Yes No

6. Is the applicant business indebted to any wholesaler beyond 15 days for beer or 30 days for liquor/wine? Yes No

7. Does the applicant business owe past due municipal property taxes, assessments, or other fees? Yes No

Part C: Individual Information

List the name, title, and phone number for each person or entity holding the following positions in the applicant business or businesses listed in Part B, Question 4: sole proprietor, all officers, directors, and agent of a corporation or nonprofit organization, all partners of a partnership, and all members, managers, and agent of a limited liability company. Attach additional sheets if necessary.

Include Form AB-100 for each person listed below. Corporations and LLCs must appoint an agent by including Form AB-101.

Last Name	First Name	Title	Phone
Minster	Leigha	member	920.604.4955
Minster	Andrew	co-manager	920,698,0565
Koss	Jacob	member	920.794.9757

Part D: Attestation

One of the following must sign and attest to this application:

- sole proprietor
- one general partner of a partnership
- one corporate officer
- one member of an LLC

READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant business and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate this business according to the law, including but not limited to, purchasing alcohol beverages from state authorized wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name Minster	First Name Leigha	M.I. N
Title Member	Email leigha.minster211@gmail	Phone 920.604.4955
Signature 		Date 12-09-24

Part E: For Clerk Use Only

Date Application Was Filed With Clerk 12/19/2024	License Number	Date License Granted	Date License Issued
Signature of Clerk/Deputy Clerk 			Date Provisional License Issued (if applicable)



Agenda Item Review

Meeting Date: 12/30/2024
Agenda Item#: 9

TOWN OF LAWRENCE BOARD MEETING STAFF REPORT

REPORT TO: Dr. Lanny Tibaldo, Town Board Chairman, Town Board
REPORT FROM: Patrick Wetzel, Town Administrator
AGENDA ITEM: **Consider Resolution 2024-021 – 2025 Bldg Insp and Misc Fee Schedule**

FISCAL IMPACT:

- 1. Is there A Fiscal Impact? Yes
- 2. Is it Currently Budgeted? Yes

Item History

The Town Board annually adopts the upcoming fee schedule by resolution.

Changes or additions are noted in yellow highlights on the attached document.

Recommended Action By Town Board

Recommend approval of Resolution 2024-021 – 2025 Fee Schedules.

**TOWN OF LAWRENCE
RESOLUTION 2024-021
AUTHORIZING AN INCREASE IN THE TOWN OF LAWRENCE
BUILDING PERMIT and MISCELLANEOUS FEE SCHEDULES**

WHEREAS, the Town of Lawrence wishes to amend the existing Building Permit Fee Schedule;

NOW, THEREFORE, BE IT RESOLVED, that the Town of Lawrence Board of Supervisors adopts the following Building Permit and Miscellaneous Fee Schedules to be effective January 1, 2025:

2025 Building Permit Fee Schedule

RESIDENTIAL SINGLE FAMILY and SINGLE UNIT CONDOMINIUM BUILDING				Proposed
Park Impact Fee		\$700.00		\$700.00
Inspection Fee		\$450.00		\$450.00
Inspection Fee (over 3000 s.f.)		\$650.00		\$650.00
Administrative Fee		\$225.00		\$225.00
State Seal Fee		\$45.00		\$45.00
Erosion Control Fee		\$100.00		\$100.00
Total (under 3,000 sf)		\$1,520.00		\$1,520.00
Municipal Sewer and Water Connection Fee below**				
Total (Over 3,000 sf)		\$1,720.00		\$1,720.00
DUPLEX BUILDING and TWO UNIT CONDOMINIUM BUILDING				Proposed
Park Impact Fee		\$1,200.00		\$1,200.00
Inspection Fee		\$600.00		\$600.00
Administrative Fee		\$225.00		\$225.00
State Seal Fee		\$45.00		\$45.00
Erosion Control Fee		\$100.00		\$100.00
Total		\$2,170.00		\$2,170.00
Municipal Sewer and Water Connection Fee below**				
MULTI-FAMILY BUILDING (MORE THAN TWO) CONDOMINIUMS OR APARTMENTS				Proposed
Park Impact Fee (Per Unit)		\$600.00		\$600.00
Permit Fee (Plus \$0.15 per Square Foot over 1,000 Square Feet)		\$500.00		\$500.00
Erosion Control Fee (additional \$25/acre)		\$100.00		\$100.00
Municipal Sewer and Water Connection Fee below**				
COMMERCIAL/INDUSTRIAL BUILDING				Proposed
Commercial Construction Permit Fee (per sq. ft.)		\$0.15		\$0.15
Commercial Electrical Permit Fee (per sq. ft.)		\$0.05		\$0.05
Commercial Plumbing Permit Fee (per sq. ft.)		\$0.05		\$0.05
Commercial HVAC Permit Fee (per sq. ft.)		\$0.05		\$0.05
Erosion Control Fee (additional \$25/acre)		\$100.00		\$100.00
Minor Construction Permit (Remodel less than \$20,000 value)		\$300.00		\$300.00
Commercial Plan Review Less than 2,500 sq. ft.		\$350.00		\$350.00
Commercial Plan Review 2,501 to 10,000 sq. ft.		\$450.00		\$450.00
Commercial Plan Review greater than 10,001 sq. ft.				\$600.00
Municipal Sewer and Water Connection Fee**				Proposed
Sewer Connection Fee (With water meter size 1" or less)		\$1,600.00	N/A	
Sewer Connection Fee (With water meter size more than 1")		\$3,200.00	N/A	
Lateral Inspection Fee (per lateral)		\$150.00		\$150.00
Sewer Connection Fee for multi-family apartment buildings \$3,200.00+ \$50.00 per unit				
Water Connection Charge	Meter Size	CBCWA	Town Impact	Per fee schedule
	Under 1"	\$294.00	\$475.00	
	1"	\$470.00	\$760.00	
	1.5"	\$882.00	\$1,429.00	
	2"	\$1,528.00	\$2,472.00	
	3"	\$2,822.00	\$4,573.00	
	4"	\$4,822.00	\$7,820.00	
	6"	\$8,820.00	\$14,310.00	
	8"	\$15,288.00	\$24,756.00	
	10"	\$22,932.00	\$37,134.00	
	12"	\$38,808.00	\$62,756.00	
ELECTRICAL SERVICE CHANGE				Proposed
COMMERCIAL ELECTRICAL SERVICE NEW/UPGRADE/RELOCATE (includes 1 inspection)		\$150.00		\$150.00
REMODELING - RESIDENTIAL				Proposed
Less than \$4,000 in Value (includes Construction/HVAC/Plumbing/Electrical Permits)		\$100.00		\$100.00
Less than \$10,000.00 In Value (includes Construction/HVAC/Plumbing/Electrical Permits)		\$150.00		\$150.00
\$10,001.00 to \$30,000.00 In Value (includes Construction/HVAC/Plumbing/Electrical Permits)		\$250.00		\$250.00
Over \$30,001.00 In Value (includes Construction/HVAC/Plumbing/Electrical Permits)		\$300.00		\$300.00
Erosion Control Fee (if soil is disturbed)		\$50.00		\$50.00
Electrical Remodel/Addition/service change		\$50.00		\$50.00
HVAC Remodel/Addition		\$25.00		\$40.00
Plumbing Remodel/Addition		\$40.00		\$40.00
Residential Inspection Fee as required by Building Inspector (per inspection)		\$80.00		\$80.00
Re-Inspection Fee		\$0.00		\$80.00
REMODELING - COMMERCIAL/INDUSTRIAL				Proposed
Refer to Commercial/Industrial Fees				
SHEDS AND GARAGES				Proposed

Up to 144 Square Feet (12x12)	\$75.00	\$75.00
144.1 to 864 Square Feet (24x36)	\$125.00	\$125.00
Over 864 Square Feet	\$200.00	\$200.00
BARNs		Proposed
Inspection Fee	\$400.00	\$400.00
Erosion Control Fee	\$50.00	\$50.00
SWIMMING POOLS		Proposed
In-Ground (includes bonding inspection, fencing, decking, and erosion control)	\$125.00	\$200.00
Above Ground (includes fencing, decking, and erosion control)	\$50.00	\$50.00
SIGNS (All signs require Town Board approval)		Proposed
Per Square Feet of Advertising Surface (Min. \$80.00 fee)	\$1.00	\$1.00
FENCING/DECKS/LANDSCAPE		Proposed
Decking	\$75.00	\$75.00
Concrete Patio	\$25.00	\$25.00
Fencing	\$75.00	\$75.00
Landscape/Berms	\$50.00	\$50.00
TOWERS (All towers require Town Board approval)		Proposed
Permit Fee (plus \$3.00/s.f. for administration & inspection)	\$2,000	\$2,000.00
Co-locates and Equipment Upgrades	\$500.00	\$500.00
HOUSE MOVING/RAZING		Proposed
*Deposit	\$1,000.00	\$1,000.00
Permit Fee for House Moving	\$200.00	\$200.00
Permit Fee for House Razing	\$50.00	\$50.00
Inspection Fee	\$150.00	\$150.00
<i>*Deposit is refundable upon approved final inspection provided there is no damage to Town Property</i>		
CULVERT PERMITS		Proposed
CULVERT/DRIVEWAY ACCESS PERMIT (included w/building permit)	\$50.00	\$50.00
UTILITY PERMIT		Proposed
Permit Fee (per roadway segment)	\$75.00	\$75.00
Road Closure if necessary (per day)	\$75.00	\$75.00
Erosion Control and Boring (per roadway segment)	\$300.00	\$300.00
Roadway Open Cut (per roadway segment)	\$750.00	\$750.00
CONTRACTOR'S DEPOSIT		Proposed
Deposit Per Construction Site	\$1,000.00	\$1,000.00
(Refundable upon approved final inspection provided there is no damage to Town Property)		
EXCAVATION PERMITS		Proposed
Roads (includes erosion control permit)	\$300.00	\$300.00
Sub-Divisions (includes erosion control permit)	\$300.00	\$300.00
Sewer/Water Projects (includes erosion control permit)	\$300.00	\$300.00
LOCK BOX FEE		Proposed
Lock Box Maintenance Fee (KnoxBox purchased separately by Property Owner)	\$300.00	\$100.00

Town of Lawrence Miscellaneous Fee Schedule

Proposed	
Board of Appeals	\$250.00
Certified Survey Map	\$75.00
Conditional Use Permit	\$250.00
Planned Unit Development Project Review	\$1,000.00
Plat Review (Includes 3 Reviews)	\$350.00
Rezoning	\$250.00
Sign Review	\$75.00
Site Review Application	\$200.00
Zoning Letter/Letter of Special Assessments	\$25.00

LIQUOR/CIGARETTE LICENSE		Proposed
Class A Beer License	\$150.00	\$150.00
Class B Beer License	\$100.00	\$100.00
Class A Liquor License	\$500.00	\$500.00
Class B Liquor License	\$300.00	\$300.00
Class C Wine License	\$100.00	\$100.00
Operator's License	\$30.00	\$30.00
Picnic License	\$10.00	\$10.00
Reserve Class B License	\$10,000.00	\$10,000.00
Provisional Liquor License	\$15.00	\$15.00
Cigarette License	\$100.00	\$100.00
Publication Fee	\$40.00	\$40.00

Dog Licenses		Proposed
Male or Female	\$10.00	\$10.00
Spayed Female or Neutered Male	\$5.00	\$5.00
Kennel License *Requires Conditional Use Permit	\$75.00	\$75.00

COPIES		Proposed
Black & White	\$0.25	\$0.25
Color	\$0.50	\$0.50

COMPREHENSIVE PLAN BOOK		Proposed
Per Copy	\$40.00	\$40.00

STORM WATER MANAGEMENT REVIEW			Proposed	
Storm Water Utility Fee		\$13		\$13
Basic Drainage Plan (less than 1 acre)		\$300.00		\$300.00
Site Plan w/ Storm Water Management Review (Includes 2 reviews)		\$500.00		\$500.00
		\$800.00		\$800.00
		\$1,200.00		\$1,200.00
		\$2,000.00		\$2,000.00
		Engineer hourly rate		Engineer hourly rate
Subdivision (Includes 2 reviews)		\$800.00		\$800.00

Additional Charges will be billed for more than 2 reviews at Engineer's hourly rate

Permits			Proposed	
Chicken Permit		\$30.00		\$30.00
		\$10.00		\$10.00
Waste Treatment & Disposal Storage Permit		\$1,000.00		\$1,000.00
Well Operation Permit		\$50.00		\$50.00

Short Term Rental Permit			Proposed	
Short Term Rental Permit		\$500.00		\$500.00
		\$500.00		\$500.00
Short Term Rental Permit-Additional Unit		\$250.00		\$250.00
Short Term Rental Permit-Property Manager Application		\$100.00		\$100.00
		\$100.00		\$100.00

MINING FEES			Proposed	
Explosive Use Permit Fee		\$500.00		\$500.00
		\$500.00		\$500.00
Temporary Explosives Permit Fee		\$200.00		\$200.00
Non-Metallic Mining Permit Fee		\$1,000.00		\$1,000.00
		\$1,000.00		\$1,000.00
		\$500.00		\$500.00

MANUFACTURED HOME			Proposed	
Permit for Outside of Park		\$25.00		\$25.00
Park License Fee		\$100.00		\$100.00

CEMETARY FEES			Proposed	
Purchase Plot/Perpetual Care		\$550.00		\$550.00
Excavation/Location		\$100.00		\$100.00
Stone Location		\$25.00		\$25.00

COMMUNITY ROOM RENTAL			Proposed	
Residents		\$100.00		\$100.00
Non-Residents		\$175.00		\$175.00
Government Agencies/Non-Profit Organizations		Fee Exempt		Fee Exempt
Security Deposit		\$150.00		\$150.00
Additional Hours - Residents		\$15.00		\$15.00
Additional Hours - Non-Residents		\$25.00		\$25.00

PARK FACILITY RENTAL			Proposed	
QUARRY PARK				
Residents		\$75.00		\$75.00
Non-Residents		\$100.00		\$100.00
Security Deposit		\$100.00		\$100.00
Ball Diamond #1		\$10.00		\$10.00
Ball Diamond #2		\$10.00		\$10.00

Private Watermain Fees			Proposed	
Annual Watermain leak detection each April		\$0.10 per foot		\$0.10 per foot
Operate/Inspect Hydrants		\$10 each		\$10 each
Operate Valves every 2 years		\$10 each		\$10 each
Sandblast, prime, repaint hydrants (8-10 years)		\$125 each		\$125 each

Special Events Permit Fees			Proposed	
Class I				\$100.00
Class II				\$75.00
Class III				\$50.00
Deposit				\$200.00
Town Services Reimbursement Fee - Refer to current year FEMA rates				

Deduct Meter Fees			Proposed	
Permit Application Fee				\$225.00
3/4" Quarterly Meter Service Fee				\$30.01
1" Quarterly Meter Service Fee				\$45.01
Meter Removal Fee				\$55.00

Approved and adopted at a regular Town Board meeting on December 30, 2024.

Introduced by:

Seconded by:

Vote: - Aye
- Nay

Lanny Tibaldo, Town Chairman

Attest:

Cindy Kocken, Town Clerk



December 19, 2024

PTS Contractors, Inc.
4075 Eaton Road
Green Bay, WI 54311

Re: Town of Lawrence
Mid Valley Drive Utility Relocation
Change Order #6
McM. No. L0017-09-23-00254

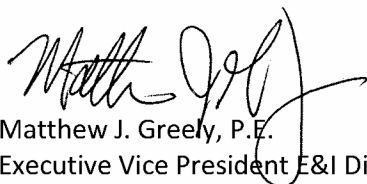
Enclosed herewith is Change Order #6 for the above referenced project. This change is an increase to the Contract in the amount of \$38,500.00. The current Contract Price is \$2,758,452.36.

Please review and sign in the space provided. **Return signed copy to our office.** We will obtain the Owner's signature and distribute accordingly.

Should you have any questions, please contact our office at your convenience.

Respectfully,

McMahon Associates, Inc.



Matthew J. Greely, P.E.
Executive Vice President E&I Division

MJG:car

Enclosure: Change Order #6

McMAHON

ENGINEERS ARCHITECTS

1445 McMAHON DRIVE P.O. BOX 1025
 NEENAH, WI 54956 NEENAH, WI 54957-1025
 TELEPHONE: 920.751.4200
 FAX: 920.751.4284

McMAHON ASSOCIATES, INC.

CHANGE ORDER

PTS CONTRACTORS, INC.
 4075 Eaton Road
 Green Bay, WI 54311

Contract No.	<u>L0017-09-23-00254</u>
Project File No.	<u>L0017-09-23-00254</u>
Change Order No.	<u>Six (6)</u>
Issue Date:	<u>December 19, 2024</u>
Project:	<u>Town of Lawrence</u> <u>Mid Valley Drive Utility Relocation</u>

You Are Directed To Make The Changes Noted Below In The Subject Contract:

	(Item Description)	(Price)
6.1	MDG25 with Super Start AlternatorADD	+ \$38,500.00
TOTAL		+ \$38,500.00

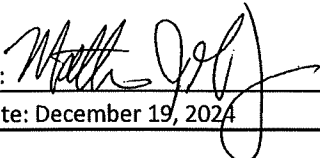
The Changes Result In The Following Adjustments:

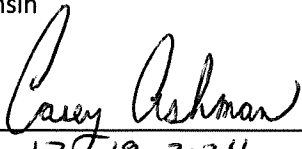
	CONTRACT PRICE	TIME
Prior To This Change Order	<u>\$2,719,952.36</u>	<u>-</u> days
Adjustments Per This Change Order	<u>+ \$38,500.00</u>	<u>0</u> days
Current Contract Status	<u>\$2,758,452.36</u>	<u>-</u> days

Recommended:
McMAHON ASSOCIATES, INC.
 Neenah, Wisconsin

Accepted:
PTS CONTRACTORS, INC.
 Wisconsin

Authorized:
TOWN OF LAWRENCE
 Wisconsin

By: 
 Date: December 19, 2024

By: 
 Date: 12/19/2024

By: _____
 Date: _____

- OWNER Copy
- CONTRACTOR Copy
- ENGINEER Copy (Contract Copy)
- FILE COPY

Four (4) Copies Should Accompany This Change Order
Execute And Return To ENGINEER For Distribution

MDG25 with super start alternator

PRICE: \$38,500.00

DESCRIPTION OF EQUIPMENT AND MATERIALS

Quantity 1 - Generac Mobile diesel engine-driven generator set MDG25, consisting of the following features and accessories:

- The configured unit is configure with Superstart (upsized alternator 283PSL1707T60)
- Battery Charger, 10A, 3 Stage
- 720 CCA Wet Cell Battery
- CSA
- Convenience Receptacles
- DSE2130 Expansion Module
- DSE 7310 MKII Controller
- 60 Ethylene Glycol/40 Water
- Prime Duty rating
- Steel Enclosure
- Block Heater
- Fuel Filter Heater
- Oil Pan Heater
- 2.2L Engine, Tier 4
- 56 Gallon Fuel Capacity
- Auxiliary Fuel Tank Connection
- Digital Voltage Regulation
- 2 5/16in Bulldog
- MDG25
- 25 kVA (20KW)
- 4-Position Phase Selector Switch
- Rear Stabilizer Jack Option
- Spare Tire Option
- Trailer Lights

- Flat 4 to Round 7 Spade Trailer Adapter
- Single Axle
- Electric Brakes
- 139/240VAC, Single Phase, 60Hz
- 120/208VAC, Three Phase, 60Hz
- 277/480VAC, Three Phase, 60Hz
- 139/240VAC, Three Phase, 60Hz

Site Services

- Freight to site (Offloading by others)
- Startup and Training Included

Clarifications – Additional Notes:

1. Unless specifically listed in our Bill of Materials, equipment not indicated is assumed to be supplied by others.
2. Electrical & Mechanical Installation provided by others.
3. Gas Regulator provided by others. Examples of suitable brands for engine generator service: Sensus5, Emerson Fisher, Itron
4. Diesel fuel provided by others.
5. Basic Startup & Testing performed during normal business hours (M-F / 7:00am-4:30pm)
6. No Seismic, Local IBC building codes or Unique Local Emissions regulations are included within the pricing.
7. All pricing is Subject to change / base on any scope or BOM changes.
8. Generators subject to storage fees if not accepting delivery within 90 days of completion. \$100/month on mobile units. \$200/month on units <250kW. \$400/month on units >= 250kW.

MDG25IF4 | 2.2 L | 25 kVA

MOBILE DIESEL GENERATOR SET

EPA Emissions Certification: Tier 4 Final

GENERAC® | **MOBILE**

Standby Power Rating

25 kW, 31 kVA, 60 Hz

Prime Power Rating

20 kW, 25 kVA, 60 Hz



*Assembled in the USA using domestic and foreign parts

Image used for illustration purposes only

Codes and Standards

Generac Mobile products are designed to the following standards:



CSA



NATM



TIER 4 FINAL EMISSIONS

Power When and Where You Need It

Generac Mobile diesel generators are designed and engineered to power a variety of projects, in the most extreme environments. Gensets are configured to meet customer needs, including choice of containment, cold weather packages, trailer options, and more.

Generac Mobile diesel generators are manufactured to deliver reliable power, when and where you need it.

STANDARD FEATURES

ENGINE SYSTEM

- Isuzu® 4LE2TAGV08
- 4 cylinder
- Turbocharged
- 134 in³ (2.2 L) displacement
- EPA Tier 4 Final approved
- Power @ 1,800 rpm – hp (kW):
 - Prime: 36 (27)
 - Standby: 40 (30)
- Approved for use with Hydrotreated Vegetable Oil (HVO) fuels compliant with ASTM D975 or EN 15940
- Paper Element Air Filter
- Electronic Isochronous Governing
- Fixed Speed Fan
- One Spin-on Cartridge Oil Filter
- Oil Drain Extension
- Two Fuel Filters
- One 12 V, 720 CCA, Wet Cell Battery

COOLING SYSTEM

- Capable of operating at 120 °F (49 °C) ambient (at Prime)
- 50/50 Coolant (50% Ethylene Glycol)
- Coolant Drain Extension

FUEL SYSTEM

- Polyethylene Fuel Tank
- Fuel tank capacity – gal (L):

- Total: 62 (234)
- Usable: 56 (211)

- Runtime @ 75% load: 35 hr
- Padlockable Fuel Cap

CONTROL SYSTEM

- Deep Sea Electronics 7310 MKII Controller
- 3-Position Voltage Selection Switch
- 125 A Main Circuit Breaker (MCB), Manual, with Shunt Trip
- Individual Convenience Receptacle Circuit Breakers
- Emergency Stop Switch
- 2-Wire Remote Start/Stop Contacts

ALTERNATOR SYSTEM

- 60 Hz Engine-Driven Alternator
- Standard Alternator
 - Brushless
 - 4-pole
 - 2/3 Pitch
 - Class H insulation
 - Corrosion Protection
- Marathon Electric PM500 AVR
- Shunt Excitation System

POWER DISTRIBUTION

- Connection Lugs

- Convenience Receptacles
 - Two 120 V, 20 A, GFCI Duplex (NEMA 5-20R)
 - Three 120/240 V, 50 A, 3 Pole, 4 Wire Twistlock (CS6369)

ENCLOSURE

- All Steel Construction, Sound Attenuated, Insulated
- UV and Fade Resistant, High Temperature Cured, White Polyester Powder Paint
- Central Lifting Point
- Fully Lockable Enclosure
- Multi Lingual Operating and Safety Decals
- Document Holder with Owner's Manual - includes AC and DC wiring diagrams

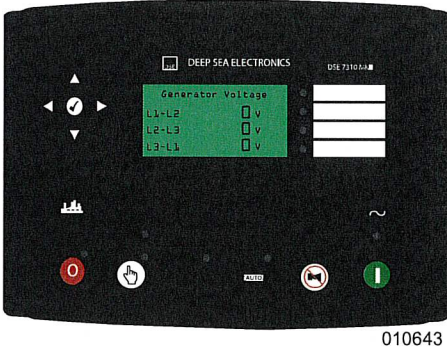
TRAILER

- 2 in. (50.8 mm) Ball Hitch
- Single 2,000 lb. (907 kg) Axle
- 13 in. Tires, Tubeless
- 2,000 lb (907 kg) Tongue Jack with Footplate
- Safety Chains with Spring Loaded Safety Hooks
- Transportation Tie Downs
- Plug Adapter, 4-Way Flat
- DOT Approved Tail, Side, Brake, and Directional Lights

WARRANTY

- 2 year limited or 2,000 hours
 - Unlimited hours covered in first year

CONTROL SYSTEM



010643

Deep Sea Electronics CONTROLLER AND DISPLAY

- Model DSE7310 MKII
- 4 Line Back Lit LCD Text Display
- -40 to 158 °F (-40 to 70 °C) Operating Temperature Range
- Multiple Language Options
- Configurable Timers and Alarms
- Configurable Start/Stop Timers
- Configurable Maintenance Alarms
- Heated Display

PUSH BUTTONS FOR EASY OPERATION

- Manual or Auto Start
- Engine Start
- Engine Stop/Reset
- User Friendly Setup and Button Layout
- Five Key Menu Navigation
- Hours Counter
- Multiple Parameters are Monitored and Displayed Simultaneously for Full Visibility
- View Controller Parameters (Configuration, Firmware Version, Connections)

LCD ALARM INDICATION

- Generator Diagnostic Display
 - System kVA Output Display
 - Line Output and Frequency Display
- Alarm Types: Warning, Shutdown, Electrical Trip, Engine
- Alarm List – Warnings/Shutdowns; 250 Event History Log – Date/Time Stamped
 - Fuel Level: Warning – 15%; Shutdown – 5%
 - Overspeed Protection: Shutdown – 110%
 - Engine Diagnostic Warnings Communicated Through J1939 CANbus
 - Battery Voltage: Over – 15 VDC; Under – 11 VDC
 - Generator Over Voltage: Warning – 110%; Electrical Trip – 115%

- Generator Under Voltage: Warning – 90%; Shutdown – 85%
- Generator Over Frequency: Warning – 105%; Electrical Trip – 110%
- Generator Under Frequency: Warning – 95%; Electrical Trip – 90%

- Auto Schedule
- Status

ELECTRICAL CONTROLS

- Lockable Control Box Door with Diagnostics Window
- Lockable lug box with safety switch
 - Trips main breaker when door is opened
 - Disables voltage regulator
- Output ground connection lug inside lug box
- Voltage adjustment ±10%

MDG25IF4 | 2.2 L | 25 kVA

MOBILE DIESEL GENERATOR SET

EPA Emissions Certification: Tier 4 Final

GENERAC® | MOBILE

CONFIGURABLE OPTIONS*

ENGINE SYSTEM

- Positive Air Shutdown (PAS), Electronic
- Alternate Load Device (ALD)
- Oil Evacuation System - requires customer-sourced, specialized equipment to use for oil change

COLD WEATHER

- Engine Block Heater
- Two Fuel Filter Heaters
- Oil Heater
- Crankcase Ventilation (CCV) System Heater
- 10 A Battery Charger
- 60/40 Coolant (60% Ethylene Glycol)

FUEL SYSTEM

- 110% Containment - engine fluid (oil & coolant) and fuel
- Engine Fluid and Fuel Leak Detection Sensor
- Auxiliary Fuel Tank Connection
 - 3-Way Fuel Valve

CONTROL SYSTEM

- 4-Position Voltage Selection Switch
- Telemetry
- Lojack Equipment Recovery System
- Battery Disconnect Switch, Padlockable

ALTERNATOR SYSTEM

- SUPERSTART® Alternator
- VFLEX (600 V) Alternator
- Marathon Electric DVR2400 DVR
- Permanent Magnet Generator (PMG) Excitation System

POWER DISTRIBUTION

- Camlocks—one set, female (US or Canada color code)
- Buck Transformer

ENCLOSURE

- Fire extinguisher

TRAILER

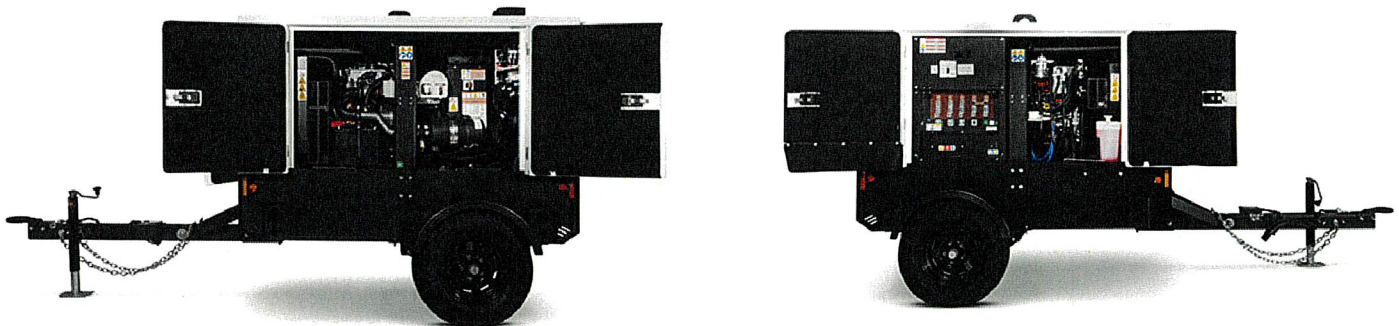
- Skid Mount (Non-trailer)
- Electric Brakes
- 2 in. (50.8 mm) BULLDOG® Ball Hitch
- 2-5/16 in. (58.7 mm) BULLDOG Ball Hitch
- 3 in. (76.2 mm) Pintle Ring Hitch
- Rear Stabilizer Jacks
- Toolbox: Aluminum, 49×15×18.5 in. (125×38×47 cm)
- Plug Adapter, Round 7 Blade (SAE J2863)
- Spare Tire

RATING DEFINITIONS

Standby: Applicable to varying emergency load for the duration of a utility power outage.

Prime: Applicable to supplying power to a varying load in lieu of utility for an unlimited amount of running time.

*Consult factory for availability



MDG25IF4 | 2.2 L | 25 kVA

MOBILE DIESEL GENERATOR SET

EPA Emissions Certification: Tier 4 Final



APPLICATION AND ENGINEERING DATA

ENGINE SPECIFICATIONS

General

Make (Model)	Isuzu (4LE2T)
EPA Emissions Compliance	Tier 4 Final
After Treatment System	DOC
Cylinders – Qty	4
Type	In-Line
Displacement – in ³ (L)	134 (2.2)
Bore – in (mm)	3.35 (85)
Stroke – in (mm)	3.78 (96)
Compression Ratio	17.6:1
Intake Air Method	Turbocharged

Engine Governing

Governor	Electronic
Frequency Regulation (Steady State)	±2%

Lubrication System

Oil Pump Type	Gear Driven
Oil Filter Type	Spin-On Cartridge, Full Flow
Crankcase Capacity – qt (L)	10.9 (10.4)

Cooling System

Cooling System Type	Radiator
Water Pump Type	Belt Driven
Fan Type	Pusher
Fan Speed – rpm	2,016
Fan Diameter – in (cm)	15.75 (40)
Cooling System Capacity – qt (L)	17.6 (16.6)

Fuel System

Fuel Type	Ultra Low Sulfur Diesel
Fuel Specifications	EN 590 / ASTM D975
Fuel Filtering – μ	Primary: 10 Final: 2
Fuel Inject Pump – Make (Model)	Denso (HP3)
Fuel Pump Type	Engine Gear Driven
Injector Type	Electronic
Engine Type	Direct Injection High Pressure Common Rail
Fuel Supply Line Diameter– in (mm)	0.375 (9.5)
Fuel Return Line Diameter– in (mm)	0.375 (9.5)

Engine Electrical System

System Voltage – VDC	12
Battery Charger Alternator – VDC (A)	12 (50)
Battery Size – CCA	720
Battery Voltage (Battery Qty)	12 (1)
Ground Polarity	Negative (-)

STANDARD ALTERNATOR SPECIFICATIONS

Make (Model)	Marathon Electric (282PSL1705)
Poles – Qty	4
Field Type	Rotating
Insulation Class - Rotor	Class H
Insulation Class - Stator	Class H
Total Harmonic Distortion	<5%
Telephone Interference Factor	<50

Standard Excitation	Shunt
Bearings	Double Shielded, Pre-lubricated
Coupling	Direct Flexible Disc
Prototype Short Circuit Test	Yes
Voltage Regulator Type	AVR
Quantity of Sensed Phases	1
Regulation Accuracy (Steady State)	±0.5%

SUPERSTART ALTERNATOR SPECIFICATIONS

Make (Model)	Marathon Electric (283PSL1707)
Poles – Qty	4
Field Type	Rotating
Insulation Class – Rotor	H
Insulation Class – Stator	H
Total Harmonic Distortion	<5%
Telephone Interference Factor	<50

Standard Excitation	Shunt
Bearings	Double Shielded, Pre-lubricated
Coupling	Direct Flexible Disc
Prototype Short Circuit Test	Yes
Voltage Regulator Type	AVR
Quantity of Sensed Phases	1
Regulation Accuracy (Steady State)	±0.5%

MDG25IF4 | 2.2 L | 25 kVA

MOBILE DIESEL GENERATOR SET

EPA Emissions Certification: Tier 4 Final



APPLICATION AND ENGINEERING DATA (CONTINUED)

VFLEX ALTERNATOR SPECIFICATIONS

Make (Model)	Marathon Electric (283PSL28106)	Standard Excitation	Shunt
Poles – Qty	4	Bearings	Double Shielded, Prelubricated
Field Type	Rotating	Coupling	Direct Flexible Disc
Insulation Class – Rotor	H	Prototype Short Circuit Test	Yes
Insulation Class – Stator	H	Voltage Regulator Type	AVR
Total Harmonic Distortion	<5%	Quantity of Sensed Phases	1
Telephone Interference Factor	<50	Regulation Accuracy (Steady State)	±0.5%

OPERATING DATA

POWER RATINGS

	Standard Alternator		SUPERSTART Alternator		VFLEX Alternator	
	Standby: kW/kVA (A)	Prime: kW/kVA (A)	Standby: kW/kVA (A)	Prime: kW/kVA (A)	Standby: kW/kVA (A)	Prime: kW/kVA (A)
1-phase, 120/240 VAC @ 1.0 pf—zig zag*	17.5/17.5 (73)	17.5/17.5 (73)	17.5/17.5 (73)	17.5/17.5 (73)	11/11 (46)	11/11 (46)
3-phase, 208/120 VAC @ 0.8 pf—low wye	25/31 (86)	20/25 (70)	25/31 (86)	20/25 (70)	24/30 (83)	19/24 (66)
3-phase, 240/120 VAC @ 0.8 pf—delta**	25/31 (75)	20/25 (60)	25/31 (75)	20/25 (60)	24/30 (72)	19/24 (57)
3-phase, 480/277 VAC @ 0.8 pf—high wye	25/31 (37)	20/25 (30)	25/31 (37)	20/25 (30)	26/32 (36)	21/26 (32)
3-phase, 600/346 VAC @ 0.8 pf—high wye	N/A	N/A	N/A	N/A	26/32 (29)	21/26 (25)

*Alternator limited.

**Power ratings achieved through use of optional 4-position voltage selection switch.

FUEL CONSUMPTION RATES

Prime Load	Fuel: gph (L/hr)
50%	1.1 (4.2)
75%	1.6 (6.1)
100%	2.0 (7.4)
110% (Standby)	2.3 (8.6)

Deration – Operational characteristics consider maximum ambient conditions. Derate factors may apply under atypical site conditions.

Please consult a Generac Mobile Products Authorized Service Dealer for additional details. All performance ratings in accordance with ISO3046, BS5514, ISO8528, ISO8665, SAE J1228, SAE J1995, and DIN6271 standards.

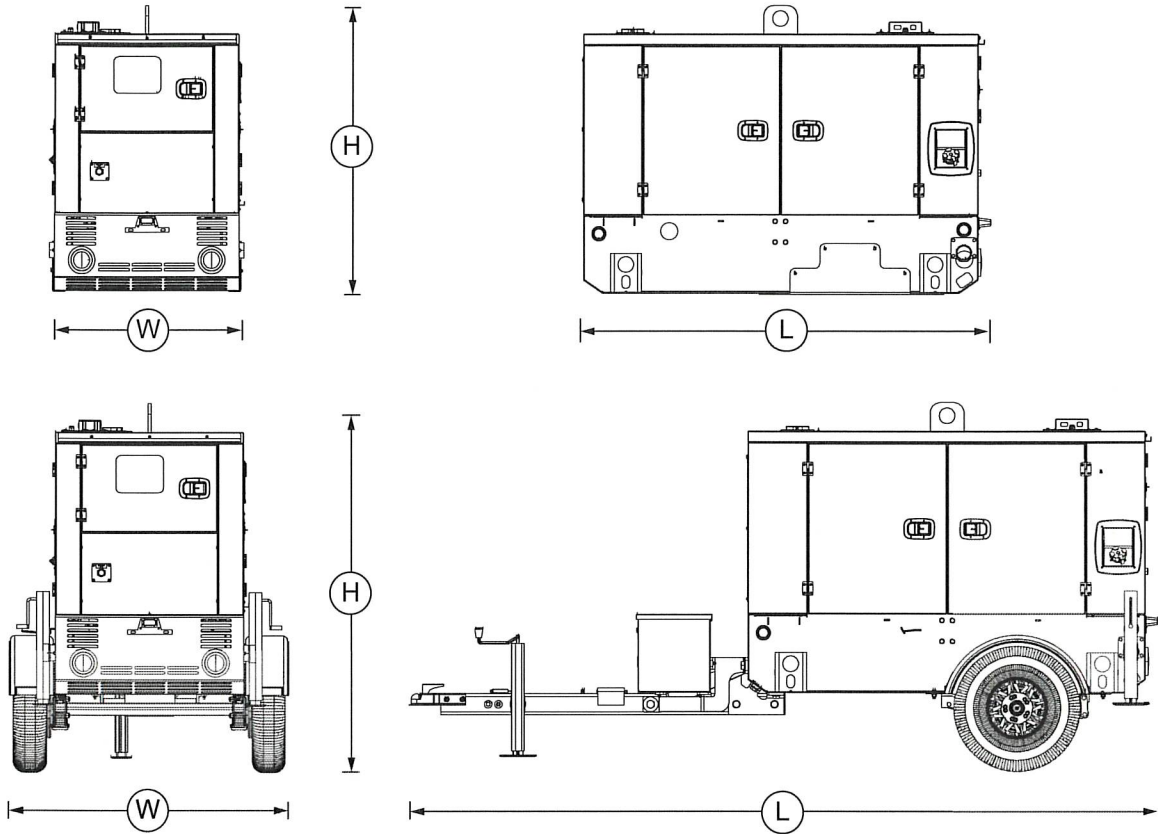
MDG25IF4 | 2.2 L | 25 kVA

MOBILE DIESEL GENERATOR SET

EPA Emissions Certification: Tier 4 Final



DIMENSIONS AND WEIGHTS*



011143

	Runtime: hr*	Usable Fuel Capacity: gal (L)	Dimensions – L×W×H: in (m)	Weight: lb (kg)
Skid	35	56 (211)	76 (1.93)×36.37 (.92)×53.5 (1.35)	Dry: 2,010 (911) Operating: 2,450 (1,111)
Trailer	35	56 (211)	139.25 (3.53)×51.75 (1.31)×64.75 (1.64)	Dry: 2,247 (1,019) Operating: 2,771 (1,256)

*Runtime based on 75% of prime rated power

SOUND RATING

- 67 dB(A) @ 23 ft (7 m) @ prime power

* All measurements are approximate and for estimation purposes only.

YOUR FACTORY RECOGNIZED GENERAC MOBILE DEALER

Specification characteristics may change without notice. Dimensions and weights are for preliminary purposes only. Please consult a Generac Mobile Authorized Service Dealer for detailed installation drawings.



Agenda Item Review

Meeting Date: 12/30/2024
Agenda Item#: 10

TOWN OF LAWRENCE BOARD MEETING STAFF REPORT

REPORT TO: Dr. Lanny Tibaldo, Town Board Chairman, Town Board
REPORT FROM: Patrick Wetzel, Town Administrator
AGENDA ITEM: **Consideration of Change Order #6 – PTS Contractors – MV Utility Relocate - Generator**

FISCAL IMPACT:

1. Is there A Fiscal Impact? Yes
2. Is it Currently Budgeted? Yes, to be included with ARPA obligated funds

Item History

We've previously discussed the 2023 Sewer & Water Contract specified a new trailer mounted generator to be procured via contract, to be utilized for the new Shady Court Lift Station, and mounted on a trailer in order to be utilized elsewhere in Town in the event of emergency situations. This generator item was removed from the 2023 contract, and we've found the bid received was lower than what the generators more realistically go for on the market.

PTS Contractors was able to quote us for a generator that will meet the spec from the 2023 Sewer & Water contract for an amount of \$38,500, if we include it as part of their contract for Mid Valley Utilities Relocate.

As we believe it's necessary, and the cost is increased from what initially anticipated than we were spec'd from a different contractor (which we removed from that contract), we intend to utilize ARPA funds to offset the cost or difference in cost for this unit.

Recommended Action By Town Board

Recommend approval of PTS Contractors Change Order #6 – Mid Valley Utilities Relocate – to acquire new trailer mounted generator for \$38,500.



Agenda Item Review

Meeting Date: 12/30/2024
Agenda Item#: 11

TOWN OF LAWRENCE BOARD MEETING STAFF REPORT

REPORT TO: Dr. Lanny Tibaldo, Town Board Chairman, Town Board
REPORT FROM: Patrick Wetzal, Town Administrator
AGENDA ITEM: **Consider Pay Request #11 Final -Superior Sewer & Water -2023 Contract \$92,914.35**

FISCAL IMPACT:

1. Is there A Fiscal Impact? Yes
2. Is it Currently Budgeted? Yes

Item History

Superior Sewer & Water has submitted Pay Request #11 for the 2023 Sewer & Water Construction project, which would be the final pay request.

McMahon has reviewed the request and recommends approval of this final pay request.

Recommended Action By Town Board

Consider approval of Pay Request #11 - Superior Sewer & Water - 2023 Sewer & Water Construction - \$92,914.35



December 19, 2024

Town of Lawrence
2400 Shady Court
De Pere, WI 54113

Re: Town of Lawrence
2023 Sanitary Sewer & Water Main Construction
Certificate for Payment #11 - Final
McM. No. L0017-09-23-00310

Enclosed herewith is revised Certificate for Payment #11 for the above referenced project. This Certificate is issued to Superior Sewer and Water, Inc. in the amount of \$92,914.35 for partial payment for work performed through December 6, 2024.

Please process the enclosed, and forward payment as noted in correspondence from Granite RE, Bonding Company of Superior Sewer and Water, Inc. The specific direction by Granite RE is to make the check payable to Superior Sewer and Water, Inc. but to mail the check to Granite RE.

Should you have any questions, please contact our office at your convenience.

Respectfully,

McMahon Associates, Inc.

A handwritten signature in black ink, appearing to read "Matt Greely".

Matthew J. Greely, P.E.
Executive Vice President E&I Division

MJG:car

cc: Superior Sewer and Water, Inc.

Enclosure: Certificate for Payment #11 - Final

CERTIFICATE FOR PAYMENT

TOWN OF LAWRENCE
2400 Shady Court
De Pere, WI 54115

Contract No. L0017-09-23-00310
Project File No. L0017-09-23-00310
Certificate No. Eleven (11) – Final
Issue Date: December 19, 2024
Project: Town of Lawrence 2023 Sanitary Sewer & Water Main Construction

This Is To Certify That, In Accordance With The Contract Documents Dated: November 1, 2023

SUPERIOR SEWER AND WATER, INC.
1801 Deer Trail
Luxemburg, WI 54217

Is Entitled To Final Payment For Work Performed Through: December 6, 2024

- Contractor's Application for Payment Attached
- Itemized Cost Breakdown Attached

Original Contract	<u>\$3,032,430.63</u>	Completed To Date	<u>\$2,129,911.39</u>
Net Change Orders	<u>- \$906,340.63</u>	Retainage	<u>\$0.00</u>
Current Contract Amount	<u>\$2,126,090.00</u>	Subtotal	<u>\$2,129,911.39</u>
		Previously Certified	<u>\$2,036,997.04</u>

Amount Due This Payment: \$92,914.35

Certified By:
McMAHON ASSOCIATES, INC.
Neenah, Wisconsin



Matthew J. Greely, P.E.
Executive Vice President E&I Division

Contractor's Application for Payment No. # 11 FINAL

LAWRANCE SANITARY SEWER & WATER CONSTRUCTION	Date: 10-11-24 - 12-19-2024
	Contractor: Superior Sewer and Water, Inc.
	Town of Lawrence, 2400 Shady Court, De Pere, WI 54115.

1. ORIGINAL CONTRACT PRICE:.....		\$3,032,430.63
2. Net change by Change Orders and Written Amendments (+ or -):.....		-\$912,021.62
3. CURRENT CONTRACT PRICE.....		\$2,129,911.39
4. Total completed and stored to date Column:.....		\$2,129,911.39
5. Retainage (per Agreement):	\$0.00	
a. Work Completed - Column H (95% up to 50% of Contract or 2.5% of 100% of Contract		\$0.00
6. AMOUNT ELIGIBLE TO DATE.....		\$2,129,911.39
7. LESS PREVIOUS PAYMENTS.....		\$2,036,997.05
8. AMOUNT DUE THIS APPLICATION		\$92,914.34

Payment of: \$92,914.34
(Line 8 or other - attach explanation of other amount)

is recommended by: Superior Sewer and Water Inc. Date: 12-19-24
(Contractor)

is recommended by: McMahon Associates, Inc. Date:
(Engineer)

is recommended by: Town of Lawrence Date:
(Owner)

Application for Payment

APPLICATION FOR PAYMENT

Owner: Town of Lawrence
 2400 Shady Court
 De Pere, WI 54115

Project: 2024 Town Road Improvement Project

Contractor: Northeast Asphalt, Inc.

Date: December 13, 2024

Application is made for Payment in Connection with the above Contract:

The following documents are attached:

- Schedule of Values
- Schedule of Unit Prices
- Inventory of Stored Materials

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

Original Contract	<u>\$344,202.00</u>	Completed to date	<u>\$486,684.97</u>
Net Change Orders	<u>\$143,220.00</u>	Retainage 10%	<u>\$48,668.50</u>
Current Contract Amount	<u>\$487,422.00</u>	Amount Due	<u>\$438,016.47</u>
		Total Payment	<u>\$124,110.00</u>

Northeast Asphalt, Inc.

Contractor

DocuSigned by: Taylor Tauer Initial GT

EFAC1837DB28494
 Name and Title
 Taylor Tauer, Agent

CONTINUATION SHEET

FROM: Northeast Asphalt, Inc.
PROJECT: T/O Lawrence 2024 Road Resurfacing

APPLICATION NO: 4
APPLICATION DATE: 12/13/2024
PERIOD TO: 11/27/2024
PROJECT #'S: 618442

A						B	C	D	E	F	G	H	I	J
						WORK COMPLETED						Total Completed and stored to date (C+E+G)		
						Previous Applications		This Application		Materials Stored				
ITEM NO.	DESCRIPTION OF WORK	Estimated Bid Quantity	Unit of Measure	Unit price	Bid Amount	Quantity	Amount	Quantity	Amount	Quantity	Amount	Quantity	Amount	% Comp.
Skyline Oaks Drive							\$0.00		\$0.00		\$0.00		\$0.00	#DIV/0!
1110	Pulverize existing	5100.00	SY	\$0.40	\$2,040.00	5,100.00	\$2,040.00		\$0.00		\$0.00	5,100.00	\$2,040.00	100
1120	2" 3LT 58-28S Lower Layer	600.00	TN	\$75.40	\$45,240.00	592.17	\$44,649.62		\$0.00		\$0.00	592.17	\$44,649.62	101.322
1130	1.5" 5LT 58-28S Upper Layer	450.00	TN	\$74.80	\$33,660.00	450.00	\$33,660.00		\$0.00		\$0.00	450.00	\$33,660.00	100
1140	Tack	260.00	GA	\$3.50	\$910.00	255.00	\$892.50		\$0.00		\$0.00	255.00	\$892.50	101.961
1150	2" 5LT 58-28S, Driveways	60.00	TN	\$126.00	\$7,560.00	45.00	\$5,670.00		\$0.00		\$0.00	45.00	\$5,670.00	133.333
1160	4" Topsoil, Seed & Mulch	950.00	SY	\$9.05	\$8,597.50		\$0.00	1,100.00	\$9,955.00		\$0.00	1,100.00	\$9,955.00	86.3636
1170	Traffic Control	1.00	LS	\$1,170.00	\$1,170.00	1.00	\$1,170.00		\$0.00		\$0.00	1.00	\$1,170.00	100
1180	Mobilization	1.00	LS	\$830.00	\$830.00	1.00	\$830.00		\$0.00		\$0.00	1.00	\$830.00	100
Whispering Oak Court							\$0.00		\$0.00		\$0.00		\$0.00	#DIV/0!
1210	Pulverize existing	4200.00	SY	\$0.40	\$1,680.00	4,200.00	\$1,680.00		\$0.00		\$0.00	4,200.00	\$1,680.00	100
1220	2" 3LT 58-28S Lower Layer	480.00	TN	\$75.40	\$36,192.00	480.00	\$36,192.00		\$0.00		\$0.00	480.00	\$36,192.00	100
1230	1.5" 5LT 58-28S Upper Layer	350.00	TN	\$74.80	\$26,180.00	350.00	\$26,180.00		\$0.00		\$0.00	350.00	\$26,180.00	100
1240	Tack	210.00	GA	\$3.50	\$735.00	210.00	\$735.00		\$0.00		\$0.00	210.00	\$735.00	100
1250	2" 5LT 58-28S, Driveways	60.00	TN	\$126.00	\$7,560.00	53.25	\$6,709.50		\$0.00		\$0.00	53.25	\$6,709.50	112.676
1260	4" Topsoil, Seed & Mulch	750.00	SY	\$9.05	\$6,787.50		\$0.00	825.00	\$7,466.25		\$0.00	825.00	\$7,466.25	90.9091
1270	Traffic Control	1.00	LS	\$850.00	\$850.00	1.00	\$850.00		\$0.00		\$0.00	1.00	\$850.00	100
1280	Mobilization	1.00	LS	\$100.00	\$100.00	1.00	\$100.00		\$0.00		\$0.00	1.00	\$100.00	100
Gentle Hills							\$0.00		\$0.00		\$0.00		\$0.00	#DIV/0!
1310	Pulverize existing	3400.00	SY	\$0.40	\$1,360.00	3,400.00	\$1,360.00		\$0.00		\$0.00	3,400.00	\$1,360.00	100
1320	2" 3LT 58-28S Lower Layer	400.00	TN	\$75.40	\$30,160.00	354.07	\$26,696.88		\$0.00		\$0.00	354.07	\$26,696.88	112.972
1330	1.5" 5LT 58-28S Upper Layer	300.00	TN	\$74.80	\$22,440.00	300.00	\$22,440.00		\$0.00		\$0.00	300.00	\$22,440.00	100
1340	Tack	180.00	GA	\$3.50	\$630.00	170.00	\$595.00		\$0.00		\$0.00	170.00	\$595.00	105.882
1350	2" 5LT 58-28S, Driveways	60.00	TN	\$126.00	\$7,560.00	32.70	\$4,120.20		\$0.00		\$0.00	32.70	\$4,120.20	183.486
1360	4" Topsoil, Seed & Mulch	600.00	SY	\$9.05	\$5,430.00		\$0.00	675.00	\$6,108.75		\$0.00	675.00	\$6,108.75	88.8889
1370	Traffic Control	1.00	LS	\$850.00	\$850.00	1.00	\$850.00		\$0.00		\$0.00	1.00	\$850.00	100
1380	Mobilization	1.00	LS	\$100.00	\$100.00	1.00	\$100.00		\$0.00		\$0.00	1.00	\$100.00	100
American Drive							\$0.00		\$0.00		\$0.00		\$0.00	#DIV/0!
1410	Clean/Sweep & Remove Temp. Ramps	1.00	LS	\$2,980.00	\$2,980.00	1.00	\$2,980.00		\$0.00		\$0.00	1.00	\$2,980.00	100
1420	2" 4LT 58-28S Upper Layer	1200.00	TN	\$69.10	\$82,920.00	1,213.81	\$83,874.27		\$0.00		\$0.00		\$0.00	#DIV/0!
1430	Tack	500.00	GA	\$3.50	\$1,750.00	260.00	\$910.00		\$0.00		\$0.00		\$0.00	#DIV/0!
1440	Traffic Control	1.00	LS	\$750.00	\$750.00		\$0.00	1.00	\$750.00		\$0.00		\$0.00	#DIV/0!
1450	Mobilization	1.00	LS	\$680.00	\$680.00		\$0.00	1.00	\$680.00		\$0.00		\$0.00	#DIV/0!
American Drive Epoxy Paint							\$0.00		\$0.00		\$0.00		\$0.00	#DIV/0!
1710	Two Way Center Turn Lane	2000.00	LF	\$2.75	\$5,500.00		\$0.00		\$0.00		\$0.00		\$0.00	#DIV/0!
1720	Turn Lane Arrow	4.00	EA	\$250.00	\$1,000.00		\$0.00		\$0.00		\$0.00		\$0.00	#DIV/0!
	Town Hall Parking Lot	1.00	LS	\$68,640.00	\$68,640.00		\$0.00	1.00	\$68,640.00		\$0.00		\$0.00	#DIV/0!
	Superior C/O Work	1.00	LS	\$75,000.00	\$75,000.00	0.58	\$43,500.00		\$0.00		\$0.00	0.58	\$43,500.00	172.414
	Time & Materials Misc. Patching (231.33 TN 5LT 58-28S)	1.00	LS	\$44,300.00	\$44,300.00		\$0.00	1.00	\$44,300.00		\$0.00		\$0.00	#DIV/0!
							\$532,142.00		\$348,784.97		\$137,900.00		\$0.00	\$287,530.70

A=Line Item Number B=Brief Item Description C=Total Value of Item D=Total of D and E from Previous Application(\$), if any E=Total Work Completed for this Application
 F=Materials Purchaed and Stored for Project G=Total of all Work Completed and Materials Stored for Project H=Remaining Balance of Amount to Finish I=Amount Withheld from G



Agenda Item Review

Meeting Date: 12/30/2024
Agenda Item#: 12

TOWN OF LAWRENCE BOARD MEETING STAFF REPORT

REPORT TO: Dr. Lanny Tibaldo, Town Board Chairman, Town Board
REPORT FROM: Patrick Wetzal, Town Administrator
AGENDA ITEM: **Consider Pay Req #4- Northeast Asphalt, 2024 Road Improvement/Paving - \$124,110**

FISCAL IMPACT:

- 1. Is there A Fiscal Impact? Yes
- 2. Is it Currently Budgeted? Yes

Item History

Northeast Asphalt has submitted Pay Request #4 for 2024 Road Improvement Project – Paving.

Town staff has reviewed the pay request and recommends approval.

Recommended Action By Town Board

Consider approval of Pay Request #4 – Northeast Asphalt – 2024 Road Improvement Project - \$124,110



Agenda Item Review

Meeting Date: 12/30/2024
Agenda Item#: 13

TOWN OF LAWRENCE BOARD MEETING STAFF REPORT

REPORT TO: Dr. Lanny Tibaldo, Town Board Chairman, Town Board
REPORT FROM: Patrick Wetzel, Town Administrator
AGENDA ITEM: **Adopt Final List of ARPA Fund Obligations for Program**

FISCAL IMPACT:

1. Is there A Fiscal Impact? Yes
2. Is it Currently Budgeted? Yes

Item History

Over the past few years, we've often mentioned the ARPA fund program, and used these funds to assist with projects and operational purchases as part of the budgeting process.

The Town received \$566,361.54 in ARPA funds. The funds are to be obligated by December 31st, 2024 and spent by December 31st, 2026.

If there are any funds not obligated by the deadline, they may be subject to be returned to the federal government. Likewise on funds not spent by that deadline, as well.

There are a number of projects that have been approved and executed in recent years utilizing ARPA funds, and as there are some funds left to be obligated, we've made an effort in recent weeks to line up with eligible projects in order to maximize the Town's use of ARPA funds.

There are a number of categories to report for expenses or eligible uses of funds, but we are taking the route of the standard "revenue loss" category. This category authorizes communities up to \$10 million to report the ARPA funds as essentially substituting for some other revenue that may have been lost during the pandemic. Since our ARPA allocation is much less, that means we're able to utilize all of our ARPA funds towards "Revenue loss." Using this category allows for more flexibility.

We've focused recently on the requirements for "obligating funds," with the obligation deadline coming soon and can share the following slides from recent presentations regarding the same:

An obligation is NOT:

- An adopted budget or budget amendment
- An appropriation of SLFRF funds
- An executive order
- A resolution
- A written or oral intention to enter into a contract
- A grant of legal authority to enter into a contract
- Claiming funds under the revenue loss category
- Moving SLFRF funds to a general fund as revenue loss but not further establishing an obligation with those funds by 12/31/24

Notice that an obligation is NOT “claiming funds under revenue loss category” alone. We’re not able to claim “Revenue Loss,” and then deposit the funds into the general fund reserves. They need to be spent/expended so there is a second step to identify the uses for those funds.

13

Aren’t revenue loss funds automatically obligated?

•**NO.** See **FAQ 17.15.**

- All SLFRF funds under any eligible use category are subject to the obligation requirements – including funds used under the revenue loss category.
- This means that, when a recipient uses funds to provide government services, those funds must be obligated via one of the pathways discussed on the earlier slide.
- Neither electing the standard allowance, nor reporting calculated revenue loss, establishes an obligation for those funds.**
- Recipients must report revenue loss projects to Treasury through a two-step process.

The two-step process is to identify and obligate the uses of funds to specific projects or purchases, and then to report and verify proper documentation and that the funds were spent within the eligible deadlines.

An additional slide is attached that outlines what staff will be tasked with doing to complete the two-step process. The next slide also references as the bottom in italics that reporting uses of funds under a different category than “Revenue Loss,” entails that the project will be subject to more detailed reporting and other requirements.

This is why part of why we will utilize the revenue loss category to assist in streamlining the process for reporting and obligating.

How do I report revenue loss projects as obligated?

•STEP ONE: Report claimed revenue loss.

Elect either \$10 million Standard Allowance, up to award amount, or calculate revenue loss according to formula in 2022 Final Rule.

•STEP TWO: Report projects under expenditure category 6. These projects must include:

Amount of SLFRF funds budgeted (if applicable), obligated, and expended for that specific project

Project description that summarizes the project in sufficient detail to provide an understanding of the major activities that will occur.

- *If the project is reported under a different expenditure category, Treasury will not consider the project to be under the Revenue Loss eligible use category, and the project will be subject to more detailed reporting and other requirements.*



As our most recent webinar on the topic was in the past two weeks, some advice was given on allocating/obligating any remaining funds before the upcoming deadline. Not from the prior page that there are a number of methods that do not represent an “obligation,” such as a budget or just intending to purchase something in the future. There needs to be a final contract, invoice, purchase order, etc... in place and kept on file. This most recent webinar offered some insight into best practices to obligate remaining funds. This is included as an FYI to the Town Board, as it guides how we’re allocating the last of the funds outstanding.

Last Minute Obligation Strategies

- Prioritize High-Impact, Quick-to-Execute Activities
 - ✓ Projects already underway
 - ✓ Focus on deliverables close to completion
 - ✓ Quick procurement options:
 - ✓ Payroll, Credit Card Transactions, Expedited POs, Pre-Approved Vendors
- Use Existing Contracts or Agreements
 - ✓ Leverage existing agreements
 - ✓ Amend existing agreements
- Implement Fast-Track Procurement Methods
 - ✓ Avoid complex bidding processes
 - ✓ Utilize cooperative purchasing
 - ✓ Use templated professional services agreement and other contracts
- Document Everything
 - ✓ Ensure proper documentation
 - ✓ Examples - emails, contracts, purchase orders, or any communication with internal departments (IAAs), vendors, subrecipients, and beneficiaries
- Report Now
- Be Prepared to Report Later

Through this, it's been advised that we obligate funds beyond our allocated amount of \$566,361.54, so as to make sure that if there are any projects that do not actually occur by the deadline, come in under what was budgeted, or if we receive some alternate funding in the future (i.e. grants, donations, etc...) that we will still have a sufficient number of both obligated and spent funds.

This is to ensure that the funds don't have to be returned to the federal government at the end of the program, whereby some other community will spend them for us on their own needs.

This is the list of funds that have either been approved, executed or spent since the beginning of the program, and will work as the list of obligations for the Town's use of ARPA funds, with Town Board approval:

Police:

Axon Camera Systems thru 2026:	\$89,902.09
Police Squad & IT Server Replace:	\$47,119.85
Police Squad Equip/Cameras:	\$26,462.50
Phone System Upgrade:	\$802.50

Court:

Laptops/Printer:	\$3,368.58
------------------	------------

Fire:

Vehicle – surplus squad convert:	\$16,190.78
Chief Laptop:	\$1,099.99
6 AED's:	\$11,909.58
Space Needs Study:	\$24,000.00
Replace 6 radios: 2024	\$19,740.42
Replace 6 radios: 2025	\$19,740.42
Chief Vehicle-Explorer:	\$44,418.50

Town Hall/Campus:

High Density Storage System:	\$17,793.81
MiPay Payroll Timekeeping:	\$6,800.00
Meeting Room Chairs:	\$3,779.40
Security Cameras:	\$7,742.72
Wireless Bridge to PW Shop:	\$2,515.62
Surface for Pub Wrks/Bldg Insp	\$2,886.00
Vehicle- Building Inspector	\$45,100.50
North Parking Lot Expansion:	\$47,937.99*** (verify final asphalt invoice included)*
Plotter Replacement:	\$8,651.00***
Audio/Visual Upgrade Town Hall:	\$50,570.34***

Parks:

Quarry Park Security Cameras:	\$5,693.00
Portion of Pickleball/Hoops/Trail:	\$100,000.00

Utilities/Public Works:

Vehicle-Water Operator:	\$47,257.50
Vehicle-Pub Works Director:	\$45,100.50
LE-2 Town share of station build:	\$130,214.00
Portable Generator-Lift Station:	\$38,500.00 ***
ME Water Meter Elec Reader:	\$5,050.00 ***

Items noted with *** are on agenda for approval and execution of contract/proposal or for payment of invoice on or before 12/31/24.

As mentioned, these items exceed the ARPA allocation, though intended list to ensure that the Town does not lose any of these funds for lack of actual expenditure withing the ARPA timeframe.

These items also fall within the guidelines listed in this memo related to the actual steps required for obligation of funds.

Recommended Action By Town Board

Consider approval of List of ARPA Fund Obligations to utilize for reporting and purchasing as per required via the ARPA program.



Agenda Item Review

Meeting Date: December 30, 2024
Agenda Item#: 14

TOWN OF LAWRENCE BOARD MEETING STAFF REPORT

REPORT TO: Dr. Lanny Tibaldo, Town Board Chairman, Town Board
REPORT FROM: Melissa Mathes, Town Hall Administrative Assistant
AGENDA ITEM: **Consideration Plotter Printer/Scanner Replacement**

FISCAL IMPACT:

1. Is there A Fiscal Impact? Yes
2. Is it Currently Budgeted? No – Eligible for use of ARPA funds

Item History

The current plotter is a 2012 HP T2300 plotter that was purchased from FRV. The printheads on the plotter have been needing to be replaced for about 2 years. After some research, FRV is out of business and the T2300 model has been discontinued by HP. There doesn't appear to be a service technician or company in the area that can service this machine.

At this time, the plotter can only be used to scan large documents such as building plans. With our new mobile filing system, we have moved our building plans from filing cabinets to this new system. With this move, we are scanning all large building plans from building permits into the system so they can be accessed digitally. We have about 400 more building plans to be scanned. In the last 2 weeks, when scanning the plans to our network folder, the plotter freezes causing us to restart it and scan the plans again.

The new plotter printer/scanner can be used to print large, updated zoning maps for our conference room to reference during development meetings, street maps, or ward maps for elections versus having to be printed by a printing company.

Discussions with companies leasing plotters have said plotter manufacturers discontinue models after 5 years and parts extend about another 2-3 years. Firmware updates discontinue after 5 years.

Below is a comparison chart of 3 plotter models for 5-year lease and direct purchase.

Plotter Comparison (5 years)

Column1	Purchase (HP T850)	Rhyme (HP T850)	Purchase (Canon TM-355)	AE Graphics (Canon TM-355)	Purchase (HP T2600)	Impact Solution (HP T2600)
Price	\$ 6,495.00	\$ 11,419.20	\$ 5,654.99	\$ 9,720.00	\$ 9,995.00	\$ 18,844.80
Warranty	\$ 650.00	Price includes Warranty (5yrs)	Price includes warranty (1 year)	\$ -	\$ 1,187.99	Price includes Warranty (5 years)
Maintenance	\$ -	\$ -	\$ -	\$ 2,400.00	\$ -	\$ 4,526.40
Ink	\$ 286.99	\$ 286.99	\$ 431.25	\$ 431.25	\$ 996.00	Included in Maintenance Price
Total	\$ 7,431.99	\$ 11,706.19	\$ 6,086.24	\$ 12,551.25	\$ 12,178.99	\$ 23,371.20

Rhyme has offered a purchase through them. As of 12.23.24 the HP DesignJet T850 with 5-year warranty is \$8651.00. This price includes installation, setup and disposal of the old plotter.

We also could purchase directly through Epson for the Epson T5470M printer and scanner. The purchase price would be \$6195.00 and the 4 year warranty would be an addition \$2495.00 for a grand total of \$8690.00. With this option we would have to install, set up and dispose of our current plotter.

Recommended Action:

Recommended action to purchase the HP T850 for \$8651.00, including the next business day onsite support through HP. The 5-year warranty also includes replacement parts and materials. We are used to HP products and this would be similar to the current one with upgraded capabilities.

PROPOSED SOLUTION FINANCIALS

RECOMMENDED EQUIPMENT SUMMARY

Model	QTY	Description
-------	-----	-------------

T850

1

HP DesignJet T850 36-in WF MFP

- 25 sec/page on D, 90 D prints per hour
- Pigment-based (C, M, Y, mK)
- Print Resolution Color (best) up to 2400 x 1200 optimized dpi
- Input tray (50 sheet), media bin, sheet feed, roll feed, automatic horizontal cutter
- Dynamic security enabled printer

- Note: Paper and Consumables not included
- Ink Cartridges: \$107 Ea. Per Black, Cyan, Yellow, Magenta

- Installation and Setup Included *disposal*
- 5 Year Service Support Included

*** paper + ink purchase through Rhyme*

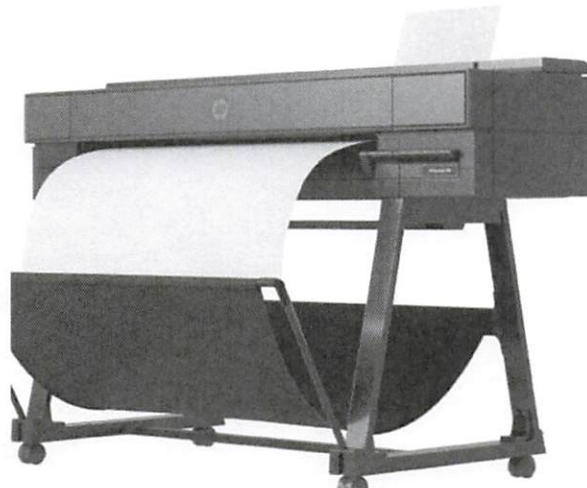
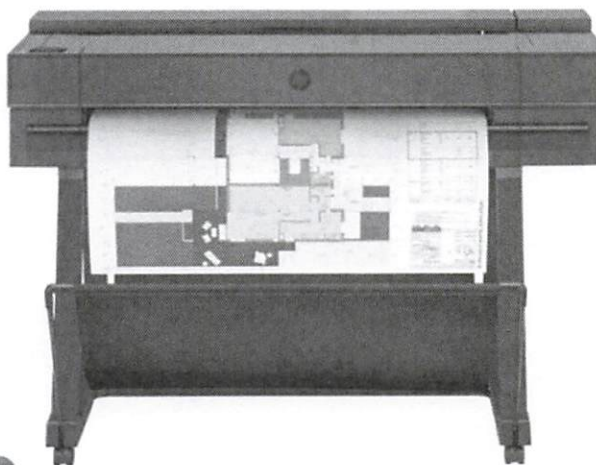
Purchase Option: \$8,651.00

Lease Option (60-Monthly Payments): \$190.32

Lease Option (48-Monthly Payments): \$224.93

Lease Option (36-Monthly Payments): \$275.97

Proposed Costs





New

SureColor T5470M 36" Printer and Scanner



MSRP :

\$6,195.00

Max. Paper Width: 36 inches

36"

Printer Feature: Integrated Scanner /Multifunction

Print Only

Integrated Scanner

Model: SCT5470M

Contact Us 800-241-5373 | Mon-Fri 6am-6pm PT

Product Highlights

- Print A1/D-size prints in as fast as 22 seconds¹
- 4.3" LCD screen with touch panel
- Integrated 36" scanner for easy document sharing
- 36" MFP solution in a space-saving design
- High-capacity cartridges up to 350 ml

Note: This printer is designed for use with Epson cartridges only, not third-party cartridges or ink. See Important Ink Info

Overview

The ultra productive print/copy/scan solution for convenient collaboration.

Enhance collaboration and streamline your workflow with the SureColor T5470M. Combining a 36" printer and integrated scanner in a sleek, space-saving design, the T5470M offers a faster, multifunction solution for printing, sharing and saving your business documents. The innovative print/copy/scan combo produces accurate A1/D-size prints in as fast as 22 seconds¹, making it an ideal choice for managing blueprints, charts, posters and more. It comes equipped with a variety of usability features, including an intuitive 4.3" LCD touchscreen, and is designed for use with high-capacity replacement ink cartridges. Plus, the T5470M offers versatile print options, such as easy printing from tablets and smartphones², for enhanced flexibility and productivity.

Epson Print Automate -

Make printing easy with one click

Print beautiful posters on-demand, every time with this free easy-to-use software.

SureColor T-Series

Product Guide

Find your ideal printer by exploring our SureColor T-Series printer guide.

Sales Reference Guide

PDF overview presentation that will walk you through key product details

SureColor T-Series

Plotters - Beyond Brilliant

SureColor T-Series printers offer fast, precise and reliable printing solutions for creative professionals from architects, engineers, and construction sites

Commercial Line Guide

View and download the commercial line guide.

Explore "How To" Playlist

Learn how to use your Epson SureColor P-Series and T-Series wide-format printers. Browse through our extensive archive of pre-recorded content.

to graphic artists and product designers.

- **Versatile printing options** — easily print direct from USB thumb drives, tablets, smartphones and more² with integrated wireless plus router-free Wi-Fi Direct³ printing³
- **Outstanding image quality** — PrecisionCore[®] MicroTFP[®] printhead with Precision Droplet Control for crystal-clear images, precise lines and crisp text
- **Vibrant, durable prints** — next-generation UltraChrome[®] XD2 archival pigment ink for high-quality printing
- **Industry-leading reliability** — permanent printhead with advanced Nozzle Verification Technology, plus world-class service and support, including a 1-year limited warranty

Eco Features

- RoHS compliant
- Recyclable product⁴
- Epson America, Inc. is a SmartWay[®] Transport Partner⁵

Better Products for a Better Future™

For more information on Epson's environmental programs, go to www.epson.com/environment

What's In The Box:

- SureColor T5470M Printer
- Printer Stand
- Full Set of Initial Ink Cartridges (CMYK – 110 mL)
- Start Here Poster
- User Guide
- AC Power Cable

Note: Media is not included with the printer

Specifications

Print:

Printing Technology:

PrecisionCore MicroTFP 4-channel, drop-on-demand printhead

Maximum Print Resolution:

2400 x 1200 dpi

Print Speed:

A1/D-sized print: 22 seconds¹

Minimum Ink Droplet Size:

4 picoliters; Variable Droplet Technology can produce up to three different sizes per line

Nozzle Configuration:

Color and monochrome heads; 800 nozzles x 4 channels

Ink:

Ink Type:

UltraChrome XD2 pigment ink; 4-color (C, M, Y, K)

Replacement Ink:**Ink Cartridge (110 ml)**

- Cyan T41W220
- Magenta T41W320
- Yellow T41W420
- Black T41W520

Ink Cartridge (350 ml)

- Cyan T41P220
- Magenta T41P320
- Yellow T41P420
- Black T41P520

General:

Operating Systems:

macOS[®] 10.13.x, Mac[®] OS X[®] 10.12.x, 10.11.x, 10.10.x, 10.9.x, 10.8.x and 10.7.x Windows[®] 10, 8.1, 7 (32-bit, 64-bit), Windows Vista[®] and Windows XP⁷

Temperature:

Operating: 50 ° to 95 °F (10 ° to 35 °C)

Operating (Recommended): 65 ° to 75 °F (18 ° to 24 °C)

Storage: -4 ° to 104 °F (-20 ° to 40 °C)

Humidity:

Operating: 20–80% (no condensation)

Operating (Recommended): 45–60% (no condensation)

Storage: 5–85% (no condensation)

Sound Level:

Operating: Approx 50 dB(A)

Sleep: Approx 32 dB(A)

Dimensions:

With Stand: 55" x 28" x 42" (1385 x 696 x 1060 mm)

Weight:

With Stand: 168 lbs (76 kg)

Eco Features:

ENERGY STAR[®] qualified, RoHS compliant, Recyclable product[®], Epson America, Inc. is a SmartWay[®] Transport Partner[®]

Safety Approvals:

UL (MET), FCC (Class A), CSA, CE, EMC

Country of Origin:

Indonesia

Warranty:

Standard 1-year usually next-business day on-site repair with toll-free phone support Monday through Friday

Epson Intelligent Ink Cartridges:

In-box Cartridge Fill Volume:

C, M, Y, K: 110 mL⁴

Retail Cartridge Fill Volume:

C, M, Y, K: 110 or 350 mL⁴

Ink Cartridge Shelf Life:

2 years from printed production date or 6 months after opened Printer is designed for use with Epson cartridges only, not third-party cartridges or ink.⁴

Printable Area and Accuracy:

Maximum Paper Width:

36" Wide

Minimum Cut-sheet Size:

8.27 x 11"

Minimum Paper Width:

Roll: 10"/Sheet 8.27"

Maximum Printable Length:

Limited by application, OS and driver/RIP used⁶

Scan Features:

Other:**Copy/Scan Modes:**

- Text/Line Drawing
- Tracing Paper
- Recycled Paper
- Blueprint
- Inverted Blueprint
- Poster
- Watercolor Drawing
- Reduction / Enlargement: 25% to 400%
- Max. copies: Up to 99

Specifications Scanner:

Scanner Type:

CIS with RGB filters

Scanner Features:

- Scan to Network Folder
- Scan to FTP Server
- Scan to Email
- Scan to USB
- File types supported: PDF / TIFF / JPEG
- Security features: Encrypted PDF Support

Maximum Scan Area:

- Max width: Up to 36 inches

- Max length: Up to 100.06 feet

Scanning Speed:

- Color: Up to 4.5 ips
- Mono: Up to 7.5 ips

Sheet Media Handling:

Single Sheet, Top-loading:

Up to 36" wide

Left/Right Margins:

0 to 3 mm each (0.24" total)

Roll Media Handling:

Single Roll-to-Roll / Top-loading Roll:

36" Wide

Media Core:

2" or 3" User-adjustable roll media adapters

Maximum Roll Diameter:

Up to 6.6"

Media Thickness:

Up to 11.8 mil

Roll Cutting:

High-speed internal rotary cutter; auto or manual⁵

Roll Paper Remaining:

The amount of remaining paper can be controlled from the control panel

BorderFree Print Widths:

10.0", 11.8", 13.0", 16.0", 17.0", 19.7", 20.3", 23.0", 24.0", 27.6", 28.7", 33.1", 36.0"

Printer Details:

Display:

4.3" Touchscreen

Printer Language:

Epson ESC/P[®] raster HP-GL/2, HP RTL

Interfaces:

SuperSpeed USB (compatible with USB 3.0 specification), USB Direct, Wireless LAN IEEE (802.11 b/g/n)⁴, Wired Ethernet (1000 Base-T/100 Base-TX/10 Base-T), Wi-Fi Direct⁴

Power:

Rated Voltage:

AC 110–240 V

Rated Frequency:

50–60 Hz

Rated Current:

2.8 A

Power Consumption:

Printing: Approx. 38 W

Ready: Approx. 13 W

Sleep: approx. 1.3 W

Power Off (Stand By): 0.25 W

Service Plans ▶

Service Plans:



We know protecting your investment is important. Epson Preferred Plus Extended Service Plans offer peace of mind beyond the device’s limited warranty and help keep you up and running — because we understand there’s simply no time for downtime.

	SKU	Price
Preferred Installation Program - SureColor T-Series	EPPT2436INS	\$1,200.00
4-Year Epson Preferred Plus Next-Business-Day On-Site Repair Extended Service Plan (At Time of Hardware Purchase) - SureColor T5400M	PST5400MS4	\$2,695.00

2-Year Epson Preferred Plus Next-Business-Day On-Site Repair Extended Service Plan (At Time of Hardware Purchase) - SureColor T5400M

PST5400MS2 \$1,615.00

1-Year Epson Preferred Plus Next-Business-Day On-Site Repair Extended Service Plan (Out of Coverage) - SureColor T5400M Series

OWT5400MS1 \$1,795.00

1-Year Epson Preferred Plus Next-Business-Day On-Site Repair Extended Service Plan (In Coverage) - SureColor T5400MS

IWT5400MS1 \$1,165.00

1-Year Epson Preferred Plus Next-Business-Day On-Site Repair Extended Service Plan (At Time of Hardware Purchase) - SureColor T5400M

PST5400MS1 \$899.00

Products 

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4-Year Next-Business-Day On-Site Repair Extended Service Plan (At Time of Hardware Purchase) - SureColor T5400M

OUR PRICE:

\$2,695.00

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Agenda Item Review

Meeting Date: December 30, 2024
Agenda Item#: 15

TOWN OF LAWRENCE BOARD MEETING STAFF REPORT

REPORT TO: Dr. Lanny Tibaldo, Town Board Chairman, Town Board
REPORT FROM: Melissa Mathes, Administrative Assistant; Cindy Kocken, Clerk-Treasurer
AGENDA ITEM: **Consideration of Proposal for Arrow AV Group – Wireless Microphones and Laser Projector Equipment**

FISCAL IMPACT:

- | | |
|------------------------------|------------------------------------|
| 1. Is there A Fiscal Impact? | Yes |
| 2. Is it Currently Budgeted? | No –Eligible for use of ARPA funds |

Item History

The objective is to provide options for audio with the addition of eight new wireless microphones, as well as video options by upgrading the existing projector to LED in the Town’s meeting room.

AUDIO:

The proposed microphones are gooseneck digital wireless microphones. With this system, we can also use the three existing analog BLX hand-held microphones. Additional gooseneck microphones can be added later if desired. The system will be controlled by a touch panel placed on a primary desk. The microphones will have green/red active/mute lights and can be set up with push-button-to-talk functionality or always be live. Proposal for wireless microphones and audio: \$36,630.49.

VIDEO:

The existing projector is underpowered for the boardroom, and an upgrade is suggested. The proposal is an 8,500-lumen high-powered laser projector that will provide a high-quality picture using the existing screen. The projector upgrade proposal is \$13,939.85.

Recommended Action By Town Board

Staff recommends approving the new microphone and audio system for \$36,630.49 and upgrading the existing projector for \$13,939.85 using ARPA funds to cover the cost.



Arrow AV Group Proposal For:
Town of Lawrence - Boardroom AV Upgrades

Melissa Mathes

LAWRENCE, TOWN OF
2400 Shady Court
ATTN: Accounts Payable
DE PERE, WI 54115

Presented By:
Timothy Perkins
timothyp@arrowavgroup.com

Proposal: 19498
Date: 2024-11-26

PROJECT OBJECTIVE

The objective of this project is to provide a variety of options for audio, video, and video conferencing upgrades for the Town of Lawrence Boardroom.

FUNCTIONS AND FEATURES

To achieve the stated project objective, the following functionality will be delivered:

A. Eight Channels of Digital Wireless Microphones

- A new digital signal processor will be installed as the new head end/control for the system. It will be installed in the existing 10 RU rack and also use the existing power supply unit. A new amplifier will drive the existing ceiling speakers.
- The system will be controlled by a touch panel that is placed on the primary desk. The touch panel will allow the user to control audio levels of each microphone, as well as the existing audio from the projector audio output.
- A direct injection box will be placed at the projector with new audio wiring in order to optimize audio.
- The existing HDMI floor plate transmitter that is wired to the HDBT input of the existing projector will be reused.
- Eight new digital wireless desktop bases with included gooseneck microphones will be installed in the new system. They will include lithium rechargeable batteries and drop-in charging stations.
- The gooseneck microphones will have green/red active/mute lights and can be set up with push-button-to-talk functionality.
- The three existing analog BLX hand-held microphone systems will also be reused in this system.
- Additional wireless microphone systems may be added at any time if more gooseneck microphones are needed.

B. Projector Upgrade

- The existing projector is underpowered for the boardroom. The projector upgrade is suggested.
- A high powered laser projector is recommended for this space, especially given the large existing screen and ambient light present in the space.
- The proposed projector is an 8,500 Lumen laser projector.
- The proposed projector will work with the audio and control systems, as well as the HDMI floor plate listed in section A.

C. Video Conferencing Dual Camera System

- Two Pan/Tilt/Zoom cameras are specified as an upgrade to the existing Owl camera.
- The new cameras work natively with the touch panel control system listed in section A.
- This system will allow users who bring a laptop with Zoom, Teams, or other soft codec systems to take advantage of the technology in the room. Sufficient WiFi coverage/capacity is required (by others)
- By plugging a USB cable into the side of the control touch panel in section A, users will be able to control the p/t/z cameras, as well as have far end users be heard through the existing overhead speakers.

IN SCOPE

Arrow AV Group shall furnish:

- All products as listed within the 'Proposal' section of this document.
- All wire, connectors and cabling necessary.
- All labor related to physical installation, programming, tuning, testing and alignment of the Products listed, as required to deliver the stated functional requirements.
- Travel and expenses directly attributable to in-scope labor.
- Programming, testing, tuning and alignment of all systems to deliver the above stated functionality.
- All devices to facilitate system operation, regardless of its inclusion in the Specification. Such devices include but are not limited to power supplies, impedance matching devices, thermal management devices, transformers, line pads, line amplifiers, EDID emulators, signal repeaters, cable equalizers, relay and LED power supplies, and other devices as

- necessary to interface, control, or balance the AV systems.
- All components necessary to mount, install and secure the system components, including but not limited to fasteners, mounting brackets, rack hardware, termination plugs, jacks, faceplate mounting hardware, and other unique components as necessary to securely mount equipment and panels. All equipment not specified as portable shall be held firmly in place and supported with structure capable of supporting the load with a minimum safety factor of 5:1 or as approved by the equipment manufacturer or Professional Engineer.
- An Operation and Maintenance Manual in electronic form, which will include all manuals for supplied products, system operational procedures, system schematics (line diagrams) and wiring diagrams.
- One formal training session at the customer's site, not to exceed two hours in duration.

OUT OF SCOPE

The following items are not included within the scope of the Installing Contractor:

- **Electrical system installation, conduit, pathways and raceways are not included.**
- Integration with building lighting systems, shades or other systems.
- Installation of bracing, backing and other mounting provisions.
- Any other work or product not explicitly listed as 'In Scope' above

ASSUMPTIONS

This proposal is dependent upon the following:

- All owner furnished equipment proposed for system shall be in like-new functional condition.
- Owner-furnished equipment shall be available no less than one week prior to the start of audiovisual systems integration activities on-site.
- Electrical Service and conduit is provided as specified and in coordination with the Installing Contractor(s).
- Proposal is accepted within 7 calendar days of quotation.
- All owner and other contractor responsibilities are fulfilled as required in a manner which does not impede the audiovisual system installation schedule. (See next section for a list of these responsibilities).

If these assumptions prove to be untrue, a change order will be required to accommodate changes in schedule, pricing, components, or any combination of these items.

OWNER AND OTHER CONTRACTOR RESPONSIBILITIES

The following are the responsibility of the owner or its contractor:

- Provide access to the work site during the hours of 8:00am to 5:00pm Monday through Friday.
- Provide, install, and terminate any computer network and/or telephone lines
- Ensure cable pathways are provided as need to complete project
- Provide and install all conduit and electrical boxes, including floor boxes
- Provide and install all high voltage electrical wiring
- Custom alterations made to furniture to accommodate AV installation
- Paint and patch of building structure and ceiling finishes

WARRANTY:

Arrow AV Group (AAVG) guarantees that all workmanship, and materials, to include all equipment, wire, and connectors, excluding Owner Furnished Equipment, installed by AAVG as part of the listed audio/video system, shall carry a ONE YEAR WARRANTY from the date of customer acceptance. This warranty excludes incidental or consequential damages of any kind or failures due to normal wear-and-tear. Any service or modification of the audio/video system covered by this warranty, by any party other than AAVG will void this warranty. AAVG shall bear no financial responsibility for any loss of use of the aforementioned audio/video system, due to failures covered by this warranty.

Proposal Details

PART NUMBER	DESCRIPTION	QTY	UNIT PRICE	TOTAL PRICE
WIRELESS MICROPHONES AND AUDIO				
Eight Channels of New Digital Wireless Desktop Microphones				
ULXD4Q=-G50	QUAD DIGITAL WIRELESS RECEIVER WITH INTERNAL POWER SUPPLY, 1/2 WAVE ANTENNA AND RACK MOUNTING HARDWA	2.00	\$6,097.95	\$12,195.90
ULXD8=-G50	WIRELESS GOOSENECK MIC BASE	8.00	\$522.45	\$4,179.60
	15" Shock-Mounted Gooseneck, Green/Red LED Ring at bottom, Less Preamplifier, Dual Flex, Cardioid	8.00	\$237.84	\$1,902.72
SBC850-US	8-BAY NETWORKED DOCKING STATION - W/ POWER SUPPLY	1.00	\$1,073.25	\$1,073.25
SB900B	RECHARGEABLE BATTERY REPLACEMENT	8.00	\$108.00	\$864.00
UA505	MOUNTING BRACKET AND BNC ADAPTER FOR REMOTE ANTENNA MOUNTING (CONTAINS ONE)	2.00	\$39.15	\$78.30
UA825	25' UHF REMOTE ANTENNA EXTENSION CABLE, BNC-BNC, RG8X/U TYPE	2.00	\$56.70	\$113.40
CORE 110F-V2	NETWORKED AUDIO DIGITAL SOUND PROCESSOR 24 INPUT/OUTPUT + USB, POTS AND VOIP	1.00	\$3,410.10	\$3,410.10
SPA2-60	2 CHANNEL AUDIO AMP/STEREO 60W	1.00	\$571.05	\$571.05
TSC-101-G3	Q-SYS 10.1 POE TOUCH SCREEN CONTROLLER FOR IN-WALL MOUNTING. COLOR - BLACK ONLY	1.00	\$2,567.70	\$2,567.70
TSC-710T-G3	TABLE TOP MOUNTING ACCESSORY FOR TSC-70-G3 AND TSC-101-G3.	1.00	\$368.55	\$368.55
PROAV1	SINGLE CHANNEL AV DI BOX	1.00	\$151.88	\$151.88
CAT6ASP-BLK	CATEGORY 6A SHIELDED TWISTED PAIR, PLENUM, BLACK	150.00	\$0.85	\$127.50
22-1PREZP-WHT	22 AWG 2 CONDUCTOR, SHIELDED, WITH EZ PLENUM, WHITE	150.00	\$0.30	\$45.00
OFE	OWNER FURNISHED EQUIPMENT - **Shure BLXR Hand Held J10 Wireless Microphone System**	3.00	\$0.00	\$0.00
OFE	OWNER FURNISHED EQUIPMENT - **ETA Power Distribution**	1.00	\$0.00	\$0.00
OFE	OWNER FURNISHED EQUIPMENT - **Extron HDMI HDBT Transmission Floor Input**	1.00	\$0.00	\$0.00
OFE	OWNER FURNISHED EQUIPMENT - **10 RU Equipment Rack**	1.00	\$0.00	\$0.00
GSM4210PD-100NAS	AVNET 8X1G POE+, 1X1G, 1XSFP MANAGED SWITCH - 110W	1.00	\$638.55	\$638.55
FREIGHT	ESTIMATED FREIGHT AND HANDLING COSTS	1.00	\$275.00	\$275.00
MISC-MATERIALS	MISCELLANEOUS MATERIALS	1.00	\$250.00	\$250.00
Eight Channels of New Digital Wireless Desktop Microphones Total:				\$28,812.50
Engineering, CAD, Programming, Project Management, Staging/QC, Onsite Installation, Training, ETC.				
LABOR	Installation Services	1.00	\$7,100.00	\$7,100.00
Engineering, CAD, Programming, Project Management, Staging/QC, Onsite Installation, Training, ETC. Total:				\$7,100.00
Workmanship Warranty				
Workmanship Warranty Total:				\$717.99
WIRELESS MICROPHONES AND AUDIO Total:				\$36,630.49

PROJECTOR UPGRADE

Laser Projector Equipment

8500 Lumens WUXGA 3LCD Laser Projector	1.00	\$7,635.14	\$7,635.14
Middle-Throw Zoom Lens	1.00	\$409.46	\$409.46

PART NUMBER	DESCRIPTION	QTY	UNIT PRICE	TOTAL PRICE
RPAUW	UNIVERSAL RPA WHITE	1.00	\$155.25	\$155.25
OFE	OWNER FURNISHED EQUIPMENT - **Existing Projector Pole - Pending Inspection**	1.00	\$0.00	\$0.00
MISC-MATERIALS	MISCELLANEOUS MATERIALS	1.00	\$300.00	\$300.00
Laser Projector Equipment Total:				\$8,499.85
Engineering, CAD, Programming, Project Management, Staging/QC, Onsite Installation, Training, ETC.				
LABOR	Installation Services	1.00	\$5,440.00	\$5,440.00
Engineering, CAD, Programming, Project Management, Staging/QC, Onsite Installation, Training, ETC. Total:				\$5,440.00
PROJECTOR UPGRADE Total:				\$13,939.85
VIDEO CONFERENCING CAMERAS UPGRADE				
Video Conferencing Camera Equipment				
NC-12X80	12X OPTICAL ZOOM 80 HORIZONTAL FIELD OF VIEW, PTZ NETWORK CAMERA, POE, WITH HDMI AND SDI OUTPUT. INC	2.00	\$3,746.25	\$7,492.50
PTZ-CM-B1	CEILING MOUNT BRACKET	2.00	\$125.55	\$251.10
SLQBR-P	AV BRIDGING FEATURE LICENSE	1.00	\$542.70	\$542.70
B085SB5HB3	3FT USB C 3.1 GEN 2 TO USB A CABLE - BLACK	1.00	\$18.89	\$18.89
CAT6ASP-BLK	CATEGORY 6A SHIELDED TWISTED PAIR, PLENUM, BLACK	200.00	\$0.85	\$170.00
MISC-MATERIALS	MISCELLANEOUS MATERIALS	1.00	\$225.00	\$225.00
Video Conferencing Camera Equipment Total:				\$8,700.19
Engineering, CAD, Programming, Project Management, Staging/QC, Onsite Installation, Training, ETC.				
LABOR	Installation Services	1.00	\$6,920.00	\$6,920.00
Engineering, CAD, Programming, Project Management, Staging/QC, Onsite Installation, Training, ETC. Total:				\$6,920.00
VIDEO CONFERENCING CAMERAS UPGRADE Total:				\$15,620.19

General Terms & Conditions

Equipment:

AAVG hereby agrees to sell the equipment, including all parts and services herein after called "the equipment" as listed in this proposal. AAVG may substitute comparable equipment with **CUSTOMER's** consent. Deliveries may be made in installments.

Liability:

AAVG will exercise all reasonable efforts in furnishing the services and equipment provided herein, but shall not be liable for delays or failure due to force majeure, Government, services difficulties, failure of transportation, or other causes beyond the control of AAVG. It is recognized that **CUSTOMER** equipment contains memory or other devices which have accumulated substantial data. AAVG shall not be liable to the **CUSTOMER** if any such data is lost or rendered inaccurate, unless such loss or inaccuracy is the result of AAVG's gross negligence. IN NO EVENT SHALL AAVG BE LIABLE FOR SPECIAL, INDIRECT, INCIDENTAL OR CONSEQUENTIAL DAMAGES WHETHER IN CONTRACT, OR TORT.

Changes:

Any changes to the products or performance requirements detailed in this proposal, whether initiated by AAVG or **CUSTOMER**, must be approved by both parties through a written change order detailing the changes and associated cost increases or savings for your system.

Termination:

Written notice of termination for cause shall be provided to the other party and termination shall be effective ten (10) days after receipt of said notice. In the event of termination by the **CUSTOMER**, **CUSTOMER** agrees to pay AAVG for all non-recoverable equipment costs as well as associated installation charges.

Delivery and Installation:

AAVG installation crews are scheduled many weeks in advance. We require an 8 to 16-week period to acquire the many custom components, complete final engineering and to permit prefabrication, programming and testing of components. Any deviation from this schedule requires specific discussion and mutual acceptance of an alternative time frame. Once your contract and any applicable down payment are received, all submittals requiring **CUSTOMER** approval will be generated and submitted. Once **CUSTOMER** approves all submittals and documents the project will be scheduled for installation.

Product Availability:

AAVG reserves the right to replace any items listed within this proposal with a like model from the same manufacturer. Due to the fact that model numbers and product lifecycles fluctuate within our industry, a new or altered model name may require these changes.

Designs and Parts List:

AAVG is happy to provide you with all of our design documentation should you choose not to use AAVG for the sales and installation of your systems. A design fee of 7.5% of the total proposal price is required and upon receipt, AAVG will produce all design documentation including parts lists, line-item pricing and schematic drawings.

Training:

Training on the operation of your system will be provided to all interested users within your organization. A training session will be scheduled upon the completion of system installation. Every effort will be made to ensure your staff is comfortable with system connections and operation. Please note that training will occur only after final acceptance of your system, and will coincide with the delivery of your custom instruction manuals and as-built drawing set. Training Session will be scheduled for a 2-hour block unless otherwise specified within AAVG documentation.

Owner/Contractor responsibilities:

Refer to attached SCOPE OF WORK for additional **CUSTOMER** responsibilities.

Troubleshooting:

Phone assistance is available during normal business hours, Monday through Friday, 8 a.m. to 4:30 p.m.

On-Site Service:

On-site warranty service as required during this agreement period will be furnished at no cost to the **CUSTOMER** during normal business hours.

Repair Coverage:

Parts and services for repair of equipment and wiring permanently installed by AAVG are included under this agreement. Discontinued parts and equipment may be terminated from the agreement.

Loaner Equipment:

In the event of equipment failure, loaner equipment will be provided subject to availability.

Response Time:

Response to service requests shall be within one business day.

Exceptions this agreement does not cover:

- Repairs to, or replacement of, Owner Furnished Equipment (OFE) or services related to remedy issues with said OFE.
- Repairs or service required as a result of misuse, abuse, unauthorized modification, or force majeure
- Consumable accessories including lamps, batteries, external cables, etc.
- Changes to accepted programming
- Image "burn in" on display devices
- Videoconferencing equipment (service plans are available specific to videoconferencing equipment.)

Insurance:

AAVG shall maintain insurance including, but not limited to general liability, umbrella and workers compensation, in reasonable amounts given the scope of services and **AAVG's** overall business generally. **AAVG** shall name **Customer** as an additional insured under all such policies and provide proof of coverage upon **Customer's** request.

Indemnification:

From and after the date set first set forth above, **AAVG** shall indemnify and hold harmless Customer, its directors, officers, personnel, successors and assigns ("Customer Indemnitees") from and against and in any respect of any loss, damage, cost, expense, penalties, fees, fines, charges, liability, obligation, claim, action, suit, demand, judgment and, if applicable, reasonable attorneys' fees and litigation-related expenses (collectively, "Liability") sustained, incurred or paid by any Customer Indemnitee for a third party claim in connection with, resulting from or arising out of: (a) any breach of a representation or warranty on the part of **AAVG** hereunder; (b) any breach or nonfulfillment of any covenant, obligation or agreement on the part of **AAVG** hereunder; (c) any violation of law; (d) any employment-related claims by any employee, independent contractor, agent or representative of **AAVG**; or (e) the gross negligence or misconduct of **AAVG**.

Certain Representations and Warranties:

AAVG represents and warrants that (i) all materials used to provide the services are appropriate and fit for the performance of the services, (ii) the services will be provided in a professional and workmanlike manner in accordance with accepted industry standards and (iii) the services will be performed in accordance with all applicable laws, regulations, rules, and governmental requirements.

Notices:

Any notices, consents other communication required to be sent or given hereunder by any of the parties shall in every case be in writing and shall be deemed properly given if (a) delivered personally or (b) delivered by a recognized overnight courier service, to the applicable party at its addresses as set forth below or at such other addresses as may be furnished in writing:

If to **Customer:**

Customer Name.

Attn: _____

If to **AAVG:**

Arrow Audio Inc.

Attn: General Manager

1209 Fullview Drive

Appleton, WI 54913

Governing Law and Venue:

This agreement shall be construed in accordance with and governed by the internal laws of the State of Wisconsin and the federal and state courts located in Outagamie County, Wisconsin shall have exclusive jurisdiction over any dispute arising hereunder or relating hereto.

Amendments:

This Agreement includes the items above as well as any additional terms and conditions as specifically included in Amendment "A" which must be attached and signed by both parties to this agreement.

Payment Terms & Special Notes

Payment/Ordering:

Due to the customized nature of your purchase, invoices will be generated as your system design and installation begins. Upon order of equipment for your project, invoices will be generated immediately. Progress billing for installation services will be periodically invoiced. AAVG has proposed this project based on a cash or check payment. Payment by credit card will incur a 4% convenience fee. Terms on invoices are 15 Days net. Finance charges of 1.5% per month will be imposed and collected on unpaid balances 31 days and older. AAVG may deem this contract in default and immediately terminate it if the payment is delinquent in excess of thirty (30) days. If CUSTOMER is in default on payment of invoice(s) and fails to cure such default within ten (10) days after receiving written notification of such default, the CUSTOMER agrees to pay any reasonable Attorney's Fees, non-recoverable equipment costs, as well as associated installation costs in the event the amount in default is placed in the hands of an Attorney for collection.

Proposal Summary

BILL TO: LAWRENCE, TOWN OF 2400 Shady Court ATTN: Accounts Payable DE PERE, WI 54115	SHIP TO: LAWRENCE, TOWN OF 2400 Shady Court ATTN: Accounts Payable DE PERE, WI 54115
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PROJECT EQUIPMENT AND LABOR

Description	Amount
Equipment	\$46,730.53
Services	\$19,460.00
Taxes	\$0.00
Total One Time Charges	\$66,190.53

This Proposal shall become binding on the parties hereto when signed by Subscriber and accepted and approved by Arrow AV Group. By Customer's signature, Customer acknowledges that they have read, understood and agreed to Arrow AV Group Terms and Conditions.

CUSTOMER: **LAWRENCE, TOWN OF**

Arrow AV Group

SIGNATURE: _____

SIGNATURE: _____

NAME: _____

NAME: _____

TITLE: _____

TITLE: _____

DATE: _____

DATE: _____