

AGENDA FOR THE REGULAR MEETING OF THE FINANCE / PERSONNEL COMMITTEE



MEMBERS not attending must notify the Chairperson at least 24 hours before the meeting.

Date and Time: Tuesday, January 12, 2016, **6:15 P.M.**
Location: Council Chambers, 135 4th Street, Baraboo
Members Noticed: Joel Petty, Scott Sloan, Dennis Thurow
Others Noticed: Department Heads (*agenda only*), E. Geick, C. Giese, M. Palm, M. Reitz, P. Wedekind, Dean Dundee McNair, (UW-BSC), John Alt, Post at Library, & Media

1. **Call to Order** –
 - Note compliance with Open Meeting Law.
 - Approve agenda.
 - Approve December 22, 2015 minutes.
2. **Accounts Payable** – Review and recommendation on paying \$4,915,397.23 *
3. **1208 Oak Street** – Status report.
4. **City Attorney Job Description** – Review and recommendation of City Attorney recruitment process. *
5. **Public Safety Building** – Review and recommendation of contract with MSA Professional Services/Zimmerman Architectural Studios.
6. **Committee Comments**
7. **Adjournment**

Joel Petty, Chairperson

Agenda prepared by D. Munz & posted on 01/08/2016

PLEASE TAKE NOTICE that any person who has a qualifying disability as defined by the Americans with Disabilities Act that requires the meeting or materials at the meeting to be in an accessible location or format, should contact the Municipal Clerk, 135 4th Street, or phone 355-2700, during regular business hours at least 48 hours before the meeting so that reasonable arrangements can be made to accommodate each request.

It is possible that members of, and possibly a quorum of members of, other governmental bodies of the City of Baraboo who are not members of the above Council, committee, commission, or board may be in attendance at the above stated meeting to gather information. However, no formal action will be taken by any governmental body at the above stated meeting, **other than the Council, committee, commission, or board identified in the caption of this notice.**

FOR INFORMATION ONLY, AND NOT A NOTICE TO PUBLISH

Members Present: Petty, Sloan and Thurow

Absent: none

Others Present: Mayor Palm, C. Giese, E. Geick and others

Call to Order –Ald. Petty called the meeting to order at 6:15 p.m. noting compliance with the Open Meeting Law. Moved by Thurow, seconded by Sloan to adopt the agenda and carried unanimously. Moved by Sloan, seconded by Thurow to approve the minutes of December 8, 2015. Motion carried unanimously.

Accounts Payable – Moved by Sloan, seconded by Thurow to recommend Council approval of the accounts payable for **\$784,589.29**. Motion carried unanimously.

227 5th Avenue – The Committee reviewed an offer to purchase a property on 5th Avenue for \$120,000. The Mayor reported that the owner of the Al. Ringling Mansion is in favor of a written agreement for the City to maintain a portion of their parking lot together with the adjacent city parking lot. Moving the house to another location is being considered. Moved by Sloan, seconded by Thurow and carried to recommend to Council for action.

D & W Shaw Farms Lease – Giese reported that excess airport property is leased for farming purposes. The current tenant has offered to renew the lease and the rental rate was determined after consulting with the UW Extension office for current land rental prices. Crop restrictions include low level crops and maintaining distances from airport infrastructure. Moved by Thurow, seconded by Sloan and carried to recommend to Council for action.

Public Safety Building – Eng. Pinion reported that a team of staff and alderpersons scored architectural proposals for designing a public safety building. The top three firms were interviewed and the team recommends that the MSA Professional Services and Zimmerman Architectural Studios be selected. Moved by Sloan, seconded by Thurow and carried unanimously to recommend to Council for action.

Police Labor Contract - Adm Geick reviewed the contract terms as tentatively agreed to by the union representatives. The union still needs to ratify the contract. Moved by Sloan, seconded by Thurow and carried to recommend to Council for action.

Committee Comments: None.

Adjournment – Moved by Thurow, seconded by Sloan and carried to adjourn. Motion carried, meeting adjourned at 6:28 p.m.

Cheryl Giese, Clerk-Finance Director

A/P CHECK REGISTER REPORT

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Check #	Check Date	Vendor Name	Account Number	Check Amount
Invoice Number	Invoice Date	Invoice Description		
7000980	1/8/16	GLACIER VALLEY FORD INC		\$662.18
69740	11/24/15	PD- TOW FOR #51	100-20-52110-00240-000	60.00
69915	12/4/15	PD- #40 OIL CHANGE	100-20-52110-00240-000	28.73
69912	12/4/15	PD- OIL CHANGE #41	100-20-52110-00240-000	33.23
69982	12/9/15	PD- OIL CHANGE #54	100-20-52110-00240-000	24.98
70085	12/15/15	PD- OIL CHANGE #43	100-20-52110-00240-000	26.62
70133	12/17/15	PD- MOUNT/BALANCE TIRE	100-20-52110-00240-000	40.00
69959	12/8/15	PD- OIL CHANGE #42	100-20-52110-00240-000	24.70
70189	12/21/15	PD- #45 OIL CHANGE/PLUGS	100-20-52110-00240-000	423.92
		<i>4,171.79</i>		
		<i>6,471.28</i>		
		<i>33,014.66</i>		
		<i>35,414.41</i>		
		<i>110,258.89</i>		
		<i>392,999.07</i>		
		<i>447,049.28</i>		
7000981	1/8/16	HILL'S WIRING IN		\$90.00
64218	12/30/15	PW- 8TH / BROADWAY LIGH	100-31-53300-00270-000	90.00
		<i>3,886,017.85</i>		
7000982	1/8/16	LARK UNIFORM, INC.		\$874.20
211222	12/30/15	PD- HAAS SHOES	100-20-52110-00346-000	92.95
210977	12/24/15	PD- LUND CAMO LIGHT	100-20-52110-00346-000	9.95
211124	12/29/15	PD- PICHLER J JACKET, FLASHL	100-20-52110-00346-000	323.30
211088	12/29/15	PD- LEE PANTS/BOOTS/BATTER	100-20-52110-00346-000	448.00
		<i>4,915,397.23</i>		
7000983	1/8/16	LAWSON PRODUCTS, INC		\$1,901.17
9303786928	12/29/15	PW - SUPPLIES	100-31-53240-00350-000	1,111.49
9303786928	12/29/15	PW - SUPPLIES	100-31-53230-00340-000	154.59
9303786928	12/29/15	PW - SUPPLIES	100-31-53240-00340-000	587.33
9303786928	12/29/15	PW - SUPPLIES	100-31-53240-00319-000	47.76
7000984	1/8/16	MENARDS - BARABOO		\$317.56
8476	12/31/15	PRKS- KEROSENE	100-52-55200-00348-000	50.97
8246	12/28/15	PK- PIERCE KEROSENE, SUPPLIE	100-52-55200-00348-000	39.98
8246	12/28/15	PK- PIERCE KEROSENE, SUPPLIE	100-52-55200-00340-000	15.76
8429	12/30/15	PW- FUSES	100-31-53270-00350-000	21.97
7890	12/22/15	PRKS- PIERCE PARK IMPACT FE	250-52-55200-00822-000	105.96
7891	12/22/15	PRKS- RETURN WALL PLATE	250-52-55200-00822-000	-11.99
8411	12/30/15	CLK- BUILDING MAINTENANCE	100-11-51610-00350-000	120.16
8433	12/30/15	CLK- RETURN BLADES	100-11-51610-00350-000	-14.28
8440 2015	12/30/15	CLK-RETURN LIGHT BULB	100-11-51610-00350-000	-10.97
7000985	1/8/16	UNIFIRST CORPORATION		\$326.68
098 1947202	1/6/16	PW- MATS/SUPPLIES/UNIFORMS	100-31-53270-00340-000	85.60
098 1946280	12/30/15	PW- MATS/SUPPLIES/UNIFORMS	100-31-53270-00340-000	98.83
098 1946277	12/30/15	CLK- MATS	100-11-51610-00260-000	63.50
098 1947200	1/6/16	CLK- MATS	100-11-51610-00260-000	78.75

Total Checks: 6 Grand Total: \$4,171.79

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Check #	Check Date	Vendor Name	Check Amount
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FINANCE COMMITTEE APPROVAL:

(Chairman)

(Date)

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Check #	Check Date	Vendor Name	Account Number	Check Amount
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177563	1/8/16	ALLIANT ENERGY		\$11,892.80
JANUARY 12, 2	12/30/15	PW- STREET AND TRAFFIC LIGHT	100-31-53300-00222-000	74.86
JANUARY 12, 2	12/30/15	PW- STREET AND TRAFFIC LIGHT	100-31-53420-00222-000	9,809.21
0369820000122	12/29/16	PRKS- BROADWAY ELECTRIC	100-52-55200-00222-000	22.94
1942130000122	12/28/16	PRKS- TENNIS COURTS ELECTRI	100-52-55200-00222-000	8.83
7618340000122	12/29/15	LIBE- ELEC/HEAT	851-51-55110-00222-000	328.07
7618340000122	12/29/15	LIBE- ELEC/HEAT	851-51-55110-00223-000	24.38
3135750000122	12/29/15	PD- HEAT 120 5TH ST	100-20-52110-00223-000	88.79
5140750000122	12/29/15	PD- ELECTRIC 120 5TH ST GARAC	100-20-52110-00222-000	115.37
9120240000122	12/23/15	PRKS- FIELD WALNUT	100-52-55200-00222-000	7.80
7372630000122	12/22/15	PRKS- WEBER PARK ELECTRIC	100-52-55200-00222-000	8.31
4988720000121	12/14/15	PRKS- CC SHARED SAVINGS HV	300-10-58120-00610-000	806.82
4988720000121	12/14/15	PRKS- CC SHARED SAVINGS HV	300-10-58220-00620-000	15.05
0919710000122	12/23/15	PRKS- PIERCE PARK ELECTRIC	100-52-55200-00222-000	128.57
4765730000122	12/29/15	CLK- 131 4TH ST ELECTRIC	100-11-51610-00222-000	401.13
0693140000122	12/29/15	LIBE- HEAT	851-51-55110-00223-000	52.67
177564	1/8/16	AMERIGAS - BARABOO		\$186.16
3047284082	12/23/15	PRKS- PROPANE	100-52-55410-00223-000	186.16
177565	1/8/16	AUTUMN PROPERTIES		\$3,237.25
2745-00100 20	12/30/15	TR- TAX OVERPAYMENT SILVE	910-00-00000-21100-000	3,237.25
177566	1/8/16	BARA T'S CUSTOM SCREENPRINTING		\$312.00
10650	12/24/16	PRKS- PARK/ZOO STAFF SHIRTS	100-52-55200-00346-000	162.00
10650	12/24/16	PRKS- PARK/ZOO STAFF SHIRTS	100-52-55410-00346-000	150.00
177567	1/8/16	BARABOO POWER EQUIPMENT LLC		\$81.18
13291	12/14/15	PW- CONN LINK	100-31-53240-00350-000	7.38
13667	12/30/15	PRKS- ZOO SNOWBLOWER MIX	100-52-55410-00340-000	73.80
177568	1/8/16	BARABOO SCHOOL DISTRICT		\$2,301,101.71
JAN 2015	1/1/15	TR- 2015 JANUARY SETTLEMEN	910-00-00000-24600-000	2,301,101.71
177569	1/8/16	BIESEK/EUGENE & MARY//		\$113.12
0614-00000 20	12/30/15	TR- TAX OVERPAYMENT 510 3R	910-00-00000-21100-000	113.12
177570	1/8/16	BJ CLEANING INC		\$47.00
7082	12/31/15	LIBE- DECEMBER CLEANING	851-51-55110-00260-000	47.00
177571	1/8/16	BURRI/LANCE//		\$71.17
3417-00000 20	1/6/16	TR- OVER PAY TAXES 2015	910-00-00000-21100-000	71.17
177572	1/8/16	CENTURYLINK		\$205.23
301217859/121	12/17/15	PRKS- TELEPHONE	100-52-55130-00220-000	81.27
301217859/121	12/17/15	PRKS- TELEPHONE	100-52-55200-00220-000	40.47
301217859/121	12/17/15	PRKS- TELEPHONE	100-52-55410-00220-000	12.72
301217859/121	12/17/15	PRKS- TELEPHONE	100-53-55300-00220-000	29.92
301217859/121	12/17/15	PRKS- TELEPHONE	100-53-55420-00220-000	40.85

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177573	1/8/16	CHAMBER OF COMMERCE-BARABOO	\$315.00
2015 ANNUA	1/1/16	CITY - ANNUAL AWARDS DINNE GEICK, PALM	100-14-51400-00320-000 25.00
2015 ANNUA	1/1/16	CITY - ANNUAL AWARDS DINNE GEICK, PALM	100-10-51410-00320-000 25.00
13125	1/1/16	ADMIN- MEMBERSHIP/BUILDIN	100-51-55110-00391-001 120.00
13125	1/1/16	ADMIN- MEMBERSHIP/BUILDIN	100-11-51900-00390-000 145.00
177576	1/8/16	CITY TREASURER - WATER	\$13,994.21
64-0940 4TH Q	12/31/15	PW- CSC 4TH QTR 2015	100-31-53270-00226-000 1,543.67
64-0940 4TH Q	12/31/15	PW- CSC 4TH QTR 2015	100-31-53270-00221-000 726.31
64-0990 4TH Q	12/31/15	PW- BRIAR ST WATER	100-31-51630-00226-000 2,145.64
64-0990 4TH Q	12/31/15	PW- BRIAR ST WATER	100-31-51630-00221-000 16.62
61-1220 4TH Q	12/31/15	LIBE- 4TH QTR 2015	851-51-55110-00221-000 86.64
51-0670 4TH Q	12/31/15	PRKS- 2015 4TH QTR 124 2ND ST	100-52-55130-00221-000 409.23
51-0670 4TH Q	12/31/15	PRKS- 2015 4TH QTR 124 2ND ST	100-52-55130-00226-000 421.00
99-0000 4TH Q	12/31/15	PRKS- LAND STORMWATER 2015	100-52-55200-00226-000 1,480.91
60-0650 4TH Q	12/31/15	PRKS- 731 RIDGE 2015 4TH QTR	100-52-55200-00221-000 81.27
60-0660 4TH Q	12/31/15	PRKS- ZOO LANE 4TH QTR WTR	100-52-55410-00221-000 836.07
60-0660 4TH Q	12/31/15	PRKS- ZOO LANE 4TH QTR WTR	100-52-55410-00226-000 236.35
60-0810 4TH Q	12/31/15	PRKS- 903 PARK ST 4TH QTR WT	100-52-55410-00221-000 386.28
62-0600 4TH Q	12/31/15	PRKS- 639 2ND 2015 4TH QTR WT	100-52-55200-00221-000 395.72
62-0980 4TH Q	12/31/15	PRKS- 1ST/ZANTOW 2015 WTR	100-52-55200-00221-000 75.41
67-1005 4TH Q	12/31/15	PRKS- LANGER PARK SHELTER	100-52-55200-00221-000 56.90
72-1310 4TH Q	12/31/15	PRKS- SWIMMING POOL 4TH QT	100-53-55420-00221-000 901.06
72-1310 4TH Q	12/31/15	PRKS- SWIMMING POOL 4TH QT	100-53-55420-00226-000 664.74
78-0979 4TH Q	12/31/15	PRKS- MILL RACE 4TH QTR 2015	100-52-55200-00221-000 71.40
91-0040 4TH Q	12/31/15	PRKS- OLD DOG POUN 4TH QTR	100-52-55200-00226-000 61.55
92-0990 4TH Q	12/31/15	PRKS- STEINHORST 4TH QTR 20	100-52-55200-00221-000 442.46
94-1260 4TH Q	12/31/15	PRKS- ATTRIDGE 4TH QTR	100-52-55200-00221-000 28.13
95-0040 4TH Q	12/31/15	PRKS- 2015 4TH QTR PIERCE PAR	100-52-55200-00221-000 292.83
95-0040 4TH Q	12/31/15	PRKS- 2015 4TH QTR PIERCE PAR	100-52-55200-00226-000 777.99
95-0070 4TH Q	12/31/15	PRKS- PIERCE PRK FIELD 4 2015	100-52-55200-00221-000 142.92
51-0010 4TH Q	12/30/15	CITY- CITY HALL 4TH QTR 2015	100-11-51610-00221-000 269.12
51-0010 4TH Q	12/30/15	CITY- CITY HALL 4TH QTR 2015	100-11-51610-00226-000 194.50
99-0001 4TH Q	12/31/15	CITY- LAND FOR SALE 2015 4TH Q	460-10-56800-00226-000 12.31
99-TIF8SW 201	12/31/15	CITY- TIF 8 2015 4TH QTR	380-10-56600-00226-000 551.25
99-PRKLT 4TH	12/31/15	CITY- PARKING LOTS STORM	100-31-53450-00226-000 457.21
51-0020 4TH Q	12/31/15	FD- WATER/STORM 4TH QTR 201	100-21-52200-00221-000 85.96
92-0991 4TH Q	12/31/15	PK- STEINHORST PARK FIELD	100-52-55200-00221-000 142.76
177577	1/8/16	CLARK/RODNEY//	\$123.48
1158-00000 1/	1/4/16	TR- OVERPAY TAXES 918 ASH	910-00-00000-21100-000 123.48
177578	1/8/16	DELL PRAIRIE PRINTERS, INC.	\$15.48
02456	12/30/15	PD- CALENDAR REFILL/DESK PA	100-20-52130-00310-000 15.48
177579	1/8/16	EMERGENCY SERVICES MARKETING	\$350.00
10559	12/22/15	PD- 2016 SUBSCRIPTION	100-20-52110-00270-000 350.00

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177580	1/8/16	EVENSON/JAMES//		\$6.00
0742-00000 20	12/30/15	TR- TAX OVERPAY 930 2ND ST	910-00-00000-21100-000	6.00
177581	1/8/16	FASTENAL COMPANY		\$38.86
WIBAR182152	12/21/15	PW- SUPPLIES TIF 8 BECKER BL	380-10-56600-00390-000	28.09
WIBAR182110	12/21/15	FD- STREET BROOM	100-21-52200-00340-000	10.77
177582	1/8/16	GALLAD GROUP INC		\$4,752.50
1001-1216	1/2/16	PD - REPLACEMENT RADIOS	100-20-52110-00814-000	4,752.50
177583	1/8/16	GEAR WASH, LLC		\$48.49
11478	12/31/15	FD- NAME PATCHES FOR COATS	100-21-52200-00346-000	48.49
177584	1/8/16	GEICK/EDWARD//		\$15.87
DECEMBER 2	12/31/15	ADMIN- TRAVEL DEC. 2015	100-14-51400-00330-000	15.87
177585	1/8/16	HARTJE TIRE & SERVICE		\$2,203.16
40-31602	12/30/15	PD- Tires for squads	100-20-52110-00341-000	2,203.16
177586	1/8/16	HOOVER/ROBERT//		\$61.98
0115-00000 20	12/30/15	TR- TAX OVERPAYMENT 221 8T	910-00-00000-21100-000	61.98
177587	1/8/16	INFORMATION TECHNOLOGIES INC		\$9,811.00
I2015-14330	12/30/15	PD- Crime mapping software	100-20-52110-00392-000	820.00
R2015-5305	11/2/15	PD - RMS anual renewal	100-20-52130-00250-000	8,991.00
177588	1/8/16	J. MAUEL & ASSOCIATES		\$450.00
1/1/16	1/2/16	CITY- TAX/PET PROGRAM FEE	100-11-51520-00270-000	450.00
177589	1/8/16	JEFFERSON FIRE & SAFETY, INC.		\$351.70
222535	12/24/15	FD- FUSEE 30 MIN WIRE HOLDE	100-21-52200-00340-000	80.00
222690	12/30/15	FD- HELMETS (2)	100-21-52200-00346-000	271.70
177590	1/8/16	JOHN DEERE FINANCIAL		\$1,768.47
14808 12/25/15	12/25/15	AIR- REPAIRS FOR FERRIS	630-35-53510-00250-000	1,768.47
177591	1/8/16	KOSS/ROBERT//		\$301.88
DECEMBER 2	1/4/16	PW- MILEAGE DECEMBER 2015	100-31-53230-00330-000	301.88
177592	1/8/16	LAND'S END BUSINESS OUTFITTERS		\$120.00
SIN3439959	12/23/15	PD- CROMWELL UNIFORMS	100-20-52130-00346-000	120.00
177593	1/8/16	LEXIPOL		\$6,935.00
15556	1/1/16	PD- Policy software subscripti on	100-20-52130-00250-000	6,935.00
177594	1/8/16	MADISON AREA TECHNICAL COLLEGE		\$239,890.55
JAN 2015	1/1/15	CITY- 2015 JANUARY TAX SETTLE	910-00-00000-24620-000	239,890.55
177595	1/8/16	MINNESOTA LIFE INSURANCE CO		\$1,574.68
FEB. 2016	1/1/16	CITY- LIFE INSURANCE FEB. 201	100-00-00000-21533-000	1,574.68
177596	1/8/16	MORDINI/PIERRE//		\$350.00

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LIBE 2015-3	1/1/16	LIBE- SNOW REMOVAL JAN. 201	851-51-55110-00260-000	350.00
177597	1/8/16	MURPHY/KEVIN//		\$495.30
12/28/15	12/28/15	PRKS- BLOCK WALL REPAIR PI	100-52-55200-00260-000	495.30
177598	1/8/16	NAPA AUTO PARTS		\$147.71
233843	12/29/15	PW- STOCK FILTER	100-31-53240-00350-000	33.97
231436	11/30/15	PRKS- PARTS, OIL FOR MOWERS	100-52-55200-00348-000	33.56
231436	11/30/15	PRKS- PARTS, OIL FOR MOWERS	100-52-55200-00250-000	80.18
177599	1/8/16	NORTH AMERICAN POLICE WORK		\$45.00
CREIGHTON 2	1/7/16	PD- MEMBERSHIP 2016	100-20-52140-00320-000	45.00
177600	1/8/16	PIERCE'S MARKETPLACE INC		\$116.61
319160 1/4/16	12/31/15	PRKS- ANIMAL FEED/COOKIE PA	100-52-55410-00342-000	95.76
319160 1/4/16	12/31/15	PRKS- ANIMAL FEED/COOKIE PA	100-53-55300-00340-171	20.85
177601	1/8/16	REGISTRATION FEE TRUST		\$70.50
01/05/16	1/5/16	PD- #45 REGISTRATION	100-20-52110-00240-000	70.50
177602	1/8/16	SAUK COUNTY CHIEFS ASSOCIATION		\$75.00
2016	1/5/16	PD- DUES FOR 2016	100-20-52110-00320-000	75.00
177603	1/8/16	SAUK COUNTY OFFICERS' RANGE		\$5,600.00
2016	12/22/15	PD - Sauk Range Officer dues	100-20-52110-00320-000	5,600.00
177604	1/8/16	SAUK COUNTY TREASURER		1,234,227.88
JAN 2015	12/31/15	CITY- JANUARY 2015 TAX SETTLE	910-00-00000-24200-000	46,130.04
JAN 2015	12/31/15	CITY- JANUARY 2015 TAX SETTLE	910-00-00000-24310-000	1,188,097.84
177605	1/8/16	SAUK PRAIRIE POLICE DEPARTMENT		\$29,000.00
010416	1/4/16	PD- K9 squad 2013 F-150 D	430-20-52110-00810-000	29,000.00
177606	1/8/16	SCHOOL/ANNA-MARIE//		\$225.00
12/28/15	12/28/15	PRKS- GET MOVIN INSTRUCTOR	100-53-55300-00215-171	225.00
177607	1/8/16	SIGN SHOP OF BARABOO INC		\$90.00
1769	12/30/15	PRKS- ZOO SIGNS	100-52-55410-00340-000	60.00
1741	12/27/15	PRKS- ZOO SIGNS PIG/MONKEY	100-52-55410-00340-000	30.00
177608	1/8/16	TASC		\$707.75
IN693472	12/17/15	2016 ANNUAL ADMIN FEE	100-11-51420-00136-000	31.89
IN693472	12/17/15	2016 ANNUAL ADMIN FEE	100-11-51520-00136-000	14.46
IN693472	12/17/15	2016 ANNUAL ADMIN FEE	100-14-51400-00136-000	19.25
IN693472	12/17/15	2016 ANNUAL ADMIN FEE	100-20-52110-00136-000	161.65
IN693472	12/17/15	2016 ANNUAL ADMIN FEE	100-20-52120-00136-000	35.00
IN693472	12/17/15	2016 ANNUAL ADMIN FEE	100-51-55110-00136-000	76.78
IN693472	12/17/15	2016 ANNUAL ADMIN FEE	100-52-55200-00136-000	52.67
IN693472	12/17/15	2016 ANNUAL ADMIN FEE	100-31-53230-00136-000	96.92
IN693472	12/17/15	2016 ANNUAL ADMIN FEE	100-00-00000-15980-000	4.79
IN693472	12/17/15	2016 ANNUAL ADMIN FEE	100-30-53100-00136-000	23.40

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IN693472	12/17/15	2016 ANNUAL ADMIN FEE	100-00-00000-15610-000 3.99
IN693472	12/17/15	2016 ANNUAL ADMIN FEE	100-00-00000-15640-000 8.79
IN693472	12/17/15	2016 ANNUAL ADMIN FEE	950-36-84000-00136-000 1.59
IN693472	12/17/15	2016 ANNUAL ADMIN FEE	100-13-51300-00136-000 8.46
IN693472	12/17/15	2016 ANNUAL ADMIN FEE	100-11-51610-00136-000 6.04
IN693472	12/17/15	2016 ANNUAL ADMIN FEE	100-67-56700-00136-000 0.60
IN693472	12/17/15	2016 ANNUAL ADMIN FEE	100-21-52200-00136-000 13.59
IN693472	12/17/15	2016 ANNUAL ADMIN FEE	950-36-85000-00136-000 15.10
IN693472	12/17/15	2016 ANNUAL ADMIN FEE	100-00-00000-15980-000 17.52
IN693472	12/17/15	2016 ANNUAL ADMIN FEE	100-52-55130-00136-000 14.08
IN693472	12/17/15	2016 ANNUAL ADMIN FEE	100-53-55300-00136-000 8.03
IN693472	12/17/15	2016 ANNUAL ADMIN FEE	100-20-52130-00136-000 22.65
IN693472	12/17/15	2016 ANNUAL ADMIN FEE	100-00-00000-15610-000 30.75
IN693472	12/17/15	2016 ANNUAL ADMIN FEE	100-00-00000-15640-000 39.75
177609	1/8/16	TASK FORCE TIPS	
9006854	12/30/15	FD - TFT Nozzle UPGRADE/REPAI	100-21-52200-00250-000 534.73
			\$534.73
177610	1/8/16	TYLER TECHNOLOGIES, INC	
025-142743	1/5/16	CLK- 2016 SUPPORT FUND BALAI 5% INCREASE	100-11-51420-00250-000 7,538.72
			\$7,538.72
177611	1/8/16	VERIZON WIRELESS	
9757765723	12/23/15	PD- MIFI IN CARS	100-20-52110-00270-000 636.45
			\$636.45
177612	1/8/16	VIKING EXPRESS II	
142514	12/7/15	FD- ICE	100-21-52200-00340-000 8.98
			\$8.98
177613	1/8/16	VISUAL COMPUTER SOLUTIONS, INC	
5417	12/1/15	PD- 2016 SCHEDULING SUPPORT	100-20-52110-00250-000 864.00
			\$864.00
177614	1/8/16	WI-PAC TREASURER	
2016	1/1/16	PD- MEMBERSHIP 2016	100-20-52110-00320-000 50.00
			\$50.00
177615	1/8/16	WILEAG - WIS LAW ENFORCEMENT	
12/5/15	12/5/15	PD - WILEAG yearly fees	100-20-52110-00320-000 600.00
			\$600.00
177616	1/8/16	WILLER/MARK//	
0500-00000 20	12/30/15	TR- TAX OVER PAYMENT 714 5T	910-00-00000-21100-000 39.23
			\$39.23
177617	1/8/16	WIS DEPT OF TRANSPORTATION	
2015 OVERPA	12/31/15	PD- OVERPAY CHILD SAFTY SEA	100-20-00000-43525-000 853.53
			\$853.53
177618	1/8/16	WISCONSIN NARCOTIC	
2016 CONFERE	1/5/16	PD- BONHAM AUGUST 17-19	100-20-52120-00320-000 165.00
			\$165.00
177619	1/8/16	WLEEDA	
JAN 19, 2016	1/5/16	PD- WERNER MANAGMENT DEV	100-20-52110-00320-000 225.00
			\$225.00
177620	1/8/16	WMCA - WIS MUNICIPAL CLERKS	
2016 BRYANT	1/6/16	CLK- MEMBERSHIP 2016 BRYAN	100-11-51420-00320-000 65.00
2016 ZEMAN	1/5/16	CLK- 2016 MEMBERSHIP ZEMAN	100-11-51420-00320-000 65.00
			\$195.00

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2016 KLINGEN	12/30/15	CLK- 2016 MEMBERSHIP KLINGE	100-11-51420-00320-000	65.00
177621	1/8/16	WRPQ RADIO		\$2,666.67
12/31/15	12/31/15	CITY- CHANNEL FOR DECEMBE	100-10-55370-00215-000	2,666.67
177622	1/8/16	ZIMMERMAN/MICHAEL//		\$113.86
3217-57400 20	1/4/16	TR- OVERPAY TAX 848 IROQUOI	910-00-00000-21100-000	113.86
Total Checks: 58			Grand Total:	\$3,886,017.85

FINANCE COMMITTEE APPROVAL:

(Chairman)

(Date)

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936	12/30/15	ELEMENT PAYMENT SERVICES, INC.		\$17.90
11/2015	11/30/15	REC - NOV PAYMENT SERVICES	100-53-55300-00270-000	17.90
937	12/30/15	GREAT-WEST FINANCIAL		\$8,715.00
PR #25 2015	12/9/15	WI DEFERRED COMP CONTRIBU	100-00-00000-21570-000	4,382.50
PR #26 2015	12/23/15	WI DEFERRED COMP CONTRIBU	100-00-00000-21570-000	4,332.50
938	12/30/15	IRS (WITHHOLDING)		\$161,346.55
PR #24 2015	12/2/15	SOCIAL SECURITY & FEDERAL W	100-00-00000-21511-000	30,711.48
PR #24 2015	12/2/15	SOCIAL SECURITY & FEDERAL W	100-00-00000-21512-000	20,261.54
PR #25 2015	12/16/15	SOCIAL SECURITY & FEDERAL W	100-00-00000-21511-000	32,527.66
PR #25 2015	12/16/15	SOCIAL SECURITY & FEDERAL W	100-00-00000-21512-000	21,384.28
PR #26 2015	12/30/15	SOCIAL SECURITY & FEDERAL W	100-00-00000-21511-000	33,730.94
PR #26 2015	12/30/15	SOCIAL SECURITY & FEDERAL W	100-00-00000-21512-000	22,730.65
939	12/30/15	JOHN DEERE FINANCIAL		\$1,765.12
14808 11/25/15	11/25/15	AIR-MCFARLANE TV145 REPAIR	630-35-53510-00348-000	12.01
14808 11/25/15	11/25/15	AIR-MCFARLANE TV145 REPAIR	630-35-53510-00350-000	1,753.11
940	12/30/15	PAYMENT SERVICE NETWORK INC		\$295.64
118456	12/3/15	TREAS - NOV ONLINE PAYMENT	100-11-51520-00290-000	202.95
118456	12/3/15	TREAS - NOV ONLINE PAYMENT	100-00-00000-21130-000	92.69
943	12/30/15	US BANK - ONE CARD		\$6,493.80
SOFTERWARE	11/2/15	LIB - DONOR SOFTWARE & SUPP	100-51-55110-00311-000	116.00
SOFTERWARE	11/2/15	LIB - DONOR SOFTWARE & SUPP	850-51-55110-00300-000	-58.00
POST OFFICE 1	11/13/15	FOL-MEMBERSHIP MAILING PO	940-51-55110-00300-000	196.00
MINUTEMAN 1	11/12/15	FOL-MEMBERSHIP PRINTING	940-51-55110-00300-000	371.42
GO DADDY 1	10/26/15	IT - RENEW EMAIL DOMAIN	100-10-51450-00250-000	449.97
MY ASSET T	11/12/15	TREAS - DOG PARK STICKERS	100-11-51520-00340-000	48.00
LEXISNEXIS 1	10/31/15	PD - OCT MINIMUM BALANCE	100-20-52120-00270-000	50.00
MTS SAFETY F	11/12/15	PD - (1) SAFETY VEST	100-20-52110-00340-000	86.65
AMAZON.CO	11/3/15	PD - VIP WRISTBANDS & CHARGI	100-20-52110-00340-000	299.43
HOLIDAY INN	11/2/15	PD, DREXLER-11/2-11/4, APPLTO	100-20-52110-00320-000	327.00
AMAZON PR	11/11/15	PD - 1 YR PRIME MEMBERSHIP	100-20-52110-00340-000	99.98
UPS CENTER	10/26/15	PD- UPS SHIP TO ROCK RIVER, I	100-20-52110-00340-000	28.92
COFFEE BEA	10/27/15	PD - BLDG PROJECT MTG.	100-20-52110-00390-000	33.50
WALMART 1	10/26/15	FD - (4) SMOKE ALARMS & TIDE	100-00-00000-34220-000	15.76
WALMART 1	10/26/15	FD - (4) SMOKE ALARMS & TIDE	100-21-52200-00340-000	21.71
MENARDS 11	10/29/15	FD - DRYWALL SCREWS	100-21-52200-00350-000	18.28
PENNWELL 1	11/9/15	FD - (12) 2016 FIRE CALENDARS	100-21-52200-00320-000	195.03
POST OFFICE (11/12/15	FD - POSTAGE	100-21-52200-00343-000	1.07
FIREFIGHTER	11/17/15	FD - FIREFIGHTER PREPLAN BOC	100-21-52200-00320-000	39.99
HYATT REGE	10/30/15	ENG, PINION-10/28&29 MILWAUK	100-30-53100-00320-000	250.00
PALMER JOH	11/18/15	SW - CLUTCH, #88	950-36-81000-00350-000	1,000.00
STATE HISTOF	11/5/15	LIB - WI AG JERRY APPS	100-51-55110-00322-000	34.95
CON AMICI W	11/17/15	LIB SEG - HOLIDAY BOOK SALE	850-51-55110-00300-000	39.93

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US CELLULA	11/11/15	LIB - SEPT/OCT WIRELESS MODE	100-51-55110-00311-000 50.00
NEATOS BAK	11/17/15	LIB - DONUTS	100-51-55110-00391-000 9.00
WALMART (11/21/15	LIB - PUMPKIN PIE	100-51-55110-00391-000 5.98
DOLLAR TRE	11/2/15	LIB - TREATS & BAKING SUPPLIE	850-51-55110-00300-000 14.00
AMAZON.CO	10/26/15	LIB - AUDIO VISUAL	100-51-55110-00328-000 1,032.62
AMAZON.CO	10/26/15	LIB - AUDIO VISUAL	100-51-55110-00324-000 269.42
AMAZON.CO	10/26/15	LIB - AUDIO VISUAL	100-51-55110-00327-000 43.26
AMAZON.CO	10/26/15	LIB - AUDIO VISUAL	100-51-55110-00326-000 15.00
THE POSTAL S	11/11/15	PK-ENVELOPES STAMPED	100-52-55200-00343-000 288.55
ROLL UP DOO	11/12/15	CVC CNTR-KITCHEN SRVING WI	100-52-55130-00260-000 463.36
PRECOR INC. 1	11/11/15	CVC CNTR - TREADMILL PARTS	100-52-55130-00250-000 627.75
ROAD ID 11/	11/19/15	PRKS SEG - WINTERFEST RUN B	870-53-55300-00300-000 9.27
944	12/30/15	WI SCTF	\$876.90
PR #25 2015	12/9/15	CHILD SUPPORT WITHHOLDING	100-00-00000-21580-000 438.45
PR #26 2015	12/23/15	CHILD SUPPORT WITHHOLDING	100-00-00000-21580-000 438.45
945	12/30/15	WIS DEPT OF EMPLOYE TRUST	\$134,045.10
0116HLTH	12/24/15	JANUARY 2016 HEALTH INS.	100-00-00000-21532-000 134,045.10
946	12/30/15	WIS DEPT OF REVENUE	\$18,804.72
PR #24 2015	12/15/15	WISCONSIN WITHHOLDING	100-00-00000-21513-000 9,152.90
PR #25 2015	12/30/15	WISCONSIN WITHHOLDING	100-00-00000-21513-000 9,453.01
NOVEMBER 2	12/16/15	WI SALES & USE TAX RETURNS	100-00-00000-24213-000 156.58
NOVEMBER 2	12/16/15	WI SALES & USE TAX RETURNS	940-00-00000-24213-000 14.44
PR #25 2015 P	12/9/15	PK - WAGE WITHHOLDING	100-00-00000-21580-000 16.39
PR #26 2015 P	12/23/15	PK - WAGE WITHHOLDING	100-00-00000-21580-000 11.40
947	12/30/15	WISCONSIN RETIREMENT SYSTEM	\$60,638.34
11/2015	12/31/15	NOVEMBER 2015 RETIREMENT	100-00-00000-21520-000 60,638.34

Total Checks: 10 Grand Total: \$392,999.07

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14172	12/31/15	ALLIANT ENERGY		\$12,622.63
S608212DEC15	12/9/15	SEWER-MANCHESTER CONTRO	960-36-82100-00222-000	6,479.39
S608212DEC15	12/9/15	SEWER-MANCHESTER CONTRO	960-36-82710-00222-000	316.00
S871720DEC15	12/14/15	SEWER-HEADWORKS BLDG	960-36-82200-00222-000	36.44
S193345DEC15	12/14/15	SEWER-MANCHESTER SLUDGE	960-36-82710-00222-000	158.29
S212453DEC15	12/14/15	SEWER-POTTER ST LIFTSTATIO	960-36-83200-00222-000	21.08
S295931DEC15	12/18/15	SEWER-8TH ST GRINDER PUMP	960-36-83200-00222-000	8.12
S906253DEC15	12/18/15	SEWER-ST RD 33 LIFTSTATION	960-36-83200-00222-000	56.31
W379642NOV1	12/10/15	WATER-WELL NO. 7-801 GALL R	970-37-62300-00222-000	2,613.49
W379642NOV1	12/10/15	WATER-WELL NO. 7-801 GALL R	970-37-66500-00223-000	12.73
W379642DEC1	12/14/15	WATER-WELL NO. 7-801 GALL R	970-37-62300-00222-000	2,236.57
W379642DEC1	12/14/15	WATER-WELL NO. 7-801 GALL R	970-37-66500-00223-000	47.25
W694255DEC1	12/21/15	WATER-OAK ST HI-LIFT STATIO	970-37-62300-00222-000	468.02
W694255DEC1	12/21/15	WATER-OAK ST HI-LIFT STATIO	970-37-66500-00223-000	51.03
W163810DEC1	12/21/15	WATER-EAST ST TOWER	970-37-66500-00222-000	45.09
W233450DEC1	12/22/15	WATER-BARNHART TWR@COM	970-37-66500-00222-000	30.18
W647465DEC1	12/22/15	WATER-MOORE ST TOWER	970-37-66500-00222-000	42.64
14173	12/31/15	BLAINS FARM & FLEET - UTILITY		\$177.25
W9606	12/2/15	WATER-2 SALT SCOOPS-3 QT	970-37-66500-00340-000	22.45
S3132	12/4/15	SEWER-PAINT/TAPE/ROLLER/BR	960-36-85600-00390-000	14.83
S1109	12/18/15	SE-OVERALLS/OVERBOOTS-PAS	960-36-85600-00390-000	99.98
W2977	12/4/15	WATER-RUBBER BOOTS-KLEIN	970-37-90200-00346-000	39.99
14174	12/31/15	BURROUGHS LOCK SERVICE		\$113.70
W6926	12/21/15	WATER-PADLOCKS (6)	970-37-67800-00260-000	113.70
14175	12/31/15	CARDMEMBER SERVICE		\$136.41
U12142015	12/14/15	UTIL-DNR SAMPLES/FLOWERS-S1 FATHER-IN-LAW	970-37-64300-00343-000	96.60
U12142015	12/14/15	UTIL-DNR SAMPLES/FLOWERS-S1 FATHER-IN-LAW	970-37-93000-00340-000	19.91
U12142015	12/14/15	UTIL-DNR SAMPLES/FLOWERS-S1 FATHER-IN-LAW	960-36-85600-00390-000	19.90
14176	12/31/15	CENTURYLINK		\$243.79
S301299619DE	12/17/15	SE-PHONE/INTERNET#301299619	960-36-85100-00220-000	39.45
S301299619DE	12/17/15	SE-PHONE/INTERNET#301299619	960-36-85100-00250-000	51.94
W301217861D	12/17/15	WATER-PHONES-ACCT 3012178	960-36-85100-00220-000	76.20
W301217861D	12/17/15	WATER-PHONES-ACCT 3012178	970-37-66500-00220-000	38.10
W301217861D	12/17/15	WATER-PHONES-ACCT 3012178	970-37-92100-00220-000	38.10
14177	12/31/15	CHUCK'S LOCK & SAFE SERVICE		\$107.40
W19119	12/18/15	WA-LOCKS@WELLHOUSE 7 & 8	970-37-63100-00260-000	107.40
14178	12/31/15	CITY OF BARABOO		\$15,082.78
U7619	12/28/15	UTIL-2015 STW INVENTORY/QTR -2015 TASC/CELL CF	960-36-84000-00136-000	3.12
U7619	12/28/15	UTIL-2015 STW INVENTORY/QTR -2015 TASC/CELL CF	960-36-85000-00136-000	4.68
U7619	12/28/15	UTIL-2015 STW INVENTORY/QTR -2015 TASC/CELL CF	960-36-83100-00236-000	1,589.57
U7619	12/28/15	UTIL-2015 STW INVENTORY/QTR -2015 TASC/CELL CF	960-36-85100-00220-000	80.72
U7619	12/28/15	UTIL-2015 STW INVENTORY/QTR -2015 TASC/CELL CF	970-37-92100-00220-000	80.73

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U7619	12/28/15	UTIL-2015 STW INVENTORY/QTR -2015 TASC/CELL CF	970-37-66200-00136-000 18.76
U7619	12/28/15	UTIL-2015 STW INVENTORY/QTR -2015 TASC/CELL CF	970-37-90300-00136-000 3.14
U7619	12/28/15	UTIL-2015 STW INVENTORY/QTR -2015 TASC/CELL CF	970-37-92000-00136-000 4.70
U7619	12/28/15	UTIL-2015 STW INVENTORY/QTR -2015 TASC/CELL CF	970-37-67600-00350-000 199.20
W2015CGW	12/4/15	WATER-2015 CURB/GUTTER/WAL @VARIOUS SITES	970-96-00000-10345-001 4,180.86
W2015CGW	12/4/15	WATER-2015 CURB/GUTTER/WAL @VARIOUS SITES	970-37-67300-00236-000 5,932.70
W2015CGW	12/4/15	WATER-2015 CURB/GUTTER/WAL @VARIOUS SITES	970-37-67500-00238-000 2,026.60
W2015CGW	12/4/15	WATER-2015 CURB/GUTTER/WAL @VARIOUS SITES	970-37-67700-00241-000 958.00
14179	12/31/15	CITY OF BARABOO-STORMWATER	\$714.73
STDEC2015	12/31/15	STORMWATER-DEC 2015 RECEI	970-37-00000-40419-001 0.01
STDEC2015	12/31/15	STORMWATER-DEC 2015 RECEI	970-96-00000-10142-001 714.72
14180	12/31/15	CITY TREASURER - WATER	\$4,645.94
S91009000DEC	12/31/15	SEWER-MANCHESTER PLANT	960-36-82700-00221-000 484.50
S91009000DEC	12/31/15	SEWER-MANCHESTER PLANT	960-36-82700-00226-000 338.53
S91011000DEC	12/31/15	SEWER-MANCHESTER SLUDGE	960-36-82710-00226-000 228.97
S91011000DEC	12/31/15	SEWER-MANCHESTER SLUDGE	960-36-82710-00221-000 2,747.43
S91010000DEC	12/31/15	SEWER-HEADWORKS BLDG	960-36-82200-00221-000 659.39
W78097800DE	12/31/15	WATER-OAK ST HILIFT/RESERV	970-37-60300-00226-000 12.31
W78097800DE	12/31/15	WATER-OAK ST HILIFT/RESERV	970-37-66500-00226-000 34.47
W99000460DE	12/31/15	WATER-BIRCH ST TOWER	970-37-66500-00226-000 12.31
W99001220DE	12/31/15	WATER-WELL NO. 4	970-37-60300-00226-000 12.31
W99002190DE	12/31/15	WATER-WELL NO. 2	970-37-60300-00226-000 20.93
W99002640DE	12/31/15	WATER-WELL NO. 6	970-37-60300-00226-000 12.31
W99002820DE	12/31/15	WATER-MOORE ST TOWER	970-37-66500-00226-000 12.31
W99003150DE	12/31/15	WATER-BARNHART BOOSTER	970-37-62600-00226-000 18.47
W99003340DE	12/31/15	WATER-MINE RD TOWER	970-37-66500-00226-000 27.08
W99003350DE	12/31/15	WATER-WELL NO. 2	970-37-60300-00226-000 12.31
W99006150DE	12/31/15	WATER-BARNHART TOWER	970-37-66500-00226-000 12.31
14181	12/31/15	COUNTY MATERIALS CORPORATION	\$385.65
S2664644	12/10/15	SEWER-MH RISER/JT SEAL@CTY	960-36-83100-00236-000 385.65
14182	12/31/15	DORO/EUGENE//	\$20.13
S12092015	12/9/15	SE-MILES-WI DELLS PHOSPHORU HEARING	960-36-85100-00330-000 20.13
14183	12/31/15	GOLDEN NEEDLE EMBROIDERY	\$216.75
W26847	12/29/15	WA-CREW TSHIRTS/SWEATSHIR	970-37-90200-00346-000 216.75
14184	12/31/15	HD SUPPLY WATERWORKS LTD	\$4,048.58
W-E579377	10/5/15	WATER-INVENTORY-CUST 97801	970-96-00000-10154-001 50.88
W-E611057	10/15/15	WATER-INVENTORY-CUST 97801	970-96-00000-10154-001 338.40
W-E852139CM	12/31/15	WA-INVENTORY RETURN-CUST	970-96-00000-10154-001 -389.28
W-E829537	11/25/15	WA-INVENTORY/HYDT EXT PLA	970-96-00000-10154-001 675.53
W-E829537	11/25/15	WA-INVENTORY/HYDT EXT PLA	970-37-67700-00340-000 70.00
W-E858405	12/2/15	WATER-CTY W MAIN EXT/INVE	970-96-00000-10154-001 89.00
W-E858405	12/2/15	WATER-CTY W MAIN EXT/INVE	970-96-00000-10343-001 549.00
W-E858405	12/2/15	WATER-CTY W MAIN EXT/INVE	970-37-67300-00236-000 391.50

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W-E869736	12/3/15	WATER-RUBBER GASKETS	970-37-67300-00236-000	24.00
W-E885305	12/16/15	WA-12" MAIN EXTENSION@CTY	970-96-00000-10343-001	2,680.00
W-E885305	12/16/15	WA-12" MAIN EXTENSION@CTY	970-37-67300-00236-000	20.00
W-E940518	12/21/15	WATER-STOCK/PLUG&SLEEVE R	970-96-00000-10154-001	-69.60
W-E940518	12/21/15	WATER-STOCK/PLUG&SLEEVE R	970-37-67300-00236-000	-380.85
W-E940518	12/21/15	WATER-STOCK/PLUG&SLEEVE R	970-37-67700-00241-000	-83.05
W-E940518	12/21/15	WATER-STOCK/PLUG&SLEEVE R	970-37-67700-00340-000	83.05
14185	12/31/15	HOHL'S PROPANE INC		\$175.84
W213531	12/15/15	WA-WELL #2 LP (160 GALS@1.09	970-37-62300-00223-000	87.92
W213531	12/15/15	WA-WELL #2 LP (160 GALS@1.09	970-37-66500-00223-000	87.92
14186	12/31/15	KLEMM/TIMOTHY//		\$150.00
W2015BOOTS	12/14/15	WA-STEELTOE BOOT REIMBURS	970-37-90200-00346-000	150.00
14187	12/31/15	KOFLO CORPORATION		\$1,474.00
S-K69156	12/7/15	SEWER-STATIC MIXER	960-36-85100-00392-000	1,474.00
14188	12/31/15	L C UNITED PAINTING CO INC		\$61,928.28
W35074#2-FIN	12/3/15	WATER-MINE RD TOWER PAIN	970-37-67200-00239-000	61,928.28
14189	12/31/15	MAILBOXES PACK N SHIP LLC		\$47.32
S35097	12/14/15	SEWER-LAB METER REPAIR-HA	960-36-82700-00340-000	47.32
14190	12/31/15	MARTELLE WATER TREATMENT INC		\$1,001.96
W13975	12/23/15	WATER-AQUAMAG-CUST 6232	970-37-64100-00345-000	1,001.96
14191	12/31/15	MENARDS - BARABOO		\$106.18
W8393	12/30/15	WA-SAMPLNG TAP@420 COMM/	970-37-64200-00217-000	17.97
W8393	12/30/15	WA-SAMPLNG TAP@420 COMM/	970-37-66500-00340-000	6.98
W7478	12/17/15	WATER-WELL PARTS-ACCT 31	970-37-63300-00250-000	63.26
W7470	12/17/15	WATER-2008 FORD MATS #319	970-37-66200-00240-000	17.97
14192	12/31/15	MSA PROFESSIONAL SERVICES INC		\$61.00
S35078#5	12/14/15	SEWER-SERVICE AREA PLAN UP	960-36-85200-00215-000	61.00
14193	12/31/15	NAPA AUTO PARTS		\$379.38
S231579	12/1/15	SEWER-MOWER SET SCREW #1	960-36-82700-00390-000	0.22
S232232	12/8/15	SEWER-GAUGE/SEALER/PARTS #	960-36-83300-00250-000	55.99
W231424	11/30/15	WA-FILTERS-GENERATORS/STA MOTORS/VACTRON	970-37-63300-00250-000	67.34
W231424	11/30/15	WA-FILTERS-GENERATORS/STA MOTORS/VACTRON	970-37-93200-00250-000	13.76
W231424	11/30/15	WA-FILTERS-GENERATORS/STA MOTORS/VACTRON	970-37-67800-00250-000	31.35
W231476	11/30/15	WA-AIR FILTER-STANDBY MOTO WELL #4	970-37-63300-00250-000	11.40
W232533	12/11/15	WA-GREASE GUN@WELLS-ACC	970-37-63300-00340-000	23.99
W233418	12/22/15	WATER-BATTERY-WELL #7 STA MOTOR	970-37-63300-00250-000	175.33
14194	12/31/15	OLSEN SAFETY EQUIPMENT CORP		\$257.42
U325931-IN	12/16/15	UTIL-STABILICER BOOTS-PASKE BROWN	970-37-90200-00346-000	128.71
U325931-IN	12/16/15	UTIL-STABILICER BOOTS-PASKE BROWN	960-36-85600-00390-000	128.71
14195	12/31/15	OMNI MATERIALS INC		\$3,623.70

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S331452	11/30/15	SEWER-KILNDUST-ACCT BAR	960-36-82710-00345-000	2,418.62
S331465	12/13/15	SEWER-KILNDUST-ACCT BAR	960-36-82710-00345-000	1,205.08
14196	12/31/15	RELIANT SAFETY PRODUCTS LLC		\$232.12
U43693	11/20/15	UTIL-2015 AUDIOMETRIC TESTIN	970-37-92500-00217-000	125.35
U43693	11/20/15	UTIL-2015 AUDIOMETRIC TESTIN	960-36-85600-00217-000	106.77
14197	12/31/15	SHERWIN-WILLIAMS CO		\$21.99
W808	12/15/15	WA-WELL #7 FLANGES#1000-59	970-37-63300-00250-000	21.99
14198	12/31/15	U S POSTAL SERVICE		\$1,750.00
UBQTR#4-201	12/31/15	UTIL-BILLING-QTR #4, 2015	950-36-84000-00343-000	749.70
UBQTR#4-201	12/31/15	UTIL-BILLING-QTR #4, 2015	960-36-85100-00343-000	500.15
UBQTR#4-201	12/31/15	UTIL-BILLING-QTR #4, 2015	970-37-90300-00343-000	500.15
14199	12/31/15	UNIFIRST CORPORATION		\$62.71
S098 1943364	12/9/15	SEWER-TOWELS-CUST 719654	960-36-85600-00390-000	9.29
S098 1945301	12/23/15	SEWER-TOWELS-CUST 719654	960-36-85600-00390-000	9.29
W098 1942430	12/2/15	WATER-TOWELS-CUST 719656	970-37-66500-00340-000	14.71
W098 1944336	12/16/15	WATER-TOWELS-CUST 719656	970-37-66500-00340-000	14.71
W098 1946279	12/30/15	WATER-TOWELS-CUST 719656	970-37-66500-00340-000	14.71
14200	12/31/15	UW SOIL TESTING LAB		\$251.25
S558293112015	12/1/15	SEWER-SOIL TESTS-ID 558293	960-36-82710-00340-000	251.25
14201	12/31/15	WIESER CONCRETE PRODUCTS INC		\$220.00
S-INV0000127	12/15/15	SEWER-MANHOLE RISER@CTY V	960-36-83100-00236-000	220.00

Total Checks: 30 Grand Total: **\$110,258.89**

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_____ (Chairman)

(Date)

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177546	1/5/16	AVENET, LLC		\$950.00
37999	12/15/15	IT-2016 GOV OFFICE WEBSITE HO	100-10-51450-00250-000	950.00
177547	1/5/16	BARABOO DISTRICT AMBULANCE		\$126,241.50
CB2016A	1/1/16	CITY - 1ST HALF BDAS LEVY	100-10-52300-00720-000	126,241.50
177548	1/5/16	CITIES & VILLAGES MUTUAL		\$232,677.70
CL-16-2003	1/1/16	CITY- 2016 LIABILITY COVERAG	720-11-51491-00510-000	64,278.00
CRM-16-4503	1/1/16	CITY - 2016 CRIME POLICY	720-11-51491-00510-000	461.00
CX-16-4103	1/1/16	CITY-2016 EXCESS LIABILITY	720-11-51491-00510-000	1,432.00
EPL-16-4203	1/1/16	CITY-2016 EMPL PRACTICES	720-11-51491-00510-000	4,695.00
VOL-16-4602	1/1/16	CITY - VOLUNTEER COVERAGE	720-11-51491-00510-000	818.70
APD-16-3002	1/1/16	CITY- 2016 AUTO PHYS DAM	100-11-51931-00510-000	24,939.00
BM-16-4302	1/1/16	CITY- 2016 BOILER & MACH	100-11-51931-00510-000	2,101.00
WC-16-1002	1/1/16	CITY- 2016 WORKERS COMP	100-11-51933-00510-000	133,953.00
177549	1/5/16	COMPLIANCE SERVICES, INC		\$80.00
22382	1/1/16	ENG - 2016 MEMBERSHIP	100-14-51430-00217-000	80.00
177550	1/5/16	DON-RICK INSURANCE, INC.		\$70,976.00
460813	12/31/15	AIR-ADD N REEDSBURG RD 2015	630-35-53510-00510-000	18.00
460814	1/1/16	AIR-ADD N REEDBURG RD 2016	630-35-53510-00510-000	274.00
458906	1/1/16	INS - 2016 PROPERTY INS	100-11-51931-00510-000	70,684.00
177551	1/5/16	ESRI, INC.		\$3,400.00
2008MPA2644	12/7/15	ENG - ARCGIS SUPPORT	100-30-53100-00270-000	3,400.00
177552	1/5/16	ICMA - INTNATL CITY-CTY MGMT		\$873.92
190048 2016	1/1/16	ADMIN - GEICK MEMBERSHIP	100-14-51400-00320-000	873.92
177553	1/5/16	INTERNATIONAL SPECIES		\$500.00
160501	1/1/16	ZOO- 2016 MEMBERSHIP	100-52-55410-00320-000	500.00
177554	1/5/16	JOHN DEERE FINANCIAL		\$241.30
27469 12/20/15	12/20/15	PK-MIDSTATE MOWER PARTS	100-52-55200-00250-000	241.30
177555	1/5/16	PALM/MICHAEL//		\$150.00
1/1/16	1/5/16	MYR - CIRCUS OF CHEFS	100-10-51410-00320-000	150.00
177556	1/5/16	PROTECTION TECHNOLOGIES		\$360.00
19041	12/14/15	CC-ANNUAL FIRE ALARM MONI	100-52-55130-00250-000	360.00
177557	1/5/16	STIEVE/TIM//		\$10,000.00
2016	1/1/16	FD-SERVICE BENEFITS FINAL	900-21-52200-00300-000	10,000.00
177558	1/5/16	WCMA - WIS CITY CO MNGMT ASSOC		\$163.86
2016	1/1/16	ADMIN - GIECK MEMBERSHIP	100-14-51400-00320-000	163.86
177559	1/5/16	WIS DEPT OF REVENUE		\$10.00
2016	1/1/16	CITY-BUSINESS TAX REG RENEW	100-11-51900-00390-000	10.00

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177560	1/5/16	WISCONSIN AIRPORT MGMT ASSOC		\$100.00
2016-037	12/20/15	AIR- 2016 MEMBERSHIP	630-35-53510-00320-000	100.00
177561	1/5/16	WISCONSIN ECONOMIC DEVELOPMENT		\$325.00
2016	1/1/16	ADMIN - GEICK MEMBERSHIP	100-14-51400-00320-000	325.00

Total Checks: 16 Grand Total: \$447,049.28

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_____ (Date)

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7000976	1/5/16	LEAGUE OF WISCONSIN		\$2,747.92
2016	1/1/16	CITY-2016 DUES	100-11-51900-00390-000	2,747.92
7000977	1/5/16	NPELRA - NATL PUBLIC EMP LABOR		\$195.00
GEICK29275 2	1/1/16	ADMIN-GEICK MEMBERSHIP	100-14-51400-00320-000	195.00
7000978	1/5/16	SCHUMACHER ELEVATOR CORP.		\$3,480.36
90375107	12/1/15	CC -ELEVATOR CONTRACT CIV C	100-52-55130-00260-000	1,769.28
90375103	12/1/15	CLK - CITY HALL ELEVATOR CO	100-11-51610-00260-000	1,711.08
7000979	1/5/16	WISCONSIN TAXPAYERS ALLIANCE		\$48.00
2016	1/5/16	CITY- 2016 CLERK SUBSCRIPTIO	100-11-51420-00320-000	48.00
Total Checks:			4	Grand Total: \$6,471.28

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177467	12/31/15	5 ALARM FIRE & SAFETY		\$92.05
153182-1	12/14/15	FD- MSA RETRACTABLE LANYAF	100-21-52200-00340-000	92.05
177468	12/31/15	ACTION ELECTRIC INC		\$181.90
45194	12/16/15	PRKS- ZOO MATERIALS FROM S	100-52-55410-00340-000	57.90
45193	12/15/15	PW- PARKING LOT LIGHT MATL	100-31-53270-00350-000	124.00
177470	12/31/15	ALLIANT ENERGY		\$4,345.49
7316830000121	12/18/15	FD- SIREN MADISON ST	100-21-52500-00222-000	1.25
0562810000121	12/14/15	FD- SIREN 11TH & WASHINGTON	100-21-52500-00222-000	1.34
2565450000121	12/16/15	PRKS- PARK VIEW DR	100-52-55200-00222-000	13.41
1812530000121	12/16/15	PRKS- 15TH ST. BLDG	100-52-55200-00222-000	35.86
0294130000121	12/14/15	PRKS- HILL ST. PUMP STATION	100-52-55200-00222-000	25.73
6785040000121	12/14/15	PRKS- 2ND AVE ELECTRIC	100-52-55200-00222-000	50.95
2415240000122	12/22/15	FD- SIREN ELLIS AVE	100-21-52500-00222-000	1.25
2078220000122	12/23/15	FD- SIREN LANGE COURT	100-21-52500-00222-000	1.29
5397730000121	12/14/15	PW- POTTER ST LIGHTS	100-31-51630-00222-000	13.23
9083840000121	12/14/15	PW- BRIAR ST ELEC/HEAT	100-31-51630-00222-000	115.61
9083840000121	12/14/15	PW- BRIAR ST ELEC/HEAT	100-31-51630-00223-000	67.05
6710250000121	12/10/15	PW- CSC ELECTRIC/HEAT	100-31-53270-00222-000	1,923.89
6710250000121	12/10/15	PW- CSC ELECTRIC/HEAT	100-31-53270-00223-000	1,333.89
DECEMBER 3	12/21/15	PW- STREET AND TRAFFIC LIGHT	100-31-53300-00222-000	13.71
DECEMBER 3	12/21/15	PW- STREET AND TRAFFIC LIGHT	100-31-53420-00222-000	747.03
177471	12/31/15	AMERIGAS - BARABOO		\$88.50
77317394	12/17/15	PW- PATCHING	100-31-53300-00376-000	88.50
177472	12/31/15	BADGER CLEANERS		\$6.15
6-9232	9/8/15	FD- UNIFORM CLEANING	100-21-52200-00270-000	6.15
177473	12/31/15	BARA T'S CUSTOM SCREENPRINTING		\$35.00
10649	12/24/15	FD-REFLECTIVE INK - DNR GRAN	100-21-52200-00346-000	35.00
177474	12/31/15	BARABOO FIRE FIGHTER'S		\$80.00
12/22/15	12/22/15	FD- STATE EXAM CARTER	100-21-52200-00320-000	80.00
177475	12/31/15	BARABOO TENT & AWNING, INC		\$116.00
12111503	12/11/15	FD- VELCRO ON COAT BACK	100-21-52200-00250-000	16.00
12221509	12/22/15	FD- STICKERS ENGINE 2	100-21-52200-00340-000	100.00
177476	12/31/15	BEAVER OF WISCONSIN, INC.		\$83.50
090201	12/18/15	PW- FLOAT/SWIVEL	100-31-53270-00350-000	83.50
177477	12/31/15	BENTILLA/TRENT//		\$53.57
12/16/15	12/16/15	PD-WALMART UNIF REIMBURS	100-20-52110-00346-000	53.57
177478	12/31/15	BLACKHAWK MANOR, LLC		\$630.00
0984-20000 20	12/18/15	TR- OVERPAY TAXES 0984-20000	910-00-00000-21100-000	630.00

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177479	12/31/15	BLAKE/TERRY//		\$121.32
0719-00000 20	12/18/15	TR- OVERPAY TAXES 1021 5TH	910-00-00000-21100-000	121.32
177480	12/31/15	BONHAM/GEORGE//		\$204.88
05/18/2015	5/18/15	PD- JCPENNY UNIFORM	100-20-52120-00346-000	204.88
177481	12/31/15	BURROUGHS/PATRICK//		\$124.64
2141-00000 20	12/18/15	TR-OVERPAY TAXES 707 JEFFE	910-00-00000-21100-000	124.64
177482	12/31/15	CAIRNS/SEAN P. & FAITH S.//		\$16.40
3399-00000 20	12/17/15	TR- OVERPAY TAXES 115 9TH	910-00-00000-21100-000	16.40
177483	12/31/15	CANNON/PATRICK//		\$3,000.00
2015-12B	12/28/15	ADMIN- SERVICES FOR DECEMB	100-67-56710-00290-000	3,000.00
177484	12/31/15	CARTER/JAMES W.//		\$50.60
12/22/15	12/23/15	FD- TRAINING MATC 12/22/15	100-21-52200-00330-000	50.60
177485	12/31/15	CENTURYLINK		\$731.23
301217856/121	12/17/15	CITY- PHONES	100-10-51100-00220-000	12.73
301217856/121	12/17/15	CITY- PHONES	100-10-51410-00220-000	12.73
301217856/121	12/17/15	CITY- PHONES	100-11-51420-00220-000	139.99
301217856/121	12/17/15	CITY- PHONES	100-11-51610-00220-000	23.28
301217856/121	12/17/15	CITY- PHONES	100-11-51530-00220-000	19.09
301217856/121	12/17/15	CITY- PHONES	100-11-51520-00220-000	82.73
301217856/121	12/17/15	CITY- PHONES	100-13-51300-00220-000	31.82
301217856/121	12/17/15	CITY- PHONES	100-14-51400-00220-000	31.82
301217856/121	12/17/15	CITY- PHONES	100-20-52110-00220-000	127.27
301217856/121	12/17/15	CITY- PHONES	100-21-52200-00220-000	95.45
301217856/121	12/17/15	CITY- PHONES	100-22-52400-00220-000	25.45
301217856/121	12/17/15	CITY- PHONES	100-30-53100-00220-000	44.55
301217856/121	12/17/15	CITY- PHONES	100-31-53230-00220-000	27.60
301300963 12/	12/17/15	AIR- EMERGENCY PHONES	630-35-53510-00220-000	56.72
177486	12/31/15	CITY OF BARABOO - UTILITIES		\$442.43
9707608	12/18/15	PW- 2015 HYDRANT FILLS	950-36-81000-00340-000	442.43
177487	12/31/15	CITY OF MINNEAPOLIS		\$373.50
400413006516	12/14/15	PD- APS FOR NOVEMBER	100-20-52110-00270-000	373.50
177488	12/31/15	CLEMENTZ/RICHARD//		\$68.32
2990-00000 20	12/21/15	TR-OVERPAY TAXES 707 RIVER	910-00-00000-21100-000	68.32
177489	12/31/15	COMMUNICATIONS SERVICES		\$150.00
6430	12/16/15	PD- INSTALL DUAL HEAD RADA	100-20-52110-00250-000	150.00
177490	12/31/15	CROSS, JENKS, MERCER & MAFFEI		\$1,365.00
12/14/15	12/14/15	CDA- CITY PS LEASE AGREEMEN	252-20-57211-00215-000	1,365.00
177491	12/31/15	DAVIS/GLENN & PENNY//		\$7.19
0251-00000 20	12/16/15	TR- OVERPAY TAXES 722 2ND A	910-00-00000-21100-000	7.19

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177492	12/31/15	DELL PRAIRIE PRINTERS, INC.		\$33.26
02281	12/17/15	FD- QUICK NOTES DESK PAD	100-21-52200-00310-000	33.26
177493	12/31/15	EASON/WILLIAM A//		\$245.52
2855-00000 20	12/28/15	TR- TAX OVERPAYMENT 426 2N	910-00-00000-21100-000	245.52
177494	12/31/15	ELECTION SYSTEMS & SOFTWARE		\$905.00
947411	12/22/15	ELEC- KIOSK	100-11-51440-00392-000	905.00
177495	12/31/15	ENVIROTECH EQUIPMENT CO LLC		\$1,036.43
121215-5A	12/12/15	SW - BRUSHES & HOSES, #54	950-36-81000-00350-000	1,036.43
177496	12/31/15	FARRAR/BETHANY M//		\$17.15
2590-00000 20	12/21/15	TR-TAX OVERPAYMENT 525 5TH	910-00-00000-21100-000	17.15
177497	12/31/15	FASTENAL COMPANY		\$38.90
WIBAR181882	12/11/15	PRKS- MISC SUPPLIES	100-52-55200-00340-000	38.90
177498	12/31/15	FRESH AIR CONCEPTS		\$40.00
4658	12/22/15	CLK- CLEANING SUPPLIES	100-11-51610-00340-000	40.00
177499	12/31/15	FRIE/DAVID//		\$120.58
12/10/15	12/10/15	PD- WILSON,SKETCHERS,WALM/	100-20-52120-00346-000	120.58
177500	12/31/15	GREENWOOD/MICHAEL OR DARLA//		\$239.55
2772-00000 20	12/31/15	TR- TAX OVERPAY 333 6TH ST	910-00-00000-21100-000	239.55
177501	12/31/15	GUNTA LAW OFFICES, S.C.		\$3,300.00
12/22/15	12/22/15	CITY- AUGUST LEGAL SUNDSM	720-20-51493-00510-000	3,300.00
177502	12/31/15	HINZ/RICHARD & LINDA//		\$118.51
1148-00000 20	12/28/15	TR-TAX OVERPAYMENT 600 MOC	910-00-00000-21100-000	118.51
177503	12/31/15	HOHL'S FARM SUPPLY INC		\$295.35
43521	12/22/15	PRKS- ANIMAL FEED/MISC SUPP	100-52-55410-00342-000	295.35
177504	12/31/15	HOTEK/MATTHEW L.//		\$64.89
3509-00000 20	12/21/15	TR- OVERPAY TAXES 1114 EAST	910-00-00000-21100-000	64.89
177505	12/31/15	JEFFERSON FIRE & SAFETY, INC.		\$1,560.00
222355	12/21/15	FD- TFT VALVE TIP NOZZLE w/GF	100-21-52200-00392-000	1,560.00
177506	12/31/15	BILL KARG		\$100.00
2500	11/19/15	PW - WRINGER WASHER	100-31-53270-00340-000	100.00
177507	12/31/15	KEEGAN/JULIE A.//		\$7.60
1810-00000 20	12/28/15	TR- TAX OVERPAY 216 MAPLE	910-00-00000-21100-000	7.60
177508	12/31/15	KENT/WILLIAM S//		\$111.07
2267-00000 20	12/22/15	TR- TAX OVERPAYMENT 1015 2	910-00-00000-21100-000	111.07
177509	12/31/15	LAFORCE INC		\$482.00

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910222 RI	12/14/15	PRKS- CC ADA DOOR LEVERS	100-52-55130-00340-000	482.00
177510	12/31/15	LANMAN/INGEMUND & ANNA//		\$115.14
1368-00000 20	12/29/15	TR- TAX OVERPAY 416 5TH ST	910-00-00000-21100-000	115.14
177511	12/31/15	LEE/MARK//		\$14.98
11/19/15	11/19/15	PD-GANDER MTN UNIF ALLOW	100-20-52110-00346-000	14.98
177512	12/31/15	LINS/CLAY//		\$34.32
2150-07000 20	12/23/15	TR- OVERPAY TAXES 1100 20TH S	910-00-00000-21100-000	32.04
2150-18000 20	12/23/15	TR- TAX OVERPAY 2150-18000	910-00-00000-21100-000	2.28
177513	12/31/15	MAEDERER/MARK//		\$112.51
2883-32900 20	12/18/15	TR- TAX OVERPAY 1520 TILLBER	910-00-00000-21100-000	112.51
177514	12/31/15	MAILBOXES PACK N SHIP LLC		\$18.94
35546	12/23/15	FD- TASK FORCE MAILING	100-21-52200-00343-000	18.94
177515	12/31/15	MCFARLANES INC		\$188.50
IV65562	12/4/15	PW- #8&9 SPEAKER	100-31-53240-00350-000	188.50
177516	12/31/15	MCVICKER/MICHAEL//		\$39.51
2955-10000 20	12/17/15	TR- OVERPAY TAX 1221 2ND	910-00-00000-21100-000	39.51
177517	12/31/15	MID-STATE EQUIPMENT INC.		\$1.68
K67102	7/7/15	PW - PIN LOCK	100-31-53240-00350-000	1.68
177518	12/31/15	MORRILL/DEBRA//		\$11.87
0198-00000 20	12/28/15	TR- TAX OVERPAY 802 RIDGE	910-00-00000-21100-000	11.87
177519	12/31/15	MOUNT HOREB TRUCK PARTS INC		\$1,020.00
36959	10/9/15	PW - HOOD, #9	100-31-53240-00350-000	1,020.00
177520	12/31/15	MSA PROFESSIONAL SERVICES INC		\$4,106.43
350550-33	12/11/15	ENG- BUILDING INSPECTIONS N	100-22-52400-00215-000	1,866.84
350330-22	12/11/15	ENG- LANDFILL MONIT. OCT- NO	100-31-53630-00215-000	2,239.59
177521	12/31/15	MTS SAFETY PRODUCTS INC		\$70.68
5125400	12/21/15	PD- ORANGE SAFETY VEST	100-20-52110-00340-000	70.68
177522	12/31/15	NAPA AUTO PARTS		\$38.28
233458	12/22/15	PRKS- OIL FOR OLD WATER TRU	100-52-55200-00348-000	38.28
177523	12/31/15	OAKESON/ERIK//		\$116.40
12/21/15	12/21/15	PD-LAPG BASELAYER, HAT, POU	100-20-52110-00346-000	116.40
177524	12/31/15	OFFICE DEPOT INC		\$130.90
811175785001	12/9/15	CLK- REFILL FOR PEN	100-11-51420-00310-000	1.98
811175690001	12/9/15	CLK- SUPPLIES	100-11-51420-00340-000	128.92
177525	12/31/15	OLSEN SAFETY EQUIPMENT CORP		\$441.79
0325851-IN	12/15/15	PW- BOMBER JACKETS	100-31-53230-00319-000	132.91

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0325913-IN	12/16/15	PW- STABILICER OVER BOOTS	100-31-53230-00319-000	257.44
0326040-IN	12/21/15	PW- BOMBER JACKET	100-31-53230-00319-000	51.44
177526	12/31/15	OUSSEINI/OUMAR & REBEKAH J.//		\$111.47
3208-00000 20	12/28/15	TR- OVERPAY TAXES 641 10TH	910-00-00000-21100-000	111.47
177527	12/31/15	PETERSON AUTO PARTS		\$160.99
197810	12/14/15	PW- WORK LIGHT FOR SHOP	100-31-53240-00340-000	160.99
177528	12/31/15	PIERCE'S MARKETPLACE INC		\$253.17
319160 11/02/1	11/2/15	PRKS- FICHTER/ZOO/HEALTH FA	870-52-55200-00300-000	113.37
319160 11/02/1	11/2/15	PRKS- FICHTER/ZOO/HEALTH FA	100-52-55410-00342-000	66.50
319160 11/02/1	11/2/15	PRKS- FICHTER/ZOO/HEALTH FA	870-52-55200-00300-000	37.24
319160 CORRE	10/16/15	OVERPAY 10/16/15	100-52-55410-00342-000	-290.58
319160 11/17/1	11/2/15	PRKS- ANIMAL FOOD	100-52-55410-00342-000	12.86
319160 12/16/1	12/16/15	PRKS- FEED/SANTA, LUNCH	100-52-55410-00340-000	62.99
319160 12/16/1	12/16/15	PRKS- FEED/SANTA, LUNCH	100-52-55410-00342-000	175.60
319160 12/16/1	12/16/15	PRKS- FEED/SANTA, LUNCH	100-53-55300-00340-000	12.63
319160 12/1/15	12/1/15	PK - ANIMAL FEED	100-52-55410-00342-000	62.56
177529	12/31/15	PIERCE/SCOTT//		\$6.29
3516-00000 20	12/17/15	TR- OVERPAY TAXES 403 10TH S	910-00-00000-21100-000	6.29
177530	12/31/15	POINTON HEATING & AIR		\$2,396.55
0011428900000	12/17/15	CLK- REPLACE LOCKERROOM E	100-11-51610-00260-000	947.00
001143290000	12/10/15	PK - Monkey house ventilation	100-52-55410-00260-000	1,449.55
177531	12/31/15	REEDSBURG UTILITY COMMISSION		\$279.95
26578 12/20/15	12/20/15	CLK- JANUARY INTERNET	100-10-51450-00250-000	279.95
177532	12/31/15	REGO/STEVE//		\$76.14
0202-00000 20	12/29/15	TR- TAX OVERPAY 706 RIDGE	910-00-00000-21100-000	76.14
177533	12/31/15	RELIANT SAFETY PRODUCTS LLC		\$1,067.88
43693	11/20/15	CITY- AUDIOMETRIC TESTINGS	100-00-00000-15980-000	18.57
43693	11/20/15	CITY- AUDIOMETRIC TESTINGS	100-14-51430-00216-000	1,049.31
177534	12/31/15	SAUK COUNTY REGISTER OF DEEDS		\$1,140.00
201500000204	12/2/15	CITY- TOWN OF BOO DEFERRED	100-30-57330-00390-000	1,140.00
177535	12/31/15	SCHMIDT/KURT W//		\$53.68
2745-21200 20	12/18/15	TR- TAX OVERPAY 829 PARKSID	910-00-00000-21100-000	53.68
177536	12/31/15	SENGER LUMBER INC.		\$467.45
174503	12/15/15	PRKS- RESTROOMS PIERCE PAR	250-52-55200-00822-000	29.75
174491	12/15/15	PRKS- PIERCE BATHROOMS	250-52-55200-00822-000	219.75
174545	12/17/15	PRKS- PIERCE BATHROOMS	250-52-55200-00822-000	167.00
174510	12/16/15	PRKS- PIERCE BATHROOMS	250-52-55200-00822-000	50.95
177537	12/31/15	STALKER RADAR APPLIED CONCEPTS		\$13.40
280778	12/15/15	PD- WIRE REMOTE CONTROL CA	100-20-52110-00250-000	13.40

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177538	12/31/15	STREICHER'S		\$20.99
11184856	12/11/15	PD- WERNER TASER POUCH	100-20-52110-00346-000	20.99
177539	12/31/15	US CELLULAR		\$694.87
113994259	12/8/15	city- belief 1500	100-10-51410-00220-000	38.25
113994259	12/8/15	city- belief 1500	100-00-00000-15640-000	38.75
113994259	12/8/15	city- belief 1500	100-21-52200-00220-000	56.35
113994259	12/8/15	city- belief 1500	100-14-51400-00220-000	38.75
113994259	12/8/15	city- belief 1500	100-30-53100-00220-000	38.75
113994259	12/8/15	city- belief 1500	100-20-52110-00220-000	38.24
114091357	12/8/15	CITY- BIZSHARE	100-31-53230-00220-000	26.83
114091357	12/8/15	CITY- BIZSHARE	100-11-51610-00220-000	18.08
114091357	12/8/15	CITY- BIZSHARE	100-21-52200-00220-000	17.83
114091357	12/8/15	CITY- BIZSHARE	100-20-52110-00220-000	306.21
113840485	12/8/15	CITY- STATE PLAN	100-22-52400-00220-000	0.51
113840485	12/8/15	CITY- STATE PLAN	100-31-53230-00220-000	0.51
113840485	12/8/15	CITY- STATE PLAN	100-21-52200-00220-000	1.02
113840485	12/8/15	CITY- STATE PLAN	100-20-52110-00220-000	46.56
113840485	12/8/15	CITY- STATE PLAN	100-53-55300-00220-000	6.29
113840485	12/8/15	CITY- STATE PLAN	100-52-55130-00220-000	1.17
113840485	12/8/15	CITY- STATE PLAN	100-00-00000-15640-000	0.51
113840485	12/8/15	CITY- STATE PLAN	100-00-00000-15980-000	20.26
177540	12/31/15	VODAK INC		\$2.99
10064395/22-M	10/23/15	CLK- BREAKER FOR FD GARAGE	100-11-51610-00350-000	2.99
177541	12/31/15	WAL-MART COMMUNITY CREDIT		\$35.91
2601 12/16/15	12/16/15	PD- BATTERIES	100-20-52110-00340-000	35.91
177542	12/31/15	WAUKESHA COUNTY TECHNICAL		\$410.00
S0608413	12/16/15	PD-BROWNING/GILBERT/LABRO	100-20-52110-00320-000	110.00
S0608413	12/16/15	PD-BROWNING/GILBERT/LABRO	100-20-52120-00320-000	300.00
177543	12/31/15	WILD APPLES		\$75.00
000011	12/18/15	ADMIN- FLOWERS FOR REITZ	100-14-51430-00340-000	75.00
177544	12/31/15	WIS DEPT OF NATURAL RESOURCES		\$419.65
370-000000068	12/23/15	FD- OVERPANTS AND COAT DN	100-21-52200-00346-000	419.65
177545	12/31/15	ZEP MANUFACTURING COMPANY		\$182.62
9002031566	12/22/15	PW- CHERRY BOMB	100-31-53270-00340-000	182.62

Total Checks: 78 Grand Total: \$35,414.41

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FINANCE COMMITTEE APPROVAL:

(Chairman)

(Date)

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7000948	12/17/15	ADVANCED DISPOSAL	\$76.93
A20000313030	11/30/15	LIBE- DEC GARBAGE	851-51-55110-00260-000 76.93
7000949	12/17/15	BAKER TILLY VIRCHOW KRAUSE,LLP	\$4,935.00
BT903619	11/30/15	CLK - PRELIM AUDIT - CITY	100-11-51510-00215-000 4,935.00
7000950	12/17/15	CAPITAL NEWSPAPERS	\$95.98
1320039	12/3/15	CLK- 2015 BUDGET AMENDMENT	100-10-51100-00210-000 81.92
1320037	12/4/15	CLK- NOVEMBER 10 MINUTES	100-10-51100-00210-000 14.06
7000951	12/17/15	GLACIER VALLEY FORD INC	\$1,110.26
69217	10/30/15	PD- REPLACE BATTERY IN 42	100-20-52110-00240-000 159.48
69288	11/3/15	PD- RESET RADIO & COMPUTER ;	100-20-52110-00240-000 88.00
69385	11/6/15	PD- #47 OIL AND FILTER CHANG	100-20-52110-00240-000 24.98
69599	11/18/15	PD- #47 HEADLIGHT CHANGE	100-20-52110-00240-000 38.46
69272	11/2/15	FD - Car 2 Repairs	100-20-52110-00240-000 799.34
7000952	12/17/15	HILL'S WIRING INC	\$4,346.55
63970	11/30/15	PW- ADJUST FLASHER TIMER	100-31-53300-00270-000 196.46
63977	11/30/15	PW-INS TRAFFC LIGHT EAST & 8	100-31-53300-00270-000 402.65
64035	12/9/15	PW-INS REPR 8TH/EAST TRAF LT	100-31-53300-00270-000 3,747.44
7000953	12/17/15	LARK UNIFORM, INC.	\$1,560.07
209693	12/8/15	PD- J PICHLER SHIRT/ NAME	100-20-52110-00346-000 49.90
209811	12/9/15	PD- FRIE PROTAC HL	100-20-52120-00346-000 94.95
209784	12/9/15	PD- SGT. MATT GILBERT BOOTS	100-20-52110-00346-000 176.99
209802	12/9/15	PD- GOETZ PANTS/GLOVES/HOLI	100-20-52110-00346-000 324.78
209840	12/9/15	PD- MCFADDEN SHIRT	100-20-52130-00346-000 38.90
209838	12/9/15	PD- HAAS PROTAC, BADGE HOLI	100-20-52110-00346-000 158.85
209817	12/9/15	PD- CHIEF PANTS/SHIRTS	100-20-52110-00346-000 253.80
209882	12/9/15	PD- CONNELLY POUCH/SHIRT/PA	100-20-52110-00346-000 115.00
209819	12/9/15	PD- USTUPSKI DUTY BELT	100-20-52110-00340-000 40.90
209830	12/9/15	PD- SINDEN BOOTS/GLOVES/FLA	100-20-52110-00346-000 306.00
7000954	12/17/15	LAWSON PRODUCTS, INC	\$1,347.95
9303734467	12/3/15	PW- PLOW BOLT	100-31-53420-00350-000 64.68
9303731101	12/2/15	PW - SUPPLIES	100-31-53240-00340-000 620.14
9303731101	12/2/15	PW - SUPPLIES	100-31-53230-00340-000 154.59
9303731101-1	12/2/15	PW - SUPPLIES	100-31-53240-00350-000 508.54
7000955	12/17/15	LEXISNEXIS	\$135.00
1511425644	11/30/15	ATT- CHARGES FOR NOVEMBER	100-13-51300-00320-000 135.00
7000958	12/17/15	MENARDS - BARABOO	\$700.21
6740	12/7/15	PRKS- CC SUPPLIES	100-52-55130-00350-000 39.89
6735	12/7/15	PRKS- CC UNDERSINK PIPE COV	100-52-55130-00260-000 -29.98
6198	12/1/15	PRKS- ALUM ANG	100-52-55200-00340-000 18.54
1729	10/7/15	PRKS- EXIT LIGHT BATTERY	100-52-55200-00340-000 16.98

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6212	12/1/15	PRKS- SUPPLIES	100-52-55200-00340-000	5.88
6418	12/3/15	PRKS- CC KITCHEN REPAIRS	100-52-55130-00260-000	55.77
6374	12/3/15	PRKS- CC KITCHEN REPAIRS	100-52-55130-00260-000	38.18
6214	12/1/15	PRKS- GREEN TREATED LUMBE	250-52-55200-00861-000	65.08
6197	12/1/15	PRKS- CC KITCHEN	870-52-55200-00822-000	20.64
6861	12/9/15	PRKS- ZOO SUPPLIES	100-52-55410-00340-000	46.13
6705	12/7/15	PD- POWER STRIP	100-20-52110-00340-000	25.96
6683	12/7/15	PW-JOINT/ADHESV/CSC-HALIDE	100-31-53270-00340-000	119.96
6683	12/7/15	PW-JOINT/ADHESV/CSC-HALIDE	100-31-53300-00340-000	78.38
6290	12/2/15	PW- CSC TREE	100-31-53270-00340-000	24.88
5136	11/18/15	PW- SUPPLIES PVC PIPE	100-31-53350-00350-000	8.61
6850	12/9/15	PW- GFI COVER/WALLPLATE	100-31-53270-00350-000	24.17
6995	12/11/15	PW- PIPE AND ADAPTERS	100-31-53240-00350-000	16.14
7026	12/11/15	CLK- SECURITY CAMERA SUPPLI	100-11-51610-00350-000	21.95
7025	12/11/15	AIR- SECURING COOLIDGE HOUS	630-35-53510-00360-000	12.82
6730	12/7/15	CLK- MAINTENANCE SUPPLIES	100-11-51610-00350-000	37.07
6321	12/2/15	CLK- XMAS LIGHTS	100-11-51610-00340-000	37.76
6460	12/4/15	ENG- PROTRACTOR AND ANGLE	100-30-53100-00310-000	5.89
4979	11/16/15	ENG- STREET LIGHT REPAIR	100-31-53420-00350-000	9.51
7000959	12/17/15	STATE BAR OF WISCONSIN		\$68.15
1007235	12/1/15	ATT- TRIAL PRACTICE 2015	100-13-51300-00320-000	68.15
7000960	12/17/15	UNIFIRST CORPORATION		\$199.85
098 1943365	12/9/15	PW-MATS/UNIFORMS/SUPPLIES	100-31-53270-00340-000	85.60
098 1944334	12/16/15	CLK- MATS	100-11-51610-00260-000	60.25
098 1943363	12/9/15	CLK- MATS	100-11-51610-00260-000	54.00
7000961	12/17/15	V&H, INC.		\$525.18
2215142RI	12/1/15	PW- STOCK SWITCH ASSEMBLY	100-31-53240-00350-000	18.26
2197571RI	10/15/15	PW- SHIELD ASSEMBLY	100-31-53240-00350-000	372.99
2215487RI	12/2/15	PW- CORE	100-31-53240-00350-000	-20.00
2200145RI	10/21/15	PW- FRONT WHEEL	100-31-53240-00350-000	70.90
2212105RI	11/19/15	PW- #9 LED LAMP	100-31-53240-00350-000	9.86
2212540RI	11/20/15	PW- #9 HEAD LAMP	100-31-53240-00350-000	9.86
2218548RI	12/9/15	PW- #9 ASSEMBLY	100-31-53240-00350-000	63.31
7000962	12/17/15	WASTE MANAGEMENT CORP.		\$17,913.53
068160148430	12/1/15	PW- GARBAGE/RECYCLING COLI	100-31-53635-00290-000	3,544.23
068160148430	12/1/15	PW- GARBAGE/RECYCLING COLI	100-31-53630-00270-000	14,223.81
068160148430	12/1/15	PW- GARBAGE/RECYCLING COLI	100-21-52200-00270-000	145.49

Total Checks: 13 Grand Total: \$33,014.66

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FINANCE COMMITTEE APPROVAL:

(Chairman)

(Date)

CITY OF BARABOO
Position Description

Class / Title: City Attorney
Grade: ~~17 – Contract Employee~~ **Created/Updated:** April, 2012/Updated 1-6-16
Department: Administration
Reports to: Mayor and City Council

General Purpose: The City Attorney shall conduct all the law business in which the City is interested, except the Common Council may employ and compensate special counsel to assist or take charge of any matter in which the City is interested.

Supervision:

Received: Appointed by the Common Council. Reports to the Mayor and Common Council for overall direction. The nature of the work requires that an employee in this class establish and maintain close cooperative working relationships with the City Administrator, Mayor, members of the Common Council, supervisory personnel in all City Departments and Divisions, representatives of the court system, opposing counsel, and the general public.

Exercised: Has shared authority to direct and evaluate activities and schedules of Executive Assistant staff in the Administration Department and, to some degree, the Secretary in the Engineering/Building Inspection/Public Works/Assessor Departments. From time to time, the City Attorney may utilize personnel in other departments on special projects. This position may recommend disciplinary action or the hiring and firing of such office staff to the Mayor and Common Council.

Essential Duties and Responsibilities: The following duties are normal for this position. These duties are not to be construed as exclusive or all-inclusive. Other duties may be required or assigned by the Mayor or Common Council.

1. Act as legal advisor to the Mayor, the Common Council, and all duly constituted City Committees, Commissions, Boards, and other City government groups or organizations, and act as legal advisor to City Officers, City Officials, and City staff on City legal matters.
2. Report to the Mayor and Common Council and work closely and cooperatively with the City Administrator.
3. Act as legal advisor for the Utility Department and Utility Commission, and the Baraboo Community Development Authority.
4. Undertake legal research and prepare and render written and verbal legal opinions when requested to do so by the Mayor, City Officers, and Common Council.
5. Review City contracts, bonds, insurance policies, and other legal documents involving the City and render legal advice thereon.
6. Draft and review resolutions, ordinances, leases, affidavits, notices, purchase and sale agreements, contracts, releases, deeds, closing statements, Council communications, agendas, background/historical information on business issues, and other legal documents as necessary.
7. Responsible for, with staff assistance, maintaining the revisions to the Municipal Code of Baraboo, with supplements to be prepared for insertion in the Codebook at least annually.
8. Attend all Common Council meetings and act as parliamentarian. Attend meetings of City committees, commissions, and boards when requested to do so by the Mayor or committee chairperson. Assist in the preparation of the meeting agenda as needed.

9. Perform necessary legal work in connection with the acquisition, sale, or disposal of City property.
10. Except where special counsel is retained, assist and work closely with the City Administrator, Mayor, and Common Council in legal matters involving employment and labor relations, including participation in negotiations, arbitrations, mediations, grievances, and fact-finding hearings, and other personnel matters and defending or representing the City in connection with discrimination or employment-related claims.
11. Prosecute and handle trial work for traffic and ordinance code violations, including any appellate work arising there from.
12. Except where special counsel is retained, at the direction of the Common Council, defend and handle trial, administrative, and appellate work of the City, its elected and appointed officials, commissions, and boards in all claims, disputes, and litigation or administrative proceedings arising out of City-related matters.
13. Except where special counsel is retained, at the direction of the Common Council, prosecute and handle trial, administrative, and appellate work in connection with all legal claims of the City against third parties.
14. Attend and advise the Board of Review at all hearings as requested by the Board and examine the tax and assessment rolls and other tax proceedings and advise the proper City Officers in regard thereto, and handle any trial or appellate work arising from a Board of Review proceeding.
15. Advise and represent the Police and Fire Commission in connection with any disciplinary matters involving personnel under the jurisdiction of the commission and representation of the commission in any trial, administrative, or appellate work arising out of commission business.
16. Maintain competency in municipal and other relevant areas of the law by attending seminars and continuing legal education courses and keep current on relevant areas of the law by maintaining an adequate library of law reports, periodicals, and municipal law-related materials, and by reading the current court decisions, legal periodicals, and by participating in municipal law organizations.
17. Assist the Mayor and City Administrator as necessary in management of outside retained counsel.
18. Assist and work with the Mayor, City Administrator, and City staff in connection with land use planning, new developments, projects and related planning, building, and zoning issues relevant to the City. Work with appropriate personnel to update the City's Zoning Code and Subdivision Code to keep in step with expected land developments as the City grows.
19. Prepare and recommend the annual City Attorney Department Budget. Implement and monitor expenditures of that budget throughout the year.
20. Assist the City Administrator as requested in analysis of new and existing programs and systems for legal implications and potential problems.
21. Assist and work with the City Administrator and other City Officers and staff in risk management; assist in the development of forms and procedures in risk management; participate in providing education and training for City staff in risk management and related procedures.
22. Be responsible, with staff assistance, to supervise and oversee the investigation of accidents or occurrences that might involve a potential claim against the City. Advise the Insurance Claims Committee and Council on legal matters related to claims made against the City.
23. Be a part of the City staff team who make up the Development Workgroup. This group interplays with and advises developers by preparing them for what will be required to bring their projects to completion.

Peripheral Duties:

1. Assist the City Treasurer as necessary in the collection of City personal property taxes and the collection of amounts due the City.
2. Serve on law-related committees sponsored by the Wisconsin Bar Association, the League of Wisconsin Municipalities, the Wisconsin Supreme Court, or the Wisconsin Alliance of Cities, as needed.
3. Defend the City in any lawsuit that might be brought against it.

4. Address all legal issues involved in the handling of the acquisition of property (for example, river-front property for the Riverwalk), annexations, Brownfield condemnations, establishment of and releases of Irrevocable Letters of Credit, and involvement as required on the State of Wisconsin Smart Growth Initiative.
5. Address, on a daily basis, phone calls and visits with inquiries from citizens, staff, and Alderpersons.
6. Perform additional tasks as required or requested.

Desired Minimum Qualifications:

1. Must be an Attorney in good standing with the Wisconsin State Bar Association.
2. ~~The City Attorney will maintain residency within the City of Baraboo.~~
3. Must be able to communicate effectively and establish effective working relationships with staff, other departments, elected officials, and the general public.
4. Must be able to draft contracts, legal opinions, and other legal documents.
5. Must have labor relations, trial experience, and land development experience.

Education and Experience:

1. Graduation from a college or university of recognized standing with a Juris Doctor Degree required.
2. Between seven and ten years of experience in the practice of law, preferably including considerable municipal law experience as an attorney with a City government in the State of Wisconsin.

Certification and Licenses: Must be licensed as an attorney by the State of Wisconsin.

Tools and Equipment Used: Telephone, personal computer (using Microsoft Office Suite), Westlaw, copy machine, fax machine, laser printer, ~~cassette dictation equipment~~, and 10-key calculator.

Physical Demands: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is required to sit, talk, and hear. The employee is further required to walk; use hands to finger; handle or operate objects, tools, or controls; reach with hands and arms; bend and stoop, and lift boxes of files. Therefore, required essential physical abilities would include:

1. Clarity of speech and hearing which permits the employee to communicate well with others and to make effective presentations in a court of law;
2. Sufficient vision, with or without correction, which permits the employee to produce and review a wide variety of written materials;
3. Sufficient manual dexterity which permits the employee to operate a computer keyboard and to make handwritten notations and to transport legal files and reference materials from time to time;
4. Sufficient personal mobility which permits the employee to visit other city, county, state, and private-sector offices and work locations, and courthouses;
5. Ability to pass employment physicals including drug testing.

Work Environment: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is moderate, however, due to many visitors and meetings held in the vicinity of counsel's office, noise level can at times peak.

Selection Guidelines: Formal application, rating of education and experience, oral interview, reference check, and job related tests may be required.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and the employee and is subject to change by the employer as the needs of the employer and requirements of the job change.



AIA[®]

Document B101™ – 2007

Standard Form of Agreement Between Owner and Architect

AGREEMENT made as of the Fifth day of January in the year Two Thousand Sixteen

BETWEEN the Architect's client identified as the Owner:

The City of Baraboo
City Hall
135 4th Street
Baraboo, WI 53913

and the Architect:

Zimmerman Architectural Studios, Inc.
2122 West Mount Vernon Avenue
Milwaukee, WI 53233

for the following Project:

(Name, location and detailed description)

Baraboo Public Safety / Administration Building

The Owner and Architect agree as follows.

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

DRAFT

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EXHIBIT A INITIAL INFORMATION

ARTICLE 1 INITIAL INFORMATION

§ 1.1 This Agreement is based on the Initial Information set forth in this Article 1 and in optional Exhibit A, Initial Information:

(Paragraph deleted)

§ 1.2 The Owner's anticipated dates for commencement of construction and Substantial Completion of the Work are set forth below:

.1 Commencement of construction date:

March 2017

.2 Substantial Completion date:

July 2018

§ 1.3 The Owner and Architect may rely on the Initial Information. Both parties, however, recognize that such information may materially change and, in that event, the Owner and the Architect shall appropriately adjust the schedule, the Architect's services and the Architect's compensation.

ARTICLE 2 ARCHITECT'S RESPONSIBILITIES

§ 2.1 The Architect shall provide the professional services as set forth in this Agreement.

§ 2.2 The Architect shall perform its services consistent with the professional skill and care ordinarily provided by architects practicing in the same or similar locality under the same or similar circumstances. The Architect shall

perform its services as expeditiously as is consistent with such professional skill and care and the orderly progress of the Project.

§ 2.3 The Architect shall identify a representative authorized to act on behalf of the Architect with respect to the Project.

§ 2.4 Architect shall not engage in any activity, or accept any employment, interest or contribution that would reasonably appear to compromise the Architect's professional judgment with respect to this Project.

§ 2.5 The Architect shall maintain the following insurance for the duration of this Agreement. If any of the requirements set forth below exceed the types and limits the Architect normally maintains, the Owner shall reimburse the Architect for any additional cost:

(Identify types and limits of insurance coverage, and other insurance requirements applicable to the Agreement, if any.)

.1 General Liability

\$1,000,000.00 per occurrence
\$1,000,000.00 aggregate

.2 Automobile Liability

\$1,000,000.00

.3 Workers' Compensation

Wisconsin Statutory Limits

.4 Professional Liability

\$1,000,000.00 per claim
\$1,000,000.00 aggregate

.5 The Architect maintains a commercial umbrella policy with the following limits:

\$5,000,000.00 per occurrence
\$5,000,000.00 aggregate

The policy underlies the General Liability, Automobile and Employer's Liability

ARTICLE 3 SCOPE OF ARCHITECT'S BASIC SERVICES

§ 3.1 The Architect's Basic Services consist of those described in Article 3 and include usual and customary structural, mechanical, and electrical engineering services. Services not set forth in this Article 3 are Additional Services.

§ 3.1.1 The Architect shall manage the Architect's services, consult with the Owner, research applicable design criteria, attend Project meetings, communicate with members of the Project team and report progress to the Owner.

§ 3.1.2 The Architect shall coordinate its services with those services provided by the Owner and the Owner's consultants. The Architect shall be entitled to rely on the accuracy and completeness of services and information furnished by the Owner and the Owner's consultants. The Architect shall provide prompt written notice to the Owner if the Architect becomes aware of any error, omission or inconsistency in such services or information.

§ 3.1.3 As soon as practicable after the date of this Agreement, the Architect shall submit for the Owner's approval a schedule for the performance of the Architect's services. The schedule initially shall include anticipated dates for the commencement of construction and for Substantial Completion of the Work as set forth in the Initial Information. The schedule shall include allowances for periods of time required for the Owner's review, for the performance of the Owner's consultants, and for approval of submissions by authorities having jurisdiction over the Project. Once approved by the Owner, time limits established by the schedule shall not, except for reasonable cause, be exceeded

by the Architect or Owner. With the Owner's approval, the Architect shall adjust the schedule, if necessary, as the Project proceeds until the commencement of construction.

§ 3.1.4 The Architect shall not be responsible for an Owner's directive or substitution made without the Architect's approval.

§ 3.1.5 The Architect shall, at appropriate times, contact the governmental authorities required to approve the Construction Documents and the entities providing utility services to the Project. In designing the Project, the Architect shall respond to applicable design requirements imposed by such governmental authorities and by such entities providing utility services.

§ 3.1.6 The Architect shall assist the Owner in connection with the Owner's responsibility for filing documents required for the approval of governmental authorities having jurisdiction over the Project.

§ 3.2 SCHEMATIC DESIGN PHASE SERVICES

§ 3.2.1 The Architect shall review the program and other information furnished by the Owner, and shall review laws, codes, and regulations applicable to the Architect's services.

§ 3.2.2 The Architect shall prepare a preliminary evaluation of the Owner's program, schedule, budget for the Cost of the Work, Project site, and the proposed procurement or delivery method and other Initial Information, each in terms of the other, to ascertain the requirements of the Project. The Architect shall notify the Owner of (1) any inconsistencies discovered in the information, and (2) other information requiring consulting services that may be reasonably needed for the Project.

§ 3.2.3 The Architect shall present its preliminary evaluation to the Owner and shall discuss with the Owner alternative approaches to design and construction of the Project, including the feasibility of incorporating environmentally responsible design approaches. The Architect shall reach an understanding with the Owner regarding the requirements of the Project.

§ 3.2.4 Based on the Project's requirements and upon approval from the Owner, the Architect shall prepare and present for the Owner's approval a preliminary design illustrating the scale and relationship of the Project components.

§ 3.2.5 Based on the Owner's approval of the preliminary design, the Architect shall prepare Schematic Design Documents for the Owner's approval. The Schematic Design Documents shall consist of drawings and other documents including a site plan, if appropriate, and preliminary building plans, sections and elevations; and may include some combination of study models, perspective sketches, or digital modeling. Preliminary selections of major building systems and construction materials shall be noted on the drawings or described in writing.

§ 3.2.5.1 The Architect shall consider environmentally responsible design alternatives, such as material choices and building orientation, together with other considerations based on program and aesthetics, in developing a design that is consistent with the Owner's program, schedule and budget for the Cost of the Work. The Owner may obtain other environmentally responsible design services under Article 4.

§ 3.2.5.2 The Architect shall consider the value of alternative materials, building systems and equipment, together with other considerations based on program and aesthetics, in developing a design for the Project that is consistent with the Owner's program, schedule and budget for the Cost of the Work.

§ 3.2.6 The Architect shall submit to the Owner an estimate of the Cost of the Work prepared in accordance with Section 6.3.

§ 3.2.7 The Architect shall submit the Schematic Design Documents to the Owner, and request the Owner's approval.

§ 3.3 DESIGN DEVELOPMENT PHASE SERVICES

§ 3.3.1 Based on the Owner's approval of the Schematic Design Documents, and on the Owner's authorization of any adjustments in the Project requirements and the budget for the Cost of the Work, the Architect shall prepare Design Development Documents for the Owner's approval. The Design Development Documents shall illustrate and

describe the development of the approved Schematic Design Documents and shall consist of drawings and other documents including plans, sections, elevations, typical construction details, and diagrammatic layouts of building systems to fix and describe the size and character of the Project as to architectural, structural, mechanical and electrical systems, and such other elements as may be appropriate. The Design Development Documents shall also include outline specifications that identify major materials and systems and establish in general their quality levels.

§ 3.3.2 The Architect shall update the estimate of the Cost of the Work.

§ 3.3.3 The Architect shall submit the Design Development Documents to the Owner, advise the Owner of any adjustments to the estimate of the Cost of the Work, and request the Owner's approval.

§ 3.4 CONSTRUCTION DOCUMENTS PHASE SERVICES

§ 3.4.1 Based on the Owner's approval of the Design Development Documents, and on the Owner's authorization of any adjustments in the Project requirements and the budget for the Cost of the Work, the Architect shall prepare Construction Documents for the Owner's approval. The Construction Documents shall illustrate and describe the further development of the approved Design Development Documents and shall consist of Drawings and Specifications setting forth in detail the quality levels of materials and systems and other requirements for the construction of the Work. The Owner and Architect acknowledge that in order to construct the Work the Contractor will provide additional information, including Shop Drawings, Product Data, Samples and other similar submittals, which the Architect shall review in accordance with Section 3.6.4.

§ 3.4.2 The Architect shall incorporate into the Construction Documents the design requirements of governmental authorities having jurisdiction over the Project.

§ 3.4.3 During the development of the Construction Documents the Architect shall assist the Owner in the development and preparation of (1) bidding and procurement information that describes the time, place and conditions of bidding, including bidding or proposal forms; (2) the form of agreement between the Owner and Contractor; and (3) the Conditions of the Contract for Construction (General, Supplementary and other Conditions). The Architect shall also compile a project manual that includes the Conditions of the Contract for Construction and Specifications and may include bidding requirements and sample forms.

§ 3.4.4 The Architect shall update the estimate of the Cost of the Work.

§ 3.4.5 The Architect shall submit the Construction Documents to the Owner, advise the Owner of any adjustments to the estimate of the Cost of the Work, take any action required under Section 6.5, and request the Owner's approval.

§ 3.5 BIDDING PHASE SERVICES

§ 3.5.1 GENERAL

The Architect shall assist the Owner in establishing a list of prospective contractors. Following the Owner's approval of the Construction Documents, the Architect shall assist the Owner in (1) obtaining competitive bids; (2) confirming responsiveness of bids; (3) determining the successful bid, if any; and, (4) awarding and preparing contracts for construction.

§ 3.5.2 COMPETITIVE BIDDING

§ 3.5.2.1 Bidding Documents shall consist of bidding requirements and proposed Contract Documents.

§ 3.5.2.2 The Architect shall assist the Owner in bidding the Project by

- .1 procuring the reproduction of Bidding Documents for distribution to prospective bidders;
- .2 distributing the Bidding Documents to prospective bidders, requesting their return upon completion of the bidding process, and maintaining a log of distribution and retrieval and of the amounts of deposits, if any, received from and returned to prospective bidders;
- .3 organizing and conducting a pre-bid conference for prospective bidders;
- .4 preparing responses to questions from prospective bidders and providing clarifications and interpretations of the Bidding Documents to all prospective bidders in the form of addenda; and
- .5 organizing and conducting the opening of the bids, and subsequently documenting and distributing the bidding results, as directed by the Owner.

§ 3.5.2.3 The Architect shall consider requests for substitutions, if the Bidding Documents permit substitutions, and shall prepare and distribute addenda identifying approved substitutions to all prospective bidders.

(Paragraphs deleted)

§ 3.6 CONSTRUCTION PHASE SERVICES

§ 3.6.1 GENERAL

§ 3.6.1.1 The Architect shall provide administration of the Contract between the Owner and the Contractor as set forth below and in AIA Document A201™–2007, General Conditions of the Contract for Construction. If the Owner and Contractor modify AIA Document A201–2007, those modifications shall not affect the Architect’s services under this Agreement unless the Owner and the Architect amend this Agreement.

§ 3.6.1.2 The Architect shall advise and consult with the Owner during the Construction Phase Services. The Architect shall have authority to act on behalf of the Owner only to the extent provided in this Agreement. The Architect shall not have control over, charge of, or responsibility for the construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the Work, nor shall the Architect be responsible for the Contractor’s failure to perform the Work in accordance with the requirements of the Contract Documents. The Architect shall be responsible for the Architect’s negligent acts or omissions, but shall not have control over or charge of, and shall not be responsible for, acts or omissions of the Contractor or of any other persons or entities performing portions of the Work.

§ 3.6.1.3 Subject to Section 4.3, the Architect’s responsibility to provide Construction Phase Services commences with the award of the Contract for Construction and terminates on the date the Architect issues the final Certificate for Payment.

§ 3.6.2 EVALUATIONS OF THE WORK

§ 3.6.2.1 The Architect shall visit the site at intervals appropriate to the stage of construction, or as otherwise required in Section 4.3.3, to become generally familiar with the progress and quality of the portion of the Work completed, and to determine, in general, if the work observed is being performed in a manner indicating that the Work, when fully completed, will be in accordance with the Contract Documents. However, the Architect shall not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the Work. On the basis of the site visits, the Architect shall keep the Owner reasonably informed about the progress and quality of the portion of the Work completed, and report to the Owner (1) known deviations from the Contract Documents and from the most recent construction schedule submitted by the Contractor, and (2) defects and deficiencies observed in the Work.

§ 3.6.2.2 The Architect has the authority to reject Work that does not conform to the Contract Documents. Whenever the Architect considers it necessary or advisable, the Architect shall have the authority to require inspection or testing of the Work in accordance with the provisions of the Contract Documents, whether or not such Work is fabricated, installed or completed. However, neither this authority of the Architect nor a decision made in good faith either to exercise or not to exercise such authority shall give rise to a duty or responsibility of the Architect to the Contractor, Subcontractors, material and equipment suppliers, their agents or employees or other persons or entities performing portions of the Work.

§ 3.6.2.3 The Architect shall interpret and decide matters concerning performance under, and requirements of, the Contract Documents on written request of either the Owner or Contractor. The Architect’s response to such requests shall be made in writing within any time limits agreed upon or otherwise with reasonable promptness.

§ 3.6.2.4 Interpretations and decisions of the Architect shall be consistent with the intent of and reasonably inferable from the Contract Documents and shall be in writing or in the form of drawings. When making such interpretations and decisions, the Architect shall endeavor to secure faithful performance by both Owner and Contractor, shall not show partiality to either, and shall not be liable for results of interpretations or decisions rendered in good faith. The Architect’s decisions on matters relating to aesthetic effect shall be final if consistent with the intent expressed in the Contract Documents.

§ 3.6.2.5 Unless the Owner and Contractor designate another person to serve as an Initial Decision Maker, as that term is defined in AIA Document A201–2007, the Architect shall render initial decisions on Claims between the Owner and Contractor as provided in the Contract Documents.

§ 3.6.3 CERTIFICATES FOR PAYMENT TO CONTRACTOR

§ 3.6.3.1 The Architect shall review and certify the amounts due the Contractor and shall issue certificates in such amounts. The Architect's certification for payment shall constitute a representation to the Owner, based on the Architect's evaluation of the Work as provided in Section 3.6.2 and on the data comprising the Contractor's Application for Payment, that, to the best of the Architect's knowledge, information and belief, the Work has progressed to the point indicated and that the quality of the Work is in accordance with the Contract Documents. The foregoing representations are subject (1) to an evaluation of the Work for conformance with the Contract Documents upon Substantial Completion, (2) to results of subsequent tests and inspections, (3) to correction of minor deviations from the Contract Documents prior to completion, and (4) to specific qualifications expressed by the Architect.

§ 3.6.3.2 The issuance of a Certificate for Payment shall not be a representation that the Architect has (1) made exhaustive or continuous on-site inspections to check the quality or quantity of the Work, (2) reviewed construction means, methods, techniques, sequences or procedures, (3) reviewed copies of requisitions received from Subcontractors and material suppliers and other data requested by the Owner to substantiate the Contractor's right to payment, or (4) ascertained how or for what purpose the Contractor has used money previously paid on account of the Contract Sum.

§ 3.6.3.3 The Architect shall maintain a record of the Applications and Certificates for Payment.

§ 3.6.4 SUBMITTALS

§ 3.6.4.1 The Architect shall review the Contractor's submittal schedule and shall not unreasonably delay or withhold approval. The Architect's action in reviewing submittals shall be taken in accordance with the approved submittal schedule or, in the absence of an approved submittal schedule, with reasonable promptness while allowing sufficient time in the Architect's professional judgment to permit adequate review.

§ 3.6.4.2 In accordance with the Architect-approved submittal schedule, the Architect shall review and approve or take other appropriate action upon the Contractor's submittals such as Shop Drawings, Product Data and Samples, but only for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. Review of such submittals is not for the purpose of determining the accuracy and completeness of other information such as dimensions, quantities, and installation or performance of equipment or systems, which are the Contractor's responsibility. The Architect's review shall not constitute approval of safety precautions or, unless otherwise specifically stated by the Architect, of any construction means, methods, techniques, sequences or procedures. The Architect's approval of a specific item shall not indicate approval of an assembly of which the item is a component.

§ 3.6.4.3 If the Contract Documents specifically require the Contractor to provide professional design services or certifications by a design professional related to systems, materials or equipment, the Architect shall specify the appropriate performance and design criteria that such services must satisfy. The Architect shall review Shop Drawings and other submittals related to the Work designed or certified by the design professional retained by the Contractor that bear such professional's seal and signature when submitted to the Architect. The Architect shall be entitled to rely upon the adequacy, accuracy and completeness of the services, certifications and approvals performed or provided by such design professionals.

§ 3.6.4.4 Subject to the provisions of Section 4.3, the Architect shall review and respond to requests for information about the Contract Documents. The Architect shall set forth in the Contract Documents the requirements for requests for information. Requests for information shall include, at a minimum, a detailed written statement that indicates the specific Drawings or Specifications in need of clarification and the nature of the clarification requested. The Architect's response to such requests shall be made in writing within any time limits agreed upon, or otherwise with reasonable promptness. If appropriate, the Architect shall prepare and issue supplemental Drawings and Specifications in response to requests for information.

§ 3.6.4.5 The Architect shall maintain a record of submittals and copies of submittals supplied by the Contractor in accordance with the requirements of the Contract Documents.

§ 3.6.5 CHANGES IN THE WORK

§ 3.6.5.1 The Architect may authorize minor changes in the Work that are consistent with the intent of the Contract Documents and do not involve an adjustment in the Contract Sum or an extension of the Contract Time. Subject to the provisions of Section 4.3, the Architect shall prepare Change Orders and Construction Change Directives for the Owner's approval and execution in accordance with the Contract Documents.

§ 3.6.5.2 The Architect shall maintain records relative to changes in the Work.

§ 3.6.6 PROJECT COMPLETION

§ 3.6.6.1 The Architect shall conduct inspections to determine the date or dates of Substantial Completion and the date of final completion; issue Certificates of Substantial Completion; receive from the Contractor and forward to the Owner, for the Owner's review and records, written warranties and related documents required by the Contract Documents and assembled by the Contractor; and issue a final Certificate for Payment based upon a final inspection indicating the Work complies with the requirements of the Contract Documents.

§ 3.6.6.2 The Architect's inspections shall be conducted with the Owner to check conformance of the Work with the requirements of the Contract Documents and to verify the accuracy and completeness of the list submitted by the Contractor of Work to be completed or corrected.

§ 3.6.6.3 When the Work is found to be substantially complete, the Architect shall inform the Owner about the balance of the Contract Sum remaining to be paid the Contractor, including the amount to be retained from the Contract Sum, if any, for final completion or correction of the Work.

§ 3.6.6.4 The Architect shall forward to the Owner the following information received from the Contractor: (1) consent of surety or sureties, if any, to reduction in or partial release of retainage or the making of final payment; (2) affidavits, receipts, releases and waivers of liens or bonds indemnifying the Owner against liens; and (3) any other documentation required of the Contractor under the Contract Documents.

§ 3.6.6.5 Upon request of the Owner, and prior to expiration of one year from the date of Substantial Completion, the Architect shall, without additional compensation, conduct a meeting with the Owner to review the facility operations and performance.

ARTICLE 4 ADDITIONAL SERVICES

§ 4.1 Additional Services listed below are not included in Basic Services but may be required for the Project. The Architect shall provide the listed Additional Services only if specifically designated in the table below as the Architect's responsibility, and the Owner shall compensate the Architect as provided in Section 11.2.

(Designate the Additional Services the Architect shall provide in the second column of the table below. In the third column indicate whether the service description is located in Section 4.2 or in an attached exhibit. If in an exhibit, identify the exhibit.)

Additional Services	Responsibility (Architect, Owner or Not Provided)	Location of Service Description (Section 4.2 below or in an exhibit attached to this document and identified below)
§ 4.1.1 Programming (B202™-2009)	A	In Basic Services
§ 4.1.2 Multiple preliminary designs	A	In Basic Services
§ 4.1.3 Measured drawings	N	
§ 4.1.4 Existing facilities surveys	N	
§ 4.1.5 Site Evaluation and Planning (B203™-2007)	A	In Basic Services
§ 4.1.6 Building Information Modeling (E202™-2008)	N	
§ 4.1.7 Civil engineering	A	In Basic Services
§ 4.1.8 Landscape design	A	In Basic Services
§ 4.1.9 Architectural Interior Design (B252™-2007)	A	In Basic Services

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User Notes:

§ 4.1.10	Value Analysis (B204™-2007)	N	
§ 4.1.11	Detailed cost estimating	N	
§ 4.1.12	On-site Project Representation (B207™-2008)	N	
§ 4.1.13	Conformed construction documents	N	
§ 4.1.14	As-Designed Record drawings	N	
§ 4.1.15	As-Constructed Record drawings	N	
§ 4.1.16	Post occupancy evaluation	N	
§ 4.1.17	Facility Support Services (B210™-2007)	N	
§ 4.1.18	Tenant-related services	N	
§ 4.1.19	Coordination of Owner's consultants	N	
§ 4.1.20	Telecommunications/data design	A	In Basic Services
§ 4.1.21	Security Evaluation and Planning (B206™-2007)	A	In Basic Services
§ 4.1.22	Commissioning (B211™-2007)	N	
§ 4.1.23	Extensive environmentally responsible design	N	
§ 4.1.24	LEED® Certification (B214™-2012)	N	
§ 4.1.25	Fast-track design services	N	
§ 4.1.26	Historic Preservation (B205™-2007)	N	
§ 4.1.27	Furniture, Furnishings, and Equipment Design (B253™-2007)	A	In Basic Services

§ 4.2 Insert a description of each Additional Service designated in Section 4.1 as the Architect's responsibility, if not further described in an exhibit attached to this document.

Per Exhibit A.

§ 4.3 Additional Services may be provided after execution of this Agreement, without invalidating the Agreement. Except for services required due to the fault of the Architect, any Additional Services provided in accordance with this Section 4.3 shall entitle the Architect to compensation pursuant to Section 11.3 and an appropriate adjustment in the Architect's schedule.

§ 4.3.1 Upon recognizing the need to perform the following Additional Services, the Architect shall notify the Owner with reasonable promptness and explain the facts and circumstances giving rise to the need. The Architect shall not proceed to provide the following services until the Architect receives the Owner's written authorization:

- .1 Services necessitated by a change in the Initial Information, previous instructions or approvals given by the Owner, or a material change in the Project including, but not limited to, size, quality, complexity, the Owner's schedule or budget for Cost of the Work, or procurement or delivery method;
- .2 Services necessitated by the Owner's request for extensive environmentally responsible design alternatives, such as unique system designs, in-depth material research, energy modeling, or LEED® certification;
- .3 Changing or editing previously prepared Instruments of Service necessitated by the enactment or revision of codes, laws or regulations or official interpretations;
- .4 Services necessitated by decisions of the Owner not rendered in a timely manner or any other failure of performance on the part of the Owner or the Owner's consultants or contractors;
- .5 Preparing digital data for transmission to the Owner's consultants and contractors, or to other Owner authorized recipients;
- .6 Preparation of design and documentation for alternate bid or proposal requests proposed by the Owner;
- .7 Preparation for, and attendance at, a public presentation, meeting or hearing;
- .8 Preparation for, and attendance at a dispute resolution proceeding or legal proceeding, except where the Architect is party thereto;
- .9 Evaluation of the qualifications of bidders or persons providing proposals;
- .10 Consultation concerning replacement of Work resulting from fire or other cause during construction; or
- .11 Assistance to the Initial Decision Maker, if other than the Architect.

§ 4.3.2 To avoid delay in the Construction Phase, the Architect shall provide the following Additional Services, notify the Owner with reasonable promptness, and explain the facts and circumstances giving rise to the need. If the Owner subsequently determines that all or parts of those services are not required, the Owner shall give prompt written notice to the Architect, and the Owner shall have no further obligation to compensate the Architect for those services:

- .1 Reviewing a Contractor's submittal out of sequence from the submittal schedule agreed to by the Architect;
- .2 Responding to the Contractor's requests for information that are not prepared in accordance with the Contract Documents or where such information is available to the Contractor from a careful study and comparison of the Contract Documents, field conditions, other Owner-provided information, Contractor-prepared coordination drawings, or prior Project correspondence or documentation;
- .3 Preparing Change Orders and Construction Change Directives that require evaluation of Contractor's proposals and supporting data, or the preparation or revision of Instruments of Service;
- .4 Evaluating an extensive number of Claims as the Initial Decision Maker;
- .5 Evaluating substitutions proposed by the Owner or Contractor and making subsequent revisions to Instruments of Service resulting therefrom; or
- .6 To the extent the Architect's Basic Services are affected, providing Construction Phase Services 60 days after (1) the date of Substantial Completion of the Work or (2) the anticipated date of Substantial Completion identified in Initial Information, whichever is earlier.

§ 4.3.3 The Architect shall provide Construction Phase Services exceeding the limits set forth below as Additional Services. When the limits below are reached, the Architect shall notify the Owner:

- .1 Two (2) reviews of each Shop Drawing, Product Data item, sample and similar submittal of the Contractor
- .2 Alternate week () visits to the site by the Architect over the duration of the Project during construction
- .3 Two (2) inspections for any portion of the Work to determine whether such portion of the Work is substantially complete in accordance with the requirements of the Contract Documents
- .4 One (1) inspections for any portion of the Work to determine final completion

§ 4.3.4 If the services covered by this Agreement have not been completed within six (6) months of the date of this Agreement, through no fault of the Architect, extension of the Architect's services beyond that time shall be compensated as Additional Services.

ARTICLE 5 OWNER'S RESPONSIBILITIES

§ 5.1 Unless otherwise provided for under this Agreement, the Owner shall provide information in a timely manner regarding requirements for and limitations on the Project, including a written program which shall set forth the Owner's objectives, schedule, constraints and criteria, including space requirements and relationships, flexibility, expandability, special equipment, systems and site requirements. Within 15 days after receipt of a written request from the Architect, the Owner shall furnish the requested information as necessary and relevant for the Architect to evaluate, give notice of or enforce lien rights.

§ 5.2 The Owner shall establish and periodically update the Owner's budget for the Project, including (1) the budget for the Cost of the Work as defined in Section 6.1; (2) the Owner's other costs; and, (3) reasonable contingencies related to all of these costs. If the Owner significantly increases or decreases the Owner's budget for the Cost of the Work, the Owner shall notify the Architect. The Owner and the Architect shall thereafter agree to a corresponding change in the Project's scope and quality.

§ 5.3 The Owner shall identify a representative authorized to act on the Owner's behalf with respect to the Project. The Owner shall render decisions and approve the Architect's submittals in a timely manner in order to avoid unreasonable delay in the orderly and sequential progress of the Architect's services.

§ 5.4 The Owner shall furnish surveys to describe physical characteristics, legal limitations and utility locations for the site of the Project, and a written legal description of the site. The surveys and legal information shall include, as applicable, grades and lines of streets, alleys, pavements and adjoining property and structures; designated wetlands; adjacent drainage; rights-of-way, restrictions, easements, encroachments, zoning, deed restrictions, boundaries and

Init.

contours of the site; locations, dimensions and necessary data with respect to existing buildings, other improvements and trees; and information concerning available utility services and lines, both public and private, above and below grade, including inverts and depths. All the information on the survey shall be referenced to a Project benchmark.

§ 5.5 The Owner shall furnish services of geotechnical engineers, which may include but are not limited to test borings, test pits, determinations of soil bearing values, percolation tests, evaluations of hazardous materials, seismic evaluation, ground corrosion tests and resistivity tests, including necessary operations for anticipating subsoil conditions, with written reports and appropriate recommendations.

§ 5.6 The Owner shall coordinate the services of its own consultants with those services provided by the Architect. Upon the Architect's request, the Owner shall furnish copies of the scope of services in the contracts between the Owner and the Owner's consultants. The Owner shall furnish the services of consultants other than those designated in this Agreement, or authorize the Architect to furnish them as an Additional Service, when the Architect requests such services and demonstrates that they are reasonably required by the scope of the Project. The Owner shall require that its consultants maintain professional liability insurance as appropriate to the services provided.

§ 5.7 The Owner shall furnish tests, inspections and reports required by law or the Contract Documents, such as structural, mechanical, and chemical tests, tests for air and water pollution, and tests for hazardous materials.

§ 5.8 The Owner shall furnish all legal, insurance and accounting services, including auditing services, that may be reasonably necessary at any time for the Project to meet the Owner's needs and interests.

§ 5.9 The Owner shall provide prompt written notice to the Architect if the Owner becomes aware of any fault or defect in the Project, including errors, omissions or inconsistencies in the Architect's Instruments of Service.

§ 5.10 Except as otherwise provided in this Agreement, or when direct communications have been specially authorized, the Owner shall endeavor to communicate with the Contractor and the Architect's consultants through the Architect about matters arising out of or relating to the Contract Documents. The Owner shall promptly notify the Architect of any direct communications that may affect the Architect's services.

§ 5.11 Before executing the Contract for Construction, the Owner shall coordinate the Architect's duties and responsibilities set forth in the Contract for Construction with the Architect's services set forth in this Agreement. The Owner shall provide the Architect a copy of the executed agreement between the Owner and Contractor, including the General Conditions of the Contract for Construction.

§ 5.12 The Owner shall provide the Architect access to the Project site prior to commencement of the Work and shall obligate the Contractor to provide the Architect access to the Work wherever it is in preparation or progress.

ARTICLE 6 COST OF THE WORK

§ 6.1 For purposes of this Agreement, the Cost of the Work shall be the total cost to the Owner to construct all elements of the Project designed or specified by the Architect and shall include contractors' general conditions costs, overhead and profit. The Cost of the Work does not include the compensation of the Architect, the costs of the land, rights-of-way, financing, contingencies for changes in the Work or other costs that are the responsibility of the Owner.

§ 6.2 The Owner's budget for the Cost of the Work is provided in Initial Information, and may be adjusted throughout the Project as required under Sections 5.2, 6.4 and 6.5. Evaluations of the Owner's budget for the Cost of the Work, the preliminary estimate of the Cost of the Work and updated estimates of the Cost of the Work prepared by the Architect, represent the Architect's judgment as a design professional. It is recognized, however, that neither the Architect nor the Owner has control over the cost of labor, materials or equipment; the Contractor's methods of determining bid prices; or competitive bidding, market or negotiating conditions. Accordingly, the Architect cannot and does not warrant or represent that bids or negotiated prices will not vary from the Owner's budget for the Cost of the Work or from any estimate of the Cost of the Work or evaluation prepared or agreed to by the Architect.

§ 6.3 In preparing estimates of the Cost of Work, the Architect shall be permitted to include contingencies for design, bidding and price escalation; to determine what materials, equipment, component systems and types of construction are to be included in the Contract Documents; to make reasonable adjustments in the program and

scope of the Project; and to include in the Contract Documents alternate bids as may be necessary to adjust the estimated Cost of the Work to meet the Owner's budget for the Cost of the Work. The Architect's estimate of the Cost of the Work shall be based on current area, volume or similar conceptual estimating techniques. If the Owner requests detailed cost estimating services, the Architect shall provide such services as an Additional Service under Article 4.

§ 6.4 If the Bidding or Negotiation Phase has not commenced within 90 days after the Architect submits the Construction Documents to the Owner, through no fault of the Architect, the Owner's budget for the Cost of the Work shall be adjusted to reflect changes in the general level of prices in the applicable construction market.

§ 6.5 If at any time the Architect's estimate of the Cost of the Work exceeds the Owner's budget for the Cost of the Work, the Architect shall make appropriate recommendations to the Owner to adjust the Project's size, quality or budget for the Cost of the Work, and the Owner shall cooperate with the Architect in making such adjustments.

§ 6.6 If the Owner's budget for the Cost of the Work at the conclusion of the Construction Documents Phase Services is exceeded by the lowest bona fide bid or negotiated proposal, the Owner shall

- .1 give written approval of an increase in the budget for the Cost of the Work;
- .2 authorize rebidding or renegotiating of the Project within a reasonable time;
- .3 terminate in accordance with Section 9.5;
- .4 in consultation with the Architect, revise the Project program, scope, or quality as required to reduce the Cost of the Work; or
- .5 implement any other mutually acceptable alternative.

§ 6.7 If the Owner chooses to proceed under Section 6.6.4, the Architect, without additional compensation, shall modify the Construction Documents as necessary to comply with the Owner's budget for the Cost of the Work at the conclusion of the Construction Documents Phase Services, or the budget as adjusted under Section 6.6.1. The Architect's modification of the Construction Documents shall be the limit of the Architect's responsibility under this Article 6.

ARTICLE 7 COPYRIGHTS AND LICENSES

§ 7.1 The Architect and the Owner warrant that in transmitting Instruments of Service, or any other information, the transmitting party is the copyright owner of such information, or has permission from the copyright owner to transmit such information for its use on the Project. If the Owner and Architect intend to transmit Instruments of Service or any other information or documentation in digital form, they shall endeavor to establish necessary protocols governing such transmissions.

§ 7.2 The Architect and the Architect's consultants shall be deemed the authors and owners of their respective Instruments of Service, including the Drawings and Specifications, and shall retain all common law, statutory and other reserved rights, including copyrights. Submission or distribution of Instruments of Service to meet official regulatory requirements or for similar purposes in connection with the Project is not to be construed as publication in derogation of the reserved rights of the Architect and the Architect's consultants.

§ 7.3 Upon execution of this Agreement, the Architect grants to the Owner a nonexclusive license to use the Architect's Instruments of Service solely and exclusively for purposes of constructing, using, maintaining, altering and adding to the Project, provided that the Owner substantially performs its obligations, including prompt payment of all sums when due, under this Agreement. The Architect shall obtain similar nonexclusive licenses from the Architect's consultants consistent with this Agreement. The license granted under this section permits the Owner to authorize the Contractor, Subcontractors, Sub-subcontractors, and material or equipment suppliers, as well as the Owner's consultants and separate contractors, to reproduce applicable portions of the Instruments of Service solely and exclusively for use in performing services or construction for the Project. If the Architect rightfully terminates this Agreement for cause as provided in Section 9.4, the license granted in this Section 7.3 shall terminate.

§ 7.3.1 In the event the Owner uses the Instruments of Service without retaining the author of the Instruments of Service, the Owner releases the Architect and Architect's consultant(s) from all claims and causes of action arising from such uses. The Owner, to the extent permitted by law, further agrees to indemnify and hold harmless the Architect and its consultants from all costs and expenses, including the cost of defense, related to claims and causes of action asserted by any third person or entity to the extent such costs and expenses arise from the Owner's use of

the Instruments of Service under this Section 7.3.1. The terms of this Section 7.3.1 shall not apply if the Owner rightfully terminates this Agreement for cause under Section 9.4.

§ 7.4 Except for the licenses granted in this Article 7, no other license or right shall be deemed granted or implied under this Agreement. The Owner shall not assign, delegate, sublicense, pledge or otherwise transfer any license granted herein to another party without the prior written agreement of the Architect. Any unauthorized use of the Instruments of Service shall be at the Owner's sole risk and without liability to the Architect and the Architect's consultants.

ARTICLE 8 CLAIMS AND DISPUTES

§ 8.1 GENERAL

§ 8.1.1 The Owner and Architect shall commence all claims and causes of action, whether in contract, tort, or otherwise, against the other arising out of or related to this Agreement in accordance with the requirements of the method of binding dispute resolution selected in this Agreement within the period specified by applicable law, but in any case not more than 10 years after the date of Substantial Completion of the Work. The Owner and Architect waive all claims and causes of action not commenced in accordance with this Section 8.1.1.

§ 8.1.2 To the extent damages are covered by property insurance, the Owner and Architect waive all rights against each other and against the contractors, consultants, agents and employees of the other for damages, except such rights as they may have to the proceeds of such insurance as set forth in AIA Document A201-2007, General Conditions of the Contract for Construction. The Owner or the Architect, as appropriate, shall require of the contractors, consultants, agents and employees of any of them similar waivers in favor of the other parties enumerated herein.

§ 8.1.3 The Architect and Owner waive consequential damages for claims, disputes or other matters in question arising out of or relating to this Agreement. This mutual waiver is applicable, without limitation, to all consequential damages due to either party's termination of this Agreement, except as specifically provided in Section 9.7.

§ 8.2 MEDIATION

§ 8.2.1 Any claim, dispute or other matter in question arising out of or related to this Agreement shall be subject to mediation as a condition precedent to binding dispute resolution. If such matter relates to or is the subject of a lien arising out of the Architect's services, the Architect may proceed in accordance with applicable law to comply with the lien notice or filing deadlines prior to resolution of the matter by mediation or by binding dispute resolution.

§ 8.2.2 The Owner and Architect shall endeavor to resolve claims, disputes and other matters in question between them by mediation which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Mediation Procedures in effect on the date of the Agreement. A request for mediation shall be made in writing, delivered to the other party to the Agreement, and filed with the person or entity administering the mediation. The request may be made concurrently with the filing of a complaint or other appropriate demand for binding dispute resolution but, in such event, mediation shall proceed in advance of binding dispute resolution proceedings, which shall be stayed pending mediation for a period of 60 days from the date of filing, unless stayed for a longer period by agreement of the parties or court order. If an arbitration proceeding is stayed pursuant to this section, the parties may nonetheless proceed to the selection of the arbitrator(s) and agree upon a schedule for later proceedings.

§ 8.2.3 The parties shall share the mediator's fee and any filing fees equally. The mediation shall be held in the place where the Project is located, unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.

§ 8.2.4 If the parties do not resolve a dispute through mediation pursuant to this Section 8.2, the method of binding dispute resolution shall be the following:

(Check the appropriate box. If the Owner and Architect do not select a method of binding dispute resolution below, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, the dispute will be resolved in a court of competent jurisdiction.)

Arbitration pursuant to Section 8.3 of this Agreement

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Litigation in a court of competent jurisdiction

Other (Specify)

§ 8.3 ARBITRATION

§ 8.3.1 If the parties have selected arbitration as the method for binding dispute resolution in this Agreement, any claim, dispute or other matter in question arising out of or related to this Agreement subject to, but not resolved by, mediation shall be subject to arbitration which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Arbitration Rules in effect on the date of this Agreement. A demand for arbitration shall be made in writing, delivered to the other party to this Agreement, and filed with the person or entity administering the arbitration.

§ 8.3.1.1 A demand for arbitration shall be made no earlier than concurrently with the filing of a request for mediation, but in no event shall it be made after the date when the institution of legal or equitable proceedings based on the claim, dispute or other matter in question would be barred by the applicable statute of limitations. For statute of limitations purposes, receipt of a written demand for arbitration by the person or entity administering the arbitration shall constitute the institution of legal or equitable proceedings based on the claim, dispute or other matter in question.

§ 8.3.2 The foregoing agreement to arbitrate and other agreements to arbitrate with an additional person or entity duly consented to by parties to this Agreement shall be specifically enforceable in accordance with applicable law in any court having jurisdiction thereof.

§ 8.3.3 The award rendered by the arbitrator(s) shall be final, and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction thereof.

§ 8.3.4 CONSOLIDATION OR JOINDER

§ 8.3.4.1 Either party, at its sole discretion, may consolidate an arbitration conducted under this Agreement with any other arbitration to which it is a party provided that (1) the arbitration agreement governing the other arbitration permits consolidation; (2) the arbitrations to be consolidated substantially involve common questions of law or fact; and (3) the arbitrations employ materially similar procedural rules and methods for selecting arbitrator(s).

§ 8.3.4.2 Either party, at its sole discretion, may include by joinder persons or entities substantially involved in a common question of law or fact whose presence is required if complete relief is to be accorded in arbitration, provided that the party sought to be joined consents in writing to such joinder. Consent to arbitration involving an additional person or entity shall not constitute consent to arbitration of any claim, dispute or other matter in question not described in the written consent.

§ 8.3.4.3 The Owner and Architect grant to any person or entity made a party to an arbitration conducted under this Section 8.3, whether by joinder or consolidation, the same rights of joinder and consolidation as the Owner and Architect under this Agreement.

ARTICLE 9 TERMINATION OR SUSPENSION

§ 9.1 If the Owner fails to make payments to the Architect in accordance with this Agreement, such failure shall be considered substantial nonperformance and cause for termination or, at the Architect's option, cause for suspension of performance of services under this Agreement. If the Architect elects to suspend services, the Architect shall give seven days' written notice to the Owner before suspending services. In the event of a suspension of services, the Architect shall have no liability to the Owner for delay or damage caused the Owner because of such suspension of services. Before resuming services, the Architect shall be paid all sums due prior to suspension and any expenses incurred in the interruption and resumption of the Architect's services. The Architect's fees for the remaining services and the time schedules shall be equitably adjusted.

§ 9.2 If the Owner suspends the Project, the Architect shall be compensated for services performed prior to notice of such suspension. When the Project is resumed, the Architect shall be compensated for expenses incurred in the

interruption and resumption of the Architect's services. The Architect's fees for the remaining services and the time schedules shall be equitably adjusted.

§ 9.3 If the Owner suspends the Project for more than 90 cumulative days for reasons other than the fault of the Architect, the Architect may terminate this Agreement by giving not less than seven days' written notice.

§ 9.4 Either party may terminate this Agreement upon not less than seven days' written notice should the other party fail substantially to perform in accordance with the terms of this Agreement through no fault of the party initiating the termination.

§ 9.5 The Owner may terminate this Agreement upon not less than seven days' written notice to the Architect for the Owner's convenience and without cause.

§ 9.6 In the event of termination not the fault of the Architect, the Architect shall be compensated for services performed prior to termination, together with Reimbursable Expenses then due and all Termination Expenses as defined in Section 9.7.

§ 9.7 Termination Expenses are in addition to compensation for the Architect's services and include expenses directly attributable to termination for which the Architect is not otherwise compensated, plus an amount for the Architect's anticipated profit on the value of the services not performed by the Architect.

§ 9.8 The Owner's rights to use the Architect's Instruments of Service in the event of a termination of this Agreement are set forth in Article 7 and Section 11.9.

ARTICLE 10 MISCELLANEOUS PROVISIONS

§ 10.1 This Agreement shall be governed by the law of the place where the Project is located, except that if the parties have selected arbitration as the method of binding dispute resolution, the Federal Arbitration Act shall govern Section 8.3.

§ 10.2 Terms in this Agreement shall have the same meaning as those in AIA Document A201-2007, General Conditions of the Contract for Construction.

§ 10.3 The Owner and Architect, respectively, bind themselves, their agents, successors, assigns and legal representatives to this Agreement. Neither the Owner nor the Architect shall assign this Agreement without the written consent of the other, except that the Owner may assign this Agreement to a lender providing financing for the Project if the lender agrees to assume the Owner's rights and obligations under this Agreement.

§ 10.4 If the Owner requests the Architect to execute certificates, the proposed language of such certificates shall be submitted to the Architect for review at least 14 days prior to the requested dates of execution. If the Owner requests the Architect to execute consents reasonably required to facilitate assignment to a lender, the Architect shall execute all such consents that are consistent with this Agreement, provided the proposed consent is submitted to the Architect for review at least 14 days prior to execution. The Architect shall not be required to execute certificates or consents that would require knowledge, services or responsibilities beyond the scope of this Agreement.

§ 10.5 Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the Owner or Architect.

§ 10.6 Unless otherwise required in this Agreement, the Architect shall have no responsibility for the discovery, presence, handling, removal or disposal of, or exposure of persons to, hazardous materials or toxic substances in any form at the Project site.

§ 10.7 The Architect shall have the right to include photographic or artistic representations of the design of the Project among the Architect's promotional and professional materials. The Architect shall be given reasonable access to the completed Project to make such representations. However, the Architect's materials shall not include the Owner's confidential or proprietary information if the Owner has previously advised the Architect in writing of the specific information considered by the Owner to be confidential or proprietary. The Owner shall provide professional credit for the Architect in the Owner's promotional materials for the Project.

§ 10.8 If the Architect or Owner receives information specifically designated by the other party as "confidential" or "business proprietary," the receiving party shall keep such information strictly confidential and shall not disclose it to any other person except to (1) its employees, (2) those who need to know the content of such information in order to perform services or construction solely and exclusively for the Project, or (3) its consultants and contractors whose contracts include similar restrictions on the use of confidential information.

ARTICLE 11 COMPENSATION

§ 11.1 For the Architect's Basic Services described under Article 3, the Owner shall compensate the Architect as follows:

Basis: 7.6% of an Eight Million Dollar (\$8,000,000.00) constructed value	(\$608,000.00)
Plus: Out of pocket expenses to be included in the fee for:	
Transportation (A-E Vehicular access to the site)	
Telecommunications	
State Plan Review	
In-house Printing	
	(\$25,000.00)
Total Fee Six Hundred Thirty-three Thousand Dollars	(\$633,000.00)

§ 11.2 For Additional Services designated in Section 4.1, the Owner shall compensate the Architect as follows:
(Paragraph deleted)

Mutually agreeable lump sum prior to executing the work.

§ 11.3 For Additional Services that may arise during the course of the Project, including those under Section 4.3, the Owner shall compensate the Architect as follows:

Mutually agreeable lump sum prior to executing the work.

§ 11.4 Compensation for Additional Services of the Architect's consultants when not included in Section 11.2 or 11.3, shall be the amount invoiced to the Architect plus percent (%), or as otherwise stated below:

Mutually agreeable mark-up accepted prior to executing the work no greater than Five Percent (5%), not less than One Percent (1%)

§ 11.5 Where compensation for Basic Services is based on a stipulated sum or percentage of the Cost of the Work, the compensation for each phase of services shall be as follows:

\$126,600.00	Schematic Design Phase	Twenty	percent (20	%)
\$126,600.00	Design Development Phase	Twenty	percent (20	%)
\$189,900.00	Construction Documents Phase	Thirty	percent (30	%)
\$ 31,650.00	Bidding or Negotiation Phase	Five	percent (5	%)
\$158,250.00	Construction Phase	Twenty-five	percent (25	%)
\$633,000.00					
Total Basic Compensation		one hundred	percent (100	%)

§ 11.6 When compensation is based on a percentage of the Cost of the Work and any portions of the Project are deleted or otherwise not constructed, compensation for those portions of the Project shall be payable to the extent services are performed on those portions, in accordance with the schedule set forth in Section 11.5 based on (1) the lowest bona fide bid or negotiated proposal, or (2) if no such bid or proposal is received, the most recent estimate of the Cost of the Work for such portions of the Project. The Architect shall be entitled to compensation in accordance with this Agreement for all services performed whether or not the Construction Phase is commenced.

§ 11.7 The hourly billing rates for services of the Architect and the Architect's consultants, if any, are set forth below. The rates shall be adjusted in accordance with the Architect's and Architect's consultants' normal review practices.

Init.

Attached as Exhibit C

Employee or Category	Rate
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§ 11.8 COMPENSATION FOR REIMBURSABLE EXPENSES

§ 11.8.1 Reimbursable Expenses are in addition to compensation for Basic and Additional Services and include expenses incurred by the Architect and the Architect's consultants directly related to the Project, as follows:

- .1 authorized out-of-town travel and subsistence;
- .2
- .3
- .4 Bid set printing, reproductions, plots, standard form documents;
- .5 Postage, handling and delivery;
- .6 ;
- .7 Renderings, models, mock-ups, professional photography, and presentation materials requested by the Owner;
- .8 Architect's Consultant's expense of professional liability insurance dedicated exclusively to this Project, or the expense of additional insurance coverage or limits if the Owner requests such insurance in excess of that normally carried by the Architect's consultants;
- .9 All taxes levied on professional services and on reimbursable expenses;
- .10 Site office expenses; and
- .11 Other similar Project-related expenditures.

§ 11.8.2 For Reimbursable Expenses the compensation shall be the expenses incurred by the Architect and the Architect's consultants.

§ 11.9 COMPENSATION FOR USE OF ARCHITECT'S INSTRUMENTS OF SERVICE

If the Owner terminates the Architect for its convenience under Section 9.5, or the Architect terminates this Agreement under Section 9.3, the Owner shall pay a licensing fee and compensation for the Owner's continued use of the Architect's Instruments of Service solely for purposes of completing, using and maintaining the Project as follows:

§ 11.10 PAYMENTS TO THE ARCHITECT

(Paragraph deleted)

§ 11.10.2 Unless otherwise agreed, payments for services shall be made monthly in proportion to services performed. Payments are due and payable upon presentation of the Architect's invoice. Amounts unpaid ninety (90) days after the invoice date shall bear interest at the rate entered below, or in the absence thereof at the legal rate prevailing from time to time at the principal place of business of the Architect.
(Insert rate of monthly or annual interest agreed upon.)

5 % Five Percent

§ 11.10.3 The Owner shall not withhold amounts from the Architect's compensation to impose a penalty or liquidated damages on the Architect, or to offset sums requested by or paid to contractors for the cost of changes in the Work unless the Architect agrees or has been found liable for the amounts in a binding dispute resolution proceeding.

§ 11.10.4 Records of Reimbursable Expenses, expenses pertaining to Additional Services, and services performed on the basis of hourly rates shall be available to the Owner at mutually convenient times.

ARTICLE 12 SPECIAL TERMS AND CONDITIONS

Special terms and conditions that modify this Agreement are as follows:

12.1 Copies of documents prepared by the Architect or Architect's Consultant that may be relied upon by

Owner are limited to the printed copies (hard copies) that are signed and sealed by the Architect or Architect's Consultant. Files of text, data, graphics or other types on electronic media that are furnished by the Architect to Owner are only for convenience of the Owner. Any conclusions or information obtained or derived from such electronic files will be at the user's sole risk and liability.

- 12.2 Changes or additions to the project during design or construction may occur as information becomes available. Therefore, when these changes are recognized in sufficient time such that the Owner only incurs the cost of construction plus to contractor's mark-up, these changes shall not be considered errors or omissions and the Architect shall not be responsible for the construction cost of these changes or additions.
- 12.3 The Owner shall provide professional design credit (Article 9.9) for the Architect in any publication and other promotional materials for the Project.

ARTICLE 13 SCOPE OF THE AGREEMENT

§ 13.1 This Agreement represents the entire and integrated agreement between the Owner and the Architect and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both Owner and Architect.

§ 13.2 This Agreement is comprised of the following documents listed below:

- .1 AIA Document B101™-2007, Standard Form Agreement Between Owner and Architect
- .3 Other documents:
(List other documents, if any, including Exhibit A, Initial Information, and additional scopes of service, if any, forming part of the Agreement.)

Exhibit A – RFP issued by the City of Baraboo (dated October 2015)
Exhibit B - Zimmerman Architectural Studios response to RFP (dated November 13, 2015)
Exhibit C – Standard Hourly Rates

This Agreement entered into as of the day and year first written above.

OWNER

The City of Baraboo

ARCHITECT

Zimmerman Architectural Studios, Inc.

(Signature)

Ed Geick City Administrator

(Printed name and title)

(Signature)

John Sabinash, Vice President

(Printed name and title)