



AGENDA OF THE FINANCE COMMITTEE

TUESDAY, FEBRUARY 27, 2024, 3:00 PM

In person at City Hall, Room 207.

Virtual attendance is also available via Zoom.

Immediately following Personnel.

A. Zoom Meeting Information.

I. Join Zoom Meeting Online:

<https://us02web.zoom.us/j/88142524379?pwd=ekliUHNVYTJlRFpOUHVubTdXOHZYZz09>

Or call in by phone: +1 312 626 6799

Meeting ID: 881 4252 4379

Passcode: 846368

If you wish to speak at this public meeting or leave a comment, please fill out the online [Comment Form](#) prior to the meeting. More detailed [Zoom Instructions](#) can be found online.

B. Roll Call.

C. Approval of the Agenda.

- I. Approval of the Finance Committee agenda for the Tuesday, February 27, 2024 meeting.

D. Approval of Minutes.

- I. Approval of the Finance Committee minutes from the January 30, 2024, meeting.

E. Regular Business.

- I. Consideration with possible action to approve the consulting agreement with Center for Public Safety Excellence (CPSE) for a community-driven strategic plan and community risk assessment with the Fire Department for a total cost of \$55,280.
2. Consideration with possible action to approve the purchase of emergency extraction equipment for the Fire Department from Reliant Fire Apparatus, Inc. for a total cost of \$149,980 approved with 2024 bonding.

3. Consideration with possible action to approve a 3-year purchase program to replace swat and patrol rifles.
4. Consideration with possible action to approve the contract for K9 dog training and certification to Elite Canine Training for a 3-year commitment of \$37,875.
5. Consideration with possible action to approve the donation of a retired 2015 Dodge Charger squad car to The Children's Museum of Green Bay for an education display.
6. Consideration with possible action to approve changes to the Office of Violence Prevention (OVP) budget amendment # 1.
7. Consideration with possible action for the Department of Community & Economic Development to proceed with the Razing of all structures at parcel ID# 18-783 (1218 Velp Ave).
8. Consideration with possible action to approve the 2nd Amendment to Development Agreement 22-02 with Carnivore Meat Company, LLC.
9. Consideration with possible action to approve the purchase of LawVu software for \$41,763.45.
10. Consideration with possible action to approve a 2024 budget amendment resolution to carry-over \$86,000 of 2023 unspent budgeted Legal Expenses for continuing litigation.

The Committee may convene in closed session pursuant to Section 19.85(1) (g), Wis. Stats., for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. The Committee will thereafter reconvene in open session pursuant to Section 19.85(2), Wis. Stats., to take action on items discussed in closed session, if appropriate, and to consider the remainder of the agenda.

11. Consideration with possible action to retain a specialized law firm to progress conversations on the acquisition of the abandoned rail yard on Ashland Avenue, and to identify a funding source for the work per communication from Ald. Brian Johnson.

The Committee may convene in closed session pursuant to Sections 19.85(1)(e), Wis. Stats., for purposes of deliberating or negotiating the sale of public properties, investing of public funds or conducting other specified public business as necessary for competitive or bargaining reasons. The Committee will thereafter reconvene in open session pursuant to Section 19.85(2), Wis. Stats., to take action on items discussed in closed session, if appropriate, and to consider the remainder of the agenda.

The Committee may convene in closed session pursuant to Section 19.85(1) (g), Wis. Stats., for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. The Committee will thereafter reconvene in open session pursuant to Section 19.85(2), Wis. Stats., to take action on items discussed in closed session, if appropriate, and to consider the remainder of the agenda.

12. Consideration with possible action to approve the contract for arbitration rebate computation and opinion services to Ehlers, Inc. for a 3-year commitment of \$30,000.

F. Informational.

1. 2023 Contingency Account: \$213,081.36
2024 Contingency Account: \$240,350.00
2. The next Finance Committee meeting will be held on April 9, 2024, at 4:30 PM.
The Tuesday, March 12, 2024, meeting has been cancelled.

G. Adjournment.

- 1) THIS MEETING IS RECORDED: THE VIDEO OF THIS MEETING AND MINUTES ARE AVAILABLE ONLINE AT www.greenbaywi.gov
- 2) ACCESSIBILITY: Any person wishing to attend who requires special accommodation because of a disability, should contact the City Safety Manager at 920-448-3125 at least 48 hours before the scheduled meeting time so that arrangements can be made.
- 3) QUORUM: Please take notice that a majority or quorum of the Common Council will attend this Finance Committee meeting and will constitute a meeting of the Common Council for purposes of discussion and information gathering relative to this agenda.
- 4) REPRESENTATION: The party requesting the communication, or their representative, should be present at this meeting.



Report to the
Finance Committee
of the City of Green Bay

MEETING DATE

February 27, 2024

PREPARED BY

AGENDA ITEM # E.I

Consideration with possible action to approve the consulting agreement with Center for Public Safety Excellence (CPSE) for a community-driven strategic plan and community risk assessment with the Fire Department for a total cost of \$55,280.

BACKGROUND

RECOMMENDATION

Approval of the Request.

FISCAL IMPACT

\$55,280 paid from Fire Consolidation fund 219

ATTACHMENTS

- I. Finance Request 2-27-2024 CPSE Consulting GBFD



Purchasing Department
100 North Jefferson Street - Room 101
Green Bay, Wisconsin 54301-5026
www.greenbaywi.gov

Phone 920.448.3047
Fax 920.448.3050

2/19/2024

Finance Committee 2/27/2024

Consideration and possible action to approve the Consulting Agreement for CPSE (Center for Public Safety Excellence) for services for community-driven strategic plan and community risk assessment/standards of cover for the City of Green Bay Fire Department.

The Total Cost for this is \$55,280.00 and is being funded out of the Fire Consolidation Fund 2194190-53001

Respectfully Submitted,

Thomas J. Walenski

Thomas J. Walenski
Procurement Manager
City of Green Bay



CPSE Technical Advisor Program Professional Services Agreement

This PROFESSIONAL SERVICES AGREEMENT, (together with any attachments referred to below, the “Agreement”) is dated as of February 14, 2024, by and between the CENTER FOR PUBLIC SAFETY EXCELLENCE®, INC. (“CPSE”), 1900 Reston Metro Plaza, Suite 600, Reston, Virginia 20190, a Virginia not-for-profit corporation and the City of Green Bay, WI (“Agency”), 100 North Jefferson Street, Green Bay, Wisconsin 54301. CPSE® and Agency are also referred to as the “parties” and each as a “party.”

The parties, intending legally and equitably to be bound, agree as follows:

1. Recitals

The Agency desires to retain the services of CPSE for the facilitation of a community-driven strategic plan and community risk assessment/standards of cover. Appendix A -Statement of Work (SOW) outlines the specific services CPSE will provide to Agency.

2. Fees

Total contract price is \$55,280.00, and Agency shall pay fees in accordance with the schedule of fees and minimum payments included in Appendix A -SOW.

Agency agrees to perform Step Responsibility within the Step Timing as outlined in Appendix A – SOW. Should agency fall more than thirty (30) days behind the schedule, CPSE, at its discretion, may invoice agency an additional 5% per month of the total contract amount for the project delay.

CPSE shall periodically send invoices to Agency, and Agency shall pay CPSE on receipt of such invoice, but in no event later than 30 days after such receipt.

3. Technical Advisors

CPSE Technical Advisors working on projects under this Agreement may perform similar services from time to time for others, and this Agreement shall not prevent CPSE from performing such similar services or restrict CPSE from so assigning the technical advisors provided to Agency under this Agreement. CPSE will make every effort consistent with sound business practices to honor the specific requests of Agency with regard to the assignment of its technical advisors; however, CPSE reserves the sole right to determine the assignment of its technical advisors.

4. Modification of Services

If Agency wishes to change Appendix A -SOW or wishes to obtain additional Services not listed in Appendix A -SOW, Agency through its authorized signatory shall so advise CPSE in writing. If the requested Service is within CPSE’s scope, such Services shall be performed following the issuance of a change order. If CPSE performs the Services in response to Agency’s written request, the charges for such Services and other terms and conditions of performance shall be governed by this Agreement.

5. Right to Assurance

Whenever one party to this Contract has reason to question, in good faith, the other party’s intent to perform according to Appendix A - SOW, the former party may demand that the other party give a written assurance of this intent to perform. If a demand is made, and no written assurance is given within fifteen (15) days, the demanding party may treat this failure as the other party’s intent not to perform and as a cause for automatic agreement termination.

6. Termination of Services



CPSE Technical Advisor Program Professional Services Agreement

CPSE or Agency may at any time terminate this agreement upon thirty (30) days prior written notice, stating its intention to terminate and the date upon which such termination shall be effective. Agency shall pay for all services rendered by CPSE up to the effective date of termination within thirty (30) days following the effective date of termination of such services.

7. Rights in Work Product

Unless otherwise agreed by the parties, all services rendered by CPSE under this Agreement and the product of such services manifested in documentation delivered to Agency ("Work Product") shall belong to and be owned by Agency. To the extent such Work Product qualifies as a "work made for hire" under applicable copyright law, it shall be considered a work made for hire, and the copyright shall be owned solely and exclusively by Agency. To the extent such Work Product is not considered as a "work made for hire" under applicable copyright law, CPSE hereby assigns and transfers all of CPSE's right, title and interest in and to such Work Product to Agency. The rights conveyed to Agency pursuant to this Agreement do not include rights to any preexisting CPSE Intellectual Property used, developed and refined by CPSE during CPSE's provision of Services under this Agreement. CPSE shall retain sole and exclusive ownership, right, title and interest, including ownership of copyright, with respect to CPSE's Intellectual Property.

8. Limitation of Liability

No action, regardless of form, arising out of the Services under this Agreement may be brought by either party more than one year after the cause of action has occurred, except that an action for nonpayment may be brought within one year of the date of last payment.

9. Force Majeure

Both parties shall not be held responsible for delay or default due to causes beyond its reasonable control, including but not limited to fire, floods, earthquakes, riot, acts of God or war, civil unrest, major weather event (e.g., tornado, blizzard, etc.), epidemics, pandemics or outbreak of communicable disease, quarantines, and failures of public carrier.

10. Conflict of Interest Statement

CPSE has neither directly, nor indirectly entered into any agreement, participated in any collusion or collusion activity, nor otherwise taken any action which in any way restrict or restraint the competitive nature of this solicitation, including but not limited to, the prior discussion of terms, conditions, pricing or other offer parameters required by this solicitation.

CPSE is not presently suspended or otherwise prohibited from participation in this solicitation or any other contracting to follow thereafter by any government.

Neither CPSE nor anyone associated with CPSE have any potential conflict of interest because of or due to any other clients, contracts, or property interests in this solicitation or the resulting project. In the event that a conflict of interest is identified in the provision of services, CPSE will immediately notify the Agency in writing.

Any person assigned to this project by CPSE shall not serve as a peer assessor for the Commission of Fire Accreditation International (CFAI) for the Agency within a five (5) year time period.

11. Notice



CPSE Technical Advisor Program Professional Services Agreement

Any notice required or permitted to be sent under this Agreement shall be delivered by hand or mailed by certified mail, return receipt requested, or sent by reliable overnight carrier to the address of the parties first set forth in this Agreement.

12. General

This agreement shall be binding upon all parties hereto and their respective heirs, executors, administrators, successors, and assigns.

The laws of the State of Wisconsin, United States of America, shall govern this agreement.

This agreement is an integrated writing, executed by the parties after negotiation and discussions of all material provisions. Neither party has relied upon inducements, concessions or representations of the fact, except as set forth in this written agreement and CPSE's proposal.

If any provision or any portion thereof contained in this agreement is held unconstitutional, invalid or unenforceable, the remainder of this agreement, or portion thereof, shall be deemed severable and shall not be affected and shall remain in full force and effect.

In the event of any legal action between the parties hereto to enforce the provisions of this agreement, the prevailing party shall be entitled to reasonable legal fees and costs as fixed by the Court.



CPSE Technical Advisor Program Professional Services Agreement

THE PARTIES ACKNOWLEDGE THAT THEIR AUTHORIZED REPRESENTATIVES HAVE READ THIS AGREEMENT, UNDERSTAND IT AND AGREE TO BE BOUND BY ITS TERMS AND FURTHER AGREE THAT ALONG WITH ANY STATEMENT OF WORK IT IS THE COMPLETE AND EXCLUSIVE STATEMENT OF THE AGREEMENT BETWEEN THE PARTIES, WHICH SUPERSEDES ALL PROPOSALS, ORAL AND WRITTEN, AND ALL OTHER COMMUNICATIONS BETWEEN THE PARTIES RELATING TO THE SUBJECT MATTER OF THIS AGREEMENT.

Accepted by:

CPSE

✕

Debbie Sobotka
Name

Chief Operating Officer
Title

Date

Accepted by:

City of Green Bay, WI

✕

Eric Genrich
Name

Mayor
Title

Date

City of Green Bay, WI

✕

Celestine Jeffreys
Name

City Clerk
Title

Date



Appendix A: Community-Driven Strategic Planning & Community-Driven Strategic Planning Statement of Work

February 14, 2024

Contract Price: \$55,280.00				
Project Steps	Step Details	Step Timing	Step Responsibility	Step Billing
1. Project Acceptance	- Finalized statement of work - Signed professional services agreement - Construction of shared Site - Identification of CPSE and agency project points of contact	By Friday, March 8, 2024	CPSE and Green Bay Metro Fire Department	\$3,455.00
2. Strategic Planning Process Executive Orientation	- Discussion of final SOW and identification of resources need for each step - Overview of Shared Site	By Friday, March 15, 2024	CPSE and Green Bay Metro Fire Department	N/A
3. Post Required Materials to Shared Site	- Agency primary contact information - Agency and community images, including high resolution agency logo - Agency current mission and values, if available - Agency organizational chart - Agency background information, as available	By Wednesday, March 20, 2024	Green Bay Metro Fire Department	N/A
4. Invite Stakeholders	- Send invitations to request community stakeholder participation in community stakeholder meeting - Invite identified agency stakeholders and schedule the work session	By Monday, March 25, 2024	Green Bay Metro Fire Department	N/A
5. Post required materials to SharePoint site	- List of community stakeholders - List of agency stakeholders with rank/title and assignment (shift, station, etc.)	By Thursday, April 4, 2024	Green Bay Metro Fire Department	N/A
6. Community Stakeholder Meeting	- Determine community stakeholder priorities of service delivery - Determine community stakeholder expectations - Receive community stakeholder input on positive and correctional issues	By Monday, April 8, 2024	CPSE	N/A
7. Agency Stakeholder Work Sessions	- Review input from community stakeholders - Develop, revise, or update mission statement - Develop, update, or revise value statements - Conduct environmental scanning - Identify critical issues and service gaps - Determine strategic initiatives with outcomes expected - Develop strategic plan goals, objectives, and critical tasks - Develop, update, or revise Vision Statement	Tuesday, April 9, 2024 through Thursday, April 11, 2024	CPSE and Green Bay Metro Fire Department	\$13,820.00
8. Draft Report Issued	Draft uploaded to SharePoint site for agency review	By Monday, April 22, 2024	CPSE	N/A



Appendix A: Community-Driven Strategic Planning & Community-Driven Strategic Planning Statement of Work

February 14, 2024

9. Review of Draft Report	Edits to draft report completed via the SharePoint site	By Friday, June 14, 2024	Green Bay Metro Fire Department	N/A
10. Strategic Plan Finalized	Approval of final draft	By Friday, July 12, 2024	Green Bay Metro Fire Department	N/A
11. Strategic Plan Issued	- Delivery of one digital and ten (10) hard copies of the finalized Strategic Plan. - Delivery of one digital Management and Implementation Guide	By Friday, July 26, 2024	CPSE	\$3,455.00
12. Project Executive Orientation	- Discussion of the strategic planning process work plan - Introduction of CPSE TAP facilitators and staff	By Friday, August 2, 2024	CPSE	N/A
13. CRA/SOC Instruction Part 1	- Tour of the agency service area and its inherent risks - Meeting with the agency's communications center - On-site instruction of the CRA/SOC Modules 1, 2, and 3 - Instruction on use of the of the CPSE TAP CRA/SOC Module Templates	Monday, September 16, 2024 through Wednesday, September 18, 2024	CPSE	\$13,820.00
14. Current Community Served and Fire Department Profile	Agency upload of CRA/SOC Module 1 & 2 Drafts - Identification of the community served (Module 1) - History of fire department organization - Existing fire department programs, and profile of emergency response deployment and coverage (Module 2)	By Monday, October 28, 2024	Green Bay Metro Fire Department	N/A
15. Technical Review of Modules 1&2	Technical Advisor review of CRA/SOC Modules 1 & 2	By Monday, November 4, 2024	CPSE	N/A
16. CRA/SOC Instruction Part 2	- On-site review of agency CRA/SOC Module 1 & 2 drafts - On-site instruction of the CRA/SOC Modules 3, 4, 5, and 6 - Third day is optional based on agency need	Tuesday, November 12, 2024 through Thursday, November 14, 2024	CPSE and Green Bay Metro Fire Department	\$13,820.00
17. Study of Community Hazards and Risks	Agency upload of CRA/SOC Module 3 Draft - Community all-hazard risk-assessment methodology applied - Emergency operations critical task analysis - Community risk classification and categorization documentation - Establishment of operation geographic planning zones	By Monday, January 27, 2025	Green Bay Metro Fire Department	N/A
18. Web Meeting for Module 3 Review	Technical Review of Module 3 Draft	By Monday, February 3, 2025	CPSE	\$3,455.00



Appendix A: Community-Driven Strategic Planning & Community-Driven Strategic Planning Statement of Work

February 14, 2024

19. Measurement of Systems Performance	Agency upload of CRA/SOC Module 4 Draft • Geographical analysis of first due and effective response force emergency unit distribution, concentration, and reliability data • Emergency response performance data by response grid and planning zone	By Monday, March 10, 2025	Green Bay Metro Fire Department	N/A
20. Web Meeting for Module 4 Review	• Technical Review of Module 4 Draft	By Monday, March 17, 2025	CPSE	N/A
21. Evaluation of Emergency Response Delivery Systems	Agency upload of CRA/SOC Module 5 Draft • Establishing agency benchmark emergency response objectives • Establishing agency baseline emergency response objectives • Establishing emergency response gaps by risk classification and category of severity	By Monday, April 21, 2025	Green Bay Metro Fire Department	N/A
22. Web Meeting for Module 5 Review	• Technical Review of Module 5 Draft	By Monday, April 28, 2025	CPSE	N/A
23. Systems Management and Improvement Plans	Agency upload of CRA/SOC Module 6 Draft • Recommendations for emergency incident response gap closure and for improved incident outcomes • Organization continuous improvement strategies	By Monday, May 26, 2025	Green Bay Metro Fire Department	N/A
24. Web Meeting for Module 6 Review	• Technical Review of Module 6 Draft	By Monday, June 2, 2025	CPSE	N/A
25. Final CRA/SOC Web Meeting (optional)	• Final web meeting held to perform last review and adjustments prior to layout, design, and publishing of the CRA/SOC document	By Monday, June 16, 2025	CPSE	N/A
26. Publish Agency Community Risk Assessment/Standards of Cover Document	• CPSE edit, layout, design, and publishing of the agency's Community Risk Assessment/Standards of Cover Document.	By Friday, August 2, 2024	CPSE	\$3,455.00

Acceptance:

City of Green Bay, WI

Center for Public Safety Excellence (CPSE)

Initials of Authorized Party: *Eric Genrich, Mayor*

Initials of Authorized Party: *Debbie Sobotka, COO*



Report to the
Finance Committee
of the City of Green Bay

MEETING DATE

February 27, 2024

PREPARED BY

AGENDA ITEM # E.2

Consideration with possible action to approve the purchase of emergency extraction equipment for the Fire Department from Reliant Fire Apparatus, Inc. for a total cost of \$149,980 approved with 2024 bonding.

BACKGROUND

RECOMMENDATION

Approval of the Request.

FISCAL IMPACT

\$149,980 from 2024 bonding

ATTACHMENTS

- I. Finance Request GBFD Genesis Extraxtion Equipment 2-2024



Purchasing Department
100 North Jefferson Street - Room 101
Green Bay, Wisconsin 54301-5026
www.greenbaywi.gov

Phone 920.448.3047
Fax 920.448.3050

2/19/2024

Finance Committee 2/27/2024

Consideration and possible action to approve the purchase of equipment for Emergency Extraction Equipment for the City of Green Bay Fire Department. This equipment is being Single Sourced.

The Total Cost for this equipment is \$149,980.00. It will be funded out of the 2024 Bonded Funding 424400-55140-41221

Respectfully Submitted,

Thomas J. Walenski

Thomas J. Walenski
Procurement Manager
City of Green Bay

Quote

Reliant Fire Apparatus, INC.

PO Box 470, 880 Enterprise Dr.

Slinger, WI 53086

Phone (262) 297-5020 Fax (262) 297-5022

Green Bay Metro Fire Department
Attn: Battalion Chief Anthony Piontek

Terms: Net 30 Days

Lead Time: Approx. 90-120 Working Days

Date: 2/19/2024

Item	QTY.	Part Number	Description	Price Per Uni	Total Price
1	3		GENESIS eFORCE C240 CUTTER Smooth Cut blades SL-I M18	\$ 13,995.00	\$ 41,985.00
2	3		GENESIS eFORCE S44 SPREADER SL-I M18	\$ 15,487.00	\$ 46,461.00
3	3		GENESIS eFORCE Telescopic RAM 22/54 SL-I M18	\$ 11,823.00	\$ 35,469.00
4	1		GENESIS 17c SL-i COMBINATION TOOL BRUTE TIPS	\$ 15,995.00	\$ 15,995.00
5	1		GENESIS RIT TIP (set) FOR COMBIANTION TOOL	\$ 900.00	\$ 900.00
5	1		Genesis Milwaukee Single Charging Station at no charge	\$ -	\$ -
	2		MILWAUKEE 3-BANK RAPID CHARGER FOR M18 at no charge	\$ -	\$ -
7	4		TL-9 LIFTING PLATE- (3) MODEL G AND (1) MODEL D	\$ 730.00	\$ 2,920.00
8	4		GENESIS MOTOR VEHICLE CRASH KIT	\$ 950.00	\$ 3,800.00
9	1		MECHANICAL RAM FOR 17c COMBINATION TOOL	\$ 2,450.00	\$ 2,450.00
	1		3-Day hands-on training included at no charge.	\$ -	\$ -
Shipping to be determined				Total Purchase	
ALL ITEMS ARE FOB SHIP POINT. FREIGHT WILL BE ADDED TO INVOICE.				\$	149,980.00

THIS QUOTE IS GOOD FOR 60 DAYS

City of Green Bay, Wisconsin
REQUEST FOR APPROVAL OF "NO SUBSTITUTE" PURCHASE SPECIFICATION

TO : Purchasing Division/Administrative Services

DATE: 2/19/24

FROM: Department/Division Fire

REQUISITION #

List "No Substitute" Item(s) here:

Genesis Rescue Systems Extrication Equipment

Select One:

- ☒ 1) One Time Purchase Estimated Cost: \$ 149,980.00
- ☐ 2) Annual Commodity purchase: Estimated annual cost: \$
- ☐ 3) Item may be purchased again: Indicate term: Estimated Annual Cost: \$

Example: 1 year, indefinite, etc. Long term requests will be reevaluated periodically)

We request approval of a "NO SUBSTITUTE" specification for the purchase of the subject item(s)
Check appropriate justification(s). Provide DETAILED explanation(s) below.

- ☒ 1. Sole Source – The below signed has searched the market and verified that no comparable item is available.
- ☐ 2. Single Source – Although comparable items are available, THIS is the only brand/model that will work.
- ☐ 3. Item(s) is (are) only acceptable replacement part(s) known for _____ (Identify)
- ☐ 4. Continuity of design is overriding consideration (ex: playground equipment or street furniture)
- ☐ 5. Safety:
- ☐ 6. Other:

*Explanations shall contain sufficient information and justification for the items to be considered and approved as "NO SUBSTITUTE" items. Failure to do so will result in the request being denied and returned to the originator.

*Recommending Department Head will be available to defend said recommendation to the appropriate City Committee and/or Common Council.

PLEASE EXPLAIN YOUR REASONS FOR THIS REQUEST (additional info may be attached on a separate sheet):

See Attached.

Approvals:

Requestor: [Signature]

Date: 2/19/24

Department Head: [Signature]

Date: 2/19/24

Purchasing Manager: [Signature]

Date: 2/19/24

RELIANT FIRE APPARATUS, INC.

880 ENTERPRISE DRIVE • SLINGER, WISCONSIN 53086 • PHONE (262) 297-5020



February 13, 2024

RE: Sole Source

To whom it may concern:

To provide you with the personalized level of sales, service, and warranty you deserve, Genesis Rescue Systems has established a network of dealers throughout the country. Reliant Fire Apparatus Inc. is the exclusive dealer for the sale, service, parts, and warranty of Genesis Rescue Systems in the Wisconsin counties of: Kenosha, Walworth, Rock, Green, Lafayette, Iowa, Grant, Crawford, Richland, Sauk, Columbia, Dodge, Racine, Dane, Jefferson, Waukesha, Washington, Ozaukee, Milwaukee, Sheboygan, Fond du Lac, Green Lake, Marquette, Adams, Waushara, Winnebago, Calumet, Manitowoc, Door, Kewaunee, Brown, Outagamie, Waupaca, Portage, Wood, Shawano, Menomonie, Oconto, Marinette, Langlade, Lincoln, Oneida, Forest, Florence, and Vilas.

Reliant Fire Apparatus Inc. is extremely qualified to provide you with the support you have come to expect from Genesis and has a service & warranty facility located in Slinger, WI.

Please contact Reliant Fire Apparatus Inc. direct for Sales support or visit their website for more information at www.reliantfire.com.

Sincerely,

Jason S. Krueger
President
Reliant Fire Apparatus, Inc.

Kevin Sears
Territory Manager and Factory Representative
Genesis Rescue Systems



Report to the
Finance Committee
of the City of Green Bay

MEETING DATE

February 27, 2024

PREPARED BY

AGENDA ITEM # E.3

Consideration with possible action to approve a 3-year purchase program to replace swat and patrol rifles.

BACKGROUND

RECOMMENDATION

Approval of the request.

FISCAL IMPACT

Year 1 cost of \$99,381.37 from 2024 approved bonding / 3-year program up to \$366,000.

ATTACHMENTS

- I. Finance Request Three Year Rifle Program COGB-Police 2-27-24 Condensed



Purchasing Department
100 North Jefferson Street - Room 101
Green Bay, Wisconsin 54301-5026
www.greenbaywi.gov

Phone 920.448.3047
Fax 920.448.3050

2/22/2024

Finance Committee 2/27/2024.

Consideration and possible action to approve the 3-year purchase program to replace Swat and Patrol Rifles.

Approved through the Rifle Replacement Program Approved Borrowing for 2024-2025-2026, This program is funded for \$122,000.00 per year for a total of \$366,000.00 over the 3-year program. The account string for these purchases in 2024 is 423300-54001-27334

The costs in this request are for year one (2024) of the program:

- | | |
|---|--------------------|
| · Geissele Border Patrol Rifle Quote# 1219 – 25ea \$1362.41 ea.
Purchased under the Border Patrol Contract #70B06C22D00000020. | Total \$ 34,060.25 |
| · Geissele Defense El Jefe 16" Quote# 1220 - 35ea \$892.77 ea.
Purchased under Special Gov Pricing No-Contract Sole Source | Total \$ 31,246.95 |
| · Accessorize Rifles Quote# 1218 35ea Various Parts
Purchased under Special Gov Pricing No-Contract Sole Source | Total \$ 26,072.20 |
| · Misc Support Purchase (Racking Storage) Gallow Technologies | Total \$ 6,570.37 |
| · Misc Support Purchase (Magpul Magazines Gen M3) Quote# 1224 | Total \$ 1,431.60 |

Year One Total Cost \$99,381.37

The estimated annual costs for 2025 / 2026 are \$99,693.00 each year. Supporting Documentation is available and will be sent to approvers for review. Due to the sensitivity of these purchases only limited review of detailed quotes is possible at this time.

Respectfully Submitted,

Thomas J. Walenski

Thomas J. Walenski
Procurement Manager
City of Green Bay

2024 Rifle Project Spending Breakdown

SWAT Rifles - Geissele Boarder Patrol Rifle 11.5" Barrel (including accessory parts that are needed)

Quantity	Price per Unit	Total Cost
25	\$1,362.41	\$34,060.25

Patrol Rifles - ALG Defense El Jefe 16" Barrel (not including accessory parts that are needed)

Quantity	Price per Unit	Total Cost	Shipping
35	\$892.77	\$31,246.95	\$15.00

Patrol Rifle Accessories

Quantity	Price per Unit	Total Cost
35	\$744.92	\$26,072.20

Magazines (2 per rifle)

Quantity	Price per Unit	Total Cost
120	\$11.93	\$1,431.60

Gun Racks	(alrady paid for under Guns & Ammo, but hoping to get that refunded)
\$6,570.37	

Costs	Shipping	Total for 2024
\$99,381.37	\$15.00	\$99,396.37

Items	Quantity per Year	2025 Costs	2026 Costs
Rifles	60	\$53,566.20	\$53,566.20
Accessories	60	\$44,695.20	\$44,695.20
Magazines	120	\$1,431.60	\$1,431.60
Total		\$99,693.00	\$99,693.00



Report to the
Finance Committee
of the City of Green Bay

MEETING DATE

February 27, 2024

PREPARED BY

AGENDA ITEM # E.4

Consideration with possible action to approve the contract for K9 dog training and certification to Elite Canine Training for a 3-year commitment of \$37,875.

BACKGROUND

RECOMMENDATION

Approval of the request.

FISCAL IMPACT

Annual fee \$12,625 / 3-year commitment \$37,875 from Police's annual operating budget.

ATTACHMENTS

- I. Finance Request COGB Police K9 Training and Certification 2-2024



Purchasing Department
100 North Jefferson Street - Room 101
Green Bay, Wisconsin 54301-5026
www.greenbaywi.gov

Phone 920.448.3047
Fax 920.448.3050

2/1/2024

Finance Committee 2/27/2024

Consideration and possible action to approve the contract for K9 Dog Training and Certification for the City of Green Bay Police Department. This service was publicly solicited and the intent to award has gone to Elite Canine Training.

The annual fee for this service is \$12,625.00 with a 3-year commitment of \$37,875.00. This will be funded out of the annual operating budget (K9) 1013460-54037.

Respectfully Submitted,

Thomas J. Walenski

Thomas J. Walenski
Procurement Manager
City of Green Bay



Purchasing Department
100 North Jefferson Street - Room 101
Green Bay, Wisconsin 54301-5026
www.greenbaywi.gov

Phone 920.448.3047
Fax 920.448.3050

1/25/2024

RE: Notice of Intent to Award
RFP # 2024-01 K9 Training and Certification

Dear Sir/Madam:

The evaluation of proposals received for this RFB has been completed and the following is recommended for award:

The City of Green Bay Finance Department is recommending awarding the K9 Training and Certification to Elite Canine Training and Outfitter. In the amount of \$12,625.00 for a 3-year agreement totaling \$37,875.00.

The recommended award will be brought for approval before the next Finance Committee meeting scheduled for January 30, 2024 @ 4:30 PM.

The meeting is open to the public and attendance is not required. As the room and time may change, please confirm the date, time, and location if you plan to attend.

Please see the summary of bids received for this project.

Thank you for your continued interest in doing business with the city of Green Bay. If you have any questions, or require additional information, please feel free to contact me at 920-448-3049.

Sincerely,

Thomas J. Walenski

Thomas J. Walenski
Procurement Manager
City of Green Bay

Attachment

CC: Rick Jurkanis

CITY OF GREEN BAY BID SUMMARY
RFB# 2024-01 K9 Training and Certifications
ISSUED: 12/19/2023 DUE: 1/18/2024
CC: 95290, 04004, 96206, 68033, 68067

	VENDOR #1		VENDOR #2		VENDOR #3	
	Elite Canine Training and Outfitter		K-9 Services		ScentWorks K9	
DESCRIPTION	UNIT COST	EXTENEDED ANNUAL COST	UNIT COST	EXTENEDED ANNUAL COST	UNIT COST	EXTENEDED ANNUAL COST
Remedial Traning (Outside of scheduled training)	Per Hr. Rate \$75.00	N/A	Per Hr. Rate No Charge			
Yearly Training (Est 200hrs)	Per Hr. Rate \$57.50	\$11,500.00	Per Hr. Rate \$90.00	\$18,000.00		
Boarding	Per Day \$30.00	N/A	Per Day	N/A		
Additional work outside Scope (special projects)	Per Hr. Rate \$100.00	N/A	Per Hr. Rate \$100.00			
Certification Costs Include NTPDA Membership- Annual Costs- and any 3rd Party Costs (Travel)	Per Team \$225.00	Per Team \$1,125.00	Per Team No Charge			

Vendor's Proposed Cost of Project:	\$12,625.00	\$18,000.00	Incompele
Lead Time		2 Weeks	

**Form A: Signature Affidavit****RFB #: 2023-17***This form must be returned with your response.*

In signing Bids/Proposals, we certify that we have not, either directly or indirectly, entered into any agreement or participated in any collusion or otherwise take any action in restraint of free competition; that no attempt has been made to induce any other person or firm to submit or not to submit Bids/Proposals, that Bids/Proposals have been independently arrived at, without collusion with any other Proposers, competitor or potential competitor; that Bids/Proposals have not been knowingly disclosed prior to the opening of Bids/Proposals to any other Bidders/Proposers or competitor; that the above statement is accurate under penalty of perjury.

The undersigned, submitting this Bid/Proposal, hereby agrees with all the terms, conditions, and specifications required by the City in this Request for Bids/Proposals, declares that the attached Bids/Proposals and pricing are in conformity therewith, and attests to the truthfulness of all submissions in response to this solicitation.

Bidders/Proposers shall provide the information requested below. Include the legal name of the Bidders/Proposers and signature of the person(s) legally authorized to bind the Bidders/Proposers to a contract.

Has your Company ever been debarred ☐ Yes ☒ No If, So Please Explain

Elite Canine Training and Outfitter
COMPANY NAME

[Signature]
SIGNATURE

10 JAN 2024
DATE

Jeremy Van Beek
PRINT NAME OF PERSON SIGNING

**Form B: Receipt of Forms and Submittal Checklist****RFB #: 2023-17***This form must be returned with your response.*

Proposers hereby acknowledge the receipt and/or submittal of the following forms:

Forms	Initial to Acknowledge SUBMITTAL	Initial to Acknowledge RECEIPT
Description of Services/Commodities		
Form A: Signature Affidavit	JVB	
Form B: Receipt of Forms and Submittal Checklist	JVB	
Form C: Vendor Profile	JVB	
Form D: Bid Offer Form	JVB	
Form E: References	JVB	
Statement of Qualifications (SOQ) if necessary		
Appendix A: Standard Terms & Conditions		
Appendix B: Contract for Purchase of Services		
Addendum #		

Elite Canine Training and Outfitter

COMPANY NAME

	Form C: Vendor Profile
	RFB #: 2023-17

This form must be returned with your response.

COMPANY INFORMATION

COMPANY NAME (Make sure to use your complete, legal company name.) <u>Elite Canine Training and Outfitter</u>			
FEIN <u>81-4178853</u>		(If FEIN is not applicable, SSN collected upon award)	
CONTACT NAME (Able to answer questions about proposal.) <u>Jeremy Van Beck</u>		TITLE <u>owner</u>	
TELEPHONE NUMBER <u>920 740 8395</u>		FAX NUMBER	
EMAIL <u>elitecaninetrainingoutfitter@gmail.com</u>			
ADDRESS <u>N3027 Maple Rd</u>		CITY <u>Pulaski</u>	STATE <u>WI</u> ZIP <u>54162</u>

ORDERS/BILLING CONTACT

Address where City purchase orders/contracts are to be mailed and person the department contacts concerning orders and billing.

CONTACT NAME <u>Jeremy Van Beck</u>		TITLE <u>owner</u>	
TELEPHONE NUMBER <u>920 740 8395</u>		FAX NUMBER	
EMAIL <u>elitecaninetrainingoutfitter@gmail.com</u>			
ADDRESS <u>N3027 Maple Rd</u>		CITY <u>Pulaski</u>	STATE <u>WI</u> ZIP <u>54162</u>

CREDIT CARD

STATE IF COMPANY ACCEPTS PAYMENT BY CREDIT CARD: <u>The City does not pay service charges.</u>	YES ☒ or NO ☐ (check one)
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	Form D: Bid Offer Form RFB #: 20230-17
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This form must be returned with your response.

Prepare the bid offer form as all inclusive, not-to-exceed, fixed fees:

- Fixed Fee – All prices, rates, fees and conditions outlined in the proposal shall remain fixed and valid for the entire length of the contract and any/all renewals.
- Please consider a price proposal as supplemental info to this bid form (Please note the bid form should be filled out also if that is the case)

Any pricing increases or additions must be agreed upon in writing by both parties.

Item No.	DESCRIPTION OF ITEMS	Unit Cost (USD)	Extended Annual Cost (USD)
	Remedial Training (Outside of scheduled Training)	Per Hr. Rate: \$75.00	N/A
	Yearly Training (Est 200hrs)	Per Hr. Rate: \$57.50	\$11,500.00
	Boarding	Per Day \$30.00	N/A
	Additional work outside Scope (special projects)	Per Hr. Rate: \$100.00	N/A
	Certification Costs Include NTPDA Membership-Annual Costs – and any 3 rd Party Costs (travel)	Per Team: \$225.00	\$1,125.00
TOTAL COST			\$12,625.00

Questions:

1. What is the lead time after notice to proceed? _____

If yes, please explain:

Elite Canine Training and Outfitter
 COMPANY NAME



Report to the
Finance Committee
of the City of Green Bay

MEETING DATE

February 27, 2024

PREPARED BY

AGENDA ITEM # E.5

Consideration with possible action to approve the donation of a retired 2015 Dodge Charger squad car to The Children's Museum of Green Bay for an education display.

BACKGROUND

RECOMMENDATION

Approval of the request.

FISCAL IMPACT

Approximate value of car \$11,000.

ATTACHMENTS

- I. GBPD Squad Transfer Ag 2.13.2024

CITY OF GREEN BAY
TRANSFER AGREEMENT

Green Bay Police Department Retired Squad Car to The Children's Museum of Green Bay

This Transfer Agreement (Agreement) is dated _____, by and between the City of Green Bay, a municipal corporation (City) and The Children's Museum of Green Bay (Museum).

1. The City owns a 2015 Dodge Charger with 123,100 miles (Car). This car is no longer in active use by the Green Bay Police Department (GBPD). Chargers have been replaced and no other similar squad cars remain in the fleet. The approximate value of the Car is \$11,000.
2. The Museum has an interest in utilizing the car for an educational display.
3. The City agrees to transfer ownership of the Car to the Museum at no cost. The date on which the Museum takes possession of the Car is the Transfer Date under this Agreement.
4. The City agrees to leave the decals on the Car for the sole purpose of display at the Museum. The vehicle shall not be used for any other purpose. The City understands the Museum intends to remove systems critical to operation rendering the vehicle inoperable.
5. Should the Museum decide to remove the Car from its collection, the Car must be transferred to the City for disposal in a manner consistent with City practice.
6. The Museum, its assigns, and the like, agree to hold harmless and release the City and its officers, officials, employees, and agents from and against all liability, loss, damage, expenses, costs, including attorney fees, arising from the Museum's ownership, possession, care, and use of the Car. The Museum expressly agrees that this waiver and release is intended to be as broad and inclusive as permitted by the laws of the State of Wisconsin.
7. The Museum agrees to indemnify the City and its officers, officials, employees, and agents from all losses, including reasonable attorney fees, liabilities, and claims arising from or relating to any matter associated with the Car after the Transfer Date.
8. It is agreed that nothing in this Agreement shall be construed as a waiver, replacement, or forfeiture of any legal rights and defenses available to the City.
9. This Agreement shall be governed by interpreted under Wisconsin laws.
10. The Parties shall bring any litigation arising out of or relating this Agreement only before the Brown County Circuit Court.
11. This Agreement constitutes the entire agreement of the Parties relating to the Car. This Agreement supersedes and replaces all other written or oral agreements.
12. No Amendment of this Agreement will be effective unless it is in writing and signed by both parties.

CITY OF GREEN BAY
TRANSFER AGREEMENT

Green Bay Police Department Retired Squad Car to The Children's Museum of Green Bay

The Children's Museum of Green Bay

Date: _____

City of Green Bay

Chris Davis, Chief, Green Bay Police Department

Date: _____

Eric Genrich, Mayor

Date: _____

Celestine Jeffreys

Date: _____

Transfer Date: _____

Green Bay Police Department Representative

The Children's Museum of Green Bay



Report to the
Finance Committee
of the City of Green Bay

MEETING DATE

February 27, 2024

PREPARED BY

Jerry Overstreet, OVP Director

AGENDA ITEM # E.6

Consideration with possible action to approve changes to the Office of Violence Prevention (OVP) budget amendment # 1.

BACKGROUND

Due to the Office of Violence Prevention (OVP) contract being executed later than expected in year one (1), there are unused funds. The additional funds will be carried forward to year two (2). The approved changes to the OVP budget will allow the OVP to hire an additional staff member and purchase the Risk Terrain Model (RTM) Software. The new position will coordinate the operations and data to ensure we are concrete in our approach and impact. The RTM software will be used at a city-wide level to address violence.

RECOMMENDATION

To approve the changes to the Office of Violence Prevention budget amendment #1.

FISCAL IMPACT

There is no anticipated fiscal impact for the remaining years of the grant, and it doesn't change the scope of the work to be performed or goals.

ATTACHMENTS

- I. MCW Subaward Amendment_Green Bay AME 2 (002)



Amendment No. 2

The Medical College of Wisconsin, Inc. to City of Green Bay

Primary Institution/Organization ("MCW") <u>Name:</u> The Medical College of Wisconsin, Inc. <u>Address:</u> 8701 Watertown Plank Road Milwaukee, WI 53226-3548	Institution/Organization ("Subrecipient") <u>Name:</u> CITY OF GREEN BAY <u>Address:</u> 100 N. Jefferson St Green Bay, WI 54301 <u>DUNS:</u> 868451816 <u>UEI:</u> P979A46EYKJ3
Prime Award No.: SLFRP0135	Subject to FFATA? (Y/N): No
FAIN No.: SLFRP0135	CFDA Title and No.: Coronavirus State and Local Fiscal Recovery Funds, 21.027
Prime Sponsor: US Department of the Treasury	Amount Funded This Action: \$326,812.20
Period of Performance: 1/1/2023 – 12/31/2024 Current Budget Period: 1/1/2024 – 12/31/2024	Amount Previously Funded: \$317,101.40 Total Amount Funded: \$643,913.60
Project Title: Wisconsin Community Safety Fund Grant Program	
MCW PI: Terri deRoos Cassini Subrecipient PI: Jerry Overstreet Purpose: The purpose of this agreement is to modify the following provisions of the Medical College of Wisconsin, Inc. Subaward Agreement dated 5/8/2023: - This amendment updates the current budget period/period of performance end date/ period of performance dates to 1/1/2024 – 12/31/2024. - Additional funding in the amount of \$326,812.20 is hereby obligated to this Subaward. Carryover from the previous budget period, in the amount of \$203,038.51, is hereby authorized for use in the current budget period. Total funds available for this budget period are \$529,850.33. - Attachment 6 from the Subaward Agreement is revised to include/as shown in this Amendment 2, Attachment 1 - Budget. All other Terms and Conditions of the original Subaward Agreement remain in full force and effect.	
Read and Understood by an Authorized Official of MCW: Name: April A. Haverty, MPE, JD Title: Director, Office of Grants & Contracts	Read and Understood by Authorized Official of Subrecipient: Name: _____ Title: _____ Date: _____

Attachment 1
Subaward Agreement
Budget

This page is intentionally left blank. The Budget begins on the next page.

Medical College of Wisconsin - Comprehensive Injury Center
Year 2 Detailed Budget

Project Title: **Green Bay Office of Violence Prevention**
Name of Organization: **City of Green Bay**
Full Contract Period: **1/1/23 - 12/31/25**
Budget Period Year 2: **1/1/24 - 12/31/24**

A: SALARY DETAIL SUB-BUDGET

Instructions: Use salary detail columns to calculate costs. Column B: Enter title of each position funded by the grant. Column C: Enter either hourly (hourly employees) OR monthly rate of pay (monthly salaried employees) for grant-funded employees. Column D & E: Enter number of hours per week AND # of weeks for hourly employees, OR # of months, and % FTE per monthly salaried employees. Column F: Totals in this column are locked to calculate the total cost automatically. The following equations are used to calculate salary cost for each line: For hourly positions ("Hourly rate" * "Hours per week" * "# of weeks"); for monthly positions ("Monthly rate" * "% FTE" * "# of months"). Include only costs covered by this grant proposal or application. **Do not include salary costs covered by other funding sources**. Pay rates should be reasonable when considering the position titles. Total cost for each position should be calculated based on the length of the contract (e.g., 12-month vs. short-term or late-start contract). If you need additional lines for additional positions, request the number of additional lines needed from your Contract Administrator and an updated budget will be provided. Enter the information for the additional positions following the instructions above. **For every entry in the table, there must be a matching concise entry in the justification box below.**

	Position Title (Be Specific)	Hourly Pay Rate	Hours paid per Week	# of weeks paid in contract period	Total Cost
Hourly Employee Salary Item 1	Program Director	\$41.00	40.00	52.00	\$85,280.00
Hourly Employee Salary Item 2	Violence Interrupter	\$25.00	10.00	52.00	\$13,000.00
Hourly Employee Salary Item 3	Violence Interrupter	\$25.00	20.00	52.00	\$26,000.00
Hourly Employee Salary Item 4	Violence Interrupter	\$25.00	28.00	52.00	\$36,400.00
Total Cost (Section A)					\$160,680.00

JUSTIFICATION (Provide a thorough description of the role and responsibilities of **each position listed above**.)

The Office of Violence Prevention will be led by a program director. The director is responsible for the implementation, development, and evaluation of the OVP. The director will set the mission, goals, and objectives all while creating and implementing firearms violence reduction strategies. The director will report to the assistant director of the Economic Development and coordinate all the services of the OVP with all city staff, health care system, district attorney office, non-profits organizations, and all surrounding law enforcement agencies. The director will work to deploy the reduction strategies using violence interrupters. The proposed structure of the Office of Violence Prevention will be to contract with non-profits or other organizations for violence interrupters. These interrupters are also called life coaches and credible messengers. They will be from the Green Bay community that have credibility and knowledge to help intervene in individuals lives to prevent recidivism and future crimes. We estimate that this cost about \$75,000 for interrupters. We hope they will engage residents for 20 - 30 hrs per week. But the time will be based on operational need, firearm violence and community programming.

B: FRINGE BENEFIT DETAIL SUB-BUDGET

Instructions: Use the fringe benefits detail table to calculate costs. Column B & C: Enter employee titles (Column B in section A) and salaries (column F in Section A). Column D: Enter total fringe benefit rate for each position.

	Position Title (Be Specific)	Salary	Fringe Rate	Total Cost
Fringe Benefit Item 1	Program Director	\$85,280.00	60.000%	\$51,168.00
Total Cost (Section B)				\$51,168.00

JUSTIFICATION (Describe the various components of the fringe rate as well as the formula used in the calculation.)

The fringe benefits for the program director include

C: EQUIPMENT PURCHASE DETAIL SUB-BUDGET (Only for items of \$5,000 or more)

item. Column C: Enter number of units of each item to be purchased. Column D: Enter dollar cost for each item. Column E: The following equation is used to calculate costs for each line (# of units * cost per unit). Equipment is

	Description	# of Units	Cost per Unit	Total Cost
Equipment Line Item 1		0.00	\$0.00	\$0.00
Total Cost (Section C)				\$0.00

JUSTIFICATION (Describe the purpose for each equipment purchase listed above and how the purchase relates to the work plan.)

NA

D: OPERATING COSTS

Instructions: Operating expenses are NON-SUPPLY costs directly related to proposed services and includes (but is not limited to) items such as rent, maintenance, printing and reproduction, land telephone and cellular phone

	Description	# of Units	Cost per Unit	Total Cost
Operating Cost Line Item 1	cell phone	1.00	\$504.00	\$504.00
Operating Cost Line Item 2	software subscriptions	1.00	\$1,000.00	\$1,000.00
Total Cost (Section D)				\$1,504.00

JUSTIFICATION (Provide a detailed description of the method used to estimate the operating costs figures, along with a description and the purposes of all items comprising the total operating costs.)

The program director will have a city issued cell phone. The phone is \$42/month. We estimate \$1000 a year for subscriptions related to computer, software, healthcare, commnity violence interruption/prevention services.

E: SUPPLIES PURCHASE DETAIL SUB-BUDGET

Instructions: Use the detail table below to calculate costs. Column B: Enter brief description of each supply item or category (such as "laptop computer" or "office paper"). Column C: Enter number of units of each item to be

	Description	# of Units	Cost per Unit	Total Cost
Supply Item 1	computer with accessories	0.00	\$0.00	\$0.00
Supply Item 2	office supplies	4.00	\$500.00	\$2,000.00
Supply Item 3	office stations	0.00	\$1,000.00	\$0.00
Supply Item 4	computer software air cards LTE	1.00	\$1,000.00	\$1,000.00
Supply Item 5		0.00	\$0.00	\$0.00
Total Cost (Section E)				\$3,000.00

JUSTIFICATION (Please describe the purpose for each supply purchase listed above, and how each item will be used for this program.)

The program director and staff will each be issued a computer to include accessories to coordinate services, communication, and programing. The OVP will be outfitted with four workstations (chair, desk ect) for the director and three violence interrupters. The office supplies are estimated to be approximately 500/per member of the OVP. (director, analyst and three contracted violence interrupters.) Also included is \$1000 for miscellaneous expenses regarding software and licensing agreements. The violence interuptors will be working remotely and in the community so the OVP office will research a variety of remote employee managment systems such as ActivTrak and Time Doctor.

F: IN-STATE TRAVEL DETAIL SUB-BUDGET

Instructions: Use the detail table below to calculate costs. **Mileage:** Enter mileage rate, enter estimated number of miles. **Meals:** Enter daily meal rate cost and number of days. **Lodging:** Enter nightly lodging cost & number of

	<u>Mileage Rate</u>	<u># of Miles</u>	<u>Total Cost</u>	
Mileage Reimbursement	\$0.000		\$0.00	
	<u>Daily Rate</u>	<u># of Days</u>		
Meal Reimbursement	\$25.00	10	\$250.00	
	<u>Nightly Lodging rate</u>	<u># of Nights</u>		
Lodging Reimbursement	\$150.00	10	\$1,500.00	
	<u>Describe Cost:</u>			
Other In-State Travel Costs	[Enter description here]		\$0.00	

Total Cost (Section F)**\$1,750.00**

JUSTIFICATION (Please provide a detailed description of how you arrived at each of the amounts provided above. List the number of trips, the purpose of the travel and destinations, and describe which staff positions will be The OVP director and violence interrupters will travel to other OVPs to learn new firearm reduction strategies and the best practices in building an OVP. Also, this staff will travel for summits, workshops, trainings, and for conferences pertaining to community violence interruption

G: OUT-OF-STATE TRAVEL DETAIL SUB-BUDGET

Instructions: Use the detail table below to calculate costs. See instructions in Section F above for IN-STATE TRAVEL. Applicant must use the state-approved rates

Airfare	<u>Rate/Roundtrip</u>	\$5,000.00	<u># of People</u>	1	\$5,000.00
Checked baggage	<u>Rate</u>	\$500.00	<u># of People</u>	1	\$500.00
Conference/Meeting Registration	<u>Rate/Ride</u>	\$1,000.00	<u># of Rides</u>	1	\$1,000.00
Transportation (taxi/shuttle)		\$0.00			\$0.00
	<u>Daily Rate</u>		<u># of People</u>	<u># of Days</u>	
Meals	<u>Nightly Rate</u>	\$25.00	<u># of People</u>	1	20 \$500.00
Lodging	<u>Mileage Rate</u>	\$150.00	<u># of People</u>	1	20 \$3,000.00
Mileage	<u>Daily Rate</u>	\$0.00	<u># of Cars</u>	<u># of Days</u>	\$0.00
Parking	<u>Describe Cost</u>	\$0.00		<u>Cost</u>	\$0.00
Other Out-of-State Travel Costs	[Enter description here]				\$0.00
Total Cost (Section G)					\$10,000.00

staff positions will be traveling.)

In year two, it is anticipated that the director will make strong connections with established OVP's. Ideally the organization chosen for technical assistance could provide designated cities where there are established OVP's the

H: CONSULTANT & CONTRACTUAL DETAIL SUB-BUDGET

Instructions: Use the detail table below to list total costs. List in the upper portion the total budget cost for contractors/consultants who are individuals or self-employed. List in the lower portion the total budget cost for agency or

	Name of Individual Consultant/Contractor	Description of Service	Cost
Individual Consultant/Contractor #1			
Individual Consultant/Contractor #2	TBD	Technical Assistance	\$50,000.00
	Name of Agency / Organization Contractor	Description of Service	
Agency Contractor #1			\$0.00
Total Cost (Section H)			\$50,000.00

JUSTIFICATION (Please provide a detailed description of how you arrived at each of the amounts listed above. Also describe the method used to calculate the amount needed. [Examples may include unit cost and anticipated time. The city of Green Bay intends on partnering with an outside organization for technical assistance. In researching other cities with established OVP's, they work with organizations like the National Institute of Criminal Justice Reform, Cure Violence, 414 Life etc. The city of Green Bay will follow the procurement rules and put this service out for a competitive bid. The purpose is to have this technical assistance guide the city in building, implementing, maintaining, and evaluating the OVP to ensure sustainability.

I - TRAININGS AND MEETINGS SUB-BUDGET

Instructions: Describe total training or meeting costs for proposed funded staff, volunteers associated with the proposal or application. This category may include training costs for staff funded by this grant, volunteers associated

	Describe Training Event and/or Trainers	Purpose of Training	Cost
Training Cost Line Item 1	Site visits for similar programs	Modeling the Way	\$8,000.00
Training Cost Line Item 2	In-house Training	Teaching	\$2,000.00
Training Cost Line Item 3	Conferences and workshops	Continued Education	\$4,000.00
Total Cost (Section I)			\$14,000.00

JUSTIFICATION (Describe how you arrived at each of the training cost figures above with a description and purpose for all planned training expendituresincluding the number of persons to receive training.

The program director andviolence interrupters will attend trainings on community violence intervention. These trainings may be in or out of state. It is our goal to represent the city on state and national level. We also plan on bring in trainers to the city to help guide, teach, and mentor city staff to keep the OVP sustainable.

J - ADVERTISING & PUBLIC INFORMATION SUB-BUDGET

Instructions: Describe total costs for advertising and public information expenses associated with the proposed services. Costs may include materials for community outreach (e.g., design and reproduction costs for pamphlets,

	Advertisement or Public Info. Item	Purpose	Cost
Ad/Public Info. Line Item No. 1	Public information and Community Outreach	Community Awareness	\$5,000.00
Total Cost (Section J)			\$5,000.00

JUSTIFICATION (Provide a description of how you arrived at each of the advertising and public information figures above with a description and purpose for all planned expenses.)

The amount being requested is based on website design and website hosting. Our goal is for the community to view the OVP's mission, objectives, and goals on a designated web page hosted by the department of economic development. We plan to partner with the city of Green Bay's website services to host this website. We anticipate this be around \$2500. We intend to use about \$2000 for public service announcements to highlight the OVP goals and work in the community. We hope to spend about \$500 in printed materials for external communication via posters to be advertised in schools, community organizations, and local businesses to bring awareness on the OVP.

K - OTHER COSTS SUB-BUDGET

Instructions: List the total of all other costs allocated to the proposed services that cannot be characterized under any other budget category. Include in the text box below a narrative describing any costs included in this category. Contact your Contract Administrator with request for additional lines if needed. **For every entry in the table, there must be a matching concise entry in the justification box below.**

	Describe Item	Purpose	Cost
Other Costs Line Item No. 1			\$0.00
Total Cost (Section K)			\$0.00

JUSTIFICATION (Provide a description of how you arrived at each of the "Other" costs listed above with a description and purpose for all planned expenses.)
[Enter justification text here]

L - SUBTOTAL DIRECT COST

Total Direct Cost is comprised of the sum of total costs from Section A-L Total Direct Cost figure is from the total of direct costs from the summary page.

297,102

M - INDIRECT COST DETAIL

Instructions: "Indirect costs" are defined as costs incurred by an agency that are not readily chargeable to a particular program or function, but benefit all agency programs and functions. Costs may relate to overall directing of the

<u>Direct "Base Cost" Amount</u>	<u>Indirect Cost Rate</u>	<u>Indirect Cost Amount</u>
\$297,102.00	10.000%	\$29,710.20

JUSTIFICATION (Provide a description of how you arrived at the Indirect Cost.)
Indirect costs will be used to cover administrative expenses associated with administering the grant, including the receiving, holding, and distribution of funds, including to subcontractors. Generally, indirect costs will also be used to offset costs incurred by our support departments, including Finance, Human Resources, Risk Mgmt, Legal, and Information Technology.

Total Year 2 Budget: \$326,812.20

City of Green Bay WCSF YR 2 1/1/24 - 12/31/24					
Carryforward Rebudget					
Budget Category Description	Year 1 Budget	Estimated Carryforward Request from Year 1	Re-Budget Between Categories (Indicate reductions with negative numbers)	Final Year 1 Carryforward budget	Justification
					Due to the contract being executed later than expected along with recruitment challenges, the director did not start until September 18th. Because of the late start, there are additional funds available from the unused salary that we'd like to reallocate to hire an additional staff member and purchase Risk Terrain Model software. This doesn't interfere with project goals.Originally, The City assumed that all these efforts could be coordinated by a single individual the violence prevention director. Upon reflection, we realized that there were two distinct roles, the Program Director will focus on public relationship building, deploying violence interrupters, and coordinating partnerships. The Officer of Operations and Data will coordinate the operations and data to ensure we are concrete on our approach and impact. The City thought originally that our consultants could play a larger role in the operations portion of OVP. We have decided that would be better served to have a full-time staff person in the Operations and Data position to ensure we have real-time impact and create the versatility we need as we define our violence challenges and coordinate an intersection approach. Reducing the role of consultants allows to improve the city capacity to coordinate data and operations to address violence, and to have a larger impact on our WCSF project goals. \$80,309
A: Salaries	\$ 52,454.00	\$ 25,581.20	\$ 54,727.80	\$ 80,309.00	
B: Fringe Benefits	\$ 51,812.00	\$ 41,163.33	\$ 7,022.07	\$ 48,185.40	Officer of Operations and Data tab (above) \$48,185.40
C: Equipment	\$ -		\$ -	\$ -	
D: Operating Costs	\$ 1,504.00	\$ 1,504.00		\$ 1,504.00	
E: Supplies	\$ 19,346.00	\$ 12,027.31	\$ (10,583.21)	\$ 1,444.10	
F: In-State Travel	\$ 1,750.00	\$ 1,750.00		\$ 1,750.00	
G: Out of State Travel	\$ 10,000.00	\$ 10,000.00		\$ 10,000.00	
					We anticipated hiring three Violence Interrupters in year 1, but due to the delay in the contract, our director did not start until September so we were not able to hire in year one. We will be hiring three Violence Interrupters in YR2 and are still on track to meet our goals. The technical assistance fee was originally projected but not needed because of the delay in hiring our director.
H: Consultant & Contractual	\$ 100,000.00	\$ 75,166.66	\$ (75,166.66)	\$ -	
I: Trainings & Meetings	\$ 14,400.00	\$ 14,400.00		\$ 14,400.00	
J: Advertising & Public Information	\$ 3,108.00	\$ 2,988.01		\$ 2,988.01	
					The City of Green Bay will create an Office of Violence Prevention (OVP) to increase community safety using stakeholder collaboration, resource coordination, community engagement, and community violence intervention strategies to address increased gun violence. - Coordinate meaningful data review and collaboration in the City of Green Bay. - Increase investment in community-based services that can prevent and interrupt gun violence. - Collaborate with stakeholders to plan and implement gun violence prevention and interruption strategies. Additional funds were added to allow for the purchase of the Risk Terrain Model Software(RTM). RTM was born out of criminology and crime analysis, but it can be used to examine the relationship between any harmful or adverse event and its environment and identify environmental risk factors (i.e. the locations of bus stops, location and hours of liquor stores, etc). Regardless of the issue being examined, the methods used to address the issues are at the city-level, not just the police department (i.e. moving a bus stop or modifying operating hours). While we anticipate RTM being used at a citywide level to address violent crime issues in particular and involve citywide solutions, RTM can go far beyond that. Here are a few examples. Public Health / Violence Prevention Offices can use RTM to identify areas where they target advertisements and educational information (e.g. mass mailers, targeted social media, community events) to spread awareness of public health programs and resources available to disadvantaged persons. Publics Works / Traffic can use RTM to analyze place features (location of traffic control devices, data on traffic signal timing, locations of reported roadway deficiencies) against harmful events like traffic crashes. Economic Development can use risk maps developed by other departments to identify areas as "blighted" and thus justify and fund new Business Improvement Districts Economic Development can use the micro-hotspots developed within RTM and offer tax incentives or other advantages to potential developers to bring new development to those locations and uplift the community Development Services / Licensing & Permitting can load zoning or special-use permit data into RTM to analyze if they have specific connections to certain types of harmful events. This then provides evidence-based decision making on issuing new or renewing previous permits or re-zoning requests based on the risk they may add to the community Code Enforcement and Fire Marshals services may be included in the collaborative crime reduction efforts, using non-policing methods to engage business owners and reduce risk through compliance with other existing ordinances
K: Other Costs	\$ 33,900.00	\$ -	\$ 24,000.00	\$ 24,000.00	
Total Direct Cost	\$ 288,274.00	\$ 184,580.51		\$ 184,580.51	
Indirect Cost (10%)	\$ 28,827.00	\$ 18,458.00		\$ 18,458.00	
Grand Total	\$ 317,101.00	\$ 203,038.51	\$ -	\$ 203,038.51	
			Must Equal Zero		

Carryforward Request Justification
Due to the contract being executed later than expected along with recruitment challenges, the director did not start until September 18th. Because of the late start, there are additional funds available from the unused salary that we'd like to reallocate to hire an additional staff member and purchase Risk Terrain Model software. This doesn't interfere with project goals. With the hiring of additional staff, all of the carryover will be needed for training, travel, advertising and etc. from the year 1 budget. This request is essential to helping us reach our goals and in line with the existing budget. The Risk Terrain Model - year 2 subscription is the only unforeseen expense. If the funds are not carried over, we will not be able to provide the necessary trainings for our current and new staff. This will also negatively impact our ability to visit similar sites, provide community training and limit the supplies needed to effectively do the work.

City of Green Bay WCSF YR 2 1/1/24 - 12/31/24				
Budget Summary (Year 1 Carryforward + Year 2)				
Budget Category Description	Year 1 Carryforward	Year 2 Incoming budget	Total Est Available Funds (Year 2 + Year 1 Carryforward):	
A: Salaries	\$ 80,309.00	\$ 160,680.00	\$	240,989.00
B: Fringe Benefits	\$ 48,185.40	\$ 51,168.00	\$	99,353.02
C: Equipment	\$ -	\$ -	\$	-
D: Operating Costs	\$ 1,504.00	\$ 1,504.00	\$	3,008.00
E: Supplies	\$ 1,444.10	\$ 3,000.00	\$	4,444.10
F: In-State Travel	\$ 1,750.00	\$ 1,750.00	\$	3,500.00
G: Out of State Travel	\$ 10,000.00	\$ 10,000.00	\$	20,000.00
H: Consultant & Contractual	\$ -	\$ 50,000.00	\$	50,000.00
I: Trainings & Meetings	\$ 14,400.00	\$ 14,000.00	\$	28,400.00
J: Advertising & Public Information	\$ 2,988.01	\$ 5,000.00	\$	7,988.01
K: Other Costs	\$ 24,000.00	\$ -	\$	24,000.00
Total Direct Cost	\$ 184,580.51	\$ 297,102.00	\$	481,682.13
Indirect Cost (10%)	\$ 18,458.00	\$ 29,710.20	\$	48,168.20
Grand Total	\$ 203,038.51	\$ 326,812.16	\$	529,850.33

Cumulative Contract Totals (Year 1 + Year 2)		YR2 (Cumulative (Year 1 + Year 2) - Expenses Paid)		
Year 1 Contract	\$ 317,101.00	Cumulative total	\$	643,913.16
Year 2 Contract	\$ 326,812.16	Year 1 Paid Expenses	\$	(114,062.83)
Cumulative Total:	\$ 643,913.16	Total Remaining Year 2:	\$	529,850.33



Report to the
Finance Committee
of the City of Green Bay

MEETING DATE

February 27, 2024

PREPARED BY

William Paape, Staff

AGENDA ITEM # E.7

Consideration with possible action for the Department of Community & Economic Development to proceed with the Razing of all structures at parcel ID# 18-783 (1218 Velp Ave).

BACKGROUND

This property, parcel ID# 18-783, address 1218 Velp Ave, is owned by Kane Equity LLC. In August 2022, our office responded to a complaint that part of the roof and structural elements on the building had collapsed. Inspection confirmed a significant building failure.

The primary owner of the property is deceased and the LLC has a significant monetary amount of liens against the property, which is making a new owner from acquiring it almost impossible. Our Inspection division, working with the City of Green Bay Law department, issued a Raze or Repair order against the property in January 2023. There have been no efforts by the legal representation or any parties associated with the LLC to address the significant structural and safety issues present. As such, a personal belongings notice was issued after expiration of the Raze order.

The City, through our Purchasing department's RFP process, selected the demolition services of BEST Enterprises. They have been assisting the City of Green Bay since 2020, when this RFP was approved by this committee with the razing of dilapidated structures, much like this one. City Building inspectors considered the possibility of just removing a portion of the building, but unfortunately, the structure through-out has been compromised.

Because this is a very large, industrial structure, this will be a much more expensive demolition to complete (Please see the attached invoice proposal). We are asking for approval to proceed with this raze order and remove all structures, per our ordinance, so all safety concerns can be eliminated and future use on this parcel can occur.

RECOMMENDATION

To approve the request to have contractor BEST Enterprises proceed with razing of all structures and stabilizing the site.

FISCAL IMPACT**ATTACHMENTS**

1. sharpscans@greenbaywi.gov_20181015_135720
2. 1218-Aerial view
3. 1218-2
4. 1218-1

B.E.S.T. Enterprises, LLC.
3230 Eiler Rd
De Pere, WI 54115
Phone 920-983-9787 Fax 920-983-9788

Proposal

Date 12/4/2023	Proposal No. 2023-4369
--------------------------	----------------------------------

City of Green Bay Purchasing
Attn: Accounts Payable
100 North Jefferson St., Room 101
Green Bay, WI 54301

Contact Name Bill Paape	Phone Number 920-448-3315
Job Name / Location 1218 Velp Ave	Fax Number 920-448-3426

Description	Qty	Cost	Line Total
Pest Control - Not In Place at time of Quote		450.00	450.00
Permit for Demolition & Erosion - (Invoiced On Actual)		350.00	350.00
Option NOT included in this proposal is the removal of all of the concrete foundations, parking and walks. No earth disruption. The price to remove everything and provide, deliver and place topsoil and seed the site would be an additional \$66,845.00			

Acceptance of Proposal. I accept and authorized you to do work as specified at the rate(s) listed above. I have also read and agree to the General Terms & Conditions for Service document.

Customer Signature: _____ Date: _____

B.E.S.T. Enterprises, LLC: _____ Date: _____

Subtotal \$95,805.00

Sales Tax (0.00) \$0.00

Proposed Total **\$95,805.00**

AS REQUIRED BY THE WISCONSIN CONSTRUCTION LIEN LAW, SERVICE PROVIDER HEREBY NOTIFIES OWNER THAT PERSONS OR COMPANIES PERFORMING, FURNISHING, OR PROCURING LABOR, SERVICES, MATERIALS, PLANS, OR SPECIFICATIONS FOR THE CONSTRUCTION ON OWNER'S LAND MAY HAVE LIEN RIGHTS ON OWNER'S LAND AND BUILDINGS IF NOT PAID. THOSE ENTITLED TO LIEN RIGHTS, IN ADDITION TO THE UNDERSIGNED SERVICE PROVIDER, ARE THOSE WHO CONTRACT DIRECTLY WITH THE OWNER OR THOSE WHO GIVE THE OWNER NOTICE WITHIN 60 DAYS AFTER THEY FIRST PERFORM, FURNISH, OR PROCURE LABOR, SERVICES, MATERIALS, PLANS OR SPECIFICATIONS FOR THE CONSTRUCTION. ACCORDINGLY, OWNER PROBABLY WILL RECEIVE NOTICES FROM THOSE WHO PERFORM, FURNISH, OR PROCURE LABOR, SERVICES, MATERIALS, PLANS, OR SPECIFICATIONS FOR THE CONSTRUCTION, AND SHOULD GIVE A COPY OF EACH NOTICE RECEIVED TO THE MORTGAGE LENDER, IF ANY. SERVICE PROVIDER AGREES TO COOPERATE WITH THE OWNER AND THE OWNER'S LENDER, IF ANY, TO SEE THAT ALL POTENTIAL LIEN CLAIMANTS ARE FULLY PAID.

B.E.S.T. Enterprises, LLC.
3230 Eiler Rd
De Pere, WI 54115
Phone 920-983-9787 Fax 920-983-9788

Proposal

Date
12/4/2023

Proposal No.
2023-4369

City of Green Bay Purchasing
Attn: Accounts Payable
100 North Jefferson St., Room 101
Green Bay, WI 54301

Contact Name
Bill Paape

Phone Number
920-448-3315

Job Name / Location
1218 Velp Ave

Fax Number
920-448-3426

Description	Qty	Cost	Line Total
All labor, material and equipment necessary to completely and satisfactorily perform Demolition of 1218 Velp Ave, Green Bay, WI. (All Foundation and Parking to Remain In Place) The most cost effective demolition method is to have the caulks containing asbestos abated so that the brick/block can be recycled instead of occurring landfill costs. This method is included in this proposal. -Additional saw cutting costs to separate the buildings is also included in this proposal. -Disposal of remaining contents included (items left behind are to be contractor value) Included in this scope and may go with demo debris to licensed landfill as Non-Friable CAT I. 1. Asphalt tars, black; non-friable CAT I ACM; approx 1,000 LF or 1,000 SF; roof/building and foundation tars on brick throughout the whole plant. 2. Vermiculite insulation, tan/gold; NO ACM DETECTED; main plant office complex bathrooms.		73,475.00	73,475.00
Pre-Demolition Inspection - Performed and Complete 11/16/2023 (Will be invoiced separately if project does not move forward)		1,750.00	1,750.00

Acceptance of Proposal. I accept and authorized you to do work as specified at the rate(s) listed above. I have also read and agree to the General Terms & Conditions for Service document.

Subtotal

Sales Tax (0.00)

Proposed Total

Customer Signature: _____ Date: _____

B.E.S.T. Enterprises, LLC: _____ Date: _____

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B.E.S.T. Enterprises, LLC.
3230 Eiler Rd
De Pere, WI 54115
Phone 920-983-9787 Fax 920-983-9788

Proposal

Date	Proposal No.
12/4/2023	2023-4369

City of Green Bay Purchasing
Attn: Accounts Payable
100 North Jefferson St., Room 101
Green Bay, WI 54301

Contact Name	Phone Number
Bill Paape	920-448-3315
Job Name / Location	Fax Number
1218 Velp Ave	920-448-3426

Description	Qty	Cost	Line Total
Lump sum price to Cap Sanitary, Water and Storm within property line. Includes television of the Sanitary lateral. If any contaminates are discovered this would be an additional expense to remove.		2,350.00	2,350.00
Abatement -- Properly remove and dispose of asbestos containing materials listed below: Prior to demolition. Properly remove and dispose of asbestos materials listed. 1. Pipe insulation, white; friable ACM; approx 45 LF; east 2-story bldg. 2. Mastic, black; non-friable CAT II ACM; approx 2 SF; on door plate east interior door of main plant 3. 9" floor tile, red with mastic, black; non-friable CAT I/II ACM; approx 155 SF; main plant employee entrance 4. 9" floor tile, brown with mastic, black; non-friable CAT I/II ACM; approx 210 SF; main plant middle south office under carpet. 5. Window glaze, tar/white; non-friable CAT II (damaged) ACM; approx 76 each or 76 SF; whole plant 6. Window glaze, tan, non-friable CAT II ACM; approx 21 each or 21 SF; loose on floor in 2-story bldg and side shed.		17,430.00	17,430.00

Acceptance of Proposal. I accept and authorized you to do work as specified at the rate(s) listed above. I have also read and agree to the General Terms & Conditions for Service document.

Customer Signature: _____ Date: _____

B.E.S.T. Enterprises, LLC: _____ Date: _____

Subtotal

Sales Tax (0.00)

Proposed Total

AS REQUIRED BY THE WISCONSIN CONSTRUCTION LIEN LAW, SERVICE PROVIDER HEREBY NOTIFIES OWNER THAT PERSONS OR COMPANIES PERFORMING, FURNISHING, OR PROCURING LABOR, SERVICES, MATERIALS, PLANS, OR SPECIFICATIONS FOR THE CONSTRUCTION ON OWNER'S LAND MAY HAVE LIEN RIGHTS ON OWNER'S LAND AND BUILDINGS IF NOT PAID. THOSE ENTITLED TO LIEN RIGHTS, IN ADDITION TO THE UNDERSIGNED SERVICE PROVIDER, ARE THOSE WHO CONTRACT DIRECTLY WITH THE OWNER OR THOSE WHO GIVE THE OWNER NOTICE WITHIN 60 DAYS AFTER THEY FIRST PERFORM, FURNISH, OR PROCURE LABOR, SERVICES, MATERIALS, PLANS OR SPECIFICATIONS FOR THE CONSTRUCTION. ACCORDINGLY, OWNER PROBABLY WILL RECEIVE NOTICES FROM THOSE WHO PERFORM, FURNISH, OR PROCURE LABOR, SERVICES, MATERIALS, PLANS, OR SPECIFICATIONS FOR THE CONSTRUCTION, AND SHOULD GIVE A COPY OF EACH NOTICE RECEIVED TO THE MORTGAGE LENDER, IF ANY. SERVICE PROVIDER AGREES TO COOPERATE WITH THE OWNER AND THE OWNER'S LENDER, IF ANY, TO SEE THAT ALL POTENTIAL LIEN CLAIMANTS ARE FULLY PAID.

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3230 Eiler Rd
De Pere, WI 54115
Phone 920-983-9787 Fax 920-983-9788

Proposal

Date
 12/4/2023

Proposal No.
 2023-4369

City of Green Bay Purchasing
Attn: Accounts Payable
100 North Jefferson St., Room 101
Green Bay, WI 54301

Contact Name

Bill Paape

Phone Number

920-448-3315

Job Name / Location

1218 Velp Ave

Fax Number

920-448-3426

Description	Qty	Cost	Line Total
7. Door glaze, white; non-friable CAT II ACM; approx 3 each or 3 SF; main plant back north side			
8. Window/door caulk, grey; non-friable CAT II (damaged) ACM; approx 1825 LF; whole plant			
9. Electrical box components, various colors; non-friable CAT II (assumed); approx 20 each; throughout			
Includes 10 working day notification to DNR and \$135.00 fee.			

Acceptance of Proposal. I accept and authorized you to do work as specified at the rate(s) listed above. I have also read and agree to the General Terms & Conditions for Service document.

Customer Signature: _____ Date: _____

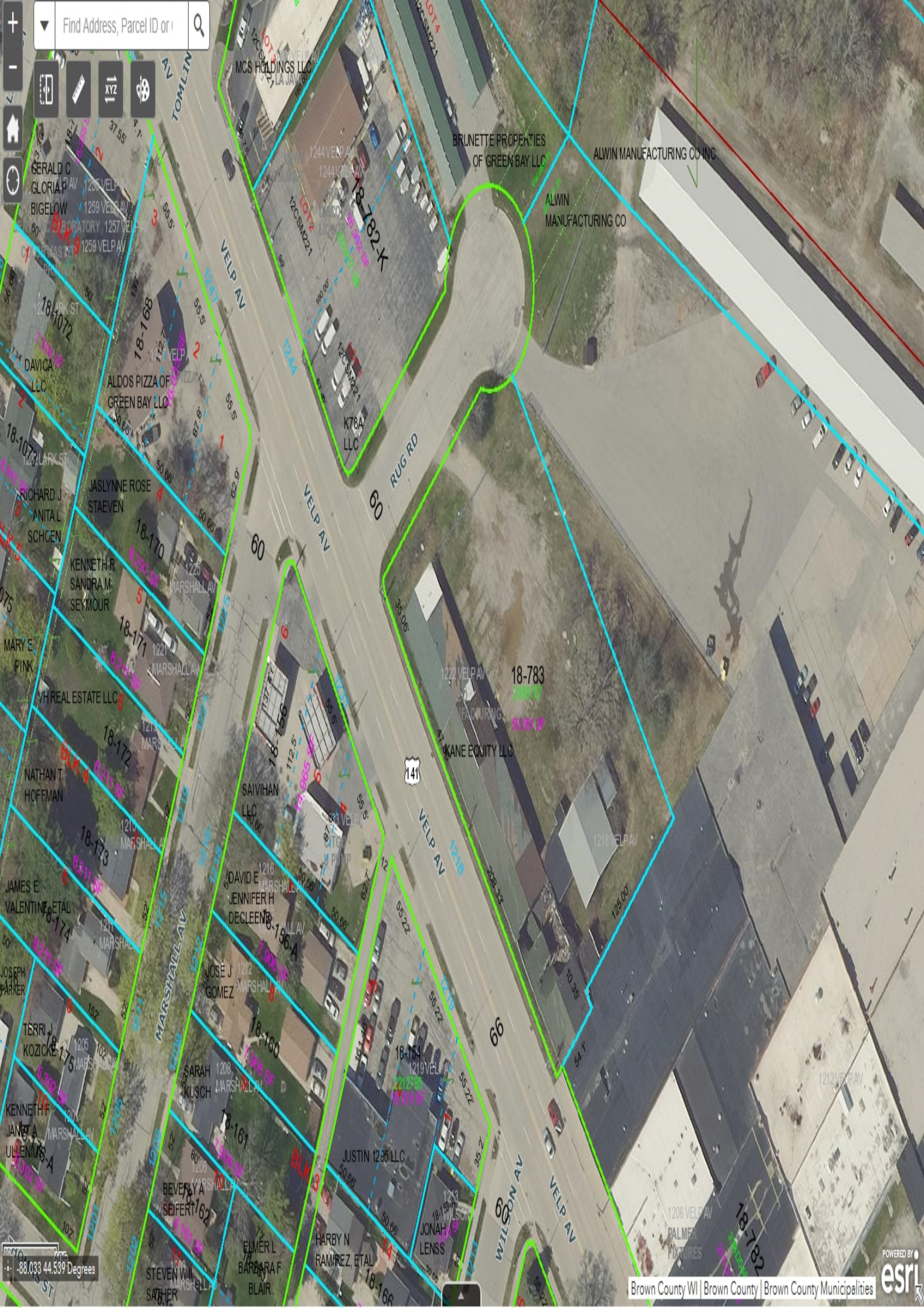
B.E.S.T. Enterprises, LLC: _____ Date: _____

Subtotal

Sales Tax (0.00)

Proposed Total

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Find Address, Parcel ID or



GERALD C
GLORIA PAV 1205 VELD
BIGELOW 1259 VELD
LABORATORY 1257 VELD
1259 VELD

MCS HOLDINGS LLC

BRUNETTE PROPERTIES
OF GREEN BAY LLC

ALWIN MANUFACTURING CO INC

ALWIN
MANUFACTURING CO

ALDOS PIZZA OF
GREEN BAY LLC

JASLYNNE ROSE
STAEVEN

KENNETH R
SANDRA M
SEYMOUR

MARY E
PINK

VH REAL ESTATE LLC

NATHAN T
HOFFMAN

JAMES E
VALENTINE ETAL

JOSEPH
PARKER

TERRI J
KOZICKI

KENNETH F
JANE A
ULLENBOS

SARAH
KUSCH

BEVERLY A
SEIFERT

STEVEN W
SATHER

ELMER L
BARBARA F
BLAIR

HARRY N
RAMIREZ ETAL

JUSTIN 1235 LLC

JONAH
LENSS

1222 VELD AV

KANE EQUITY LLC

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Report to the
Finance Committee
of the City of Green Bay

MEETING DATE

February 27, 2024

PREPARED BY

AGENDA ITEM # E.8

Consideration with possible action to approve the 2nd Amendment to Development Agreement 22-02 with Carnivore Meat Company, LLC.

BACKGROUND

RECOMMENDATION

Approval of the Request.

FISCAL IMPACT

Receive \$150,000 from the developer to be used toward design, maintenance, or management of Public Art.

ATTACHMENTS

- I. 2nd Amendment - Carnivore-DRAFT2

SECOND AMENDMENT TO DEVELOPMENT AGREEMENT 22-02
CARNIVORE MEAT COMPANY, LLC

This Second Amendment to Development Agreement 22-02 is made
this ____ day of March, 2024,
by THE CITY OF GREEN BAY, a Wisconsin municipal corporation (“City”), and
CAR GREEN BAY (WI) LLC, a Delaware Limited Liability company, (“Developer”), collectively
the Parties.

RECITALS

WHEREAS, the Developer and the City are parties to Development Agreement 22-02, dated June 13, 2022, (“Agreement”) to complete a project to develop, design, construct and operate a state-of-the-art corporate campus, together with associated commercial facilities for the manufacture of ultra-premium raw frozen and freeze-dried pet foods and treats; and

WHEREAS, the Parties previously amended the Agreement by way of the First Amendment to the Development Agreement 22-02, dated August 2, 2022 (“First Amendment”) to provide additional time to negotiate and execute a separate agreement between the Developer and the City for development of public art project as contemplated under the Agreement:

WHEREAS, the Parties now desire to further amend the Agreement to satisfy the conditions of the public arts requirement under the same.

NOW THEREFORE based upon the covenants and considerations contained herein and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties mutually agree as follows:

I. **Amendments.** The Agreement is hereby amended as follows:

A. In section **V. D.**, delete subsection **3.** and replace with:

3. A directed payment to the City of Green Bay of one hundred fifty thousand dollars (\$150,000.00) by no later than March 29, 2024 for the design, maintenance or management of Public Art to be used at the discretion of the City.

2. **Remaining Terms and Conditions.** The Parties hereby acknowledge and agree that, as of the date hereof, the Development Agreement 22-02 and the 1st Amendment to the Development Agreement 22-02 (the “Agreements”) are in full force and effect, and that except as set forth herein, all remaining terms and conditions of the Agreements shall remain unchanged and the Agreements as amended by this Second Amendment shall remain in full force and effect.

3. **Governing Law.** The laws of the State of Wisconsin shall govern this Second Amendment.

[Signature pages follow]

Signature page 1 of 2

THE CITY OF GREEN BAY, and CAR GREEN BAY (WI), LLC.

IN WITNESS WHEREOF, the parties to this Agreement have caused this instrument to be signed by duly authorized representatives of City and Developer as of the day and year first written above.

THE CITY OF GREEN BAY

By: _____
Eric Genrich, Mayor

By: _____
Celestine Jeffreys, Clerk

ACKNOWLEDGMENT

STATE OF WISCONSIN)
) SS
COUNTY OF BROWN)

Personally came before me this _____ day of _____ 2024, the above named _____ and _____, on behalf of the City of Green Bay, a Wisconsin municipal corporation, to me known to be the person who executed the foregoing instrument and acknowledged the same.

*

Notary Public, _____ County, Wisconsin
My Commission Expires _____

Signature page 2 of 2

THE CITY OF GREEN BAY, and CAR GREEN BAY (WI), LLC.

CAR GREEN BAY (WI) LLC

By: _____

Print: _____
Name Title

ACKNOWLEDGMENT

STATE OF _____)
) SS
COUNTY OF _____)

Personally came before me this _____ day of _____ 2024, the above named _____, with signature authority for CAR GREEN BAY (WI), a Delaware limited liability company, to me known to be the person who executed the foregoing instrument and acknowledged the same.

* _____
Notary Public, _____ County, _____
My Commission Expires _____



Report to the
Finance Committee
of the City of Green Bay

MEETING DATE

February 27, 2024

PREPARED BY

AGENDA ITEM # E.9

Consideration with possible action to approve the purchase of LawVu software for \$41,763.45.

BACKGROUND

RECOMMENDATION

Approval of the request.

FISCAL IMPACT

Year 1 cost \$41,763.45 paid from the 2024 Information Technology and Services Department's operating budget.

ATTACHMENTS

- I. LawVu Contract - executed



ORDER FORM

Welcome to LawVu! Before you start using LawVu, you'll need to read and accept our terms and conditions of service located at <https://lawvu.com/terms/> ("Terms and Conditions"). Signing this Order Form means that you've agreed to our Terms and Conditions. This Order Form is entered into between LawVu Limited ("LawVu") and you on the Effective Date below and describes the LawVu platform, including the Services that you'll receive from LawVu.

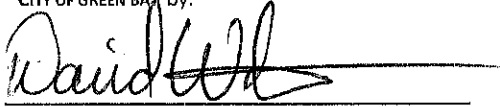
PARTIES' DETAILS	
Us	Our company name: LawVu Limited Company number: 5698589 Address: 26-28, Wharf Street, Tauranga 3110 Our contact: Nick Briggs, Account Executive Email address: nick.briggs@lawvu.com
You	Your company name: City of green bay Company number: na Address: 1313 Main St, Green Bay, WI, 54302 Contact: Lindsay Mather, Assistant City Attorney Email address: lindsay.mather@greenbaywi.gov
KEY SERVICES	
Effective Date	01 November 2023
Initial Subscription Term	Commences on the Effective Date and concludes on 31 December 2024
Order Form Term	The term of this Order Form will start on the Effective Date and, unless terminated earlier as permitted in our terms of service, continue for the Initial Subscription Term . The Order Form will automatically renew for successive yearly subscription periods ("Subscription Renewal Term"), however you or we can choose not to continue with the Order Form by letting the other know not less than 30 days before the expiry of the current subscription period. If you wish to continue, you will need to pay the renewal invoice we send you before the expiry of the current subscription period.
LawVu Service Summary (General)	LawVu allows in-house legal teams to manage their matters, workflow and documents on one cloud-based platform. Additional and optional capabilities which users may purchase include; managing their contracts through the Contracts Module, connecting with internal business partners through a legal intake workflow, and managing outside counsel through the Engage Module.
Description of the Services you will receive from LawVu, and Fees and Expenses	You will receive the Services set out in the various Product Schedules issued from time to time.
Currency	As set out in the Product Schedules.
INVOICING TIMEFRAMES	
For the Initial Subscription Term, all fees will be invoiced prior to or around the Effective Date.	
For each Subscription Renewal Term (if applicable), annual recurring fees will be invoiced prior to the start date of the relevant term.	
All invoices are to be paid by you within 30 days from the date of the invoice.	

SPECIAL TERMS

None

EXECUTION

CITY OF GREEN BAY by:



Signature of authorised signatory

DAVID WILQUET

Name of authorised signatory

LAWVU LIMITED by:

Signature of authorised signatory

Name of authorised signatory

LAWVU Workspace Essentials

The comprehensive, user friendly contract and matter management solution for your legal team and your organization.

Product Schedule - Workspace Essentials Plan

Prepared by	Nick Briggs, LawVu Limited nick.briggs@lawvu.com
Prepared for	Lindsay Mather, City of green bay lindsay.mather@greenbaywi.gov
Valid until	This Product Schedule will expire if the related Order Form is not signed by . For any questions regarding this Product Schedule please contact your LawVu representative. We look forward to working with you and your business.
Effective Date	The Effective Date (the date Services will be available): 11/1/2023 The Subscription Date (the date your paid subscription starts): 1/1/2024
Initial Term	The Services provided under this Order Form will start on the Effective Date and, unless terminated earlier in accordance with the Order Form, continue until 12/31/2024 ("The Initial Term").
Free Period	You have been offered a free period at the beginning of your Initial Term until: 12/31/2023
Data Stack Location	United States

Features of Workspace Essentials	Fee Schedule (Initial Term)	Cost (USD)
• Contract management • Matter management • Document management • Knowledge management • Standard dashboards and reporting • Standard integrations - collaboration, email, calendar, file sharing and e-signature platforms • Contract automation • Integrated document comparison • Full text, advanced content search • Intake, collaboration and contract creation for all users in your organization • Single Sign-On • Onboarding - setup consultation, training and access to LawVu Academy and help • Ongoing customer support	Workspace Essentials Plan	42,360.00
	Plan Discount	-6,354.00
	Plan Subtotal	36,006.00
	Onboarding / Implementation	7,676.60
	Onboarding Discount	-1,919.15
	Onboarding Subtotal	5,757.45
	Initial Term Total	41,763.45

Licenses and additional features (included)

6 In-house Matters and Contracts user license(s)

300 (per year) Documents for AI-powered Contract Extraction

Additional license costs (if / as required)	Cost (USD)
Additional In-house Matters and Contracts license (per user per month)	155.00

Special Commercial Terms

2 additional legal user licenses for the first 12 months gratis.

Managed DocuSign envelopes (if using LawVu's account) will be made available at \$6 per envelope (USD). Payable quarterly in arrears.

AI Usage Terms and Definitions

"Contract Extraction" means using AI Services to extract a set of clauses or metadata from a Document. A "Document" means any document up to and including 40 pages in length, with every additional 40 pages or less being treated as an additional Contract Extraction. For example, a document of 41 - 80 pages will be treated as two Documents (and two Contract Extractions).

For all AI functionality, the AI Terms and Conditions found [here](#) apply in addition to existing agreements that apply to this Product Schedule.



Report to the
Finance Committee
of the City of Green Bay

MEETING DATE

February 27, 2024

PREPARED BY

AGENDA ITEM # E.10

Consideration with possible action to approve a 2024 budget amendment resolution to carry-over \$86,000 of 2023 unspent budgeted Legal Expenses for continuing litigation.

The Committee may convene in closed session pursuant to Section 19.85(1) (g), Wis. Stats., for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. The Committee will thereafter reconvene in open session pursuant to Section 19.85(2), Wis. Stats., to take action on items discussed in closed session, if appropriate, and to consider the remainder of the agenda.

BACKGROUND

RECOMMENDATION

Approval of the request.

FISCAL IMPACT

No financial impact, carry-over budget to 2024.

ATTACHMENTS

- I. BUA Carryover - Law Department - Legal fees unspent

**RESOLUTION AUTHORIZING
2024 BUDGET AMENDMENT / 2023 CARRY-OVER REQUEST**

March 5, 2024

BY THE COMMON COUNCIL OF THE CITY OF GREEN BAY, RESOLVED:

Pursuant to the recommendation of the Finance Committee at its meeting of February 27, 2024, the following 2024 budget amendment of funds is hereby authorized:

	<u>ACCOUNT</u>	<u>AMOUNT</u>
Increase:	101140 53021 Legal Expenses	\$86,000.00
Increase:	101 34150 General fund balance carry-over	\$86,000.00

**This budget amendment is to carry-over 2023 unspent budget for legal expenses for continuing litigation.

Adopted _____

Approved _____

Mayor

Clerk



Report to the
Finance Committee
of the City of Green Bay

MEETING DATE

February 27, 2024

PREPARED BY

AGENDA ITEM # E.11

Consideration with possible action to retain a specialized law firm to progress conversations on the acquisition of the abandoned rail yard on Ashland Avenue, and to identify a funding source for the work per communication from Ald. Brian Johnson.

The Committee may convene in closed session pursuant to Sections 19.85(1)(e), Wis. Stats., for purposes of deliberating or negotiating the sale of public properties, investing of public funds or conducting other specified public business as necessary for competitive or bargaining reasons. The Committee will thereafter reconvene in open session pursuant to Section 19.85(2), Wis. Stats., to take action on items discussed in closed session, if appropriate, and to consider the remainder of the agenda.

The Committee may convene in closed session pursuant to Section 19.85(1)(g), Wis. Stats., for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. The Committee will thereafter reconvene in open session pursuant to Section 19.85(2), Wis. Stats., to take action on items discussed in closed session, if appropriate, and to consider the remainder of the agenda.

BACKGROUND

RECOMMENDATION

To refer to staff to retain council and work very closely with DOT to make sure everything the City is contemplating is aligned with DOT plans.

FISCAL IMPACT

Pricing requests pending, funding source contingency.

ATTACHMENTS

- I. 2024-02-09 Dist 9 to Finance

Online Form Submittal: Alders' Petitions and Communications

noreply@civicplus.com <noreply@civicplus.com>

Fri 2/9/2024 4:07 PM

To: Celestine Jeffreys <Celestine.Jeffreys@greenbaywi.gov>; Eric Genrich <Eric.Genrich@greenbaywi.gov>; Amaad Rivera <Amaad.Rivera@greenbaywi.gov>

Alders' Petitions and Communications

Name	Brian Johnson
Committee Name	Finance Committee
Text of Communication	For consideration and possible action to retain a specialized law firm to progress conversations on the acquisition of the abandoned Ashland Ave railyard, and to identify a funding source for this work. Please add closed session language for the purposes of negotiating and bargaining.

Email not displaying correctly? [View it in your browser.](#)



Report to the
Finance Committee
of the City of Green Bay

MEETING DATE

February 27, 2024

PREPARED BY

AGENDA ITEM # E.12

Consideration with possible action to approve the contract for arbitrage rebate computation and opinion services to Ehlers, Inc. for a 3-year commitment of \$30,000.

BACKGROUND

RECOMMENDATION

Approval of the request.

FISCAL IMPACT

\$30,000 over 3 years.

ATTACHMENTS

- I. Finance Request Arbitrage Services 2-2024



Purchasing Department
100 North Jefferson Street - Room 101
Green Bay, Wisconsin 54301-5026
www.greenbaywi.gov

Phone 920.448.3047
Fax 920.448.3050

2/5/2024

Finance Committee 2/27/2024

Consideration and possible action to approve the contract for Arbitrage Rebate Computation and Opinion Services for the City of Green Bay Finance Department. This service was publicly solicited and the intent to award has gone to Ehlers.

The annual fee for this service is estimated at \$10,000.00 depending on activity with a 3-year commitment of \$30,000.00. This will be funded out of the annual operating budget 301100 53001.

Respectfully Submitted,

Thomas J. Walenski

Thomas J. Walenski
Procurement Manager
City of Green Bay



Purchasing Department
100 North Jefferson Street - Room 101
Green Bay, Wisconsin 54301-5026
www.greenbaywi.gov

Phone 920.448.3047
Fax 920.448.3050

12/14/2023

RE: Notice of Intent to Award
RFP # 2023-56 Arbitrage Rebate Computation and Opinion Services

Dear Sir/Madam:

The evaluation of proposals received for this RFP has been completed and the following is recommended for award:

The City of Green Bay Finance Department is recommending awarding the Arbitrage Rebate Computation and Opinion Services to Ehlers.

The recommended award will be brought for approval before the next Finance Committee meeting scheduled for January 9, 2024 @ 4:30 PM.

The meeting is open to the public and attendance is not required. As the room and time may change, please confirm the date, time, and location if you plan to attend.

Please see the summary of bids received for this project.

Thank you for your continued interest in doing business with the city of Green Bay. If you have any questions, or require additional information, please feel free to contact me at 920-448-3049.

Sincerely,

Thomas J. Walenski

Thomas J. Walenski
Procurement Manager
City of Green Bay

Attachment

Cc: Diana Ellenbecker

CITY OF GREEN BAY BID SUMMARY	
RFP #2023-56	Arbitrage Rebate Computation and Opinion Services
ISSUED: 10/24/2023 DUE: 11/30/23	
CC: 94600	
Scoring Criteria & Points	

Evaluation Team Total Possible Points	Categories	Highest Score (Avg.)			---->			---->			---->			Lowest Score (Avg.)		
		Ehlers			Willdan Financial Services			Arbitrage Compliance Specialists			Orrick Herrington BLX Group			Hawkins Delafield & Wood		
		Option #1			Option #2			Option #3			Option #4			Option #5		
		EV1	EV2	EV3	EV1	EV2	EV3	EV1	EV2	EV3	EV1	EV2	EV3	EV1	EV2	EV3
25	General/ Arbitrage Qualifications	25	25	24	25	25	24	25	25	24	25	25	23	25	25	23
15	Firms Experience and Capabilities of Assigned Staff	15	15	14	15	15	14	15	15	14	15	15	13	13	15	14
15	Project Approach	15	15	15	15	15	14	14	15	12	14	15	13	13	15	13
40	Pricing/ Fees	38	40	40	35	30	22	20	35	29	25	20	21	20	20	20
5	References	5	5	4	5	5	4	4	5	3	4	5	3	4	5	3
100	Vendor Score(s) (Total Possible Points = 100)	98	100	97	95	90	78	78	95	82	83	80	73	75	80	73
		98.33			87.67			85.00			78.67			76.00		

Recommendation: Award Ehlers (Option #1) as the highest scoring vendor that provided the best overall solution and value to the City of Green Bay.