

REGULAR COUNCIL MEETING
Tuesday, May 3, 2016
6:00 p.m.

COUNCIL POLICY
PUBLIC STATEMENTS

- I. Members of the Public Wishing to Place a New Item on the Agenda Must Submit a Written Request to the City Manager No Later Than 11:00 a.m. on the Wednesday Preceding the Council Meeting.
- II. Members of the Public Wishing to Speak to an Item Already on the Agenda, Other Than a Public Hearing, Must Submit a Written Request to the City Manager by 12:00 Noon on the Monday Immediately Preceding the Council Meeting.
- III. When Speaking to the City Council Please:
 - Clearly State Your Name and Address.
 - Keep Your Remarks Pertinent and Non-Repetitive.
 - Speak to the City Council with Civility and Decorum.
- IV. The City Council Will Not Respond to Any Comments or Questions Concerning Personnel Matters. Any Such Comments or Questions will be Handled by the Appropriate Persons.
- V. Questions Posed by Speakers May, or May Not be Responded to by Council Members.
- VI. Willful Disruption of, or the Breach of the Peace at, a Council Meeting may Result in the Removal of any Such Individuals or Groups from the Council Chambers.

(These Guidelines Are Also Posted at the Podium in the Council Chambers)

2015 CITY COUNCIL GOALS

Downtown - The City of Casper will foster growth and prosperity of the City's core through infrastructure development, creating public spaces and supportive facilities.

Infrastructure - The City of Casper will create the conditions for economic development by expanding and maintaining its physical assets and equipment, including streets, water lines, parking garages, fire stations, buildings and parks.

Recreation - The City of Casper will support, maintain and upgrade its current recreational facilities and programs and develop recreational opportunities that provide citizens and visitors with a variety of affordable activities for all ages that serve to enhance quality of life.

Council Goals Scorecard <i>Actions since 5/5/2015</i>
21
127
50

AGENDA

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. CONSIDERATION OF MINUTES OF THE APRIL 12, 2016 SPECIAL COUNCIL MEETING, AS PUBLISHED IN THE CASPER STAR-TRIBUNE ON APRIL 23, 2016
4. CONSIDERATION OF MINUTES OF THE APRIL 19, 2016 REGULAR COUNCIL MEETING, AS PUBLISHED IN THE CASPER STAR-TRIBUNE ON APRIL 26, 2016
5. CONSIDERATION OF BILLS AND CLAIMS
6. RENAMING OF THE NEW SKI PATROL BUILDING AT HOGADON TO BE NAMED THE "R. STANLEY AND PAT LOWE MEMORIAL SKI PATROL HUT"

A. Resolution

7. PUBLIC HEARING

A. Resolution

1. Consideration of Community Input toward the City of Casper's Use of Program Year 2016/2017 **Community Development Block Grant Funds**.

2015 Goals		
Downtown	Infrastructure	Recreation

8. FIRST READING ORDINANCE

- A. Amending Section 9.44.030 of the Casper Municipal Code Pertaining to the **Discharge of Firearms and Other Weapons** to Delete from this Section the Requirement that the City enter into a Separate Written Agreement When Such Uses are Allowed Under the Zoning Ordinances.

2015 Goals		
Downtown	Infrastructure	Recreation
	X	X

9. RESOLUTIONS

- A. Authorizing Agreement with **GH Phipps Construction of Wyoming**, in the Amount of \$5,331,950.00, for the **Hogadon Lodge Project**.

1. Bob Kidd

9. RESOLUTIONS (continued)

B. Consent

1. Authorizing a Three (3) Year Agreement with **Thomson Reuters** for **Westlaw Book and Internet Law Library Services** for the City Attorney's Office with an Estimated Subscription Cost of \$15,622.08 for the First Annual Term.
2. Approving an **Amendment to the Lease** between the City of Casper and the **Casper Family YMCA, Inc.**
3. Authorizing Procurement Agreement with **Sharp Iron Services**, in the Amount of \$38,890, for the Purchase of One S34-AE **Bridge-Mounted Drive Mechanism**, to be Installed on the Gravity Thickener Unit at the Wastewater Treatment Plant.
4. Authorizing Submission of an Application for a Hazard Mitigation Program Grant from the **Federal Emergency Management Agency**, in the Amount of \$221,625, for **Garden Creek Fire Breaks and Ground Fuel Mitigation**.
5. Authorizing Agreement with **Wyoming Machinery Company**, in the Amount of \$498,101.02, for the **Casper Events Center Emergency Generator Project**.
6. Rescinding Agreement with **Phipps Construction LLC**, and Rescinding Resolution No. 15-259 for the **Stuckenhoff Shooters Complex Project**.
7. Authorizing Agreement with **Haass Construction Co., Inc.**, in the Amount of \$187,870, for the **Stuckenhoff Shooters Complex Project**.
8. Authorizing a Contract with **The Wyoming Eclipse Festival**, a Wyoming Non-Profit Corporation (associated with the Casper Area Convention and Visitors Bureau), in the Amount of \$36,538.95, for **Financial Support of the 2017 Eclipse Festival** in the City of Casper, Wyoming.
9. Authorizing Agreement with **Hedquist Construction, Inc.**, in the Amount of \$1,550,000, for the **East 21st Street Improvements Project**.

2015 Goals		
Downtown	Infrastructure	Recreation
	X	
	X	
	X	X
	X	

2015 Goals		
Downtown	Infrastructure	Recreation

10. MINUTE ACTION

A. Consent

1. Authorizing the Appointment of **Con Trumbull, Dorothy (Butch) Okes** and the Reappointment of **Jeff Bond, Monica Decker, Robin Broumley, and Connie Thompson** to the **Historic Preservation Commission**.
2. Authorizing the Appointment of **Errol Miller** to the **Central Wyoming Senior Services Advisory Board**, to Complete the Term of a Vacated Seat, Set to Expire December 31, 2018.

11. COMMUNICATIONS

A. From Persons Present

12. INTRODUCTION OF MEASURES AND PROPOSALS BY MEMBERS OF THE CITY COUNCIL

13. ADJOURNMENT

Upcoming Council meetings

Council meetings

6:00 p.m. Tuesday, May 17, 2016 – Council Chambers

6:00 p.m. Tuesday, June 7, 2016 – Council Chambers

Work sessions

4:30 p.m. Tuesday, May 10, 2016 – Council Meeting Room

4:30 p.m. Tuesday, May 24, 2016 – Council Meeting Room

ZONING CLASSIFICATIONS

FC	Major Flood Channels & Riverbanks	PUD	Planned Unit Development
AG	Urban Agriculture	HM	Hospital Medical
R-1	Residential Estate	C-1	Neighborhood Convenience
R-2	One Unit Residential	C-2	General Business
R-3	One to Four Unit Residential	C-3	Central Business
R-4	High-Density Residential	C-4	Highway Business
R-5	Mixed Residential	M-1	Limited Industrial
R-6	Manufactured Home (Mobile) Park	M-2	General Industrial
PH	Park Historic	SMO	Soil Management Overlay
HO	Historic Overlay	ED	Education

COUNCIL PROCEEDINGS
Casper City Hall – Council Chambers
April 12, 2016

Casper City Council met in special session at 4:30 p.m., Tuesday, April 12, 2016. Present: Councilmen Cathey, Hopkins, Johnson, Miller, Pacheco, Powell, and Mayor Sandoval. Absent Councilmen Heili and Schlager.

Moved by Councilman Pacheco, seconded by Councilman Hopkins, to, by minute action, excuse the absence of Councilmen Heili and Schlager. Motion passed.

Mayor Sandoval led the audience in the Pledge of Allegiance.

Following resolution read:

RESOLUTION NO. 16-93
A RESOLUTION AUTHORIZING A “REVISED
MEMORANDUM BETWEEN THE DOWNTOWN
DEVELOPMENT AUTHORITY AND THE CITY OF CASPER,
WYOMING FOR THE DEVELOPMENT OF THE
DOWNTOWN PLAZA.”

Councilman Miller presented the foregoing resolution for adoption. Seconded by Councilman Powell. City Manager McDonald provided a brief report.

Moved by Councilman Johnson, seconded by Mayor Sandoval, to suspend the rules of Council to allow for public input on this item. Councilmen Cathey and Hopkins voted nay. Motion passed.

Individuals addressing the Council were: Keith Goodenough, 333 S. Socony, regarding funding of the project; Peter Nicolaysen, 140 N. Center, regarding the necessity of the three items before Council; Bryan Gamroth, 222 E. 2nd, regarding the key factors involved in the development of a public plaza; and Kevin Hawley, Executive Director DDA, speaking in support of the public plaza.

Councilmembers made supporting statements and clarified details involving the development of the public plaza. Council then voted on the resolution. Motion passed.

Following resolution read:

RESOLUTION NO. 16-94
A RESOLUTION AUTHORIZING A LEASE AGREEMENT
BETWEEN THE CITY OF CASPER AND WOLD BROS. INC.,
FOR TEN (10) PARKING SPACES LOCATED ON CITY-
OWNED PROPERTY.

Councilman Hopkins presented the foregoing resolution for adoption. Seconded by Councilman Johnson. City Manager McDonald provided a brief report. Mayor Sandoval asked for further discussion and a vote from Council. Motion passed.

Following resolution read:

RESOLUTION NO. 16-95
A RESOLUTION AUTHORIZING A LEASE AGREEMENT
BETWEEN THE CITY AND THE DOWNTOWN
DEVELOPMENT AUTHORITY FOR THE DEVELOPMENT
OF THE DOWNTOWN PLAZA.

Councilman Johnson presented the foregoing resolution for adoption. Seconded by Councilman Hopkins. City Manager McDonald provided a brief report. Mayor Sandoval asked for further discussion and a vote from Council. Motion passed.

Moved by Councilman Cathey, seconded by Councilman Miller, to adjourn into the regularly scheduled work session. Motion passed. The meeting was adjourned at 5:10 p.m.

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Tracey L. Belser
City Clerk

Daniel Sandoval
Mayor

COUNCIL PROCEEDINGS
 Casper City Hall – Council Chambers
 April 19, 2016

Casper City Council met in regular session at 6:00 p.m., Tuesday, April 19, 2016. Present: Councilmen Cathey, Heili, Hopkins, Johnson, Miller, Pacheco, Powell, Schlager and Mayor Sandoval.

Mac Elder, biathlon athlete, led the audience in the Pledge of Allegiance.

Mayor Sandoval announced that the following three (3) items have been removed from the agenda: first reading of Ordinance No. 6-16 pertaining to arborist’s license requirements; Resolution No. 16-116 regarding Ice Arena Fees; and Resolution No. 16-117 regarding fees for the Aquatic Center and outdoor pools.

Moved by Councilman Miller, seconded by Councilman Johnson, to, by minute action, approve the minutes of the April 5, 2016, regular Council meeting, as published in the Casper-Star Tribune on April 16, 2016. Motion passed.

Moved by Councilman Hopkins, seconded by Councilman Johnson, to, by minute action, approve payment of the April 19, 2016, bills and claims, as audited by City Manager McDonald. Councilmen Miller and Pacheco abstained from voting on invoices pertaining to Casper College. Motion passed.

Bills & Claims
 04/19/16

AceSandblasting	Services	\$650.00
AHiatt	Reimb	\$353.70
AlpenRisk	Services	\$10,000.00
AMBI	Services	\$8,076.25
AmericanTitle	Services	\$85.00
Ameritech	Services	\$38,400.31
ArrowheadHeating	Services	\$180.00
ATharp	Refund	\$46.30
AtlanticElectric	Services	\$3,477.30
BachBuilders	Refund	\$29.21
Balefill	Services	\$114,357.35
BankOfAmerica	Goods	\$242,251.13
Boys&GirlsClubs	Funds	\$18,321.25
Burns&McDonnellEngineering	Services	\$16,664.65
CAEDA	Funding	\$103,000.00
CarolinaSoftware	Services	\$700.00
Caselle	Services	\$75.00
CasparBuildSystems	Services	\$446,180.75
CasperCollege	Services	\$77,251.88

CasperEventsCenter	Services	\$871.89
CasperHousingAuth	Projects	\$21,855.89
CasperPubUtilities	Services	\$125.54
CATC	Funding	\$3,780.00
Centurylink	Services	\$17,396.07
Ch2mHill	Services	\$7,111.84
CityofCasper	Services	\$5,767.50
CivilEngineeringProfessionals	Projects	\$12,557.50
CJCrowe	Reimb	\$57.96
CKMechanical	Services	\$80.00
CLawrence	Refund	\$60.98
CMangus	Refund	\$32.84
CMITeco	Goods	\$2,385.93
CmmntyBldrs	Services	\$4,643.00
CollectionCenter	Services	\$1,208.44
CommTech	Goods	\$349.50
ContAlcoholMont	Supplies	\$285.00
CowboyChemical	Supplies	\$989.85
CPPrice	Refund	\$12.41
Dell	Goods	\$113.40
DeltaDental	Services	\$1,591.25
DJDillon	Refund	\$32.86
DowntownDevelopmentAuth	Funding	\$57,878.30
DPCIndustries	Goods	\$5,583.76
E Becher	Reimb	\$217.00
EngDsgnAssoc	Services	\$2,440.00
FirstData	Services	\$2,316.88
FirstInterstateBank	Services	\$493.25
GarageDoorDudes	Services	\$330.00
GMarshInc	Services	\$795.38
HarrisComputer	Services	\$294.10
HdqstConst	Services	\$20,380.43
HedquistConstruction	Projects	\$386,107.42
Hein-Bond	Services	\$23,340.00
HewlettPackard	Goods	\$9,090.80
HNorthway	Refund	\$32.18
Homax	Goods	\$7,690.18
InbergMillerEngineers	Services	\$322.00
ITC Electrical	Supplies	\$4,915.09
ITCElec	Services	\$230,480.66
JAnderson	Refund	\$53.95
JDawson	Refund	\$29.21
JGooch	Refund	\$42.69
JMorrison	Refund	\$23.37
JOuderkirk	Refund	\$26.86
JRager	Refund	\$30.00

JSchmidt	Refund	\$42.48
JTLGroup	Services	\$266,726.58
Jwaring	Refund	\$51.57
KCondelario	Refund	\$42.32
KStetz	Refund	\$58.07
KTabor	Refund	\$88.74
LaborReady	Services	\$1,563.66
LnclnNtlLife	Services	\$279.80
M Bratvold	Reimb	\$25.13
Manpower	Services	\$109.76
MercerHouse	Funding	\$2,651.70
Motorola	Goods	\$5,688.62
MWaite	Refund	\$7.07
NatlDevelopmentCouncil	Services	\$833.33
NC Clerk	Services	\$474.00
NCHallofJustice	Services	\$25,739.97
NevesUniforms	Goods	\$559.40
NorthParkTransport	Services	\$114.91
NWCommunity Action	Services	\$1,448.40
OilCityPntrs	Services	\$392.30
OlsonAutobody	Services	\$1,436.50
OneCallofWy	Services	\$798.75
Pepsi	Goods	\$210.00
PMoore	Reimb	\$62.99
Pntwrks	Services	\$172.98
PoliceDept	Services	\$320.00
PvrtyRestncFoodPntry	Funding	\$1,922.00
RBranscome	Refund	\$44.80
RegionalWater	Services	\$253,849.16
ResourceStaff	Services	\$2,776.21
RodBarstadsPnt	Services	\$2,574.95
ROmsberg	Refund	\$20.33
RvrWrks	Services	\$63,900.00
RYoung	Reimb	\$91.37
SArmstrong	Refund	\$29.64
SBaughan	Refund	\$198.00
SBurnell	Refund	\$38.86
SkylineRanches	Services	\$409.57
StarLineFeeds	Goods	\$337.50
StarTribune	Subscrip	\$260.00
SyscoFoodSvcs	Goods	\$402.92
T Maranda	Refund	\$47.53
TAnderson	Refund	\$60.59
TMorris	Refund	\$10.00
TSoal	Refund	\$40.52
VisionOptical	Refund	\$69.45

VisionServicePlan	Services	\$1,509.56
Visits	Services	\$198.27
WAlarcon	Refund	\$21.64
WardwellWater&Sewer	Services	\$14.00
WaterTechnologyGroup	Services	\$1,076.47
WestlandPark	Services	\$2,206.81
WolfGangOfWY	Services	\$3,833.33
WrightBrothers	Projects	\$70,421.43
WyDeptRevenue	Taxes	\$18,339.03
WYDOT	Services	\$26,431.21
ZSzekely	Services	\$1,075.00
		\$2,676,432.42

Councilman Johnson welcomed the biathlon athletes present for the meeting and congratulated them on their successes this season. The following athletes stood as acknowledged for their awards: Jake Pearson, Lucille Elder, Rylie Garner, and Kit Kat Gruner. Coach Ken Miech thanked Council for their support of the biathlon range, and spoke about the growth of the program. Jeff Garner, parent of an athlete, also addressed Council, thanking them for the opportunity to expand this program.

Moved by Councilman Cathey, seconded by Councilman Miller, to, by minute action: establish May 3, 2016, as the public hearing date for community input toward the City of Casper's use of program year 2016/2017 Community Development Block Grant Funds. Motion passed.

Mayor Sandoval opened the public hearing for the consideration of the annexation compliance with Title 15, Chapter 1, Article 4 of the Wyoming State Statutes to determine if the annexation of the La Hacienda Addition complies with W.S. 15-1-402.

City Attorney Luben entered three (3) exhibits: Correspondence from Liz Becher, to V.H. McDonald, dated April 12, 2016; an Affidavit of Publication, as published in the Casper-Star Tribune, dated March 25, 2016; and the La Hacienda Addition annexation report, dated February, 2016. City Manager McDonald provided a brief report.

Speaking in support was Octavio Cuevas, 2223 Omaha Trail.

There being no others to speak for or against the issues involving La Hacienda Addition, the public hearing was closed.

Following resolution read:

RESOLUTION NO. 15-96

A RESOLUTION FINDING FACTS PURSUANT TO WYOMING STATUTE 15-1-402 REGARDING THE ANNEXATION OF 0.471-ACRES, DESCRIBED AS LA HACIENDA ADDITION TO THE CITY OF CASPER, NATRONA COUNTY, WYOMING.

Councilman Cathey presented the foregoing resolution for adoption. Seconded by Councilman Pacheco. Motion passed.

Following ordinance read:

ORDINANCE NO. 2-16
AN ORDINANCE APPROVING THE ANNEXATION, PLAT
AND ZONING CREATING LA HACIENDA ADDITION TO
THE CITY OF CASPER; AND ALSO APPROVING LA
HACIENDA ADDITION SUBDIVISION AGREEMENT.

WHEREAS, Arnold Cardenas and Haydee Cuevas have applied to annex, plat and zone, as C-2 (General Business), a 0.471-acre parcel, located in a portion of the SW1/4SW1/4, Section 3, T33N, R79W, 6th P.M., Natrona County Wyoming, to create La Hacienda Addition to the City of Casper; and,

WHEREAS, a petition requesting annexation has been signed by a majority of the landowners owning a majority of the area sought to be annexed, excluding public streets and alleys and tax exempt property, and submitted said petition to the City of Casper for approval pursuant to Section 15-1-403 of the Wyoming State Statutes, as amended; and,

WHEREAS, an annexation report shall be completed in accordance with Section 15-1-402 of the Wyoming State Statutes, as amended; and,

WHEREAS, the City of Casper Planning and Zoning Commission recommended that the Council approve the annexation, the plat creating La Hacienda Addition, and the zoning of the same as C-2 (General Business), following a public hearing on January 21, 2016.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING:

SECTION 1:

The annexation of 0.471-acres to create La Hacienda Addition to the City of Casper is hereby approved and said area is included within the corporate limits of the City of Casper and all rights, privileges, and duties pertaining to such inclusion shall apply to said development and the inhabitants thereof.

SECTION 2:

The plat creating La Hacienda Addition is hereby approved.

SECTION 3:

The Subdivision Agreement between the City of Casper, Arnold Cardenas and Haydee Cuevas, is hereby approved, and the Mayor is hereby authorized to execute, and the City Clerk to attest said Agreement.

SECTION 4:

La Hacienda Addition is hereby zoned C-2 (General Business).

SECTION 5:

This ordinance shall, pursuant to W. S. § 15-1-408, be in full force and effect on the 21st business day following third reading approval by the City Council, and following publication.

Councilman Cathey presented the foregoing ordinance for adoption, on third reading. Seconded by Councilman Johnson. Motion passed.

The following resolutions were considered, by consent agenda:

RESOLUTION NO. 16-97

A RESOLUTION AUTHORIZING A CONTRACT FOR THE CASPER AREA METROPOLITAN PLANNING ORGANIZATION (MPO) AND DOWL FOR ANNUAL TRAFFIC COUNTING SERVICES.

RESOLUTION NO. 16-98

A RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION FOR A GRANT UNDER SECTIONS 5310 AND 5339 OF THE FIXING AMERICA'S SURFACE TRANSPORTATION (FAST) ACT THROUGH THE WYOMING DEPARTMENT OF TRANSPORTATION.

RESOLUTION NO. 16-99

A RESOLUTION REGULATING THE OPERATION OF HIGHLAND CEMETERY AND ESTABLISHING FEES, SERVICES AND SALES POLICIES, RULES AND REGULATIONS.

RESOLUTION NO. 16-100

A RESOLUTION AUTHORIZING A GENERAL SERVICE CONTRACT WITH ROCKY MOUNTAIN POWER FOR ELECTRICAL SERVICE FOR THE CASPER FIRE STATION NO. 6.

RESOLUTION NO. 16-101

A RESOLUTION AUTHORIZING FORM LP-3, ACCEPTANCE CERTIFICATE, FROM THE WYOMING DEPARTMENT OF TRANSPORTATION FOR CONSTRUCTION SERVICES RELATED TO THE ROBERTSON ROAD PROJECT.

RESOLUTION NO. 16-102

A RESOLUTION AUTHORIZING AN AGREEMENT WITH EATON SALES & SERVICE, LLC, FOR THE CASPER SERVICE CENTER FUEL TANK REPLACEMENTS, PROJECT NO. 14-75.

RESOLUTION NO. 16-103

A RESOLUTION AUTHORIZING A RIGHT-OF-WAY EASEMENT WITH THE CHURCH OF THE HOLY FAMILY, FOR THE NEW WATER TRANSMISSION MAIN FOR THE EAST CASPER ZONE 3 WATER SYSTEM IMPROVEMENTS.

RESOLUTION NO. 16-104

A RESOLUTION AUTHORIZING A RIGHT-OF-WAY EASEMENT WITH THE FAITH ASSEMBLY OF GOD CHURCH, FOR THE NEW WATER TRANSMISSION MAIN FOR THE EAST CASPER ZONE 3 WATER SYSTEM IMPROVEMENTS.

RESOLUTION NO. 16-105

A RESOLUTION AUTHORIZING A RIGHT-OF-WAY EASEMENT WITH F. MILES HARTUNG, FOR THE NEW WATER TRANSMISSION MAIN FOR THE EAST CASPER ZONE 3 WATER SYSTEM IMPROVEMENTS.

RESOLUTION NO. 16-106

A RESOLUTION AUTHORIZING A RIGHT-OF-WAY EASEMENT WITH GALLES STABLES PARTNERSHIP, FOR THE NEW WATER TRANSMISSION MAIN FOR THE EAST CASPER ZONE 3 WATER SYSTEM IMPROVEMENTS.

RESOLUTION NO. 16-107

A RESOLUTION AUTHORIZING A RIGHT-OF-WAY EASEMENT WITH WILLIAM S. HANSULD & TIA HANSULD, FOR THE NEW WATER TRANSMISSION MAIN FOR THE EAST CASPER ZONE 3 WATER SYSTEM IMPROVEMENTS.

RESOLUTION NO. 16-108

A RESOLUTION AUTHORIZING A PROCUREMENT AGREEMENT WITH HULT CONSTRUCTION, INC., FOR THE SOLID WASTE FACILITY 2016 BUILDING PROCUREMENTS, PROJECT NO. 15-63.

RESOLUTION NO. 16-109

A RESOLUTION AUTHORIZING A CONTRACT FOR PROFESSIONAL SERVICES WITH GOLDER ASSOCIATES, INC., FOR THE CLOSED BALEFILL POST CLOSURE ENVIRONMENTAL MONITORING AND REPORTING.

RESOLUTION NO. 16-110

A RESOLUTION AUTHORIZING A CONTRACT FOR PROFESSIONAL SERVICES WITH GOLDBER ASSOCIATES, INC., FOR ENVIRONMENTAL MONITORING AND REPORTING, FOR THE CASPER REGIONAL LANDFILL.

RESOLUTION NO. 16-111

A RESOLUTION AUTHORIZING A CONTRACT FOR PROFESSIONAL SERVICES WITH GOLDBER ASSOCIATES, FORBID SUPPORT, RELATED ENGINEERING SERVICES, AND SYSTEM START UP FOR THE CONSTRUCTION OF A LANDFILL GAS COLLECTION AND CONTROL SYSTEM.

RESOLUTION NO. 16-112

A RESOLUTION AUTHORIZING A CONTRACT FOR PROFESSIONAL SERVICES WITH TERRACON, INC., FOR AIR EMISSIONS MONITORING AND REPORTING FOR THE CASPER REGIONAL SOLID WASTE FACILITY, AND STORMWATER MANAGEMENT SERVICES FOR THE CASPER REGIONAL SOLID WASTE FACILITY AND CASPER SERVICE CENTER.

RESOLUTION NO. 16-113

A RESOLUTION AUTHORIZING SUBMISSION OF AN APPLICATION TO THE FEDERAL EMERGENCY MANAGEMENT AGENCY PRE-DISASTER MITIGATION GRANT PROGRAM.

RESOLUTION NO. 16-114

A RESOLUTION AUTHORIZING SUBMISSION OF AN APPLICATION TO THE FEDERAL EMERGENCY MANAGEMENT AGENCY PRE-DISASTER MITIGATION GRANT PROGRAM.

RESOLUTION NO. 16-115

A RESOLUTION AUTHORIZING SUBMISSION OF AN APPLICATION TO THE FEDERAL EMERGENCY MANAGEMENT AGENCY HAZARD MITIGATION GRANT PROGRAM.

RESOLUTION NO. 16-118

A RESOLUTION AUTHORIZING A LEASE AGREEMENT WITH THE STATE OF WYOMING, DEPARTMENT OF ADMINISTRATION AND INFORMATION, CONSTRUCTION MANAGEMENT FOR PROPERTY LOCATED IN THE DOWNTOWN AREA TO BE USED AS A PARKING LOT.

RESOLUTION NO. 16-119
A RESOLUTION AUTHORIZING A LIST OF LEGISLATIVE
ISSUES PERTINENT TO THE CITY OF CASPER FOR
SUBMITTAL TO THE SPRING 2016 WYOMING
ASSOCIATION OF MUNICIPALITIES BOARD MEETING.

Councilman Miller presented the foregoing twenty-one (21) resolutions for adoption. Seconded by Councilman Johnson. Motion passed.

Moved by Councilman Johnson, seconded by Councilman Schlager, to, by consent minute action authorize the purchase of:

- 1) one industrial desiccant air dryer from Compression Leasing Services Inc., in the amount of \$7,715.25.
- 2) one industrial air compressor from Compression Leasing Services Inc., in the amount of \$12,461.06.
- 3) one skid steer edge paver, from R&D Hydraulics MFG, in the amount of \$16,502.95.
- 4) three Ford Fusion sedans, from Greiner Motor Company, in the amount of \$61,485.
- 5) six heavy duty pickups from Greiner Motor Company, in the amount of \$203,091.

Motion passed.

Individuals addressing the Council were: Bunky Loucks, 1555 W. Coffman, regarding arborist's licensing; Dennis Steensland, 533 S. Washington, regarding the public plaza; Woody Giles, 290 E. Magnolia, regarding economic diversification; Jeremy Brown, 2711 Zion, regarding police body camera legislation; and Tracy LaMont, 721 E. 12th, regarding the biathlon range.

Mayor Sandoval noted the next meetings of the City Council will be a work session to be held at 4:30 p.m., Tuesday, April 26, 2016, in the Council's meeting room; and, a regular Council meeting to be held at 6:00 p.m., Tuesday, May 3, 2016, in the Council Chambers.

At 7:30 p.m., it was moved Councilman Heili, seconded by Councilman Johnson, to adjourn into executive session to discuss litigation. Motion passed.

At 7:55 p.m., it was moved by Councilman Heili, seconded by Councilman Miller, to adjourn the executive session and regular Council meeting. Motion passed.

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Tracey L. Belser
City Clerk

Daniel Sandoval
Mayor

Bills and Claims

City of Casper

20-Apr-16 to 03-May-16

A.M.B.I. & SHIPPING, INC.

16-02-759 POSTAGE	\$862.41	
16-03-610 POSTAGE	\$32.69	
	\$895.10	Subtotal for Dept. Finance
16-03-615 POSTAGE	\$7.54	
	\$7.54	Subtotal for Dept. Fort Caspar
16-03-616 POSTAGE	\$1.16	
	\$1.16	Subtotal for Dept. Health Insurance
16-03-623 POSTAGE	\$21.14	
	\$21.14	Subtotal for Dept. Human Resources
16-03-620 POSTAGE	\$133.57	
	\$133.57	Subtotal for Dept. Municipal Court
16-03-625 POSTAGE	\$10.44	
	\$10.44	Subtotal for Dept. Property & Liability Insurance
16-03-622 POSTAGE	\$50.70	
	\$50.70	Subtotal for Dept. Water
	\$1,119.65	Subtotal for Vendor

AAA LANDSCAPING

10404 LANDSCAPING SERVICES	\$420.00	
	\$420.00	Subtotal for Dept. Balefill
	\$420.00	Subtotal for Vendor

ADAM KRAHN

96 BOOT REIMBURSEMENT	\$127.19	
	\$127.19	Subtotal for Dept. Police
	\$127.19	Subtotal for Vendor

ADECCO USA, INC.

68048227 TEMPORARY SERVICES	\$158.40	
	\$158.40	Subtotal for Dept. Balefill
	\$158.40	Subtotal for Vendor

ALLIANT INSURANCE SVCS.

447868 INSURANCE AND BONDS	\$20.00	
	\$20.00	Subtotal for Dept. Property & Liability Insurance
	\$20.00	Subtotal for Vendor

AMERI-TECH EQUIPMENT CO.

15709 CONTAINERS	\$2,707.40	
	\$2,707.40	Subtotal for Dept. Property & Liability Insurance
	\$2,707.40	Subtotal for Vendor

ANDREA KESTIE

RIN0026555 UTILITY REFUND	\$33.34	
	\$33.34	Subtotal for Dept. Water
	\$33.34	Subtotal for Vendor

Bills and Claims

City of Casper

20-Apr-16 to 03-May-16

ANDREEN HUNT CONSTRUCTION, INC.

RIN0026533 TIPPING FEE REFUND

\$3,297.54
\$3,297.54 Subtotal for Dept. Balefill
\$3,297.54 Subtotal for Vendor

ANDREW HOWE

RIN0026549 BOOT REIMBURSEMENT

\$67.19
\$67.19 Subtotal for Dept. Parks
\$67.19 Subtotal for Vendor

ASAY, SIMON

0026343650 UTILITY REFUND

\$37.22
\$37.22 Subtotal for Dept. Water
\$37.22 Subtotal for Vendor

AUR HOMES

0026343647 UTILITY REFUND

\$8.37
\$8.37 Subtotal for Dept. Water
\$8.37 Subtotal for Vendor

BENJAMIN COURT

001 SPEAKER FEE

\$3,500.00
\$3,500.00 Subtotal for Dept. Police Grants
\$3,500.00 Subtotal for Vendor

BURY, KATE

0026343649 UTILITY REFUND

\$28.32
\$28.32 Subtotal for Dept. Water
\$28.32 Subtotal for Vendor

CASPER AMATEUR HOCKEY

20144 COMMUNITY PROMOTIONS
20143 COMMUNITY PROMOTIONS

\$3,063.52
\$1,584.00
\$4,647.52 Subtotal for Dept. Social Community Services
\$4,647.52 Subtotal for Vendor

CASPER AREA TRANSPORTATION COALITION

2016-303 CATC EXPENSES
2016-301 CATC EXPENSES
2016-302 BUS EXPENSES
2016-304 SIDE BUS EXPENSE
RIN0026545 TABLETS
RIN0026545 TABLETS

\$24,253.00
\$27,917.00
\$42,313.00
\$46,013.00
\$571.00
\$2,285.00
\$143,352.00 Subtotal for Dept. C.A.T.C.
\$143,352.00 Subtotal for Vendor

CASPER DOWNTOWN DEVELOPMENT AUTHORITY

5 DRAW #4

\$326,124.20
\$326,124.20 Subtotal for Dept. City Manager

Bills and Claims

City of Casper

20-Apr-16 to 03-May-16

CASPER DOWNTOWN DEVELOPMENT AUTHORITY

\$326,124.20 Subtotal for Vendor

CENTURYLINK

RIN0026539	PHONE USE	\$43.88		
RIN0026539	PHONE USE	\$74.74		
		\$118.62	Subtotal for Dept.	Casper Events Center
RIN0026513	PHONE USE	\$39.65		
RIN0026551	PHONE USE	\$5.27		
		\$44.92	Subtotal for Dept.	Cemetery
RIN0026513	PHONE USE	\$75.56		
RIN0026535	PHONE USE	\$63.37		
		\$138.93	Subtotal for Dept.	City Hall
RIN0026539	PHONE USE	\$86.68		
RIN0026535	PHONE USE	\$65.10		
		\$151.78	Subtotal for Dept.	Communications Center
RIN0026539	PHONE USE	\$37.75		
		\$37.75	Subtotal for Dept.	Engineering
AP00013204151616	PHONE USE	\$1,569.99		
AP00014304151616	PHONE USE	\$785.60		
AP00005704151616	PHONE USE	\$2,817.12		
		\$5,172.71	Subtotal for Dept.	Finance
RIN0026535	PHONE USE	\$479.18		
		\$479.18	Subtotal for Dept.	Fire
RIN0026535	PHONE USE	\$155.37		
		\$155.37	Subtotal for Dept.	Metro Animal
RIN0026539	PHONE USE	\$43.58		
		\$43.58	Subtotal for Dept.	Municipal Court
RIN0026535	PHONE USE	\$61.32		
		\$61.32	Subtotal for Dept.	Parking
RIN0026539	PHONE USE	\$37.75		
		\$37.75	Subtotal for Dept.	Police
RIN0026539	PHONE USE	\$42.55		
		\$42.55	Subtotal for Dept.	Sewer
RIN0026569	PHONE USE	\$44.51		
		\$44.51	Subtotal for Dept.	Waste Water
		\$6,528.97	Subtotal for Vendor	

CH DIAGNOSTIC & CONSULTING SVC., INC.

20160205	LAB TEST	\$1,275.00		
20160186	LAB TEST	\$395.00		
		\$1,670.00	Subtotal for Dept.	Water Treatment Plant
		\$1,670.00	Subtotal for Vendor	

CHARLIE POWELL

RIN0026579	TRAVEL REIMBURSEMENT	\$142.60		
		\$142.60	Subtotal for Dept.	Council

Bills and Claims

City of Casper

20-Apr-16 to 03-May-16

CHARLIE POWELL

\$142.60 Subtotal for Vendor

CHARTER

AP00017504151616 INTERNET

\$452.95

\$452.95 Subtotal for Dept. Finance

\$452.95 Subtotal for Vendor

CHERYL PESICKA

RIN0026525 DEPOSIT REFUND

\$30.00

\$30.00 Subtotal for Dept. Recreation

\$30.00 Subtotal for Vendor

CHRIS HADLOCK

RIN0026560 REIMBURSE COMPLIANCE FUND

\$313.69

\$313.69 Subtotal for Dept. Police Grants

\$313.69 Subtotal for Vendor

CITY OF CASPER

138405 FALSE ALARMS

\$15.00

\$15.00 Subtotal for Dept. Fort Caspar

5128/138806 GIS SERVICES

\$4,273.62

5128/138806 GIS SERVICES

\$449.13

5128/138796 GIS SERVICES

\$9,350.64

5128/138796 GIS SERVICES

\$982.70

\$15,056.09 Subtotal for Dept. Metropolitan Planning

138695 COMMUNITY PROMOTIONS

\$540.00

138700 COMMUNITY PROMOTIONS

\$1,065.00

\$1,605.00 Subtotal for Dept. Social Community Services

\$16,676.09 Subtotal for Vendor

CITY OF CASPER - BALEFILL

1339/138761 SANITATION

\$15.00

1339/138931 SANITATION

\$413.42

\$428.42 Subtotal for Dept. Casper Events Center

525/138892 SANITATION

\$17.39

\$17.39 Subtotal for Dept. Hogadon

247/138754 SANITATION

\$15.00

247/138956 SANITATION

\$15.00

247/138979 SANITATION

\$15.00

247/138921 SANITATION

\$15.00

247/138674 SANITATION

\$15.00

\$75.00 Subtotal for Dept. Parks

2772/138995 SANITATION

\$5,445.42

2772/138659 SANITATION

\$5,925.76

2772/138869 SANITATION

\$6,361.92

2772/138767 SANITATION

\$5,481.61

2772/138626 SANITATION

\$5,752.29

Bills and Claims

City of Casper

20-Apr-16 to 03-May-16

CITY OF CASPER - BALEFILL

2772/138836	SANITATION	\$5,371.16		
2772/138731	SANITATION	\$5,674.78		
2772/138894	SANITATION	\$5,914.01		
2772/138936	SANITATION	\$5,729.30		
2772/138969	SANITATION	\$5,872.18		
2772/138690	SANITATION	\$5,932.34		
2772/139007	SANITATION	\$313.96		
		\$63,774.73	Subtotal for Dept.	Refuse Collection
1666/138730	SANITATION	\$117.50		
		\$117.50	Subtotal for Dept.	Streets
1276/138992	SANITATION	\$83.66		
1276/138826	SANITATION	\$46.06		
1276/138682	SANITATION	\$111.39		
1276/138618	SANITATION	\$72.85		
1276/138759	SANITATION	\$1,989.78		
1276/138891	SANITATION	\$114.21		
		\$2,417.95	Subtotal for Dept.	Waste Water
4361/138168	SLUDGE REMOVAL	\$27,725.88		
4361/138279	SLUDGE REMOVAL	\$7,184.58		
4361/138305	SLUDGE REMOVAL	\$399.88		
		\$35,310.34	Subtotal for Dept.	Water Treatment Plant
		\$102,141.33	Subtotal for Vendor	

CIVIL ENGINEERING PROFESSIONALS, INC.

16-002-02	STORMWATER UTILITY IMPLEMENT	\$3,707.10		
		\$3,707.10	Subtotal for Dept.	Streets
14-066-14	EAST CASPER ZONE III PROJECT	\$9,355.16		
14-066-14	EAST CASPER ZONE III PROJECT	\$4,607.76		
		\$13,962.92	Subtotal for Dept.	Water
		\$17,670.02	Subtotal for Vendor	

CLEMENT ROOT JR.

04201623294	TOOL ALLOTMENT	\$16.12		
04061623084	TOOL ALLOTMENT	\$24.78		
		\$40.90	Subtotal for Dept.	Fleet Maintenance
		\$40.90	Subtotal for Vendor	

COMMUNICATION TECHNOLOGIES, INC.

76520M	MAINTENANCE	\$3,000.00		
76621	REPAIRS	\$103.00		
76655	REPAIRS	\$51.50		
76663	REPAIRS	\$51.50		
		\$3,206.00	Subtotal for Dept.	Police
76651	FLEET EQUIP	\$1,215.76		
		\$1,215.76	Subtotal for Dept.	Police Equipment
		\$4,421.76	Subtotal for Vendor	

Bills and Claims

City of Casper

20-Apr-16 to 03-May-16

CRAWFORD, WILLIAM R

0026394625 UTILITY REFUND

\$6.39
\$6.39 Subtotal for Dept. Water
\$6.39 Subtotal for Vendor

CYLDE HANAMAIKAI

1-243135 BOOT REIMBURSEMENT

\$73.18
\$73.18 Subtotal for Dept. Fleet Maintenance
\$73.18 Subtotal for Vendor

DALEY, APRIL

0026343651 UTILITY REFUND

\$17.14
\$17.14 Subtotal for Dept. Water
\$17.14 Subtotal for Vendor

DAVE LODEN CONSTRUCTION

RIN0026552 ROOF REPAIR

\$295.00
\$295.00 Subtotal for Dept. Buildings And Grounds

RIN0026567 ROOF REPAIR

\$120.00
\$120.00 Subtotal for Dept. Golf Course
\$415.00 Subtotal for Vendor

DAVID COURTADE

04131623177 TOOL ALLOTMENT

\$500.00
\$500.00 Subtotal for Dept. Fleet Maintenance
\$500.00 Subtotal for Vendor

DAVID JORDAN

RIN0026512 CLOTHING REIMBURSEMENT

\$56.70
\$56.70 Subtotal for Dept. Balefill
\$56.70 Subtotal for Vendor

DAVIDSON FIXED INCOME MGMT.

2016-03CASPER MANAGEMENT FEES

\$6,389.59
\$6,389.59 Subtotal for Dept. Finance
\$6,389.59 Subtotal for Vendor

DELTA DENTAL PLAN OF WY.

RIN0026537 DENTAL INSURANCE

RIN0026538 DENTAL INSURANCE

\$1,597.95
\$40,108.12
\$41,706.07 Subtotal for Dept. Health Insurance
\$41,706.07 Subtotal for Vendor

DMK DEVELOPMENT

RIN0026553 UTILITY REFUND

\$22.77
\$22.77 Subtotal for Dept. Water
\$22.77 Subtotal for Vendor

DOUBLE D WELDING & FABRICATION INC.

Bills and Claims

City of Casper

20-Apr-16 to 03-May-16

DOUBLE D WELDING & FABRICATION INC.

3708 REPAIRS

\$255.00

\$255.00 Subtotal for Dept. Balefill

3677 REPAIRS

\$1,810.00

\$1,810.00 Subtotal for Dept. Fleet Maintenance

\$2,065.00 Subtotal for Vendor

ECOLAB PEST ELIMINATION DIV., INC.

7532104 PEST CONTROL

\$78.66

7532105 PEST CONTROL

\$211.45

\$290.11 Subtotal for Dept. Casper Events Center

\$290.11 Subtotal for Vendor

EDGAR RUIZ

091669 REPAIRS

\$2,000.00

\$2,000.00 Subtotal for Dept. Golf Course

\$2,000.00 Subtotal for Vendor

ENVIRONMENTAL & CIVIL SOLUTIONS, LLC

4089 COUNTRY CLUB RD RECONSTRUCTION

\$329.60

\$329.60 Subtotal for Dept. Streets

4090 2ND ST WATER MAIN LOOP

\$1,069.70

\$1,069.70 Subtotal for Dept. Water

\$1,399.30 Subtotal for Vendor

ETOILE WILSON

RIN0026580 UTILITY REFUND

\$31.05

\$31.05 Subtotal for Dept. Water

\$31.05 Subtotal for Vendor

FIRST DATA MERCHANT SVCS CORP.

REMI1143439 MERCHANT FEES

\$3,805.82

\$3,805.82 Subtotal for Dept. Balefill

REMI1143440 MERCHANT FEES

\$4.00

\$4.00 Subtotal for Dept. Casper Events Center

REMI1143444 MERCHANT FEES

\$39.15

\$39.15 Subtotal for Dept. Cemetery

REMI1143443 MERCHANT FEES

\$143.11

\$143.11 Subtotal for Dept. Code Enforcement

\$3,992.08 Subtotal for Vendor

FIRST INTERSTATE BANK

RIN0026515 SERVICE CHARGES

\$1,178.42

RIN0026516 LOCKBOX FEES

\$2,157.90

\$3,336.32 Subtotal for Dept. Finance

\$3,336.32 Subtotal for Vendor

FIRST INTERSTATE BANK - PETTY CASH

Bills and Claims

City of Casper

20-Apr-16 to 03-May-16

FIRST INTERSTATE BANK - PETTY CASH

RIN0026556	PETTY CASH - EINGINEERING	\$28.33		
		\$28.33	Subtotal for Dept.	City Manager
RIN0026556	PETTY CASH - EINGINEERING	\$90.00		
RIN0026556	PETTY CASH - EINGINEERING	\$75.59		
RIN0026556	PETTY CASH - EINGINEERING	\$9.97		
		\$175.56	Subtotal for Dept.	Engineering
RIN0026556	PETTY CASH - EINGINEERING	\$0.44		
		\$0.44	Subtotal for Dept.	Finance
RIN0026556	PETTY CASH - EINGINEERING	\$10.00		
		\$10.00	Subtotal for Dept.	Municipal Court
RIN0026556	PETTY CASH - EINGINEERING	\$1.86		
RIN0026556	PETTY CASH - EINGINEERING	\$3.94		
RIN0026556	PETTY CASH - EINGINEERING	\$1.64		
		\$7.44	Subtotal for Dept.	Refuse Collection
RIN0026556	PETTY CASH - EINGINEERING	\$8.39		
RIN0026556	PETTY CASH - EINGINEERING	\$45.63		
RIN0026556	PETTY CASH - EINGINEERING	\$13.64		
RIN0026556	PETTY CASH - EINGINEERING	\$12.59		
RIN0026556	PETTY CASH - EINGINEERING	\$6.85		
		\$87.10	Subtotal for Dept.	Water Treatment Plant
RIN0026376	PETTY CASH - CRC	\$4.90		
		\$4.90	Subtotal for Dept.	Ice Arena
RIN0026376	PETTY CASH - CRC	\$5.94		
RIN0026376	PETTY CASH - CRC	\$2.97		
		\$8.91	Subtotal for Dept.	Recreation
RIN0026562	PETTY CASH	\$36.00		
RIN0026562	PETTY CASH	\$80.00		
RIN0026562	PETTY CASH	\$3.45		
		\$119.45	Subtotal for Dept.	Police
RIN0026574	PETTY CASH - METRO	\$64.20		
RIN0026574	PETTY CASH - METRO	\$295.34		
		\$359.54	Subtotal for Dept.	Metro Animal
		\$801.67	Subtotal for Vendor	

FOOD SVCS OF AMERICA

5084606	PRODUCT	\$308.94		
5084606	PRODUCT	\$351.87		
		\$660.81	Subtotal for Dept.	Casper Events Center
		\$660.81	Subtotal for Vendor	

GARAGE DOOR DUDES

485699	REPAIRS	\$1,540.00		
		\$1,540.00	Subtotal for Dept.	Fleet Maintenance
		\$1,540.00	Subtotal for Vendor	

GARDENER, CODY

0026343648	UTILITY REFUND	\$23.64		
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Bills and Claims

City of Casper

20-Apr-16 to 03-May-16

GARDENER, CODY

\$23.64 Subtotal for Dept. Water
\$23.64 Subtotal for Vendor

GARLICK LAW OFFICE PC

RIN0026540 COURT APPOINTED ATTORNEY

\$307.06
\$307.06 Subtotal for Dept. Municipal Court
\$307.06 Subtotal for Vendor

GLAVAN, DANA/MICHELLE

0026343643 UTILITY REFUND

\$48.32
\$48.32 Subtotal for Dept. Water
\$48.32 Subtotal for Vendor

GOLDER ASSOCIATES

444159 ENGINEERING SERVICES

\$913.75

444158 AUTOMATED LEACHATE COLLECTION

\$966.17

\$1,879.92 Subtotal for Dept. Balefill
\$1,879.92 Subtotal for Vendor

GPC ARCHITECTS PLLC

RIN0026528 HOGADON LODGE PROJECT

\$8,557.78
\$8,557.78 Subtotal for Dept. Hogadon
\$8,557.78 Subtotal for Vendor

GREATER WYOMING BIG BROTHERS, BIG SISTERS

2015-3 FUNDING

\$4,858.03
\$4,858.03 Subtotal for Dept. One Cent #15
\$4,858.03 Subtotal for Vendor

GSG ARCHITECTURE

1604022 FIRE STATION #6 - DESIGN

\$10,752.50
\$10,752.50 Subtotal for Dept. Fire
\$10,752.50 Subtotal for Vendor

GUDAHL WILLIAMS INVESTIGATIVE SECURITY INC.

41 POLYGRAPHS

\$600.00
\$600.00 Subtotal for Dept. Police
\$600.00 Subtotal for Vendor

GW MECHANICAL, INC.

1 HEATING SYSTEM

\$253,249.00
\$253,249.00 Subtotal for Dept. CDBG
\$253,249.00 Subtotal for Vendor

HACH CO., CORP.

9880870 LAB SUPPLIES

\$238.42

9882746 LAB SUPPLIES

\$483.67

\$722.09 Subtotal for Dept. Water Treatment Plant

Bills and Claims

City of Casper

20-Apr-16 to 03-May-16

HACH CO., CORP.

\$722.09 Subtotal for Vendor

HDR ENGINEERING, INC.

00482797-H STUDIES WATER RIGHTS

\$1,687.55

\$1,687.55 Subtotal for Dept. Water

\$1,687.55 Subtotal for Vendor

HEWLETT PACKARD CO.

57099540 COMPUTERS & MONITORS

\$6,597.12

\$6,597.12 Subtotal for Dept. Fire

57092194 UPS

\$92.00

\$92.00 Subtotal for Dept. Streets

\$6,689.12 Subtotal for Vendor

HOMAX OIL SALES, INC.

0324697-IN EQUIPMENT MAINTENANCE

\$660.90

0326322-IN DIESEL FUEL

\$15,281.64

\$15,942.54 Subtotal for Dept. Balefill

0326061-IN DIESEL FUEL

\$459.43

0324879-IN DIESEL FUEL,

\$956.36

0325514-IN GREASE

\$50.00

0325427-IN GREASE

\$218.28

0325514-IN GREASE

\$50.00

0325514-IN GREASE

\$50.00

0325514-IN GREASE

\$71.20

0325514-IN GREASE

\$50.00

0326071-IN UNLEADED FUEL

\$21,054.51

0326061-IN DIESEL FUEL

\$18,129.07

\$41,088.85 Subtotal for Dept. Fleet Maintenance

\$57,031.39 Subtotal for Vendor

HYDRO CONSTRUCTION COMPANY INC

RIN0026534 DIGESTER #2 IMPROVEMENTS

\$70,540.26

RIN0026534 RETAINAGE

(\$7,054.03)

\$63,486.23 Subtotal for Dept. Waste Water

\$63,486.23 Subtotal for Vendor

INSTALLATION & SVC. CO.

15-01-06 STREET REPAIRS

\$13,690.83

RIN0026572 WATERLINE REPLACEMENTS

\$117,882.00

\$131,572.83 Subtotal for Dept. Water

\$131,572.83 Subtotal for Vendor

ITC ELECTRICAL TECHNOLOGIES

19275 RECHARGE PUMP TIMER

\$99.60

\$99.60 Subtotal for Dept. Water Treatment Plant

\$99.60 Subtotal for Vendor

Bills and Claims

City of Casper

20-Apr-16 to 03-May-16

JACOBS ENGINEERING GROUP

WVXY5400-022616 FY15 PLATTE PARK BRIDGE
WVXY5400-022616 FY15 PLATTE PARK BRIDGE

\$14,017.95
\$1,473.21
\$15,491.16 Subtotal for Dept. Metropolitan Planning
\$15,491.16 Subtotal for Vendor

JAYME MCGOONAN

RIN0026547 MILEAGE REIMBURSEMENT

\$96.14
\$96.14 Subtotal for Dept. Fort Caspar
\$96.14 Subtotal for Vendor

JEREMY TILLER

RIN0026559 TUITION REIMBURSEMENT

\$60.90
\$60.90 Subtotal for Dept. Police
\$60.90 Subtotal for Vendor

JERIMIAH TIPTON

RIN0026452 STIPEND

\$2,200.00
\$2,200.00 Subtotal for Dept. Police
\$2,200.00 Subtotal for Vendor

JJM CW HOSPITALITY INC

RIN0026581 REFUND

\$925.00
\$925.00 Subtotal for Dept. Finance
\$925.00 Subtotal for Vendor

JOHN HATCHER

RIN0026561 METH CONFERENCE REIMBURSEMENT

\$80.00
\$80.00 Subtotal for Dept. Police Grants
\$80.00 Subtotal for Vendor

KA LARKS GYMNASTICS

0026343644 UTILITY REFUND

\$38.86
\$38.86 Subtotal for Dept. Water
\$38.86 Subtotal for Vendor

KATI RATHBUN

RIN0026526 DEPOSIT REFUND

\$30.50
\$30.50 Subtotal for Dept. Recreation
\$30.50 Subtotal for Vendor

LABOR READY CENTRAL, INC.

20809476 TEMPORARY SERVICES
20809475 TEMPORARY SERVICES

\$504.00
\$863.94
\$1,367.94 Subtotal for Dept. Casper Events Center
\$1,367.94 Subtotal for Vendor

LEON NORVELL

JO2984/24 CLOTHING REIMBURSEMENT

\$89.57

Bills and Claims

City of Casper

20-Apr-16 to 03-May-16

LEON NORVELL

\$89.57 Subtotal for Dept. Buildings And Grounds
\$89.57 Subtotal for Vendor

LEWIS, JOE

0026343646 UTILITY REFUND

\$56.30
\$56.30 Subtotal for Dept. Water
\$56.30 Subtotal for Vendor

LEWIS, LATOYA

0026343645 UTILITY REFUND

\$8.87
\$8.87 Subtotal for Dept. Water
\$8.87 Subtotal for Vendor

MANPOWER, INC.

29969211 TEMPORARY SERVICES

\$928.80
\$928.80 Subtotal for Dept. Casper Events Center
\$928.80 Subtotal for Vendor

MARVIN HARMON

RIN0026582 UTILITY REFUND

\$29.93
\$29.93 Subtotal for Dept. Water
\$29.93 Subtotal for Vendor

MCREYNOLDS, VIRGINIA

0026394624 UTILITY REFUND
0026394624 UTILITY REFUND

\$39.00
\$75.00
\$114.00 Subtotal for Dept. Water
\$114.00 Subtotal for Vendor

MEZA, JOSEPH

0026394626 UTILITY REFUND

\$136.93
\$136.93 Subtotal for Dept. Water
\$136.93 Subtotal for Vendor

MIKE DAY

CW-83377257 BOOT REIMBURSEMENT

\$75.00
\$75.00 Subtotal for Dept. Water
\$75.00 Subtotal for Vendor

MILLS POLICE DEPT.

RIN0026558 SHARE OF SEIZURE

\$178.00
\$178.00 Subtotal for Dept. Police Grants
\$178.00 Subtotal for Vendor

MODERN ELECTRIC CORP.

108 REPAIRS

\$78.00
\$78.00 Subtotal for Dept. Life Steps Campus

Bills and Claims

City of Casper

20-Apr-16 to 03-May-16

MODERN ELECTRIC CORP.

\$78.00 Subtotal for Vendor

MONTANA-WYOMING CSI CONFERENCES

RIN0026565 REGISTRATION \$150.00
RIN0026463 REGISTRATION \$150.00
RIN0026564 REGISTRATION \$150.00

\$450.00 Subtotal for Dept. Police

\$450.00 Subtotal for Vendor

MOUNTAIN WEST TELEPHONE/ WERCS COMMUNICATIONS

22531 INTERNET \$512.50

\$512.50 Subtotal for Dept. Communications Center

AP00017904221611 INTERNET \$1,015.00

\$1,015.00 Subtotal for Dept. Finance

\$1,527.50 Subtotal for Vendor

NATIONAL BENEFIT SERVICES

530658 PLAN ADMIN FEES \$427.75

\$427.75 Subtotal for Dept. Health Insurance

\$427.75 Subtotal for Vendor

NATRONA COUNTY - HALL OF JUSTICE EXPENSES

RIN0026543 BUILDING RENT \$1,506.99
RIN0026542 BUILDING RENT \$1,352.77
RIN0026541 BUILDING RENT \$1,330.47

\$4,190.23 Subtotal for Dept. Municipal Court

\$4,190.23 Subtotal for Vendor

NATRONA COUNTY - SHERIFFS' OFFICE

RIN0026557 SHARE OF SEIZURE \$178.00

\$178.00 Subtotal for Dept. Police Grants

\$178.00 Subtotal for Vendor

NATRONA COUNTY CLERK

RIN0026550 RECORDING FEES \$378.00

\$378.00 Subtotal for Dept. Planning

\$378.00 Subtotal for Vendor

NATRONA COUNTY CONSERVATION DISTRICT

235 SELENIUM CONTROL \$50,000.00
235 ANNUAL FUNDING AGREEMENT \$30,000.00

\$80,000.00 Subtotal for Dept. Waste Water

235 ANNUAL FUNDING AGREEMENT \$5,000.00

\$5,000.00 Subtotal for Dept. Water

\$85,000.00 Subtotal for Vendor

NATRONA COUNTY SCHOOL DISTRICT

88 PAPER \$713.90

Bills and Claims

City of Casper

20-Apr-16 to 03-May-16

NATRONA COUNTY SCHOOL DISTRICT

88 PAPER

\$713.90

\$1,427.80 Subtotal for Dept. Finance

88 PAPER

\$475.92

\$475.92 Subtotal for Dept. Human Resources

\$1,903.72 Subtotal for Vendor

NEVE'S UNIFORMS, INC.

NE44105 UNIFORMS

\$9.95

NE44161 UNIFORMS

\$219.80

NE44239 UNIFORMS

\$34.95

NE44175 UNIFORMS

\$174.85

NE44145 UNIFORMS

\$29.95

NE44179 UNIFORMS

\$229.95

NE44106 UNIFORMS

\$9.95

NE44078 UNIFORMS

\$64.95

NE44061 UNIFORMS

\$129.90

NE44231 UNIFORMS

\$353.25

\$1,257.50 Subtotal for Dept. Police

\$1,257.50 Subtotal for Vendor

NORTH LINE GIS, LLC

1317 GEOSMART ANALYTICS MODULE

\$7,700.00

\$7,700.00 Subtotal for Dept. Information Technology

\$7,700.00 Subtotal for Vendor

OHLSON LAVOIE CORPORATION

111942 MIKE SEDAR POOL RECONSTRUCTION

\$2,477.04

\$2,477.04 Subtotal for Dept. Aquatics

\$2,477.04 Subtotal for Vendor

PACIOLAN, INC.

INV104961-PA E-VENUE BILLING

\$13,799.20

\$13,799.20 Subtotal for Dept. Casper Events Center

\$13,799.20 Subtotal for Vendor

PATRICK BEVERAGE

RIN0026514 BOOT REIMBURSEMENT

\$35.69

\$35.69 Subtotal for Dept. Streets

\$35.69 Subtotal for Vendor

P-CARD VENDORS

00043283 AMAZON.COM AMZN.COM/BI

\$6.00

00043257 AMAZON.COM

\$10.21

00043257 AMAZON.COM

\$10.19

00043030 SAMSCLUB #6425

\$27.32

00043030 SAMSCLUB #6425

\$23.97

00043079 SAMSCLUB #6425

\$103.15

\$180.84 Subtotal for Dept. Aquatics

Bills and Claims

City of Casper

20-Apr-16 to 03-May-16

P-CARD VENDORS

00043057	WYOMING MACHINERY CO	\$106.44	
00043260	TIRE PROFESSIONALS INC	\$465.00	
00042875	SAMSCLUB #6425	\$23.98	
00042875	SAMSCLUB #6425	\$44.01	
00042975	BAILEYS ACE HARDWARE	\$22.97	
00043293	AGP PROPANE SERVICES	\$61.23	
00043263	WW GRAINGER	\$60.27	
00043103	NORCO INC	\$130.52	
00043105	WYOMING MACHINERY CO	\$378.58	
00043054	HONNEN EQUIPMENT 04	\$22.20	
00043109	MOUNTAIN STATES LITHOG	\$924.40	
00042636	WESTERN STATES FIRE PR	\$3,911.00	
00043133	SAMSCLUB #6425	\$155.75	
00043155	QUALITY OFFICE Solutio	\$74.35	
00043171	WM SUPERCENTER #1617	\$10.94	
00043182	QUALITY OFFICE Solutio	\$6.42	
00043192	DT DULUTH TRADING CO	\$180.00	
00043208	BAILEYS ACE HARDWARE	\$172.26	
00043246	AGP PROPANE SERVICES	\$103.03	
00043108	MENARDS CASPER WY	\$240.74	
00042915	WYOMING MACHINERY CO	\$2,814.00	
00043075	WW GRAINGER	\$554.42	
00043064	WYOMING MACHINERY CO	\$17.68	
00043057	WYOMING MACHINERY CO	\$73.87	
00043051	HOSE & RUBBER SUPPLY	\$2.59	
00042427	CASPER STAR TRIBUNE	\$233.80	
00043005	IN CASPER SAFETY LLC	\$350.00	
00043000	FEDEX 808372341590	\$955.05	
00042367	IN CASPER SAFETY LLC	\$350.00	
00042945	HUTCH'S HI-COUNTRY PLU	\$3,350.00	
00042578	UNITED 01626041651150	\$25.00	
00042896	SAFETY KLEEN SYSTEMS B	\$270.00	
00042891	HILTON GARDEN INN	\$1,021.30	
00042867	UNITED 01626044313213	\$25.00	
00043328	GCR TIRES #751	\$717.00	
00042862	IN GREAT PLAINS CLEAN	\$234.02	
00042800	IN SHAWN'S JOHNS LLC	\$1,190.00	
00042366	INTERSTATE PLASTICS	\$116.94	
00039677	QUALITY OFFICE Solutio	\$83.96	
00042956	AGP PROPANE SERVICES	\$480.04	
		\$19,958.76	Subtotal for Dept. Balefill
00043406	BARGREEN WYOMING 25	\$24.00	
00043228	WW GRAINGER	\$9.82	
00043338	WESTERN WYOMING LOCK &	\$10.00	
00043240	CRESCENT ELECTRIC 103	\$82.49	
00043126	WESTERN WYOMING LOCK &	\$5.00	
00043211	CASPER WINNELSON CO	\$23.43	
00043110	SAMSCLUB #6425	\$55.72	

Bills and Claims

City of Casper

20-Apr-16 to 03-May-16

P-CARD VENDORS

00043318	DIAMOND VOGEL PAINT #7	\$2.94	
00043097	DENNIS SUPPLY COMPANY	\$17.35	
00043086	SAMSCLUB #6425	\$164.73	
00043323	WYOMING STEEL AND RECY	\$21.32	
00043419	CASPER WINNELSON CO	\$14.48	
00043122	DENNIS SUPPLY COMPANY	\$92.60	
00043401	HERCULES INDUSTRIES CA	\$125.11	
00043027	0970 CED	\$290.00	
00043441	BLOEDORN LUMBER CASPER	\$9.29	
00042942	CASPER WINNELSON CO	\$9.53	
00043541	APPLIED IND TECH 2733	\$30.94	
00042948	SUTHERLANDS 2219	\$39.98	
00043558	BAILEYS ACE HARDWARE	\$2.79	
00043264	NORCO INC	\$24.30	
00043272	GEORGE T SANDERS 20	\$42.67	
00043388	BLOEDORN LUMBER CASPER	\$18.28	
00043222	CRESCENT ELECTRIC 103	\$36.26	
00043102	CRESCENT ELECTRIC 103	\$108.07	
00043436	BLOEDORN LUMBER CASPER	\$3.80	
00043164	CASPER WINNELSON CO	\$8.48	
00043165	CASPER WINNELSON CO	\$6.54	
00043190	BLOEDORN LUMBER CASPER	\$300.00	
00043150	BRIDGER STEEL CASPER	\$1.80	
00043220	0970 CED	\$96.90	
00043189	DENNIS SUPPLY COMPANY	\$79.59	
00043191	RMI WYOMING INC	\$213.00	
00043203	HERCULES INDUSTRIES CA	\$36.39	
00043225	SQ ATLANTIC ELECTRIC,	\$608.42	
00043226	SQ ATLANTIC ELECTRIC,	\$75.00	
00043498	BAVCO	\$141.00	
00043493	DIAMOND VOGEL PAINT #7	\$71.17	
00042870	CRUM ELECTRIC SUPPLY C	\$45.05	
		\$2,948.24	Subtotal for Dept. Buildings And Grounds
00039687	BEACON ATHLETICS	\$786.24	
00042474	BESTWAY FIRESTONE	\$6,554.54	
		\$7,340.78	Subtotal for Dept. Capital Projects/Parks
00042838	BURBACKS REFRIGERATION	\$257.77	
00043397	SQ ATLANTIC ELECTRIC,	\$3,731.00	
00042424	CASPER STAR TRIBUNE	\$451.65	
00043314	ATLAS OFFICE PRODUCTS	\$82.21	
00043301	CASPER STAR TRIBUNE	\$1,440.00	
00043174	ALBERTSONS STO00000604	\$22.82	
00043096	SURVEYMONKEY.COM	\$204.00	
00042495	FACEBOOK	\$70.00	
00042495	FACEBOOK	\$200.00	
00042495	FACEBOOK	\$200.00	
00042639	IN ADBAY.COM, INC	\$61.70	
00043339	ATLAS OFFICE PRODUCTS 1 BOX EN	\$33.42	

Bills and Claims

City of Casper

20-Apr-16 to 03-May-16

P-CARD VENDORS

00043340	ATLAS OFFICE PRODUCTS	\$9.25	
00042912	CASPER STAR TRIBUNE	\$1,193.00	
00043176	WM SUPERCENTER #1617	\$17.79	
00043339	ATLAS OFFICE PRODUCTS 2 BOXES	\$66.84	
00043396	SQ ATLANTIC ELECTRIC,	\$135.00	
00042959	ATLAS OFFICE PRODUCTS	\$3.01	
		\$8,179.46	Subtotal for Dept. Casper Events Center
00042776	SEARS.COM 9300 - Credit	(\$9.99)	
00042765	SEARS.COM 9300 - Credit	(\$4.78)	
00042517	SEARS ROEBUCK 2341	\$105.52	
00039885	NOR NORTHERN TOOL	\$1,220.72	
00043093	WATERWORKS INDUSTRIES	\$598.00	
		\$1,909.47	Subtotal for Dept. Cemetery
00043168	THOMSON WEST TCD	\$94.50	
00041927	BIZVISION ONLINE EDUCA	\$85.00	
00041912	BIZVISION ONLINE EDUCA	\$85.00	
00043362	STRAFFORD PUBLICATIONS	\$297.00	
00043311	VARNUM RIDDERING SCHMI	\$475.00	
00041903	WYOMING STATE BAR	\$75.00	
00043198	THOMSON WEST TCD	\$1,184.82	
00042961	ATLAS OFFICE PRODUCTS	\$105.85	
00043411	WYOMING TRIAL LAWYERS	\$125.00	
		\$2,527.17	Subtotal for Dept. City Attorney
00042888	IN ALLURETECH/COFFEYN	\$42.00	
		\$42.00	Subtotal for Dept. City Hall
00043100	ALBERTSONS STO00000620	\$104.19	
00043132	CASPER AREA CHAMBER	\$130.00	
00043249	CASPER AREA CHAMBER - Credit	(\$130.00)	
		\$104.19	Subtotal for Dept. City Manager
00043367	VZWRLLS MY VZ VB P	\$44.52	
00043188	AMBI MAIL AND MARKETIN	\$47.00	
		\$91.52	Subtotal for Dept. Code Enforcement
00042530	VZWRLLS IVR VB	\$122.92	
00042743	QUALITY OFFICE SOLUTIO	\$1,934.12	
00042541	AT&T 0512212711001	\$41.23	
00042723	CHARTER COMM	\$76.93	
00042985	ATLAS OFFICE PRODUCTS	\$286.50	
00042580	GUS GLOBALSTAR USA	\$125.72	
00042564	PEAK RESOURCES, INC	\$4,337.44	
00042684	SAMSCLUB #6425	\$78.02	
		\$7,002.88	Subtotal for Dept. Communications Center
00043355	EGGINGTONS	\$108.56	
00042944	CASPER STAR TRIBUNE	\$61.95	
00043156	SUBWAY 03116324	\$15.22	
00042244	PP YUMWICHES	\$28.15	
00043132	CASPER AREA CHAMBER	\$65.00	
00043393	PP YUMWICHES - Credit	(\$6.15)	

Bills and Claims

City of Casper

20-Apr-16 to 03-May-16

P-CARD VENDORS

00042943 CASPER STAR TRIBUNE	\$506.00		
	\$778.73	Subtotal for Dept.	Council
00042982 XEROX CORPORATION/RBO	\$26.62		
00042999 XEROX CORPORATION/RBO	\$126.83		
00043004 ATLAS OFFICE PRODUCTS	\$567.57		
00043088 ALBERTSONS STO00000604	\$58.27		
	\$779.29	Subtotal for Dept.	Engineering
00042968 ATLAS OFFICE PRODUCTS	\$36.53		
00043367 VZWRLSS MY VZ VB P	\$22.26		
00043346 ATLAS OFFICE PRODUCTS	\$126.94		
00043332 ATLAS OFFICE PRODUCTS	\$29.15		
00042742 VZWRLSS APOCC VISB	\$122.87		
00043062 ATLAS OFFICE PRODUCTS	\$167.43		
00043059 QDOBA #2791	\$56.37		
00043302 ATLAS OFFICE PRODUCTS	\$171.54		
	\$733.09	Subtotal for Dept.	Finance
00042144 COMMUNICATION TECHNOLO	\$824.00		
00042653 THE HOME DEPOT 6001	\$16.77		
00042644 FIRE SCIENCE TECH	\$200.00		
00042581 APL ITUNES.COM/BILL	\$2.44		
00042389 ALBERTSONS STO00000620	\$4.19		
00042163 THE HOME DEPOT 6001	\$201.00		
00042995 INT'L CODE COUNCIL INC	\$240.00		
00042154 COMMUNICATION TECHNOLO	\$591.41		
00042678 FLEMING SUPPLY	\$239.12		
00041890 AED SUPERSTORE	\$345.00		
00042161 ACTIVE911 INC	\$33.63		
00042658 THE HOME DEPOT 6001	\$24.97		
00042677 EXXONMOBIL 47626544	\$41.25		
00042960 ATLAS OFFICE PRODUCTS	\$316.58		
00041489 EXXONMOBIL 47626544	\$40.80		
00042923 THE HOME DEPOT 6001	\$179.13		
00042914 MUNICIP EMERG/LAWMEN	\$1,143.64		
00042882 COWBOY AUTO SPA	\$10.00		
00042872 HDS FIRE ENGINEERING	\$29.00		
00042860 OVERHEAD DOOR CO OF CA	\$182.21		
00042691 CHANNING BETE CO AHA	\$125.62		
00042711 WAL-MART #3778	\$9.87		
00042969 THE HOME DEPOT 6001	\$65.35		
00043187 SHELL OIL 57444302301	\$49.02		
00043383 CASPER WINNELSON CO	\$46.31		
00043329 CASPER WINNELSON CO	\$716.67		
	\$5,677.98	Subtotal for Dept.	Fire
00043013 HONNEN EQUIPMENT 04	\$90.62		
00043018 GREINER MOTOR COMPANY	\$163.95		
00043019 DRIVE TRAIN	\$360.84		
00043019 DRIVE TRAIN CASPER	\$274.72		
00043312 BAILEYS ACE HARDWARE	\$42.84		

Bills and Claims

City of Casper

20-Apr-16 to 03-May-16

P-CARD VENDORS

00043438	HOSE & RUBBER SUPPLY	\$64.24
00043251	EQUIPMENT COMPANY OF T	\$204.48
00043317	NAPA	\$154.53
00043024	CASPER TIRE 0000705	\$396.00
00043227	GREINER MOTOR COMPANY	\$12.51
00043561	AMERI-TECH EQUIPMENT C	\$108.64
00043245	WYOMING MACHINERY	\$148.81
00043432	PRECISION KNIFE & TOOL	\$486.08
00043245	WYOMING MACHINERY	\$6.50
00043317	NAPA	\$106.51
00043238	GREINER MOTOR COMPANY	\$258.69
00043237	HONNEN EQUIPMENT 04	\$74.74
00043415	JACKS TRUCK AND EQUPMT	\$124.68
00043233	WW GRAINGER	\$143.74
00043233	GRAINGER	\$20.41
00043231	SONNY'S RV SALES INC	\$8.19
00043245	WYOMING MACHINERY CO	\$73.55
00042708	ALSCO INC.	\$982.45
00043055	JACKS TRUCK AND EQUPMT - Credi	(\$500.00)
00043053	JACKS TRUCK AND EQUPMT - Credi	(\$60.51)
00043049	NORCO INC	\$139.04
00043045	DRIVE TRAIN CASPER	\$166.16
00043044	GREINER MOTOR COMPANY - Credit	(\$66.08)
00043044	GREINER MOTORS	(\$55.58)
00043040	CMI-TECO	\$540.64
00043037	WW GRAINGER	\$40.96
00043033	DRIVE TRAIN CASPER	\$114.24
00042966	EATON SALES & SERVICE	\$353.60
00043010	JACKS TRUCK AND EQUPMT	\$156.80
00042724	BEARING BELTCHAIN00244	\$318.50
00043009	JACKS TRUCK AND EQUPMT	\$110.32
00042971	JACKS TRUCK AND EQUPMT	\$60.51
00042979	DECKER AUTO GLASS	\$114.45
00042986	WYOMING STEEL AND RECY	\$22.72
00042987	STOTZ EQUIPMENT	\$95.12
00042988	WHITES MOUNTAIN	\$294.40
00042654	NETWORK FLEET. INC.	\$9.20
00043073	WEAR PARTS INC	\$11.48
00042993	DECKER AUTO GLASS	\$65.00
00043007	CASPER TIRE 0000705	\$594.00
00043219	CMI-TECO	\$1,413.16
00042825	EXPRESS EMPLOYMENT PRO	\$1,446.80
00043317	NAPA	\$16.08
00043331	OSHKOSH CORP MCNEILUS	\$85.95
00043325	STOTZ EQUIPMENT	\$257.74
00043317	NAPA	(\$11.96)
00043324	WYOMING MACHINERY CO	\$133.82
00043324	WYOMING MACHINERY CO	\$487.48

Bills and Claims

City of Casper

20-Apr-16 to 03-May-16

P-CARD VENDORS

00043041	DRIVE TRAIN CASPER	\$186.16
00043324	WYOMING MACHINERY CO	\$75.11
00043324	WYOMING MACHINERY CO	\$87.88
00043041	DRIVE TRAIN CASPER	\$186.16
00043317	NAPA	\$106.51
00043073	WEAR PARTS INC	\$11.48
00043021	WHITES MOUNTAIN	\$119.70
00043317	NAPA	\$10.67
00043107	CASPER AUTO SUPPLY	\$49.65
00043317	NAPA	\$8.39
00043317	NAPA	\$18.56
00043317	BEARING BELTCHAIN00244	\$1,560.16
00043317	NAPA	\$32.05
00043143	DRIVE TRAIN CASPER	\$143.24
00043317	NAPA	(\$8.69)
00043159	GREINER MOTOR COMPANY - Credit	(\$33.59)
00043072	GREINER MOTOR COMPANY	\$31.60
00043197	AMERI-TECH EQUIPMENT C	\$10.90
00043408	JACKS TRUCK AND EQUIPMT	\$11.60
00042991	GREINER MOTOR COMPANY	\$33.59
00043404	WYO MACH	\$51.42
00043404	WYOMING MACHINERY CO	\$22.22
00043404	WYO MACH	\$42.50
00043404	WYO MACH	\$2.54
00043317	NAPA	\$6.82
00043317	NAPA	\$102.03
00043206	JACKS TRUCK AND EQUIPMT	\$307.91
00043341	EXPRESS EMPLOYMENT PRO	\$1,446.80
00043398	STOTZ EQUIPMENT	\$104.12
00043342	EXPRESS EMPLOYMENT PRO	\$1,446.80
00043389	GREINER MOTOR COMPANY	\$214.05
00043380	MIDLAND IMPLEMENT CO	\$292.10
00043376	JACKS TRUCK AND EQUIPMT	\$3.28
00043373	SAFETY KLEEN SYSTEMS B	\$81.34
00043372	CAPITAL BUSINESS SYSTE	\$28.97
00043183	HONNEN EQUIPMENT 04	\$51.32
00043356	IN NUTECH SPECIALTIES	\$204.90
00043354	EXPRESS EMPLOYMENT PRO	\$1,446.80
00043349	GREINER MOTOR COMPANY	\$15.16
00043056	NAPA	\$39.18
00043404	WYO MACH	\$1.96
00042739	CASPER FIRE EXTINGUISH	\$393.10
00043138	BAILEYS ACE HARDWARE	\$16.90
00043440	CMI-TECO	\$56.47
00042954	INLAND TRUCK PARTS # - Credit	(\$100.00)
00043445	STOTZ EQUIPMENT - Credit	(\$257.88)
00043459	WW GRAINGER	\$3.16
00043477	WESTERN SLING CO	\$418.00

Bills and Claims

City of Casper

20-Apr-16 to 03-May-16

P-CARD VENDORS

00042953	DRIVE TRAIN CASPER - Credit	(\$47.52)
00042952	ASAP RADIATOR AND SUPP	\$2,881.76
00042950	DRIVE TRAIN CASPER	\$2.08
00043500	AMERI-TECH EQUIPMENT C	\$29.40
00043266	WW GRAINGER	\$108.72
00043507	STOTZ EQUIPMENT	\$700.37
00043511	S&S CASPER- PARTS	\$8.75
00043119	MIDLAND IMPLEMENT CO	\$108.56
00043548	MURDOCH'S RANCH & HOME	\$90.29
00043367	VZWRLSS MY VZ VB P	\$22.26
00043540	DRIVE TRAIN CASPER	\$6.96
00043295	DECKER AUTO GLASS	\$212.33
00043545	GREINER MOTOR COMPANY	\$146.08
00043111	STOTZ EQUIPMENT	\$648.28
00042939	DRIVE TRAIN CASPER	\$42.32
00043276	DECKER AUTO GLASS	\$212.33
00042925	DRIVE TRAIN CASPER - Credit	(\$6.08)
00043003	CASPER TIRE 0000705	\$199.00
00043553	INLAND TRUCK PARTS #	\$134.94
00043056	NAPA	(\$13.49)
00043536	WW GRAINGER	\$47.82
00042536	SAFETY KLEEN SYSTEMS B	\$776.00
00042946	DRIVE TRAIN CASPER	\$172.24
00043170	WYOMING AUTOMOTIVE	\$27.24
00043056	NAPA	\$25.98
00043056	NAPA	\$106.51
00043056	NAPA	\$147.10
00043056	NAPA	\$44.14
00043056	NAPA	\$15.78
00043056	NAPA	\$18.56
00043056	NAPA	(\$18.08)
00042957	WW GRAINGER	\$37.40
00042940	DRIVE TRAIN CASPER - Credit	(\$2.08)
00043056	NAPA	(\$18.56)
00043056	BEARING BELTCHAIN00244	\$864.87
00043056	NAPA	\$126.57
00043056	NAPA	\$57.95
00043056	NAPA	\$20.44
00043056	NAPA	\$307.10
00043056	NAPA	\$9.99
00043119	MIDLAND IMPLEMENT	\$69.27
00043069	HONNEN EQUIPMENT 04	\$148.75
00043087	AMERI-TECH EQUIPMENT C	\$237.89
00043081	JACKS TRUCK AND EQUIPMT	\$18.20
00043078	AMERI-TECH EQUIPMENT C	\$507.72
00043070	SQ MAY'S TRAIL EQUIPM	\$45.48
00043070	SQ MAY'S TRAIL EQUIPM	\$45.47
00043056	NAPA	\$21.65

Bills and Claims

City of Casper

20-Apr-16 to 03-May-16

P-CARD VENDORS

00043106	BAILEYS ACE HARDWARE	\$35.94		
00043099	DENVER INDUSTRIAL SALE	\$824.07		
00043056	NAPA	\$28.87		
00043059	QDOBA #2791	\$56.38		
		\$30,038.86	Subtotal for Dept.	Fleet Maintenance
00042927	COOPERMAN FIFE & DRUM	\$27.04		
00043215	SQ ISC, INC. DBA V	\$347.48		
00043268	HIGHPLAINSP	\$113.70		
00043028	ATLAS OFFICE PRODUCTS	\$4.84		
00043235	FEDEXOFFICE 00009423	\$56.00		
		\$549.06	Subtotal for Dept.	Fort Caspar
00043258	CHARTER COMM	\$134.96		
00043162	NORCO INC	\$107.70		
00042947	GOLDEN WEST INDUS SUPP	\$2,671.24		
00042849	PIONEER SAND CO HQ	\$2,897.02		
00043142	OVERHEAD DOOR CO OF CA	\$90.00		
00043125	MIDLAND IMPLEMENT CO	\$359.00		
00043149	BARGREEN WYOMING 25	\$236.85		
00042498	WW GRAINGER	\$90.64		
		\$6,587.41	Subtotal for Dept.	Golf Course
00042488	USPS 57155809430310940	\$18.40		
		\$18.40	Subtotal for Dept.	Health Insurance
00043201	STOTZ EQUIPMENT	\$12.98		
00043273	COASTAL CHEMICAL CO LL	\$127.60		
00042410	CASPER STAR TRIBUNE	\$418.52		
00043367	VZWRLSS MY VZ VB P	\$22.26		
		\$581.36	Subtotal for Dept.	Hogadon
00043029	ATLAS OFFICE PRODUCTS	\$186.00		
00042885	ADOBE	\$104.97		
00042746	IN POWDER RIVER SHRED	\$75.00		
00043011	IN PEDENS INC.	\$90.00		
00042648	ATLAS OFFICE PRODUCTS	\$61.26		
00042670	USPS 57155809430310940	\$6.74		
00042537	WWW.VISTAPRINT.COM	\$83.99		
00043059	QDOBA #2791	\$56.38		
00042648	ATLAS OFFICE PRODUCTS	\$19.98		
00042898	SMARTSIGN	\$250.00		
00042584	SQ ISC, INC. DBA V	\$347.48		
00042377	C4CM	\$147.00		
00042899	ABSO	\$1,336.38		
		\$2,765.18	Subtotal for Dept.	Human Resources
00043094	SAMSCLUB #6425	\$59.94		
00043131	SAMS INTERNET	\$74.15		
00043131	SAMS INTERNET	\$47.94		
00043090	ICE SKATING INSTITUTE	\$190.50		
00043114	BAILEYS ACE HARDWARE	\$23.96		
00043030	SAMSCLUB #6425	\$27.31		

Bills and Claims

City of Casper

20-Apr-16 to 03-May-16

P-CARD VENDORS

00043080	A&A GLOBAL INDUSTRIES	\$137.20		
00043154	NORCO INC	\$10.07		
00043120	BAILEYS ACE HARDWARE	\$8.99		
00042782	STUDIO CITY DIGITAL	\$20.00		
00043128	BARGREEN WYOMING 25	\$33.80		
00043257	AMAZON.COM	\$10.19		
00043283	AMAZON.COM AMZN.COM/BI	\$6.02		
00042722	SAMS CLUB #6425	\$7.98		
00042736	TARGET 00001644	\$10.00		
00042780	DICK'S SPORTING GOODS	\$10.00		
00042836	THE HOME DEPOT 6001	\$10.00		
00042963	PFG VISTAR DE	\$359.93		
00042984	ARC SERVICES/TRAINING	\$27.00		
00043244	SAMSCLUB #6425	\$86.32		
00042737	BEST BUY 00015271	\$10.00		
		\$1,171.30	Subtotal for Dept.	Ice Arena
00043059	QDOBA #2791	\$56.37		
00043002	VARIDESK	\$495.00		
		\$551.37	Subtotal for Dept.	Information Services
00042973	BAILEYS ACE HARDWARE	\$3.87		
00043124	ANIMAL CARE EQUIPMENT	\$359.40		
00043147	ATLAS OFFICE PRODUCTS	\$771.08		
00043098	BEST FRIENDS VETERINAR	\$211.93		
00043172	SHOR LINE	\$300.00		
00043184	NORCO INC	\$110.11		
		\$1,756.39	Subtotal for Dept.	Metro Animal
00041401	ATLAS OFFICE PRODUCTS	\$121.81		
00043039	ATLAS OFFICE PRODUCTS	\$25.55		
00043083	ATLAS OFFICE PRODUCTS	\$20.52		
00041572	ATLAS OFFICE PRODUCTS	\$121.81		
		\$289.69	Subtotal for Dept.	Municipal Court
00039859	STAPLES 00114181	\$43.60		
00042395	CPS DISTRIBUTORS INC C	\$2,533.70		
00042413	BAILEYS ACE HARDWARE	\$4.49		
00042355	WW GRAINGER	\$34.53		
00039873	ATLAS OFFICE PRODUCTS	\$22.18		
00039817	THE HOME DEPOT 6001	\$13.94		
00043179	CPS DISTRIBUTORS INC C	\$90.60		
00043367	VZWRLSS MY VZ VB P	\$145.59		
00039758	MURDOCH'S RANCH & HOME	\$35.98		
00043068	DIAMOND VOGEL PAINT #7	\$94.47		
00042837	EASTERN MARINE WEBSITE	\$80.28		
00043526	NORCO INC	\$953.58		
00043482	THE HOME DEPOT 6001	\$35.10		
00043394	FEDEX 782879828764	\$31.95		
00043425	BAILEYS ACE HARDWARE	\$29.98		
00039821	BLOEDORN LUMBER CASPER	\$23.30		
00043278	OREILLY AUTO 00027466	\$55.99		

Bills and Claims

City of Casper

20-Apr-16 to 03-May-16

P-CARD VENDORS

00042623	CASPER CONTRACTORS SUP	\$18.08
00042609	BAILEYS ACE HARDWARE	\$7.49
00043254	CPS DISTRIBUTORS INC C	\$69.07
00042538	R & R REST STOPS	\$1,696.40
00043216	BAILEYS ACE HARDWARE	\$14.97
00042929	BAILEYS ACE HARDWARE	\$11.98
00043270	71 CONSTRUCTION INC #1	\$1,020.34
00042630	HYDROPOINT DATA SYSTEM	\$1,800.00
00043280	OREILLY AUTO 00027466	\$58.79
00043285	WESTCO	\$488.76
00042917	CPS DISTRIBUTORS INC C	\$1,085.93
00042502	MOUNTAIN STATES LITHOG	\$579.65
00043129	MOUNTAIN STATES LITHOG	\$66.70
00042854	ZORO TOOLS INC	\$1,132.20
00042878	SQ ATLANTIC ELECTRIC,	\$1,400.00
00042710	SQ ATLANTIC ELECTRIC,	\$2,265.17
00043200	71 CONSTRUCTION INC #1	\$4,879.00
00043319	INTERSPEC LLC	\$248.00
00043347	INTERSPEC LLC	\$124.00
00042903	CASPER FIRE EXTINGUISH	\$499.00
00043343	THE HOME DEPOT 6001	\$72.91
00042758	TOP OFFICE PRODUCTS IN	\$154.90
00042972	BLOEDORN LUMBER CASPER	\$14.88
00042748	NORCO INC	\$192.21
00042654	NETWORK FLEET. INC.	\$132.65
00042704	CASPER CONTRACTORS SUP	\$48.70
00042820	MOUNTAIN STATES LITHOG	\$55.20
00042850	CPS DISTRIBUTORS INC C	\$2,017.75
00042656	CASPER WINNELSON CO	\$5.39
00042647	CASPER WINNELSON CO	\$45.41
00043375	CPS DISTRIBUTORS INC C	\$654.11
00042754	CPS DISTRIBUTORS INC C	\$1,396.07
00043022	BLOEDORN LUMBER CASPER	\$28.40
00043262	OREILLY AUTO 00027466 - Credi	(\$58.79)
00043117	WEAR PARTS INC	\$21.95
00042829	INTERSPEC LLC	\$148.00
00042840	MICHAELSFENCE&SUPPLYIN	\$54.58
00042429	WW GRAINGER	\$152.90
00042442	SP DENVER 1417	\$295.00
00042443	CPS DISTRIBUTORS INC C	\$2,133.50
00043047	CPS DISTRIBUTORS INC C	\$1,290.52
00042924	THE HOME DEPOT 6001	\$17.01
00042468	BESTWAY FIRESTONE	\$3,000.00
00043020	BLOEDORN LUMBER CASPER	\$64.03
00043015	CPS DISTRIBUTORS INC C	\$6.22
00043309	BAILEYS ACE HARDWARE	\$20.96
00042935	CPS DISTRIBUTORS INC C	\$13.26
00042983	CPS DISTRIBUTORS INC C	\$52.63

Bills and Claims

City of Casper

20-Apr-16 to 03-May-16

P-CARD VENDORS

00042978 CRESCENT ELECTRIC 103	\$24.74	
	\$33,749.88	Subtotal for Dept. Parks
00043130 BRECK MEDIA GROUP WY	\$500.00	
	\$500.00	Subtotal for Dept. Perpetual Care
00043239 TOWNSQ MEDIA CASPER	\$790.00	
	\$790.00	Subtotal for Dept. Perpetual Care/Urban Forestry
00043384 ATLAS OFFICE PRODUCTS	\$88.32	
00042974 SQ WYONAHRO	\$100.00	
00042941 CASPER CONTRACTORS SUP	\$144.46	
	\$332.78	Subtotal for Dept. Planning
00043212 PLN HOTEL-BOOK-ONLINE	\$150.29	
00042717 CASPER ANIMAL MEDICAL	\$557.96	
00042757 TLO TRANSUNION	\$111.00	
00043194 STAPLES 00114181	\$13.98	
00042794 RMI WYOMING INC	\$293.08	
00042977 FBI NATIONAL ACADEMY A	\$80.00	
00042775 GALLS HQ	\$981.06	
00040793 EXXONMOBIL 47736855	\$17.31	
00043303 WESTERN WYOMING LOCK &	\$7.50	
00042890 WM SUPERCENTER #3778	\$13.52	
00043135 PLN HOTEL-BOOK-ONLINE	\$138.63	
00042846 LOAF N JUG #0119 Q81	\$9.14	
00042816 SMASHBURGER #1011	\$22.13	
00041059 LOTERIA GRILL	\$15.79	
00042591 QUALITY OFFICE SOLUTIO	\$28.32	
00042527 GALLS HQ	\$666.77	
00042818 SUDS FACTORY/CONOCO	\$23.13	
00042884 BOOT BARN #76	\$116.99	
00043115 BEARING BELTCHAIN00244	\$104.58	
00042874 R & R REST STOPS	\$155.92	
00042576 RICOH USA, INC	\$31.35	
00042543 CENEX BIG HORN07074172	\$18.95	
00042774 SP 3GIS.BACKUPBRACE	\$151.85	
00042788 COCA COLA BOTTLING CO	\$156.45	
00043012 VZWRLSS IVR VB	\$4,045.82	
00042906 BJ'S RESTAURANTS 573	\$29.07	
00042881 EMBASSY SUITES HUNTSVI	\$677.48	
00042871 CARIBOU COFFEE #12	\$6.40	
00043016 FIRSDATA COMMERCIAL S	\$896.41	
00042865 VINO VOLO ALE HOUSE	\$15.00	
00042628 INSIGHT ASSESSMENT	\$90.00	
00043042 HARTZ E&F TOWING & REC	\$335.00	
00042812 ATLAS OFFICE PRODUCTS	\$49.70	
00042805 BELOW THE RADAR	\$18.00	
00043074 SPORTSMANS WAREHOUSE 1	\$29.38	
00042583 BROWNELLS INC	\$106.86	
00042660 STARBUCKS T2 332321614	\$15.12	
00043001 IN JERRY POST, PSY.D.	\$596.25	

Bills and Claims

City of Casper

20-Apr-16 to 03-May-16

P-CARD VENDORS

00042602	QDOBA #4	\$12.84		
00042749	CASPER STAR TRIBUNE	\$880.00		
00042806	ATLAS OFFICE PRODUCTS	\$116.59		
00043269	NOLAND FEED INC.	\$37.60		
00042520	ATLAS REPRODUCTION	\$10.00		
00042996	ATLAS OFFICE PRODUCTS	\$144.77		
00041730	CHICK-FIL-A #109	\$7.58		
00042933	LAWENFORCEM	\$35.00		
00041704	PARKWAY PLAZA	\$24.99		
00042699	HUMPHREYS BAR & GRILL	\$6.18		
00042730	IN CI TECHNOLOGIES, I	\$1,836.00		
00042980	INTOXIMETERS	\$250.40		
		\$14,138.14	Subtotal for Dept.	Police
00043139	DECKER AUTO GLASS	\$515.12		
00042938	GREINER MOTOR COMPANY	\$198.13		
00043386	CASPER STAR TRIBUNE	\$291.10		
00042814	GREINER MOTOR COMPANY	\$198.13		
00043036	DECKER AUTO GLASS	\$234.55		
00043282	FREMONT MOTOR CASPER I	\$256.14		
		\$1,693.17	Subtotal for Dept.	Police Equipment
00042625	UNITED 01626042291941	\$25.00		
00042791	PIZZA RANCH CASPER	\$77.95		
00043186	IN UGLY BUG FLY SHOP	\$14.00		
00043034	FEDEXOFFICE 00009423	\$209.19		
00043267	STAPLES 00114181	\$38.99		
00042845	SHERATON DALLAS	\$508.37		
00042834	UNITED 01626043847676	\$50.00		
00042614	SUSHI ONE	\$23.23		
00042822	PHILLY TOWN	\$18.14		
00042755	CORNER BAKERY	\$28.51		
00042673	IRON CACTUS DALLAS	\$45.89		
00042620	UNITED 01626042291580	\$25.00		
00042577	CANTINA GRILL B	\$28.06		
00042976	FEDEXOFFICE 00009423	\$1,623.50		
00042826	SHERATON DALLAS	\$502.79		
		\$3,218.62	Subtotal for Dept.	Police Grants
00042879	UNITED 01624880002605	\$405.70		
00042648	ATLAS OFFICE PRODUCTS	\$41.64		
00043066	ACTION GLASS INC	\$391.57		
00042545	PUBLIC RISK MANAGEMENT	\$570.00		
00042707	SQ ATLANTIC ELECTRIC,	\$736.80		
00043205	ACTION GLASS INC	\$975.00		
		\$3,120.71	Subtotal for Dept.	Property & Liability Insurance
00043244	SAMSCLUB #6425	\$43.20		
00043229	SAMSCLUB #6425	\$31.96		
00043244	SAMSCLUB #6425	\$43.16		
00043244	SAMSCLUB #6425	\$86.32		
00043101	SQ CORNER UPHOLSTERY	\$209.50		

Bills and Claims

City of Casper

20-Apr-16 to 03-May-16

P-CARD VENDORS

00043366	ATLAS OFFICE PRODUCTS	\$21.61	
00042904	NORCO INC	\$14.83	
00043067	HOBBY-LOBBY #0233	\$8.40	
00043030	SAMSCLUB #6425	\$27.31	
00043030	SAMSCLUB #6425	\$27.31	
00043257	AMAZON.COM	\$10.19	
00043257	AMAZON.COM	\$10.19	
00043283	AMAZON.COM AMZN.COM/BI	\$6.00	
		\$539.98	Subtotal for Dept. Recreation
00043352	MICHAELSFENCE&SUPPLYIN	\$10.08	
00042901	IN GREAT PLAINS CLEAN	\$995.00	
00042962	CASPER WINNELSON CO	\$18.34	
00042760	QUALITY OFFICE Solutio	\$75.95	
00043060	SHERWIN-WILLIAMS 70896	\$381.40	
00043032	THE HOME DEPOT 6001	\$35.24	
00043381	PIZZA RANCH CASPER	\$56.95	
00043005	IN CASPER SAFETY LLC	\$700.00	
00042367	IN CASPER SAFETY LLC	\$350.00	
00043091	AIRGAS CENTRAL	\$317.16	
00043313	CASPER WINNELSON CO - Credit	(\$0.87)	
00042654	NETWORK FLEET. INC.	\$492.70	
00043204	BAILEYS ACE HARDWARE - Credit	(\$21.98)	
00043196	BAILEYS ACE HARDWARE	\$89.02	
		\$3,498.99	Subtotal for Dept. Refuse Collection
00043130	BRECK MEDIA GROUP WY	\$170.00	
00043367	VZWRLSS MY VZ VB P	\$22.26	
00042740	ALSCO INC.	\$200.64	
00042654	NETWORK FLEET. INC.	\$18.95	
00043239	TOWNSQ MEDIA CASPER	\$135.09	
00042499	USPS 57155809430310940	\$98.00	
		\$644.94	Subtotal for Dept. Sewer
00042827	CRESCENT ELECTRIC 103	\$21.61	
00042820	MOUNTAIN STATES LITHOG	\$55.20	
00043304	MURDOCH'S RANCH & HOME	\$44.99	
00042412	WW GRAINGER	\$38.29	
00042412	WW GRAINGER	\$81.85	
00042807	CASPER CONTRACTORS SUP	\$2,979.90	
00042768	CASPER CONTRACTORS SUP	\$24.20	
00042390	CASPER WINLECTRIC CO	\$46.46	
00042695	WAGNER'S OUTDOOR OUTFI	\$30.42	
00042698	CPS DISTRIBUTORS INC C	\$14.25	
00042716	CPS DISTRIBUTORS INC C	\$230.94	
00042758	TOP OFFICE PRODUCTS IN	\$154.89	
00042886	BAILEYS ACE HARDWARE	\$3.99	
00042804	CPS DISTRIBUTORS INC C - Credi	(\$0.05)	
00042797	CPS DISTRIBUTORS INC C - Credi	(\$14.22)	
00042779	SQ ATLANTIC ELECTRIC,	\$231.46	
00042922	THE HOME DEPOT 6001	\$13.86	

Bills and Claims

City of Casper

20-Apr-16 to 03-May-16

P-CARD VENDORS

00042586	INTERNATIONAL MUNICIPA	\$225.00	
00043050	MCCOY SALES CORPORATIO	\$8.46	
00043160	HOLIDAY INN EXP TUCSON	\$676.70	
00043367	VZWLSS MY VZ VB P	\$44.52	
00043163	HOLIDAY INN EXP TUCSON	\$676.70	
00043092	BOBCAT OF CASPER	\$175.00	
00043169	UNITED 01626048441883	\$50.00	
00043058	RED LOBSTER 6354	\$95.61	
00043181	SUTHERLANDS 2219	\$17.98	
00043141	THRIFTY CAR RENTAL	\$337.22	
00042998	CATTLETOWN STEAKHOUSE	\$56.23	
00042964	WAL-MART #1617	\$25.94	
00042951	UNITED 01626045882381	\$25.00	
00043195	DENVER AIRPORT	\$36.56	
00042989	EL MERENDERO RESTAURAN	\$47.54	
00043274	WW GRAINGER	\$14.22	
00043035	CASPER CONTRACTORS SUP	\$35.62	
00043232	HOWARD SUPPLY COMPANY	\$136.80	
00043234	THE UPS STORE 2200	\$38.27	
00043243	WW GRAINGER	\$11.22	
00042654	NETWORK FLEET. INC.	\$511.65	
00043202	SILVER SADDLE STEAK HO	\$87.67	
00043185	HOLIDAY INN EXP TUCSON	\$676.70	
00039873	ATLAS OFFICE PRODUCTS	\$22.19	
00039859	STAPLES 00114181	\$43.60	
00039827	INTERNATIONAL TRANSACTION	\$3.60	
00039692	STAPLES 00114181	\$87.92	
		\$8,125.96	Subtotal for Dept. Streets
00042439	CASPER STAR TRIBUNE	\$171.84	
00042568	ECONOLITE	\$1,527.50	
		\$1,699.34	Subtotal for Dept. Traffic
00043239	TOWNSQ MEDIA CASPER	\$135.09	
00042712	ENERGY LABORATORIES	\$309.45	
00042703	ENERGY LABORATORIES	\$309.45	
00042706	BAILEYS ACE HARDWARE	\$19.96	
00042714	HOMAX OIL SALES INC	\$479.06	
00043130	BRECK MEDIA GROUP WY	\$170.00	
00042719	ENERGY LABORATORIES	\$232.65	
00042679	SAFETY KLEEN SYSTEMS B	\$180.00	
00042728	ENERGY LABORATORIES	\$309.45	
00042731	FLUID COMPONENTS INTL	\$4,946.85	
00042741	ENERGY LABORATORIES	\$309.45	
00042767	DEWITT WATER	\$100.00	
00042772	WESTCOAST ROTOR, INC	\$1,974.39	
00042773	ENERGY LABORATORIES	\$309.45	
00042787	USPS 57155809430310940	\$6.74	
00042725	WYOMING ASSOCIATION OF	\$435.00	
00042864	WEAR PARTS INC	\$117.27	

Bills and Claims

City of Casper

20-Apr-16 to 03-May-16

P-CARD VENDORS

00041913	INDUSTRIAL PIPING SPCL	\$268.56	
00042518	USPS 57155804730311021	\$6.74	
00042521	SAMS CLUB #6425	\$124.25	
00042526	WEAR PARTS INC	\$220.00	
00042544	BAILEYS ACE HARDWARE	\$17.96	
00042551	FERGUSON ENT #3069	\$170.37	
00042559	CK MECHANICAL PLUMB	\$1,280.00	
00042592	HENSLEY BATTERY&ELECTR	\$65.44	
00042600	WATERWORKS INDUSTRIES	\$1,123.00	
00042597	WATERWORKS INDUSTRIES	\$1,090.00	
00042669	FALCON ENVIRONMENTAL C	\$6,657.97	
00042599	BAILEYS ACE HARDWARE	\$22.25	
00042798	DALE L PRENTICE CO.	\$2,214.10	
00042605	MIDLAND SCIENTIFIC INC	\$94.53	
00042613	LUBR ENGINEERS INC	\$254.45	
00042621	MIDLAND SCIENTIFIC INC	\$385.90	
00042624	HARRINGTON 08 DENVER	\$640.44	
00042640	HACH COMPANY	\$73.10	
00042652	BAILEYS ACE HARDWARE	\$1.60	
00042596	ATLAS OFFICE PRODUCTS	\$232.40	
00042928	ENERGY LABORATORIES	\$91.00	
00043367	VZWRLLS MY VZ VB P	\$44.52	
00042981	ENERGY LABORATORIES	\$345.15	
00042958	WW GRAINGER	\$151.80	
00042858	DANA KEPNER CO.	\$1,860.00	
00042934	WATERWORKS INDUSTRIES	\$1,571.71	
00042799	BARGREEN WYOMING 25	\$254.39	
00042883	BEARING BELTCHAIN00244	\$28.14	
00042873	BAILEYS ACE HARDWARE	\$25.45	
00042866	ALSCO INC.	\$601.98	
00042861	DANA KEPNER CO.	\$1,860.00	
00042937	IN NES COMPANY INC.	\$4,929.75	
00042809	WW GRAINGER	\$67.32	
00042852	NCL OF WISCONSIN INC	\$56.38	
00042848	CERILLIANT CORPORATION	\$35.00	
00042813	CERILLIANT CORPORATION	\$274.32	
00042819	WW GRAINGER	\$101.91	
00042841	HAJOCA KEENAN SUPP 25	\$90.34	
		\$37,676.48	Subtotal for Dept. Waste Water
00043199	THE HOME DEPOT 6001	\$17.72	
00043161	ALBERTSONS STO00000604	\$55.94	
00043025	SAMSClub #6425	\$524.00	
00043148	ENERGY LABORATORIES, I	\$50.00	
00043008	DANA KEPNER CO.	\$252.00	
00042811	MENARDS CASPER WY	\$11.74	
00042382	GUNNERS METERS	\$408.00	
00043214	ENERGY LABORATORIES, I	\$340.00	
00039895	GOVTELLERNATRONAWYFEE	\$2.99	

Bills and Claims

City of Casper

20-Apr-16 to 03-May-16

P-CARD VENDORS

00043367	VZWRLSS MY VZ VB P	\$85.78	
00042414	ENERGY LABORATORIES, I - Credi	(\$309.45)	
00039764	POLLARDWATER.COM #332	\$642.00	
00043017	ENERGY LABORATORIES, I	\$25.00	
00043146	MENARDS CASPER WY	\$33.43	
00043084	DANA KEPNER CO.	\$1,074.28	
00043048	HONNEN EQUIPMENT 04	\$9.90	
00042635	MOBILE CONCRETE, INC	\$390.50	
00042763	ENERGY LABORATORIES, I	\$50.00	
00042926	ENERGY LABORATORIES, I	\$660.00	
00042920	TOP OFFICE PRODUCTS IN	\$246.56	
00042654	NETWORK FLEET. INC.	\$132.65	
00042692	71 CONSTRUCTION INC #1	\$2,256.40	
00042895	ENERGY LABORATORIES, I	\$340.00	
00042876	ATLAS OFFICE PRODUCTS	\$29.41	
00042735	ALSCO INC.	\$579.90	
00042868	WW GRAINGER	\$350.56	
00042851	MENARDS CASPER WY - Credit	(\$8.15)	
00043082	NORCO INC	\$97.16	
	\$8,348.32	Subtotal for Dept.	Water
00043256	DXP ENTERPRISES	\$357.97	
00042994	WW GRAINGER	\$72.90	
00042997	WW GRAINGER	\$114.10	
00043026	IN LARSON DATA COMMUN	\$222.20	
00043031	WW GRAINGER	\$142.99	
00043104	CRUM ELECTRIC SUPPLY C	\$37.97	
00043116	ATLAS OFFICE PRODUCTS	\$78.22	
00043166	IN LARSON DATA COMMUN	\$1,398.80	
00043367	VZWRLSS MY VZ VB P	\$22.26	
00043023	DANA KEPNER CO.	\$252.00	
00042949	GFS CHEMICALS INC	\$291.40	
00043217	UPS 000008F045W166	\$109.24	
00043241	HARBOR FREIGHT TOOLS 3	\$16.99	
00043248	UNITED STATES WELDING	\$3,457.71	
00043255	EUROFINS EATON ANALYTI	\$100.00	
00043287	HOSE & RUBBER SUPPLY	\$1,180.19	
00043292	PIZZA HUT #240	\$85.97	
00043306	SMITHS FOOD #4185	\$36.92	
00043177	IDEXX DISTRIBUTION INC	\$1,085.77	
00042786	AGP PROPANE SERVICES	\$21.59	
00042534	NEWARK US 000700000075	\$50.07	
00042601	ATLAS OFFICE PRODUCTS	\$85.53	
00042606	ATLAS OFFICE PRODUCTS	\$385.38	
00042629	XEROX CORPORATION/RBO	\$202.12	
00042659	ENERGY LABORATORIES	\$375.00	
00042664	DALE L PRENTICE CO.	\$565.43	
00042666	ENERGY LABORATORIES	\$225.00	
00042990	FERGUSON ENT #3069	\$16.66	

Bills and Claims

City of Casper

20-Apr-16 to 03-May-16

P-CARD VENDORS

00042734	ALSCO INC.	\$180.00	
00042955	UPS 000008F045W156	\$223.09	
00042815	ENERGY LABORATORIES	\$300.00	
00042828	ENERGY LABORATORIES	\$20.00	
00042894	ENERGY LABORATORIES	\$225.00	
00042897	CASPER AREA CHAMBER	\$300.00	
00042900	WESTERN STATES FIRE PR	\$411.60	
00042919	ENERGY LABORATORIES	\$375.00	
00042936	UPS 000008F045W146	\$101.37	
00043221	WW GRAINGER	\$274.65	
00042671	DALE L PRENTICE CO.	\$721.08	
00043112	USPS 57155809430310940	\$21.90	
		\$14,144.07	Subtotal for Dept. Water Treatment Plant
00042569	TRACTOR SUPPLY CO #199	\$7.76	
00042100	TRACTOR SUPPLY CO #199	\$8.15	
00042508	WARNE CHEMICAL AND EQU	\$100.40	
00042713	THE HOME DEPOT 6001	\$50.91	
00042905	SQ ATLANTIC ELECTRIC,	\$361.10	
00043514	STOTZ EQUIPMENT	\$333.46	
00043207	THE HOME DEPOT 6001	\$19.94	
00042573	TRACTOR SUPPLY CO #199 - Credi	(\$8.15)	
00042911	IN GREEN TREE ARBORIC	\$750.00	
		\$1,623.57	Subtotal for Dept. Weed And Pest
		\$236,408.37	Subtotal for Vendor

PEPSI COLA OF CASPER

152550	PRODUCT	(\$500.00)	
152549	PRODUCT	\$2,621.00	
		\$2,121.00	Subtotal for Dept. Casper Events Center
110142	PRODUCT	\$250.30	
110024	PRODUCT	\$219.00	
		\$469.30	Subtotal for Dept. Ice Arena
		\$2,590.30	Subtotal for Vendor

POSTAL PROS, INC.

34882	WEB POSTING	\$3,802.57	
2414	INSERTS	\$495.00	
2415	UTILITY BILLING	\$12,060.83	
		\$16,358.40	Subtotal for Dept. Finance
		\$16,358.40	Subtotal for Vendor

POVERTY RESISTANCE FOOD PANTRY

3261	FUNDING	\$149.82	
3293	FUNDING	\$199.96	
		\$349.78	Subtotal for Dept. One Cent #15
		\$349.78	Subtotal for Vendor

PUBLIC SAFETY COMMUNICATIONS CENTER

Bills and Claims

City of Casper

20-Apr-16 to 03-May-16

PUBLIC SAFETY COMMUNICATIONS CENTER

734/138787 USER FEE

\$1,301.39

\$1,301.39 Subtotal for Dept. Metro Animal

1276/138788 USER FEE

\$530.66

\$530.66 Subtotal for Dept. Water

\$1,832.05 Subtotal for Vendor

RAMSHORN CONSTRUCTION, INC.

RIN0026546 COUNTRY CLUB RD

\$31,030.28

\$31,030.28 Subtotal for Dept. Streets

RIN0026546 COUNTRY CLUB RD

\$66,021.72

\$66,021.72 Subtotal for Dept. Water

\$97,052.00 Subtotal for Vendor

RESOURCE STAFFING

5713 TEMPORARY SERVICES

\$508.95

5113 TEMPORARY SERVICES

\$610.10

\$1,119.05 Subtotal for Dept. Casper Events Center

\$1,119.05 Subtotal for Vendor

ROBERT TASLER

RIN0026544 BOOT REIMBURSEMENT

\$71.82

\$71.82 Subtotal for Dept. Streets

\$71.82 Subtotal for Vendor

ROCKY MOUNTAIN POWER

AP00014904151616 ELECTRICITY

\$4,965.50

AP00016904151616 ELECTRICITY

\$418.00

\$5,383.50 Subtotal for Dept. Aquatics

AP000167A ELECTRICITY

\$7,694.73

\$7,694.73 Subtotal for Dept. Balefill

AP00016804221611 ELECTRICITY

\$165.03

\$165.03 Subtotal for Dept. Buildings And Grounds

AP00015304151616 ELECTRICITY

\$14,489.60

\$14,489.60 Subtotal for Dept. Casper Events Center

AP00015004151616 ELECTRICITY

\$241.06

\$241.06 Subtotal for Dept. Cemetery

AP00015104151616 ELECTRICITY

\$930.73

AP00015104151616 ELECTRICITY

\$981.32

AP00015104151616 ELECTRICITY

\$23.40

AP00018204221611 ELECTRICITY

\$946.08

AP00015104151616 ELECTRICITY

\$3,603.76

\$6,485.29 Subtotal for Dept. City Hall

AP00015504151616 ELECTRICITY

\$3,004.58

6155842 FIRE #6 SERVICE AGREEMENT

\$12,557.00

\$15,561.58 Subtotal for Dept. Fire

AP00015404151616 ELECTRICITY

\$3,370.02

Bills and Claims

City of Casper

20-Apr-16 to 03-May-16

ROCKY MOUNTAIN POWER

	\$3,370.02	Subtotal for Dept.	Fleet Maintenance
AP00015604151616 ELECTRICITY	\$550.38		
	\$550.38	Subtotal for Dept.	Fort Caspar
AP00015704151616 ELECTRICITY	\$2,869.82		
	\$2,869.82	Subtotal for Dept.	Golf Course
AP00015804151616 ELECTRICITY	\$8,819.13		
	\$8,819.13	Subtotal for Dept.	Hogadon
AP00015904151616 ELECTRICITY	\$5,039.70		
	\$5,039.70	Subtotal for Dept.	Ice Arena
AP00016004151616 ELECTRICITY	\$941.65		
	\$941.65	Subtotal for Dept.	Metro Animal
AP00018004151616 ELECTRICITY	\$2,848.10		
AP00016104151616 ELECTRICITY	\$1,592.75		
AP00018104151616 ELECTRICITY	\$2,469.26		
	\$6,910.11	Subtotal for Dept.	Parks
AP00016204151616 ELECTRICITY	\$358.81		
	\$358.81	Subtotal for Dept.	Police
AP00015204151616 ELECTRICITY	\$3,270.24		
	\$3,270.24	Subtotal for Dept.	Recreation
AP00016304151616 ELECTRICITY	\$496.68		
	\$496.68	Subtotal for Dept.	Sewer
AP00016404151616 ELECTRICITY	\$47,011.46		
AP000170A ELECTRICITY	\$92.25		
	\$47,103.71	Subtotal for Dept.	Streets
AP00016604151616 ELECTRICITY	\$28,681.34		
	\$28,681.34	Subtotal for Dept.	Waste Water
AP00016504151616 ELECTRICITY	\$22,455.87		
	\$22,455.87	Subtotal for Dept.	Water
RIN0026536 ELECTRICITY	\$39,429.82		
RIN0026536 ELECTRICITY	\$8,949.11		
	\$48,378.93	Subtotal for Dept.	Water Treatment Plant
	\$229,267.18	Subtotal for Vendor	

RON/ELLEN STRANG

RIN0026577 UTILITY REFUND	\$175.46		
	\$175.46	Subtotal for Dept.	Water
	\$175.46	Subtotal for Vendor	

RSC EQUIPMENT RENTALS

0026343652 UTILITY REFUND	\$7.62		
0026343652 UTILITY REFUND	\$91.39		
	\$99.01	Subtotal for Dept.	Water
	\$99.01	Subtotal for Vendor	

S/D, INC.

15613 LOCKER HINGES	\$325.00		
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Bills and Claims

City of Casper

20-Apr-16 to 03-May-16

S/D, INC.

\$325.00 Subtotal for Dept. Aquatics

\$325.00 Subtotal for Vendor

SARAH TSCHETTER

1012 POLYGRAPHS

\$300.00

\$300.00 Subtotal for Dept. Police

\$300.00 Subtotal for Vendor

SMARSH, INC

INV00146895 EMAIL MAINTENANCE

\$3,006.00

\$3,006.00 Subtotal for Dept. Finance

\$3,006.00 Subtotal for Vendor

SMART SPEC, LLC

201607 ASBESTOS TEST

\$500.00

\$500.00 Subtotal for Dept. Parks

\$500.00 Subtotal for Vendor

SOURCE GAS DIST. LLC

201003833764 NATURAL GAS

\$5,960.64

207408048485 NATURAL GAS

\$230.11

\$6,190.75 Subtotal for Dept. Aquatics

207408048489 NATURAL GAS

\$2,768.42

\$2,768.42 Subtotal for Dept. Balefill

201804149353 NATURAL GAS

\$240.36

\$240.36 Subtotal for Dept. Buildings And Grounds

201092474190 NATURAL GAS

\$4,673.72

\$4,673.72 Subtotal for Dept. Casper Events Center

207408048433 NATURAL GAS

\$220.20

\$220.20 Subtotal for Dept. Cemetery

201092471567 NATURAL GAS

\$63.37

207408048438 NATURAL GAS

\$1,335.16

201448277603 NATURAL GAS

\$483.35

201626234697 NATURAL GAS

\$90.93

\$1,972.81 Subtotal for Dept. City Hall

207408048494 NATURAL GAS

\$1,176.85

201448280782 NATURAL GAS

\$263.46

201181398701 NATURAL GAS

\$366.68

\$1,806.99 Subtotal for Dept. Fire

201448282449 NATURAL GAS

\$2,256.45

\$2,256.45 Subtotal for Dept. Fleet Maintenance

201626234549 NATURAL GAS

\$423.96

\$423.96 Subtotal for Dept. Fort Caspar

201270351888 NATURAL GAS

\$527.78

\$527.78 Subtotal for Dept. Golf Course

201003833765 NATURAL GAS

\$916.73

Bills and Claims

City of Casper

20-Apr-16 to 03-May-16

SOURCE GAS DIST. LLC

	\$916.73	Subtotal for Dept.	Ice Arena
201003839744 NATURAL GAS	\$1,120.31		
	\$1,120.31	Subtotal for Dept.	Metro Animal
201448277632 NATURAL GAS	\$993.31		
	\$993.31	Subtotal for Dept.	Recreation
201537267974 NATURAL GAS	\$16.25		
	\$16.25	Subtotal for Dept.	Sewer
207408048488 NATURAL GAS	\$7,339.36		
	\$7,339.36	Subtotal for Dept.	Waste Water
207408048487 NATURAL GAS	\$209.67		
207408048464 NATURAL GAS	\$754.93		
	\$964.60	Subtotal for Dept.	Water
201715191866 NATURAL GAS	\$7,121.69		
	\$7,121.69	Subtotal for Dept.	Water Treatment Plant
	\$39,553.69	Subtotal for Vendor	

STATE OF WY. - DEPT. OF ENVIRONMENTAL QUALITY

RIN0026522 LANDFILL ASSURANCE PROGRAM	\$3,711.98		
	\$3,711.98	Subtotal for Dept.	Balefill
	\$3,711.98	Subtotal for Vendor	

STATE OF WY. - OFFICE OF STATE LANDS & INVEST

RIN0026517 DWSRF#025 PRINCIPAL	\$77,127.31		
RIN0026517 DWSRF#025 INTEREST	\$19,093.38		
	\$96,220.69	Subtotal for Dept.	Water
	\$96,220.69	Subtotal for Vendor	

SUMMIT ROOFING INC.

122579-1 ROOF REPLACEMENT	\$7,810.00		
	\$7,810.00	Subtotal for Dept.	CDBG
	\$7,810.00	Subtotal for Vendor	

SUPERIOR INDUSTRIAL SUPPLY & EQUIPMENT INC

6135 REPAIR LIFT HOIST	\$28,022.10		
	\$28,022.10	Subtotal for Dept.	Fleet Maintenance
	\$28,022.10	Subtotal for Vendor	

SYSCO FOOD SVCS. CORP.

604131253 PRODUCT	\$1,137.80		
	\$1,137.80	Subtotal for Dept.	Casper Events Center
	\$1,137.80	Subtotal for Vendor	

TIM DACH

966569 CLOTHING REIMBURSEMENT	\$98.97		
	\$98.97	Subtotal for Dept.	Buildings And Grounds
	\$98.97	Subtotal for Vendor	

Bills and Claims

City of Casper

20-Apr-16 to 03-May-16

TONYA JORDAN

RIN0026554 UTILITY REFUND

\$118.18
\$118.18 Subtotal for Dept. Water
\$118.18 Subtotal for Vendor

TRAVIS RODRIGUEZ

RIN0026578 REFUND SEWER TAP

\$120.00
\$120.00 Subtotal for Dept. Sewer
\$120.00 Subtotal for Vendor

TRI-STATE TRUCK & EQUIPMENT, INC.

402369 DUMP TRUCK

\$388,270.00
\$388,270.00 Subtotal for Dept. Balefill
\$388,270.00 Subtotal for Vendor

URGENT CARE OF CASPER LLC.

53790 PRE HIRE TESTING

\$32.00
\$32.00 Subtotal for Dept. Communications Center

53325 PRE HIRE TESTING

\$360.00
\$360.00 Subtotal for Dept. Police
\$392.00 Subtotal for Vendor

VENTURE TECHNOLOGIES/ISC, INC.

SIN014882 CISCO PHONES

\$509.39
\$509.39 Subtotal for Dept. Fire
\$509.39 Subtotal for Vendor

VICTOR SALAZAR

ASE-5571-1273 TESTING REIMBURSEMENT

\$73.00
\$73.00 Subtotal for Dept. Fleet Maintenance
\$73.00 Subtotal for Vendor

WASTE WATER TREATMENT

1337/138795 SUMP CLEANING

\$600.00
\$600.00 Subtotal for Dept. Balefill
\$600.00 Subtotal for Vendor

WESTERN WATER CONSULTANTS, INC.

160080003 15TH & ELM IMPROVEMENTS

\$1,950.60
\$1,950.60 Subtotal for Dept. Streets
\$1,950.60 Subtotal for Vendor

WLC ENGINEERING - SURVEYING - PLANNING

2016-10425 COUNTRY CLUB ROAD IMPROVEMENTS

\$429.58

2016-10424 DESIGN FOR HIGHLAND PARK

\$1,437.75

\$1,867.33 Subtotal for Dept. Streets

2016-10425 COUNTRY CLUB ROAD IMPROVEMENTS

\$692.92

\$692.92 Subtotal for Dept. Water

Bills and Claims

City of Casper

20-Apr-16 to 03-May-16

WLC ENGINEERING - SURVEYING - PLANNING

\$2,560.25 Subtotal for Vendor

WORLDWASH

2642 KITCHEN EXHAUST CLEANING

\$575.00

\$575.00 Subtotal for Dept. Golf Course

\$575.00 Subtotal for Vendor

WY. ASSOC. OF MUNICIPALITIES

14850 HR RETREAT

\$70.00

\$70.00 Subtotal for Dept. Human Resources

\$70.00 Subtotal for Vendor

YOUTH CRISIS CENTER CORP.

MARCH2016 FUNDING

\$4,997.52

\$4,997.52 Subtotal for Dept. Social Community Services

\$4,997.52 Subtotal for Vendor

Grand Total

\$2,550,161.01

Approved By:

On:

Payroll Disbursements

4/20/16	FIRE PAYROLL	\$	160,504.71
4/20/16	BENEFITS & DEDUCTIONS	\$	27,282.36
4/21/16	CITY PAYROLL	\$	1,209,178.99
4/21/16	BENEFITS & DEDUCTIONS	\$	197,418.09
5/2/16	FIRE PAYROLL	\$	188,935.52
5/2/16	BENEFITS & DEDUCTIONS	\$	29,251.00

Total Payroll \$ 1,812,570.67

Additional Fees

Total Fees \$ -

Additional AP

Total Additional AP \$ -

April 26, 2016

MEMO TO: His Honor, the Mayor, and Members of the City Council

FROM: V.H. McDonald, City Manager

SUBJECT: Naming the New Ski Patrol Building at Hogadon

Recommendation:

That Council, by resolution, authorize the new ski patrol building at Hogadon to be named the "R. Stanley and Pat Lowe Memorial Ski Patrol Hut."

Summary:

The Casper Mountain Ski Patrol leases the ski patrol building at Hogadon from the City of Casper. This building provides a safe place where skiers in need of assistance are able to receive care.

R. Stanley Lowe served many years with the Casper Mountain Ski Patrol and was a prominent advocate of the services rendered by patrollers. He was also affiliated with the National Ski Patrol for over 50 years. Mr. Lowe made significant contributions to the Casper community and the State of Wyoming by sponsoring recreational safety legislation in the Wyoming Legislature.

The Casper Mountain Ski Patrol requests that the City of Casper name the new ski patrol building at Hogadon in honor of R. Stanley Lowe.

A resolution has been prepared for Council's consideration.

RESOLUTION NO. 16-120

A RESOLUTION AUTHORIZING THE NEW SKI PATROL BUILDING AT HOGADON BE NAMED THE "R. STANLEY AND PAT LOWE MEMORIAL SKI PATROL HUT"

WHEREAS, a new ski patrol building at Hogadon was completed in November 2015; and,

WHEREAS, the Casper Mountain Ski Patrol leases the ski patrol building from the City of Casper; and,

WHEREAS, this new building provides a safe place where the Casper Mountain Ski Patrol is able to care for skiers in need of assistance; and,

WHEREAS, R. Stanley "Stan" Lowe was affiliated with the National Ski Patrol for over 50 years and was instrumental in obtaining a Congressional Charter for the National Ski Patrol; and,

WHEREAS, R. Stanley "Stan" Lowe made significant contributions to the Casper community and the State of Wyoming through his service in the American Judicature Society and by sponsoring recreational safety legislation in the Wyoming Legislature; and,

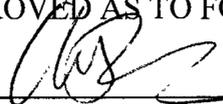
WHEREAS, after his honorable discharge from the Merchant Marines, R. Stanley "Stan" Lowe successfully worked with the State Veteran's Commission to ensure that Merchant Mariners be recognized as veterans; and,

WHEREAS, R. Stanley "Stan" Lowe was integral in bringing numerous advancements to the Casper Mountain Ski Patrol where he served for many years and was a prominent advocate of the services rendered by patrollers at the ski patrol building.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized and directed to execute, and City Clerk to attest, a resolution authorizing the new ski patrol building at Hogadon to be named the "R. Stanley and Pat Lowe Memorial Ski Patrol Hut."

PASSED, APPROVED, AND ADOPTED this _____ day of _____, 2016.

APPROVED AS TO FORM:



ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Tracey L. Belser
City Clerk

Daniel Sandoval
Mayor

April 25, 2016

MEMO TO: V.H. McDonald, City Manager

FROM: Liz Becher, Community Development Director/Assistant City Manager 
Joy Clark, Community Development Technician

SUBJECT: Approval of Community Development Block Grant (CDBG) Annual
Action Plan for Program Year 2016/2017

Recommendation:

That Council, by resolution, approves the Community Development Block Grant (CDBG) Annual Action Plan for the period covering July 1, 2016 through June 30, 2017.

Summary:

The U.S. Department of Housing and Urban Development (HUD) has designated the City of Casper as an entitlement community to receive Community Development Block Grant (CDBG) funds. According to the Federal regulations governing the CDBG program (24 CFR 570), the City of Casper is required to prepare and submit a Five-Year Consolidated Plan every five years and an Annual Action Plan for each year. Both plans must meet the criteria as set forth in 24 CFR 91. This year is the second year of the Five-Year Consolidated Plan period. The Housing and Community Development Division has prepared an Annual Action Plan for the period covering July 1, 2016 through June 30, 2017. Approvals must be obtained from the City Council as a part of the plan submission process. HUD must then approve the Annual Action Plan before any of the CDBG funds are to be released to the City.

Council discussed the proposed use of funds for this year's Annual Action Plan at its work session on April 12, 2016. The funding recommendations of the City Council are reflected in the Annual Action Plan and the City's FY17 budget. HUD has allocated \$287,280 to the City of Casper for PY2016/2017.

As a recipient of entitlement Community Development Block Grant (CDBG) funds from the U.S. Department of Housing and Urban Development (HUD), the City wishes to solicit community opinion in its submission of an Annual Action Plan outlining its proposed use of CDBG funds.

Staff is requesting this public hearing to be held in accordance with the City's current Citizen Participation Plan. To ensure the public hearing is meaningful to the citizens, law requires that it be held in the presence of the Mayor and City Council members. Any comments received at this public hearing will be used to prepare the final Plan which will be submitted to HUD by the May 15th, 2016 deadline.

A Resolution has been prepared for Council's approval.

CITY OF CASPER



2nd Year ANNUAL ACTION PLAN 2016-2017

Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The City of Casper is pleased to present its Fiscal Year 2016/17 Second-Year Annual Action Plan (AAP) to the U. S. Department of Housing and Urban Development (HUD). The planned projects are an effort to work toward achievement of the larger accomplishments set forth in the Five Year Consolidated Plan for 2015-2019, which include providing safe, decent housing, suitable living environments, reducing homelessness, city-wide transportation assistance and economic opportunity.

The City's allocation of Community Development Block Grant funds (CDBG) for the upcoming year is \$287,280. In addition, \$1,963 of program income is estimated for FY16/17 and is derived from loan interest and principal repayments by homeowners whom have borrowed from the City to make needed repairs on their homes. Carryover funds of \$65,903 are estimated from the prior year HUD allocation. The following is the estimated breakdown of CDBG funds to allocate for FY16/17:

• HUD Allocation	\$287,280
• Program Income	\$ 982
• Carryover Funds from Prior Year	<u>\$ 65,903</u>
Total	\$354,165

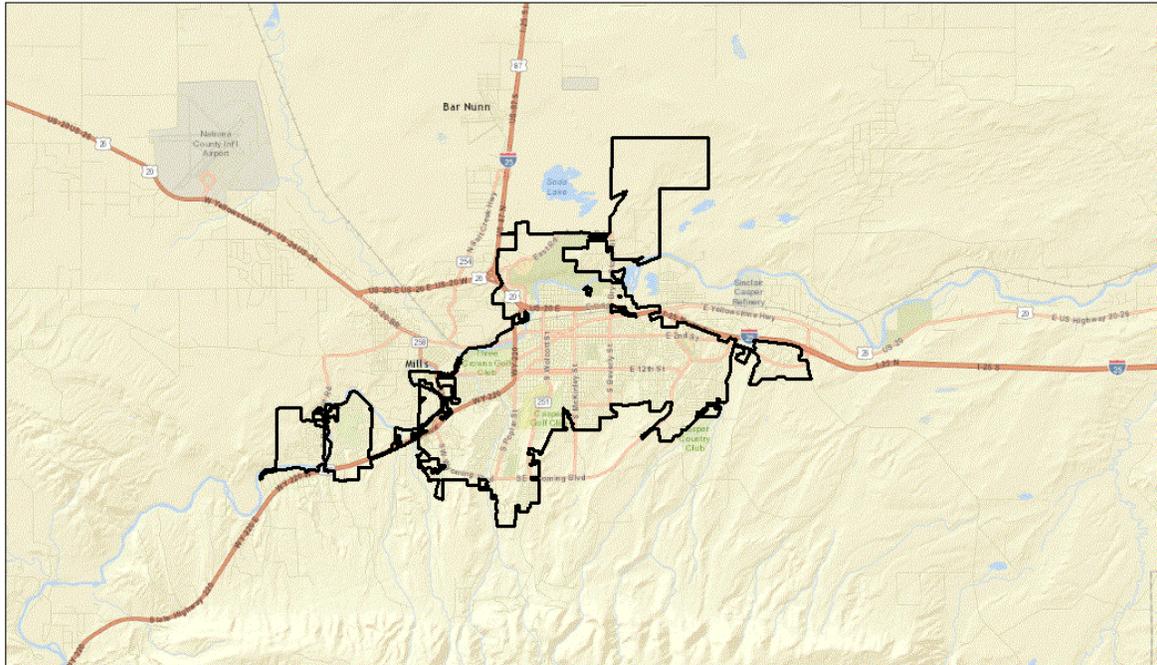
The primary focus of the Plan is how the City can best utilize its allocation of Community Development Block Grant funds (CDBG) to improve the quality of life for its low income population by establishing goals and objectives to address critical housing and community development needs. Issues to be addressed are economic development, housing, transportation, and homelessness.

Another purpose of the Second-Year Annual Action Plan is to guide the decision-making process over the year, and to plan how to effectively and efficiently allocate and spend CDBG funds to meet these objectives. Local social service, government, and housing agencies were consulted in the development of the Plan regarding community development and housing in the City of Casper and to obtain their input about current availability of services, what the needs are in the City, and how to best prioritize funding to address these needs.

CITY OF CASPER 2016/2017 ANNUAL ACTION PLAN DRAFT

Demographic data was analyzed related to housing, the homeless, employment and community development needs. This data was used, along with the input from the local agencies, to develop an overall picture of the City's housing and community development needs.

CPD Maps - City of Casper Boundaries



April 13, 2016
Override 1

1:190,291
0 1.5 3 6 mi
0 2.5 5 10 km
Source: Esri, HERE, DeLorme, USGS, Intermap, increment P Corp., NRCAN, Esri, Japan, METI, Esri China (Hong Kong), Esri (Thailand), Mapbox, © OpenStreetMap contributors, and the GIS User Community

CPD Maps - City of Casper Boundaries

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

- **Special Needs: Support the community transit systems** - Providing subsidized tickets and tokens through the Casper Area Transportation Coalition office which are made available to token distribution locations established to better serve the citizens that need them.

OBJECTIVE: Assist citizens in the City with necessary travel to appointments, school, work, retail and entertainment.

CITY OF CASPER 2016/2017 ANNUAL ACTION PLAN DRAFT

OUTCOME: Reduce the burden of not having a vehicle, or fuel for it, and still be able to access necessary services.

- **Economic Development: Rehabilitation and Emergency Repairs for low and low-to-moderate income homeowners and assisting businesses with improving deteriorating buildings –**
 - 1) Home rehabilitation determined as necessary to improve the standard of living or safety for the resident(s) such as: roofing, painting, window/door replacement, minor structural improvements and emergency repairs such as replacing a water heater or leaking plumbing.
 - 2) Economic development, determined as necessary, offers assistance in rehabilitating older business buildings in the core of the City and in the adjoining Old Yellowstone District. The downturn in the economy prevents many business owners from performing exterior repairs that could benefit their businesses, the area, and encourage increased patronage and the need for added staff.

OBJECTIVE: Assist elderly and/or disabled, low-income homeowners in the City with necessary repairs and rehabilitation that they could not otherwise afford.

OUTCOME: Provide an improved and safe living environment. Bring sub-standard or dangerous living conditions to a higher standard.

- **Homeless: Rehabilitation of public housing buildings at Life Steps Campus** - Performing repairs within the seven City-owned buildings and the grounds, which provide housing, schooling, community programs, and a healthcare clinic.

OBJECTIVE: Repair buildings and grounds to a safe environment for persons who are homeless or in a low-income level and remove the institutional atmosphere.

OUTCOME: Provide a safe, inviting and comfortable environment to live and attend classes and programs.

- **Program administration** - One full-time staff person responsible for: responding to reports, overseeing compliance, attending mandatory HUD training meetings, writing and submitting plans and reports as required by HUD, consulting with homeowners, inspecting properties, writing City contracts with contractors after obtaining quotes or bids on projects, and adhering to Davis Bacon requirements on projects, as well as keeping the City Council members informed of the status of the program and its progress.

OBJECTIVE: Provide a staff member to efficiently oversee the HUD funding.

OUTCOME: For the City to meet deadlines, observe all required regulations and provide complete reporting on the projects which are accomplished with HUD funds.

CITY OF CASPER 2016/2017 ANNUAL ACTION PLAN DRAFT

- **Neighborhood Program: Replacement of deteriorated or damaged sidewalks in eligible census tracts** - Replace dangerous sidewalk sections in the low to low-moderate income (LMI) identified areas in the City in partnership with City Public Services and Code Enforcement.

OBJECTIVE: Replace areas where the deteriorated or missing sidewalks have made it difficult for safe passage for the City's citizens.

OUTCOME: To provide safer pathways and sidewalks for citizens to traverse in the low-income census tracts.

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

An evaluation of the CDBG activities in Program Year 2015 gave the City insight as to areas that needed more concentration and areas needing less emphasis at this time. Realizing the rather drastic economic changes that are occurring in Casper, the City must be flexible and stay alert as to where the need is greatest to assist the low-income persons the best way possible. The goals and projects will be evaluated regularly to ensure needs are being met in as efficient and effective manner as possible.

A Consolidated Annual Performance and Evaluation Report (CAPER) is submitted to HUD 90 days following the end of the Program Year. The CAPER analyzes the City's use of its annual CDBG fund allocation and serves as an evaluation of the City's performance of meeting the planned goals of the Consolidated Plan and the Annual Action Plan.

The increased need for assistance with transportation throughout the City confirms a successful and necessary expenditure of funding that benefits many citizens. Unfortunately, the subsidized tokens and tickets run out prior to the new allocation due to the percentage restraints (15%) of the CDBG allocation that the City can expend on public services. Running out prior to new funding availability also verifies the extreme need for this project. The subsidized tokens and tickets are distributed seasonally between October and April to provide transportation during the coldest months in Casper.

The affordability of repairs and rehabilitation for homeowners who are in a low-income level, elderly and/or disabled, is not a reality. The citizens oftentimes must choose between paying bills, buying groceries, or medicine, or fueling a vehicle. Home repairs typically fall behind due to the inability to afford them. The repair or rehabilitation becomes more costly as the situation deteriorates or then turns into an emergency repair. The City has been able to assist several homeowners with repairs and the program has proven to be necessary.

CITY OF CASPER 2016/2017 ANNUAL ACTION PLAN DRAFT

The LifeSteps Campus has been improved greatly over the past year due to the funding assistance which has provided a dishwasher in the kitchen, flooring, windows, doors and many other repairs. Residual funds were expended on replacing the steam heat system with hot water heat in Building E, the largest building on the campus. The City of Casper installed new roofing on the campus and the Casper Housing Authority, the City's Property Management Agency, has improved the buildings by performing many repairs and painting rooms to have a homey and inviting look. A fire suppression system that is in extreme need of replacement will be replaced using LifeSteps Campus Care funds. Future plans for housing and programs involving campus residents, as well as the community residents, have encouraged funding to be utilized on the Campus to benefit persons who are homeless or of very low income.

One full-time staff person necessitates funding to oversee and manage the program and the expenditures.

The severe disrepair and deterioration of sidewalks in the City's low income census tracts has directed the need to expend funding to replace many areas of sidewalks that are unsafe. Citizens are forced into the roads in some places in order to avoid the damaged areas.

Many older buildings in the core of the City and in the adjoining Old Yellowstone District have been improved over the past few years with the matching facade grant program. The downturn in the economy in the area prevents many business owners from performing exterior repairs that could benefit their business as well as the area where the business is located. Improvements to the area are still in demand and the assistance has been proven to be necessary.

CITY OF CASPER 2016/2017 ANNUAL ACTION PLAN DRAFT



HOME REHAB: BEFORE



AFTER



TRANSPORTATION



AFTER



MATCHING FAÇADE GRANT: BEFORE



CITY OF CASPER 2016/2017 ANNUAL ACTION PLAN DRAFT

CDBG Projects

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The Citizen Participation Process involved in the development of this Plan adhered to the Citizen Participation Plan for the CDBG Program for the City of Casper. Citizens were notified that an Executive Summary had been prepared and was available for viewing and offering comments on, if desired. The citizens of Casper were notified of this opportunity in publications in the Casper Star Tribune on Friday, April 15, 2016 and Sunday, April 17, 2016. The locations in the City where citizens could view the document were as follows:

- Electronically at www.cityofcasperwy.com (Community Development)
- Housing and Community Development Office, City Hall, 200 North David Street
- Community Action Partnership of Natrona County, 800 Werner Court, Suite 201
- Casper Housing Authority, 145 N. Durbin Street
- LifeSteps Campus – Building K, 1514 East 12th Street
- Natrona County Public Library, 2nd Floor Reference Desk, 307 East 2nd Street
- In all of the City's public transportation services: The Bus and CATC

Citizens could also view the document and have discussion regarding the CDBG program at two Public Meeting held at:

- LifeSteps Campus, Building K, 1514 East 12th Street, April 18, 6:00PM
- King's Corner Outreach Center, 112 S. Beech Street, April 28, 5:30PM

Comments could be written down at any location, or relayed orally and written down and then placed in provided envelopes which were picked up April 29th, the day following the conclusion of the Public Comment Period. Comments could also be emailed, faxed, mailed, dropped off at the Housing and Community Development office, or phoned in. Any comments received were addressed and incorporated into this Plan.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

The public comments which were received at the Public Meeting at King's Corner Outreach Center pertained to the additional locations where people could obtain tokens being a good addition. Another comment regarded the Emergency Cold Weather shelter and hopes that it could be expanded next year

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to accommodate males also, due to the Mission always being full, and the extra people having to sit out on the enclosed front porch all night.

6. Summary of comments or views not accepted and the reasons for not accepting them

No comments were received that were not accepted or responded to.

7. Summary

The City's 2016-2017 Annual Action Plan is written with hopes of continuing to support the successful projects from past program years, as well as introducing new projects to support the LMI population to a greater extent.

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PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	CASPER	Housing and Community Development / City of Casper

Table 1 – Responsible Agencies

Narrative (optional)

The Housing and Community Development Department is responsible for leading and coordinating the planning and submission process of the Consolidated Plan. The CDBG Program Coordinator is responsible for facilitating the program including completing reports, entering information into IDIS and overseeing that the eligible projects under the activities are carried out efficiently and all regulations and requirements are followed, including any projects involving Davis Bacon or Lead-Based Paint requirements.

The CDBG Program Coordinator operates under the direction of the Housing and Community Development Director and receives approval of reports and invoices prior to being submitted to the Casper City Council or to the U.S. Department of Housing and Urban Development for final approval. Local agency funding will continue to be pursued in efforts to leverage the funds allocated to the City, making the funding more effective.

Consolidated Plan Public Contact Information

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Housing and Community Development Office

CDBG Program Coordinator - Joy Clark

200 North David Street

Casper, WY 82601

(307)235-8241 / jclark@casperwy.gov

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AP-10 Consultation – 91.100, 91.200(b), 91.215(I)

1. Introduction

The City works with the Casper Housing Authority (CHA) which coordinates housing vouchers for low income residents, permanent supportive housing and Veterans Administration Supportive Housing (VASH). The agency is involved with housing homeless and low income persons. CHA had a successful pilot Housing First program which continues to function on LifeSteps Campus. Community Action Partnership (CAP) assists with housing needs in the City and operates the Healthcare for the Homeless program on LifeSteps Campus and has started their initial Housing First program off of the Campus. Additionally, the City works with non-profit developers to coordinate and support the development of housing for the homeless, including supportive needs housing. The City's assistance includes both financial support for such housing, as well as assisting project developers during the zoning and permitting approval process, to ensure that the approval process proceeds efficiently. The City consults with developers regarding tax credit properties emphasizing the need for low income and senior housing.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I))

The CDBG Program Coordinator attends the Wyoming Homeless Collaborative, Natrona County meeting on a monthly basis with local agency representatives who are involved with public and assisted housing as well as others who offer services to victims of domestic violence, Veterans services, homeless K-12 students, community services such as health care, rental assistance, insurance assistance for LMI citizens, services to obtain legal documents, bus transportation services, financial and educational services. Each representative tells what their agency is currently involved with, advises the group of upcoming events, and gives their current situation of vacancies or discusses the size of their waiting list. The group exchanges information and makes connections that can benefit people in their programs.

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Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The CDBG Program Coordinator is a member of the State of Wyoming Continuum of Care. Email is the tool used for communication, updates and upcoming program offerings that would be beneficial to the members. The Secretary of the Continuum distributes information that is posted on the HUD website on a regular basis, along with information that may be of interest or that applies to all agencies. Bi-Annual membership meetings are held. The Program Coordinator participates annually in the Point-in-Time count. The City offers space at the LifeSteps Campus during the freezing temperature months to persons who are homeless in the Emergency Cold Weather Shelter. This program is overseen by staff from the Central Wyoming Rescue Mission which receives funding from the Community Action Partnership of Natrona County, which received City of Casper Optional One-Cent Sales Tax funding. Persons who are chronically homeless, and those at risk of homelessness, receive supportive services from the agencies equipped to offer the greatest benefit to them, such as the housing and health care agencies.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

The City of Casper does not receive ESG funding or administer the HMIS program.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities

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Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Casper Housing Authority
	Agency/Group/Organization Type	Housing PHA Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Education Service-Fair Housing Other government - Federal Planning organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Agency was consulted with in person and email communication. Anticipated outcomes are continued management of the City's LifeSteps Campus, increased housing for homeless citizens and increased programs for the tenants and local community on the Campus.

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2	Agency/Group/Organization	Central Wyoming Rescue Mission
	Agency/Group/Organization Type	Housing Services - Housing Services-homeless Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homelessness Needs - Veterans Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Agency was consulted in person at the Homeless Collaborative meetings, and via email and telephone. Anticipated outcomes are to remain in good communication, to have them oversee the Emergency Cold Weather Shelter for the City, to assist where possible in decreasing the numbers of persons who are homeless in our community.
3	Agency/Group/Organization	HABITAT FOR HUMANITY, THE HEART OF WYOMING
	Agency/Group/Organization Type	Housing Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Agency was contacted by email and telephone. Anticipated outcomes are that homes will continue to be built by volunteers for the organization on lots as they become available for them to build on.

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4	Agency/Group/Organization	Community Action Partnership of Natrona County
	Agency/Group/Organization Type	Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Services-Education Service-Fair Housing Services - Victims Other government - County
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Agency was consulted by email and in person at the Homeless Collaborative meetings. Anticipated outcomes are that assistance will continue for persons who are chronically homeless, and that funding the local social service agencies, and assisting citizens needing public assistance, will be the main focus of the Agency.
5	Agency/Group/Organization	Casper Area Transportation Coalition
	Agency/Group/Organization Type	Other government - Federal Public Transportation

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	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Economic Development Public Transportation
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Agency was consulted through email and in person. The anticipated outcome is that citizens continue to be served by a responsible, efficient transportation entity to get them to school, medical appointments, employment and other necessary locations.
6	Agency/Group/Organization	Interfaith of Natrona County
	Agency/Group/Organization Type	Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Other government - County
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Agency was contacted by email and in person. The anticipated outcome is that citizens continue to receive assistance when funding is available for a variety of needs including fuel, bus fare, obtaining legal certificates, etc.

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7	Agency/Group/Organization	MOTHER SETON HOUSE INC.
	Agency/Group/Organization Type	Housing Services - Housing Services-Children Services-Persons with Disabilities Services-Victims of Domestic Violence Services-homeless Services-Education Service-Fair Housing Neighborhood Organization
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Agency was consulted in person. The anticipated outcomes are that good housing services will continue for single mothers or fathers, with children, under the new management of the organization.
8	Agency/Group/Organization	SELF HELP CENTER, INC.
	Agency/Group/Organization Type	Housing Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Victims of Domestic Violence Service-Fair Housing Services - Victims
	What section of the Plan was addressed by Consultation?	Public Housing Needs Non-Homeless Special Needs

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	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Agency was contacted in person. The anticipated outcome is that victims of domestic violence situations continue to have housing and domestic violence assistance available.
9	Agency/Group/Organization	WYOMING HOUSING NETWORK
	Agency/Group/Organization Type	Housing Services - Housing Services-Education Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Agency was contacted by email and in person. The anticipated outcome is that low-income citizens continue to have access to decent and affordable housing on a more permanent-supportive level.
10	Agency/Group/Organization	Youth Crisis Center
	Agency/Group/Organization Type	Services - Housing Services-Children Service-Fair Housing Services - Victims
	What section of the Plan was addressed by Consultation?	Public Housing Needs Homelessness Needs - Unaccompanied youth
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Agency was contacted by email. The anticipated outcome is that youth in the City continue to have a safe, supervised place to live that encourages them to improve their situations and return to their families and the community.

Identify any Agency Types not consulted and provide rationale for not consulting

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Not Applicable

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Wyoming Homeless Collaborative	The goals for addressing homelessness in our communities are similar in providing emergency housing, transitional, and permanent-supportive housing.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

The Housing and Community Development Staff coordinates regularly with other City personnel such as: Public Services, Engineering, Public Transit, GIS, Building Inspection and Code Enforcement to implement repairs or proposals for projects, and to receive information regarding low-income citizens in apparent need of assistance.

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AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

The Citizen Participation process is stated thoroughly in the AP-05 Executive Summary.

In an effort to broaden public participation and encourage input from low-and-moderate income residents, residents living in slum and blighted areas where CDBG funds are proposed to be expended, minorities, non-English speaking persons, disabled persons and public housing residents, on the development of the Second-Year Annual Action Plan, two public meetings were held in locations that were fully accessible by the transit system, fully accessible to persons with disabilities, and in census tract locations where the proposed expenditures will occur. Other forms of communication or alternate languages were offered, if requested, at all locations. Meeting locations for the target populations were:

- LifeSteps Campus, Building K, 1514 E. 12th St., 4/18/16, Housing First and neighborhood residents, general public, in Census Tract 300
- King's Corner Outreach Center, 112 S. Beech, 4/28/16, Homeless, low income, minorities, general public, in Census Tract 200/300

A Public Hearing was held on May 3, 2016 in City Hall, 200 N. David St. where the public had an opportunity to speak in favor of, against, or offer comments regarding the Plan.

The Executive Summary and comment pages were posted in every Casper Area Transportation Coalition (CATC) public transportation vehicle during the comment period. Much of the population the City is wanting to obtain input from ride The Bus or CATC vehicles. The Summary was posted on the public information board in the vehicles.

The impact for goal setting is what is learned from the citizens at the meetings. Listening to what is being needed where the citizens of Casper are living, working and playing. The sidewalk repair program is being initiated in this Plan as a result from citizen comments regarding the poor condition of the sidewalks, and the hazards that result from non-existent or severely dilapidated sidewalk sections.

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Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Hearing	Non-targeted/broad community	This Public Hearing was held in Council Chambers as an agenda item. ___ people attended, but it is unknown how many people were in attendance specifically for the Public Hearing regarding the Annual Action Plan.		No comments were submitted that were not accepted or responded to.	www.cityofcasperwy.com
2	Newspaper Ad	Non-targeted/broad community	No response was received from the legal ad.	No comments received.	N/A	

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Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Public Meeting	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Low income, Homeless	No citizens attended this meeting at LifeSteps Campus in Building K.			

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Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
4	Public Meeting	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish</p> <p>Persons with disabilities</p> <p>Residents of Public and Assisted Housing</p> <p>Low income, Homeless</p>	<p>4 citizens attended this meeting at King's Corner Outreach Center</p>	<p>Those present approved of the additional locations to get transportation tokens at. A conversation was held regarding the Emergency Cold Weather Shelter and the need to also include males.</p>	<p>No comments were received that were not accepted or responded to.</p>	
5	Social Media	<p>Non-targeted/broad community</p>	<p>No Response.</p>	<p>No comments were received from the online ad.</p>	<p>N/A</p>	<p>https://www.facebook.com/pages/The-City-of-Casper-WY/512209078836778</p>

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Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
6	Internet Outreach	Non-targeted/broad community	No response.	No comments were received for the Housing and Community Development CDBG section of the City of Casper web site.	N/A	http://www.cityofcasper.gov/Housing and Community Development/Public Meetings
7	Public Transportation Notice Boards	Non-targeted/broad community	The response is unknown, as the number of riders that could view the Plan may not have been on the vehicles specifically for that purpose.		No comments were received that were not accepted or responded to.	

Table 4 – Citizen Participation Outreach

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Expected Resources

AP-15 Expected Resources – 91.220(c) (1, 2)

Introduction

The City of Casper receives federal Community Development Block Grant (CDBG) funds through the U.S. Department of Housing and Urban Development on an annual basis. During the Second Program Year of the Five-Year Consolidated Plan for 2015-2019, the City will receive entitlement allocations. It is anticipated that the allocations will continue throughout the Plan's remaining three years. The City is notified on an annual basis of the allocation it will receive.

Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	287,280	982	65,903	354,165	803,404	Funds are expected to be used for emergency home rehabilitation, transportation assistance, public housing structural assistance, administration, city core revitalization, and sidewalk repair and replacement projects. Residual funds from past years which were allocated to PY15, as well as the remaining PY15 funds are expected to be expended in a timely manner.

Table 5 - Expected Resources – Priority Table

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Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

CDBG funds are used to leverage non-federal public funds, in-kind contributions and private funds to increase the resources available to the City specifically with Public Transit, Public Services, and the Matching Facade Grant Program.

The City of Casper has no required match obligation with its funding allocation; however, it does offer a matching grant opportunity for economic rehabilitation addressing slum and blight. Property owners in the City core can apply for a matching grant to rehabilitate deteriorated building facades, windows and main entrances. Again, this is an effort to encourage reinvestment and economic revitalization through a public-private partnership.

CDBG funds have, and will be, considered in financing proposals for low-income housing developments, in partnership with the developer, WCDA (LIHTC program), and Section 108 resources.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

The City of Casper owns and operates LifeSteps Campus, a multi-functional facility that provides housing space to private nonprofit organizations that addresses the needs of housing, and/or supportive services to difficult to house populations such as homeless persons/families. The facility consists of eight buildings located on approximately six (6) acres in the central part of Casper.

Discussion

The City contracts with the Casper Housing Authority as its property management agency for the campus. Projects involving the buildings, tenants and grounds are overseen and directed by the Authority. Supportive services include a community garden, health clinic, junior college GED program, case management, Early Head Start, Housing First, a bus stop shelter and a commercial kitchen where culinary classes are planned, as well as three full meals a day which can be served in the adjoining dining room.

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Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Emergency Repairs	2015	2019	Emergency Repairs and home rehab	North Casper City Core	Emergency Repairs	CDBG: \$43,956	Homeowner Housing Rehabilitated: 5 Household Housing Unit
2	LifeSteps Campus Care	2015	2019	Public Housing	LifeSteps Campus	LifeSteps Campus Care	CDBG: \$82,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 300 Persons Assisted Homeless Person Overnight Shelter: 75 Persons Assisted Homelessness Prevention: 20 Persons Assisted
3	Transportation Assistance	2015	2019	Transportation	Old Yellowstone District North Casper LifeSteps Campus City Core	Public Transportation Subsidy	CDBG: \$35,000	Public service activities other than Low/Moderate Income Housing Benefit: 400 Persons Assisted

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Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
4	City Core Revitalization	2015	2019	Non-Housing Community Development	Old Yellowstone District City Core	City Core Revitalization	CDBG: \$30,000	Businesses assisted: 3 Businesses Assisted
5	Program Administration	2015	2019	Non-Housing Community Development	Old Yellowstone District North Casper LifeSteps Campus City Core	General Administration	CDBG: \$57,312	Other: 1 Other
6	Clearance and Demolition	2015	2019	Non-Housing Community Development	North Casper	Clearance and Demolition	CDBG: \$40,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 20 Persons Assisted

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Emergency Repairs
	Goal Description	The Emergency Repairs and Home Rehabilitation projects will be accomplished in eligible homeowner and occupied properties. The repairs and rehabilitation will aid in improving the state of the house to a suitable living environment.

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2	Goal Name	LifeSteps Campus Care
	Goal Description	Funding will be allocated for necessary repairs and capital improvements to LifeSteps Campus, which houses a Housing First program, Health Care for the Homeless Clinic, Early Head Start program, an Emergency Cold Weather Shelter, and several community service and social service agencies. This is an older campus that is in need of repairs and rehabilitation in the common areas as well as in the public housing units and the Headstart classrooms. All work to be performed will have quotes obtained or be put out for the public bidding process. All regulations will be followed including any projects involving lead-based paint, asbestos management or those necessitating Davis Bacon requirements.
3	Goal Name	Transportation Assistance
	Goal Description	Funding will be allocated to continue to assist the LMI and homeless population with access to transportation to employment, medical appointments, grocery stores etc. Subsidized tickets and tokens will be distributed by the Casper Area Transportation Coalition directly to citizens as well as to several social service agencies in the city. A required application program that was initiated in PY15, better tracks demographic information of the riders, and has increased the efficiency in distributing tokens and tickets to increased numbers of citizens.
4	Goal Name	City Core Revitalization
	Goal Description	Funding will be allocated on a matching basis up to \$10,000.00 to business owners in older buildings needing new siding, windows or main entry doors. This matched funding will encourage business owners to make their structure energy efficient and more appealing, as well as enhancing the area, which, hopefully, would increase patronage and possibly lead to job creation.
5	Goal Name	Program Administration
	Goal Description	Funding will be allocated for one full-time person to administer the CDBG Program not to exceed twenty percent (20%) of the full allocation plus program income.

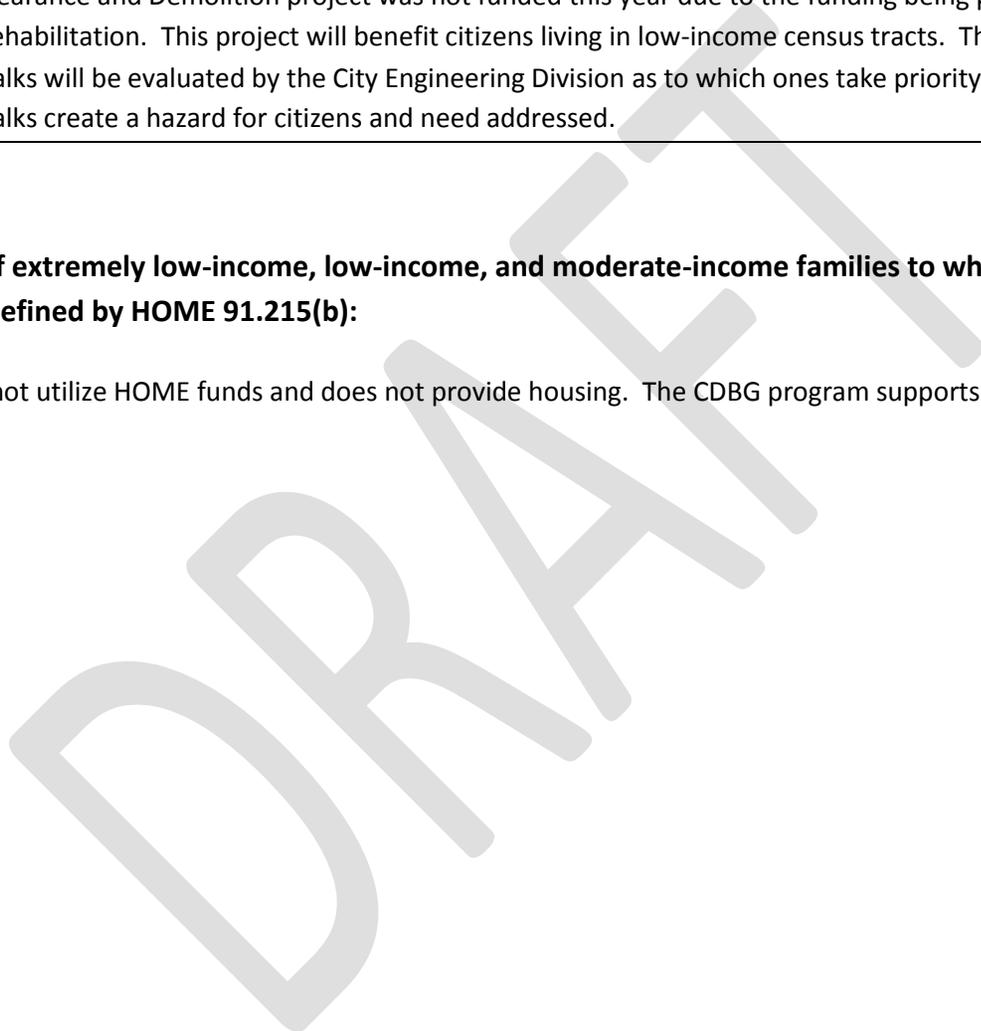
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6	Goal Name	Clearance and Demolition
	Goal Description	The Clearance and Demolition project was not funded this year due to the funding being projected towards Sidewalk Repair and Rehabilitation. This project will benefit citizens living in low-income census tracts. The damaged and/or deteriorated sidewalks will be evaluated by the City Engineering Division as to which ones take priority in improving. The damaged sidewalks create a hazard for citizens and need addressed.

Table 7 – Goal Descriptions

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):

The CDBG program does not utilize HOME funds and does not provide housing. The CDBG program supports the agencies that do provide affordable housing.



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AP-35 Projects – 91.220(d)

Introduction

Casper has a total of six (6) projects for its 2016-2017 grant programs. These projects allow the City to address housing, economic development, and quality of life, which embraces diversity to build a stronger community.

Funding will be allocated to continue to assist the LMI and homeless population with access to transportation, housing rehabilitation, homeless and low-income housing, and safe travel on rehabilitated sidewalks. Business owners of older buildings will benefit from matching grants made available to rehabilitate the structures.

#	Project Name
1	Transportation Subsidies
2	Housing Rehabilitation Assistance Program
3	LifeSteps Campus Care
4	Sidewalk Rehabilitation
5	City Core Revitalization
6	Program Administration

Table 8 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The City considers transporting citizens a priority. Subsidizing tokens and tickets enables more citizens to be mobile and benefit from safe, reliable transportation. An obstacle in addressing underserved needs is the cap on the Public Service projects. The subsidized tokens and tickets run out before the next program year begins, leaving many without public transportation assistance. The Bus and CATC vehicles are equipped with means to load and transport persons with disabilities, and a language barrier would not affect the rider from entering, riding, or exiting the vehicles.

The Housing and Rehabilitation Assistance Program is considered a priority as it makes badly needed repairs possible for low-income homeowners who would not otherwise be able to afford them. Emergency assistance is also included in this project making it possible to repair a failing water heater or leaking plumbing or repair, or replace, a furnace. This program improves the existing housing stock and offers residents housing improvements by changing their property from sub-standard to a standard level.

LifeSteps Campus is a priority due to the services it offers persons who are homeless or of low-income. Programming is increasing on the campus and new housing programs are being established for citizens

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who are of the lowest income or homeless in our City. Housing First, Early Head Start, Healthcare for the Homeless Clinic and feeding programs are regular, consistent, and vital programs offered. The City installed new roofing using General Fund LifeSteps allocated capital funds, which will better insulate the buildings. A new hot water heating system, funded with CDBG dollars has replaced the failing steam heating system in Building E which will heat the building more efficiently. The fire suppression systems in Buildings C and E need replaced which is planned for in this program year's budget. An underserved need is no longer having the Transitional Housing program on the Campus.

The sidewalk rehabilitation program is under the Clearance and Demolition Annual Project in this Plan since it regards clearing and/or demolition of concrete. It is a priority due to many areas in the North Casper Census Tract 200 being impassable on the sidewalks due to severely damaged or deteriorated sidewalks. Citizens have complained about the poor condition of the sidewalks and noted that they are forced to walk out in traffic occasionally. A disabled citizen would have more difficulty navigating across an area of severe damage. This is the first year this project will have been proposed. The underserved need would be the limited number of sidewalks that can be addressed. This is being forecast as an ongoing project for several years.

City Core Revitalization is considered a priority due to the necessity of upgrading older commercial buildings in the City Core and Old Yellowstone District Urban Renewal Area. The matching grant program encourages business owners to rehabilitate the exterior of the older, deteriorating buildings. Business owners benefit from having more inviting buildings for citizens to patronize which hopefully leads to increased business, and possibly an increased need for additional staff. Business owners are encouraged to offer employment to low-income citizens whenever possible. The underserved need would be the number of buildings needing rehabilitation and the limited funds to offer for this matching grant program.

A Program Administration person is required.

No obstacles are foreseen in implementing the planned projects that are considered priorities for the City.

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Projects

AP-38 Projects Summary

Project Summary Information

Table 9 – Project Summary

1	Project Name	Transportation Subsidies
	Target Area	Old Yellowstone District North Casper LifeSteps Campus City Core
	Goals Supported	Transportation Assistance
	Needs Addressed	Public Transportation Subsidy
	Funding	CDBG: \$35,000
	Description	To provide affordable and accessible transportation services for the elderly, disabled and low to moderate income persons.
	Target Date	4/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	400 persons
	Location Description	City-wide
	Planned Activities	CDBG funds provide ridership tokens and tickets for low-moderate income persons who need assistance to afford transportation services. Persons without personal transportation have access to affordable transportation to get to jobs, medical appointments, shopping and social events.

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2	Project Name	Housing Rehabilitation Assistance Program
	Target Area	North Casper
	Goals Supported	Emergency Repairs
	Needs Addressed	Emergency Repairs
	Funding	CDBG: \$43,956
	Description	To preserve and upgrade housing stock for eligible, low-moderate income homeowners by assisting with rehabilitation costs.To assist eligible, low-moderate income homeowners that face an eligible emergency situation.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	The estimated number of families that will be assisted through Home Rehabilitation, which includes Emergency Repairs, is six (6).
	Location Description	The location descriptions and addresses will be entered into IDIS upon approval of activities to be accomplished. The properties must be located in low income census tracts or be of emergency status.
Planned Activities	Activities planned under the Rehabilitation part of this project will include: painting, window and/or door replacement, roofing, concrete or wooden porch repair or replacement if the structure is causing a hazard. Emergency repairs will be associated with leaking water heaters, plumbing or a possible failed furnace in the winter months.	
3	Project Name	LifeSteps Campus Care
	Target Area	LifeSteps Campus
	Goals Supported	LifeSteps Campus Care
	Needs Addressed	LifeSteps Campus Care
	Funding	CDBG: \$82,000

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	Description	Funding will be allocated for necessary repairs and capital improvements to LifeSteps Campus, which houses a Housing First program, Health Care for the Homeless Clinic, Early Head Start program and several community service and social service agencies. This is an older campus that is in need of repairs and rehabilitation in the common areas as well as in the public housing units and the Head Start classrooms. All work to be performed, observing proper procurement practices, will have quotes obtained or be put out for the public bidding process. All regulations will be followed including any projects involving lead-based paint, asbestos management or necessitating Davis Bacon requirements.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	The proposed activities will benefit many people who utilize the campus including Early Head Start, Housing tenants, and the Healthcare for the Homeless Clinic. An estimated number of families that will benefit from the proposed activity is 370 extremely low to low-moderate income families.
	Location Description	1514 East 12th Street on the City owned campus consisting of eight buildings.
	Planned Activities	Funding will be allocated for necessary repairs and capital improvements. Fire suppression system replacement in Buildings C and E is planned. Entry door replacement on some buildings. If siding replacement on Building D is not accomplished in PY15, that will also be planned for this program year. Currently unplanned necessary repairs that are discovered throughout the year will be addressed at that point.
4	Project Name	Sidewalk Rehabilitation
	Target Area	North Casper
	Goals Supported	Clearance and Demolition City Core Revitalization
	Needs Addressed	Clearance and Demolition City Core Revitalization
	Funding	CDBG: \$40,000

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	Description	Sidewalks located in the low-income census tracts that are determined to be hazardous to the citizens who traverse them will be repaired or replaced.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	An estimated number of six (6) families will benefit from the repair or replacement of damaged or deteriorated sidewalks in the low-income census tract.
	Location Description	The proposed area for the sidewalk repair or replacement is the North Casper low income census tract 200.
	Planned Activities	To repair or replace damaged or deteriorated sidewalk sections that are a hazard to the citizens who live in the area and others that visit the area and traverse the hazardous locations.
5	Project Name	City Core Revitalization
	Target Area	Old Yellowstone District City Core
	Goals Supported	City Core Revitalization
	Needs Addressed	City Core Revitalization
	Funding	CDBG: \$30,000
	Description	Funding will be allocated on a matching basis up to \$10,000.00 to business owners in older buildings needing new siding, signage, windows or main entry doors. This matched funding will encourage business owners to make their structure energy efficient and more appealing, as well as enhancing the area, which, hopefully, would increase patronage and possibly lead to job creation.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	An estimated number of three (3) businesses will benefit from the proposed activities, plus the citizens of all incomes that may patronize the businesses.

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	Location Description	The location of the eligible businesses that can be approved for assistance are in the City Core, or basically the downtown area, or in the Old Yellowstone District Urban Renewal Area.
	Planned Activities	Activities planned are to assist business owners who are current on taxes and all utilities with exterior upgrades that meet current City codes and have been reviewed and approved by the Architectural Review Board. A matching grant of up to \$10,000 may be paid to the business owner upon completion of a rehabilitation project when meeting all of the requirements.
6	Project Name	Program Administration
	Target Area	Old Yellowstone District North Casper LifeSteps Campus City Core
	Goals Supported	Program Administration
	Needs Addressed	General Administration
	Funding	CDBG: \$57,312
	Description	Funding will be allocated for one full-time person to administer the CDBG Program not to exceed twenty percent (20%) of the full allocation plus program income.
	Target Date	6/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	One staff person will benefit from the proposed activity.
	Location Description	The staff person is located in the City of Casper City Hall, Housing and Community Development Office, 200 N. David, Room 203, Casper, WY 82601
	Planned Activities	Funding will be allocated for one full-time person to responsibly administer the CDBG Program, not to exceed twenty percent (20%) of the full allocation plus program income.

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AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

The City of Casper continues to develop strategies to create sustainable and stronger neighborhoods in the City, specifically in the LMI neighborhoods. Generally the geographic locations of these neighborhoods have remained relatively the same over the past several decades. Census Tract 200 which encompasses most of the north side of Casper, known as North Casper is considered to be heavily populated by persons who are of low-income levels and/or in a minority group. Strategies for redeveloping these particular neighborhoods include, but are not limited to, funding activities such as housing rehabilitation, emergency repairs, and sidewalk improvements.

Geographic Distribution

Target Area	Percentage of Funds
Old Yellowstone District	7
North Casper	30
LifeSteps Campus	29
City Core	3

Table 10 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Given the average annual CDBG allocation, the City believes it should continue to direct funding toward the geographic areas indicated in order to have a strong cumulative impact and qualify the results of the population served. The Housing Rehabilitation and Sidewalk Rehabilitation projects will be concentrated in the North Casper area which will be approximately one-third of the funding. Another third of the City's funding will be expended at LifeSteps campus to increase the liveability and safety of the campus where homeless or very low-income citizens reside or attend programs. Just over ten-percent is expected to be expended in the City Core and Old Yellowstone District which are located in low-income census tracts and address locations that all citizens of the City can patronize, attend the 'cheap seat' movies or enjoy community events, such as: annual Memorial Day Antique Car Show, monthly Art Walk, weekly Slow Ride bicycle trips, annual Balloon Festival, and the annual Crazy Days shopping event.

Discussion

The percentage of funds displayed above points out the key geographical areas for expenditures, however, does not include the nineteen-percent of the funding that is directed towards

CITY OF CASPER 2016/2017 ANNUAL ACTION PLAN DRAFT

program administration or the twelve-percent that is expended on the transportation assistance program. Both of these funded projects are necessary and complete the one-hundred-percent of the Program Year 2016 funding allocation plus the program income.

DRAFT

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

Affordable housing activities undertaken by Casper will address the needs of homeless, non-homeless, and special needs households. Various programs will provide these households with new units or rehabilitated housing units.

One Year Goals for the Number of Households to be Supported	
Homeless	76
Non-Homeless	125
Special-Needs	10
Total	211

Table 11 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	6
Acquisition of Existing Units	0
Total	6

Table 12 - One Year Goals for Affordable Housing by Support Type

Discussion

Agencies providing housing for persons who are homeless include Casper Housing Authority (CHA), Community Action Partnership (CAP) of Natrona County, Self Help Center, and Seton House. Agencies that primarily provide housing for non-homeless citizens are CHA, CAP, and Wyoming Housing Network. All of the listed agencies can provide assistance for persons with special needs. The City supports the agencies in their efforts with housing. CDBG funding will be utilized to assist with rehabilitating housing for non-homeless and special needs citizens. The City does not currently offer rental assistance, construction of new units, or acquire existing housing units. The City encourages, and cooperates with, developers who are interested in utilizing tax credits in the City for low-income housing structures.

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AP-60 Public Housing – 91.220(h)

Introduction

The Casper Housing Authority is the Public Housing Authority of the City. The Casper Housing Authority's Vision is to create dynamic communities where people thrive. The Casper Housing Authority's Mission is to provide quality affordable housing that is well integrated into the fabric of neighborhoods and serves as a foundation to improve lives and advance resident independence. The CHA currently owns and operates 75 public housing units.

Actions planned during the next year to address the needs to public housing

The City will continue to meet regularly with the local housing agencies, who oversee public housing, to discuss their needs, and if necessary, help lobby for additional resources.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

The City will support and work with the local housing agencies to ensure that programs which include financial and life-skills education, are in place to position the public housing residents for success in homeownership.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

The Casper Housing Authority is not designated as troubled. There is not a plan currently in place at the City to specifically address this situation. If the situation developed, an evaluation would be conducted as to what assistance would be provided.

Discussion

Public housing is limited to low-income families and individuals. Eligibility is based on:

1. Annual gross income
2. Whether you qualify as elderly, a person with a disability, or as a family

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

The City is addressing the needs of the homeless population by undertaking programs to prevent homelessness and to provide housing for the homeless. The CDBG programs that help prevent homelessness include housing rehabilitation in owner-occupied homes and public housing facilities. CDBG funds are being used to fund supportive needs housing which provides housing for homeless persons in an environment where residents can also obtain supportive needs services.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The City will continue to work with and support its network of providers who comprise the local Continuum of Care entities in reaching out to persons who are homeless and assessing their individual needs. The State conducts its Point-In-Time-Count annually which enables individual communities to quantify homelessness and assesses the homeless population needs.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City, and its housing agencies, have undertaken the following steps to help end chronic homelessness:

- A 99-bed emergency housing shelter and transitional housing for the homeless is provided by the Central Wyoming Rescue Mission. Two additional transitional housing units are planned to be constructed to house 18 to 20 additional males who are homeless and who will be assisted in moving into permanent housing.
- Beds are provided for the Emergency Cold Weather Shelter on LifeSteps Campus from October through May, or when weather dictates the need.
- 12 Housing First housing units are overseen by the Casper Housing Authority on LifeSteps Campus.
- 18 Housing First housing units are overseen by the Community Action Partnership.
- 126 beds are provided at Seton House for homeless men or women with children.
- 12 housing units are provided for victims of domestic violence by the Self Help Center.

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Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The City will continue to address assisting the homeless population in making the transition to permanent housing and independent living through its continued support of LifeSteps Campus, the State and local CoC, and funding for the local housing agencies via its optional one-cent sales tax allocations annually, as available.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

The City and Continuum of Care will help low income individuals and families avoid becoming homeless. Development of new market and affordable housing is occurring in many neighborhoods. Affordable housing units, such as the Juniper Ridge Apartments and the upcoming Centre Pointe Apartments, have received capital infusion directly from the City's General Fund.

Discussion

As part of the Analysis of Impediments, HUD guidance directs the entitlement community to assess the availability of affordable, accessible housing in a range of unit sizes, and the City has incorporated that direction into our Planning and Zoning decisions. As stated in the prior section, the City encourages and cooperates with developers wishing to utilize tax credits for low-income housing structures.

One year goals for the number of households to be provided housing through the use of HOPWA for:
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family
Tenant-based rental assistance
Units provided in housing facilities (transitional or permanent) that are being developed, leased, or operated
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds
Total

AP-75 Barriers to affordable housing – 91.220(j)

Introduction

The City of Casper initiated an Analysis of Impediments (AI) to Fair Housing Choice in October 2012. The study will be updated in 2017, as it is to be updated every (5) five years in order to gain fresh perspectives on the fair housing issues facing the community. The City completed the Analysis of Impediments to Fair Housing Choice (AI) in accordance with the suggested planning process contained in the U.S. Department of Housing and Urban Development (HUD) publication Fair Housing Planning Guide. The purpose of the AI is to examine public and private policies, practices, and procedures affecting housing choice. An “impediment” to fair housing choice is defined as “any actions, omissions, or decisions taken because of race, color, religion, sex, disability, familial status, or national origin that restrict housing choices or the availability of housing choice” or “any actions, omissions, or decisions that have this effect.” In April 2016, at the annual Wyoming NAHRO (National Association of Housing and Redevelopment Officials) Conference there was a special offering of sessions that landlords could attend at a discounted rate. The hope is that the landlords would become better educated with fair housing practices and the barriers to housing, and become more supportive of the low-income community that rent their properties.

According to local social service agencies that were consulted with, lack of funds for security deposits and/or first month's rent, cost burden of paying the monthly rent, poor credit or backgrounds, and availability of rental units are currently the largest barriers to affordable housing in Casper. The sudden and extreme drop in the economy in the City of Casper and surrounding area has severely affected the jurisdiction. Loss of employment in the oil and mining industries has caused an uneven balance in the population that is seeking less expensive housing and the availability of such. In March 2016, the unemployment rate in Natrona County peaked at 7.3% reaching the highest level it has been at since 2000. In March of 2015 the unemployment rate in Natrona County was 4.7%. A 2.6% increase in unemployment has had an impactful effect on the City overall.

The full AI can be found online at http://www.casperwy.gov/residents/property_and_housing/housing_and_community_development/community_development_block_grant_program/

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Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

The cost of housing, or the incentives to develop, maintain or improve affordable housing, are not affected by any specific public policy that would create a barrier to additional affordable housing.

The City continues efforts to encourage and simplify affordable housing developments such as:

- Allowing accessory dwelling units
 - Allowing twin homes on lots that were not approved for in the past
 - Reducing the minimum lot sizes to reduce burden on homeowner
 - Reducing the minimum set-backs
 - Non-conforming buildings are allowed as re-buildable, where they were not before
 - Mixed use has been added to the code to invite multi-use facilities
- Cost burden and lack of adequate low-income housing are the main barriers to affordable housing in Casper.

Impediment #1 One of the components to providing fair housing is providing a variety of housing that is affordable to people of all races, ethnicities, religious affiliations, gender, and income levels. According to HUD, the median income and the Fair Market Rent for the area determine low-moderate income status. In Casper, according to the 2008-2012 CHAS (Comprehensive Housing Affordability Strategy) data, approximately sixty-eight (68%) percent of the City's rental population are very low to low income. Furthermore, when a household pays more than 30% of their income towards housing, HUD considers it no longer "affordable." The 2010-2014 American Community Survey shows that thirty-five percent (35%) of occupied housing units are renter occupied, and that sixty-eight percent (68%) of rental households pay up to 30% of their income for their gross rent.

Short-Term Needs:

- Maintain existing housing stock and seek out new public/private partnerships for the development of new affordable housing
- Expansion of existing rental assistance programs

Long-Term Actions:

- Maintain zoning policies and housing development at moderate and high densities to reduce per unit costs and encourage the construction of affordable housing
- Expansion of homeownership assistance programs

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Impediment #2 Due to the large rental market in Casper, an emphasis needs to be placed on educating tenants on their rights and how to take action if they feel their rights have been infringed upon. There continues to be little formalized effort in educating property owners about fair housing laws and what constitutes discrimination. Proper education of property owners could help minimize blatant infringements of tenants' rights as well as the "I did not know I couldn't do that" situations. Educating owners as to their rights, and how to take action if they feel their rights have been infringed upon as a landlord, is also needed. The following actions could help further fair housing:

Short-Term Needs:

- Provision of informational materials on fair housing to rental property owners through mailings and electronic sources.

Long-Term Actions:

- Work with local agencies to provide fair housing seminars and outreach programs to the owners of rental properties
- Develop a central person/place for property owners to contact with questions regarding fair housing practices for their tenants as well as themselves
- Review Comprehensive Land Use Plans to ensure affordable housing growth can occur anywhere within the City

Landlords being invited to the Wyoming NAHRO Conference as stated above is a start to offering education and proper methods in renting their properties.

Discussion

Feedback provided by HUD indicates that reported cases of fair housing discrimination in the City of Casper are infrequent. The City of Casper will analyze the Analysis of Impediments document periodically to identify the current policies, practices and procedures that may have a negative effect on fair housing within our jurisdiction. The City will update the Analysis of Impediments document in fiscal year 2017. The City will amend and revise, as necessary, the implementation of the goals and objectives within the Five-Year Consolidated Plan (2015-2019) to affirmatively further fair housing.

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AP-85 Other Actions – 91.220(k)

Introduction

Actions planned to address obstacles to meeting underserved needs

The City of Casper, taking into account factors over which it has control, has taken the following steps to address obstacles to meeting underserved needs:

- Partnering with its housing agencies to create more affordable housing units, and developing financing plans for payments and credit issues
- Continuing to provide facilities at LifeSteps Campus for free or low-cost health care and life skills training
- Providing subsidized tickets and tokens for reliable transportation

Actions planned to foster and maintain affordable housing

The City will pursue additional state and federal resources, in partnership with the Continuum of Care, to leverage affordable housing.

Actions planned to reduce lead-based paint hazards

In accordance with HUD regulations 24 CFR Part 35, all rehabilitation program assisted homes constructed prior to 1978 will be tested for lead-based paint, and if applicable, be inspected by a risk assessor.

Participating homeowners are provided with copies of the following:

- EPA lead Hazard Information Pamphlet "Protect Your Family from Lead in Your Home"
- Property Owner Disclosure (distributed to owners of a unit known to contain lead-based paint or lead-based paint hazards for disclosure to tenants or prospective purchasers)
- Notice of Lead Hazard Evaluation or Presumption
- Notice of Lead Hazard Reduction Activity including Clearance

Prior to the rehabilitation and lead based paint hazard work going out to bid, the Program Staff will determine the type of contractor needed to complete the work required. The Program Staff, homeowner, and contractor(s) awarded the job, will review the key aspects of the lead hazard reduction during the preconstruction conference. Program staff will verify that lead safe practices are followed as agreed upon throughout the project.

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The awarded contractor(s) will perform safe work practices approved by DEQ at all times which includes, but is not limited to,:

- Occupant protection
- Work site preparation
- Daily cleanup
- Safe work practice
- Worker protection
- Proper hazardous material disposal

Occupants will be notified of any lead-hazard reduction measures that were taken. Subsequent to the program's final inspection, the Lead-based Paint Inspector will conduct a clearance examination, to confirm the unit is safe for occupancy and that lead hazard reduction was performed according to the Program's work specifications.

Actions planned to reduce the number of poverty-level families

The City of Casper, taking into account factors affecting poverty over which it has control, has taken the following steps to attempt to reduce the number of households with incomes below the poverty line:

- The Casper Housing Authority has been awarded funds for public housing resident job training and empowerment programs. The Authority has also worked with several local businesses in order to receive job training for residents and has a program to connect public housing and other LMI residents with local job opportunities.
- Subsidized Bus tickets and tokens funded with CDBG funds connect the LMI neighborhoods to the downtown employment base and to other buses serving the municipal area.
- The City coordinates with local non-profit organizations such as CLIMB Wyoming to provide business training programs which target low/moderate income individuals.
- The City coordinates with its local economic development alliance for technical assistance and consultation to the local small business and entrepreneurial community.
- Coordination efforts continue on the part of the City, the Department of Planning, Community and Housing Development and local agencies to provide for social service activities, planning, housing development and rehabilitation programs.

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Actions planned to develop institutional structure

The affordable housing strategy will be carried out by several primary providers and coordinators: The City's Department of Planning, Housing and Community Development, Casper Housing Authority, Community Action Partnership, and the Wyoming Community Development Authority. Other agencies, such as non-profit and for-profit housing developers, will also play an important role in service provisions.

It is anticipated that these government agencies and housing developers will continue to be supported in the development of their projects by outside funding sources, such as WCDA (public agency) and local banks (financing).

The Housing and Community Development (HCD) Department will be the primary coordinator for non-federal funds and federal funds, such as CDBG, for the development and rehabilitation of affordable housing. This function will continue to be augmented by other providers, particularly non-profits such as the Homeless Coalition of Wyoming and housing developers. The HCD Department will communicate with these and other providers to improve coordination of services and to pool resources. The HCD Department will act as the conduit for local funds as well as State funds. It will also work with private developers to assist them in obtaining financing and approvals for affordable housing development. The Casper Housing Authority will coordinate all projects associated with the City's public housing units and housing vouchers. The Authority is responsible for reporting directly with HUD regarding public housing and housing vouchers. Coordination between the providers of rental assistance should be strengthened to ensure the efficient use of funds and to reduce duplication. Communications between the City and non-profits will continue to be enhanced in order to deal more effectively with the housing programs.

Actions planned to enhance coordination between public and private housing and social service agencies

The City of Casper will continue to provide referrals, assist, and work with the local public and private housing and social service agencies. The City will continue to encourage developers seeking to build private housing which will offer additional low-income housing options in the community.

Discussion

In terms of addressing obstacles to meeting underserved needs, fostering and maintaining affordable housing, removing barriers to affordable housing, evaluating and reducing lead-based hazards, reducing the number of poverty level families, developing institutional structures, and enhancing coordination between public and private housing and social service agencies and fostering public housing improvements and resident initiatives, the City will strive to maintain contact with agencies which were interviewed for the Five Year Consolidated Plan and assist in overcoming any obstacles which may arise

CITY OF CASPER 2016/2017 ANNUAL ACTION PLAN DRAFT

with regards to these issues. All available funding will be pursued which may effectively address these issues in the City. The City will also continue to work closely with the Housing Authority in order to ensure coordination of planning efforts for the public housing units.

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Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

Introduction

The estimated Program Income to be received in the 2016 Program Year has been included in funding of the Projects; therefore, there are no additional amounts to be included in this section.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

- | | |
|--|----------|
| 1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed | 0 |
| 2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan. | 0 |
| 3. The amount of surplus funds from urban renewal settlements | 0 |
| 4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan | 0 |
| 5. The amount of income from float-funded activities | 0 |
| Total Program Income: | 0 |

Other CDBG Requirements

- | | |
|---|--------|
| 1. The amount of urgent need activities | 0 |
| 2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan. | 70.00% |

Discussion

The one-year period will be used to determine a minimum of overall benefit of 70% of CDBG funds to be used to benefit persons of low and moderate income. The one-year period to be covered by this Annual Action Plan is July 1, 2016 - June 30, 2017.

RESOLUTION NO.16-121

A RESOLUTION ADOPTING THE 2016-2017 ANNUAL ACTION PLAN, APPROVING THE PROPOSED USE OF COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS, AND AUTHORIZING SUBMISSION OF THE SAME TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT.

WHEREAS, the City of Casper is an entitlement City and eligible for certain Federal funding through the U.S. Department of Housing and Urban Development and, as such, is required to prepare Five-Year Consolidated and Annual Action Plans that address housing and community development needs.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Annual Action Plan for the period covering July 1, 2016 through June 30, 2017 is hereby adopted and the proposed use of the Community Development Block Grant funds is hereby approved.

BE IT FURTHER RESOLVED: That the City Manager is authorized to execute documents pertaining to said plan; and the submission of the same to the U.S. Department of Housing and Urban Development is hereby approved.

PASSED, APPROVED, AND ADOPTED this _____ day of _____, 2016.

APPROVED AS TO FORM:



ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Tracey Belser
City Clerk

Daniel Sandoval
Mayor

April 27, 2016

TO: V.H. McDonald, City Manager
FROM: William C. Luben, City Attorney *wll*
RE: Amendment of Section 9.44.030 of the Casper Municipal Code Pertaining to Discharge of Firearms and Other Weapons.

Recommendation:

That Council, by Ordinance, amend Section 9.44.030 of the Casper Municipal Code Pertaining to Discharge of Firearms and Other Weapons to delete from this section the requirement that the City enter into a written agreement with individuals for the use of firearms or other weapons who are otherwise complying with the requirements of this Ordinance.

Summary:

The current provisions of Section 9.44.030 allows, by a written agreement or lease for recreational or instructional purposes, the use or discharge of weapons within an area or zone designated by the City Council.

In the event an indoor shooting range would be allowed by either zoning or a conditional use permit, this Ordinance would require the City to then enter into a written agreement with a proprietor of the business regarding this use. A written agreement governing the use of firearms or other weapons on private property may inadvertently subject the City to potential liabilities. Such an agreement may be interpreted to require the City to exercise oversight on the way a given proprietor would operate a firearm range. The liability for the operation of private shooting ranges allowed under the zoning code or by a conditional use permit should fall on the owners of the facility, and not the City.

It is recommended that this Ordinance be amended to provide that firearms or other weapons may be discharged within an area zoned or otherwise allowed by a conditional use permit pursuant to Chapter 17 of the Casper Municipal Code without the requirement of a separate written agreement with the City. The proposed amendment will preserve the City's ability to control the use of weapons on City owned property by lease or written agreement for recreational or instructional purposes.

An Ordinance amending Section 9.44.030 is attached for your review and consideration.

ORDINANCE NO. 7-16

AN ORDINANCE AMENDING SECTION 9.44.030 OF THE
CASPER MUNICIPAL CODE PERTAINING TO DISCHARGE OF
FIREARMS AND OTHER WEAPONS.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE
CITY OF CASPER, WYOMING:

Section 1:

That Section 9.44.030 of the Casper Municipal Code shall be amended to read as follows:

9.44.030 - Discharge of firearms and other weapons.

- A. No person shall discharge any firearm, bow, crossbow or slingshot that shoots or ejects a bullet, pellet, arrow, BB, dart or other projectile by explosion, gas propulsion, spring propulsion or by any other means of propulsion, within the limits of the city, ~~except in self-defense, or in the case of a law enforcement officer or other authorized civil officer, Wyoming Game and Fish personnel, or a member of the Armed Forces of the United States of America or the state in the discharge of his official duty, or within an area or zone designated by the city council by written agreement or lease for recreational or instructional purposes. Toy firearms, toy bows and toy crossbows are exempt from the provisions of this section.:~~
1. IN SELF-DEFENSE;
 2. IN THE CASE OF A LAW ENFORCEMENT OFFICER OR OTHER AUTHORIZED CIVIL OFFICER, WYOMING GAME AND FISH PERSONNEL, OR A MEMBER OF THE ARMED FORCES OF THE UNITED STATES OF AMERICA OR THE STATE IN THE DISCHARGE OF HIS OFFICIAL DUTY;
 3. WITHIN AN AREA ZONED OR OTHERWISE ALLOWED BY A CONDITIONAL USE PERMIT PURSUANT TO CHAPTER 17 OF THE CASPER MUNICIPAL CODE;
 4. ON CITY OWNED PROPERTY LEASED FOR SUCH USE OR OTHERWISE PERMITTED BY WRITTEN AGREEMENT BY THE CITY FOR RECREATIONAL OR INSTRUCTIONAL PURPOSES.
- B. An animal control officer, or Wyoming Game and Fish personnel, in the course of his/her official duty, may discharge a chemical tranquilizer gun for the purpose of capturing animals as authorized by law.
- C. If all other methods of extermination have failed, or are impractical due to public peace, health, safety and welfare considerations, the city manager or his/her designee, may authorize certain individuals to discharge firearms within the limits of the city, for the purpose of controlling nonprotected and nongame animals and birds, which are a nuisance or are threatening property or persons. This authorization may also be given for game

animals, when and as authorized by law. The authorization shall be in writing. The authorized individual must have this authorization in his/her possession at all times while in the act of controlling animals or birds.

- D. The city manager or his/her designee may grant written permission to those individuals in possession of valid big game licenses to utilize said licenses on city-owned lands. The city manager or his/her designee shall notify the Casper police division of his/her decisions.
- E. The city manager or his/her designee may grant written permission to certain lessees of city-owned properties for discharge of firearms and other weapons, during events such as sports shows and expositions. Lessees must provide written proof of insurance as required by the lease agreement.
- F. The Wyoming Game and Fish Department may allow the use of airguns (carbon dioxide or pneumatically-powered only) and archery equipment on its property located within the city limits at Sections 13 and 24, Township 33 North, Range 80 West of the 6th Principal Meridian, Natrona County, Wyoming (Lots 6A and 6B of the Teton Terraces Subdivision) for instructional purposes. Archery equipment shall include field points or blunt tips only. In such event, the Wyoming Game and Fish Department shall give permission, in writing, to the supervisor of the instruction. The supervisor must have this authorization in his/her possession at all times while the instruction is occurring. The Wyoming Game and Fish Department shall notify the Casper public safety director of its decisions.
- G. TOY FIREARMS, TOY BOWS AND TOY CROSSBOWS ARE EXEMPT FROM THE PROVISIONS OF THIS SECTION.

Section 2:

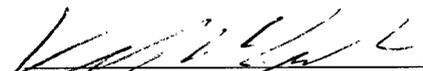
This ordinance shall become in full force and effect upon passage on third reading and publication.

PASSED on first reading this ____ day of _____ 2016.

PASSED on second reading this ____ day of _____ 2016.

PASSED, APPROVED AND ADOPTED on third and final reading this ____ day of 2016.

APPROVED AS TO FORM:



City Attorney

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Tracey L. Belser
City Clerk

Daniel Sandoval
Mayor

April 14, 2016

MEMO TO: V.H. McDonald, City Manager

FROM: Doug Follick, Leisure Services Director
Andrew Beamer, P.E., Public Services Director 
Jason Knopp, P.E., City Engineer
Alex Sveda, P.E., Associate Engineer

SUBJECT: Agreement with GH Phipps Construction of Wyoming
Hogadon Lodge, Project No. 15-14.

Recommendation:

That Council, by resolution, authorize an agreement with GH Phipps Construction of Wyoming (GH Phipps) for construction of the Hogadon Lodge, Project No. 15-14, for the base bid amount of \$4,979,000, plus bid alternates 1, 2, 4 and 5, for an additional \$246,000, for a total contract price of \$5,225,000. Furthermore, it is recommended that Council authorize a construction contingency account, in the amount of \$106,950, for a total project amount of \$5,331,950.

Summary:

The Hogadon Ski Area Master Plan, completed in July 2013, recommended that a new lodge be built for year-round use, with the ability to accommodate different events. A steering committee, consisting of members from the Casper Area Convention & Visitors Bureau, Mountain Sports, Casper Mountain Racers, Casper Mountain Snow Sports, Casper Mountain Ski Patrol, Casper Mountain Racers Alpine Ski Team, Casper Mountain Snow Sports School, Friends of Hogadon, and Hogadon Ski Area patrons, was involved in the design.

On Wednesday, April 6, 2016, six (6) bids were received to construct the new lodge at the Hogadon Ski Area. The new lodge will include a kitchen/catering area, bar, seating areas with views of the surrounding mountain, administrative areas with conference rooms, equipment rental area, and areas for the Casper Mountain Racers and Casper Mountain Snow Sports School.

The base bids received for this work are as follows:

<u>CONTRACTOR</u>	<u>BUSINESS LOCATION</u>	<u>BASE BID AMOUNT</u>
GH Phipps	Laramie, Wyoming	\$4,979,000.00
Sampson Construction, Co., Inc.	Cheyenne, Wyoming	\$5,244,000.00
S&S Builders, LLC	Gillette, Wyoming	\$5,259,259.00
LM Olson, Inc.	Rawlins, Wyoming	\$5,315,000.00
Caspar Building Systems, Inc.	Casper, Wyoming	\$6,283,129.00
Hedquist Construction, Inc.	Casper, Wyoming	\$6,392,475.00

By State Statute, in-state bidders receive a five percent (5%) bid preference. As all bids were received from in-state Contractors, no bid preference was granted.

Six (6) alternates were bid as part of the project as options in the event that the low base bid exceeded the allocated budget. The bid alternates are as follows:

Bid Alternate 1:	<u>Addition of a main level outside deck and outside stair canopy:</u> The outside stair canopy will provide cover for the stairs leading from the main level to the lower, slope-side level. The outside deck is structurally connected to the canopy columns and will provide immediate access from the new staff offices to the slope-side and lift.	+\$175,000.00
Bid Alternate 2:	<u>Replacement of PVC roofing in base bid with rubber Hypalon roofing:</u> Rubber Hypalon roofing provides a more durable roof than PVC.	+\$4,000.00
Bid Alternate 3:	<u>Elimination of all finishes and fixtures in the staff locker room:</u> These items are necessary for a fully operational staff locker room including ceiling, wall and floor finishes and all electrical for the staff locker room.	-\$10,000.00
Bid Alternate 4:	<u>Addition of an electric snow-melt system for the outside stairs and landing:</u> This system is necessary for safer patron stair use and less required maintenance.	+\$9,000.00
Bid Alternate 5:	<u>Addition of kitchen equipment:</u> These items include necessary items such as two (2) ovens, convection steamer, burner and cooktop, refrigerator, slicer, two (2) coffee brewers, ice bin, and three (3) ice makers.	+\$58,000.00
Bid Alternate 6:	<u>Elimination of the main level entry vestibule:</u> This alternate removes the entire 140 square foot main level entry vestibule.	-\$12,000.00

The architect's estimate for the project was \$6,256,000, which includes all Bid Alternates. The low base bid was received at \$4,979,000. Adding bid alternates 1, 2, 4, and 5 adds an additional \$246,000, for a total contract price of \$5,225,000.

Funding for this project will be from Optional One Cent #14 Sales Tax allocated to the Hogadon Lodge. Work is scheduled to be completed by August 2017.

The Agreement and resolution are prepared for Council's consideration.

STANDARD FORM OF
AGREEMENT BETWEEN OWNER AND CONTRACTOR

THIS AGREEMENT is made between the City of Casper, 200 North David Street, Casper, Wyoming 82601, hereinafter referred to as the "Owner," and GH Phipps Construction of Wyoming (GH Phipps), 3840 Fort Misner Lane, Laramie, Wyoming 82073, hereinafter referred to as the "Contractor".

WHEREAS, the City of Casper desires to construct a new wood and steel framed two-story resort lodge; and,

WHEREAS, GH Phipps is able and willing to provide those services specified as the Hogadon Lodge, Project No. 15-14.

NOW, THEREFORE, it is hereby agreed as follows:

ARTICLE 1. WORK.

Contractor shall perform all the work required by the Contract Documents for the Hogadon Lodge, Project No. 15-14, hereinafter referred to as the "Work."

ARTICLE 2. ARCHITECT/ENGINEER.

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

ARTICLE 3. CONTRACT TIME.

- 3.1 The Work will be substantially completed within three hundred sixty-five (365) days from the date the contract commences to run and completed and ready for final payment in accordance with Article 14 of the General Conditions within three hundred ninety-five (395) days from the date the contract commences to run. Substantial Completion will be accepted once all required materials and equipment have been installed, tested and approved by Architect, placed in service, and all Work required is complete to make the project operational for its intended use.
- 3.2 Liquidated Damages. Owner and Contractor recognize that time is of the essence of this Agreement and that Owner will suffer financial loss if the Work is not substantially completed by the time specified in Paragraph 3.1 above, plus any extension thereof allowed in accordance with Article 12 of the General Conditions. They also recognize the delays, expense, and difficulties involved in proving in a legal or arbitration proceeding the actual loss suffered by Owner if the Work is not substantially completed on time. Accordingly, instead of requiring any such proof, Owner and Contractor agree that as liquidated damages for delay (but not as a penalty) Contractor shall pay Owner Two Thousand Dollars (\$2,000.00) for each day that expires after the time specified in Paragraph 3.1 for substantial completion. After Substantial

Completion, if Contractor shall neglect, refuse, or fail to complete the remaining work within the time specified in paragraph 3.1 for completion and readiness for final payment or any proper extension thereof granted by Owner, Contractor shall pay Owner One Thousand Dollars (\$1,000.00) for each day that expires after the time specified in paragraph 3.1 for completion and readiness for final payment. It is further agreed that such liquidated damages are not a penalty, but represent the parties' best estimate of actual damages.

ARTICLE 4. CONTRACT PRICE.

In Consideration of the performance of the work in accordance with the Contract documents for this Lump Sum Contract, Owner shall pay Contractor in current funds a not-to-exceed total contract price of Five Million Two Hundred Twenty-Five Thousand and 00/100 Dollars (\$5,225,000.00), subject to additions and deductions by Change Order approved by the Owner. The contract fee shall be based on materials actually furnished and installed and services actually provided based on the lump sum bid contained in the Bid Form (page BF-1 thru BF-4) and Itemized Bid Schedule (BS-1, including Bid Items 1, 2,3,5 and 6), included as Exhibit "A" and by this reference made as part of this Agreement.

ARTICLE 5. PAYMENT PROCEDURES.

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

- 5.1 Progress Payments. Contractor's Applications for Payment, as recommended by Engineer, shall be submitted to City Engineering Staff on or before the 25th day of each month during construction, and Owner shall mail progress payments in the following month one day after the second monthly meeting of the Casper City Council. Progress payments shall be structured as provided below. All progress payments will be on the basis of the progress of the Work measured by the Schedule of Values provided for in Paragraph 14.01 of the General Conditions, subject to the cutoff and submittal dates provided in the Measurement and Payment Procedures.
 - 5.1.1 Prior to payment of fifty percent (50%) of Total Contract Price, progress payments will be made in an amount equal to ninety percent (90%) of the Work completed, and ninety percent (90%) of Invoice Cost of materials and equipment not incorporated in the Work but delivered and suitably stored, less in each case the aggregate of payments previously made.
 - 5.1.2 After payment of fifty percent (50%) of Total Contract Price has been made, Owner shall withhold such amounts necessary so the total retainage is equal to five percent (5%) of the Total Contract Price.
 - 5.1.3 In the event the Contractor makes only one application for payment upon substantially completing the Work, progress payment will be made in an amount equal to ninety-five percent (95%) of the Work completed. Owner shall withhold five percent (5%) of the work completed as retainage, said retainage to be paid in accordance with the provisions of Paragraph 5.2, Final Payment.

5.1.4 Should amounts owed by the Contractor to the City for any goods, services, licenses, permits or any other item or purpose remain unpaid beyond the City's general credit policy, those amounts may be deducted from the payment being made by the City to the Contractor pursuant to this agreement.

5.2 OWNER may withhold progress payments if CONTRACTOR fails to submit an updated progress schedule with the application for payment as detailed in Section 01310 Progress Schedules.

5.3 Final Payment. Upon final completion and acceptance of the Work in accordance with Paragraph 14.13 of the General Conditions, Engineer shall recommend payment and present Contractor's Final Application for Payment to the City. Pursuant to Wyoming State Statutes, final payment cannot be made until forty-one (41) days after publication of the first Notice of Completion.

ARTICLE 6. WITHHELD FUNDS.

Pursuant to Wyoming Statutes Section 16-6-701 et seq, withheld percentages for Contracts exceeding Twenty-Five Thousand Dollars (\$25,000.00) will be retained in an account in the name of the Contractor (except when specifically waived in writing by Contractor) which has been assigned to the Owner until the Contract is completely, satisfactorily, and finally accepted by the Owner. Unless a depository is designated by the Contractor in a written attachment hereto, the Contractor's signature hereon shall act as authority for the Owner to designate a retainage depository on behalf of the Contractor, for the purposes specified in Wyoming Statutes Section 16-6-704. The Contractor's signature hereon shall act as an assignment of the depository account to the Owner, as provided by Wyoming Statutes Section 16-6-701 et seq, whether the depository is designated by the Contractor or by the Owner.

ARTICLE 7. CONTRACTOR'S REPRESENTATIONS.

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

7.1 Contractor has familiarized himself with the nature and extent of the Contract Documents, Work, locality, and with all local conditions and federal, state, and local Laws and Regulations that in any manner may affect cost, progress, or performance of the Work.

7.2 Contractor has studied carefully all reports of investigations and tests of subsurface and latent physical conditions at the site or otherwise affecting cost, progress, or performance of the work which were relied upon by Architect in the preparation of the Drawings and Specifications and which have been identified in the Supplementary Conditions.

7.3 Contractor has made or caused to be made examinations, investigations, and tests and studies as he deems necessary for the performance of the Work at the Contract Price, within the Contract Time, and in accordance with the other terms and conditions of the Contract Documents; and no

additional examinations, investigations, tests, reports, or similar data are or will be required by Contractor for such purposes.

- 7.4 Contractor has correlated the results of all such observations, examinations, investigations, tests, reports, and data with the terms and conditions of the Contract Documents.
- 7.5 Contractor has given Architect written notice of all conflicts, errors, or discrepancies that he has discovered in the Contract Documents and the written resolution thereof by Architect is acceptable to Contractor.

ARTICLE 8. CONTRACT DOCUMENTS.

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

- 8.1 This Agreement (Pages SFA-1 to SFA-6, inclusive).
- 8.2 Joint Account Agreement or Letter of Forfeiture waiving same.
- 8.3 Exhibit "A" – Standard Bid Form (BF-1 to BF-4) and Bid Schedule (BS-1).
- 8.4 Addenda Number: Three (3) Addenda.
- 8.5 Performance and Payment Bonds.
- 8.6 Certificates of Insurance, of Workers' Compensation Coverage, and of Unemployment Insurance Coverage.
- 8.7 General Conditions (Pages 00700-1 to 00700-42, inclusive).
- 8.8 Supplementary Conditions (Pages SC-1 to SC-16, inclusive).
- 8.9 General Requirements, consisting of eighteen (18) sections.
- 8.10 Special Provisions consisting of Divisions 3, 5-12, 14, 21-23, 25-28, 31-33, consisting of One Hundred Twenty-Two (122) Sections and One Hundred Twenty-Nine (129) Drawing "Sheets".
- 8.11 Notice of Award.
- 8.12 Notice to Proceed.
- 8.13 Minutes of the Pre-Bid Conference, if any.
- 8.14 Contract Drawings, with each sheet bearing the following general title:

Hogadon Lodge, Project No. 15-14

- 8.15 Shop Drawings and other Submittals furnished by Contractor during performance of the Work and accepted by the Owner.
- 8.16 Any modifications, amendments, and supplements, including Change Orders, issued pursuant to Paragraphs 3.04 and 3.05 of the General Conditions, on or after the effective date of this Agreement.
- 8.17 Notice of Substantial Completion.

ARTICLE 9. GOVERNMENTAL CLAIMS ACT

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

ARTICLE 10. MISCELLANEOUS PROVISIONS.

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

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

DATED this _____ day of _____, 2016.

APPROVED AS TO FORM:
(Hogadon Lodge, Project No. 15-14)

Walker Tremblay

(Hogadon Lodge, Project No. 15-14)

ATTEST:

By: _____

Title: _____

ATTEST:

By: _____

Tracy L. Belser

Title: City Clerk

CONTRACTOR:

GH Phipps

3840 Fort Misner Lane

Laramie, Wyoming 82073

By: _____

Title: _____

OWNER:

CITY OF CASPER, WYOMING

A Municipal Corporation

By: _____

Daniel Sandoval

Title: Mayor

EXHIBIT "A"
STANDARD
BID FORM
(Approved by City Attorney, 1995)

PROJECT IDENTIFICATION: City of Casper
Hogadon Lodge
Project No. 15-14

THIS BID SUBMITTED TO: City of Casper
200 North David Street
Casper, Wyoming 82601

1. The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with the City in the form included in the Bidding Documents and to complete all Work within Three hundred sixty-five (365) days from the date the contract commences to run as specified or indicated in the Bidding Documents for the Contract Price, and completed and ready for final payment within Three hundred ninety-five (395) days from the date the contract commences to run., in accordance with the Bidding Documents.
2. Bidder accepts all of the terms and conditions of the Advertisement for Bids and Instructions to Bidders, including without limitation those dealing with the disposition of Bid Guaranty. This Bid will remain effective for thirty (30) days after the day of Bid opening. Bidder will sign the Agreement and submit the Bonds and other documents required by the Bidding Documents within thirty (30) days after the date of the City's Notice of Award.
3. Notice that preferences will be granted pursuant to Wyoming Statutes Section 16-6-101, et seq., is hereby acknowledged.
4. In submitting this Bid, Bidder represents, as more fully set forth in the Bidding Documents, that:
 - A. Bidder has examined copies of all the Bidding Documents and of the following addenda (receipt of all which is hereby acknowledged):

Addendum No. <u>1</u>	Dated <u>March 25, 2016</u>
Addendum No. <u>2</u>	Dated <u>March 29, 2016</u>
Addendum No. <u>3</u>	Dated <u>April 1, 2016</u>
 - B. Bidder has examined the site and locality where the work is to be performed, the federal, state, and local Laws and Regulations, and the conditions affecting cost, progress, or performance of the work and has made such independent investigations as Bidder deems necessary;

BF-1

- C. This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm, corporation, or other business entity. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid. Bidder has not solicited or induced any person, firm, or a corporation to refrain from bidding. Bidder has not sought by collusion to obtain for itself any advantage over any other Bidder or against the City.
5. Bidder is bidding to complete all work specified in the contract documents associated with the Hogadon Lodge, Project No. 15-14 for a Lump Sum Base Bid of materials actually furnished and installed and services actually provided:
- BASE BID, IN NUMERALS: \$ 5,203,000⁰⁰
- BASE BID, IN WORDS: Five Million Two Hundred Three Thousand + 00/100 DOLLARS.
6. Bidder agrees that the work for the City will be as provided above.
7. Bidder accepts the provisions of the Bidding Documents as to liquidated damages in the event of failure to complete the work on time, unless otherwise stated as provided below. Bidder agrees that such liquidated damages are not a penalty and that the amount provided is as close an estimate as possible to actual damages. Any exceptions or objections to this provision are stated in writing and attached hereto by Bidder.
8. The following documents are attached to and made a condition of this Bid:
- A. Required Bid Guaranty in the form of a Bid Bond. (Unless otherwise provided by the City.)
 - B. Itemized Bid Schedule or Schedule of Values.
 - C. Copy of Certificate of Residency, if bidding as Wyoming Resident.
9. Communications concerning this Bid shall be addressed to:
- Address of Bidder: GH Phipps Construction of Wyoming
3840 Fort Misner Lane
Laramie, WY 82073
10. The terms used in this Bid are defined in and have the meanings assigned to them in the General Conditions, except as provided in the Supplementary Conditions and Bidding Documents.

Submitted on April 06, 2016.

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

IF BIDDER IS:

AN INDIVIDUAL

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

doing business as: _____

Business Address: _____

Phone Number: _____

A PARTNERSHIP

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

(General Partner)

Business Address: _____

Phone Number: _____

A CORPORATION OR LIMITED LIABILITY COMPANY

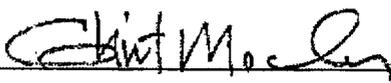
By: Delta Construction, Inc dba GH Phipps Construction of Wyoming (seal)
(Corporation's or Limited Liability Company's Name)

Wyoming
(State of Incorporation or Organization)

By:  (seal)
Tim Hendricks - Operations Manager / Secretary

(Title)

(Seal)

Attest: 

Business Address: 3840 Fort Misner Lane
Laramie, WY 82070

Phone Number: 307-745-4866

A JOINT VENTURE

By: N/A (seal)
(Name)

(Address)

By: (seal)
(Name)

(Address)

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

**BID SCHEDULE
HOGADON LODGE
PROJECT 15-14**

Bid Date: 3/30/2016
2pm

COMPANY NAME: GH Phipps Construction Company of Wyoming
ADDRESS: 3840 Fort Misner Lane
Laramie, WY 82073

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

LS = Lump Sum R&R = Remove and Replace
SY = Square Yard FA = Force Account
PMP=Plant Mix Pavement

LF = Linear Feet
CY = Cubic Yard

F&I = Furnish and Install
EA = Each

Item	Description	Unit	Quantity	Unit Cost	Total Cost
1	Base Bid including Division 01 21 00 Allowances	LS	1		4,979,000
2	Alternate No. 1: The addition of a portion of deck and covered canopy over the east exterior stairs, as indicated in Drawings.	LS	1		175,000
3	Alternate No. 2: Changing all membrane roofing on the building to Hypalon CSPE.	LS	1		4,000
4	Alternate No. 3: Deletion of all finishes and fixtures in Staff Locker Room 112.	LS	1		(10,000)
5	Alternate No. 4: The addition of an electric snowmelt system in the exterior concrete stairs and landing as indicated.	LS	1		9,000
6	Alternate No. 5: ^{ADD} The removal of certain designated kitchen equipment from the project.	LS	1		58,000
7	Alternate No. 6: The deletion of Vestibule 201 in its entirety.	LS	1		(12,000)
Total Bid including all Alternates (Addition of Items 1-7)					5,203,000

Total Bid including all Alternates: Five Million Two Hundred
Three Thousand + 00 → Dollars (\$) 5,203,000⁰⁰

RESOLUTION NO. 16-122

A RESOLUTION AUTHORIZING AN AGREEMENT WITH GH PHIPPS CONSTRUCTION OF WYOMING (GH PHIPPS) FOR THE HOGADON LODGE, PROJECT NO. 15-14

WHEREAS, the City of Casper desires to construct a new lodge at Hogadon Ski Area; and,

WHEREAS, GH Phipps is able and willing to provide those services specified as Hogadon Lodge, Project No. 15-14; and,

WHEREAS, it would be in the best interest of the City to expedite changes in the project by allowing the City Manager to sign change orders effecting time extensions of no more than thirty (30) days, dollar amount changes no greater than Twenty Thousand Dollars (\$20,000.00) and other project administration related change orders that do not substantially alter the scope of the project.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized and directed to execute, and the City Clerk to attest, an agreement with GH Phipps, for those services.

BE IT FURTHER RESOLVED: That the City Manager is hereby authorized to make verified partial payments and contract extensions throughout the project, retaining those amounts prescribed by the agreement, equal to a total amount not to exceed Five Million Two Hundred Twenty-Five Thousand and 00/100 Dollars (\$5,225,000.00), and One Hundred Six Thousand Nine Hundred Fifty and 00/100 Dollars (\$106,950.00) for a construction contingency account, for a total price of Five Million Three Hundred Thirty-One Thousand Nine Hundred Fifty and 00/100 Dollars (\$5,331,950.00).

BE IT FURTHER RESOLVED: That the City Manager is hereby authorized to sign change orders effecting time extensions of no more than thirty (30) days, changes in the dollar amount of the above described agreement not greater than the sum of Twenty Thousand Dollars (\$20,000.00), and other project administration related change orders that do not substantially alter the scope of the project.

PASSED, APPROVED, AND ADOPTED this ____ day of _____, 2016.

APPROVED AS TO FORM:



ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Tracey L. Belser
City Clerk

Daniel Sandoval
Mayor

April 25, 2016

TO: V.H. McDonald, City Manager
FROM: William C. Luben, City Attorney *WCL*
Subject: Authorizing Three-Year Agreements with Thomson Reuters for Westlaw Book and Internet Law Library Services for the City Attorney's Office.

Recommendation:

That Council, by resolution, authorize three (3) year agreements with Thomson Reuters for Westlaw book and internet law library services for the City Attorney's Office.

Summary:

The City Attorney's Office subscribes to both internet and printed law library services through Thomson Reuters in the form of statutes and other materials for its legal research needs. The current agreement for these services will expire shortly.

These services are now offered under two separate agreements, one for the printed materials and one for the internet research services. It is advantageous to the City to renew these agreements for a three-year period, as it will save the City an estimated \$1,554.88 over renewing the agreements on a yearly basis.

The total estimated subscription cost under these agreements is the sum of \$15,622.08 for the first annual term, with each annual renewal term thereafter being subject to a 5% increase. The three-year subscription plans are further subject to a "non-availability of funds" clause for government subscribers. This clause allows the City to cancel the agreement in the event there is, in the future, a lack of funding for the service.

Copies of the order forms for these agreements are included for your review, along with a resolution authorizing the Mayor to execute these agreements on behalf of the City.



THOMSON REUTERS

Order Form

Contact your representative lydia.ferguson@thomsonreuters.com with any questions. Thank you.

Order ID: **780478**

Subscriber Information

Account Address:

Account #: 1000497041
CASPER CITY ATTORNEY
200 N DAVID ST ROOM 102
CASPER, WY 82601
US
3072357503

Shipping Address:

Account #: 1000497041
CASPER CITY ATTORNEY
200 N DAVID ST ROOM 102
CASPER, WY 82601
US
3072357503

Billing Address:

Account #: 1000497041
CASPER CITY ATTORNEY
200 N DAVID ST ROOM 102
CASPER, WY 82601
US
3072357503

This Order Form is a legal document between West Publishing Corporation and Subscriber. West Publishing Corporation also means "West", "we" or "our" and Subscriber means "you", "my" or "I".

Online/Practice Solutions/Software and Print/ProView eBooks Programs

Online/Practice Solutions/Software

Svc Mat #	Product	Qty	Unit	Minimum Term (Months)	Term Increases
40988777	Government Select Level 3 States (WestlawNext™) (Banded) <div style="border: 1px solid black; padding: 2px; width: fit-content; margin: 5px auto;">See Attachment for Select Product details</div>	5	Atty(s)	36	Year2-5% Year3-5%

Minimum Terms

Monthly Charges begin on the date West Publishing Corporation ("West, "we" or "our") processes your order and continue for the number of complete calendar months listed in the Minimum Term column above. Based on above terms listed you agree to the length and year over year increases.

During my subscription terms, I am also responsible for all Excluded Charges. Excluded Charges are charges for accessing Westlaw data or a Practice Solutions service that is not included in your subscription. Excluded Charges may change after 30 days written or online notice.

Post Minimum Terms

For Online/Practice Solutions/Software: Your subscription will change to a month-to-month status at the end of the Minimum Term, and your applicable Monthly Charges will be billed at up to the then current retail rate. Thereafter, we may modify the Monthly Charges after 30 days notice. Either of us may cancel the month-to-month subscription by sending 30 days written notice. Send your notice of cancellation to Customer Service, 610 Opperman Drive, P.O. Box 64833, Eagan MN 55123-1803.

Order charges for print/eBook products not on subscription: N/A

Initial order charges for print/eBooks products with updates billed upon shipment: N/A

Initial Monthly Charges for Products under 36 month Minimum Term: \$1,174.47

Estimated total Monthly Charges for the initial 12 months: \$1,174.47

Totals above do not reflect applicable taxes and transportation charges or updates billed upon shipment. Please see the Miscellaneous section below for details.

These Monthly Charges show the first year's Monthly Charges (and are combined if multiple products are ordered) with the same contract term and are subject to increase per the terms of this agreement.

Charges, Payments Taxes. You agree to pay all charges in full within 30 days of the date of invoice. You are responsible for any applicable sales, use, value added tax (VAT), etc. unless you are tax exempt. If you are a non-government subscriber and fail to pay your invoiced charges, you are responsible for collection costs including attorneys' fees.

Credit Verification. If you are applying for credit as an individual, we may request a consumer credit report to determine your creditworthiness. If we obtain a consumer credit report, you may request the name, address and telephone number of the agency that supplied the credit report. If you are applying for credit on behalf of a business, we may request a current business financial statement from you to consider your request

Auto Charge Credit Card/Electronic Funds Transfer Election Payment Terms. You may authorize us to automatically charge a credit card or debit and electronic fund transfer to pay charges due. Contact Customer Service at 1-800-328-4880 for authorization procedures. If you are authorizing, as part of this order, or have already authorized us to bill a credit card or debit card or make electronic fund transfer for West subscriptions on an ongoing basis, no further action is needed.

Returns and Refunds. You may return a print or CD-ROM/DVD product to us within 45 days of the original shipment date if you are not completely satisfied. Different policies apply to print products you receive as part of a program such as Assured Print Pricing, Library Savings Plan, West Complete, Library Maintenance Agreements, ePack and WestPack. Westlaw, CLEAR, Monitor Suite, ProView eBook, Software, West LegalEdcenter, Practice Solutions, TREWS and Serengeti charges are not refundable. Please see <http://static.legalsolutions.thomsonreuters.com/static/returns-refunds.pdf> or contact Customer Service at 1-800-328-4880 for additional details regarding our policies on returns and refunds.

Applicable Law. This Order Form will be interpreted under Minnesota state law. Any claim by one of us may be brought in the state or federal courts in Minnesota. If you are a state or local governmental entity, your state's law will apply and any claim may be brought in the state or federal courts located in your state. If you are a United States Federal Government customer, United States federal law will apply and any claim may be brought in any federal court.

Excluded Charges. If you access Westlaw data or Practice Solutions services that are not included in your subscription you will be charged our then-current rate. Excluded Charges will be invoiced and due with your next payment. For your reference, the current Excluded Charges schedules are located at <http://static.legalsolutions.thomsonreuters.com/static/agreement/schedule-a-westlaw.pdf> and <http://static.legalsolutions.thomsonreuters.com/static/agreement/schedule-a-concourse-firm-central-caselogistix.pdf>. Excluded Charges may change after 30 days written or online notice.

The General Terms and Conditions, located at <http://static.legalsolutions.thomsonreuters.com/static/general-terms-conditions.pdf> apply to all products ordered, purchased or licensed on this Order Form except print. In the event of a conflict between the General Terms and Conditions and this Order Form, the terms of this Order Form control. This Order Form is subject to our approval.

Banded Products Subscriptions The number of attorneys (partners, shareholders, associates, contract or staff attorneys, of counsel, and the like), corporate users, personnel or full-time-equivalent students for the banded products you ordered appear in the Quantity column above. Our pricing for banded products is made in reliance upon that number. If we learn that the actual number is greater, we reserve the right to increase your charges as applicable. Law firm and government subscribers of banded products will receive one (1) password for each attorney and an equal number of passwords for non-attorneys.

Product Specific Terms. The following products have specific terms which are incorporated by reference and made part of this Order Form if they apply to your order. They can be found at <http://static.legalsolutions.thomsonreuters.com/static/product-specific-terms.pdf>. If the product is not part of your order, the product specific terms do not apply. If there is a conflict between product specific terms and the Order Form, the product specific terms control.

- Hosted Practice Solutions
- CD-ROM Libraries / DVD products
- West LegalEdcenter
- West km software
- Westlaw Doc & Form Builder
- Time and Billing
- Westlaw Patron Access
- Westlaw Paralegal
- Campus Research
- ProView eBooks

Additional Contract Information

NON-AVAILABILITY OF FUNDS FOR WestlawPRO GOVERNMENT SUBSCRIBERS (not available to non-government subscribers).

If Subscriber fails to receive sufficient appropriation of funds or authorization for the expenditure of sufficient funds to continue service under the Order Form, or if Subscriber receives a lawful order issued in or for any fiscal year during the Minimum Term or Renewal Term of the Order Form that reduces the funds appropriated or authorized in such amounts as to preclude making the payments set out therein, Subscriber may

submit a written notice to West seeking cancellation of the service, the Subscriber Agreement and the Order Form, if permitted under applicable law. Subscriber shall provide West with notice not less than thirty (30) days prior to the date of cancellation, and shall include a written statement documenting the reason for cancellation, including the relevant statutory authority for cancelling, and an official document certifying the non-availability of funds (e.g., executive order, an officially printed budget or other official government communication). Upon West's receipt of a valid cancellation notice, Subscriber shall pay all charges incurred for any products and/or services received prior to the effective date of the cancellation (and in the case of print/CD-ROM products, return all unpaid print/CD-ROM products and updates).

For questions regarding this order, please contact West Customer Service at 1-800-328-4880.

Signature for Order ID: 780478

ACKNOWLEDGMENT

I have read all pages and attachments to this Order Form and I accept the terms on behalf of Subscriber. I warrant that I am authorized to sign this Order Form on behalf of Subscriber.

	Mayor City of Casper, Wyoming
Signature of Authorized Representative for order Daniel Sandoval	Title
Printed Name	Date

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 THOMSON REUTERS	<h2>Attachment</h2> <p>Contact your representative lydia.ferguson@thomsonreuters.com with any questions. Thank you</p>
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Order ID: **780478**

Payment and Shipping Information

Payment Method:
 Payment Method: WestAccount
 Account Number: 1000497041

Shipping Information:
 Shipping Method: Ground Shipping - U.S. Only

Additional Information

Created By:
 Order Source: 27
 Revenue Channel: 01
 Order Date: 4/13/2016 8:09:43 AM
 P.O. Number:
 Additional Data B: 5

Product and User Details

Banded Products for all users below

40988777 Government Select Level 3 States (WestlawNextSM) (Banded)

User	Position	Email
William R Chambers	Attorney	wchambers@cityofcasper.wy.com
Elizabeth Grill	Attorney	djonas@cityofcasper.wy.com

William C Luben	Attorney	bluben@cityofcasper.wy.com
Wallace Trembath	Attorney	wtrembath@cityofcasper.wy.com
Gary Way	Attorney	gway@cityofcasper.wy.com

CustomPro Product Details

Material ID	Description
40982592	Primary Law with KeyCite®: All — Wyoming (WestlawNext™)
40982967	Corpus Juris Secundum® (WestlawNext™)
40980419	All Analytical Library (WestlawNext™)
40981520	All Primary Law (WestlawNext™)
41063476	Form Finder—Wyoming (WestlawNext™)
40981669	Municipal Law Practitioner Core — Wyoming (WestlawNext™)
40983391	National Reporter Images (WestlawNext™)
41902082	Practical Law Multi-Practice Area for Government (Westlaw PRO™)
41024657	Related Documents (WestlawNext™)
40984039	State Briefs Plus — Wyoming (WestlawNext™)

Lapse Subscriptions

Active Subscriptions to Lapse	Contract Number	Material ID
DRAFTING ASSISTANT LITIGATION ON WESTLAW	0705704683	41130896
DRAFTING BRIEFTOOLS ON WESTLAW	0705705664	41130899
DRAFTING CITEADVISOR ON WESTLAW	0705706645	41130898
GOVERNMENT SELECT ON WESTLAW	0119130249	40988686
ALL ANALYTICAL LIBRARY ON WESTLAW	0119130253	40973477
CORPUS JURIS SECONDUM ON WESTLAW	0119130250	40974243
DRAFTING ASSISTANT LITIGATION CASE NOTEBOOK RESEARCH	0119130259	41134254
GENERAL COUNSEL ALL PRIMARY LAW ON WESTLAW	0119130256	40973997
NATIONAL REPORTER IMAGES ON WESTLAW	0119130271	40976349
RELATED DOCUMENTS ON WESTLAW	0119130277	41024656
WY APPELLATE COURT BRIEFS PLUS ON WESTLAW	0119130280	40976834
WY FORM FINDER ON WESTLAW	0119130265	41063436
WY MUNICIPAL LAW PRACTITIONER CORE ON WESTLAW	0119130268	40974413
WY PRIMARY LAW WITH KEYCITE ALL ON WESTLAW	0119130274	40973879

Order Contact Information

First Name	Last Name	Email Address	Contact Description	Contact Number
Bill	Luben	bluben@casperwy.gov	Order Confirmation Contact	28
Bill	Luben	bluben@casperwy.gov	Primary Password Contact	24
Bill	Luben	bluben@casperwy.gov	Quickview Contact	Quickview

Office Use Only

Exception Approval Code:

Worksheet Custom Pro: <https://ordermation.west.thomson.com/esigs/of.aspx?pordergroupid=342cae6efe7e434890f5866cb1ed6e98&pfv=true>



THOMSON REUTERS

Order Form

Contact your representative lydia.ferguson@thomsonreuters.com with any questions. Thank you.

Order ID: **780468**

Subscriber Information

Account Address:

Account #: **1000497041**
CASPER CITY ATTORNEY
200 N DAVID ST ROOM 102
CASPER, WY 82601
US
3072357503

Shipping Address:

Account #: **1000497041**
CASPER CITY ATTORNEY
200 N DAVID ST ROOM 102
CASPER, WY 82601
US
3072357503

Billing Address:

Account #: **1000497041**
CASPER CITY ATTORNEY
200 N DAVID ST ROOM 102
CASPER, WY 82601
US
3072357503

This Order Form is a legal document between West Publishing Corporation and Subscriber. West Publishing Corporation also means "West", "we" or "our" and Subscriber means "you", "my" or "I".

Online/Practice Solutions/Software and Print/ProView eBooks Programs

Print/ProView eBooks Programs

Svc Mat #	Product	Qty	Unit	Program Details	Program Code	List	Other	Monthly Charges	Minimum Term (Months)	Term Increases
40666420	West Complete Library <small>See Attachment for product details</small>	1	Package	Gov WP to WCMP 601817076373	601817076373	\$127.37		\$127.37	36	Year2-5% Year3-5%

Subscription Services for Print /ProView eBook Programs

During your subscription terms, you will receive subscription services consisting of automatic shipments of updates and supplements to the print products, including but not limited to pocket parts, pamphlets, replacement volumes, or loose-leaf pages eBooks that are updated receive updates to the most current version of each edition of the eBooks which are available during your subscription terms.

Your West sales representative will provide frequency of updates upon request. Transportation charges, return and refund information is in the "Miscellaneous" section below.

If West Complete is designated above and you terminate any West Complete Print product during the Minimum Term or subsequent Renewal Term, the Monthly Charges will not be adjusted.

Minimum Terms

Monthly Charges begin on the date West Publishing Corporation ("West, "we" or "our") processes your order and continue for the number of complete calendar months listed in the Minimum Term column above. Based on above terms listed you agree to the length and year over year increases.

Post Minimum Terms

NOT APPLICABLE

Initials for Automatic Renewal Term for Print/ProView eBook Programs. I request West to continue subscription services for the products designated above after the Minimum Term. Each Automatic Renewal Term will be 12 months in length ("Automatic Renewal Term") and include a 7% price increase unless we notify you of a different rate at least 60 days before each Automatic Renewal Term begins. Each Renewal Term will be twelve months in length Renewal Monthly Charges will be 7% over the Monthly Charges in effect the month before the Renewal Term starts unless we notify you of a different rate at least 60 days before the Renewal Term Either of us may cancel in writing 30 days before an Automatic Renewal Term starts. Send your notice of cancellation to Customer Service, 610 Opperman Drive, P O. Box 64833, Eagan MN 55123-1803

Initial order charges for print/eBooks products with updates billed upon shipment: N/A

Initial Monthly Charges for Products under 36 month Minimum Term: \$127.37

Totals above do not reflect applicable taxes and transportation charges or updates billed upon shipment. Please see the Miscellaneous section below for details.

These Monthly Charges show the first year's Monthly Charges (and are combined if multiple products are ordered) with the same contract term and are subject to increase per the terms of this agreement.

Miscellaneous

Charges, Payments Taxes. You agree to pay all charges in full within 30 days of the date of invoice. You are responsible for any applicable sales, use, value added tax (VAT), etc. unless you are tax exempt. If you are a non-government subscriber and fail to pay your invoiced charges, you are responsible for collection costs including attorneys' fees.

Credit Verification. If you are applying for credit as an individual, we may request a consumer credit report to determine your creditworthiness. If we obtain a consumer credit report, you may request the name, address and telephone number of the agency that supplied the credit report. If you are applying for credit on behalf of a business, we may request a current business financial statement from you to consider your request.

Auto Charge Credit Card/Electronic Funds Transfer Election Payment Terms. You may authorize us to automatically charge a credit card or debit and electronic fund transfer to pay charges due. Contact Customer Service at 1-800-328-4880 for authorization procedures. If you are authorizing, as part of this order, or have already authorized us to bill a credit card or debit card or make electronic fund transfer for West subscriptions on an ongoing basis, no further action is needed.

Returns and Refunds. You may return a print or CD-ROM/DVD product to us within 45 days of the original shipment date if you are not completely satisfied. Different policies apply to print products you receive as part of a program such as Assured Print Pricing, Library Savings Plan, West Complete, Library Maintenance Agreements, ePack and WestPack Westlaw, CLEAR, Monitor Suite, ProView eBook, Software, West LegalEdcenter, Practice Solutions, TREWS and Serengeti charges are not refundable. Please see <http://static.legalsolutions.thomsonreuters.com/static/returns-refunds.pdf> or contact Customer Service at 1-800-328-4880 for additional details regarding our policies on returns and refunds.

Applicable Law. This Order Form will be interpreted under Minnesota state law. Any claim by one of us may be brought in the state or federal courts in Minnesota. If you are a state or local governmental entity, your state's law will apply and any claim may be brought in the state or federal courts located in your state. If you are a United States Federal Government customer, United States federal law will apply and any claim may be brought in any federal court.

Additional Contract Information

NON-AVAILABILITY OF FUNDS FOR WestlawPRO GOVERNMENT SUBSCRIBERS (not available to non-government subscribers).

If Subscriber fails to receive sufficient appropriation of funds or authorization for the expenditure of sufficient funds to continue service under the Order Form, or if Subscriber receives a lawful order issued in or for any fiscal year during the Minimum Term or Renewal Term of the Order Form that reduces the funds appropriated or authorized in such amounts as to preclude making the payments set out therein, Subscriber may submit a written notice to West seeking cancellation of the service, the Subscriber Agreement and the Order Form, if permitted under applicable law. Subscriber shall provide West with notice not less than thirty (30) days prior to the date of cancellation, and shall include a written statement documenting the reason for cancellation, including the relevant statutory authority for cancelling, and an official document certifying the non-availability of funds (e.g., executive order, an officially printed budget or other official government communication). Upon West's receipt of a valid cancellation notice, Subscriber shall pay all charges incurred for any products and/or services received prior to the effective date of the cancellation (and in the case of print/CD-ROM products, return all unpaid print/CD-ROM products and updates)

For questions regarding this order, please contact West Customer Service at 1-800-328-4880.

Signature for Order ID: 780468

Mayor
City of Casper, Wyoming

Signature of Authorized Representative for order

Title

Daniel Sandoval

Printed Name

Date

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THOMSON REUTERS

Attachment

Contact your representative lydia.ferguson@thomsonreuters.com with any questions. Thank you.

Order ID: 780468

Payment and Shipping Information

Payment Method:
Payment Method: WestAccount
Account Number: 1000497041

Shipping Information:
Shipping Method: Ground Shipping - U.S. Only

Additional Information

Created By: 0144129
Order Source: 27
Revenue Channel: 01
Order Date: 4/11/2016 3:49:23 PM
P O. Number:

West Complete Products

Material #	Products	Quantity	
		Exist	New
22061301	FEDERAL CIVIL JUDICIAL PROCEDURE AND RULES PAMPHLET SUB	1	0
12370847	FEDERAL CIVIL RULES HANDBOOK SUB	1	0
40576332	WY STAT ANNO SUB	4	0
40274137	WY COURT RULES STATE AND FEDERAL PAMPHLETS V.I-II SUB	3	0
40274137	WY COURT RULES STATE AND FEDERAL PAMPHLETS V.I-II SUB	1	0

Order Contact Information

First Name	Last Name	Email Address	Contact Description	Contact Number
Bill	Luben	bluben@casperwy.gov	Order Confirmation Contact	28

Office Use Only

Worksheet West Complete: <https://ordermation.westthomson.com/esigs/of.aspx?ordergroupid=0604d96112ac4b66a303a4dc99cba36f&pfv=true>

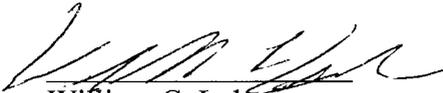
135

OF Ver: <https://ordermation.westthomson.com/esigs/ofversion.aspx?pfv=true&ordergroupid=feca542e065b43498cea92d21d8bf307&isofview=yes>

APPROVAL AS TO FORM

I have reviewed the attached *Westlaw Order Forms* and approve them as to form on behalf of the City of Casper, Wyoming.

Dated: 04/25/2016

A handwritten signature in black ink, appearing to read 'William C. Luben', written over a horizontal line.

William C. Luben
City Attorney

RESOLUTION NO. 16-123

A RESOLUTION APPROVING THREE YEAR AGREEMENTS WITH THOMSON REUTERS FOR WESTLAW BOOK AND INTERNET LAW LIBRARY SERVICES FOR THE CITY ATTORNEY'S OFFICE.

WHEREAS, the City Attorney's Office subscribes to both Westlaw internet and printed law library services in the form of statutes and other materials for its legal research needs from Thomson Reuters, the current agreement for which is expiring; and,

WHEREAS, the service agreements for these services are now offered under two separate agreements, one for the printed materials (being the "West Complete Library" plan) and one for the internet research services (being "Government Select Level 3 States" plan); and,

WHEREAS, for cost savings, it is advantageous to the City to renew these agreements for a three-year period; and,

WHEREAS, the total estimated monthly subscription costs under these agreements is the sum of \$1,301.84 for the first annual term, with each annual renewal term thereafter being subject to a 5% increase; and,

WHEREAS, these three-year subscription plans are further subject to a "non-availability of funds" clause for government subscribers which allows the City to cancel the agreements in the event there is, in the future, a lack of funding for these services.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized to execute the Order Forms for the "West Complete Library" and the "Government Select Level 3 States" plans through Thomson Reuters for the City Attorney's Office legal research services.

PASSED, APPROVED AND ADOPTED this ____ day of _____, 2016.

APPROVED AS TO FORM:



ATTEST:

Tracey L. Belser
City Clerk

CITY OF CASPER, WYOMING
A Municipal Corporation

Daniel Sandoval
Mayor

April 25, 2016

MEMO TO: V.H. McDonald, City Manager

FROM: Liz Becher, Assistant City Manager



SUBJECT: Resolution approving an amendment to the lease between the City of Casper and The Casper Family YMCA, Inc.

Recommendation:

That Council, by resolution, approve an amendment to the June 15, 1964 Lease Agreement between the City and The Casper Family YMCA, Inc.

Summary:

On June 15, 1964 the City of Casper and The Casper Family YMCA, Inc. entered into a long-term Lease Agreement for City-owned property located at 315 East 15th Street, Casper, Wyoming 82601, which was recorded in the Natrona County Clerk's office as Instrument No. 24244 on August 6, 1965. The purpose of the Lease Agreement was for the location of the Casper Family YMCA on City-owned property.

On March 17, 2015, the City of Casper and The Casper Family YMCA, Inc., entered into a Memorandum of Understanding (MOU) between the parties, whereby the City agreed to contribute monies toward upgrading public improvements in the vicinity of the leased premises. Under Section Six (6) of the MOU, the parties agreed to negotiate an amendment to the Lease to incorporate an updated legal description for the leased premises and to add language to the Agreement regarding the City's standard insurance indemnification and Wyoming Governmental Claims Act terms and conditions.

A resolution and an amendment to the June 15, 1964 Lease Agreement have been prepared for Council's consideration.

AMENDMENT TO THE LEASE

This Amendment to the Lease (“Amendment”) is entered into on this ____ day of _____, 2015, by and between the following parties:

1. The City of Casper, Wyoming, a municipal corporation, the “Lessor” hereinafter referred to as the “City,” whose address is 200 North David Street, Casper, Wyoming 82601.

2. The Casper Family YMCA, Inc., the “Lessee” hereinafter referred to as the “YMCA,” whose address is 315 East 15th Street, Casper, Wyoming 82601.

Throughout this document, the City and the YMCA may be individually referred to as a “party” or collectively referred to as the “parties.”

RECITALS

A. On June 15, 1964, the City and the YMCA entered into a long-term Lease Agreement (“Lease”) for City owned property located at 315 E. 15th Street (the “leased premises”), Casper, Wyoming 82601, which was recorded in the Natrona County Clerk’s office as Instrument No. 24244 on August 6, 1965.

B. The Lease is for the purpose of operating a Casper Family YMCA on the leased premises for the citizens of the community.

C. On March 17, 2015, the parties entered into a Memorandum of Understanding (“MOU”) between the City and the YMCA, whereby the City agreed to contribute Two Million Dollars (\$2,000,000) toward upgrading the public site improvements to the leased premises.

D. Under Section 6 of the MOU, the parties agreed to negotiate an amendment to the existing Lease that: (1) incorporates the updated, accurate legal description for the leased premises, and (2) adds the City’s standard insurance, indemnification and Wyoming Governmental Claims Act terms and conditions to the Lease. The City and the YMCA may also negotiate in good faith other standard, customary terms and conditions that update or modernize the Lease.

E. The YMCA hereby represents that the location where the YMCA intends to build all of its improvements is, in fact, on City-owned land that will become part of the leased premises after the Lease Amendment is executed, and the YMCA will provide the City with a title report to demonstrate compliance. The YMCA agrees to indemnify and hold the City harmless from all damages that may result from the YMCA building on property that is not owned by the City.

F. This Lease Amendment reflects the good faith negotiations of the parties.

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, the parties hereto agree by and between them to amend the Lease as follows:

1. INCORPORATION OF RECITALS

The recitals set forth above are hereby incorporated herein at this point as if fully set forth as part of this Amendment.

2. AMENDMENT TO LEGAL DESCRIPTION

The Legal Description provided in the original Lease dated June 15, 1964, is hereby deleted and replaced with the following:

Lot 1 of the YMCA Addition, an addition to the City of Casper, Wyoming, further described on the plat thereof, recorded as instrument number 1000909 with the Natrona County Clerk's office on October 8, 2015, and attached hereto as Exhibit A.

3. Section 3 shall be replaced with the following:

USE AND TRANSFER OF INTEREST

A. The YMCA shall use the described premises and all the improvements constructed thereon, and which may be constructed thereon by it, for operating a Casper Family YMCA for the citizens of this community, or for other purposes approved by City Council for public benefit.

B. When the premises shall no longer be used by the YMCA for such purposes as intended, then, with City Council approval, the property may be assigned or subleased to another non-profit organization seeking to operate on the premises for the public benefit of the citizens of the City of Casper and the surrounding communities. Notwithstanding any such assignment or sublease, Lessee shall remain fully liable on this Lease, and shall not be released from performing any of the terms, covenants or conditions thereof.

C. Other than as specified in this section, the YMCA shall not assign, sell, sub-let, or otherwise transfer any interest in this Lease, the leased premises, or any improvement placed thereon without the prior written consent of the City Council.

D. In the event that the leased premises are not used for the purposes described in this section, nor transferred or assigned in accordance therewith, this lease shall terminate and be of no further force and effect between the parties.

4. Section 10 shall be replaced with the following:

EASEMENTS

A. Lessee shall not construct buildings and permanent installations along the course of the utility, water line and power easements shown on the YMCA Addition plat referenced above.

B. Any future underground installations within the leased tract shall be located within the platted easements.

C. Lessor reserves the right of access on, along and under the easement property for all purposes necessary for laying out, constructing, inspecting, maintaining and replacing its pipes, structures and associated utility appurtenances.

5. Section 14 shall be added as follows:

INSURANCE

A. The YMCA agrees to provide and maintain through the term of this lease, and any subsequent lease renewals, liability and property damage insurance in the amount of Two Hundred Fifty Thousand Dollars (\$250,000.00) for each claimant for any number of claims arising out of a single transaction or occurrence, and in the sum of Five Hundred Thousand Dollars (\$500,000.00) for all claimants arising out of a single transaction or occurrence, and property damage liability insurance in the amount of Fifty Thousand Dollars (\$50,000.00) per occurrence. The YMCA shall provide the City with certificates evidencing such insurance as outlined above, **prior** to the commencement of any activities by the YMCA on the leased premises. Said insurance policy or policies shall name the City as an additional named insured and shall provide the City with at least thirty (30) days written notice of any lapse, termination, cancellation or modification.

B. It is recognized by and between the Parties to this lease that the insurance requirements contained herein are the maximum liabilities which may be imposed under Wyoming Statute 1-39-101 *et seq.* In the event the maximum liability allowed by law is altered, either during the primary term of this lease, or any subsequent renewal terms, then such insurance as outlined above from the YMCA shall be amended accordingly so as to provide insurance in an amount equal to or greater than the maximum liability imposed by law. The Parties agree that failure to provide proof of insurance as outlined above, or any lapse in that coverage, will result in the City having the option to immediately terminate this agreement and take possession of the leased premises.

C. The YMCA shall further insure the improvements made to the leased premises against loss by fire or other casualty in amounts and with insurance carriers approved by the City. Said insurance policy or policies shall name the City as an

additional insured as its interests may appear and shall provide the City with at least thirty (30) days written notice of any lapse, termination, cancellation or modification.

6. Section 15 shall be added as follows:

INDEMNITY

The YMCA agrees to indemnify and hold the City, its officers, elected officials, employees, and agents harmless in the event of any death or injury to persons or damage to property which may result from or arise out of the YMCA's use or occupancy of the leased premises, or any action done thereon by the YMCA, its agents or employees, contractors, customers, or any person coming or being thereon by the license or permission of the YMCA, expressed or implied, or otherwise entering upon the property. The YMCA further agrees to indemnify and hold City, its officers, elected officials, employees, and agents harmless from any and all costs, damages, attorney's fees, expenses, and losses to any person or property resulting from any such cause. Said indemnification shall not extend to death or injury that is caused by or results solely from any action on the part of the City, its agents or employees with respect to the leased premises.

7. Section 16 shall be added as follows:

MORTGAGES, LIENS AND ENCUMBRANCES

The YMCA shall not contract for, or otherwise cause or allow any mortgages, liens or encumbrances to be filed against or attach to the underlying real property of the leased premises. However, the parties understand and agree that Lessee will be obtaining an initial construction loan for the short term financing of the construction and initial occupancy of the buildings which constitute Phase I of the YMCA's expansion project. Lessor hereby consents to Lessee obtaining said initial construction loan and the placing of a lien or mortgage interest on said buildings therefor.

Following the initial construction loan financing, and initial occupancy (being the six years following the completed construction of the buildings), any further use of the buildings constructed thereby as collateral for any other loan or financing arrangement shall require the approval of the Lessor.

In the event of the foreclosure of any lien or mortgage interest placed against the above described buildings, the continued use of said buildings by any purchaser thereby shall be restricted to educational and/or recreational uses, and shall be subject to the Lease and this Amendment. Any change from educational and/or recreational use to another use shall be subject to the prior approval of the Lessor.

8. Section 17 shall be added as follows:

WYOMING GOVERNMENTAL CLAIMS ACT

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

9. Section 18 shall be added as follows:

LAWS AND REGULATIONS

The YMCA shall be solely responsible for compliance with all laws, orders and regulations of federal, state, county and municipal authorities and shall obtain all licenses and permits which may be required for the conduct of its business within the terms of this Lease.

10. Section 19 shall be added as follows:

NO THIRD PARTY BENEFICIARY RIGHTS

The parties to this Lease do not intend to create in any other individual or entity the status of third-party beneficiary, and this Lease shall not be construed so as to create such status. The rights, duties and obligations contained in this Lease shall operate only between the parties to this Lease, and shall inure solely to the benefit of the parties to this Lease. The parties to this Lease intend and expressly agree that only parties signatory to this Lease shall have any legal or equitable right to seek to enforce this Lease, to seek any remedy arising out of a party's performance or failure to perform any term or condition of this Lease, or to bring an action for the breach of this Lease.

11. Section 20 shall be added as follows:

TERM

The Term of the Lease shall be extended to fifty (50) years from the date of this Amendment.

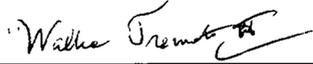
12. Section 21 shall be added as follows:

RATIFICATION

The terms and conditions of the Lease, as modified herein, are hereby ratified by the parties and shall remain in full force and effect.

IN WITNESS WHEREOF, the undersigned duly authorized representatives of the Parties have executed this Amendment as of the day and year above.

APPROVED AS TO FORM:



Attorney

ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Tracey L. Belser
Clerk

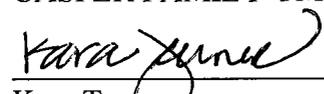
Daniel Sandoval
Mayor

WITNESS:



Mark Gilbertson
Vice President

CASPER FAMILY YMCA, INC.



Kara Turner
President

RESOLUTION NO. 16-124

A RESOLUTION APPROVING AN AMENDMENT TO THE LEASE BETWEEN THE CITY OF CASPER AND THE CASPER FAMILY YMCA, INC.

WHEREAS, on June 15, 1964, the City of Casper and The Casper Family YMCA, Inc. entered into a long-term Lease Agreement for City-owned property located at 315 East 15th Street, Casper, Wyoming 82601, which was recorded in the Natrona County Clerk's office as Instrument No. 24244 on August 6, 1965; and,

WHEREAS, the purpose of the long-term Lease Agreement was for the operation of the Casper Family YMCA on City-owned property; and,

WHEREAS, on March 17, 2015, the City of Casper and The Casper Family YMCA, Inc., entered into a Memorandum of Understanding (MOU) between the parties, whereby the City agreed to contribute monies toward upgrading public improvements in the vicinity of the leased premises; and,

WHEREAS, under Section Six (6) of the MOU, the parties agreed to negotiate an amendment to the Lease to incorporate an updated legal description for the leased premises and to add language to the agreement regarding the City's standard insurance, indemnification and Wyoming Governmental Claims Act terms and conditions.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor of the City of Casper is hereby authorized to execute, and the City Clerk attest, the Amendment to the Lease Agreement between the City and The Casper Family YMCA, Inc. dated June 15, 1964.

PASSED, APPROVED AND ADOPTED this ____ day of _____, 2016.

APPROVED AS TO FORM:



ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Tracey L. Belser
City Clerk

Daniel Sandoval
Mayor

April 19, 2016

MEMO TO: V.H. McDonald, City Manager

FROM: Andrew Beamer, P.E., Public Services Director
David W. Hill, P.E., Assistant Public Services Director - Utilities
Bruce Martin, Assistant Public Utilities Manager

PROJECT: Procurement Agreement for a Gravity Thickener Drive Mechanism for the Wastewater Treatment Plant

Recommendation:

That a procurement agreement be authorized with Sharp Iron Services in the amount of \$38,890.00 for one S34-AE Bridge Mounted Drive Mechanism to be installed on the gravity thickener unit at the Wastewater Treatment Plant.

Summary:

The gravity thickener (GT) unit, originally installed in the late 1950's, was completely refurbished during the 1982-84 Wastewater Treatment Plant Expansion Project. Primary solids are pumped from the primary clarifiers to the GT unit. The GT unit thickens the primary sludge from one percent solids to four - six percent solids prior to being pumped to the anaerobic digesters. The GT unit is in operation 365 days a year. After 32 years of service in an extremely harsh environment, the GT drive gears are worn and the drive has recently developed a severe oil leak. The condition of the drive necessitates replacement to ensure the continued operation of the gravity thickener unit.

The Public Services Department on April 8, 2016 submitted a sole source purchase request to Council. Council has a ten day review period for all sole source purchases in which they can provide comments. No objections were received after the ten day review period. The request to sole source purchase the GT drive unit from Sharp Iron Services is for the following reasons:

1. The S34-AE Bridge Mounted Drive Mechanism is specifically designed and built for the layout of the gravity thickener unit. Use of any other drive mechanism would require major modifications to the existing bridge or deck of the GT unit. Additional modifications would have to be made to the electrical, plumbing, and mounting components that are currently in place.
2. The drive mechanism purchased from Sharp Iron Services would be from the original equipment manufacturer (OEM) and would be a direct fit and replacement for the existing drive unit. The S34-AE drive mechanism is designed to match the existing equipment torque and speed output requirements. Use of other than OEM components could have a negative effect on the operation and efficiency of the gravity thickener unit resulting in decreased performance and unreliable operation.

3. Sharp Iron Services has specialized in supplying wastewater equipment such as the gravity thickener mechanism for over 40 years. City staff has confidence in their equipment and know that parts and service are readily available.

The installation of the gravity thickener drive mechanism will be completed by City staff. Funds for this replacement will come from WWTP Reserves that have been allocated in the FY16 Wastewater Treatment Plant budget.

The Procurement Agreement and resolution are prepared for Council's consideration.

PROCUREMENT AGREEMENT

THIS PROCUREMENT AGREEMENT is made this ____ day of _____ 2016, between the City of Casper, Wyoming, 200 N. David Street, Casper, Wyoming 82601, hereinafter referred to as the "Owner," and, Sharp Iron Services, 1206 Hatton Road, Wichita Falls, Texas 76302, hereinafter referred to as the "Contractor."

NOW, THEREFORE, it is hereby agreed as follows:

ARTICLE 1. GOODS AND SERVICES.

Contractor shall furnish the Goods as specified or indicated in the attached Exhibit "A". The Goods to be furnished are generally described as follows:

- One S34-AE Bridge Mounted Drive Unit with one horse power motor and 8" pipe flange.

ARTICLE 2. ENGINEER.

The Goods have been specified by the Public Services Department, Public Utilities Division of the City of Casper, Wyoming, hereafter referred to as the "Engineer" and who is to act as Owner's representative, assume all duties and responsibilities, and have the rights and authority assigned to Engineer by Owner in connection with the furnishing of the Goods and Special Services in accordance with the Procurement Documents.

ARTICLE 3. POINT OF DELIVERY.

The place where the Goods are to be delivered is defined in the Procurement General Conditions as the point of delivery and designated as:

City of Casper Wastewater Treatment Plant
2400 Bryan Evansville Rd.
Casper, WY 82609

ARTICLE 4. CONTRACT TIME.

- 4.1 All Shop Drawings and samples required by the Procurement Documents shall be submitted to Engineer for review and approval within fourteen (14) days after the date of the Owner's Notice of Award.
- 4.2 The Goods are to be delivered to the point of delivery and ready for Owner's acceptance by September 5, 2016.

4.3 Liquidated Damages. Owner and Contractor recognize that time is of the essence of this Procurement Agreement and that Owner will suffer financial loss if Goods are not delivered at the point of delivery and ready for acceptance of delivery by Owner within the time specified in Paragraph 4.2 above, plus any extension thereof allowed in accordance with the Procurement General Conditions. Further, they recognize the delays, expense, and difficulties involved in proving in a legal or arbitration proceeding the actual losses or damages (including special, indirect, consequential, incidental, and any other losses or damages) suffered by Owner if complete acceptable Goods are not delivered on time. Accordingly, and instead of requiring proof of such losses or damages, Owner and Contractor agree that as liquidated damages for delay (but not as a penalty) Contractor shall pay Owner One Hundred Dollar(s) (\$ 100.00) for each day that expires after the time specified in Paragraph 4.2 for delivery of acceptable Goods. It is further agreed that such liquidated damages are not a penalty, but represent the parties' best estimate of actual losses or damages.

ARTICLE 5. CONTRACT PRICE.

Owner shall pay Contractor in current funds for furnishing the Goods and Special Services in accordance with the Procurement Documents, subject to additions and deductions by Change Order, the Contract Price of Thirty-Eight Thousand Eight Hundred Ninety Dollars (\$38,890.00).

ARTICLE 6. PAYMENT PROCEDURES.

Contractor shall submit Applications for Payment in accordance with Article 6 of the Procurement General Conditions. Applications for Payment will be processed through the Engineer as provided in the Procurement General Conditions.

6.1 Progress Payments. Owner will make progress payments on account of the Contract Price in accordance with Paragraph 6.3 of the Procurement General Conditions on the basis of Contractor's Applications for Payment as follows:

6.1.1 Upon receipt and approval of Shop Drawings, and receipt of the first Application for Payment submitted in accordance with Paragraph 6.1 of the Procurement General Conditions and accompanied by Engineer's recommendation of payment in accordance with Paragraph 6.2.1 of the Procurement General Conditions, an amount equal to five percent (5%) of the Contract Price.

6.1.2 Upon acceptance of delivery of the Goods, and upon receipt of the second such Application for Payment accompanied by Engineer's recommendation of payment in accordance with Paragraph 6.2.2 of the Procurement General Conditions, an amount sufficient to increase total payments to Contractor to ninety percent (90%) of the Contract Price, less such amounts as Engineer shall determine in accordance with Paragraph 6.2.3 of the Procurement General Conditions.

- 6.2 Final Payment. Upon furnishing of the Special Services, and upon receipt of the final Application for Payment accompanied by Engineer's recommendation of payment in accordance with Paragraph 6.6 of the Procurement General Conditions, Owner shall pay the remainder of the Contract Price as recommended by Engineer.

ARTICLE 7. INTEREST.

No interest shall be paid by Owner to Contractor on retained funds.

ARTICLE 8. CONTRACTOR'S REPRESENTATIONS.

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

- 8.1 Contractor has familiarized himself with the nature and extent of the Procurement Documents, and has given Engineer written notice of all conflicts, errors, or discrepancies that he has discovered in the Procurement Documents and the written resolution thereof by Engineer is acceptable to Contractor.
- 8.2 Contractor has familiarized himself with all local conditions and federal, state, and local laws, ordinances, rules and regulations that in any manner may affect the production and delivery of the Goods and furnishing of Special Services in connection therewith.
- 8.3 Contractor does not require additional information from Owner or Engineer to enable Contractor to furnish the Goods and Special Services at the Contract Price, within the Contract Time, and in accordance with the other terms and conditions of the Procurement Documents, but subject to Contractor's right to request interpretations and clarifications in accordance with Paragraph 9.2 of the Procurement General Conditions.
- 8.4 Contractor has correlated the results of all such examinations, investigations, and resolutions with the terms and conditions of the Procurement Documents.

ARTICLE 9. PROCUREMENT DOCUMENTS.

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

- 9.1 This Procurement Agreement (Pages PAG-1 to PAG-5, inclusive).
- 9.2 Exhibit "A"
- 9.3 Addenda - None.
- 9.4 Certificate of Insurance.

- 9.5 Procurement General Conditions (Pages PGC-1 to PGC-22, inclusive).
- 9.6 Procurement Supplementary Conditions (Pages PSC-1 to PSC-3, inclusive).
- 9.7 Procurement Specifications.
- 9.8 Notice of Award.
- 9.9 Documentation submitted by Contractor prior to Notice of Award (Pages na to na, inclusive).
- 9.10 Shop Drawings and other Submittals furnished by Contractor during performance of the Work and accepted by the Owner.
- 9.11 All modifications, including Change Orders, duly delivered after execution of this Procurement Agreement.
- 9.12 Minutes of Pre-Bid meetings, if any.

ARTICLE 10. MISCELLANEOUS.

- 10.1 Terms used in this Procurement Agreement, which are defined in Article 1 of the Procurement General Conditions, shall have the meanings designated in those conditions.
- 10.2 No assignment by a party hereto of any rights under or interests in the Procurement Documents will be binding on another party hereto without the written consent of the party sought to be bound; and specifically but without limitation, monies that may become due and monies that are due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under the Procurement Documents.
- 10.3 Owner and Contractor each binds himself, his partners, successors, assigns, and legal representatives to the other party hereto, his partners, successors, assigns, and legal representatives in respect to all covenants, agreements, and obligations contained in the Procurement Documents.
- 10.4 The Owner does not waive any right or rights it may have pursuant to the Wyoming Governmental Claims Act, Wyoming Statutes Section 1-39-101 *et seq.*, and the Owner specifically reserves the right to assert any and all rights, immunities, and defenses it may have pursuant to the Wyoming Governmental Claims Act.

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

APPROVED AS TO FORM:

Walter Tremble

ATTEST:

BY: umara Bayfield
TITLE: Quality Engineer

ATTEST:

BY: _____
 Tracey L. Belser
TITLE: City Clerk

CONTRACTOR:

Sharp Iron Services
1206 Hatton Road
Wichita Falls, TX 76302

BY: [Signature]

TITLE: General Manager

OWNER:

CITY OF CASPER, WYOMING
A Municipal Corporation

BY: _____
 Daniel Sandoval
TITLE: Mayor

Exhibit "A"



www.SharpIronServices.com

1206 Hatton Road
Wichita Falls, TX 76302
Phone 940-687-3086
Cell 940-636-7962

PRICE QUOTATION

Date 3/18/2016
To: City of Casper, WY.
ATT: Bruce Martin

Model No. S34-AE Bridge Mounted Drive Unit

QUANTITY (1)

Continuous Torque -18,500Ft- Lbs.	Maximum Torque -37,000 Ft-Lbs.
Drive Motor Mill Chemical 230-460/360	HP. ¾"
Alarm Torque 14,000 Ft. Lbs.	Cut off Torque 18,500 Ft. Lbs.
Mounting- Bridge Mounted	Output Speed .106 RPM.
Flange - 8 inch Pipe Flange	
<u>Price \$38,650.00</u>	

Freight Terms – F.O.B. Casper, WY

Delivery -16 weeks after approval

Warranty – 10 Year on Main Gear /Bearing

Features – 1 HP option add – \$240.00, 4-20m A Transducer adder \$1069.00.00

A handwritten signature in black ink, appearing to read "Wil Trent", is written over a horizontal line.

Wil Trent, General Manager



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
04/04/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER APRIL GAIL RICE	CONTACT NAME: Sentry Customer Service
	PHONE (A/C, No, Ext): 800-295-6919 FAX (A/C, No): 800-514-7191
	EMAIL ADDRESS: businessproducts_direct@sentry.com
INSURER(S) AFFORDING COVERAGE	
INSURER A : SENTRY INSURANCE A MUTUAL COMPANY	NAIC # 24988
INSURER B : SENTRY LLOYD'S OF TEXAS	43370
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

COVERAGES CERTIFICATE NUMBER: 0044 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS				
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY			24-72327-05	10/01/2015	10/01/2016	EACH OCCURRENCE	\$ 1,000,000			
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 500,000			
	GEN'L AGGREGATE LIMIT APPLIES PER									MED EXP (Any one person)	\$ 15,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER.									PERSONAL & ADV INJURY	\$ 1,000,000
A	AUTOMOBILE LIABILITY			24-72327-05	10/01/2015	10/01/2016	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000			
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person)	\$			
	<input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS						BODILY INJURY (Per accident)	\$			
	<input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS						PROPERTY DAMAGE (Per accident)	\$			
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR			24-72327-06	10/01/2015	10/01/2016	EACH OCCURRENCE	\$ 5,000,000			
	<input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE						AGGREGATE	\$ 5,000,000			
	DED		RETENTION \$					\$			
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			24-72327-07	10/01/2015	10/01/2016	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER				
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N	N/A				E.L EACH ACCIDENT	\$ 1,000,000			
	If yes, describe under DESCRIPTION OF OPERATIONS below						E L DISEASE - EA EMPLOYEE	\$ 1,000,000			
							E L DISEASE - POLICY LIMIT	\$ 1,000,000			

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Refer to attached

CERTIFICATE HOLDER CITY OF CASPER PUBLIC SERVICES DEPARTMENT 200 NORTH DAVID CASPER, WY 82601	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>John Heyland</i>
--	---



AGENCY CUSTOMER ID: _____

LOC #: _____

ADDITIONAL REMARKS SCHEDULE

Page 2 of 2

AGENCY APRIL GAIL RICE		NAMED INSURED SHARP IRON GROUP LLC	
POLICY NUMBER 24-72327-05			
CARRIER	NAIC CODE	EFFECTIVE DATE: 10/01/2015	

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: ACORD 25 FORM TITLE: Certificate of Liability Insurance

Workers Compensation Excluded Officials

ROGER KROES
BETTYE GREGORY

RESOLUTION NO. 16-125

A RESOLUTION AUTHORIZING A PROCUREMENT AGREEMENT WITH SHARP IRON SERVICES.

WHEREAS, the City needs one S34-AE Drive Mechanism for its Gravity Thickener Unit at the Wastewater Treatment Plant; and,

WHEREAS, Sharp Iron Services ("Contractor") represents that it is ready, willing, and able to provide the components as required by the Procurement Agreement between the Contractor and the City; and,

WHEREAS, the City desires to retain the Contractor for furnishing the components.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized and directed to execute, and the City Clerk to attest, the Procurement Agreement with Sharp Iron Services, 1206 Hatton Road, Wichita Falls, Texas 76302, for the furnishing of the gravity thickener drive mechanism.

BE IT FURTHER RESOLVED, that the City Manager is hereby authorized and directed to make payments as set forth in the Procurement Agreement in an amount not to exceed Thirty-Eight Thousand Eight Hundred Ninety Dollars (\$38,890.00).

PASSED, APPROVED, AND ADOPTED this ____ day of _____, 2016.

APPROVED AS TO FORM:



ATTEST:

Tracy L. Belser
City Clerk

CITY OF CASPER, WYOMING
A Municipal Corporation

Daniel Sandoval
Mayor

April 26, 2016

MEMO TO: V. H. McDonald, City Manager

FROM: Andrew Beamer, Public Services Director
Pete Meyers, Assistant Public Services Director
Dan Coryell, Parks Manager

SUBJECT: Hazard Mitigation Program Grant Application for Garden Creek Fire
Breaks and Ground Fuel Mitigation

Recommendation:

That Council, by resolution, authorize the submission of a Hazard Mitigation Program Grant request to the Federal Emergency Management Agency (FEMA) in the amount of \$221,625, for Garden Creek Fire Breaks and Ground Fuel Mitigation.

Summary:

In September 2015, a task force was formed to address the large number of dead trees throughout the City of Casper. One of the key recommendations of the task force was to search for available grant funding to help fund the removal of dead trees. City staff has identified one program, FEMA's Hazard Mitigation Program Grant (HMPG), which seems to be a promising source of funding.

A Notice of Intent (NOI) to apply for these funds was sent to the Wyoming Office of Homeland Security in October 2015. The NOI stated that the City was seeking funds to remove trees from parks, residential neighborhoods, and urban wilderness areas. The preliminary response from FEMA officials was that funding would probably not be awarded to remove trees from parks or residential neighborhoods, but FEMA seemed agreeable to the removal of trees from wilderness areas. Deadfall and excessive undergrowth contributes to forest fires. Removing deadfall (clearing and grubbing), and establishing fire breaks, are standard hazard mitigation activities.

As a result of this feedback, City staff has drafted an HMPG grant application that would involve removing deadfall from two City-owned parcels in the Garden Creek neighborhood, and establishing fire breaks on these properties. The northern of the two properties lies to the south of 25th Street and to the east of Coffman Avenue; the southern of the two properties lies to the north of Green Meadow Park, which is west of Coffman and faces 39th Street.

Combined, the two properties measure approximately 20 acres. Portions of these properties are heavily wooded, with small trees and tall bushes that create thickets that are impassable on foot. More than 100 homes border the properties, and in most cases, the forest continues from the creek up and into the residential backyards.

The Casper Fire-EMS Department has previously identified this area as being at risk of forest fire. Firefighters entered these properties in the mid 1990's to establish fire breaks.

Unfortunately, the fire breaks were never maintained, and they have long since become overgrown with more brush.

This grant proposal envisions (1) removing underbrush and deadfall from these properties, and (2) re-establishing fire breaks. Unlike the previous fire breaks, the new breaks would be enhanced with culverts that would make it possible for City staff to cross Garden Creek with equipment. Once established, the breaks would be maintained to prevent them from becoming overgrown.

This grant, if awarded, will require a local match of 25%, which is \$73,875. Roughly 50% of the match, which is \$35,141, would be provided as an in kind contribution of Parks Division labor and equipment. Parks staff would be responsible for the removal of deadfall, the cutting of the fire breaks, and the removal of the cut logs and branches. The remaining local match of \$38,734 would need to be provided as cash; these funds would be drawn from Optional One Cent #15 funding allocated in FY17 for Park Improvements.

A resolution is prepared for Council's consideration.

RESOLUTION NO. 16-126

A RESOLUTION AUTHORIZING AN APPLICATION TO THE FEMA HAZARD MITIGATION GRANT PROGRAM FOR FUNDING TO MITIGATE GROUND FUELS AND TO INSTALL FIRE BREAKS ALONG GARDEN CREEK.

WHEREAS, Garden Creek is a heavily vegetated area within the City limits; and,

WHEREAS, part of forest management includes the installation of fire breaks and the reduction of ground fuels so as to minimize the chance of wildfire; and,

WHEREAS, the Federal Emergency Management Agency offers Hazard Mitigation Grants that could be used by the City of Casper to help fund wildfire prevention activities.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the submission of a Hazard Mitigation Grant request, in the amount of Two Hundred Twenty-One Thousand Six Hundred Twenty-Five Dollars (\$221,625), is hereby authorized. This grant request will require a local match of Seventy-Three Thousand Eight Hundred Seventy-Five Dollars (\$73,875), to be provided as a mix of in-kind and cash support.

PASSED APPROVED, AND ADOPTED this ___ day of _____, 2016.

APPROVED AS TO FORM:



ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Tracey L. Belser
City Clerk

Daniel Sandoval
Mayor

March 31, 2016

MEMO TO: V.H. McDonald, City Manager

FROM: Andrew Beamer, P.E., Public Services Director 
Doug Follick, Leisure Services Director
Jason Knopp, P.E., City Engineer
Alex Sveda, P.E., Associate Engineer

SUBJECT: Agreement with Wyoming Machinery Company
Casper Events Center Emergency Generator, Project No. 15-49

Recommendation:

That Council, by resolution, authorize an agreement with Wyoming Machinery Company for the Events Center Emergency Generator, Project No. 15-49, in the amount of \$474,101.02. Furthermore, it is recommended that Council authorize a construction contingency account in the amount of \$24,000, for a total project amount of \$498,101.02.

Summary:

On Wednesday, March 30, 2016, seven (7) bids were received to install an emergency generator at the Casper Events Center.

The bids received for this work are as follows:

<u>CONTRACTOR</u>	<u>BUSINESS LOCATION</u>	<u>BID AMOUNT</u>
Wyoming Machinery Company	Casper, Wyoming	\$474,101.02
BH, Inc.	Rock Springs, Wyoming	\$496,911.00
Modern Electric Co.	Casper, Wyoming	\$513,837.00
Process Power & Control, Inc.	Glenrock, Wyoming	\$522,601.92
Casper Electric, Inc.	Casper, Wyoming	\$559,001.00
City Service Electric Co., Inc.	Casper, Wyoming	\$615,982.00
Instrument Electric Service, Inc.	Casper, Wyoming	\$664,746.00

New emergency power will allow the CEC to serve as a shelter during local and state emergencies such as floods and natural disasters. Emergency power generation for the facility is also necessary for the safety of event staff and attendees when outages occur during events.

The estimate prepared by Engineering Design Associates (EDA) was \$600,000. EDA is under contract for design and construction administration services related to the project.

The low bid from Wyoming Machinery Company was \$474,101.02. Adding a construction contingency amount of \$24,000 brings the total contract amount to \$498,101.02. By State Statute, all in-state bidders receive a five percent (5%) bid preference. As all bids were received from in-state Contractors, no bid preference was granted.

Funding for this project will be from Optional One Cent #15 Sales Tax funds allocated to the Events Center Upgrades.

The Agreement and resolution are prepared for Council's consideration.

STANDARD FORM OF
AGREEMENT BETWEEN OWNER AND CONTRACTOR

THIS AGREEMENT is made between the City of Casper, 200 North David Street, Casper, Wyoming 82601, hereinafter referred to as the "Owner," Wyoming Machinery Company, 5300 West Old Yellowstone Highway, Casper, Wyoming 82604, hereinafter referred to as the "Contractor".

WHEREAS, the City of Casper desires to install an emergency generator system at the Casper Events Center; and,

WHEREAS, Wyoming Machinery Company is able and willing to provide those services specified as the Casper Events Center Emergency Generator Project, No. 15-49.

NOW, THEREFORE, it is hereby agreed as follows:

ARTICLE 1. WORK.

Contractor shall perform all the work required by the Contract Documents for the Casper Events Center Emergency Generator Project, Project No. 15-49, hereinafter referred to as the "Work."

ARTICLE 2. ARCHITECT/ENGINEER.

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

ARTICLE 3. CONTRACT TIME.

- 3.1 The Work will be substantially completed by **October 07, 2016** and ready for final payment in accordance with Article 14 of the General Conditions by **October 14, 2016**. Substantial Completion will be accepted once all required materials and equipment have been installed, tested and approved by Engineer, and placed in service. Once Contractor has mobilized on-site and work has commenced, Contractor shall work continuously on-site, during the construction activities hours specified in these contract documents, until work is substantially complete.
- 3.2 Liquidated Damages. Owner and Contractor recognize that time is of the essence of this Agreement and that Owner will suffer financial loss if the Work is not substantially completed by the time specified in Paragraph 3.1 above, plus any extension thereof allowed in accordance with Article 12 of the General Conditions. They also recognize the delays, expense, and difficulties involved in proving in a legal or arbitration proceeding the actual loss suffered by Owner if the Work is not substantially completed on time. Accordingly, instead of requiring any such proof, Owner and Contractor agree that as liquidated damages for delay (but not as a

penalty) Contractor shall pay Owner Five Hundred Dollars (\$500.00) for each day that expires after the time specified in Paragraph 3.1 for substantial completion. After Substantial Completion, if Contractor shall neglect, refuse, or fail to complete the remaining work within the time specified in paragraph 3.1 for completion and readiness for final payment or any proper extension thereof granted by Owner, Contractor shall pay Owner Two Hundred Fifty Dollars (\$250.00) for each day that expires after the time specified in paragraph 3.1 for completion and readiness for final payment. It is further agreed that such liquidated damages are not a penalty, but represent the parties' best estimate of actual damages.

ARTICLE 4. CONTRACT PRICE.

In Consideration of the performance of the work in accordance with the Contract documents for this Unit Price Contract, Owner shall pay Contractor in current funds a not-to-exceed total contract price of Four Hundred Seventy-Four Thousand One Hundred One and 02/100 Dollars (\$474, 101.02), subject to additions and deductions by Change Order approved by the Owner. The contract fee shall be based on materials actually furnished and installed and services actually provided based on the unit prices for the Base Bid (Bid Item #1 and Bid Item #2), contained in the Bid Form and Itemized Bid Schedule, included as Exhibit "A" (pages BF-1 thru BF-4 of the Bid Form and BS-1 of the Bid Schedule) and by this reference made as part of this Agreement.

ARTICLE 5. PAYMENT PROCEDURES.

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

- 5.1 Progress Payments. Contractor's Applications for Payment, as recommended by Engineer, shall be submitted to City Engineering Staff on or before the 25th day of each month during construction, and Owner shall mail progress payments in the following month one day after the second monthly meeting of the Casper City Council. Progress payments shall be structured as provided below. All progress payments will be on the basis of the progress of the Work measured by the Schedule of Values provided for in Paragraph 14.01 of the General Conditions, subject to the cutoff and submittal dates provided in the Measurement and Payment Procedures.
 - 5.1.1 Prior to payment of fifty percent (50%) of Total Contract Price, progress payments will be made in an amount equal to ninety percent (90%) of the Work completed, and ninety percent (90%) of Invoice Cost of materials and equipment not incorporated in the Work but delivered and suitably stored, less in each case the aggregate of payments previously made.
 - 5.1.2 After payment of fifty percent (50%) of Total Contract Price has been made, Owner shall withhold such amounts necessary so the total retainage is equal to five percent (5%) of the Total Contract Price.
 - 5.1.3 In the event the Contractor makes only one application for payment upon substantially completing the Work, progress payment will be made in an amount equal to ninety-five

percent (95%) of the Work completed. Owner shall withhold five percent (5%) of the work completed as retainage, said retainage to be paid in accordance with the provisions of Paragraph 5.2, Final Payment.

5.1.4 Should amounts owed by the Contractor to the City for any goods, services, licenses, permits or any other item or purpose remain unpaid beyond the City's general credit policy, those amounts may be deducted from the payment being made by the City to the Contractor pursuant to this agreement.

5.2 OWNER may withhold progress payments if CONTRACTOR fails to submit an updated progress schedule with the application for payment.

5.3 Final Payment. Upon final completion and acceptance of the Work in accordance with Paragraph 14.13 of the General Conditions, Engineer shall recommend payment and present Contractor's Final Application for Payment to the City. Pursuant to Wyoming State Statutes, final payment cannot be made until forty-one (41) days after publication of the first Notice of Completion.

ARTICLE 6. WITHHELD FUNDS.

Pursuant to Wyoming Statutes Section 16-6-701 et seq, withheld percentages for Contracts exceeding Twenty-Five Thousand Dollars (\$25,000.00) will be retained in an account in the name of the Contractor (except when specifically waived in writing by Contractor) which has been assigned to the Owner until the Contract is completely, satisfactorily, and finally accepted by the Owner. Unless a depository is designated by the Contractor in a written attachment hereto, the Contractor's signature hereon shall act as authority for the Owner to designate a retainage depository on behalf of the Contractor, for the purposes specified in Wyoming Statutes Section 16-6-704. The Contractor's signature hereon shall act as an assignment of the depository account to the Owner, as provided by Wyoming Statutes Section 16-6-701 et seq, whether the depository is designated by the Contractor or by the Owner.

ARTICLE 7. CONTRACTOR'S REPRESENTATIONS.

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

7.1 Contractor has familiarized himself with the nature and extent of the Contract Documents, Work, locality, and with all local conditions and federal, state, and local Laws and Regulations that in any manner may affect cost, progress, or performance of the Work.

7.2 Contractor has studied carefully all reports of investigations and tests of subsurface and latent physical conditions at the site or otherwise affecting cost, progress, or performance of the work which were relied upon by Engineer in the preparation of the Drawings and Specifications and which have been identified in the Supplementary Conditions.

7.3 Contractor has made or caused to be made examinations, investigations, and tests and studies as he deems necessary for the performance of the Work at the Contract Price, within the Contract

Time, and in accordance with the other terms and conditions of the Contract Documents; and no additional examinations, investigations, tests, reports, or similar data are or will be required by Contractor for such purposes.

- 7.4 Contractor has correlated the results of all such observations, examinations, investigations, tests, reports, and data with the terms and conditions of the Contract Documents.
- 7.5 Contractor has given Engineer written notice of all conflicts, errors, or discrepancies that he has discovered in the Contract Documents and the written resolution thereof by Engineer is acceptable to Contractor.

ARTICLE 8. CONTRACT DOCUMENTS.

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

- 8.1 This Agreement (Pages SFA-1 to SFA-6, inclusive).
- 8.2 Joint Account Agreement or Letter of Forfeiture waiving same.
- 8.3 Exhibit "A" - Bid Form (BF-1 to BF-4) and Bid Schedule (BS-1).
- 8.4 Addenda Number: Three (3) Addenda.
- 8.5 Performance and Payment Bonds.
- 8.6 Certificates of Insurance, of Workers' Compensation Coverage, and of Unemployment Insurance Coverage.
- 8.7 General Conditions (Pages 00700-1 to 00700-42, inclusive).
- 8.8 Supplementary Conditions (Pages SC-1 to SC-16, inclusive).
- 8.9 General Requirements, consisting of nine (9) sections.
- 8.10 Special Provisions consisting of eleven (11) Sections and four (4) Drawing "Sheets".
- 8.11 Notice of Award.
- 8.12 Notice to Proceed.
- 8.13 Minutes of the Pre-Bid Conference, if any.
- 8.14 Contract Drawings, with each sheet bearing the following general title:

Casper Events Center Emergency Generator Project, Project No. 15-49

- 8.15 Shop Drawings and other Submittals furnished by Contractor during performance of the Work and accepted by the Owner.
- 8.16 Any modifications, amendments, and supplements, including Change Orders, issued pursuant to Paragraphs 3.04 and 3.05 of the General Conditions, on or after the effective date of this Agreement.
- 8.17 Notice of Substantial Completion.

ARTICLE 9. GOVERNMENTAL CLAIMS ACT

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

ARTICLE 10. MISCELLANEOUS PROVISIONS.

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

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

DATED this _____ day of _____, 2016.

APPROVED AS TO FORM:

(Casper Events Center Emergency Generator Project, Project No. 15-49)

Walter Fremont

(Casper Events Center Emergency Generator Project, Project No. 15-49)

ATTEST:

CONTRACTOR:
Wyoming Machinery Company
5300 West Old Yellowstone Highway
Casper WY 82604

By: _____

By: _____

Title: _____

By: _____

ATTEST:

OWNER:
CITY OF CASPER, WYOMING
A Municipal Corporation

By: _____

By: _____

Tracey L. Belser

Daniel Sandoval

Title: City Clerk

By: Mayor

EXHIBIT "A"
STANDARD
BID FORM
(Approved by City Attorney, 1995)

PROJECT IDENTIFICATION: City of Casper
 Casper Events Center Emergency Generator Project
 Project No. 15-49

THIS BID SUBMITTED TO: City of Casper
 200 North David Street
 Casper, Wyoming 82601

1. The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with the City in the form included in the Bidding Documents and to complete all Work by **October, 07, 2016** as specified or indicated in the Bidding Documents for the Contract Price, and completed and ready for final payment not later than by **October 14, 2016**, in accordance with the Bidding Documents.
2. Bidder accepts all of the terms and conditions of the Advertisement for Bids and Instructions to Bidders, including without limitation those dealing with the disposition of Bid Guaranty. This Bid will remain effective for thirty (30) days after the day of Bid opening. Bidder will sign the Agreement and submit the Bonds and other documents required by the Bidding Documents within thirty (30) days after the date of the City's Notice of Award.
3. Notice that preferences will be granted pursuant to Wyoming Statutes Section 16-6-101, et seq., is hereby acknowledged.
4. In submitting this Bid, Bidder represents, as more fully set forth in the Bidding Documents, that:
 - A. Bidder has examined copies of all the Bidding Documents and of the following addenda (receipt of all which is hereby acknowledged):

Addendum No. <u> 1 </u>	Dated <u> 1-29-16 </u>
Addendum No. <u> 2 </u>	Dated <u> 3-25-16 </u>
Addendum No. <u> 3 </u>	Dated <u> 3-29-16 </u>
 - B. Bidder has examined the site and locality where the work is to be performed, the federal, state, and local Laws and Regulations, and the conditions affecting cost, progress, or performance of the work and has made such independent investigations as Bidder deems necessary;

C. This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm, corporation, or other business entity. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid. Bidder has not solicited or induced any person, firm, or a corporation to refrain from bidding. Bidder has not sought by collusion to obtain for itself any advantage over any other Bidder or against the City.

5. Bidder is bidding all schedules, alternates, if any, and will complete the Work for unit price(s) stated on the attached bid schedule based on materials actually furnished and installed and services actually provided. The Bid is summarized below on the basis of estimated quantities:

TOTAL COMBINED BID, IN NUMERALS: \$ 474,101.02

TOTAL COMBINED BID, IN WORDS: Four Hundred Seventy Four Thousand One Hundred One Dollars Two Cents DOLLARS.

6. Bidder agrees that the work for the City will be as provided above.
7. Bidder accepts the provisions of the Bidding Documents as to liquidated damages in the event of failure to complete the work on time, unless otherwise stated as provided below. Bidder agrees that such liquidated damages are not a penalty and that the amount provided is as close an estimate as possible to actual damages. Any exceptions or objections to this provision are stated in writing and attached hereto by Bidder.
8. The following documents are attached to and made a condition of this Bid:
- A. Required Bid Guaranty in the form of a Bid Bond. (Unless otherwise provided by the City.)
 - B. Itemized Bid Schedule.
 - C. Copy of Certificate of Residency, if bidding as Wyoming Resident.
9. Communications concerning this Bid shall be addressed to:

Address of Bidder: Tait Helmey
5300 W Old Yellowstone Hwy
Casper, WY 82604

10. The terms used in this Bid are defined in and have the meanings assigned to them in the General Conditions, except as provided in the Supplementary Conditions and Bidding Documents.

Submitted on March 30th, 2016.

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

IF BIDDER IS:

AN INDIVIDUAL

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

doing business as: _____

Business Address: _____

Phone Number: _____

A PARTNERSHIP

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

(General Partner)

Business Address: _____

Phone Number: _____

A CORPORATION OR LIMITED LIABILITY COMPANY

By: Wyoming Machinery Company
(Corporation's or Limited Liability Company's Name)
Wyoming
(State of Incorporation or Organization)



By: *Tait Helmer*
(Title) Sales Representative



Attest: *Michele L. Steiner*

Business Address: 5300 W Old Yellowstone Hwy
Casper, WY 82604

Phone Number: 307-262-6392

A JOINT VENTURE

By: _____ (seal)
(Name)

(Address)

By: _____ (seal)
(Name)

(Address)

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

BID SCHEDULE

**Casper Events Generator
PROJECT #15-49
March 30, 2016**

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

LS = Lump Sum
SY = Square Yard

R&R = Remove and Replace
FA = Force Account

LF = Linear Feet
CY = Cubic Yard

F&I = Furnish and Install
EA = Each

Bid Schedule

ITEM	DESCRIPTION	UNIT	QUANTITY	UNIT COST	TOTAL COST
1	Transfer Switch, Generators, and all other work shown on the drawings and specifications.	LS	1	\$ 424,656.02	\$ 424,656.02
2	5-year maintenance contract for generator equipment.	LS	1	\$ 49,445.00	\$ 49,445.00

• **BID IN WORDS:**

Item #1: Four Hundred Twenty Four Thousand Six Hundred Fifty Six Dollars Two Cents

Item #2: Forty Nine Thousand Four Hundred Forty Five Dollars

This bid submitted by: Wyoming Machinery Company
(Individual, partnership, corporation, or joint venture name)

RESOLUTION NO. 16-127

A RESOLUTION AUTHORIZING AN AGREEMENT WITH WYOMING MACHINERY COMPANY FOR THE CASPER EVENTS CENTER EMERGENCY GENERATOR, PROJECT NO. 15-49

WHEREAS, the City of Casper desires to install an emergency generator at Casper Events Center; and,

WHEREAS, Wyoming Machinery Company is able and willing to provide those services specified as Casper Events Center Emergency Generator, Project No. 15-49; and,

WHEREAS, it would be in the best interest of the City to expedite changes in the project by allowing the City Manager to sign change orders effecting time extensions of no more than thirty (30) days, dollar amount changes no greater than Twenty Thousand Dollars (\$20,000.00) and other project administration related change orders that do not substantially alter the scope of the project.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized and directed to execute, and the City Clerk to attest, an agreement with Wyoming Machinery Company for those services.

BE IT FURTHER RESOLVED: That the City Manager is hereby authorized to make verified partial payments and contract extensions throughout the project, retaining those amounts prescribed by the agreement, equal to a total amount not to exceed Four Hundred Seventy-Four Thousand One Hundred One and 02/100 Dollars (\$474,101.02), and Twenty-Four Thousand Dollars (\$24,000.00) for a construction contingency account, for a total price of Four Hundred Ninety-Eight Thousand One Hundred One and 02/100 Dollars (\$498,101.02).

BE IT FURTHER RESOLVED: That the City Manager is hereby authorized to sign change orders effecting time extensions of no more than thirty (30) days, changes in the dollar amount of the above described agreement not greater than the sum of Twenty Thousand Dollars (\$20,000.00), and other project administration related change orders that do not substantially alter the scope of the project.

PASSED, APPROVED, AND ADOPTED this ____ day of _____, 2016.

APPROVED AS TO FORM:



ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Tracey L. Belser
City Clerk

Daniel Sandoval
Mayor

April 21, 2016

MEMO TO: V.H. McDonald, City Manager

FROM: Andrew Beamer, P.E., Public Services Director
Jason Knopp, P.E., City Engineer
Ethan Yonker, E.I.T., Associate Engineer

SUBJECT: Agreement with Haass Construction Co., Inc., for the Stuckenhoff Shooters Complex, Project No. 13-03

Recommendation:

That Council, by resolution, authorize a contract with Haass Construction Co., Inc, for the Stuckenhoff Shooters Complex, Project No. 13-03, in the amount of \$187,870. Furthermore, it is recommended that Council authorize a construction contingency, in the amount of \$13,831.48, for a total project amount of \$201,701.48.

The project was previously awarded to Phipps Construction LLC. However, Phipps Construction LLC is unable to fulfill their contractual obligations. Therefore, it is recommended that Council, by resolution, rescind the agreement with Phipps Construction LLC, for the Stuckenhoff Shooters Complex, Project No. 13-03, and rescind Resolution No. 15-259.

Summary:

On Tuesday, September 2, 2015, four (4) bids were received for the construction of an addition to the Stuckenhoff Shooters Complex. The bids were as follows:

<u>CONTRACTOR</u>	<u>BUSINESS LOCATION</u>	<u>TOTAL BASE BID</u>
Phipps Construction LLC	Glenrock, WY	\$176,350
Haass Construction Co., Inc.	Casper, WY	\$187,870
Pope Construction, Inc.	Mills, WY	\$221,271
Caspar Building Systems, Inc.	Casper, WY	\$239,900

Hein|Bond Architects is under contract with the City for design and construction administration of this project. The engineer's estimated construction cost for the base bid was \$175,000. The total base bid includes the construction of an addition to the existing building to include restrooms, a new septic tank, septic pump tank, and septic drain field.

Staff recommends awarding the base bid amount of \$187,870.00 to Haass Construction Co., Inc., for the Stuckenhoff Shooters Complex project. Funding for this project will be from money previously encumbered to the contract with Phipps Construction LLC, with the additional funds from Westchester Fire Insurance Company as a claim on the bond held by Phipps Construction LLC for the project. Westchester Fire Insurance Company is covering the difference between the bid submitted by Phipps Construction LLC and Haass Construction Co., Inc., in the amount of \$11,520.00.

The Agreement and two resolutions are prepared for Council's consideration.

RESOLUTION NO. 16-128

A RESOLUTION RESCINDING RESOLUTION NO. 15-259,
APPROVAL OF THE EXECUTION OF AN AGREEMENT WITH
PHIPPS CONSTRUCTION LLC FOR THE STUCKENHOFF
SHOOTERS COMPLEX PROJECT

WHEREAS, Phipps Construction LLC was the successful bidder to perform the work specified as the Stuckenhoff Shooters Complex, Project No. 13-03, with a base bid of One Hundred Seventy-Six Thousand Three Hundred Fifty Dollars (\$176,350.00); and,

WHEREAS, on September 15, 2015, the City council passed, approved, and adopted Resolution No. 15-259 to execute a Contract with the Bidder for completion of the project; and,

WHEREAS, the Bidder is not able to complete the work as outlined in the contract;
and,

WHEREAS, Phipps Construction LLC is no longer an active business.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized and directed to execute, and the City Clerk to attest, this resolution rescinding approval of Resolution No. 15-259.

PASSED, APPROVED, AND ADOPTED this ____ day of _____, 2016.

APPROVED AS TO FORM:



ATTEST:

Tracey L. Belser
City Clerk

CITY OF CASPER, WYOMING
A Municipal Corporation

Daniel Sandoval
Mayor

April 21, 2016

MEMO TO: V.H. McDonald, City Manager

FROM: Andrew Beamer, P.E., Public Services Director
Jason Knopp, P.E., City Engineer
Ethan Yonker, E.I.T., Associate Engineer

SUBJECT: Agreement with Haass Construction Co., Inc., for the Stuckenhoff Shooters Complex, Project No. 13-03

Recommendation:

That Council, by resolution, authorize a contract with Haass Construction Co., Inc, for the Stuckenhoff Shooters Complex, Project No. 13-03, in the amount of \$187,870. Furthermore, it is recommended that Council authorize a construction contingency, in the amount of \$13,831.48, for a total project amount of \$201,701.48.

The project was previously awarded to Phipps Construction LLC. However, Phipps Construction LLC is unable to fulfill their contractual obligations. Therefore, it is recommended that Council, by resolution, rescind the agreement with Phipps Construction LLC, for the Stuckenhoff Shooters Complex, Project No. 13-03, and rescind Resolution No. 15-259.

Summary:

On Tuesday, September 2, 2015, four (4) bids were received for the construction of an addition to the Stuckenhoff Shooters Complex. The bids were as follows:

<u>CONTRACTOR</u>	<u>BUSINESS LOCATION</u>	<u>TOTAL BASE BID</u>
Phipps Construction LLC	Glenrock, WY	\$176,350
Haass Construction Co., Inc.	Casper, WY	\$187,870
Pope Construction, Inc.	Mills, WY	\$221,271
Caspar Building Systems, Inc.	Casper, WY	\$239,900

Hein|Bond Architects is under contract with the City for design and construction administration of this project. The engineer's estimated construction cost for the base bid was \$175,000. The total base bid includes the construction of an addition to the existing building to include restrooms, a new septic tank, septic pump tank, and septic drain field.

Staff recommends awarding the base bid amount of \$187,870.00 to Haass Construction Co., Inc., for the Stuckenhoff Shooters Complex project. Funding for this project will be from money previously encumbered to the contract with Phipps Construction LLC, with the additional funds from Westchester Fire Insurance Company as a claim on the bond held by Phipps Construction LLC for the project. Westchester Fire Insurance Company is covering the difference between the bid submitted by Phipps Construction LLC and Haass Construction Co., Inc., in the amount of \$11,520.00.

The Agreement and two resolutions are prepared for Council's consideration.

STANDARD FORM OF
AGREEMENT BETWEEN OWNER AND CONTRACTOR
(Approved by City Attorney, 2004)

THIS AGREEMENT is made between the City of Casper, Wyoming, 200 North David Street, Casper, Wyoming 82601, hereinafter referred to as the "Owner," and Haass Construction Co., Inc., 1302 E. "C" Street, Casper, Wyoming 82601 hereinafter referred to as the "Contractor."

WHEREAS, the City of Casper desires to build an addition to the Stuckenhoff Shooters Complex to include restrooms and a septic system and,

WHEREAS, Haass Construction Co., Inc., is able and willing to provide those services specified as the Stuckenhoff Shooters Complex, Project 13-03.

NOW, THEREFORE, it is hereby agreed as follows:

ARTICLE 1. WORK.

Contractor shall perform all the work required by the Contract Documents for the STUCKENHOFF SHOOTERS COMPLEX, Project 13-03.

ARTICLE 2. ENGINEER.

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

ARTICLE 3. CONTRACT TIME.

- 3.1 The Work will be substantially completed by November 18, 2016, and completed and ready for final payment in accordance with Paragraph 14.13 of the General Conditions by December 2, 2016.
- 3.2 Liquidated Damages. Owner and Contractor recognize that time is of the essence of this Agreement and that Owner will suffer financial loss if the Work is not substantially completed by the time specified in Paragraph 3.1 above, plus any extension thereof allowed in accordance with Article 12 of the General Conditions. They also recognize the delays, expense, and difficulties involved in proving in a legal or arbitration proceeding the actual loss suffered by Owner if the Work is not substantially completed on time. Accordingly, instead of requiring any such proof, Owner and Contractor agree that as liquidated damages for delay (but not as a penalty) Contractor shall pay Owner Five Hundred Dollars (\$500) for each day that expires after the time specified in Paragraph 3.1 for substantial completion. After Substantial Completion, if Contractor shall neglect, refuse, or fail to complete the remaining work within the time specified in paragraph 3.1 for completion and readiness for

final payment or any proper extension thereof granted by Owner, Contractor shall pay Owner Two Hundred Dollars (\$200.00) for each day that expires after the time specified in paragraph 3.1 for completion and readiness for final payment. It is further agreed that such liquidated damages are not a penalty, but represent the parties' best estimate of actual damages.

ARTICLE 4. CONTRACT PRICE.

Owner shall pay Contractor in current funds for performance of the Work in accordance with the Contract Documents, subject to additions and deductions by Change Order, the contract price of One Hundred Eighty-Seven Thousand Eight Hundred Seventy Dollars (\$187,870.00). See Exhibit "A" – Bid Form.

ARTICLE 5. PAYMENT PROCEDURES.

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

- 5.1 Progress Payments. Owner shall make progress payments on the basis of Contractor's Applications for Payment as recommended by Engineer, on or about the 25th day of each month during construction as provided below. All progress payments will be on the basis of the progress of the Work measured by the Schedule of Values provided for in Paragraph 14.1 of the General Conditions, subject to the cutoff and submittal dates provided in the General Provisions.
 - 5.1.1 Prior to payment of fifty percent (50%) of Total Contract Price progress payments will be made in an amount equal to ninety percent (90%) of the Work completed, and ninety percent (90%) of Invoice Cost of materials and equipment not incorporated in the work but delivered and suitably stored, less in each case the aggregate of payments previously made.
 - 5.1.2 After payment of fifty percent (50%) of Total Contract Price has been made, Owner shall withhold such amounts necessary so the total retainage is equal to five percent (5%) of the Total Contract Price.
 - 5.1.3 In the event the Contractor makes only one application for payment upon completion of the entire project, the Owner shall withhold five percent (5%) of the Total Contract Price as retainage, said retainage to be paid in accordance with the provisions of Paragraph 5.2, Final Payment.
 - 5.1.4 Should amounts owed by the Contractor to the City for any goods, services, licenses, permits or any other item or purpose remain unpaid beyond the City's general credit policy, those amounts may be deducted from the payment being made by the City to the Contractor pursuant to this agreement.

- 5.2 Final Payment. Upon final completion and acceptance of the Work in accordance with Paragraph 14.13 of the General Conditions, Engineer shall recommend payment and present Contractor's Final Application for Payment to the City. Pursuant to Wyoming State Statutes, final payment cannot be made until forty-one (41) days after publication of the first Notice of Completion.

ARTICLE 6. WITHHELD FUNDS.

Pursuant to Wyoming Statutes Section 16-6-701 et seq., withheld percentages for Contracts exceeding twenty-five thousand dollars (\$25,000.00) will be retained in an account in the name of the Contractor (except when specifically waived in writing by Contractor) which has been assigned to the Owner until the Contract is completely, satisfactorily, and finally accepted by the Owner. Unless a depository is designated by the Contractor in a written attachment hereto, the Contractor's signature hereon shall act as authority for the Owner to designate a retainage depository on behalf of the Contractor, for the purposes specified in Wyoming Statutes Section 16-6-704. The Contractor's signature hereon shall act as an assignment of the depository account to the Owner, as provided by Wyoming Statutes Section 16-6-701 et seq., whether the depository is designated by the Contractor or by the Owner.

ARTICLE 7. CONTRACTOR'S REPRESENTATIONS.

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

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

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

ARTICLE 8. CONTRACT DOCUMENTS.

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

- 8.1 This Agreement (Pages SFA-1 to SFA-5, inclusive).
- 8.2 Exhibit "A" - Bid Form.
- 8.3 Joint Account Agreement or Letter of Forfeiture waiving same.
- 8.4 Addenda No. 0 .
- 8.5 Performance and Payment Bonds.
- 8.6 Certificates of Insurance, of Workers' Compensation Coverage, and of Unemployment Insurance Coverage.
- 8.7 Notice of Award.
- 8.8 Notice to Proceed.
- 8.9 Minutes of the Pre-Bid Conference, if any.
- 8.10 General Conditions (Pages 00700-1 to 00700-42, inclusive).
- 8.11 Supplementary Conditions (Pages SSC-1 to SSC-15, inclusive).
- 8.12 General Requirements, consisting of six (6) sections.
- 8.13 Contract Drawings and Specifications with each sheet bearing the following general title:

Stuckenhoff Shooters Complex
- 8.14 Shop Drawings and other Submittals furnished by Contractor during performance of the Work and accepted by the Owner.

8.15 Any modifications, amendments, and supplements, including Change Orders, issued pursuant to Paragraphs 3.4 and 3.5 of the General Conditions, on or after the effective date of this Agreement.

8.16 Notice of Substantial Completion.

ARTICLE 9. GOVERNMENTAL CLAIMS ACT

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

ARTICLE 10. MISCELLANEOUS PROVISIONS.

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

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

DATED this _____ day of _____, 2016.

APPROVED AS TO FORM:

(STUCKENHOFF SHOOTERS COMPLEX, Project 13-03)

Walter Frommelt

ATTEST:

By: _____

Title: _____

ATTEST:

By: _____

Title: Tracey L. Belser
City Clerk

CONTRACTOR:

Haass Construction Co., Inc.,
1302 East C Street
Casper, Wyoming 82601

By: _____

Title: _____

OWNER:

CITY OF CASPER, WYOMING
A Municipal Corporation

By: _____

Title: Daniel Sandoval
Mayor

EXHIBIT "A"
STANDARD
BID FORM
(Approved by City Attorney, 1995)

PROJECT IDENTIFICATION: City of Casper
STUCKENHOFF SHOOTERS COMPLEX
Project 13-03

THIS BID SUBMITTED TO: City of Casper
200 North David Street
Casper, Wyoming 82601

1. The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with the City in the form included in the Bidding Documents and to complete all Work as specified or indicated in the Bidding Documents for the Contract Price by August 19, 2016, and completed and ready for final payment not later than September 2, 2016, in accordance with the Bidding Documents.
2. Bidder accepts all of the terms and conditions of the Advertisement for Bids and Instructions to Bidders, including without limitation those dealing with the disposition of Bid Guaranty. This Bid will remain effective for thirty (30) days after the day of Bid opening. Bidder will sign the Agreement and submit the Bonds and other documents required by the Bidding Documents within thirty (30) days after the date of the City's Notice of Award.
3. Notice that preferences will be granted pursuant to Wyoming Statutes Section 16-6-101, et seq., is hereby acknowledged.
4. In submitting this Bid, Bidder represents, as more fully set forth in the Bidding Documents, that:
 - A. Bidder has examined copies of all the Bidding Documents and of the following addenda (receipt of all which is hereby acknowledged):

Addendum No. _____	Dated _____
Addendum No. _____	Dated _____
 - B. Bidder has examined the site and locality where the work is to be performed, the federal, state, and local Laws and Regulations, and the conditions affecting cost, progress, or performance of the work and has made such independent investigations as Bidder deems necessary;
 - C. This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm, corporation, or other business entity. Bidder has not directly or

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

5. Bidder is bidding all schedules, alternates, if any, and will complete the Work for unit price(s) stated on the attached bid schedule based on materials actually furnished and installed and services actually provided. The Bid is summarized below on the basis of estimated quantities:

TOTAL BASE BID, IN NUMERALS: \$ 107,870.⁰⁰

TOTAL BASE BID, IN WORDS: One hundred eighty seven thousand, eight hundred and seventy DOLLARS.

6. Bidder agrees that the work for the City will be as provided above.
7. Bidder accepts the provisions of the Bidding Documents as to liquidated damages in the event of failure to complete the work on time, unless otherwise stated as provided below. Bidder agrees that such liquidated damages are not a penalty and that the amount provided is as close an estimate as possible to actual damages. Any exceptions or objections to this provision are stated in writing and attached hereto by Bidder.
8. The following documents are attached to and made a condition of this Bid:
- A. Required Bid Guaranty in the form of a Bid Bond. (Unless otherwise provided by the City.)
 - B. Itemized Bid Schedule.
 - C. Copy of Certificate of Residency, if bidding as a resident.
9. Communications concerning this Bid shall be addressed to:

Address of Bidder: Haass Construction Co, Inc
1302 East C
Casper WY 82401

10. The terms used in this Bid are defined in and have the meanings assigned to them in the General Conditions, except as provided in the Supplementary Conditions and Bidding Documents.

Submitted on 9-2-, 2015.

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

IF BIDDER IS:

AN INDIVIDUAL

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

doing business as: _____

Business Address: _____

Phone Number: _____

A PARTNERSHIP

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

(General Partner)

Business Address: _____

Phone Number: _____

A CORPORATION OR LIMITED LIABILITY COMPANY

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

Wyoming
(State of Incorporation or Organization)

By: William R. Haass (seal)
President
(Title)

(Seal)

Attest: [Signature]

Business Address: 1300 East St
Casper WY 82601

Phone Number: 307-258-5774

A JOINT VENTURE

By: _____ (seal)
(Name)

(Address)

By: _____ (seal)
(Name)

(Address)

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

RESOLUTION NO. 16-129

A RESOLUTION AUTHORIZING AN AGREEMENT WITH
HAASS CONSTRUCTION CO., INC., FOR THE STUCKENHOFF
SHOOTERS COMPLEX PROJECT

WHEREAS, the City of Casper desires to build an addition to the Stuckenhoff Shooters Complex; and,

WHEREAS, Haass Construction Co., Inc., is able and willing to provide those services specified as the Stuckenhoff Shooters Complex, Project No. 13-03; and,

WHEREAS, it would be in the best interest of the City to expedite changes in the project by allowing the City Manager to sign change orders effecting time extensions of no more than thirty (30) days, dollar amount changes no greater than Twenty Thousand Dollars (\$20,000) and other project administration related change orders that do not substantially alter the scope of the project.

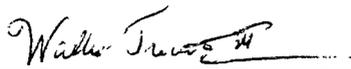
NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized and directed to execute, and the City Clerk to attest, an agreement with Haass Construction Co., Inc., for those services, in the amount of One Hundred Eighty-Seven Thousand Eight Hundred Seventy Dollars (\$187,870.00).

BE IT FURTHER RESOLVED: That the City Manager is hereby authorized to make verified partial payments and contract extensions throughout the project, retaining those amounts prescribed by the agreement, equal to a total amount not to exceed One Hundred Eighty-Seven Thousand Eight Hundred Seventy Dollars (\$187,870.00) and Thirteen Thousand Eight Hundred Thirty-One and 48/100 Dollars (\$13,831.48) for a construction contingency account, for a total price of Two Hundred One Thousand Seven Hundred One and 48/100 Dollars (\$201,701.48).

BE IT FURTHER RESOLVED: That the City Manager is hereby authorized to sign change orders effecting time extensions of no more than thirty (30) days, changes in the dollar amount of the above described agreement not greater than the sum of Twenty Thousand Dollars (\$20,000), and other project administration related change orders that do not substantially alter the scope of the project.

PASSED, APPROVED, AND ADOPTED this ____ day of _____, 2016.

APPROVED AS TO FORM:



ATTEST:

Tracey L. Belser
City Clerk

CITY OF CASPER, WYOMING
A Municipal Corporation

Daniel Sandoval
Mayor

April 26, 2016

MEMO TO: His Honor, the Mayor, and Members of the City Council
FROM: V.H. McDonald, City Manager 
SUBJECT: Financial Support of The Wyoming Eclipse Festival's Efforts

Recommendation:

That Council, by resolution, authorize financial support of The Wyoming Eclipse Festival's efforts to promote and advertise the resources of the City of Casper and to encourage exhibits at the festival in the amount of thirty-six thousand five hundred thirty-eight dollars and ninety-five cents (\$36,538.95).

Summary:

A total solar eclipse will pass over Casper, Wyoming, on August 21, 2017. This once-in-a-lifetime phenomenon is expected to draw numerous visitors to our community. The Casper Area Convention and Visitors Bureau (CACVB) has taken the lead on organizing an eclipse-centered festival of activities to occur August 17-21, 2017. They are currently in the process of hiring an individual to coordinate and execute the efforts of their 501c3 organization, The Wyoming Eclipse Festival.

The total cost of this staff position for the 16-month period until the eclipse is one hundred one thousand five hundred sixteen dollars (\$101,516.00). Additional administrative costs for the effort are eight thousand one hundred dollars and eighty-six cents (\$8,100.86), totaling one hundred nine thousand six hundred sixteen dollars and eighty-six cents (\$109,616.86). The Wyoming Eclipse Festival has requested a financial commitment from the City of one-third, or thirty-six thousand five hundred thirty-eight dollars and ninety-five cents (\$36,538.95), to promote the City of Casper, advertise its resources, and encourage exhibits during the festival. The Casper Area Economic Development Alliance Inc. (CAEDA) has committed thirty-seven thousand dollars (\$37,000) to this effort.

Funding for this project will come from General Fund Reserves FY16.

A resolution has been prepared for Council's consideration.

CONTRACT FOR PROFESSIONAL SERVICES

PART I - AGREEMENT

This Contract for Professional Services (“Contract”) is entered into on this ___ day of 2016, by and between the following parties:

1. The City of Casper, Wyoming, a Wyoming municipal corporation, 200 North David Street, Casper, Wyoming 82601 (“City”).

2. The Wyoming Eclipse Festival, a Wyoming Non-Profit Corporation, 139 West 2nd Street #1B, Casper, Wyoming 82601 (“Contractor”).

Throughout this document, the City and the Contractor may be collectively referred to as the “parties.”

RECITALS

A. The City is undertaking a project to support the promotion of the City of Casper and its resources through development and holding of the 2017 Eclipse Festival planned for August 17 – 21, 2017.

B. The project requires professional services from the Contractor.

C. The Contractor represents that it is ready, willing, and able to provide the professional services to City as required by this Contract.

D. The City desires to retain the Contractor for such services.

NOW, THEREFORE, in consideration of the covenants and conditions set forth herein to be performed, the parties agree as follows:

1. SCOPE OF SERVICES:

The Contractor shall perform the following services in connection with and respecting the project:

To employ an individual and to defray expenses for the promotion of the City of Casper, to advertise its resources, and to encourage exhibits through the holding of the 2017 Eclipse Festival in the City of Casper, Wyoming.

2. TIME OF PERFORMANCE:

The services of the Contractor shall be undertaken and completed on or before August 21, 2017.

3. COMPENSATION:

In consideration of the performance of services rendered under this Contract, the Contractor shall be compensated for services performed in accordance with paragraph 1, not to exceed a lump sum of thirty-six thousand five hundred thirty-eight dollars and ninety-five cents (\$36,538.95).

4. METHOD OF PAYMENT:

Payment will be made following receipt of an itemized invoice from the Contractor for services rendered in conformance with the Contract, and following approval by the Casper City Council. Contractor shall submit an invoice for payment specifying that it has performed the services rendered under this Contract, in conformance with the Contract, and that it is entitled to receive the amount requested under the terms of the Contract.

If amounts owed by the Contractor to the City for any goods, services, licenses, permits or any other items or purpose remain unpaid beyond the City's general credit policy, those amounts may be deducted from the payment being made by the City to the Contractor pursuant to this Contract.

5. TERMS AND CONDITIONS:

This Contract is subject to and incorporates the provisions attached hereto as PART II -- GENERAL TERMS AND CONDITIONS.

6. EXTENT OF CONTRACT:

This Contract represents the entire and integrated Agreement between the City and the Contractor, and supersedes all prior negotiations, representations, or agreements, either written or oral. The Contract may be amended only by written instrument signed by both the City's and the Contractor's authorized representatives.

The City and the Contractor each individually represent that they have the requisite authority to execute this Contract and perform the services described in this Contract.

IN WITNESS WHEREOF, the undersigned duly authorized representatives of the parties have executed this Contract as of the day and year above.

APPROVED AS TO FORM:

[Handwritten Signature]

ATTEST

CITY OF CASPER, WYOMING
A Municipal Corporation

Tracey L. Belser
Clerk

Daniel Sandoval
Mayor

WITNESS

CONTRACTOR
The Wyoming Eclipse Festival, A Wyoming
Non-Profit Corporation:

By: Renée Jordan-Smith
Printed Name: Renée Jordan-Smith
Title: Executive Assistant

By: Brook KREDER
Printed Name: BROOK KREDER
Title: President / Chair

CONTRACT FOR PROFESSIONAL SERVICES

PART II - GENERAL TERMS AND CONDITIONS

1. TERMINATION OF CONTRACT:

1.1 The City may terminate this Contract anytime by providing thirty (30) days written notice to Contractor of intent to terminate said Contract. In such event, all finished or unfinished documents, data, studies and reports prepared by the Contractor under this Contract shall, at the option of the City, become its property, and the Contractor shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents.

1.2 Notwithstanding the above, the Contractor shall not be relieved of liability to the City for damages sustained by the City, by virtue of termination of the Contract by Contractor, or any breach of the Contract by the Contractor, and the City may withhold any payments to the Contractor for the purpose of setoff until such time as the exact amount of damages due the City from the Contractor are determined.

2. CHANGES:

The City may, from time to time, request changes in the scope of the services of the Contract. Such changes, including any increase or decrease in the amount of the Contractor's compensation, which are mutually agreed upon between the City and the Contractor, shall be incorporated in written amendments to this Contract. There shall be no increase in the amount of Contractor's compensation unless approved by Resolution adopted by City.

3. ASSIGNABILITY:

The Contractor shall not assign any interest in this Contract, and shall not transfer any interest in the same (whether by assignment or novation) without the prior written approval of the City: provided, however, that claims for money due or to become due the Contractor from the City under this Contract may be assigned to a bank, trust company, or other financial institution, or to a trustee in bankruptcy, without such approval. Notice of any assignment or transfer shall be furnished to the City within five (5) business days of any assignment or transfer.

4. AUDIT:

The City or any of its duly authorized representatives shall have access to any books, documents, papers, and records of the Contractor which are directly pertinent to the Contract for the purpose of making audit, examination, excerpts, and transactions.

5. EQUAL EMPLOYMENT OPPORTUNITY:

In carrying out the program, the Contractor shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, or disability. The Contractor shall take affirmative action to insure that applicants for employment are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, national origin, or disability. Such action shall include, but not be limited to, the following: employment upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor shall post in conspicuous places, available to employees and applicants for employment, notices required by the government setting forth the provisions of this nondiscrimination clause. The Contractor shall state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, or disability.

6. OWNER OF PROJECT MATERIALS:

All finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs, films, duplicating plates, and reports prepared by the Contractor under this Contract shall be considered the property of the City, and upon completion of the services to be performed, they will be turned over to the City provided that, in any case, the Contractor may, at no additional expense to the City, make and retain such additional copies thereof as Contractor desires for its own use; and provided further, that in no event may any of the documents, data, studies, surveys, drawings, maps, models, photographs, films, duplicating plates, or other reports retained by the Contractor be released to any person, agency, corporation, or organization without the written consent of the City.

7. FINDINGS CONFIDENTIAL:

All reports, information, data, etc., given to or prepared, or assembled by the Contractor under this Contract are confidential and shall not be made available to any individual or organization by the Contractor without the prior written consent of the City.

8. GOVERNING LAW:

This Contract shall be governed by the laws of the State of Wyoming. The Contractor shall also comply with all applicable laws, ordinances, and codes of the local, state, or federal governments and shall not trespass on any public or private property in performing any of the work embraced by this Contract.

9. PERSONNEL:

The Contractor represents that it has, or will secure, all personnel required in performing the services under this Contract. Such personnel shall not be employees of the City. All of the services required shall be performed by the Contractor, or under its supervision, and all personnel engaged in the work shall be fully qualified. All personnel employed by Contractor shall be employed in conformity with applicable local, state or federal laws.

10. SUBCONTRACTOR:

The Contractor shall not employ any subcontractor to perform any services in the scope of this project, unless the subcontractor is approved in writing by the City. Any approved subcontractor shall be paid by the Contractor.

11. INSURANCE AND INDEMNIFICATION:

11.1 Prior to commencement of work, Contractor shall procure and at all times maintain with insurer acceptable to the City the following minimum insurance protecting the Contractor and City against liability from damages because of injuries, including death, suffered by persons, including employees of the City, and liability from damages to property arising from and growing out of the Contractor's negligent operations in connection with the performance of this Contract.

	<u>LIMITS</u>
A. Workers' Compensation	Statutory
B. Comprehensive General Liability	\$500,000 combined single unit

11.2 Contractor shall provide City with certificates evidencing such insurance as outlined above prior to beginning any work under this Contract. Such certificates shall provide thirty (30) days advance written notice to City of cancellation or non-renewal, and except for Workers' Compensation and professional liability insurance, shall list the City as an additional insured.

11.3 In addition, upon request by the City, Contractor shall provide City with copies of insurance policies and/or policy endorsements listing the City as an additional insured. City's failure to request or review such insurance certificates or policies shall not affect City's rights or Contractor's obligations hereunder.

11.4 Contractor agrees to indemnify the City, its employees, officers, council members, officials, agents, and members of its boards or commissions, and hold them harmless from all liability for damage to property, or injury to or death to persons, including all costs, expenses, and attorney's fees incurred related thereto, arising from the negligence of the Contractor.

11.5 It is recognized by and between the parties to this Contract that the insurance requirements contained herein are the maximum liabilities which may be imposed under Wyoming Statutes 1-39-101 et seq. In the event the maximum liability allowed by law is altered, either during the term of this Contract, or any subsequent terms, then such insurance as outlined above from Contractor shall be amended accordingly so as to provide insurance in an amount equal to or greater than the maximum liability imposed by law. The parties agree that failure to provide proof of insurance as outlined above, or any lapse in that coverage, will result in the City having the option to immediately terminate this Contract.

11.6 The Contractor shall procure and maintain, at its own cost, any additional kinds and amounts of insurance which, in its own judgment, may be necessary for its proper protection.

12. INTENT:

Contractor represents that it has read and agrees to the terms of this Contract and further agrees that it is the intent of the parties that Contractor shall perform all of the services for the compensation set forth in this Contract. Contractor also agrees that it is the specific intent of the parties, and a material condition of this Contract, that it shall not be entitled to compensation for other services rendered unless specifically authorized by the City by Resolution of its governing body. Contractor agrees that it has carefully examined the Scope of Services, and that the compensation is adequate for performance of this Contract.

13. WYOMING GOVERNMENTAL CLAIMS ACT:

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

14. NO THIRD PARTY BENEFICIARY RIGHTS:

The parties to this Contract do not intend to create in any other individual or entity the status of third-party beneficiary, and this Contract shall not be construed so as to create such status. The rights, duties and obligations contained in this Contract shall operate only between the parties to this Contract, and shall inure solely to the benefit of the parties to this Contract. The parties to this Contract intend and expressly agree that only

parties signatory to this Contract shall have any legal or equitable right to seek to enforce this Contract, to seek any remedy arising out of a party's performance or failure to perform any term or condition of this Contract, or to bring an action for the breach of this Contract.

RESOLUTION NO. 16-130

A RESOLUTION AUTHORIZING A CONTRACT WITH THE WYOMING ECLIPSE FESTIVAL, A WYOMING NON-PROFIT CORPORATION, FOR FINANCIAL SUPPORT OF THE CASPER ECLIPSE FESTIVAL.

WHEREAS, W.S. § 15-1-111 allows the Casper City Council to make appropriations for advertising the resources of the City; and,

WHEREAS, The Wyoming Eclipse Festival, a Wyoming Non-Profit Corporation, is coordinating the activities surrounding the upcoming 2017 solar eclipse; the path of which falls directly over the City of Casper; and,

WHEREAS, it is anticipated that this event will draw numerous eclipse enthusiasts to Casper, in addition to the 500 people planning to participate in the National Astronomical Convention being held in the City; and,

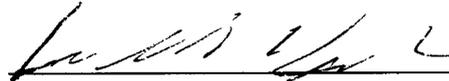
WHEREAS, this influx of people will result in a beneficial sales tax impact for the City; and,

WHEREAS, The Wyoming Eclipse Festival has requested a financial commitment from the City in the amount of thirty-six thousand five hundred thirty-eight dollars and ninety-five cents (\$36,538.95) to promote the City of Casper, advertise its resources, and encourage exhibits during the festival, for which a Contract for Professional Services has been prepared.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized and directed to execute, and City Clerk to attest, a Contract for Professional Services with the Wyoming Eclipse Festival, a Wyoming Non-Profit Corporation, not to exceed the lump sum of thirty-six thousand five hundred thirty-eight dollars and ninety-five cents (\$36,538.95) to promote the City of Casper, advertise its resources, and encourage exhibits during the 2017 eclipse festival.

PASSED, APPROVED, AND ADOPTED this _____ day of _____, 2016.

APPROVED AS TO FORM:



ATTEST:

CITY OF CASPER, WYOMING
A Municipal Corporation

Tracey L. Belser
City Clerk

Daniel Sandoval
Mayor

April 21, 2016

MEMO TO: V.H. McDonald, City Manager

FROM: Andrew B. Beamer, P.E., Public Services Director
Jason Knopp, P.E., City Engineer
Scott R. Baxter, P.E., Associate Engineer

SUBJECT: Agreement with Hedquist Construction, Inc.
East 21st Street Improvements, Project No. 15-64

Recommendation:

That Council, by resolution, authorize an agreement with Hedquist Construction, Inc., for construction of the East 21st Street Improvements, Project No. 15-64, for the base bid amount of \$1,488,713.00. Furthermore, it is recommended that Council authorize a construction contingency account, in the amount of \$61,287.00, for a total project amount of \$1,550,000.00.

Summary:

On April 21, 2016, bids were received from seven (7) contractors for construction of the East 21st Street Improvements Project. The bids for the work were as follows:

<u>CONTRACTOR</u>	<u>LOCATION</u>	<u>BASE BID</u>
Hedquist Construction	Mills, Wyoming	\$1,488,713.00
Installation & Service Company	Mills, Wyoming	\$1,538,991.00
Grizzly Excavating & Construction	Casper, Wyoming	\$1,586,168.00
High Plains Construction	Mills, Wyoming	\$1,590,525.00
Treto Construction	Casper, Wyoming	\$1,657,580.00
71 Construction	Casper, Wyoming	\$1,700,614.71
Knife River	Casper, Wyoming	\$1,815,395.00

The estimate provided by Civil Engineering Professionals, Inc. (CEPI), for the project was \$2,000,000.00. By State statute, in-state bidders receive a five percent (5%) bid preference. As all bids were received from in-state contractors, no bid preference was granted.

The City of Casper Public Services Department makes ongoing evaluations and considerations for utility replacements and street reconstruction each year. East 21st Street from McKinley Street to Beverly Street was designated as one of the City's highest priorities for street reconstruction, replacement of existing ductile iron waterlines with new poly-vinyl chloride (PVC), and replacement of existing vitrified clay sewer lines with new PVC.

Plans for the project include milling and overlay of asphalt pavement, replacement of eight-inch (8"), twelve-inch (12") and sixteen-inch (16") waterline, reconstruction of failing curb and gutter, addition of ADA accessible concrete ramps, and manhole and valve box adjustments at the street surface.

Construction of the improvements is to be completed by November 18, 2016.

Funding for the project will be from Water Fund Reserves allocated in FY16 for water main replacement, Sewer Fund Reserves allocated in FY16 for sewer main replacement, and Optional One Cent #14 funds allocated for collector and arterial streets.

The Agreement and resolution are prepared for Council's consideration.

STANDARD FORM OF
AGREEMENT BETWEEN OWNER AND CONTRACTOR
(Approved by City Attorney, 2004)

THIS AGREEMENT is made between the City of Casper, 200 N. David Street, Casper, Wyoming 82601, hereinafter referred to as the "Owner," and Hedquist Construction, Inc., P.O. Box 1870, Mills, Wyoming 82644, hereinafter referred to as the "Contractor."

WHEREAS, the City of Casper desires to make street and utility improvements to East 21st Street between McKinley Street and Beverly Street; and,

WHEREAS, Hedquist Construction, Inc., is able and willing to provide those services specified as the East 21st Street Improvements, Project 15-64.

NOW, THEREFORE, it is hereby agreed as follows:

ARTICLE 1. WORK.

Contractor shall perform all the work required by the Contract Documents for the City of Casper, East 21st Street Improvements, Project 15-64.

ARTICLE 2. ENGINEER.

The Project has been designed by the Civil Engineering Professionals, Inc., 6080 Enterprise Drive, Casper, Wyoming 82609, who is hereinafter referred to as the "Engineer" and who is to act as Owner's representative, assume all duties and responsibilities and have the rights and authority assigned to Engineer in the Contract documents in connection with completion of the Work in accordance with the Contract documents.

ARTICLE 3. CONTRACT TIME.

- 3.1 The Work will be substantially completed by November 18, 2016, and completed and ready for final payment in accordance with Article 14 of the General Conditions by December 2, 2016.
- 3.2 Liquidated Damages. Owner and Contractor recognize that time is of the essence of this Agreement and that Owner will suffer financial loss if the Work is not substantially completed by the time specified in Paragraph 3.1 above, plus any extension thereof allowed in accordance with Article 12 of the General Conditions. They also recognize the delays, expense, and difficulties involved in proving in a legal or arbitration proceeding the actual loss suffered by Owner if the Work is not substantially completed on time. Accordingly, instead of requiring any such proof, Owner and Contractor agree that as liquidated damages for delay (but not as a penalty) Contractor shall pay Owner One Thousand Dollars (\$1,000.00) for each day that expires after the time specified in Paragraph 3.1 for substantial completion. After Substantial

Completion, if the Contractor shall neglect, refuse, or fail to complete the remaining work within the time specified in paragraph 3.1 for completion and readiness for final payment or any proper extension thereof granted by Owner, Contractor shall pay Owner Two Hundred Dollars (\$200.00) for each day that expires after the time specified in paragraph 3.1 for completion and readiness for final payment. It is further agreed that such liquidated damages are not a penalty, but represent the parties' best estimate of actual damages.

ARTICLE 4. CONTRACT PRICE.

In Consideration of the performance of the work in accordance with the Contract documents for this Unit Price Contract, Owner shall pay Contractor in current funds a not-to-exceed total contract price of One Million Four Hundred Eighty-Eight Thousand Seven Hundred Thirteen and 00/100 Dollars (\$1,488,713.00), subject to additions and deductions by Change Order approved by the Owner. The contract fee shall be based on materials actually furnished and installed and services actually provided based on the unit prices contained in the Bid Form and Itemized Bid Schedule, included as Exhibit "A" (pages BF-1 through BF-4, Bid Form and BS-1, Bid Schedule) and by this reference made a part of this Agreement.

ARTICLE 5. PAYMENT PROCEDURES.

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

5.1 Progress Payments. Contractor's Applications for Payment, as recommended by Engineer, shall be submitted to City Engineering Staff on or before the 25th day of each month during construction, and Owner shall mail progress payments in the following month one day after the second monthly meeting of the Casper City Council. Progress payments shall be structured as provided below. All progress payments will be on the basis of the progress of the Work measured by the Schedule of Values provided for in Paragraph 14.01 of the General Conditions, subject to the cutoff and submittal dates provided in the Measurement and Payment Procedures.

5.1.1 Prior to payment of fifty percent (50%) of Total Contract Price, progress payments will be made in an amount equal to ninety percent (90%) of the Work completed, and ninety percent (90%) of Invoice Cost of materials and equipment not incorporated in the Work but delivered and suitably stored, less in each case the aggregate of payments previously made.

5.1.2 After payment of fifty percent (50%) of Total Contract Price has been made, Owner shall withhold such amounts necessary so the total retainage is equal to five percent (5%) of the Total Contract Price.

- 5.1.3 In the event the Contractor makes only one application for payment upon substantially completing the Work, progress payment will be made in an amount equal to ninety-five percent (95%) of the Work completed. Owner shall withhold five percent (5%) of the work completed as retainage, said retainage to be paid in accordance with the provisions of Paragraph 5.3, Final Payment.
- 5.1.4 Should amounts owed by the Contractor to the City for any goods, services, licenses, permits or any other item or purpose remain unpaid beyond the City's general credit policy, those amounts may be deducted from the payment being made by the City to the Contractor pursuant to this agreement.
- 5.2 OWNER may withhold progress payments if CONTRACTOR fails to submit an updated progress schedule with the application for payment as detailed in Section 01310 Progress Schedules.
- 5.3 Final Payment. Upon final completion and acceptance of the Work in accordance with Article 14 of the General Conditions, Engineer shall recommend payment and present Contractor's Final Application for Payment to the City. Pursuant to Wyoming State Statutes, final payment cannot be made until forty-one (41) days after publication of the first Notice of Completion.

ARTICLE 6. WITHHELD FUNDS.

Pursuant to Wyoming Statutes Section 16-6-701 *et seq.*, withheld percentages for Contracts exceeding Twenty-Five Thousand Dollars (\$25,000.00) will be retained in an account in the name of the Contractor (except when specifically waived in writing by Contractor) which has been assigned to the Owner until the Contract is completely, satisfactorily, and finally accepted by the Owner. Unless a depository is designated by the Contractor in a written attachment hereto, the Contractor's signature hereon shall act as authority for the Owner to designate a retainage depository on behalf of the Contractor, for the purposes specified in Wyoming Statutes Section 16-6-704. The Contractor's signature hereon shall act as an assignment of the depository account to the Owner, as provided by Wyoming Statutes Section 16-6-701 *et seq.*, whether the depository is designated by the Contractor or by the Owner.

ARTICLE 7. CONTRACTOR'S REPRESENTATIONS.

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

- 7.1 Contractor has familiarized himself with the nature and extent of the Contract documents, Work, locality, and with all local conditions and federal, state, and local Laws and Regulations that in any manner may affect cost, progress, or performance of the Work.
- 7.2 Contractor has studied carefully all reports of investigations and test of subsurface and latent physical conditions at the site or otherwise affecting cost, progress, or performance of the

Work which were relied upon by Engineer in the preparation of the Drawings and Specifications and which have been identified in the Supplementary Conditions.

- 7.3 Contractor has made or caused to be made examinations, investigations, and test and studies as he deems necessary for the performance of the Work at the Contract price, within the Contract Time, and in accordance with the other terms and conditions of the Contract documents; and no additional examinations, investigations, tests, reports, or similar data are or will be required by Contractor for such purposes.
- 7.4 Contractor has correlated the results of all such observations, examinations, investigations, tests, reports, and data with the terms and conditions of the Contract documents.
- 7.5 Contractor has given Engineer written notice of all conflicts, errors, or discrepancies that he has discovered in the Contract documents and the written resolution thereof by Engineer is acceptable to Contractor.

ARTICLE 8. CONTRACT DOCUMENTS.

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

- 8.1 This Agreement (Pages SFA-1 to SFA-6, inclusive).
- 8.2 Standard Joint Account Agreement or Letter of Forfeiture waiving same.
- 8.3 Exhibit "A" – Standard Bid Form (Pages BF-1 to BF-4, inclusive, and Bid Schedule).
- 8.4 Addenda No. 1.
- 8.5 Standard Performance and Labor and Material Payment Bonds.
- 8.6 Certificates of Insurance, of Workers' Compensation Coverage, and of Unemployment Insurance Coverage.
- 8.7 Standard General Conditions (Pages 00700-1 to 00700-42, inclusive).
- 8.8 Standard Supplementary Conditions (Pages SSC-1 to SSC-16, inclusive).
- 8.9 General Requirements, consisting of seven (7) sections.
- 8.10 Special Provisions (Section 01810, and SS-1 to SS-10, inclusive).
- 8.11 Notice of Award.

- 8.12 Notice to Proceed.
- 8.13 Minutes of the Pre-Bid Conference, if any.
- 8.14 Shop Drawings and other Submittals furnished by Contractor during performance of the Work and accepted by the Owner.
- 8.15 Any modifications, amendments, and supplements, including Change Orders, issued pursuant to Paragraphs 3.4 and 3.5 of the General Conditions, on or after the effective date of this Agreement.
- 8.16 Certificate of Substantial Completion.
- 8.17 Drawings: East 21st Street Improvements Project

ARTICLE 9. GOVERNMENTAL CLAIMS ACT

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

ARTICLE 10. MISCELLANEOUS PROVISIONS.

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

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

APPROVED AS TO FORM:
(East 21st Street Improvements, Project 15-64)

DATED this _____ day of _____, 2016.

ATTEST:

By: _____

Title: _____

ATTEST:

By: _____

Tracey L. Belser

Title: City Clerk

CONTRACTOR:

Hedquist Construction, Inc.

PO Box 1870

Mills, WY 82644

By: _____

Title: _____

OWNER:

CITY OF CASPER, WYOMING

A Municipal Corporation

By: _____

Daniel Sandoval

Title: Mayor

progress, or performance of the work and has made such independent investigations as Bidder deems necessary;

C. This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm, corporation, or other business entity. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid. Bidder has not solicited or induced any person, firm, or a corporation to refrain from bidding. Bidder has not sought by collusion to obtain for itself any advantage over any other Bidder or against the City.

5. Bidder is bidding all schedules, alternates, if any, and will complete the Work for unit price(s) stated on the attached bid schedule based on materials actually furnished and installed and services actually provided. The Bid is summarized below on the basis of estimated quantities:

TOTAL BASE BID, IN NUMERALS: \$1,488,713.00

TOTAL BASE BID, IN WORDS: ONE MILLION FOUR HUNDRED EIGHTY-EIGHT THOUSAND SEVEN HUNDRED THIRTEEN AND ZERO CENTS DOLLARS.

6. Bidder agrees that the work for the City will be as provided above.

7. Bidder accepts the provisions of the Bidding Documents as to liquidated damages in the event of failure to complete the work on time, unless otherwise stated as provided below. Bidder agrees that such liquidated damages are not a penalty and that the amount provided is as close an estimate as possible to actual damages. Any exceptions or objections to this provision are stated in writing and attached hereto by Bidder.

8. The following documents are attached to and made a condition of this Bid:

A. Required Bid Guaranty in the form of a Bid Bond. (Unless otherwise provided by the City.)

B. Itemized Bid Schedule.

C. Copy of Certificate of Residency, if bidding as a resident.

9. Communications concerning this Bid shall be addressed to:

Address of Bidder: Hedquist Construction, Inc.

PO Box 1870

Mills WY 82644

BF-2

10. The terms used in this Bid are defined in and have the meanings assigned to them in the General Conditions, except as provided in the Supplementary Conditions and Bidding Documents.

Submitted on April 21, 2016.

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

IF BIDDER IS:

AN INDIVIDUAL

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

doing business as: _____

Business Address: _____

Phone Number: _____

A PARTNERSHIP

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

(General Partner)

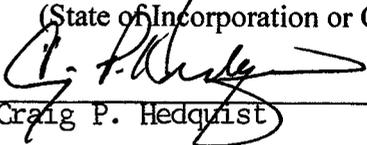
Business Address: _____

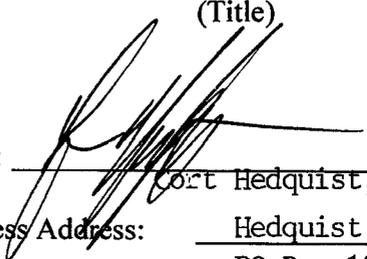
Phone Number: _____

A CORPORATION OR LIMITED LIABILITY COMPANY

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

Wyoming
(State of Incorporation or Organization)

By:  (seal)
Craig P. Hedquist
President
(Title)

(Seal)
Attest: 
Cort Hedquist, V.P.

Business Address: Hedquist Construction, Inc.
PO Box 1870
Mills WY 82644

Phone Number: 307 237-8543

A JOINT VENTURE

By: _____ (seal)
(Name)

(Address)

By: _____ (seal)
(Name)

(Address)

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

BID SCHEDULE - ADDENDUM #1 April 15th, 2016
City of Casper Casper East 21st Street Improvements Project

Bid Date: April 21st, 2016 10:00 AM

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

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

ITEM	DESCRIPTION	UNIT	QUANTITY	UNIT COST	TOTAL COST
1	Mobilization and Bonds	LS	1	140,000 ⁰⁰	140,000 ⁰⁰
2	Fire Hydrant Assembly	EA	4	10,000 ⁰⁰	40,000 ⁰⁰
3	16" PVC Water Main	LF	1,300	50 ⁰⁰	65,000 ⁰⁰
4	16" Gate Valve	EA	4	7,500 ⁰⁰	30,000 ⁰⁰
5	16" Fittings	EA	6	3,000 ⁰⁰	18,000 ⁰⁰
6	12" PVC Water Main	LF	310	30 ⁰⁰	9,300 ⁰⁰
7	12" Gate Valve	EA	1	3,000 ⁰⁰	3,000 ⁰⁰
8	12" Fittings	EA	3	1,500 ⁰⁰	4,500 ⁰⁰
9	2-Inch Air Release Valve	EA	1	7,500 ⁰⁰	7,500 ⁰⁰
10	8" PVC Water Main	LF	2,250	25 ⁰⁰	56,250 ⁰⁰
11	8" Fittings	EA	5	600 ⁰⁰	3,000 ⁰⁰
12	8" Gate Valve	EA	11	2,000 ⁰⁰	22,000 ⁰⁰
13	4" Gate Valve	EA	1	1,500 ⁰⁰	1,500 ⁰⁰
14	Connect to Existing Main	EA	16	3,500 ⁰⁰	56,000 ⁰⁰
15	Reconnect Existing Water Service	EA	60	665 ⁰⁰	39,900 ⁰⁰
16	8" C900 DR 25 PVC Sanitary Sewer Main	LF	75	200 ⁰⁰	15,000 ⁰⁰
17	8" SDR35 Sanitary Sewer Main	LF	325	25 ⁰⁰	8,125 ⁰⁰
18	48" Sanitary Sewer Manholes	EA	1	5,000 ⁰⁰	5,000 ⁰⁰
19	Connect to Existing Manholes	EA	4	250 ⁰⁰	1,000 ⁰⁰
20	Select Backfill	CY	5,750	1 ⁰⁰	5,750 ⁰⁰
21	Foundation Material	CY	450	1 ⁰⁰	450 ⁰⁰
22	Controlled Density Backfill - Flowfill	CY	350	50 ⁰⁰	17,500 ⁰⁰
23	Valley Gutter	SY	175	85 ⁰⁰	14,875 ⁰⁰
24	ADA Ramps	EA	32	3,175 ⁰⁰	101,600 ⁰⁰
25	Curbwalk/Driveways	LF	1,700	50 ⁰⁰	85,000 ⁰⁰
26	4" Asphalt and 12" Base Course -Trench Patch	SY	5,750	34 ⁵⁰	198,375 ⁰⁰
27	6" Asphalt and 12" Base Course - Reconstruction	SY	2,300	44 ⁰⁰	101,200 ⁰⁰
28	2" Milling Existing Asphalt-Outside of Trench	SY	13,500	3 ⁰⁰	40,500 ⁰⁰
29	2" Overlay	Ton	2,500	85 ⁰⁰	212,500 ⁰⁰
30	Paving Fabric	SY	7,500	2 ⁰⁰	15,000 ⁰⁰
31	Adjustment Manhole Top & Install 5'x5' Conc Diamond w/New Lid	EA	27	750 ⁰⁰	20,250 ⁰⁰
32	Adjust Valve Box Top & Install 33"x33" Concrete Diamond	EA	35	500 ⁰⁰	17,500 ⁰⁰
33	6" Solid Double Yellow Strpe	LF	6,500	8 ⁰⁰	52,000 ⁰⁰
34	Crosswalks (8' x 24")	EA	61	108 ⁰⁰	6,588 ⁰⁰
35	24" Stop Bars (24" x Width of the Road)	EA	15	270 ⁰⁰	4,050 ⁰⁰
36	Traffic Control	LS	1	55,500 ⁰⁰	55,500 ⁰⁰
37	Force Account	FA	15,000	\$ 1.00	\$ 15,000.00
TOTAL BASE BID					1,488,713⁰⁰



Thursday, April 21, 2016

Mr. Jason Knopp, PE
City of Casper, City Engineer
200 North David Street
Casper, Wyoming 82601

Re: Recommendation of Award – East 21st Street Improvements Project

Dear Jason,

Bids were received for the East 21st Street Improvements Project on April 21st, 2016 at 10:00 AM. A total of seven bids were received ranging in price from \$1,488,713.00 to \$1,815,395.00 for the Base Bid. The bids are summarized on the attached bid tabulation. The low bidder was Hedquist Construction Inc. with a base bid of \$1,488,713.00. There were no alternates for the bid of this project. The engineer's estimate was in the amount of \$2,002,625.00.

We have thoroughly reviewed the bid provided by Hedquist Construction; the bid was accurate and complete. There were no discrepancies in their bid and the documents were completed properly. Therefore, CEPI will recommend award of the contract for the East 21st Street Improvements Project to Hedquist Construction in the amount of \$1,488,420.00.

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

Sincerely,
Civil Engineering Professionals, Inc.

A handwritten signature in black ink, which appears to read 'Robert Bennett', is written over a horizontal line.

Robert Bennett, PE

RESOLUTION NO. 16-131

A RESOLUTION AUTHORIZING AN AGREEMENT WITH HEDQUIST CONSTRUCTION, INC., FOR THE EAST 21ST STREET IMPROVEMENTS, PROJECT 15-64.

WHEREAS, the City of Casper desires to make utility and surfacing improvements to East 21st Street from McKinley Street to Beverly Street; and,

WHEREAS, Hedquist Construction, Inc., is able and willing to provide those services specified as the East 21st Street Improvements, Project 15-64; and,

WHEREAS, it would be in the best interest of the City to expedite changes by allowing the City Manager to sign change orders affecting time extensions of no more than thirty (30) days, dollar amount changes no greater than Twenty Thousand Dollars (\$20,000.00), and other project administration related change orders that do not substantially alter the scope of the project.

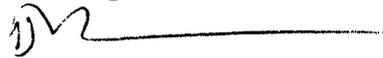
NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized and directed to execute, and the City Clerk to attest, an agreement with Hedquist Construction, Inc., for those services, in the amount of One Million Four Hundred Eighty-Eight Thousand Seven Hundred Thirteen and 00/100 Dollars (\$1,488,713.00).

BE IT FURTHER RESOLVED: That the City Manager is hereby authorized to make verified partial payments throughout the project, retaining those amounts prescribed by the agreement, equal to a total amount not to exceed One Million Four Hundred Eighty-Eight Thousand Seven Hundred Thirteen and 00/100 Dollars (\$1,488,713.00), and Sixty-One Thousand Two Hundred Eighty-Seven and 00/100 Dollars (\$61,287.00) for a construction contingency account, for a total price of One Million Five Hundred Fifty Thousand Dollars (\$1,550,000.00).

BE IT FURTHER RESOLVED: That the City Manager is hereby authorized to sign change orders effecting time extensions of no more than thirty (30) days, changes in the dollar amount of the above described agreement not greater than the sum of Twenty Thousand Dollars (\$20,000.00), and other project administration related change orders that do not substantially alter the scope of the project.

PASSED, APPROVED, AND ADOPTED this ____ day of _____, 2016.

APPROVED AS TO FORM:
(East 21st Street Improvements, Project 15-64)



ATTEST:

Tracey L. Belser
City Clerk

CITY OF CASPER, WYOMING
A Municipal Corporation

Daniel Sandoval
Mayor

April 12, 2016

MEMO TO: V. H. McDonald, City Manager

FROM: Doug Follick, Leisure Services Director 
Alan Kieper, Special Facilities Manager
Richard L. Young, Museum Supervisor II

SUBJECT: Historic Preservation Commission Appointments

Recommendation:

That Council, by minute action, authorize the appointment of Con Trumbull, Dorothy (Butch) Okes and the reappointment of Jeff Bond, Monica Decker, Robin Broumley, and Connie Thompson to the Historic Preservation Commission (Commission).

Summary:

Robin Broumley was first appointed to the Commission December 2008, Connie Thompson in October 2009, Jeff Bond in December 2012, and Monica Decker October 2015. At the April 11, 2016 Commission meeting all four of these members asked the Commission to recommend their reappointments. At the same meeting Con Trumbull and Dorothy Okes both expressed interest in serving on the Commission.

On April 11, 2016 the Commission voted in favor of moving the above mentioned appointments forward to Council.

April 22, 2016

MEMO TO: V.H. McDonald, City Manager
FROM: Liz Becher, Assistant City Manager *eb*
SUBJECT: Central Wyoming Senior Services Advisory Board Appointment

Recommendation:

That Council, by minute action, authorize the appointment of Errol Miller to the Central Wyoming Senior Services Advisory Board.

Summary:

Mr. Miller would be appointed to fill the remainder of the term for a seat vacated by Norene Brauer. This term ends December 31, 2018. He would then be eligible to apply for reappointment after this term is finished.

The Central Wyoming Senior Services Board reviewed several applicants and recommended the appointment of Mr. Miller.