



CITY OF **DOUGLAS** WYOMING

**REGULAR CITY COUNCIL MEETING
January 13, 2025 – 4:00 PM**

Thank you for your cooperation in facilitating the public meeting process!

****Reasonable accommodations for persons with disabilities who wish to participate in this public meeting shall be made upon request to the City Manager, at 307-358-3462****

****Council meetings are broadcast live on Cable Channel 9 and streaming live on the City of Douglas website****

1. **Call to Order, Roll Call, and Pledge of Allegiance**
2. **Disclosures by City Council Members**
3. **Approval of General Agenda (Corrections or Additions)**
4. **Public Comments**
5. **Approval of Consent Docket**

a. **Minutes**

Regular City Council Meeting: December 12, 2024

b. **Bills & Claims**

Warrant Register: December 2024

c. **Other – Consent**

6. **Presentations**
7. **Discussion Items**
8. **Public Hearing**
9. **Council Action Items**

a. **Resolution No. 2024-44: A Resolution Amending the Budget of the City**

of Douglas, Wyoming for the Fiscal Year 2025.

- b. Bid Award: 2025 Specified Police Package Explorer SUV
- c. Appointment: Council President
- d. Board Appointment: Justice Center Joint Powers Board
- e. Board Appointments: Municipal/County Joint Powers Board
- f. Board Appointments: Wyoming Community Gas Board
- g. Board Appointment: Federal Urban System Advisory Committee
- h. Board Appointment: Douglas Housing Authority
- i. Warrant Register - December 2024: K&R Construction, LLC
- j. Warrant Register - December 2024: Kim Pexton

10. Tabled Items

- a. Bid Award: Douglas Municipal Pool Renovation
- b. Bid Award: Douglas City Hall Site Improvements

11. Public Comments

12. Financial Report

- a. Financial Report: November 2024

13. City Manager's Report

14. Council Information

- a. Converse County Tourism Promotion Board Minutes: November 2024
- b. Notice of Possible Quorum: Saturday January 25, 2025 10am to 12pm at the Whistle Stop
- c. Council Comments

15. Good People Doing Good Things

- a. Recognition: Public Works

16. Community Update

- a. Event Calendar

17. **Executive Session**

18. **Adjourn**

City Council Regular Minutes
December 12, 2024

1. Call to Order, Roll Call, and Pledge of Allegiance

Roll call was taken with the following City Council members present: Mayor, Kim Pexton; Council Member, Ron McNare; Council Member, Perry Hershberger; Council Member, John Bartling.

Also present: City Manager, J.D. Cox; City Attorney, Michael Armstrong; City Clerk, Sonya Ortega; Human Resources Director, Kendal Detwiler; Chief of Police, Todd Byerly; Community Development Director, Clara Chaffin; Public Works Director, John Harbarger; Administrative Services Director/Treasurer, Mary Nicol.

2. Disclosures by City Council Members

Councilperson McNare stated he will abstain from Action Item 9.e.

3. Approval of General Agenda (Corrections or Additions)

Councilperson John Bartling moved to approve the General Agenda as presented. Seconded by Councilperson Perry Hershberger. Motion carried 4-0.

4. Public Comments

None.

5. Approval of Consent Docket

Councilperson Hershberger questioned an account on the Warrant Register for dumpsters. His question was answered by Director Nicol, the money was already budgeted and will be transferred into the account in question. Councilperson Ron McNare moved to approve the Consent Docket as presented. Seconded by Councilperson John Bartling. Motion carried 4-0.

a. Minutes

City Council Regular Meeting Minutes: November 25, 2024

b. Bills & Claims

Warrant Register: November 2024

c. Other – Consent

6. Presentations

a. Proclamation: Wreaths Across America

Councilperson Bartling read the Proclamation aloud. Citizens, Donald York and Casper Smith were present in the room.

b. Council Recognition: Council Member John Bartling 10 Years

Mayor Pexton provided a plaque for Councilperson John Bartling's 10 years on City Council along with thank you's and congratulations.

7. Discussion Items

None.

8. Public Hearing

None.

9. Council Action Items

a. Bid Award: Douglas Municipal Pool Renovation

Director Harbarger provided a staff report stating the City received 2 bids. Both contractors for the bids received were called to discuss further information about the bids. The low bid came in at approximately \$460,000.00, they missed the scope of this project and requested to pull their bid. Powder River came in at approximately 4.7 million and after discussion with them and was over \$1 million of the budgeted project. They're willing to value engineer this project and negotiate pricing. Engineers have reached out to see if this will be done and open for the summer of 2025 and that came back as an unrealistic possibility. Director Harbarger stated it is in the best interest of the City to table this item.

Councilperson Perry Hershberger moved to table the bid award for the pool renovation until the next council meeting. Seconded by Councilperson Ron McNare. Motion carried 4-0.

b. Bid Award: Douglas City Hall Site Improvements

Director Harbarger provided a staff report stating the City received 3 bids ranging from over 1 million dollars and a low of 600,360 dollars. This would be a 2 year project. Director Harbarger recommends having a discussion and value engineering this project. Councilperson Bartling and others believe the snowmelt is important as this is a city facility with a lot of foot traffic and will help reduce falls during the winter months.

Councilperson Ron McNare moved to table the award on City Hall Site Improvements until the next meeting. Seconded by Councilperson John Bartling. Motion carried 4-0.

c. Bid Award: The 112 Architect

City Manager Cox provided staff report and recommended that the RFP be awarded to EV Studio. They had the best comprehension of the project and expressed enthusiasm for the project. EV Studio made the effort to come to Douglas. They were within the time frame of completion by the end of May 2025.

Councilperson John Bartling moved to approve EV Studio for the Structural and Construction Design Services for Site Preparation at 112 N. 2nd Street in an amount not to exceed \$47,500 and further authorize the City Manager to execute and sign all associated documents. Seconded by Councilperson Perry Hershberger. Motion carried 4-0.

d. Community Service Funding Agreement: Fire Suppression Authority

City Clerk Ortega provided staff report.

Councilperson Perry Hershberger moved to approve the funding agreement as presented. Seconded by Councilperson Ron McNare. Motion carried 4-0.

e. Warrant Register: November 2024: K&R Construction

Director Nicol advised this item is due to conflict of interest and to be processed separately.

Councilperson John Bartling moved to approve the Warrant Register.

Seconded by Councilperson Perry Hershberger. Motion carried 3-0.

Councilperson Ron McNare abstained.

10. Public Comments

None.

11. Finance

None.

12. City Manager's Report

City Manager Cox provided a hand out to council and public.

13. Council Information

a. Notice of Possible Quorum: City/County Meeting December 17, 2024 at 2:30pm In the Converse County Commission Chambers

b. Converse County Tourism Promotion Board Minutes: October 2024

c. Council Comments

14. Good People Doing Good Things

Councilperson Hershberger stated that the Mingle & Jingle Christmas Parade was awesome! He thanked the Police Department for everything they did, and also thanked all city employees for their hard work. Mayor Pexton appreciates all organizations in Douglas for reaching out and helping families in need during the holidays. It was stated that a community member lost their house to a fire and there is an account set up at Converse County Bank for donations. Mayor Pexton also thanked Councilman Bartling for his time on City Council.

15. Community Update

a. Event Calendar

16. Executive Session

17. Adjourn

Mayor Pexton moved to adjourn the Regular City council Meeting of December 12, 2024 at approximately 5:40pm.
Councilperson John Bartling moved to adjourn the Regular City Council Meeting of December 12, 2024. Seconded by Councilperson Ron McNare.
Motion carried 4-0

Kim Pexton, Mayor

ATTEST:

Sonya Ortega, City Clerk
Published: 12/25/2024

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
307 SIGNS AND MORE				
2286	SWEEPER DECAL	10/05/24	41.00	10-5305-3210
342	PLAQUE	12/05/24	48.00	10-5100-3210
346	PHOTOS	12/06/24	22.31	10-5201-3210
354	NAME PLATE	12/10/24	9.00	10-5100-3210
355	NAME PLATE	12/10/24	17.00	10-5106-3210
361	PHOTOS	12/12/24	4.18	10-5201-3210
361	AWARDS	12/12/24	132.00	10-5201-3210
361	AWARD PLAQUES	12/12/24	3.25	10-5201-3210
Total 307 SIGNS AND MORE:			276.74	
ADVANCED ANIMAL CARE				
469646	RABIES TESTING	10/28/24	40.00	10-5202-3210
Total ADVANCED ANIMAL CARE:			40.00	
AMUNDSEN ASSOCIATES LLC				
2024-154	COMMUNITY FACILITY ARCHITECUTURAL	12/03/24	49,775.00	57-5570-2153
Total AMUNDSEN ASSOCIATES LLC:			49,775.00	
ARROW ELECTRIC				
54487	VIDEO BACKUP TO USB	10/23/24	90.00	10-5202-3210
54749	HEATER REPAIR	11/27/24	90.00	10-5301-2155
Total ARROW ELECTRIC:			180.00	
ASH, CHELSEA				
121924	UTILITY DEPOSIT REFUND	12/19/24	220.00	96-20000229
Total ASH, CHELSEA:			220.00	
AT & T				
121524	CELLULAR PHONE SERVICE	12/15/24	15.90	31-5401-2134
121524	CELLULAR PHONE SERVICE	12/15/24	15.90	32-5501-2134
121524	CELLULAR PHONE SERVICE	12/15/24	17.36	31-5403-2134
Total AT & T:			49.16	
ATLAS PREMIER SERVICE				
72332	COPIER MAINTENANCE AGREEMENT	12/08/24	98.56	10-5201-2156
Total ATLAS PREMIER SERVICE:			98.56	
BARCO MUNICIPAL PRODUCTS INC				
IN-250996	SIGN POSTS W/ BOLTS & NUTS	12/31/24	2,350.00	10-5305-3210
Total BARCO MUNICIPAL PRODUCTS INC:			2,350.00	
BCN TELECOM INC				
23835629	PHONE SERVICE	12/01/24	115.35	10-5100-2134
23835629	PHONE SERVICE	12/01/24	6.43	10-5306-2134
Total BCN TELECOM INC:			121.78	
BEAR CREEK ORIGINALS				
24560	UNIFORM SHIRTS	11/29/24	275.84	10-5202-3233

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
Total BEAR CREEK ORIGINALS:			275.84	
BENNETT, SANDY				
373282	SEW PATCHES	11/20/24	17.50	10-5202-3233
Total BENNETT, SANDY:			17.50	
BIG HORN SERVICES				
1553	REGULATOR	12/22/24	2,100.00	32-5502-2155
Total BIG HORN SERVICES:			2,100.00	
BISH, JAMES/WILLOW				
121924	UTILITY DEPOSIT REFUND	12/19/24	215.00	96-20000229
Total BISH, JAMES/WILLOW:			215.00	
BISON PUMP & SUPPLY				
591315	HYDRAULIC HOSE	12/04/24	121.52	10-5305-3210
591315	HOSE FITTING	12/04/24	127.52	10-5305-3210
591315	HOSE ASSEMBLY	12/04/24	9.50	10-5305-3210
591423	HYDRAULIC FITTING	12/10/24	266.24	33-5600-3210
591423	HYDRAULIC HOSE	12/10/24	83.55	33-5600-3210
591423	HOSE ASSEMBLY	12/10/24	9.50	33-5600-3210
591424	ADAPTER	12/10/24	46.68	33-5600-3210
591454	HOSE ASSEMBLY	12/11/24	339.47	33-5600-3210
Total BISON PUMP & SUPPLY:			1,003.98	
BLACK HILLS ENERGY				
121724	GAS SERVICE	12/17/24	431.23	10-5100-2133
121724	GAS SERVICE	12/17/24	1,487.33	10-5301-2133
121724	GAS SERVICE	12/17/24	160.12	10-5306-2133
121724	GAS SERVICE	12/17/24	40.24	10-5307-2133
121724	GAS SERVICE	12/17/24	497.15	31-5401-2133
121724	GAS SERVICE	12/17/24	243.77	31-5402-2133
121724	GAS SERVICE	12/17/24	400.11	32-5502-2133
121724	GAS SERVICE	12/17/24	689.83	34-5340-2133
121724	GAS SERVICE	12/17/24	43.75	10-5304-2133
Total BLACK HILLS ENERGY:			3,993.53	
BLACKBURN CATTLE CO				
37037	HAULING SOLID WASTE	12/02/24	449.40	34-5340-2158
37037	HAULING SOLID WASTE	12/02/24	449.40	34-5340-2158
37037	HAULING SOLID WASTE	12/02/24	449.40	34-5340-2158
37037	HAULING SOLID WASTE	12/02/24	449.40	34-5340-2158
37055	HAULING SOLID WASTE	12/09/24	449.40	34-5340-2158
37055	HAULING SOLID WASTE	12/09/24	449.40	34-5340-2158
37055	HAULING SOLID WASTE	12/09/24	449.40	34-5340-2158
37055	HAULING SOLID WASTE	12/09/24	449.40	34-5340-2158
37055	HAULING SOLID WASTE	12/09/24	449.40	34-5340-2158
37055	HAULING SOLID WASTE	12/09/24	449.40	34-5340-2158
37093	HAULING SOLID WASTE	12/20/24	449.40	34-5340-2158
37093	HAULING SOLID WASTE	12/20/24	449.40	34-5340-2158
37093	HAULING SOLID WASTE	12/20/24	449.40	34-5340-2158
37093	HAULING SOLID WASTE	12/20/24	449.40	34-5340-2158
37120	HAULING SOLID WASTE	12/30/24	1,797.60	34-5340-2158

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
Total BLACKBURN CATTLE CO:			7,639.80	
BLOEDORN LUMBER - DOUGLAS				
625977	RETURN-ADAPTER	12/10/24	12.99-	10-5304-3210
625977	RETURN-PUSH TEE	12/10/24	15.99-	10-5304-3210
84177760-1	CREDIT-CHARGES NOT INVOICED	09/12/24	121.68-	10-5302-3210
8542245	TAPE	12/03/24	13.99	10-5304-3210
8544683	BULB	12/05/24	5.99	10-5304-3210
8545748	SPIKE	12/05/24	23.49	10-5304-3210
8545748	WASHERS	12/05/24	8.25	10-5304-3210
8552196	NIPPLE	12/10/24	6.74	10-5304-3210
8552196	PIPE FITTINGS	12/10/24	11.69	10-5304-3210
8552196	BUSHING	12/10/24	6.28	10-5304-3210
8553264	SCREWS	12/10/24	12.14	10-5304-3210
8556130	SETTING CONCRETE MIX	12/12/24	101.79	10-5305-3210
8557408	MASONRY BLADES	12/13/24	94.99	10-5305-3220
8558358	TEFLON LUBE	12/13/24	14.99	31-5402-3210
8561609	CORD PLUG	12/16/24	3.99	10-5304-3210
8564364	TERMINAL POST	12/18/24	109.95	10-5306-3210
8564489	FIBERGLASS CLEANER	12/18/24	9.49	10-5302-3210
8564489	SCRUB DADDY	12/18/24	3.99	10-5302-3210
Total BLOEDORN LUMBER - DOUGLAS:			277.10	
BOESPFLUG, ALEX				
122624	UTILITY DEPOSIT REFUND	12/26/24	107.68	96-20000229
Total BOESPFLUG, ALEX:			107.68	
BOMGAARS				
347107	WRAPPING PAPER	12/18/24	7.77	10-5301-3210
350785	SAFETY GLASSES	11/26/24	18.99	34-5340-3210
350785	RECEPTACLE TESTER	11/26/24	11.99	34-5340-3210
350992	HITCH PIN & CLIP	11/27/24	5.99	10-5304-3210
352944	FUSE	12/03/24	8.69	10-5304-3210
353003	PRESSURE SWITCH	12/03/24	34.99	34-5340-3210
353003	DRAIN VALVE	12/03/24	19.99	34-5340-3210
353003	BATTERY	12/03/24	8.49	34-5340-3210
353003	DRILL BIT	12/03/24	51.99	34-5340-3210
353003	MARKERS	12/03/24	10.99	34-5340-3210
353003	FASTENERS	12/03/24	.79	34-5340-3210
353205	GARLAND	12/04/24	69.98	10-5304-3210
353205	LED PROJECTOR	12/04/24	65.98	10-5304-3210
353205	FOIL TREE	12/04/24	99.99	10-5304-3210
354781	SANDING DISC	12/10/24	3.29	34-5340-3210
354781	SANDER	12/10/24	129.99	34-5340-3210
354781	PAINTER TAPE	12/10/24	21.98	34-5340-3210
354781	SPRAY PAINT	12/10/24	15.98	34-5340-3210
354781	SPRAY PAINT	12/10/24	13.98	34-5340-3210
354781	BOLTS	12/10/24	3.53	34-5340-3210
354787	DRILL BIT	12/10/24	7.99	10-5305-3210
354787	DRILL BIT	12/10/24	7.99	10-5305-3210
354787	DRILL BIT	12/10/24	4.99	10-5305-3210
354795	SCRUB BROOM	12/10/24	8.99	10-5306-3210
354795	PUSH BROOM	12/10/24	19.99	10-5306-3210
355031	GLOVES	12/11/24	17.99	31-5402-3210
355324	BOLTS	12/12/24	13.57	10-5305-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
355324	DUCT TAPE	12/12/24	6.99	10-5305-3210
355324	MARKERS	12/12/24	3.58	10-5305-3210
355326	ELBOWS	12/12/24	5.98	34-5340-3210
355326	PIPE	12/12/24	15.99	34-5340-3210
355514	CUTOFF SAW	12/13/24	1,299.99	10-5305-3220
357107	SAFETY GLASSES	12/18/24	6.99	10-5304-3210
357107	FACE SHIELD	12/18/24	24.99	10-5304-3210
357107	GOGGLES	12/18/24	5.39	10-5304-3210
359240	EXTENSION CORDS	12/23/24	149.94	10-5305-3210
360850	CABLE BLOCK	12/30/24	8.99	34-5340-3210
360850	CLAMP	12/30/24	9.99	34-5340-3210
360850	WIRE CONNECTORS	12/30/24	9.99	34-5340-3210
360850	FASTENERS	12/30/24	11.07	34-5340-3210
360850	FOAM TAPE	12/30/24	7.58	34-5340-3210
360850	FASTENERS	12/30/24	4.14	34-5340-3210
360850	FASTENERS	12/30/24	4.74	34-5340-3210
360850	FASTENERS	12/30/24	19.00	34-5340-3210
Total BOMGAARS:			2,282.22	
BOYS & GIRLS CLUB OF DOUGLAS				
2032-NOV	FUNDING ALLOCATION AGREEMENT	12/10/24	2,500.00	10-5110-8746
Total BOYS & GIRLS CLUB OF DOUGLAS:			2,500.00	
BUSINESS CENTER				
13576	PACKING TAPE	11/14/24	21.65	10-5100-3201
13805	NOTARY STAMP	12/24/24	68.25	10-5106-3210
13979	CARD STOCK	12/11/24	8.91	10-5201-3210
14197	BINDER CLIPS	12/24/24	9.96	10-5100-3201
14197	CALCULATOR TAPE	12/24/24	24.19	10-5100-3201
14197	CARTRIDGE	12/24/24	204.46	10-5100-3201
14197	CARTRIDGE	12/24/24	212.60	10-5100-3201
14197	CARTRIDGE	12/24/24	323.49	10-5100-3201
14197	CARTRIDGE	12/24/24	151.41	10-5100-3201
14197	PAPER	12/24/24	94.13	10-5100-3201
14197	PAPER	12/24/24	72.16	10-5100-3201
14197	STAPLER	12/24/24	36.05	10-5100-3201
14199	BINDER	12/24/24	29.10	10-5100-3201
Total BUSINESS CENTER:			1,256.36	
CANDO - DBA THE ENTERPRISE				
1125-ON	FUNDING ALLOCATION AGREEMENT	12/03/24	8,333.33	10-5110-8714
1125-ON	FUNDING ALLOCATION AGREEMENT	12/03/24	8,333.33	10-5110-8714
Total CANDO - DBA THE ENTERPRISE:			16,666.66	
CAPITOL BUSINESS SYSTEMS INC				
1451931	MAINTENANCE AGREEMENT-PLOTTER	11/20/24	91.41	10-5106-2156
1465947	MAINTENANCE AGREEMENT-PLOTTER	12/30/24	157.38	10-5106-2156
Total CAPITOL BUSINESS SYSTEMS INC:			248.79	
CARTER, EDWARD				
121224	TREE TRIM REIMBURSEMENT	12/12/24	725.00	10-5304-2158

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
Total CARTER, EDWARD:			725.00	
CARVER FLOREK & JAMES CPA'S				
14821	AUDIT SERVICES	12/10/24	43,000.00	10-5100-2152
Total CARVER FLOREK & JAMES CPA'S:			43,000.00	
CASELLE INC				
135175	SUPPORT SERVICE	09/01/24	19,220.00	10-5103-2156
Total CASELLE INC:			19,220.00	
CDW-G				
AA9G41K	COMPUTER SWITCHES	10/04/24	2,328.34	10-5103-3220
AA9G41K	SHIPPING	10/04/24	73.56	10-5103-3220
AA9HS6G	COMPUTER SWITCHES	10/05/24	179.15	10-5103-3220
AA9HS6G	COMPUTER SWITCHES	10/05/24	232.84	10-5103-3220
AA9HS6G	SHIPPING	10/05/24	11.96	10-5103-3220
Total CDW-G:			2,825.85	
CENTURYLINK				
010725	TELEPHONE SERVICES	01/07/25	60.55	10-5306-2134
010725	TELEPHONE SERVICES	01/07/25	91.80	10-5307-2134
010725	TELEPHONE SERVICES	01/07/25	63.17	32-5502-2134
121024	TELEPHONE SERVICES	12/10/24	55.46	10-5306-2134
121024	TELEPHONE SERVICES	12/10/24	63.17	32-5502-2134
Total CENTURYLINK:			334.15	
CITY OF CASPER				
630142	LANDFILL FEES	12/12/24	1,275.30	34-5340-2158
630142	LANDFILL FEES	12/12/24	1,604.85	34-5340-2158
630719-1	LANDFILL FEES	11/26/24	1,242.15	34-5340-2158
630746	LANDFILL FEES	11/27/24	1,724.45	34-5340-2158
630791	LANDFILL FEES	12/02/24	1,192.75	34-5340-2158
630791	LANDFILL FEES	12/02/24	1,105.65	34-5340-2158
630792	LANDFILL FEES	12/02/24	1,295.45	34-5340-2158
630821	LANDFILL FEES	12/03/24	1,284.40	34-5340-2158
630854	LANDFILL FEES	12/04/24	1,355.90	34-5340-2158
630854	LANDFILL FEES	12/04/24	1,511.25	34-5340-2158
630876	LANDFILL FEES	12/05/24	1,389.70	34-5340-2158
630907	LANDFILL FEES	12/06/24	1,378.00	34-5340-2158
630931	LANDFILL FEES	12/10/24	1,443.00	34-5340-2158
630991	LANDFILL FEES	12/11/24	1,201.85	34-5340-2158
630991	LANDFILL FEES	12/11/24	1,222.00	34-5340-2158
631073	LANDFILL FEES	12/13/24	1,420.25	34-5340-2158
631113	LANDFILL FEES	12/16/24	1,357.85	34-5340-2158
631113	LANDFILL FEES	12/16/24	1,275.30	34-5340-2158
631143	LANDFILL FEES	12/17/24	1,512.55	34-5340-2158
631173	LANDFILL FEES	12/18/24	1,320.80	34-5340-2158
631202	LANDFILL FEES	12/19/24	1,248.00	34-5340-2158
631228	LANDFILL FEES	12/20/24	1,564.55	34-5340-2158
631291	LANDFILL FEES	12/24/24	1,935.05	34-5340-2158
631291	LANDFILL FEES	12/24/24	1,326.00	34-5340-2158
631315	LANDFILL FEES	12/26/24	1,229.80	34-5340-2158
631332	LANDFILL FEES	12/27/24	1,734.85	34-5340-2158

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
631332	LANDFILL FEES	12/27/24	1,574.30	34-5340-2158
631358	LANDFILL FEES	12/30/24	1,314.30	34-5340-2158
631359	LANDFILL FEES	12/30/24	1,251.25	34-5340-2158
Total CITY OF CASPER:			40,291.55	
CITY OF DOUGLAS-PETTY CASH				
347	REPLENISH PETTY CASH-RECORDING FEES	12/18/24	24.00	10-5100-3210
348	REPLENISH PETTY CASH-RECORDING FEES	12/23/24	12.00	10-5100-3210
Total CITY OF DOUGLAS-PETTY CASH:			36.00	
CITY OF DOUGLAS-UTILITY PMNT				
11814	BULK WATER	12/05/24	18.14	32-5502-3210
11814	BULK WATER	12/05/24	2.43	32-5502-3210
11814	BULK WATER	12/05/24	15.73	10-5305-3210
11814	BULK WATER	12/05/24	21.00	10-5305-3210
11814	BULK WATER	12/05/24	1.46	10-5304-3210
121024	WATER/SEWER/SANITATION	12/10/24	139.85	10-5100-2132
121024	WATER/SEWER/SANITATION	12/10/24	346.68	10-5301-2132
121024	WATER/SEWER/SANITATION	12/10/24	1,005.53	10-5304-2132
121024	WATER/SEWER/SANITATION	12/10/24	91.07	10-5306-2132
121024	WATER/SEWER/SANITATION	12/10/24	42.29	10-5307-2132
121024	WATER/SEWER/SANITATION	12/10/24	131.75	31-5401-2132
121024	WATER/SEWER/SANITATION	12/10/24	5,338.49	31-5402-2132
121024	WATER/SEWER/SANITATION	12/10/24	270.53	32-5501-2132
121024	WATER/SEWER/SANITATION	12/10/24	26.41	32-5502-2132
18065	BULK WATER	11/08/24	42.59	32-5502-3210
18065	BULK WATER	11/08/24	25.81	32-5502-3210
18065	BULK WATER	11/08/24	14.20	32-5502-3210
18065	BULK WATER	11/08/24	63.07	10-5305-3210
18065	BULK WATER	11/08/24	26.50	10-5305-3210
18065	BULK WATER	11/08/24	11.00	10-5304-3210
18097	LANDFILL CHARGES	11/27/24	90.00	10-5305-3210
18097	LANDFILL CHARGES	11/27/24	40.00	10-5100-3210
18097	LANDFILL CHARGES	11/27/24	30.00	34-5340-3210
18097	LANDFILL CHARGES	11/27/24	60.00	33-5600-3210
18105	LANDFILL CHARGES	12/05/24	10,801.50	33-5600-2158
18118	LANDFILL CHARGES	12/13/24	19,924.50	33-5600-2158
18134	LANDFILL CHARGES	12/18/24	80.00	10-5202-3210
18135	LANDFILL CHARGES	12/18/24	16,261.50	33-5600-2158
18145	LANDFILL CHARGES	12/26/24	15,612.00	33-5600-2158
18153	LANDFILL CHARGES	12/31/24	15,060.00	33-5600-2158
Total CITY OF DOUGLAS-UTILITY PMNT:			85,594.03	
CIVIL ENGINEERING PROFESSIONAL				
22-034-21	ENGINEERING-2ND & 3RD ST	12/31/24	32,080.37	32-5852-2153
22-034-21	ENGINEERING-2ND & 3RD ST	12/31/24	14,345.63	56-5560-2153
22-043-19	ENGINEERING-WEST RIVER LIFT STATION	12/31/24	12,037.50	32-5852-2153
22-053-21	ENGINEERING-WWTP BYPASS LINE REPLACEMENT	12/31/24	895.00	32-5850-2153
22-066-15	ENGINEERING-CLEARFIELD BOOSTER STATION	12/31/24	14,902.50	31-5840-2153
22-069-14	ENGINEERING-E RICHARDS ST DESIGN	11/27/24	2,245.00	56-5560-2153
22-069-15	ENGINEERING-E RICHARDS ST DESIGN	12/31/24	727.50	56-5560-2153
23-001-08	ENGINEERING-CITY HALL XERISCAPE	11/27/24	7,397.50	57-5570-2153
23-001-09	ENGINEERING-CITY HALL XERISCAPE	12/31/24	2,892.50	57-5570-2153
23-054-12	ENGINEERING-ADAMS ST	12/31/24	1,068.72	31-5840-2153
23-054-12	ENGINEERING-ADAMS ST	12/31/24	1,121.28	56-5560-2153

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
24-018-03	ENGINEERING-N 2ND ST BRIDGE	12/31/24	4,685.45	31-5840-2153
24-018-03	ENGINEERING-N 2ND ST BRIDGE	12/31/24	10,527.05	56-5560-2153
24-038-03	ENGINEERING-WTP HEADWORKS SLUICE GATES	12/31/24	1,265.00	31-5856-2153
24-042-04	ENGINEERING-PINE ST	12/31/24	2,606.46	31-5840-2153
24-042-04	ENGINEERING-PINE ST	12/31/24	2,176.04	32-5852-2153
24-044-03	ENGINEERING-N 8TH ST	12/31/24	2,834.56	31-5840-2153
24-044-03	ENGINEERING-N 8TH ST	12/31/24	1,285.44	32-5852-2153
24-049-03	ENGINEERING-POOL BIDDING	12/31/24	20,362.50	55-5550-2153
24-050-03	ENGINEERING-WWTP AIR HEADER	12/31/24	12,920.00	32-5850-2153
24-059-01	ENGINEERING-N 3RD ST	12/31/24	1,182.65	31-5840-2153
24-059-01	ENGINEERING-N 3RD ST	12/31/24	987.35	32-5852-2153
Total CIVIL ENGINEERING PROFESSIONAL:			150,546.00	
COMTRONIX				
5543007	ALARM MONITORING	12/01/24	135.00	10-5100-2156
Total COMTRONIX:			135.00	
CONVERSE COUNTY				
122024	JOINT JUSTICE EXPENDITURES	12/20/24	66,428.22	10-5111-8760
Total CONVERSE COUNTY:			66,428.22	
CONVERSE COUNTY SHERIFF				
112024	BOOKING FEES	11/30/24	105.00	10-5201-2161
Total CONVERSE COUNTY SHERIFF:			105.00	
COY, DEBRA J				
122724	JANITORIAL SERVICES	12/27/24	2,200.00	10-5100-2158
Total COY, DEBRA J:			2,200.00	
CROSS, NICK				
355576	BOOT REIMBURSEMENT	12/13/24	200.00	10-5302-3210
Total CROSS, NICK:			200.00	
DOUGLAS BUDGET				
5949	AD-LANDFILL HOURS	10/02/24	225.00	10-5100-2115
5983	PUBLIC NOTICE-P&Z	10/02/24	90.00	10-5100-2115
6433	NOTICE OF FINAL PAYMENT	11/06/24	60.00	10-5100-2115
6501	BID-CITY HALL SITE IMPROVEMENT	10/30/24	150.00	10-5100-2115
6502	BID-CITY HALL SITE IMPROVEMENT	11/06/24	150.00	10-5100-2115
6503	NOTICE OF FINAL PAYMENT	10/30/24	85.00	10-5100-2115
6504	NOTICE OF FINAL PAYMENT	11/06/24	85.00	10-5100-2115
6505	NOTICE OF FINAL PAYMENT	11/13/24	85.00	10-5100-2115
6630	MINUTES	11/06/24	690.00	10-5100-2115
6762	BID-POOL RENOVATION	11/13/24	165.00	10-5100-2115
6763	BID-POOL RENOVATION	11/20/24	165.00	10-5100-2115
6839	MINUTES	11/20/24	345.00	10-5100-2115
6840	WARRANT REGISTER	11/20/24	285.00	10-5100-2115
6917	NOTICE OF FINAL PAYMENT	11/27/24	75.00	10-5100-2115
Total DOUGLAS BUDGET:			2,655.00	

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
DOUGLAS HARDWARE HANK LLC				
363863	FASTENERS	12/13/24	5.18	10-5304-3210
363863	WASTEBASKET	12/13/24	19.99	10-5304-3210
366423	SKIMMER TABS	11/22/24	44.99	32-5501-3210
366524	CLEANER	11/27/24	39.98	32-5501-3210
366585	FUSE PLUG TIME DELAY	12/02/24	12.99	10-5306-3210
366598	THREADLOCK	12/02/24	9.59	31-5401-3210
366598	FASTENERS	12/02/24	3.29	31-5401-3210
366598	FASTENERS	12/02/24	.75	31-5401-3210
366598	FASTENERS	12/02/24	.59	31-5401-3210
366598	FASTENERS	12/02/24	.50	31-5401-3210
366598	FASTENERS	12/02/24	.30	31-5401-3210
366649	CHRISTMAS LIGHTS	12/04/24	26.39	10-5304-3210
366649	LIGHT STAKES	12/04/24	15.99	10-5304-3210
366670	WRENCH COMBINATION	12/05/24	10.99	31-5401-3210
366670	SPRAY PAINT	12/05/24	7.99	31-5401-3210
366670	LUBRICANT	12/05/24	9.99	31-5401-3210
366670	SPRAY PAINT	12/05/24	7.99	31-5401-3210
366697	PLUG	12/06/24	3.59	10-5304-3210
366743	BRUSH	12/09/24	6.99	32-5502-3210
366743	ROLLER	12/09/24	6.59	32-5502-3210
366743	TRAY SET	12/09/24	6.59	32-5502-3210
366744	MAGNETIC CATCH	12/09/24	4.59	31-5402-3210
366744	KNOB	12/09/24	1.99	31-5402-3210
366747	CORNER BRACE	12/09/24	4.99	10-5306-3210
366747	TAPE MEASURE	12/09/24	8.99	10-5305-3210
366765	CABLE TIES	12/09/24	3.99	10-5304-3210
366767	HANGER STRAP	12/09/24	6.99	31-5402-3210
366767	FASTENERS	12/09/24	.78	31-5402-3210
366775	SANDING PAD	12/10/24	9.59	34-5340-3210
366783	ELBOW	12/10/24	11.59	10-5304-3210
366783	BUSHING	12/10/24	2.59	10-5304-3210
366792	SAW BLADE	12/10/24	5.99	10-5304-3210
366792	SHARKBITE CLIP	12/10/24	2.99	10-5304-3210
366796	STIHL SERVICE KIT	12/10/24	24.99	10-5306-3210
366813	CLAMPS	12/11/24	10.77	34-5340-3210
366813	OUTLET	12/11/24	9.59	34-5340-3210
366814	SNOW PUSHER	12/11/24	47.99	34-5340-3210
366837	BUNGEE CORDS	12/12/24	15.99	31-5402-3210
366837	BROOM/DUSTPAN	12/12/24	25.98	31-5402-3210
366837	PUSH BROOM	12/12/24	53.98	31-5402-3210
366857	PLUG	12/12/24	19.99	34-5340-3210
366871	THERMOMETER	12/13/24	7.99	31-5401-3210
366910	CONNECTION WIRE	12/16/24	6.99	10-5304-3210
366916	CORD	12/16/24	31.99	10-5304-3210
366917	FACIAL TISSUE	12/16/24	9.99	31-5401-3210
366917	PAPER TOWELS	12/16/24	69.95	31-5401-3210
366933	CHAIN LOOP	12/17/24	31.99	10-5304-3210
366934	FASTENERS	12/17/24	6.32	10-5100-3210
366934	FASTENERS	12/17/24	1.84	10-5100-3210
366934	HAMMER DRILL BIT	12/17/24	7.59	10-5100-3210
366949	PRIMER	12/12/24	5.99	10-5304-3210
366954	BALLAST BYPASS	12/17/24	99.99	10-5304-3210
366967	PAINTERS TAPE	12/18/24	8.59	31-5401-3210
366996	OUTLET	12/19/24	31.99	34-5340-3210
367100	SPRAY PAINT	12/27/24	19.50	10-5304-3210
367100	PAINT THINNER	12/27/24	15.99	10-5304-3210
367103	SPRAY PAINT	12/27/24	7.99	10-5304-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
367103	RESPIRATOR	12/27/24	9.59	10-5304-3210
367108	SPRAY PAINT	12/27/24	23.96	10-5304-3210
K67158	ENTRY KNOBS	12/31/24	27.99	10-5305-3210
K67158	KEYS	12/31/24	9.95	10-5305-3210
K67161	BATTERIES	12/31/24	25.99	31-5401-3210
K67161	SPONGES	12/31/24	3.99	31-5401-3210
K67161	DISH SOAP	12/31/24	6.59	31-5401-3210
K67161	SPONGES	12/31/24	3.59	31-5401-3210
Total DOUGLAS HARDWARE HANK LLC:			991.94	
E-470 PUBLIC HIGHWAY AUTHORITY				
2097963262	TOLL CHARGES	11/25/24	13.30	10-5202-2123
2097986620	TOLL CHARGES	11/25/24	55.75	10-5202-2123
Total E-470 PUBLIC HIGHWAY AUTHORITY:			69.05	
EATON SALES & SERVICE				
0185477-IN	ANNUAL LIFT INSPECTION-LABOR	12/18/24	356.25	10-5302-2155
0185477-IN	ANNUAL LIFT INSPECTION-TRAVEL	12/18/24	142.50	10-5302-2155
0185477-IN	ANNUAL LIFT INSPECTION-MILEAGE	12/18/24	170.00	10-5302-2155
0185477-IN	ANNUAL LIFT INSPECTION-PER DIEM	12/18/24	20.00	10-5302-2155
0185477-IN	ANNUAL LIFT INSPECTION-ENVIRONMENTAL CHARGE	12/18/24	10.00	10-5302-2155
0185477-IN	ANNUAL LIFT INSPECTION-FUEL SURCHARGE	12/18/24	22.50	10-5302-2155
Total EATON SALES & SERVICE:			721.25	
ENERGY LABORATORIES INC				
651377	WATER SAMPLING	08/18/24	1,795.00	31-5401-2158
655452	WATER SAMPLING	09/04/24	99.00	31-5401-2158
655900	WASTEWATER SAMPLING	09/05/24	58.00	32-5501-2158
659308	WATER SAMPLING	09/18/24	160.00	31-5401-2158
659589	REPORT REVISION FEE	09/20/24	50.00	31-5401-2158
661360	WATER SAMPLING	09/26/24	600.00	31-5401-2158
663829	WATER SAMPLING	10/08/24	53.00	31-5401-2158
666224	WATER SAMPLING	10/16/24	53.00	31-5401-2158
668601	WASTEWATER SAMPLING	10/25/24	58.00	32-5501-2158
669849	WASTEWATER SAMPLING	10/31/24	58.00	32-5501-2158
Total ENERGY LABORATORIES INC:			2,984.00	
EVANS, SHERRY				
114759540	TUITION REIMBURSEMENT	12/02/24	480.00	10-5202-2122
Total EVANS, SHERRY:			480.00	
FIRE SUPPRESSION AUTHORITY				
091224	REMIT FUNDS RECEIVED FROM GRANT-FIRE TRAINING FACILI	09/12/24	136,311.24	10-5100-2158
101424	FUNDING ALLOCATION AGREEMENT/TRAINING FACILITY	10/14/24	22,826.16	10-5111-8744
101424	FUNDING ALLOCATION AGREEMENT/TRAINING FACILITY	10/14/24	47,085.05	50-5500-6548
111124	FUNDING ALLOCATION AGREEMENT	11/11/24	32,573.77	10-5111-8744
111124	TRAINING FACILITY	11/11/24	5,229.85	50-5500-6548
120924	REMIT FUNDS RECEIVED FROM GRANT-FIRE TRAINING FACILI	12/09/24	40,747.54	10-5100-2158
120924-1	FUNDING ALLOCATION AGREEMENT	12/09/24	14,099.61	10-5111-8744
120924-1	TRAINING FACILITY	12/09/24	33,469.16	50-5500-6548
123024	REMIT FUNDS RECEIVED FROM GRANT-FIRE TRAINING FACILI	12/30/24	147,375.82	10-5100-2158

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
Total FIRE SUPPRESSION AUTHORITY:			479,718.20	
FLOYD'S TRUCK CENTER WY				
X302073850:01	DIESEL PARTICULATE FILTER ASSEMBLY	11/25/24	2,435.68	10-5305-3210
X302073850:01	SHIPPING	11/25/24	62.00	10-5305-3210
X302073933:01	PRESSURE SENSOR	11/27/24	104.94	10-5305-3210
X302074030:01	VALVE	12/03/24	1,035.96	10-5305-3210
X302074030:01	SHIPPING	12/03/24	20.00	10-5305-3210
X302074030:01	CORE	12/03/24	93.75	10-5305-3210
X302074073:01	ACTUATOR	12/04/24	1,934.21	33-5600-3210
X302074073:01	CORE	12/04/24	375.00	33-5600-3210
X302074073:01	SHIPPING	12/04/24	30.00	33-5600-3210
X302074112:01	CREDIT-CORE	12/04/24	93.75	10-5305-3210
X302074113:01	CREDIT-CORE	12/04/24	375.00	33-5600-3210
X302074410:01	WATER PUMP	12/18/24	200.87	34-5340-3210
X302074410:01	CORE CHARGE	12/18/24	165.00	34-5340-3210
X302074410:01	GASKET	12/18/24	7.54	34-5340-3210
X302074410:01	BELT	12/18/24	34.86	34-5340-3210
X302074410:01	BELT	12/18/24	44.38	34-5340-3210
X302074456:01	RETURN-CORE	12/19/24	165.00	34-5340-3210
X302074456:01	RETURN-GASKET	12/19/24	7.54	34-5340-3210
X302074498:01	COOLER LINE	12/31/24	307.99	33-5600-3210
Total FLOYD'S TRUCK CENTER WY:			6,210.89	
FORSGREN ASSOCIATES INC				
2411487	WATER CONSULTANT SERVICES	11/25/24	595.00	31-5856-2153
Total FORSGREN ASSOCIATES INC:			595.00	
FREEDOM MAILING SERVICE				
49088	UTILITY BILLING MAILING SERVICE	11/01/24	614.59	31-5400-2158
49088	UTILITY BILLING MAILING SERVICE	11/01/24	396.92	32-5500-2158
49088	UTILITY BILLING MAILING SERVICE	11/01/24	268.88	33-5600-2158
49338	UTILITY BILLING MAILING SERVICE	12/05/24	613.37	31-5400-2158
49338	UTILITY BILLING MAILING SERVICE	12/05/24	396.14	32-5500-2158
49338	UTILITY BILLING MAILING SERVICE	12/05/24	268.35	33-5600-2158
Total FREEDOM MAILING SERVICE:			2,558.25	
GATHERING INC				
11-1	FUNDING ALLOCATION AGREEMENT	11/12/24	2,286.93	10-5110-8730
12	FUNDING ALLOCATION AGREEMENT	12/06/24	1,254.74	10-5110-8730
12	FUNDING ALLOCATION AGREEMENT	12/06/24	116.01	10-5110-8730
Total GATHERING INC:			3,657.68	
GOVERNMENT FINANCE OFF ASSOC				
2523001	MEMBERSHIP RENEWAL	12/06/24	170.00	10-5102-2120
Total GOVERNMENT FINANCE OFF ASSOC:			170.00	
GRANITE TELECOMMUNICATIONS				
670835951	TELEPHONE SERVICES	12/01/24	164.44	10-5100-2134
670835951	TELEPHONE SERVICES	12/01/24	80.02	10-5301-2134
670835951	TELEPHONE SERVICES	12/01/24	287.67	32-5501-2134

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
Total GRANITE TELECOMMUNICATIONS:			532.13	
GREEN, REID				
122624	RESTITUTION PAYMENT	12/26/24	135.94	10-20000206
Total GREEN, REID:			135.94	
HARDMAN, KRISTOPHER				
121024	UTILITY DEPOSIT REFUND	12/10/24	150.73	96-20000229
Total HARDMAN, KRISTOPHER:			150.73	
HAWKINS INC				
6938221	CYLINDERS	12/15/24	260.00	31-5401-3210
6944425	CHLORINE CYLINDER	12/19/24	343.26	31-5401-3210
6944425	FREIGHT/FUEL	12/19/24	25.00	31-5401-3210
6944425	CHLORINE CYLINDER	12/19/24	1,373.04	32-5501-3210
6944425	SULFUR DIOXIDE CYLINDER	12/19/24	472.98	32-5501-3210
6944425	FREIGHT/FUEL	12/19/24	30.00	32-5501-3210
Total HAWKINS INC:			2,504.28	
HEINTZ SURVEYING & ENGINEERING LLC				
2024020-11	GIS SUPPORT	11/22/24	337.50	10-5106-2158
Total HEINTZ SURVEYING & ENGINEERING LLC:			337.50	
HOMAX OIL SALES INC				
0695842-IN	DIESEL	12/11/24	1,455.71	34-5340-3235
0695842-IN	WINTER ADDITIVE	12/11/24	15.50	34-5340-3235
0696345-IN	MOTOR OIL	12/16/24	727.65	10-5302-3237
0696345-IN	HYDRAULIC OIL	12/16/24	604.45	10-5302-3237
0696345-IN	DRUM DEPOSIT	12/16/24	50.00	10-5302-3237
0696345-IN	DRUM CREDIT	12/16/24	40.00	10-5302-3237
0697428-IN	DIESEL	12/30/24	1,481.08	34-5340-3235
0697428-IN	WINTER ADDITIVE	12/30/24	15.50	34-5340-3235
CL31038	FUEL	11/30/24	31.14	10-5100-3235
CL31038	FUEL	11/30/24	71.15	10-5106-3235
CL31038	FUEL	11/30/24	81.36	10-5201-3235
CL31038	FUEL	11/30/24	2,344.14	10-5202-3235
CL31038	FUEL	11/30/24	182.00	10-5302-3235
CL31038	FUEL	11/30/24	264.93	10-5304-3235
CL31038	FUEL	11/30/24	2,112.95	10-5305-3235
CL31038	FUEL	11/30/24	427.43	10-5306-3235
CL31038	FUEL	11/30/24	95.71	31-5401-3235
CL31038	FUEL	11/30/24	613.81	31-5402-3235
CL31038	FUEL	11/30/24	49.56	31-5403-3235
CL31038	FUEL	11/30/24	95.69	32-5501-3235
CL31038	FUEL	11/30/24	613.74	32-5502-3235
CL31038	FUEL	11/30/24	1,717.08	33-5600-3235
CL31038	FUEL	11/30/24	253.27	34-5340-3235
CL31038	FUEL	11/30/24	65.32	10-5301-3235
Total HOMAX OIL SALES INC:			13,329.17	
HOT IRON INC				
2365	CURB/GUTTER REPAIRS	12/02/24	8,662.50	10-5305-2158

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
2365	MOBILIZATION	12/02/24	1,600.00	10-5305-2158
Total HOT IRON INC:			10,262.50	
INBERG MILLER ENGINEERS				
5265CW141	ENVIRONMENTAL MONITORING	12/12/24	7,573.95	34-5895-2153
Total INBERG MILLER ENGINEERS:			7,573.95	
INLAND TRUCK PARTS CO				
IN-171878	PRESSURE SWITCHES	11/26/24	2,100.00	31-5402-3210
Total INLAND TRUCK PARTS CO:			2,100.00	
INTERMOUNTAIN SALES INC				
32130	HYDRAULIC MOTOR	12/18/24	835.00	31-5402-3210
32130	CABLE	12/18/24	270.00	31-5402-3210
32130	SHIPPING	12/18/24	45.00	31-5402-3210
Total INTERMOUNTAIN SALES INC:			1,150.00	
JERRYS WELDING SERVICE				
31949	SQUARE TUBE	11/05/24	.81	31-5402-3210
31949	SQUARE TUBE	11/05/24	2.48	31-5402-3210
31949	CUTTING	11/05/24	10.00	31-5402-3210
31967	SQUARE TUBE	11/06/24	61.30	34-5340-3210
31967	FLAT	11/06/24	19.11	34-5340-3210
31967	DECK PLATE	11/06/24	11.45	34-5340-3210
31967	PLATE	11/06/24	20.82	34-5340-3210
31967	WELDING	11/06/24	800.00	34-5340-3210
31999	PLATE	11/11/24	119.30	34-5340-3210
31999	BOLTS	11/11/24	21.94	34-5340-3210
31999	WASHER	11/11/24	2.76	34-5340-3210
31999	NYLOCKS	11/11/24	7.34	34-5340-3210
31999	WELDING	11/11/24	480.00	34-5340-3210
31999	PLATE	11/11/24	26.95	10-5304-3210
31999	SQUARE TUBE	11/11/24	126.88	10-5304-3210
31999	SIGN STANDS	11/11/24	200.00	10-5304-3210
32205	ANGLE	12/09/24	31.80	31-5402-3210
32205	CUTTING	12/09/24	3.00	31-5402-3210
Total JERRYS WELDING SERVICE:			1,945.94	
K2 TECHNOLOGIES				
CW5031763	SOPHOS LICENSE AGREEMENT	12/05/24	108.00	10-5103-2120
Total K2 TECHNOLOGIES:			108.00	
LADWIG, VIVIAN FERN				
121924	UTILITY DEPOSIT REFUND	12/19/24	195.00	96-20000229
Total LADWIG, VIVIAN FERN:			195.00	
LARAMIE PEAK HUMANE SOCIETY				
112024	TNR	11/20/24	1,114.79	10-5110-8734
2024.21 NOV	FUNDING ALLOCATION AGREEMENT	12/12/24	8,333.33	10-5110-8734

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
Total LARAMIE PEAK HUMANE SOCIETY:			9,448.12	
LARAMIE RANGE WATER TREATMENT & PLUMBING				
159908	BOTTLED WATER	12/23/24	27.00	34-5340-3210
159908	DELIVERY	12/23/24	3.00	34-5340-3210
159916	BOTTLED WATER	01/06/25	8.00	34-5340-3210
159916	DELIVERY	01/06/25	3.00	34-5340-3210
Total LARAMIE RANGE WATER TREATMENT & PLUMBING:			41.00	
LEXISNEXIS RISK DATA MANAGMENT INC				
1100058869-NOV	ACCURINT INFORMATION SERVICES	11/30/24	109.27	10-5202-2156
Total LEXISNEXIS RISK DATA MANAGMENT INC:			109.27	
LITHIA OF CASPER LLC				
331573	WHEEL	12/13/24	845.56	10-5202-3210
331573	TIRE PRESSURE SENSOR	12/13/24	254.20	10-5202-3210
Total LITHIA OF CASPER LLC:			1,099.76	
MIDLAND IMPLEMENT CO				
263445002	DCC IRRIGATION WEATHER STATION-MODEM SETUP	10/10/24	49.00	65-5650-6544
263445002	DCC IRRIGATION WEATHER STATION-CONNECT SERVICE	10/10/24	195.00	10-5304-2156
Total MIDLAND IMPLEMENT CO:			244.00	
MITTS WATERWELL SERVICE				
24-12266	PRESSURE TANK REPLACEMENT	12/19/24	5,825.00	34-5340-2155
Total MITTS WATERWELL SERVICE:			5,825.00	
MOUNTAIN WEST TECHNOLOGIES				
AR-343	REPAIR/INSTALL FIBER LINE-WTP	10/02/24	1,000.00	10-5100-2158
Total MOUNTAIN WEST TECHNOLOGIES:			1,000.00	
NATIONAL TANK OUTLET				
123377	BRINE TANKS	01/02/25	18,150.00	47-5470-6547
123377	FREIGHT	01/02/25	4,195.00	47-5470-6547
Total NATIONAL TANK OUTLET:			22,345.00	
NORCO INC				
42315248	TRASH BAGS	12/06/24	159.84	10-5305-3210
42315248	TOILET PAPER	12/06/24	94.25	10-5301-3210
42315248	ROLLED TOWELS	12/06/24	77.80	10-5100-3210
42315248	TRASH BAGS	12/06/24	37.00	10-5100-3210
42315248	BATH TISSUE	12/06/24	84.52	10-5100-3210
42315248	DELIVERY	12/06/24	19.50	10-5100-3210
Total NORCO INC:			472.91	
NV5 INC				
417526	OWNERS REPRESENTATIVE	11/25/24	8,680.00	57-5571-2153

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
Total NV5 INC:			8,680.00	
ONE CALL OF WYOMING				
73487	UTILITY LOCATES	12/06/24	104.62	31-5402-2120
73487	UTILITY LOCATES	12/06/24	104.63	32-5502-2120
73488	UTILITY LINE LOCATES	12/06/24	12.00	10-5304-2120
Total ONE CALL OF WYOMING:			221.25	
O'REILLY AUTOMOTIVE INC				
300514	BRAKE CLEANER	11/26/24	41.88	34-5340-3210
301174	CARTRIDGE	12/02/24	68.19	10-5302-3210
301446	GASKET	12/04/24	17.56	33-5600-3210
301675	GASKET	12/05/24	8.78	33-5600-3210
301761	IGNITION COIL	12/06/24	47.06	32-5501-3210
301785	WASH BRUSH	12/06/24	17.99	10-5302-3210
302187	STABILIZER	12/09/24	15.99	10-5306-3210
303116	OIL DRAIN PLUG	12/17/24	6.92	31-5402-3210
303309	D/C CLEANER	12/19/24	27.98	10-5302-3210
303650	BRAKE CLEANER	12/21/24	41.88	34-5340-3210
303766	TIRE LUBE	12/23/24	12.74	10-5302-3210
304403	BRAKE CLEANER	12/30/24	41.88	34-5340-3210
Total O'REILLY AUTOMOTIVE INC:			348.85	
PARTSONE LLC				
47208	GLASS CLEANER	12/03/24	56.28	10-5302-3210
47209	AIR FILTER	12/03/24	74.51	10-5302-3210
47746	CONNECTION GASKET	12/11/24	18.69	33-5600-3210
47746	FREIGHT	12/11/24	9.99	33-5600-3210
48024	WINDSHIELD WASH	12/17/24	147.00	10-5302-3237
48058	AIR BREAK COIL	12/17/24	37.96	34-5340-3210
48414	BLOWER MOTOR	12/26/24	81.77	10-5305-3210
Total PARTSONE LLC:			426.20	
PEASLEY & ARMSTRONG LLP				
1584	LEGAL SERVICES	12/02/24	2,040.00	10-5100-2151
1584	LEGAL SERVICES	12/02/24	1,100.00	10-5105-2151
Total PEASLEY & ARMSTRONG LLP:			3,140.00	
PLAN ONE ARCHITECTS				
2408-10	CITY HALL FACADE	11/15/24	1,600.00	57-5570-2153
Total PLAN ONE ARCHITECTS:			1,600.00	
POLICH, SARAH				
121924	UTILITY DEPOSIT REFUND	12/19/24	190.00	96-20000229
Total POLICH, SARAH:			190.00	
POWER HOUSE				
232001	DRIVE SHAFT ASSEMBLY	11/27/24	993.59	10-5306-3210
232001	FREIGHT	11/27/24	23.76	10-5306-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
Total POWER HOUSE:			1,017.35	
PTOLEMY GROUP INC				
10470	OFFICE 365	12/01/24	1,759.20	10-5103-2158
10669	OFFICE 365	01/01/25	1,759.20	10-5103-2158
Total PTOLEMY GROUP INC:			3,518.40	
PURVIS INDUSTRIES LLC				
31893151	TROMMEL-CONVEYOR BELTING	11/14/24	3,913.89	34-5340-3210
31918266	POWER PUNCH	12/10/24	34.67	34-5340-3210
31918267	POWER WRENCH	12/10/24	51.83	34-5340-3210
31918267	TEMPLET	12/10/24	108.52	34-5340-3210
31918267	FREIGHT	12/10/24	26.82	34-5340-3210
Total PURVIS INDUSTRIES LLC:			4,135.73	
QUADIENT				
Q1622865	POSTAGE MACHINE RENTAL	12/03/24	170.97	10-5100-2141
Total QUADIENT:			170.97	
RADDCO LLC				
96617	BELT TENSIONER	12/02/24	68.71	10-5202-3210
96672	CABIN AIR FILTER	12/02/24	9.28	10-5302-3210
96679	AIR FILTER	12/02/24	51.36	10-5302-3210
96797	AIR FILTER	12/04/24	35.69	10-5302-3210
96818	AIR FILTER	12/04/24	54.25	10-5302-3210
96844	PIGTAIL	12/04/24	30.70	32-5501-3210
96846	SHOCKS	12/04/24	161.18	32-5501-3210
96971	IGNITION COIL	12/06/24	53.13	32-5501-3210
97021	POWER STEERING FILTER	12/06/24	23.91	10-5302-3210
97091	OIL FILTER	12/09/24	33.19	10-5302-3210
97108-1	POWER STEERING FILTER	12/09/24	23.91	10-5302-3210
97117	SIDE MIRROR MOTOR	12/09/24	60.39	32-5501-3210
97164	AIR TOOL CONDITIONER	12/10/24	21.45	10-5306-3210
97169	CABIN AIR FILTER	12/10/24	41.04	10-5302-3210
97169	CABIN AIR FILTER	12/10/24	41.40	10-5302-3210
97204	OIL FILTER	12/10/24	33.19	10-5302-3210
97206	STARTING FLUID	12/10/24	17.04	10-5306-3210
97206	CARB CLEANER	12/10/24	6.15	10-5306-3210
97215	TRANSMISSION FILTER KIT	12/10/24	68.89	10-5302-3210
97217	BOLT	12/10/24	3.50	33-5600-3210
97323	BRAKE PADS	12/12/24	46.40	10-5202-3210
97325	FUSES	12/12/24	10.56	10-5302-3210
97332	TURN ROTORS	12/12/24	33.00	10-5202-3210
97386	OIL FILTER	12/13/24	29.62	10-5302-3210
97390	CABIN AIR FILTER	12/13/24	14.45	10-5302-3210
97485	FUEL FILTER	12/16/24	7.06	10-5302-3210
97485	FUEL FILTER	12/16/24	18.55	10-5305-3210
97533	RING TERMINAL	12/16/24	8.79	10-5302-3210
97554	AIR FILTER	12/16/24	17.48	10-5302-3210
97608	LUBE SPIN-ON FILTER	12/17/24	42.83	10-5302-3210
97608	FUEL SPIN-ON FILTER	12/17/24	47.11	10-5302-3210
97638	CABIN AIR FILTER	12/17/24	10.29	10-5302-3210
97638	AIR FILTER	12/17/24	13.47	10-5302-3210
97670	MICRO V-BELT	12/18/24	50.20	34-5340-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
97675	FLEETRANNER BELT	12/18/24	37.24	34-5340-3210
97820	BATTERY	12/20/24	24.28	10-5302-3210
98013	VALVE	12/26/24	45.85	10-5302-3210
98087	GLASS WIPES	12/27/24	6.14	10-5302-3210
98087	CLEANER	12/27/24	5.84	10-5302-3210
98087	PROTECTANT	12/27/24	5.58	10-5302-3210
98110	RAGS	12/27/24	40.00	10-5302-3210
98133	BATTERY	12/27/24	168.83	10-5202-3210
98263	SUPER GLUE	12/31/24	9.05	10-5302-3210
98279	RADIATOR CAP	12/31/24	6.76	31-5402-3210
Total RADDCO LLC:			1,537.74	
RAILROAD MANAGEMENT CO				
516628	LEASE AGREEMENT-WATER CROSSING	12/03/24	417.05	31-5402-4310
Total RAILROAD MANAGEMENT CO:			417.05	
RAMSHORN CONSTRUCTION INC				
22-034-06	S 2ND & 3RD ST PROJECT	12/20/24	106,345.04	56-5560-6544
22-034-06	RETAINAGE-S 2ND & 3RD ST PROJECT	12/20/24	5,317.25	56-20000210
22-034-06	S 2ND & 3RD ST PROJECT	12/20/24	149,473.87	32-5852-6544
22-034-06	RETAINAGE-S 2ND & 3RD ST PROJECT	12/20/24	7,473.69	32-20000210
22-034-06	S 2ND & 3RD ST PROJECT	12/20/24	19,496.59	31-5840-6544
22-034-06	RETAINAGE-S 2ND & 3RD ST PROJECT	12/20/24	974.83	31-20000210
Total RAMSHORN CONSTRUCTION INC:			261,549.73	
ROCKY MOUNTAIN POWER				
121024	ELECTRICITY SERVICES	12/10/24	8,001.97	10-5100-2131
121024	ELECTRICITY SERVICES	12/10/24	152.35	10-5201-2131
121024	ELECTRICITY SERVICES	12/10/24	429.87	10-5301-2131
121024	ELECTRICITY SERVICES	12/10/24	2,021.82	10-5304-2131
121024	ELECTRICITY SERVICES	12/10/24	205.34	10-5306-2131
121024	ELECTRICITY SERVICES	12/10/24	422.51	10-5307-2131
121024	ELECTRICITY SERVICES	12/10/24	1,521.97	31-5401-2131
121024	ELECTRICITY SERVICES	12/10/24	1,488.24	31-5402-2131
121024	ELECTRICITY SERVICES	12/10/24	7,279.55	32-5501-2131
121024	ELECTRICITY SERVICES	12/10/24	908.16	32-5502-2131
121024	ELECTRICITY SERVICES	12/10/24	897.07	34-5340-2131
122324	ELECTRICITY SERVICES	12/23/24	477.55	10-5301-2131
Total ROCKY MOUNTAIN POWER:			23,806.40	
SAFEWAY STORES				
722381	COFEE	12/19/24	40.82	10-5301-3230
722381	TEA	12/19/24	7.58	10-5301-3230
722381	SUGAR	12/19/24	7.49	10-5301-3230
728435	CREAMER	12/11/24	8.49	10-5100-3230
728435	COFFEE PODS	12/11/24	23.99	10-5100-3230
728435	COFFEE	12/11/24	33.98	10-5100-3230
728435	WATER	12/11/24	3.50	10-5100-3230
728435	KLEENEX	12/11/24	11.99	10-5100-3210
728435	PAPER TOWELS	12/11/24	21.99	10-5100-3210
Total SAFEWAY STORES:			159.83	

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
SMITH PSYCHOLOGICAL SERVICES LLC				
10608	PRE-EMPLOYMENT EVALUATION	12/31/24	400.00	10-5201-2158
Total SMITH PSYCHOLOGICAL SERVICES LLC:			400.00	
TAYLOR, SASHA				
121924	UTILITY DEPOSIT REFUND	12/19/24	220.00	96-20000229
Total TAYLOR, SASHA:			220.00	
THE BODY SHOP LLC				
010325	FITNESS BENEFIT-MEMBERSHIP FEES	01/03/25	10.00	10-5100-1032
010325	FITNESS BENEFIT-MEMBERSHIP FEES	01/03/25	10.00	10-5100-1032
121024	FITNESS BENEFIT-MEMBERSHIP FEES	12/10/24	10.00	10-5100-1032
121024	FITNESS BENEFIT-MEMBERSHIP FEES	12/10/24	10.00	10-5100-1032
Total THE BODY SHOP LLC:			40.00	
THE RETAIL COACH LLC				
5516	RETAIL RECRUITMENT/DEVELOPMENT STRATEGY	12/04/24	15,000.00	41-5410-2158
Total THE RETAIL COACH LLC:			15,000.00	
TJ INDUSTRIES				
141100	TIRE	12/12/24	130.00	32-5501-3210
141189	TIRE	12/17/24	199.00	34-5340-3210
Total TJ INDUSTRIES:			329.00	
TOP OFFICE PRODUCTS				
201041	COPIER MAINTENANCE AGREEMENT	11/26/24	14.76	10-5301-2156
201041	COPIER MAINTENANCE AGREEMENT	11/26/24	57.68	10-5301-2156
201041	COPIER MAINTENANCE AGREEMENT	11/26/24	39.23	10-5100-2156
201041	COPIER MAINTENANCE AGREEMENT	11/26/24	384.53	10-5100-2156
201041-1	COPIER MAINTENANCE AGREEMENT	11/26/24	22.50	10-5106-2156
201041-1	COPIER MAINTENANCE AGREEMENT	11/26/24	24.83	10-5106-2156
Total TOP OFFICE PRODUCTS:			543.53	
TWIN PEAKS PUMP & SUPPLY INC				
146566	BALL VALVE	12/03/24	119.16	31-5402-3210
146566	THREAD SEALANT	12/03/24	30.18	31-5402-3210
146566	TUBING CUTTER	12/03/24	50.05	31-5402-3210
Total TWIN PEAKS PUMP & SUPPLY INC:			199.39	
UNDERBERG, BLAINE/HOLLEY				
122624	UTILITY DEPOSIT REFUND	12/26/24	112.02	96-20000229
Total UNDERBERG, BLAINE/HOLLEY:			112.02	
UNITED STATES POSTAL SERVICE				
122624	POSTAGE	12/26/24	250.00	10-5100-2101
Total UNITED STATES POSTAL SERVICE:			250.00	
USA BLUEBOOK				
556181	PAINT	12/02/24	209.97	31-5402-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
556181	FLAGS	12/02/24	137.90	31-5402-3210
556181	PAINT	12/02/24	209.97	32-5502-3210
556181	SHIPPING	12/02/24	78.67	31-5402-3210
556181	SHIPPING	12/02/24	78.67	32-5502-3210
567002	PAINT	12/12/24	382.14	32-5502-3210
567002	SHIPPING	12/12/24	110.14	32-5502-3210
567120	GAS	12/12/24	215.95	31-5402-3210
567120	SHIPPING	12/12/24	18.93	31-5402-3210
567741	BRINE PUMP	12/13/24	1,938.00	47-5470-6547
567741	FREIGHT	12/13/24	43.85	47-5470-6547
570851	GRADUATED CYLINDERS	12/17/24	156.00	31-5401-3210
570851	CONDUCTIVITY SOLUTION	12/17/24	87.40	31-5401-3210
570851	SHIPPING	12/17/24	20.40	31-5401-3210

Total USA BLUEBOOK:

3,687.99

VERIZON WIRELESS

010725	CELLULAR SERVICE	01/07/25	100.00	10-5106-2134
010725	CELLULAR SERVICE	01/07/25	40.01	10-5201-2134
010725	CELLULAR SERVICE	01/07/25	1,531.80	10-5202-2134
121024	CELLULAR SERVICE	12/10/24	100.00	10-5106-2134
121024	CELLULAR SERVICE	12/10/24	40.07	10-5201-2134
121024	CELLULAR SERVICE	12/10/24	1,532.44	10-5202-2134
121024	CELLULAR SERVICE	12/10/24	16.79	31-5402-2134
121024	CELLULAR SERVICE	12/10/24	33.56	32-5502-2134
121024	CELLULAR SERVICE	12/10/24	56.67	10-5102-2134
121024	CELLULAR SERVICE	12/10/24	16.79	31-5401-2134

Total VERIZON WIRELESS:

3,468.13

VISA-CONVERSE COUNTY BANK

015473	MEAL-NEGOTIATIONS TRAINING	12/15/24	28.05	10-5202-2123
016198	GIFT CARDS	12/16/24	30.00	10-5201-3210
016656	MEAL-NEGOTIATIONS TRAINING	12/16/24	22.00	10-5202-2123
017732	MEAL-NEGOTIATIONS TRAINING	12/17/24	19.53	10-5202-2123
018453	MEAL-NEGOTIATIONS TRAINING	12/18/24	22.99	10-5202-2123
019468	MEAL-NEGOTIATIONS TRAINING	12/19/24	41.12	10-5202-2123
020662	MEAL-NEGOTIATIONS TRAINING	12/20/24	35.00	10-5202-2123
020721	MEAL-NEGOTIATIONS TRAINING	12/20/24	20.20	10-5202-2123
021975	MEAL-NEGOTIATIONS TRAINING	12/21/24	10.25	10-5202-2123
0262986442	BAG CHARGES-NEGOTIATIONS TRAINING	12/15/24	40.00	10-5202-2123
0263376841	BAG CHARGES-NEGOTIATIONS TRAINING	12/21/24	40.00	10-5202-2123
029993	CERAMIC HEATERS	10/29/24	19.99	10-5100-3220
029993	CERAMIC HEATERS	10/29/24	19.99	10-5100-3220
029993	CERAMIC HEATERS	10/29/24	19.99	10-5100-3220
101624-1	GIFT CARDS	10/16/24	30.00	10-5201-3210
10163058	TRAVEL-IACP	10/12/24	47.95	10-5201-2123
101724	TRAVEL	10/17/24	7.51	10-5202-2123
101924-A	MEAL-ADJUSTMENT	10/19/24	.03	10-5202-2123
102124-1	CREDIT-NOT CHARGED	10/21/24	15.22-	10-5102-2123
102224-3A	CREDIT-NOT CHARGED	10/21/24	16.03-	10-5102-2123
110724	UNPAID TIP	11/07/24	7.00	10-5102-2123
111-0376906	CARBURETOR ASSEMBLY	12/09/24	85.00	10-5306-3210
111-0520529	TRAFFIC SIGNAL BULBS	12/19/24	55.00	10-5302-3210
111-5211534	SEAT COVER INSERT	12/05/24	54.99	10-5301-3210
111-7188375	POST LIGHT LENS	12/17/24	599.98	10-5302-3210
113-2130597	BLU-RAY DISCS	12/26/24	83.80	10-5202-3210
113-4926253	PLASTIC PIPETTES	11/26/24	14.86	10-5202-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
113-4926253	WRIST BANDS	11/26/24	7.49	10-5201-3210
113-4926253	SHIPPING	11/26/24	6.99	10-5201-3210
11413266183	PESTICIDE CERTIFICATION	01/03/25	125.00	10-5302-2122
119628036	AIRPORT PARKING	12/21/24	46.67	10-5202-2123
120707	COUNCIL CAKE	12/12/24	54.99	10-5100-3230
121524	TRAVEL-NEGOTIATIONS TRAINING	12/15/24	32.92	10-5202-2123
121624	TRAVEL-NEGOTIATIONS TRAINING	12/16/24	19.97	10-5202-2123
121724	TRAVEL-NEGOTIATIONS TRAINING	12/17/24	17.94	10-5202-2123
121724-1	TRAVEL-NEGOTIATIONS TRAINING	12/17/24	14.92	10-5202-2123
121824	TRAVEL-NEGOTIATIONS TRAINING	12/18/24	21.99	10-5202-2123
121824-1	TRAVEL-NEGOTIATIONS TRAINING	12/18/24	14.91	10-5202-2123
121924	TRAVEL-NEGOTIATIONS TRAINING	12/19/24	20.95	10-5202-2123
121924-1	TRAVEL-NEGOTIATIONS TRAINING	12/19/24	17.84	10-5202-2123
122024	TRAVEL-NEGOTIATIONS TRAINING	12/20/24	24.97	10-5202-2123
122024-1	TRAVEL-NEGOTIATIONS TRAINING	12/20/24	18.93	10-5202-2123
122124	TRAVEL-NEGOTIATIONS TRAINING	12/21/24	45.42	10-5202-2123
139121	REGISTRATION-APWA STORMWATER	12/17/24	75.00	10-5305-2122
1468	MEAL-NEGOTIATIONS TRAINING	12/21/24	17.89	10-5202-2123
16970874-1	CREDIT-NOT CHARGED	11/08/24	248.60-	10-5202-2123
18186	PARTY TRAY-CELEBRATION CREW	12/18/24	16.99	10-5100-3230
18186	LOAF CAKE-CELEBRATION CREW	12/18/24	11.99	10-5100-3230
18186	SPINICH DIP-CELEBRATION CREW	12/18/24	19.99	10-5100-3230
18186	PARTY TRAY-CELEBRATION CREW	12/18/24	69.99	10-5100-3230
18186	VEG/HUMMUS TRAY-CELEBRATION CREW	12/18/24	39.99	10-5100-3230
4W558	TRAVEL-NEGOTIATIONS TRAINING	12/22/24	46.67	10-5202-2123
50004	MEAL-ARIDE TRAINING	12/18/24	56.17	10-5202-2123
5119	CHRISTMAS DECORATIONS	12/05/24	399.97	10-5304-3210
AP019815	MEAL-ARIDE TRAINING	12/19/24	43.85	10-5202-2123
WO4261855	LED ORNAMENT BULBS	12/05/24	150.30	10-5305-3210
WO4261855	SHIPPING	12/05/24	22.55	10-5305-3210
Total VISA-CONVERSE COUNTY BANK:			2,538.63	
VISIONARY COMMUNICATIONS INC				
1056388	PHONE SERVICE	12/01/24	764.76	10-5100-2134
1073927	PHONE SERVICE	12/01/24	176.62	10-5103-2158
1092995	PHONE SERVICE	01/01/25	764.76	10-5100-2134
1112415	PHONE SERVICE	01/01/25	176.62	10-5100-2134
Total VISIONARY COMMUNICATIONS INC:			1,882.76	
WESTERN MUNICIPAL CONSTRUCTION OF WYO				
22-043-2	MIDDLE SCHOOL LIFT STATION	12/30/24	725,535.01	32-5852-6544
22-043-2	RETAINAGE-MIDDLE SCHOOL LIFT STATION	12/30/24	36,276.75-	32-20000210
Total WESTERN MUNICIPAL CONSTRUCTION OF WYO:			689,258.26	
WIN				
121024	UTILITY DEPOSIT REFUND	12/10/24	195.00	96-20000229
Total WIN:			195.00	
WW GRAINGER				
9323073347	SURGE TANK	11/20/24	83.24	10-5304-3210
9323114224	LEVER CHAIN HOIST	11/20/24	367.56	34-5340-3210
9323114224	BATTERY	11/20/24	67.33	34-5340-3210
9336925194	LED WORKLIGHT	12/05/24	209.04	32-5502-3210
9337725551	CONE SIGNS	12/06/24	300.64	10-5305-3210

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
Total WW GRAINGER:			1,027.81	
WY ASSOC OF MUNICIPALITIES				
18091	REGISTRATION-WAM WINTER CONFERENCE	12/09/24	265.00	10-5102-2122
18091	REGISTRATION-WAM WINTER CONFERENCE	12/09/24	235.00	10-5101-2122
18091	REGISTRATION-WAM WINTER CONFERENCE	12/09/24	265.00	10-5101-2122
18091	REGISTRATION-WAM WINTER CONFERENCE	12/09/24	265.00	10-5101-2122
18100	REGISTRATION-WAM WINTER WORKSHOP	12/17/24	265.00	10-5101-2122
18100	REGISTRATION-WAM WINTER WORKSHOP	12/17/24	235.00	10-5102-2122
Total WY ASSOC OF MUNICIPALITIES:			1,530.00	
WY CHILD & FAMILY DEV INC				
112024-NOV	FUNDING ALLOCATION AGREEMENT	11/30/24	416.68	10-5110-8707
122024-DEC	FUNDING ALLOCATION AGREEMENT	12/31/24	416.68	10-5110-8707
Total WY CHILD & FAMILY DEV INC:			833.36	
WY DEPT OF TRANSPORTATION				
150345	LOCAL SHARE OF PARTICIPATING EXPENDITURES	12/02/24	730.67	10-5305-2158
Total WY DEPT OF TRANSPORTATION:			730.67	
WY MACHINERY COMPANY				
PO8326623	BRAKE HANDLE	11/23/24	89.52	10-5302-3210
PO8326623	SHIPPING	11/23/24	1.79	10-5302-3210
PO8326624	TUBE	11/23/24	7.10	10-5305-3210
PO8326624	EXHAUST CLAMP	11/23/24	19.16	10-5305-3210
PO8326624	FUEL FILTER	11/23/24	69.34	10-5305-3210
PO8328155	HOSE	11/26/24	19.11	10-5305-3210
PO8328156	BRAKE CABLE	11/26/24	69.53	10-5302-3210
PO8330036	CHECK VALVE	11/27/24	121.45	10-5305-3210
PO8330037	OIL COOLER SEAL KIT	11/27/24	57.09	10-5305-3210
PO8344995	HEADLIGHT ASSEMBLY	12/11/24	188.84	34-5340-3210
PO8344995	SHIPPING	12/11/24	5.40	34-5340-3210
PO8344995	AIR FILTER	12/11/24	80.96	10-5302-3210
Total WY MACHINERY COMPANY:			729.29	
WY RIGGING & INDUSTRIAL SUPPLY				
24-1418	PULLING CABLE	11/27/24	540.00	31-5402-3210
Total WY RIGGING & INDUSTRIAL SUPPLY:			540.00	
WY SUPREME COURT				
010225	AUTOMATION FEE	01/02/25	480.00	10-20000208
010225	CIVIL LEGAL SERVICE FEES	01/02/25	160.00	10-20000208
121224	AUTOMATION FEE	12/12/24	550.00	10-20000208
121224	AUTOMATION FEE	12/12/24	190.00	10-20000208
Total WY SUPREME COURT:			1,380.00	
YBP LLC				
121924	UTILITY DEPOSIT REFUND	12/19/24	215.00	96-20000229
Total YBP LLC:			215.00	

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
YELLOWSTONE BANK				
22-043-2	RETAINAGE-MIDDLE SCHOOL LIFT STATION	12/30/24	36,276.75	32-20000210
Total YELLOWSTONE BANK:			36,276.75	
YOUTH DEVELOPMENT SERVICES				
122024-DEC	FUNDING ALLOCATION AGREEMENT	12/20/24	1,666.66	10-5110-8709
Total YOUTH DEVELOPMENT SERVICES:			1,666.66	
Grand Totals:			2,159,031.71	

Approved By

City Manager

Date



Agenda Item Report

City Council – January 13, 2025

Item

Resolution No. 2024-44: A Resolution Amending the Budget of the City of Douglas, Wyoming for the Fiscal Year 2025.

Responsible Staff Contact

Mary Nicol

Recommendation

Approve resolution 2024-44 as presented.

Executive Summary

Various situations have risen resulting in a request for consideration of budget amendments for fiscal year 2025 with additional expenditures totaling \$455,098, revenue totaling \$387,741, and transfers totaling \$60,450. The source of revenue for the amendments is unappropriated surplus or additional revenue.

Account Number	Account Name	Additional Amount	Description
10-5100-2158	Misc Contractual Service	324,435	Grant fund remitted to Fire Suppression
10-5106-2153	Architect/Engineering/Survey	8,939	Replat Meadow Acres #2 Lots: Housing
10-5202-2156	Maintenance Agreement	11,940	Taser Maintenance/Replacment Agreement: 3rd year of a 5 year agreement
13-5820-3220	Equipment/Tools Non Capitalize	15,000	PTZ Cameras
13-5820-2158	Misc Contractual Service	8,162	Pole & electrical for PTZ cameras
41-5410-2158	Misc Contractual Service	12,192	Façade Program: Expenditure of funding previously allocated
47-5470-6548	Vehicles	52,288	Purchase replacement of totaled police car including removal and replacement of equipment
57-5571-2153	Architect/Engineering/Survey	15,063	Replat Meadow Acres #2 Lots: Community Center
57-5570-6542	Buildings/Improvements	7,079	City Hall Façade Change Orders thru #5

	455,098	
10-4100-1109 Reimbursements	48,306	Proceeds from insurance settlement
10-4100-3374 SLIB	324,435	Proceeds received from grant
13-4820-4294 Rural Violent Crime Reduction	15,000	Proceeds from Grant
	387,741	
10-5998-4308 Transfer to GF Equip Reserve	52,288	Transfer of funds for vehicle purchase
10-5998-4313 Transfer to Police Special Projects	8,162	Transfer of funds for PTZ cameras
	60,450	
13-4820-5510 Transfer from General Fund	8,162	Transfer of funds for PTZ cameras
47-4470-5510 Transfer from General Fund	52,288	Transfer of funds for vehicle purchase
	60,450	

Background

Alignment to Strategic Doing (SD) and/or Other Plans

SD Commitment
SD Commitment Strategy
SD Commitment KPI
SD Outcome
SD Outcome Strategy
SD Outcome KPI
2014 Master Plan
2015 Downtown Master Plan

Budget/Fiscal Impact

Fund/Department
Project/Line Item(s)
Budgeted Amount
Anticipated Amount

Action Requested/Recommended Motion

I move to approve Resolution No. 2024-44 as presented.

Attachments

1. Resolution FY 25 January 13, 2025
2. Amendment Detail FY 25 January 13, 2025 Update

RESOLUTION NO. 2024-44

A RESOLUTION AMENDING THE BUDGET OF THE CITY OF DOUGLAS, WYOMING,
FOR THE FISCAL YEAR 2025.

WHEREAS, the budget may be increased pursuant to Wyoming Statue §16-4-113; and

WHEREAS, the source of the revenue is unappropriated surplus or additional revenue; and

WHEREAS, notice has been duly given and a public hearing was held; and

WHEREAS, it appears that the procedural requirements and conditions precedent to action by the City Council have been observed; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DOUGLAS, WYOMING, that amendments are to be made to the City’s FY 2025 adopted budget as set forth on the attached listing.

PASSED, APPROVED, AND ADOPTED this 13th day January, 2025.

Kim Pexton, Mayor

Attest:

Sonya Ortega, City Clerk

BUDGET AMENDMENT LISTING FY 2025 - January 13, 2025

Account Number	Account Name	Additional Amount	Description
10-5100-2158	Misc Contractual Service	324,435	Grant fund remitted to Fire Suppression
10-5106-2153	Architect/Engineering/ Survey	8,939	Replat Meadow Acres #2 Lots: Housing
10-5202-2156	Maintenance Agreement	11,940	Taser Maintenance/Replacment Agreement: 3rd year of a 5 year agreement
13-5820-3220	Equipment/Tools Non Capitalize	15,000	PTZ Cameras
13-5820-2158	Misc Contractual Service	8,162	Pole & electrical for PTZ cameras
41-5410-2158	Misc Contractual Service	12,192	Façade Program: Expenditure of funding previously allocated
47-5470-6548	Vehicles	52,288	Purchase replacement of totaled police car including removal and replacement of equipment
57-5571-2153	Architect/Engineering/ Survey	15,063	Replat Meadow Acres #2 Lots: Community Center
57-5570-6542	Buildings/Improvements	7,079	City Hall Façade Change Orders thru #5
		455,098	
10-4100-1109	Reimbursements	48,306	Proceeds from insurance settlement
10-4100-3374	SLIB	324,435	Proceeds received from grant
13-4820-4294	Rural Violent Crime Reduction	15,000	Proceeds from Grant
		387,741	
10-5998-4308	Transfer to GF Equip Reserve	52,288	Transfer of funds for vehicle purchase
10-5998-4313	Transfer to Police Special Projects	8,162	Transfer of funds for PTZ cameras
		60,450	
13-4820-5510	Transfer from General Fund	8,162	Transfer of funds for PTZ cameras
47-4470-5510	Transfer from General Fund	52,288	Transfer of funds for vehicle purchase
		60,450	



Agenda Item Report

City Council – January 13, 2025

Item

Bid Award: 2025 Specified Police Package Explorer SUV

Responsible Staff Contact

Todd Matthews, Todd Byerly, Clint Nystul, John Harbarger

Recommendation

Purchase the replacement patrol car, a 2025 Ford Explorer Police package SUV, from Fremont Motors (Ford) of Sheridan, WY for the sum of \$45,623.00. Another bid was received from Greiner Motor Company of Casper in the amount of \$45,938.00.

Executive Summary

Patrol Unit #222, which was barely 6 months old with only 1,400 miles, was involved in a traffic accident and totaled by insurance. The car was deemed a total loss. Insurance will pay \$42,291.00 towards the replacement and the new replacement will cost \$45,623.00, which is the lower bid from Fremont Motors, leaving a difference of \$3,332.00 for the City Of Douglas to pay.

Background

Unit #222 was involved in a traffic accident, with the other driver being at fault. Due to this incident, the car was a total loss and needs to be replaced.

Alignment to Strategic Doing (SD) and/or Other Plans

SD Commitment N/A
SD Commitment Strategy N/A
SD Commitment KPI N/A
SD Outcome N/A
SD Outcome Strategy Project #1185
SD Outcome KPI
2014 Master Plan N/A
2015 Downtown Master Plan N/A

Budget/Fiscal Impact

Fund/Department 10-5202-6548
Project/Line Item(s) Patrol Unit #222
Budgeted Amount \$45,623.00
Anticipated Amount \$45,623.00

Action Requested/Recommended Motion

Accept the bid from Fremont Motors (Ford) of Sheridan, WY for a 2025 Specified Police Package Explorer SUV in the sum of \$45,623.00 and authorize the City Manager to sign all associated documents.

Attachments

1. Fremont Bid
2. Greiner Bid

Brett Osborne/Fleet Manager (Ford)
Fremont Motor Company-Sheridan
1658 Coffeen Avenue
Sheridan WY 82801

Company Name: _____

Mailing Address: _____

to furnish equipment as specified to the City of Douglas, Wyoming, in accordance with specifications dated Dec. 18th, 2024.

BID ITEM DESCRIPTION

Year – Make – Model:	
Base Bid:	\$
Option #1: 2025 Police Package Explorer SUV	\$ 46,623 ⁰⁰
Option #2: (Describe)	\$ —
Less Trade-In (Describe)	-\$ —
Less Government Concessions:	-\$ 1,000 ⁰⁰
Total Bid Amount:	\$ 45,623 ⁰⁰

In addition to this proposal, the undersigned Bidder agrees to submit complete information, including specifications and descriptive literature to fully describe and illustrate the equipment, vehicle, and/or accessories offered. Bidder proposes to deliver equipment or vehicle in accordance with the schedule included in the Bid Information. A bid bond or certified or cashier's check made payable to the City of Douglas, Wyoming, in an amount of 5% of the total amount of this bid is enclosed. The Bidder understands that the Owner allows a 5% preference to Wyoming residents and that Bids may be subject to the Wyoming Preference Act. The Bidder further attests that the specifications relating to the bid security are understood and the conditions set forth in said specifications are agreed upon.

Signature of Representative Responsible for Bid: _____

Printed Name & Title of Signer: _____

BRETT OSBORNE / Fleet Manager

Company Name & Address of Bidder: _____

Brett Osborne/Fleet Manager (Ford)
Fremont Motor Company-Sheridan
1658 Coffeen Avenue
Sheridan WY 82801

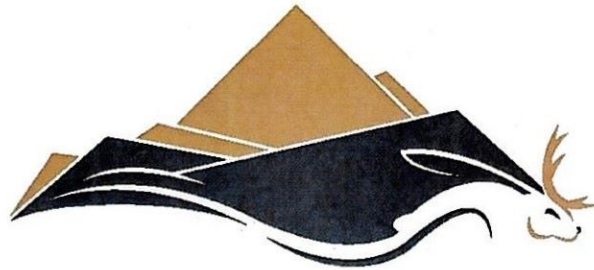
(Proposal must be f

End of Section

Bidder Initials: _____

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No Bid Bond Required per Sonya Ortega



CITY OF DOUGLAS
Bid Specifications and Contract Documents for
One 2025 Specified Police Package Explorer
SUV

Douglas City Hall
101 N. 4th Street
PO Box 1030
Douglas, WY 82633

City of Douglas
PO Box 1030
Douglas, WY 82633

TABLE OF CONTENTS

Check if Included	Document Description
	1. Instructions to Bidders and Call for Bids (Legal Advertisement and Detailed Notice)
	2. Bid Information and Forms:
	a. Schedule of Prices
	b. Bid Bond – Vehicles and Equipment
	c. Signature Page
	3. Notice of Award – Vehicles and Equipment
	4. Specifications

All items checked are in this packet.

End of Section

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Bidder Initials: Bo
Page 2 of 13

CITY OF DOUGLAS
INSTRUCTIONS TO BIDDERS – EQUIPMENT AND VEHICLES
December 18th, 2024

1. DEFINED TERMS

- A. The term “OWNER” means the City of Douglas, a municipal corporation, located at 101 North 4th Street, P.O. Box 1030, Douglas, Wyoming 82633.
- B. The term “BIDDER” means the individual person or company who submits a bid directly to the Owner and is distinct and separate from a sub-bidder, who submits a bid to a Bidder.
- C. The term “SUCCESSFUL BIDDER” means the lowest, qualified, responsible, and responsive Bidder who receives the project award based on the Owner's evaluation.
- D. The term “BIDDING DOCUMENTS” includes the instructions to bidders, the bid form (including bid schedule, if applicable), drawings, specifications, and all other proposed documents (including all addenda issued prior to receipt of bids, if applicable).

2. ADVERTISEMENT FOR BIDS

- A. Sealed bids for **One New specified Police Package Explorer SUV** will be received at Douglas City Hall, 101 N. 4th Street, until **2:00MST on December 18th, 2024** and then will be publicly opened and read aloud. Any bids received after the specified date and time will not be accepted or considered. Approved bidding documents may be obtained at , or on the City of Douglas website at www.cityofdouglas.org under the “Bid Postings” tab. Each bid must be submitted on the bid form and accompanied by bid security payable to the City of Douglas as prescribed in the bidding documents in an amount not less than five percent (5%) of the amount bid. Bids may be subject to the Wyoming Preference Act. Mail submitted bids to the City Clerk, City of Douglas, P.O. Box 1030, Douglas, WY 82633, or deliver to the City Clerk at 101 N. 4th Street, Douglas, WY. To perform public work, the successful Bidder and subcontractors, prior to contract award, shall hold or obtain such licenses as required by State Statutes and federal and local laws and regulations. The City of Douglas reserves the right to reject any and all bids, to waive as an informality any irregularities contained in a bid, and to accept the bid that serves the best interests of the City. City Clerk; Published: **December 4th, 2024 and December 11th, 2024** , Douglas Budget

Bidder Initials: Bo
Page 3 of 13

**CITY OF DOUGLAS
BID INFORMATION AND FORMS**

1. Sealed bids will be received until **2:00 PM on Dec. 18th, 2024** at the Office of the City Clerk and will be opened and publicly read aloud immediately thereafter in the Conference Room, City of Douglas, Wyoming, 101 North 4th Street, Douglas, Wyoming, for One New Specified Police Package Explorer SUV. Demonstrative units will not be accepted or considered in the bid proposal.
2. Bid proposals delivered in person will be received **only** at the Office of the City Clerk. Bids received **after** the time fixed for bid reception **will not be considered**. All bids must be clearly marked with the bidder's name and the time and date of the opening on the outside of the envelope. The City of Douglas reserves the right to reject any and all bids, to waive as an informality any irregularities contained in a bid, and to accept the bid that serves the best interests of the City.
3. Approved Specifications and Form of Contract Documents may be obtained at the City Hall, 101 N. 4TH St., Douglas Wyoming 82633, or on the City of Douglas website, www.cityofdouglas.org, under "Bid Postings/Related Documents" section.
4. Delivery will be accepted F.O.B. (Free on Board) Douglas, Wyoming. Tax Exempt Certificate will be furnished by the City of Douglas.
5. A certified check, cashier's check, or bid bond in the amount of five percent (5%) of the total amount of the bid, including allowances, additive alternates, trade-ins, and concessions, must accompany each bid and must be payable without condition to the Owner as a guarantee that the Bidder will provide specified unit(s). The City of Douglas will allow a 5% preference to Wyoming residents. Bids may be subject to the Wyoming Preference Act. Bidders will supply a Certificate of Residency in compliance with the Wyoming Department of Labor and Statistics.
6. Complete sets of bidding documents must be used in preparing bids; the Owner does not assume any responsibility for errors or misinterpretations resulting from the use of incomplete sets of bidding documents. The Owner, in making copies of bidding documents available on the above terms, do so only for the purpose of obtaining bids on the work and do not confer a license or grant for any other use.
7. The policy of the City of Douglas is to provide and afford equal treatment and service to all citizens and assure equal employment opportunity based on ability and fitness to all persons regardless of race, creed, national origin, sex, physical or mental disabilities or age. This policy shall apply to every aspect of employment practices, employee treatment and public contact. No qualified individual with a disability shall, by reason of such disability, be excluded from participation in or be denied the benefits of the services, programs or activities of the City of Douglas, or be subjected to discrimination. Pursuant to the American's with Disabilities Act, reasonable accommodation for persons with disabilities who wish to participate in these services, programs, or activities shall be made upon request to City of Douglas, ADA Coordinator at Douglas City Hall, 101 North 4th Street, Douglas, Wyoming.

Bidder Initials: lp
Page 4 of 13

8. The City of Douglas hereby notifies all bidders that it will affirmatively insure that pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, creed, color, sex, physical or mental disabilities, or national origin in consideration of an award.
9. The bidder shall indicate his compliance with a "Yes" or non-compliance with a "No" in each line item specification. Where submitted literature does not support the meeting of these specifications, the bidder shall outline fully on company letterhead stationary the variation from specification. Any unit not conforming to the specifications will be rejected, and it will be the responsibility of the manufacturer to conform to the requirements, unless deviations have been cited by the bidder and acceptance is based upon the exceptions.

End of Section

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Bidder Initials: Br
Page 5 of 13

BID BOND – VEHICLES, EQUIPMENT

KNOW ALL MEN BY THESE PRESENT, that we, the undersigned, _____
as Principal, and _____ as surety, are hereby held and
firmly bound unto _____ as Owner in the penal sum of _____
_____ for payment of which, we and truly to be made, we hereby jointly and
severally bind ourselves, successors and assigns.

The condition of the above obligation is such that whereas the Principal has submitted to the City of Douglas, Wyoming, a certain Bid, attached hereto and hereby made a part hereof to enter into a contract in writing for the **One New 2025 Specified Police Package Explorer SUV**.

NOW, THEREFORE,

- a. If said bid shall be rejected, or
- b. If said bid shall be accepted and the Principal shall execute and deliver a contract in the Form of Contract attached hereto (properly completed in accordance with said bid) and shall furnish a Performance/Contractor's Bond for his faithful performance of said contract, and for the payment of all persons performing labor or furnishing materials in connection therewith and shall in all respects perform the agreement created by the acceptance of said bid, then this obligation shall be void. Otherwise, the same shall remain in force and effect; it being expressly understood and agreed that the liability of the Surety for any and all claims hereunder shall, in no event, exceed the penal amount of this obligation as herein stated.

The Surety, for value received, hereby stipulates and agrees that the obligations of said Surety and its Bond shall in no way be impaired or affected by any extension of the time within which the Owner may accept such bid; and said Surety does hereby waive notice of any such extension.

IN WITNESS WHEREOF, the Principal and the Surety have hereunto set their hands and seals, and such of them as are corporations have caused their corporate seals to be hereto affixed and these presents to be signed by their proper officers, the day and year first set forth above.

PRINCIPAL:

By: _____ (seal)

SURETY:

By: _____ (seal)

IMPORTANT: Surety companies executing BONDS must appear in the Treasury Department's most current list (Circular 570 as amended) and be authorized to transact business in the State of Wyoming.

End of Section

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Bidder Initials: PS
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SIGNATURE PAGE

IF BIDDER IS:

AN INDIVIDUAL

By: _____ doing business as: _____
(Name)

Address: _____ Phone: _____

A PARTNERSHIP

By: _____ (seal)
(Firm Name)

(General Partner)
Business Address: _____ Phone: _____

A CORPORATION

By: Fremont Motion of WY
(Corporation Name) (State of Incorporation)

By: _____
(Signature) (Title) Fleet Manager

ATTEST: _____ (Corporate Seal)

Business Address: 6101 E. 2nd Phone: 307-262-1235
Casper WY 82609

A JOINT VENTURE

By: _____ Address: _____

By: _____ Address: _____

By: _____ Address: _____

By: _____ Address: _____

(Each member of the joint venture must sign; attach additional sheet if necessary.)

Bidder Initials: R
Page 8 of 13

**CITY OF DOUGLAS, WYOMING
NOTICE OF AWARD
EQUIPMENT & VEHICLES**

Name of Company	Brett Osborne/Fleet Manager (Ford)
Attention To	Fremont Motor Company-Sheridan
Mailing Address	1658 Coffeen Avenue
City/State/ZIP	Sheridan WY 82801

Project (as it appears on Bid documents)	2025 Specified Police Package Explorer SUV
Contract Price	

The Owner has considered the bid submitted by you for the above described vehicle or equipment in response to its advertisement for bids dated **December 4th, And December 11th, 2024**. You are hereby notified that your bid has been accepted for item/s in the amount of:

Year – Make – Model:	
Base Bid:	\$
Option #1: (Describe) One 2025 Police Package Explorer SUV	\$ 46,623 ⁰⁰
Option #2: (Describe)	\$ —
Less Trade-In (Describe)	-\$ —
Less Government Concessions:	-\$ 1,000 ⁰⁰
Total Bid Amount:	\$ 45,623 ⁰⁰

You are required, as set forth in the bid specifications, to execute any required documentation within ten (10) days from the date of this notice and return to the Owner. Failure to comply with these conditions within the time specified will entitle Owner to consider your bid in default, to annul this Notice of Award, and to declare your bid security forfeited.

Other conditions or precedents, if any:

--

Dated this 11 day of Dec, 2024

Bidder Initials: Bo
Page 9 of 13

CITY OF DOUGLAS, OWNER

ACCEPTANCE OF NOTICE

Receipt of the above NOTICE OF AWARD is hereby acknowledged.

By: _____
SIGNATURE

By: _____
SIGNATURE

Name/Title: J.D. Cox City Manager

Printed Name: _____

Title: _____

Please sign and send back to: City of Douglas, Attn: City Clerk
P.O. Box 1030, Douglas, WY 82633

End of Section

.....

Bidder Initials: ho
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SPECIFICATIONS

Specifications are for **One New 2025 Specified Police Package Explorer SUV**. These are the minimum specifications for this unit; you must meet or exceed these specifications. If indication "No" is marked to any specifications, you must provide on a separate sheet of paper an explanation of the item that you would supply in place of the specified item. Any item not marked may result in rejection of the bid.

SCOPE: The vehicle or equipment being specified will be assigned to the **City of Douglas** and will be used within the City of Douglas as follows:

--

	Meets Specifications	Yes	No
I. ENGINE			
1. To be a minimum of 3.3 Liter V6 engine Gasoline(Flex Fuel) Engine		✓	
2. Must be pursuit rated and AWD (4WD)		✓	
3. Engine Block Heater		✓	
4. Heavy Duty Cooling System With Large High Volume Radiator		✓	
5. Engine Oil Cooler		✓	
6. Describe:			

	Meets Specifications	Yes	No
II. AXLES, SUSPENSIONFRONT AND REAR			
1. Front axle to be 4WD or AWD		✓	
2. Heavy duty front and rear Shocks/ Struts		✓	
3. Front and Rear Stabilizer Bars		✓	
4. Noise Suppression included		✓	
5. Describe:			

	Meets Specifications	Yes	No
III. WHEELS AND TIRES			
1. All-Season Radial, BSW load capacity rating are to be as required by the manufacturer GVWR specified		✓	
2. Tires are to be speed rated for a pursuit vehicle		✓	
3. Manufacturer standard steel wheels		✓	
4. Full size spare tire and wheel		✓	
5. 18" Wheel Cover (65L)		✓	
6. Describe:			

	Meets Specifications	Yes	No
IV. BRAKE/ BRAKE RELATED EQUIPMENT			
1. 4-wheel heavy duty antilock disc brake system		✓	

Bidder Initials: 60
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2. Traction/ stability control	✓	
3. Standard Police package: Describe:	✓	
4. Police Calibrated high-performance regenerative braking system	✓	
5. Describe:		

	Meets Specifications	Yes	No
V. BUMPERS			
1. Front: Manufacturers standard Police package	✓		
2. Recovery hooks	✓		
3. Rear: Manufacturers standard Police package	✓		
4. Class III (3) Receiver hitch	✓		
5. Describe:			

	Meets Specifications	Yes	No
VI. STEERING			
1. Power Steering Package With Electric Power Assist	✓		
2. Manual Tilt/ Telescoping Steering Wheel	✓		
3. Describe:			

	Meets Specifications	Yes	No
VII. ELECTRICAL SYSTEM			
1. High Capacity Police Package: Wiring/ Alternator	✓		
2. Lithium ION Battery Pack,	✓		
3. Factory Installed Spotlight	✓		
4. Must have predrilled headlights and taillights for LED inserts	✓		
5. Must Have Phone/Device Bluetooth Setup	✓		
6. Factory installed "Dark Mode"	✓		
7. Rear AUX. Lights (43A)	✓		
8. Tail Lamp Package (66B)	✓		
9.			
10. Describe:			

	Meets Specifications	Yes	No
VIII. TRANSMISSION AND EQUIPMENT			
1. 10 Speed Police Calibrated Transmission/ Transaxle	✓		
2. Column Shift	✓		
3. Manual Police Pursuit Mode	✓		
4. Heavy Duty Transmission Cooler	✓		
5. Describe:			

Bidder Initials: B+
Page 12 of 13

	Meets Specifications	Yes	No
IX. CAB AND RELATED EQUIPMENT			
1. Manual Integral heating and air conditioning	✓		
2. AM/FM Radio with Bluetooth capability	✓		
3. Solar Tint windows 2 ND row	✓		
4. Interior mirror, wide-angle, day-night type	✓		
5. Heated power mirrors	✓		
6. Drivers seat: 6-way power adjust, Police grade cloth	✓		
7. Rear seats: Police Grade Vinyl	✓		
8. Floor: Heavy duty vinyl	✓		
9. Passenger airbag on/off switch	✓		
10. Cruise control	✓		
11. Keyless entry (without key pad)	✓		
12. Vehicle must communicate with Police radar unit for patrol speed via DLC, video metadata	✓		
13. Manual adjust front passenger seat	✓		
14. Cargo area lamp	✓		
15. Describe:			

	Meets Specifications	Yes	No
X. PAINT AND TRIM			
1. Exterior paint is Oxford white	✓		
2. Interior is light grey or Onyx	✓		
3. Describe:			

XI. MANUALS			
1. Complete operator and service manuals will be with vehicle upon delivery	✓		
2. Describe:			

XII. WARRANTY			
1. Base warranty shall be a minimum of 3 year/36,000 mile whichever comes first	✓		
2. Warranty on engine 8 year/100,000 miles, whichever comes first and cover all parts and labor, a copy of warranty shall be with vehicle at time of delivery			✓
3. Powertrain Warranty shall be 5 years/100,000 miles or whichever comes first	✓		
4. Paint/ Finish Warranty shall be 5 year/100,000 miles or whichever comes first.	✓		
5. Describe: 8 yr Hybrid only - see Attached			

Bidder Initials: RS
Page 13 of 13



Preview Order 0050 - K8A - Police Inter Utility AWD: Order Summary Time of Preview: 12/10/2024 15:32:50 Receipt: 12/10/2024

Dealership Name: Fremont Motor Sheridan, Inc.

Sales Code : F56415

Dealer Rep.	brett osborne	Type	Fleet	Vehicle Line	Explorer	Order Code	0050
Customer Name	Douglas	Priority Code	C1	Model Year	2025	Price Level	515

DESCRIPTION	MSRP	DESCRIPTION	MSRP
K8A0 POLICE INTER UTILITY AWD	\$49515	50 STATE EMISSIONS	\$0
.119 INCH WHEELBASE	\$0	REAR AUXILIARY LIFTGATE LIGHTS	\$400
TOTAL BASE VEHICLE	\$49515	DRIVER SIDE LED SPOT LAMP	\$400
OXFORD WHITE	\$0	NOISE SUPPRESSION BOND STRAPS	\$100
CLOTH BUCKETS/VINYL REAR SEATS	\$0	18" FULL FACE WHEEL COVERS	\$70
ONYX INTERIOR	\$0	TAIL LAMP LIGHTING SOLUTION	\$430
EQUIPMENT GROUP 500A	\$0	SPECIAL DEALER ACCOUNT ADJUSTM	\$0
.FM STEREO	\$0	SPECIAL FLEET ACCOUNT CREDIT	\$0
3.3L TI-VCT V6 ENGINE	\$-2330	FUEL CHARGE	\$0
10-SPEED AUTO TRANSMISSION	\$0	NET INVOICE FLEET OPTION (B4A)	\$0
JOB #2 ORDER	\$0	PRICED DORA	\$0
FORD FLEET SPECIAL ADJUSTMENT	\$0	ADVERTISING ASSESSMENT	\$0
ENGINE BLOCK HEATER	\$190	DESTINATION & DELIVERY	\$1595
TOTAL BASE AND OPTIONS		MSRP	\$50370
DISCOUNTS		NA	
TOTAL			\$50370

ORDERING FIN: QS044 END USER FIN: QS044

MSRP only

Customer Name:
Customer Address:

Customer Email:

Customer Phone:

Customer Signature

Date

This order has not been submitted to the order bank.

This is not an invoice.

POLICE INTERCEPTOR

MAJOR PRODUCT CHANGES

Unique Police Interceptor Utility Features Include:

MODEL/SERIES/AVAILABILITY

- 3 Available Models
 - 3.3L V6 Direct-Injection Hybrid Engine System (AWD) Late Availability
 - 3.3L V6 Direct-Injection AWD
 - 3.0L V6 EcoBoost® AWD
- 1 Available Series
 - 500A

MECHANICAL

- 3.3L Police-Calibrated V6 Direct-Injection Hybrid Engine System – Standard (Hybrid technology is optimal for performance and long days spent idling on the job)
- AWD Drivetrain – Standard for enhanced handling precision and unsurpassed traction on wet or dry surfaces
- Transmission – 10-speed automatic, police calibrated for maximum acceleration and faster closing speeds
- Lithium-Ion Battery Pack
- Manual Police Pursuit Mode (Steering Wheel Switch Execution)
- Brakes – Police calibrated high-performance regenerative braking system
- 4-Wheel heavy-duty disc w/heavy-duty front and rear calipers
- Brake Rotors – large mass for high thermal capacity and calipers with large swept area.
- Electric Power-Assist Steering (EPAS) – Heavy-Duty
- DC/DC converter – 220-Amp (in lieu of alternator)
- ★ H8 AGM Battery (Standard; 850 CCA/92-amp)
- Cooling System – Heavy-duty, large high volume radiator, Engine oil cooler and transmission oil cooler
- Engine Idle Hour Meter
- Engine Hour Meter
- Powertrain mounts – Heavy-Duty
- Class III Trailer Hitch Receiver with 5,000 lbs. towing capacity and (2) recovery hooks
- Note: Includes Class III Trailer Tow Lighting Package
- Wheels
 - Heavy-duty steel, vented with center cap
 - Full size spare tire w/TPMS
- 50-State Emissions System

INTERIOR FEATURES

- Cargo Area – Spacious area for police equipment; Lithium-Ion Battery Pack does not intrude into the cargo area
- Column Shifter
- Seats
 - Front – Police grade cloth – 6-way power-adjustable Manual lumbar, seatback foam designed to comfortably accommodate a utility belt
 - Built-in steel intrusion plates in both front-seatbacks
 - 2nd Row – Police grade vinyl, offers easy care for cleaning
- Flooring – Heavy-Duty vinyl; offers ease of cleaning and long-term durability
- Speedometer – Certified, digital readout in message center and analog gauge
- Universal equipment tray atop instrument panel (ideal for radar and other police equipment)

POLICE UPFIT FRIENDLY

- Consistent 11-inch space between driver and passenger seats for aftermarket consoles (9-inch center console mounting plate)
- Console mounting plate
- Dash pass-thru opening for aftermarket wiring
- Headliner – Easy to service
- Integrated LED police flashers (available)
- Two (2) 50-amp battery ground circuits – power distribution junction block (repositioned behind 2nd row seat floorboard).

TECHNOLOGY

- 12.1" Integrated Computer Screen (Available; includes 12.1" touchscreen display in center stack and allows for operation of laptop in remote location to free up cabin space in front passenger area)
- Police Perimeter Alert (available; detects and analyzes motion in an approximately 270-degree radius on sides and back of vehicle)
- Rear Camera On-Demand
- Rear Auxiliary Liftgate Lights (available; Red/Blue LED Lights; located beneath liftgate glass in applique panel)
- Rear Spoiler Traffic Warning Lights (LED) – Fully integrated in rear spoiler for enhanced visibility; Provides red/blue/amber directional lighting – fully programmable (available)
- Pre-Collision Assist with Pedestrian Detection (includes Forward Collision Warning and Automatic Emergency Braking and unique disable switch for Law Enforcement use)
- BLIS® – Blind Spot Monitoring with Cross-traffic Alert
- Bluetooth® Interface – Includes hands-free voice command support (compatible with most Bluetooth connected mobile devices)
- Unique Steering Wheel (with 4-remappable latching switches)

SAFETY/SECURITY HIGHLIGHTS

- 75-mph Rear-impact Crash Tested
- Note: The full-size spare tire secured in the factory location is necessary to achieve police-rated 75-mph rear impact crash-test performance attributes
- AdvanceTrac® w/RSC® (Roll Stability Control®) police tuned gyroscopic sensors work seamlessly with the ABS
- Ballistic Door-Panels (National Institute of Justice (NIJ) certified to stop Type III, IV, all lesser NIJ rounds, as well as additional special threat rounds) (available)
- Exterior Key Locks – Driver, passenger and liftgate
- Simple Fleet Key (w/o microchip, easy to replace, 4-keys)
- Police Engine Idle feature
- ★ Reverse Sensing

GENERAL

- Underbody deflector plate no longer standard on EcoBoost® models (order 76D)
- Front Headlamp Lighting Solution now includes Red/Blue/White LED Strobes

WARRANTY

- 3 Year / 36,000 Miles Bumper / Bumper
- 8 Year / 100,000 Miles Hybrid Unique Components

POWERTRAIN CARE EXTENDED SERVICE PLAN

- 5-year/100,000-mile Powertrain CARE Extended Service Plan (zero deductible) – Standard

Product Changes and Features Availability

Features, options and package content subject to change. Please check www.fmcdealer.com for the most current information.

★ = New for this model year

2025 POLICE INTERCEPTOR UTILITY STANDARD EQUIPMENT

The following items are std. 2025MY POLICE INTERCEPTOR UTILITY vehicle:

MECHANICAL

- Axle Ratio – 3.73 (AWD)
- Brakes – 4-Wheel Heavy-Duty Disc w/H.D. Front and Rear Calipers
- Class III Trailer Hitch Receiver with 5,000 lbs. towing capacity and (2) recovery hooks
- **Note:** Includes Class III Trailer Tow Lighting Package
- Column Shifter
- DC/DC converter – 220-Amp (in lieu of alternator)
- Drivetrain – All-Wheel-Drive
- Electric Power-Assist Steering (EPAS) – Heavy-Duty
- Engine – 3.3L V6 Direct-Injection Hybrid Engine System
- Engine Hour Idle Meter
- Engine Hour Meter
- Engine Oil Cooler
- Fuel Tank – 19-gallons
- ★ H8 AGM Battery (850CCA/92-amp)
- Lithium-Ion Battery Pack
- ★ Manual Police Pursuit Mode (Steering Wheel Switch Execution)
- Suspension – independent front & rear
- Transmission – 10-speed automatic
- Transmission Oil Cooler

EXTERIOR

- Antenna, Roof-mounted
- Cladding – Lower bodyside cladding (MIC)
- Door Handles – Black (MIC)
- Exhaust, True Dual (down-turned)
- Daytime Running Lamps – Configurable ON/OFF through instrument cluster
- **Note:** Select option (942) if desire is to have Daytime Running Lamps permanently on (cannot be turned off or reprogrammed)
- Door-Lock Cylinders (Front Driver / Passenger / Liftgate)
- Glass – 2nd Row, Rear Quarter and Liftgate Privacy Glass
- Grille – Black (MIC)
- Headlamps – Automatic, LED Low-and-High-Beam
- **Note:** Includes Front Headlamp / Police Interceptor Housing (with LED wig-wag feature)
 - Pre-drilled hole for side marker police use, does not include LED strobe, but includes LED wig-wag functionality (eliminates need to drill housing assemblies and provides LED wig-wag feature)
 - Pre-molded side warning LED holes with standard sealed capability (does not include LED installed lights)
 - Wig-wag default is traditional ping-pong pattern; can be programmed to triple-burst pattern or ping-pong / triple-burst
 - **Note:** Must be wired to vehicle's light controller to enable wig-wag functionality; recommend Ready for the Road Package (67H) or Ultimate Wiring Package (67U)
- Liftgate – Manual 1-Piece – Fixed Glass w/Door-Lock Cylinder
- Mirrors – Black Caps (MIC), Dual Pwr/Heated/Manual Fold Back Mirror
- Spare – Full size 18" Tire w/TPMS
- Spoiler – Painted Black
- Tail lamps – LED
- ★ Tail Lamp Prep Kit
- Tires – 255/60R18 A/S BSW
- Wheel-Lip Molding – Black (MIC)
- Wheels – 18" x 8.0 painted black steel with polished stainless steel hub cover
- Windshield – Acoustic Laminated

INTERIOR/COMFORT

- Cargo Hooks in cargo area
- Climate Control – Dual-Zone Electronic Automatic Temperature Control (DEATC)
- ★ Climate Control – Rear Aux A/C System
- ★ Dark Car
- Door-Locks
 - Power
 - Rear-Door Handles and Locks Operable
- Fixed Pedals (Driver Dead Pedal)
- Floor – Flooring – Heavy-Duty Thermoplastic Elastomer
- Glove Box – Locking/non-illuminated
- Grab Handles – (1 – Front-passenger side, 2-Rear)
- Heated Sanitization Solution
- Liftgate Release Switch located in overhead console (45 second timeout feature)
- Lighting
 - Overhead Console
 - Red/White Task Lighting in Overhead Console
- Mirror – Day/night Rear View
- Particulate Air Filter
- Powerpoints – (2) USB A+C Type Ports

INTERIOR/COMFORT (continued)

- Rear-door closeout panels
- Rear-window Defrost
- Scuff Plates – Front & Rear
- Seats
 - 1st Row Police Grade Cloth Trim, Dual Front Buckets with reduced bolsters
 - 1st Row – Driver 6-way Power track (fore/aft. Up/down, tilt with manual recline, 2-way power lumbar)
 - 1st Row – Passenger 8 Power -way Power track with 2-way power recline and 2-way power lumbar
 - Built-in steel intrusion plates in both driver/passenger seatbacks
 - 2nd Row Vinyl, 35/30/35 Split Bench Seat (manual fold-flat, no tumble) – fixed seat track
- ★ Red and White Dome Lamp in Cargo Area
- Speed (Cruise) Control
- ★ Speedometer – New LCD 12.3" Display Calibrated (includes digital readout)
- Steering Wheel – Manual / Tilt / Telescoping, Urethane wheel finish w/Silver Painted Bezels with Speed Controls and 4 user – configurable latching switches
- Sun visors, color-keyed, non-illuminated
- Universal Top Tray – Center of I/P for mounting aftermarket equipment
- Windows, Power, 1-touch Up/Down Front Driver/Passenger-Side with disable feature

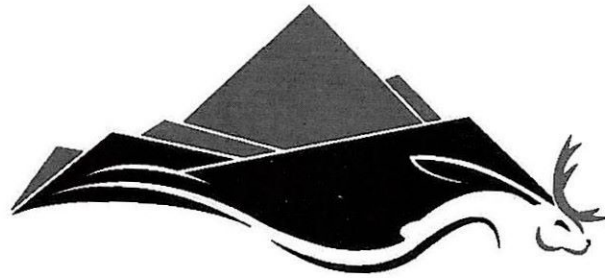
SAFETY/SECURITY

- AdvanceTrac® w/RSC® (Roll Stability Control®)
- Airbags, dual-stage driver & front-passenger, side seat, passenger-side knee, Roll Curtain Airbags and Safety Canopy®
- Anti-Lock Brakes (ABS) with Traction Control
- ★ BLIS® – Blind Spot Monitoring with Cross-Traffic Alert
- Brakes – Police calibrated high-performance regenerative braking system
- Belt-Minder® (Front Driver / Passenger)
- ★ Rear Cross Traffic Brake Assist
- **Note:** Includes unique one-touch temporary disable switch for Law Enforcement use
- Child-Safety Locks (capped; set to "on")
- Individual Tire Pressure Monitoring System (TPMS)
- LATCH (Lower Anchors and Tethers for Children) system on rear outboard seat locations
- Police Perimeter Alert detects motion in an approximately 270-degree radius on sides and back of vehicle; if movement is determined to be a threat, chime will sound at level I. Doors will lock and windows will automatically go up at level II. Includes visual display in instrument cluster with tracking
- ★ Pre-Collision Mitigation system
- **Note:** Includes unique one-touch temporary disable switch for Law Enforcement use
- ★ Rearview Camera viewable on 8" Center Stack Screen
- ★ 1/4 Scale Rear Camera Display (Available)
- Seat Belts, Pretensioner/Energy-Management System w/adjustable height in 1st Row
- SOS Post-Crash Alert System™

FUNCTIONAL

- ★ 100 Watt Siren/Speaker Prep Kit
- Speed Control
- Audio
 - AM/FM / MP3 Capable / Clock / 4-speakers
 - SYNC® Phoenix — Includes hands-free voice command support (compatible with most Bluetooth connected mobile devices)
 - USB Port — (1)
 - 8" Color LCD Screen Center-Stack "Smart Display"
 - Supports Android Auto and Apple CarPlay
- ★ Vehicle Intergration System 2.0 Located behind 2nd row passenger seat floorboard
- **Note:** Capable of outputting 100 Amps of Power shared with Power Distribution Box*
- Easy Fuel® Capless Fuel-Filler
- Fleet Telematics Modem
 - Allows data to be provided to support Ford Pro™ Telematics and Data Services via optional subscription, including but not limited to vehicle location, speed, idle time, fuel, vehicle diagnostics and maintenance alerts. Device enables optional telematics services through Ford or authorized providers via paid subscription. Subscribe at <https://fordpro.com/en-us/telematics/> or call 1-833-811-FORD (3673)
- Front door tether straps (driver/passenger)
- ★ PAITRO output tied to liftgate release switch (Police Accessory Independent Timed-Release Output)
- ★ Police Engine Idle

★ = New for this model year



CITY OF DOUGLAS
Bid Specifications and Contract Documents for
One 2025 Specified Police Package Explorer
SUV

Douglas City Hall
101 N. 4th Street
PO Box 1030
Douglas, WY 82633

City of Douglas
PO Box 1030
Douglas, WY 82633

TABLE OF CONTENTS

Check if Included	Document Description
	1. Instructions to Bidders and Call for Bids (Legal Advertisement and Detailed Notice)
	2. Bid Information and Forms:
	a. Schedule of Prices
	b. Bid Bond – Vehicles and Equipment
	c. Signature Page
	3. Notice of Award – Vehicles and Equipment
	4. Specifications

All items checked are in this packet.

End of Section

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Bidder Initials: ES
Page 2 of 13

CITY OF DOUGLAS
INSTRUCTIONS TO BIDDERS – EQUIPMENT AND VEHICLES
December 18th, 2024

1. DEFINED TERMS

- A. The term “OWNER” means the City of Douglas, a municipal corporation, located at 101 North 4th Street, P.O. Box 1030, Douglas, Wyoming 82633.
- B. The term “BIDDER” means the individual person or company who submits a bid directly to the Owner and is distinct and separate from a sub-bidder, who submits a bid to a Bidder.
- C. The term “SUCCESSFUL BIDDER” means the lowest, qualified, responsible, and responsive Bidder who receives the project award based on the Owner's evaluation.
- D. The term “BIDDING DOCUMENTS” includes the instructions to bidders, the bid form (including bid schedule, if applicable), drawings, specifications, and all other proposed documents (including all addenda issued prior to receipt of bids, if applicable).

2. ADVERTISEMENT FOR BIDS

- A. Sealed bids for **One New specified Police Package Explorer SUV** will be received at Douglas City Hall, 101 N. 4th Street, until **2:00MST on December 18th, 2024** and then will be publicly opened and read aloud. Any bids received after the specified date and time will not be accepted or considered. Approved bidding documents may be obtained at , or on the City of Douglas website at www.cityofdouglas.org under the “Bid Postings” tab. Each bid must be submitted on the bid form and accompanied by bid security payable to the City of Douglas as prescribed in the bidding documents in an amount not less than five percent (5%) of the amount bid. Bids may be subject to the Wyoming Preference Act. Mail submitted bids to the City Clerk, City of Douglas, P.O. Box 1030, Douglas, WY 82633, or deliver to the City Clerk at 101 N. 4th Street, Douglas, WY. To perform public work, the successful Bidder and subcontractors, prior to contract award, shall hold or obtain such licenses as required by State Statutes and federal and local laws and regulations. The City of Douglas reserves the right to reject any and all bids, to waive as an informality any irregularities contained in a bid, and to accept the bid that serves the best interests of the City.
City Clerk; Published: **December 4th, 2024 and December 11th, 2024** , Douglas Budget

Bidder Initials: ES
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**CITY OF DOUGLAS
BID INFORMATION AND FORMS**

1. Sealed bids will be received until **2:00 PM on Dec. 18th, 2024** at the Office of the City Clerk and will be opened and publicly read aloud immediately thereafter in the Conference Room, City of Douglas, Wyoming, 101 North 4th Street, Douglas, Wyoming, for One New Specified Police Package Explorer SUV. Demonstrative units will not be accepted or considered in the bid proposal.
2. Bid proposals delivered in person will be received **only** at the Office of the City Clerk. Bids received **after** the time fixed for bid reception **will not be considered**. All bids must be clearly marked with the bidder's name and the time and date of the opening on the outside of the envelope. The City of Douglas reserves the right to reject any and all bids, to waive as an informality any irregularities contained in a bid, and to accept the bid that serves the best interests of the City.
3. Approved Specifications and Form of Contract Documents may be obtained at the City Hall, 101 N. 4TH St., Douglas Wyoming 82633, or on the City of Douglas website, www.cityofdouglas.org, under "Bid Postings/Related Documents" section.
4. Delivery will be accepted F.O.B. (Free on Board) Douglas, Wyoming. Tax Exempt Certificate will be furnished by the City of Douglas.
5. A certified check, cashier's check, or bid bond in the amount of five percent (5%) of the total amount of the bid, including allowances, additive alternates, trade-ins, and concessions, must accompany each bid and must be payable without condition to the Owner as a guarantee that the Bidder will provide specified unit(s). The City of Douglas will allow a 5% preference to Wyoming residents. Bids may be subject to the Wyoming Preference Act. Bidders will supply a Certificate of Residency in compliance with the Wyoming Department of Labor and Statistics.
6. Complete sets of bidding documents must be used in preparing bids; the Owner does not assume any responsibility for errors or misinterpretations resulting from the use of incomplete sets of bidding documents. The Owner, in making copies of bidding documents available on the above terms, do so only for the purpose of obtaining bids on the work and do not confer a license or grant for any other use.
7. The policy of the City of Douglas is to provide and afford equal treatment and service to all citizens and assure equal employment opportunity based on ability and fitness to all persons regardless of race, creed, national origin, sex, physical or mental disabilities or age. This policy shall apply to every aspect of employment practices, employee treatment and public contact. No qualified individual with a disability shall, by reason of such disability, be excluded from participation in or be denied the benefits of the services, programs or activities of the City of Douglas, or be subjected to discrimination. Pursuant to the American's with Disabilities Act, reasonable accommodation for persons with disabilities who wish to participate in these services, programs, or activities shall be made upon request to City of Douglas, ADA Coordinator at Douglas City Hall, 101 North 4th Street, Douglas, Wyoming.

Bidder Initials: ES
Page **4** of **13**

8. The City of Douglas hereby notifies all bidders that it will affirmatively insure that pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, creed, color, sex, physical or mental disabilities, or national origin in consideration of an award.
9. The bidder shall indicate his compliance with a "Yes" or non-compliance with a "No" in each line item specification. Where submitted literature does not support the meeting of these specifications, the bidder shall outline fully on company letterhead stationary the variation from specification. Any unit not conforming to the specifications will be rejected, and it will be the responsibility of the manufacturer to conform to the requirements, unless deviations have been cited by the bidder and acceptance is based upon the exceptions.

End of Section

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Bidder Initials: ES
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SCHEDULE OF PRICES

Company Name: Greiner Ford of Casper

Mailing Address: 3333 CY Ave. Casper, WY 82604

to furnish equipment as specified to the City of Douglas, Wyoming, in accordance with specifications dated Dec. 18th, 2024.

BID ITEM DESCRIPTION

Year – Make – Model:	
Base Bid:	\$
Option #1: 2025 Police Package Explorer SUV	\$46,938
Option #2: (Describe)	\$
Less Trade-In (Describe)	-\$
Less Government Concessions:	-\$1,000
Total Bid Amount:	\$45,938

In addition to this proposal, the undersigned Bidder agrees to submit complete information, including specifications and descriptive literature to fully describe and illustrate the equipment, vehicle, and/or accessories offered. Bidder proposes to deliver equipment or vehicle in accordance with the schedule included in the Bid Information. A bid bond or certified or cashier's check made payable to the City of Douglas, Wyoming, in an amount of 5% of the total amount of this bid is enclosed. The Bidder understands that the Owner allows a 5% preference to Wyoming residents and that Bids may be subject to the Wyoming Preference Act. The Bidder further attests that the specifications relating to the bid security are understood and the conditions set forth in said specifications are agreed upon.

Signature of Representative Responsible for Bid: Eric Suppes

Printed Name & Title of Signer: Eric Suppes Fleet Manager

Company Name & Address of Bidder: Greiner Ford of Casper

3333 CY Ave. Casper, WY 82604

(Proposal must be filled out, signed and submitted with the bid document)

End of Section

Bidder Initials: ES

Page 6 of 13

BID BOND – VEHICLES, EQUIPMENT

KNOW ALL MEN BY THESE PRESENT, that we, the undersigned, Greiner Ford of Casper
 as Principal, and Travelers Casualty and Surety Company of America as surety, are hereby held and
 firmly bound unto City of Douglas as Owner in the penal sum of Five Percent (5%)
of the Total Amount Bid for payment of which, we and truly to be made, we hereby jointly and
 severally bind ourselves, successors and assigns.

The condition of the above obligation is such that whereas the Principal has submitted to the City of Douglas, Wyoming, a certain Bid, attached hereto and hereby made a part hereof to enter into a contract in writing for the **One New 2025 Specified Police Package Explorer SUV**.

NOW, THEREFORE,

- a. If said bid shall be rejected, or
- b. If said bid shall be accepted and the Principal shall execute and deliver a contract in the Form of Contract attached hereto (properly completed in accordance with said bid) and shall furnish a Performance/Contractor's Bond for his faithful performance of said contract, and for the payment of all persons performing labor or furnishing materials in connection therewith and shall in all respects perform the agreement created by the acceptance of said bid, then this obligation shall be void. Otherwise, the same shall remain in force and effect; it being expressly understood and agreed that the liability of the Surety for any and all claims hereunder shall, in no event, exceed the penal amount of this obligation as herein stated.

The Surety, for value received, hereby stipulates and agrees that the obligations of said Surety and its Bond shall in no way be impaired or affected by any extension of the time within which the Owner may accept such bid; and said Surety does hereby waive notice of any such extension.

IN WITNESS WHEREOF, the Principal and the Surety have hereunto set their hands and seals, and such of them as are corporations have caused their corporate seals to be hereto affixed and these presents to be signed by their proper officers, the day and year first set forth above.

PRINCIPAL: Greiner Ford of Casper

By: [Signature]

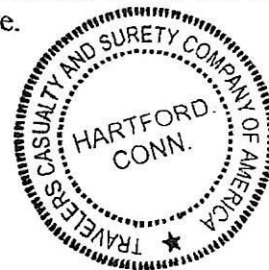
(seal)

SURETY: Travelers Casualty and Surety Company of America

By: [Signature]

(seal)

Cristina Nino, Attorney-in-Fact



IMPORTANT: Surety companies executing BONDS must appear in the Treasury Department's most current list (Circular 570 as amended) and be authorized to transact business in the State of Wyoming.

End of Section

Bidder Initials: ES

Page 7 of 13



**Travelers Casualty and Surety Company of America
Travelers Casualty and Surety Company
St. Paul Fire and Marine Insurance Company**

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company are corporations duly organized under the laws of the State of Connecticut (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint Cristina Nino of Houston, Texas, their true and lawful Attorney(s)-in-Fact to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

IN WITNESS WHEREOF, the Companies have caused this instrument to be signed, and their corporate seals to be hereto affixed, this 21st day of April, 2021.



State of Connecticut

City of Hartford ss.

On this the 21st day of April, 2021, before me personally appeared **Robert L. Raney**, who acknowledged himself to be the Senior Vice President of each of the Companies, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of said Companies by himself as a duly authorized officer.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

My Commission expires the 30th day of June, 2026



Anna P. Nowik

Anna P. Nowik, Notary Public

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of each of the Companies, which resolutions are now in full force and effect, reading as follows:

RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

FURTHER RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is

FURTHER RESOLVED, that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary; or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

FURTHER RESOLVED, that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary, and the seal of the Company may be affixed by facsimile to any Power of Attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

I, **Kevin E. Hughes**, the undersigned, Assistant Secretary of each of the Companies, do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which remains in full force and effect.

Dated this 12th day of December, 2024



Kevin E. Hughes

Kevin E. Hughes, Assistant Secretary

To verify the authenticity of this Power of Attorney, please call us at 1-800-421-3880.

Please refer to the above-named Attorney(s)-in-Fact and the details of the bond to which this Power of Attorney is attached.

SIGNATURE PAGE

IF BIDDER IS:

AN INDIVIDUAL

By: _____ doing business as: _____
(Name)
Address: _____ Phone: _____

A PARTNERSHIP

By: _____ (seal)
(Firm Name)

(General Partner)
Business Address: _____ Phone: _____

A CORPORATION

By: Lithia of Casper of Oregon
(Corporation Name) (State of Incorporation)
By: [Signature] Fleet Manager
(Signature) (Title)

ATTEST: _____ (Corporate Seal)
Business Address: 3333 Cy Ave Phone: 307 266 1682
Casper WY 82604

A JOINT VENTURE

By: _____ Address: _____
By: _____ Address: _____
By: _____ Address: _____
By: _____ Address: _____

(Each member of the joint venture must sign; attach additional sheet if necessary.)

Bidder Initials: [Signature]
Page 8 of 13

**CITY OF DOUGLAS, WYOMING
NOTICE OF AWARD
EQUIPMENT & VEHICLES**

Name of Company	Greiner Ford of Casper
Attention To	Eric Suppes
Mailing Address	3333 CY Ave.
City/State/ZIP	Casper, WY 82604

Project (as it appears on Bid documents)	
Contract Price	

The Owner has considered the bid submitted by you for the above described vehicle or equipment in response to its advertisement for bids dated **December 4th, And December 11th, 2024**. You are hereby notified that your bid has been accepted for item/s in the amount of:

Year – Make – Model:	
Base Bid:	\$
Option #1: (Describe) One 2025 Police Package Explorer SUV	\$ 46,938
Option #2: (Describe)	\$
Less Trade-In (Describe)	-\$
Less Government Concessions:	-\$ 1,000
Total Bid Amount:	\$ 45,938

You are required, as set forth in the bid specifications, to execute any required documentation within ten (10) days from the date of this notice and return to the Owner. Failure to comply with these conditions within the time specified will entitle Owner to consider your bid in default, to annul this Notice of Award, and to declare your bid security forfeited.

Other conditions or precedents, if any:

--

Dated this ____ day of _____, 20____.

Bidder Initials: ES
Page 9 of 13

CITY OF DOUGLAS, OWNER

ACCEPTANCE OF NOTICE

Receipt of the above NOTICE OF AWARD is hereby acknowledged.

By: _____
SIGNATURE

By: _____
SIGNATURE

Name/Title: J.D. Cox City Manager

Printed Name: _____

Title: _____

Please sign and send back to: City of Douglas, Attn: City Clerk
P.O. Box 1030, Douglas, WY 82633

End of Section

.....

Bidder Initials: ES
Page **10** of **13**

CNGP530

VEHICLE ORDER CONFIRMATION

12/10/24 16:45:2

==>

Dealer: F5640

2025 EXPLORER 4-DOOR

Page: 1 of

Order No: 1000 Priority: C1 Ord FIN: QI225 Order Type: 5B Price Level: 51

Ord Code: 500A Cust/Flt Name: CITY OF DOUGL PO Number:

K8A	4DR AWD POLICE	RETAIL	60R	NOISE SUPPRESS	RETAIL
	.119" WHEELBASE	\$49515			\$100
YZ	OXFORD WHITE		65L	18" WHEEL COVER	70
9	CLTH BKTS/VNL R		66B	TAIL LAMP PKG	430
W	ONYX INTERIOR		68G	RR DR/LK INOP	80
500A	EQUIP GRP		92R	SOLAR TINT 2ND	90
	.FM STEREO		153	FRT LICENSE BKT	NC
99B	3.3L V6 TI-VCT (2330)			SP DLR ACCT ADJ	
44U	10SPD AUTO TRAN	NC		SP FLT ACCT CR	
	JOB #2 ORDER			FUEL CHARGE	
	FLEET SPCL ADJ	NC	B4A	NET INV FLT OPT	NC
41H	ENG BLK HEATER	190		DEST AND DELIV	1595
425	50 STATE EMISS	NC	TOTAL	BASE AND OPTIONS	50540
43A	REAR AUX LIGHTS	400	TOTAL		50540
51R	DRV LED SPT LMP	400	*THIS IS NOT AN INVOICE*		

F1=Help

F2=Return to Order

F3/F12=Veh Ord Menu

F4=Submit

F5=Add to Library

S099 - PRESS F4 TO SUBMIT

QC08865

V1DP0105

2,



STATE OF WYOMING

CERTIFICATE OF RESIDENCY



Contractor Number: 1635

LITHIA OF CASPER dba Greiner Ford of Casper

HAS BEEN GRANTED RESIDENCY STATUS PURSUANT TO WYOMING STATUTE 16-6-101, AS AMENDED. FIVE PERCENT PREFERENCE SHALL BE ALLOWED WHEN BIDDING ON ANY PUBLIC WORKS CONTRACT FOR A PERIOD OF ONE (1) YEAR FROM THE DATE CERTIFICATION IS GRANTED.

GRANTED THIS 24th DAY of APRIL TWO THOUSAND AND 24



Michele Johnson, Program Manager

EXPIRATION DATE: 4/23/2025



To verify the authenticity of the certificate,
please contact our office at 307-777-7261 or visit
wyomingworkforce.org/businesses/labor/info

CERTIFICATE SERIAL NUMBER: 2404202498

SPECIFICATIONS

Specifications are for **One New 2025 Specified Police Package Explorer SUV**. These are the minimum specifications for this unit; you must meet or exceed these specifications. If indication "No" is marked to any specifications, you must provide on a separate sheet of paper an explanation of the item that you would supply in place of the specified item. Any item not marked may result in rejection of the bid.

SCOPE: The vehicle or equipment being specified will be assigned to the **City of Douglas** and will be used within the City of Douglas as follows:

--

	Meets Specifications	Yes	No
I. ENGINE			
1. To be a minimum of 3.3 Liter V6 engine Gasoline(Flex Fuel) Engine	X		
2. Must be pursuit rated and AWD (4WD)	X		
3. Engine Block Heater	X		
4. Heavy Duty Cooling System With Large High Volume Radiator	X		
5. Engine Oil Cooler	X		
6. Describe:			

	Meets Specifications	Yes	No
II. AXLES, SUSPENSIONFRONT AND REAR			
1. Front axle to be 4WD or AWD	X		
2. Heavy duty front and rear Shocks/ Struts	X		
3. Front and Rear Stabilizer Bars	X		
4. Noise Suppression included	X		
5. Describe:			

	Meets Specifications	Yes	No
III. WHEELS AND TIRES			
1. All-Season Radial, BSW load capacity rating are to be as required by the manufacturer GVWR specified	X		
2. Tires are to be speed rated for a pursuit vehicle	X		
3. Manufacturer standard steel wheels	X		
4. Full size spare tire and wheel	X		
5. 18" Wheel Cover (65L)	X		
6. Describe:			

	Meets Specifications	Yes	No
IV. BRAKE/ BRAKE RELATED EQUIPMENT			
1. 4-wheel heavy duty antilock disc brake system	X		

Bidder Initials: ES
Page 11 of 13

2. Traction/ stability control	X	
3. Standard Police package: Describe:	X	
4. Police Calibrated high-performance regenerative braking system	X	
5. Describe:		

	Meets Specifications	Yes	No
V. BUMPERS			
1. Front: Manufacturers standard Police package	X		
2. Recovery hooks	X		
3. Rear: Manufacturers standard Police package	X		
4. Class III (3) Receiver hitch	X		
5. Describe: RECOVERY HOOKS ARE LOCATED IN THE REAR			

	Meets Specifications	Yes	No
VI. STEERING			
1. Power Steering Package With Electric Power Assist	X		
2. Manual Tilt/ Telescoping Steering Wheel	X		
3. Describe:			

	Meets Specifications	Yes	No
VII. ELECTRICAL SYSTEM			
1. High Capacity Police Package: Wiring/ Alternator	X		
2. Lithium ION Battery Pack,	X		
3. Factory Installed Spotlight	X		
4. Must have predrilled headlights and taillights for LED inserts	X		
5. Must Have Phone/Device Bluetooth Setup	X		
6. Factory installed "Dark Mode"	X		
7. Rear AUX. Lights (43A)	X		
8. Tail Lamp Package (66B)	X		
9. Rear door lock inop	X		
10. Describe:			

	Meets Specifications	Yes	No
VIII. TRANSMISSION AND EQUIPMENT			
1. 10 Speed Police Calibrated Transmission/ Transaxle	X		
2. Column Shift	X		
3. Manual Police Pursuit Mode	X		
4. Heavy Duty Transmission Cooler	X		
5. Describe:			

Bidder Initials: ES
Page 12 of 13

	Meets Specifications	Yes	No
IX. CAB AND RELATED EQUIPMENT			
1. Manual Integral heating and air conditioning	X		
2. AM/FM Radio with Bluetooth capability	X		
3. Solar Tint windows 2 ND row	X		
4. Interior mirror, wide-angle, day-night type	X		
5. Heated power mirrors	X		
6. Drivers seat: 6-way power adjust, Police grade cloth	X		
7. Rear seats: Police Grade Vinyl	X		
8. Floor: Heavy duty vinyl	X		
9. Passenger airbag on/off switch	X		
10. Cruise control	X		
11. Keyless entry (without key pad)	X		
12. Vehicle must communicate with Police radar unit for patrol speed via DLC, video metadata	X		
13. Manual adjust front passenger seat	X		
14. Cargo area lamp	X		
15. Describe:			

	Meets Specifications	Yes	No
X. PAINT AND TRIM			
1. Exterior paint is Oxford white	X		
2. Interior is light grey or Onyx	X		
3. Describe:			

XI. MANUALS		
1. Complete operator and service manuals will be with vehicle upon delivery		
2. Describe:		

XII. WARRANTY		
1. Base warranty shall be a minimum of 3 year/36,000 mile whichever comes first	X	
2. Warranty on engine 8 year/100,000 miles, whichever comes first and cover all parts and labor, a copy of warranty shall be with vehicle at time of delivery	X	
3. Powertrain Warranty shall be 5 years/100,000 miles or whichever comes first	X	
4. Paint/ Finish Warranty shall be 5 year/100,000 miles or whichever comes first.	X	
5. Describe:		

Bidder Initials: ES
Page 13 of 13



Agenda Item Report

City Council – January 13, 2025

Item

Appointment: Council President

Responsible Staff Contact

Recommendation

Executive Summary

Background

Alignment to Strategic Doing (SD) and/or Other Plans

SD Commitment
SD Commitment Strategy
SD Commitment KPI
SD Outcome
SD Outcome Strategy
SD Outcome KPI
2014 Master Plan
2015 Downtown Master Plan

Budget/Fiscal Impact

Fund/Department
Project/Line Item(s)
Budgeted Amount
Anticipated Amount

Action Requested/Recommended Motion

Attachments

None



Agenda Item Report City Council – January 13, 2025

Item

Board Appointment: Justice Center Joint Powers Board

Responsible Staff Contact

Sonya Ortega

Recommendation

Nominate and appoint _____ to the Justice Center Joint Powers Board for a 3 year term expiring 1/31/2028.

Executive Summary

Board appointment for expiring term 1/31/2025 currently Mayor Kim Pexton. Also serving on this board is Perry Hershberger, Ron McNare, Robert Short, Mike Colling, Rick Grant (who is expiring this month as well), and Terry Moss. Converse County will be holding their meeting for appointments January 21, 2025.

Background

Alignment to Strategic Doing (SD) and/or Other Plans

SD Commitment
SD Commitment Strategy
SD Commitment KPI
SD Outcome
SD Outcome Strategy
SD Outcome KPI
2014 Master Plan
2015 Downtown Master Plan

Budget/Fiscal Impact

Fund/Department
Project/Line Item(s)
Budgeted Amount
Anticipated Amount

Action Requested/Recommended Motion

Nominate _____ to serve on the Justice Center Joint Powers Board.
I move to appoint _____ to the Justice Center Joint Powers Board for the 3

year term expiring January 31, 2028.

Attachments

None



Agenda Item Report City Council – January 13, 2025

Item

Board Appointments: Municipal/County Joint Powers Board

Responsible Staff Contact

Sonya Ortega

Recommendation

Nominate and appoint _____ to the Municipal/County Joint Powers Board for a 1-year term expiring 12/31/2025.

Executive Summary

Board appointment for expiring term 12/31/2024 currently Kim Pexton and Matt Schmidt. The board consists of ten members; 2 county commissioners, 2 City of Douglas Council Members, 2 Glenrock Town Council Members, 1 Lost Springs, and 2 Rolling Hills representatives.

Background

Alignment to Strategic Doing (SD) and/or Other Plans

SD Commitment
SD Commitment Strategy
SD Commitment KPI
SD Outcome
SD Outcome Strategy
SD Outcome KPI
2014 Master Plan
2015 Downtown Master Plan

Budget/Fiscal Impact

Fund/Department
Project/Line Item(s)
Budgeted Amount
Anticipated Amount

Action Requested/Recommended Motion

Nominate _____ and _____ to serve on the Municipal/County Joint Powers Board.

I move to appoint _____ and _____ to the Municipal/County Joint Powers Board for the 1-year term expiring December 31, 2025.

Attachments

None



Agenda Item Report

City Council – January 13, 2025

Item

Board Appointments: Wyoming Community Gas Board

Responsible Staff Contact

Sonya Ortega

Recommendation

Nominate and appoint _____ and _____ to the Wyo. Community Gas Board for the 1-year term expiring 12/31/2025.

Executive Summary

Board appointment for expiring term 12/31/2023, currently Perry Hershberger and Mary Nicol. This board consists of two delegates, one of which is an alternate. The Wyoming Community Gas is a not-for-profit consortium that has operated as a hometown supplier since the Choice Gas Program began in 1996. The board of directors is composed of elected officials and municipal staff from member communities.

Background

Alignment to Strategic Doing (SD) and/or Other Plans

SD Commitment
SD Commitment Strategy
SD Commitment KPI
SD Outcome
SD Outcome Strategy
SD Outcome KPI
2014 Master Plan
2015 Downtown Master Plan

Budget/Fiscal Impact

Fund/Department
Project/Line Item(s)
Budgeted Amount
Anticipated Amount

Action Requested/Recommended Motion

Nominate _____ and _____ to serve on the Wyoming Community Gas

Board.

I move to appoint _____ and _____ to the Wyoming Community Gas Board for the 1 year term expiring December 31, 2025.

Attachments

None



Agenda Item Report

City Council – January 13, 2025

Item

Board Appointment: Federal Urban System Advisory Committee

Responsible Staff Contact

Sonya Ortega

Recommendation

Nominate and appoint _____ to the Federal Urban System Advisory Committee for a 4-year term expiring 01/31/2029.

Executive Summary

Board appointment for expiring term, 12/31/2024 currently Ron McNare. Currently serving on this board are; Mark Nelson, Julianne Monahan, John Harbarger, Clara Chaffin, Cal Twiford, Jim Willox, Jason Wilkinson, and John Lund.

Background

Alignment to Strategic Doing (SD) and/or Other Plans

SD Commitment
SD Commitment Strategy
SD Commitment KPI
SD Outcome
SD Outcome Strategy
SD Outcome KPI
2014 Master Plan
2015 Downtown Master Plan

Budget/Fiscal Impact

Fund/Department
Project/Line Item(s)
Budgeted Amount
Anticipated Amount

Action Requested/Recommended Motion

Nominate _____ to server on the Federal Urban System Advisory Committee.

I move to appoint _____ to the Federal Urban System Advisory Committee

for the 4-year term expiring January 31, 2029.

Attachments

None



Agenda Item Report City Council – January 13, 2025

Item

Board Appointment: Douglas Housing Authority

Responsible Staff Contact

Sonya Ortega

Recommendation

Appoint Linda Wolfe to the Douglas Housing Authority Board for the 5-year term ending June 30, 2030

Executive Summary

The City has received an application for the one position available on the Douglas Housing Authority Board. Linda Wolfe has submitted an application to apply for the term expiring June 30, 2025. Other members currently serving on this board are; Kerry Shatto, Nicole Johnson, Margie Dryer, and Bruce Jones.

Background

Alignment to Strategic Doing (SD) and/or Other Plans

SD Commitment
SD Commitment Strategy
SD Commitment KPI
SD Outcome
SD Outcome Strategy
SD Outcome KPI
2014 Master Plan
2015 Downtown Master Plan

Budget/Fiscal Impact

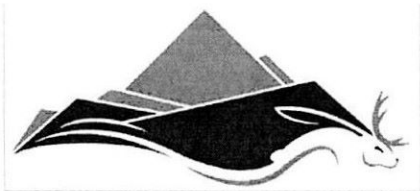
Fund/Department
Project/Line Item(s)
Budgeted Amount
Anticipated Amount

Action Requested/Recommended Motion

I move to appoint Linda Wolfe to the Douglas Housing Authority Board for the 5-year term ending June 30, 2030.

Attachments

1. Linda Wolfe 20241210
2. Board Ap Questionnaire FINAL DHA-Linda Wolfe



CITY OF **DOUGLAS** WYOMING
HOME OF THE JACKALOPE.

Volunteer Application

Return to: 101 N. 4th Street / P.O. Box 1030
Douglas, WY 82633
307-358-3462, Fax: 307-358-6447

Name of Applicant: Linda Wolfe

Address: 710 Jackson ST City/State/Zip: Douglas, WY 82633

Mailing Address (if different from above): _____

Home Phone:	Cell Phone: <u>(307) 624-0060</u>	Work Phone:	Email: <u>suziegwolf@yahoo.com</u>
-------------	--------------------------------------	-------------	---------------------------------------

1. Are you a resident of the City of Douglas? ☒ Yes ☐ No

2. I am interested in serving on the following Boards/Commissions (Please all that apply):

Boards/Commissions/Committees:

- ☐ Douglas Planning & Zoning Commission/Board of Adjustments
- ☐ Historic Preservation Commission
- ☐ Converse County Tourism Promotion Board
- ☒ Douglas Housing Authority Board Irwin Towers
- ☐ Federal Urban Systems Advisory Committee
- ☐ Douglas Board of Appeals
- ☐ Steering Committee Member (when applicable)
- ☐ Focus Group Member (when applicable)
- ☐ Community Facility Task Force
- ☐ Arts & Culture Board of Trustees
- ☐ Recycling Task Force
- ☐ Other: _____

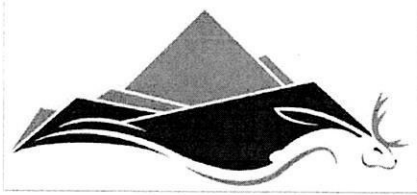
3. Have you served on any of these Boards/Commissions previously? ☒ Yes ☐ No

4. If "Yes", please indicate which Boards/Commissions and when you served: _____

Human Resource Council, Rotary

5. In what community/communities did you previously serve? Douglas, WY

Volunteer Application
Page 1 of 2



CITY OF **DOUGLAS** WYOMING
HOME OF THE JACKALOPE.

Volunteer Application

Return to: 101 N. 4th Street / P.O. Box 1030
Douglas, WY 82633
307-358-3462, Fax: 307-358-6447

6. In what position(s) would you be willing to serve? *(Please select all that apply.)*

- ☐ Chairperson
- ☐ Vice Chairperson
- ☐ Secretary
- ☐ Treasurer
- ☒ Board, Commission, or Committee member only

7. Do you understand the attendance requirements as provided per Douglas Municipal Code and/or the Bylaws of the Board or Commission you wish to serve on? ☐ Yes ☒ No

8. If "No", please provide a description of your question(s): I travel for
Christmas, but otherwise available

9. Why are you seeking this appointment(s)? Retired and looking to
give back to community.


Signature of Applicant

12-10-24
Date

For Office Use Only:

Selected for: _____
Length of Term/Dates: _____
Additional Information: _____

Volunteer Application
Page 2 of 2

**DOUGLAS HOUSING AUTHORITY
BOARD OF COMMISSIONERS
APPLICATION QUESTIONNAIRE**

The information you provide on this questionnaire will be used by the Douglas City Council in their selection process for members of the Douglas Housing Authority Board. Please answer as honestly and fully as possible. Use additional sheets if necessary.

- 1) How familiar are you with the needs and circumstances specific to the elderly and disabled? Describe any examples of your experience.

I currently care for my mother, Alice Forney, who is housed at Irwin Towers. I also care for my traumatic brain injured brother Raymon Johnson who resides at Riverside Plaza II. I also grew up with a brother who had a fever of 107 degrees at one hour of life who lived, but was severely disabled. He currently resides in a nursing home in Casper. Raymond moved back to Wyoming after living in South Dakota for 22 years. He lived with me for the first six months. With the help of Home Health and myself we nursed him back to life, otherwise he may have had to also live in a nursing home. I am very familiar with elderly and disabled people.

- 2) Do you have experience with financial budgets and decision-making concerning federal funding and spending? If so, Explain.

I worked for CANDO from 2001 to 2009. I handled grants provided by TANF (Temporary Assistance for Needy Families). I was thrilled to work with businesses who were willing to mentor young at-risk students that I managed. I spent 6 years with Rotary as their treasurer. I myself have always been very organized and timely in all of my duties.

- 3) Are you willing to commit to a full five-year term as a member of this Board?

Yes. I was born in Douglas and although the railroad had us move away, we moved back in 1996 and built a home for retirement. We have 1 daughter, 2 granddaughters, and 2 great grandchildren here, as well as many friends.

- 4) What are some of your qualities that make you believe you would make a good Commissioner to hold a seat on this Board?

I am highly intelligent, very empathetic, and extremely capable. In my previous work record, if hired as part-time, was quickly changed to full

time, I have never been fired, and always did hard work. I have always gotten along with people and co-workers. I value people and our community. There are so many things about Douglas that I am so proud of and I would like to be a part of the process.



Agenda Item Report City Council – January 13, 2025

Item

Warrant Register - December 2024: K&R Construction, LLC

Responsible Staff Contact

Mary Nicol

Recommendation

Approve warrant register for K&R Construction, LLC as presented.

Executive Summary

Payment approval request for K&R Construction, LLC invoices for December 2024; separated due to Councilmember conflict of interest.

Background

Alignment to Strategic Doing (SD) and/or Other Plans

SD Commitment
SD Commitment Strategy
SD Commitment KPI
SD Outcome
SD Outcome Strategy
SD Outcome KPI
2014 Master Plan
2015 Downtown Master Plan

Budget/Fiscal Impact

Fund/Department
Project/Line Item(s)
Budgeted Amount
Anticipated Amount

Action Requested/Recommended Motion

I move to approve the warrant register for December 2024 for K&R Construction, LLC as presented.

Attachments

1. Warrant Register - December 2024: K&R Construction, LLC

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
K&R CONSTRUCTION, LLC				
CHF-5	CITY HALL FACADE	12/25/24	108,484.00	57-5570-6542
CHF-5	RETAINAGE-CITY HALL FACADE	12/25/24	5,424.80	57-20000210
Total K&R CONSTRUCTION, LLC:			103,059.20	
Grand Totals:			103,059.20	

Approved By _____
City Manager

Date _____



Agenda Item Report City Council – January 13, 2025

Item

Warrant Register - December 2024: Kim Pexton

Responsible Staff Contact

Mary Nicol

Recommendation

Approve warrant register for Kim Pexton as presented.

Executive Summary

Payment approval request for Kim Pexton invoice for December 2024; separated due to Councilmember conflict of interest.

Background

Alignment to Strategic Doing (SD) and/or Other Plans

SD Commitment
SD Commitment Strategy
SD Commitment KPI
SD Outcome
SD Outcome Strategy
SD Outcome KPI
2014 Master Plan
2015 Downtown Master Plan

Budget/Fiscal Impact

Fund/Department
Project/Line Item(s)
Budgeted Amount
Anticipated Amount

Action Requested/Recommended Motion

I move to approve the warrant register for December 2024 for Kim Pexton as presented.

Attachments

1. Warrant Register - December 2024: Kim Pexton

Invoice Number	Description	Inv Date	Invoice Amount	GL Account Number
PEXTON, KIM				
83530131	REIMBURSEMENT-LODGING	11/14/24	268.94	10-5102-2123
Total PEXTON, KIM:			268.94	
Grand Totals:			268.94	

Approved By _____
City Manager

Date _____



Agenda Item Report

City Council – January 13, 2025

Item

Bid Award: Douglas Municipal Pool Renovation

Responsible Staff Contact

Brandon Frye

Recommendation

Award the Douglas Municipal Pool Renovation project to Powder River Construction in the amount of \$4,708,365.

Executive Summary

Douglas Municipal Pool Renovation project was advertised for bids November 13th and 20th to be opened December 11th. Bid was received by Powder River Construction in the amount of \$4,708,365. Powder River's bid was reviewed and considered complete and competent.

The bid award was tabled during the December 12th meeting for staff to review. After staff and the city attorney's review. It is recommended to accept the bid from Powder River Construction with the possibility of change orders.

Budget: \$3,750,000 was budgeted for the project with \$53,100 already spent for concrete demolition.

This project will span into fiscal year 25/26 and require budgeting considerations as such.

Background

This is a re-bid of the same renovation project from September. Only one bid was received over budget. The project was not awarded and project documents were revised to promote better bidding opportunities. The need for extensive pool and mechanical upgrades and renovations has been identified for several years. This facility was built in 1995 and has seen multiple additions and repair attempts. The original pool was not designed to accommodate the addition of large water slides and landing zone. The wading pool developed extreme leaks within the walls leading to extreme water and chemical consumption. Code, safety and ADA requirements have changed since 1995 as well. In the spring of 2024 the boiler and chemical feed have been replaced and will be utilized in the new renovations.

Alignment to Strategic Doing (SD) and/or Other Plans

SD Commitment

SD Commitment Strategy

SD Commitment KPI

SD Outcome: Fun, Uplifting, Neat and Tidy Community (FUN)

SD Outcome Strategy #1: City leads by example in maintenance and beautification of Parks & City Facilities (C.F.).

SD Outcome KPI: Major renovations of the swimming pool (FUN-08)

2014 Master Plan: A. Parks, Recreation, and Trails. Douglas will offer a full range of recreational areas and facilities accessible to all segments of the community.

2015 Downtown Master Plan

Budget/Fiscal Impact

Fund/Department: Pool Improvements 55-5550-6544

Project/Line Item(s): Improvements other than building Project # 1005 Pool renovations

Budgeted Amount: \$3,750,000

Anticipated Amount: \$4,708,365

Action Requested/Recommended Motion

I move to remove the Bid Award: Douglas Municipal Pool Renovation Project from the table.

Move to accept the bid of \$4,708,365 and award the Douglas Municipal Pool Renovations project to Powder River Construction and further authorize the City Manager to sign all associated documents.

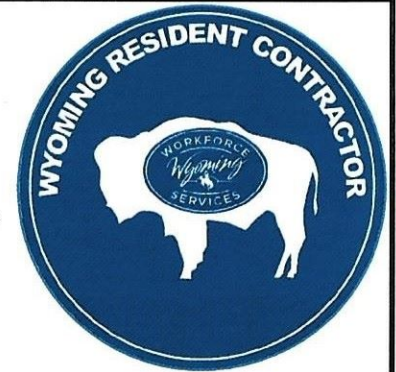
Attachments

1. 20241211-Powder River
2. 20241211-USA Construction LLC
3. Recommendation for Award_Pool2



STATE OF WYOMING

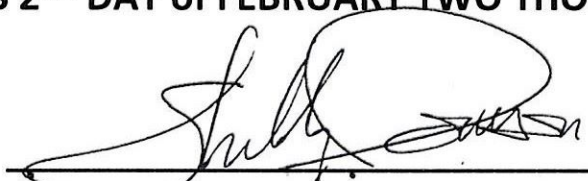
CERTIFICATE OF RESIDENCY



Contractor Number: 0194

POWDER RIVER CONSTRUCTION, INC.

HAS BEEN GRANTED RESIDENCY STATUS PURSUANT TO WYOMING STATUTE 16-6-101, AS AMENDED. FIVE PERCENT PREFERENCE SHALL BE ALLOWED WHEN BIDDING ON ANY PUBLIC WORKS CONTRACT FOR A PERIOD OF ONE (1) YEAR FROM THE DATE CERTIFICATION IS GRANTED.
GRANTED THIS 2ND DAY of FEBRUARY TWO THOUSAND AND 24



Michele Johnson, Program Manager

EXPIRATION DATE: 2/1/2025



To verify the authenticity of the certificate,
please contact our office at 307-777-7261 or visit
wyomingworkforce.org/businesses/labor/info

CERTIFICATE SERIAL NUMBER: 0202202421



Bid Bond

CONTRACTOR:

(Name, legal status and address)

Powder River Construction, Inc.
4001 E. Collins Road
Gillette, WY 82718

OWNER:

(Name, legal status and address)

City of Douglas
101 North 4th Street
Douglas, WY 82633

BOND AMOUNT: 5% Five Percent of Amount Bid

PROJECT:

(Name, location or address, and Project number, if any)

City of Douglas - Douglas Municipal Pool Renovation - Project #24-049

SURETY:

(Name, legal status and principal place of business)

The Ohio Casualty Insurance Company
175 Berkeley Street
Boston, MA 02116

MAILING ADDRESS FOR NOTICES:

400 E 1st St
Casper, WY 82609

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

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 9th day of December, 2024.


(Witness)

Powder River Construction, Inc.

(Contractor as Principal)

(Seal)

By:

(Title)


(Witness)

The Ohio Casualty Insurance Company

(Surety)

By:

Gloria Fugatt, Attorney-in-Fact



Init.

/

LMS-20862e 02/21

Liberty Mutual Surety vouches that the original text of this document conforms exactly to the text in AIA Document A310-2010 Edition Bid Bond.



POWER OF ATTORNEY

Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

KNOWN ALL PERSONS BY THESE PRESENTS: That The Ohio Casualty Insurance Company is a corporation duly organized under the laws of the State of New Hampshire, that Liberty Mutual Insurance Company is a corporation duly organized under the laws of the State of Massachusetts, and West American Insurance Company is a corporation duly organized under the laws of the State of Indiana (herein collectively called the "Companies"), pursuant to and by authority herein set forth, does hereby name, constitute and appoint Gloria Fugatt all of the city of Casper state of WY its true and lawful attorney-in-fact, with full power and authority hereby conferred to sign, execute and acknowledge the following surety bonds, undertakings, recognizances, contracts of indemnity, and all other surety obligations related thereto, the execution of which shall be binding upon the Companies as if it had been duly signed and executed by its own officers:

Principal Name: Powder River Construction, Inc.
Obligee Name: City of Douglas
Surety Bond Number: Bid Bond

Bond Amount: See Bond Form

IN WITNESS WHEREOF, this Power of Attorney has been subscribed by an authorized officer or official of the Companies and the corporate seals of the Companies have been affixed thereto this 9th day of September, 2024.



Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

By: Nathan J. Zangerle
Nathan J. Zangerle, Assistant Secretary

STATE OF PENNSYLVANIA ss
COUNTY OF MONTGOMERY

On this 9th day of September, 2024, before me personally appeared Nathan J. Zangerle, who acknowledged himself to be the Assistant Secretary of Liberty Mutual Insurance Company, The Ohio Casualty Company, and West American Insurance Company, and that he, as such, being authorized so to do, execute the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my notarial seal at Plymouth Meeting, Pennsylvania, on the day and year first above written.



Commonwealth of Pennsylvania - Notary Seal
Teresa Pastella, Notary Public
Montgomery County
My commission expires March 28, 2025
Commission number 1126044
Member, Pennsylvania Association of Notaries

By: Teresa Pastella
Teresa Pastella, Notary Public

This Power of Attorney is made and executed pursuant to and by authority of the following By-laws and Authorizations of The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company which resolutions are now in full force and effect reading as follows:

ARTICLE IV – OFFICERS: Section 12. Power of Attorney.

Any officer or other official of the Corporation authorized for that purpose in writing by the Chairman or the President, and subject to such limitation as the Chairman or the President may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Corporation to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Corporation by their signature and execution of any such instruments and to attach thereto the seal of the Corporation. When so executed, such instruments shall be as binding as if signed by the President and attested to by the Secretary. Any power or authority granted to any representative or attorney-in-fact under the provisions of this article may be revoked at any time by the Board, the Chairman, the President or by the officer or officers granting such power or authority.

ARTICLE XIII – Execution of Contracts: Section 5. Surety Bonds and Undertakings.

Any officer of the Company authorized for that purpose in writing by the chairman or the president, and subject to such limitations as the chairman or the president may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Company by their signature and execution of any such instruments and to attach thereto the seal of the Company. When so executed such instruments shall be as binding as if signed by the president and attested by the secretary.

Certificate of Designation – The President of the Company, acting pursuant to the Bylaws of the Company, authorizes Nathan J. Zangerle, Assistant Secretary to appoint such attorneys-in-fact as may be necessary to act on behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations.

Authorization – By unanimous consent of the Company's Board of Directors, the Company consents that facsimile or mechanically reproduced signature of any assistant secretary of the Company, wherever appearing upon a certified copy of any power of attorney issued by the Company in connection with surety bonds, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

I, Renee C. Llewellyn, the undersigned, Assistant Secretary, of Liberty Mutual Insurance Company, The Ohio Casualty Insurance Company, and West American Insurance Company do hereby certify that this power of attorney executed by said Companies is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this 9th day of December, 2024.



By: Renee C. Llewellyn
Renee C. Llewellyn, Assistant Secretary

**MINUTES OF THE SPECIAL MEETING
OF THE SHAREHOLDERS OF
POWDER RIVER CONSTRUCTION, INC.**

A Special Meeting of the Shareholders of Powder River Construction, Inc., a Wyoming corporation, was held at the office of the corporation on the 29 day of OCTOBER, 2009.

Those present were Matthew Walker, Clifford Deiss and Tanner J. Bartel.

Matthew Walker called the meeting to order and was duly chosen to act as Chairman thereof, and Clifford Deiss was chosen to act as Secretary thereof.

The Secretary presented and read a Waiver of Notice of the Special Meeting which was ordered affixed to the minutes of this meeting.

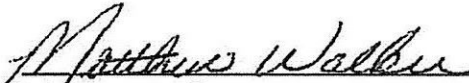
The purpose of the special meeting is to discuss and approve the appoint of Lance M. Walker as a signatory for the corporation.

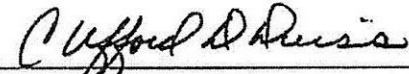
Upon motion duly made, seconded and unanimously carried, it was

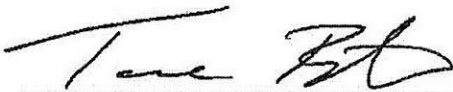
RESOLVED, to adopt a resolution to appoint Lance M. Walker as a signatory of the corporation. He is authorized to sign checks, contracts, bid documents, insurance applications and other documents related to insurance, bonding applications and other documents related to bonding as well as any other documents which he is directed to sign by the officers or directors of the corporation.

There being no further business to come before the meeting and upon motion duly made, seconded and unanimously carried, the same was adjourned.

DATED this 29th day of OCTOBER, 2009.


Matthew Walker


Clifford Deiss


Tanner Bartel

(S E A L)

EXHIBIT "A"
STANDARD
BID FORM

PROJECT IDENTIFICATION: City of Douglas – Douglas Municipal Pool Renovation

THIS BID SUBMITTED TO: City of Douglas (OWNER)
101 North 4th Street
P.O. Box 1030
Douglas, Wyoming 82633

1. The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with OWNER in the form included in the Contract Documents and to substantially complete all Work as specified or indicated in the Contract Documents for the Contract Price.
2. Bidder accepts all of the terms and conditions of the Instructions to Bidders, including without limitation those dealing with the disposition of Bid Bond. This Bid will remain subject to acceptance for sixty (60) days after the day of Bid opening. Bidder will sign and deliver counterparts of the Agreement, the Bonds and other documents required by the Bidding Requirements within ten (10) days after the date of OWNER's Notice of Award.
3. Notice that preferences will be granted pursuant to Wyoming Statutes Section 16-6-101, et seq., is hereby acknowledged.
4. In submitting this Bid, Bidder represents, as more fully set forth in the Agreement, that:
 - A. Bidder has examined and carefully studied the Bidding Documents and the following addenda, receipt of all which is hereby acknowledged:

Addendum No. <u>1</u>	Dated <u>12-5-2024</u>
Addendum No. _____	Dated _____
Addendum No. _____	Dated _____
 - B. Bidder has examined the site and locality where the work is to be performed, the federal, state and local Laws and Regulations, and the conditions affecting cost, progress, or performance of the work and has been such independent investigations as Bidder deems necessary;
 - C. This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation;

Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid; Bidder has not solicited or induced any person, firm or corporation to refrain from bidding; and Bidder has not sought by collusion to obtain for itself any advantage over any other Bidder or over OWNER.

5. Bidder may bid any or all schedules and will complete the Work for the bid schedule price(s) based upon materials actually furnished and installed and services actually provided, based on the lump sum and unit prices provided in the itemized bid schedule(s).
6. Bidder agrees that the work for the City of Douglas will be as provided above, substantially and finally completed.
7. Bidder accepts the provisions of the Agreement as to liquidated damages in the event of failure to complete the work on time, unless otherwise stated as provided below. Bidder agrees that such liquidated damages are not a penalty and that the amount provided is as close to an estimate as possible to the actual damages. Any exceptions or objections to this provision are stated in writing and attached hereby by Bidder.
8. The following documents are attached to and made a condition of this Bid:

Required Bid Security in the form of a Bid Bond.
Certificate of Residency (if applicable)

9. Communications concerning this Bid shall be addressed to:

Address of Bidder: 4001 Collins Road E
Gillette, WY 82718

10. The terms used in this Bid are defined in and have the meanings assigned to them in the General Conditions, as modified by the Supplementary Conditions.

Submitted on December 10, 2024.

Bidder is bidding as a Non- Resident (Insert Resident or Non-Resident)

IF BIDDER IS:

AN INDIVIDUAL

By: _____ (seal)
(Individual's Name)

doing business as: _____

Business Address: _____

Phone Number: _____

A PARTNERSHIP

By: _____ (seal)
(Firm's Name)

(General Partner)

Business Address: _____

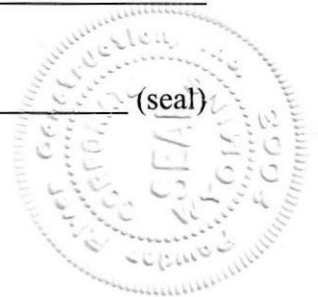
Phone Number: _____

A CORPORATION OR LIMITED LIABILITY COMPANY

By: Powder River Construction, Inc. (seal)
(Corporation's or Limited Liability Company's Name)

Wyoming
(State of Incorporation or Organization)

By:  (seal)
Lance Walker, Controller
(Title)



(Seal)
Attest: 
Sam Larson, Estimator
Business Address: 4001 Collins Road E
Gillette, WY 82718

Phone Number: 307-687-7721

A JOINT VENTURE

By: _____ (seal)
(Name)

(Address)

By: _____ (seal)
(Name)

(Address)

(Each joint venturer must sign. The manner of signing for each individual, partnership, and corporation that is a party to the joint venture should be in the manner indicated above.)

BID SCHEDULE
DOUGLAS MUNICIPAL POOL RENOVATION

Contractor shall furnish and install items as shown on the Drawings or called for in the Specifications. All costs not included in this schedule that are necessary to provide a complete, functional project as depicted in the Drawings and Specifications are to be considered incidental and merged with the costs of other related items. The following is a list of

LS = Lump Sum
SY = Square Yard

EA = Each
SF = Square Foot

LF = Linear Feet
CY = Cubic Yard

AC = Acre
Ton = Ton

Item	Description	Unit	Quantity	Unit Cost	Total Cost
1	Mobilization and Bonds	LS	1	\$ 480,900.00	\$ 480,900.00
2	Pool Renovation Complete	LS	1	\$ 4,202,500.00	\$ 4,202,465.00
3	Force Account	FA	25,000	\$1.00	\$25,000.00
				Total Base Bid	\$ 4,708,365.00

BID BOND

Individual Surety Mike Price

CONTRACTOR:

(Name, legal status and address)

USA Construction LLC
1595 Peachtree Parkway Suite 204-344
Cumming, GA 30041

OWNER:

(Name, legal status and address)

City of Douglas, WY
101 North 4th Street Douglas, Wyoming 82633
Douglas, Wyoming 82633

SURETY:

(Name, legal status and principal place of business)

Individual Surety Mike Price
8725 Roswell Rd Ste H
Sandy Springs, GA 30350

BOND AMOUNT: (\$23,288) Twenty-Three Thousand Two Hundred Eighty-Eight dollars

PROJECT:

(Name, location or address, and Project number, if any)

Douglas Municipal Pool Renovation Project No. 24-049
701 E.Center Street, Douglas, WY
Douglas, Wyoming 82633

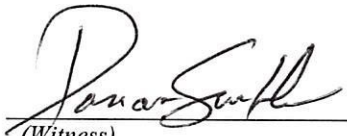
The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

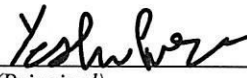
When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 5 day of December, 2024.


(Witness)


(Witness)

USA Construction LLC

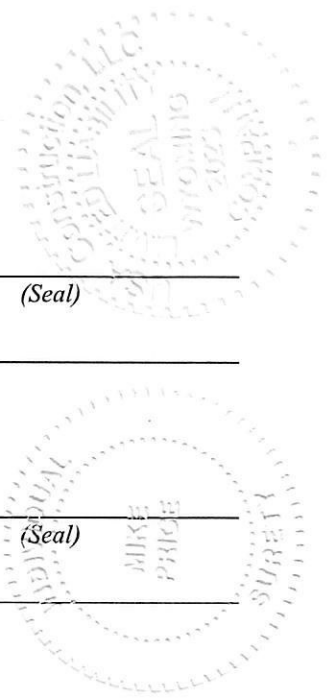

(Principal) (Seal)

Project Manager
(Title)

Individual Surety Mike Price


(Surety) (Seal)

Individual Surety
(Title)



ADDENDUM #1

To the

BIDDING AND CONTRACT DOCUMENTS

For the

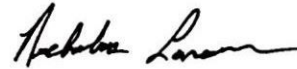
Douglas Municipal Pool Renovation Project No. 24-049

Prepared for:
City of Douglas
101 North Fourth St.
Douglas, WY 82633

Date of the Addendum December 5, 2024

Receipt of this Addendum must be acknowledged by filling in the spaces provided below and including one (1) copy attached to the bid.

APPROVED:



Nick Larsen, City Engineer

ACKNOWLEDGEMENT OF RECEIPT OF
ADDENDUM

USA CONSTRUCTION LLC

Company

YESHU PURI

Name



Signature

PROJECT MANAGER

Title

12/5/2024

Receipt Date

ADDENDUM #1

To the

BIDDING AND CONTRACT DOCUMENTS

For the

Douglas Municipal Pool Renovation Project No. 24-049

Date of the Addendum December 5, 2024

This Addendum No. 1 to the Bidding Information and Construction Specifications and the Drawings is hereby made a part of the Contract Documents, for the above-entitled project, to the same extent as though it were originally contained therein.

All bidders are expected to thoroughly examine each item enumerated herein, regardless of its apparent application and shall be responsible for furnishing all labor and materials required in the division of work that the items indicate.

I. DRAWINGS

- A. DELETE** the Drawings in their entirety and **REPLACE** with the attached Drawings labeled "ADDENDUM No. 1". The revisions are identified in red on the Drawings.

END OF ADDENDUM



Company's Qualifications For
**Douglas Municipal Pool
Renovation**

USA Construction
1595 Peachtree Pkwy, Suite 204-344
Cumming, GA 30041

PROJECT NO. 24-049

Date Due: 12/11/2024

P|877-248-1872

F|877-224-0872

Table of Contents

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Partners *not all are listed	30-37

USA Construction

History: USA Construction was founded in 2001 by a group of aquatic professionals that branched off of USA Pools. Since 2001 we have built various types of commercial aquatic facilities. Our group began in the southeast, then worked its way up the east coast, by 2014 we expended to the southwest and west coast.

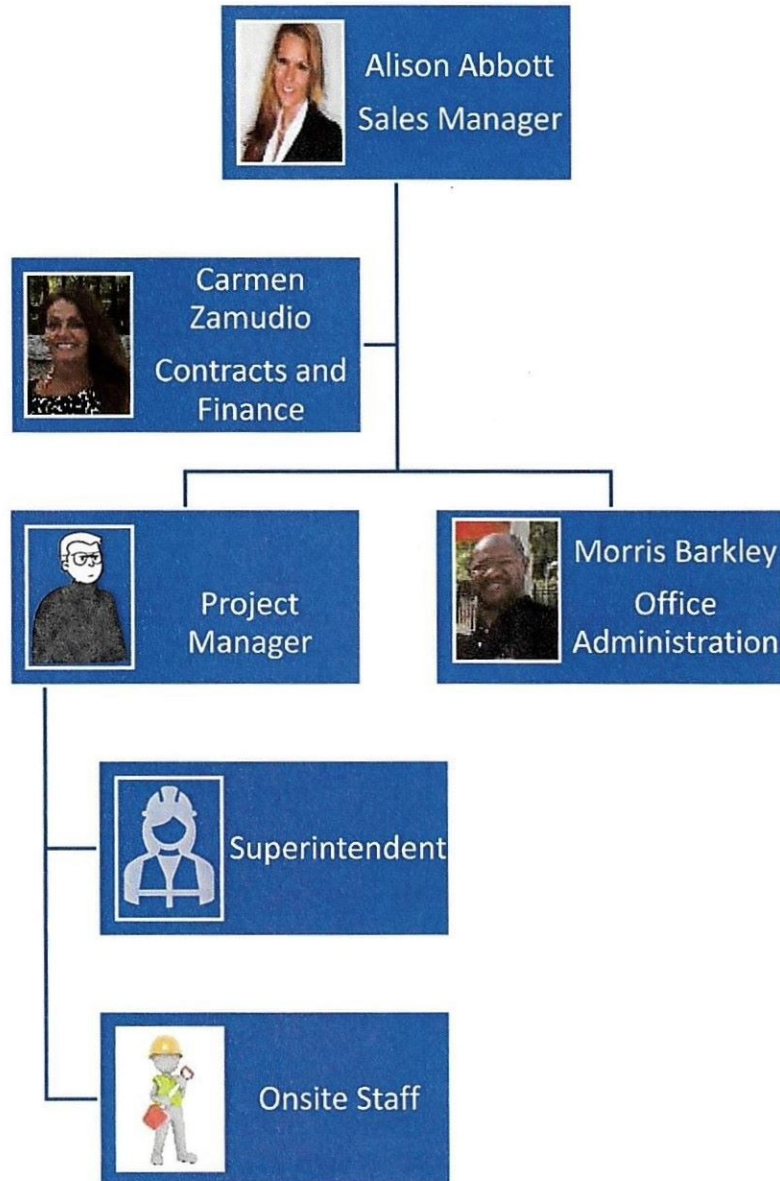
Safety: The USA Construction group has experience working on projects from coast to coast. Our safety record is impeccable with zero incidents. Our safety and standards are unmatched in our industry.

Methodology: USA Construction utilizes the traditional project management “waterfall” method for project management. As well as the utilization of daily reporting that with smart phone technology allows us to have real time trends on project completion.

Capabilities: USA Construction has worked on new build- design as well as renovations for the following types of facilities: traditional commercial swimming pools, lazy rivers, waterslides, beach entry pools, natatoriums, and splash parks as they have become more and more popular. USA conducts business with private business such as hotel/resorts, municipalities, and federal military installations. No job is too big or too small for our group.

Past Performance: USA Construction has the ability to work with smaller scale commercial projects as well as large scale projects. We complete more than 200 projects under \$100,000 each year, 50-100 projects that are \$100,000-\$500,000 and 2-10 projects that scale over \$1,000,000.00. These projects each of their own specific needs and requirement in which we work with a multitude of engineers, architects, sub contractors and material vendors.

Meet Your Team



Our Team at USA Construction is made up of multiple subject matter experts. These professionals are paired with each project depending on the project scope. We have provided swimming pool construction, management, and maintenance services for cities, counties, country clubs, and military bases throughout the country. We have in place the valued services and programs that will enable us to serve you with a 100% guaranteed satisfaction. We will accept no less than the highest standards in materials and workmanship and offer our full commitment to making this process as smooth and worry-free as possible. We stay personally involved step by step in your project, which ensures complete control over the work and seamless integration with all facets of the job, guaranteeing a top-notch final product and total customer satisfaction. Again, we appreciate you taking a good look at USA Construction.

Alison Abbott

Alison studied international business. After working in the medical and hospitality fields she joined the USA team in 2014 and has been successful in moving into a senior management role where her skills and knowledge in technology have aided in bringing organizational systems into more efficient practices.

Experience

- Organizational and talent management
- Multidepartment management
- Revenue management of 60-80 Million annually
- Fields of experience: Hospitality, Medical, Construction, Aquatic Safety
- Organizational training and system set up

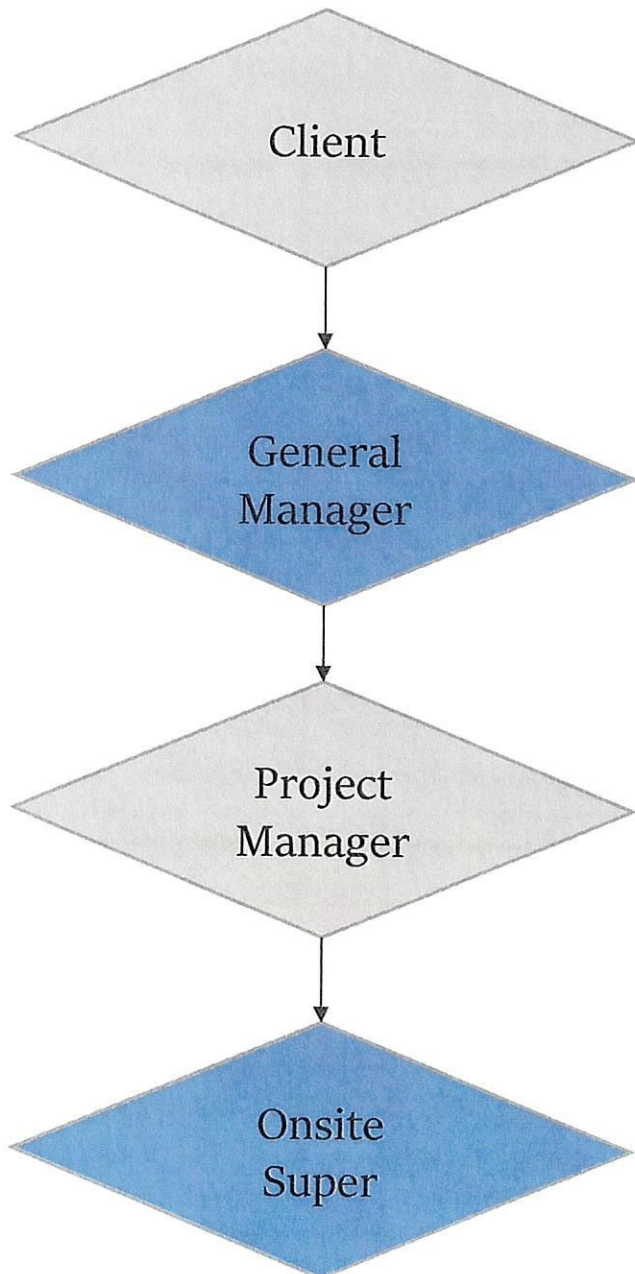
Skills

- Ability to connect teams
- Ability to provide clear communication to high level and ground level team members
- Ability to communicate expectations and assist others in setting goals to meet expectations
- Ability to problem solve and make decisions.
- Ability to identify root cause and work towards solution



Team Structure

Its important to have a system of checks and balances on site and in the office. Your project will go through a system of checks and site walks before anything is every approved or labeled as complete.



Sometimes simple is better!

We believe that there should be a clear chain of command and that begins with YOU, the client. You will always have access to all three levels of management throughout your project.

The admin or sales manager acts as the construction director. They listens, estimates, and designs. Without their stamp of approval you will not be presented with pay applications or statements of work completed.

Your project manager for USA will function 75% in the office and 25% on-site. They are the eyes and ears for the project and holds the superintendent to the highest standard.

Your onsite superintendent will be with our crew daily overseeing each step of your project. We have several gifted supers that are part ⁶ of our company.

Design-Build



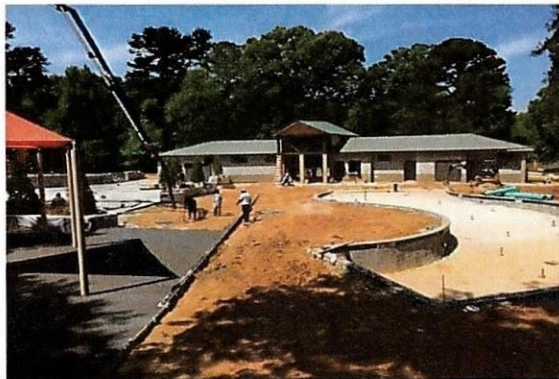
Orange Park - GA

1305 Oakland Dr. SW Atlanta, GA 30310

Valued at \$1,450,000

Building – 4400sf

Pool – 6000 sf



Design-Build



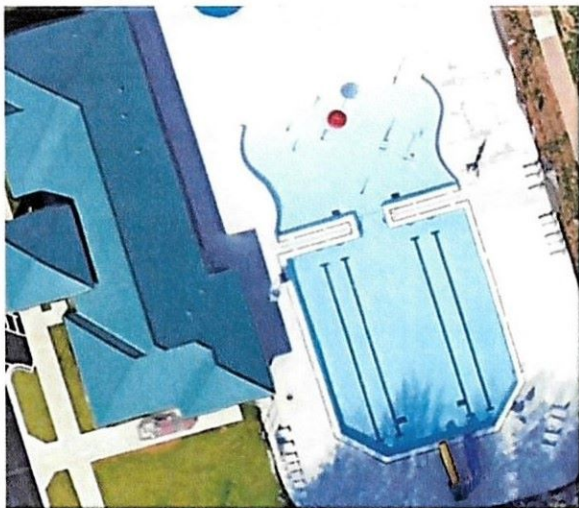
John A. White Park - GA

1183 Cascade Cir SW Atlanta, GA 30311

Valued at \$1,675,000

Building – 7545sf

Pool – 4707 sf



Design-Build



Browns Mill Aquatic - GA

4929 Browns Mill Rd Lithonia, GA 30038

Valued at \$2,600,000

Building – 7450sf

Pool – 17,000 sf



Renovations

Need an update to your location?

Add a slide* Resurface* Extend your Pool * Convert a pool to splash pad* Add play features



Splash Park Design/Build

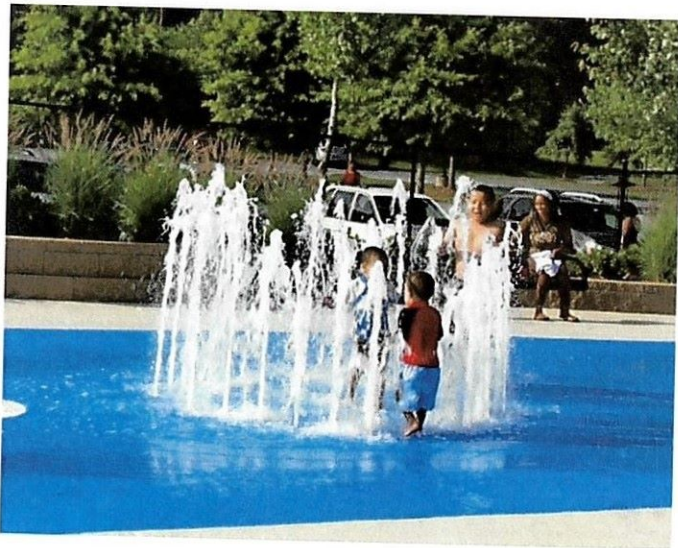


Riverside Park - GA

575 Riverside Road Roswell, GA 30075

Valued at \$594,500

Splash Pad – 2200 sf



Splash Park Design/Build



Riverside Park - GA

9000 Fouts Road Roswell, GA 30075

Valued at \$623,250

Splash Pad – 2550 sf



Splash Pads

You dream it and we build it!

The more out there the design, the more fun the build! At USA Construction we like our partners to have big ideas. Spirals, dinosaurs, and pirates oh my! The sky can be the limit with USA.



Splash Parks

Imagine the possibilities



Project Management

Our Project Management Software has multiple interfaces, of which the main dashboard/health chart give us a quick snapshot of how each project is doing.

It allows you to easily identify those projects which are progressing fine and those projects which are in trouble.

Time: Time shows what percentage your project is behind schedule.

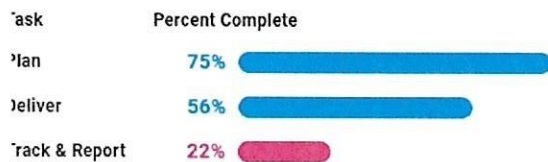
Tasks: Shows how many tasks still need to be completed.

Workload: shows how many tasks are overdue.

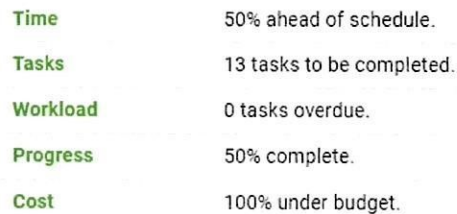
Progress: Shows what percentage of your project is complete.

Cost: Shows your costs vs your planned budget.

Progress



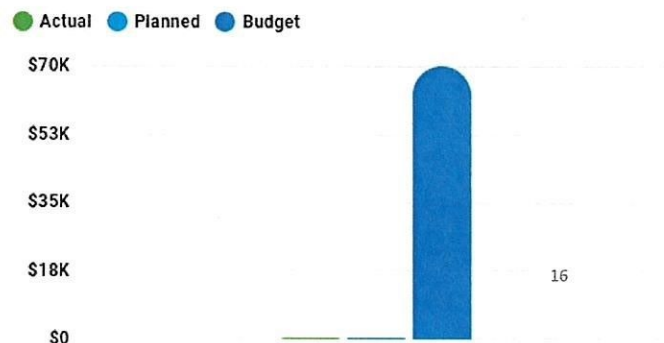
Health



Time



Cost



Project Management

Crystal River Design/Build - 05 Oct 2020

Page 1

	Task Name	Duration	Planned S...	Planned ...	Percent Complete	Priority	Actual Hours	Planned Hours
1	General Requirements	7 days	11/9/2020	11/17/2020		None		0 hour
2	mobilization	7 days	11/9/2020	11/17/2020		None		
3	Design & Permittig	1 day	11/9/2020	11/9/2020		None		
4	Payment & Performance B...	1 day	11/9/2020	11/9/2020		None		
5	Temporary Fencing	1 day	11/9/2020	11/9/2020		None		
6	Insurance	1 day	11/9/2020	11/9/2020		None		
7	Trailer	1 day	11/9/2020	11/9/2020		None		
8	Dumpster	1 day	11/9/2020	11/9/2020		None		
9	Surveying	5 days	11/9/2020	11/13/2020		None		
10	Office Supplies	1 day	11/9/2020	11/9/2020		None		
11	Miscellaneous Materials	1 day	11/9/2020	11/9/2020		None		
12	Travel	1 day	11/9/2020	11/9/2020		None		
13	Project Signed by FDEP Grant	7 days	11/9/2020	11/16/2020		None		0 hour
14	Site Work	46 days	11/16/2020	1/16/2021		None		0 hour
15	Drainage	6 days	11/18/2020	11/25/2020		None		
16	Prep & EarthWork	3 days	11/16/2020	11/18/2020		None		
17	Excavation, Trenching & Bac...	7 days	11/16/2020	11/24/2020		None		
18	Fencing & Gates	7 days	11/16/2020	11/24/2020		None		
19	Sod, Landscape & Irrigation	6 days	1/11/2021	1/18/2021		None		
20	Pavement Marking	2 days	11/24/2020	11/25/2020		None		
21	Concrete Work	54.04 days	10/19/2020	12/31/2020		None		0 hour
24	Splash Pad - Concrete	4 days	12/21/2020	12/24/2020		None		
25	Plaster	4 days	12/28/2020	12/31/2020		None		
26	Electrical Work	24 days	12/21/2020	1/21/2021		None		0 hour
27	Gen Req for Electrical	14 days	12/21/2020	1/7/2021		None		0 hour
28	Site Lighting	3 days	1/13/2021	1/15/2021		None		0 hour
29	Controller Board Installation	4 days	1/18/2021	1/21/2021		None		0 hour
30	Wiring Devices	7 days	12/22/2020	12/30/2020		None		

USA Design/Build Steps

1) Team Selection :

After carefully reading through the scope of work, USA Construction chooses your team based on experience/skill set, quality of work, and cost. Putting together a strong team that can function independently as well as a single unit creates a strong foundation to support the following steps and project.

2) Pre-Construction

This tends to be a shorter phase within our design build process, but it absolutely critical to our success. This is the step where we will ask a great number of questions to make sure that everyone is on the same page. Expectations and reality do not always line up when designing a project and its important to get a solid picture of what is to be expected/delivered. Here is where goals, complete scheduling, budgeting (and budgeting problems) and potential project challenges will be addressed. This is also where value management/engineering will first appear.

3) Architectural Design

Design can begin after budget and timeline have been set. There will be assessments for potential cost savings and ways to increase productivity and preliminary drawings are presented to the project owner.

4) Construction

This can begin during the design phase as it is common to have timing overlap between the two depending on the project. USA tries to minimize change orders through utilizing S-curves and an agile waterfall project management techniques, but this is the phase where change orders will appear (if any).

5) Post Construction

Once completed, your team will do an overview of the project, a final site walk and various training depending on the technology utilized for your facility.

29	90%
10	0%
103	100%
7	0%
56	
7	
5	0%
6	0%
135	47%
154	100%
121	100%
186	100%
136	100%
6	0%
145	100%

Billing & Payments

You should get what you pay for; in this industry that does not always happen. With USA Construction as your partner you can rest easy that when we submit a pay application, its has been checked, double checked, and triple checked. With the use of an AIA Payment application you will always know where your project stands and how your payments are calculated.

APPLICATION AND CERTIFICATION FOR PAYMENT			AIA DOCUMENT G702		PAGE ONE OF _____ PAGES	
TO OWNER:	PROJECT:	APPLICATION NO:	1	Distribution to:		
				☐ OWNER		
				☐ ARCHITECT		
				☐ CONTRACTOR		
FROM CONTRACTOR:	VIA ARCHITECT:	PERIOD TO:	0/00/0000			
		PROJECT NOS:				
CONTRACT FOR:		CONTRACT DATE:	0/00/0000			
CONTRACTOR'S APPLICATION FOR PAYMENT Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.			The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.			
1. ORIGINAL CONTRACT SUM			CONTRACTOR:			
2. Net change by Change Orders			By: _____ Date: _____			
3. CONTRACT SUM TO DATE (Line 1 - 2)			Subscribed and sworn to before me this _____ day of _____			
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)			Notary Public in and for the State of _____			
5. RETAINAGE:			Commission expires: _____			
a. 10 % of Completed Work \$ 0.00						
(Column D + E on G703)						
b. % of Stored Material \$ Included in above						
(Column F on G703)						
Total Retainage (Lines 5a + 5b or Total in Column I of G703)						
6. TOTAL EARNED LESS RETAINAGE \$ 0.00						
(Line 4 less Line 5 Total)						
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)						
8. CURRENT PAYMENT DUE \$ 0.00						
9. BALANCE TO FINISH, INCLUDING RETAINAGE \$ 0.00						
(Line 3 less Line 6)						
CHANGE ORDER SUMMARY			ARCHITECT'S CERTIFICATE FOR PAYMENT			
ADDITIONS			In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.			
DEDUCTIONS			AMOUNT CERTIFIED \$ _____			
Total changes approved in previous months by Owner			(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)			
Total approved this Month			ARCHITECT:			
TOTALS \$0.00 \$0.00			By: _____ Date: _____			
NET CHANGES by Change Order \$0.00			This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.			

AIA DOCUMENT G702 - APPLICATION AND CERTIFICATION FOR PAYMENT - 1992 EDITION - AIA - ©1992
THE AMERICAN INSTITUTE OF ARCHITECTS, 1735 NEW YORK AVE., N.W., WASHINGTON, DC 20006-5292
Users may obtain validation of this document by requesting a completed AIA Document D401 - Certification of Document's Authenticity from the Licensee.

Site Cleanliness



We all know construction is a messy business, but that does not mean the jobsite has to be *sloppy*.

The construction director will be performing monthly or bi-weekly site walks depending on the project and the stage of completion. You can trust and believe in an organized, well run and **safe** jobsite when working with USA Construction.

Our team holds every member of the crew accountable for their work area daily. Our goal is to leave as little footprint as possible when building your aquatic facility.



Quality Control Assessments

With USA Construction as your preferred partner, rest assured that our focus is always on the quality of our work/product!

Each week your project manager is going to check in with you, the director and the super individually. During this check ins your project manager will utilize a quality control assessment form to make sure that the partner, the director and the on site superintendent are satisfied and up to date on what has been completed, what is currently in progress, what needs correcting, the plan for correcting and what are the next steps towards success and project completion.

Jobsite Quality Review Planning and Log Sheet			
Project ID	Project Name	Preparer	Date
Planning ☐ Invite your client ☐ Inform field personnel of your review			
Upon Arrival ☐ Have a copy of the project specs, standards, and drawings ☐ Include the superintendent on your walk			
First Look ☐ Conduct a general overview of the jobsite ☐ Pay attention to the most critical and/or risky areas ☐ List agenda items below			
Assess Completed Work	List your completed tasks and follow the steps below for each completed task: - Confirm that the task has been fully completed - Inspect crucial details that have caused previous/costly issues - Verify that the work meets specifications		
	Completed Tasks and Notes:		
	☐		
	☐		
	☐		
Monitor Work In Progress	List your work in progress and follow the steps below for each task in progress: - Correct work in progress issues now to prevent costly mistakes later - Monitor personnel for proper training on new tasks - Pay attention to details that are different on this project from other projects		
	Work In Progress and Notes:		
	☐		
	☐		
	☐		

Jobsite Quality Review Planning and Log Sheet continued		
Monitor Work In Progress	Examine Materials • Conform correct materials are being used • Observe discarded products and packaging Examine Equipment • Review equipment for correct type, proper capacity, and proper condition for quality and safety Materials/Equipment and Notes: ☐ ☐ ☐ ☐ ☐ ☐	
	Review materials for the following: • Verify materials are being inspected before use • Identify materials that have and have not been inspected • Look for markings, tags, or 'QC Inspected' indicator on materials that have passed inspection Material Controls and Notes ☐ ☐ ☐ ☐ ☐ ☐	
	Corrective Action Plan	
	☐ Review notes with field personnel ☐ Discuss and issues and create a corrective action plan Corrective Action Plan	
	Upon Departure	

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Quality Control Assessments

Quality Control Plan for Construction

Automated Form Number Template Library-Example Project-Example Team-DP-QUAL-0018 -12

Section 1 PURPOSE OF THE PROJECT QUALITY MANAGEMENT PLAN

Provide the purpose of the Project Quality Management Plan. This document should be tailored to fit the particular project needs. Identify which project(s), product(s), and/or the portion of the project life cycle that are covered by this plan and the overall quality objectives for this project.

1.1 Project Name and Purpose **Project name:** Newtown Street Neighbourhood

Purpose - Complete renovation works on the east side buildings

Section 2 PROJECT QUALITY MANAGEMENT OVERVIEW

2.1 Organisation, Responsibilities, and Interfaces Describe the primary roles and responsibilities of the project staff as it relates to the practice of Project Quality Management. Indicate responsibilities for activities such as mentoring or coaching, auditing work products, auditing processes, participating in project reviews, etc.

Name	Role	Quality Responsibility
Dave Hodgson	National quality manager	Coaching all quality personnel and other personnel where applicable
Patricia Barbara	Quality manager	Quality auditing on work products
Jess King	Team lead	Auditing work products across the project
Balinda Jones	Operations manager	Establish auditing processes and manage personell
James Tran	Review inspector	Organising and leading all participation in project reviews

2.2 Tools, Environment, and Interfaces List and define the data elements the quality plans that will be used to measure project quality and level of conformance to defined quality standards/metrics.

Tool	Description
Benchmarking	Referencing and monitoring quality in comparison to industry recognised benchmarks
Continuous improvement	Setting our own benchmarks and seeking continuous improvement across operations
Quality management software platform	Get real-time analytics and insights from quality performance to properly analyse and adjust course where required
3rd party audit	3rd party auditing at pre-defined intervals to ensure quality and compliance

Section 3 PROJECT QUALITY MANAGEMENT

At the highest of levels Quality Management involves planning, doing, checking, and acting to improve project quality standards. The practice of Quality Management is broken into three process groups:

- 3.1 Quality Planning (QP),

Quality Control Assessments

- 3.2 Quality Assurance (QA) and
- 3.3 Quality Control (QC).

The following sections define how this project will apply each of these practice groups to define, monitor and control quality standards.

3.1 Quality Planning (QP)

Identify which quality standards are relevant to the project and how to satisfy them. Identify and define appropriate quality metrics and measures for standards for project processes, product functionality, regulatory compliance requirements, project deliverables, project management performance, documentation, testing, etc. Identifies the acceptance criteria for project deliverables and product performance

1. Project structure

Separate Quality Staff - Testing is a very specialised function. A contractor may elect to hire a separate staff or subcontractor to perform testing and to generate the documentation required by the FAR Clause and the FP. But the testing and documentation are only part of the inspection system required by the contract. If the entire inspection system is performed by personnel separate from production personnel, that would mirror the traditional relationship between contractor and agency organisations.

2. Process control testing

Testing provides a reflection of quality and the process. But only changes to the process can improve quality. Extensive testing needed to identify defects so that they can be corrected is an indication of a poor process. Ideally frequencies of QC testing are dependent on characteristics of the overall process. In a transition environment however, when contractors are not used to designing comprehensive QC systems, it may be necessary for the agency to provide guide frequencies to minimize the risk of serious deficiencies undetected until late in the process.

3. Inspection/control procedures

For most typical FLH construction projects, the narrative describing inspection/control procedures should adequately address the quality process basics in two to four pages for each phase of construction (see below). This does not include testing schedules, certification, personnel, summaries and other attachments. In addition, if the narrative includes excessive redundancies, paraphrasing of the contract and other extraneous materials, that will add to the required length.

4. Preliminary, Startup and Production Phases

The FP requires each of the three sequential phases to be addressed separately. For five categories of construction, a five by three matrix is generated which constitutes the inspection/control part of the CQCP. The preliminary phase includes evaluation of equipment, materials and other resources prior to work being started. It also involves comparing contract requirements with training and other needs. Startup includes the additional management, training and inspection resources usually needed when a new operation is started. Production addresses the routine QC resources necessary after the process is established.

5. Subcontractors and Suppliers

When subcontractors and suppliers [other than suppliers of commercial items] provide part of the work, then the QCP needs to be clear whether their QC responsibilities will be independent, or a part of the prime contractor's responsibilities. If they are independent, then the subcontractors or suppliers QCP must be developed and submitted for approval, through the prime.

8. Manufactured Materials

Quality Control Assessments

Commercial Items - These are materials manufactured and sold to the general public, as opposed to materials made to the unique specifications of the agency. For most commercial items, the contractor's responsibilities are limited to verification that the materials are as required or permitted in the contract, and that the delivered materials are in fact those approved materials. Some materials which are arguably commercial are considered of critical importance, and have specific QC/QA requirements in the contract.

Non-commercial Items - These are materials manufactured offsite, but specifically to agency specifications for this project. QC plan coverage for non-commercial items should be a separate document from the manufacturer, or the manufacture of those items should be included in the QC plan of the contractor or a subcontractor. Like critical commercial items, critical non-commercial items may have specific QC/QA requirements in the contract.

Explanation	Comment
3.1.1 Define Project Quality Identify quality standards and expectations for customers, the project, organization and federal regulations, define customer and project goals, quality standards, critical success factors, and metrics for which to measure success, and outline acceptance criteria for project deliverables and product performance.	Covered in OKR sheet 2
3.1.2 Measure Project Quality Identify desired metrics and related monitoring processes for which to measure quality standard, develop a plan for measuring quality, define methods of data collection and archiving, and document timeframe for measurement and metrics reporting.	Covered in ITP-001

3.2 Quality Assurance (QA) Identify and define those actions, and the metrics to measure them, that provide the confidence that project quality is in fact being met and has been achieved. Relate these actions to the quality standards defined in the planning section of this document.

Defect tracking and reporting - Track the number of defects which have been reported (and are open/closed) using the quality management software

Hold points and witness points - Same as above

Defects per subcontractor - Track the number of defects per subcontractor using a safety management software, and assess punch list and snag list completion and performance

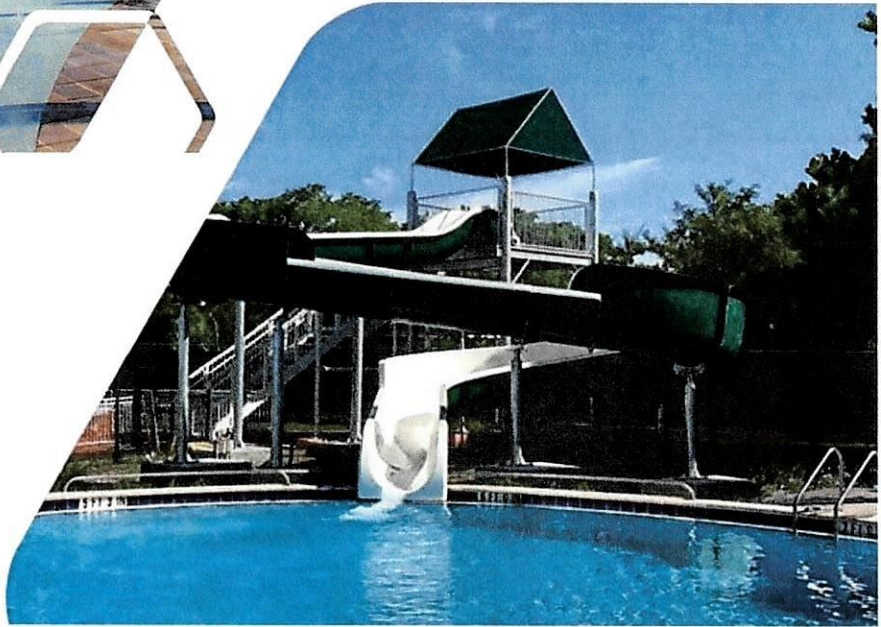
Project delays - Track days behind schedule, planned vs. actuals and budgeting to track how much quality has impacted these core project KPI's

Variations - The number of variations and instructions are indicative of project scope changing which introduce more uncertainty around jobs and quality which can negatively impact quality

Lot management - Understand how each team and function is performing from lot reporting

Explanation	Comment
3.2.1 Analyze Project Quality Analyze quality data, document opportunities for improvement and apply what was learned from quality analysis to eliminate gaps between current and desired levels of performance.	Quality management software to improve planned vs. actuals and real-time tracking and monitoring

Our Partners



Newly-designed commercial and residential pool filter packs are made of thick fiberglass lids with a one-inch floor for no warping and easy drainage. Aquaworx uses stainless hardware on our hinges and latches in addition to unions on all pumps for easy removal.

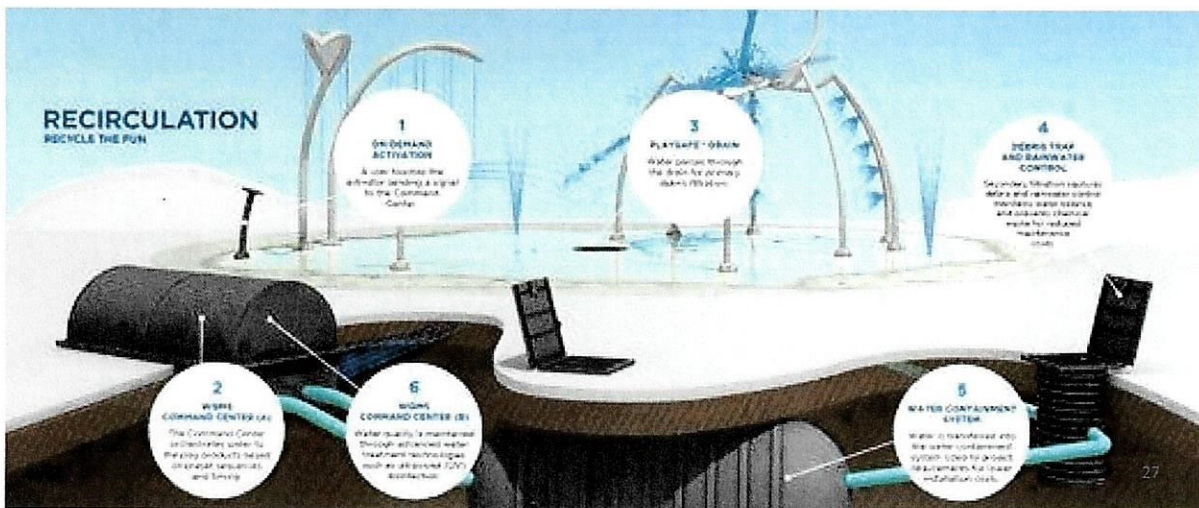
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Our Partners

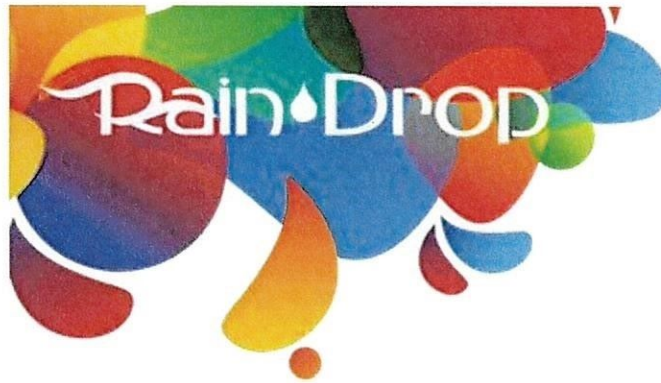


SAFESWAP™ ANCHORING SYSTEM

Attractive ground caps are substituted for future play products
Easily add future play elements with no change to infrastructure
Easily move products from one location to another at no additional cost
Provides flexibility to spread investment over time as capital becomes available
Structural stainless-steel base for maximum strength
Optional interim spray cap (as shown)

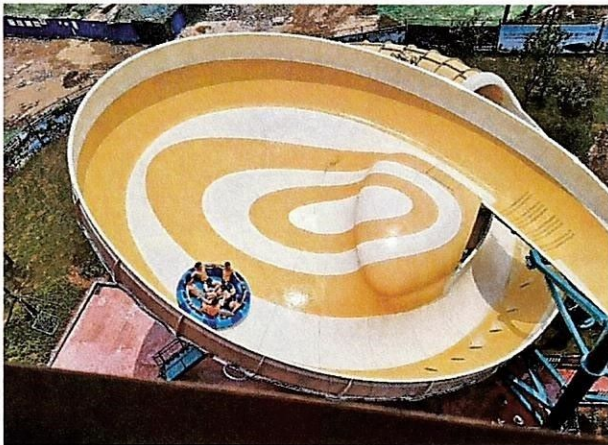


Our Partners



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Our Partners



Our Partners

POLYSOFT

FLEXIBLE SEAMLESS PAVING



POLYSOFT
FLEXIBLE SEAMLESS PAVING

POLYSOFT COLOUR RANGE

PolySoft is a specially designed product for wet area surfaces and children's playgrounds, where comfort and safety are paramount.

PolySoft's colour range has been carefully selected to provide an unlimited choice of striking combinations for pool surrounds and water play areas. The unique combination of the soft texture of PolySoft and the natural colour range, gives designers, architects and all involved, the freedom to create areas that are aesthetically pleasing and safe underfoot.

OUTDOOR AREAS AND CHILDREN'S PLAYGROUNDS

PolySoft is the ideal surface solution for outdoor playgrounds. It is well suited to public pathways, meeting areas, entertainment venues and any application that requires a soft seamless flexible surface.

When combined with the appropriate safety underlay, PolySoft is an exceptional impact attenuating safety surface meeting all fall height requirements. PolySoft addresses all the common issues usually associated with traditional surfacing. These include cracking, fading and surface temperature.

WET AREAS

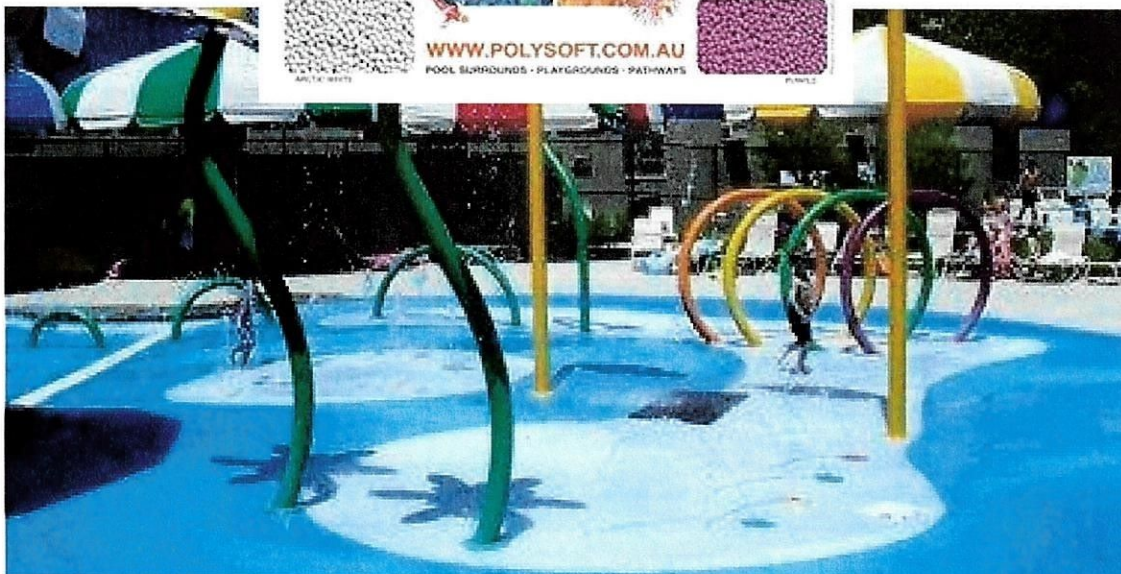
PolySoft is perfectly suited for use around pools, in water theme parks, rehabilitation hydrotherapy pool entries, splash pads and any application where a chlorine resistant surface treatment is required. The heat solution in surface temperature makes traction ideal possible, even in extreme environments.

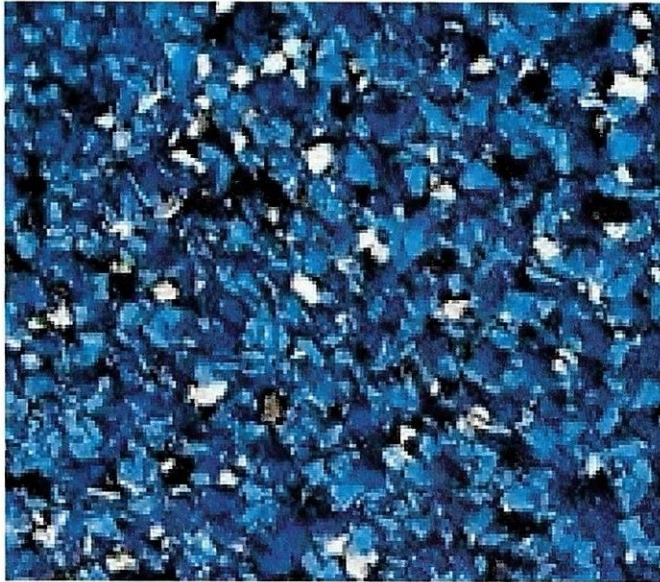
PolySoft can be tailored to suit individual project considerations, both in the resistance and drainage. PolySoft also has unique properties that allow it to be drilled into vertical surfaces, making it suitable to the pool interiors.



24 color swatches arranged in a 6x4 grid, including: BRIGHT BLUE, MEDIUM BLUE, DARK BLUE, BLACK, WHITE, GREY, BROWN, TAN, RED, ORANGE, YELLOW, GREEN, PURPLE, PINK, and many others.

WWW.POLYSOFT.COM.AU
POOL SURROUNDS • PLAYGROUNDS • PATHWAYS





Our Partners

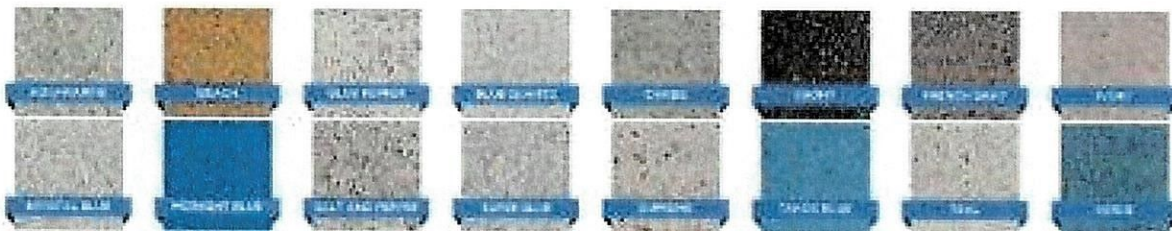
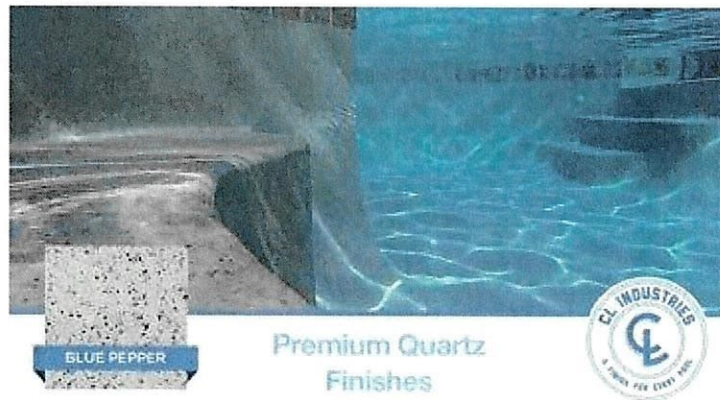
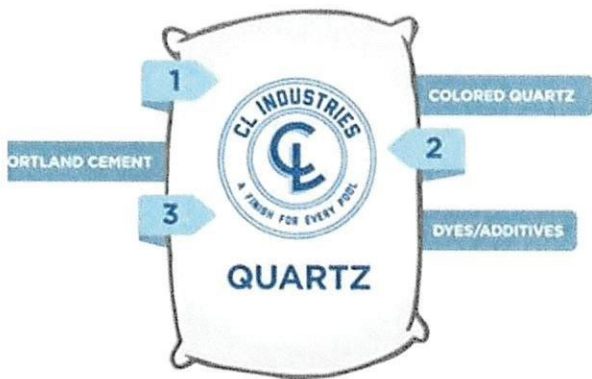
Our Partners



Our Partners

Krystalkrete

EXPOSED AGGREGATE POOL FINISH



USA CONSTRUCTION



PROPOSAL FOR:
Douglas Municipal Pool

This Agreement, between the undersigned,

(herein referred to as "Owner"), hereby contracts with USA Construction

(herein after referred to as "Contractor") for the installation described below at the

price, terms, and conditions set forth herein.

JOB ADDRESS: 701 E. Center Street, Douglas, WY

MAIL ADDRESS:

CONTRACT PRICE (in words): Four hundred sixty-five thousand, seven hundred sixty dollars

CONTRACT PRICE (in numbers): \$465,760

Payable as follows:

PAYMENT SCHEDULE

Payment is Scheduled in AIA format

USA CONSTRUCTION agrees to furnish and pay all labor, material, equipment, taxes, insurance, and do all things necessary for the proper construction and completion of swimming pool at Facility Name, Located in Name County, State in accordance with the requirements of the local Health Department in effect on the date of this Agreement, and as shown on the plans provided by the Owner. Without limiting the generality of foregoing, the work is generally described as the construction of a swimming pool the shape and size specified on the attached plan and as described in the Plans and Specifications provided by the Owner.

Any written notices, which may be required herein, shall be mailed by Registered or Certified US Mail, return receipt requested, to the Contractor at the following address:

USA Construction
1595 Peachtree Pkwy
Suite 204-344
Cumming, GA, 30041



SCOPE:

The Douglas Municipal Pool Renovation Project includes partial demolition of the existing pool, removal and replacement of circulation and filtration equipment, replacement of slide pump and piping, construction of a new approximately 2500 Sq Ft pool including new gutter system and decking, construction of a new approximately 1000 Sq ft. splash pad, and additional play features and site amenities

- Demolish a portion of the existing Leisure Pool per the aquatic drawings. Layout, excavate, remove from the construction site, replace and grade materials as required beyond the limits of excavation of the pool structures to complete the work described in this section
- Furnish and install a plaster/tile/paint finish in the pool with a slip resistant surface per Specification Section 131140 – Swimming Pool Plaster. Furnish and install specialty tile for the perimeter tile deck band, gutter nosing, wall targets, recessed steps, floor lane markings, depth markings and warning signs, and all other tile installation within the pool structures. Reference Section 131145 - Swimming Pool Tile - including the tolerance requirements for the concrete substrate.
- Provide swimming pool sealants and caulking as shown on the plans
- Provide cementitious waterproofing for pool main drain sumps, gutter trough, surge tank, and backwash catch basin.
- Provide deck equipment, anchor inserts, gutter grating, and grating support angle and fasteners
- Provide pool filtration system and circulation system, valves, pumps, chemical feed equipment heaters, water level control system, and all items necessary to operate the entire system properly.
- Provide the heating system for the pool. Include all piping, heaters, controls, gauges, thermostats, control valves and wiring required to draw water from the recirculation line, heat the water and return it back to the recirculation line and interlock with pool recirculation pumps.



PLANS:

Owner is required to provide Contractor with three (3) full sets of engineer stamped plans upon signing of agreement. Contractor cannot start the project or the permit process without three (3) full sets of engineer stamped plans. Plans must include drawings of pool layout with depths and dimensions of pool, plumbing layout of pool, and all electrical plans for pool to include pump room layout and pool lights. Contractor can provide these plans at an additional fee to the agreement cost.

POOL OPERATIONS

The Contractor shall put the filtration equipment into operation. The Contractor shall provide oral instructions; as well as provide all owners' manuals to Owner. The premises shall be cleared of all excess materials, tools, equipment and debris from construction site.

This bid assumes there are no underground rocks or structures, quicksand, lakes, trash dumps or fuel tank, and there is reasonable access to the job site. This bid also assumes there is acceptable soil type and compaction to support pool structure and decks.

Owner represents that he/she has title to the land, that the pool is located within the property lines and clear setbacks, underground installations and overhead power lines, and that the pool and equipment location complies with applicable zoning laws.

CHANGE ORDERS

Any additional work that is above and beyond the original scope of work listed above shall be invoiced separately and payment shall be due upon completion of additional work that was approved by Owner in the change order. Any change orders that are more than \$2,000.00 shall require a 50% deposit with the written approved change order. Payment terms listed below shall apply to all change orders.

ADDENDA

The following Addenda are pursuant to, and part, of this Agreement:

_____ N/A _____

PERSONNEL/SUBCONTRACTORS

Whereas, Company will invest substantial resources to train and convey information concerning operational/construction techniques and management procedures to its personnel and subcontractors at Owner's facility, Owner acknowledges that such information and investment is a valuable asset of Company's business. Owner agrees not to hire or contract (without the prior written consent of Company) any personnel or former personnel of the Company directly or indirectly to work at, service, or be connected in any way with the project named herein for a period of one (1) year from the date of completion or cancellation of this agreement. Owner further agrees not to contract for any work performed at project as described herein with any subcontractor hired by Contractor (without the prior written consent of Company) to perform work on project listed above herein for a period of one (1) year from the date of completion or cancellation of this agreement. Hiring of subcontracts by Owner is a direct breach of this agreement and a violation of the permit status of this project.



PAYMENT TERMS

Contract Payments are due as indicated above. Any contract payment not made within ten (10) days of the schedule stated above shall be subject to a delinquent payment of five percent (5%) of the amount due or any portion thereof. In the event contract payments are not received within fifteen (15) days of the schedule listed above, the Company shall have the right, at its option, and within its sole discretion, to interrupt or terminate its services under this agreement and to withdraw and remove all personnel and supplies from Owner's premises without any further or additional notice to Owner. Any such interruption or termination notwithstanding, Owner shall be fully responsible for all payments provided herein. In the event that Company is required to collect payment at Owner's establishment, Owner agrees to pay an amount not to exceed \$350.00 for courier services.

In the event that the Company elects to pursue collection of any amounts due under this Agreement, Owner shall pay all said amounts, together with the interest at the rate of 18% per annum from the date the same became due, together with any and all cost of collection, including and together with any and all reasonable litigation expenses, including reasonable attorneys fees.

Further, Contractor will not assume any liability or responsibility for any work during the Warranty Period until all invoices are paid and Owner's account is current.

CANCELLATION

The Owner shall have the right to cancel this Agreement based on Company's non-performance of duties and responsibilities as follows:

- 1) Owner shall notify corporate office (1595 Peachtree Pkwy Suite 204-344 Cumming, GA, 30041) by certified mail and by phone of any problem regarding performance as detailed in the Agreement. Company shall have ten (10) business days following receipt of certified notification to remedy stated violation of agreement. (Remedy Period)
- 2) If Company fails to remedy the violation within the Remedy Period as detailed in this Agreement; Owner may then cancel this Agreement by providing Company written notice of cancellation via certified mail, within ten (10) days of the end of the remedy period. This Agreement shall then terminate five (5) days after the receipt thereof by the company and be considered the Termination Date.

LOSE OUT/SUBSTANTIAL COMPLETION

Owner is required to attend a Close Out walk through of job site within 3 days of Substantial Completion of project. Substantial Completion is achieved when facility/pool is usable and or permitted for operations. If Owner does not attend the Close Out walk through, Owner agrees to final completion and payment of all outstanding invoices, including any and all retainage.

WARRANTY PERIOD/WARRANTY REVIEW

Contractor provides a one-year warranty (Warranty Period) on all parts and labor for this project. The Warranty period on parts is limited to the extent of the Manufacturer's warranty for each part. Owner is entitled to request a Warranty Review throughout the Warranty Period as long as all outstanding payments/invoices are completely paid to Contractor. In order to request a Warranty Review of the project, Owner is required to submit the request in writing to our office via certified mail detailing any item they would like the Contractor to review under our warranty terms. Upon receipt of Warranty Review, Contractor will have ten (10) days to provide a written response to the Owner's Warranty Review request. If Warranty Review contains items that fall within the warranty provided under this agreement, Contractor has thirty (30) days to correct those items that fall under our warranty from date of acceptance of Owner's Warranty Review.



Warranty Period begins upon Substantial Completion and completion of Close Out walk through. However, a Warranty Review will not be accepted at any time until Owner has paid all contract payments and outstanding invoices due on this project.

GOVERNING LAW

This Contract shall be governed by and construed according to the Laws of where the Company is domiciled. Venue for any disputes arising out of this Contract shall be in the State or Superior Courts of where the Company is domiciled.

MODIFICATION

This Agreement constitutes the entire agreement of the parties and supersedes any prior agreements, understandings or negotiations, written or oral. This Agreement may not be modified or amended except in writing, signed by both parties hereto. This Agreement shall be binding to ensure the benefit of the Owner and Contractor and so their respective heirs, successors and assigns.

STRICT COMPLIANCE

No failure of Contractor to exercise any power or right granted herein, or to insist compliance by Owner with its obligations and duty herein shall constitute a waiver of Contractor's right to demand strict compliance with the provisions hereof at any time.

SEVERABILITY

If any term or provision of this Agreement or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, the remainder of this Agreement, or the application of such term or provision to persons or circumstances other than those to which it is held invalid or unenforceable, shall not be affected thereby and each term and provision of this Agreement shall be valid and enforceable to the fullest extent permitted by law.

NONWAIVER

Owner and Contractor agree that no failure to exercise and no delay in exercising any right, power or privilege under this Agreement on the part of either party shall operate as a waiver of any right, power, or privilege under this agreement.

ATTORNEYS FEES

In the event of legal action to enforce the rights of the Contractor or Owner, under the terms of this Agreement, the parties agree that the Contractor shall be entitled to receive as additional damages, any and all litigation expenses, including attorney's fees.

GOOD FAITH

ISA Construction has provided this proposal in good faith based on information obtained from the owner and from our inspections.

MISCELLANEOUS

Acts of God, natural phenomenon, previous damage or irregularities, or those inconsistencies beyond the control of ISA Construction may give cause to the contractor to advise the owner of a change in scope of the work. This change may necessitate an adjustment in price, or a modification in some part of the work to be performed.



PROPOSAL EXPIRATION DATE

This contract is void at the Company's option if not executed by the Owner and returned to the Company 14 days after December 11th, 2024.

BINDING AGREEMENT

This instrument shall become effective as of _____. The Agreement shall become binding upon the signature and /or seal of both parties.

ACCEPTANCE

Acceptance of this Agreement by Owner through signatures below and return of this Agreement along with any payments due hereunder will constitute a contract entered into in accordance with the specifications, terms and conditions and addenda attached hereto.

Thanks for your confidence in USA Construction.

USA CONSTRUCTION

By: USA Construction, LLC

Officer: _____

DATE: _____

Name of Owner

By: _____
Authorized Agent- "Owner"

Title: _____

DATE: _____

EXHIBIT "A"
STANDARD
BID FORM

PROJECT IDENTIFICATION: City of Douglas – Douglas Municipal Pool Renovation

THIS BID SUBMITTED TO: City of Douglas (OWNER)
101 North 4th Street
P.O. Box 1030
Douglas, Wyoming 82633

1. The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with OWNER in the form included in the Contract Documents and to substantially complete all Work as specified or indicated in the Contract Documents for the Contract Price.
2. Bidder accepts all of the terms and conditions of the Instructions to Bidders, including without limitation those dealing with the disposition of Bid Bond. This Bid will remain subject to acceptance for sixty (60) days after the day of Bid opening. Bidder will sign and deliver counterparts of the Agreement, the Bonds and other documents required by the Bidding Requirements within ten (10) days after the date of OWNER's Notice of Award.
3. Notice that preferences will be granted pursuant to Wyoming Statutes Section 16-6-101, et seq., is hereby acknowledged.
4. In submitting this Bid, Bidder represents, as more fully set forth in the Agreement, that:
 - A. Bidder has examined and carefully studied the Bidding Documents and the following addenda, receipt of all which is hereby acknowledged:

Addendum No. <u>1</u>	Dated <u>12/5/2024</u>
Addendum No. <u> </u>	Dated <u> </u>
Addendum No. <u> </u>	Dated <u> </u>
 - B. Bidder has examined the site and locality where the work is to be performed, the federal, state and local Laws and Regulations, and the conditions affecting cost, progress, or performance of the work and has been such independent investigations as Bidder deems necessary;
 - C. This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation;

Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid; Bidder has not solicited or induced any person, firm or corporation to refrain from bidding; and Bidder has not sought by collusion to obtain for itself any advantage over any other Bidder or over OWNER.

5. Bidder may bid any or all schedules and will complete the Work for the bid schedule price(s) based upon materials actually furnished and installed and services actually provided, based on the lump sum and unit prices provided in the itemized bid schedule(s).
6. Bidder agrees that the work for the City of Douglas will be as provided above, substantially and finally completed.
7. Bidder accepts the provisions of the Agreement as to liquidated damages in the event of failure to complete the work on time, unless otherwise stated as provided below. Bidder agrees that such liquidated damages are not a penalty and that the amount provided is as close to an estimate as possible to the actual damages. Any exceptions or objections to this provision are stated in writing and attached hereby by Bidder.
8. The following documents are attached to and made a condition of this Bid:

Required Bid Security in the form of a Bid Bond.
Certificate of Residency (if applicable)

9. Communications concerning this Bid shall be addressed to:

Address of Bidder: 1595 PEACHTREE PKWY SUITE 204-344
CUMMING, GA 30041

10. The terms used in this Bid are defined in and have the meanings assigned to them in the General Conditions, as modified by the Supplementary Conditions.

Submitted on 12/4, 2024.

Bidder is bidding as a NON-RESIDENT (Insert Resident or Non-Resident)

IF BIDDER IS:

AN INDIVIDUAL

By: _____ N/A
(Individual's Name)

doing business as: _____ N/A

Business Address: _____ N/A

Phone Number: _____ N/A

A PARTNERSHIP

By: _____ N/A
(Firm's Name)

(General Partner) _____ N/A

Business Address: _____ N/A

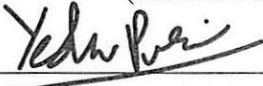
Phone Number: _____ N/A

A CORPORATION OR LIMITED LIABILITY COMPANY

By: USA CONSTRUCTION LLC (seal)
(Corporation's or Limited Liability Company's Name)

GEORGIA

(State of Incorporation or Organization)

By:  (seal)

PROJECT MANAGER
(Title)

(Seal)

Attest: _____

Business Address: 1595 PEACHTREE PKWY SUITE 204-344
CUMMING, GA

Phone Number: 877-248-1872

A JOINT VENTURE

By: N/A (seal)
(Name)

N/A
(Address)

By: N/A (seal)
(Name)

N/A
(Address)

(Each joint venturer must sign. The manner of signing for each individual, partnership, and corporation that is a party to the joint venture should be in the manner indicated above.)

BID SCHEDULE
DOUGLAS MUNICIPAL POOL RENOVATION

Contractor shall furnish and install items as shown on the Drawings or called for in the Specifications. All costs not included in this schedule that are necessary to provide a complete, functional project as depicted in the Drawings and Specifications are to be considered incidental and merged with the costs of other related items. The following is a list of

LS = Lump Sum	EA = Each	LF = Linear Feet	AC = Acre
SY = Square Yard	SF = Square Foot	CY = Cubic Yard	Ton = Ton

Item	Description	Unit	Quantity	Unit Cost	Total Cost
1	Mobilization and Bonds	LS	1	\$46,500.00	\$46,500.00
2	Pool Renovation Complete	LS	1	\$394,260.00	\$394,260.00
3	Force Account	FA	25,000	\$1.00	\$25,000.00
				Total Base Bid	\$465,760.00

STANDARD FORM OF
AGREEMENT BETWEEN OWNER AND CONTRACTOR

THIS AGREEMENT is made between the City of Douglas, hereinafter referred to as the "Owner," and USA CONSTRUCTION LLC, hereinafter referred to as the "Contractor."

NOW, THEREFORE, it is hereby agreed as follows:

ARTICLE 1. WORK.

Contractor shall perform all the work required by the Contract Documents for the completion of the City of Douglas – Douglas Municipal Pool Renovation.

ARTICLE 2. ENGINEER.

The Project has been designed by Civil Engineering Professionals, Inc., who is hereinafter referred to as the "Engineer" and who is to act as Owner's representative, assume all duties and responsibilities and have the rights and authority assigned to Engineer in the Contract Documents in connection with completion of the Work in accordance with the Contract Documents.

ARTICLE 3. CONTRACT TIME.

- 3.1 Substantial Completion shall include all Work required to make the project operational for its intended use.
- 3.2 All Work will be substantially complete by **September 15th, 2025** and completed and ready for final payment in accordance with Article 14 of the General Conditions by **October 1st, 2025**. The Work at each site must be Substantially Complete within the consecutive calendar days or date stipulated herein or Liquidated Damages will commence on the first day following the completion deadline stipulated.
- 3.3 Liquidated Damages. Owner and Contractor recognize that time is of the essence of this Agreement and that Owner will suffer financial loss if the Work is not substantially complete by the times specified in Paragraph 3.2 above, plus any extension thereof allowed in accordance with Article 12 of the General Conditions. They also recognize the delays, expense, and difficulties involved in proving in a legal or arbitration proceeding the actual loss suffered by Owner if the Work is not substantially completed on time. Accordingly, instead of requiring any such proof, Owner and Contractor agree that as liquidated damages for delay (but not as a penalty) Contractor shall pay Owner One-Thousand Dollars (\$1,000.00) for each day that expires after any of the times specified in Paragraph 3.2 for Substantial Completion. It is further agreed that such liquidated damages are not a penalty, but represent the parties' best estimate of actual damages.

- 3.4 After Substantial Completion, if Contractor neglects, refuses, or fails to complete the remaining Work within the Contract Times or any proper Owner-granted extension thereof, Contractor shall pay Owner Five-Hundred Dollars (\$500.00) for each day that expires after the time specified herein for final completion.

ARTICLE 4. CONTRACT PRICE.

In Consideration of the performance of the work in accordance with the Contract documents for this Lump Sum Contract, Owner shall pay Contractor in current funds a total contract price of _____ (\$ _____), subject to additions and deductions by Change Order approved by the Owner. The contract fee shall be based on the lump sum price contained in the Bid Form, included as Exhibit "A" (pages BF-1 through BF-4 Bid Form) and by this reference made a part of this Agreement.

ARTICLE 5. PAYMENT PROCEDURES.

Contractor shall submit Applications for Payment in accordance with Article 14 of the General Conditions. Applications for Payment will be processed through the Engineer as provided in the General Conditions.

- 5.1 Progress Payments. Owner shall make progress payments on the basis of Contractor's Applications for Payment as recommended by Engineer, on or about the 25th day of each month during construction as provided below. All progress payments will be on the basis of the progress of the Work measured by the Schedule of Values provided for in Article 14.01 of the General Conditions, subject to the cutoff and submittal dates provided in the General Provisions.
- 5.1.1 Progress Payments will be made in an amount equal to ninety-five percent (95%) of the work completed, and ninety-five percent (95%) of Invoice Cost of materials and equipment not incorporated in the Work but delivered and suitably stored, less in each case the aggregate of payments previously made in order to withhold such amounts where retainage is equal to five percent (5%) of any work completed throughout the project and of the Total Contract Price.
- 5.1.2 In the event the Contractor makes only one application for payment upon substantially completing the Work, progress payment will be made in an amount equal to ninety-five percent (95%) of the Work completed. Owner shall withhold five percent (5%) of the work completed as retainage, said retainage to be paid in accordance with the provisions of Paragraph 5.3, Final Payment.
- 5.2 OWNER may withhold progress payments if CONTRACTOR fails to submit an updated progress schedule with the application for payment as detailed in Section 01310 Progress Schedules.

- 5.3 Final Payment. Upon final completion and acceptance of the Work in accordance with Article 14 of the General Conditions, Engineer shall recommend payment and present Contractor's Final Application for Payment to the City. Pursuant to Wyoming State Statutes, final payment cannot be made until forty-one (41) days after publication of the first Notice of Completion.

ARTICLE 6. WITHHELD FUNDS.

Pursuant to Wyoming Statutes Section 16-6-701 et seq., withheld funds equal to no more than five percent (5%) of the calculated value of any work completed for Contracts will be retained in an account in the name of the Contractor (except when specifically waived in writing by Contractor) which has been assigned to the Owner until the Contract is completely, satisfactorily, and finally accepted by the Owner. Unless a depository is designated by the Contractor in a written attachment hereto, the Contractor's signature hereon shall act as authority for the Owner to designate a retainage depository on behalf of the Contractor, for the purposes specified in Wyoming Statutes Section 16-6-704. The Contractor's signature hereon shall act as an assignment of the depository account to the Owner, as provided by Wyoming Statutes Section 16-6-701 et seq., whether the depository is designated by the Contractor or by the Owner.

ARTICLE 7. CONTRACTOR'S REPRESENTATIONS.

In order to induce Owner to enter into this Agreement, Contractor makes the following representations:

- 7.1 Contractor has familiarized himself with the nature and extent of the Contract Documents, Work, locality, and with all local conditions and federal, state, and local Laws and Regulations that in any manner may affect cost, progress, or performance of the Work.
- 7.2 Contractor has studied carefully all reports of investigations and test of subsurface and latent physical conditions at the site or otherwise affecting cost, progress, or performance of the work which were relied upon by Engineer in the preparation of the Drawings and Specifications and which have been identified in the Supplementary Conditions.
- 7.3 Contractor has made or caused to be made examinations, investigations, and test and studies as he deems necessary for the performance of the Work at the Contract Price, within the Contract Time, and in accordance with the other terms and conditions of the Contract Documents; and no additional examinations, investigations, tests, reports, or similar data are or will be required by Contractor for such purposes.
- 7.4 Contractor has correlated the results of all such observations, examinations, investigations, tests, reports, and data with the terms and conditions of the Contract Documents.

- 7.5 Contractor has given Engineer written notice of all conflicts, errors, or discrepancies that he has discovered in the Contract Documents and the written resolution thereof by Engineer is acceptable to Contractor.
- 7.6 Contractor certifies that materials containing asbestos will not be used for this project without prior written approval by the Owner.

ARTICLE 8. CONTRACT DOCUMENTS.

The Contract Documents which comprise the entire agreement between Owner and Contractor are attached to this Agreement, made a part hereof and consist of the following:

- 8.1 This Agreement (Pages SFA-1 to SFA-5, inclusive).
- 8.2 Exhibit "A" - Bid Form.
- 8.3 Joint Account Agreement or Letter of Forfeiture waiving same.
- 8.4 Addenda No. _____.
- 8.5 Performance and Payment Bonds.
- 8.6 Certificates of Insurance, of Workers' Compensation Coverage, and of Unemployment Insurance Coverage.
- 8.7 Notice of Award.
- 8.8 Notice to Proceed.
- 8.9 General Conditions (Pages 1 to 42, inclusive).
- 8.10 Supplementary Conditions (Pages SSC-1 to SSC-15, inclusive).
- 8.11 Technical Specifications.
- 8.12 Contract Drawings, consisting of twenty sheets, with each sheet bearing the following general title: City of Douglas – Douglas Municipal Pool Renovation.
- 8.13 Any modifications, amendments, and supplements, including Change Orders, issued pursuant to Articles 3.04 and 3.05 of the General Conditions, on or after the effective date of this Agreement.
- 8.14 Notices of Substantial Completion.

ARTICLE 9. GOVERNMENTAL CLAIMS ACT

The City does not waive any right or rights it may have pursuant to the Wyoming Governmental Claims Act, Wyoming Statutes Section 1-39-101 et.seq. The City specifically reserves the right to assert any and all immunities, rights, and defenses it may have pursuant to the Wyoming Governmental Claims Act.

ARTICLE 10. MISCELLANEOUS PROVISIONS.

Terms used in this Agreement, which are defined in the General Conditions, shall have the meanings designated in those conditions.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed in one (1) original copy on the day and year first above written.

DATED this _____ day of _____, 2024.

CONTRACTOR:

ATTEST:

By: _____

Title: _____

By: _____

Title: _____

ATTEST:

By: _____

Title: _____

OWNER:
City of Douglas
A Municipal Corporation

By: _____

Title: _____

**STANDARD
PERFORMANCE BOND**

KNOW ALL MEN BY THESE PRESENTS: That

(Name of Contractor)

(Address (Address of Contractor))

A _____, hereinafter called
(Corporation, Partnership, or Individual)

Principal, and

(Name of Surety)

(Address of Surety)

hereinafter called Surety, are held and firmly bound, pursuant to Wyoming Statute Section 16-6-112 unto the «Owner», 101 North 4th Street, P.O. Box 1030, Douglas, Wyoming 82633, hereinafter called Owner, in the penal sum of _____ Dollars (\$ _____), in lawful money of the United States, for the payment for which sum well and truly to be made, we bind ourselves, successors, and assigns, jointly and severally, firmly by these presents.

Whereas, the Principal entered into an Agreement with the OWNER, dated the _____ day of _____, 20____, or which is to be entered contemporaneously with the delivery of this BOND, in the form which is hereto attached and made a part hereof for the «Owner» – «Projectname».

NOW, THEREFORE, if the Principal shall well, truly and faithfully perform its duties, all the undertakings, covenants, terms, conditions, and agreements of said Agreement of any OWNER authorized modification thereof during the original term thereof, and any extensions thereof which may be granted by the OWNER, with or without notice to the Surety, and if he shall satisfy all claims and demands, incurred under such contract, and any OWNER authorized modification thereof, and shall fully indemnify and save harmless the OWNER from all costs and damages which it may suffer by reason of failure to do so, and shall reimburse and repay the OWNER all outlay and expense which the OWNER may incur in making good any default, then this obligation shall be void; otherwise to remain in full force and effect.

PROVIDED, FURTHER, that the said Surety, for value received hereby, stipulates and agrees that no change, extension of time, alteration or addition to the terms of the Agreement or to WORK to be performed thereunder, or the SPECIFICATIONS accompanying the same shall in any wise release it from its obligation on this BOND, and it does hereby waive notice of any such change, extension of time, alteration, or addition to the terms of the Agreement or to the WORK or to the SPECIFICATIONS.

PROVIDED, FURTHER, that no final settlement between the OWNER and the CONTRACTOR shall abridge the right of any beneficiary hereunder, whose claim may be unsatisfied.

IN WITNESS WHEREOF, this instrument is executed this ____ day of _____, «YearSigned».

(Principal)

ATTEST:

BY: _____

(Principal Secretary)

(Address)

(SEAL)

(Witness as to Principal)

(Address)

(Surety)

ATTEST:

BY: _____
Attorney-in-Fact

(Surety Secretary)

(Address)

(SEAL)

(Witness to Surety)

(Address)

(SEAL)

**STANDARD
LABOR AND MATERIAL PAYMENT BOND**

KNOW ALL MEN BY THESE PRESENTS: That

(Name of Contractor)

(Address of Contractor)

A _____, hereinafter called
(Corporation, Partnership, or Individual)

Principal, and _____
(Name of Surety)

(Address of Surety)

hereinafter called Surety, are held and firmly bound, pursuant to Wyoming Statute Section 16-6-112 unto the City of Douglas, 101 North 4th Street, P.O. Box 1030, Douglas, Wyoming 82633, hereinafter called OWNER, in the penal sum of _____ Dollars (\$ _____), in lawful money of the United States, for the payment for which sum well and truly to be made, we bind ourselves, successors, and assigns, jointly and severally, firmly by these presents.

Whereas, the Principal entered into an Agreement with the OWNER, dated the _____ day of _____, 20____, or which is to be entered contemporaneously with the delivery of this BOND, in the form which is hereto attached and made a part hereof for the City of Douglas – Douglas Municipal Pool Renovation.

NOW, THEREFORE, if the Principal shall promptly make payments as they become due to all persons, firms, SUBCONTRACTORS, and corporations furnishing materials for or performing labor in the prosecution of the WORK provided for in such Agreement, and any OWNER authorized extension or modification thereof, including, but not limited to, all amounts due for materials, lubricants, oil, gasoline, repairs on machinery, equipment and tools, consumed or used in connection with the construction of such WORK, all insurance premiums, taxes, excises, licenses, assessments, contributions, penalties, and interest accrued in the execution of the Agreement, and for all labor, performed in such WORK whether by SUBCONTRACTOR or otherwise, then this obligation shall be void; otherwise, to remain in full force and effect.

PROVIDED, FURTHER, that the said Surety, for value received hereby, stipulates and agrees that no change, extension of time, alteration or addition to the terms of the Agreement or to WORK to be performed thereunder, or the SPECIFICATIONS accompanying the same shall in any wise release it from its obligation on this BOND, and it does hereby waive notice of any such change, extension of time, alteration, or addition to the terms of the Agreement or to the WORK or to the SPECIFICATIONS.

PROVIDED, FURTHER, that no final settlement between the OWNER and the CONTRACTOR shall abridge the right of any beneficiary hereunder, whose claim may be unsatisfied; that no action shall be maintained on this Bond unless commenced within one (1) year after the date of first publication of notice of final payment to the Principal as provided and set forth in Sections 16-6-113, 16-6-114, and 16-6-115, W.S. 1977.

IN WITNESS WHEREOF, this instrument is executed this _____ day of _____, 20

(Principal)

ATTEST:

By: _____

(Principal Secretary)

(Address)

(SEAL)

(Witness as to Principal)

(Address)

ATTEST:

(Surety)
By: _____
Attorney-in-Fact

(Surety Secretary)

(Address)

(SEAL)

(Witness to Surety)

(Address)

(SEAL)

STANDARD
JOINT ACCOUNT AGREEMENT

THIS AGREEMENT, made and entered into this ____ day of _____, 20 __, pursuant to Wyoming Statute Section 16-6-701, et seq., by and between the City of Douglas, Wyoming, hereinafter referred to as the "Owner;" _____ a Federally Insured Depository, hereinafter referred to as the "Depository;" and, _____, of _____, State of _____, hereinafter referred to as the "Contractor."

WITNESSETH:

WHEREAS, the Contractor has entered into a contract with the Owner, dated the _____ day of _____, 20 __, hereinafter referred to as the "Contract," which calls for the Contractor to perform certain work and to provide certain materials for the completion of the: City of Douglas – Douglas Municipal Pool Renovation.

WHEREAS, the terms and provisions of said Contract provide that the Owner will retain certain sums otherwise payable to the Contractor during the course of performance of said Contract; and,

WHEREAS, the Owner, in lieu of said retention of those certain sums otherwise payable to the Contractor, may pay those sums to a joint account, held in the name of the Contractor, and assign to the Owner, in a depository designated by said Contractor; and,

WHEREAS, the Owner is required to enter into an interest bearing deposit agreement with the Depository to provide for the custodial care and servicing of said joint account; and,

WHEREAS, the Contractor has designated the Depository to provide for the custodial care and servicing of said joint account, and the Contractor has agreed to pay the Depository any fees associated with providing these services; and,

WHEREAS, the Owner, the Depository, and the Contractor desire to enter into an agreement with respect to the custodial care and servicing of said funds.

NOW, THEREFORE, in consideration of the mutual covenants containing herein and the mutual benefits to be derived therefrom, it is agreed by and between the parties hereto, as follows:

1. The Owner shall pay sums retained from each progress payment under the Contract to the Depository. The Depository shall hold sums and accrue interest thereon or invest said sums and collect the interest thereon, and shall pay the said interest to the Contractor, as accrued or collected, unless otherwise instructed by the Contractor.

- A. If the Depository elects to invest any sums on behalf of the Contractor, the Depository shall invest only in securities of the United States Treasury.
2. The Depository shall not release, assign, transfer, or deliver any money to the Contractor, or the Contractor's direction, until such time as the Owner has given the Depository written notice that satisfactory progress is being made in all phases of the contract and that the Depository is authorized to make payment to, or as directed by, the Contractor. In the event of such written authorization from the Owner, the Depository shall deliver the authorized amount, together with any accumulated interest thereon, to the Contractor, or at Contractor's direction, and shall give the Owner written notice of said delivery. Authorization from Owner to the Depository to release funds shall only be made in response to a written request to the Owner, by the Contractor. Prior to issuing its authorization, the Owner shall determine that satisfactory and substantial reasons exist for the payment, and shall require written approval from any surety furnishing bonds for the contract work as a prerequisite to issuing such approval.
 3. The Depository shall release, assign, transfer, and deliver to Owner upon demand when Owner certifies to Depository that Contractor has declared bankruptcy, has been put into bankruptcy by its creditors, that the bonding company, as surety, for the subject contract with Owner, has been notified that the Contractor cannot complete the terms of the contract for any reason, or that it has become necessary for the Owner to take over completion of the Contract.
 4. The Depository shall notify the Owner of the total amount on deposit immediately after deposits made by the Owner.
 5. This agreement shall be deemed terminated when the Depository has delivered all of the retained sums and accumulated interest in its custody under the terms of this agreement to the Contractor, however, under no circumstances shall the Depository delivery any retained sums to the Contractor, or at the Contractor's direction, without first obtaining written approval for the same from the Owner.
 6. This agreement contains the entire agreement of the parties hereto with respect to said retained sums and the Depository agrees to hold and dispose of the said retained delivered to the Owner in accordance with the terms and conditions hereof. However, the Depository is not a party to, nor bound by, any instrument or agreement other than this agreement; and the Depository, as custodian of the retained sums deposited with it hereunder, shall not be required to take notice of any default or any other matter, nor be bound by or be required to give any notice or demand, not be required to take any action whatsoever, except as provided in this agreement. The Depository shall not be liable for any loss or damage suffered by the Owner or the Contractor as a result of Depository's actions hereunder, pursuant to the terms of this agreement, unless said loss or damage was caused by the negligence of the Depository, or the Depository's failure to abide by the terms of this agreement.

7. The Contractor will release and otherwise hold harmless the Owner from any and all losses sustained by the Contractor as the result of entering into this agreement.
8. The Owner retains all immunities and limitations of liability which are afforded by the Wyoming Governmental Claims Act, W.S. 1-39-101, et seq., and the parties do not intend that the City waive any such immunities or limitations of liability.
9. It is agreed that this agreement shall be construed according to the laws of the State of Wyoming. Furthermore, all parties agree that the exclusive forum for resolving disputes under the agreement will be the courts of the State of Wyoming, and consent to jurisdiction in such courts.
10. Account No. _____.

IN WITNESS WHEREOF, the parties have hereunder set their hands and seals
this ____ day of _____, 20__.

OWNER:

CITY OF DOUGLAS, WYOMING
A Municipal Corporation

By:

Printed Name

Signature

DEPOSITORY: By:

Printed Name

Address

Signature

CONTRACTOR: By:

Printed Name

Address

Signature

(City of Douglas Standard Joint Account Agreement with _____
and _____ for the _____
Project, No. _____)

ACKNOWLEDGMENT

STATE OF WYOMING)
) ss.
COUNTY OF)

The foregoing instrument was acknowledged before me by
this ____ day of _____, 20__.

Witness my Hand and Official Seal.

My Commission Expires:

Notary Public

STATE OF)
) ss.
COUNTY OF)

The foregoing instrument was acknowledged before me by
this ____ day of _____, 20__.

Witness my Hand and Official Seal.

My Commission Expires:

Notary Public

STATE OF)
) ss.
COUNTY OF)

The foregoing instrument was acknowledged before me by
this ____ day of _____, 20__.

Witness my Hand and Official Seal.

My Commission Expires:

Notary Public:

NOTICE OF AWARD

Dated _____

TO: _____
(BIDDER)

ADDRESS: _____

PROJECT: City of Douglas - Douglas Municipal Pool Renovation

OWNER's CONTRACT NO. _____

CONTRACT FOR _____ Same as Project _____
(Insert name of Contract as it appears in the Bidding Documents)

You are notified that your Bid dated _____ for the above Contract has been considered. You are the apparent Successful Bidder and have been awarded a contract for the Total Base Bid.

(Indicate total Work, alternates or sections or Work awarded)

The Contract Price of your contract is _____ (\$ _____).

Two (2) copies of each of the proposed contract accompany this Notice of Award.
Three (3) sets of the Drawings and Specifications will be delivered separately or otherwise made available to you immediately.

You must comply with the following conditions precedent within fifteen days of the date of this Notice of Award, that is by _____.

1. You must deliver to the OWNER Two (2) fully executed counterparts of the Agreement.
2. You must deliver with the executed Agreement the Contract Security (Bonds) as specified in the Instructions to Bidders (Paragraph 18),

NOA 1 of 2

General Conditions (Article 5) and Supplementary Conditions (paragraph SC-5.1).

3. (List other conditions precedents).

Failure to comply with these conditions within the time specified will entitle OWNER to consider your bid in default, to annul this Notice of Award and to declare your Bid Security forfeited.

Within ten days after you comply with the above conditions, OWNER will return to you one fully signed counterpart of the Agreement with the Contract Documents attached.

City of Douglas, Wyoming
(OWNER)

By: _____
(AUTHORIZED SIGNATURE)

Mayor
(TITLE)

ACCEPTANCE OF AWARD

(CONTRACTOR)

By: _____
(AUTHORIZED SIGNATURE)

(TITLE)

(DATE)

NOTICE TO PROCEED

Dated _____

TO: _____
(CONTRACTOR)

ADDRESS: _____

PROJECT: Douglas Municipal Pool Renovation

OWNER's CONTRACT NO. _____

CONTRACT FOR: Same as Project
(Insert name of Contract as it appears in the Bidding Documents)

You are notified that the Contract Times under the above contract will commence to run on _____, 20___. By that date, you are to start performing your obligations under the Contract Documents. In accordance with Article 3 of the Agreement, all work associated with the Bid Schedule shall be substantially complete by _____; complete and ready for final payment by _____.

Before you may start any Work at the site, paragraph 2.05 of the General Conditions provides that you and Owner must each deliver to the other (with copies to ENGINEER and other identified additional insureds) certificates of insurance which each is required to purchase and maintain in accordance with the Contract Documents.

Also before you may start any Work at the site, you must (add other requirements)

City of Douglas
(OWNER)

By: _____
(AUTHORIZED SIGNATURE)

(TITLE)

ACCEPTANCE OF AWARD

By: _____
(CONTRACTOR)

(AUTHORIZED SIGNATURE)

(TITLE)

(DATE)

APPLICATION FOR PAYMENT NO. _____

To _____ (OWNER)

Contract for _____.

OWNER's Contract No. _____ ENGINEER's Project No. _____.

For Work accomplished through the date of _____.

ITEM	CONTRACTOR's Schedule of Values			Work Completed	
	Unit Price	Quantity	Amount	Quantity	Amount
	\$		\$		\$
Total (Orig Contract) C.O. No. 1 C.O. No.2			\$		\$

Accompanying Documentation:

	GROSS AMOUNT DUE.....	\$
	LESS % RETAINAGE.....	\$
	AMOUNT DUE TO DATE.....	\$
	AMOUNT DUE THIS APPLICATION.....	\$

CONTRACTOR'S Certification:

The undersigned CONTRACTOR certifies that: (1) all previous progress payment received from OWNER on account of Work done under the Contract referred to above have been applied to discharge in full all obligations of CONTRACTOR incurred in connection with Work covered by prior Applications for Payment numbered 1 through _____ inclusive; (2) title to all Work, materials and equipment incorporate in said Work or otherwise listed in or covered by this Application for payment will pass OWNER at time of payment free and clear of all liens, claims, security interest and encumbrances (except such as are covered by Bond acceptable to OWNER against any such lien, claim, security interest or encumbrance); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and not defective as that term is defined in the Contract Documents.

Dated _____ 20 _____

CONTRACTOR

By _____
(Authorized Signature)

Payment of the above AMOUNT DUE THIS APPLICATION is recommended.

Dated _____ 20 _____

ENGINEER

By _____
(Authorized Signature)

APPLICATION FOR PAYMENT

INSTRUCTION

A. GENERAL INFORMATION

The standard form is intended as a guide only. Many projects require a much more extensive form with space for numerous items, descriptions of Change Orders, identification and other information. It is expected that a separate form will be developed by Engineer or Contractor at the time Contractor's Schedule of values is finalized. Note also that the format for retainage must be changed if the Agreement permits (or the Law provides), and Contractor elects, the deposit of securities in lieu of retainage. Refer to Article 14 of the General Conditions for provisions concerning the Contractor.

B. COMPLETING THE FORM

The Schedule of Values, submitted and approved as provided in articles 2.07 of the General Conditions, should be copied in the space indicated on the Application For Payment form. Note that the cost of materials and equipment is often listed separately from the cost of their installation. All Change Orders affecting the Contract Price should be identified and include such supplemental Schedules of Values as required for progress payments.

The form is suitable for use in the Final Application for Payment as well as for Progress payments: however, the required accompanying documentation is usually more extensive for final payment. All accompanying documentation should be identified in the space provided on the form.

C. ENGINEER'S REVIEW

Engineer *must* review all Applications for Payment with care to avoid recommending any payments not yet earned by Contractor. All accompanying documentation of legal nature, such as lien waivers, should be reviewed by Owner's attorney, and Engineer should so advise Owner.

RECOMMENDATION OF PAYMENT

NO. _____

OWNER's Project No. _____ ENGINEER's Project No. _____
Project: City of Douglas - Douglas Municipal Pool Renovation

CONTRACTOR: _____

Contract For _____ Contract Date _____

Application Date _____ *Application Amount* \$ _____

For Period Ending _____

To: City of Douglas
OWNER

Attached hereto is the CONTRACTOR's Application for Payment for Work accomplished under the Contract through the date indicated above. The Application meets the requirements of the Contract Documents and includes the CONTRACTOR's certificate stating that all previous payments to him under the Contract have been applied by him to discharge in full all of his obligations in connection with the Work covered by all prior Applications for Payments.

In accordance with the Contract the undersigned recommends payment to the CONTRACTOR of the amount due as shown below.

ENGINEER

Dated: _____

STATEMENT OF WORK

Original Contract Price	\$0.00	Work to Date	\$0.00
Net Change Orders	\$0.00	Amount Retained	\$0.00
Current Contract Price	\$0.00	Subtotal	\$0.00
Work to be Done	\$0.00	Previous Payments Recommended	\$0.00
<u>Amount Due This Payment</u>			<u>\$0.00</u>

CHANGE ORDER

(Instruction on reverse side)

No. _____

PROJECT _____

DATE OF ISSUANCE _____ EFFECTIVE DATE _____

OWNER _____

OWNER's Contract No. _____

CONTRACTOR. _____ ENGINEER _____

You are directed to make the following changes in the Contract Documents.

Description:

Reason for Change Order:

Attachments: (List documents supporting change)

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES:
Original Contract Price \$	Original Contract Times Substantial Completion: Ready for final Payment: days or dates
Net changes from previous Change Orders No. ___ to No. ___ \$	Net changes from previous Change Orders No. ___ to No. ___ days
Contract Price prior to this Change Order \$	Contract Times prior to this Change Order Substantial Completion: Ready for final Payment: days or dates
Net Increase(Decrease) of this Change Order \$	Net Increase (Decrease) of this Change Order days
Contract Price with all approved Change Orders \$	Contract Times with all approved Change Orders Substantial Completion: Ready for final Payment: days or dates

RECOMMENDED:

APPROVED:

ACCEPTED:

By: _____
Engineer (Authorized Signature)

By: _____
Owner (Authorized Signature)

By: _____
Contractor (Authorized Signature)

Date: _____

Date: _____

Date: _____

CHANGE ORDER

INSTRUCTIONS

A. GENERAL INFORMATION

This document was developed to provide a uniform format for handling contract changes that affect Contract Price or Contract Times. Changes that have been initiated by a Work Change Directive must be incorporated into a subsequent Change Order if they affect Contract Price or Times.

Changes that affect Contract Price or Contract Times should be properly covered by a Change order. The practice of accumulating change order items to reduce the administration burden may lead to unnecessary disputes.

If Milestones have been listed any effect of a Change Order thereon should be addressed.

For supplemental instructions and minor changes not involving a change in the Contract Price or Contract Times, a Field Order may be used.

B. COMPLETING THE CHANGE ORDER FORM

Engineer initiates the form, including a description of the changes involved and attachments based upon documents and proposals submitted by Contractor, or requests from Owner, or both.

Once Engineer has completed and signed the form, all copies should be sent to Contractor for approval. After approval by Contractor, all copies should be sent to Owner for approval. Engineer should make distribution of executed copies after approval by Owner.

If a change only applies to Contract Price or to Contract Times, cross out the part of the tabulation that does not apply.

CERTIFICATE OF SUBSTANTIAL COMPLETION

PROJECT _____

DATE OF ISSUANCE _____

OWNER _____

OWNER's Contract No. _____

CONTRACTOR _____ ENGINEER _____

This Certificate of Substantial Completion applies to all Work under the Contract Documents or to the following specified parts thereof:

TO _____
OWNER

And To _____
CONTRACTOR

The Work to which this Certificate applies has been inspected by authorized representatives of OWNER, Contractor and ENGINEER, and that Work is hereby declared to be substantially complete in accordance with Contract Documents on

DATE OF SUBSTANTIAL COMPLETION

A tentative list of items to be completed or corrected is attached hereto. This list may not be all-inclusive, and the failure to include an item in it does not alter the responsibility of CONTRACTOR to complete all the Work in accordance with the Contract Documents. The items in the tentative list shall be completed or corrected by CONTRACTOR within _____ days of the above date of Substantial Completion.

From the date of Substantial Completion the responsibilities between OWNER and CONTRACTOR for security, operation, safety, maintenance, heat, utilities, insurance and warranties and guarantees shall be as follows;

RESPONSIBILITIES:
OWNER: _____

CONTRACTOR:

The following documents are attached to and make a part of this Certificate:

(For items to be attached see definition of Substantial Completion as supplemented and other specifically noted conditions precedent to achieving Substantial Completion as required by Contract Documents)

This certificate does not constitute an acceptance of Work not in accordance with the Contract Documents nor is it a release of CONTRACTOR's obligation to complete the Work in accordance with the Contract Documents.

Executed by ENGINEER on _____, 20____

ENGINEER

By: _____
(Authorized Signature)

CONTRACTOR accepts this Certificate of Substantial Completion on _____, 20____

CONTRACTOR

By: _____
(Authorized Signature)

OWNER accepts this Certificate of Substantial Completion on _____, 20____

OWNER

By: _____
(Authorized Signature)



December 12th, 2024

JD Cox, City Manager
City of Douglas
P.O. Box 1030
Douglas, Wyoming, 82633

Re: Recommendation of Award – City of Douglas – Municipal Pool Renovation Project

Dear Mr. Cox:

I recommend tabling the award of this project. The feedback that I have received from contractors at the prebid as well as discussions with both contractors that submitted bids, was that the probability of the pool opening for the summer of 2025 is very unlikely. Tabling the award of this project until January 2025 is not anticipated to delay the opening of the pool.

Bids were received for the City of Douglas – Municipal Pool Renovation Project on December 11th, 2024 at 2:00 PM. Two bids were received: USA Construction's bid of \$465,760.00, and Powder River Construction's bid of \$4,708,365.00. There were no alternate bid items on this project.

We have reviewed both bids and the bid from USA Construction is incomplete. I have spoken with USA Construction and they have sent a written notification withdrawing their bid.

The bid from Powder River Construction (PRC) was accurate and complete. There are no discrepancies in PRC's bid, and the documents were completed properly. The City of Douglas has budgeted \$3,750,000.00 for the construction of the project.

With PRC's bid significantly over budget, my recommendation would be to table awarding the contract to PRC. I have spoken with PRC construction and delaying the award until January 2025 will not delay the project. They stated that they were not planning on being able to complete the project early for the pool to be open for a portion of the summer. PRC is willing to discuss value engineering items and scope alterations to reduce the total project costs. They mentioned that there were a few value engineering items that can reduce the cost without significant changes to the scope, and/or that they would be willing to discuss scope alterations to reduce the cost. With this being said, I do not have an issue with awarding the project in full to Powder River Construction if this is the desire and additional funds can be allocated to this project.

Please feel free to contact me if you have any questions or concerns.

Sincerely,
Civil Engineering Professionals, Inc.

A handwritten signature in black ink, appearing to read "Nicholas Larsen".

Nicholas Larsen, P.E.

Cc: John Harbarger, Public Works Director





Agenda Item Report City Council – January 13, 2025

Item

Bid Award: Douglas City Hall Site Improvements

Responsible Staff Contact

Brandon Frye

Recommendation

Staff recommends that Council accept the bid from Ramshorn Construction in the amount of \$600,360.

Executive Summary

Douglas City Hall Site Improvements were advertised to bid October 30th and November 6th. On December 4th bids were opened and three bids were received.

- 1) 71 Construction bid the project at \$1,010,571 base bid and \$69,800 on the entrance snow melt alternate.
- 2) Wayne Coleman Construction bid the project at \$704,807 base bid and \$72,500 on the entrance snow melt alternate.
- 3) Ramshorn Construction bid the project at \$600,360 base bid and \$67,000 on the entrance snow melt alternate.

This project was tabled at the December 12th council meeting, so staff had time to review. Upon review by staff and the city attorney, it is recommended to accept the bid from Ramshorn Construction with the possibility of future change orders.

\$494,500 was budgeted for the project.

Background

This project is the second phase of the public facilities City Hall Facade and site improvement project.

Alignment to Strategic Doing (SD) and/or Other Plans

SD Commitment

SD Commitment Strategy

SD Commitment KPI

SD Outcome Fun, Uplifting, Neat and Tidy, Community (FUN)

SD Outcome Strategy City leads by example in maintenance and beautification of parks and city facilities.

SD Outcome KPI Project 1030 FUN-01

2014 Master Plan
2015 Downtown Master Plan

Budget/Fiscal Impact

Fund/Department 57-5570-6544 Improvements other than building
Project/Line Item(s) City Hall Site Improvements
Budgeted Amount \$494,500
Anticipated Amount \$600,360

Action Requested/Recommended Motion

Move to remove the Bid Award: Douglas City Hall Site Improvements off the table.

Move to award the City Hall Site Improvements to Ramshorn Construction without the alternate, in the amount of \$600,360.00 and authorize the City Manager to sign all associated documents.

Attachments

1. ALT EXHIBIT (1)
2. BID TAB
3. BID TAB-SCOPE ADJUSTED
4. Recommendation for Award

Bid Tabulation

City of Douglas - City Hall Site Improvements Project

Bid Date: Wednesday, December 04, 2024 2:00pm

LS = Lump Sum EA = Each LF = Linear Feet AC = Acre

SY = Square Yard SF = Square Foot CY = Cubic Yard Ton=Ton

Base Bid Schedule				Engineer Estimate		Ramshorn Construction		Wayne Coleman Construction		71 Construction	
ITEM	DESCRIPTION	UNIT	QUANTITY	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST
1	Mobilization and Bonds	LS	1	\$ 40,000.00	\$ 40,000.00	\$ 35,000.00	\$ 35,000.00	\$ 39,022.00	\$ 39,022.00	\$ 101,800.00	\$ 101,800.00
2	Demolition and Removal	LS	1	\$ 35,000.00	\$ 35,000.00	\$ 65,000.00	\$ 65,000.00	\$ 29,000.00	\$ 29,000.00	\$ 34,000.00	\$ 34,000.00
3	Earthwork	LS	1	\$ 3,500.00	\$ 3,500.00	\$ 7,500.00	\$ 7,500.00	\$ 26,000.00	\$ 26,000.00	\$ 74,480.00	\$ 74,480.00
4	Curb and Gutter	LF	180	\$ 75.00	\$ 13,500.00	\$ 75.00	\$ 13,500.00	\$ 76.00	\$ 13,680.00	\$ 111.50	\$ 20,070.00
5	Driveway Approach - 6" Concrete	SY	75	\$ 150.00	\$ 11,250.00	\$ 125.00	\$ 9,375.00	\$ 142.00	\$ 10,650.00	\$ 224.00	\$ 16,800.00
6	Storm Sewer	LS	1	\$ 20,000.00	\$ 20,000.00	\$ 45,000.00	\$ 45,000.00	\$ 31,000.00	\$ 31,000.00	\$ 75,000.00	\$ 75,000.00
7	Concrete Flatwork	SY	600	\$ 150.00	\$ 90,000.00	\$ 105.00	\$ 63,000.00	\$ 107.00	\$ 64,200.00	\$ 145.00	\$ 87,000.00
8	4" Asphalt/8" Base Course	SY	730	\$ 120.00	\$ 87,600.00	\$ 58.00	\$ 42,340.00	\$ 78.00	\$ 56,940.00	\$ 141.50	\$ 103,295.00
9	Concrete Slope Paving	LS	1	\$ 6,000.00	\$ 6,000.00	\$ 10,000.00	\$ 10,000.00	\$ 18,000.00	\$ 18,000.00	\$ 20,000.00	\$ 20,000.00
10	ADA Ramp	LS	4	\$ 1,500.00	\$ 6,000.00	\$ 2,250.00	\$ 9,000.00	\$ 1,400.00	\$ 5,600.00	\$ 160.00	\$ 640.00
11	Parking Lot Striping	LS	1	\$ 5,000.00	\$ 5,000.00	\$ 2,500.00	\$ 2,500.00	\$ 13,000.00	\$ 13,000.00	\$ 3,600.00	\$ 3,600.00
12	Flagpole	EA	1	\$ 5,000.00	\$ 5,000.00	\$ 10,500.00	\$ 10,500.00	\$ 13,000.00	\$ 13,000.00	\$ 17,500.00	\$ 17,500.00
13	Irrigation System Complete	LS	1	\$ 7,500.00	\$ 7,500.00	\$ 31,500.00	\$ 31,500.00	\$ 37,000.00	\$ 37,000.00	\$ 40,000.00	\$ 40,000.00
14	18" Planter Wall	LF	355	\$ 250.00	\$ 88,750.00	\$ 330.00	\$ 117,150.00	\$ 559.00	\$ 198,445.00	\$ 700.00	\$ 248,500.00
15	1.5-inch Caliper Tree	EA	4	\$ 650.00	\$ 2,600.00	\$ 2,000.00	\$ 8,000.00	\$ 1,300.00	\$ 5,200.00	\$ 1,400.00	\$ 5,600.00
16	2-inch Caliper Tree	EA	3	\$ 750.00	\$ 2,250.00	\$ 2,500.00	\$ 7,500.00	\$ 1,400.00	\$ 4,200.00	\$ 1,500.00	\$ 4,500.00
17	5-gallon Shrub	EA	38	\$ 75.00	\$ 2,850.00	\$ 190.00	\$ 7,220.00	\$ 236.00	\$ 8,968.00	\$ 250.00	\$ 9,500.00
18	1-gallon Perennial	EA	56	\$ 25.00	\$ 1,400.00	\$ 100.00	\$ 5,600.00	\$ 118.00	\$ 6,608.00	\$ 120.00	\$ 6,720.00
19	1-gallon Grass	EA	58	\$ 25.00	\$ 1,450.00	\$ 100.00	\$ 5,800.00	\$ 118.00	\$ 6,844.00	\$ 120.00	\$ 6,960.00
20	4-inch Ground Covers	EA	251	\$ 12.00	\$ 3,012.00	\$ 75.00	\$ 18,825.00	\$ 79.00	\$ 19,829.00	\$ 86.00	\$ 21,586.00
21	2-8" River Rock Mulch	SY	18	\$ 30.00	\$ 540.00	\$ 100.00	\$ 1,800.00	\$ 52.00	\$ 936.00	\$ 57.50	\$ 1,035.00
22	Shredded Cedar Mulch	SY	195	\$ 35.00	\$ 6,825.00	\$ 50.00	\$ 9,750.00	\$ 39.00	\$ 7,605.00	\$ 43.00	\$ 8,385.00
23	Landscape Boulders	EA	50	\$ 250.00	\$ 12,500.00	\$ 500.00	\$ 25,000.00	\$ 544.00	\$ 27,200.00	\$ 600.00	\$ 30,000.00
24	Screen Wall	LF	90	\$ 250.00	\$ 22,500.00	\$ 200.00	\$ 18,000.00	\$ 382.00	\$ 34,380.00	\$ 500.00	\$ 45,000.00
25	Parking Lot Signage (HC, Stop, Do Not Enter)	EA	5	\$ 1,500.00	\$ 7,500.00	\$ 300.00	\$ 1,500.00	\$ 1,900.00	\$ 9,500.00	\$ 720.00	\$ 3,600.00
26	Traffic Control	LS	1	\$ 3,500.00	\$ 3,500.00	\$ 20,000.00	\$ 20,000.00	\$ 8,000.00	\$ 8,000.00	\$ 15,000.00	\$ 15,000.00
27	Force Account	FA	10,000	\$ 1.00	\$ 10,000.00	\$ 1.00	\$ 10,000.00	\$ 1.00	\$ 10,000.00	\$ 1.00	\$ 10,000.00
		Base Bid Total			\$ 496,027.00		\$ 600,360.00		\$ 704,807.00		\$ 1,010,571.00

Alternate Bid Schedule				Engineer Estimate		Ramshorn Construction		Wayne Coleman Construction		71 Construction	
ITEM	DESCRIPTION	UNIT	QUANTITY	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST
1	Sidewalk Snowmelt	LS	1	\$ 60,000.00	\$ 60,000.00	\$ 67,000.00	\$ 67,000.00	\$ 72,500.00	\$ 72,500.00	\$ 69,800.00	\$ 69,800.00
		Alternate Bid Total			\$ 60,000.00		\$ 67,000.00		\$ 72,500.00		\$ 69,800.00

Bid Tabulation - SCOPE ADJUSTED
City of Douglas - City Hall Site Improvements Project

Bid Date: Wednesday, December 04, 2024 2:00pm

LS = Lump Sum EA = Each
SY = Square Yard SF = Square Foot

LF = Linear Feet
CY = Cubic Yard

Base Bid Schedule					Ramshorn Construction		Ramshorn Construction ADJUSTED	
ITEM	DESCRIPTION	UNIT	QUANTITY	ADJUSTED QUANTITY	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST
1	Mobilization and Bonds	LS	1	1	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00
2	Demolition and Removal	LS	1	1	\$ 65,000.00	\$ 65,000.00	\$ 50,000.00	\$ 50,000.00
3	Earthwork	LS	1	1	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00
4	Curb and Gutter	LF	180	180	\$ 75.00	\$ 13,500.00	\$ 75.00	\$ 13,500.00
5	Driveway Approach - 6" Concrete	SY	75	75	\$ 125.00	\$ 9,375.00	\$ 125.00	\$ 9,375.00
6	Storm Sewer	LS	1	1	\$ 45,000.00	\$ 45,000.00	\$ 45,000.00	\$ 45,000.00
7	Concrete Flatwork	SY	600	370	\$ 105.00	\$ 63,000.00	\$ 105.00	\$ 38,850.00
8	4" Asphalt/8" Base Course	SY	730	730	\$ 58.00	\$ 42,340.00	\$ 58.00	\$ 42,340.00
9	Concrete Slope Paving	LS	1	1	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
10	ADA Ramp	LS	4	2	\$ 2,250.00	\$ 9,000.00	\$ 2,250.00	\$ 4,500.00
11	Parking Lot Striping	LS	1	1	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
12	Flagpole	EA	1	1	\$ 10,500.00	\$ 10,500.00	\$ 10,500.00	\$ 10,500.00
13	Irrigation System Complete	LS	1	0.6	\$ 31,500.00	\$ 31,500.00	\$ 31,500.00	\$ 18,900.00
14	18" Planter Wall	LF	355	0	\$ 330.00	\$ 117,150.00	\$ 330.00	\$ -
15	1.5-inch Caliper Tree	EA	4	0	\$ 2,000.00	\$ 8,000.00	\$ 2,000.00	\$ -
16	2-inch Caliper Tree	EA	3	0	\$ 2,500.00	\$ 7,500.00	\$ 2,500.00	\$ -
17	5-gallon Shrub	EA	38	21	\$ 190.00	\$ 7,220.00	\$ 190.00	\$ 3,990.00
18	1-gallon Perennial	EA	56	22	\$ 100.00	\$ 5,600.00	\$ 100.00	\$ 2,200.00
19	1-gallon Grass	EA	58	47	\$ 100.00	\$ 5,800.00	\$ 100.00	\$ 4,700.00
20	4-inch Ground Covers	EA	251	57	\$ 75.00	\$ 18,825.00	\$ 75.00	\$ 4,275.00
21	2-8" River Rock Mulch	SY	18	18	\$ 100.00	\$ 1,800.00	\$ 100.00	\$ 1,800.00
22	Shredded Cedar Mulch	SY	195	75	\$ 50.00	\$ 9,750.00	\$ 50.00	\$ 3,750.00
23	Landscape Boulders	EA	50	38	\$ 500.00	\$ 25,000.00	\$ 500.00	\$ 19,000.00
24	Screen Wall	LF	90	90	\$ 200.00	\$ 18,000.00	\$ 200.00	\$ 18,000.00
25	Parking Lot Signage (HC, Stop, Do Not Enter)	EA	5	5	\$ 300.00	\$ 1,500.00	\$ 300.00	\$ 1,500.00
26	Traffic Control	LS	1	1	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00
27	Force Account	FA	10,000	10,000	\$ 1.00	\$ 10,000.00	\$ 1.00	\$ 10,000.00
Base Bid Total						\$ 600,360.00		\$ 377,180.00

Alternate Bid Schedule					Ramshorn Construction		Ramshorn Construction	
ITEM	DESCRIPTION	UNIT	QUANTITY		UNIT COST	TOTAL COST	UNIT COST	TOTAL COST
1	Sidewalk Snowmelt	LS	1		\$ 67,000.00	\$ 67,000.00	\$ 67,000.00	\$ 67,000.00
Alternate Bid Total						\$ 67,000.00		\$ 67,000.00



December 5, 2024

JD Cox, City Manager
City of Douglas
P.O. Box 1030
Douglas, Wyoming, 82633

Re: Recommendation of Award – City of Douglas – City Hall Site Improvements Project

Dear Mr. Cox:

Bids were received for the City of Douglas – City Hall Site Improvements Project on December 4th, 2024 at 2:00 PM. Three bids were received with prices ranging from \$600,360.00 to \$1,010,571.00 for the Total Base Bid. A detailed breakdown of the bids is provided in the enclosed bid tabulation. The low bidder was Ramshorn Construction, Inc. with a Total Base Bid of \$600,360.00.

There was one alternate on the bid for sidewalk snowmelt installed on the entrance walkway with prices ranging from \$60,000.00 to \$72,500.00. Ramshorn Construction, Inc. was also the low bidder on the alternate.

We have thoroughly reviewed the bid provided by Ramshorn Construction, Inc. The bid was accurate and complete. There are no discrepancies in their bid and the documents were completed properly. The City of Douglas has budgeted \$494,500.00 for the construction of the project.

I do not believe that rebidding the project will produce lower bids. If additional funds can be allocated to this project, Civil Engineering Professionals, Inc. (CEPI) recommends award of the contract for the City of Douglas – City Hall Site Improvements to Ramshorn Construction, Inc. in the full amount of \$600,360.00. If additional funds cannot be allocated, CEPI recommends negotiating scope changes with Ramshorn Construction, Inc. based on the provided unit prices to complete the necessary work on the east side of the building as a continuation of the current building project. CEPI has contacted Ramshorn Construction, Inc. and they are willing to negotiate scope to bring the project within budget.

Please feel free to contact me if you have any questions or concerns.

Sincerely,
Civil Engineering Professionals, Inc.

A handwritten signature in black ink, appearing to read "Nick Larsen", is positioned above the printed name.

Nick Larsen, P.E.

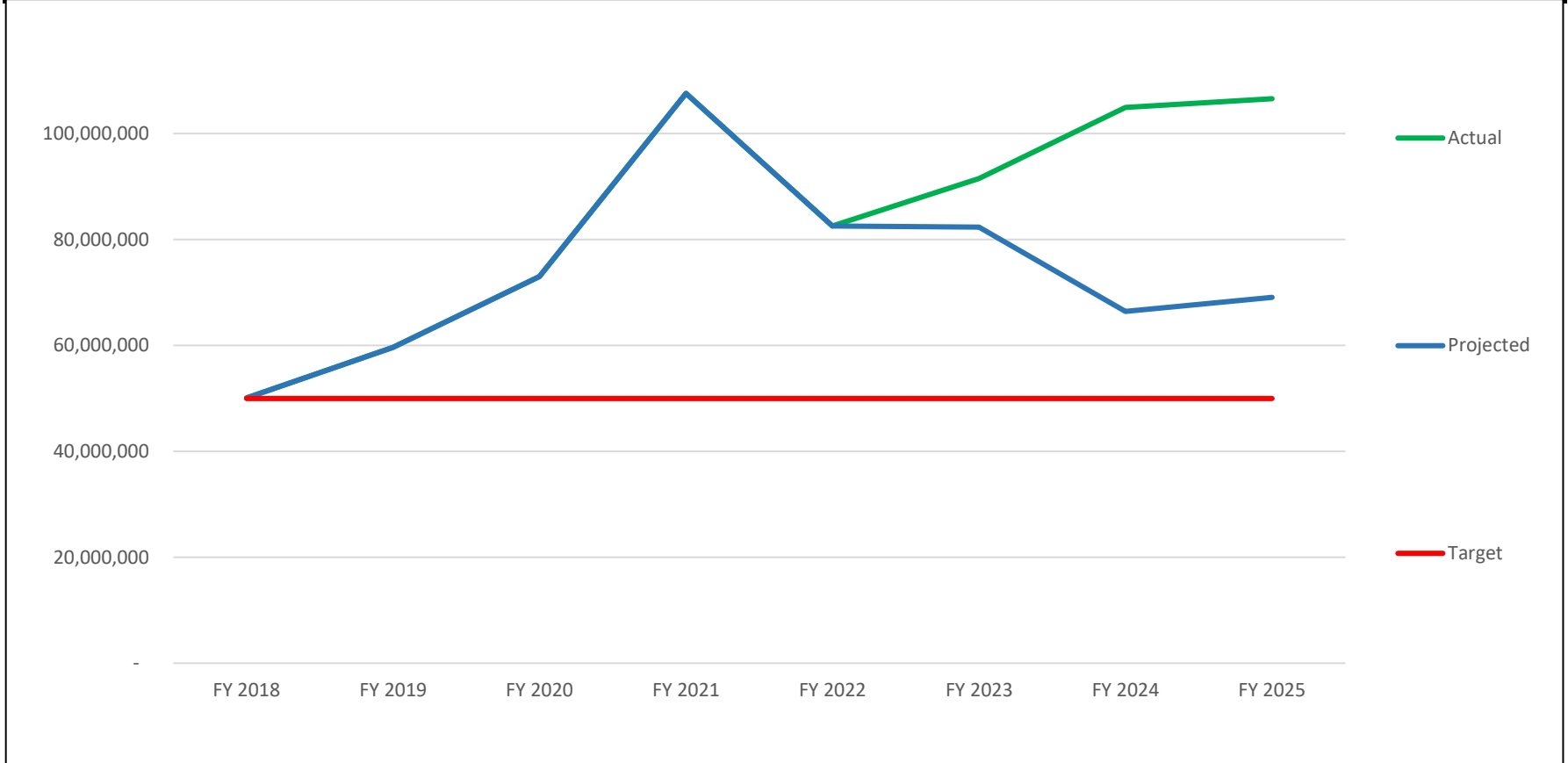
Cc: John Harbarger, Public Works Director

City of Douglas

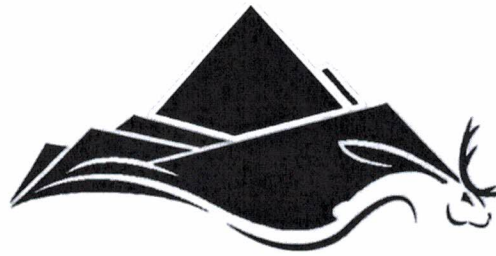
Overall Reserves & Targets

FY 2024-2025

RESERVES	Ending FY 2018	Ending FY 2019	Ending FY 2020	Ending FY 2021	Ending FY 2022	Ending FY 2023	Ending FY 2024	As of November FY 2025
Actual	50,110,452	59,637,255	72,981,953	107,631,740	82,548,368	91,512,751	104,950,707	106,556,313
Projected	50,110,452	59,637,255	72,981,953	107,631,740	82,548,368	82,304,017	66,421,873	69,058,462
Target	50,000,000	50,000,000	50,000,000	50,000,000	50,000,000	50,000,000	50,000,000	50,000,000



TREASURER'S REPORT



To the City Council:

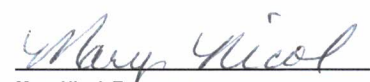
The following is a General Statement of Accountability from the City Treasurer for the funds of the City of Douglas for the fiscal month to date ended and at **November 30, 2024**

FUND	Fund #	BALANCE AT BEGINNING OF MONTH	CASH RECEIPTS FOR PERIOD	CASH DISBURSEMENTS FOR PERIOD	TRANSFERS AND ADJUSTMENTS	BALANCE AT November 30, 2024
GOVERNMENTAL FUNDS						
GENERAL	10	\$ 51,308,001.27	\$ 3,816,384.74	\$ 2,635,699.87		\$ 52,488,686.14
SPECIAL REVENUE FUNDS						
-IMPACT ASSISTANCE	11	1,897,416.67	29,411.76	-		1,926,828.43
-POLICE SPECIAL PROJECTS	13	8,259.43	11,634.12	8,850.76		11,042.79
TOTAL SPECIAL REVENUE FUNDS		\$ 1,905,676.10	\$ 41,045.88	\$ 8,850.76	\$ -	\$ 1,937,871.22
TOTAL GOVERNMENTAL		\$ 53,213,677.37	\$ 3,857,430.62	\$ 2,644,550.63	\$ -	\$ 54,426,557.36
PROPRIETARY FUNDS						
ENTERPRISE FUNDS						
- WATER	31	13,106,725.45	1,350,230.45	1,333,148.12		13,123,807.78
-SEWER	32	2,063,014.87	557,360.57	509,913.52		2,110,461.92
-SANITATION	33	1,236,350.30	233,127.42	218,192.42		1,251,285.30
-LANDFILL	34	2,263,742.58	978,646.37	970,691.41		2,271,697.54
TOTAL ENTERPRISE		\$ 18,669,833.20	\$ 3,119,364.81	\$ 3,031,945.47	\$ -	\$ 18,757,252.54
INTERNAL SERVICE FUNDS						
- EMPLOYEE HEALTH CARE	39	301,032.42	452,160.72	669,914.63		83,278.51
TOTAL PROPRIETARY		\$ 18,970,865.62	\$ 3,571,525.53	\$ 3,701,860.10	\$ -	\$ 18,840,531.05
CAPITAL PROJECT FUNDS						
-CAPITAL IMPROVEMENT RESERVE	40	374,174.12	279,033.21	276,776.07		376,431.26
-ECONOMIC DEVELOPMENT	41	2,165,667.90	2,882.64	8,104.50		2,160,446.04
-BROWNFIELD GRANT	42	0.00	-	-		(0.00)
-CAPITAL EQUIPMENT RESERVE	47	548,967.54	802.47	-		549,770.01
-FIRE EQUIPMENT	50	713,237.89	1,042.59	-		714,280.48
-CLG - PROJECTS	53	7,321.66	-	-		7,321.66
-TRAIN CAR RESTORATION	54	72,473.90	-	8,820.00		63,653.90
-POOL IMPROVEMENTS	55	1,351,871.12	1,186.05	4,859.00		1,348,198.17
-STREET IMPROVEMENTS	56	15,169,259.72	536,473.26	606,183.81		15,099,549.17
-PUBLIC FACILITIES	57	9,245,800.23	7,294.55	167,241.01		9,085,853.77
-PARK IMPROVEMENTS	65	3,566,311.77	55,196.29	54,314.29		3,567,193.77
TOTAL CAPITAL PROJECT		\$ 33,215,085.85	\$ 883,911.06	\$ 1,126,298.68	\$ -	\$ 32,972,698.23
TRUST AND AGENCY FUNDS						
-PERPETUAL CARE FUND	90	190,034.82	11,436.87	10,645.22		190,826.47
-VISIBLE MEMORIALS FUND	91	1,012.87	1.48	-		1,014.35
- HISTORIC PRESERVATION	92	17,210.06	25.16	-		17,235.22
-UTILITY DEPOSITS	96	107,598.01	16,430.71	16,618.34		107,410.38
-DEFERRED COMP PAYABLE	97	39.61	-	-		39.61
TOTAL TRUST AND AGENCY		\$ 315,895.37	\$ 27,894.22	\$ 27,263.56	\$ -	\$ 316,526.03
TOTAL ALL FUNDS		\$ 105,715,524.21	\$ 8,340,761.43	\$ 7,499,972.97	\$ -	\$ 106,556,312.67

CERTIFICATION

I hereby certify that the foregoing is a true statement of my accountability to the City of Douglas for the total of the funds of the various accounts thereof as of the date of this report, and that said foregoing statement is materially correct, and that to cover the amount accountable to the City of Douglas stated in the foregoing statement, I hold the following:

Cash on hand.....	\$ 575.00
Cash and Investments at First Northern Bank	\$ 18,274,046.55
Cash and Investments at Points West Community Bank	5,579,683.39
Cash and Investments at Converse County Bank.....	60,128,757.41
Securities, Security Pools, and Interfund Advances.....	22,573,250.32
Total	\$ 106,556,312.67


 Mary Nicol, Treasurer
 November 30, 2024

CASH AND INVESTMENT SUMMARY
CITY OF DOUGLAS
November 30, 2024

FUND	#	COMBINED CASH FUND	MONEY MARKETS	TIME DEPOSITS	SECURITY POOLS	TOTAL
GOVERNMENTAL FUNDS						
GENERAL	10	\$ (5,318,599.98)		\$41,619,659.46	\$ 16,187,626.66	\$ 52,488,686.14
SPECIAL REVENUE FUNDS						
-IMPACT ASSISTANCE	11	1,926,828.43		-	-	1,926,828.43
-POLICE SPECIAL PROJECTS	13	11,042.79		-	-	11,042.79
TOTAL SPECIAL REVENUE		1,937,871.22		-	-	1,937,871.22
		-		-	-	-
TOTAL GOVERNMENTAL		(3,380,728.76)		41,619,659.46	16,187,626.66	54,426,557.36
PROPRIETARY FUNDS						
ENTERPRISE FUNDS						
- WATER	31	448,764.96	125,338.39	8,191,998.99	4,357,705.44	13,123,807.78
-SEWER	32	(1,183,366.97)	125,338.39	1,880,458.28	1,288,032.22	2,110,461.92
-SANITATION	33	548,353.80	0.00	702,931.50		1,251,285.30
-LANDFILL	34	319,306.71		1,952,390.83		2,271,697.54
TOTAL ENTERPRISE		133,058.50	250,676.78	12,727,779.60	5,645,737.66	18,757,252.54
INTERNAL SERVICE FUNDS						
- EMPLOYEE HEALTH CARE	39	(316,721.49)		400,000.00	-	83,278.51
TOTAL PROPRIETARY		(183,662.99)	250,676.78	13,127,779.60	5,645,737.66	18,840,531.05
CAPITAL PROJECT FUNDS						
-CAPITAL IMPROVEMENT RESERVE	40	62,750.49		313,680.77		376,431.26
-ECONOMIC DEVELOPMENT	41	1,966,798.34		193,647.70		2,160,446.04
-BROWNFIELD GRANT	42					-
-CAPITAL EQUIPMENT RESERVE	47	549,770.01		-		549,770.01
-FIRE EQUIPMENT	50	714,280.48		-		714,280.48
-CLG - PROJECTS	53	7,321.66				7,321.66
-TRAIN CAR RESTORATION	54	63,653.90				63,653.90
-POOL IMPROVEMENTS	55	1,093,923.18		254,274.99		1,348,198.17
-STREET IMPROVEMENTS	56	(1,077,757.62)		16,177,306.79		15,099,549.17
-PUBLIC FACILITIES	57	5,754,706.81		3,331,146.96		9,085,853.77
-PARK IMPROVEMENTS	65	1,056,690.37		1,888,028.65	622,474.75	3,567,193.77
TOTAL CAPITAL PROJECT		10,192,137.62		22,158,085.86	622,474.75	32,972,698.23
TRUST AND AGENCY FUNDS						
-PERPETUAL CARE FUND	90	7,292.39		66,122.83	117,411.25	190,826.47
-VISIBLE MEMORIALS FUND	91	1,014.35		-		1,014.35
- HISTORIC PRESERVATION	92	17,235.22		-		17,235.22
-UTILITY DEPOSITS	96	13,626.44		93,783.94		107,410.38
	97	39.61				39.61
TOTAL TRUST AND AGENCY		39,208.01		159,906.77	117,411.25	316,526.03
TOTAL ALL FUNDS		\$ 6,666,953.88	\$ 250,676.78	\$ 77,065,431.69	\$ 22,573,250.32	\$ 106,556,312.67

CITY OF DOUGLAS

POOLED TIME DEPOSITS and MONEY MARKET ACCOUNT SUMMARY AND ALLOCATION

November 30, 2024

CD's/TDOA's	TOTAL	10 General Fund	11 Impact Assistance Fund	31 Water Fund	32 Sewer Fund	33 Sanitation Fund	34 Landfill Fund	39 Health Ins. Fund	40 Cap. Imp. Reserve
CONVERSE COUNTY BANK									
TDOA #1290 - \$5,367,075.58 - 4.04% APY MATURES 12/18/2028 - 60 Months	5,532,103.64	4,702,288.10							
TDOA #1295 - \$1,528,242.58 - 4.2% APY MATURES 9/21/2025 - 12 Months	1,610,423.13	107,361.54		858,892.33	214,723.08	53,680.77	322,084.64		53,680.77
TDOA #1291 - \$1,124,582.87 - 4.10% APY MATURES 2/28/2029 - 60 Months	1,159,551.67	417,438.50				289,887.94	289,887.94		
TDOA #1292 - \$2,046,656.15 - 4.55% APY MATURES 6/25/2025 - 12 Months	2,070,128.21	1,089,541.16		544,770.58	435,816.47				
TDOA #1294 - \$5,566,503.86 - 3.80% APY MATURES 8/28/2027 - 36 Months	5,621,108.98	4,496,887.18		843,166.34	-		281,055.46		
TDOA #1296 - \$6,500,000 - 3.50% APY MATURES 9/26/2027 - 36 Months	7,192,628.99	2,124,591.93		276,639.58	829,918.73				
TDOA #1289 - \$20,000,000 - 4.91% MATURES 12/5/2024 - 12 Months	20,749,022.95	10,374,511.47		4,668,530.16		259,362.79	259,362.79		
TDOA #1297 - \$2,000,000 - 4.12% MATURES 9/30/2025 - 12 Months	2,000,000.00	2,000,000.00							
TDOA #1298 - \$5,000,000 - 4.30% MATURES 11/18/2029 - 60 Months	5,000,000.00	1,465,000.00		1,000,000.00	400,000.00	100,000.00	800,000.00	400,000.00	260,000.00
TDOA #1293 - \$2,500,000 - 4.26% MATURES 8/15/2025 - 12 Months	2,527,410.96	2,527,410.96							
TOTAL - CONVERSE CO BANK	\$ 53,462,378.53	\$ 29,305,030.84	\$ -	\$ 8,191,998.99	\$ 1,880,458.28	\$702,931.50	\$ 1,952,390.83	\$400,000.00	\$313,680.77
FIRST NORTHERN BANK									
CD #101016574 - \$1,000,000 - 4.25% MATURES 3/1/2029 - 60 Months	1,032,480.01								
CD #101014942 - \$5,000,000 - 4.55% MATURES 12/12/2024 - 12 Months	5,193,388.25								
CD #101019669 - \$10,000,000 - 4.35% MATURES 8/15/2025 - 12 Months	10,110,045.00	\$ 10,110,045.00							
CD #101018802 - \$1,900,000 - 4.75% MATURES 6/25/2025 - 12 Months	1,938,133.29	\$ 1,938,133.29							
Total - First Northern Bank	\$ 18,274,046.55	\$ 12,048,178.29	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
POINTS WEST COMMUNITY BANK									
CD #40020351 - \$5,000,000.00 - 5.10% MATURES - 2/27/2025 - 12 months	\$ 5,329,006.61	266,450.33							
TOTAL - POINTS WEST	\$ 5,329,006.61	\$ 266,450.33	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL CD's/TDOA's	\$ 77,065,431.69	\$ 41,619,659.46	\$ -	\$ 8,191,998.99	\$ 1,880,458.28	\$702,931.50	\$ 1,952,390.83	\$400,000.00	\$313,680.77

Money Market Accounts									
POINTS WEST COMMUNITY BANK									
MMA #400101192 - \$200,000	250,676.78	0.00		125,338.39	125,338.39				
TOTAL - POINTS WEST	\$ 250,676.78	0.00	0.00	125,338.39	125,338.39	0.00	0.00	0.00	0.00
TOTAL MMA's	\$ 250,676.78	0.00	0.00	125,338.39	125,338.39	0.00	0.00	0.00	0.00
GRAND TOTAL	\$ 77,316,108.47	\$ 41,619,659.46	\$ -	\$ 8,317,337.38	\$ 2,005,796.67	\$702,931.50	\$ 1,952,390.83	\$400,000.00	\$313,680.77

CITY OF DOUGLAS POOLED TIME DEPOSITS and MONEY MARKET ACCOUNT SUMMARY AND ALLOCATION November 30, 2024									
CD's/TDOA's	41 Economic Development	47 Cap. Equip. Reserve	50 Cap. Fire Equip. Reserve	55 Pool Improvements	56 Cap. Street Imp. Reserve	57 Cap. Public Fac. Imp. Reserve	65 Cap. Park Imp. Reserve	90 Perpetual Care Fund	96 Utility Dep. Fund
CONVERSE COUNTY BANK									
TDOA #1290 - \$5,367,075.58 - 4.04%APY MATURES 12/18/2028 - 60 Months					829,815.54				
TDOA #1295 - \$1,528,242.58 - 4.2%APY MATURES 9/21/2025 - 12 Months				115,955.19				17393.29	28988.81
TDOA #1291 - \$1,124,582.87 - 4.10% APY MATURES 2/28/2029 - 60 Months									
TDOA #1292 - \$2046656.15 - 4.55% APY MATURES 6/25/2025 - 12 Months									
TDOA #1294 - \$5,566,503.86 - 3.80% APY MATURES 8/28/2027 - 36 Months									
TDOA #1296- \$6,500,000 - 3.50% APY MATURES 9/26/2027 - 36 Months	193,647.70			138,319.80	3,319,674.93	221,311.65		38,729.54	49,795.13
TDOA #1289 - \$20,000,000 - 4.91% MATURES 12/5/2024 - 12 Months					5,187,255.74				
TDOA #1297 - \$2,000,000 - 4.12% MATURES 9/30/2025 - 12 Months									
TDOA #1298 - \$5,000,000 - 4.30% MATURES 11/18/2029 - 60 Months					500,000.00		50,000.00	10,000.00	15,000.00
TDOA #1293 - \$2,500,000 - 4.26% MATURES 8/15/2025 - 12 Months									
TOTAL - CONVERSE CO BANK	\$ 193,647.70	\$ -	\$ -	\$ 254,274.99	\$ 9,836,746.21	\$ 221,311.65	\$ 50,000.00	\$ 66,122.83	\$ 93,783.94
FIRST NORTHERN BANK									
CD #101016574 - \$1,000,000 - 4.25% MATURES 3/1/2029 - 60 Months						\$ 1,032,480.01			
CD #101014942 - \$5,000,000 - 4.55% MATURES 12/12/2024 - 12 Months					\$ 2,077,355.29	\$ 2,077,355.30	\$1,038,677.66		
CD #101019669 - \$10,000,000 - 4.35% MATURES 8/15/2025 - 12 Months									
CD #101018802 - \$1,900,000 - 4.75% MATURES 6/25/2025 - 12 Months									
	\$ -	\$ -	\$ -	\$ -	\$ 2,077,355.29	\$ 3,109,835.31	\$1,038,677.66	\$ -	\$ -
POINTS WEST COMMUNITY BANK									
CD #40020351 - \$5,000,000.00 - 3.87% MATURES - 2/27/2024 - 12 months					4,263,205.29		799,350.99		
TOTAL - POINTS WEST	\$ -	\$ -	\$ -	\$ -	\$ 4,263,205.29	\$ -	\$ 799,350.99	\$ -	\$ -
TOTAL CD's/TDOA's	\$ 193,647.70	\$ -	\$ -	\$ 254,274.99	\$ 16,177,306.79	\$ 3,331,146.96	\$1,888,028.65	\$ 66,122.83	\$ 93,783.94
Money Market Accounts									
POINTS WEST COMMUNITY BANK									
MMA #400101192 - \$200,000									
TOTAL - POINTS WEST	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL MMA's	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
GRAND TOTAL	\$ 193,647.70	\$ -	\$ -	\$ 254,274.99	\$ 16,177,306.79	\$ 3,331,146.96	\$1,888,028.65	\$ 66,122.83	\$ 93,783.94

CITY OF DOUGLAS
 SECURITY POOLS SUMMARY AND ALLOCATION
 November 30, 2024

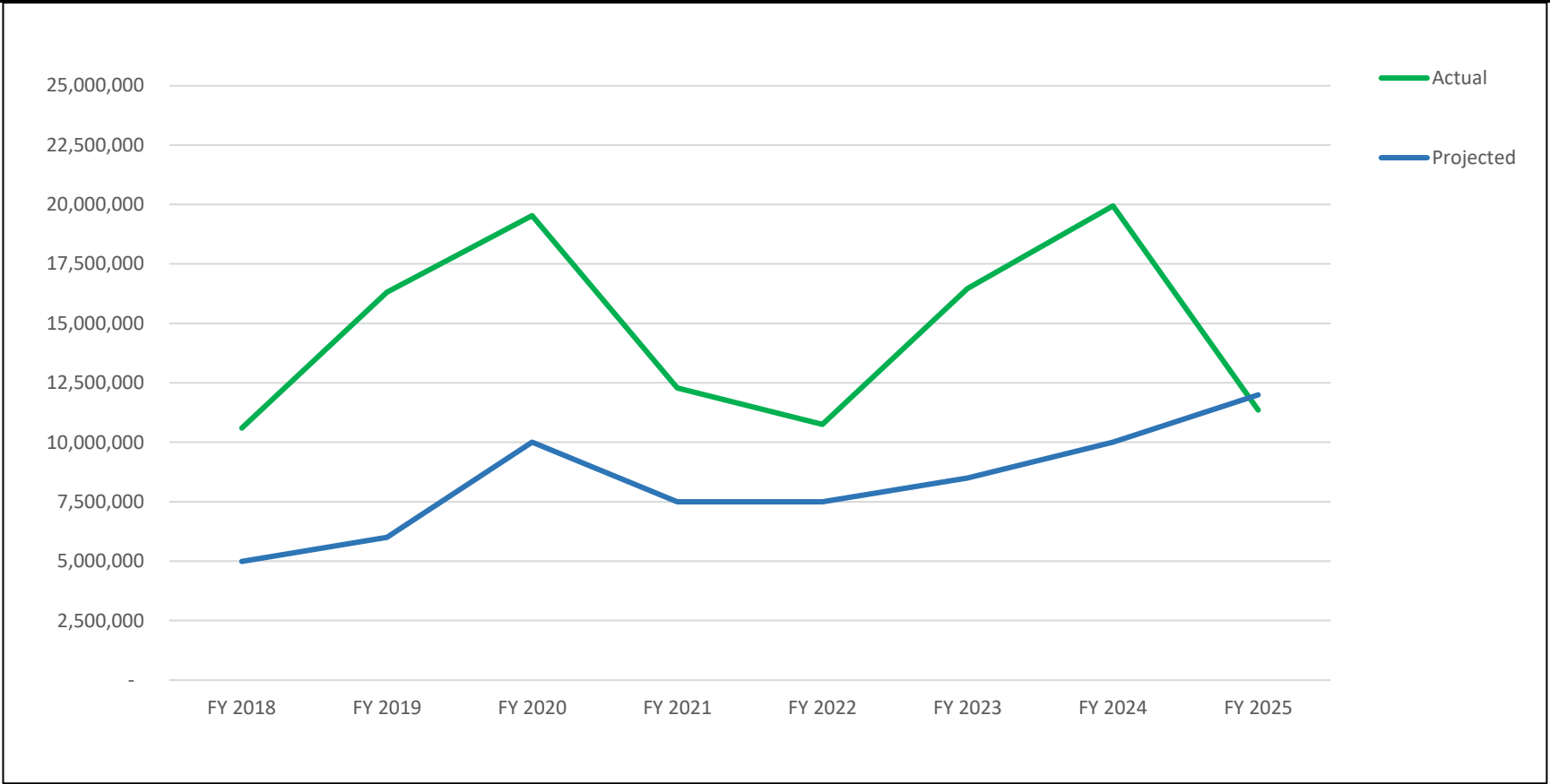
INSTITUTION	TOTAL	10 GENERAL FUND	31 WATER FUND	32 SEWER FUND	65 PARK IMP FUND	90 Perpetual Care FUND
Wyoming State Treasurer - WYOSTAR	\$ 544,006.22	\$ 426,594.97		\$ -	\$ -	\$ 117,411.25
Wyo. Government Investment Fund - WG	261,691.10	-		261,691.10	-	-
Peak Investments	12,510,231.52	6,503,710.20	4,357,705.44	1,026,341.13	622,474.74	
WyoClass	9,257,321.47	9,257,321.47				
TOTAL	\$ 22,573,250.31	\$ 16,187,626.66	\$ 4,357,705.44	\$ 1,288,032.22	\$ 622,474.75	\$ 117,411.25

City of Douglas

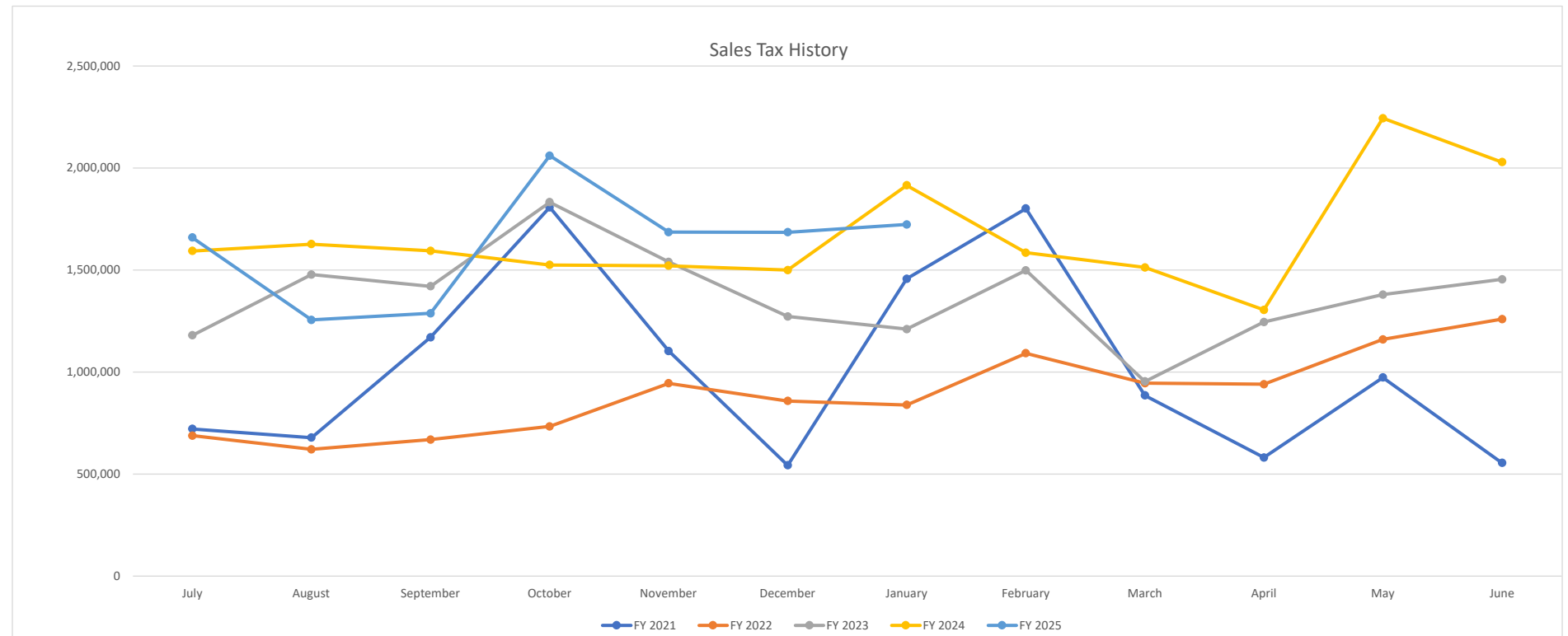
Sales Tax

FY 2024-2025

Sales Tax	Ending FY 2018	Ending FY 2019	Ending FY 2020	Ending FY 2021	Ending FY 2022	Ending FY 2023	Ending FY 2024	As of January FY 2025
Actual	10,594,916	16,305,747	19,527,995	12,277,206	10,752,368	16,462,304	19,947,484	11,356,452
Projected	5,000,000	6,000,000	10,000,000	7,500,000	7,500,000	8,500,000	10,000,000	12,000,000

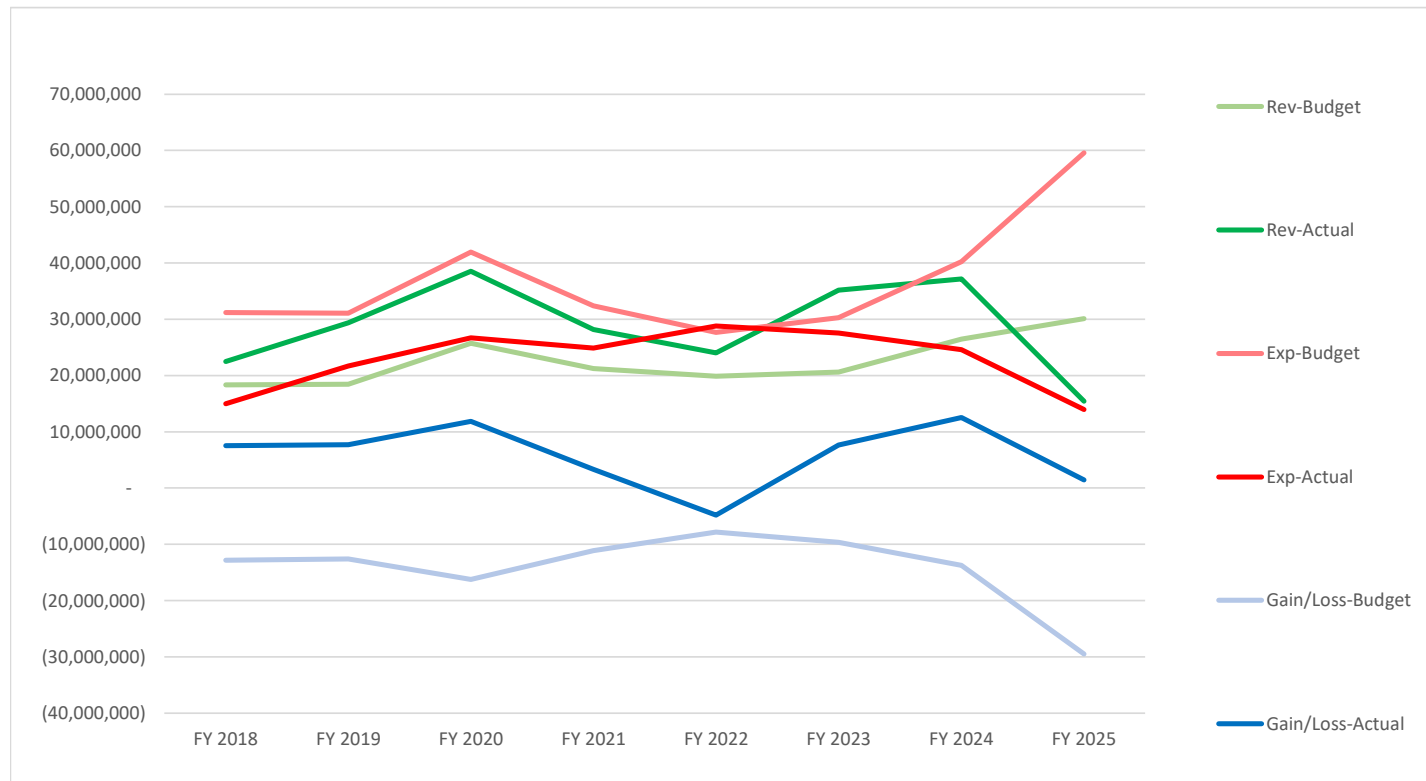


Sales Tax								Using Average % of Previous Years			Using Equal Monthly Budget		
	Average %	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	% Collected	Budget	FY 24 Variance	Total Variance	FY 24 Budget	FY 24 Variance	Total Variance
July	6.86%	721,591	688,361	1,180,151	1,593,239	1,659,312	13.83%	823,062	836,250	836,250	1,000,000	659,312	659,312
August	7.11%	678,770	621,431	1,477,386	1,626,656	1,255,674	10.46%	853,117	402,557	1,238,807	1,000,000	255,674	914,986
September	8.09%	1,170,188	669,516	1,420,424	1,593,741	1,287,925	10.73%	971,283	316,642	1,555,448	1,000,000	287,925	1,202,911
October	10.08%	1,806,775	733,755	1,832,154	1,524,683	2,059,904	17.17%	1,209,405	850,499	2,405,947	1,000,000	1,059,904	2,262,814
November	8.69%	1,102,858	944,700	1,539,437	1,521,004	1,685,775	14.05%	1,042,358	643,417	3,049,364	1,000,000	685,775	2,948,590
December	6.91%	543,590	858,551	1,272,109	1,499,682	1,685,090	14.04%	829,739	855,351	3,904,715	1,000,000	685,090	3,633,679
January	9.16%	1,457,143	839,002	1,210,210	1,914,457	1,722,773	14.36%	1,098,616	624,157	4,528,873	1,000,000	722,773	4,356,452
February	10.47%	1,801,333	1,092,275	1,498,053	1,584,696								
March	7.35%	885,536	945,710	953,719	1,512,571								
April	6.90%	581,268	940,150	1,244,896	1,304,870								
May	9.59%	973,485	1,159,826	1,379,561	2,243,612								
June	8.81%	554,668	1,259,090	1,454,204	2,028,274								
Revenue		12,277,206	10,752,368	16,462,304	19,947,484	11,356,452	94.64%	12,000,000	4,528,873	4,528,873	12,000,000	4,356,452	4,356,452
Budget		7,500,000	7,500,000	8,500,000	10,000,000	12,000,000							
Month													
Average		1,023,100	896,031	1,371,859	1,662,290	1,622,350							



City of Douglas Overall Budget-Projected FY 2024-2025

OVERALL TRENDS								As of November FY 2025
	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	
Rev-Budget	18,357,558	18,455,712	25,727,819	21,213,655	19,848,238	20,636,557	26,483,898	30,102,005
Rev-Actual	22,505,521	29,376,308	38,550,967	28,183,299	24,018,421	35,191,787	37,150,744	15,432,888
Exp-Budget	31,208,596	31,072,790	41,946,674	32,358,571	27,643,909	30,291,041	40,205,060	59,592,829
Exp-Actual	14,963,958	21,667,745	26,676,029	24,848,172	28,812,865	27,528,699	24,611,879	13,983,774
Gain/Loss-Budget	(12,851,038)	(12,617,078)	(16,218,855)	(11,144,916)	(7,795,671)	(9,654,484)	(13,721,162)	(29,490,824)
Gain/Loss-Actual	7,541,563	7,708,563	11,874,938	3,335,127	(4,794,444)	7,663,088	12,538,865	1,449,114



Account Number	Account Title	2024-24 Current year Actual	2024-25 Current year Budget
GENERAL FUND			
GENERAL GOVT - NON DEPARTMENTL			
10-5100-1021	EMPLOYEE BENEFITS - SCL SCRTY	9	55
10-5100-1023	EMPLOYEE BENEFITS - HEALTH INS	12,337	-20,103
10-5100-1025	EMPLOYEE BENEFITS - WRKRS COMP	2	0
10-5100-1032	EMPLOYEE BENEFITS - MDCL SRVC	1,150	3,000
10-5100-2101	POSTAGE/FREIGHT	4,398	7,000
10-5100-2115	PUBLISHING/ADVERTISING	14,898	40,000
10-5100-2120	DUES/MEMBERSHIPS/SUBSCRIPTIONS	8,586	200
10-5100-2122	TRAINING/DEVELOPMENT	35	20,000
10-5100-2123	MEALS/LODGING/TRAVEL	1,375	0
10-5100-2131	UTILITY SERVICES - ELECTRICITY	32,808	80,000
10-5100-2132	UTILITY SERVICES - WTR/SWR/GRB	1,218	2,750
10-5100-2133	UTILITY SERVICES - NATURAL GAS	321	5,500
10-5100-2134	TELECOMMUNICATIONS	5,273	11,000
10-5100-2141	EQUIPMENT - RENT	171	225
10-5100-2151	LEGAL	16,866	47,000
10-5100-2152	ACCOUNTING/AUDITING	0	75,000
10-5100-2155	REPAIRS/MAINTENANCE	7,012	40,000
10-5100-2156	MAINTENANCE AGREEMENT	3,894	6,980
10-5100-2157	INSURANCE	48,913	115,500
10-5100-2158	MISC CONTRACTUAL SERVICES	17,150	58,800
10-5100-2166	COLLECTION FEES	0	75
10-5100-2175	REFUNDS/REIMBURSEMENT EXPENSE	200	600
10-5100-3201	OFFICE SUPPLIES	6,432	15,000
10-5100-3210	OPERATING SUPPLIES	14,823	25,000
10-5100-3220	EQUIPMENT/TOOLS-NON CAPITALIZE	1,706	0
10-5100-3230	REFRESHMENT SUPPLIES	1,775	20,000
10-5100-3235	FUEL	319	1,500
10-5100-7601	CLAIMS AGAINST CITY	920	5,000
10-5100-7606	UNEMPLOYMENT CLAIMS	0	1,000
Total GENERAL GOVT - NON DEPARTMENTL:		202,592	561,082

GENERAL GOVT - CITY COUNCIL

10-5101-1001	SALARIES/WAGES - REGULAR	7,500	25,500
10-5101-1021	EMPLOYEE BENEFITS - SCL SCRTY	574	1,951
10-5101-1025	EMPLOYEE BENEFITS - WRKRS COMP	129	365

Account Number	Account Title	2024-24 Current year Actual	2024-25 Current year Budget
10-5101-2120	DUES/MEMBERSHIPS/SUBSCRIPTIONS	0	8,275
10-5101-2122	TRAINING/DEVELOPMENT	0	7,500
10-5101-2123	MEALS/LODGING/TRAVEL	1,421	6,000
10-5101-3210	OPERATING SUPPLIES	0	500

Total GENERAL GOVT - CITY COUNCIL:	9,624	50,091
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GENERAL GOVT - ADMINISTRATIVE SERVICE

10-5102-1001	SALARIES/WAGES - REGULAR	241,412	601,215
10-5102-1002	SALARIES/WAGES - OVERTIME	1,173	1,500
10-5102-1005	SALARIES/WAGES - LONGEVITY	1,343	1,343
10-5102-1006	SALARIES/WAGES - ALLOWANCES	875	2,100
10-5102-1021	EMPLOYEE BENEFITS - SCL SCRTY	19,944	47,017
10-5102-1023	EMPLOYEE BENEFITS - HEALTH INS	65,256	167,920
10-5102-1025	EMPLOYEE BENEFITS - WRKRS COMP	4,676	13,639
10-5102-1026	EMPLOYEE BENEFITS - DFRRD COMP	3,549	8,449
10-5102-1029	EMPLOYEE BENEFITS - WY RTRMNT	45,169	112,226
10-5102-2120	DUES/MEMBERSHIPS/SUBSCRIPTIONS	1,689	3,310
10-5102-2122	TRAINING/DEVELOPMENT	1,250	12,000
10-5102-2123	MEALS/LODGING/TRAVEL	5,606	14,000
10-5102-2134	TELECOMMUNICATIONS	226	0
10-5102-3210	OPERATING SUPPLIES	163	500
10-5102-3220	EQUIPMENT/TOOLS-NON CAPITALIZE	1,794	7,500

Total GENERAL GOVT - ADMINISTRATIVE SERVICES:	394,127	992,719
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GENERAL GOVT - IT

10-5103-2120	DUES/MEMBERSHIPS/SUBSCRIPTIONS	10,961	0
10-5103-2155	REPAIRS/MAINTENANCE	0	6,800
10-5103-2156	MAINTENANCE AGREEMENT	1,578	45,100
10-5103-2158	MISC CONTRACTUAL SERVICES	50,497	216,980
10-5103-3210	OPERATING SUPPLIES	0	2,400
10-5103-3220	EQUIPMENT/TOOLS-NON CAPITALIZE	49,389	242,600

Total GENERAL GOVT - IT:	112,426	513,880
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GENERAL GOVT - MUNICIPAL COURT

10-5105-1001	SALARIES/WAGES - REGULAR	24,622	60,125
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Account Number	Account Title	2024-24 Current year Actual	2024-25 Current year Budget
10-5105-1005	SALARIES/WAGES - LONGEVITY	517	517
10-5105-1021	EMPLOYEE BENEFITS - SCL SCRTY	1,979	4,772
10-5105-1023	EMPLOYEE BENEFITS - HEALTH INS	3,170	7,650
10-5105-1025	EMPLOYEE BENEFITS - WRKRS COMP	480	1,353
10-5105-1026	EMPLOYEE BENEFITS - DFRRD COMP	725	1,741
10-5105-1029	EMPLOYEE BENEFITS - WY RTRMNT	3,374	8,104
10-5105-2120	DUES/MEMBERSHIPS/SUBSCRIPTIONS	0	195
10-5105-2122	TRAINING/DEVELOPMENT	0	420
10-5105-2123	MEALS/LODGING/TRAVEL	0	540
10-5105-2151	LEGAL	7,060	26,000
10-5105-2156	MAINTENANCE AGREEMENT	0	2,580
10-5105-2175	REFUNDS/REIMBURSEMENT EXPENSE	0	250
10-5105-3210	OPERATING SUPPLIES	150	500
10-5105-3233	UNIFORMS/CARE	0	150
Total GENERAL GOVT - MUNICIPAL COURT:		42,076	114,897

GENERAL GOVT - PLANNING/DEVELOPMENT

10-5106-1001	SALARIES/WAGES - REGULAR	126,336	299,271
10-5106-1005	SALARIES/WAGES - LONGEVITY	1,041	1,041
10-5106-1006	SALARIES/WAGES - ALLOWANCES	375	900
10-5106-1021	EMPLOYEE BENEFITS - SCL SCRTY	10,054	23,750
10-5106-1023	EMPLOYEE BENEFITS - HEALTH INS	15,347	37,180
10-5106-1025	EMPLOYEE BENEFITS - WRKRS COMP	2,440	6,777
10-5106-1026	EMPLOYEE BENEFITS - DFRRD COMP	3,862	9,249
10-5106-1029	EMPLOYEE BENEFITS - WY RTRMNT	19,662	46,475
10-5106-2120	DUES/MEMBERSHIPS/SUBSCRIPTIONS	1,453	1,955
10-5106-2122	TRAINING/DEVELOPMENT	1,490	3,620
10-5106-2123	MEALS/LODGING/TRAVEL	3,154	5,580
10-5106-2134	TELECOMMUNICATIONS	400	1,250
10-5106-2153	ARCHITECT/ENGINEERING/SURVEY	450	10,000
10-5106-2155	REPAIRS/MAINTENANCE	0	1,000
10-5106-2156	MAINTENANCE AGREEMENT	657	5,050
10-5106-2158	MISC CONTRACTUAL SERVICES	4,612	57,000
10-5106-2175	REFUNDS/REIMBURSEMENT EXPENSE	0	750
10-5106-3210	OPERATING SUPPLIES	1,233	7,575
10-5106-3220	EQUIPMENT/TOOLS-NON CAPITALIZE	0	1,000
10-5106-3235	FUEL	359	2,000

Account Number	Account Title	2024-24 Current year Actual	2024-25 Current year Budget
Total GENERAL GOVT - PLANNING/DEVELOPMENT:		192,923	521,423
GENERAL GOVT - COMMUNITY SERVICE			
10-5110-8702	COMM SERV-CNTRCT-COMM CLUB/GE	0	60,000
10-5110-8703	COMM SERV-CNTRCT-YOUTH RCREAT	35,000	35,000
10-5110-8705	COMM SERV-CNTRCT-HIGH COUNTRY	0	30,000
10-5110-8707	COMM SERV-CNTRCT-CHLD/FMLY DVL	1,667	5,000
10-5110-8709	COMM SERV-CNTRCT-YOUTH DVLPMN	8,333	20,000
10-5110-8714	COMM SERV-CNTRCT-THE ENTERPRIS	25,000	10,000
10-5110-8723	COMM SERV-CNTRCT-DGLS HOCKEY	0	24,000
10-5110-8730	COMM SERV-CNTRCT-GATHERING INC	8,232	42,500
10-5110-8734	COMM SERV-CNTRC-LARAMIE PEAK	34,597	110,000
10-5110-8746	COMM SERV-CNTRCT-BOYS & GIRLS	10,000	30,000
10-5110-8750	COMM SERV-CNTRCT-CHLDRNS ADVO	2,000	8,000
10-5110-8753	COMM SERV-CNTRCT-COMM SRVC BL	0	7,500
10-5110-8755	COMM SERV-CNTRCT-HELPING HAND	0	8,600
10-5110-8759	COMM SRVC CNTRCT-HOPE CENTER	10,976	25,000
10-5110-8763	COMM SRVC CNTRCT-OUTDR ENTHST	0	25,000
Total GENERAL GOVT - COMMUNITY SERVICE:		135,804	440,600
GENERAL GOVT - PUBLIC SERVICE CONTRACTS			
10-5111-8744	COMM SERV-CNTRCT-FIRE SPPRSN	92,464	1,063,036
10-5111-8760	COMM SRVC CNTRCT-JOINT JUSTICE	289,782	1,100,000
Total GENERAL GOVT - PUBLIC SERVICE:		382,246	2,163,036
POLICE DEPT - ADMINISTRATION			
10-5201-1001	SALARIES/WAGES - REGULAR	77,860	186,794
10-5201-1002	SALARIES/WAGES - OVERTIME	0	250
10-5201-1005	SALARIES/WAGES - LONGEVITY	281	281
10-5201-1006	SALARIES/WAGES - ALLOWANCES	375	900
10-5201-1021	EMPLOYEE BENEFITS - SCL SCRTY	6,025	14,444
10-5201-1023	EMPLOYEE BENEFITS - HEALTH INS	16,132	39,415
10-5201-1025	EMPLOYEE BENEFITS - WRKRS COMP	1,733	4,527
10-5201-1026	EMPLOYEE BENEFITS - DFRRD COMP	242	580
10-5201-1029	EMPLOYEE BENEFITS - WY RTRMNT	14,388	34,682

Account Number	Account Title	2024-24 Current year Actual	2024-25 Current year Budget
10-5201-2120	DUES/MEMBERSHIPS/SUBSCRIPTIONS	40	655
10-5201-2122	TRAINING/DEVELOPMENT	0	1,400
10-5201-2123	MEALS/LODGING/TRAVEL	527	2,050
10-5201-2131	UTILITY SERVICES - ELECTRICITY	703	2,000
10-5201-2134	TELECOMMUNICATIONS	160	481
10-5201-2155	REPAIRS/MAINTENANCE	0	250
10-5201-2156	MAINTENANCE AGREEMENT	422	1,200
10-5201-2158	MISC CONTRACTUAL SERVICES	200	4,550
10-5201-2161	INCARCERATION CONTRACT	488	2,500
10-5201-3210	OPERATING SUPPLIES	1,488	5,300
10-5201-3233	UNIFORMS/CARE	269	500
10-5201-3235	FUEL	358	813
Total POLICE DEPT - ADMINISTRATION:		121,691	303,572

POLICE DEPT - PATROL

10-5202-1001	SALARIES/WAGES - REGULAR	563,433	1,366,407
10-5202-1002	SALARIES/WAGES - OVERTIME	28,090	65,000
10-5202-1005	SALARIES/WAGES - LONGEVITY	2,406	2,610
10-5202-1006	SALARIES/WAGES - ALLOWANCES	250	600
10-5202-1021	EMPLOYEE BENEFITS - SCL SCRTY	45,746	110,441
10-5202-1023	EMPLOYEE BENEFITS - HEALTH INS	157,139	290,298
10-5202-1025	EMPLOYEE BENEFITS - WRKRS COMP	11,349	32,279
10-5202-1026	EMPLOYEE BENEFITS - DFRRD COMP	3,765	9,055
10-5202-1029	EMPLOYEE BENEFITS - WY RTRMNT	108,017	262,067
10-5202-2120	DUES/MEMBERSHIPS/SUBSCRIPTIONS	504	1,154
10-5202-2122	TRAINING/DEVELOPMENT	6,204	20,598
10-5202-2123	MEALS/LODGING/TRAVEL	9,065	17,200
10-5202-2134	TELECOMMUNICATIONS	6,128	18,390
10-5202-2155	REPAIRS/MAINTENANCE	399	25,592
10-5202-2156	MAINTENANCE AGREEMENT	2,836	14,530
10-5202-2158	MISC CONTRACTUAL SERVICES	0	2,500
10-5202-3201	OFFICE SUPPLIES	0	300
10-5202-3210	OPERATING SUPPLIES	14,818	41,788
10-5202-3220	EQUIPMENT/TOOLS-NON CAPITALIZE	20,642	24,271
10-5202-3233	UNIFORMS/CARE	12,276	20,000
10-5202-3235	FUEL	12,450	27,000

Account Number	Account Title	2024-24 Current year Actual	2024-25 Current year Budget
Total POLICE DEPT - PATROL:		1,005,517	2,352,080
PUBLIC WORKS - ADMINISTRATION			
10-5301-1001	SALARIES/WAGES - REGULAR	79,943	192,501
10-5301-1005	SALARIES/WAGES - LONGEVITY	1,450	1,450
10-5301-1006	SALARIES/WAGES - ALLOWANCES	375	900
10-5301-1021	EMPLOYEE BENEFITS - SCL SCRTY	6,271	14,966
10-5301-1023	EMPLOYEE BENEFITS - HEALTH INS	15,238	37,003
10-5301-1025	EMPLOYEE BENEFITS - WRKRS COMP	1,562	4,402
10-5301-1029	EMPLOYEE BENEFITS - WY RTRMNT	14,885	35,844
10-5301-2120	DUES/MEMBERSHIPS/SUBSCRIPTIONS	248	240
10-5301-2122	TRAINING/DEVELOPMENT	0	640
10-5301-2123	MEALS/LODGING/TRAVEL	0	650
10-5301-2131	UTILITY SERVICES - ELECTRICITY	3,007	10,700
10-5301-2132	UTILITY SERVICES - WTR/SWR/GRB	2,049	5,000
10-5301-2133	UTILITY SERVICES - NATURAL GAS	1,008	10,000
10-5301-2134	TELECOMMUNICATIONS	395	800
10-5301-2153	ARCHITECT/ENGINEERING/SURVEING	0	2,000
10-5301-2155	REPAIRS/MAINTENANCE	463	1,500
10-5301-2156	MAINTENANCE AGREEMENT	128	400
10-5301-3210	OPERATING SUPPLIES	1,209	4,000
10-5301-3230	REFRESHMENT SUPPLIES	176	1,250
10-5301-3235	FUEL	267	1,500
Total PUBLIC WORKS - ADMINISTRATION:		128,675	325,746

PUBLIC WORKS - SHOP

10-5302-1001	SALARIES/WAGES - REGULAR	98,844	235,201
10-5302-1002	SALARIES/WAGES - OVERTIME	214	500
10-5302-1005	SALARIES/WAGES - LONGEVITY	813	813
10-5302-1006	SALARIES/WAGES-ALLOWANCE	250	600
10-5302-1021	EMPLOYEE BENEFITS - SCL SCRTY	7,684	18,199
10-5302-1023	EMPLOYEE BENEFITS - HEALTH INS	43,216	103,935
10-5302-1025	EMPLOYEE BENEFITS - WRKRS COMP	1,912	5,353
10-5302-1029	EMPLOYEE BENEFITS - WY RTRMNT	18,445	43,888
10-5302-2120	DUES/MEMBERSHIPS/SUBSCRIPTIONS	5,299	6,549
10-5302-2122	TRAINING/DEVELOPMENT	0	2,400

Account Number	Account Title	2024-24 Current year Actual	2024-25 Current year Budget
10-5302-2141	EQUIPMENT RENT	0	200
10-5302-2155	REPAIRS/MAINTENANCE	1,621	2,500
10-5302-3210	OPERATING SUPPLIES	11,639	18,000
10-5302-3220	EQUIPMENT/TOOLS-NON CAPITALIZE	3,117	3,964
10-5302-3235	FUEL	482	2,500
10-5302-3237	OIL/LUBE/FLUIDS	5,907	14,000
Total PUBLIC WORKS - SHOP:		199,442	458,602
PUBLIC WORKS - PARKS			
10-5304-1001	SALARIES/WAGES - REGULAR	108,866	266,522
10-5304-1002	SALARIES/WAGES - OVERTIME	622	5,500
10-5304-1004	SALARIES/WAGES - TEMPORARY	29,145	86,968
10-5304-1005	SALARIES/WAGES - LONGEVITY	980	1,219
10-5304-1006	SALARIES/WAGES - ALLOWANCES	125	300
10-5304-1021	EMPLOYEE BENEFITS - SCL SCRTY	10,703	27,609
10-5304-1023	EMPLOYEE BENEFITS - HEALTH INS	44,316	116,936
10-5304-1025	EMPLOYEE BENEFITS - WRKRS COMP	2,669	8,120
10-5304-1029	EMPLOYEE BENEFITS - WY RTRMNT	20,387	50,650
10-5304-2120	DUES/MEMBERSHIPS/SUBSCRIPTIONS	15	800
10-5304-2122	TRAINING/DEVELOPMENT	0	2,350
10-5304-2123	MEALS/LODGING/TRAVEL	0	500
10-5304-2131	UTILITY SERVICES - ELECTRICITY	6,010	22,000
10-5304-2132	UTILITY SERVICES - WTR/SWR/GRB	54,530	95,000
10-5304-2133	NATURAL GAS, PROPANE	174	500
10-5304-2141	EQUIPMENT - RENT	0	1,000
10-5304-2155	REPAIRS/MAINTENANCE	0	5,000
10-5304-2156	MAINTENANCE AGREEMENT	1,494	1,650
10-5304-2158	MISC CONTRACTUAL SERVICES	6,850	61,000
10-5304-3210	OPERATING SUPPLIES	20,088	57,000
10-5304-3220	EQUIPMENT/TOOLS-NON CAPITALIZE	0	2,500
10-5304-3235	FUEL	5,599	10,000
Total PUBLIC WORKS - PARKS:		312,573	823,124

PUBLIC WORKS - STREETS/ALLEYS

10-5305-1001	SALARIES/WAGES - REGULAR	135,987	324,891
10-5305-1002	SALARIES/WAGES - OVERTIME	642	4,000

Account Number	Account Title	2024-24 Current year Actual	2024-25 Current year Budget
10-5305-1004	SALARIES/WAGES - TEMPORARY	8,122	20,500
10-5305-1005	SALARIES/WAGES - LONGEVITY	1,393	1,393
10-5305-1006	SALARIES/WAGES - ALLOWANCES	125	300
10-5305-1021	EMPLOYEE BENEFITS - SCL SCRTY	11,202	26,888
10-5305-1023	EMPLOYEE BENEFITS - HEALTH INS	42,168	101,407
10-5305-1025	EMPLOYEE BENEFITS - WRKRS COMP	2,794	7,908
10-5305-1029	EMPLOYEE BENEFITS - WY RTRMNT	25,440	61,240
10-5305-2120	DUES/MEMBERSHIPS/SUBSCRIPTIONS	0	240
10-5305-2122	TRAINING/DEVELOPMENT	313	3,900
10-5305-2155	REPAIRS/MAINTENANCE	13,705	60,000
10-5305-2158	MISC CONTRACTUAL SERVICES	21,254	73,200
10-5305-3210	OPERATING SUPPLIES	32,956	76,000
10-5305-3220	EQUIPMENT/TOOLS-NON CAPITALIZE	972	3,000
10-5305-3235	FUEL	8,722	28,000
Total PUBLIC WORKS - STREETS/ALLEYS:		305,795	792,867

PUBLIC WORKS - CEMETERY

10-5306-1001	SALARIES/WAGES - REGULAR	90,862	166,612
10-5306-1002	SALARIES/WAGES - OVERTIME	373	1,500
10-5306-1004	SALARIES/WAGES - TEMPORARY	0	17,394
10-5306-1005	SALARIES/WAGES - LONGEVITY	384	1,281
10-5306-1006	SALARIES/WAGES - ALLOWANCES	125	300
10-5306-1021	EMPLOYEE BENEFITS - SCL SCRTY	7,026	14,342
10-5306-1023	EMPLOYEE BENEFITS - HEALTH INS	27,032	65,044
10-5306-1025	EMPLOYEE BENEFITS - WRKRS COMP	1,752	4,218
10-5306-1029	EMPLOYEE BENEFITS - WY RTRMNT	11,426	31,302
10-5306-2120	DUES/MEMBERSHIPS/SUBSCRIPTIONS	0	100
10-5306-2122	TRAINING/DEVELOPMENT	0	650
10-5306-2131	UTILITY SERVICES - ELECTRICITY	1,520	3,500
10-5306-2132	UTILITY SERVICES - WTR/SWR/GRB	42,866	60,000
10-5306-2133	UTILITY SERVICES - NATURAL GAS	266	2,000
10-5306-2134	TELECOMMUNICATIONS	254	1,000
10-5306-2141	EQUIPMENT - RENT	0	200
10-5306-2155	REPAIRS/MAINTENANCE	135	1,500
10-5306-2156	MAINTENANCE AGREEMENT	967	1,000
10-5306-2158	MISC CONTRACTUAL SERVICES	890	10,000
10-5306-3210	OPERATING SUPPLIES	5,312	13,000

Account Number	Account Title	2024-24 Current year Actual	2024-25 Current year Budget
10-5306-3220	EQUIPMENT/TOOLS-NON CAPITALIZE	0	1,000
10-5306-3235	FUEL	1,175	2,750
10-5306-6540	LAND	1,000	0
Total PUBLIC WORKS - CEMETERY:		193,365	398,693

PUBLIC WORKS - POOL

10-5307-2131	UTILITY SERVICES - ELECTRICITY	1,122	7,000
10-5307-2132	UTILITY SERVICES - WTR/SWR/GRB	1,080	13,000
10-5307-2133	UTILITY SERVICES - NATURAL GAS	200	10,000
10-5307-2134	TELECOMMUNICATIONS	702	1,500
10-5307-2155	REPAIRS/MAINTENANCE	0	5,000
10-5307-2158	MISC CONTRACTUAL SERVICES	87,876	148,612
10-5307-3210	OPERATING SUPPLIES	384	14,000
10-5307-3220	EQUIPMENT/TOOLS-NON CAPITALIZE	1,053	2,500
Total PUBLIC WORKS - POOL:		92,418	201,612

POLICE SPECIAL PROJECTS FUND**RURAL VIOLENT CRIME REDUCTION**

13-5820-1001	SALARIES/WAGES - REGULAR	0	14,333
13-5820-1002	SALARIES/WAGES - OVERTIME	1,670	0
13-5820-1021	EMPLOYEES BENEFITS - SCL SCRTY	128	1,096
13-5820-1023	EMPLOYEE BENEFITS - HEALTH INS	0	373
13-5820-1025	EMPLOYEE BENEFITS - WRKSR COMP	32	322
13-5820-1029	EMPLOYEE BENEFITS - WY RTRMNT	314	2,669
13-5820-3220	EQUIPMENT/TOOLS NON CAPITALIZE	15,000	0
Total RURAL VIOLENT CRIME REDUCTION:		17,143	18,793

HIGHWAY SAFETY TRAFFIC ENFORCEMENT

13-5821-1001	SALARIES/WAGES - REGULAR	2,290	6,095
13-5821-1021	EMPLOYEE BENEFITS - SCL SCRTY	175	466
13-5821-1023	EMPLOYEE BENEFITS - HEALTH INS	141	0
13-5821-1025	EMPLOYEE BENEFITS - WRKRS COMP	44	137
13-5821-1029	EMPLOYEE BENEFITS - WY RTRMNT	426	1,135

Account Number	Account Title	2024-24 Current year Actual	2024-25 Current year Budget
Total HIGHWAY SAFETY TRAFFIC ENFORCEMENT:		3,076	7,833
SRO PROGRAM			
13-5830-1001	SALARIES/WAGES - REGULAR	28,645	70,914
13-5830-1002	SALARIES/WAGES - OVERTIME	1,374	2,500
13-5830-1005	SALARIES/WAGES - LONGEVITY	155	155
13-5830-1021	EMPLOYEE BENEFITS - SCL SCRTY	2,308	5,628
13-5830-1023	EMPLOYEE BENEFITS - HEALTH INS	10,700	25,731
13-5830-1025	EMPLOYEE BENEFITS - WRKRS COMP	576	1,655
13-5830-1029	EMPLOYEE BENEFITS - WY RTRMNT	5,589	13,204
Total SRO PROGRAM:		49,348	119,787
OJJDP-UNDERAGE ENFORCEMENT			
13-5831-1001	SALARIES/WAGES - REGULAR	-108	6,750
13-5831-1021	EMPLOYEE BENEFITS - SCL SCRTY	-8	419
13-5831-1023	EMPLOYEE BENEFITS - HEALTH INS	-145	0
13-5831-1025	EMPLOYEE BENEFITS - WRKRS COMP	-2	152
13-5831-1029	EMPLOYEE BENEFITS - WY RTRMNT	-20	1,257
13-5831-3210	OPERATING SUPPLIES	100	0
Total OJJDP-UNDERAGE ENFORCEMENT:		-183	8,578
BULLET PROOF VEST			
13-5838-3233	UNIFORMS/CARE	0	5,376
Total BULLET PROOF VEST:		0	5,376
WATER FUND			
WATER - ADMINISTRATION			
31-5400-1150	DEPRECIATION	212,500	850,000
31-5400-2158	MISC CONTRACTUAL SERVICES	5,633	15,000
31-5400-2166	COLLECTION FEES	227	500
31-5400-2175	REFUNDS/REIMBURSEMENT EXPENSE	16,947	0
31-5400-4347	MANAGEMENT FEES	70,725	282,899

Account Number	Account Title	2024-24 Current year Actual	2024-25 Current year Budget
Total WATER - ADMINISTRATION:		306,032	1,148,399
WATER - TREATMENT			
31-5401-1001	SALARIES/WAGES - REGULAR	54,574	130,541
31-5401-1002	SALARIES/WAGES - OVERTIME	1,947	6,000
31-5401-1005	SALARIES/WAGES - LONGEVITY	715	715
31-5401-1006	SALARIES/WAGES - ALLOWANCES	125	300
31-5401-1021	EMPLOYEE BENEFITS - SCL SCRTY	4,401	10,553
31-5401-1023	EMPLOYEE BENEFITS - HEALTH INS	16,212	39,158
31-5401-1025	EMPLOYEE BENEFITS - WRKRS COMP	1,096	3,104
31-5401-1029	EMPLOYEE BENEFITS - WY RTRMNT	10,524	25,424
31-5401-2122	TRAINING/DEVELOPMENT	478	2,570
31-5401-2123	MEALS/LODGING/TRAVEL	0	800
31-5401-2131	UTILITY SERVICES - ELECTRICITY	35,576	60,000
31-5401-2132	UTILITY SERVICES - WTR/SWR/GRB	1,975	12,000
31-5401-2133	UTILITY SERVICES - NATURAL GAS	1,338	7,500
31-5401-2134	TELECOMMUNICATIONS	109	1,600
31-5401-2140	RENT - LAND/BUILDINGS	0	12,000
31-5401-2153	ARCHITECT, ENG, SURVEY	0	4,000
31-5401-2155	REPAIRS/MAINTENANCE	1,076	45,000
31-5401-2156	MAINTENANCE AGREEMENT	0	10,000
31-5401-2158	MISC CONTRACTUAL SERVICES	6,364	35,000
31-5401-3210	OPERATING SUPPLIES	16,996	45,000
31-5401-3220	EQUIPMENT/TOOLS-NON CAPITALIZE	8,252	18,000
31-5401-3235	FUEL	521	1,400
31-5401-6542	IMPRVMNTS TO BLDG	74,969	60,000
31-5401-6544	IMPRVMNTS OTHER THAN BLDG	0	25,000
Total WATER - TREATMENT:		237,247	555,665

WATER - DISTRIBUTION/MAINTENANCE

31-5402-1001	SALARIES/WAGES - REGULAR	104,986	244,742
31-5402-1002	SALARIES/WAGES - OVERTIME	3,792	7,500
31-5402-1004	SALARIES/WAGES - TEMPORARY	0	4,348
31-5402-1005	SALARIES/WAGES - LONGEVITY	964	964
31-5402-1006	SALARIES & WAGES - ALLOWANCES	125	300
31-5402-1021	EMPLOYEE BENEFITS - SCL SCRTY	8,417	19,756

Account Number	Account Title	2024-24 Current year Actual	2024-25 Current year Budget
31-5402-1023	EMPLOYEE BENEFITS - HEALTH INS	37,872	91,111
31-5402-1025	EMPLOYEE BENEFITS - WRKRS COMP	2,098	5,810
31-5402-1029	EMPLOYEE BENEFITS - WY RTRMNT	20,254	46,967
31-5402-2120	DUES/MEMBERSHIPS/SUBSCRIPTIONS	342	1,800
31-5402-2122	TRAINING/DEVELOPMENT	484	2,400
31-5402-2131	UTILITY SERVICES - ELECTRICITY	5,413	17,000
31-5402-2132	UTILITY SERVICES - WTR/SWR/GRB	13,813	25,000
31-5402-2133	UTILITY SERVICES - NATURAL GAS	181	1,300
31-5402-2134	TELECOMMUNICATIONS	84	200
31-5402-2141	EQUIPMENT - RENT	0	400
31-5402-2153	ARCHITECT/ENGINEERING/SURVEY	1,439	2,000
31-5402-2155	REPAIRS/MAINTENANCE	3,027	30,000
31-5402-2156	MAINTENANCE AGREEMENT	1,095	1,100
31-5402-2158	MISC CONTRACTUAL SERVICES	0	13,000
31-5402-3210	OPERATING SUPPLIES	25,796	50,000
31-5402-3220	EQUIPMENT/TOOLS-NON CAPITALIZE	2,639	0
31-5402-3235	FUEL	3,054	7,000
31-5402-4310	LEASE PAYMENTS - OPERATING	0	350
31-5402-6542	IMPRVMNTS TO BLDG	0	25,000
31-5402-6544	IMPRVMNTS OTHER THAN BLDG	100,559	650,000
31-5402-6547	EQUIPMENT/FURNITURE	0	4,500
31-5402-6548	VEHICLES	0	300,000
Total WATER - DISTRIBUTION/MAINTENANCE:		336,436	1,552,548

WATER - CUSTOMER SERVICES

31-5403-1001	SALARIES/WAGES - REGULAR	25,429	60,646
31-5403-1005	SALARIES/WAGES - LONGEVITY	593	593
31-5403-1021	EMPLOYEE BENEFITS - SCL SCRTY	1,927	4,685
31-5403-1023	EMPLOYEE BENEFITS - HEALTH INS	128	261
31-5403-1025	EMPLOYEE BENEFITS - WRKRS COMP	497	1,378
31-5403-1029	EMPLOYEE BENEFITS - WY RTRMNT	4,735	11,292
31-5403-2134	TELECOMMUNICATIONS	69	200
31-5403-2155	REPAIRS/MAINTENANCE	0	1,500
31-5403-2156	MAINTENANCE AGREEMENT	0	2,500
31-5403-3210	OPERATING SUPPLIES	65	2,000
31-5403-3220	EQUIPMENT/TOOLS-NON CAPITALIZE	8,260	40,000
31-5403-3235	FUEL	420	2,000

Account Number	Account Title	2024-24 Current year Actual	2024-25 Current year Budget
Total WATER - CUSTOMER SERVICES:		42,124	127,055
WATER MAIN REPLACEMENTS			
31-5840-2153	ARCHITECT/ENGINEERING/SURVEY	144,892	953,000
31-5840-6544	IMPRVMNTS OTHER THAN BLDG	714,024	3,027,000
Total WATER MAIN REPLACEMENTS:		858,916	3,980,000
WATER IMPROVEMENTS			
31-5856-2153	ARCHITECT/ENGINEERING/SURVEY	26,174	192,000
31-5856-2158	MISC CONTRACTUAL	0	305,000
31-5856-6544	IMPRVMNTS OTHER THAN BLDG	263,995	557,000
Total WATER IMPROVEMENTS:		290,169	1,054,000
SEWER FUND			
SEWER - ADMINISTRATION			
32-5500-1150	DEPRECIATION	109,500	438,000
32-5500-2158	MISC CONTRACTUAL SERVICES	3,638	9,700
32-5500-4347	MANAGEMENT FEES	40,519	162,077
Total SEWER - ADMINISTRATION:		153,657	609,777
SEWER - TREATMENT			
32-5501-1001	SALARIES/WAGES - REGULAR	50,085	120,103
32-5501-1002	SALARIES/WAGES - OVERTIME	0	5,000
32-5501-1005	SALARIES/WAGES - LONGEVITY	464	464
32-5501-1006	SALARIES/WAGES - ALLOWANCES	125	300
32-5501-1021	EMPLOYEE BENEFITS - SCL SCRTY	3,889	9,659
32-5501-1023	EMPLOYEE BENEFITS - HEALTH INS	16,242	39,113
32-5501-1025	EMPLOYEE BENEFITS - WRKRS COMP	968	2,841
32-5501-1029	EMPLOYEE BENEFITS - WY RTRMNT	9,326	23,294
32-5501-2122	TRAINING/DEVELOPMENT	239	2,570
32-5501-2123	MEALS/LODGING/TRAVEL	0	800
32-5501-2131	UTILITY SERVICES - ELECTRICITY	25,114	80,000
32-5501-2132	UTILITY SERVICES - WTR/SWR/GRB	2,061	45,000

Account Number	Account Title	2024-24 Current year Actual	2024-25 Current year Budget
32-5501-2134	TELECOMMUNICATIONS	869	2,000
32-5501-2153	ARCHITECT/ENGINEERING/SURVEY	0	4,000
32-5501-2155	REPAIRS/MAINTENANCE	549	30,000
32-5501-2158	MISC CONTRACTUAL SERVICES	4,840	20,000
32-5501-3210	OPERATING SUPPLIES	19,889	40,000
32-5501-3220	EQUIPMENT/TOOLS-NON CAPITALIZE	5,475	24,000
32-5501-3235	FUEL	521	1,500
32-5501-6544	IMPRVMNTS OTHER THAN BLDG	0	17,000
Total SEWER - TREATMENT:		140,656	467,644

SEWER - COLLECTION

32-5502-1001	SALARIES/WAGES - REGULAR	92,888	222,619
32-5502-1002	SALARIES/WAGES - OVERTIME	3,676	4,500
32-5502-1004	SALARIES/WAGES - TEMPORARY	0	4,348
32-5502-1005	SALARIES/WAGES - LONGEVITY	642	642
32-5502-1006	SALARIES & WAGES - ALLOWANCES	125	300
32-5502-1021	EMPLOYEE BENEFITS - SCL SCRTY	7,458	17,477
32-5502-1023	EMPLOYEE BENEFITS - HEALTH INS	31,256	75,236
32-5502-1025	EMPLOYEE BENEFITS - WRKRS COMP	1,859	5,140
32-5502-1029	EMPLOYEE BENEFITS - WY RTRMNT	17,980	42,290
32-5502-2120	DUES/MEMBERSHIPS/SUBSCRIPTIONS	342	1,700
32-5502-2122	TRAINING/DEVELOPMENT	310	1,825
32-5502-2131	UTILITY SERVICES - ELECTRICITY	3,353	10,000
32-5502-2132	UTILITY SERVICES - WTR/SWR/GRB	108	350
32-5502-2133	UTILITY SERVICES - NATURAL GAS	685	2,500
32-5502-2134	TELECOMMUNICATIONS	349	1,000
32-5502-2153	ARCHITECT/ENGINEERING/SURVEY	1,234	2,500
32-5502-2155	REPAIRS/MAINTENANCE	13,500	20,000
32-5502-2158	MISC CONTRACTUAL SERVICES	0	13,000
32-5502-3210	OPERATING SUPPLIES	8,614	40,000
32-5502-3235	FUEL	3,054	6,000
32-5502-4310	LEASE PAYMENTS - OPERATING	379	350
32-5502-6547	EQUIPMENT/FURNITURE	0	4,500
32-5502-6548	VEHICLES	0	300,000

Account Number	Account Title	2024-24 Current year Actual	2024-25 Current year Budget
Total SEWER - COLLECTION:		187,814	776,277
WASTEWATER TREATMENT PLANT REHAB			
32-5850-2153	ARCHITECT/ENGINEERING/SURVEY	34,346	133,000
32-5850-6544	IMPRVMNTS OTHER THAN BLDG	0	1,307,000
Total WASTEWATER TREATMENT PLANT REHAB:		34,346	1,440,000
SEWER MAIN REPLACEMENTS			
32-5852-2153	ARCHITECT/ENGINEERING/SURVEY	86,984	822,000
32-5852-6544	IMPRVMNTS OTHER THAN BLDG	1,306,520	3,400,000
Total SEWER MAIN REPLACEMENTS:		1,393,504	4,222,000
SANITATION FUND			
SANITATION			
33-5600-1001	SALARIES/WAGES - REGULAR	67,634	162,074
33-5600-1002	SALARIES/WAGES - OVERTIME	0	600
33-5600-1005	SALARIES/WAGES - LONGEVITY	1,027	1,027
33-5600-1006	SALARIES/WAGES - ALLOWANCES	125	300
33-5600-1021	EMPLOYEE BENEFITS - SCL SCRTY	5,275	12,576
33-5600-1023	EMPLOYEE BENEFITS - HEALTH INS	27,031	65,024
33-5600-1025	EMPLOYEE BENEFITS - WRKRS COMP	1,314	3,699
33-5600-1029	EMPLOYEE BENEFITS - WY RTRMNT	12,593	30,290
33-5600-1150	DEPRECIATION	15,175	60,700
33-5600-2155	REPAIRS/MAINTENANCE	0	4,200
33-5600-2158	MISC CONTRACTUAL SERVICES	365,043	1,006,400
33-5600-3210	OPERATING SUPPLIES	14,134	34,000
33-5600-3220	EQUIPMENT/TOOLS-NON CAPITALIZE	29,626	30,000
33-5600-3235	FUEL	8,229	26,000
33-5600-4347	MANAGEMENT FEES	42,730	170,918
33-5600-6548	VEHICLES	0	270,000
Total SANITATION:		589,935	1,877,808

LANDFILL FUND**LANDFILL**

Account Number	Account Title	2024-24 Current year Actual	2024-25 Current year Budget
34-5340-1001	SALARIES/WAGES - REGULAR	121,586	319,922
34-5340-1002	SALARIES/WAGES - OVERTIME	822	1,500
34-5340-1005	SALARIES/WAGES - LONGEVITY	841	1,302
34-5340-1006	SALARIES/WAGES - ALLOWANCES	250	600
34-5340-1021	EMPLOYEE BENEFITS - SCL SCRTY	9,807	25,633
34-5340-1023	EMPLOYEE BENEFITS - HEALTH INS	31,504	104,046
34-5340-1025	EMPLOYEE BENEFITS - WRKRS COMP	2,359	7,292
34-5340-1026	EMPLOYEE BENEFITS - DFRRD COMP	5,136	10,963
34-5340-1029	EMPLOYEE BENEFITS - WY RTRMNT	17,450	48,885
34-5340-1150	DEPRECIATION	33,500	134,000
34-5340-2122	TRAINING/DEVELOPMENT	0	1,100
34-5340-2131	UTILITY SERVICES - ELECTRICITY	2,654	10,000
34-5340-2133	UTILITY SERVICES - NATURAL GAS	875	10,500
34-5340-2153	ARCHITECT/ENGINEERING/SURVEY	0	40,000
34-5340-2155	REPAIRS/MAINTENANCE	5,967	15,000
34-5340-2156	MAINTENANCE AGREEMENT	4,454	11,500
34-5340-2158	MISC CONTRACTUAL SERVICES	224,131	711,000
34-5340-3210	OPERATING SUPPLIES	31,028	82,000
34-5340-3220	EQUIPMENT/TOOLS-NON CAPITALIZE	124	2,500
34-5340-3235	FUEL	10,555	73,000
34-5340-4343	DEBT PAYMENT - PRINCIPAL	13,141	13,142
34-5340-4347	MANAGEMENT FEES	32,416	129,662
34-5340-6547	EQUIPMENT/FURNITURE	0	5,000
Total LANDFILL:		548,602	1,758,547
LANDFILL - CAPITAL			
34-5895-2153	ARCHITECT/ENGINEERING/SURVEY	1,263	40,000
34-5895-6547	EQUIPMENT/FURNITURE	9,418	20,800
34-5895-6548	VEHICLES	0	240,000
Total LANDFILL - CAPITAL:		10,680	300,800

EMPLOYEE HEALTH CARE FUND**EMPLOYEE HEALTH CARE**

39-5390-1023	EMPLOYEE BNFTS - HLTH INS PREM	366,247	452,800
39-5390-1032	EMPLOYEE BENEFITS - CLAIMS	980,504	1,275,000
39-5390-1058	HEALTH CARE - ADMINSTRN FEE	36,840	100,000

Account Number	Account Title	2024-24 Current year Actual	2024-25 Current year Budget
Total EMPLOYEE HEALTH CARE:		1,383,591	1,827,800
ECONOMIC DEVELOPMENT			
ECONOMIC DEVELOPMENT			
41-5410-2158	MISC CONTRACTUAL SERVICES	23,962	241,700
Total ECONOMIC DEVELOPMENT:		23,962	241,700
THE 112			
41-5411-2158	MISC CONTRACTUAL SERVICES	2,707	1,433,300
Total THE 112:		2,707	1,433,300
GENERAL FUND EQUIPMENT RESERVE			
GENERAL FUND EQUIPMENT RESERVE			
47-5470-6547	EQUIPMENT/FURNITURE	32,002	474,701
47-5470-6548	VEHICLES	331,100	739,000
Total GENERAL FUND EQUIPMENT RESERVE:		363,102	1,213,701
TRAIN CAR RESTORATION			
TRAIN CAR RESTORATION			
54-5540-2155	REPAIRS/MAINTENANCE	13,861	20,000
Total TRAIN CAR RESTORATION:		13,861	20,000
POOL IMPROVEMENTS FUND			
POOL IMPROVEMENTS			
55-5550-2153	ARCHITECT/ENGINEERING/SURVEY	70,589	100,000
55-5550-6544	IMPRVMNTS OTHER THAN BLDG	53,198	3,750,000

Account Number	Account Title	2024-24 Current year Actual	2024-25 Current year Budget
Total POOL IMPROVEMENTS:		123,787	3,850,000

STREET IMPROVEMENT FUND**STREET IMPROVEMENTS**

56-5560-2153	ARCHITECT/ENGINEERING/SURVEY	113,331	1,747,900
56-5560-2158	MISC CONTRACTUAL SERVICES	26,750	70,000
56-5560-6544	IMPRVMNTS OTHER THAN BLDG	2,282,647	6,570,000
Total STREET IMPROVEMENTS:		2,422,728	8,387,900

CAPITAL IMP -PUBLIC FACILITIES**CAPITAL IMP -FACILITIES**

57-5570-2153	ARCHITECT/ENGINEERING/SURVEY	146,601	95,000
57-5570-6542	BUILDINGS/IMPROVEMENTS	260,331	419,000
57-5570-6544	IMPRVMNTS OTHER THAN BLDG	143,007	536,500
Total CAPITAL IMP -FACILITIES:		549,939	1,050,500

COMMUNITY FACILITY

57-5571-2153	ARCHITECT/ENGINEERING/SURVEY	26,567	601,575
57-5571-6542	BUILDINGS/IMPROVEMENTS	0	9,398,425
Total COMMUNITY FACILITY:		26,567	10,000,000

CAPTL PROJ-PARK IMPRVMNT FUND**PARK IMPROVEMENTS**

65-5650-6542	BUILDINGS/IMPROVEMENTS	8,760	10,000
65-5650-6544	IMPRVMNTS OTHER THAN BLDG	26,394	155,000
Total PARK IMPROVEMENTS:		35,154	165,000

HISTORIC PRSRVTN CMSN FUND**HISTORIC PRESERVATION CMMSSN**

Account Number	Account Title	2024-24 Current year Actual	2024-25 Current year Budget
92-5920-2158	MISC CONTRACTUAL SERVICES	7,583	8,000
Total HISTORIC PRESERVATION CMMSSN:		7,583	8,000
ARTS & CULTURE BOARD OF TRUSTE			
ARTS & CULTURE BOARD OF TRUSTE			
93-5930-2158	MISC CONTRACTUAL SERVICES	0	18,000
Total ARTS & CULTURE BOARD OF TRUSTE:		0	18,000

**CONVERSE COUNTY TOURISM PROMOTION BOARD
REGULAR MEETING**

Board members: Jane Garber (6/2026, At Large) (1st full term)
J.D. Cox (6/2026, Douglas) (1st full term)
Candace Benedetta (11/2025, Glenrock) (partial)
Jenn Rasmussen (6/2027, Douglas) (1st full term)
Victor LeGloahec (6/2025, County) (1st full term)
Josh Butts (6/2025, County) (1st full term)
John Rabun (6/2027, Douglas) (1st full term)
Laurie Boner (6/2026, Glenrock) (partial)
Kris Mitchell (6/2027, County) (1st full term)

Date: November 26, 2024

Attendance Sheet:

Board Members

Jane Garber
Candace Benedetta
Victor LeGloahec
Jenn Rasmussen
Kris Mitchell
John Rabun
Laurie Boner
Victor LeGloahec

Guests

Courtney Conkle State Fair
Kota Provence, State Fair
Jarred Robles, State Fair
Jen Womack, Sagebrush Marketing -via zoom
Glenn Gardner, Wyoming Tourism -via zoom
Kim Martin, Elevate Glenrock
Cathy Feezer-Jones,

Call to order: Jane Garber called the meeting to order @ 5:04 p.m. and noted that a quorum was present.

Location: Wyoming State Fairgrounds, Boardroom, Douglas

Grants:

- None presented

State Fair Report:

- Kota Provence, WSF discussed award submissions that will be or have been submitted to fair organizations, she will give a full report of the placings when the convention season is completed. The Wyoming State Fair would like to start their marketing campaign earlier for 2025 and would like to bring a grant proposal to the January board meeting. Kota also gave a demonstration of the different AI tracking platforms that the WSF utilizes to track the number of attendees to the Wyoming State Fair.
- Jarred Robles, WSF discussed the MOU for Jack and Hare-ette statues should be ready for the CCTPB to review the middle of December. Jarred said that the winter equine riding arenas will be ready for rental December 5th and that the WSF staff is preparing to leave for the IAFE convention in Phoenix the end of this week.

Sagebrush Marketing Report:

- Jen Womack reported that the Cowboy State Daily ad campaign went very well and showed lots of traffic from the grant ad buy. The ads will run for three months and ends late December. Jen will inquire about a proposal for an ad run for the month of January.
- Jen also reported that True West magazine is naming Douglas one of the top 10 western towns.

Previous Month's Minutes: Minutes from October 2024 presented. Motion to approve.

Motion: John Rabun Seconded: Victor LeGloahec Motion: Carried

Financial Report: Invoices paid in the amount of **\$38,444.55**. Motion to approve.

Motion: Laurie Boner Seconded: John Rabun Motion: Carried

Old Business:

- Update on Administrative Position: Jane Garber gave an update on the status of the Administrative position. As required the position was advertised in the newspaper and one person submitted a contract proposal for the position. Jane also noted that she spoke with Jenn Rasmussen, who had shown earlier interest in the position, Jenn does not wish to be considered for the position at this time, as she feels that she can better serve the board and the community as a board member and through her position at the rail road museum.
Jane took the proposed contract to Jim Willox, Converse County Commissioner, for review. Jim stated that the county attorney did not need to review the contract and that if the CCTPB approved of the contracted it could be executed.
- Interview Committee report: Laurie Boner gave a report of the interview that was conducted by the interview committee with Cathy Feezer-Jones. The committee feels with Cathy's past job experience, knowledge and dedication to Converse County she would be a good fit for the administrative contract position. The interview committee recommends that the board execute the contract with Cathy for the Administrative position.
A motion was made to except Cathy Feezer-Jones application and execute a contract with Cathy for the Administrative position with the Converse County Tourism Promotion Board.

Motion: Candace Benedetta Seconded: John Rabun Motion: Carried

- Grant Committee report: Candace Benedetta reported that the committee has been reviewing other Wyoming County Tourism board's grant process and would like to get together with the grant committee before the December meeting to review findings.
- By-Law Committee report: Candace Benedetta reported that the committee has been reviewing other Wyoming County Tourism board's By-Laws and they will get together to complete a draft to bring to the board for review.

New Business:

- None presented

Public Comments:

- No public comments made.

Adjournment: There being no further business, the meeting was adjourned @ 6:24 pm.

Next Meeting:

December 17 at the Ruthie James building in Douglas at 5pm

January 28, 2025 location TBD in Glenrock

February 25, 2025 location TBD

Submitted to file by: Kris Mitchell, Secretary.

EVENTS

- Butch Bolln Annual Pool Tournament
January 17 - 19th
Fort Reno @ WY State Fairgrounds
- Veterans & First Responder Meet-up
January 17th 7-9pm
Blend Coffee & Co
- Snowman Wine Cork Craft
January 23rd 6-8pm
Converse County Library
- Holocaust Remembrance Day with Survivor Ben Lesser
January 25th 1-2pm
Converse County Library via Zoom



All Events Are Subject To
Change

More information available at:
<https://www.seewhatconversecando.com/calendar/>
<https://douglas.brighttravel.com/events>