



AGENDA OF THE FINANCE COMMITTEE

TUESDAY, SEPTEMBER 24, 2024, 4:30 PM

In person at City Hall, Room 207.

Virtual attendance also available via Zoom.

Immediately following the Personnel Committee Meeting.

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, September 24, 2024 meeting.

D. Approval of Minutes.

- I. Approval of the Finance Committee minutes from the September 10, 2024, meeting.

E. Regular Business.

- I. Consideration with possible action to approve Microsoft annual renewal from CDW.gov for a total of \$364,578.41 funded by the general fund operating budget.
2. Consideration with possible action to approve the purchase and installation of Verkada Security System for Police department evidence building for up to \$100,000.00 funded by 2023 borrowed dollars.
3. Consideration with possible action on the revised Grant Administration Policy.

4. Consideration with possible action on approval of the Clams Committee reports.

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.

F. Report of the Ad Hoc Facilities Committee (August 20, 2024)

1. Ad Hoc Committee approved the purchase of parcels 11-210 (435 E Walnut), 11-206 (512 Cherry Street), 11-222 (503 E Walnut Street), and 13-128 (212 S Madison Street), for \$3.6 million, comprised of \$600,000 Whitney TID 20, \$300,000 unspent bonding, \$2.7m general fund balance, and options to purchase for \$1, subject to obtaining approved development agreements, for parcels 15-169 (501 S Washington Street), 3-876-1 (885 Shawano Avenue), and 6-475 (1634 6th Street) (option approved by RDA on August 13, 2024).

G. Informational.

1. 2024 Contingency Account: \$238,788
2. The next Finance Committee meeting will be held on October 8, 2024, at 4:30 PM.

H. 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

September 24, 2024

PREPARED BY

AGENDA ITEM # E.I

Consideration with possible action to approve Microsoft annual renewal from CDW.gov for a total of \$364,578.41 funded by the general fund operating budget.

BACKGROUND

RECOMMENDATION

Approval of the Request.

FISCAL IMPACT

ATTACHMENTS

- I. Finance Request 9-24-2024 Microsoft Tru Up



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

Phone 920.448.3047
Fax 920.448.3050

9/23/2024

Finance Committee 9/24/2024.

Consideration and possible action to approve Microsoft Annual Tru-Up for Citywide Users. This is a annual renewal from CDW.Gov which includes the Municipal City Discount. Total for this years Quote PBDW881 is \$364,578.41.

Funding Source: Annual Operating Budget

Respectfully Submitted,

Thomas J. Walenski

Thomas J. Walenski
Procurement Manager
City of Green Bay



Thank you for choosing CDW. We have received your quote.

Hardware

Software

Services

IT Solutions

Brands

Research Hub

QUOTE CONFIRMATION

DAVE WILQUET,

Thank you for considering CDW•G for your technology needs. The details of your quote are below. **If you are an eProcurement or single sign on customer, please log into your system to access the CDW site.** You can search for your quote to retrieve and transfer back into your system for processing.

For all other customers, click below to convert your quote to an order.

[Convert Quote to Order](#)

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
PBDW881	8/7/2024	ANNUAL PAYMENT	4008207	\$364,578.41

IMPORTANT - PLEASE READ

Special Instructions: ANNUAL PAYMENT DUE 10/1/24
EA 6842696
TERMS 10/1/2024 9/30/2025

QUOTE DETAILS

ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
MS EA DEFENDER O365 P1 GCC P U Mfg. Part#: 3GU-00001-12-SLG TERMS 10/1/2024 9/30/2025 Electronic distribution - NO MEDIA Contract: MARKET	850	4400962	\$18.90	\$16,065.00
MS EA DEFENDER O365 P1 GCC P U Mfg. Part#: 3GU-00001-12-SLG TERMS 10/1/2024 9/30/2025 Electronic distribution - NO MEDIA Contract: MARKET	50	4400962	\$18.90	\$945.00
MS EA DEFENDER O365 P1 GCC P U Mfg. Part#: 3GU-00001-12-SLG TERMS 10/1/2024 9/30/2025 Electronic distribution - NO MEDIA Contract: MARKET	50	4400962	\$18.90	\$945.00
Microsoft Windows Azure - prepayment - 1 license Mfg. Part#: 6QK-00001-12-SLG TERMS 10/1/2024 9/30/2025 Electronic distribution - NO MEDIA Contract: MARKET	2	3049576	\$1,200.00	\$2,400.00
MS EA PROJECT P3 GCC P USER Mfg. Part#: 7MS-00001-12-SLG TERMS 10/1/2024 9/30/2025 Electronic distribution - NO MEDIA Contract: MARKET	2	4381361	\$282.74	\$565.48
Microsoft SQL Server Standard Core Edition - software assurance - 2 cores	5	2716749	\$607.95	\$3,039.75

QUOTE DETAILS (CONT.)

Mfg. Part#: 7NQ-00292-SLG

TERMS 10/1/2024 9/30/2025

Electronic distribution - NO MEDIA

Contract: MARKET

MS EA WIN SVR DCCORE SA MVL

32

4354663

\$130.54

\$4,177.28

Mfg. Part#: 9EA-00278-SLG

TERMS 10/1/2024 9/30/2025

Electronic distribution - NO MEDIA

Contract: MARKET

Power BI Premium USL Add-on - subscription license - 1 license

20

6554879

\$94.25

\$1,885.00

Mfg. Part#: 9IM-00003-12-SLG

TERMS 10/1/2024 9/30/2025

Electronic distribution - NO MEDIA

Contract: MARKET

Power BI Premium USL Add-on - subscription license - 1 license

4

6554879

\$94.25

\$377.00

Mfg. Part#: 9IM-00003-12-SLG

TERMS 10/1/2024 9/30/2025

Electronic distribution - NO MEDIA

Contract: MARKET

Microsoft M365 G3 Unified FSA GCC Subscription License Per User

700

5489071

\$332.89

\$233,023.00

Mfg. Part#: AAD-34700-12-SLG

TERMS 10/1/2024 9/30/2025

Electronic distribution - NO MEDIA

Contract: MARKET

Microsoft M365 G3 Unified FUSL GCC Subscription License Per User

150

5489074

\$390.22

\$58,533.00

Mfg. Part#: AAD-34704-12-SLG

TERMS 10/1/2024 9/30/2025

Electronic distribution - NO MEDIA

Contract: MARKET

Microsoft M365 G3 Unified FUSL GCC Subscription License Per User

50

5489074

\$390.22

\$19,511.00

Mfg. Part#: AAD-34704-12-SLG

TERMS 10/1/2024 9/30/2025

Electronic distribution - NO MEDIA

Contract: MARKET

Microsoft M365 G3 Unified FUSL GCC Subscription License Per User

50

5489074

\$390.22

\$19,511.00

Mfg. Part#: AAD-34704-12-SLG

TERMS 10/1/2024 9/30/2025

Electronic distribution - NO MEDIA

Contract: MARKET

MS EA POWER BI PRO GCC P USER

20

4385631

\$94.12

\$1,882.40

Mfg. Part#: DDJ-00001-12-SLG

TERMS 10/1/2024 9/30/2025

Electronic distribution - NO MEDIA

Contract: MARKET

MS EA POWER BI PRO GCC P USER

2

4385631

\$94.12

\$188.24

Mfg. Part#: DDJ-00001-12-SLG

TERMS 10/1/2024 9/30/2025

Electronic distribution - NO MEDIA

Contract: MARKET

QUOTE DETAILS (CONT.)				
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MS EA POWER BI PRO GCC P USER	2	4385631	\$94.12	\$188.24
Mfg. Part#: DDJ-00001-12-SLG				
TERMS 10/1/2024 9/30/2025				
Electronic distribution - NO MEDIA				
Contract: MARKET				
Microsoft SharePoint Server - software assurance - 1 server	1	2026956	\$1,268.06	\$1,268.06
Mfg. Part#: H04-00268-SLG				
TERMS 10/1/2024 9/30/2025				
Electronic distribution - NO MEDIA				
Contract: MARKET				
Microsoft Enterprise Mobility + Security E5 Full - step-up subscription lic	1	5378401	\$73.96	\$73.96
Mfg. Part#: MQY-00002-12-SLG				
TERMS 10/1/2024 9/30/2025				
Electronic distribution - NO MEDIA				
Contract: MARKET				
Microsoft Audio Conferencing Select Dial Out - subscription license - 1 lic	850	6976615	\$0.00	\$0.00
Mfg. Part#: NYH-00001-12-SLG				
TERMS 10/1/2024 9/30/2025				
Electronic distribution - NO MEDIA				
Contract: MARKET				
Microsoft Audio Conferencing Select Dial Out - subscription license - 1 lic	50	6976615	\$0.00	\$0.00
Mfg. Part#: NYH-00001-12-SLG				
TERMS 10/1/2024 9/30/2025				
Electronic distribution - NO MEDIA				
Contract: MARKET				
Microsoft Audio Conferencing Select Dial Out - subscription license - 1 lic	50	6976615	\$0.00	\$0.00
Mfg. Part#: NYH-00001-12-SLG				
TERMS 10/1/2024 9/30/2025				
Electronic distribution - NO MEDIA				
Contract: MARKET				

		SUBTOTAL	\$364,578.41
		SHIPPING	\$0.00
		SALES TAX	\$0.00
		GRAND TOTAL	\$364,578.41
PURCHASER BILLING INFO		DELIVER TO	
Billing Address: DAVE WILQUET CITY OF GREEN B 100 N JEFFERSON ST GREEN BAY, WI 54301-5006 Phone: (920) 448-3427 Payment Terms: VISA		Shipping Address: CITY OF GREEN BAY ATTN:MIKE HRONEK 100 N JEFFERSON ST GREEN BAY, WI 54301-5006 Phone: (920) 448-3427 Shipping Method: ELECTRONIC DISTRIBUTION	
		Please remit payments to:	
		CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515	



Sales Contact Info

Amanda Fischer (Government Sales) | (877) 213-7831 | amanfis@cdwg.com

LEASE OPTIONS			
FMV TOTAL	FMV LEASE OPTION	BO TOTAL	BO LEASE OPTION
\$364,578.41	\$10,317.57/Month	\$364,578.41	\$11,863.38/Month

Monthly payment based on 36 month lease. Other terms and options are available. Contact your Account Manager for details. Payment quoted is subject to change.

Why finance?

- Lower Upfront Costs. Get the products you need without impacting cash flow. Preserve your working capital and existing credit line.
- Flexible Payment Terms. 100% financing with no money down, payment deferrals and payment schedules that match your company's business cycles.
- Predictable, Low Monthly Payments. Pay over time. Lease payments are fixed and can be tailored to your budget levels or revenue streams.
- Technology Refresh. Keep current technology with minimal financial impact or risk. Add-on or upgrade during the lease term and choose to return or purchase the equipment at end of lease.
- Bundle Costs. You can combine hardware, software, and services into a single transaction and pay for your software licenses over time! We know your challenges and understand the need for flexibility.

General Terms and Conditions:

This quote is not legally binding and is for discussion purposes only. The rates are estimate only and are based on a collection of industry data from numerous sources. All rates and financial quotes are subject to final review, approval, and documentation by our leasing partners. Payments above exclude all applicable taxes. Financing is subject to credit approval and review of final equipment and services configuration. Fair Market Value leases are structured with the assumption that the equipment has a residual value at the end of the lease term.

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This order is subject to CDW's Terms and Conditions of Sales and Service Projects at <http://www.cdwg.com/content/terms-conditions/product-sales.aspx>

For more information, contact a CDW account manager.

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Report to the
Finance Committee
of the City of Green Bay

MEETING DATE

September 24, 2024

PREPARED BY

AGENDA ITEM # E.2

Consideration with possible action to approve the purchase and installation of Verkada Security System for Police department evidence building for up to \$100,000.00 funded by 2023 borrowed dollars.

BACKGROUND

RECOMMENDATION

Approval of the Request.

FISCAL IMPACT

ATTACHMENTS

- I. Finance Request Police Security System Evidence Building - Verkada 9-24-2024



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

Phone 920.448.3047
Fax 920.448.3050

5/23/2024

Finance Committee 6/4/2024.

Consideration and possible action to approve the Purchase and Install of a Verkada Security System for the Green Bay Police Department Evidence Building. Cost is split out accordingly Access Control \$44,845.62, Cabling \$26,837.94 and Maintenance and Service and Licensing will not exceed \$28,316.44 for a total cost not to exceed \$100,000.00.

This was a Contract Purchase through (TIPS) The InterLocal Purchasing System # 220105

Funding Source: This project will be funded out of 2023 Bonded Money from Account Number: 423300-55140-27331

Respectfully Submitted,

Thomas J. Walenski

Thomas J. Walenski
Procurement
Manager City of
Green Bay

Green Bay Police Department

Approved 2023 Bonded Funds

Requisition #232

GBPD Contact for this Requisition: Captain Andy Opperman @ 0912

Purchase request: Day Street Facility Alarm System

Cost: Approximate: \$100,000 (Approved 2023 Bonded Funds)

Account Number: 423300-55140-27331

Created and released/approved by Rick Jurkanis on 9/11/24

Please get quotes/bids for the alarm system at the Day Street Facility. Attached are quotes from Heartland Business Systems received by Captain Andy Opperman with the specifications needed.

Rick Jurkanis

From: Andy Opperman
Sent: Friday, August 23, 2024 11:32 AM
To: Rick Jurkanis; Shannon Seymer-Tabaska
Subject: Day st quotes
Attachments: Heartland_Business_Systems.335260.v6.35 August quote (2).pdf;
Heartland_Business_Systems.339042.v4.25 August Quote (3).pdf

Rick attached are the two quotes from Heartland. These quotes are both for the main Day Street Building but are broken up because my understanding is they wanted to move a lot alarming/securing the SWAT porting of the building first. These quotes have been updated as the previous ones expired in May. The only difference I see is a 20-30 dollar bump in the cost of some cabling and two of the license options went from 10yr to 5yr. My understanding is we have the option to move those licenses back to a 10 year or change them to a 1,3 or 5 year. This will obviously affect the cost. The two licenses are for an environmental sensor and one for access control to a door. The different cost options are listed in the Optional licensing in the quote. Currently with the 5 year license quote the break down is below. Can you please work with purchasing. Thanks Andy

\$25,895.99 for the SWAT area of the building.
\$72,034.56 for the rest of the building.
\$97,930.55 Total



Andy Opperman
Investigations Captain
Green Bay Police Department
920.448.0912 | andy.opperman@greenbaywi.gov

Statement of Work

City of Green Bay

Department of Public Works Verkada Alarms, Access Control

SOW Prepared By:

Rich Roehrick

Solution Consultant
Heartland Business Systems, LLC
1700 Stephen St
Little Chute, WI 54140
Phone: (800) 236-7914
rroehrick@hbs.net

David Ihlenfeldt

Physical Security Engineer
Heartland Business Systems, LLC
1700 Stephen St
Little Chute, WI 54140
Phone: (800) 236-7914
dihlenfeldt@hbs.net

Steve Elliott

Project Manager
Heartland Business Systems, LLC
1700 Stephen St
Little Chute, WI 54140
Phone: (800) 236-7914
selliott@hbs.net



Project Overview

This Statement of Work (“SOW”) reflects the services and material to be provided by Heartland Business Systems, LLC, (hereinafter referred to as “HBS”) for City of Green Bay (hereinafter referred to as “Customer Abv.” or “Customer”).

Onsite and remote work completed by HBS and general Contractor

Electronic Access Control: Verkada

- Purpose:
- All locking hardware to be provided and installed by General Contractor
 - Exterior Door Control – 5 Doors
 - All exterior doors to be access controlled with reader and electric locking hardware
 - Door Monitoring – 7 Doors
 - Overhead Doors to be monitored by Door Position sensors
 - Interior Door Control – 7 Doors
 - Access Controlled doors with electric locking hardware and card readers
 - Interior Door Control dual authentication
 - Keypad reader to be installed 2nd floor for dual authentication into fenced in areas

Building Alarms: Verkada

- Purpose:
 - Motion monitoring for 3 selected zones to be armed/disarmed from keypad locations noted on placement drawing
- Features Discussed:
 - Motion monitoring setup for 3 zones, will be covered using general coverage using motion sensors.
 - Water detection sensors to be setup in main storage areas noted on placement drawing.

Project Scope

HBS will provide the following services (hereinafter referred to as the “Scope”):

In Scope

- Installation of Access Control System with 20 doors
 - 13 Reader doors
 - 7 Monitored Doors
- Installation of Alarm Monitoring System
 - 3 alarm consoles to arm/disarm zones
 - Water Detection in 5 Locations
 - Motion Sensors in 3 zones, 11 PIR motion detectors
- Project Management
- Database design meeting
- Vertical conduit stubs and back boxes



- Provide, install, terminate, and test yellow CAT6 data cable
- Provide patch panel(s)
- Provide patch cable(s)
- Provide, install, and terminate electronic access control cables
- Provide, install, terminate, and test devices on attached quote
- Database and device programming
- Administrative and user training
- Provide as-build PDF following signed Project Closure letter returned to HBS Project Manager

Out of Scope

- EAC locking hardware on doors
- Provide database information
 - Naming conventions
 - User database & permissions
 - SMTP
- Database and device programming
 - Active Directory programming
- Rackspace Available
- Wall space available
- Network configuration
- Network switch port(s)
- High voltage electric work (receptacles or circuits)
- Repairs and troubleshooting of existing equipment
- Local and/or State permits and inspections
- Equipment and trash disposal
- Any work or material not specifically identified in this document is not included in this Agreement. The out-of-scope items shall include the following: Deployment of any additional equipment not specifically listed in this SOW or Quote for the project.

Additional Requirements and Conditions

- HBS and Customer will both ensure that adequate resources, for which each respective party is responsible, are available when needed throughout the duration of this engagement. The timely completion of this engagement will depend on the availability of the necessary Customer personnel.
- The timely completion of this engagement will also depend on the availability and delivery of the product(s) associated with this SOW from other vendors.
- Any potential dependencies discovered prior to or during implementation will be communicated to Customer and HBS to determine impact to the timing, scope and pricing for the project, and the parties shall utilize the Change Order process as necessary.

Customer Responsibilities

Site and System(s) Readiness

The items listed below shall be the responsibility of the customer:



- Completed prior to installation team arriving onsite
 - Assign single point of contact
 - Database design packet returned to HBS project manager
 - Network configuration completed
 - Network switch ports identified
 - 120VAC electrical receptacle(s)
 - Repairs to existing equipment as needed

Working Conditions and Access

The items listed below shall apply to the extent applicable:

- Customer will provide a Single Point of Contact with decision making ability to interface with HBS. This person is responsible for signing off on Scope of Work and Change Order documents throughout the project.
- Customer will provide Subject Matter Experts (SMEs) when required by project personnel and/or project activities. If delays in the project timeline are a result of delayed access to SME personnel or any other Customer delays, Customer may be subject to additional charges.
- Customer will provide HBS with access, including all password and logins, to required existing network or system assets listed in the scope.
- Customer will provide HBS with proper access and workspace areas at Customer locations that includes internet, physical and remote access to in scope infrastructure or systems.
- Customer will allow the HBS engineer to connect their computer to Customer network in order to perform their duties. HBS will allow Customer to examine said notebook for current anti-virus software, if needed.
- Customer will allow HBS unescorted access to computer rooms, equipment closets and the general facility. If unescorted access is not available, Customer shall assign access levels appropriately and coordinate escorts.
- Customer will provide adequate access and credentials required for the assessment of all components or systems listed in the scope.
- Customer will provide remote access prior to, and throughout, the project if required.
- Customer will have working Internet access available where the work will be performed.
- Customer is responsible for resolving problems outside the SOW that are beyond the control of HBS. These shall include but not be limited to software/firmware bugs, vendor engineering support cases, hardware failures, telecommunication circuits, server issues, desktop issues, the acts or omissions of any third party, or any other occurrence not caused by HBS. HBS can assist with these out-of-scope issues through the Change Order process or on a time and materials basis.

Testing, Notification and Change Control

- Customer will provide advanced notification of any network outages or changes during the implementation period.
- Customer will assist with the creation of and perform user acceptance testing and post-migration end-point validations.
- HBS and Customer will provide 48-hour notification of any schedule changes.
- Customer will assist with the design, testing and validation of the project Deliverables .
- Customer and HBS agree that work shall progress when Customer staff is not available to participate.

Milestones

The project milestones below are utilized to track progress against the Project Plan.



Milestone
Implementation Team Introduction
Database Design Meeting
Cabling and Conduit Rough-in and Termination
System Programming
IP Camera Installation
Electronic Access Control Installation
Guest Management Installation
Alarms Initialization
Administrative and User Training
Signed Project Closure letter returned to HBS Project Manager

Deliverables

The following are the deliverables HBS will provide to Customer (hereinafter referred to as “Deliverables”) for this project:

Any change to the Deliverables listed below will require a Change Order.

#	Deliverables
1	Database design document
2	systems installed and programmed
3	As-built PDF

Fixed Fee Pricing

This SOW is fixed fee. Any additional work required under a Change Order will also be billed to City of Green Bay

Service and equipment identified in this SOW do not include any taxes that may be applicable. Any such taxes shall be specified on an invoice as a separate line item.

City of Green Bay agrees to compensate HBS for providing the Deliverables as stated in the attached Quote.

Project Completion

Project will be complete when all Deliverables have been provided to Customer.

Customer will have seven (7) business days to review the Deliverables for the project. If HBS does not receive a written notice of rejection describing the basis for rejection within this period, the Deliverables will be considered accepted.

After the completion of the project, support may be obtained by contacting the HBS Account Manager. Support will be billed at an agreed upon rate for services rendered.



Change Management

Additional products and services beyond the In-Scope deliverables listed above are considered out of scope and require a Change Order executed by the parties before any such work can be performed. Any additions, deletions, or modifications to the Agreement, regardless of change to project value, require a Change Order.

Terms

Binding Agreement. This SOW describes the professional services and/or products, and results to be provided by HBS. Upon execution, this SOW shall be contractually binding on the parties. The HBS Standard Terms and Conditions are also made part of this Agreement.

Order of Precedence. Any ambiguity or inconsistency between or among the statements of this SOW and the Standard Terms and Conditions shall be resolved by giving priority and precedence in the following order:

- Statement of Work
- Standard Terms and Conditions

Work Hours. All professional services work will be completed during the normal business hours of 8:00 am – 5:00 pm Monday - Friday Central Time. Any work occurring after 5:00 pm or before 8:00 am or on weekends is subject to a bill rate of 1.5 times the normal rate, unless the parties agree otherwise in writing.

General. No other promises have been made related to this SOW except for those stated in this SOW. This SOW supersedes all other agreements or promises related to this project and SOW. HBS shall not be responsible for any delay caused by the Customer or its vendors or contractors, equipment or shipping delays, or any other occurrence not caused by HBS.

Confidentiality. Each party may have access to confidential information concerning the methodologies, pricing, and business practices of the other. Neither party shall make any use of such information of the other party except in connection with the exercise of its rights and responsibilities under this SOW.

DPW Verkada

Quote #335260 v6



Prepared For:

City of Green Bay

 Dave Wilquet
 100 N. Jefferson St.
 Green Bay, WI 54301

P: (920) 448-3051

E: dave.wilquet@greenbaywi.gov

Prepared By:

Heartland Business Systems

 Rich Roehrick
 1700 Stephen Street
 Little Chute, WI 54140

P: 9208107223

E: rroehrick@hbs.net

Date Issued:

09.16.2024

Expires:

08.31.2024

Environmental Sensors (Budgetary)		* Optional	Price	Qty	Ext. Price
SV21-HW	Verkada SV21 Air Quality Sensor Hardware		\$554.09	1	\$554.09
LIC-SV-5Y	5-Year SV License		\$791.89	1	\$791.89
HBS-CABLERUN-PRODUCT	Cable Run Parts		\$140.00	1	\$140.00
HBS-MISC-CABLING	Miscellaneous Expenses		\$200.00	1	\$200.00
HBS-FF-PROJECT	Fixed Fee Project Cable run mounting and configuration		\$1,200.00	1	\$1,200.00
* Optional Subtotal					\$2,885.98

Access Control		Price	Qty	Ext. Price
AC62-HW	IP Door Controller - 16 Door - 2 Aux	\$4,200.43	1	\$4,200.43
ACC-BAT-18AH	IP Door Controller Accessory - Battery - 12VDC - 18AH	\$554.09	1	\$554.09
AD33-HW	Card Reader - Wall Mount - OSDP	\$276.65	12	\$3,319.80
40KNKS-00-000000	HIDSigno40k - Card Reader - Wall Mount - W/Keypad - Weigand/OSDP - Mobile Ready - Pigtail	\$429.38	1	\$429.38
180-12WG-G	Door Position Switch - 3/4in. Recess Mount - Wide Gap - Terminal Connection - Grey	\$6.83	11	\$75.13
ISN-C66	Door Position Switch - Overhead Door - Track Mount	\$24.02	5	\$120.10
WB200	Waterbug water detection sensor - Winland electronics	\$77.12	4	\$308.48
BC82-HW	Verkada Alarm Console	\$1,188.23	3	\$3,564.69
BR11-HW	Verkada Wired Motion Sensor	\$78.48	11	\$863.28
LIC-AC-5Y	License - Door - 5 Year	\$791.89	16	\$12,670.24
HBS-MISC-CABLING	Miscellaneous Expenses	\$2,000.00	1	\$2,000.00
HBS-FF-PROJECT	Fixed Fee Project	\$16,740.00	1	\$16,740.00
Subtotal				\$44,845.62

Optional Licensing	Price	Qty	Ext. Price
Optional Environmental Sensors Licensing			

Optional Licensing		Price	Qty	Ext. Price
LIC-SV-1Y	1-Year SV Sensor License	\$197.38	1*	\$197.38
LIC-SV-3Y	3-Year SV Sensor License	\$474.82	1*	\$474.82
LIC-SV-10Y	10-Year SV Sensor License	\$1,584.57	1*	\$1,584.57
Optional Access Control Licensing				
LIC-AC-1Y	License - Access Control - 1 Year	\$197.38	16*	\$3,158.08
LIC-AC-3Y	License - Access Control - 3 Year	\$474.82	16*	\$7,597.12
LIC-AC-10Y	License - Access Control - 10 Year	\$1,584.57	16*	\$25,353.12
* Optional Subtotal				\$38,365.09

Cabling		Price	Qty	Ext. Price
S702790R1	Cable - Plenum - Composite - 22-3P Overall Shield - 18/4 - 22/2 - 22/4 - Yellow - 1000ft.	\$1,012.24	3	\$3,036.72
AL-2202C-2-2N-01-BX	Cable - Plenum - 22/2 - White - 1000ft.	\$112.83	3	\$338.49
AL-2204C-2-2N-01-BX	Cable - Plenum - 22/4 - White - 1000ft.	\$151.41	4	\$605.64
UN874034114/10	Cable - Plenum - CAT6 - Yellow - 1000ft.	\$352.38	1	\$352.38
760237783	Data Jack - Insert - Yellow	\$8.78	6	\$52.68
UC1BBB2-09F001	Uniprise Category 6 U/UTP Patch Cord, RJ45 to RJ45, 4-pair, yellow jacket, 1 foot	\$9.13	6	\$54.78
UC1BBB2-09F005	Uniprise Category 6 U/UTP Patch Cord, RJ45 to RJ45, 4-pair, yellow jacket, 5 feet	\$11.05	6	\$66.30
UC1BBB2-09F007	Uniprise Category 6 U/UTP Patch Cord, RJ45 to RJ45, 4-pair, yellow jacket, 7 feet	\$12.00	6	\$72.00
760248521	1 Port Surface Box - White	\$3.84	3	\$11.52
BCH32	Cable Path - J-Hook -2in.	\$7.80	50	\$390.00
600	Cable Path / Mounting Hardware - Beam Clamp - 50 Count	\$75.86	1	\$75.86
Lift Rental	30' scissor lift - 2 weeks	\$1,761.57	1	\$1,761.57
HBS-MISC-CABLING	Miscellaneous Expenses	\$500.00	1	\$500.00
HBS-FF-PROJECT	Fixed Fee Project	\$19,520.00	1	\$19,520.00
Subtotal				\$26,837.94

Shipping		Price	Qty	Ext. Price
HBS-SHIPPING-PO	Estimated Shipping	\$351.00	1	\$351.00
Subtotal				\$351.00

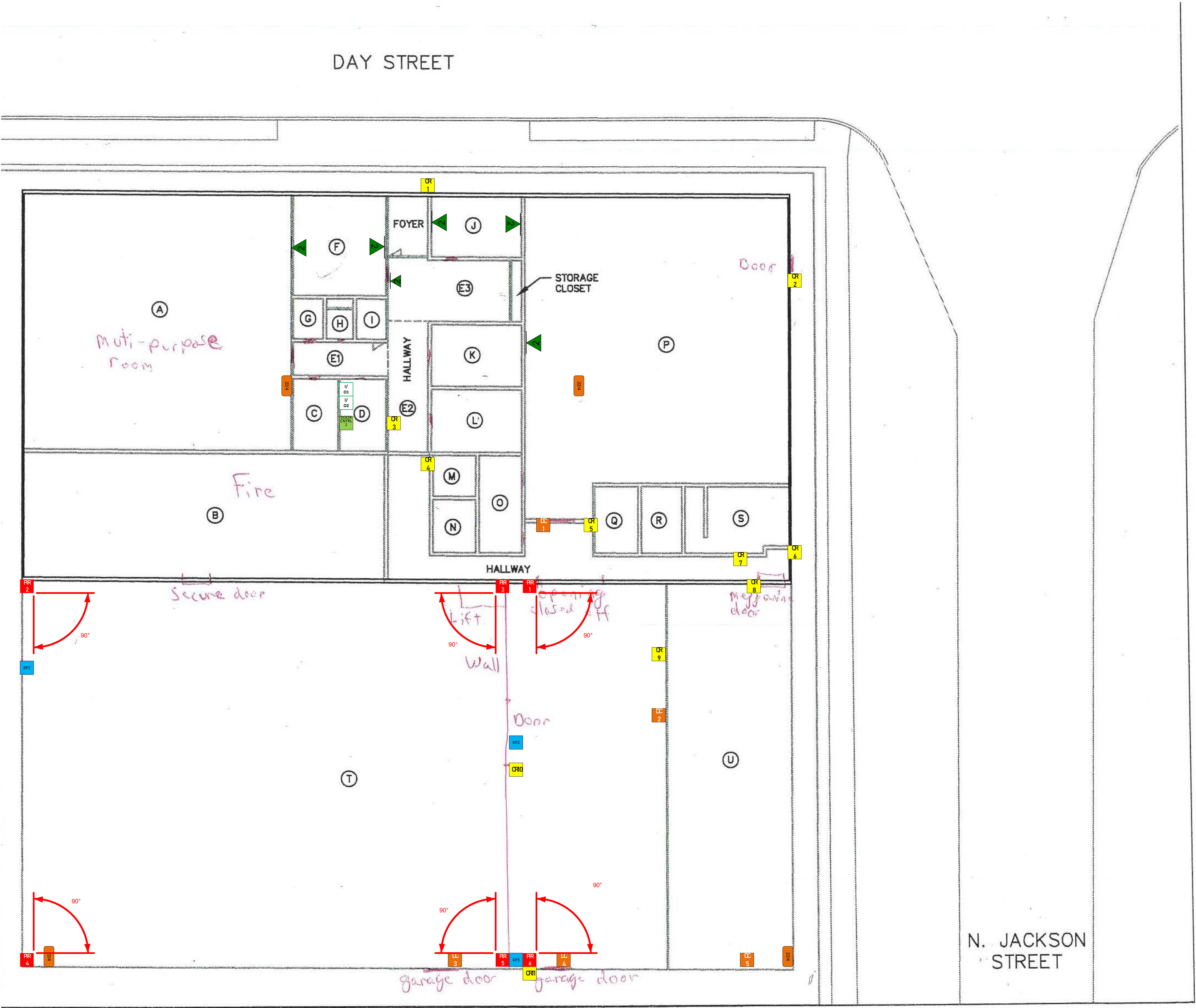
TIPS Contract

TIPS Contract # 220105

Quote Summary		Amount
Access Control		\$44,845.62
Cabling		\$26,837.94
Subtotal:		\$71,683.56
Shipping:		\$351.00
Total:		\$72,034.56
*Optional Expenses		One-Time
Environmental Sensors (Budgetary)		\$2,885.98
Optional Licensing		\$38,365.09

This quote may not include applicable sales tax, shipping, handling and/or delivery charges. Final applicable sales tax, shipping, handling and/or delivery charges are calculated and applied at invoice. The above prices are for hardware/software only, and do not include delivery, setup or installation by Heartland ("HBS") unless otherwise noted. Installation by HBS is available at our regular hourly rates, or pursuant to a prepaid HBSFlex Agreement. This configuration is presented for convenience only. HBS is not responsible for typographical or other errors/omissions regarding prices or other information. Prices and configurations are subject to change without notice. HBS may modify or cancel this quote if the pricing is impacted by a tariff. A 15% restocking fee will be charged on any returned part. Customer is responsible for all costs associated with return of product and a \$25.00 processing fee. No returns, cancellations or order changes are accepted by HBS without prior written approval. This quote expressly limits acceptance to the terms of this quote, and HBS disclaims any additional terms. Customer may issue a purchase order for administrative purposes only. By providing your "E-Signature," you acknowledge that your electronic signature is the legal equivalent of your manual signature, and you warrant that you have express authority to execute this agreement and legally bind your organization to this proposal and all attached documents. Any purchase that the customer makes from HBS is governed by HBS' Standard Terms and Conditions ("ST&Cs") located at <http://www.hbs.net/standard-terms-and-conditions>, which are incorporated herein by reference. The ST&Cs are subject to change. When a new order is placed, the ST&Cs on the above-stated website at that time shall apply. If customer has signed HBS' ST&Cs version 2020.v1.0 or later, or the parties have executed a current master services agreement, the signed agreement shall control over the version on the website. Certain purchases also require customer to be bound by end user terms and conditions. A list of end user terms and conditions related to various manufacturers and vendors is set forth at <https://www.hbs.net/End-User-Agreements>. Any purchase that customer makes is also governed by the applicable end user terms and conditions, which are incorporated herein by reference. If customer has questions about whether end user terms and conditions apply to a purchase, customer shall contact HBS. Any order(s) that exceeds the credit limit assigned by HBS shall require upfront payment from customer in an amount determined by HBS. HBS shall make this determination at the time of the order, unless customer has previously submitted the required onboarding paperwork. In such event, HBS shall make this determination at the time of quoting. Customer shall ensure that all invoices are timely paid as stated in Section 2 of the ST&Cs, regardless of whether Customer has a financing or leasing company or other third-party issue the purchase order. In the event that a third-party issues the purchase order, Customer shall be required to sign this Quote for purposes of approving the order. QT.2023.v3.0

Acceptance			
Heartland Business Systems		City of Green Bay	
<i>Rich Roehrick</i>			
Rich Roehrick			
Signature / Name		Signature / Name	Initials
09/16/2024			
Date		Date	



"Applied Solutions through Advanced Technology"

1700 Stephen Street • Little Chute • WI 54140
1-800-236-7914 • Fax: 920-788-7739

Prepared for:

City of Green Bay DPW

SALES CONSULTANT

Rich Roehrick

SYSTEM ENGINEER

David Ihlenfeldt

PAGE

3 of 3

PAGE NAME

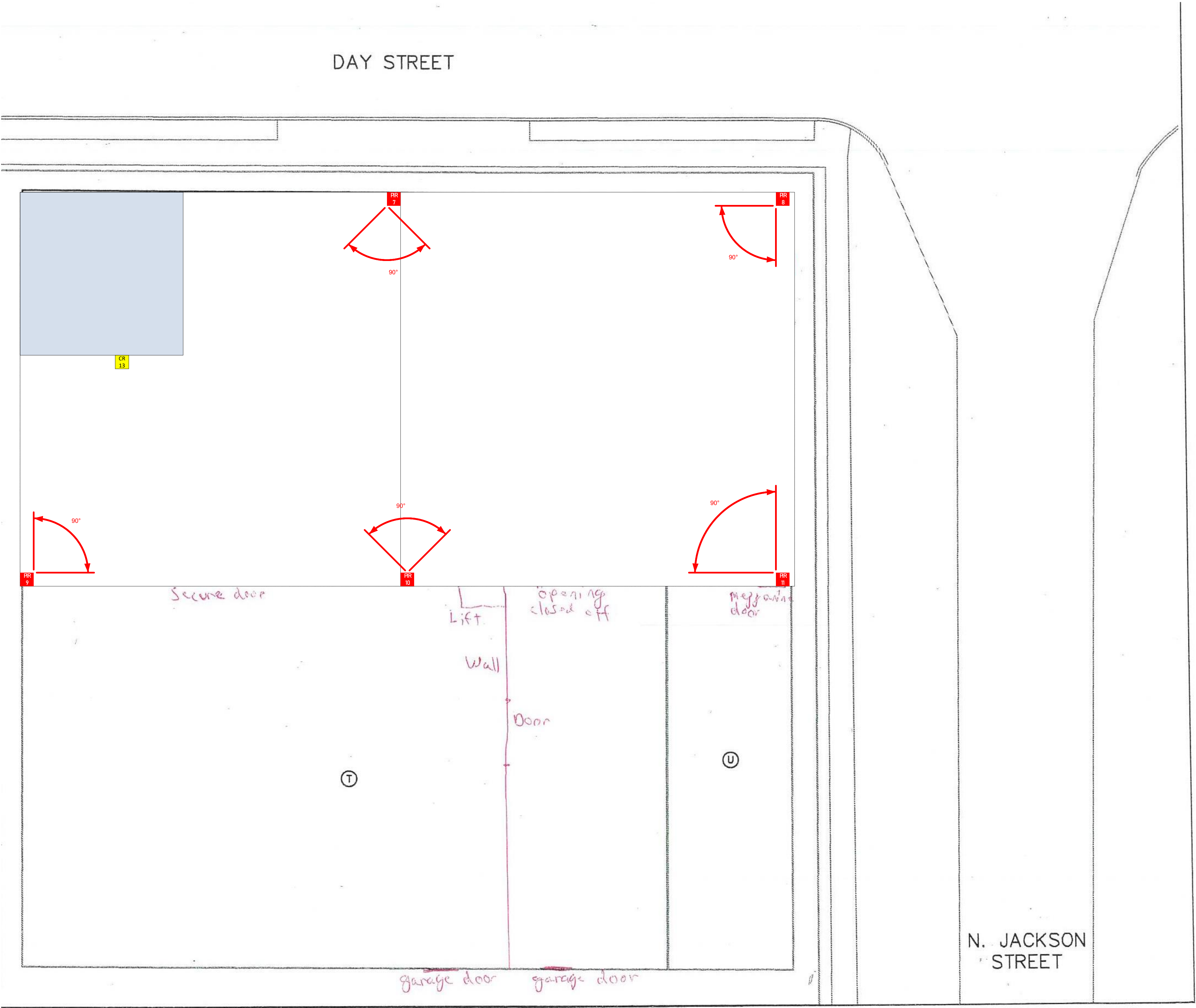
DPW

CREATION DATE

4/30/2024

REVISION DATE

4/30/2024



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SALES CONSULTANT

Rich Roehrick

SYSTEM ENGINEER

David Ihlenfeldt

PAGE

3 of 3

PAGE NAME

DPW-2nd Floor

CREATION DATE

4/30/2024

REVISION DATE

4/30/2024



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Prepared for:

City of Green Bay DPW

		PAGE	3 of 3
SALES CONSULTANT	Rich Roehrick	PAGE NAME	DPW-Overview
SYSTEM ENGINEER	David Ihlenfeldt	CREATION DATE	4/30/2024
		REVISION DATE	4/30/2024



Report to the
Finance Committee
of the City of Green Bay

MEETING DATE

September 24, 2024

PREPARED BY

AGENDA ITEM # E.3

Consideration with possible action on the revised Grant Administration Policy.

BACKGROUND

Attached is the redline version of the Grant Policy. The changes are bolded and underlined.

RECOMMENDATION

Approval of the request.

FISCAL IMPACT

ATTACHMENTS

- I. Draft Grant Administrative Policy (Redline Version)



CITY OF GREEN BAY GRANT ADMINISTRATION POLICY

CITY OF GREEN BAY GRANT ADMINISTRATION POLICY	
Title: Grant Administration Policy	Policy Reference: Chapter 15
Policy Source: Finance Department	Legal Review Date:
Finance Committee Approval:	City Council Approval:

I. PURPOSE

To establish a common procedure for all City of Green Bay departments when both applying and accounting for any type of grant funding. Focus criteria includes: 1) solicitation of funds for programs that are consistent with the goals of the City; 2) administration of grant funds awarded in the most efficient manner (including annual audit, single audit, and grant specific compliance requirements); and 3) regular evaluation of the performance of the program(s) receiving funding.

This policy is necessary for the City of Green Bay to comply with the guidelines set out by the US Office Management and Budget “Super-circular.”

II. DEFINITIONS

Governmental grant refers to external funding from a State or Federal agency usually awarded through a competitive application process for use for a specific purpose within a specified period of time. Grants include written agreements enforceable by law pursuant to which the funds are revocable if certain conditions are not met. The funds are usually disclosed in the City of Green Bay’s annual audit.

Local match refers to a specific amount of funding or goods/services (“in kind”) equivalent required from a grantee in order to be awarded a grant. Generally, a local match is equal to or less than the awarded amount and is meant to show commitment from the grantee.

Subrecipients, as used in this policy, has the meaning ascribed in 2 CFR § 200.331. A subaward is for the purpose of carrying out a portion of a Federal award and creates a Federal assistance relationship with the subrecipient. Characteristics which support the classification of the non-Federal entity as a subrecipient include when the non-Federal entity:

1. Determines who is eligible to receive what Federal assistance;
2. Has its performance measured in relation to whether objectives of a Federal program were met;
3. Has responsibility for programmatic decision-making;
4. Is responsible for adherence to applicable Federal program requirements specified in the Federal award; and
5. In accordance with its agreement, uses the Federal funds to carry out a program for a public purpose specified in authorizing statute, as opposed to providing goods or services for the benefit of the pass-through entity.

III. POLICY

This policy establishes procedures addressing the content, accounting, and compliance responsibilities associated with each grant, in addition to procedures for acceptance and ongoing administration of awarded funds until grant close-out. The policy pertains to all agencies, departments, and offices of the City, and those committees, boards, and commissions that manage or operate other City properties, installations, or activities, unless otherwise provided by statute.

IV. GOVERNMENTAL GRANTS

A. APPLICATION PROCEDURES

1. Grant Administration/Notification

Notification of grant applications must be sent to the Finance Department via electronic submission of *Part #1: Grant Tracking Form* (attached). This form addresses the following review criteria:

- a) Consistency with City/department needs;
- b) Local match requirements and/or other budget impacts;
- c) Personnel requirements to implement objectives of the grant;
- d) Identification of responsible staff for program compliance and fiscal monitoring;
 - i. **At the discretion of the department director, administrative costs are to be included in the grant application when practical.**
- e) Applicant Department Director; and
- f) Finance Department notification.

2. Personnel Committee Notification/Approval and Common Council Approval

Personnel Committee and Common Council notification prior to grant application will be required only if personnel will need to be added to the table of organization.

3. Criteria for Applications Involving Outside Subrecipient Agencies

For grants where the City is a pass-through agency of funding being distributed to subrecipients, it is pertinent that the City examine the capability of the potential subrecipients. Thus, if an agency that has not previously received grant funds from the City of Green Bay expresses interest in participating in one of our grant funding sources, that agency will be subject to a screening conducted by a Finance Department representative and staff directly involved in implementation and spend down of associated grant funds. The screening will involve:

- a) Examination of Agency Documents. The agency seeking to become a subrecipient will be asked to submit the following items to the City for review and verification:
 - i. Federal Tax Identification Number.
 - ii. Articles of Incorporation/Bylaws and Mission Statement.
 - iii. Administrative Structure Chart.
 - iv. Board of Directors/Officers Roster.
 - v. Agency Budget/Financial Statements (from previous fiscal year).

- b) Interview of Potential Subrecipient. A panel consisting of a Finance Department representative and others directly associated with administration of the grant may conduct an interview with agency representative(s) to address both general agency capacity and appropriateness of activities planned to be accomplished with grant funds if they are awarded.

Upon completion of this screening, the interview panel will make a recommendation related to the capacity and appropriateness of the agency to carry out activities funded under the grant sought. This recommendation, along with the *Part #1: Grant Tracking Form*, will be submitted to the appropriate committee as an action item by the applying department.

B. GRANT ACCEPTANCE PROCEDURES

1. Grant Administration/Finance Department Notification

Upon notification that the applicant department was successful in obtaining grant funding, they shall electronically submit the following to the Finance Department:

- a) *Part #2: Grant Tracking Form* (attached).
- b) Award Notification Letter from the Grantor/Funder including grant agreement (to determine if single audit regulations will apply).
- c) Budget Amendment Form OR Budget Page Reference for the grant (to show that a budget amendment is not needed).

2. Committee Notification/Approval and Common Council Approval

All new grants awarded to the City must be presented to the department's appropriate committee along with its budget for approval before a grant agreement is executed. At the time of such presentation, the Grant Tracking Form shall be included as an attachment to the action item on the meeting agenda. Applicable budget adjustments will be placed on the Finance Committee Agenda at the same time. **If allowed under the grant, administrative costs are to be recouped when practical and should be reflected in the presentation.**

Following initial approval, recurring annual grants do not need to be re-approved unless changes to the grant have increased the workload responsibility resulting in an addition of staff or funding exceeding \$100,000. However, the grant recipient must still provide notice to the Finance Department as required in this section, including a Grant Tracking Form.

C. GRANT TERM RESPONSIBILITIES

1. Grantee Department Financial and Reporting Responsibilities

The grantee department maintains full responsibility for fully reading and understanding the requirements of the grant contract, meeting deadlines, and complying with grant program requirements. The grantee department will likewise be responsible for maintaining the following documents in a single grant file:

1. Original Grant Application.

2. Copy of Executed Grant Contract/Agreement with Original filed in Clerk's Office.
3. Payment Requests/Activity Reports Provided to the Grantor/Funder.
4. Documentation of Grant Amendments.
5. Any other pertinent documentation relevant to the administration of the grant, including period extensions, amount changes, or any other amended terms or other performance standards required to meet the grants objective.

The grantee department must be prepared to share this file with the Finance Department as requested for internal monitoring as well as during external financial and single audits and any regulatory inquiries or investigations.

For reimbursement grants, the grantee department will be expected to submit payment requests to the granting agency with a copy provided to the Finance Department. Departments will be responsible for maintaining documentation supporting all reimbursement requests. The Finance Department can assist with reimbursement requests if needed. Reimbursement should be requested in a timely manner but no later than forty-five (45) days from the date the expense is incurred. The grantee department must also notify the Finance Department when a grant payment is to be received.

2. Financial and Program Reporting Reviews

a) Financial Review:

- i. On an on-going basis, the grantee department will monitor the accuracy of expenditures, and grant expenditure/financial reporting requirements.
- ii. The Finance Department may perform random audits throughout the grant term to ensure City compliance with grant and/or single audit requirements.

b) Program Review:

- i. On an on-going basis, the grantee department and a Finance Department designee will monitor activity related to meeting objectives/requirements of the grant.

Any financial, program, and/or performance issues identified will be brought to the attention of the grantee department head for discussion and deficiencies will be reported to the Mayor and Finance Director.

3. Procurement

Any procurement activities that will take place as part of a grant award shall follow all City purchasing policies and procedures. If the procurement requirements of a grant are stricter than those of the City of Green Bay, those requirements must be followed. Grantee departments are encouraged to consult with the Purchasing Manager in Administrative Services. If a grant funds the purchase of IS-related equipment or software, the IT Administrator shall be contacted immediately to ensure the items are compatible with the City's IT infrastructure.

If assets will be purchased with grant funding and the value is \$5,000 or more, refer to the Capital Asset Policy for required reporting to Finance Department.

4. Grant-Funded Staff

If grant funds will be used to hire personnel, the grantee department must contact the Human Resources Department to determine employee status and to start the selection process. Any person hired to fill a grant-funded position is subject to all applicable City policies.

D. SPECIAL SITUATIONS/CIRCUMSTANCES

1. Unsolicited Grant Funds

If a City department is offered unsolicited grant funding without having to participate in an application process, and said grant exceeds \$10,000, the recipient department must follow the instructions in Section IV.B., Grant Acceptance Procedures, and follow all City purchasing policies and procedures.

2. Items Received in Lieu of Grant Funds (Donations)

For donated items or in-kind services (i.e., materials/equipment) with a market value in excess of \$10,000, the Finance Department must assess whether there are any compliance items to monitor or any single audit implications. Accordingly, the recipient department shall informationally notify its appropriate committee of said donation(s) and provide written documentation of the monetary value of the donation(s), as well as a related budget adjustment, to the Finance Department within thirty (30) days of receipt.

3. Critical Timing Issue

If a situation arises where the Grant Administration Policy will not accommodate the timeframe in which to apply or accept a grant, the Finance Director, Mayor, and department director responsible for the grant can expedite the process and/or acquire the appropriate authorization in order to apply for or accept a grant, provided that the grant in question does not require a local match. Critical Timing Issue utilization will be monitored, however, and may not be used as a method to avoid compliance with the intent of the Grants Administration Policy. Any decisions made will be reported out to the Finance Committee at the next available meeting.

V. NON-GOVERNMENTAL GRANTS

A. APPLICATION PROCEDURES

1. Grant Administration/Notification

Notification of grant applications must be sent to the Finance Department via electronic submission of *Part #1: Grant Tracking Form* (attached). This form addresses the following review criteria:

- a) Consistency with City/department needs;
- b) Local match requirements and/or other budget impacts;
- c) Personnel requirements to implement objectives of the grant;
- d) Identification of responsible staff for program compliance and fiscal monitoring;
- e) Applicant Department Director; and
- f) Finance Department notification.

2. Personnel Committee Notification/Approval and Common Council Approval

Personnel Committee and Common Council notification prior to grant application will be required only if personnel will need to be added to the table of organization.

3. Criteria for Applications Involving Outside Subrecipient Agencies

For grants where the City is a pass-through agency of funding being distributed to subrecipients, it is pertinent that the City examine the capability of the potential subrecipients. Thus, if an agency that has not previously received grant funds from the City of Green Bay expresses interest in participating in one of our grant funding sources, that agency will be subject to a screening conducted by a Finance Department representative and staff directly involved in implementation and spend down of associated grant funds. The screening will involve:

- c) Examination of Agency Documents. The agency seeking to become a subrecipient will be asked to submit the following items to the City for review and verification:
 - i. Federal Tax Identification Number.
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 - iii. Administrative Structure Chart.
 - iv. Board of Directors/Officers Roster.
 - v. Agency Budget/Financial Statements (from previous fiscal year).
- d) Interview of Potential Subrecipient. A panel consisting of a Finance Department representative and others directly associated with administration of the grant may conduct an interview with agency representative(s) to address both general agency capacity and appropriateness of activities planned to be accomplished with grant funds if they are awarded.

Upon completion of this screening, the interview panel will make a recommendation related to the capacity and appropriateness of the agency to carry out activities funded under the grant sought. This recommendation, along with the *Part #1: Grant Tracking Form*, will be submitted to the appropriate committee as an action item by the applying department.

B. GRANT ACCEPTANCE PROCEDURES

1. Grant Administration/Finance Department Notification

Upon notification that the applicant department was successful in obtaining grant funding, they shall electronically submit the following to the Finance Department:

- a) *Part #2: Grant Tracking Form* (attached).
- b) Award Notification Letter from the Grantor/Funder including grant agreement (to determine if single audit regulations will apply).
- c) Budget Amendment Form OR Budget Page Reference for the grant (to show that a budget amendment is not needed).

2. Committee Notification/Approval and Common Council Approval

All new grants awarded to the City must be presented to the department's appropriate committee along with its budget for approval before a grant agreement is executed. At the time of such presentation, the Grant Tracking Form shall be included as an attachment to the action item on the meeting agenda. Applicable budget adjustments will be placed on the Finance Committee Agenda at the same time.

Following initial approval, recurring annual grants do not need to be re-approved unless changes to the grant have increased the workload responsibility resulting in an addition of staff or funding exceeding \$100,000. However, the grant recipient must still provide notice to the Finance Department as required in this section, including a Grant Tracking Form.

C. GRANT TERM RESPONSIBILITIES

1. Grantee Department Financial and Reporting Responsibilities

The grantee department maintains full responsibility for fully reading and understanding the requirements of the grant contract, meeting deadlines, and complying with grant program requirements. The grantee department will likewise be responsible for maintaining the following documents in a single grant file:

6. Original Grant Application.
7. Copy of Executed Grant Contract/Agreement with Original filed in Clerk's Office.
8. Payment Requests/Activity Reports Provided to the Grantor/Funder.
9. Documentation of Grant Amendments.
10. Any other pertinent documentation relevant to the administration of the grant, including period extensions, amount changes, or any other amended terms or other performance standards required to meet the grants objective.

The grantee department must be prepared to share this file with the Finance Department as requested for internal monitoring as well as during external financial and single audits and any regulatory inquiries or investigations.

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2. Financial and Program Reporting Reviews

c) Financial Review:

- i. On an on-going basis, the grantee department will monitor the accuracy of expenditures, and grant expenditure/financial reporting requirements.
- ii. The Finance Department may perform random audits throughout the grant term to ensure City compliance with grant and/or single audit requirements.

d) Program Review:

- i. On an on-going basis, the grantee department and a Finance Department designee will monitor activity related to meeting objectives/requirements of the grant.

Any financial, program, and/or performance issues identified will be brought to the attention of the grantee department head for discussion and deficiencies will be reported to the Mayor and Finance Director.

3. Procurement

Any procurement activities that will take place as part of a grant award shall follow all City purchasing policies and procedures. If the procurement requirements of a grant are stricter than those of the City of Green Bay, those requirements must be followed. Grantee departments are encouraged to consult with the Purchasing Manager in Administrative Services. If a grant funds the purchase of IS-related equipment or software, the IT Administrator shall be contacted immediately to ensure the items are compatible with the City's IT infrastructure.

If assets will be purchased with grant funding and the value is \$5,000 or more, refer to the Capital Asset Policy for required reporting to Finance Department.

D. SPECIAL SITUATIONS/CIRCUMSTANCES

1. Unsolicited Grant Funds

If a City department is offered unsolicited grant funding without having to participate in an application process, and said grant exceeds \$10,000, the recipient department must follow the instructions in Section IV.B., Grant Acceptance Procedures, and follow all City purchasing policies and procedures.

2. Items Received in Lieu of Grant Funds (Donations)

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If a situation arises where the Grant Administration Policy will not accommodate the timeframe in which to apply or accept a grant, the Finance Director, Mayor, and department director responsible for the grant can expedite the process and/or acquire the appropriate authorization in order to apply for or accept a grant, provided that the grant in question does not require a local match. Critical Timing Issue utilization will be monitored, however, and may not be used as a method to avoid compliance with the intent of the Grants Administration Policy. Any decisions made will be reported out to the Finance Committee at the next available meeting.

4. Limitation on Resources for Elections

No department may solicit any money, property, or services from an individual or nongovernmental entity for election-related expenses, including but not limited to voter education, voter outreach, or voter registration. This prohibition does not apply to soliciting such money, property, or services for purposes of compensating poll workers, purchasing equipment, or securing leases for polling locations.



Report to the
Finance Committee
of the City of Green Bay

MEETING DATE

September 24, 2024

PREPARED BY

AGENDA ITEM # E.4

Consideration with possible action on approval of the Clams Committee reports.

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.

BACKGROUND

RECOMMENDATION

Approval of the report.

FISCAL IMPACT

ATTACHMENTS

1. Claims Committee Rpt August
2. Claims Committee Rpt July



Report to the
Ad Hoc Facilities Committee
of the City of Green Bay

MEETING DATE

September 24, 2024

AGENDA ITEM # F.1

Ad Hoc Committee approved the purchase of parcels 11-210 (435 E Walnut), 11-206 (512 Cherry Street), 11-222 (503 E Walnut Street), and 13-128 (212 S Madison Street), for \$3.6 million, comprised of \$600,000 Whitney TID 20, \$300,000 unspent bonding, \$2.7m general fund balance, and options to purchase for \$1, subject to obtaining approved development agreements, for parcels 15-169 (501 S Washington Street), 3-876-1 (885 Shawano Avenue), and 6-475 (1634 6th Street) (option approved by RDA on August 13, 2024).

BACKGROUND

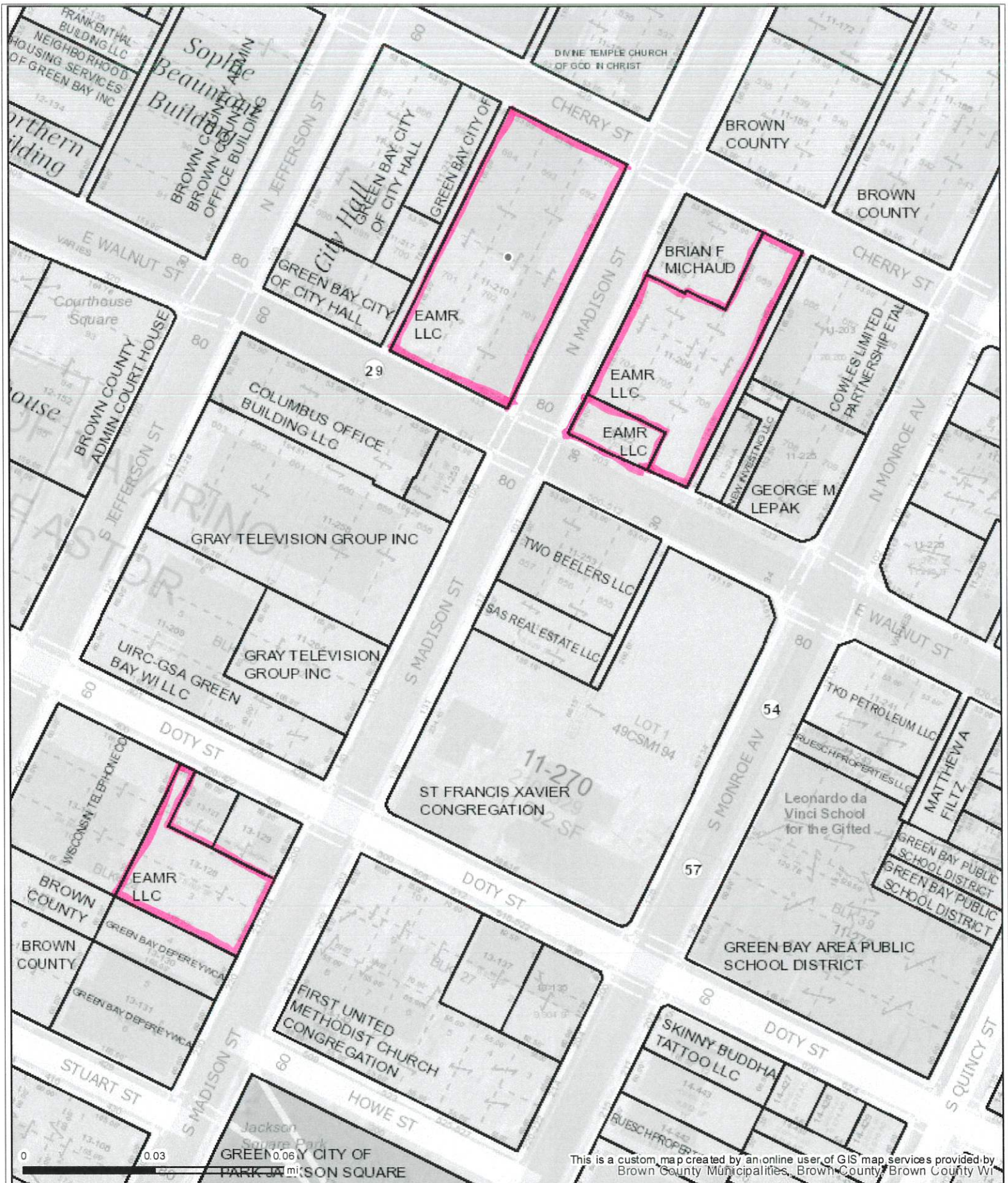
RECOMMENDATION

Approval of the request.

FISCAL IMPACT

ATTACHMENTS

- I. EAMR Parcels



Part of Brown County WI

Map printed on 8/15/2024

1:1,800

1 inch = 150 feet*

1 inch = 0.0284 miles*

*original page size: 8.5"x11"

Appropriate format depends on zoom level

Parcel ownership key

Parcel Boundary

Condominium

Gap or Overlap

"hooks" indicate
parcel ownership
crosses a line

Parcel line

Right of Way line

Meander line

Lines between deeds or lots

Historic Parcel Line

Vacated Right of Way

A complete key (legend) is available at:
tinyurl.com/BrownDogLegend



(920) 448-6480

www.browncountywi.gov

This is a custom map created by an online user of GIS map services provided by Brown County Municipalities, Brown County, Brown County WI