

# COUNCIL MEETING AGENDA

**Casper City Council**  
**City Hall, Council Chambers**  
**Tuesday, February 18, 2020, 6:00 p.m.**



## COUNCIL POLICY PUBLIC STATEMENTS

- I. Members of the Public Wishing to Speak to an Item Already on the Agenda, Other Than a Public Hearing, or Second or Third Reading Ordinance, Must Submit a Request to the City Clerk's Office by 12:00 Noon on the Monday Immediately Preceding the Council Meeting, or May Speak During the Communications From Persons Present.
- II. When Speaking to the City Council Please:
  - Clearly State Your Name and Address.
  - Direct all questions/comments to the Mayor and only the Mayor.
  - No personal attacks on staff or Council.
  - Speak to the City Council with Civility and Decorum.
- III. 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. Public Hearing Comments and Presentations Will be Limited to Five Minutes or Less per Person, nor Will Time Extensions be Permitted. No Duplication of Speakers will be Allowed.
- IV. Questions Posed by Speakers May, or May Not be Responded to by Council Members.
- V. 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)

## AGENDA

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. CONSIDERATION OF MINUTES OF THE FEBRUARY 4, 2020 REGULAR COUNCIL MEETING, AS PUBLISHED IN THE CASPER STAR-TRIBUNE ON FEBRUARY 11, 2020
4. CONSIDERATION OF BILLS AND CLAIMS
5. BRIGHT SPOTS IN OUR COMMUNITY – RANDOM ACTS OF KINDNESS PROCLAMATION

**We are CASPER**

**Communication Accountability Stewardship Professionalism Efficiency Responsiveness**

6. COMMUNICATIONS

A. From Persons Present

7. ESTABLISH DATE OF PUBLIC HEARINGS

A. Consent

1. Establish March 3, 2020, as the Public Hearing Date for Consideration of:
  - a. Plat Creating **Garden Creek Square Addition No. 2**, a Subdivision Agreement, and a Zone Change of said Addition to R-4 (High Density Residential).
  - b. Vacation, Replat, Zone Change and Subdivision Agreement for the **Greenway Park III Addition**.
  - c. Replat, Zone Change, and Subdivision Agreement for the **Kensington Heights No. 1 Addition**.
  - d. **Fiscal Year 2020 Budget Amendment #2**.

8. PUBLIC HEARING

A. Minute Action

1. **Liquor License Renewals** for Licensing Period April 1, 2020 through March 31, 2021.

9. RESOLUTIONS

A. Consent

1. Authorizing the Mayor to Sign the **Casper Historic Preservation Commission Annual Report**.
2. Approving a Plat Creating the **NOWCAP Addition**, and the Associated Subdivision Agreement.
3. Approving Amendments to the **Centennial Hills Planned Unit Development (PUD) Guidelines**.
4. Authorizing the Sole Source Purchase of **GETAC Computers from HP Inc.**, in the Amount of \$47,675.21.
5. Authorizing an Agreement with **WLC Engineering & Surveying**, in the Amount of \$63,400, for Design and Bidding Services related to the **Industrial Avenue Storm Sewer and Street Improvements Project**.

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9. RESOLUTIONS (continued)

A. Consent

6. Authorizing an Agreement with JTL Group, Inc., dba **Knife River**, in the Amount of \$306,643, for the **Hogadon Parking Lot Project**.
7. Authorizing a Contract between the Casper Area Metropolitan Planning Organization and **Fugro USA Land, Inc.** for the **Geographic Information System 2020 Aerial Mapping Update**, in an Amount of \$69,627.31.

10. MINUTE ACTION

A. Consent

1. **Rejecting All Bids** for the **Casper Events Center Walk-In Cooler and Freezer Replacement Project**.
2. Authorizing the Purchase of One (1) New **3/4 Ton 4x4 Cab and Chassis**, from **Fremont Motors** of Sheridan, Wyoming, in the Total Amount of \$30,116 Before Trade-in Allowance, for Use by the Metro Animal Control Division of the Casper Police Department.
3. Authorizing the Purchase of One (1) New **Three-Quarter-Ton Crew Cab Pickup Truck** with Eight-Foot Bed, from **Fremont Motors**, Casper, Wyoming, in the Total Amount of \$30,735, Before Trade, for Use by the Parks Division of the Parks and Recreation Department.
4. Authorizing the Purchase of One (1) New **Bulldozer**, from **Wyoming Machinery** of Casper, Wyoming, in the Total Amount of \$474,128.38, Before Trade-in Allowance, for Use by the Solid Waste Division of the Public Services Department.

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

12. ADJOURN INTO EXECUTIVE SESSION – LAND ACQUISITION

13. ADJOURNMENT

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## Upcoming Council meetings

### Council meetings

6:00 p.m. Tuesday, March 3, 2020– Council Chambers

6:00 p.m. Tuesday, March 17, 2020 – Council Chambers

### Work sessions

4:30 p.m. Tuesday, February 25, 2020 – Council Meeting Room

4:30 p.m. Tuesday, March 10, 2020– Council Meeting Room

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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
OB	Office Business	OYD	Old Yellowstone District

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COUNCIL PROCEEDINGS  
Casper City Hall – Council Chambers  
February 4, 2020

1. ROLL CALL

Casper City Council met in regular session at 6:04 p.m., Tuesday, February 4, 2020. Present: Councilmembers Bates, Cathey, Hopkins, Huber, Johnson, Lutz, Pacheco, Powell and Mayor Freel.

2. PLEDGE OF ALLEGIANCE

A Boy Scout led the audience in the Pledge of Allegiance.

3. MINUTES

Moved by Councilmember Pacheco, seconded by Councilmember Hopkins, to, by minute action, approve the minutes of the January 21, 2020, regular Council meeting, as published in the Casper-Star Tribune on January 28, 2020. Motion passed.

4. BILLS & CLAIMS

Moved by Councilmember Johnson, seconded by Councilmember Lutz, to, by minute action, approve payment of the February 4, 2020, bills and claims, as audited by City Manager Napier. Motion passed.

Bills & Claims 02/04/20

AMBI	Services	47.51
AceHrdwr	Goods	201.84
ActionGlass	Services	19,721.90
Addeco	Services	1,458.64
AffiliatesCnsling	Services	300.00
Airgas	Goods	1,076.92
AlloutFire	Services	80.00
Alsco	Services	697.03
AltitudeRecy	Services	8,899.00
AmeriTech	Goods	991.66
AmrcnTitle	Services	500.00
Amerigas	Goods	3,333.17
ArcofNC	Funding	2,916.67
ArrowheadHting	Services	491.92
AtlnticElect	Services	8,997.00
AtlasOffice	Goods	1,692.23
AtlasRprdcton	Services	116.40
BadgerMtr	Goods	4,536.00
BnkofAmerica	Goods	52,053.87
BHEnergy	Services	15.76
CarolinaSftwr	Goods	700.00
CsprBldgSys	Projects	74,239.00
CsprStarTrib	Ads	2,935.78

CsprTire	Goods	536.00
CenturyLink	Utilities	44.13
CH2M Hill	Projects	4,084.34
CHaler	Reimb	100.00
CityofCasper	Services	45,372.21
CityofCasperPD	Funding	1,213.01
CitySvcElect	Services	1,731.00
CvlEng	Projects	17,225.00
CMITeco	Goods	26,688.25
ComTech	Goods	173.50
Comtronix	Services	1,229.84
Cnvrgeone	Services	8,243.40
CPU	Goods	21,032.78
CrmScnInfo	Goods	109.87
DalcoInd	Goods	156.25
DDang	Refund	249.84
DsrtMtn	Goods	44,655.40
EMoore	Reimb	150.00
EPGCo	Goods	2,809.92
FireFghtsofNC	Services	1,714.00
FirstData	Services	1,100.79
FremontMotor	Goods	48,451.00
FuturePro	Goods	12,135.00
Galls	Services	315.10
GEMeds	Goods	53,757.00
Geosyntec	Services	586.82
GlobalEquip	Goods	6,062.54
GlobalPckging	Goods	101,232.00
GolderAssoc	Projects	42,724.88
GovtJobs	Services	14,324.63
GSGArchtr	Services	1,540.00
GudahlWilliamsInvest	Services	500.00
GolfSttsDist	Goods	4,040.00
GWMchncl	Services	18,895.40
GYoneda	Reimb	79.90
HDREng	Services	3,639.31
HitekComm	Goods	604.92
Homax	Goods	37,127.81
Hse&Rbbr	Goods	77.42
Hwrdspply	Goods	205.45
ITCElect	Services	196.00
JGreenwood	Reimb	150.00
JJones	Reimb	115.50
KHowell	Reimb	539.66
Kubwtr	Goods	5,618.85

LawHYoung	Services	2,700.00
LisasSpicSpan	Services	825.00
LongBldg	Services	7,481.60
MAnderson	Reimb	100.00
McMurryRdyMx	Goods	1,314.76
MrclRec	Goods	760.60
Motorola	Goods	1,700.98
MtnScales	Goods	280.00
MtnStsLitho	Services	48.92
MncplCode	Goods	981.49
NatareCorp	Goods	28,670.76
NCHCorp	Goods	1,125.00
OvrheadDr	Goods	2,421.78
Pantheon	Goods	153.80
Pepsi	Goods	114.41
PMosier	Reimb	150.00
PrnnlEnrgy	Services	494.18
PoliceFaciltyDsgn	Services	19,000.00
PrtlndStUnv	Goods	910.33
PrntrPros	Services	485.00
Prntwrks	Services	1,049.11
QltyOfficeSltns	Goods	46.21
RmshornConst	Projects	34,254.56
RecyklingInd	Goods	13,743.30
RckyMtnPwr	Services	441,273.24
RooterSwrSvcs	Services	596.88
SftyKleen	Services	1,890.00
SltsTech	Goods	18,970.27
SDunnuck	Reimb	132.70
ShmrckEnv	Services	424,368.34
SkylineRnchs	Services	1,130.44
StntcConslt	Services	18,159.95
StateWY	Services	1,425.00
SuperiorInd	Goods	5,013.86
SWI	Projects	1,305.00
TDach	Reimb	152.24
TopOffice	Services	163.20
TretoConst	Projects	158,670.00
TriStateOil	Goods	205.75
TrihydroCorp	Services	8,091.75
TylrTech	Services	12,709.00
Verizon	Services	324.21
VermeerSlS	Goods	61,985.00
VwpntGvt	Services	2,457.00
VRCCo	Goods	269.50

WDaisy	Reimb	471.45
WstlndPrk	Services	4,344.28
WLCEng	Services	22,240.68
Wydot	Services	53.21
WyMedCtr	Services	522.30
WYSteel	Goods	4,630.81
XeroxCorp	Services	221.08
YthCrsisCntr	Funding	17,452.50
Total		2,045,582.45

5. BRIGHT SPOT – BOY SCOUT ANNIVERSARY

Mayor Freel welcomed Boy Scouts from the Greater Wyoming Council to the meeting. Boy Scout Executive Brad Bodoh introduced members present from Pack 13 and Troops 13, 167 and 1310. He also explained that the Council is celebrating 100 years of Scouting in our area. Mayor Freel read and presented a proclamation honoring this anniversary.

6. COMMUNICATIONS FROM PERSONS PRESENT

No citizens addressed the Council.

7. PUBLIC HEARING - MINUTE ACTION

Mayor Freel opened the public hearing for the consideration of the issuance of new Microbrewery Liquor License No. 6 for Mountain Hops Brewhouse, LLC d/b/a Mountain Hops Brewhouse, located at 612 North Beverly Street.

City Attorney Henley entered five (5) exhibits: correspondence from Fleur Tremel, to J. Carter Napier, dated January 21, 2020; an affidavit of publication, as published in the Casper-Star Tribune, dated January 27, 2020; an affidavit of website publication, as published on the City of Casper website, dated January 21, 2020; an affidavit of notice of conspicuous posting, as posted at 612 North Beverly Street, dated January 23, 2020; and the liquor license application filed December 16, 2020. City Manager Napier provided a brief report.

Speaking in support was applicant Eric Magnuson.

There being no others to speak for or against the issues involving Microbrewery Liquor License No. 6, the public hearing was closed.

Moved by Councilmember Powell, seconded by Councilmember Johnson, to, by minute action, authorize the issuance of Microbrewery Liquor License No. 6. Motion passed.

8.A ORDINANCE– THIRD READING

Following ordinance read:

ORDINANCE NO. 1-20  
AN ORDINANCE AMENDING SECTION 10.24.020 OF THE  
CASPER MUNICIPAL CODE PERTAINING TO FORTY MILE  
PER HOUR SPEED ZONES

WHEREAS, speed data along Metro Road supports raising the speed limit from 30 miles per hour to 40 miles per hour.

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

That Section 10.24.020 of Chapter 10.24 of the Casper Municipal Code is hereby amended to add an additional paragraph "C" which reads as follows:

C. Metro Road from Bryan Stock Trail to Station Road.

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

PASSED on 1<sup>st</sup> reading the 7<sup>th</sup> day of January, 2020.

PASSED on 2<sup>nd</sup> reading the 21<sup>st</sup> day of January, 2020.

PASSED, APPROVED AND ADOPTED on 3<sup>rd</sup> and final reading the 4<sup>th</sup> day of February, 2020.

Councilmember Cathey presented the foregoing ordinance for approval, on third reading. Seconded by Councilmember Hopkins. There being no one to speak regarding the ordinance, and no discussion or amendments, motion passed.

#### 8.B ORDINANCE— THIRD READING

Following ordinance read:

##### ORDINANCE NO. 2-20

AN ORDINANCE APPROVING A ZONE CHANGE FOR A 2.8-ACRE PORTION OF TRACT 4, NORTH PLATTE RIVER PARK ADDITION, GENERALLY LOCATED AT THE CORNER OF EVENTS DRIVE AND NORTH POPLAR STREET, NORTH OF WILKINS WAY, FROM PH (PARK HISTORIC) TO C-4 (HIGHWAY BUSINESS)

WHEREAS, after a public hearing on September 19, 2019, the City of Casper Planning and Zoning Commission, by a 2-3 vote, failed to pass a motion recommending that the City Council approve a zone change of a 2.8-acre portion of Tract 4, North Platte River Park Addition, generally located at the corner of Events Drive and North Poplar Street, north of Wilkins Way, from PH (Park Historic) to C-4 (Highway Business); and,

WHEREAS, pursuant to Section 17.12.170(E) of the Casper Municipal Code, if a zone change is denied, the Commission shall state, in writing, the reasons for its decision. Decisions of the Commission to deny a zone change may be appealed to the City Council, in writing, within ten calendar days from the date of the written decision, pursuant to Section 17.12.170(G) of the Casper Municipal Code; and,

WHEREAS, the Commission's written decision is dated September 26, 2019, and the applicant provided a written appeal to the City dated September 27, 2019; and,

WHEREAS, the governing body of the City of Casper finds that the Planning and Zoning Commission's decision to deny the zone change should be overturned, and the above-described zone change should be approved.

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

#### SECTION 1:

That a zone change of a 2.8 -acre portion of Tract 4, North Platte River Park Addition, generally located at the corner of Events Drive and North Poplar Street, north of Wilkins Way, from PH (Park Historic) to C-4 (Highway Business), is hereby approved.

## SECTION 2:

This ordinance shall be in full force and effect from and after passage on three readings and publication pursuant to law.

PASSED on 1<sup>st</sup> reading the 7<sup>th</sup> day of January, 2020.

PASSED on 2<sup>nd</sup> reading the 21<sup>st</sup> day of January, 2020.

PASSED, APPROVED AND ADOPTED on 3<sup>rd</sup> and final reading the 4<sup>th</sup> day of February, 2020.

Councilmember Bates presented the foregoing ordinance for approval, on third reading. Seconded by Councilmember Lutz. No citizens spoke on the ordinance. Councilmember Huber abstained. Motion passed.

### 8.C ORDINANCE— THIRD READING

Following ordinance read:

#### ORDINANCE NO. 3-20

AN ORDINANCE GRANTING A FRANCHISE TO INTTEC, INC.  
(A WHOLLY OWNED SUBSIDIARY OF VISIONARY  
COMMUNICATIONS, INC.) TO OPERATE AND MAINTAIN A  
TELECOMMUNICATIONS SYSTEM IN THE CITY OF  
CASPER, WYOMING.

WHEREAS, under Wyoming Statute § 15-1-103(a)(xxxiii), a city may grant franchises for such terms as the governing body deems proper to any utility company, provided no franchise may be entered into with any person in which that person is given an exclusive right for any purpose whatsoever; and,

WHEREAS, InTTec, Inc., a wholly-owned subsidiary of Visionary Communications, Inc., is a utility company that desires a franchise from the City; and,

WHEREAS, the City has determined that it is in the public interest to grant a franchise to InTTec, Inc. under the terms and conditions contained herein.

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

#### SECTION 1. Grant of Franchise.

A. Subject to the terms and conditions set forth in this Franchise, the City hereby grants to InTTec, Inc. a nonexclusive authorization to construct, maintain, operate, upgrade, adjust, protect, support, raise, lower, disconnect, remove and relocate its cables, poles, wires, conduits, conductors, pipes and related appurtenances ("Facilities") for its System in, under, along, over and across the present and future streets, alleys and avenues of the City ("Public Ways"), for the purpose of providing telecommunication services (as defined in 47 U.S.C. § 153) and related services to the City's inhabitants. This Franchise shall constitute both a right and an obligation to provide the System required by, and to fulfill the obligations set forth in, the provisions of this Franchise.

B. Nothing in this Franchise shall be deemed to waive the lawful requirements of any generally applicable City ordinance existing as of the effective date of this Franchise.

C. This Franchise shall not be interpreted to prevent the City from imposing additional lawful conditions, including additional compensation conditions for use of Public Ways, should InTTec, Inc. provide services other than a telecommunication system (for example, a cable system for purposes of providing a cable service).

D. This Franchise is intended to convey limited rights and interests in Public Ways as set forth in Wyoming Statute § 15-1-103(a)(xxxiii) and its subsections. It is not a warranty of title or interest in any Public Way; it does not provide InTTec, Inc. with any interest in any particular location within the Public Way; and it does not confer rights other than as expressly provided in the grant hereof.

SECTION 2. Acceptance by InTTec, Inc. This ordinance shall be published once in a newspaper of general circulation within the City, pursuant to Wyoming Statute § 15-1-116, and shall become effective on the day following its publication. Within sixty (60) days after the passage of this Ordinance by the City, InTTec, Inc. shall file a signed copy thereof with the City Clerk, otherwise the Ordinance and the rights, privileges and authority granted herein shall be null and void.

SECTION 3. Term. The Term of this Franchise is ten (10) years commencing on the date of Acceptance by InTTec, Inc. as set forth in Section 2, above, and then from year-to-year until a party gives the other party at least ninety (90) days' notice in writing and in advance of expiration of the initial term or any subsequent term stating an intent to terminate the agreement at the end of such existing term.

SECTION 4. Franchise Fee.

A. Payments and Reports.

1. Quarterly Payments. From and after the date of InTTec, Inc.'s Acceptance of this Ordinance and until its expiration, InTTec, Inc. will pay the City five percent (5%) of InTTec, Inc.'s local exchange access service Gross Revenue (as defined in Appendix A hereto). InTTec, Inc.'s Franchise fee payments to the City shall be computed quarterly for the preceding calendar quarter ending March 31, June 30, September 30, and December 31. Each quarterly payment shall be due and payable no later than thirty (30) days after those dates.

2. No Accord and Satisfaction. No acceptance of any payment shall be construed as an accord and satisfaction by the City that the amount paid is, in fact, the correct amount, nor shall any acceptance of payments be construed as a release of any claim the City may have for additional sums payable or for the performance of any other obligation of InTTec, Inc..

B. Franchise Termination. If this Franchise terminates for any reason, and InTTec, Inc. ceases operations in the City or is not in the negotiation with the City of a replacement Franchise, InTTec, Inc. shall file with the City within ninety (90) calendar days of the date of termination, a financial statement, certified by an independent certified public accountant, showing the Gross Revenues received by InTTec, Inc. since the end of the previous fiscal year.

C. Late Payments. If any payment due quarterly is not received within thirty (30) days from the end of the calendar quarter, InTTec, Inc. shall pay interest on the amount due (at the prime rate as listed in the Wall Street Journal on the date the payment was due), compounded daily, calculated from the date that payment was originally due until the date the City receives the payment.

D. Underpayments. If a net franchise underpayment is discovered as a result of an audit, InTTec, Inc. shall pay interest at the rate of eight percent (8%) per annum, compounded quarterly, calculated from the date each portion of the underpayment was originally due until the date InTTec, Inc. remits the underpayment to the City.

SECTION 5. Records Inspection. No more frequently than once every two years, the City shall have the right to audit records to ensure compliance with this Franchise. The City shall give reasonable written notice of its intent to audit. It is InTTec, Inc.'s responsibility to collect and to make available to the City for copying, at InTTec, Inc.'s local office, all records upon which a franchise fee is required to be paid. If a City review of payments shows that InTTec, Inc. has underpaid the franchise fee by: (i) three percent (3%) or less for the year, the City shall bear the

cost of the audit; (ii) more than three percent (3%) but less than or equal to five percent (5%) for the year, the City and InTTec, Inc. shall each bear an equal amount of the cost of the audit; or (iii) more than five percent (5%) for the year, InTTec, Inc. shall bear the cost of the audit.

SECTION 6. Non -Exclusive Franchise. The right to use and occupy the Public Ways of the City shall be nonexclusive, and the City reserves the right to use the Public Ways for itself or any other entity. The City's use, however, shall not unreasonably interfere with InTTec, Inc.'s Facilities or the rights granted to InTTec, Inc. herein.

SECTION 7. City Regulatory Authority. In addition to the provision herein contained, the City reserves the right to adopt such additional ordinances and regulations as may be deemed necessary in the exercise of its police power for the protection of the health, safety and welfare of its citizens and their properties, and exercise any other rights, powers, or duties required or authorized, under the Constitution of the State of Wyoming, the laws of the State of Wyoming or City ordinance.

SECTION 8. Indemnification.

A. General Indemnification. InTTec, Inc. shall indemnify, defend and hold harmless, the City, its officers, elected and appointed officials, employees, agents and volunteers, from any action or claim for injury, death, damage, loss, liability, cost or expense, including court appeal costs and reasonable attorney's fees or reasonable expenses, arising from any casualty or accident to person or property, including, without limitation, copyright infringement, defamation, and all other damages in any way arising out of, or by reason of, any construction, excavation, operation, maintenance, or any other act done under this Franchise, by or for InTTec, Inc., its agents, or its employees, or by reason of any neglect or omission of InTTec, Inc.. InTTec, Inc. shall consult and cooperate with the City while conducting its defense of the City.

B. Indemnification for Relocation. InTTec, Inc. shall indemnify the City for any damages, claims, additional costs or reasonable expenses assessed against, or payable by, the City arising out of, or resulting from, directly or indirectly, InTTec, Inc.'s failure to remove, adjust or relocate any of its facilities in the Public Ways in a timely manner in accordance with Section 12 of this Franchise.

C. Hazardous Substances Indemnification. InTTec, Inc. shall indemnify the City against any claims, costs and expenses of any kind, whether direct or indirect, incurred by the City arising out of a release of hazardous substances (as defined in the Comprehensive Environmental Response, Compensation, and Liability Act of 1980 (42 U.S.C. § 9601 *et seq.*) caused by the System.

SECTION 9. Insurance Requirements.

A. Prior to the commencement of any work, InTTec, Inc. shall procure and maintain for the duration of the contract insurance against claims for injuries to persons, death or damages to property which may arise from or in connection with the performance of the work hereunder by InTTec, Inc., its subcontractors, agents, representatives, or employees.

B. Minimum Scope and Limit of Insurance. Coverage shall be at least as broad as:

1. Commercial General Liability (CGL): On an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal and advertising injury with limits no less than the sum of Two Hundred Fifty Thousand Dollars (\$250,000) to any claimant for any number of claims arising out of a single transaction or occurrence; or the sum of Five Hundred Thousand Dollars (\$500,000) for all claims arising out of a single transaction or occurrence.

2. Automobile Liability: Covering, Code 1 (any auto), or if InTTec, Inc. has no owned autos, Code 8 (hired) and 9 (non -owned), with limit no less than Five Hundred Thousand Dollars (\$500,000) per accident for bodily injury and property damage.



3. Workers' Compensation: as required by the State of Wyoming with Statutory Limits. The Workers' Compensation policy shall be endorsed to contain Employers Liability/Stop Gap Coverage.

4. Professional Liability (Errors and Omissions) Insurance appropriate to the InTTec, Inc.'s profession, with limit no less than the sum of Two Hundred Fifty Thousand Dollars (\$250,000) to any claimant for any number of claims arising out of a single transaction or occurrence; or the sum of Five Hundred Thousand Dollars (\$500,000) for all claims arising out of a single transaction or occurrence.

C. Higher Limits. If InTTec, Inc. maintains higher limits than required under this Agreement, then the City shall be entitled to coverage for the higher limits maintained by InTTec, Inc... Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

D. Other Insurance Provisions. The insurance policies are to contain, or be endorsed to contain, the following provisions:

1. *Additional Insured Status*

The City, its officers, elected and appointed officials, employees, agents and volunteers are to be included as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of InTTec, Inc. including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage shall be provided in the form of an endorsement to InTTec, Inc.'s insurance.

2. *Primary Coverage*

For any claims related to this contract, the InTTec, Inc.'s insurance coverage shall be primary and non-contributory insurance as respects the City, its officers, elected and appointed officials, employees, agents and volunteers.

3. *Waiver of Subrogation*

InTTec, Inc. hereby grants to the City a waiver of any right to subrogation which Commercial General and Auto Liability of InTTec, Inc. may acquire against the City by virtue of the payment of any loss under such insurance, for losses caused by and to the extent of InTTec, Inc.'s negligence. InTTec, Inc. agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the City has received a waiver of subrogation endorsement from the insurer.

4. *Acceptability of Insurers*

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than ANII, unless otherwise agreed to in writing by the City.

5. *Claims Made Policies*. If any of the required policies provide coverage on a claims made basis:

a. The Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work.

b. Insurance must be maintained and evidence of insurance must be provided *for at least three (3) years after completion of the contract of work*. However, InTTec, Inc.'s liabilities under this Contract shall not be deemed limited in any way by the insurance coverage required.

c. If coverage is canceled or non-renewed, and not *replaced with another claims-made policy form with a Retroactive Date* prior to the contract effective date, InTTec, Inc. must purchase "extended reporting" coverage for a minimum of *three (3) years* after completion of contract work and at all times thereafter until the applicable statute of limitations runs.

6. *Verification of Coverage*

InTTec, Inc. shall furnish the City with a Memorandum of Insurance coverage required by this clause. However, failure to obtain the required documents prior to the work beginning shall not waive InTTec, Inc.'s obligation to provide them.

*7. Subcontractors*

InTTec, Inc. shall require and verify that all subcontractors maintain insurance appropriate for the work being performed and InTTec, Inc. shall ensure that the City is an additional insured on insurance required from subcontractors.

*8. Special Risks or Circumstances*

The City reserves the right to reasonably modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

**SECTION 10. Annexation.**

A. Extension of City Limits. Upon the annexation of any territory to the City, the rights granted herein shall extend to the annexed territory to the extent the City has such authority. All System Facilities owned, maintained, or operated by InTTec, Inc. located within any Public Ways of the annexed territory shall thereafter be subject to all of the terms hereof.

B. Notice of Annexation. When any territory is approved for annexation to the City, the City's Community Development Director or his/her designee shall within ten (10) business days provide by certified mail to InTTec, Inc.: (a) each site address to be annexed as recorded on City assessment and tax rolls; (b) a legal description of the proposed boundary change; and (c) a copy of the City's ordinance approving the proposed annexation. The notice shall be mailed to the contact in Section 19, or such other updated address as InTTec, Inc. shall provide to the City in writing by certified mail, return receipt requested. Notwithstanding the foregoing, failure of the City to provide the notice described herein shall not constitute a material breach of this Franchise.

**SECTION 11. Plan, Design, Construction and Installation of InTTec, Inc.'s Facilities.**

A. All Facilities under authority of this Ordinance shall be used, constructed and maintained in accordance with applicable law, codes and regulations.

B. InTTec, Inc. shall, prior to commencing construction work in Public Ways or other public places, apply for a permit from the City. InTTec, Inc. will abide by all applicable ordinances, rules, regulations and requirements of the City consistent with applicable law, and the City may inspect the manner of such work and require remedies as may be necessary to assure compliance. InTTec, Inc. shall obtain excavation permits for streets and alleys, regardless of surfacing types, and traffic control permits for all streets, and shall not unnecessarily obstruct the use of Public Ways. All mains, services, and pipes laid or installed under this Franchise shall be so located and placed as not to obstruct or interfere with any water pipes, drains, sewers or other structures already installed, and all such mains, services and pipes shall be installed subject to approval of the City Manager or his/her designee. Notwithstanding the foregoing, InTTec, Inc. shall not be obligated to obtain a permit to perform emergency repairs.

C. To the extent practical and consistent with any permit issued by the City, all Facilities shall be located so as to cause minimum interference with the Public Ways and shall be constructed, installed, maintained, renovated or replaced in accordance with applicable rules, ordinances and regulations of the City, as they may be amended from time to time.

D. InTTec, Inc., in doing any work in connection with its Facilities, shall avoid, so far as practicable, interfering with the use of any Public Way or public place, and where the paving or surface of any street, alley or public place is disturbed, InTTec, Inc., at its own expense and in a manner satisfactory to the City Manager or his/her designee, shall replace such paving or surface in accordance with the City of Casper's Standard Specifications for Street Construction in the

Casper Municipal Code, and any other applicable rules, ordinances and regulations, as they may be amended from time to time.

E. Paved streets shall be bored or drilled when crossed under the ground by InTTec, Inc.'s Facilities so that the City's paved Public Ways will not be unnecessarily damaged. The City Manager or his/her designee, in his/her sole discretion, may allow other construction methods when it is found that drilling or boring is unreasonable and will not provide a sufficient public benefit for the cost.

F. If, during the course of work on its Facilities, InTTec, Inc. causes damage to or alters the Public Way or other public property, InTTec, Inc. shall replace and restore such Public Way or public property at InTTec, Inc.'s expense to a condition equal to or better than the condition that existed immediately prior to such damage or alteration.

G. InTTec, Inc. shall have the right to excavate the Public Ways subject to reasonable conditions and requirements of the City. All excavation shall be performed in a manner that creates the least inconvenience to the public, and in accordance with permits and manuals issued by the City. In doing any work in connection with said mains, pipes and services, InTTec, Inc. shall avoid, so far as practicable, interfering with the use of any street, alley or public place.

H. Strand Maps. Upon reasonable request, InTTec, Inc. agrees to provide strand maps or similar records kept in its usual course of business to an unaffiliated person engaged by City if such person signs a reasonable nondisclosure agreement.

I. Nothing in this Ordinance shall be construed to prevent the City from constructing, maintaining, repairing, or relocating its sewers, streets, water mains, sidewalks, or other public property. However, before commencing any work within a Public Way that may affect InTTec, Inc.'s Facilities, the City shall give written notice to InTTec, Inc., and all such work shall be done, insofar as practicable, in such a manner as not to obstruct, injure, or prevent the free use and operation of InTTec, Inc.'s Facilities.

J. InTTec, Inc. shall not attach to, or otherwise use or commit to use, any pole owned by City until a separate pole attachment agreement has been executed by the parties.

K. This Agreement does not establish priority for use of Public Ways over holders of other permits or franchises; it grants no vested interest in occupying any particular position in the Public Ways. The City shall control distribution of space in the Public Ways, but may not exercise that authority unreasonably. No location of any of the Facilities shall give rise to a vested interest in public property.

## SECTION 12. Relocation of Facilities and Discontinuing Use/Abandonment.

### A. Relocation for the City.

1. InTTec, Inc. shall protect, support, adjust, raise, lower, temporarily disconnect, relocate, or remove any InTTec, Inc. Facilities, property or equipment located in a Public Way when required by the City consistent with its police powers or when reasonable public convenience requires such change (for example, without limitation, by reason of traffic conditions, public safety, Public Way vacation, Public Way construction, change or establishment of Public Way grade, installation of sewers, drains, gas or water pipes, or any other types of structures or improvements by the City for public purposes, but excluding projects undertaken for beautification or aesthetics). Such work shall be performed at InTTec, Inc.'s expense. Except during an emergency, the City shall provide reasonable notice to InTTec, Inc. of its need to relocate that is commensurate with the complexity of the project, but in all events never less than sixty (60) days, and allow InTTec, Inc. an opportunity to perform such action. Following notice by the City, InTTec, Inc. shall relocate, remove, replace, modify or disconnect any of its facilities or equipment within any Public Way, or on any other property of the City. If the City requires InTTec, Inc. to relocate its facilities located

within the Public Way, the City shall provide InTTec, Inc. with an alternative location within the Public Way.

2. Excluding circumstances or events outside of its reasonable control, if InTTec, Inc. fails to complete this work within the time prescribed to the City's satisfaction, the City may cause such work to be done at InTTec, Inc.'s cost; and provided further that the City shall not be liable for any damage to any portion of the System except to the extent caused by the negligence of the City or its contractor. Within thirty (30) days of receipt of an itemized list of those costs, InTTec, Inc. shall pay the City.

B. Relocation for a Third Party. InTTec, Inc. shall, at the request of any person or entity holding a lawful permit issued by the City, protect, support, adjust, raise, lower, temporarily disconnect, relocate or remove any InTTec, Inc. Facilities, property or equipment located in the Public Ways, provided that the cost of such action is borne by the person requesting it and InTTec, Inc. is given advance written notice of not less than 60 days. In such situation, InTTec, Inc. may also require advance payment by the benefited person or entity.

C. Temporary Changes for Other Permittees. At the request of any person or entity holding a valid permit upon reasonable advance notice, InTTec, Inc. shall temporarily raise, lower or remove its Facilities, property or equipment as necessary to permit the moving of a building, vehicle, equipment or other item. The expense of such temporary changes must be paid by the permit holder, and InTTec, Inc. may require a reasonable deposit of the estimated payment in advance.

D. Alternatives to Relocation. InTTec, Inc. may, after receipt of written notice requesting a relocation of Facilities, submit to the City written alternatives to such relocation. Such alternatives shall include the use and operation of temporary transmitting facilities in adjacent Public Ways. The City shall promptly evaluate such alternatives and advise InTTec, Inc. in writing if one or more of the alternatives are suitable. If requested by the City, InTTec, Inc. shall promptly submit additional information to assist the City in making such evaluation. The City shall give each alternative proposed by InTTec, Inc. full and fair consideration. In the event the City ultimately determines that there is no other reasonable alternative, InTTec, Inc. shall relocate the components of the System as otherwise provided herein.

E. Discontinuing Use/Abandonment of System Facilities. Whenever InTTec, Inc. intends to discontinue using any facility in the Public Ways, InTTec, Inc. shall submit for the City's approval a complete description of the facility and the date on which InTTec, Inc. intends to discontinue using the facility. InTTec, Inc. may remove the facility or request that the City permit it to remain in place and to convey same to City through a letter of abandonment or bill of sale. The City may require InTTec, Inc. to perform a combination of abandonment, modification or removal of the facility upon a reasonable schedule set by the City. Until such time as InTTec, Inc. abandons, removes or modifies the facilities, as directed by the City, InTTec, Inc. shall be responsible for all necessary repairs and relocations of the facility, as well as maintenance of the Public Way, in the same manner and degree as if the facility were in active use, and InTTec, Inc. shall retain all liability for such facility during such time. If InTTec, Inc. abandons its facilities, the City may choose to use such facilities for any purpose whatsoever including, but not limited to, access purposes.

SECTION 13. Vegetation Management. InTTec, Inc. shall have the authority to trim trees and other natural growth in the Public Ways in order to access and maintain the Facilities in compliance with applicable law and industry standards. This grant shall in no way impose a duty on InTTec, Inc.; instead, this grant gives permission to InTTec, Inc. should InTTec, Inc. elect to conduct such activities from time -to -time in order to access and maintain its Facilities.

SECTION 14. Omitted.

SECTION 15. Franchise Noncompliance; Claims Under Agreement.

A. In the event that the City believes that InTTec, Inc. has not complied with the terms of the Franchise, the City's Public Services Director or his/her designee shall informally discuss the matter with InTTec, Inc. If these discussions do not lead to resolution of the problem, the City shall notify InTTec, Inc. in writing of the exact nature of the alleged noncompliance.

B. InTTec, Inc. shall have thirty (30) days from receipt of the written notice described in subsection 15. A. to either respond to the City, contesting the assertion of noncompliance and requesting a public hearing of same, or otherwise initiate reasonable steps to remedy the asserted noncompliance issue, notifying the City of the steps being taken and the projected date that they will be completed. A public hearing shall be held within sixty (60) days of the request.

C. The City and InTTec, Inc. agree that, except to the extent inconsistent with applicable law, any and all claims asserted and arising under this Agreement, including from the determination of a public hearing held pursuant to subsection 15.13. above, shall be heard and determined either in a state or federal court located in the City.

SECTION 16. No Waiver of Rights. Neither the City nor InTTec, Inc. shall be excused from complying with any of the terms and conditions contained herein by any failure of the other, or any of its officers, employees, or agents, upon any one or more occasions to insist upon or to seek compliance with any such terms and conditions. Each party expressly reserves any and all rights, remedies, and arguments it may have at law or equity, without limitation, and to argue, assert, and/or take any position as to the legality or appropriateness of any provision in this Ordinance that is inconsistent with State or Federal law, as may be amended.

SECTION 17. Transfer of Franchise. InTTec, Inc.'s right, title, or interest in the Franchise shall not be sold, transferred, assigned, or otherwise encumbered without notice to the City, except when said sale, transfer, assignment, or encumbrance is to an entity controlling, controlled by, or under common control with InTTec, Inc., or for transfers in trust, by mortgage, by other hypothecation, or by assignment of any rights, title, or interest of InTTec, Inc. in the Franchise or Facilities in order to secure indebtedness.

SECTION 18. Amendment. Amendments to the terms and conditions contained herein shall be mutually agreed upon by the City and InTTec, Inc. and formally adopted by the City Council as an ordinance amendment.

SECTION 19. Notices. Any notice required or permitted to be given hereunder shall be deemed sufficient if given by a communication in writing and shall be deemed to have been received (a) upon personal delivery or actual receipt thereof or (b) within three (3) business days after such notice is deposited in the United States Mail, postage prepaid, certified, return -receipt requested, and addressed to the Parties as set forth below:

The City of Casper, Wyoming

Attn: City Attorney's Office

200 N. David Street

Casper, WY 82601

InTTec, Inc.:

Attn: Contracts Management

1001 S Douglas Hwy, #201

Gillette, WY 82716

SECTION 20. Severability. If any section, sentence, paragraph, term or provision hereof is for any reason determined to be illegal, invalid, or superseded by other lawful authority, including any

state or federal regulatory authority having jurisdiction thereof, or unconstitutional, illegal or invalid by any court of common jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such determination shall have no effect on the validity of any other section, sentence, paragraph, term or provision hereof, all of which will remain in full force and effect for the term of the Franchise or any renewal or renewals thereof.

SECTION 21. Governmental Claims Act. The City does not waive any right or rights it may have pursuant to the Wyoming Governmental Claims Act, W. S. § 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.

PASSED on 1<sup>st</sup> reading the 7<sup>th</sup> day of January, 2020.

PASSED on 2<sup>nd</sup> reading the 21<sup>st</sup> day of January, 2020.

PASSED, APPROVED AND ADOPTED on 3<sup>rd</sup> and final reading the 4<sup>th</sup> day of February, 2020.

#### APPENDIX A

#### LISTING OF SERVICE CATEGORIES INCLUDED IN "GROSS REVENUE" FOR CALCULATION OF FRANCHISE FEES

Business Local Access—including Flat Rate, Multiparty, and Extended Area Service

Business Measured Usage Local Access Service

Flat Usage Local Access Trunks

Low Income Telephone Assistance Program Local Access

Measured Rate Local Access Trunk Usage

Message Rate Local Access Trunk Usage

Public Access Line (PAL) Service

Residential Local Access—including Flat Rate, Multiparty, and Extended Area Service

Residential Measured Usage

THE FOLLOWING IS A NON-EXCLUSIVE LISTING OF CATEGORIES OF REVENUE NOT REPRESENTING THE RETAIL SALE OF LOCAL ACCESS SERVICES AND THEREFORE EXCLUDED FROM THE DEFINITION OF "GROSS REVENUES" AND, THEREFORE, ARE NOT INCLUDED IN THE CALCULATION OF ANY FEE DUE TO THE CITY:

Proceeds from the sale of bonds, mortgages, or other evidences of indebtedness, securities or stocks

Bad debt write-offs and customer credits

Revenue from directory advertising

Any amounts collected from customers that are to be remitted to a federal or state agency as part of a Universal Service Fund or other government program, including, but not limited to, support for the hearing impaired

Any amounts collected for taxes, fees, or surcharges and paid to the federal, state or local governments

Revenues from internet access

Revenues from digital or other electronic content, such as computer software, music and video downloads

Revenues from equipment sales, rentals, installation and maintenance

Revenues from any carrier purchased for resale

Revenues from private line services not for switched local access service

Councilmember Johnson presented the foregoing ordinance for approval, on third reading. Seconded by Councilmember Bates. There being no one to speak regarding the ordinance, and no discussion or amendments, motion passed.

9.A RESOLUTION

Following resolution read:

RESOLUTION NO. 20-33  
A RESOLUTION APPROVING THE CREATION OF AN  
LGBTQ ADVISORY COMMITTEE FOR THE CITY COUNCIL.

Councilmember Powell presented the foregoing resolution for adoption. Seconded by Councilmember Johnson. City Manager Napier provided a brief report.

Speaking in support was: Ryan McConnaughey, 97 Calypso; and Caitlyn Yonkers, 3436 Whispering Springs.

Speaking in opposition was: Linda Bergeron, 2355 S. Larkspur; Doug Bergeron, 2355 S. Larkspur and Connie Cropsey 940 Waterford.

Council discussed the item at length. Moved by Councilman Cathey to amend the resolution to create a Human Rights Advisory Committee (rather than a LGBTQ Advisory Committee). Seconded by Councilmember Hopkins. Council discussed the matter briefly. Councilmembers Bates, Cathey and Hopkins voted aye. Motion to amend failed. Councilmembers Bates, Cathey and Hopkins voted nay on the resolution as read. Motion passed.

9.B CONSENT RESOLUTIONS

Councilmember Huber noted he wished Council to consider one of the resolutions separately and Mayor Freel asked for direction on this. City Manager Napier addressed the matter. Moved by Councilmember Huber to removed Resolution No. 20-26 from the consent agenda. Seconded by Councilmember Cathey. Motion passed.

The following resolutions were considered, by consent agenda:

RESOLUTION NO. 20-27  
A RESOLUTION AUTHORIZING A CONTRACT FOR  
PROFESSIONAL SERVICES WITH DIGITAL SKYLINES, INC.  
TO PROVIDE TECHNICAL ASSISTANCE TO THE CITY  
REGARDING APPLICATIONS FOR WIRELESS  
COMMUNICATIONS FACILITIES.

RESOLUTION NO. 20-28  
A RESOLUTION AUTHORIZING A CONTRACT FOR  
PROFESSIONAL SERVICES WITH RIVER OAKS  
COMMUNICATION CORPORATION TO PROVIDE  
TECHNICAL ASSISTANCE TO THE CITY REGARDING  
APPLICATIONS FOR WIRELESS COMMUNICATIONS  
FACILITIES.

RESOLUTION NO. 20-29

A RESOLUTION AUTHORIZING A CONTRACT FOR PROFESSIONAL SERVICES WITH SUBLIGHT ENGINEERING PLLC TO PROVIDE TECHNICAL ASSISTANCE TO THE CITY REGARDING APPLICATIONS FOR WIRELESS COMMUNICATIONS FACILITIES.

RESOLUTION NO. 20-30

A RESOLUTION AUTHORIZING A CONTRACT WITH PCN STRATEGIES, INC. TO PROVIDE ADDITIONAL IN CAR/BODY WORN VIDEO EQUIPMENT.

RESOLUTION NO. 20-31

A RESOLUTION AUTHORIZING AN AGREEMENT WITH DAVE LODEN CONSTRUCTION, INC., FOR THE 2020 ROOF REPLACEMENTS, PROJECT NO. 19-032.

RESOLUTION NO. 20-32

A RESOLUTION AUTHORIZING AN AGREEMENT BETWEEN THE CITY OF CASPER AND BANDWIDTH LOGIC INC. FOR A DISTRIBUTED ANTENNA SYSTEM FOR CASPER EVENTS CENTER

Councilmember Hopkins presented the foregoing six (6) resolutions for adoption. Seconded by Councilmember Cathey. Motion passed.

Following resolution read:

RESOLUTION NO. 20-26

A RESOLUTION APPROVING AND ADOPTING THE CONNECTING CROSSROADS LONG RANGE TRANSPORTATION PLAN FOR THE CASPER METROPOLITAN AREA.

Councilmember Bates presented the foregoing resolution for adoption. Seconded by Councilmember Johnson. City Manager Napier provided a brief report. Councilmember Huber moved to amend the Long Range Transportation Plan (LRTP) to delete paragraphs two through four of the East Belt Loop Road section on pages 80-81 of the plan (pages 216-217 of the Council packet), and to replace paragraph four with the following: That given the opposition of the land owners and the high cost of the proposed project, the East Belt Loop Road has been moved to a low priority on the list of long-term projects. Seconded by Councilmember Cathey. Councilmembers Huber and Powell spoke on the matter. Motion to amend the LRTP passed. Council then voted on the LRTP, as amended. Motion passed.



10. MINUTE ACTION— CONSENT

Moved by Councilmember Johnson, seconded by Councilmember Bates, to, by consent minute action:

- 1) acknowledge the receipt of financial disclosure information from City Officials with public fund investment responsibility;
- 2) authorize the purchase of one (1) new 2x4 cab and chassis truck with compressor, crane, and utility body, from Floyd's Truck Center;
- 3) authorize the discharge of \$53,670.16 of uncollectible accounts receivable balances, aged between the date of July 1, 2014 and December 31, 2014, including more recent estate liquidations and bankruptcies;
- 4) authorize the issuance of a Taxicab Company License to Adesta Spier, d/b/a Oil City Cabs, located at 3030 East 5th Street; and
- 5) authorize appointments to the Council's Boards and Commissions.

Motion passed.

11. INTRODUCTION OF MEASURES AND PROPOSALS

Councilmembers thanked City staff for their work cleaning up the snow from the recent storm and commended those involved in emergency responses during the storm.

12. ADJOURNMENT

Mayor Freel noted the next meetings of the City Council will be a work session to be held at 4:30 p.m., Tuesday, February 11, 2020, in the Council's meeting room; and, a regular Council meeting to be held at 6:00 p.m., Tuesday, February 18, 2020, in the Council Chambers. Moved by Councilmember Johnson, seconded by Councilmember Huber, to, by minute action adjourn. Motion passed. The meeting was adjourned at 7:23 p.m.

ATTEST:

CITY OF CASPER, WYOMING  
A Municipal Corporation

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Fleur Tremel  
City Clerk

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Steven K. Freel  
Mayor

# City of Casper - Bills and Claims for February 18, 2020

## 0970 CED

0970 CED	Buildings & Structures Fund	Electrical repair parts for Ice Arena	\$21.80
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0970 CED - Total For Buildings & Structures Fund			\$21.80
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<b>0970 CED - ALL DEPARTMENTS</b>			<b>\$21.80</b>
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## 2U GETSMARTER

2U GETSMARTER	City Attorney	SCHOOLS AND EDUCATIONAL SERVICES NOT ELS	\$2,240.00
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2U GETSMARTER - Total For City Attorney			\$2,240.00
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<b>2U GETSMARTER - ALL DEPARTMENTS</b>			<b>\$2,240.00</b>
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## 307 COLLISION

307 COLLISION	Fleet Maintenance Fund	Claim #2509CA, 101261 Repairs	\$2,903.57
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307 COLLISION - Total For Fleet Maintenance Fund			\$2,903.57
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<b>307 COLLISION - ALL DEPARTMENTS</b>			<b>\$2,903.57</b>
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## 3D SPECIALTIES INC

3D SPECIALTIES INC	Traffic Control	V-locks & wedges for sign installs	\$1,749.65
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3D SPECIALTIES INC - Total For Traffic Control			\$1,749.65
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<b>3D SPECIALTIES INC - ALL DEPARTMENTS</b>			<b>\$1,749.65</b>
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## 5.11 TACTICAL.COM EC

5.11 TACTICAL.COM EC	Fire-EMS Operations	Uniform Pants	\$649.87
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5.11 TACTICAL.COM EC	Fire-EMS Operations	Uniform Pants	\$177.43
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5.11 TACTICAL.COM EC - Total For Fire-EMS Operations			\$827.30
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<b>5.11 TACTICAL.COM EC - ALL DEPARTMENTS</b>			<b>\$827.30</b>
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## 71 CONSTRUCTION, INC

71 CONSTRUCTION, INC	Streets	14.37 Tons of EZ Street Cold Mix	\$2,011.80
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71 CONSTRUCTION, INC - Total For Streets			\$2,011.80
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**71 CONSTRUCTION, INC - ALL DEPARTMENTS****\$2,011.80****7326 Dominos Pizza**

7326 Dominos Pizza	Police Administration	FAST FOOD RESTAURANTS	\$23.12
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<i>7326 Dominos Pizza - Total For Police Administration</i>			<i>\$23.12</i>
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**7326 Dominos Pizza - ALL DEPARTMENTS****\$23.12****7327 Dominos Pizza**

7327 Dominos Pizza	Police Administration	FAST FOOD RESTAURANTS	\$25.41
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7327 Dominos Pizza	Police Administration	FAST FOOD RESTAURANTS	\$16.94
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7327 Dominos Pizza	Police Administration	FAST FOOD RESTAURANTS	\$16.94
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7327 Dominos Pizza	Police Administration	FAST FOOD RESTAURANTS	\$25.41
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<i>7327 Dominos Pizza - Total For Police Administration</i>			<i>\$84.70</i>
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**7327 Dominos Pizza - ALL DEPARTMENTS****\$84.70****A&A GLOBAL INDUSTRIE**

A&A GLOBAL INDUSTRIE	Ice Arena - Concessions	NON-DURABLE GOODS NOT ELSEWHERE CLASSI	\$103.04
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<i>A&amp;A GLOBAL INDUSTRIE - Total For Ice Arena - Concessions</i>			<i>\$103.04</i>
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**A&A GLOBAL INDUSTRIE - ALL DEPARTMENTS****\$103.04****A.M.B.I. & SHIPPING,**

A.M.B.I. & SHIPPING,	City Attorney	Postage	\$32.10
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<i>A.M.B.I. &amp; SHIPPING, - Total For City Attorney</i>			<i>\$32.10</i>
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A.M.B.I. & SHIPPING,	City Council	Postage	\$0.60
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<i>A.M.B.I. &amp; SHIPPING, - Total For City Council</i>			<i>\$0.60</i>
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A.M.B.I. & SHIPPING,	City Manager	Postage	\$14.03
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<i>A.M.B.I. &amp; SHIPPING, - Total For City Manager</i>			<i>\$14.03</i>
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A.M.B.I. & SHIPPING,	Customer Service	Postage	\$893.86
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<i>A.M.B.I. &amp; SHIPPING, - Total For Customer Service</i>			<i>\$893.86</i>
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A.M.B.I. & SHIPPING,	Health Insurance Fund	Postage	\$0.60
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<i>A.M.B.I. &amp; SHIPPING, - Total For Health Insurance Fund</i>			<i>\$0.60</i>
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A.M.B.I. & SHIPPING,	Human Resources	Postage	\$24.47
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<i>A.M.B.I. &amp; SHIPPING, - Total For Human Resources</i>			<i>\$24.47</i>
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A.M.B.I. & SHIPPING,	Ice Arena - Operations	SHIPPING	\$4.70
<i>A.M.B.I. &amp; SHIPPING, - Total For Ice Arena - Operations</i>			<i>\$4.70</i>
A.M.B.I. & SHIPPING,	Metro Animal Fund - Admin	Postage	\$74.15
A.M.B.I. & SHIPPING,	Metro Animal Fund - Admin	Postage	\$67.40
<i>A.M.B.I. &amp; SHIPPING, - Total For Metro Animal Fund - Admin</i>			<i>\$141.55</i>
A.M.B.I. & SHIPPING,	Police Administration	Postage	\$455.69
<i>A.M.B.I. &amp; SHIPPING, - Total For Police Administration</i>			<i>\$455.69</i>
A.M.B.I. & SHIPPING,	Risk Management	Postage	\$0.60
<i>A.M.B.I. &amp; SHIPPING, - Total For Risk Management</i>			<i>\$0.60</i>
<b>A.M.B.I. &amp; SHIPPING, - ALL DEPARTMENTS</b>			<b>\$1,568.20</b>

## AAA LANDSCAPING

AAA LANDSCAPING	Code Enforcement	4000 Gannett St- Haul away debris	\$40.00
<i>AAA LANDSCAPING - Total For Code Enforcement</i>			<i>\$40.00</i>
<b>AAA LANDSCAPING - ALL DEPARTMENTS</b>			<b>\$40.00</b>

## ABRASIVE SALES

ABRASIVE SALES	Water - Distribution	Blaster beads	\$113.50
<i>ABRASIVE SALES - Total For Water - Distribution</i>			<i>\$113.50</i>
<b>ABRASIVE SALES - ALL DEPARTMENTS</b>			<b>\$113.50</b>

## ACE RADIATOR LLC

ACE RADIATOR LLC	WWTP - Operations	Shop Vac	\$265.50
<i>ACE RADIATOR LLC - Total For WWTP - Operations</i>			<i>\$265.50</i>
<b>ACE RADIATOR LLC - ALL DEPARTMENTS</b>			<b>\$265.50</b>

## ACT Active.com\_Cityo

ACT Active.com_Cityo	Ice Arena - Operations	CASH DRAWER AND RECEIPT PRINTER	\$213.98
ACT Active.com_Cityo	Ice Arena - Operations	CASH DRAWER AND RECEIPT PRINTER	\$329.42
<i>ACT Active.com_Cityo - Total For Ice Arena - Operations</i>			<i>\$543.40</i>
<b>ACT Active.com_Cityo - ALL DEPARTMENTS</b>			<b>\$543.40</b>

## ACTION TARGETS

ACTION TARGETS	Police Administration	NON-DURABLE GOODS NOT ELSEWHERE CLASSI	\$331.74
<i>ACTION TARGETS - Total For Police Administration</i>			<i>\$331.74</i>
<b>ACTION TARGETS - ALL DEPARTMENTS</b>			<b>\$331.74</b>

## AIRGAS USA, LLC

AIRGAS USA, LLC	Water - Distribution	Gloves	\$182.07
<i>AIRGAS USA, LLC - Total For Water - Distribution</i>			<i>\$182.07</i>
AIRGAS USA, LLC	WWTP - Operations	Plasma cutter tips	\$43.75
<i>AIRGAS USA, LLC - Total For WWTP - Operations</i>			<i>\$43.75</i>
<b>AIRGAS USA, LLC - ALL DEPARTMENTS</b>			<b>\$225.82</b>

## ALBERTSONS #0060

ALBERTSONS #0060	Fire-EMS Administration	Food for Labor Management Meeting	\$42.34
<i>ALBERTSONS #0060 - Total For Fire-EMS Administration</i>			<i>\$42.34</i>
ALBERTSONS #0060	Human Resources	6 dozen cupcakes, package of pens, \$100 Visa gi	\$156.41
ALBERTSONS #0060	Human Resources	Produce for Pretty Water	\$13.67
<i>ALBERTSONS #0060 - Total For Human Resources</i>			<i>\$170.08</i>
ALBERTSONS #0060	Planning - Admin	GROCERY STORES, SUPERMARKETS (donuts, jui	\$30.25
<i>ALBERTSONS #0060 - Total For Planning - Admin</i>			<i>\$30.25</i>
ALBERTSONS #0060	Regional Water Operations	JPB Lunch	\$8.99
<i>ALBERTSONS #0060 - Total For Regional Water Operations</i>			<i>\$8.99</i>
<b>ALBERTSONS #0060 - ALL DEPARTMENTS</b>			<b>\$251.66</b>

## ALBERTSONS #0177

ALBERTSONS #0177	Police Administration	GROCERY STORES, SUPERMARKETS	\$141.25
ALBERTSONS #0177	Police Administration	GROCERY STORES, SUPERMARKETS	\$108.01
ALBERTSONS #0177	Police Administration	GROCERY STORES, SUPERMARKETS	\$108.93
<i>ALBERTSONS #0177 - Total For Police Administration</i>			<i>\$358.19</i>
<b>ALBERTSONS #0177 - ALL DEPARTMENTS</b>			<b>\$358.19</b>

## ALL OUT FIRE EXTINGU

ALL OUT FIRE EXTINGU	Meter Services	Annual Fire Extinguisher inspection	\$110.00
<i>ALL OUT FIRE EXTINGU - Total For Meter Services</i>			<i>\$110.00</i>
<b>ALL OUT FIRE EXTINGU - ALL DEPARTMENTS</b>			<b>\$110.00</b>

## ALLURETECH

ALLURETECH	Miller St. Dormitory	Miller House Internet	\$42.00
<i>ALLURETECH - Total For Miller St. Dormitory</i>			<i>\$42.00</i>
<b>ALLURETECH - ALL DEPARTMENTS</b>			<b>\$42.00</b>

## AMAZON.COM P00EZ7OK3

AMAZON.COM P00EZ7OK3	Police Administration	BOOK STORES	\$97.57
<i>AMAZON.COM P00EZ7OK3 - Total For Police Administration</i>			<i>\$97.57</i>
<b>AMAZON.COM P00EZ7OK3 - ALL DEPARTMENTS</b>			<b>\$97.57</b>

## AMERICAN SECURITY CA

AMERICAN SECURITY CA	Police Federal Grants	Purchase a drug box for the lobby	\$2,326.00
<i>AMERICAN SECURITY CA - Total For Police Federal Grants</i>			<i>\$2,326.00</i>
<b>AMERICAN SECURITY CA - ALL DEPARTMENTS</b>			<b>\$2,326.00</b>

## AMERIGAS - CASPER

AMERIGAS - CASPER	Ice Arena - Operations	PROPANE FOR OLY	\$49.48
<i>AMERIGAS - CASPER - Total For Ice Arena - Operations</i>			<i>\$49.48</i>
<b>AMERIGAS - CASPER - ALL DEPARTMENTS</b>			<b>\$49.48</b>

## AMERI-TECH EQUIPMENT

AMERI-TECH EQUIPMENT	Balefill - Baler Processing	Fuel Supply Trailer	\$24,375.00
<i>AMERI-TECH EQUIPMENT - Total For Balefill - Baler Processing</i>			<i>\$24,375.00</i>
AMERI-TECH EQUIPMENT	WWTP - Operations	Parts for snow plow	\$98.00
<i>AMERI-TECH EQUIPMENT - Total For WWTP - Operations</i>			<i>\$98.00</i>
<b>AMERI-TECH EQUIPMENT - ALL DEPARTMENTS</b>			<b>\$24,473.00</b>

## AMZN Mktp US

AMZN Mktp US	Aquatics - Operations	Pool Chemical Tester Holders and USB's for Life	\$9.99
AMZN Mktp US	Aquatics - Operations	Pool Chemical Tester Holders and USB's for Life	\$25.86
<i>AMZN Mktp US - Total For Aquatics - Operations</i>			\$35.85
AMZN Mktp US	Police Administration	BOOK STORES	\$88.04
AMZN Mktp US	Police Administration	BOOK STORES	\$31.49
AMZN Mktp US	Police Administration	BOOK STORES	\$349.95
<i>AMZN Mktp US - Total For Police Administration</i>			\$469.48
AMZN Mktp US	Rec Center - Admin	DIGITAL VOICE RECORDER	\$33.39
<i>AMZN Mktp US - Total For Rec Center - Admin</i>			\$33.39
AMZN Mktp US	Rec Center - Classes	BOOK STORES	\$8.99
<i>AMZN Mktp US - Total For Rec Center - Classes</i>			\$8.99
AMZN Mktp US	Rec Center - Operations	BOOK STORES	\$407.76
<i>AMZN Mktp US - Total For Rec Center - Operations</i>			\$407.76
AMZN Mktp US	Water - Distribution	Urethane spray-on liner	\$119.49
<i>AMZN Mktp US - Total For Water - Distribution</i>			\$119.49
<b>AMZN Mktp US - ALL DEPARTMENTS</b>			<b>\$1,074.96</b>

## APCO INTERNATIONAL I

APCO INTERNATIONAL I	Public Safety Communication	BUSINESS SERVICES NOT ELSEWHERE CLASSIFI	\$249.00
APCO INTERNATIONAL I	Public Safety Communication	BUSINESS SERVICES NOT ELSEWHERE CLASSIFI	\$877.00
<i>APCO INTERNATIONAL I - Total For Public Safety Communications</i>			\$1,126.00
<b>APCO INTERNATIONAL I - ALL DEPARTMENTS</b>			<b>\$1,126.00</b>

## APPLIED CONCEPTS

APPLIED CONCEPTS	Capital Projects Fund	2 stalker radar units for 2 new SUVs	\$13,615.37
<i>APPLIED CONCEPTS - Total For Capital Projects Fund</i>			\$13,615.37
APPLIED CONCEPTS	Police Administration	2 stalker radar units for 2 new SUVs	\$3,025.63
<i>APPLIED CONCEPTS - Total For Police Administration</i>			\$3,025.63
<b>APPLIED CONCEPTS - ALL DEPARTMENTS</b>			<b>\$16,641.00</b>

## ARCHITECTURALGLAZING

ARCHITECTURALGLAZING	Buildings & Structures Fund	Overhead Door Issues at Fire Station 3	\$432.74
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ARCHITECTURALGLAZING - Total For Buildings & Structures Fund	\$432.74
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<b>ARCHITECTURALGLAZING - ALL DEPARTMENTS</b>	<b>\$432.74</b>
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## AT&T 051221271100

AT&T 051221271100	Public Safety Communication TELECOMMUNICATION SERV.INCLUD. LOCAL/L.	\$169.66
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AT&T 051221271100 - Total For Public Safety Communications	\$169.66
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<b>AT&amp;T 051221271100 - ALL DEPARTMENTS</b>	<b>\$169.66</b>
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## AT&T BILL PAYMENT

AT&T BILL PAYMENT	Sewer Fund - Collection	remote device data	\$80.08
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AT&T BILL PAYMENT - Total For Sewer Fund - Collection	\$80.08
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AT&T BILL PAYMENT	Traffic Control	Monthly charges for Traffic tablets	\$80.08
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AT&T BILL PAYMENT - Total For Traffic Control	\$80.08
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AT&T BILL PAYMENT	Water - Distribution	TELECOMMUNICATION SERV.INCLUD. LOCAL/L.	\$160.16
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AT&T BILL PAYMENT - Total For Water - Distribution	\$160.16
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<b>AT&amp;T BILL PAYMENT - ALL DEPARTMENTS</b>	<b>\$320.32</b>
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## AT&T PREMIER EBIL

AT&T PREMIER EBIL	Police Administration	TELECOMMUNICATION SERV.INCLUD. LOCAL/L.	\$7,903.12
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AT&T PREMIER EBIL - Total For Police Administration	\$7,903.12
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<b>AT&amp;T PREMIER EBIL - ALL DEPARTMENTS</b>	<b>\$7,903.12</b>
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## ATLAS OFFICE PRODUCT

ATLAS OFFICE PRODUCT	Fire-EMS Operations	Day books for each station	\$317.90
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ATLAS OFFICE PRODUCT - Total For Fire-EMS Operations	\$317.90
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ATLAS OFFICE PRODUCT	Human Resources	Legal expandable folders, 2 pocket folders, pers	\$68.45
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ATLAS OFFICE PRODUCT - Total For Human Resources	\$68.45
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ATLAS OFFICE PRODUCT	Police Administration	Post-its	\$6.36
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ATLAS OFFICE PRODUCT	Police Administration	Wall Calendar	\$11.74
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ATLAS OFFICE PRODUCT	Police Administration	Appt. Book, Cork Board	\$20.62
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ATLAS OFFICE PRODUCT	Police Administration	Cartridge, envelopes	\$170.79
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ATLAS OFFICE PRODUCT	Police Administration	Ink, misc. Supplies	\$122.02
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ATLAS OFFICE PRODUCT	Police Administration	Usb	\$16.29
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ATLAS OFFICE PRODUCT	Police Administration	Ink, misc. supplies	\$148.93
ATLAS OFFICE PRODUCT	Police Administration	Envelopes, post it, cartridge	\$199.99
<i>ATLAS OFFICE PRODUCT - Total For Police Administration</i>			<i>\$696.74</i>
ATLAS OFFICE PRODUCT	Regional Water Operations	Office Supply	\$61.32
ATLAS OFFICE PRODUCT	Regional Water Operations	Credit for return from invoice 56292-0	(\$26.88)
ATLAS OFFICE PRODUCT	Regional Water Operations	Office supply	\$34.24
ATLAS OFFICE PRODUCT	Regional Water Operations	2 new office chairs	\$397.46
ATLAS OFFICE PRODUCT	Regional Water Operations	Office Supply	\$91.30
<i>ATLAS OFFICE PRODUCT - Total For Regional Water Operations</i>			<i>\$557.44</i>
ATLAS OFFICE PRODUCT	Risk Management	1 box of folder files with fasteners	\$25.05
<i>ATLAS OFFICE PRODUCT - Total For Risk Management</i>			<i>\$25.05</i>
ATLAS OFFICE PRODUCT	Water - Distribution	letter trays	\$10.92
ATLAS OFFICE PRODUCT	Water - Distribution	aluminum storage clipboard	\$43.93
<i>ATLAS OFFICE PRODUCT - Total For Water - Distribution</i>			<i>\$54.85</i>
ATLAS OFFICE PRODUCT	WWTP - Operations	office supplies-WWTP	\$103.64
<i>ATLAS OFFICE PRODUCT - Total For WWTP - Operations</i>			<i>\$103.64</i>
<b>ATLAS OFFICE PRODUCT - ALL DEPARTMENTS</b>			<b>\$1,824.07</b>

## AUTOZONE #1293

AUTOZONE #1293	Fire-EMS Operations	Starting Fluid	\$3.30
<i>AUTOZONE #1293 - Total For Fire-EMS Operations</i>			<i>\$3.30</i>
<b>AUTOZONE #1293 - ALL DEPARTMENTS</b>			<b>\$3.30</b>

## BAILEYS ACE HDWE

BAILEYS ACE HDWE	Aquatics - Operations	Door Stops	\$4.44
<i>BAILEYS ACE HDWE - Total For Aquatics - Operations</i>			<i>\$4.44</i>
BAILEYS ACE HDWE	Refuse - Residential	RC RES OPS SUPPLIES	\$75.96
<i>BAILEYS ACE HDWE - Total For Refuse - Residential</i>			<i>\$75.96</i>
BAILEYS ACE HDWE	WWTP - Operations	Shop vac	\$109.98
<i>BAILEYS ACE HDWE - Total For WWTP - Operations</i>			<i>\$109.98</i>
<b>BAILEYS ACE HDWE - ALL DEPARTMENTS</b>			<b>\$190.38</b>

## BARGREEN WYOMING

BARGREEN WYOMING	Balefill - Baler Processing	BALER BLDG OPS SUPPLIES	\$7.72
<i>BARGREEN WYOMING - Total For Balefill - Baler Processing</i>			<i>\$7.72</i>
<b>BARGREEN WYOMING - ALL DEPARTMENTS</b>			<b>\$7.72</b>

## BEST BUY

BEST BUY	Police Administration	ELECTRONIC SALES	\$269.99
BEST BUY	Police Administration	ELECTRONIC SALES	\$119.98
BEST BUY	Police Administration	ELECTRONIC SALES	\$99.96
<i>BEST BUY - Total For Police Administration</i>			<i>\$489.93</i>
<b>BEST BUY - ALL DEPARTMENTS</b>			<b>\$489.93</b>

## BIG HORN TIRE

BIG HORN TIRE	Balefill - Disposal & Landfill	Foam Filled Tires and Installation for LF Loaders	\$70,378.00
<i>BIG HORN TIRE - Total For Balefill - Disposal &amp; Landfill</i>			<i>\$70,378.00</i>
<b>BIG HORN TIRE - ALL DEPARTMENTS</b>			<b>\$70,378.00</b>

## BLACK BEAR HAVERSACK

BLACK BEAR HAVERSACK	General Fund	Items for resale in gift shop	\$102.15
<i>BLACK BEAR HAVERSACK - Total For General Fund</i>			<i>\$102.15</i>
<b>BLACK BEAR HAVERSACK - ALL DEPARTMENTS</b>			<b>\$102.15</b>

## BLOEDORN LUMBER CASP

BLOEDORN LUMBER CASP	Buildings & Structures Fund	Return of Shop Supplies	(\$8.99)
<i>BLOEDORN LUMBER CASP - Total For Buildings &amp; Structures Fund</i>			<i>(\$8.99)</i>
BLOEDORN LUMBER CASP	Capital Projects Fund	Supplies to repair Parking Garage Arms	\$27.62
BLOEDORN LUMBER CASP	Capital Projects Fund	Drywall Repair supplies for the Nicolaysen Art M	\$9.88
BLOEDORN LUMBER CASP	Capital Projects Fund	HVAC Repair parts for the Nicolaysen	\$25.58
<i>BLOEDORN LUMBER CASP - Total For Capital Projects Fund</i>			<i>\$63.08</i>
BLOEDORN LUMBER CASP	Police Administration	Materials for Tiny Town cabinets	\$776.66
<i>BLOEDORN LUMBER CASP - Total For Police Administration</i>			<i>\$776.66</i>
BLOEDORN LUMBER CASP	Public Safety Communication	Supplies for wall build in Marathon evidence are	\$835.41
<i>BLOEDORN LUMBER CASP - Total For Public Safety Communications</i>			<i>\$835.41</i>
BLOEDORN LUMBER CASP	Refuse - Recycling	CONTAINER STORAGE BLDG IMPROVEMENTS	\$926.32

BLOEDORN LUMBER CASP	Refuse - Recycling	MRF OFFICE	\$1,171.82
<i>BLOEDORN LUMBER CASP - Total For Refuse - Recycling</i>			<i>\$2,098.14</i>
BLOEDORN LUMBER CASP	Traffic Control	Tool for removing banner arms	\$8.08
<i>BLOEDORN LUMBER CASP - Total For Traffic Control</i>			<i>\$8.08</i>
<b>BLOEDORN LUMBER CASP - ALL DEPARTMENTS</b>			<b>\$3,772.38</b>

## BRAKE SUPPLY CO

BRAKE SUPPLY CO	Balefill - Baler Processing	BALER OPS SUPPLIES	\$1,086.58
<i>BRAKE SUPPLY CO - Total For Balefill - Baler Processing</i>			<i>\$1,086.58</i>
<b>BRAKE SUPPLY CO - ALL DEPARTMENTS</b>			<b>\$1,086.58</b>

## BUDGET RENT-A-CAR

BUDGET RENT-A-CAR	Police Administration	BUDGET RENT-A-CAR	\$145.37
<i>BUDGET RENT-A-CAR - Total For Police Administration</i>			<i>\$145.37</i>
<b>BUDGET RENT-A-CAR - ALL DEPARTMENTS</b>			<b>\$145.37</b>

## BUDGET.COM PREPAY RE

BUDGET.COM PREPAY RE	Police Administration	BUDGET RENT-A-CAR	\$220.73
BUDGET.COM PREPAY RE	Police Administration	BUDGET RENT-A-CAR	\$322.74
<i>BUDGET.COM PREPAY RE - Total For Police Administration</i>			<i>\$543.47</i>
<b>BUDGET.COM PREPAY RE - ALL DEPARTMENTS</b>			<b>\$543.47</b>

## CASPER AMC

CASPER AMC	Police Administration	VETERINARY SERVICES	\$29.25
CASPER AMC	Police Administration	VETERINARY SERVICES	\$453.10
<i>CASPER AMC - Total For Police Administration</i>			<i>\$482.35</i>
<b>CASPER AMC - ALL DEPARTMENTS</b>			<b>\$482.35</b>

## CASPER AREA TRANSPOR

CASPER AREA TRANSPOR	CATC - Operations	Dec. 2019 CATC/Bus Operating Assistance	129,425.00
CASPER AREA TRANSPOR	CATC - Operations	December 2019 CATC/Bus Preventative Mainte	\$722.26
<i>CASPER AREA TRANSPOR - Total For CATC - Operations</i>			<i>\$130,147.26</i>

**CASPER AREA TRANSPOR - ALL DEPARTMENTS****\$130,147.26****CASPER FIRE EXTINGUI**

CASPER FIRE EXTINGUI	Buildings & Structures Fund	Fire Extinguisher inspection for City Hall	\$223.50
<i>CASPER FIRE EXTINGUI - Total For Buildings &amp; Structures Fund</i>			<i>\$223.50</i>
CASPER FIRE EXTINGUI	Sewer Fund - Collection	Fire extinguisher recertification	\$153.75
<i>CASPER FIRE EXTINGUI - Total For Sewer Fund - Collection</i>			<i>\$153.75</i>

**CASPER FIRE EXTINGUI - ALL DEPARTMENTS****\$377.25****CASPER FORD LINCOLN**

CASPER FORD LINCOLN	Regional Water Operations	Vehicle Maintenance	\$539.22
<i>CASPER FORD LINCOLN - Total For Regional Water Operations</i>			<i>\$539.22</i>

**CASPER FORD LINCOLN - ALL DEPARTMENTS****\$539.22****CASPER RECREATIONAL**

CASPER RECREATIONAL	Ice Arena - Classes	SPORTING AND RECREATIONAL CAMPS	\$1,055.00
<i>CASPER RECREATIONAL - Total For Ice Arena - Classes</i>			<i>\$1,055.00</i>

**CASPER RECREATIONAL - ALL DEPARTMENTS****\$1,055.00****CASPER STAR TRIBUNE**

CASPER STAR TRIBUNE	Police Administration	NEWS DEALERS AND NEWSSTANDS	\$164.00
<i>CASPER STAR TRIBUNE - Total For Police Administration</i>			<i>\$164.00</i>
CASPER STAR TRIBUNE	Regional Water Operations	Advertising	\$43.54
<i>CASPER STAR TRIBUNE - Total For Regional Water Operations</i>			<i>\$43.54</i>

**CASPER STAR TRIBUNE - ALL DEPARTMENTS****\$207.54****CASPER STAR-TRIBUNE,**

CASPER STAR-TRIBUNE,	CATC - Admin	Transit Management RFP	\$94.56
<i>CASPER STAR-TRIBUNE, - Total For CATC - Admin</i>			<i>\$94.56</i>
CASPER STAR-TRIBUNE,	City Clerk	Council Minutes	\$1,047.40
<i>CASPER STAR-TRIBUNE, - Total For City Clerk</i>			<i>\$1,047.40</i>
CASPER STAR-TRIBUNE,	Planning - Admin	Legal Notice- Planning	\$64.32

CASPER STAR-TRIBUNE, - Total For Planning - Admin	\$64.32
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<b>CASPER STAR-TRIBUNE, - ALL DEPARTMENTS</b>	<b>\$1,206.28</b>
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## CASPER TIRE 0000705

CASPER TIRE 0000705	Police Administration	AUTOMOTIVE PARTS, ACCESSORIES STORES	\$15.00
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CASPER TIRE 0000705 - Total For Police Administration	\$15.00
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<b>CASPER TIRE 0000705 - ALL DEPARTMENTS</b>	<b>\$15.00</b>
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## CASPER WINNELSON CO

CASPER WINNELSON CO	Buildings & Structures Fund	Urinal repair parts for City Hall	\$28.84
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CASPER WINNELSON CO	Buildings & Structures Fund	Plumbing repair parts for Aquatics Center	\$73.29
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CASPER WINNELSON CO - Total For Buildings & Structures Fund	\$102.13
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CASPER WINNELSON CO	Capital Projects Fund	Sink repair parts for Nicolaysen Art Museum	\$13.43
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CASPER WINNELSON CO	Capital Projects Fund	Sink repair parts for Nicolaysen Art Museum	\$23.04
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CASPER WINNELSON CO	Capital Projects Fund	Sink repair parts for Nicolaysen Art Museum	\$34.15
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CASPER WINNELSON CO - Total For Capital Projects Fund	\$70.62
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CASPER WINNELSON CO	WWTP - Operations	Plugs for DAFT tank piping	\$30.00
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CASPER WINNELSON CO	WWTP - Operations	Fittings	\$6.32
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CASPER WINNELSON CO - Total For WWTP - Operations	\$36.32
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<b>CASPER WINNELSON CO - ALL DEPARTMENTS</b>	<b>\$209.07</b>
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## CASPER/NATRONA COUNT

CASPER/NATRONA COUNT	Police Administration	AUTOMOBILE PARKING LOTS AND GARAGES	\$20.00
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CASPER/NATRONA COUNT - Total For Police Administration	\$20.00
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<b>CASPER/NATRONA COUNT - ALL DEPARTMENTS</b>	<b>\$20.00</b>
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## CENTURYLINK

CENTURYLINK	Aquatics - Operations	Voip	\$5.45
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CENTURYLINK - Total For Aquatics - Operations	\$5.45
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CENTURYLINK	Balefill - Disposal & Landfill	Voip	\$17.54
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CENTURYLINK - Total For Balefill - Disposal & Landfill	\$17.54
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CENTURYLINK	Buildings & Structures Fund	Voip	\$3.30
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CENTURYLINK - Total For Buildings & Structures Fund	\$3.30
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CENTURYLINK	Cemetery	Voip	\$3.30
<i>CENTURYLINK - Total For Cemetery</i>			\$3.30
CENTURYLINK	City Attorney	Voip	\$12.05
<i>CENTURYLINK - Total For City Attorney</i>			\$12.05
CENTURYLINK	City Council	Voip	\$3.30
<i>CENTURYLINK - Total For City Council</i>			\$3.30
CENTURYLINK	City Hall	Voip	\$2.19
<i>CENTURYLINK - Total For City Hall</i>			\$2.19
CENTURYLINK	City Manager	Voip	\$7.68
<i>CENTURYLINK - Total For City Manager</i>			\$7.68
CENTURYLINK	Code Enforcement	Voip	\$15.35
<i>CENTURYLINK - Total For Code Enforcement</i>			\$15.35
CENTURYLINK	Customer Service	Voip	\$7.68
<i>CENTURYLINK - Total For Customer Service</i>			\$7.68
CENTURYLINK	Engineering	Voip	\$15.35
<i>CENTURYLINK - Total For Engineering</i>			\$15.35
CENTURYLINK	Finance	Voip	\$17.54
<i>CENTURYLINK - Total For Finance</i>			\$17.54
CENTURYLINK	Fire-EMS Administration	Voip	\$21.92
<i>CENTURYLINK - Total For Fire-EMS Administration</i>			\$21.92
CENTURYLINK	Fleet Maintenance Fund	Voip	\$14.24
<i>CENTURYLINK - Total For Fleet Maintenance Fund</i>			\$14.24
CENTURYLINK	Ft. Caspar Museum	Voip	\$3.30
<i>CENTURYLINK - Total For Ft. Caspar Museum</i>			\$3.30
CENTURYLINK	Golf - Operations	Voip	\$3.30
<i>CENTURYLINK - Total For Golf - Operations</i>			\$3.30
CENTURYLINK	Hogadon - Operations	Voip	\$10.94
<i>CENTURYLINK - Total For Hogadon - Operations</i>			\$10.94
CENTURYLINK	Human Resources	Voip	\$5.49
<i>CENTURYLINK - Total For Human Resources</i>			\$5.49
CENTURYLINK	Ice Arena - Operations	Voip	\$4.38
<i>CENTURYLINK - Total For Ice Arena - Operations</i>			\$4.38
CENTURYLINK	Information Services	Voip	\$17.54
<i>CENTURYLINK - Total For Information Services</i>			\$17.54
CENTURYLINK	Meter Services	Voip	\$6.53
<i>CENTURYLINK - Total For Meter Services</i>			\$6.53

CENTURYLINK	Metro Animal Fund - Admin	Voip	\$3.30
<i>CENTURYLINK - Total For Metro Animal Fund - Admin</i>			\$3.30
CENTURYLINK	Municipal Court	Voip	\$12.05
<i>CENTURYLINK - Total For Municipal Court</i>			\$12.05
CENTURYLINK	Parks - Parks Maint.	Voip	\$12.05
<i>CENTURYLINK - Total For Parks - Parks Maint.</i>			\$12.05
CENTURYLINK	Planning - Admin	Voip	\$10.94
<i>CENTURYLINK - Total For Planning - Admin</i>			\$10.94
CENTURYLINK	Police Administration	Voip	\$67.90
<i>CENTURYLINK - Total For Police Administration</i>			\$67.90
CENTURYLINK	Public Safety Communication	Voip	\$2.19
CENTURYLINK	Public Safety Communication	Phone Use	\$492.10
<i>CENTURYLINK - Total For Public Safety Communications</i>			\$494.29
CENTURYLINK	Rec Center - Operations	Voip	\$8.75
<i>CENTURYLINK - Total For Rec Center - Operations</i>			\$8.75
CENTURYLINK	Regional Water Operations	Voip	\$4.38
<i>CENTURYLINK - Total For Regional Water Operations</i>			\$4.38
CENTURYLINK	Risk Management	Voip	\$3.29
<i>CENTURYLINK - Total For Risk Management</i>			\$3.29
CENTURYLINK	Sewer Fund - Collection	Voip	\$2.19
CENTURYLINK	Sewer Fund - Collection	Phone Use	\$65.37
<i>CENTURYLINK - Total For Sewer Fund - Collection</i>			\$67.56
CENTURYLINK	Streets	Voip	\$7.68
<i>CENTURYLINK - Total For Streets</i>			\$7.68
CENTURYLINK	Water - Admin	Voip	\$4.38
<i>CENTURYLINK - Total For Water - Admin</i>			\$4.38
CENTURYLINK	Water - Distribution	Voip	\$3.30
<i>CENTURYLINK - Total For Water - Distribution</i>			\$3.30
CENTURYLINK	WWTP - Operations	Voip	\$6.56
<i>CENTURYLINK - Total For WWTP - Operations</i>			\$6.56
<b>CENTURYLINK - ALL DEPARTMENTS</b>			<b>\$904.80</b>

## CHARGER HOLDINGS

CHARGER HOLDINGS	Human Resources	Deposit for the Hall, Linens	\$478.00
<i>CHARGER HOLDINGS - Total For Human Resources</i>			\$478.00

**CHARGER HOLDINGS - ALL DEPARTMENTS****\$478.00****CHEYENNE CITY TREASU**

CHEYENNE CITY TREASU	Police Administration	AUTOMOBILE PARKING LOTS AND GARAGES	\$4.00
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<i>CHEYENNE CITY TREASU - Total For Police Administration</i>			<i>\$4.00</i>
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**CHEYENNE CITY TREASU - ALL DEPARTMENTS****\$4.00****CIRCLE K # 01407**

CIRCLE K # 01407	Police Administration	AUTOMATED FUEL DISPENSERS	\$36.29
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<i>CIRCLE K # 01407 - Total For Police Administration</i>			<i>\$36.29</i>
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**CIRCLE K # 01407 - ALL DEPARTMENTS****\$36.29****CITIZEN PAYMENT**

CITIZEN PAYMENT	General Fund	Refund Building Permit Fee 1340 Nottingham	\$395.00
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<i>CITIZEN PAYMENT - Total For General Fund</i>			<i>\$395.00</i>
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**CITIZEN PAYMENT - ALL DEPARTMENTS****\$395.00****CITY OF CASPER**

CITY OF CASPER	City Hall	City Hall Alarm License Fee	\$10.00
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<i>CITY OF CASPER - Total For City Hall</i>			<i>\$10.00</i>
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CITY OF CASPER	Police Administration	Balefill	\$18.00
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<i>CITY OF CASPER - Total For Police Administration</i>			<i>\$18.00</i>
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CITY OF CASPER	Police State Grants	Legal/Medical	\$107.63
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<i>CITY OF CASPER - Total For Police State Grants</i>			<i>\$107.63</i>
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CITY OF CASPER	Rec Center - Admin	Yearly Alarm License Fee	\$10.00
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<i>CITY OF CASPER - Total For Rec Center - Admin</i>			<i>\$10.00</i>
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CITY OF CASPER	Refuse - Residential	Balefill	\$4,990.50
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CITY OF CASPER	Refuse - Residential	Balefill	\$6,098.22
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CITY OF CASPER	Refuse - Residential	Balefill	\$5,607.60
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CITY OF CASPER	Refuse - Residential	Balefill	\$5,332.20
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CITY OF CASPER	Refuse - Residential	Balefill	\$369.24
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CITY OF CASPER	Refuse - Residential	Balefill	\$4,709.85
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CITY OF CASPER	Refuse - Residential	Balefill	\$5,439.45
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CITY OF CASPER	Refuse - Residential	Balefill	\$349.35
CITY OF CASPER	Refuse - Residential	Balefill	\$5,661.51
CITY OF CASPER	Refuse - Residential	Balefill	\$5,786.61
CITY OF CASPER	Refuse - Residential	Balefill	\$5,038.29
<i>CITY OF CASPER - Total For Refuse - Residential</i>			<i>\$49,382.82</i>
CITY OF CASPER	Sewer Fund - Admin	Sewer	390,982.38
<i>CITY OF CASPER - Total For Sewer Fund - Admin</i>			<i>\$390,982.38</i>
CITY OF CASPER	WWTP - Operations	Balefill	\$75.99
CITY OF CASPER	WWTP - Operations	Balefill	\$117.30
CITY OF CASPER	WWTP - Operations	Balefill	\$58.65
<i>CITY OF CASPER - Total For WWTP - Operations</i>			<i>\$251.94</i>
<b>CITY OF CASPER - ALL DEPARTMENTS</b>			<b>\$440,762.77</b>

## CITY SVC. ELECTRIC C

CITY SVC. ELECTRIC C	Refuse - Recycling	Ceiling fans for Compost Yard Building	\$3,660.00
CITY SVC. ELECTRIC C	Refuse - Recycling	Ceiling fans for the Bio Solids Building	\$3,660.00
<i>CITY SVC. ELECTRIC C - Total For Refuse - Recycling</i>			<i>\$7,320.00</i>
<b>CITY SVC. ELECTRIC C - ALL DEPARTMENTS</b>			<b>\$7,320.00</b>

## CIVIL ENGINEERING PR

CIVIL ENGINEERING PR	Sewer Fund - Collection	Engineering Services Walsh and I-25	\$7,320.00
<i>CIVIL ENGINEERING PR - Total For Sewer Fund - Collection</i>			<i>\$7,320.00</i>
<b>CIVIL ENGINEERING PR - ALL DEPARTMENTS</b>			<b>\$7,320.00</b>

## CMI INC MOTO

CMI INC MOTO	Police Administration	GOVERNMENT SERVICES NOT ELSEWHERE CLAS	\$1,365.00
CMI INC MOTO	Police Administration	GOVERNMENT SERVICES NOT ELSEWHERE CLAS	\$454.00
<i>CMI INC MOTO - Total For Police Administration</i>			<i>\$1,819.00</i>
<b>CMI INC MOTO - ALL DEPARTMENTS</b>			<b>\$1,819.00</b>

## COASTAL CHEMICAL CO

COASTAL CHEMICAL CO	Regional Water Operations	Bulk Fuel Generator	\$1,379.13
COASTAL CHEMICAL CO	Regional Water Operations	Vehicle Fuel	\$78.73

COASTAL CHEMICAL CO	Regional Water Operations	Vehicle Fuel	\$51.49
COASTAL CHEMICAL CO	Regional Water Operations	Double charge on invoice 0120649	\$78.73
<i>COASTAL CHEMICAL CO - Total For Regional Water Operations</i>			<i>\$1,588.08</i>
<b>COASTAL CHEMICAL CO - ALL DEPARTMENTS</b>			<b>\$1,588.08</b>

## COLLECTION CENTER IN

COLLECTION CENTER IN	Code Enforcement	Collection Fees	\$197.80
<i>COLLECTION CENTER IN - Total For Code Enforcement</i>			<i>\$197.80</i>
COLLECTION CENTER IN	Refuse - Residential	Collection Fees	\$106.24
<i>COLLECTION CENTER IN - Total For Refuse - Residential</i>			<i>\$106.24</i>
COLLECTION CENTER IN	Sewer Fund - Admin	Collection Fees	\$80.74
<i>COLLECTION CENTER IN - Total For Sewer Fund - Admin</i>			<i>\$80.74</i>
COLLECTION CENTER IN	Water - Admin	Collection Fees	\$237.98
<i>COLLECTION CENTER IN - Total For Water - Admin</i>			<i>\$237.98</i>
<b>COLLECTION CENTER IN - ALL DEPARTMENTS</b>			<b>\$622.76</b>

## COMMUNICATION TECHNO

COMMUNICATION TECHNO	Fire-EMS Operations	Removal and installation of an antenna for the j	\$309.00
<i>COMMUNICATION TECHNO - Total For Fire-EMS Operations</i>			<i>\$309.00</i>
COMMUNICATION TECHNO	Meter Services	Rewired Power Cable and Excessor Cable	\$52.02
COMMUNICATION TECHNO	Meter Services	Reinstalled radio	\$116.90
COMMUNICATION TECHNO	Meter Services	repair radio	\$116.90
<i>COMMUNICATION TECHNO - Total For Meter Services</i>			<i>\$285.82</i>
COMMUNICATION TECHNO	Police Administration	Checked wiring, shock, and mounts	\$206.00
COMMUNICATION TECHNO	Police Administration	Pulled Console apart, install new module	\$103.00
COMMUNICATION TECHNO	Police Administration	Gas Strut, Replaced K9 door strut	\$157.76
COMMUNICATION TECHNO	Police Administration	Replace Trigger Box	\$51.50
COMMUNICATION TECHNO	Police Administration	Removed Dvr, replaced	\$51.50
<i>COMMUNICATION TECHNO - Total For Police Administration</i>			<i>\$569.76</i>
<b>COMMUNICATION TECHNO - ALL DEPARTMENTS</b>			<b>\$1,164.58</b>

## Core & Main

Core & Main	Water	42 Meters and 4 Registers	\$7,159.20
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Core & Main - Total For Water	\$7,159.20
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<b>Core &amp; Main - ALL DEPARTMENTS</b>	<b>\$7,159.20</b>
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## CPS DISTRIBUTORS

CPS DISTRIBUTORS	Golf - Operations	8 Bags of Ice melt	\$88.88
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CPS DISTRIBUTORS - Total For Golf - Operations			\$88.88
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<b>CPS DISTRIBUTORS - ALL DEPARTMENTS</b>	<b>\$88.88</b>
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## CPU IIT

CPU IIT	Municipal Court	ELECTRONIC SALES	\$39.99
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CPU IIT - Total For Municipal Court			\$39.99
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CPU IIT	Police Administration	ELECTRONIC SALES	\$25.99
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CPU IIT	Police Administration	ELECTRONIC SALES	\$59.94
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CPU IIT	Police Administration	ELECTRONIC SALES	\$338.00
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CPU IIT - Total For Police Administration			\$423.93
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<b>CPU IIT - ALL DEPARTMENTS</b>	<b>\$463.92</b>
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## CRESCENT ELECTRIC SU

CRESCENT ELECTRIC SU	Buildings & Structures Fund	Ballast Replacement parts for Ice Arena	\$22.34
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CRESCENT ELECTRIC SU - Total For Buildings & Structures Fund			\$22.34
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<b>CRESCENT ELECTRIC SU - ALL DEPARTMENTS</b>	<b>\$22.34</b>
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## CRIMEDEX

CRIMEDEX	Police Administration	COMPUTER SOFTWARE STORES	\$79.00
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CRIMEDEX - Total For Police Administration			\$79.00
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<b>CRIMEDEX - ALL DEPARTMENTS</b>	<b>\$79.00</b>
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## CRUM ELECTRIC SUPPLY

CRUM ELECTRIC SUPPLY	Buildings & Structures Fund	Replacement Light parts for Service Center	\$420.00
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CRUM ELECTRIC SUPPLY	Buildings & Structures Fund	Replacement lights for PV Pool	\$101.33
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CRUM ELECTRIC SUPPLY - Total For Buildings & Structures Fund			\$521.33
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CRUM ELECTRIC SUPPLY	Ft. Caspar Museum	Light bulbs for use in museum	\$423.00
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<i>CRUM ELECTRIC SUPPLY - Total For Ft. Caspar Museum</i>			<i>\$423.00</i>
CRUM ELECTRIC SUPPLY	WWTP - Operations	Soft start	\$1,287.09
CRUM ELECTRIC SUPPLY	WWTP - Operations	Credit	(\$170.00)
<i>CRUM ELECTRIC SUPPLY - Total For WWTP - Operations</i>			<i>\$1,117.09</i>
<b>CRUM ELECTRIC SUPPLY - ALL DEPARTMENTS</b>			<b>\$2,061.42</b>

## CVS/PHARMACY

CVS/PHARMACY	Fire-EMS Training	Meal while in AZ	\$10.17
<i>CVS/PHARMACY - Total For Fire-EMS Training</i>			<i>\$10.17</i>
<b>CVS/PHARMACY - ALL DEPARTMENTS</b>			<b>\$10.17</b>

## DANA KEPNER CO.

DANA KEPNER CO.	Water - Distribution	16x20 repair clamp	\$581.00
<i>DANA KEPNER CO. - Total For Water - Distribution</i>			<i>\$581.00</i>
<b>DANA KEPNER CO. - ALL DEPARTMENTS</b>			<b>\$581.00</b>

## DASH MEDICAL GLOVES

DASH MEDICAL GLOVES	Police Administration	LAB/MEDICAL/DENTAL/OPHTHALMIC HOSPITAL	\$159.80
<i>DASH MEDICAL GLOVES - Total For Police Administration</i>			<i>\$159.80</i>
<b>DASH MEDICAL GLOVES - ALL DEPARTMENTS</b>			<b>\$159.80</b>

## DAVIDSON FIXED INCOM

DAVIDSON FIXED INCOM	Weed & Pest Fund	January Investment Fees	\$4,177.88
<i>DAVIDSON FIXED INCOM - Total For Weed &amp; Pest Fund</i>			<i>\$4,177.88</i>
<b>DAVIDSON FIXED INCOM - ALL DEPARTMENTS</b>			<b>\$4,177.88</b>

## DEL TACO #1292

DEL TACO #1292	Police Administration	FAST FOOD RESTAURANTS	\$15.77
<i>DEL TACO #1292 - Total For Police Administration</i>			<i>\$15.77</i>
<b>DEL TACO #1292 - ALL DEPARTMENTS</b>			<b>\$15.77</b>

## DELL MARKETING LP

DELL MARKETING LP	Casper Events Center Fund	Laptop for K. Olsen	\$380.08
<i>DELL MARKETING LP - Total For Casper Events Center Fund</i>			<i>\$380.08</i>
DELL MARKETING LP	City Attorney	(1) Adobe Acrobat Pro Subscription for Paralega	\$121.01
DELL MARKETING LP	City Attorney	(1) HP Desktop Computer, UPS, and Office Pro 2	\$380.08
<i>DELL MARKETING LP - Total For City Attorney</i>			<i>\$501.09</i>
DELL MARKETING LP	Code Enforcement	Technology Items (computers, software, and ne	\$179.62
<i>DELL MARKETING LP - Total For Code Enforcement</i>			<i>\$179.62</i>
DELL MARKETING LP	Hogadon - Operations	Technology Items (computers, software, and ne	\$179.62
<i>DELL MARKETING LP - Total For Hogadon - Operations</i>			<i>\$179.62</i>
DELL MARKETING LP	Public Safety Communication	purchase vla office pro plus for Lori's computer	\$380.08
<i>DELL MARKETING LP - Total For Public Safety Communications</i>			<i>\$380.08</i>
DELL MARKETING LP	Sewer Fund - Collection	replacement laptop WWTP13	\$380.08
<i>DELL MARKETING LP - Total For Sewer Fund - Collection</i>			<i>\$380.08</i>
DELL MARKETING LP	Streets	HP Elite 800 Desktop Computer	\$380.08
<i>DELL MARKETING LP - Total For Streets</i>			<i>\$380.08</i>
<b>DELL MARKETING LP - ALL DEPARTMENTS</b>			<b>\$2,380.65</b>

## DELTA 0062180905

DELTA 0062180905	Code Enforcement	DELTA - Change Fee for Ticket to FEMA Course	\$56.30
<i>DELTA 0062180905 - Total For Code Enforcement</i>			<i>\$56.30</i>
<b>DELTA 0062180905 - ALL DEPARTMENTS</b>			<b>\$56.30</b>

## DENVER INDUSTRIAL PU

DENVER INDUSTRIAL PU	WWTP - Operations	Pump parts	\$954.64
DENVER INDUSTRIAL PU	WWTP - Operations	Pump rebuild kit	\$928.34
<i>DENVER INDUSTRIAL PU - Total For WWTP - Operations</i>			<i>\$1,882.98</i>
<b>DENVER INDUSTRIAL PU - ALL DEPARTMENTS</b>			<b>\$1,882.98</b>

## DESERT MTN. CORP.

DESERT MTN. CORP.	Streets	Ice Slicer	\$4,441.03
DESERT MTN. CORP.	Streets	Ice Slicer 72149	\$4,246.91
DESERT MTN. CORP.	Streets	Ice Slicer 27787-13	\$4,348.85

DESERT MTN. CORP.	Streets	Ice Slicer 72152	\$4,111.35
DESERT MTN. CORP.	Streets	Ice Slicer 72148	\$4,174.25
DESERT MTN. CORP.	Streets	Ice Slicer	\$25,725.43
DESERT MTN. CORP.	Streets	Ice Slicer 27787-12	\$3,848.90
DESERT MTN. CORP.	Streets	Ice Slicer 72150	\$4,159.07
DESERT MTN. CORP.	Streets	Ice Slicer 72151	\$4,390.07
DESERT MTN. CORP.	Streets	Ice Slicer 72153	\$4,287.04
DESERT MTN. CORP.	Streets	Ice Slicer 27787-28	\$4,156.89
DESERT MTN. CORP.	Streets	Ice Slicer 71783	\$4,214.37
DESERT MTN. CORP.	Streets	Ice Slicer	\$4,207.86
DESERT MTN. CORP.	Streets	Ice Slicer 72155	\$3,574.52
<i>DESERT MTN. CORP. - Total For Streets</i>			<i>\$79,886.54</i>
<b>DESERT MTN. CORP. - ALL DEPARTMENTS</b>			<b>\$79,886.54</b>

## DIAMOND VOGEL PAINTS

DIAMOND VOGEL PAINTS	Police Administration	GLASS, PAINT, WALLPAPER STORES	\$26.09
<i>DIAMOND VOGEL PAINTS - Total For Police Administration</i>			<i>\$26.09</i>
<b>DIAMOND VOGEL PAINTS - ALL DEPARTMENTS</b>			<b>\$26.09</b>

## DIY AWARDS

DIY AWARDS	Fire-EMS Prevent & Inspect	Retirement Plaque - Neff	\$288.96
<i>DIY AWARDS - Total For Fire-EMS Prevent &amp; Inspect</i>			<i>\$288.96</i>
<b>DIY AWARDS - ALL DEPARTMENTS</b>			<b>\$288.96</b>

## DOLLAR TREE

DOLLAR TREE	Police Animal Control	VARIETY STORES	\$22.05
<i>DOLLAR TREE - Total For Police Animal Control</i>			<i>\$22.05</i>
<b>DOLLAR TREE - ALL DEPARTMENTS</b>			<b>\$22.05</b>

## DOOLEY OIL, INC.

DOOLEY OIL, INC.	Fleet Maintenance Fund	Stock 02/F2	\$14,926.63
DOOLEY OIL, INC.	Fleet Maintenance Fund	Stock 01/F1	\$16,856.37
<i>DOOLEY OIL, INC. - Total For Fleet Maintenance Fund</i>			<i>\$31,783.00</i>

<b>DOOLEY OIL, INC. - ALL DEPARTMENTS</b>	<b>\$31,783.00</b>
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## DOUBLE D WELDING & F

DOUBLE D WELDING & F	Fleet Maintenance Fund	121269 Replaced Damaged ear on groomer	\$420.00
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<i>DOUBLE D WELDING &amp; F - Total For Fleet Maintenance Fund</i>			<i>\$420.00</i>
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<b>DOUBLE D WELDING &amp; F - ALL DEPARTMENTS</b>	<b>\$420.00</b>
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## DRURY INN ST LOUIS A

DRURY INN ST LOUIS A	Police Administration	DRURY INN	\$131.99
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<i>DRURY INN ST LOUIS A - Total For Police Administration</i>			<i>\$131.99</i>
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<b>DRURY INN ST LOUIS A - ALL DEPARTMENTS</b>	<b>\$131.99</b>
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## DTV DIRECTV SERVICE

DTV DIRECTV SERVICE	Public Safety Communication	CABLE, SATELLITE & OTHER PAY TV/RADIO SE	\$90.99
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<i>DTV DIRECTV SERVICE - Total For Public Safety Communications</i>			<i>\$90.99</i>
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<b>DTV DIRECTV SERVICE - ALL DEPARTMENTS</b>	<b>\$90.99</b>
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## DXP ENTERPRISES, INC

DXP ENTERPRISES, INC	Regional Water Operations	Pump 4 repair	\$359.15
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<i>DXP ENTERPRISES, INC - Total For Regional Water Operations</i>			<i>\$359.15</i>
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<b>DXP ENTERPRISES, INC - ALL DEPARTMENTS</b>	<b>\$359.15</b>
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## E 470 EXPRESS TOLLS

E 470 EXPRESS TOLLS	Police Administration	TOLLS, ROAD AND BRIDGE FEES	\$27.55
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<i>E 470 EXPRESS TOLLS - Total For Police Administration</i>			<i>\$27.55</i>
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<b>E 470 EXPRESS TOLLS - ALL DEPARTMENTS</b>	<b>\$27.55</b>
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## E&F HOLDING CO.

E&F HOLDING CO.	Police Administration	TOWING SERVICES	\$60.00
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<i>E&amp;F HOLDING CO. - Total For Police Administration</i>			<i>\$60.00</i>
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<b>E&amp;F HOLDING CO. - ALL DEPARTMENTS</b>	<b>\$60.00</b>
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## EB ELEVATIONS GEOSPA

EB ELEVATIONS GEOSPA	Information Services	ELEVATIONS GEOSPATIAL SUMMIT	\$250.00
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<i>EB ELEVATIONS GEOSPA - Total For Information Services</i>			<i>\$250.00</i>
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<b>EB ELEVATIONS GEOSPA - ALL DEPARTMENTS</b>	<b>\$250.00</b>
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## EMPLOYEE REIMBURSEME

EMPLOYEE REIMBURSEME	Parks - Parks Maint.	Reimburse Winter Outwear	\$75.00
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<i>EMPLOYEE REIMBURSEME - Total For Parks - Parks Maint.</i>			<i>\$75.00</i>
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EMPLOYEE REIMBURSEME	Police Administration	Clothing Reimbursement	\$84.55
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EMPLOYEE REIMBURSEME	Police Administration	Clothing Reimbursement	\$307.64
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EMPLOYEE REIMBURSEME	Police Administration	Clothing Allowance	\$84.53
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<i>EMPLOYEE REIMBURSEME - Total For Police Administration</i>			<i>\$476.72</i>
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EMPLOYEE REIMBURSEME	Water - Distribution	Winter Outerwear reimbursement	\$55.12
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<i>EMPLOYEE REIMBURSEME - Total For Water - Distribution</i>			<i>\$55.12</i>
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EMPLOYEE REIMBURSEME	WWTP - Operations	WWTP Level 1 Exam Fee	\$100.00
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<i>EMPLOYEE REIMBURSEME - Total For WWTP - Operations</i>			<i>\$100.00</i>
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<b>EMPLOYEE REIMBURSEME - ALL DEPARTMENTS</b>	<b>\$706.84</b>
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## ENERGY LABORATORIES

ENERGY LABORATORIES	Regional Water Operations	Lab Test BCT	\$22.00
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ENERGY LABORATORIES	Regional Water Operations	Lab Test TAS	\$231.00
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ENERGY LABORATORIES	Regional Water Operations	Lab Test TAS	\$231.00
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<i>ENERGY LABORATORIES - Total For Regional Water Operations</i>			<i>\$484.00</i>
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ENERGY LABORATORIES	RWS - Guardian	Lab Test GWG Home Test	\$670.00
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<i>ENERGY LABORATORIES - Total For RWS - Guardian</i>			<i>\$670.00</i>
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ENERGY LABORATORIES	Water - Tanks	TESTING	\$330.00
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ENERGY LABORATORIES	Water - Tanks	TESTING	\$66.00
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ENERGY LABORATORIES	Water - Tanks	TESTING CREDIT	(\$66.00)
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ENERGY LABORATORIES	Water - Tanks	LAB TESTING	\$189.00
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ENERGY LABORATORIES	Water - Tanks	TESTING	\$66.00
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ENERGY LABORATORIES	Water - Tanks	LAB TESTING	\$189.00
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ENERGY LABORATORIES	Water - Tanks	TESTING (DUPLICATE PAYMENT)	\$66.00
<i>ENERGY LABORATORIES - Total For Water - Tanks</i>			<i>\$840.00</i>
ENERGY LABORATORIES	WWTP - Operations	Annual WYPDES testing	\$129.00
<i>ENERGY LABORATORIES - Total For WWTP - Operations</i>			<i>\$129.00</i>
<b>ENERGY LABORATORIES - ALL DEPARTMENTS</b>			<b>\$2,123.00</b>

## ETC INSTITUTE

ETC INSTITUTE	Capital Projects Fund	Design, Sampling Plan, Database	\$6,000.00
<i>ETC INSTITUTE - Total For Capital Projects Fund</i>			<i>\$6,000.00</i>
<b>ETC INSTITUTE - ALL DEPARTMENTS</b>			<b>\$6,000.00</b>

## EXXONMOBIL

EXXONMOBIL	Fire-EMS Operations	Good 2 Go - Fuel	\$44.92
EXXONMOBIL	Fire-EMS Operations	Fuel	\$45.04
EXXONMOBIL	Fire-EMS Operations	Good 2 Go - Fuel	\$34.04
EXXONMOBIL	Fire-EMS Operations	Good 2 Go - Fuel	\$41.75
EXXONMOBIL	Fire-EMS Operations	Good 2 Go - Fuel	\$49.15
<i>EXXONMOBIL - Total For Fire-EMS Operations</i>			<i>\$214.90</i>
<b>EXXONMOBIL - ALL DEPARTMENTS</b>			<b>\$214.90</b>

## FARMER BROTHERS COFF

FARMER BROTHERS COFF	Ice Arena - Concessions	MISC FOOD STORES-SPECIALITY,CONVENIENCE,	\$400.21
<i>FARMER BROTHERS COFF - Total For Ice Arena - Concessions</i>			<i>\$400.21</i>
<b>FARMER BROTHERS COFF - ALL DEPARTMENTS</b>			<b>\$400.21</b>

## FASTENAL COMPANY

FASTENAL COMPANY	Balefill - Baler Processing	OPS SUPPLIES BALER	\$56.77
<i>FASTENAL COMPANY - Total For Balefill - Baler Processing</i>			<i>\$56.77</i>
FASTENAL COMPANY	Water - Distribution	Screws & nuts	\$11.88
FASTENAL COMPANY	Water - Distribution	plastic wrap	\$11.79
<i>FASTENAL COMPANY - Total For Water - Distribution</i>			<i>\$23.67</i>
<b>FASTENAL COMPANY - ALL DEPARTMENTS</b>			<b>\$80.44</b>

## FBI NATIONAL ACADEMY

FBI NATIONAL ACADEMY	Police Administration	SCHOOLS AND EDUCATIONAL SERVICES NOT ELS	\$105.00
<i>FBI NATIONAL ACADEMY - Total For Police Administration</i>			<i>\$105.00</i>
<b>FBI NATIONAL ACADEMY - ALL DEPARTMENTS</b>			<b>\$105.00</b>

## FEDEX 91186073

FEDEX 91186073	Police Administration	COURIER SERVICES-AIR OR GROUND,FREIGHT F	\$22.47
<i>FEDEX 91186073 - Total For Police Administration</i>			<i>\$22.47</i>
<b>FEDEX 91186073 - ALL DEPARTMENTS</b>			<b>\$22.47</b>

## FEDEX 91236153

FEDEX 91236153	Police Administration	COURIER SERVICES-AIR OR GROUND,FREIGHT F	\$22.41
<i>FEDEX 91236153 - Total For Police Administration</i>			<i>\$22.41</i>
<b>FEDEX 91236153 - ALL DEPARTMENTS</b>			<b>\$22.41</b>

## FEDEX OFFIC942000094

FEDEX OFFIC942000094	Police Administration	QUICK-COPY AND REPRODUCTION SERVICES	\$132.49
<i>FEDEX OFFIC942000094 - Total For Police Administration</i>			<i>\$132.49</i>
FEDEX OFFIC942000094	Public Safety Communication	QUICK-COPY AND REPRODUCTION SERVICES	\$70.50
<i>FEDEX OFFIC942000094 - Total For Public Safety Communications</i>			<i>\$70.50</i>
<b>FEDEX OFFIC942000094 - ALL DEPARTMENTS</b>			<b>\$202.99</b>

## FERGUSON ENTERPRISES

FERGUSON ENTERPRISES	Sewer Fund - Collection	salt creek parkway point repair parts	\$225.08
<i>FERGUSON ENTERPRISES - Total For Sewer Fund - Collection</i>			<i>\$225.08</i>
<b>FERGUSON ENTERPRISES - ALL DEPARTMENTS</b>			<b>\$225.08</b>

## FIRST DATA MERCHANT

FIRST DATA MERCHANT	Customer Service	December 2019	\$1,449.74
<i>FIRST DATA MERCHANT - Total For Customer Service</i>			<i>\$1,449.74</i>
FIRST DATA MERCHANT	Ft. Caspar Museum	December 2019	\$33.54

<i>FIRST DATA MERCHANT - Total For Ft. Caspar Museum</i>			\$33.54
FIRST DATA MERCHANT	Metro Animal Fund - Admin	December 2019	\$44.01
<i>FIRST DATA MERCHANT - Total For Metro Animal Fund - Admin</i>			\$44.01
FIRST DATA MERCHANT	Police Administration	December 2019	\$70.88
<i>FIRST DATA MERCHANT - Total For Police Administration</i>			\$70.88
FIRST DATA MERCHANT	Refuse - Residential	December 2019	\$19.95
FIRST DATA MERCHANT	Refuse - Residential	November 2019	\$37.40
FIRST DATA MERCHANT	Refuse - Residential	October 2019	\$6.56
<i>FIRST DATA MERCHANT - Total For Refuse - Residential</i>			\$63.91
<b>FIRST DATA MERCHANT - ALL DEPARTMENTS</b>			<b>\$1,662.08</b>

## FIRST INTERSTATE BAN

FIRST INTERSTATE BAN	Human Resources	Gift Card Billing	\$391.00
FIRST INTERSTATE BAN	Human Resources	Gift Cards	\$210.00
<i>FIRST INTERSTATE BAN - Total For Human Resources</i>			\$601.00
FIRST INTERSTATE BAN	Metro Animal Fund - Admin	Checks- Metro	\$174.00
<i>FIRST INTERSTATE BAN - Total For Metro Animal Fund - Admin</i>			\$174.00
<b>FIRST INTERSTATE BAN - ALL DEPARTMENTS</b>			<b>\$775.00</b>

## FOREMANS QUALITY MAC

FOREMANS QUALITY MAC	Regional Water Operations	General door repair	\$125.32
<i>FOREMANS QUALITY MAC - Total For Regional Water Operations</i>			\$125.32
<b>FOREMANS QUALITY MAC - ALL DEPARTMENTS</b>			<b>\$125.32</b>

## Frutiger

Frutiger	Refuse - Residential	REFUSE OPS SUPPLIES	\$924.00
<i>Frutiger - Total For Refuse - Residential</i>			\$924.00
<b>Frutiger - ALL DEPARTMENTS</b>			<b>\$924.00</b>

## GALLS

GALLS	Fire-EMS Operations	Neck Ties	\$38.93
<i>GALLS - Total For Fire-EMS Operations</i>			\$38.93
GALLS	Police Administration	MEN'S,WOMENS'AND CHILDREN'S UNIFORMS A	\$45.00

GALLS	Police Administration	MEN'S,WOMENS'AND CHILDREN'S UNIFORMS A	\$33.30
GALLS	Police Administration	MEN'S,WOMENS'AND CHILDREN'S UNIFORMS A	(\$108.00)
GALLS	Police Administration	MEN'S,WOMENS'AND CHILDREN'S UNIFORMS A	\$80.59

*GALLS - Total For Police Administration* \$50.89

**GALLS - ALL DEPARTMENTS** **\$89.82**

## GALLS, INC.

GALLS, INC.	Police Administration	Fox Earphone	\$162.00
GALLS, INC.	Police Administration	Evo w/ Side Zipper	\$126.00
GALLS, INC.	Police Administration	Oakley Glove	\$27.00
GALLS, INC.	Police Administration	T-Series Bearing Holster	\$152.96
GALLS, INC.	Police Administration	Womens Duty Shirt	\$327.75
GALLS, INC.	Police Administration	NYPD Stryke Pant	\$135.00
GALLS, INC.	Police Administration	Leather Gloves	\$61.20
GALLS, INC.	Police Administration	Mens Duty Shirt	\$744.40
GALLS, INC.	Police Administration	Women's Reebok	\$111.60

*GALLS, INC. - Total For Police Administration* \$1,847.91

GALLS, INC.	Police Animal Control	Reebok Womens	\$108.00
GALLS, INC.	Police Animal Control	Gore-tex Insulated side zip boot	\$142.35
GALLS, INC.	Police Animal Control	Womens Twill Cargo Pant	\$101.90
GALLS, INC.	Police Animal Control	Womens Twill Cargo Pant	\$50.95
GALLS, INC.	Police Animal Control	Boots and accesories	\$150.93

*GALLS, INC. - Total For Police Animal Control* \$554.13

**GALLS, INC. - ALL DEPARTMENTS** **\$2,402.04**

## GIH GLOBALINDUSTRIAL

GIH GLOBALINDUSTRIAL	Balefill - Disposal & Landfill	Materials for SW Remodel Project	\$223.47
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*GIH GLOBALINDUSTRIAL - Total For Balefill - Disposal & Landfill* \$223.47

**GIH GLOBALINDUSTRIAL - ALL DEPARTMENTS** **\$223.47**

## GLOBAL SPECTRUM L.P.

GLOBAL SPECTRUM L.P.	Casper Events Center Fund	February 2020 Net loss funding	\$82,909.91
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*GLOBAL SPECTRUM L.P. - Total For Casper Events Center Fund* \$82,909.91

GLOBAL SPECTRUM L.P.	City Council	Promoter Billing- Legislation Dinner	\$1,116.00
<i>GLOBAL SPECTRUM L.P. - Total For City Council</i>			<i>\$1,116.00</i>
<b>GLOBAL SPECTRUM L.P. - ALL DEPARTMENTS</b>			<b>\$84,025.91</b>

## GOLF SAFETY

GOLF SAFETY	Golf - Operations	safety training	\$47.50
<i>GOLF SAFETY - Total For Golf - Operations</i>			<i>\$47.50</i>
GOLF SAFETY	Parks - Parks Maint.	safety training	\$47.50
<i>GOLF SAFETY - Total For Parks - Parks Maint.</i>			<i>\$47.50</i>
<b>GOLF SAFETY - ALL DEPARTMENTS</b>			<b>\$95.00</b>

## GRAINGER, INC.

GRAINGER, INC.	Fire-EMS Operations	Adapter and hose fitting	\$4.99
<i>GRAINGER, INC. - Total For Fire-EMS Operations</i>			<i>\$4.99</i>
GRAINGER, INC.	Regional Water Operations	LOTO Locks	\$298.30
<i>GRAINGER, INC. - Total For Regional Water Operations</i>			<i>\$298.30</i>
GRAINGER, INC.	Water - Distribution	INDUSTRIAL SUPPLIES NOT ESLEWHERE CLASSI	\$169.29
<i>GRAINGER, INC. - Total For Water - Distribution</i>			<i>\$169.29</i>
GRAINGER, INC.	WWTP - Operations	Motor	\$121.56
<i>GRAINGER, INC. - Total For WWTP - Operations</i>			<i>\$121.56</i>
<b>GRAINGER, INC. - ALL DEPARTMENTS</b>			<b>\$594.14</b>

## GUS GLOBALSTAR USA

GUS GLOBALSTAR USA	Public Safety Communication	TELECOMMUNICATION SERV.INCLUD. LOCAL/L.	\$185.00
<i>GUS GLOBALSTAR USA - Total For Public Safety Communications</i>			<i>\$185.00</i>
<b>GUS GLOBALSTAR USA - ALL DEPARTMENTS</b>			<b>\$185.00</b>

## HACH CO., CORP.

HACH CO., CORP.	WWTP - Operations	Lab supplies	\$1,124.37
<i>HACH CO., CORP. - Total For WWTP - Operations</i>			<i>\$1,124.37</i>
<b>HACH CO., CORP. - ALL DEPARTMENTS</b>			<b>\$1,124.37</b>

## HAJOCA KEENAN SUPP

HAJOCA KEENAN SUPP	WWTP - Operations	Gaskets	\$56.00
<i>HAJOCA KEENAN SUPP - Total For WWTP - Operations</i>			<i>\$56.00</i>
<b>HAJOCA KEENAN SUPP - ALL DEPARTMENTS</b>			<b>\$56.00</b>

## HARBOR FREIGHT TOOLS

HARBOR FREIGHT TOOLS	Balefill - Diversion & Special	SPECIAL WASTE OPS SUPPLIES	\$71.94
<i>HARBOR FREIGHT TOOLS - Total For Balefill - Diversion &amp; Special</i>			<i>\$71.94</i>
HARBOR FREIGHT TOOLS	WWTP - Operations	floor jack	\$29.99
<i>HARBOR FREIGHT TOOLS - Total For WWTP - Operations</i>			<i>\$29.99</i>
<b>HARBOR FREIGHT TOOLS - ALL DEPARTMENTS</b>			<b>\$101.93</b>

## HAWKINS, INC.

HAWKINS, INC.	Aquatics - Operations	Pool Chemicals	\$2,216.46
<i>HAWKINS, INC. - Total For Aquatics - Operations</i>			<i>\$2,216.46</i>
<b>HAWKINS, INC. - ALL DEPARTMENTS</b>			<b>\$2,216.46</b>

## HERCULES INDUSTRIES

HERCULES INDUSTRIES	Buildings & Structures Fund	Supplies to replace vent covers at the Service Ce	\$148.59
<i>HERCULES INDUSTRIES - Total For Buildings &amp; Structures Fund</i>			<i>\$148.59</i>
<b>HERCULES INDUSTRIES - ALL DEPARTMENTS</b>			<b>\$148.59</b>

## HERTZ RENT-A-CAR

HERTZ RENT-A-CAR	Information Services	HERTZ CORPORATION	\$230.05
<i>HERTZ RENT-A-CAR - Total For Information Services</i>			<i>\$230.05</i>
<b>HERTZ RENT-A-CAR - ALL DEPARTMENTS</b>			<b>\$230.05</b>

## HOBBY-LOBBY #0233

HOBBY-LOBBY #0233	Human Resources	EMPLOYEE SERVICE RECOGNITION LUNCHEON	\$9.41
<i>HOBBY-LOBBY #0233 - Total For Human Resources</i>			<i>\$9.41</i>
HOBBY-LOBBY #0233	Municipal Court	HOBBY,TOY, AND GAME SHOPS	\$39.86

HOBBI-LOBBY #0233 - Total For Municipal Court	\$39.86
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<b>HOBBI-LOBBY #0233 - ALL DEPARTMENTS</b>	<b>\$49.27</b>
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## HOLLINGER METAL EDGE

HOLLINGER METAL EDGE	Ft. Caspar Museum	Archival storage boxes	\$94.00
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HOLLINGER METAL EDGE - Total For Ft. Caspar Museum	\$94.00
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<b>HOLLINGER METAL EDGE - ALL DEPARTMENTS</b>	<b>\$94.00</b>
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## HOMAX OIL SALES, INC

HOMAX OIL SALES, INC	Golf - Operations	Fuel	\$632.70
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HOMAX OIL SALES, INC - Total For Golf - Operations	\$632.70
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HOMAX OIL SALES, INC	Hogadon - Operations	Fuel	\$5,760.80
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HOMAX OIL SALES, INC - Total For Hogadon - Operations	\$5,760.80
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<b>HOMAX OIL SALES, INC - ALL DEPARTMENTS</b>	<b>\$6,393.50</b>
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## HOMEDEPOT.COM

HOMEDEPOT.COM	Metro Animal Fund - Admin	HOME SUPPLY WAREHOUSE STORES - Cabinet	\$330.74
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HOMEDEPOT.COM - Total For Metro Animal Fund - Admin	\$330.74
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<b>HOMEDEPOT.COM - ALL DEPARTMENTS</b>	<b>\$330.74</b>
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## HON ASI GUN HBF PAO

HON ASI GUN HBF PAO	Police Animal Control	COMMERCIAL FURNITURE	\$354.64
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HON ASI GUN HBF PAO - Total For Police Animal Control	\$354.64
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<b>HON ASI GUN HBF PAO - ALL DEPARTMENTS</b>	<b>\$354.64</b>
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## HOSE & RUBBER SUPPLY

HOSE & RUBBER SUPPLY	Regional Water Operations	Fan Belt HVAC	\$15.37
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HOSE & RUBBER SUPPLY	Regional Water Operations	Sump pump hose	\$66.35
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HOSE & RUBBER SUPPLY - Total For Regional Water Operations	\$81.72
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HOSE & RUBBER SUPPLY	Water - Distribution	fitting for vactor	\$1.90
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HOSE & RUBBER SUPPLY	Water - Distribution	Vactor hose	\$62.80
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HOSE & RUBBER SUPPLY - Total For Water - Distribution	\$64.70
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HOSE & RUBBER SUPPLY	WWTP - Operations	Belts	\$116.33
HOSE & RUBBER SUPPLY	WWTP - Operations	Belts	\$64.22
<i>HOSE &amp; RUBBER SUPPLY - Total For WWTP - Operations</i>			<i>\$180.55</i>
<b>HOSE &amp; RUBBER SUPPLY - ALL DEPARTMENTS</b>			<b>\$326.97</b>

## HOTELSCOM92108652489

HOTELSCOM92108652489	Police Administration	TRAVEL AGENCIES	(\$630.64)
<i>HOTELSCOM92108652489 - Total For Police Administration</i>			<i>(\$630.64)</i>
<b>HOTELSCOM92108652489 - ALL DEPARTMENTS</b>			<b>(\$630.64)</b>

## HOTELSCOM92112027524

HOTELSCOM92112027524	Police Administration	TRAVEL AGENCIES	\$264.90
<i>HOTELSCOM92112027524 - Total For Police Administration</i>			<i>\$264.90</i>
<b>HOTELSCOM92112027524 - ALL DEPARTMENTS</b>			<b>\$264.90</b>

## HOWIES HOCKEY INC

HOWIES HOCKEY INC	Ice Arena - Concessions	MISCELLANEOUS AND RETAIL STORES	\$123.59
<i>HOWIES HOCKEY INC - Total For Ice Arena - Concessions</i>			<i>\$123.59</i>
<b>HOWIES HOCKEY INC - ALL DEPARTMENTS</b>			<b>\$123.59</b>

## HUB FLOOR COVERING I

HUB FLOOR COVERING I	Balefill - Disposal & Landfill	Cove Base, Glue	\$16.00
<i>HUB FLOOR COVERING I - Total For Balefill - Disposal &amp; Landfill</i>			<i>\$16.00</i>
<b>HUB FLOOR COVERING I - ALL DEPARTMENTS</b>			<b>\$16.00</b>

## I-25 PIT STOP

I-25 PIT STOP	Police Administration	AUTOMATED FUEL DISPENSERS	\$54.67
<i>I-25 PIT STOP - Total For Police Administration</i>			<i>\$54.67</i>
<b>I-25 PIT STOP - ALL DEPARTMENTS</b>			<b>\$54.67</b>

## IMLSS COLORADO



IMLSS COLORADO	Balefill - Disposal & Landfill	Lock hardware for SW Remodel Project	\$962.50
<i>IMLSS COLORADO - Total For Balefill - Disposal &amp; Landfill</i>			<i>\$962.50</i>
IMLSS COLORADO	Capital Projects Fund	Lockset parts for Senior Center	\$51.27
<i>IMLSS COLORADO - Total For Capital Projects Fund</i>			<i>\$51.27</i>
<b>IMLSS COLORADO - ALL DEPARTMENTS</b>			<b>\$1,013.77</b>

## INBERG-MILLER ENGINE

INBERG-MILLER ENGINE	Water - Distribution	compaction testing	\$222.50
<i>INBERG-MILLER ENGINE - Total For Water - Distribution</i>			<i>\$222.50</i>
<b>INBERG-MILLER ENGINE - ALL DEPARTMENTS</b>			<b>\$222.50</b>

## INTERMOUNTAIN MOTOR

INTERMOUNTAIN MOTOR	Regional Water Operations	Morad #4 pump repair labor	\$1,578.56
INTERMOUNTAIN MOTOR	Regional Water Operations	Morad #4 pump repair	\$1,664.00
<i>INTERMOUNTAIN MOTOR - Total For Regional Water Operations</i>			<i>\$3,242.56</i>
<b>INTERMOUNTAIN MOTOR - ALL DEPARTMENTS</b>			<b>\$3,242.56</b>

## INTERNATL SOCIETY

INTERNATL SOCIETY	Health Insurance Fund	ALL OTHER DIRECT MARKETERS	\$285.00
<i>INTERNATL SOCIETY - Total For Health Insurance Fund</i>			<i>\$285.00</i>
<b>INTERNATL SOCIETY - ALL DEPARTMENTS</b>			<b>\$285.00</b>

## INTERSTATE ALL BATTE

INTERSTATE ALL BATTE	Balefill - Diversion & Special	SPEC WASTE OFFICE SUPPLIES	\$30.05
<i>INTERSTATE ALL BATTE - Total For Balefill - Diversion &amp; Special</i>			<i>\$30.05</i>
<b>INTERSTATE ALL BATTE - ALL DEPARTMENTS</b>			<b>\$30.05</b>

## INTUIT, INC.

INTUIT, INC.	Balefill - Disposal & Landfill	HIGH COUNTY CRANE RENT	\$3,755.00
<i>INTUIT, INC. - Total For Balefill - Disposal &amp; Landfill</i>			<i>\$3,755.00</i>
INTUIT, INC.	Capital Projects Fund	DURABLE GOODS,NOT ELSEWHERE CLASSIFIED	\$1,300.00
<i>INTUIT, INC. - Total For Capital Projects Fund</i>			<i>\$1,300.00</i>

INTUIT, INC.	Ice Arena - Operations	COOL MIST SHARPENER COOLANT	\$199.17
<i>INTUIT, INC. - Total For Ice Arena - Operations</i>			<i>\$199.17</i>
INTUIT, INC.	Information Services	SCHOOLS AND EDUCATIONAL SERVICES NOT ELS	\$950.00
<i>INTUIT, INC. - Total For Information Services</i>			<i>\$950.00</i>
INTUIT, INC.	Police Administration	DURABLE GOODS,NOT ELSEWHERE CLASSIFIED	\$316.88
INTUIT, INC.	Police Administration	DURABLE GOODS,NOT ELSEWHERE CLASSIFIED	\$49.36
<i>INTUIT, INC. - Total For Police Administration</i>			<i>\$366.24</i>
INTUIT, INC.	Sewer Fund - Collection	Rover repair	\$846.35
INTUIT, INC.	Sewer Fund - Collection	CCTV Camera Maintenance	\$573.26
INTUIT, INC.	Sewer Fund - Collection	Cable connecter	\$750.00
<i>INTUIT, INC. - Total For Sewer Fund - Collection</i>			<i>\$2,169.61</i>
INTUIT, INC.	Sewer Fund - Stormwater	DOG POOP BAG DISPENSERS	\$969.85
<i>INTUIT, INC. - Total For Sewer Fund - Stormwater</i>			<i>\$969.85</i>
<b>INTUIT, INC. - ALL DEPARTMENTS</b>			<b>\$9,709.87</b>

## KEENAN SUPPLY-CASPER

KEENAN SUPPLY-CASPER	WWTP - Operations	DAFT isolation valves	\$3,196.75
KEENAN SUPPLY-CASPER	WWTP - Operations	DAFT check valve	\$5,011.75
<i>KEENAN SUPPLY-CASPER - Total For WWTP - Operations</i>			<i>\$8,208.50</i>
<b>KEENAN SUPPLY-CASPER - ALL DEPARTMENTS</b>			<b>\$8,208.50</b>

## KINSCO

KINSCO	Fire-EMS Operations	Uniforms	\$510.00
KINSCO	Fire-EMS Operations	Uniforms	\$931.47
KINSCO	Fire-EMS Operations	Uniforms	\$4,094.50
KINSCO	Fire-EMS Operations	Uniforms	\$1,829.70
KINSCO	Fire-EMS Operations	Uniforms	\$2,123.92
KINSCO	Fire-EMS Operations	Uniforms	\$204.94
<i>KINSCO - Total For Fire-EMS Operations</i>			<i>\$9,694.53</i>
<b>KINSCO - ALL DEPARTMENTS</b>			<b>\$9,694.53</b>

## KISTLER TENT AND AWN

KISTLER TENT AND AWN	Buildings & Structures Fund	City Hall Flag Pole Repair Parts	\$162.00
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KISTLER TENT AND AWN - Total For Buildings & Structures Fund	\$162.00
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<b>KISTLER TENT AND AWN - ALL DEPARTMENTS</b>	<b>\$162.00</b>
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## L.N. CURTIS & SONS I

L.N. CURTIS & SONS I	Fire-EMS Operations	Boots	\$420.86
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L.N. CURTIS & SONS I - Total For Fire-EMS Operations	\$420.86
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<b>L.N. CURTIS &amp; SONS I - ALL DEPARTMENTS</b>	<b>\$420.86</b>
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## LIFE TRIBUTES SYMPAT

LIFE TRIBUTES SYMPAT	Police Administration	MISCELLANEOUS AND RETAIL STORES	\$88.90
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LIFE TRIBUTES SYMPAT - Total For Police Administration	\$88.90
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<b>LIFE TRIBUTES SYMPAT - ALL DEPARTMENTS</b>	<b>\$88.90</b>
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## LITTLE CAESARS

LITTLE CAESARS	Police Administration	FAST FOOD RESTAURANTS	\$61.66
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LITTLE CAESARS - Total For Police Administration	\$61.66
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<b>LITTLE CAESARS - ALL DEPARTMENTS</b>	<b>\$61.66</b>
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## LOAF N JUG #0115

LOAF N JUG #0115	Police Administration	AUTOMATED FUEL DISPENSERS	\$24.16
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LOAF N JUG #0115 - Total For Police Administration	\$24.16
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<b>LOAF N JUG #0115 - ALL DEPARTMENTS</b>	<b>\$24.16</b>
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## LOAF N JUG #0119

LOAF N JUG #0119	Police Administration	AUTOMATED FUEL DISPENSERS	\$29.40
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LOAF N JUG #0119 - Total For Police Administration	\$29.40
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<b>LOAF N JUG #0119 - ALL DEPARTMENTS</b>	<b>\$29.40</b>
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## LONG

LONG	Capital Projects Fund	HVAC Server Migration	\$3,483.00
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LONG - Total For Capital Projects Fund	\$3,483.00
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**LONG - ALL DEPARTMENTS****\$3,483.00****LOVE S COUNTRY000022**

LOVE S COUNTRY000022	Police Administration	AUTOMATED FUEL DISPENSERS	\$23.46
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<i>LOVE S COUNTRY000022 - Total For Police Administration</i>			\$23.46
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<b>LOVE S COUNTRY000022 - ALL DEPARTMENTS</b>			<b>\$23.46</b>
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**MCCOY SALES CORPORAT**

MCCOY SALES CORPORAT	Balefill - Baler Processing	BALER SUPPLIES	\$13.62
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<i>MCCOY SALES CORPORAT - Total For Balefill - Baler Processing</i>			\$13.62
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<b>MCCOY SALES CORPORAT - ALL DEPARTMENTS</b>			<b>\$13.62</b>
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**MDF INDUSTRIES**

MDF INDUSTRIES	Ice Arena - Operations	SKATE SHARPENING EQUIPMENT AND SUPPLIES	\$290.60
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<i>MDF INDUSTRIES - Total For Ice Arena - Operations</i>			\$290.60
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<b>MDF INDUSTRIES - ALL DEPARTMENTS</b>			<b>\$290.60</b>
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**MENARDS CASPER WY**

MENARDS CASPER WY	Balefill - Baler Processing	OPS SUPPLIES BALER	\$53.53
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<i>MENARDS CASPER WY - Total For Balefill - Baler Processing</i>			\$53.53
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MENARDS CASPER WY	Meter Services	Three shovels	\$60.91
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<i>MENARDS CASPER WY - Total For Meter Services</i>			\$60.91
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MENARDS CASPER WY	Sewer Fund - Collection	Flashlight	\$29.99
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<i>MENARDS CASPER WY - Total For Sewer Fund - Collection</i>			\$29.99
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MENARDS CASPER WY	Water - Distribution	Torch gas for thawing	\$17.94
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<i>MENARDS CASPER WY - Total For Water - Distribution</i>			\$17.94
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<b>MENARDS CASPER WY - ALL DEPARTMENTS</b>			<b>\$162.37</b>
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**MICROSOFT CORPORATIO**

MICROSOFT CORPORATIO	Information Services	Visual Studio Enterprise Subscription	\$2,697.45
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<i>MICROSOFT CORPORATIO - Total For Information Services</i>			\$2,697.45
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<b>MICROSOFT CORPORATIO - ALL DEPARTMENTS</b>	<b>\$2,697.45</b>
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## MONNIT

MONNIT	Police Administration	Temperature Probe for EOC Data Center	\$522.75
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<i>MONNIT - Total For Police Administration</i>			<i>\$522.75</i>
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<b>MONNIT - ALL DEPARTMENTS</b>	<b>\$522.75</b>
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## Monson

Monson	Buildings & Structures Fund	January 20 Custodial Maintenance	\$7,192.81
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<i>Monson - Total For Buildings &amp; Structures Fund</i>			<i>\$7,192.81</i>
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<b>Monson - ALL DEPARTMENTS</b>	<b>\$7,192.81</b>
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## MONSTER WORLDWIDE I

MONSTER WORLDWIDE I	Police Administration	ENTRY-LEVEL POLICE RECRUITMENT POSTING -	\$250.00
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<i>MONSTER WORLDWIDE I - Total For Police Administration</i>			<i>\$250.00</i>
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<b>MONSTER WORLDWIDE I - ALL DEPARTMENTS</b>	<b>\$250.00</b>
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## MOTION INDUSTRIES

MOTION INDUSTRIES	WWTP - Operations	Seals	\$45.12
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<i>MOTION INDUSTRIES - Total For WWTP - Operations</i>			<i>\$45.12</i>
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<b>MOTION INDUSTRIES - ALL DEPARTMENTS</b>	<b>\$45.12</b>
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## MOTOROLA SOLUTIONS

MOTOROLA SOLUTIONS	Capital Projects Fund	One (1) 800 MHz mobile radio	\$1,020.36
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<i>MOTOROLA SOLUTIONS - Total For Capital Projects Fund</i>			<i>\$1,020.36</i>
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MOTOROLA SOLUTIONS	Fire-EMS Administration	One (1) 800 MHz mobile radio	\$3,618.84
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<i>MOTOROLA SOLUTIONS - Total For Fire-EMS Administration</i>			<i>\$3,618.84</i>
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MOTOROLA SOLUTIONS	Public Safety Communication	March 2020	\$3,954.33
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<i>MOTOROLA SOLUTIONS - Total For Public Safety Communications</i>			<i>\$3,954.33</i>
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<b>MOTOROLA SOLUTIONS - ALL DEPARTMENTS</b>	<b>\$8,593.53</b>
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## MOUNTAIN STATES

MOUNTAIN STATES	Police Administration	Business Cards	\$61.24
MOUNTAIN STATES	Police Administration	Business Cards	\$178.64
MOUNTAIN STATES	Police Administration	Business Cards	\$64.50

<i>MOUNTAIN STATES - Total For Police Administration</i>			<i>\$304.38</i>
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<b>MOUNTAIN STATES - ALL DEPARTMENTS</b>			<b>\$304.38</b>
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## MOUNTAIN STATES LITH

MOUNTAIN STATES LITH	Police Administration	MISCELLANEOUS PUBLISHING & PRINTING	\$61.24
MOUNTAIN STATES LITH	Police Administration	MISCELLANEOUS PUBLISHING & PRINTING	\$141.52
MOUNTAIN STATES LITH	Police Administration	MISCELLANEOUS PUBLISHING & PRINTING	\$534.03

<i>MOUNTAIN STATES LITH - Total For Police Administration</i>			<i>\$736.79</i>
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<b>MOUNTAIN STATES LITH - ALL DEPARTMENTS</b>			<b>\$736.79</b>
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## MOUNTAIN WEST TELEPH

MOUNTAIN WEST TELEPH	Golf - Operations	Internet Service for Clubhouse	\$49.95
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<i>MOUNTAIN WEST TELEPH - Total For Golf - Operations</i>			<i>\$49.95</i>
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MOUNTAIN WEST TELEPH	Information Services	Enterprise Internet Service	\$2,000.00
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<i>MOUNTAIN WEST TELEPH - Total For Information Services</i>			<i>\$2,000.00</i>
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MOUNTAIN WEST TELEPH	Public Safety Communication	e911 acct.000000013680	\$503.74
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<i>MOUNTAIN WEST TELEPH - Total For Public Safety Communications</i>			<i>\$503.74</i>
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<b>MOUNTAIN WEST TELEPH - ALL DEPARTMENTS</b>			<b>\$2,553.69</b>
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## MUNICIPAL EMERGENCY

MUNICIPAL EMERGENCY	Fire-EMS Operations	Helmet	\$1,598.60
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<i>MUNICIPAL EMERGENCY - Total For Fire-EMS Operations</i>			<i>\$1,598.60</i>
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<b>MUNICIPAL EMERGENCY - ALL DEPARTMENTS</b>			<b>\$1,598.60</b>
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## MURDOCH'S RANCH&HOME

MURDOCH'S RANCH&HOM	Police Animal Control	MISCELLANEOUS AND RETAIL STORES	\$41.95
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<i>MURDOCH'S RANCH&amp;HOME - Total For Police Animal Control</i>			<i>\$41.95</i>
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**MURDOCH'S RANCH&HOME - ALL DEPARTMENTS****\$41.95****NALCO CHEMICAL CO.**

NALCO CHEMICAL CO.	WWTP - Regional Interceptor	Ferrous chloride delivery 12/24/19.	\$16,207.20
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<i>NALCO CHEMICAL CO. - Total For WWTP - Regional Interceptors</i>			<i>\$16,207.20</i>
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**NALCO CHEMICAL CO. - ALL DEPARTMENTS****\$16,207.20****NAPA AUTO PARTS CORP**

NAPA AUTO PARTS CORP	Refuse - Residential	RC RES OPS SUPPLIES	\$87.49
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<i>NAPA AUTO PARTS CORP - Total For Refuse - Residential</i>			<i>\$87.49</i>
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NAPA AUTO PARTS CORP	Regional Water Operations	Wiper Blades	\$103.14
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<i>NAPA AUTO PARTS CORP - Total For Regional Water Operations</i>			<i>\$103.14</i>
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NAPA AUTO PARTS CORP	Water - Distribution	Gray Sea - unit 660274	\$26.76
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NAPA AUTO PARTS CORP	Water - Distribution	windshield brushes	\$43.68
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NAPA AUTO PARTS CORP	Water - Distribution	hood catches	\$19.77
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NAPA AUTO PARTS CORP	Water - Distribution	wire, seals, terminal	\$51.47
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<i>NAPA AUTO PARTS CORP - Total For Water - Distribution</i>			<i>\$141.68</i>
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**NAPA AUTO PARTS CORP - ALL DEPARTMENTS****\$332.31****NASRO**

NASRO	Police Administration	PROFESSIONAL SERVICES NOT ELSEWHERE CLAS	\$500.00
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NASRO	Police Administration	PROFESSIONAL SERVICES NOT ELSEWHERE CLAS	\$500.00
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<i>NASRO - Total For Police Administration</i>			<i>\$1,000.00</i>
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**NASRO - ALL DEPARTMENTS****\$1,000.00****NASSCO INC**

NASSCO INC	Sewer Fund - Collection	Training	\$346.94
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NASSCO INC	Sewer Fund - Collection	Training	\$346.94
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NASSCO INC	Sewer Fund - Collection	Discount credit	(\$121.94)
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NASSCO INC	Sewer Fund - Collection	Training	\$346.94
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NASSCO INC	Sewer Fund - Collection	PACP recertification for Matt Wilhelms	\$346.94
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NASSCO INC	Sewer Fund - Collection	Training	\$346.94
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NASSCO INC	Sewer Fund - Collection	Discount credit	(\$121.94)
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NASSCO INC	Sewer Fund - Collection	Discount credit	(\$121.94)
NASSCO INC	Sewer Fund - Collection	Credit for printing updated PACP manual	(\$121.94)
<i>NASSCO INC - Total For Sewer Fund - Collection</i>			<i>\$1,246.94</i>
<b>NASSCO INC - ALL DEPARTMENTS</b>			<b>\$1,246.94</b>

## NATIONAL ACADEMIES O

NATIONAL ACADEMIES O	Public Safety Communication	CHARITABLE AND SOCIAL SERVICE ORGANIZATI	\$400.00
<i>NATIONAL ACADEMIES O - Total For Public Safety Communications</i>			<i>\$400.00</i>
<b>NATIONAL ACADEMIES O - ALL DEPARTMENTS</b>			<b>\$400.00</b>

## NATIONAL ACADEMY OF

NATIONAL ACADEMY OF	Public Safety Communication	SCHOOLS AND EDUCATIONAL SERVICES NOT ELS	\$30.00
<i>NATIONAL ACADEMY OF - Total For Public Safety Communications</i>			<i>\$30.00</i>
<b>NATIONAL ACADEMY OF - ALL DEPARTMENTS</b>			<b>\$30.00</b>

## NATIONAL ANIMAL CARE

NATIONAL ANIMAL CARE	Police Administration	ANIMAL PROTECTION OFFICER RECRUITMENT	\$40.00
<i>NATIONAL ANIMAL CARE - Total For Police Administration</i>			<i>\$40.00</i>
<b>NATIONAL ANIMAL CARE - ALL DEPARTMENTS</b>			<b>\$40.00</b>

## NELSON/NYGAARD CONSU

NELSON/NYGAARD CONSU	Metropolitan Planning Org	Mills Main Street Corridor Study	\$9,629.52
<i>NELSON/NYGAARD CONSU - Total For Metropolitan Planning Org</i>			<i>\$9,629.52</i>
<b>NELSON/NYGAARD CONSU - ALL DEPARTMENTS</b>			<b>\$9,629.52</b>

## NEVCO SPORTS LLC

NEVCO SPORTS LLC	Capital Projects Fund	Indoor Scoreboards (2)	\$5,951.87
<i>NEVCO SPORTS LLC - Total For Capital Projects Fund</i>			<i>\$5,951.87</i>
<b>NEVCO SPORTS LLC - ALL DEPARTMENTS</b>			<b>\$5,951.87</b>

## NFPA NATL FIRE PROTE



NFPA NATL FIRE PROTE	Fire-EMS Administration	Annual Dues	\$175.00
<i>NFPA NATL FIRE PROTE - Total For Fire-EMS Administration</i>			<i>\$175.00</i>
<b>NFPA NATL FIRE PROTE - ALL DEPARTMENTS</b>			<b>\$175.00</b>

## NOLAND FEED

NOLAND FEED	Police Administration	VARIETY STORES	\$77.80
<i>NOLAND FEED - Total For Police Administration</i>			<i>\$77.80</i>
<b>NOLAND FEED - ALL DEPARTMENTS</b>			<b>\$77.80</b>

## NORCO, INC.

NORCO, INC.	Buildings & Structures Fund	Custodial Supplies for City Hall	\$622.26
<i>NORCO, INC. - Total For Buildings &amp; Structures Fund</i>			<i>\$622.26</i>
NORCO, INC.	Fire-EMS Operations	Hydrotest	\$478.80
<i>NORCO, INC. - Total For Fire-EMS Operations</i>			<i>\$478.80</i>
NORCO, INC.	Metro Animal Fund - Admin	Disinfectant/Bleach	\$75.74
NORCO, INC.	Metro Animal Fund - Admin	Handle/Bleach	\$63.26
<i>NORCO, INC. - Total For Metro Animal Fund - Admin</i>			<i>\$139.00</i>
NORCO, INC.	Regional Water Operations	Instrument Calibration	\$50.00
<i>NORCO, INC. - Total For Regional Water Operations</i>			<i>\$50.00</i>
NORCO, INC.	Water - Distribution	compressed air	\$30.44
NORCO, INC.	Water - Distribution	Oxygen, acetylene, weld, disc, liner	\$214.60
NORCO, INC.	Water - Distribution	hard hats	\$55.62
<i>NORCO, INC. - Total For Water - Distribution</i>			<i>\$300.66</i>
<b>NORCO, INC. - ALL DEPARTMENTS</b>			<b>\$1,590.72</b>

## OFFICE DEPOT

OFFICE DEPOT	Fire-EMS Administration	Journals for CRR	\$42.27
<i>OFFICE DEPOT - Total For Fire-EMS Administration</i>			<i>\$42.27</i>
<b>OFFICE DEPOT - ALL DEPARTMENTS</b>			<b>\$42.27</b>

## OLSON AUTOBODY & COL

OLSON AUTOBODY & COL	Fleet Maintenance Fund	Claim 2613CA, 191942 Repairs	\$4,082.55
OLSON AUTOBODY & COL	Fleet Maintenance Fund	Claim No. 2414, Unit 101212 repairs	\$2,708.68

<i>OLSON AUTOBODY &amp; COL - Total For Fleet Maintenance Fund</i>			\$6,791.23
<b>OLSON AUTOBODY &amp; COL - ALL DEPARTMENTS</b>			<b>\$6,791.23</b>

## OWPSACSTATE

OWPSACSTATE	WWTP - Operations	Operator course	\$114.00
<i>OWPSACSTATE - Total For WWTP - Operations</i>			<i>\$114.00</i>
<b>OWPSACSTATE - ALL DEPARTMENTS</b>			<b>\$114.00</b>

## P & K MOTORCYCLES

P & K MOTORCYCLES	Capital Projects Fund	Unit 101316	\$13,852.75
P & K MOTORCYCLES	Capital Projects Fund	Unit 101317	\$13,712.75
<i>P &amp; K MOTORCYCLES - Total For Capital Projects Fund</i>			<i>\$27,565.50</i>
<b>P &amp; K MOTORCYCLES - ALL DEPARTMENTS</b>			<b>\$27,565.50</b>

## PACIFIC HIDE AND FUR

PACIFIC HIDE AND FUR	Water - Distribution	Iron	\$92.64
<i>PACIFIC HIDE AND FUR - Total For Water - Distribution</i>			<i>\$92.64</i>
<b>PACIFIC HIDE AND FUR - ALL DEPARTMENTS</b>			<b>\$92.64</b>

## PAYPAL MKBURGE

PAYPAL MKBURGE	Police Administration	PROFESSIONAL SERVICES NOT ELSEWHERE CLAS	\$77.00
PAYPAL MKBURGE	Police Administration	PROFESSIONAL SERVICES NOT ELSEWHERE CLAS	\$150.00
<i>PAYPAL MKBURGE - Total For Police Administration</i>			<i>\$227.00</i>
<b>PAYPAL MKBURGE - ALL DEPARTMENTS</b>			<b>\$227.00</b>

## PAYPAL POLICE JOBS

PAYPAL POLICE JOBS	Police Administration	VOCATIONAL AND TRADE SCHOOLS	\$80.00
<i>PAYPAL POLICE JOBS - Total For Police Administration</i>			<i>\$80.00</i>
<b>PAYPAL POLICE JOBS - ALL DEPARTMENTS</b>			<b>\$80.00</b>

## PEAK GEOSOLUTIONS/ S

PEAK GEOSOLUTIONS/ S	Balefill - Disposal & Landfill	GCCS, O&,m Wellfield Monitoring	\$16,104.50
PEAK GEOSOLUTIONS/ S	Balefill - Disposal & Landfill	OP/Mnt/mon srvcs gccs	\$1,723.94
<i>PEAK GEOSOLUTIONS/ S - Total For Balefill - Disposal &amp; Landfill</i>			<i>\$17,828.44</i>
<b>PEAK GEOSOLUTIONS/ S - ALL DEPARTMENTS</b>			<b>\$17,828.44</b>

## PEPSI COLA OF CASPER

PEPSI COLA OF CASPER	Ice Arena - Concessions	Concessions	\$284.75
<i>PEPSI COLA OF CASPER - Total For Ice Arena - Concessions</i>			<i>\$284.75</i>
<b>PEPSI COLA OF CASPER - ALL DEPARTMENTS</b>			<b>\$284.75</b>

## PETCO 1456

PETCO 1456	Metro Animal Fund - Admin	PET SHOPS-PET FOOD AND SUPPLY STORES (Ha	\$20.99
<i>PETCO 1456 - Total For Metro Animal Fund - Admin</i>			<i>\$20.99</i>
PETCO 1456	Police Animal Control	PET SHOPS-PET FOOD AND SUPPLY STORES	\$75.58
<i>PETCO 1456 - Total For Police Animal Control</i>			<i>\$75.58</i>
<b>PETCO 1456 - ALL DEPARTMENTS</b>			<b>\$96.57</b>

## PETERSON EQUIPMENT C

PETERSON EQUIPMENT C	Capital Projects Fund	2019 Pisten Bully Snow Groomer	332,000.00
<i>PETERSON EQUIPMENT C - Total For Capital Projects Fund</i>			<i>\$332,000.00</i>
<b>PETERSON EQUIPMENT C - ALL DEPARTMENTS</b>			<b>\$332,000.00</b>

## PIZZA HUT 035955

PIZZA HUT 035955	Regional Water Operations	JPB Lunch	\$56.21
<i>PIZZA HUT 035955 - Total For Regional Water Operations</i>			<i>\$56.21</i>
<b>PIZZA HUT 035955 - ALL DEPARTMENTS</b>			<b>\$56.21</b>

## PLOWS DINER

PLOWS DINER	Hogadon - Operations	EATING PLACES, RESTAURANTS	\$23.48
<i>PLOWS DINER - Total For Hogadon - Operations</i>			<i>\$23.48</i>
<b>PLOWS DINER - ALL DEPARTMENTS</b>			<b>\$23.48</b>

## PORTER, MUIRHEAD, CO

PORTER, MUIRHEAD, CO	Finance	Annual Audit FY 2019	\$20,000.00
<i>PORTER, MUIRHEAD, CO - Total For Finance</i>			<i>\$20,000.00</i>
<b>PORTER, MUIRHEAD, CO - ALL DEPARTMENTS</b>			<b>\$20,000.00</b>

## POSTAL PROS, INC.

POSTAL PROS, INC.	Customer Service	Utility Billing 01/13-01/19	\$5,194.98
POSTAL PROS, INC.	Customer Service	Utility Billing 1/20-1/26	\$305.71
<i>POSTAL PROS, INC. - Total For Customer Service</i>			<i>\$5,500.69</i>
<b>POSTAL PROS, INC. - ALL DEPARTMENTS</b>			<b>\$5,500.69</b>

## PREFERRED HEALTH CHO

PREFERRED HEALTH CHO	Property Insurance Fund	Claim #2598CA - replacement handicap chair va	\$3,698.00
<i>PREFERRED HEALTH CHO - Total For Property Insurance Fund</i>			<i>\$3,698.00</i>
<b>PREFERRED HEALTH CHO - ALL DEPARTMENTS</b>			<b>\$3,698.00</b>

## PROGRESSIVE BUSINESS

PROGRESSIVE BUSINESS	Police Administration	BOOKS,PERIODICALS AND NEWSPAPERS	\$159.00
<i>PROGRESSIVE BUSINESS - Total For Police Administration</i>			<i>\$159.00</i>
<b>PROGRESSIVE BUSINESS - ALL DEPARTMENTS</b>			<b>\$159.00</b>

## QNC INC

QNC INC	Ice Arena - Operations	MISC FOOD STORES-SPECIALITY,CONVENIENCE,	\$218.50
<i>QNC INC - Total For Ice Arena - Operations</i>			<i>\$218.50</i>
<b>QNC INC - ALL DEPARTMENTS</b>			<b>\$218.50</b>

## RD OFFU H CO

RD OFFU H CO	Balefill	CRL Equipment GPS 16-017 Retainage Release	\$8,435.00
<i>RD OFFU H CO - Total For Balefill</i>			<i>\$8,435.00</i>
<b>RD OFFU H CO - ALL DEPARTMENTS</b>			<b>\$8,435.00</b>

## RDG IA INC

RDG IA INC	Metropolitan Planning Org	Wayfinidng Plan	\$6,300.00
<i>RDG IA INC - Total For Metropolitan Planning Org</i>			<i>\$6,300.00</i>
<b>RDG IA INC - ALL DEPARTMENTS</b>			<b>\$6,300.00</b>

## RESPOND FIRST AID OF

RESPOND FIRST AID OF	Police Administration	LAB/MEDICAL/DENTAL/OPHTHALMIC HOSPITAL	\$127.90
<i>RESPOND FIRST AID OF - Total For Police Administration</i>			<i>\$127.90</i>
<b>RESPOND FIRST AID OF - ALL DEPARTMENTS</b>			<b>\$127.90</b>

## RICOH USA INC

RICOH USA INC	Metropolitan Planning Org	Copy fee January	\$237.04
<i>RICOH USA INC - Total For Metropolitan Planning Org</i>			<i>\$237.04</i>
RICOH USA INC	Police Administration	January Copier	\$56.08
<i>RICOH USA INC - Total For Police Administration</i>			<i>\$56.08</i>
<b>RICOH USA INC - ALL DEPARTMENTS</b>			<b>\$293.12</b>

## RIVERTON FIRE DISTRI

RIVERTON FIRE DISTRI	Fire-EMS Training	Fire School Registration	\$300.00
<i>RIVERTON FIRE DISTRI - Total For Fire-EMS Training</i>			<i>\$300.00</i>
<b>RIVERTON FIRE DISTRI - ALL DEPARTMENTS</b>			<b>\$300.00</b>

## RMI WYOMING INC

RMI WYOMING INC	Buildings & Structures Fund	BAS Safety Glasses	\$82.20
<i>RMI WYOMING INC - Total For Buildings &amp; Structures Fund</i>			<i>\$82.20</i>
RMI WYOMING INC	Traffic Control	Replacement ladders for Traffic Dept	\$508.21
<i>RMI WYOMING INC - Total For Traffic Control</i>			<i>\$508.21</i>
RMI WYOMING INC	Water - Distribution	ear plugs, sweat bands	\$77.01
<i>RMI WYOMING INC - Total For Water - Distribution</i>			<i>\$77.01</i>
<b>RMI WYOMING INC - ALL DEPARTMENTS</b>			<b>\$667.42</b>

## ROCKY MOUNTAIN AIR S

ROCKY MOUNTAIN AIR S	Regional Water Operations	Chemicals Oxygen	\$3,578.44
<i>ROCKY MOUNTAIN AIR S - Total For Regional Water Operations</i>			<i>\$3,578.44</i>
<b>ROCKY MOUNTAIN AIR S - ALL DEPARTMENTS</b>			<b>\$3,578.44</b>

## ROCKY MOUNTAIN POWER

ROCKY MOUNTAIN POWER	Buildings & Structures Fund	Electricity	\$181.64
<i>ROCKY MOUNTAIN POWER - Total For Buildings &amp; Structures Fund</i>			<i>\$181.64</i>
ROCKY MOUNTAIN POWER	Parks - Athletic Maint.	Electricity	\$468.69
<i>ROCKY MOUNTAIN POWER - Total For Parks - Athletic Maint.</i>			<i>\$468.69</i>
ROCKY MOUNTAIN POWER	Parks - Parks Maint.	Electricity	\$1,428.24
<i>ROCKY MOUNTAIN POWER - Total For Parks - Parks Maint.</i>			<i>\$1,428.24</i>
ROCKY MOUNTAIN POWER	Parks - Special Areas	Electricity	\$58.90
ROCKY MOUNTAIN POWER	Parks - Special Areas	Electricity	\$522.56
<i>ROCKY MOUNTAIN POWER - Total For Parks - Special Areas</i>			<i>\$581.46</i>
ROCKY MOUNTAIN POWER	WWTP - Operations	Electricity	\$269.33
<i>ROCKY MOUNTAIN POWER - Total For WWTP - Operations</i>			<i>\$269.33</i>
<b>ROCKY MOUNTAIN POWER - ALL DEPARTMENTS</b>			<b>\$2,929.36</b>

## Rooter

Rooter	Parks - Parks Maint.	Portable Toiles 49884-49885	\$373.68
<i>Rooter - Total For Parks - Parks Maint.</i>			<i>\$373.68</i>
<b>Rooter - ALL DEPARTMENTS</b>			<b>\$373.68</b>

## ROSENBAUER MINNESOTA

ROSENBAUER MINNESOTA	Capital Projects Fund	Unit 111113 Timberwolf	344,233.00
<i>ROSENBAUER MINNESOTA - Total For Capital Projects Fund</i>			<i>\$344,233.00</i>
<b>ROSENBAUER MINNESOTA - ALL DEPARTMENTS</b>			<b>\$344,233.00</b>

## SAFE KIDS WORLDWIDE

SAFE KIDS WORLDWIDE	Fire-EMS Training	Technician Proxy Fee - Hoefler	\$25.00
SAFE KIDS WORLDWIDE	Fire-EMS Training	Recert Hoefler	\$55.00

SAFE KIDS WORLDWIDE - Total For Fire-EMS Training	\$80.00
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<b>SAFE KIDS WORLDWIDE - ALL DEPARTMENTS</b>	<b>\$80.00</b>
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## SAMS CLUB #6425

SAMS CLUB #6425	Fire-EMS Operations	Station Supplies	\$149.31
<i>SAMS CLUB #6425 - Total For Fire-EMS Operations</i>			<i>\$149.31</i>
SAMS CLUB #6425	Ice Arena - Concessions	WHOLESALE CLUBS	\$178.16
SAMS CLUB #6425	Ice Arena - Concessions	WHOLESALE CLUBS	\$73.68
<i>SAMS CLUB #6425 - Total For Ice Arena - Concessions</i>			<i>\$251.84</i>
SAMS CLUB #6425	Ice Arena - Operations	WHOLESALE CLUBS	\$31.86
<i>SAMS CLUB #6425 - Total For Ice Arena - Operations</i>			<i>\$31.86</i>
SAMS CLUB #6425	Police Administration	WHOLESALE CLUBS	\$699.00
<i>SAMS CLUB #6425 - Total For Police Administration</i>			<i>\$699.00</i>
SAMS CLUB #6425	Water - Distribution	paper shredder	\$114.98
<i>SAMS CLUB #6425 - Total For Water - Distribution</i>			<i>\$114.98</i>
<b>SAMS CLUB #6425 - ALL DEPARTMENTS</b>			<b>\$1,246.99</b>

## SAMSClub #6425

SAMSClub #6425	Police Administration	WHOLESALE CLUBS	\$17.96
SAMSClub #6425	Police Administration	WHOLESALE CLUBS	\$152.85
<i>SAMSClub #6425 - Total For Police Administration</i>			<i>\$170.81</i>
SAMSClub #6425	Water - Distribution	paper products, coffee, cleaning products, pens	\$328.78
<i>SAMSClub #6425 - Total For Water - Distribution</i>			<i>\$328.78</i>
<b>SAMSClub #6425 - ALL DEPARTMENTS</b>			<b>\$499.59</b>

## SAMSClub.COM

SAMSClub.COM	Ice Arena - Concessions	WHOLESALE CLUBS	\$288.40
SAMSClub.COM	Ice Arena - Concessions	WHOLESALE CLUBS	\$116.26
SAMSClub.COM	Ice Arena - Concessions	WHOLESALE CLUBS	(\$81.96)
<i>SAMSClub.COM - Total For Ice Arena - Concessions</i>			<i>\$322.70</i>
SAMSClub.COM	Ice Arena - Operations	WHOLESALE CLUBS	\$96.76
<i>SAMSClub.COM - Total For Ice Arena - Operations</i>			<i>\$96.76</i>

**SAMSClub.COM - ALL DEPARTMENTS****\$419.46****SERVING THE AMERICAN**

SERVING THE AMERICAN	Ice Arena - Operations	MEMBERSHIP ORGANIZATIONS	\$275.00
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<i>SERVING THE AMERICAN - Total For Ice Arena - Operations</i>			<i>\$275.00</i>
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**SERVING THE AMERICAN - ALL DEPARTMENTS****\$275.00****SHEET METAL SPECIALT**

SHEET METAL SPECIALT	Buildings & Structures Fund	Supplies to replace Service Center Vent Covers	\$43.75
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<i>SHEET METAL SPECIALT - Total For Buildings &amp; Structures Fund</i>			<i>\$43.75</i>
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**SHEET METAL SPECIALT - ALL DEPARTMENTS****\$43.75****SHELL OIL 5744423840**

SHELL OIL 5744423840	Police Administration	AUTOMATED FUEL DISPENSERS	\$39.22
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<i>SHELL OIL 5744423840 - Total For Police Administration</i>			<i>\$39.22</i>
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**SHELL OIL 5744423840 - ALL DEPARTMENTS****\$39.22****SHERWIN-WILLIAMS COR**

SHERWIN-WILLIAMS COR	Balefill - Disposal & Landfill	Paint for SW Remodel	\$27.01
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SHERWIN-WILLIAMS COR	Balefill - Disposal & Landfill	Paint supplies for SW Remodel	\$166.95
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<i>SHERWIN-WILLIAMS COR - Total For Balefill - Disposal &amp; Landfill</i>			<i>\$193.96</i>
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SHERWIN-WILLIAMS COR	Buildings & Structures Fund	Paint Supplies for City Hall	\$31.79
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<i>SHERWIN-WILLIAMS COR - Total For Buildings &amp; Structures Fund</i>			<i>\$31.79</i>
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**SHERWIN-WILLIAMS COR - ALL DEPARTMENTS****\$225.75****SIRCHIE FINGER PRINT**

SIRCHIE FINGER PRINT	Police Administration	COMMERCIAL EQUIPMENT, NOT ELSEWHERE CL	\$603.94
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SIRCHIE FINGER PRINT	Police Administration	COMMERCIAL EQUIPMENT, NOT ELSEWHERE CL	\$295.36
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<i>SIRCHIE FINGER PRINT - Total For Police Administration</i>			<i>\$899.30</i>
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**SIRCHIE FINGER PRINT - ALL DEPARTMENTS****\$899.30**



## SMARSH, INC

SMARSH, INC	Information Services	January 20 Archiving	\$1,821.00
<i>SMARSH, INC - Total For Information Services</i>			<i>\$1,821.00</i>
<b>SMARSH, INC - ALL DEPARTMENTS</b>			<b>\$1,821.00</b>

## SNOW CREST CHEMICALS

SNOW CREST CHEMICALS	Ice Arena - Operations	CONDENSER CHEMICALS	\$360.00
<i>SNOW CREST CHEMICALS - Total For Ice Arena - Operations</i>			<i>\$360.00</i>
<b>SNOW CREST CHEMICALS - ALL DEPARTMENTS</b>			<b>\$360.00</b>

## SOURCE OFFICE

SOURCE OFFICE	Public Safety Communication	STATIONERY,OFFICE SUPPLIES,PRINTING AND	\$92.16
SOURCE OFFICE	Public Safety Communication	STATIONERY,OFFICE SUPPLIES,PRINTING AND	\$260.32
SOURCE OFFICE	Public Safety Communication	STATIONERY,OFFICE SUPPLIES,PRINTING AND	\$186.36
<i>SOURCE OFFICE - Total For Public Safety Communications</i>			<i>\$538.84</i>
<b>SOURCE OFFICE - ALL DEPARTMENTS</b>			<b>\$538.84</b>

## SOUTHWES 5262150887

SOUTHWES 5262150887	Police Administration	SOUTHWEST AIRLINES	\$405.96
<i>SOUTHWES 5262150887 - Total For Police Administration</i>			<i>\$405.96</i>
<b>SOUTHWES 5262150887 - ALL DEPARTMENTS</b>			<b>\$405.96</b>

## SP SONIMTECH STORE

SP SONIMTECH STORE	Police Administration	MISCELLANEOUS GENERAL MERCHANDISE STOR	\$247.60
<i>SP SONIMTECH STORE - Total For Police Administration</i>			<i>\$247.60</i>
<b>SP SONIMTECH STORE - ALL DEPARTMENTS</b>			<b>\$247.60</b>

## SPECTRUM REACH

SPECTRUM REACH	Golf - Operations	Cable Service for Clubhouse	\$148.69
<i>SPECTRUM REACH - Total For Golf - Operations</i>			<i>\$148.69</i>

**SPECTRUM REACH - ALL DEPARTMENTS****\$148.69****SPORTSMITH**

SPORTSMITH	Rec Center - Operations	DURABLE GOODS,NOT ELSEWHERE CLASSIFIED	\$196.27
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<i>SPORTSMITH - Total For Rec Center - Operations</i>			<i>\$196.27</i>
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**SPORTSMITH - ALL DEPARTMENTS****\$196.27****SQ ABLE EQUIPMENT C**

SQ ABLE EQUIPMENT C	Water - Distribution	trip spring	\$104.24
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<i>SQ ABLE EQUIPMENT C - Total For Water - Distribution</i>			<i>\$104.24</i>
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**SQ ABLE EQUIPMENT C - ALL DEPARTMENTS****\$104.24****SQ EILEEN'S COLOSSA**

SQ EILEEN'S COLOSSA	Human Resources	4 dozen cookies, 1 dozen decorated cookies for	\$38.00
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<i>SQ EILEEN'S COLOSSA - Total For Human Resources</i>			<i>\$38.00</i>
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**SQ EILEEN'S COLOSSA - ALL DEPARTMENTS****\$38.00****SQ METRO COFFEE COM**

SQ METRO COFFEE COM	Police Administration	FAST FOOD RESTAURANTS	\$26.00
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<i>SQ METRO COFFEE COM - Total For Police Administration</i>			<i>\$26.00</i>
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**SQ METRO COFFEE COM - ALL DEPARTMENTS****\$26.00****SQ PEDEN'S INC.**

SQ PEDEN'S INC.	Human Resources	Retirement Plaques x 3	\$90.00
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<i>SQ PEDEN'S INC. - Total For Human Resources</i>			<i>\$90.00</i>
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SQ PEDEN'S INC.	Police Administration	MEN'S AND WOMEN'S CLOTHING STORES	\$90.00
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SQ PEDEN'S INC.	Police Administration	MEN'S AND WOMEN'S CLOTHING STORES	\$8.00
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<i>SQ PEDEN'S INC. - Total For Police Administration</i>			<i>\$98.00</i>
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**SQ PEDEN'S INC. - ALL DEPARTMENTS****\$188.00****SQ SQ MY EDUCATION**

SQ SQ MY EDUCATION	Public Safety Communication	SCHOOLS AND EDUCATIONAL SERVICES NOT ELS	\$48.00
SQ SQ MY EDUCATION - Total For Public Safety Communications			\$48.00
<b>SQ SQ MY EDUCATION - ALL DEPARTMENTS</b>			<b>\$48.00</b>

## SQ SQ PEDEN'S

SQ SQ PEDEN'S	Ice Arena - Operations	LOGO EMBROIDERY	\$24.00
SQ SQ PEDEN'S - Total For Ice Arena - Operations			\$24.00
SQ SQ PEDEN'S	Police Administration	MEN'S AND WOMEN'S CLOTHING STORES	\$1,835.00
SQ SQ PEDEN'S	Police Administration	MEN'S AND WOMEN'S CLOTHING STORES	\$462.00
SQ SQ PEDEN'S - Total For Police Administration			\$2,297.00
<b>SQ SQ PEDEN'S - ALL DEPARTMENTS</b>			<b>\$2,321.00</b>

## SQ SUMMIT ELECTRIC

SQ SUMMIT ELECTRIC	Capital Projects Fund	Electrical Repairs for Downtown Parking Garage	\$1,120.75
SQ SUMMIT ELECTRIC - Total For Capital Projects Fund			\$1,120.75
<b>SQ SUMMIT ELECTRIC - ALL DEPARTMENTS</b>			<b>\$1,120.75</b>

## SQ THE VAC SHACK/AR

SQ THE VAC SHACK/AR	Human Resources	Balloon order for 30 year celebration- 2 large nu	\$30.90
SQ THE VAC SHACK/AR - Total For Human Resources			\$30.90
<b>SQ THE VAC SHACK/AR - ALL DEPARTMENTS</b>			<b>\$30.90</b>

## SQU SQ DT WINGS AND

SQU SQ DT WINGS AND	Police Administration	EATING PLACES, RESTAURANTS	\$96.51
SQU SQ DT WINGS AND - Total For Police Administration			\$96.51
<b>SQU SQ DT WINGS AND - ALL DEPARTMENTS</b>			<b>\$96.51</b>

## STAPLES

STAPLES	Balefill - Baler Processing	OPS SUPPLIES BALER BLDG	\$128.96
STAPLES - Total For Balefill - Baler Processing			\$128.96
STAPLES	Fire-EMS Operations	Wall signs	\$55.67
STAPLES - Total For Fire-EMS Operations			\$55.67

STAPLES	Metro Animal Fund - Admin	STATIONARY, OFFICE AND SCHOOL SUPPLY STO	\$57.96
STAPLES	Metro Animal Fund - Admin	STATIONARY, OFFICE AND SCHOOL SUPPLY STO	\$8.98
<i>STAPLES - Total For Metro Animal Fund - Admin</i>			<i>\$66.94</i>
STAPLES	Public Safety Communication	STATIONARY, OFFICE AND SCHOOL SUPPLY STO	\$160.43
<i>STAPLES - Total For Public Safety Communications</i>			<i>\$160.43</i>
STAPLES	Regional Water Operations	1099 envelopes	\$15.99
<i>STAPLES - Total For Regional Water Operations</i>			<i>\$15.99</i>
<b>STAPLES - ALL DEPARTMENTS</b>			<b>\$427.99</b>

## STAPLES DIRECT

STAPLES DIRECT	Police State Grants	STATIONERY,OFFICE SUPPLIES,PRINTING AND	\$101.97
STAPLES DIRECT	Police State Grants	STATIONERY,OFFICE SUPPLIES,PRINTING AND	\$149.48
<i>STAPLES DIRECT - Total For Police State Grants</i>			<i>\$251.45</i>
<b>STAPLES DIRECT - ALL DEPARTMENTS</b>			<b>\$251.45</b>

## STARBUCKS STORE

STARBUCKS STORE	Fire-EMS Training	Meals in AZ	\$8.54
<i>STARBUCKS STORE - Total For Fire-EMS Training</i>			<i>\$8.54</i>
<b>STARBUCKS STORE - ALL DEPARTMENTS</b>			<b>\$8.54</b>

## STERLING

STERLING	Human Resources	January 2020 Background Checks	\$1,153.59
<i>STERLING - Total For Human Resources</i>			<i>\$1,153.59</i>
<b>STERLING - ALL DEPARTMENTS</b>			<b>\$1,153.59</b>

## STINKER #109

STINKER #109	Police Administration	AUTOMATED FUEL DISPENSERS	\$61.79
STINKER #109	Police Administration	AUTOMATED FUEL DISPENSERS	\$39.00
<i>STINKER #109 - Total For Police Administration</i>			<i>\$100.79</i>
<b>STINKER #109 - ALL DEPARTMENTS</b>			<b>\$100.79</b>

## STINKER #83

STINKER #83	Police Administration	AUTOMATED FUEL DISPENSERS	\$51.00
STINKER #83	Police Administration	AUTOMATED FUEL DISPENSERS	\$30.00
<i>STINKER #83 - Total For Police Administration</i>			<i>\$81.00</i>
<b>STINKER #83 - ALL DEPARTMENTS</b>			<b>\$81.00</b>

## STOTZ EQUIPMENT

STOTZ EQUIPMENT	Fire-EMS Operations	Chainsaw Repair	\$69.75
<i>STOTZ EQUIPMENT - Total For Fire-EMS Operations</i>			<i>\$69.75</i>
<b>STOTZ EQUIPMENT - ALL DEPARTMENTS</b>			<b>\$69.75</b>

## SUPERIOR INDUSTRIAL

SUPERIOR INDUSTRIAL	Fleet Maintenance Fund	Labor/ restraint kit	\$249.20
SUPERIOR INDUSTRIAL	Fleet Maintenance Fund	Crane/Hoist Inspection	\$265.00
SUPERIOR INDUSTRIAL	Fleet Maintenance Fund	Labor, Inspections	\$449.60
SUPERIOR INDUSTRIAL	Fleet Maintenance Fund	Automotive Lift Inspection	\$180.00
<i>SUPERIOR INDUSTRIAL - Total For Fleet Maintenance Fund</i>			<i>\$1,143.80</i>
SUPERIOR INDUSTRIAL	Traffic Control	Crane/Hoist Inspection	\$400.00
<i>SUPERIOR INDUSTRIAL - Total For Traffic Control</i>			<i>\$400.00</i>
<b>SUPERIOR INDUSTRIAL - ALL DEPARTMENTS</b>			<b>\$1,543.80</b>

## SUTHERLANDS 2219

SUTHERLANDS 2219	Ft. Caspar Museum	LED exhibit lighting	\$414.90
SUTHERLANDS 2219	Ft. Caspar Museum	LED exhibit lights for museum	\$248.94
<i>SUTHERLANDS 2219 - Total For Ft. Caspar Museum</i>			<i>\$663.84</i>
SUTHERLANDS 2219	Streets	Replacement mail box on Robertson Rd	\$60.99
<i>SUTHERLANDS 2219 - Total For Streets</i>			<i>\$60.99</i>
SUTHERLANDS 2219	Water - Distribution	swivels, adapter, washer	\$21.15
SUTHERLANDS 2219	Water - Distribution	zip ties	\$17.18
SUTHERLANDS 2219	Water - Distribution	teflon pipe joint comp	\$9.98
SUTHERLANDS 2219	Water - Distribution	BLACK SPRAY PAINT	\$13.98
SUTHERLANDS 2219	Water - Distribution	square frame, hammer, tape	\$25.82
<i>SUTHERLANDS 2219 - Total For Water - Distribution</i>			<i>\$88.11</i>

**SUTHERLANDS 2219 - ALL DEPARTMENTS****\$812.94****TEMPLEPUBLI**

TEMPLEPUBLI	Police Administration	NATIONAL MINORITY UPDATE - TELECOMMUNI	\$195.00
TEMPLEPUBLI	Police Administration	ADVERTISING SERVICES	\$195.00
<i>TEMPLEPUBLI - Total For Police Administration</i>			<i>\$390.00</i>

**TEMPLEPUBLI - ALL DEPARTMENTS****\$390.00****THE HOME DEPOT**

THE HOME DEPOT	Buildings & Structures Fund	Custodial Supplies for City Hall	\$31.86
THE HOME DEPOT	Buildings & Structures Fund	Custodial Supplies for City Center building	\$38.92
<i>THE HOME DEPOT - Total For Buildings &amp; Structures Fund</i>			<i>\$70.78</i>
THE HOME DEPOT	Fire-EMS Operations	ROV Control Box	\$69.10
<i>THE HOME DEPOT - Total For Fire-EMS Operations</i>			<i>\$69.10</i>
THE HOME DEPOT	WWTP - Operations	Batteries	\$149.00
<i>THE HOME DEPOT - Total For WWTP - Operations</i>			<i>\$149.00</i>

**THE HOME DEPOT - ALL DEPARTMENTS****\$288.88****THE LYRIC**

THE LYRIC	Police Administration	MEMBERSHIP CLUBS,(SPORTS,RECREATION,ATH	\$250.00
<i>THE LYRIC - Total For Police Administration</i>			<i>\$250.00</i>

**THE LYRIC - ALL DEPARTMENTS****\$250.00****THE RADAR SHOP**

THE RADAR SHOP	Police Administration	ELECTRICAL AND SMALL APPLIANCE REPAIR SH	\$787.50
<i>THE RADAR SHOP - Total For Police Administration</i>			<i>\$787.50</i>

**THE RADAR SHOP - ALL DEPARTMENTS****\$787.50****THE UPS STORE**

THE UPS STORE	Sewer Fund - Collection	cctv camera shipping for annual service	\$73.93
<i>THE UPS STORE - Total For Sewer Fund - Collection</i>			<i>\$73.93</i>

**THE UPS STORE - ALL DEPARTMENTS****\$73.93****TLO TRANSUNION**

TLO TRANSUNION	Police Administration	COMPUTER AND DATA PROCESSING SERVICES	\$115.60
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<i>TLO TRANSUNION - Total For Police Administration</i>			<i>\$115.60</i>
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**TLO TRANSUNION - ALL DEPARTMENTS****\$115.60****TOP OFFICE PRODUCTS**

TOP OFFICE PRODUCTS	Buildings & Structures Fund	BAS copier clicks for Nov, Dec and Jan	\$152.80
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<i>TOP OFFICE PRODUCTS - Total For Buildings &amp; Structures Fund</i>			<i>\$152.80</i>
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TOP OFFICE PRODUCTS	Streets	Jan. 2020 Copier Charge	\$86.82
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<i>TOP OFFICE PRODUCTS - Total For Streets</i>			<i>\$86.82</i>
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TOP OFFICE PRODUCTS	Water - Distribution	January copy charges	\$128.22
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<i>TOP OFFICE PRODUCTS - Total For Water - Distribution</i>			<i>\$128.22</i>
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**TOP OFFICE PRODUCTS - ALL DEPARTMENTS****\$367.84****TRACTOR SUPPLY CO**

TRACTOR SUPPLY CO	Water - Distribution	hook handles	\$13.98
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<i>TRACTOR SUPPLY CO - Total For Water - Distribution</i>			<i>\$13.98</i>
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**TRACTOR SUPPLY CO - ALL DEPARTMENTS****\$13.98****TRAVEL GUARD GROUP I**

TRAVEL GUARD GROUP I	Police Administration	INSURANCE-SALES & UNDERWRITING	\$31.71
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TRAVEL GUARD GROUP I	Police Administration	INSURANCE-SALES & UNDERWRITING	\$39.47
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TRAVEL GUARD GROUP I	Police Administration	INSURANCE-SALES & UNDERWRITING	\$30.73
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TRAVEL GUARD GROUP I	Police Administration	INSURANCE-SALES & UNDERWRITING	\$27.42
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TRAVEL GUARD GROUP I	Police Administration	INSURANCE-SALES & UNDERWRITING	\$78.94
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<i>TRAVEL GUARD GROUP I - Total For Police Administration</i>			<i>\$208.27</i>
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**TRAVEL GUARD GROUP I - ALL DEPARTMENTS****\$208.27****TREE STUFF.COM**

TREE STUFF.COM	Parks - Urban Foetry	Safety Hard Hat	\$139.95
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<i>TREE STUFF.COM - Total For Parks - Urban Foetry</i>	<i>\$139.95</i>
<b>TREE STUFF.COM - ALL DEPARTMENTS</b>	<b>\$139.95</b>

## TST WYOMING RIB

TST WYOMING RIB	Human Resources	SERVICE RECOGNITION LUNCHEON PRIZE	\$50.00
<i>TST WYOMING RIB - Total For Human Resources</i>			<i>\$50.00</i>
<b>TST WYOMING RIB - ALL DEPARTMENTS</b>			<b>\$50.00</b>

## TW ENTERPRISES

TW ENTERPRISES	WWTP - Regional Interceptor Filters		\$160.35
<i>TW ENTERPRISES - Total For WWTP - Regional Interceptors</i>			<i>\$160.35</i>
<b>TW ENTERPRISES - ALL DEPARTMENTS</b>			<b>\$160.35</b>

## TWEED'S WHOLESALE

TWEED'S WHOLESALE	Rec Center - Operations	Ice Melt	\$190.80
<i>TWEED'S WHOLESALE - Total For Rec Center - Operations</i>			<i>\$190.80</i>
<b>TWEED'S WHOLESALE - ALL DEPARTMENTS</b>			<b>\$190.80</b>

## TYLER TECHNOLOGIES I

TYLER TECHNOLOGIES I	Balefill - Disposal & Landfill	Implementation	\$56.00
TYLER TECHNOLOGIES I	Balefill - Disposal & Landfill	Tyler Conversion	\$56.00
TYLER TECHNOLOGIES I	Balefill - Disposal & Landfill	Tyler Conversion	\$305.81
<i>TYLER TECHNOLOGIES I - Total For Balefill - Disposal &amp; Landfill</i>			<i>\$417.81</i>
TYLER TECHNOLOGIES I	Capital Projects Fund	Tyler Conversion	\$5,275.27
TYLER TECHNOLOGIES I	Capital Projects Fund	Tyler Conversion	\$966.00
TYLER TECHNOLOGIES I	Capital Projects Fund	Implementation	\$966.00
<i>TYLER TECHNOLOGIES I - Total For Capital Projects Fund</i>			<i>\$7,207.27</i>
TYLER TECHNOLOGIES I	Refuse - Residential	Implementation	\$84.00
TYLER TECHNOLOGIES I	Refuse - Residential	Tyler Conversion	\$84.00
TYLER TECHNOLOGIES I	Refuse - Residential	Tyler Conversion	\$458.72
<i>TYLER TECHNOLOGIES I - Total For Refuse - Residential</i>			<i>\$626.72</i>
TYLER TECHNOLOGIES I	Regional Water Operations	Implementation	\$14.00
TYLER TECHNOLOGIES I	Regional Water Operations	Tyler Conversion	\$76.45



TYLER TECHNOLOGIES I	Regional Water Operations	Tyler Conversion	\$14.00
<i>TYLER TECHNOLOGIES I - Total For Regional Water Operations</i>			<i>\$104.45</i>
TYLER TECHNOLOGIES I	Sewer Fund - Collection	Tyler Conversion	\$382.27
TYLER TECHNOLOGIES I	Sewer Fund - Collection	Implementation	\$70.00
TYLER TECHNOLOGIES I	Sewer Fund - Collection	Tyler Conversion	\$70.00
<i>TYLER TECHNOLOGIES I - Total For Sewer Fund - Collection</i>			<i>\$522.27</i>
TYLER TECHNOLOGIES I	Water - Distribution	Tyler Conversion	\$154.00
TYLER TECHNOLOGIES I	Water - Distribution	Tyler Conversion	\$840.99
TYLER TECHNOLOGIES I	Water - Distribution	Implementation	\$154.00
<i>TYLER TECHNOLOGIES I - Total For Water - Distribution</i>			<i>\$1,148.99</i>
TYLER TECHNOLOGIES I	WWTP - Operations	Tyler Conversion	\$56.00
TYLER TECHNOLOGIES I	WWTP - Operations	Tyler Conversion	\$305.81
TYLER TECHNOLOGIES I	WWTP - Operations	Implementation	\$56.00
<i>TYLER TECHNOLOGIES I - Total For WWTP - Operations</i>			<i>\$417.81</i>
<b>TYLER TECHNOLOGIES I - ALL DEPARTMENTS</b>			<b>\$10,445.32</b>

## UNIFORM ADVANTAGE

UNIFORM ADVANTAGE	Metro Animal Fund - Admin	Uniforms	\$188.73
<i>UNIFORM ADVANTAGE - Total For Metro Animal Fund - Admin</i>			<i>\$188.73</i>
<b>UNIFORM ADVANTAGE - ALL DEPARTMENTS</b>			<b>\$188.73</b>

## UNIFORMS 2 GEAR

UNIFORMS 2 GEAR	Police Administration	WeatherTech Jacket, Embroider	\$250.76
UNIFORMS 2 GEAR	Police Administration	Tactical Holster	\$53.01
UNIFORMS 2 GEAR	Police Administration	WeatherTech Jacket, Embroider	\$125.38
UNIFORMS 2 GEAR	Police Administration	Base Layer Long Sleeve	\$350.04
UNIFORMS 2 GEAR	Police Administration	Pants, Jacket, Embroider	\$972.42
UNIFORMS 2 GEAR	Police Administration	Misc. Point Blank Accessories	\$8,561.37
UNIFORMS 2 GEAR	Police Administration	WeatherTech jacket, Emborider	\$125.38
UNIFORMS 2 GEAR	Police Administration	Long Sleeve Duty Shirt	\$106.51
UNIFORMS 2 GEAR	Police Administration	Velcro Case, Spray pouch, radio pouch	\$198.80
UNIFORMS 2 GEAR	Police Administration	WeatherTech Jacket, Embroider	\$626.90
UNIFORMS 2 GEAR	Police Administration	WeatherTech jacket, Embroider	\$125.38
<i>UNIFORMS 2 GEAR - Total For Police Administration</i>			<i>\$11,495.95</i>

UNIFORMS 2 GEAR	Police Animal Control	Women's Long & short sleeve	\$261.69
<i>UNIFORMS 2 GEAR - Total For Police Animal Control</i>			<i>\$261.69</i>
<b>UNIFORMS 2 GEAR - ALL DEPARTMENTS</b>			<b>\$11,757.64</b>

## UNION WIRELESS

UNION WIRELESS	Water - Tanks	Upper Rock Creek Reservoir SCADA & Cell Phon	\$128.78
<i>UNION WIRELESS - Total For Water - Tanks</i>			<i>\$128.78</i>
<b>UNION WIRELESS - ALL DEPARTMENTS</b>			<b>\$128.78</b>

## UNITED 0161565087

UNITED 0161565087	Information Services	UNITED AIRLINES	\$14.00
<i>UNITED 0161565087 - Total For Information Services</i>			<i>\$14.00</i>
<b>UNITED 0161565087 - ALL DEPARTMENTS</b>			<b>\$14.00</b>

## UNITED 0162489752

UNITED 0162489752	Police Administration	UNITED AIRLINES	\$607.30
UNITED 0162489752	Police Administration	UNITED AIRLINES	\$607.30
<i>UNITED 0162489752 - Total For Police Administration</i>			<i>\$1,214.60</i>
<b>UNITED 0162489752 - ALL DEPARTMENTS</b>			<b>\$1,214.60</b>

## UNITED 0162489773

UNITED 0162489773	Police Administration	UNITED AIRLINES	\$607.30
<i>UNITED 0162489773 - Total For Police Administration</i>			<i>\$607.30</i>
<b>UNITED 0162489773 - ALL DEPARTMENTS</b>			<b>\$607.30</b>

## UNITED 0162490630

UNITED 0162490630	Police Administration	UNITED AIRLINES	\$421.80
<i>UNITED 0162490630 - Total For Police Administration</i>			<i>\$421.80</i>
<b>UNITED 0162490630 - ALL DEPARTMENTS</b>			<b>\$421.80</b>

## UNITED 0162491625

UNITED	0162491625	Police Administration	UNITED AIRLINES	\$472.80
UNITED 0162491625 - Total For Police Administration				\$472.80
<b>UNITED 0162491625 - ALL DEPARTMENTS</b>				<b>\$472.80</b>

## UNITED 0162492504

UNITED	0162492504	Police Administration	UNITED AIRLINES	\$487.80
UNITED 0162492504 - Total For Police Administration				\$487.80
<b>UNITED 0162492504 - ALL DEPARTMENTS</b>				<b>\$487.80</b>

## UNITED 0162492559

UNITED	0162492559	Police Administration	UNITED AIRLINES	\$437.80
UNITED	0162492559	Police Administration	UNITED AIRLINES	\$437.80
UNITED	0162492559	Police Administration	UNITED AIRLINES	\$437.80
UNITED	0162492559	Police Administration	UNITED AIRLINES	\$437.80
UNITED	0162492559	Police Administration	UNITED AIRLINES	\$437.80
UNITED	0162492559	Police Administration	UNITED AIRLINES	\$437.80
UNITED 0162492559 - Total For Police Administration				\$2,626.80
<b>UNITED 0162492559 - ALL DEPARTMENTS</b>				<b>\$2,626.80</b>

## UNITED 0162492731

UNITED	0162492731	Police Administration	UNITED AIRLINES	\$447.80
UNITED	0162492731	Police Administration	UNITED AIRLINES	\$447.80
UNITED	0162492731	Police Administration	UNITED AIRLINES	\$447.80
UNITED 0162492731 - Total For Police Administration				\$1,343.40
<b>UNITED 0162492731 - ALL DEPARTMENTS</b>				<b>\$1,343.40</b>

## UNITED 0162493531

UNITED	0162493531	Finance	Flight - Tyler Conference - Meyers	\$647.80
UNITED 0162493531 - Total For Finance				\$647.80
<b>UNITED 0162493531 - ALL DEPARTMENTS</b>				<b>\$647.80</b>

## UNITED 0162494129

UNITED	0162494129	Information Services	UNITED AIRLINES	\$628.80
<i>UNITED 0162494129 - Total For Information Services</i>				<i>\$628.80</i>
<b>UNITED 0162494129 - ALL DEPARTMENTS</b>				<b>\$628.80</b>

## UNIVERSITY OF LOUISV

UNIVERSITY OF LOUISV	Police Administration	COLLEGES, UNIVERSITIES, PROFESSIONAL SCH	\$420.00
UNIVERSITY OF LOUISV	Police Administration	COLLEGES, UNIVERSITIES, PROFESSIONAL SCH	\$420.00
UNIVERSITY OF LOUISV - Total For Police Administration			\$840.00
UNIVERSITY OF LOUISV - ALL DEPARTMENTS			\$840.00

## UPS 0000008F045W060

UPS 0000008F045W060	Regional Water Operations	Ship Lab Test	\$180.63
UPS 0000008F045W060 - Total For Regional Water Operations			\$180.63
UPS 0000008F045W060 - ALL DEPARTMENTS			\$180.63

## URGENT CARE OF CASPE

URGENT CARE OF CASPE	Police Administration	Medical Testing	\$462.00
URGENT CARE OF CASPE	Police Administration	Medical Testing	\$487.00
URGENT CARE OF CASPE - Total For Police Administration			\$949.00
URGENT CARE OF CASPE	Property Insurance Fund	MEDICAL SERVICES & HEALTH PRACTITIONERS	\$2,375.00
URGENT CARE OF CASPE - Total For Property Insurance Fund			\$2,375.00
URGENT CARE OF CASPE	Public Safety Communication	Medical Testing	\$462.00
URGENT CARE OF CASPE - Total For Public Safety Communications			\$462.00
URGENT CARE OF CASPE - ALL DEPARTMENTS			\$3,786.00

## USPS PO 5715580478

USPS PO 5715580478	Parks - Parks Maint.	Delivery of personal property over personnel iss	\$23.15
USPS PO 5715580478 - Total For Parks - Parks Maint.			\$23.15
USPS PO 5715580478	Rec Center - Operations	POSTAGE STAMPS	\$7.00
USPS PO 5715580478 - Total For Rec Center - Operations			\$7.00
USPS PO 5715580478 - ALL DEPARTMENTS			\$30.15

## USPS PO 5715580945

USPS PO 5715580945	Human Resources	Package of books with signed receipt request, c	\$26.35
USPS PO 5715580945 - Total For Human Resources			\$26.35
USPS PO 5715580945	Police Administration	POSTAGE STAMPS	\$26.35
USPS PO 5715580945 - Total For Police Administration			\$26.35
USPS PO 5715580945	Water - Admin	POSTAGE STAMPS & Certified Mail - CW180 Loa	\$63.20
USPS PO 5715580945 - Total For Water - Admin			\$63.20
<b>USPS PO 5715580945 - ALL DEPARTMENTS</b>			<b>\$115.90</b>

## VCN NATRONAREALESTAT

VCN NATRONAREALESTAT	City Attorney	GOVERNMENT SERVICES NOT ELSEWHERE CLAS	\$17.50
VCN NATRONAREALESTAT - Total For City Attorney			\$17.50
<b>VCN NATRONAREALESTAT - ALL DEPARTMENTS</b>			<b>\$17.50</b>

## VERIZON WIRELESS

VERIZON WIRELESS	Meter Services	Phone Use Acct.942021615-00001	\$305.78
VERIZON WIRELESS - Total For Meter Services			\$305.78
VERIZON WIRELESS	Metro Animal Fund - Admin	Dec. 19 Phone Use	\$52.18
VERIZON WIRELESS - Total For Metro Animal Fund - Admin			\$52.18
<b>VERIZON WIRELESS - ALL DEPARTMENTS</b>			<b>\$357.96</b>

## VISTAPR VISTAPRINT.C

VISTAPR VISTAPRINT.C	Metro Animal Fund - Admin	MISCELLANEOUS PUBLISHING & PRINTING (Mo	\$102.89
VISTAPR VISTAPRINT.C - Total For Metro Animal Fund - Admin			\$102.89
<b>VISTAPR VISTAPRINT.C - ALL DEPARTMENTS</b>			<b>\$102.89</b>

## VISTAR ROCKY MOUNTAI

VISTAR ROCKY MOUNTAI	Ice Arena - Concessions	NON-DURABLE GOODS NOT ELSEWHERE CLASSI	\$433.02
VISTAR ROCKY MOUNTAI - Total For Ice Arena - Concessions			\$433.02
<b>VISTAR ROCKY MOUNTAI - ALL DEPARTMENTS</b>			<b>\$433.02</b>

## VITALITY MEDICAL INC

VITALITY MEDICAL INC	Metro Animal Fund - Admin	Sharps Containers	\$30.33
<i>VITALITY MEDICAL INC - Total For Metro Animal Fund - Admin</i>			<i>\$30.33</i>
<b>VITALITY MEDICAL INC - ALL DEPARTMENTS</b>			<b>\$30.33</b>

## VRBO HARG3X09

VRBO HARG3X09	Police Administration	REAL ESTATE AGENTS AND MANAGERS-RENTAL	\$230.00
<i>VRBO HARG3X09 - Total For Police Administration</i>			<i>\$230.00</i>
<b>VRBO HARG3X09 - ALL DEPARTMENTS</b>			<b>\$230.00</b>

## VZWRLSS IVR VB

VZWRLSS IVR VB	Police Administration	TELECOMMUNICATION SERV.INCLUD. LOCAL/L.	\$918.42
VZWRLSS IVR VB	Police Administration	TELECOMMUNICATION SERV.INCLUD. LOCAL/L.	\$880.22
<i>VZWRLSS IVR VB - Total For Police Administration</i>			<i>\$1,798.64</i>
VZWRLSS IVR VB	Public Safety Communication	TELECOMMUNICATION SERV.INCLUD. LOCAL/L.	\$124.08
<i>VZWRLSS IVR VB - Total For Public Safety Communications</i>			<i>\$124.08</i>
VZWRLSS IVR VB	WWTP - Operations	Cell phones	\$145.28
<i>VZWRLSS IVR VB - Total For WWTP - Operations</i>			<i>\$145.28</i>
<b>VZWRLSS IVR VB - ALL DEPARTMENTS</b>			<b>\$2,068.00</b>

## VZWRLSS MY VZ VB P

VZWRLSS MY VZ VB P	Golf - Operations	Cellular Service for Ipads	\$80.02
<i>VZWRLSS MY VZ VB P - Total For Golf - Operations</i>			<i>\$80.02</i>
<b>VZWRLSS MY VZ VB P - ALL DEPARTMENTS</b>			<b>\$80.02</b>

## WAGNER'S OUTDOOR OUT

WAGNER'S OUTDOOR OUT	Streets	Propane for patching	\$97.37
<i>WAGNER'S OUTDOOR OUT - Total For Streets</i>			<i>\$97.37</i>
<b>WAGNER'S OUTDOOR OUT - ALL DEPARTMENTS</b>			<b>\$97.37</b>

## WAL-MART #1617

WAL-MART #1617	Ice Arena - Concessions	GROCERY STORES, SUPERMARKETS	\$37.80
<i>WAL-MART #1617 - Total For Ice Arena - Concessions</i>			<i>\$37.80</i>
WAL-MART #1617	Metro Animal Fund - Admin	GROCERY STORES, SUPERMARKETS - Bacus Dogs	\$47.83
<i>WAL-MART #1617 - Total For Metro Animal Fund - Admin</i>			<i>\$47.83</i>
WAL-MART #1617	Police Administration	GROCERY STORES, SUPERMARKETS	\$275.06
WAL-MART #1617	Police Administration	GROCERY STORES, SUPERMARKETS	\$20.46
<i>WAL-MART #1617 - Total For Police Administration</i>			<i>\$295.52</i>
WAL-MART #1617	Water - Distribution	file boxes	\$7.97
<i>WAL-MART #1617 - Total For Water - Distribution</i>			<i>\$7.97</i>
<b>WAL-MART #1617 - ALL DEPARTMENTS</b>			<b>\$389.12</b>

## WAL-MART #3778

WAL-MART #3778	Fire-EMS Training	Training Supplies - Duct Tape	\$9.32
<i>WAL-MART #3778 - Total For Fire-EMS Training</i>			<i>\$9.32</i>
<b>WAL-MART #3778 - ALL DEPARTMENTS</b>			<b>\$9.32</b>

## WEAR PARTS INC

WEAR PARTS INC	WWTP - Operations	Parts for DAFT scrapers	\$33.76
WEAR PARTS INC	WWTP - Operations	Bolts	\$254.90
<i>WEAR PARTS INC - Total For WWTP - Operations</i>			<i>\$288.66</i>
<b>WEAR PARTS INC - ALL DEPARTMENTS</b>			<b>\$288.66</b>

## WENDYS

WENDYS	Police Administration	FAST FOOD RESTAURANTS	\$29.95
<i>WENDYS - Total For Police Administration</i>			<i>\$29.95</i>
<b>WENDYS - ALL DEPARTMENTS</b>			<b>\$29.95</b>

## WESTERN ENGRAVERS SU

WESTERN ENGRAVERS SU	Metro Animal Fund - Admin	HARDWARE EQUIPMENT AND SUPPLIES (Tags)	\$205.83
WESTERN ENGRAVERS SU	Metro Animal Fund - Admin	Tag Engraver	\$3,055.00
<i>WESTERN ENGRAVERS SU - Total For Metro Animal Fund - Admin</i>			<i>\$3,260.83</i>
<b>WESTERN ENGRAVERS SU - ALL DEPARTMENTS</b>			<b>\$3,260.83</b>

## WESTERN WATER CONSUL

WESTERN WATER CONSUL	Capital Projects Fund	K Street Phase 2A DesignCA	\$5,888.25
WESTERN WATER CONSUL	Capital Projects Fund	Midwest David-Elm 17-031	\$2,128.44
WESTERN WATER CONSUL	Capital Projects Fund	Midwest Ave Elm to Walnut 18-066	\$8,281.35
<i>WESTERN WATER CONSUL - Total For Capital Projects Fund</i>			<i>\$16,298.04</i>
WESTERN WATER CONSUL	Sewer Fund - Collection	Midwest David-Elm 17-031	\$46.86
<i>WESTERN WATER CONSUL - Total For Sewer Fund - Collection</i>			<i>\$46.86</i>
WESTERN WATER CONSUL	Water - Distribution	Midwest David-Elm 17-031	\$293.10
<i>WESTERN WATER CONSUL - Total For Water - Distribution</i>			<i>\$293.10</i>
<b>WESTERN WATER CONSUL - ALL DEPARTMENTS</b>			<b>\$16,638.00</b>

## WESTSIDE ANIMAL HOSP

WESTSIDE ANIMAL HOSP	Metro Animal Fund - Admin	VETERINARY SERVICES	\$108.00
<i>WESTSIDE ANIMAL HOSP - Total For Metro Animal Fund - Admin</i>			<i>\$108.00</i>
<b>WESTSIDE ANIMAL HOSP - ALL DEPARTMENTS</b>			<b>\$108.00</b>

## WIND CITY BOOKS

WIND CITY BOOKS	Human Resources	Baby books purchased for newborns x 5	\$36.87
<i>WIND CITY BOOKS - Total For Human Resources</i>			<i>\$36.87</i>
<b>WIND CITY BOOKS - ALL DEPARTMENTS</b>			<b>\$36.87</b>

## WM SUPERCENTER

WM SUPERCENTER	Fire-EMS Administration	Binders	\$5.69
<i>WM SUPERCENTER - Total For Fire-EMS Administration</i>			<i>\$5.69</i>
WM SUPERCENTER	Police State Grants	GROCERY STORES, SUPERMARKETS	\$9.76
<i>WM SUPERCENTER - Total For Police State Grants</i>			<i>\$9.76</i>
<b>WM SUPERCENTER - ALL DEPARTMENTS</b>			<b>\$15.45</b>

## WONDER WASH

WONDER WASH	Police Administration	CAR WASHES	\$115.68
<i>WONDER WASH - Total For Police Administration</i>			<i>\$115.68</i>



**WONDER WASH - ALL DEPARTMENTS****\$115.68****WPSG- INC**

WPSG- INC	Fire-EMS Operations	Insignias, Bugle	\$372.35
WPSG- INC	Fire-EMS Operations	The Fire Store - Gas Can	\$56.58
WPSG- INC	Fire-EMS Operations	The Fire Store - Boots	\$478.43
<i>WPSG- INC - Total For Fire-EMS Operations</i>			<i>\$907.36</i>

**WPSG- INC - ALL DEPARTMENTS****\$907.36****WY. FIRE CHIEFS' ASS**

WY. FIRE CHIEFS' ASS	Fire-EMS Administration	2020 Membership	\$250.00
<i>WY. FIRE CHIEFS' ASS - Total For Fire-EMS Administration</i>			<i>\$250.00</i>

**WY. FIRE CHIEFS' ASS - ALL DEPARTMENTS****\$250.00****WY. STATE FIREMEN'S**

WY. STATE FIREMEN'S	Fire-EMS Administration	2020 Annual Dues	\$75.00
<i>WY. STATE FIREMEN'S - Total For Fire-EMS Administration</i>			<i>\$75.00</i>

**WY. STATE FIREMEN'S - ALL DEPARTMENTS****\$75.00****WY. WORKERS COMPENSA**

WY. WORKERS COMPENSA	Cemetery	Unemployment 4th Quarter	\$124.94
<i>WY. WORKERS COMPENSA - Total For Cemetery</i>			<i>\$124.94</i>
WY. WORKERS COMPENSA	Ice Arena - Operations	Unemployment 4th Quarter	\$355.41
<i>WY. WORKERS COMPENSA - Total For Ice Arena - Operations</i>			<i>\$355.41</i>
WY. WORKERS COMPENSA	Meter Services	Unemployment 4th Quarter	\$5,075.10
<i>WY. WORKERS COMPENSA - Total For Meter Services</i>			<i>\$5,075.10</i>
WY. WORKERS COMPENSA	Parks - Parks Maint.	Unemployment 4th Quarter	\$8,395.78
<i>WY. WORKERS COMPENSA - Total For Parks - Parks Maint.</i>			<i>\$8,395.78</i>
WY. WORKERS COMPENSA	Weed & Pest Fund	Unemployment 4th Quarter	\$7,014.00
<i>WY. WORKERS COMPENSA - Total For Weed &amp; Pest Fund</i>			<i>\$7,014.00</i>

**WY. WORKERS COMPENSA - ALL DEPARTMENTS****\$20,965.23**

## WYOMING AUTOMOTIVE

WYOMING AUTOMOTIVE	Water - Distribution	KEY HOLDER	\$9.46
<i>WYOMING AUTOMOTIVE - Total For Water - Distribution</i>			<i>\$9.46</i>
<b>WYOMING AUTOMOTIVE - ALL DEPARTMENTS</b>			<b>\$9.46</b>

## WYOMING CAMERA

WYOMING CAMERA	Fire-EMS Prevent & Inspect	Camera, Adapter and Filter	\$1,729.83
<i>WYOMING CAMERA - Total For Fire-EMS Prevent &amp; Inspect</i>			<i>\$1,729.83</i>
<b>WYOMING CAMERA - ALL DEPARTMENTS</b>			<b>\$1,729.83</b>

## WYOMING OFFICE PRODU

WYOMING OFFICE PRODU	Parks - Parks Maint.	Ergohuman Manchester	\$180.00
<i>WYOMING OFFICE PRODU - Total For Parks - Parks Maint.</i>			<i>\$180.00</i>
WYOMING OFFICE PRODU	Weed & Pest Fund	Ergohuman Manchester	\$180.00
<i>WYOMING OFFICE PRODU - Total For Weed &amp; Pest Fund</i>			<i>\$180.00</i>
<b>WYOMING OFFICE PRODU - ALL DEPARTMENTS</b>			<b>\$360.00</b>

## WYOMING STEEL, RECYC

WYOMING STEEL, RECYC	Refuse - Residential	TAX CREDIT	(\$5.35)
<i>WYOMING STEEL, RECYC - Total For Refuse - Residential</i>			<i>(\$5.35)</i>
<b>WYOMING STEEL, RECYC - ALL DEPARTMENTS</b>			<b>(\$5.35)</b>

## YOURMEMBER-CAREERS

YOURMEMBER-CAREERS	Police Administration	PUBLIC SAFETY TELE-COMMUNICATOR RECRUIT	\$134.00
YOURMEMBER-CAREERS	Police Administration	PUBLIC SAFETY TELE-COMMUNICATOR RECRUIT	\$114.75
<i>YOURMEMBER-CAREERS - Total For Police Administration</i>			<i>\$248.75</i>
<b>YOURMEMBER-CAREERS - ALL DEPARTMENTS</b>			<b>\$248.75</b>

## YOURMEMBERSHIP CAREE

YOURMEMBERSHIP CAREE	Police Administration	BUSINESS SERVICES NOT ELSEWHERE CLASSIFI	\$90.00
YOURMEMBERSHIP CAREE	Police Administration	BUSINESS SERVICES NOT ELSEWHERE CLASSIFI	\$224.00

YOURMEMBERSHIP CAREE	Police Administration	BUSINESS SERVICES NOT ELSEWHERE CLASSIFI	\$202.00
<i>YOURMEMBERSHIP CAREE - Total For Police Administration</i>			<i>\$516.00</i>
<b>YOURMEMBERSHIP CAREE - ALL DEPARTMENTS</b>			<b>\$516.00</b>

<b>CITYWIDE BILLS AND CLAIMS TOTAL</b>	<b>\$1,973,204.94</b>
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I certify, under penalty of perjury, that this listing of vouchers and the items included therein for payment are correct and just in every respect.

SUBMITTED BY (Finance Dir) \_\_\_\_\_ DATE \_\_\_\_\_

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DULY AUDITED BY (City Manager) \_\_\_\_\_ DATE \_\_\_\_\_

APPROVED BY (Mayor) \_\_\_\_\_ DATE \_\_\_\_\_

CITY of CASPER, WYOMING  
BILLS and CLAIMS ADDENDUM  
Council Meeting  
02/18/20

**Payroll Disbursements**

		<b><u>Total Payroll</u></b>	<b><u>\$</u></b>	<b><u>-</u></b>
<b><u>Additional Accounts Payable</u></b>				
1/30/2020	Prewrits: Employee Reimbursement, Utility Refunds, Petty Cash			
	Skylar Hodgins	\$	30.00	
	Erickson, Arthur	\$	52.23	
	Mathern, Mark	\$	128.36	
	Selby, Les	\$	44.01	
	Martin, Crystal	\$	54.97	
	England, Mary	\$	51.49	
	Energy 307	\$	115.71	
	First Interstate Bank- Petty Cash	\$	188.89	
		\$	665.66	
2/6/2020	Prewrits: Utility Refund, Petty Cash			
	Glenrock Area Solid Waste	\$	874.16	
	First Interstate Bank- Petty Cash	\$	307.05	
		\$	1,181.21	
2/7/20	Senior Center Funding	\$	73,194.62	
2/11/20	Dewald Masonry	\$	5,145.00	
		<b><u>Total Additional AP</u></b>	<b><u>\$</u></b>	<b><u>80,186.49</u></b>

February 5, 2020

MEMO TO: J. Carter Napier, City Manager *JCN*  
FROM: Liz Becher, Community Development Director *LB*  
SUBJECT: Establish Date of Public Hearing for Consideration of an Ordinance Approving a Vacation, Replat, Zone Change, and Subdivision Agreement for the Garden Creek Square Addition No. 2

Meeting Type & Date:

Regular Council Meeting, February 18, 2020

Action Type:

Establish date of public hearing

Recommendation:

That Council, by minute action, establish March 3, 2020 as the date of public hearing for consideration of an Ordinance approving a vacation, replat and zone change of the proposed Garden Creek Square Addition No. 2, and the associated Subdivision Agreement.

Summary:

Application has been made to vacate and replat the Garden Creek Square Addition to create the Garden Creek Square Addition No.2, comprising 7.49 acres, more or less. The plat is vacating the Garden Creek Square subdivision, and creating a new, two (2) lot subdivision in its place. Existing land uses in the immediate area include multifamily residential, single family residential, commercial, and park/open space.

In a companion item, a request has been made to rezone proposed Lot 1 of the subdivision from PUD (Planned Unit Development) to R-4 (High Density Residential). Proposed Lot 2 is zoned C-2 (General Business), and will remain zoned as is. In September of 2019 the Planning and Zoning Commission approved a rezone of proposed Lot 2 from PUD (Planned Unit Development) to C-2 (General Business), which was also supported and approved by the City Council. The purpose of that zone change was to facilitate the development of a forty-nine (49) unit, multifamily, senior housing project on the property. A site plan for the senior housing project has been submitted to the City, and is in the process of being reviewed by staff.

As a PUD, the original Garden Creek Plaza site plan from 1999 laid out the Garden Creek Square Addition for the development of a seven (7) unit, multi-tenant commercial building, and eighteen (18) attached, single-family residential (twinhome) dwelling units. The plan was never implemented. The purpose of the proposed vacation, replat and zone change is to rescind the previous development plan and layout of the property, and to create a single lot (Lot 1) that a future developer can design according to their own vision. In general, staff supports the rezoning of PUD (Planned Unit Development) properties, in order to facilitate development in a more

straightforward manner, according to the Municipal Code, without the added complexity inherent in PUD's.

Section 17.12.170 of the Casper Municipal Code requires that staff review zoning applications in the context of the approved Comprehensive Land Use Plan, and provide a recommendation to the Planning and Zoning Commission and City Council as to how the zone change is either supported, or not supported. The Generation Casper Comprehensive Plan provides a Future Land Use Plan (FLU), which is found in Chapter Four (4), on Page 4-26. The FLU is an illustrative map that identifies the physical distribution of land uses, and forms the basis for future zoning and land use regulations. The subject property is located in a transition area between an area designated as a "neighborhood center," and the area along Garden Creek designated as "Parks and Open Space." Page 4-32 of the Plan provides general characteristics of areas designated as neighborhood centers, which typically include low-scale commercial uses and supporting multifamily residential. A zone change to R-4 (High Density Residential) is consistent with the desired future land use of the area, as well as existing land uses in the immediate area.

Chapter Three (3) of the Plan provides principles and goals. Principles and goals that may be applicable to the requested zone change are as follows:

Goal ECH1-4 – **Housing Space**: Promote land use patterns that provide adequate housing of all types, supported by integrated parks and services. (Pg. 3-5)

Goal ECH1-5 – **Fair Housing**: Provide a range of attainable and affordable housing throughout the community with equal access to fair housing. (Pg. 3-5)

The Municipal Code lists the following land uses as being permitted in the proposed R-4 (High Density Residential) zoning district:

- A. Assisted living;
- B. Conventional site-built single-family dwellings and manufactured homes with siding material consisting of wood or wood products, stucco, brick, rock, or horizontal lap wood, steel or vinyl siding;
- C. Conventional site-built and modular two-family dwellings;
- D. Conventional site-built and modular multifamily dwellings;
- E. Conventional site-built and modular condominiums for residential use;
- F. Conventional site-built and modular townhomes for residential use;
- G. Bed and breakfast;
- H. Bed and breakfast homestay;
- I. Boarding/rooming houses;
- J. Churches;
- K. Day-care, adult;
- L. Family child care home;

- M. Group homes;
- N. Nursing homes;
- O. Parks, playgrounds, golf courses, and similar recreational activities operated and used primarily during daylight hours;
- P. Schools, public, parochial, and private elementary, junior and senior high;
- Q. Neighborhood assembly uses;
- R. Branch community facilities;
- S. Neighborhood grocery;
- T. Personal service shops;
- U. Professional offices with fewer than twenty employees;
- V. Coffee shops, cafes and restaurants without drive-up windows;
- W. Sundry shops and specialty shops.

The Planning and Zoning Commission voted to support the replat and zone change after a public hearing on January 16, 2020. There were no public comments presented regarding this case. A notice of public hearing will be published in the Casper Star-Tribune advertising the City Council public hearing. All public hearings are also advertised on the Council agenda page of the City's website (casperwy.gov), and notices are mailed to all property owners within three hundred (300) feet.

Financial Considerations:

None

Oversight/Project Responsibility:

Craig Collins, AICP, City Planner, is tasked with processing plats

Attachments:

Location/Zoning Map





# Garden Creek Square Addition No. 2





February 5, 2020

MEMO TO: J. Carter Napier, City Manager 

FROM: Liz Becher, Community Development Director 

SUBJECT: Establish Date of Public Hearing for Consideration of an Ordinance Approving a Vacation, Replat, Zone Change and Subdivision Agreement for the Greenway Park III Addition

Meeting Type & Date:

Regular Council Meeting, February 18, 2020

Action Type:

Establish date of public hearing

Recommendation:

That Council, by minute action, establish March 3, 2020 as the date of public hearing for consideration of an Ordinance approving a vacation and replat creating the Greenway Park III Addition, a zone change of said Addition to PUD (Planned Unit Development), R-3 (One to Four Unit Residential) and R-2 (One Unit Residential), and the Greenway Park III Addition Subdivision Agreement.

Summary:

Preserve Casper, LLC has applied to vacate and replat the remaining, undeveloped, third phase of the Greenway Park PUD (Planned Unit Development), and to rezone the area to remove it from the 59-acre Greenway Park PUD (Planned Unit Development). The Greenway Park PUD (Planned Unit Development), also known as "The Preserve" is located north of East 21<sup>st</sup> Street and east of Missouri Avenue. Subsequent to the initial approval of the Greenway Park PUD in 2008, the Phase I site plan was approved in 2009, and the Phase II site plan was approved in 2012. The first two phases of the PUD consist of multifamily apartment buildings, and the final phase was designed as a transition from apartments on the west side, to single-family residential on the east side of the project. The original PUD presented a concept for Phase III, which the developer referred to at the time as "Mansion Homes." Mansion homes were described as multi-family structures, consisting of three (3) dwelling units, and constructed to appear as a large, single-family residential structure. Additionally, the original PUD also provided for 2-6 unit, two-story townhomes in the final phase. To address the transition of more intense land use to the existing single-family homes to the east of Greenway Park, the PUD originally designed a landscaped buffer/separation along the eastern edge of the development, directly adjacent to the Rustic Ridge single-family residential development. The PUD also specified that only single-family residential dwellings would be located in that area.

The Municipal Code allows for a maximum residential density of twenty-four (24) dwelling units per acre for Planned Unit Developments (PUD's), which would have allowed up to 1,400

dwelling units to be constructed in Greenway Park. Although 1,400 dwelling units would have been allowed, the developer requested, and obtained approval for only 429 dwelling units. Out of 429 dwelling units, the first two phases consisted of a total of 368 dwelling units, leaving sixty-one (61) dwelling units remaining for development. This proposal, if approved, will create fifty-four (54) lots, fewer than what is now permitted. Of those fifty-four (54) dwelling units, thirty-five (35) will be zoned R-2 (One Unit Residential). The twenty-two (22) R-3 (One to Four Unit Residential) lots will be located west of the single-family homes. The applicant plans to develop the R-3 (One to Four Unit Residential) lots as attached single-family residential units, otherwise commonly referred to as "twinhomes."

The lot sizes of all proposed lots in Greenway Park III exceed the City's minimum lot size requirement of 4,000 square feet in both the R-2 (One Unit Residential) and R-3 (One to Four Unit Residential) zoning districts. Maximum block lengths comply with the City's regulations with the exception of the areas where existing structures/homes prevent the extension of streets. The Municipal Code does allow for exceptions to the block length standards in those instances.

A traffic study was completed with previous Greenway Park approvals, which, at the time, anticipated more dwelling units than are now being proposed. The traffic study concluded that all intersections within the study area are currently operating at a Level of Service (LOS) of A, and are expected to continue to operate at a LOS of A in the year 2040, following the completion of the development. Furthermore, no warrants for the addition of a traffic signal were met as a result of the development, and no adverse traffic impacts were noted. When the Greenway Park PUD (Planned Unit Development) was initially approved, a traffic study identified a need for a traffic light at the intersection of East 15<sup>th</sup> Street and South Missouri, which the developer paid for and has been installed.

Previous phases of development within Greenway Park have been contentious with the neighbors to the east. Likewise, staff has been bombarded with neighborhood interest concerning this proposal as well. Most of the neighbors' concerns center around their desire to maintain the views from their properties, looking to the west. Inquiries have been made by some as to whether height limitations could be imposed by the City to ensure their views are maintained. In response, staff has informed the neighbors that it would be improper to impose conditions or restrictions, based on zoning, that are not generally applied across the board to other properties in the City that are zoned the same. Instead, staff has suggested that the neighbors work directly with the developer to determine if there is an opportunity to restrict heights of structures on the properties, through some type of deed restriction, or private view shed "easement." The developer is under no obligation to do so, however, and could decline, or ask the neighbors for some type of financial compensation, or other consideration if desired. It should be noted that there is an estimated fifteen (15) to twenty (20) feet of elevation difference between Rustic Ridge and the location in Greenway Park III where the houses would be constructed. Further, the developer has voluntarily created a fifty-five (55) foot wide no-disturbance area directly adjacent to Rustic Ridge where no structures or grading/dirt work will be permitted.

Section 17.12.170 of the Casper Municipal Code requires that staff review zoning applications in the context of the approved Comprehensive Land Use Plan, and provide a recommendation to the Planning and Zoning Commission and City Council as to how the zone change is either supported, or not supported. The Generation Casper Comprehensive Plan provides a Future Land Use Plan (FLU), which is found in Chapter Four (4), on Page 4-26. The FLU is an illustrative map that identifies the physical distribution of land uses, and forms the basis for future zoning and land use regulations. The property in question is in an area designated by the FLU as a "Neighborhood 3." Page 4-31 of the Plan provides general characteristics of areas designated as a "Neighborhood 3." Primary land uses expected within this designation include attached, single-and multifamily dwellings, including duplexes, townhomes, and similar dwellings, at higher densities.

The Municipal Code lists the following land uses as being permitted in the proposed R-2 (One Unit Residential) zoning district:

- A. Conventional site-built single-family dwellings and manufactured homes with siding material consisting of wood or wood products, stucco, brick, rock, or horizontal lap wood, steel or vinyl siding;
- B. Day-care, adult;
- C. Family child care home;
- D. Parks, playgrounds, historical sites, golf courses, and other similar recreational facilities used during daylight hours;
- E. Schools, public, parochial, and private elementary, junior and senior high;
- F. Neighborhood assembly uses;
- G. Neighborhood grocery;
- H. Group home;
- I. Church.

The Municipal Code lists the following land uses as being permitted in the proposed R-3 (One to Four Unit Residential) zoning district:

- A. Conventional site-build single-family dwellings and manufactured homes with siding material consisting of wood or wood products, stucco, brick, rock, or horizontal lap wood, steel or vinyl siding;
- B. Conventional site-built and modular two-family dwellings;
- C. Conventional site-built and modular multifamily dwellings consisting of not over four individual dwelling units;
- D. Conventional site-built and modular condominiums for residential use consisting of not over four individual dwelling units;
- E. Conventional site-built and modular townhomes for residential use consisting of not over four individual dwelling units;

- F. Day-care, adult;
- G. Family child care home;
- H. Reserved;
- I. Parks, playgrounds, historical sites, golf courses, and other similar recreational facilities used during daylight hours;
- J. Schools, public, parochial, and private elementary, junior and senior high;
- K. Neighborhood assembly uses;
- L. Branch community facilities;
- M. Neighborhood grocery;
- N. Group home;
- O. Church.

The Planning and Zoning Commission voted to support this case after a public hearing on January 16, 2020. Numerous public comments were received opposing the development, with the majority of concerns centering on the potential for the single-family structures along the east edge of the development to block their views from the Rustic Ridge Subdivision. A notice of public hearing will be published in the Casper Star-Tribune advertising the City Council public hearing. All public hearings are also advertised on the Council agenda page of the City's website (casperwy.gov), and notices are mailed to all property owners within three hundred (300) feet.

Financial Considerations:

None

Oversight/Project Responsibility:

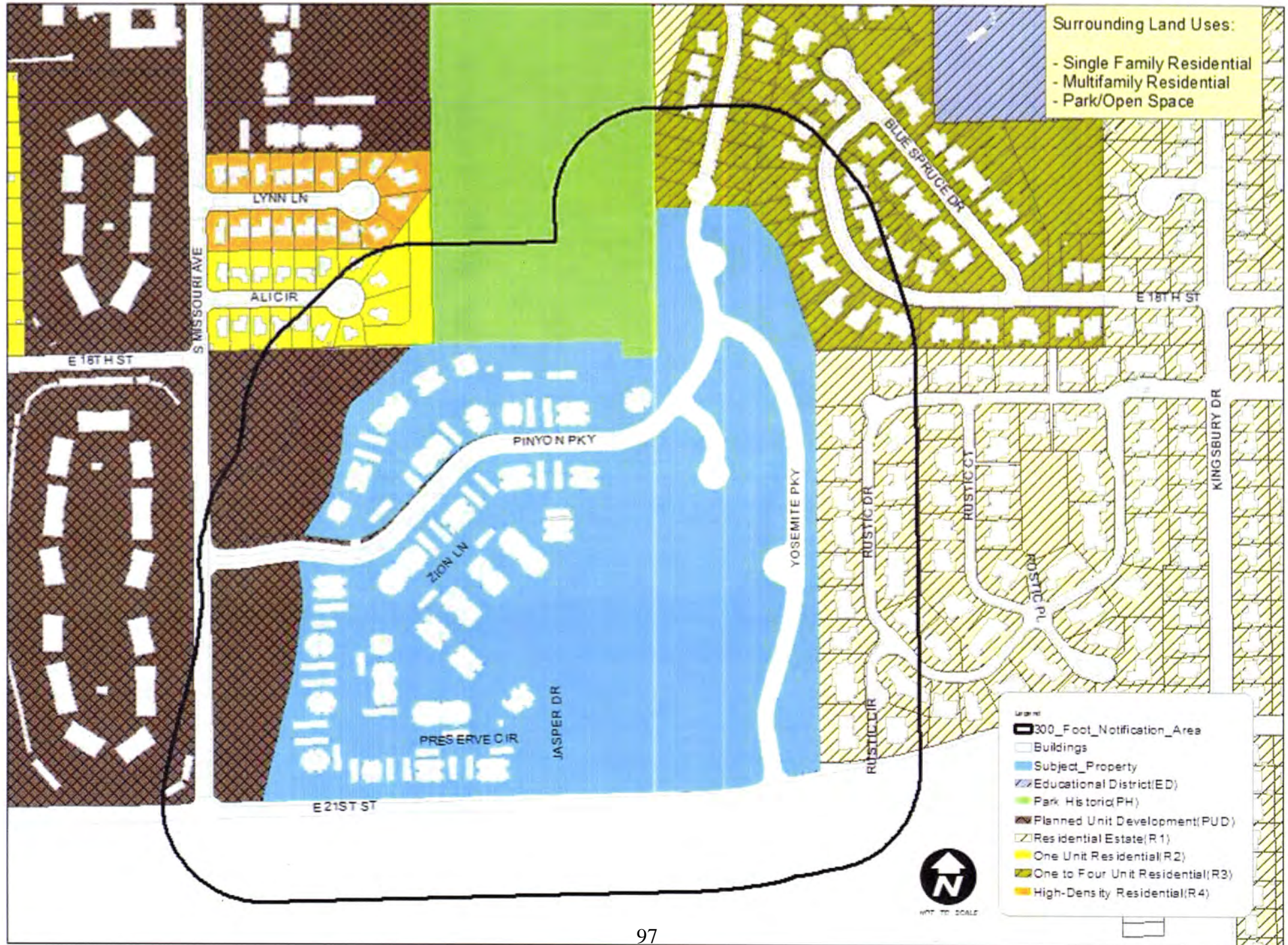
Craig Collins, AICP, City Planner, is tasked with processing plats and zone changes

Attachments:

Location/Zoning Map



# Greenway Park III Addition





February 5, 2020

MEMO TO: J. Carter Napier, City Manager *JCN*  
FROM: Liz Becher, Community Development Director *LB*  
SUBJECT: Establish Date of Public Hearing for Consideration of an Ordinance Approving a Replat, Zone Change, and Subdivision Agreement for the Kensington Heights No. 1 Addition

Meeting Type & Date:

Regular Council Meeting, February 18, 2020

Action Type:

Establish date of public hearing

Recommendation:

That Council, by minute action, establish March 3, 2020 as the date of public hearing for consideration of an Ordinance approving a vacation, replat and zone change of the proposed Kensington Heights No. 1 Addition, and the associated Subdivision Agreement.

Summary:

402, LLC has applied to vacate and replat the Cambridge Addition, to create the Kensington Heights Addition No. 1, comprising 53-acres, more or less. The Cambridge Addition is a sub-area of the Centennial Hills PUD (Planned Unit Development), that was approved by City Council in 2003, which originally encompassed approximately 250-acres. Over time, the Centennial Hills PUD has undergone several revisions, and at present time encompasses approximately 229-acres, in that a portion of the PUD was rezoned and removed from the PUD (Planned Unit Development) in the mid-2000's to create the Meadow View Estates Subdivisions. The proposed rezoning component of this proposal is meant to do similar, and remove this 53-acres from the PUD, in order to facilitate the development of the area as a standard, single-family residential subdivision.

The Centennial Hills PUD introduced several new planning concepts to Casper, such as allowing for the construction of much narrower streets than the City allows in non-PUD areas. The developer, as well as the City, have recognized that, although well intentioned to slow traffic and create a more pedestrian-friendly neighborhood, the narrow streets do not function well because of difficulties in enforcing no-parking zones, as well as difficulties posed by drifting snow. Nonfunctional streets are obviously a public safety hazard. The rezone of the property to R-2 (One Unit Residential) will mandate that the project will be developed in compliance with standard City development requirements, including maximum block lengths, access, and larger street sections.

The Cambridge Addition laid out a total of 125 residential lots, in addition to the creation of several open-space tracts, which are a requirement of PUD zoning. The developer estimates that under R-2 (One Unit Residential) zoning, the total number of lots that will be created, once completed, will be in the range of 150. The applicant is proposing to phase the project, and at this time is platting twenty-five (25) buildable, single-family lots, and several Tracts. Proposed Tract A is a large, 40.1-acre parcel that will be subdivided to create additional developable lots at some point in the future. Access to the first phase of Kensington Heights will be from Country Club Road on the south, and from Drayton Way on the east.

Section 17.12.170 of the Casper Municipal Code requires that staff review zoning applications in the context of the approved Comprehensive Land Use Plan, and provide a recommendation to the Planning and Zoning Commission and City Council as to how the zone change is either supported, or not supported. In this case, the single-family residential nature of the development is not changing, only the zoning classification. The construction of the subdivision, in compliance with standard City design standards with regard to street widths, points of access, and block lengths, will greatly increase the safety and function of the traffic pattern in the area.

The Municipal Code lists the following land uses as being permitted in the proposed R-2 (One Unit Residential) zoning district:

- A. Conventional site-built single-family dwellings and manufactured homes with siding material consisting of wood or wood products, stucco, brick, rock, or horizontal lap wood, steel or vinyl siding;
- B. Day-care, adult;
- C. Family child care home;
- D. Parks, playgrounds, historical sites, golf courses, and other similar recreational facilities used during daylight hours;
- E. Schools, public, parochial, and private elementary, junior and senior high;
- F. Neighborhood assembly uses;
- G. Neighborhood grocery;
- H. Group home;
- I. Church.

The Planning and Zoning Commission voted to support the replat and zone change after a public hearing on January 16, 2020. There were some public comments received regarding design features of the area, including fencing, open space, density, and street design changes. A notice of public hearing will be published in the Casper Star-Tribune advertising the City Council public hearing. All public hearings are also advertised on the Council agenda page of the City's website ([casperwy.gov](http://casperwy.gov)), and notices are mailed to all property owners within three hundred (300) feet.

Financial Considerations:

The Cambridge Addition Subdivision Agreement required that prior to any development occurring within the area, the developer would be required to pay the City \$263,025 recapture for the cost of constructing Country Club Road. The Kensington Heights No., 1 Addition Subdivision Agreement addresses the obligation, and replaces/supersedes the previous Subdivision Agreement.

Oversight/Project Responsibility:

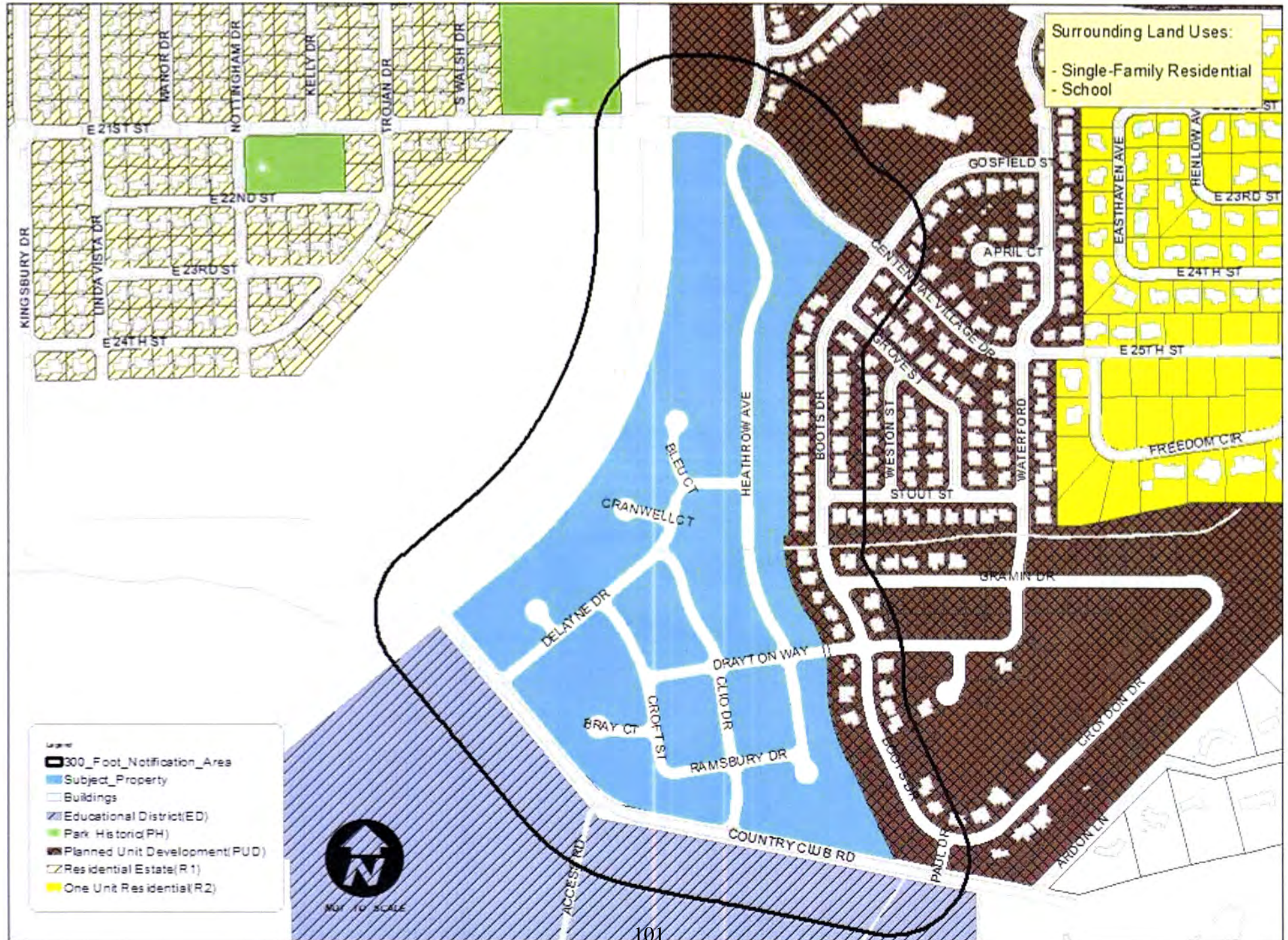
Craig Collins, AICP, City Planner, is tasked with processing plats and zone changes

Attachments:


Location/Zoning Map




# Kensington Heights Addition No. 1



January 31, 2020

MEMO TO: J. Carter Napier, City Manager 

FROM: Tom Pitlick, Financial Services Director 

SUBJECT: Establishing March 3, 2020, as the Public Hearing for Adoption of Fiscal Year 2020 Budget Amendment #2

Meeting Type & Date:  
Regular Council Meeting  
February 18, 2020

Action type:  
Minute Action

Recommendation:  
That Council, by minute action, establish March 3, 2020, as the date of public hearing for consideration of the adoption of Fiscal Year 2020 Budget Amendment #2.

Summary:  
The Municipal Budget Act, Section 16-4-108, prohibits the expenditure or encumbrance of any money in excess of the amounts provided in the budget for each department. To comply with this requirement, City Council may authorize an adjustment of budgets. It has been determined that adjustments to the Fiscal Year 2020 adopted budget are necessary and are being prepared for Council consideration. The City Council is respectfully requested to establish March 3, 2020, as the public hearing date for the consideration and adoption of the 2<sup>nd</sup> amendment to the Fiscal Year 2020 budget.



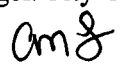
Financial Considerations:  
None

Oversight/Project Responsibility:  
Tom Pitlick, Financial Services Director

Attachments:  
None



January 6, 2020

**MEMO TO:** J. Carter Napier, City Manager   
**FROM:** Fleur Tremel, Assistant to the City Manager/City Clerk   
Carla Mills-Laatsch, Licensing Specialist   
**SUBJECT:** Public Hearing for Annual Renewal of Liquor Licenses.

Meeting Type & Date  
Regular Council Meeting  
February 18, 2020

Action type  
Public Hearing  
Minute Action

Recommendation

That Council, by minute action, authorize the annual renewal of all currently issued liquor licenses, contingent upon compliance with all other applicable codes, and with the stipulations and conditions previously placed on Retail Liquor License No. 6, Frosty's Bev, LLC., d.b.a Frosty's Lounge; No. 21, Urban Market Wines, LLC., d.b.a Urban Bottle; and No. 37, Charger Holdings, LLC., d.b.a Yellowstone Garage.

Summary

State Statutes require that the City Council hold a public hearing each year prior to the renewal of City issued liquor licenses (complete list attached). This gives the public an opportunity to address City Council with any concerns they might have regarding the operation and management of a given establishment. It also affords City Council an opportunity to have certain liquor establishments appear and address any questions that City Council might have.

All liquor license applications must be certified as being complete by the Liquor Division of the Wyoming Department of Revenue. The Division has certified all 2020-2021 license applications as being complete.

**Licenses with Stipulations**

Unless removed by the City Council, the following licenses will retain the existing stipulations placed upon them:

- Retail Liquor License No. 6, Frosty Bev LLC, d.b.a. **Frosty Liquor**, has stipulations and conditions put in effect restricting Roger Hessler from ownership or interest in this liquor license. Stipulation 1.b regarding patio hours was rescinded by Council in 2012 upon request of the license holder.

- Retail Liquor License No. 36, Urban Market Wines, LLC, d.b.a. **Urban Bottle**, has stipulations and conditions restricting this liquor license from being transferred to a new address.
- Retail Liquor License No. 37, Charger Holding, LLC, d.b.a **Yellowstone Garage**, has stipulations and conditions restricting this liquor license from being transferred to a new address.

## Police Report for 2019

The Casper Police Department has compiled a report of all calls for service at the address of each liquor dealer's establishment in calendar year 2019. The Casper Police Department presented the report to City Council at the January 28, 2020 work session.

In August of 2019 the graduated fine schedule replaced the demerit points. For the first violation a fine of up to one hundred fifty dollars shall be imposed; for a second violation a fine of up to two hundred dollars shall be imposed; for a third violation a fine of up to two hundred fifty dollars shall be imposed. All violations after the first two in each calendar year shall require a representative of the licensee/permittee to appear at a regular meeting of the city council.

The following is a summary of the liquor license dealers that failed the compliance check:

Establishment	License Type	Date	Disposition	Offense
Moonlight	Retail	4/30/2019	Pled Guilty	Sale to minor
Moonlight	Retail	11/27/2019	Pled Guilty	Sale to minor
2 <sup>nd</sup> Street Liquor & Wine	Retail	12/18/2019	Pled Guilty	Sale to minor
307 Sunrise	Retail	11/27/2019	Pled Guilty/No Contest	Sale to minor
Party Time Liquors	Retail	4/30/2019	Pled Guilty	Sale to minor
C85 @ Galles Liquor	Retail	9/23/2019	Pled Guilty	Sale to minor
Courtyard by Marriott	Resort	11/6/2019	Pled Guilty	Sale to minor
Ramada Plaza	Resort	5/23/2019	Pled Guilty	Sale to minor
The Horse Palace	Bar & Grill	11/6/2019	Pled Guilty	Sale to minor
JS Chinese	Restaurant	12/27/2019	Awaiting Trial	Sale to minor
La Costa	Restaurant	12/18/2019	Pled Guilty	Sale to minor
Shogun Restaurant	Restaurant	10/23/2019	Not Guilty	Sale to minor
Denny's	Restaurant	4/23/2019	Pled Guilty	Sale to minor
VFW Post 10677	Limited Retail	12/18/2019	Pled Guilty	Sale to minor

## **Disclosed Felony and Alcohol Related Violations**

All individuals, partners, officer of a club, or stockholders, limited liability companies, limited liability partnerships, and every officer and every director must disclose if they have been convicted of a felony violation or any violation related to the sale or manufacture of alcoholic liquor or malt beverages.

Two individuals listed on the 2020-2021 renewal applications disclosed they had alcohol related convictions. In contacting these applicants, one of the individual's conviction is over ten (10) years old. Consequently, this individual would not have needed to make the disclosure in that the conviction is irrelevant to the renewal process per State law. The second individual disclosed they had alcohol related convictions from 2008 and 2018. Statutes require disclosure of convictions within ten (10) years prior to filing of the application.

## **Restaurant and Bar & Grill Licenses – Food Service Requirements**

Casper Municipal Code Sections 5.08.310 and 5.08.340 require the applicant for a Restaurant Liquor License or a Bar & Grill Liquor License to satisfy the City Council that the primary source of revenue from the operation of the restaurant be derived from food services and not from the sale of alcoholic liquor or malt beverages. City Council shall condition renewal of the licenses upon a requirement that not less than sixty percent (60%) of gross sales from the preceding twelve months' operations of a licensed restaurant or bar & grill, as reported by the applicant, be derived from food services.

From the review of all applications, revenue from the sale of food exceeded sixty percent (60%) of gross sales for all of the restaurant and Bar & Grill applications.

## **Non-operational or “Parked” Licenses**

An owner or holder can maintain a license in an inactive or 'parked' status for one year without having a functional physical building and not purchasing the required minimum amount of alcohol. Upon showing good cause by the licensee, the Council may grant a one-year extension of the non-operational status.

Current parked licenses are:

- Mountain Hops Brewhouse, LLC, d/b/a Mountain Hops Brewhouse located at 612 North Beverly Street. May remain non-operational until February 5<sup>th</sup>, 2021.

## Application Deadlines

City Staff sent out renewal applications on November 7<sup>th</sup>, 2019. The due date for these renewals to be turned into the City Clerk's office was December 3<sup>rd</sup>, 2019. The following liquor license holders did not meet this deadline:

Establishment	License Type	Date received
The Horse Palace	Bar and Grill	12/5/2019
The Office Bar and Rill	Retail	12/9/2019
Travis Taylor	Retail	12/6/2019
TJ's Bar and Grill	Retail	1/27/2020
Eggingtons	Restaurant	12/9/2019
Eagles	Limited Retail	12/6/2019
Holiday Inn	Resort	12/16/2019
Clarion Inn	Resort	12/4/2019

Brewstory, LLC d/b/a Frontier Brewing Company submitted their application for renewal. However, State Statute requires a lease that goes through the term of the liquor license year. Brewstory is now on a month to month lease and has plans to move their operation in the near future. The owners of Brewstory are aware they will only be able to sell alcohol through March 31, 2020.

## Delinquent Sales Tax holds

If a liquor dealer fails to pay its state sales tax, the department of revenue will put their liquor license into a "delinquent sales tax hold" status.

The delinquent sales tax hold affects their ability to transfer their liquor license and purchase alcohol from the State Liquor Commission. In the event that they are in delinquent status the City Council could opt to suspend the license. All types of liquor licenses are subject to this statute.

As of this date (02/11/2020) the following dealers are on sales tax hold:

- Juan Rosales d/b/a Don Juan's Mexican Restaurant on sales tax hold since November 29, 2019.

## Renewal Year

After the public hearing, if City Council renews the liquor licenses, all renewed licenses will be effective for April 1, 2020, the beginning of the 2020-2021 license year.

Financial Considerations

No Financial Considerations

Oversight/Project Responsibility

Carla Mills-Laatsch, Licensing Specialist

Attachments

List of liquor licenses

Affidavit of website publication

Stipulations for Frosty's Lounge, Urban Market Wines, and Yellowstone Garage

CITY OF CASPER			
LIMITED RETAIL LIQUOR LICENSES			
APRIL 1, 2020 - MARCH 31, 2021			
NO.	NAME	DBA	LOCATION
1	BPO ELKS #1353	Elks Lodge #1353	108 East 7th Street
2	Fraternal Order of Eagles #306	Eagles Lodge	306 North Durbin Street
4	Casper Shrine Club	Shrine Club	1501 West 39th Avenue
6	Casper Mustang Post VFW 10677	VFW Post 10677	420 North Elk Street
8	Casper VFW Memorial Post 9439	Casper VFW Memorial Post 9439	1800 Bryan Stock Trail
9	Cabin Creek Golf, LLC	Paradise Valley Country Club	70 Magnolia
10	Amoco Reuse Agreement Joint Powers Board	Three Crowns Golf Club	1601 King Blvd
11	City of Casper	The 19th Hole	2120 Allendale Blvd



CITY OF CASPER			
MICROBREWERIES - APRIL 1, 2020 - MARCH 31, 2021			
NO.	NAME	DBA	LOCATION
3	Skull Tree Brewing, LLC.	Skull Tree Brewing	1530 Burlington
5	Gruner Brothers Brewing	Gruner Brothers Brewing	1301 Wilkins Circle
6	Mountain Hops Brewhouse, LLC ( <i>approved, not issued</i> )	Mountain Hops Brewhouse	612 North Beverly Street
RESORT LIQUOR LICENSES- APRIL 1, 2020 - MARCH 31, 2021			
NO.	NAME	DBA	LOCATION
1	Trigild, Inc	Hilton Garden Inn	1150 North Poplar Drive
2	Casper Holiday Inn, LLC.	Holiday Inn	721 Granite Peak Drive
4	Casper Hospitality, LLC.	Courtyard by Marriott	4260 Hospitality Lane
6	City of Casper	Hogadon Basin	2500 West Hogadon
7	Highend Hotel Group of America , LLC	Ramada Plaza Riverside & Convention Ctr Casper	300 West 'F' Street
8	West Center Hospitality Ops, LLC	Clarion Inn Platte River Saloon	123 West 'E' Street
BAR & GRILL APRIL 1, 2020 - MARCH 31, 2021			
NO.	NAME	DBA	LOCATION
1	Sriphaiboon, LLC	Dsasumo	320 West 1st Street
2	<i>On Hold</i>	<i>Council Approved 11.5.2019</i>	<i>TBD</i>
3	OG of Casper, Inc.	The Olive Garden Italian Restaurant #1828	5070 East 2nd Street
4	Casper Dave's, LLC.	Wyoming Ale Works	5900 East 2nd Street
5	Johnny J's Bar & Grill, LLC.	J's Pub & Grill	3201 SW Wyoming Blvd
6	Screamin' Hot Wyoming, LLC.	Buffalo Wild Wings	5071 East 2nd Street
7	Ujvary Enterprises, LLC.	The Fort Saloon N'Eatery	500 West 'F' Street
8	Marco's Coal Fired Pizza, LLC.	Racca's Pizzeria Napoletana	430 South Ash Street
9	Moreno and Moreno, LLC	Guadalajara Mexican Restaurant	3350 CY Avenue
10	<i>On Hold</i>	<i>Council Approved 11.5.2019</i>	<i>TBD</i>
11	71 SE Wyoming Blvd, INC	The Horse Palace	71 SE Wyoming Blvd
12	ADEGA, LLC	Qdoba Mexican Eats	5030 East 2nd Street Suite 1
13	EDG, LLC	Qdoba Mexican Eats	4009 CY Ave
14	City of Casper/Unassigned	City of Casper/Unassigned	200 North David
	\$10,500/1st yr		
	\$3,000/Renewal		
MANUFACTURER SATELLITE WINERY APRIL 1, 2020 - MARCH 31, 2021			
NO.	NAME	DBA	LOCATION
1	Table Mountain Vineyards, LLC.	Table Mountain Vineyards	731 East 2nd Street
MANUFACTURER SATELLITE DISTILLER APRIL 1, 2020 - MARCH 31, 2021			
1	Backwards Distilling Company, LLC	Backwards Distilling Company Satellite	214 South Wolcott Street

CITY OF CASPER			
RESTAURANT LIQUOR LICENSES			
APRIL 1, 2020 - MARCH 31, 2021			
NO.	NAME	DBA	LOCATION
2	Wagons West Management LLC	Pizza Ranch - Casper	5011 East 2nd Street
5	Bosco's Inc	Bosco's	847 East 'A' Street
9	Shogun Restaurant Management, Inc.	Shogun Restaurant	3095 Talon Drive Ste #400
10	Los Espinos Inc	La Costa Mexican Restaurant	1600 East 2nd Street
17	Childs Corp	La Cocina Mexican Restaurant	321 East 'E' Street
18	Juan Rosales	Don Juan's Mexican Restaurant	144 South Center Street
19	KET LLC	Eggington's	229 East 2nd Street
21	666 Restaurant Inc.	House of Sushi	260 South Center Street
22	Uncle Freddie's of Wyoming Inc	Sanford's Grub & Pub	61 S E Wyoming Blvd
23	Alejandro Rosales	Taco's Mexico	2771A East 12th Street
29	JJM CW Hospitality Inc	Denny's Dinner	4220 Hospitality Lane
31	Himalayan Indian Cuisine, LLC.	Himalayan Indian Cuisine	232 East 2nd Street #100B
32	Koto Casper, Inc.	Koto Restaurant	5091 East 2nd Street
33	Firehouse Pizza Wood Fired	Firehouse Pizza Wood Fired	395 Newport
34	New Chopstix Asian Bistro	New Chopstix Asian Bistro	1937 East 2nd Street
39	THW, Inc.	JS Chinese Restaruant	116 West 2nd Street
40	Yang & Zhang, Inc	Lime Leaf Bistro	845 East 2nd Street
41	El Burro Loco, LLC	El Burro Loco	2333 East Yellowstone Hwy
42	Thai Kitchen Casper, LLC	Thai Kitchen	1120 East 12th Street
43	Ludovico	Ludovico	3095 Talon Drive Ste #100

## CITY OF CASPER

## RETAIL LIQUOR LICENSES

APRIL 1, 2020 - MARCH 31, 2021

NO.	NAME	DBA	LOCATION
1	Tin Shack	Poplar Wine & Spirits	1016 South Poplar Street
2	Red Lobster Hospitality, LLC.	Red Lobster	5010 East 2nd Street
3	Triple C Food & Beverage, LLC.	C85 @ The Pump House	739 North Center Street
4	The Office Bar & Grill, INC.	The Office Bar and Grill	520 South Ash Street
5	Travis Taylor	Cocktails	138 South Kimball
6	Frosty Bev, LLC.	Frosty Liquor	520 South Center Street
7	One Two Nine, LLC	C85 @ The Branding Iron	129 West 2nd Street
8	Good to Go, LLC (Parked)	Good 2 Go	1968 East Yellowstone Highway
9	Smith's Food & Drug Centers	Smith's #185	2405 CY Avenue
10	Armor's Restaurant, Inc.	Armor's Restaurant	3422 South Energy Lane
11	Partytime, Inc.	Partytime Liquors	1335 South McKinley Street
12	Firerock Hospitality, LLC.	Firerock Steakhouse	6100 East 2nd Street
13	Keg & Cork, Inc.	The Keg & Cork	5371 Blackmore Road
14	R & M Development Co, Inc.	Ramkota	800 North Poplar Street
15	OC Casper, LLC.	Old Chicago	3580 East 2nd Street
16	Albertsons, LLC.	Albertson's #62	2625 East 2nd Street
17	L & L Liquors, Inc.	Liquor Shed	240 South Wyoming Blvd
18	Casper Chop House, LLC	Wyomings Rib and Chop	256 South Center Street
19	Ridley's Family Markets, Inc.	Ridley's Family Markets	1375 CY Avenue
20	Walmart Stores, Inc.	Walmart Store #3778	4255 CY Avenue
21	Modern Electric Co.	Wyoming Bootlegger Liquor	240 & 242 West First Street
22	Wyoming Spirits, LLC.	2nd Street Liquor & Wine	939 East 2nd St Ste 400 & 500
23	Johnson Restaurant Group, Inc.	CY Discount Liquor	840 CY Avenue
24	Alibi Bar & Lounge, Inc.	Alibi Bar & Lounge	1740 East Yellowstone
25	Albertsons Liquors, Inc.	Albertson's #60	1076 CY Avenue
26	Wyoming Novelty Co.	TJ's Bar & Grill	2024 CY Avenue
27	Alrog, Inc.	Moonlight Liquors	2305 East 12th Street
28	Caputa's Catering, LLC	Sunrise Lanes	4370 South Poplar
29	Double C Hospitality, LLC.	C85 @ Galles Liquor	748 East Yellowstone
30	Gold Crown, LLC.	Paradise Valley Liquors	401 Valley Drive
31	Sam's West, Inc.	Sam's Club #6425	4600 East 2nd Street
32	Roaring 22, LLC.	The Gaslight Social	314 West Midwest Avenue
33	Moyle Petroleum	Outlet Liquor & Tobacco	627 North Poplar Street
34	Dorsey Van Galloway	El-Marko Lanes/Galloway's Irish Pub & Eatery	2800 CY Avenue
35	Global Spectrum, LP.	Casper Events Center	1 Events Drive
36	Urban Market Wines LLC.	Urban Bottle	410 South Ash Street
37	Charger Holding, LLC.	Yellowstone Garage	355 West Yellowstone

CITY OF CASPER			
RESTAURANT LIQUOR LICENSES			
APRIL 1, 2020 - MARCH 31, 2021			
NO.	NAME	DBA	LOCATION
2	Wagons West Management LLC	Pizza Ranch - Casper	5011 East 2nd Street
5	Bosco's Inc	Bosco's	847 East 'A' Street
9	Shogun Restaurant Management, Inc.	Shogun Restaurant	3095 Talon Drive Ste #400
10	Los Espinos Inc	La Costa Mexican Restaurant	1600 East 2nd Street
17	Childs Corp	La Cocina Mexican Restaurant	321 East 'E' Street
18	Juan Rosales	Don Juan's Mexican Restaurant	144 South Center Street
19	KET LLC	Eggington's	229 East 2nd Street
21	666 Restaurant Inc.	House of Sushi	260 South Center Street
22	Uncle Freddie's of Wyoming Inc	Sanford's Grub & Pub	61 S E Wyoming Blvd
23	Alejandro Rosales	Taco's Mexico	2771A East 12th Street
29	JJM CW Hospitality Inc	Denny's Dinner	4220 Hospitality Lane
31	Himalayan Indian Cuisine, LLC.	Himalayan Indian Cuisine	232 East 2nd Street #100B
32	Koto Casper, Inc.	Koto Restaurant	5091 East 2nd Street
33	Firehouse Pizza Wood Fired	Firehouse Pizza Wood Fired	395 Newport
34	New Chopstix Asian Bistro	New Chopstix Asian Bistro	1937 East 2nd Street
39	THW, Inc.	JS Chinese Restaruant	116 West 2nd Street
40	Yang & Zhang, Inc	Lime Leaf Bistro	845 East 2nd Street
41	El Burro Loco, LLC	El Burro Loco	2333 East Yellowstone Hwy
42	Thai Kitchen Casper, LLC	Thai Kitchen	1120 East 12th Street
43	Ludovico	Ludovico	3095 Talon Drive Ste #100

AFFIDAVIT OF WEBSITE PUBLICATION

State of Wyoming)  
County of Natrona)

I, the undersigned, being in the employ of the City of Casper and responsible for the publishing and posting of notices for the Casper City Council's public hearings concerning liquor licensing, and knowing the facts herein set forth do solemnly swear that:

- Notice of the public hearing set forth below was posted continually on the City of Casper website in accordance with W.S. 12-4-104. The said posting commenced on 01/15/2020 and ended on 02/19/2020 and
- Attached is image of the Notice as actually posted on the City of Casper website (www.casperwy.gov) for the entire period referenced above.

By: Carla Mills - Haatch

Date: 02/04/2020

Title: Licensing Specialist

Scribed in my presence and sworn before me on this

4<sup>th</sup> day of February, 2020



Christa K. Wiggs

Provide to City of Casper Central Records

## NOTICE OF APPLICATION FOR RENEWAL OF LIQUOR LICENSES

Notice is hereby given that the applicants whose names are set forth below filed application each for a **Retail Restaurant Limited Microbrewery Resort Bar & Grill Manufacturer Satellite Distillery and Manufacturer Satellite Winery Liquor Licenses** in the Office of the Clerk of the City of Casper Wyoming. The date of filing the names of said applicants and the description of the place or premises which the applicant desires to use as the place of sale are set forth below as follows:

**Retail Liquor License** 11/18/19 Tin Shack LLC 1016 South Poplar Street dba Poplar Wine & Spirits; 11/27/19 Red Lobster Hospitality LLC 5010 East 2<sup>nd</sup> Street dba Red Lobster #6374; 12/2/19 Triple C Food & Beverage LLC 739 North Center Street dba C85 @ The Pump Room; 12/09/19 Office Bar and Grill, Inc 520 South Ash Street dba The Office Bar & Grill; 12/06/19 Travis Taylor 138 South Kimball dba Cocktails; 11/26/19 Frosty Bev LLC 520 South Center Street dba Frosty Lounge; 12/2/19 One Two Nine Hospitality, LLC 129 W 2nd Street dba C85 @ The Branding Iron; 12/3/19 Good 2 Go Stores, LLC 1968 East Yellowstone Hwy dba Good 2 Go #216; 11/19/19 Smith's Food & Drug Centers 2405 CY Avenue dba Smith's Food & Drug #185; 11/25/19 Armor's Restaurant Inc 3422 South Energy Lane dba Armor's Restaurant; 12/2/19 Partytime Inc 1335 South McKinley Street dba Partytime Liquors; 12/2/19 Fire Rock Hospitality Group LLC 6100 East 2<sup>nd</sup> Street dba Fire Rock Steakhouse; 12/03/19 Keg & Cork Inc 5371 Blackmore Rd dba The Keg & Cork; 11/20/19 R&M Beverage Company Inc, 800 N Poplar St dba Ramkota Hotel; 12/3/19 OC Casper LLC 3580 East 2<sup>nd</sup> Street dba Old Chicago; 11/14/19 Albertsons LLC 2625 E 2<sup>nd</sup> Street dba Albertson's #62; 12/3/19 L & L Liquors Inc 4241 East 2<sup>nd</sup> Street dba Liquor Shed; 12/5/19 Casper Chop House 256 S Center Street dba Wyoming Rib & Chop House; 12/03/19 Ridleys Family Market Inc 3035 CY Avenue dba Ridley's Family Markets; 12/02/19 Walmart Inc 4255 CY Avenue dba Walmart Supercenter #3778; 11/25/19 Modern Electric Company 100 North Ash Street dba Wyoming Bootlegger Liquor; 12/03/19 Wyoming Spirits Inc 939 East 2<sup>nd</sup> St Ste 400 and 500 dba 2<sup>nd</sup> Street Liquor & Wine; 12/03/19 Johnson Restaurant Group Inc 840 CY Avenue dba CY Discount Liquor; 11/21/19 Alibi Bar & Lounge Inc 1740 E Yellowstone Hwy dba Alibi Bar & Lounge; 11/14/19 Albertsons Liquors Inc 1076 CY Avenue dba Albertsons Liquors #60; 10/08/19 Alrog Inc 2305 E 12<sup>th</sup> Street dba Moonlight Liquors; 12/3/19 Proper Management, LLC 4370 South Poplar St dba The 307 Sunrise; 12/2/19 Double C Hospitality, LLC 748 E Yellowstone Hwy dba C85 @ Galles Liquor Mart; 11/22/19 Gold Crown LLC 401 Valley Drive dba Paradise Valley Liquors; 12/02/19 Sam's West Inc 4600 E 2<sup>nd</sup> Street dba Sam's Club #6425; 12/03/19 Roaring 22, LLC 314 W Midwest Ave dba Gaslight Social; 11/27/19 Moyle Petroleum Company 627 N Poplar St dba Outlet Liquor & Tobacco; 11/27/19 Dorsey Van Galloway 2800 CY Avenue dba Galloway's Irish Pub; 12/02/19 Global Spectrum LP 1 Events Drive dba Casper Events Center; 12/18/19 Urban Market Wines, LLC 410 South Ash St dba Urban Bottle; 11/22/19 Charger Holdings LLC 355 W Yellowstone Hwy dba Yellowstone Garage; 1/27/2020 Wyoming Novelty Company 2024 CY Ave dba TJ's Bar and Grill **Restaurant Liquor License** 12/3/19 Wagons West Management, LLC 5011 E 2<sup>nd</sup> Street dba Pizza Ranch; 11/18/19 Shogun Restaurant Management Inc 3095 Talon Drive dba Shogun Restaurant; 12/03/19 Childs Corporation 321 East "E" Street dba La Cocina Mexican Restaurant; 12/03/19 Bosco's Inc 847 E "A" St dba Bosco's; 12/03/19 Los Espinos Inc 1600 East 2<sup>nd</sup> Street dba La Costa Mexican Restaurant; 12/03/19 Juan Rosales 144 South Center Street dba Don Juans Mexican Restaurant; 12/09/19 KET LLC 229 East Second Street dba Eggington's Restaurant; 12/03/19; 666 Restaurant Inc. 260 South Center St dba House of Sushi; 12/02/19 Uncle Freddie's of WY Inc 61 SE Wyoming Blvd dba Sanford's Grub & Pub; 12/03/19 Alejandro Rosales 2117A East 12<sup>th</sup> Street dba Tacos Mexico; 12/02/19 JJM CW Hospitality Inc 4220 Hospitality Lane dba Denny's Diner; 12/3/19 Himalayan Indian Cuisine, LLC 232 E 2<sup>nd</sup> St Ste 100B dba Himalayan Indian Cuisine; 11/18/19 Koto Casper, Inc 5091 E 2nd Street dba Koto Restaurant; 12/03/19 Firehouse Pizza Wood Fired 395 Newport Ste No 1 dba Firehouse Pizza Wood Fired 11/20/19 New Chopstix Asian Bistro Casper, Inc 1937 E 2nd Street dba Chopstix Asian Bistro; 12/03/19 THW, INC 116 West 2<sup>nd</sup> Street dba JS Chinese Restaurant; 12/2/19 Yang & Zhang, INC 845 E 2<sup>nd</sup> St dba Lime Leaf Bistro; 11/18/19 El Burro Loco, LLC dba El Burro Loco, 2333 East Yellowstone Hwy, 11/25/19 Thai Kitchen Casper LLC, 1120 East 12<sup>th</sup> Street Thai Kitchen,; Ludovico, 3095 Talon Dr # 100 d/b/a Ludovico; **Limited Retail** 12/04/19 B.P.O. Elks Lodge #1353 108 East Seventh Street dba Elks Lodge #1353; 12/06/19 Fraternal Order of Eagles #306 306 North Durbin Street dba Eagles Lodge ; 12/3/19 Casper Shrine Club 1501 West 39th Street dba Shrine Club; 12/3/19 Casper Mustang Post VFW 10677 420

North Elk St dba VFW Post 10677; 11/21/19 Casper VFW Memorial Post 9439 1800 Bryan Stock Trail dba Casper VFW Memorial Post 9439; 11/20/19 Cabin Creek Golf LLC 70 Magnolia dba Paradise Valley Country Club; 11/25/19 Amoco Reuse Agreement Joint Powers Board 1601 King Blvd dba Three Crowns Golf Club; 12/06/19 City of Casper Wyoming 2120 Allendale Blvd dba The 19<sup>th</sup> Hole Restaurant **Microbrewery Permit** 11/27/19 Skull Tree Brewing, LLC 1530 Burlington Avenue dba Skull Tree Brewing; 11/22/19 Gruner Brothers Brewing 1301 Wilkins Cir dba Gruner Brothers Brewing **Resort**; 1/13/2020 Trigild, INC 1150 North Poplar Street dba Hilton Garden Inn; 12/16/19 Casper Inn LLC 721 Granite Peak Drive dba Holiday Inn; 11/25/19 Casper Hospitality LLC 4260 Hospitality Lane dba Courtyard by Marriott; 12/03/19 City of Casper 2500 West Hogadon Road dba Hogadon Basin Ski Area; 11/26/19 Highend Hotel Group of America 300 West 'F' Street dba Ramada Plaza Riverside & Convention Ctr Casper; 12/4/19 West Center Hospitality OPS, LLC 123 West F Street dba Clarion Inn Platte River Saloon **Bar & Grill** 12/3/19 Sriphaiboon, LLC 320 West First Street dba Dsasumo; 11/18/19 OG of Casper Inc. 5070 East 2<sup>nd</sup> Street dba Olive Garden Italian Restaurant #1828; 12/2/19 Casper Dave's LLC 5900 E 2<sup>nd</sup> Street dba Wyoming Ale Works; 12/2/19 Johnny J's Bar & Grill LLC 3201 SW Wyoming Blvd dba J's Pub & Grill; 11/27/19 Screamin' Hot Wyoming LLC 5071 E 2<sup>nd</sup> Street dba Buffalo Wild Wings; 12/02/19 Ujvary Enterprises LLC 500 West 'F' Street dba The Fort Saloon N'Eatery; 12/2/19 Marco's Coal Fired Pizza Casper LLC 430 South Ash St dba Racca's Pizzeria Napoletana; 12/3/19 Moreno & Moreno LLC 3350 CY Avenue dba Guadalajara Family Mexican Restaurant; 12/5/19 71 SE Wyoming Blvd LLC 71 SE Wyoming Blvd dba The Horse Palace; 12/18/19 ADEGA, LLC 5030 East 2<sup>nd</sup> Street Ste 1 dba Qdoba Mexican Eats; 12/18/19 EDG, LLC 4009 CY Ave dba Qdoba Mexican Eats **Manufacturer Satellite** 12/03/19 Table Mountain Vineyards LLC 731 E 2<sup>nd</sup> St dba Table Mountain Vineyards Satellite; 11/26/19 Backwards Distilling Company LLC 214 South Wolcott dba Backwards Distilling Company Satellite. Protest, if any there be, against the issuance of each and every license, will be heard at the hour of 6:00 p.m. on the 18th day of February, 2020, in the City Council Chambers City Hall 200 North David Street Casper Wyoming. Dated this 14<sup>th</sup> day of January 2020, City of Casper Wyoming, A Municipal Corporation; J. Carter Napier, City Manager, Fleur Tremel, City Clerk.

Publish: February 6 and 9, 2020

# **RETAIL LIQUOR LICENSE NO. 6 FROSTY'S LOUNGE**

## **CONDITIONS AND RESTRICTIONS**

September 2011

THE FOLLOWING CONDITIONS AND RESTRICTIONS SHALL ATTACH TO AND BIND RETAIL LIQUOR LICENSE NUMBER 6, AND ANY OWNER(S) OR SUCCESSOR(S) THEREOF, AS WELL AS ALL OPERATIONS UNDER OR PURSUANT TO SAID LICENSE. SAID CONDITIONS AND RESTRICTIONS SHALL CONTINUE TO ATTACH TO AND BIND SAID LICENSE AND THE OWNER(S) THEREOF AND THEIR TRANSFEREES, SUCCESSORS OR ASSIGNS UNTIL OTHERWISE REMOVED OR RECINDED BY FORMAL ACTION BY THE CASPER CITY COUNCIL.

1. Rodger Hessler, or any corporation or other entity in which he may have or hold and interest shall not have any ownership or other legal interest in or to Retail Liquor License Number 6, or have any relationship as a partner, stockholder, manager, employee or otherwise with the holder of or any license transferee except as provided in Paragraph 2 below.
2. The holder of Retail Liquor License Number 6 acknowledges that Sandbar, Inc., owns the building and associated real property located at 520 South Center Street, Casper, Wyoming, the current location of Retail Liquor License Number 6, and that Sandbar, Inc. may be leasing, or otherwise selling this real property to the holder of or a future transferee of Retail Liquor License Number 6. Nothing herein contained shall be construed to prevent Sandbar, Inc., or Rodger Hessler, from leasing or otherwise selling said real property by contract for deed or by and through a note-mortgage transaction whereby Sandbar, Inc. or Rodger Hessler would be the Mortgagee thereunder. PROVIDED HOWEVER, in no event shall the consideration for any such sale or other transfer of the premises, by lease or otherwise be based upon a percentage of the revenue derived from sale of alcoholic or malt beverages under Retail Liquor Licenses Number 6.
3. Any violation of these Conditions and Restrictions shall entitle the City Council, upon notice and hearing, to revoke Retail Liquor License Number 6.



## **RETAIL LIQUOR LICENSE NO. 36 URBAN MARKET WINES**

### **CONDITIONS AND RESTRICTIONS MAY 2014**

THE FOLLOWING CONDITIONS AND RESTRICTIONS SHALL ATTACH TO AND BIND RETAIL LIQUOR LICENSE NUMBER 36 AND ANY OWNERS OR SUCCESSORS(S) THEREOF, AS WELL AS ALL OPERATIONS UNDER OR PURSUANT TO SAID LICENSE. SAID CONDITIONS AND RESTRICTIONS SHALL CONTINUE TO ATTACH TO AND BIND SAID LICENSE AND THE OWNERS(S) THEREOF AND THEIR TRANSFEREES, SUCCESSORS OR ASSIGNS UNTIL OTHER WISE REMOVED OR RESCINDED BY FORMAL ACTION BY THE CASPER CITY COUNCIL.

1. This Retail Liquor License shall be restricted to its use only at 410 South Ash, and shall not be eligible for transfer to any other location. Its use on the real property may be transferred to a new owner or lessee of the real property upon approval by the City of Casper, Wyoming as provided by law. Upon the termination of the use of this Retail Liquor License by the applicant, a subsequent purchaser or lessee of the real property from the applicant, or by operation of law, this Retail Liquor License shall revert to, and become the sole and separate property of the City of Casper, Wyoming.
2. Additionally, in the event the applicant shall fail, for whatever reason, to acquire a fee simple interest in the adjacent property, as described in the Real Estate Purchase Agreement between the applicant and the City of Casper, within two (2) years of the date of Purchase Agreement, the City shall have the absolute right to revoke Retail Liquor License No. 36 at the end of this two (2) year purchase period. The applicant understands, and agrees to the City's right to revoke this Retail Liquor License pursuant to this condition, which shall survive the closing of the Purchase Agreement.
3. This Restaurant Liquor License shall be restricted to its use only on Lot 2, OYD No. 2 Subdivision to the City of Casper, Wyoming (the "real property"), 410 South Ash, and shall not be eligible for transfer to any other location. Its use on the real property may be transferred to a new owner or lessee of the real property upon approval by the City of Casper, Wyoming as provided by law. Upon the termination of the use of this Restaurant Liquor License by the applicant, a subsequent purchaser or lessee of the real property from the applicant, or by operation of law, this Restaurant Liquor License shall revert to, and become the sole and separate property of the City of Casper, Wyoming.



## **RETAIL LIQUOR LICENSE NO. 37 CHARGER HOLDINGS, LLC.**

### **CONDITIONS AND RESTRICTIONS SEPTEMBER 2016**

THE FOLLOWING CONDITIONS AND RESTRICTIONS SHALL ATTACH TO AND BIND RETAIL LIQUOR LICENSE NUMBER 37 AND ANY OWNERS OR SUCCESSORS(S) THEREOF, AS WELL AS ALL OPERATIONS UNDER OR PURSUANT TO SAID LICENSE. SAID CONDITIONS AND RESTRICTIONS SHALL CONTINUE TO ATTACH TO AND BIND SAID LICENSE AND THE OWNERS(S) THEREOF AND THEIR TRANSFEREES, SUCCESSORS OR ASSIGNS UNTIL OTHER WISE REMOVED OR RESCINDED BY FORMAL ACTION BY THE CASPER CITY COUNCIL.

1. This Retail Liquor License shall be restricted to its use only at 355 West Yellowstone, and shall not be eligible for transfer to any other location. Its use on the real property may be transferred to a new owner or lessee of the real property upon approval by the City of Casper, Wyoming as provided by law. Upon the termination of the use of this Retail Liquor License by the applicant, a subsequent purchaser or lessee of the real property from the applicant, or by operation of law, this Retail Liquor License shall revert to, and become the sole and separate property of the City of Casper, Wyoming.

February 5, 2020

MEMO TO: J. Carter Napier, City Manager   
FROM: Liz Becher, Community Development Director   
SUBJECT: Authorizing the Mayor to sign the FY19 Casper Historic Preservation Commission Annual Report.

Meeting Type & Date:

Regular Council Meeting, February 18, 2020.

Action Type:

Resolution.

Recommendation: That Council, by resolution, authorize the Mayor to sign the FY19 Casper Historic Preservation Commission Annual Report.

Summary: The Wyoming State Historic Preservation Office, in conjunction with the National Park Service, requires that all Certified Local Governments meet several annual requirements. The City of Casper, through the Casper Historic Preservation Commission, is the Certified Local Government (CLG) for this community. These annual requirements consist of public meetings, evaluation requirements, training requirements, and an annual report. The annual report communicates evaluation criteria including compliance with Wyoming State Statutes, accomplishments, and challenges faced by the CLG. The annual report also includes a complete list of Commission members, meeting minutes, and a written narrative.

A resolution authorizing the Mayor to sign the Annual Report has been prepared for Council's consideration.

Financial Considerations

Not applicable

Oversight/Project Responsibility: Craig Collins, City Planner, is tasked with the oversight of the Casper Historic Preservation Program.

Attachments:

Resolution  
CLG Annual Report

## ANNUAL REPORT FORM

**Due Date:** DECEMBER 31

**Report Inclusion Dates:** OCTOBER 1 through SEPTEMBER 30 (federal fiscal year)

**Format:** Please use the forms on the following pages to submit annual reports.

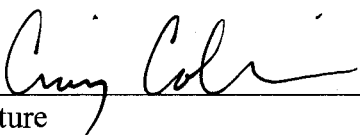
Please provide the following information with your Annual Report:

1. Signature page with signatures of all **NEWLY APPOINTED** commission members
2. Historic Preservation Commission Member Profile and Resume for all **NEWLY APPOINTED** commission members if not previously sent to SHPO.
3. An updated list of all staff support and commission members, indicating official titles or positions and current contact information
4. A certified copy of the Certified Local Government's annual budget audit report or an explanation for why it is not being provided.
5. Copies of meeting minutes if not previously sent to SHPO.
6. Documentation of training not previously sent to SHPO.
7. Description of all major accomplishments of the CLG commission during the federal fiscal year (10/1 to 9/30).

I verify that the information given in the annual report and evaluation documentation is true and accurate to the best of my knowledge.

Craig Collins, AICP, City Planner  
Preparer's Name & Title

Date

  
Signature

1/29/2020  
Date

CLG Chair Signature

Date

Chief Elected Local Official Signature

Date

## CLG ANNUAL REPORT & EVALUATION DOCUMENTATION

### 1. MEETINGS

- Meetings are held in accordance with by-laws. ☒ Yes   ☐ No
- At least 6 meetings were held during the federal fiscal year. ☒ Yes   ☐ No
- Copies of minutes for all meetings are attached or were previously sent to SHPO. ☒ Yes   ☐ No

### 2. MEMBERS

- Commission vacancies were filled within 30 days ☐ Yes   ☒ No   ☐ N/A
- Newly appointed members met federal standards. ☒ Yes   ☐ No   ☐ N/A
- Copies of resumes for newly appointed members are attached. ☒ Yes   ☐ No   ☐ N/A

### 3. TRAINING

- Did CLG commission members receive training during the federal fiscal year? ☐ Yes   ☒ No
- Is documentation of training attached? ☐ Yes   ☐ No   ☒ N/A

### 4. FUNDING

- Has the CLG received NPS CLG grant funding during the federal fiscal year? ☒ Yes   ☐ No
- If yes, were all programmatic and procedural requirements for the grant project followed? ☒ Yes   ☐ No
- Has the CLG commission received funding from other sources? ☒ Yes   ☐ No

### 5. NATIONAL REGISTER NOMINATIONS & PUBLIC COMMENT

- Did the CLG commission support or pursue listing properties in the National Register of Historic Places? ☐ Yes   ☒ No
- Did CLG commission review and comment on nominations to the National Register of Historic Places? ☐ Yes   ☒ No
- Did the commission provide a reasonable opportunity for public comment on National Register nominations to their local constituency, including those instances when the CLG is the nominating party for properties within the jurisdiction of the local government? ☐ Yes   ☐ No   ☒ N/A
- Did the CLG commission implement appropriate procedures for public comment and forward public comments to SHPO for properties within its jurisdiction being nominated to the National Register? ☐ Yes   ☐ No   ☒ N/A

- Did the chief elected official of the CLG transmit the report of the local commission regarding National Register nominations for property within the jurisdiction of the certified local government along with his/her recommendation directly to the SHPO? ☐ Yes ☐ No ☒ N/A
- Are copies of the appropriate notification letters, public notices, minutes or other documentation attached? ☐ Yes ☐ No ☒ N/A

#### 6. PROGRAM SUPPORT FROM LOCAL GOVERNMENT

- Does the local government provide the commission with at least a minimum of part time, paid staff assistance? ☒ Yes ☐ No
- Has the local government provided the commission any of the following? (check all that apply) ☒ Yes ☐ No
  - ☒ operational funding
  - ☒ support or assistance
  - ☒ use of their equipment, such as:
    - ☒ copiers
    - ☒ computers
    - ☒ office and meeting space
    - ☒ supplies, including paper, envelopes, and postage

#### 7. CULTURAL RESOURCES INVENTORY

- During the Fiscal Year being reported, has the CLG commission conducted or supported additional surveys of cultural resources located within the jurisdiction of the CLG? ☐ Yes ☒ No
- During the Fiscal Year being reported, has the CLG commission gathered information on cultural resources within the jurisdiction of the CLG and advised government officials on historic preservation issues? ☒ Yes ☐ No
- Does the CLG commission maintain an organized compilation of information on properties that have been surveyed and evaluated within the jurisdiction of the certified local government? ☒ Yes ☐ No
- Has the local government provided a place to house the local inventory? ☒ Yes ☐ No ☐ N/A

#### 8. PRESERVATION PLANNING

- Did the CLG or its commission take steps to protect properties significant to local residents through local designation? ☐ Yes ☒ No
- Did the CLG or its commission take any steps intended to protect resources identified in a survey? ☐ Yes ☒ No
- Did the CLG or its commission take any steps to incorporate historic preservation concepts into local planning initiatives? ☒ Yes ☐ No

- Did the CLG or its commission publicly recognize the significance of properties to attract tourists and other visitors interested in history and preservation? ☒ Yes ☐ No
- Has the CLG or its commission taken steps toward enacting any local ordinances or resolutions that enhance preservation within the jurisdiction of the local government? ☐ Yes ☒ No
- Has the CLG enforced appropriate local legislation for the designation and protection of historic properties? ☐ Yes ☒ No

## 9. HISTORIC PRESERVATION PROMOTION

- Has the CLG commission served as a liaison with community residents to gain recognition for historic properties? ☒ Yes ☐ No
- Has the CLG commission provided opportunities for the CLG to pursue a formal role in historic preservation? ☐ Yes ☒ No
- Has the CLG commission informed people about the benefits of historic preservation, the commission, and its work? ☒ Yes ☐ No
- Has the CLG commission demonstrated a commitment to and an appreciation of local cultural resources by:  
(Check all that apply)

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> becoming more visible in the community     | <input checked="" type="checkbox"/> dispelling myths about preservation                                |
| <input checked="" type="checkbox"/> promoting historic preservation activities | <input checked="" type="checkbox"/> establishing the credibility and trustworthiness of the commission |
| <input checked="" type="checkbox"/> protection of cultural resources           | <input checked="" type="checkbox"/> garnering support and/or enthusiasm for historic preservation      |

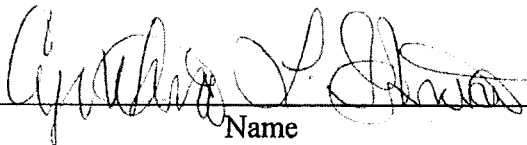
☒ improvements in local appearance, the economic climate, or stimulating tourism

- Can the CLG commission demonstrate pursuit of sound preservation goals to make preservation an integral part of development and planning process that fits the needs, interests, and goals of local residents? ☒ Yes ☐ No
- Did the CLG commission sponsor or provide educational opportunities such as: ☐ Yes ☒ No
  - ☐ workshops for its own commission members
  - ☐ writing a regular preservation column for its local newspaper
  - ☐ any of a variety of activities to promote and support historic preservation, if checked describe below:

**NEWLY APPOINTED COMMISSION MEMBER  
SIGNATURE PAGE**

We, the undersigned members of the Casper Historic Preservation Commission in Casper, Wyoming, have read and are familiar with both the ordinance and bylaws of our commission.

**SIGNED:**

  
\_\_\_\_\_  
Name

1-22-2021  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date



**November 5, 2018**

**Dee Hardy**

**Community Development**

**Historic Preservation Committee**

**Suite 205**

**200 N. David St.**

**Casper, WY 82601**

**Dear Ms. Hardy,**

**I am interested in applying for a volunteer position with Casper's Historic Preservation Commission; I feel I have significant experience in this area and would be happy to serve my community as a volunteer.**

**I have a Master's Degree in Social History from the University of Glasgow, will receive an Associate's Degree in Museum and Gallery Studies in spring 2019, and am currently teaching OLLI classes in history at Casper College. I am also a nationally certified interpretive guide, and am receiving training as a peer assessor through the Colorado Wyoming Association of Museums to assess security, storage, and environmental concerns for museums and galleries in Wyoming.**

**Beyond my education and experience I am also a second generation Casper native who is very passionate about history and the preservation of historical objects, structures and places.**

**My schedule is flexible and I would more than happy to serve the city and my community in this area. Please feel free to contact me be phone or email.**

**Thanks so much for your consideration, looking forward to hearing from you.**

**Sincerely,**

**Cynthia (Cyd) Grieve**

**[grieve55@gmail.com](mailto:grieve55@gmail.com)**

**307-277-0585**

## Historic Preservation Commission Opening

To Whom It May Concern:

I wish to apply for a volunteer position with the Historic Preservation Commission. The Commission has come to my attention, thanks to Dandee Pattee.

My interest in promoting and preserving our architectural, social and documented history began when I lived as an exchange student in the Baden-Württemberg region of southwestern Germany. I had never before seen such architectural wonders dating back hundreds of years and kept in pristine condition, all as a credit to the extensive efforts that the government of Germany puts into historical preservation. Upon my return to the States, my interest in historical architecture had bloomed, but I was also saddened in the fact that such preservation efforts do not occur as regularly in my home country as they do in Europe.

My interest in such history has only increased since my time in Germany. My personal vacations usually consist of travelling to areas specifically for the history located there, and most of these locations are in the Western United States. These travels, in addition to my extensive genealogy work with my family, creates layers of importance in so many of these locales, particularly within cemeteries large and small. Being able to actually promote this conservation of history through the Commission would help fulfill the desire I have had to help save our own local history and give our community the pride that I had seen so often in my travels through Europe.

Thank you for your consideration.

Carrie Merrill D.O., FACOG (Fellow of the American College of Obstetrics and Gynecology)

Business:

Casper Women's Care  
770 E. 2<sup>nd</sup> Street  
Casper, WY 82601

Home:

4231 Otter  
Casper, WY  
208-709-1741

CASPER HISTORIC PRESERVATION COMMISSION  
MEMBERS AS OF JANUARY 13, 2020

CHAIRMAN:	Jeff Bond 2150 West 40 <sup>th</sup> Casper, Wy 82604	Phone: 234-3601 <a href="mailto:jeff@heinbond.com">jeff@heinbond.com</a>
VICE CHAIRMAN:	Maureen M. Lee P.O. Box 50203 Casper, WY 82605	Phone: 928-210-6022 <a href="mailto:western.ny.blonde@gmail.com">western.ny.blonde@gmail.com</a>
	Connie Hall Box 598 Mills, WY 82644	Cell: 267-2790 <a href="mailto:renegade6224@gmail.com">renegade6224@gmail.com</a>
	Robin Broumley 1631 Blue Spruce Dr. Casper, WY 82609	Phone: 473-9087; cell 259-4174 <a href="mailto:robinbroumley@gmail.com">robinbroumley@gmail.com</a>
	Paul Yurkiewica 1042 N. Grant St Casper, WY 82601	Phone: 642-896-4209 <a href="mailto:Paulno2@hotmail.com">Paulno2@hotmail.com</a>
	Frank "Pinky" Ellis 3050 Pratt Blvd. Casper, WY 82609	Phone: 234-6366 <a href="mailto:jnellis1010@gmail.com">jnellis1010@gmail.com</a>
	Anthony Jacobsen 444 S. Center St Casper, WY 82601	Phone: 265-3611; cell 2585661 <a href="mailto:ajacobsen@stateline7.com">ajacobsen@stateline7.com</a>
	Ann Berg 938 W. 19 <sup>th</sup> St. Casper, WY 82601	Phone: 265-2873; cell 258-4268 <a href="mailto:annberg89@gmail.com">annberg89@gmail.com</a>
	Carolyn Buff	Phone: 307-234-5424 <a href="mailto:jcbuff@bresnan.net">jcbuff@bresnan.net</a>
	John Lang 1605 S. Walnut St Casper, Wyoming 82601	Phone: 917-235-7452 <a href="mailto:johnlangsr@aol.com">johnlangsr@aol.com</a>
	Cynthia Grieve	Phone: 307-277-0585 <a href="mailto:Grieve55@gmail.com">Grieve55@gmail.com</a>
COORDINATOR:	Craig Collins 200 N David Casper, WY 82601	Work: 235-8241 Fax: 235-8362 <a href="mailto:ccollins@casperwy.gov">ccollins@casperwy.gov</a>

# Casper CLG Annual Report Federal FY19

NARRATIVE – January, 2020

## **Description of all major accomplishments during the fiscal year.**

Fiscal Year 2019 was the culmination of the Commission's efforts to develop a Strategic Plan that will guide preservation efforts in Casper for the next decade. During the end of FY 2018, the primary undertaking of the Commission was gathering public input from Casper citizens, and fostering interest in preservation through public engagement. The Commission engaged with hundreds of interested citizens throughout the process, and during FY19, worked with their consultant to distill the public input into three overarching goals, each with multiple action steps. At the same time as they were guiding the creation of the Strategic Plan, the Commission also attended to its more routine monthly business, including holding regular meetings, interacting with the public, touring historic sites, and providing education and outreach on social media.

A couple of years ago the Casper City Council enacted term limitations on all boards and commissions across the City as a way to encourage turnover and fresh perspectives. These term limits struck the Historic Preservation Commission especially hard, and the Commission met with the City Council to petition for a special exemption from the term limits. Recently, the Commission had been having trouble with finding willing and qualified community members to sit on the all-volunteer board, and with mandatory term limits the Commission would have lost approximately half of its members during FY19. The City Council agreed, and term limits were discontinued for the Historic Preservation Commission. One of the most poignant points considered by Council was that institutional knowledge is a precious commodity for the Commission, and shouldn't be arbitrarily thrown out.

One of the biggest takeaways that the Commission recognized during the information-gathering phase of the Strategic Plan was that it needs to do a more robust job of public outreach. During FY19, the Commission intensified its efforts on social media, and gained dozens of new followers. The Commission also spent their personal time photographing and cataloging historic ghost signs in the community in anticipation of a future project that was envisioned by several of their members. In the past, the Commission has used standard hard copy brochures to try to entice tourists and visitors to visit historic sites. Unfortunately, there was no mechanism to tell how successful those past efforts were, and the printing/material costs were relatively expensive, which monopolized the limited financial resources available to the Commission. The Commission now plans to use online phone apps in the future to highlight historic sites/structures, which will have the added benefit of assisting the Commission with gathering metrics to know how their efforts are being received and used by the public.

Another notable effort over the last year involved coordination with the Alliance for Historic Wyoming during Historic Preservation Month. The Commission nominated a successful local preservation project, the Rialto Soda Fountain, that was highlighted during May. The effort brought recognition to the Commission, the business, and to historic preservation in general.

During FY19, the Commission began to integrate into other community partnership opportunities.

Two members of the Commission were appointed to the region's Wayfinding Committee to carry the torch on providing adequate community signage to inform residents and visitors about historic places, sites, and districts. The Commission also began providing a liaison to the Old Yellowstone District (OYD) Advisory Committee meetings held once a month to discuss the redevelopment efforts in the City's 100-plus acre historic core. To understand current development pressures, the Commission invited a member of the City's Planning and Zoning Commission to its monthly meetings, which the Commission has been providing regularly, in order to cross coordinate between the two bodies. The Commission also attended and spoke at several City Council public hearings and work sessions, most notably, encouraging the preservation of the former Plains Furniture Building, also referred to as The Nolan. Finally, the Commission has asked for, and has been given a greater role in demolition permitting through the City's Building Department. At the request of the Commission, the Building Department amended their processes to require that demolition contractors give the City 48 hours of notice for every pending demolition in order to allow for the photographing and cataloging of the structure before it is razed. Finally, the Commission has been fortunate this year, in that the City Council's appointed liaison has been actively attending Commission meetings, and reporting back to the City Council about ongoing efforts. Council participation has not always been strong in the past.

The Commission attended two off-site tours during FY19. One was at the request of the owners/operators of the Historic Bishop House on East 2<sup>nd</sup> Street. The other tour was to the west end of Casper, where archeologists and historians believe that they may have found the location of the Battle of Red Buttes. The possible battle site has been recently surveyed using specialized forensic cadaver dogs, one of which, (Piper - sort of a celebrity), was also involved in the 2017 search for Amelia Earhart's remains on Nikumaroro Island in the Pacific, on behalf of the National Geographic Society. Several discovered artifacts at the site, as well as promising signals from the dogs, indicate some promise in finally locating the battle site and associated graves. The area in question is located very close to a City subdivision that is currently under active development, and the Commission is passionate about developing the necessary tools and laws to prevent the disturbance or loss of the site if it is confirmed to be within the City limits. This is the type of once in a lifetime project that gets any preservationist excited.....!

RESOLUTION NO.20-34

A RESOLUTION AUTHORIZING THE MAYOR TO SIGN THE  
CASPER HISTORIC PRESERVATION COMMISSION  
ANNUAL REPORT

WHEREAS, the Wyoming State Historic Preservation Office requires all Historic Preservation Commissions and their Certified Local Governments to submit an annual report; and,


WHEREAS, the Wyoming State Historic Preservation Office requires that the Mayor of a Historic Preservation Commission's Certified Local Government sign the annual report before December 31<sup>st</sup> every year; and,

WHEREAS, the required annual report communicates the accomplishments, the makeup/membership, training completed, meeting minutes, and the challenges of the Casper Historic Preservation Commission.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the Mayor is hereby authorized, and directed to sign the Certified Local Government Annual Report for Fiscal Year 2019.

PASSED, APPROVED AND ADOPTED this 18<sup>th</sup> day of Feb., 2020.

APPROVED AS TO FORM:

  
\_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Fleur Tremel  
City Clerk

CITY OF CASPER, WYOMING  
A Municipal Corporation

\_\_\_\_\_  
Steven K. Freel  
Mayor

February 5, 2020

MEMO TO: J. Carter Napier, City Manager *JCN*  
FROM: Liz Becher, Community Development Director *LB*  
SUBJECT: Consideration of a resolution approving a plat creating the NOWCAP Addition, and the associated Subdivision Agreement.

Meeting Type & Date:

Regular Council Meeting, February 18, 2020.

Action Type:

Resolution.

Recommendation:

The Planning and Zoning Commission recommends that Council, by resolution, approve the plat creating the NOWCAP Addition, and the associated Subdivision Agreement.

Summary:

Northwest Community Action Programs of Wyoming (NOWCAP), Inc. has applied to plat a new subdivision, comprising 8-acres, more or less, located at 349 North Walsh Drive. The property is unplatted, and currently occupied by the NOWCAP facilities. A pending sale of a portion of the property necessitates that the property now be platted and subdivided. The proposed NOWCAP Addition is creating two (2) lots, of which, proposed Lot 1 will be retained by NOWCAP, and Lot 2, with its existing structure, will be sold. The property is zoned C-4 (Highway Business), and the proposed layout meets all minimum requirements of the C-4 zoning district.

The Planning and Zoning Commission voted to unanimously support the plat after a public hearing on January 16, 2020. No public comments were received, and there were no recommended conditions of approval.

Financial Considerations:

Not applicable.

Oversight/Project Responsibility:

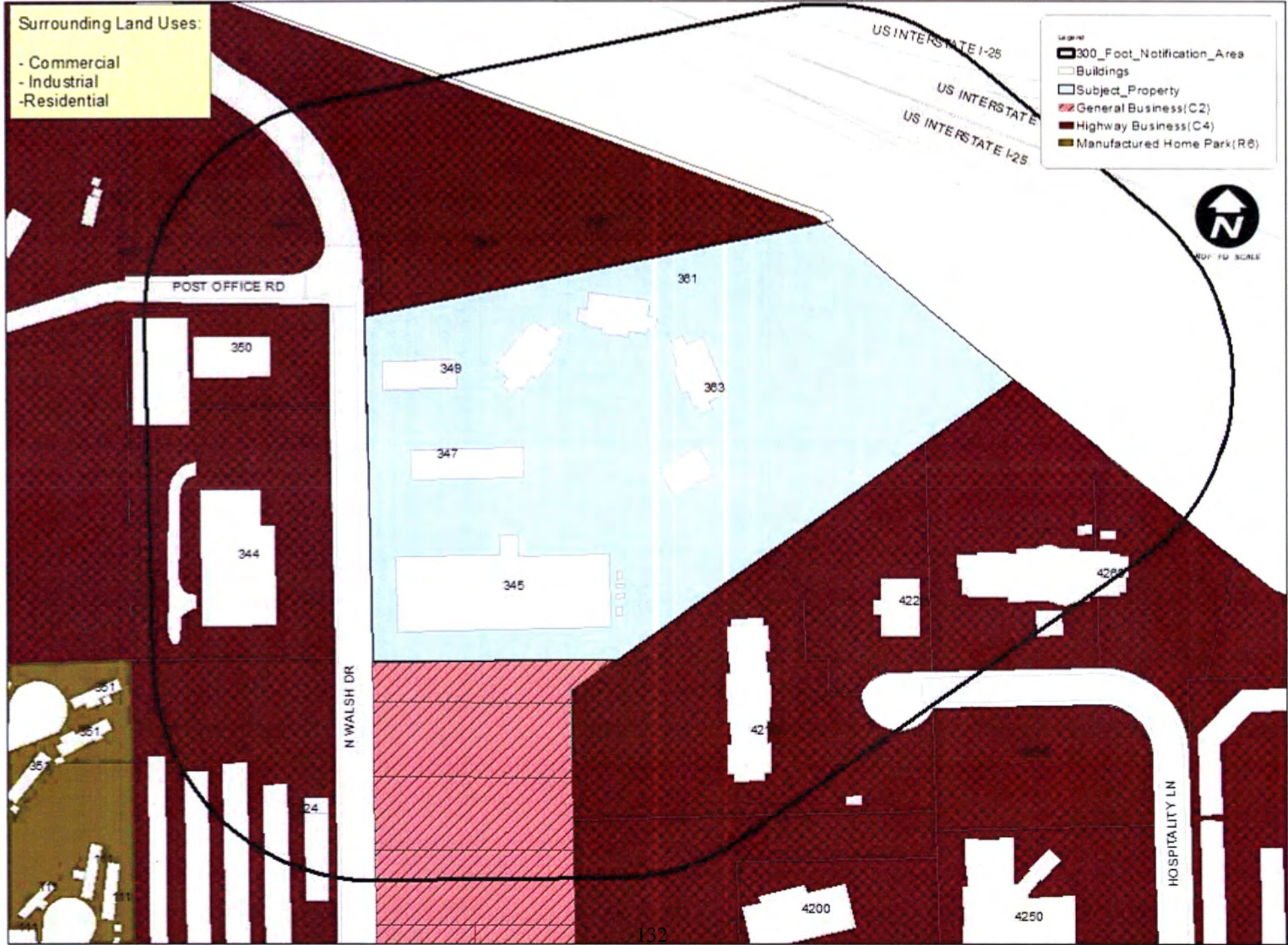
Craig Collins, AICP, City Planner, is tasked with processing plat proposals.

Attachments:

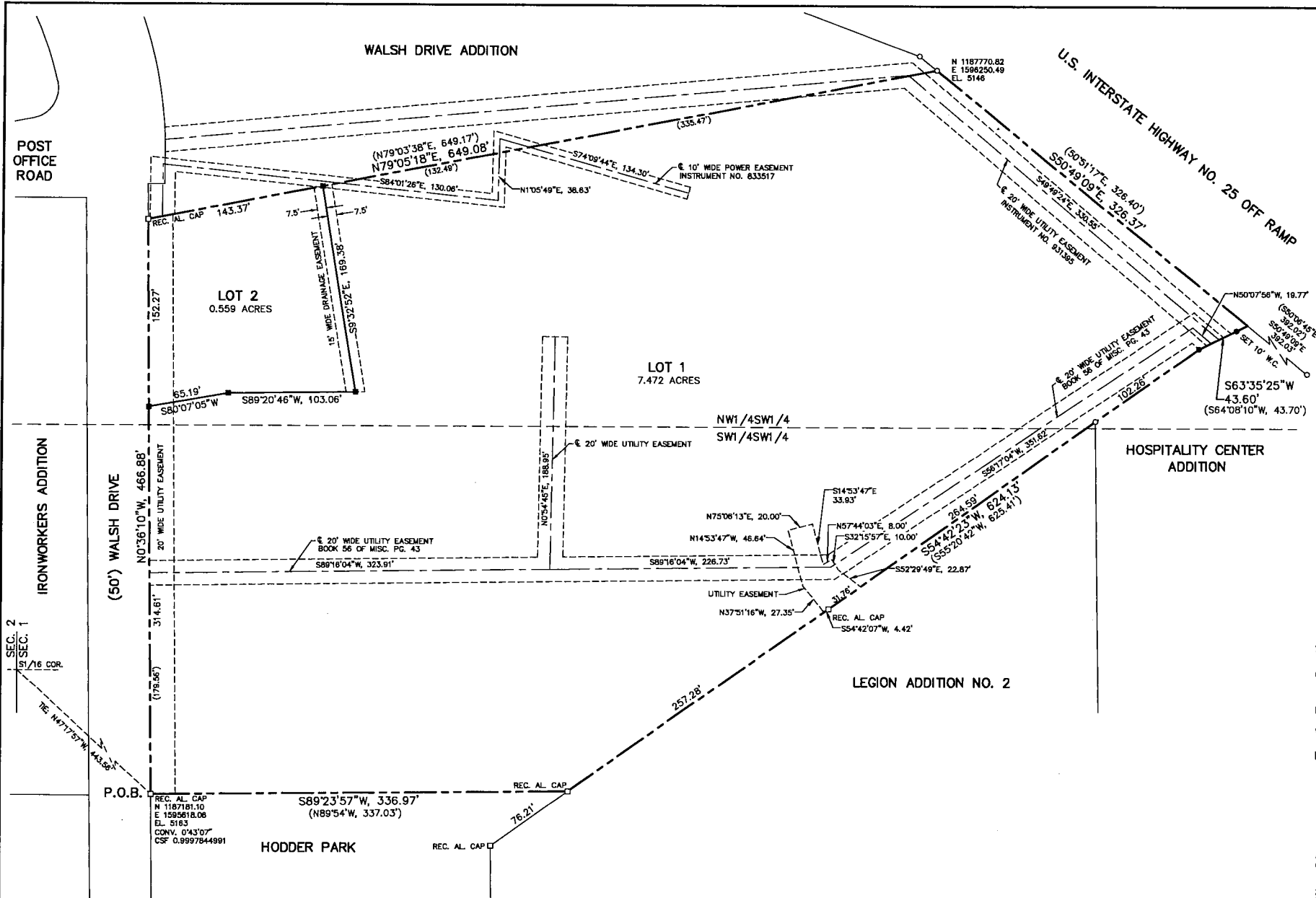
Resolution  
Map  
Plat  
Subdivision Agreement



# Proposed Nowcap Addition



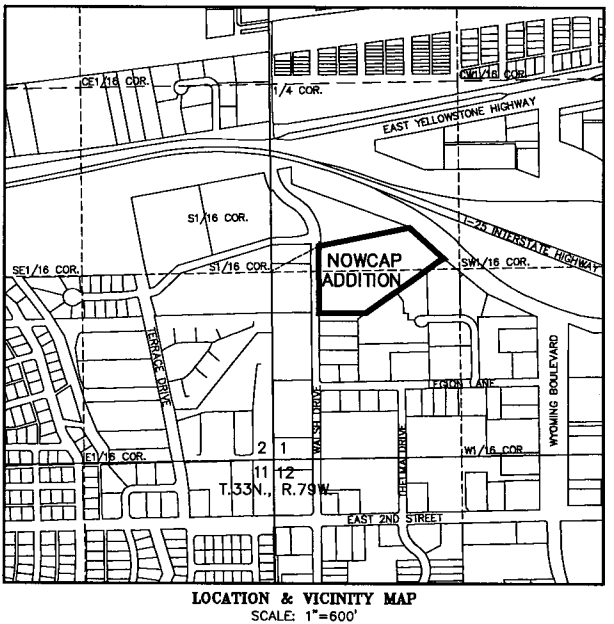




**LEGEND**

- RECOVERED BRASS CAP
- RECOVERED CORNER (AS NOTED)
- SET BRASS CAP
- SET 5/8" REBAR W/AL CAP
- W.C. WITNESS CORNER
- SUBDIVISION BOUNDARY
- - - EASEMENT
- MEASURED RECORD

S89°23'57"W, 336.97'



PLAT OF  
"NOWCAP ADDITION"  
A SUBDIVISION OF A PORTION OF  
THE W1/2SW1/4, SECTION 1  
TOWNSHIP 33 NORTH, RANGE 79 WEST  
SIXTH PRINCIPAL MERIDIAN  
NATRONA COUNTY, WYOMING  
SCALE: 1"=50'

**CERTIFICATE OF DEDICATION**

NORTHWEST COMMUNITY ACTION PROGRAMS OF WYOMING (NOWCAP), INC., a Wyoming non-profit Corporation, hereby certifies that they are the owners and proprietors of the foregoing subdivision located in and being a portion of the W1/2SW1/4, Section 1, Township 33 North, Range 79 West of the Sixth Principal Meridian, Natrona County, Wyoming and being more particularly described by metes and bounds as follows:

Beginning at the southwesterly corner of the Parcel being described, the northwesterly corner of Hodder Park, an Addition to the City of Casper, Wyoming, a point in the easterly line of Walsh Drive and from which point the S1/16 corner common to Sections 1 and 2 bears N.47°17'57"W., 443.56 feet; thence from said Point of Beginning and along the easterly line of said Parcel and the westerly line of said Parcel, N.0°36'10"W., 466.88 feet to the northwesterly corner of said Parcel and southwesterly corner of Lot 2, Walsh Drive Addition to the City of Casper, Wyoming; thence along the northerly line of said Parcel and the southerly line of said Lot 2, Walsh Drive Addition, N.79°05'18"E., 649.08 feet to the northeasterly corner of said Parcel, southeasterly corner of said Lot 2, Walsh Drive Addition and a point in and intersection with the southwesterly line of U.S. Interstate Highway No. 25; thence along the northeasterly line of said Parcel and the southwesterly line of said U.S. Interstate Highway No. 25, S.50°49'09"E., 326.37 feet to the most easterly corner of said Parcel and the most northerly corner of Hospitality Center Addition to the City of Casper, Wyoming; thence along the southeasterly line of said Parcel and the northwesterly line of said Hospitality Center Addition, S.63°35'25"W., 43.60 feet to a point; thence continuing along the southeasterly line of said Parcel and the northeasterly line of said Hospitality Center Addition and Legion Addition No. 2 to the City of Casper, Wyoming, S.54°42'23"W., 624.13 feet to the southeasterly corner of said Parcel and northeasterly corner of said Hodder Park; thence along the southerly line of said Parcel and the northerly line of said Hodder Park, S.89°23'57"W., 336.97 feet to the Point of Beginning and containing 8.031 acres, more or less.

The subdivision of the foregoing described lands as appears on this plat is with the free consent and in accordance with the desires of the above named owners and proprietors; the name of said subdivision shall be known as "NOWCAP ADDITION" and all streets as shown hereon have been previously dedicated to the public and utility easements as shown hereon are hereby reserved to public and private utility companies to locate, construct, access, operate and maintain utility lines, conduits, ditches and drainage.

NOWCAP  
345 N. Walsh Drive  
Casper, Wyoming 82601

Renate Pullen, Executive Director

State of Wyoming }  
County of Natrona } ss

The foregoing instrument was acknowledged before me by Renate Pullen, Executive Director of NORTHWEST COMMUNITY ACTION PROGRAMS OF WYOMING (NOWCAP), INC., a Wyoming non-profit Corporation this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

Witness my hand and official seal.

My Commission Expires: \_\_\_\_\_

Notary Public

**APPROVALS**

APPROVED: City of Casper Planning and Zoning Commission this \_\_\_\_\_ day of \_\_\_\_\_, 2020 and forwarded to the City Council of Casper, Wyoming with recommendation that said plat be approved.

Secretary \_\_\_\_\_ Commission Chairman \_\_\_\_\_

APPROVED: City Council of the City of Casper, Wyoming by Ordinance No. \_\_\_\_\_ duly passed, adopted and approved on the \_\_\_\_\_ day of \_\_\_\_\_, 2020.

Attest: \_\_\_\_\_ City Clerk \_\_\_\_\_ Mayor \_\_\_\_\_

INSPECTED AND APPROVED on the \_\_\_\_\_ day of \_\_\_\_\_, 2020. \_\_\_\_\_ City Engineer \_\_\_\_\_

INSPECTED AND APPROVED on the \_\_\_\_\_ day of \_\_\_\_\_, 2020. \_\_\_\_\_ City Surveyor \_\_\_\_\_

**CERTIFICATE OF SURVEYOR**

I, Paul R. Svenson, a registered professional land surveyor, License No. 10272, do hereby certify that this plat was made from notes taken during an actual survey made by me or others under my direct supervision during the month of December, 2019 and that this plat, to the best of my knowledge and belief, correctly and accurately represents said survey. The perimeter boundary and lot corners are monumented as of the date of this survey.



State of Wyoming }  
County of Natrona } ss

The foregoing instrument was acknowledged before me by Paul R. Svenson this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

Witness my hand and official seal.

My Commission Expires: \_\_\_\_\_

Notary Public

## NOWCAP ADDITION SUBDIVISION AGREEMENT

This Subdivision Agreement ("Agreement") is made and entered into this 18<sup>th</sup> day of February, 2020, by and between the following parties:

1. The City of Casper of Casper, Wyoming, a Wyoming municipal corporation, 200 North David Street, Casper, Wyoming 82601 ("City").
2. Northwest Community Action Programs of Wyoming (NOWCAP), Inc., a Wyoming non-profit Corporation, 345 North Walsh Drive, Casper, Wyoming 82601 ("Owner").

Throughout this Agreement, City and Owner may be individually referred to as a "party" or collectively referred to as the "parties."

### RECITALS

- A. Whenever the Public Services Director, City Engineer, Community Development Director, or other City official is mentioned in this Agreement, it shall be deemed to include their designees.
- B. Owner has applied to plat a new subdivision of a portion of the W1/2SW1/4, Section 1, Township 33 North, Range 79 West, 6<sup>th</sup> P.M., as NOWCAP Addition, comprising 8.031 acres, more or less, located at 349 North Walsh Drive.
- C. A plat of NOWCAP Addition ("Addition") has been prepared by Owner, and approved by the City of Casper, and shall be signed and recorded at the Natrona County Clerk's Office concurrently with this Agreement.

**NOW, THEREFORE**, in consideration of the mutual covenants and conditions contained herein, the parties hereto agree as follows:

### SECTION 1 – INCORPORATION OF RECITALS

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

### SECTION 2 - OBLIGATIONS OF OWNER

Upon written demand of the Council or the City Manager, the Owner, its heirs, successors, grantees or assigns, at their sole cost and expense, shall do, or cause to be done, the following:

## 2.1 Surveying:

- a. All subdivision corners shall be marked with 3¼ brass caps. These caps shall show the name of the surveyor or company making the survey, and the license number of the surveyor making the survey or certifying the survey. All PLSS corners shall be properly marked for identification as to the location as per Wyoming Statutes and Rules and Regulations of the Wyoming Board of Registration for Professional Engineers and Professional Land Surveyors, shall be referenced if subject to destruction, and again shall show the proper identification and license of the certifying surveyor. A corner record shall be recorded as per Wyoming Statutes and Rules and Regulations of the Wyoming Board of Registration for Professional Engineers and Professional Land Surveyors. A copy will be provided to the City upon recordation.
- b. Block and Lot corners, points of tangency (PT's) and points of curve (PC's) of all curves shall be marked by an iron pin not less than five-eighths (5/8) inches in diameter and not less than twenty-four (24) inches in length, with a brass or aluminum cap not less than 2 and one-half (2½) inches in diameter securely fastened to the top, unless otherwise impractical. These monuments will be set prior to the recording of the plat in the Office of the County Clerk unless approved by the City Surveyor.
- c. Said corners shall be in place for final inspection by the Public Services Director upon completion of the sidewalk (curbwalk), or curb and gutter.
- d. A digital copy of the Final Subdivision Plat shall be provided to the City, as required by the Casper Municipal Code ("Code"). No building permit shall be issued prior to the recording of the plat.

## 2.2 Construction Sequence:

Main water lines, sewer lines, storm sewer, streets, sidewalks, pavement overlays, and access drives shall be constructed in an orderly sequence, as the Addition is developed and built upon, so that there will be no gaps left in the paving, sidewalks, and other off-site improvements. Streets shall not be paved until all water lines, storm sewers, and property water and sewer services are in place and the ditches thereof properly backfilled and compacted, in accordance with City requirements. The Owner shall receive the approval of the Public Services Director prior to commencing any and all phases of construction.

## 2.3 Certification of Construction; Repair Obligations:

- a. All improvements shall be designed and inspected by a Wyoming registered professional engineer, who shall certify that the improvements, including, but not limited to, streets, curbs, gutter, sidewalks, paving,

parkways, utility systems, storm sewers, street lighting, street signs and striping, etc., have been constructed in accordance with plans and specifications approved by the Public Services Director. The certification by the engineer and approval by the City shall be in writing. Approval of the construction plans by the Public Services Director is required before a building permit will be issued by the City.

- b. The Owner shall maintain, repair, and replace all improvements that fail within the warranty period as provided by the Code. This obligation includes maintenance, repair or replacement for any cause during such period, including acts of subcontractors. In the event the Owner fails to maintain, repair, or replace said improvements, City shall have the right but not the obligation, at its option, to maintain, repair, or replace the same and Owner agrees to pay for any cost incurred thereby. Maintenance, repair, or replacement by the City does not relieve the Owner from its obligation under this paragraph and shall not be construed to be an acceptance of the improvements by the City.
- c. Upon issuance of a "letter of acceptance" by the Public Services Director pursuant to the Code, the City will assume ownership and the responsibility for the maintenance of the improvements. The Owner shall be responsible for the maintenance, repair and replacement of the improvements until the City issues its "letter of acceptance."

#### 2.4 Underground Utilities and Street Lights:

All new utilities shall be located underground. All street lights shall be installed in compliance with Code street-lighting standards at the Owner's sole expense. Streetlight pole materials shall be as approved in writing by the Public Services Director.

#### 2.5 Soils Analysis:

The Owner shall provide the Public Services Director with a soils analysis concurrently with the submittal of subdivision construction plans. Individual lot test bores may be required on each lot, with a soil analysis for the foundation design at the sole discretion of the Public Services Director. Test results, soil analyses and foundation designs shall be submitted to the Community Development Director.

#### 2.6 Erosion Control Program:

- a. The Owner shall submit, and have approved by the Public Services Director, a comprehensive erosion control program for the area disturbed during construction activities to mitigate the adverse effects of blowing dirt

or dust, and water erosion on other properties in the immediate area before the issuance of an earthwork, road cut or grading permit pursuant to the Code. An erosion and sediment control permit shall be obtained from the Public Services Director prior to any earthwork taking place in the Addition.

- b. The Owner shall post security for its erosion control as required by the Code, and in a form acceptable to the City. It shall be the obligation of the Owner to keep any security in full force and effect, as required by the Code. In addition, the Owner shall furnish proof of the same to the Public Services Director upon demand of the City.

## 2.7 Retaining Walls and Fences:

Any retaining walls constructed within the subdivision by the Owner shall be designed and certified by a Wyoming registered professional engineer. The design(s) shall be submitted to the Public Services Director and Community Development Director for written approval before a building permit will be issued. Said walls shall be constructed within the boundaries of each lot and not on the property lines. Maintenance of said walls shall be the responsibility of each individual lot owner. Provided, however, retaining walls and fences shall not be constructed on any drainage easements, or on any other ways depicted on any other recorded instrument without the approval of the Public Services Director.

## 2.8 Water and Sewer:

All water and sewer improvements shall be constructed in full compliance with the Code as it exists at the time of construction, including, but not limited to the following requirements:

- a. Curb boxes shall be left behind the sidewalk in front of each lot and the Owner shall protect, during the subsequent course of developing the Addition, valve boxes and curb boxes from damage, and be wholly responsible for the repair and replacement to the Public Services Director's satisfaction of such that are damaged or destroyed. If the Owner shall fail or refuse to promptly repair or replace such boxes as required, the City may do so and charge the Owner directly for said cost. The Owner shall adjust said valve and curb boxes to finished grade, at the time the paving work is completed in the Addition.
- b. The Owner shall construct the necessary water lines and appurtenances up to and through the Addition. All work shall be in accordance with plans and specifications to be prepared by the Owner's engineer and approved in writing by the Public Services Director. Water line sizes shall be as determined by the Public Services Director.

- c. The Owner, at its cost, shall install water service lines in accordance with Code specifications to the property line so as to serve each lot or building site in the Addition.
- d. The Owner shall construct the necessary sewer lines up to and through the Addition. All work shall be in accordance with plans and specifications to be prepared by the Owner's engineer and approved in writing by the Public Services Director. Sewer sizes shall be as determined by the Public Services Director.
- e. The Owner, at its own cost, shall install sewer service lines, in accordance with Code specifications, to the property line so as to serve each lot or building site in the Addition.
- f. The Owner shall protect manhole covers and rings from damage in the course of constructing the line, and shall be solely responsible for repair or replacement to the Public Services Director's satisfaction. The Owner shall adjust such manhole rings and covers to finished grade. The Owner agrees to protect and save the City harmless from any loss or claim suffered by other sewer users to their real or personal property, and from personal injury or damages by reason of obstruction or damage to the sewer lines or any part thereof occasioned by present or future construction work on said Addition by the Owner. Said obligation shall continue until the sewer line and the system within the Addition is accepted by the Public Services Director by issuance of a "letter of acceptance." Provided, however, that acceptance of part of the system shall not relieve the Owner of the obligations herein imposed for the remaining improvements that have not been accepted within said Addition.
- g. Prior to the issuance of a building permit for any new structure, or prior to the issuance of a plumbing permit to connect existing buildings to the water and sewer systems, the then-existing water system investment charge (connection charge), sewer system investment charge (connection charge) and water meter charge shall be paid to the City. The Owner will also pay to the Central Wyoming Regional Water System Joint Powers Board the then current Regional Water System investment charge for each building to be served with water.
- h. All necessary water and sewer easements, in forms acceptable to the City, up to and through the subdivision shall be obtained by the Owner, which grant to the City the right of ingress and egress thereto for purposes of laying out, constructing, inspecting, maintaining and replacing water lines, sewer lines, its fire hydrants and other appurtenances.
- i. The Owner agrees to abide by all federal, state and local laws, rules and regulations regarding the use of its water and sewer facilities, and water and sewer service, including, but not limited to, the Federal Pretreatment Regulations and all the Code sections relating to industrial pretreatment.

- j. At such time as said water and/or sewer mains are installed by the Owner and a "letter of acceptance" is issued by the Public Services Director, the City shall pursuant to the Code, reimburse the Owner twice the difference in material cost between an eight (8) inch water and/or sewer main, or larger size if required by the development, and the required oversized main pursuant to the Code, as amended. Such reimbursement will be determined by the City based upon its most recent applicable material costs at the time of the Agreement execution. Reimbursement will only be based on oversizing of water and sewer mains larger than the size required by system analysis and approved by the Public Services Director.

2.9 Easements for all Utilities, Bikeways and Pedestrian Pathways:

Easements for all utilities and future bikeway/pedestrian pathways and access, in recordable forms acceptable to the City, must be provided prior to application for a permit to construct being made to City.

2.10 Street and Traffic Signs and Controls:

Owner shall pay for the cost and installation of all necessary on and off-site street and traffic control signage, signs signifying the street names, street striping, crosswalk striping, and traffic calming devices, as determined by the Public Services Director in his sole discretion.

2.11 Security Requirements:

In addition to and separate from the security required for erosion control, Owner shall comply with all Code requirements for all other security and surety requirements as set forth in the Code, including, but not limited to the financial surety and security for the project, landscaping and warranty period.

2.12 Record Drawings:

- a. Owner shall submit "as-built" record documents for paving, drainage, water and sewer to City prior to the issuance of the certificate of occupancy. Reproducible hard copy drawings shall be in the form of one (1) set of 4 mil Mylar, 24" x 36" labeled as "Record Drawings" and dated. Record Drawings shall also be provided on electronic media in Adobe (pdf) format and in AutoCAD format or other format specified by Owner. Record documents shall be submitted on CDs, or other media as directed by Owner, labeled as "Record Drawings" and include the project name, City of Casper project number and date.
- b. All digital files necessary for correct plotting of the final record drawings in the AutoCAD version, such as external references, pen assignments, images, etc. shall be provided. Any x-refs or other files that can be, shall be incorporated into the final drawings to minimize the manipulation necessary for plotting.

2.13 Completion of Infrastructure Improvements Prior to Certificate of Occupancy:

All required on-site and off-site improvements shall be completed and approved by the Public Services Director prior to the issuance of the first certificate of occupancy unless otherwise designated in this Agreement.

2.14 Other Costs in Separate Agreements:

If any recapture costs, costs for a drainage basin or sub-basin wide stormwater management program are applicable to this Subdivision, those costs shall be allocated in a separate exhibit attached to this Agreement. Failure of any such exhibit to be attached to this Agreement shall not relieve the Owner of its obligation to pay its proportionate share of those costs.

2.15 Stormwater, Flooding and Letters of Map Revisions:

- a. Owner shall comply with and pay for all costs associated with any Stormwater Pollution Prevention Plan, Letter of Map Revision (LOMR), or other related requirements of Wyoming DEQ, Federal Emergency Management Agency (FEMA) or any other agency that has jurisdiction over the real property in impacted by this Agreement.
- b. Owner shall provide the City with copies of all Stormwater Pollution Prevention Plan elements as reviewed and approved by Wyoming DEQ; any LOMR, along with the necessary submittals to update flood mapping in accordance with FEMA requirements, and documentation of Base Flood Elevations.
- c. All requirements of this section shall be met prior to issuance of a permit to construct subdivision improvements.

SECTION 3 - OBLIGATIONS OF CITY

The City shall issue a building permit and certificate of occupancy for the buildings in the Addition upon performance by the Owner of the conditions set forth herein, and upon Owner's compliance with all applicable Code requirements. All building permits will be issued by the Community Development Director in accordance with the Code.

SECTION 4 - REMEDIES

In the event the Owner fails to do, or fails to cause to be done, any of the requirements set forth in this Agreement in an expeditious manner, the City may, at its option, do any or all of the following:

- a. Refuse to issue any building permits or certificates of occupancy to any person, including the Owner, or its heirs, successors, assigns and grantees.



- b. After written notice to the Owner of any public improvements which have not been completed or properly completed, and upon Owner's failure to cure the same within a reasonable period of time, the City may complete any and all of the public improvements required by this Agreement by itself or by contracting with a third party to do the same. In the event the City elects to complete said improvements, or contracts with a third party to do so, the Owner agrees to pay any and all costs resulting therefrom upon demand by the City.

The remedies provided in this section are in addition to any other remedies specifically provided for in this Agreement, or which the City may otherwise have at law or in equity, and are not a limitation upon the same. The Owner further agrees to pay all reasonable attorneys' fees, court costs, and litigation costs in the event the City is required to enforce the provisions of this Agreement in a court of law.

## SECTION 5 – GENERAL PROVISIONS

- a. Successors and Assigns: The terms and conditions of this Agreement shall be binding upon the parties hereto, and shall inure to the benefit of all parties hereto and their respective heirs, successors, assigns, and grantees and shall bind and run with the real property that is the subject matter of this Agreement. The Owner shall not assign this Agreement or otherwise sub-contract its duties and responsibilities as set forth in this Agreement without the prior written consent of the City.
- b. 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 Sections 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.
- c. Governing Law and Venue: This Agreement, its interpretation and enforcement shall be governed and construed in accordance with the laws of the State of Wyoming. Any litigation regarding this Agreement shall be resolved in a court of competent jurisdiction situated in Natrona County, Wyoming.
- d. Complete Agreement: This Agreement shall constitute the entire understanding and agreement of the parties, and supersedes any prior negotiations, discussions or understandings.
- e. Amendment: No amendment or modification of the terms of this Agreement shall be valid or enforceable unless made in writing and executed by all parties hereto.

- f. Waiver: Failure on the part of either party to enforce any provision of this Agreement, or the waiver thereof, in any instance, shall not be construed as a general waiver or relinquishment on its part of any such provision, but the same shall nevertheless be and remain in full force and effect.
- g. No Third-Party Beneficiary Rights: The parties to this Agreement do not intend to create in any other individual or entity the status of third-party beneficiary, and this Agreement shall not be construed so as to create such status. The rights, duties and obligations contained in this Agreement shall operate only between the parties to this Agreement, and shall inure solely to the benefit of the parties to this Agreement. The parties to this Agreement intend and expressly agree that only parties signatory to this Agreement shall have any legal or equitable right to seek to enforce this Agreement, to seek any remedy arising out of a party's performance or failure to perform any term or condition of this Agreement, or to bring an action for the breach of this Agreement.
- h. Severability: If a court of competent jurisdiction renders any provision of this Agreement (or portion of a provision) to be invalid, illegal or otherwise unenforceable, that provision or portion of the provision will be severed and the remainder of this Agreement will continue in full force and effect as if the invalid provision or portion of the provision were not part of this Agreement.
- i. Notices: Notices required or permitted to be given by a Party to the others must be in writing and either delivered in person or sent to the address shown below (or such subsequent address as may be designated by either party in writing) by certified mail, return receipt requested and postage prepaid (or by a recognized courier service, such as Federal Express, UPS, or DHL), or by facsimile with correct answerback received, and will be effective upon receipt:

Rex & Sheila Evans  
504 South Sun Drive  
Casper, WY 82609

Mitchell & Dora Skovgard  
454 South Sun Drive  
Casper, WY 82609

City of Casper  
Attn: Community Development Director  
200 North David  
Casper, WY 82601  
Fax: 307-235-8362

- j. Headings: The section headings contained in this Agreement are for reference purposes only and shall not affect in any way the meaning or interpretation thereof.
- k. Survival: All representations, indemnifications, warranties and guarantees made in, required by or given in accordance with this Agreement, as well as all continuing obligations indicated in this Agreement, will survive final

payment, completion and acceptance of the services and termination or completion of the Agreement.

- l. Copies: This Agreement may be executed in more than one copy, each copy of which shall serve as an original for all purposes, but all copies shall constitute but one and the same Agreement.
- m. Authority: Each individual executing this Agreement for and on behalf of their principals hereby state that they have the requisite power and authority to enter into this Agreement and to consummate the transactions contemplated and intended hereby. Owner further states that it is authorized to transact business in the State of Wyoming, properly registered and not delinquent with the Secretary of State.
- n. Term: At the time the Owner files for a permit to construct, the then applicable code provisions shall apply for the life of the permit or under an extension that is approved by the Public Services Director. If the Owner fails to file for a permit to construct at the time of platting, all applicable provisions of the Code that have changed since the execution of this Agreement shall be required of the Owner at the time of permit application, and the City at its sole discretion may require a new Subdivision Agreement and/or the replatting of property. Provided, however, Code amendments pertaining to the health and safety of the public shall be complied with by the Owner during the term of this Agreement, regardless of the validity of the permit to construct.

The parties hereby enter into this Agreement on the day and year first written above.

APPROVED AS TO FORM:



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ATTEST:

CITY OF CASPER, WYOMING  
A Municipal Corporation

---

Fleur Tremel  
City Clerk

---

Steven K. Freel  
Mayor

WITNESS:

By: Dee Hardy

Printed Name: Dee Hardy

Title: Notary

OWNER

Northwest Community Action Programs of  
Wyoming (NOWCAP) Inc., a Wyoming  
non-profit Corporation

By: Renate Pullen

Printed Name: Renate Pullen

Title: Executive Director

STATE OF WYOMING                    )  
  ) ss.  
COUNTY OF NATRONA                )

This instrument was acknowledged before me on this \_\_\_\_\_ day of  
\_\_\_\_\_, 20\_\_\_\_, by Steven K. Freel, as the Mayor of the City of  
Casper.

(Seal, if any)

\_\_\_\_\_  
(Signature of notarial officer)

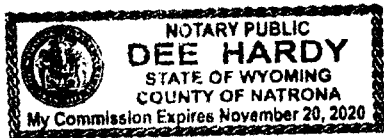
\_\_\_\_\_  
Title (and Rank)

[My Commission Expires: \_\_\_\_\_]

STATE OF WYOMING )  
 ) ss.  
COUNTY OF NATRONA )

This instrument was acknowledged before me on this 7<sup>th</sup> day of February, 2020, by Renate Pullen, as Executive Director for Northwest Community Action Programs of Wyoming (NOWCAP), Inc., a Wyoming non-profit Corporation.

(Seal, if any)



Dee Hardy  
(Signature of notarial officer)  
Notary  
Title (and Rank)

[My Commission Expires: 11/20/20]

RESOLUTION NO. 20-35

A RESOLUTION APPROVING THE PLAT OF A NEW  
SUBDIVISION, NOWCAP ADDITION, AND THE  
ASSOCIATED SUBDIVISION AGREEMENT

WHEREAS, an application has been made to plat a new subdivision of a portion of the W1/2SW1/4, Section 1, Township 33 North, Range 79 West, 6<sup>th</sup> P.M., as NOWCAP Addition, comprising 8.031 acres, more or less, located at 349 North Walsh Drive; and,

WHEREAS, the City of Casper Planning and Zoning Commission passed, after a public hearing, a motion recommending that the City Council approve said plat; and,

WHEREAS, the governing body of the City of Casper finds that the above described plat should be approved.

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 approving the plat, as described above.

BE IT FURTHER 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, a subdivision agreement between the City and Northwest Community Action Programs of Wyoming (NOWCAP), Inc., a Wyoming non-profit Corporation.

PASSED, APPROVED, AND ADOPTED this 18<sup>th</sup> day of Feb., 2020.

APPROVED AS TO FORM:

Walter Trent


ATTEST:


CITY OF CASPER, WYOMING  
A Municipal Corporation

Fleur Tremel  
City Clerk

Steven K. Freel  
Mayor

February 5, 2020

MEMO TO: J. Carter Napier, City Manager 

FROM: Liz Becher, Community Development Director 

SUBJECT: Consideration of a resolution approving amendments to the Centennial Hills Planned Unit Development (PUD) Guidelines.

Meeting Type & Date:

Regular Council Meeting, February 18, 2020.

Action Type:

Resolution.

Recommendation:

The Planning and Zoning Commission recommends that Council, by resolution, approve the proposed amendments to the Centennial Hills Planned Unit Development (PUD) Guidelines to create new commercial development and architectural standards to regulate the development of Centennial Hills Village Business Park No. 3, 10.18-acres located between Wyoming Boulevard and Heathrow Avenue, south of Centennial Court, and north of Centennial Village Drive.

Summary:

402, LLC has submitted proposed revisions to the overall PUD (Planned Unit Development) Guidelines for the Centennial Hills Village Addition. The original PUD Guidelines were approved in 2003 and have been updated seven (7) previous times, most recently in 2014. Pursuant to Section 17.52.130 of the Municipal Code, major alterations to approved PUD development plans require the approval of the Planning and Zoning Commission and the City Council. Major alterations are described in the Code as those that change the use, intent, rearrangement of lots, and realignment of major circulation patterns, density levels, or open space.

Prior renditions of the PUD Guidelines have always identified areas within the PUD that would be developed commercially, but have never created the necessary development standards for those commercial areas. Instead, previous development regulations have focused solely on residential development, with the understanding that prior to any commercial development occurring, the Planning and Zoning Commission, as well as the City Council, would be required to review and approve commercial standards. There has been recent interest in developing 10-acres, more or less, located between Wyoming Boulevard and Heathrow Avenue, south of Centennial Court, and north of Centennial Village Drive. In prior renditions of the PUD Guidelines, the area has always been identified for commercial development (see page nine (9) of the Guidelines).

The majority of the new commercial guidelines can be found under Section J, (Commercial Guidelines), starting on page twenty-five (25). This section lays out the overall development objective, along with specific guidelines for commercial development. The section goes on to

list the forty-one (41) permitted land uses that will be allowed in the commercial area, allowable building heights, minimum setbacks, lot size requirements, and minimum landscaping/buffering standards.

On page thirty (30) of the PUD Guidelines, the applicant provides architectural standards that will apply to commercial development, as well as general site design requirements that address lighting, pedestrian amenities and infrastructure, and signage. Starting on what would be page 33, the applicant has provided high quality color exhibits that assists with the visualization of the written standards, as well as providing a preliminary site plan design for the area.

Notable design features include intentionally limiting points of access to the area in order to reduce impacts to the adjacent residential neighborhood. In addition, a robust landscaped buffer will be installed along all street frontages on the north, east and south sides. High quality monument-type signage has been mandated for the commercial sites, and specific allowable locations have been provided on Exhibit C-D of the PUD Guidelines. Exhibit C-F of the PUD Guidelines shows pedestrian connections from the adjacent neighborhood to the future businesses in the area, as well as internal pedestrian amenities within the site. Finally, Exhibits C-G through C-J of the PUD Guidelines provide representative architectural renderings to visually depict the quality and type of architectural features that will be expected and required.

The Planning and Zoning Commission voted to unanimously support the amendments to the PUD Guidelines after a public hearing on January 16, 2020. Several citizens spoke about the proposal. None were against the development of the property; however, the design details were discussed, such as landscaping, traffic, curb cuts, fencing, and berms.

Financial Considerations:

Not applicable.

Oversight/Project Responsibility:

Craig Collins, AICP, City Planner, is tasked with processing plat proposals.

Attachments:

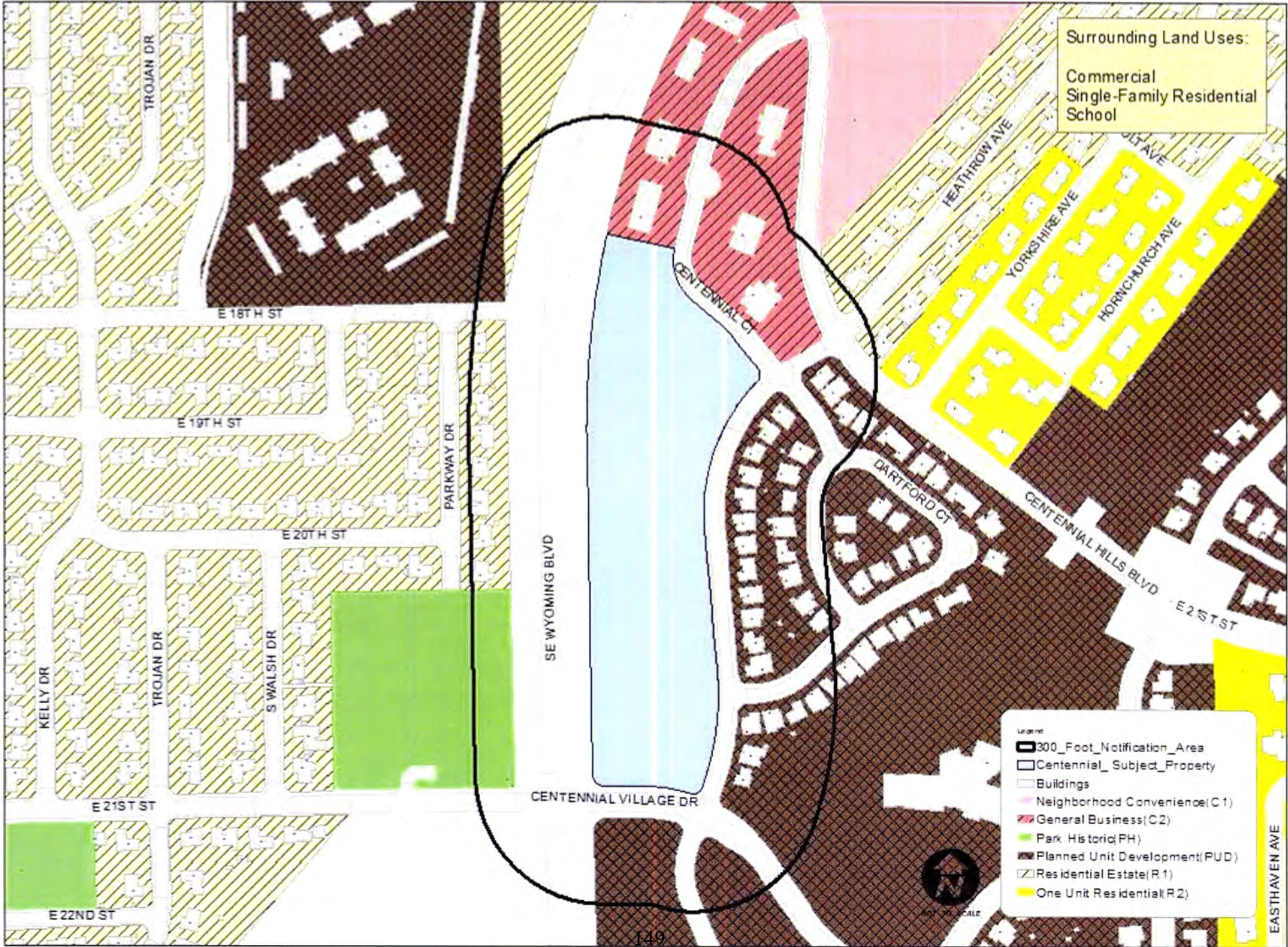
Resolution

Map

PUD Guidelines



# Centennial Hills PUD Guideline Amendment





# **Planned Unit Development (PUD) Guidelines**

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## **CENTENNIAL HILLS**

**Casper, Wyoming**

**March 25, 2003 Original**

**Revised: May 28, 2003**

**Revised: August 13, 2003**

**Revised: September 2, 2003**

**Revised: January 21, 2009**

**Revised: March 28<sup>th</sup>, 2011 Modified by CEPI**

**Revised: August 19<sup>th</sup>, 2014 Modified by CEPI – Cambridge Addition**

**Revised: October 1<sup>st</sup>, 2019 Modified by CEPI – Addition of Commercial Guidelines (Amended with Section on Commercial Guidelines Pages 25 – 31 and Appendix with Commercial Exhibits)**

### **Applicant:**

**Centennial Real Estate, LLC  
80 Fairway Drive  
Casper, Wyoming 82604  
Tel: (307) 266-9686**

### **Original Land Planner:**

**David Jensen Associates, Inc.  
Planning Consultants  
1451 South Parker Road  
Denver, CO 80231  
Tel: (303) 369-7369  
Fax: (303) 369-9123**

### **Civil Engineer:**

**Civil Engineering Professionals, Inc.  
6080 Enterprise Drive  
Casper, Wyoming 82609  
Tel: (307) 266-4346  
Fax: (307) 266-0103**

**JAN 10 2020**

# **Planned Unit Development (PUD) Guidelines**

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# **Planned Unit Development (PUD) Guidelines**

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# Planned Unit Development (PUD) Guidelines

## **I. Statement of Purpose & Intent**

The CENTENNIAL HILLS PLANNED UNIT DEVELOPMENT is now a 228.8 acre mixed use community. While its primary focus is residential, the open space, recreational and commercial components play an integral part in creating a unique master planned community.

The CENTENNIAL HILLS Development Guidelines are intended to carry out the goals of this planned community. They have been written to ensure a unified, quality development. Through creativity in design, sensitivity to the characteristics of the site and compatibility of land uses, a commitment is made to the future of the community.

The following principles will be used in guiding development towards a planned community which can respond to changing market conditions.

- Encouraging innovation through **FLEXIBILITY** in site design with respect to lot sizes, compact development, building spacing, heights and density of buildings, open space, and parking.
- Allowing a variety of **CREATIVE SOLUTIONS** to community design that may not be possible through the literal application of the local zoning ordinance and subdivision regulations.
- Encouraging a mixed-use, **MASTER PLANNED** community providing for residential, recreational, and community services.
- Encouraging **INNOVATIONS** in land use that result in the availability of attractive development opportunities.
- Promoting more **EFFICIENT** use of land and energy through reasonable infrastructure requirements.
- Maximizing the **UNIQUE** physical features of the site.
- Creating development patterns and community design that further the **GOALS** and **POLICIES** of the City of Casper.
- Providing appropriate **TRANSITIONS** between land uses while encouraging an overall community focus.
- Providing **FLEXIBILITY** for both land use types and density to be **TRANSFERRED** between parcels, responding better to the needs of the consumer and changing market conditions.
- Encouraging **FLEXIBILITY** in the design of streets to allow departure from literal enforcement of present codes regarding design standards, street widths, drainage, curb and gutters, street lighting, landscaping, utilities and similar aspects.
- Creating a compact **SUSTAINABLE** growth community that respects the land while enhancing and preserving the natural beauty of the property.
- Promoting **PEDESTRIAN** and bicycle activity and reducing automobile use by providing trails for interconnecting uses.

# **Planned Unit Development (PUD) Guidelines**

## **II. Authority / Definitions**

### **Authority**

These standards will apply to all property contained within the CENTENNIAL HILLS development. The guidelines will become the governing standards for review, approval and modification of development activities occurring on the property. The subdivision and zoning ordinances and regulations for the CITY OF CASPER will apply where the provisions of this guide do not address a specific subject.

### **Definitions**

- **Compact Housing**

A form of cluster development whereby residential units are grouped together to provide improved design, more efficient construction techniques, community green or open space, shared parking or access, and other amenities that might not be obtainable through conventional development.

- **Lot width**

The horizontal distance between side lot lines measured at right angles to the lot depth at the established front yard setback line.

- **Multi-family (MF)**

Condominiums and/or apartments with a maximum density of 18 du/ac.

- **Gross Parcel Boundary**

Parcel Gross Boundaries are shown on the Planned Unit Development (PUD) Plan. Parcel boundaries shown are to the centerline of streets and Open Spaces.

- **Open Space**

All public and private areas set aside for recreational and open space purposes, but not limited to lakes, drainage corridors, bicycle and walking trails, detention/retention areas, tree preservation areas, outdoor recreation and field sports, buffers. The open space will not include the yards of the private residences.

- **Planned Unit Development (PUD)**

This Planned Unit Development provides a maximum degree of flexibility to accommodate single family detached and multi-family development for any portion of the property within the community as long as density standards set forth in this PUD document for the overall project are maintained.

- **Single Family Attached (SFA)**

Two-family dwelling (duplex); up to four-unit buildings; patio homes and townhomes.

- **Single Family Detached (SFD)**

One single family detached dwelling unit which is exclusively single family detached dwellings. Single family detached dwellings may be configured as or utilize zero lot line or alley loaded development.

## **Planned Unit Development (PUD) Guidelines**

### **III. General Location and Land Uses**

#### **LOCATION**

The proposed community is approximately 228.8 acres and is located east of Wyoming Boulevard, north of Country Club Road. (See Vicinity Map-Exhibit A) The property is located in Natrona County, Wyoming.

#### **USE**

The property is presently a mix of developed and undeveloped. Property is currently zoned Planned Unit Development (PUD).

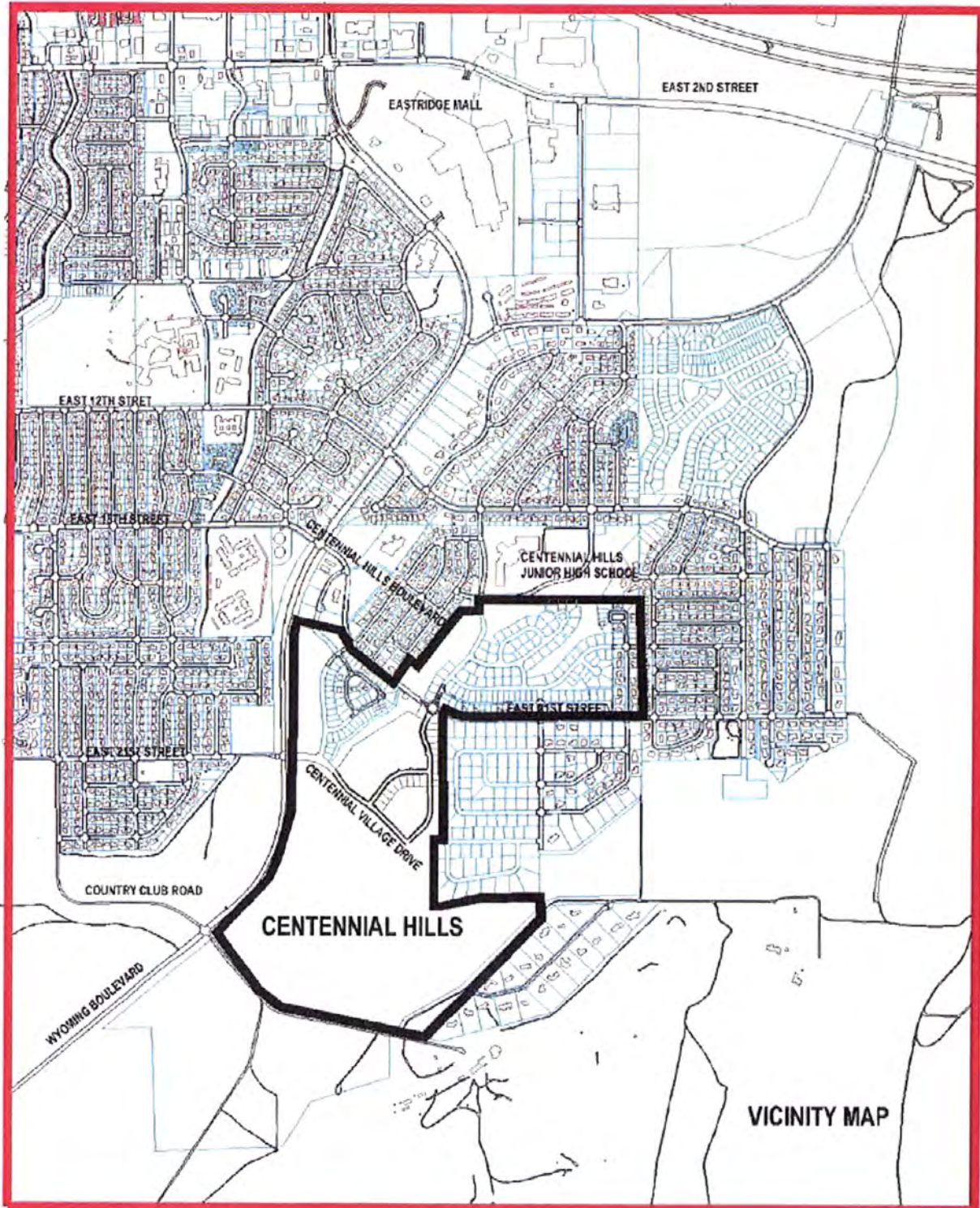
#### **ADJACENT ZONING**

R1, R2, C2, and AG zoning surround the property.

#### **ACCESS**

Access to the community will be utilize three streets off of Wyoming Boulevard. 1. East 15<sup>th</sup> Street/Centennial Hills Boulevard/ East 21<sup>st</sup> Street 2. East 21<sup>st</sup> Street/Centennial Village Drive 3. Casper Country Club Road. Secondary access is via 18<sup>th</sup> Street and 21<sup>st</sup> Street off of Cornwall. Waterford from Donegal will also provide secondary access to the area.

## Planned Unit Development (PUD) Guidelines





## **Planned Unit Development (PUD) Guidelines**

### **IV. Planned Unit Development Guidelines**

The land uses identified on the Planned Unit Development Plan allows for flexibility to respond to market conditions, while maintaining the character and integrity of the development plan. Land uses are as depicted on the Planned Unit Development (PUD) Plan (Exhibit B). Land use boundaries are conceptual and subject to alteration through approval of final plat.

A Detailed Site Plan involving street layouts, sidewalks, lot configuration, lot sizes, building envelopes and building styles must be submitted to Council for review and approval prior to approval of the final plat for a particular construction phase. The building styles shall not depart substantially from the existing character of the area. Conditions or restrictions approved with the General Plan may be amended as approved by the Casper City Council or minor changes to land use boundaries or land use quantities may be approved by City Staff.

Transfer of density is permitted between parcels but in no instance will the total units exceed the allowable approved for the project (See Exhibit D). Minimum lot sizes, setbacks, and special conditions are noted in Exhibit E.

Twenty percent (20%) useable open space will be provided.

Model homes are allowed in all parcels. The City will not issue an occupancy permit for any such structures until the utilities are installed.

Sales offices are permitted in all parcels for the duration of the sale of the overall community.

Plat submittals for residential parcels will include a PUD Plan dwelling unit reconciliation of previously approved quantities for each land use in reference to the overall approved unit total and land use quantities.

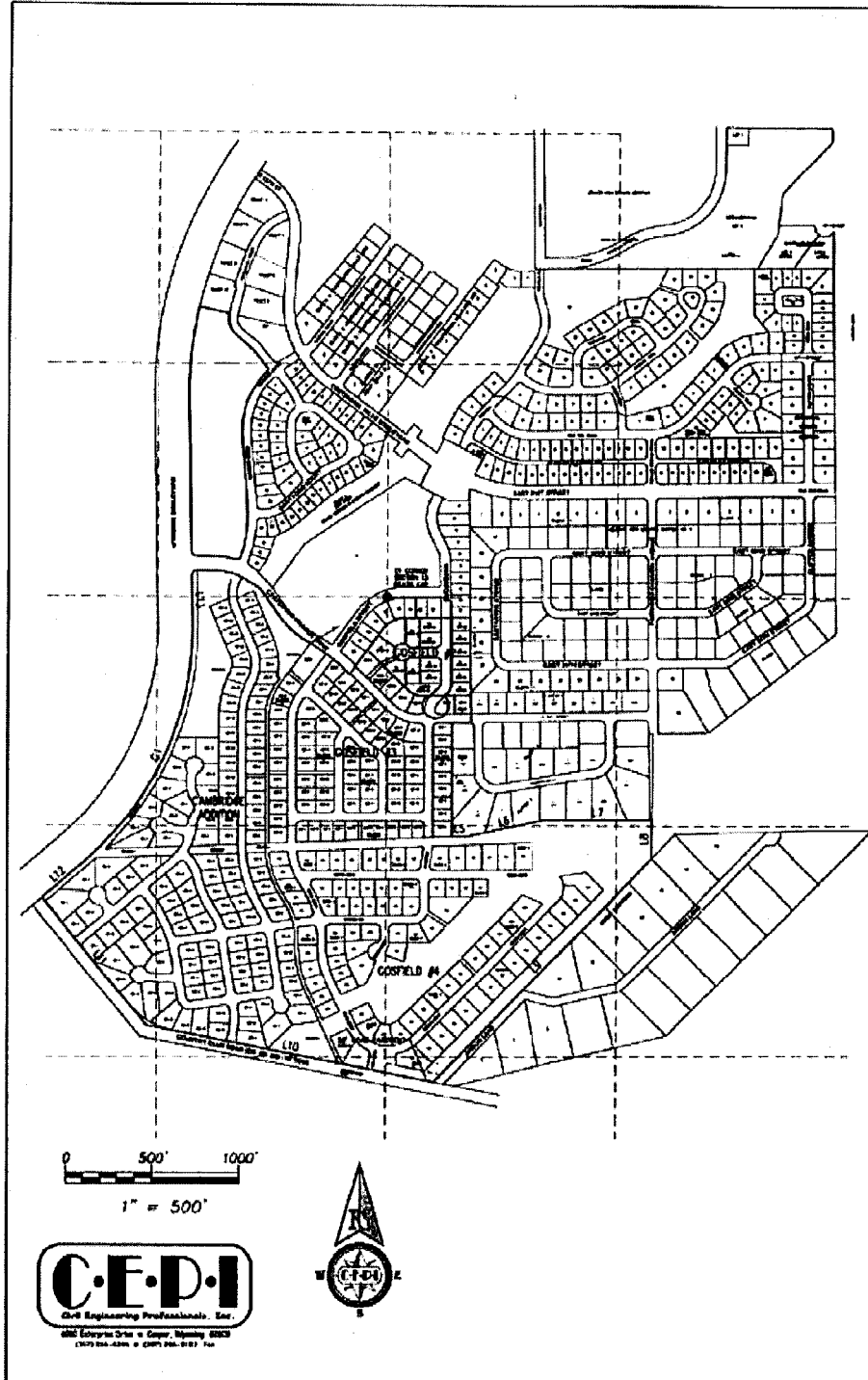
# Planned Unit Development (PUD) Guidelines

## B. Planned Unit Development Plan



# Planned Unit Development (PUD) Guidelines

## C. Property Survey and Legal Description



## **Planned Unit Development (PUD) Guidelines**

### **Land Use Summary - Exhibit 'D'**

The primary land use categories within CENTENNIAL HILLS:

<b>Use</b>	<b>Area (Ac)</b>	<b>Percent</b>
SFD-Single Family Detached	186.8	81.6
SFA-Single Family Attached	18.5	8.1
School	11.0	4.8
Commercial	12.5	5.5
<b>Totals</b>	<b>228.8</b>	<b>100.0</b>

Total areas per land use may exceed the amounts listed above.

The maximum total units which may be constructed will not exceed 686 units or 3.0 gross du/ac based on 228.8 Gross Acres. The estimated total number of units for the entire development will be 541 upon the completion of the Cambridge Addition.

Open space requirement of 20% for the overall project will be provided.

Minor changes to Land Use Parcel boundaries and Land Use quantities may be approved administratively by The City of Casper Community Development Director.

**Planned Unit Development (PUD) Guidelines**  
**Parcel Land Use Summary - Exhibit 'E'**

<u>Development</u>	<u>Gross Parcel</u>	<u>Units</u>	
<u>Parcel</u>	<u>Boundary</u>	<u>#</u>	<u>Proposed Land Use</u>
P-1	7.5	0	Commercial
P-2	5.0	0	Commercial
P-3	13.7	54	Residential - SFA
P-4	1.8	4	Residential - SFD II
P-5	29.2	51	Residential - SFD II
P-6	4.3	9	Residential - SFD II
P-7	4.8	18	Residential - SFA
P-8	9.0	39	Residential - SFD III
P-9	7.2	31	Residential - SFD III
P-10	26.1	35	Residential - SFD II and Educational Uses
P-11	18.6	62	Residential - SFD II
P-12	15.4	60	Residential - SFD II
P-13	8.3	27	Residential - SFD II
P-15	13.0	62	Residential - SFD II
P-16	64.9	89	Residential - SFD II
<b>Totals</b>	<b>228.8</b>	<b>541</b>	

## **Planned Unit Development (PUD) Guidelines**

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### **A. Site Organization**

#### **Planned Community Objective:**

Elements of the plan for CENTENNIAL HILLS, including buildings, circulation system, and open space areas, should be designed to promote an efficient, functionally organized, and cohesive community where possible.

#### **Development Guidelines:**

1. Individual parcels will be designed around a neighborhood focus/theme while reinforcing the overall identity and character of CENTENNIAL HILLS.
2. Compact development and clustering of lots and buildings are encouraged in order to minimize the amount of land used, create open space areas, shorten vehicular trips, reduce hard surface areas for drainage, cost, and aesthetics, and to promote visual interest to the community.
3. Buildings, streets, and open space areas will be situated to maximize the amount and quality of views and natural light, where possible.
4. Buffers will provide a reasonable transition from adjacent streets and properties.
5. Unifying elements, including but not limited to the use of building materials, colors, landscaping, and signage, is encouraged.
6. The natural features of the site have been identified and are incorporated into the community.

## **Planned Unit Development (PUD) Guidelines**

### **B. Building Height, Setback and Minimum Lot Size**

#### **Development Objective:**

Promote a variety of building heights and setbacks related to the land use designations and market demand. This is intended to permit individual appearance and identity within the overall community theme.

#### **Development Guidelines:**

1. Factors to be considered when establishing building setbacks may include building type, height, architectural configuration, indoor/outdoor relationship, building orientation, relationship to open space or other amenities, pedestrian circulation, and landscape treatment.
2. Variable front yard setbacks are encouraged to provide visual variety to the street scene.
3. Final building setbacks from lot lines are to be established as part of and during the detailed site planning and platting process for the individual development parcels.
4. Maximum residential building heights for the detached single family development, measured from finished grade to the mid point of a hip, gable or similar pitched roof or the highest point of a mansard or flat roof is 35'.
5. The minimum lot size for all uses is shown in Exhibit "F" below.
6. Minimum lot widths, sizes and intensity of use established by this Planned Unit Development supersedes the City of Casper Zoning Code Development Regulations where applicable.

Exhibit "F" summarizes Building Heights and Setbacks.

**Exhibit "F" - Minimum Setbacks/ Lot Sizes**

	<b>SFD I</b>	<b>SFD II</b>	<b>SFD III (Alley Load)</b>	<b>SFA</b>	<b>Commercial</b>
<b>Lot Area</b>	9000 sf (A)	6000 sf (B)	4000 sf	6000 sf (C)	None (D)
<b>Lot Width</b>	75' (A)	50' (B)	40'	50' (C)	None (D)
<b>Front Setback</b>	18'/25' (E)	18'/25' (E)	10'	18'/25' (E)	0' (D)
<b>Rear Setback</b>	10' (A)	10' (B)	10'	10' (C)	None (D)
<b>Side Setback</b>	5' (A)	5' (B)	5'	5' (C)	None (D)
<b>Side Adjacent to Street</b>	18'/25'	18'/25'	18'/25'	18'/25'	NA

- A. As per Section 17.28.040 Casper Muni. Code Ord. #00-01 (R-1)  
B. As per Section 17.32.040 Casper Muni. Code Ord. #00-01 (R-2)  
C. As per Section 17.36.040 Casper Muni. Code Ord. #00-01 (R-3)  
D. As per Section 17.68.040 Casper Muni. Code Ord. #00-01 (C-2)  
E. 25' to Garage, 18' to Front of Living Space

## **Planned Unit Development (PUD) Guidelines**

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### **B. Street Standards**

#### **Development Objective:**

Establish a street hierarchy system that responds to specific development and traffic movement needs with adequate connectivity to adjacent neighborhoods.

#### **Development Guidelines:**

1. Encourage efficient use of land through reasonable pavement requirements.
2. Promote street design that is compatible with neighborhood and community needs.
3. Waterford Street will be extended, from the 21<sup>st</sup> Street round-a-bout to Donegal. The developer shall install Waterford from the round-a-bout to Donegal as previously agreed.
4. Access to Wyoming Boulevard from the PUD will occur at 15<sup>th</sup> Street/Centennial Hills Boulevard, 21<sup>st</sup> Street/Centennial Village Drive and Country Club Road per the approvals and requirements of the Wyoming Department of Transportation (WYDOT).
5. Protect the integrity of residential neighborhoods by limiting traffic volume and traffic speed through connectivity and physical design.
6. Design the internal street system to dispense traffic (connectivity).
7. Design street pavement widths in response to specific criteria such as building type, density, topography, drainage system, parking requirements, and market preference.
8. Design road improvements in response to specific criteria such as type of drainage facility or utility placement or sidewalk and parking requirements.
9. Streets will be designed as part of the detailed site planning and platting of individual parcels and based on the following criteria and sections.
10. Tree lawns, parkway landscape, or similar landscape within the public right of way shall be maintained by the adjacent land owner; except for any landscaped medians between travel lanes or within the bulbs of cul-de-sacs, which shall be maintained by the HOA.

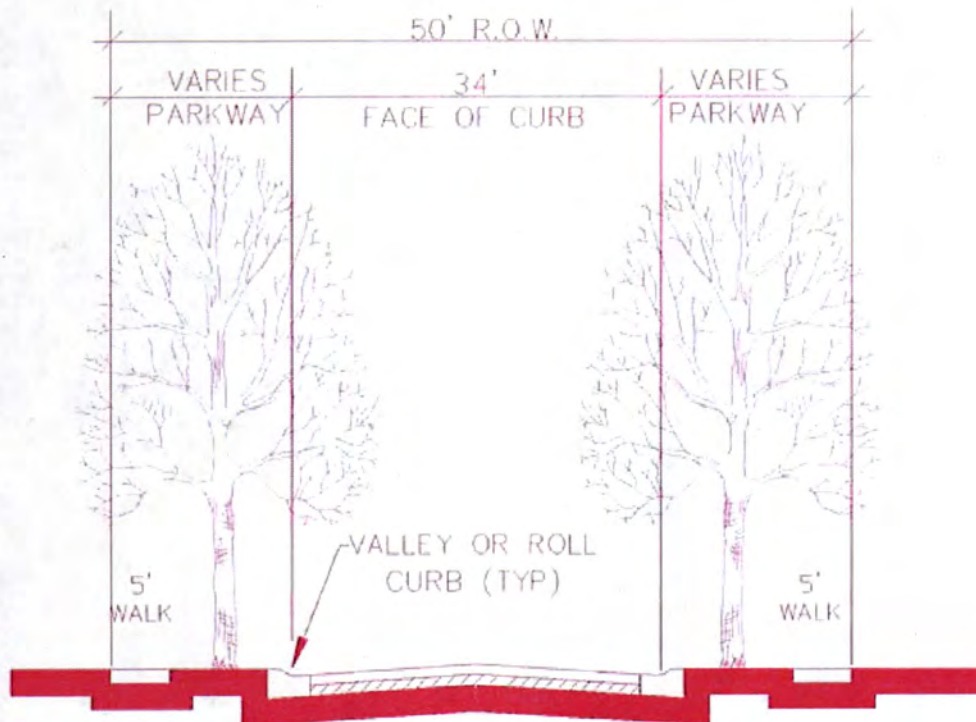


## Planned Unit Development (PUD) Guidelines

### Local Collector Street

The intent of the local collector street is to provide, within neighborhoods, a low speed access way for through traffic to individual residences, which discourages high speed, excessive pavement, while encouraging a landscaped roadway edge with nonmotorized activity located away from the roadway. Design of these roadways will be on an individual parcel basis to be consistent with the use.

1. 50' minimum right-of-way.
2. Parking allowed on Waterford adjacent to school site only; 30' pavement width required.
3. Variable parkway on both sides of the street. A minimum 5' width is necessary for tree plantings and 6' is preferred.
4. 5' detached sidewalk on both sides of street.
5. All collector streets shall be public unless paving width is less than 24', which will be private and the responsibility of a homeowner's association.
6. Off-street parking will be provided where lot sizes permit.
7. Visitor parking is only allowed on 30' wide streets or where there are parking bays or lanes.
8. 150' minimum horizontal centerline radius.
9. 100' minimum tangent between reverse curves.

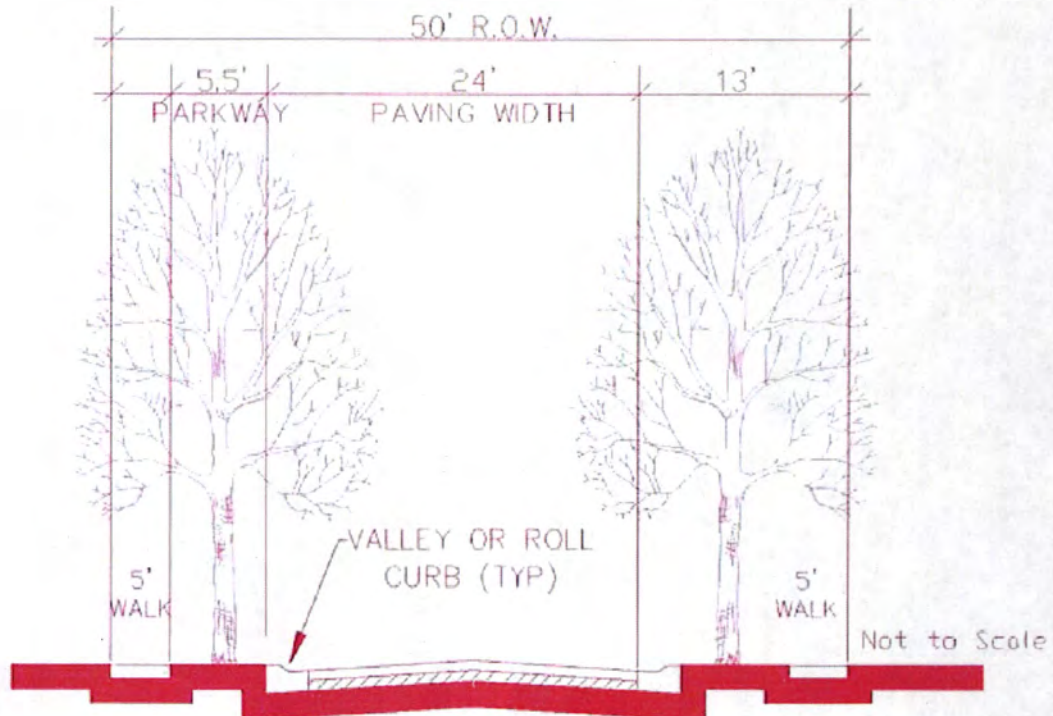


## Planned Unit Development (PUD) Guidelines

### Local Streets

The intent of the local streets is to provide, within neighborhoods, a low speed access way to individual residences, which discourages high speed, excessive pavement, and on street parking, while encouraging a landscaped roadway edge with non-motorized activity located away from the roadway. Design of these roadways will be on an individual parcel basis to be consistent with the use.

1. 50' minimum rights-of-way.
2. 24' paving width, parking on one side. 30' paving width, parking on both sides.
3. Variable parkway on both sides of the street. A minimum 5' width is necessary for tree plantings and 6' is preferred.
4. 5' detached sidewalk on both sides except in an area that may be approved by Planning Commission and City Council. Walkway may meander within the right-of-way.
5. Off-street parking will be provided in garages and driveways.
6. 100' minimum horizontal centerline radius
7. 100' minimum tangent between reverse curves.



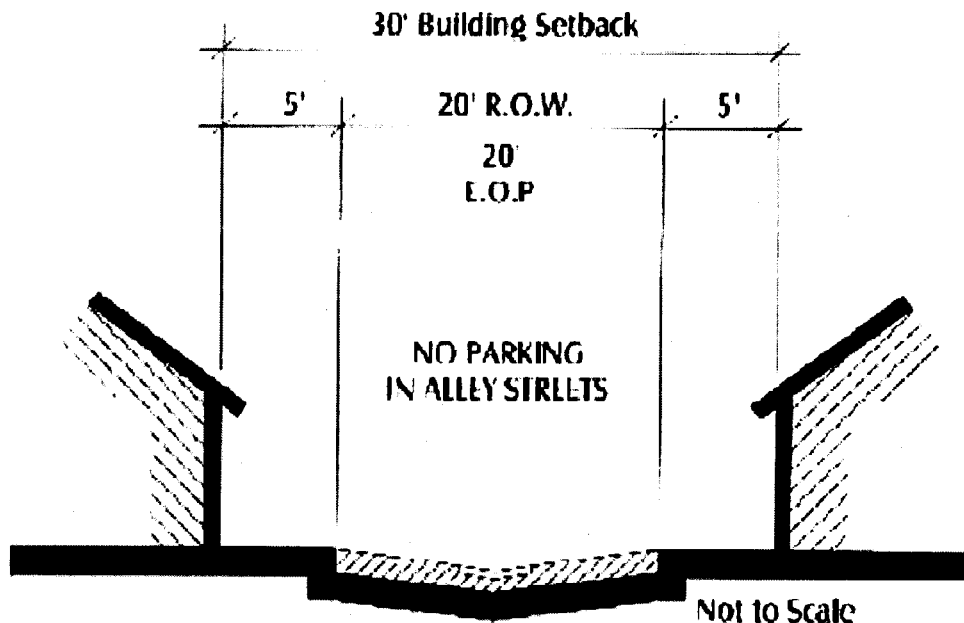
Notes: At Intersections, a third lane may be provided for turning movements.

## **Planned Unit Development (PUD) Guidelines**

### **Alley Streets**

The intent of Alley Streets is to provide access to rearloaded lots. Design of these roadways will be on an individual parcel basis to be consistent with the use and must be approved by the City of Casper Fire Department as meeting acceptable public safety standards.

1. 20' minimum right-of-way.
2. One 20' paved travel lane measured edge of pavement to edge of pavement.
3. 50' minimum horizontal centerline radius.
4. 0' minimum tangent between reverse curves.
5. 5' garage setback from edge of alley.
6. No parking in Alley Streets.



## **Planned Unit Development (PUD) Guidelines**

### **D. Parking**

#### **Development Objective:**

Provide a sufficient amount of parking for residential uses in an attractive and unobtrusive manner.

#### **Development Guidelines:**

1. Each single family detached unit will have a minimum of two (2) off-street parking spaces. Spaces within a garage and on the driveway may count for these spaces.

2. Minimum parking stall size will be as follows:

	Width	Length
Full	9'	20'
Compact	9'	16'
Handicap	*	*

\* Conforming with ADA standards

3. If overflow parking is to be provided, it may be provided through use of pullout parking bays or cul-de-sac islands. Where on street parking is permitted, the site plan will include the width of roadway and parking lane. Approval of parking will occur at the time of site plan review for each parcel.

## **Planned Unit Development (PUD) Guidelines**

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### **E. Community Open Space**

#### **Development Objective:**

Work with the natural features and beauty of the site to create community open space within CENTENNIAL HILLS that utilizes natural drainage courses and physical features.

#### **Development Guidelines:**

1. Open space pockets within the residential parcels may be used to enhance the visual character of the community and to allow for neighborhood recreational uses.
2. Improvements to community open space areas may be provided in neighborhoods. The construction of storm drainage structures within the community open space will be minimized; any such improvements will be of natural character or landscaped. Trickle channels will be natural in appearance.
3. The design and amount of open space (if any) within each parcel will be determined during final design and platting of each parcel and will vary according to parcel land use and market demand.
4. Park and recreation amenities may be provided within each parcel. Mini park and view easements may be designed within a parcel to provide views to the open space for interior lots.
5. A minimum of 20% of the gross parcel boundary will be reserved in usable open space.
6. Open space is defined in Section II of this document.
7. HOA (Homeowners Association) will construct and maintain all parks and trailhead areas.
8. The developer shall construct the 10' wide trail system and the City shall maintain these trails. The developer shall provide a public access easement for the parks, trails and open space to be used by the public on an as needed basis.
9. Park site plans must be approved by the City before they are developed and built to City specifications.



## **Planned Unit Development (PUD) Guidelines**

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### **F. Landscaping and Fencing**

#### **Development Objective:**

Utilize landscape and fence treatments to improve the overall visual quality of CENTENNIAL HILLS and to provide transitions and/or buffers between differing land uses.

#### **Development Guidelines:**

1. Retain existing vegetation where practical.
2. The use of landscaping will occur to minimize visual impacts of parking.
3. Screening may be provided when buildings are adjacent to major streets and between different land uses. Examples of appropriate screening materials include the following:
  - shrubs,
  - walls or wood fences
  - evergreen trees, and
  - land sculpture
4. Openness is a goal within CENTENNIAL HILLS, especially along open space boundaries. Fencing or walls are allowed in the following situations:
  - a. CENTENNIAL HILLS community perimeter berming, walls, or fencing (or in combinations).
  - b. Perimeter fencing and/or berming of service and storage areas is required.
  - c. Perimeter fencing of individual parcels, when a unified wall or fence is designed for the specific parcel and is consistent with the theme for CENTENNIAL HILLS except along open space boundaries.
  - d. Privacy fencing around patio and other outdoor living areas.
5. Fencing or walls in residential parcels adjacent to the open space will be limited to six feet in height, where used.

## **Planned Unit Development (PUD) Guidelines**

### **G. Storm Drainage**

#### **Development Objective:**

The goal of the drainage plan will be to minimize underground piping through surface provisions necessary to convey and promote recharging of the water tables, utilize the natural drainage ways, where practical.

#### **Development Guidelines:**

1. Provide for storm water management by utilizing low areas within the natural topography of the site and through the construction of additional storage basins in appropriate locations within the open space, if needed.
2. Reduce the amount of impervious surface on site through reduced pavement sections on streets and pervious lining of drainage channels and detention facilities.
3. Limit concentration of storm water runoff and point discharges by limiting the use of channeling and underground structures and piping. Sheet flow over landscape areas will be utilized whenever possible. Sheet drainage and swales are preferred over curb and gutter.
4. The overall intent is to:
  - maximize the use of natural drainage systems;
  - reduce costly conventional systems and associated point discharges;
  - maximize water retention and water table recharge.
5. Use accepted erosion control techniques during construction.
6. Along roadways and drives, drainage swales will be provided only where needed or required to interrupt flows from uphill sources. Additional slope and drainage easements will be provided when necessary.
7. Drainage improvements, if required, will be in accordance to applicable sections of the City of Casper Code of Ordinances. Such private drainageways must be designed to handle adequate flows and cannot be built without specific approval of the City Engineer. Improvements will comply with the Elkhorn Valley Drainage Master Plan.

## **Planned Unit Development (PUD) Guidelines**

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### **H. Lighting**

#### **Development Objective:**

Design lighting that is appropriate to each neighborhood but consistent with an overall community theme.

#### **Development Guidelines:**

1. All signage and lighting will be consistent with the overall theme of the community.
2. Lighting fixtures will reflect the character, height and scale of the proposed development, to enhance landscaped architectural features. Street lights may be eliminated in favor of ground mounted, tree mounted or building mounted fixtures with approval from the City Engineer.
3. The lighting objective is to see the lighted area with minimum view of the light source.
4. A coordinated and unified street signage, mailbox and lighting standard will be used throughout the project.



## **Planned Unit Development (PUD) Guidelines**

### **I. Signage and Monumentation**

#### **Development Objective:**

Signage and monumentation appropriate to each use and consistent with the overall community theme.

#### **Development Guidelines:**

1. Non-accessory (non-CENTENNIAL HILLS oriented) signage will not be permitted within the boundaries of the PUD. No commercial advertising signage will be allowed in non-commercial areas.
2. Permanent community signs that identify the "CENTENNIAL HILLS" community may be provided at the residential entrances. These signs will be designed within an overall entry landscape and monument design theme. The community signs will be ground mounted with a maximum text area of 80 square feet per face and a maximum of two faces per entrance. The text area will not exceed six feet in height as measured from finished grade.
3. Flashing signs and roof mounted signs are prohibited.
4. "Resale" house for sale signs will conform to the local marketing signs.
5. Model home areas and model signage are permitted during the original sale of the community.

## **Planned Unit Development (PUD) Guidelines**

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### **J. Commercial Guidelines**

#### **Development Objective:**

To continue the objective outlined in the Planned Community Objective, by organizing buildings, circulation system, internal circulation, parking, and open space areas to create a convenient, efficient, functionally organized, and cohesive community for commercial activities in conjunction with the surrounding land uses.

#### **Development Guidelines:**

1. As part of these guidelines, Exhibit C-A shows the conceptual site plan layout of the area. The initial intent is to have four lots with development on each lot similar to what is shown on the exhibit/conceptual site plan. During the development of each individual site, they shall meet the PUD Guidelines as well as conform to the conceptual site plan. Alterations made to the PUD, if considered minor in nature, will be revised through an administrative process within the City's Community Development Department and will not be subject to the full approval process. Other site plans for specific projects with major modifications to the conceptual site plan shall be submitted and reviewed by the City of Casper in accordance with Section 17.12.150 of Casper Municipal Code.
2. To provide a mix of complementary commercial uses that blends well with the neighborhood focus and theme already established and reaffirms the identity and character of CENTENNIAL HILLS.
3. Create an identity that represents the commercial site that blends in with the neighborhood of CENTENNIAL HILLS and also along Wyoming Boulevard.
4. Utilize building finishes and site elements to tie everything together further.
5. Arrange uses to maximize connections, minimize conflicts, and promote shared parking where possible and to create open space areas.
6. Encourage site design to reduce the dominance of parking from the street or the buildings.
7. Encourage and promote pedestrian routes and activity from the neighborhood and the street to the commercial areas and the buildings. See Exhibit C-F.
8. On-premise signage shall be monument signage as in the exhibits and follow the requirements detailed in the guidelines.

#### **Permitted Uses:**

The following land uses are permitted in the overall PUD:

1. Animal clinics and animal treatment centers;
2. Apartments/Condominiums; within a business structure in conjunction with commercial use;
3. Arcades/amusement centers;
4. Assisted living;

## **Planned Unit Development (PUD) Guidelines**

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5. Automobile Park, sales area or service center;
6. Automobile service stations;
7. Banks, savings and loans, and finance companies;
8. Bars, taverns, retail liquor stores, and cocktail lounges;
9. Bed and breakfast;
10. Business, general retail;
11. Churches;
12. Clubs or lodges;
13. Convenience establishment, medium volume;
14. Dance studios;
15. Day care, adult;
16. Child care center;
17. Family child care center - zoning review;
18. Family child care home;
19. Family child care home - zoning review;
20. Electrical, television, radio repair shops;
21. Grocery stores;
22. Group homes;
23. Hotels, motels;
24. Neighborhood groceries;
25. Offices, general and professional;
26. Pet shops;
27. Medical laboratories, clinics, health spas, rehabilitation centers, real estate brokers, insurance agents;
28. Parking garages and/or lots;
29. Parks, playgrounds, historical sites, golf courses, and other similar recreational facilities;
30. Personal service shops;
31. Pharmacies;
32. Printing and newspaper houses;
33. Reception centers;
34. Restaurants, cafes, and coffee shops;
35. Sundry shops and specialty shops;
36. Theaters, auditoriums, and other places of indoor assembly;
37. Vocational centers, medical and professional institutions;
38. Neighborhood assembly uses;
39. Branch community facilities;
40. Neighborhood grocery;
41. Convenience establishments, high volume;

## **Planned Unit Development (PUD) Guidelines**

### **Building Height, Setback and Minimum Lot Size**

#### **Development Objective:**

Promote a variety of building heights and setbacks related to the land use designations and market demand. This is intended to permit individual appearance and identity within the overall community theme.

#### **Development Guidelines:**

1. Factors to be considered when establishing building setbacks may include building type, height, architectural configuration, indoor/outdoor relationship, building orientation, relationship to open space or other amenities, pedestrian circulation, and landscape treatment.
2. Variable front yard setbacks are encouraged to provide visual variety to the street scene.
3. Final building setbacks from lot lines are to be established as part of and during the detailed site planning and platting process for the individual development parcels.
4. Maximum building heights for the commercial area shall not exceed four stories or fifty-five feet.
5. The minimum lot size for all uses is shown in Exhibit "F" below.
6. Minimum lot widths, sizes and intensity of use established by this Planned Unit Development supersede the City of Casper Zoning Code Development Regulations where applicable.
7. Buffering/Landscaping and Open Space – for the commercial area adjoining the residential areas shall adhere to the Exhibit C-E.
8. All other landscaping and site landscaping shall conform to the City Standards, Title 17 Landscaping.

## Planned Unit Development (PUD) Guidelines

Landscape Buffer and Screening Guidelines			
	Class A	Class B	Class C
<b>Intents and Use</b>	Intended to provide a visual break and soft transitions to seamlessly blend different sites.	Intended to provide a visual break and minimize potential impacts on adjacent sites with differing uses.	Intended to separate incompatible sites and uses in order to minimize any visual, physical, or noise impact on adjacent sites.
<b>Minimum Width</b>	10'	10'	15'
<b>Plant Materials</b>	<ul style="list-style-type: none"> <li>• One (1) deciduous shade/ornamental tree or six (6) evergreen tree for every 40 linear feet of buffer; plus</li> <li>• One (1) shrub for each ten (10) lineal feet of buffer</li> </ul>	<ul style="list-style-type: none"> <li>• Two (2) deciduous shade/ornamental tree or six (6) foot evergreen tree for every 60 linear feet of buffer; plus</li> <li>• Two (2) shrub for each ten (10) lineal feet of buffer</li> </ul>	<ul style="list-style-type: none"> <li>• Three (3) deciduous shade/ornamental tree or six (6) foot evergreen tree for every 60 linear feet of buffer; plus</li> <li>• Three (3) shrubs for each ten (10) lineal feet of buffer</li> </ul>
<b>Screen</b>	not applicable	not applicable	<ul style="list-style-type: none"> <li>• A minimum six (6) foot high solid material fence with required plant material located between fence and lot line; or</li> <li>• 1 six (6) foot evergreen tree for every ten feet of buffer along with required plant material</li> </ul>

All Minimum tree size shall 1 1/2" Caliper

**Class A** Transitions between adjacent parking lots or along lots lines of neighboring compatible businesses.

**Class B** To be used between sites with differing uses (i.e. commercial and residential)

**Class C** To be used between sites with incompatible uses (i.e. convenience establishment and residential)

Acceptable fence materials: Precast concrete, Masonary, and Wrought Iron

## **Planned Unit Development (PUD) Guidelines**

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### **Street Standards**

#### **Development Objective:**

Establish a street/roadway and access through the site to develop a network that responds to the specific commercial development for efficient traffic movement needs and provide and encourage pedestrian circulation with sidewalks and pathways. Also, provide adequate connectivity to the adjacent residential neighborhoods.

#### **Development Guidelines:**

1. Encourage efficient use of land through reasonable pavement requirements. It is encouraged to have shared parking between sites to reduce impervious areas.
2. Promote street design that is compatible with neighborhood and community needs.
3. Protect the integrity of residential neighborhoods by limiting traffic volume and traffic speed through connectivity and physical design.
4. Design the internal street system to dispense traffic (connectivity).
5. Design street pavement widths in response to specific criteria such as building type, type of commercial use and activity, density, topography, drainage system, parking requirements, and market preference.
6. Design road improvements in response to specific criteria such as type of drainage facility or utility placement or sidewalk and parking requirements.
7. Streets will be designed as part of the detailed site planning and platting of individual parcels. All streets and roadways shall be private and there will not be any platted streets within the area.
8. Tree lawns, parkway landscape, or similar landscape within the public right of way shall be maintained by the adjacent land owner; except for any landscaped medians between travel lanes or within the bulbs of cul-de-sacs, which shall be maintained by the HOA.
9. Access to the development will be provided as shown on Exhibit C-A. No individual access will be allowed other than as shown.

# **Planned Unit Development (PUD) Guidelines**

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## **Architecture Standards**

### **Development Objective:**

To provide an integrated and consistent commercial development with an attractive and well-planned land use that will complement the use of the adjacent lands. Also, to create a pleasing environment for the traveling public whether it is vehicular or pedestrian.

### **Development Guidelines:**

1. Buildings will face the adjacent parking lot in general. Since the site abuts adjacent roadway all of the building sides shall be consistent and use the same materials and architectural elements as are used on the front façade. Exhibits C-G, H, I, and J, are of the associated elevations to be utilized depicting and are to be used for the architectural elements and associated views.
2. Building walls shall utilize different design opportunities to enhance and change the materials, color, and surface plane to provide a better visual perspective for the large masses and expanses. Primary entrances shall be well defined with architecture elements and details.
3. Building Materials and Colors shall be the following:
  - Textured or patterned CMU
  - Brick
  - Stone
  - Textured or patterned pre-cast concrete
  - EIFS
  - Wood
  - Non-reflective glass
  - Stucco
  - Composite lap siding
  - Architectural metal panelsColors shall enhance, compliment, and blend with the surrounding buildings.
4. Off-street Parking Regulations – all parking requirements shall adhere to the City of Casper requirements in 17.12.080 of the Casper Municipal Code.
5. Landscaping, Fencing, and Buffering – the main objectives to meet are; provide a quality development that meets the character and image for the area and benefits the public. It should provide a smooth transition to the adjacent properties as well as a visual look and feel for the area. The buffering shall screen service yards, parking areas, and other areas that neighboring areas find a nuisance. These improvements shall provide for the health, safety and welfare of the residents of the development as well of the residents of the community.

## **Planned Unit Development (PUD) Guidelines**

6. **Pedestrian Amenities and Infrastructure** – the development shall encourage pedestrian movement and connectivity between surrounding areas and adjacent developments. Pedestrian pathways within the parking areas will encourage pedestrian connectivity both internally and to the surrounding roadway/pedestrian network. Along with paths, it is encouraged to utilize furniture and other amenities within the development. Street furniture includes benches, trash receptacles, bike racks, snuffers, pedestrian lighting, and other such items. Street furniture should be of a contemporary design constructed of metal to complement the surrounding building architecture. Street furniture, if provided and utilized, should be placed at appropriate locations within the development. Additional furniture should be placed at regular intervals along storefronts and near major entries if feasible, and if it does not interfere with store operations.

7. **Lighting** – to provide a uniform standard of lighting and consistency for the illumination of the development. This includes the look of the light standard as well as the output of the lighting. Low- pressure, high-pressure or LED lights are not allowed. Full cutoff fixtures will be used throughout the area. All lighting along the perimeter of the development shall be shielded to prevent lighting from spilling over to other areas. Poles shall not exceed 30' in height and shall correspond with adjacent poles and type of lights. Lighting conditions shall adhere to the City of Casper Municipal Code. Lighting of designated pedestrian paths will be required.

### **Minimum Maintained Lighting Intensity:**

The minimum maintained lighting intensity shall be as follows:

- a) Five footcandles at curb in front of the entrance to any Building.
- b) Two footcandles at entry drives to the Shopping Center.
- c) Two footcandles in the general parking areas.
- d) One footcandle at the perimeter of the parking areas.

### **Pole Mounted Lighting:**

Pole mounted lights shall have an anodized bronze aluminum finish, with fixtures mounted 30' above finished grade (see example below). Each pole mounted light fixture must be of the same design and be a consistent height throughout the development. Variations in pole height and up lighting is not acceptable.



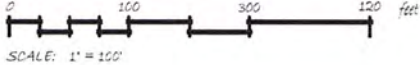


**9. If a specific standard is not addressed in the Guidelines here, the City Code will apply.**

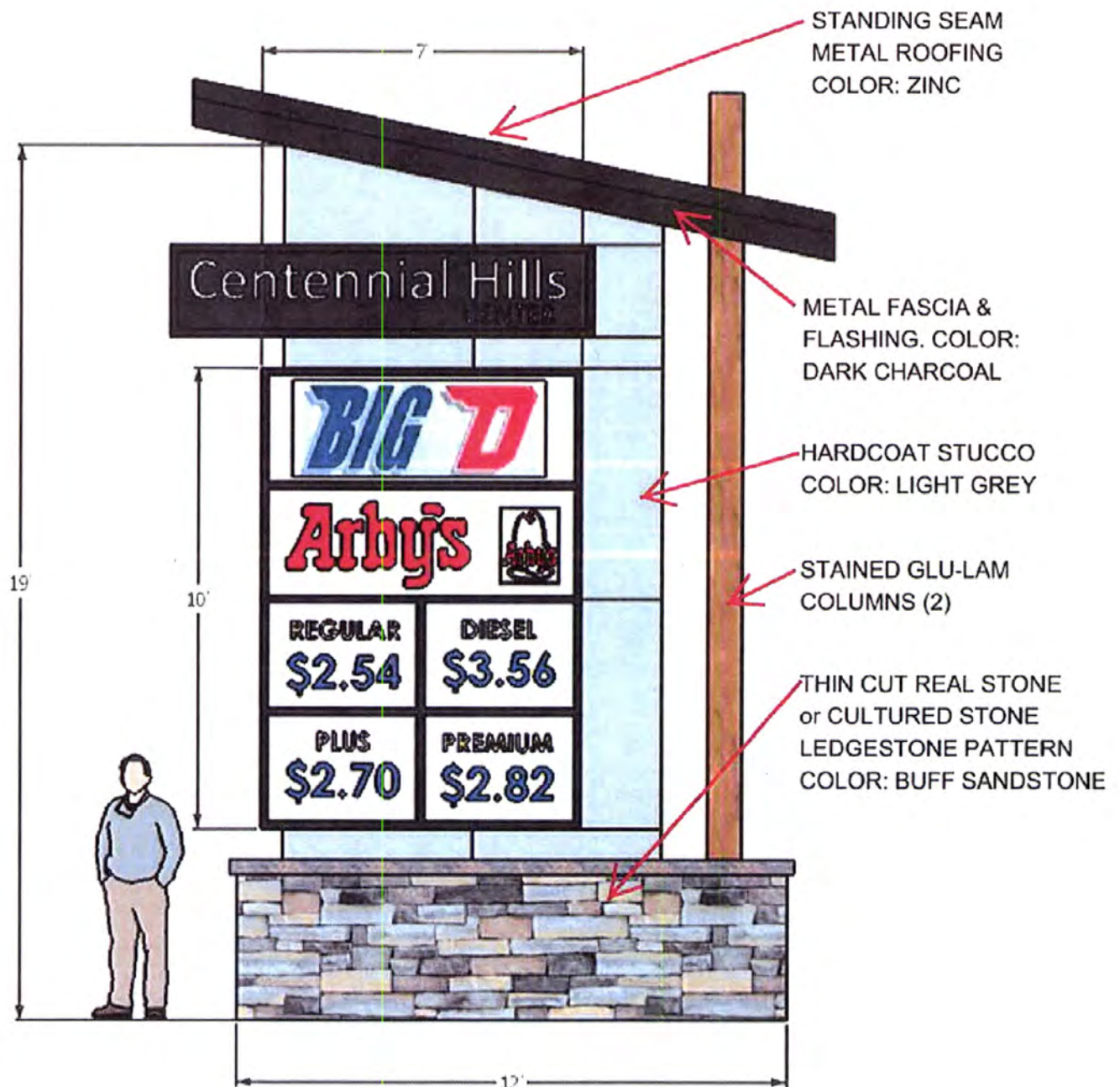


**EXHIBIT C-A**  
**SITE PLAN**

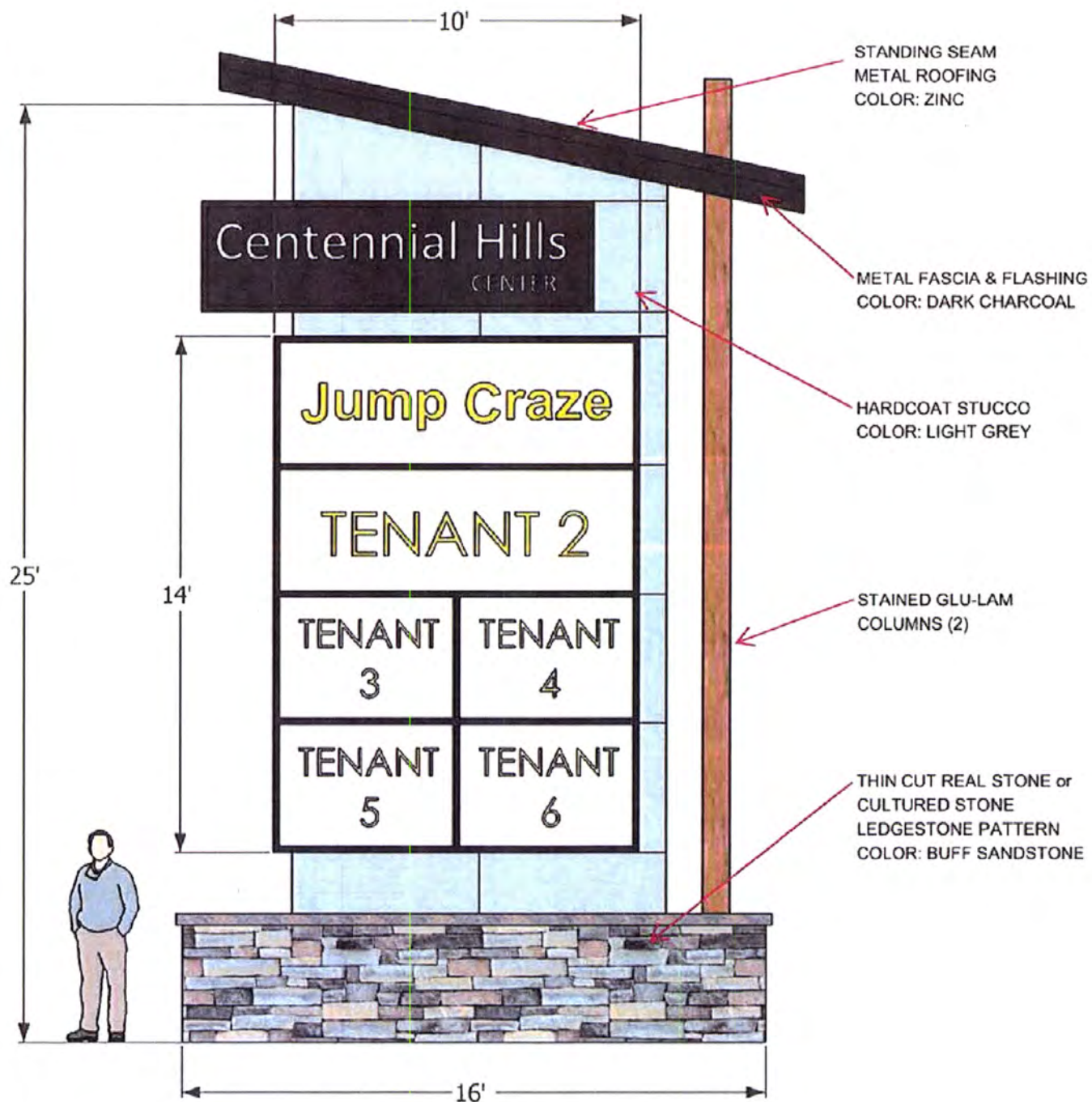
EXHIBIT  
**C-A**







Monument Sign A  
Exhibit C-B



Monument Sign B  
Exhibit C-C



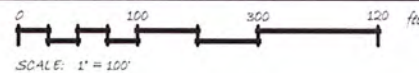


**EXHIBIT C-D**  
**MONUMENT SIGN LOCATIONS**

**LEGEND**

- A** - STYLE MONUMENT SIGN
- B** - STYLE MONUMENT SIGN

EXHIBIT  
 C-D



**CEPI**  
 LANDSCAPE ARCHITECTURE

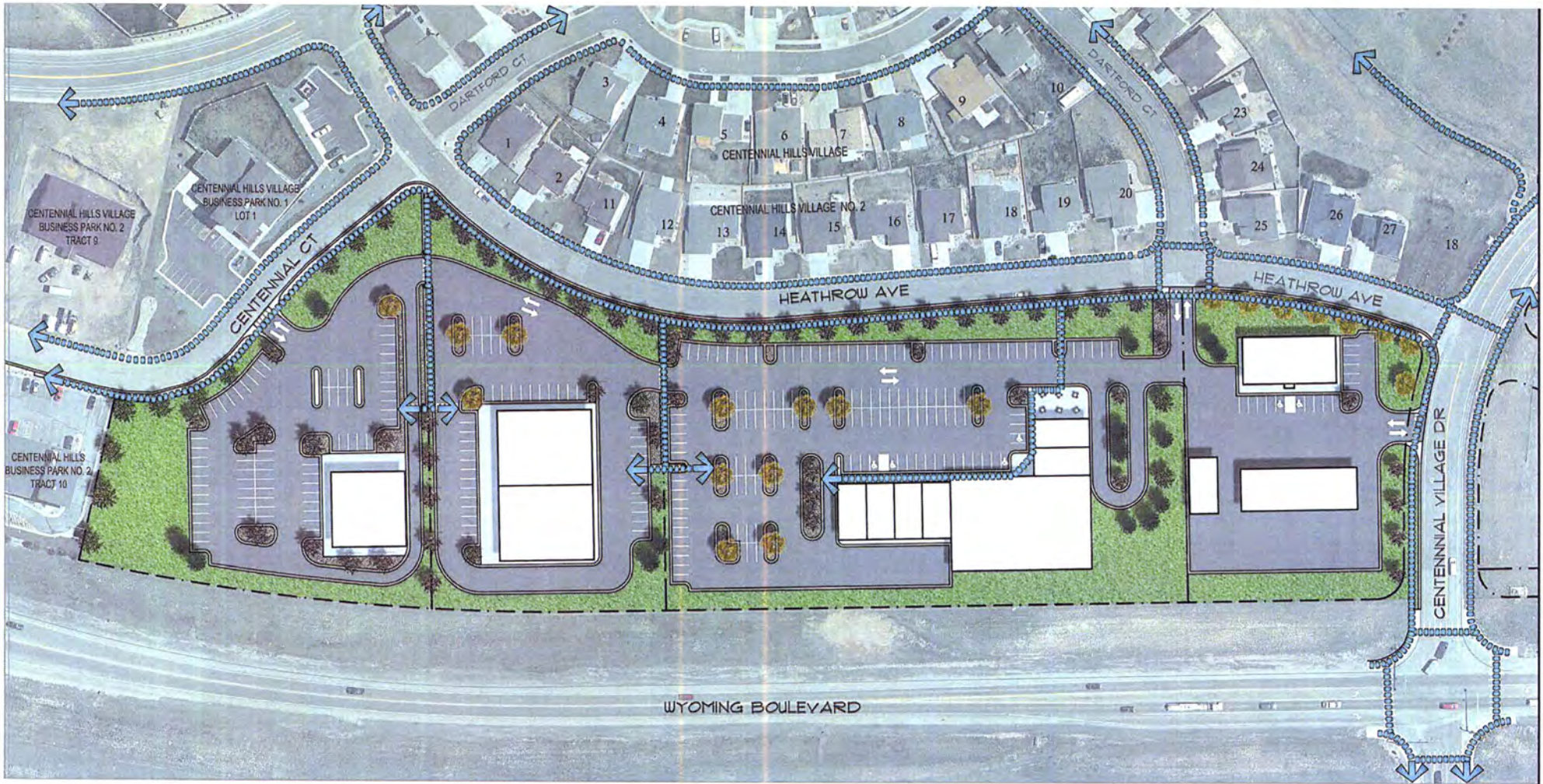




EXHIBIT  
C-E





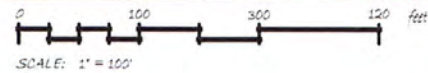


# **EXHIBIT C-F** **PEDESTRIAN CORRIDORS**

## **LEGEND**



EXHIBIT  
C-F



**CEPI**  
LANDSCAPE ARCHITECTURE





Exhibit C-G





Exhibit C-H





Exhibit C-1





Exhibit C-J

RESOLUTION NO. 20-36

A RESOLUTION APPROVING AMENDMENTS TO THE  
CENTENNIAL HILLS PLANNED UNIT DEVELOPMENT (PUD)  
GUIDELINES

WHEREAS, in 2003 the City Council approved the original Centennial Hills PUD Guidelines; and,

WHEREAS, the Centennial Hills PUD Guidelines have been revised seven (7) previous times, with the most recent amendment having been approved by City Council in 2014; and,

WHEREAS, 402, LLC, the developer of the Centennial Hills PUD, has requested an additional amendment to the PUD Guidelines to create new commercial development and architectural standards to regulate the development of Centennial Hills Village Business Park No. 3, 10.18-acres located between Wyoming Boulevard and Heathrow Avenue, south of Centennial Court, and north of Centennial Village Drive; and,

WHEREAS, the City of Casper Planning and Zoning Commission passed a motion recommending that the City Council approve the requested amendments to the PUD Guidelines after a public hearing held on January 16, 2020; and,

WHEREAS, a copy of the amended PUD Guidelines, attached hereto, shall be recorded concurrent with this resolution; and,

WHEREAS, the governing body of the City of Casper finds that said amended PUD Guidelines for the Centennial Hills PUD should be approved.

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 approving the amended Centennial Hills PUD Guidelines.

PASSED, APPROVED, AND ADOPTED this 18<sup>th</sup> day of Feb., 2020.

APPROVED AS TO FORM:

Wallace Tremblay



ATTEST:

CITY OF CASPER, WYOMING  
A Municipal Corporation

Fleur Tremel  
City Clerk

Steven K. Freel  
Mayor

December 26, 2019

MEMO TO: J. Carter Napier, City Manager   
FROM: Keith McPheeters, Chief of Police   
SUBJECT: Authorize the Sole Source Purchase of GETAC Computers, from HP Inc.,  
in the Amount of Forty-Seven Thousand Six Hundred Seventy-Five Dollars  
and Twenty-One Cents (\$47,675.21)

Meeting Type & Date

Council Meeting

February 18, 2020

Action type

Resolution

Recommendation

That City Council authorize the sole source purchase of GETAC computers from HP Inc, in the amount of forty-seven thousand six hundred seventy-five dollars and twenty-one cents (\$47675.21).

Summary

The Casper Police Department has purchased GETAC brand computers for all sworn Police Officers. The majority of the sworn officers have received their computers and this purchase will allow for new sworn officers to also have a GETAC computer assigned to them.

HP, Inc is the preferred vendor for the purchase of the GETAC computers as this is a qualifying purchase as part of the NASPO value point contract pricing.

Financial Considerations

Funding source for this project will come from the Police Fleet budget

Oversight/Project Responsibility

Scott Hoffman, Police Technologies Manager

Taylor Gilbert, Police Fleet Coordinator

Attachments

Resolution

Contract

## CONTRACT FOR PROFESSIONAL SERVICES

### PART I - AGREEMENT

This Contract for Professional Services ("Contract") is entered into on this 18<sup>th</sup> day of February, 2020, 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. HP, Inc, P.O. Box 742881, Los Angeles, California 90074 ("Contractor"), an authorized dealer of Getac Video Solutions via the NASPO CONTRACT..

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 purchase and image tablets of replacement In-Car computer system.

B. The project requires professional services for the imaging of the Getac tablets. .

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:

A. The Consultant shall perform the following services in connection with and respecting the project:

##### 1. Planning Stage

- a. Provide all equipment and complete all services listed on Attachment A.
- b. Assign a project manager to work directly with the City's project manager.
- c. Discuss imaging and implementation of the in-car tablets.
- d. Schedule trainings with Getac Support and City IT.
- e. Schedule the imaging of the tablet.
- f. Establish a testing plan.

##### 2. Configurations and Implementations Stage:

- a. Complete computer image with City IT within City IT specifications to include, but not limited to:
      - i. Install all police software
      - ii. Install updates
      - iii. Install firmware updates
    - b. Image all tablets listed in Attachment A.
    - c. Provide City IT master computer image.
  - 3. System Testing:
    - a. Provide one tablet with image to City IT to ensure functionality.
    - b. Turnkey solution will be complete when all tablets have been installed and tested in-car.
    - c. Tablet functionality and integration.
  - 4. In accordance with the project, the City shall:
    - a. Assign a project manager to work directly with the Contractor as the main point of customer contact.
    - b. Confirm tablet functionality.
    - c. Test computer images with Contractor including, but not limited to, the following:
      - i. System Integration
      - ii. Communications
  - 5. Provide information, within the scope of the project, as requested by the Contractor.
  - 6. Provide the warranties set forth on Attachments B and C.

2. TIME OF PERFORMANCE:

The services of the Contractor shall be on an as-needed basis for the duration of this Contract as described in Section 1, Scope of Services, and undertaken on or before the 4th day of February, 2020.

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 Forty-Seven Thousand, Six Hundred Seventy-Five Dollars and 21/100 (\$47,675.21).

4. METHOD OF PAYMENT:

Payment will be made following completion of the terms set forth herein and receipt of an itemized invoice, certified under penalty of perjury, from the Contractor for services rendered in conformance with the Contract, and following approval by the Casper City Council. The invoice for payment must specify the correct amount due; that the Contractor 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 in the Participating Addendum for the State of Wyoming Number 132280-133 ("PA") to the NASPO ValuePoint PC Master Agreement MNNVP-133 ("Master Agreement") as modified in Part II, Section 15 of the Contract. To the extent they do not conflict with the PA or the Master Agreement, the attached PART II-GENERAL TERMS AND CONDITIONS are incorporated by this reference. In the event of a conflict, the PA will govern.

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

Walker Trust

ATTEST

CITY OF CASPER, WYOMING  
A Municipal Corporation

\_\_\_\_\_  
Fleur D. Tremel  
City Clerk

\_\_\_\_\_  
Steven K. Freel  
Mayor

WITNESS

CONTRACTOR  
HP Inc.

By: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

By: Catherine Bingham

Printed Name: Catherine Bingham

Title: Contract Administrator

## **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 ensure 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:

A. **Prior to the commencement of work**, Contractor shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Contractor, its subcontractors, agents, representatives, or employees.

B. *Minimum Scope and limit of Insurance.*

Coverage shall be at least as broad as:

1. Commercial General Liability (CGL): Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than the sum of Two Hundred Fifty Thousand Dollars (\$250,000) to any claimant for any number of claims arising out of a single transaction or occurrence; or the sum of Five Hundred Thousand Dollars (\$500,000) for all claims arising out of a single transaction or occurrence. If a general aggregate limit applies, the general aggregate limit shall apply separately to this project/location. The CGL policy shall be endorsed to contain Employers Liability/Stop Gap Coverage
2. Automobile Liability: Insurance Services Office Form Number CA 0001 covering, Code 1 (any auto), or if Contractor has no owned autos, Code 8 (hired) and 9 (non-owned), with limit no less than Five Hundred Thousand (\$500,000) per accident for bodily injury and property damage.
3. Workers' Compensation: as required by the State of Wyoming with Statutory Limits.

4. Professional Liability (Errors and Omissions) Insurance appropriate to the Contractor's profession, with limit no less than the sum of Two Hundred Fifty Thousand Dollars (\$250,000) to any claimant for any number of claims arising out of a single transaction or occurrence; or the sum of Five Hundred Thousand Dollars (\$500,000) for all claims arising out of a single transaction or occurrence. If a general aggregate limit applies, the general aggregate limit shall apply separately to this project/location.

C. *Higher Limits.* If the Contractor maintains higher limits than required under this Agreement, then the City shall be entitled to coverage for the higher limits maintained by the Contractor. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

D. *Other Insurance Provisions*

The insurance policies are to contain, or be endorsed to contain, the following provisions:

1. *Additional Insured Status*

The City, its officers, elected and appointed officials, employees, agents and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Contractor including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage shall be provided in the form of an endorsement to the Contractor's insurance (at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10 and CG 20 37 forms if later revisions used).

2. *Primary Coverage*

For any claims related to this contract, the Consultant's insurance coverage shall be primary and non-contributory insurance as respects the City, its officers, elected and appointed officials, employees, agents and volunteers.

3. *Notice of Cancellation*

Each insurance policy required above shall state that coverage shall not be canceled, materially changed, or reduced, except with notice to the City. Such notice to the City shall be provided in a commercially reasonable time.

4. *Waiver of Subrogation*

Contractor hereby grants to City a waiver of any right to subrogation which any insurer of said Contractor may acquire against the City by virtue of the payment of any loss under such insurance. Contractor agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the City has received a waiver of subrogation endorsement from the insurer.

5. *Deductibles and Self-Insured Retentions*

Contractor has two options regarding deductibles and self-insured retentions:

- a. *Option 1:* Any deductibles or self-insured retentions must be declared to and approved by the City. Unless otherwise approved by the City in writing, any deductible may not exceed Ten Thousand Dollars (\$10,000). Unless otherwise approved in writing by the City, self-insured retentions may not exceed Ten Thousand Dollars (\$10,000), and the City may require the Contractor to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention.
- b. *Option 2:* Contractor shall carry insurance with terms that require its insurance company to pay the full value of a covered claim from the first dollar of coverage, even if the Contractor is unable to pay any deductible or self-insured retention amount(s) required by the insurance policy. Contractor shall provide a written endorsement from its insurance carrier that such insurance coverage is in place, and shall keep such coverage in place during the term of this Contract and any subsequent time period required for claims made policies.

6. *Acceptability of Insurers*

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII, unless otherwise agreed to in writing by the City.

7. *Claims Made Policies*

If any of the required policies provide coverage on a claims-made basis:

- a. The Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work.
- b. Insurance must be maintained and evidence of insurance must be provided *for at least three (3) years after completion of the contract of work*. However, Contractor's liabilities under this Contract shall not be deemed limited in any way by the insurance coverage required.
- c. If coverage is canceled or non-renewed, and not *replaced with another claims-made policy form with a Retroactive Date* prior to the contract effective date, the Contractor must purchase "extended reporting" coverage for a minimum of *three (3) years* after completion of contract work and at all times thereafter until the applicable statute of limitations runs.

8. *Verification of Coverage*

Contractor shall furnish the City with original certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause. All certificates and endorsements are to be received and



approved by the City before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Contractor's obligation to provide them. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

9. *Subcontractors*

Contractor shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and Contractor shall ensure that the City is an additional insured on insurance required from subcontractors.

10. *Special Risks or Circumstances*

City reserves the right to reasonably modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

- E. Contractor agrees to indemnify the City, the City's employees, elected officials, appointed officials, agents, and volunteers, and all additional insured and hold them harmless from all liability for damages to property or injury to or death to persons, including all reasonable costs, expenses, and attorney's fees incurred related thereto, to the extent arising from negligence, fault or willful and wanton conduct of the Contractor and any subcontractor thereof.

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.

15. MODIFICATIONS TO THE PA/MASTER AGREEMENT

- A. On Attachment A (Wyoming General Conditions), Section L. (Indemnification), page 3 of 6 of the PA/Master Agreement, dated 6/18/18, *the City of Casper* is hereby added after the word *Agency* as an indemnified party.
- B. On Attachment A (Wyoming General Conditions), Section V. (Sovereign Immunity and Limitations), page 5 of 6 of the PA/Master Agreement, dated 6/18/18, is hereby deleted as Part II, Section 13 of this Contract applies instead.

## ATTACHMENT A

Date: 11/26/2019

Quote valid until

1/31/2020



## QUOTE FROM:

Kay Bair / Third Party Solutions

HP INC

1501 Page Mill Road,

Palo Alto, CA 94304

720-272-5667

kay@hp.com

## CUSTOMER INFORMATION:

Casper PD

## REMIT PAYMENT TO:

HP INC

P.O. BOX 742881

LOS ANGELES, CA 90074

VIA HP NASPO VP CONTRACT: 132280-133

HP DIRECT W/ AGENT

Agent - PCN

END USER CUSTOMER DIRECT PO send to ORDERS-

PROCESSING-USA@hp.com

PARTNER PO's should be placed with your HP Partner Source team. If you don't know the correct team please let me know.

Qty.	MFG Part Number	HP Part Number	Product/Services Description	Unit Cost	Extended Cost
11	AE22ZDDAXHBX	A994734	A140 LTE - Intel Core i5-6200U Processor 2.3GHz, (No Webcam), Microsoft Windows 10 Pro x64 with 8GB RAM, 256GB SSD, Sunlight Readable (LCD+ Touchscreen), US Power Cord, Wifi+BT+GPS+4G LTE+Passthrough, Hard Handle, Micro SD, LAN x 2, Smart Card reader, Default - 21C, IP65, 3 Year Warranty B2B	\$2,361.23	\$25,973.53
11	GE-SVTBNFX5Y	A950936	Bumper to Bumper + Extended Warranty- Tablet (Year 4 & 5)	\$477.53	\$5,252.83
11	543314010504	A994924	Gamber Johnson, 7170-0695-03, Getac A140 Tablet Docking Station with 120W Auto Power Adapter (TRI RF)	\$684.83	\$7,533.13
11	GDOFUI	A986136	A140 Trolley Dock Station with AC adapter	\$578.66	\$6,365.26
11	GMS2X6	A987405	A140 Shoulder strap (2-point)	\$33.06	\$363.66
11	590GBL000195	A991810	TG3-KBA-BLTX-G4460-3US, TG3 83 Key, Backlit, Touchpad, USB, Coiled Cord, No logo, bundled 3 year "no fault" warranty	\$198.80	\$2,186.80
		<b>Total</b>			<b>\$47,675.21</b>

## Tax Information

All orders subject to sales tax. If you are requesting exemption, please provide a copy of your Sales &amp; Use Tax Exemption certification.

## Special Instructions, Terms and Conditions, Comments

PUBLIC SECTOR CUSTOMERS RECEIVE FREE GROUND FREIGHT. PLEASE NOTE GETAC EQUIPMENT IS NON-RETURNABLE

- Unless the customer has another valid agreement with HP this quotation is governed by HP's Standard Single Order Terms and Conditions. A copy of these terms can be found on-line ([http://welcome.hp.com/country/us/en/privacy/terms\\_of\\_sale.html](http://welcome.hp.com/country/us/en/privacy/terms_of_sale.html)) or can be requested from your Customer Service or Sales Representatives. All orders must reference this HP quotation for acceptance. No other terms or conditions shall apply.

This quotation is governed by Hewlett-Packard's Terms and Conditions of Sale and Service (Exhibit E16).

All sales are contingent upon credit review

After products are shipped, orders can not be canceled and no returns can be accepted.



## **Getac Three (3) Year Bumper-to-Bumper Warranty**

Getac's warranty obligations for this hardware product are limited to the terms set forth below:

Getac, Inc. warrants this Getac-branded rugged computer against defects in materials and workmanship under normal use and damage that occurs due to accidental acts and exposure to environmental conditions for a period of **THREE (3) YEARS** from the date of purchase by the original end-user purchaser ("Warranty Period"). This warranty only applies to products sold by Getac or its Authorized Distributors or Dealers and only where the products are used and serviced within North America or its Authorized Service Providers' territories. Warranty coverage only applies to service carried out by a Getac Authorized Service Provider.

If a hardware defect arises and a valid claim is received within the Warranty Period, at its option and to the extent permitted by law, Getac will either repair the defect at no charge, using new or refurbished replacement parts, or exchange the product with a product that is new or which has been manufactured from new or serviceable used parts and is at least functionally equivalent to the original product. A replacement product or part, including a user-installable part that has been installed in accordance with instructions provided by Getac, assumes the remaining warranty of the original product or ninety (90) days from the date of replacement or repair, whichever provides longer coverage for you. When a product or part is exchanged, any replacement product becomes your property and the replaced item becomes Getac's property. Parts provided by Getac in fulfillment of its warranty obligation must be used in products for which warranty service is claimed.

### **Exclusions and Limitations**

This Limited Warranty applies only to Getac-branded hardware products manufactured by or for Getac that can be identified by the "Getac" trademark, trade name, or logo affixed to them. The Limited Warranty does not apply to any non-Getac hardware products, co-branded hardware products (whether or not displaying a "powered by Getac" trademark, trade name, or logo affixed to them) or any software, even if packaged or sold with Getac hardware. Manufacturers, suppliers, or publishers, other than Getac, may provide their own warranties to the end user purchaser, but Getac, in so far as permitted by law, provides their products "as is".

Software distributed by Getac with or without the Getac brand name (including, but not limited to system software) is not covered under this Limited Warranty. Refer to the licensing agreement accompanying the software for details of your rights with respect to its use. Getac does not warrant that the operation of the product will be uninterrupted or error-free. Getac is not responsible for damage arising from failure to follow instructions relating to the product's use.

Batteries supplied with the product are covered under the warranty for one (1) year from date of purchase. A battery furnished under the warranty is covered for the remaining period of the one year warranty on the original battery or ninety (90) days from the date of replacement or repair, whichever provides longer coverage for you.

The LCD, hard drive, motherboard, and keyboard are limited to one repair/replacement per unit per

year for damage that occurs due to accidental acts and exposure to environmental conditions.

**This warranty does not apply to:**

- (a) loss or theft;
- (b) fire;
- (c) submersion;
- (d) acts of god;
- (e) acts of war;
- (f) virus-inflicted damage;
- (g) intentional misuse or abuse;
- (h) improper maintenance or modification by anyone other than Getac or a Getac Authorized Service Provider;
- (i) a product or part that has been modified to alter functionality or capability without the written permission of Getac;
- (j) a product on which any Getac serial number has been removed or defaced;
- (k) data recovery from hard drive failure;
- (l) All consumable items; such as screen protection films, logo badges, labels, cleaning cloths, carry cases, manuals, cables, straps, belts, holsters, tethers, and harnesses and any other options and accessories not listed above or covered under a separate warranty.
- (m) to cosmetic damage that does not affect the functionality of the system, including but not limited to scratches, dents and numerals, letters, icons and symbols silkscreened onto unit keycaps and numerals, letters, icons and symbols silkscreened onto unit cabinet; or
- (n) damage which occurs in shipment.

THIS PRODUCT IS NOT INTENDED FOR USE AS OR PART OF NUCLEAR EQUIPMENT/SYSTEMS, AIR TRAFFIC CONTROL EQUIPMENT/SYSTEMS, OR AIRCRAFT COCKPIT EQUIPMENT/SYSTEMS, OR ANY OTHER SYSTEMS THAT REQUIRE FAIL-SAFE PERFORMANCE. GETAC WILL NOT BE RESPONSIBLE FOR ANY LIABILITY RESULTING FROM THE USE OF THIS PRODUCT ARISING OUT OF THE FOREGOING USES. AIRCRAFT COCKPIT EQUIPMENT/SYSTEMS include class 2



## Getac Five (5) Year Bumper-to-Bumper Warranty

Getac's warranty obligations for this hardware product are **limited** to the terms set forth below:

Getac, Inc. warrants this Getac-branded rugged computer against defects in materials and workmanship under normal use and damage that occurs due to accidental acts and exposure to environmental conditions for a period of FIVE (5) YEARS from the date of purchase by the original end-user purchaser ("Warranty Period"). This warranty only applies to products sold by Getac or its Authorized Distributors or Dealers and only where the products are used and serviced within North America or its Authorized Service Providers' territories. Warranty coverage only applies to service carried out by a Getac Authorized Service Provider.

If a hardware defect arises and a valid claim is received within the Warranty Period, at its option and to the extent permitted by law, Getac will either repair the defect at no charge, using new or refurbished replacement parts, or exchange the product with a product that is new or which has been manufactured from new or serviceable used parts and is at least functionally equivalent to the original product. A replacement product or part, including a user-installable part that has been installed in accordance with instructions provided by Getac, assumes the remaining warranty of the original product or ninety (90) days from the date of replacement or repair, whichever provides longer coverage for you. When a product or part is exchanged, any replacement product becomes your property and the replaced item becomes Getac's property. Parts provided by Getac in fulfillment of its warranty obligation must be used in products for which warranty service is claimed.

### Exclusions and Limitations

This Limited Warranty applies only to Getac-branded hardware products manufactured by or for Getac that can be identified by the "Getac" trademark, trade name, or logo affixed to them. The Limited Warranty does not apply to any non-Getac hardware products, co-branded hardware products (whether or not displaying a "powered by Getac" trademark, trade name, or logo affixed to them) or any software, even if packaged or sold with Getac hardware. Manufacturers, suppliers, or publishers, other than Getac, may provide their own warranties to the end user purchaser, but Getac, in so far as permitted by law, provides their products "as is".

Software distributed by Getac with or without the Getac brand name (including, but not limited to system software) is not covered under this Limited Warranty. Refer to the licensing agreement accompanying the software for details of your rights with respect to its use. Getac does not warrant that the operation of the product will be uninterrupted or error-free. Getac is not responsible for damage arising from failure to follow instructions relating to the product's use.

Batteries supplied with the product are covered under the warranty for one (1) year from date of purchase. A battery furnished under the warranty is covered for the remaining period of the one year warranty on the original battery or ninety (90) days from the date of replacement or repair, whichever provides longer coverage for you.

The LCD, hard drive, motherboard, and keyboard are limited to one repair/replacement per unit per year for damage that occurs due to accidental acts and exposure to environmental conditions.

### This warranty does not apply to:

- (a) loss or theft;
- (b) fire;
- (c) submersion;
- (d) acts of god;
- (e) acts of war;
- (f) virus-inflicted damage;
- (g) intentional misuse or abuse;
- (h) improper maintenance or modification by anyone other than Getac or a Getac Authorized Service Provider;
- (i) a product or part that has been modified to alter functionality or capability without the written permission of Getac;
- (j) a product on which any Getac serial number has been removed or defaced;
- (k) data recovery from hard drive failure;
- (l) All consumable items; such as screen protection films, logo badges, labels, cleaning cloths, carry cases, manuals, cables, straps, belts, holsters, tethers, and harnesses and any other options and accessories not listed above or covered under a separate warranty.
- (m) to cosmetic damage that does not affect the functionality of the system, including but not limited to scratches, dents and numerals, letters, icons and symbols silkscreened onto unit keycaps and numerals, letters, icons and symbols silkscreened onto unit cabinet; or
- (n) damage which occurs in shipment.

THIS PRODUCT IS NOT INTENDED FOR USE AS OR PART OF NUCLEAR EQUIPMENT/SYSTEMS, AIR TRAFFIC CONTROL EQUIPMENT/SYSTEMS, OR AIRCRAFT COCKPIT EQUIPMENT/SYSTEMS, OR ANY OTHER SYSTEMS THAT REQUIRE FAIL-SAFE PERFORMANCE. GETAC WILL NOT BE RESPONSIBLE FOR ANY LIABILITY RESULTING FROM THE USE OF THIS PRODUCT ARISING OUT OF THE FOREGOING USES. AIRCRAFT COCKPIT EQUIPMENT/SYSTEMS include class 2 Electronic Flight Bag (EFB) Systems and Class 1 EFB Systems when used during critical phases of flight (e.g., during take-off and landing) and/or mounted onto the aircraft. Class 1 EFB Systems and 2 EFB Systems are defined by FAA: AC (Advisory Circular) 120-76A or JAA: JAA TGL (Temporary Guidance Leaflets) No. 36.

TO THE EXTENT PERMITTED BY LAW, THIS WARRANTY AND REMEDIES SET FORTH ABOVE ARE EXCLUSIVE AND IN LIEU OF ALL OTHER WARRANTIES, REMEDIES AND CONDITIONS, WHETHER ORAL OR WRITTEN, STATUTORY, EXPRESS OR IMPLIED. AS PERMITTED BY APPLICABLE LAW, GETAC SPECIFICALLY DISCLAIMS ANY AND ALL STATUTORY OR IMPLIED WARRANTIES, INCLUDING, WITHOUT LIMITATION, WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE AND WARRANTIES AGAINST HIDDEN OR LATENT DEFECTS. IF GETAC CANNOT LAWFULLY DISCLAIM STATUTORY OR IMPLIED WARRANTIES THEN TO THE EXTENT PERMITTED BY LAW, ALL SUCH WARRANTIES SHALL BE LIMITED IN DURATION TO THE DURATION OF THIS EXPRESS WARRANTY AND TO REPAIR OR REPLACEMENT SERVICE AS DETERMINED BY GETAC IN ITS SOLE DISCRETION. No Getac reseller, agent, or employee is authorized to make any modification, extension, or addition to this warranty. If any term is held to be illegal or unenforceable, the legality or enforceability of the remaining terms shall not be affected or impaired.

EXCEPT AS PROVIDED IN THIS WARRANTY AND TO THE EXTENT PERMITTED BY LAW, GETAC IS NOT RESPONSIBLE FOR DIRECT, SPECIAL, INCIDENTAL OR CONSEQUENTIAL DAMAGES RESULTING FROM ANY BREACH OF WARRANTY OR CONDITION, OR UNDER ANY OTHER LEGAL THEORY, INCLUDING BUT NOT LIMITED TO LOSS OF USE; LOSS OF REVENUE; LOSS OF ACTUAL OR ANTICIPATED PROFITS (INCLUDING LOSS OF PROFITS ON CONTRACTS); LOSS OF THE USE OF MONEY; LOSS OF ANTICIPATED SAVINGS; LOSS OF BUSINESS; LOSS OF OPPORTUNITY; LOSS OF GOODWILL; LOSS OF REPUTATION; LOSS OF, DAMAGE TO OR CORRUPTION OF DATA; OR ANY INDIRECT OR CONSEQUENTIAL LOSS OR DAMAGE HOWSOEVER CAUSED INCLUDING THE REPLACEMENT OF EQUIPMENT AND PROPERTY, ANY COSTS OF RECOVERING, PROGRAMMING, OR REPRODUCING ANY PROGRAM OR DATA STORED OR USED WITH GETAC PRODUCTS AND ANY FAILURE TO MAINTAIN THE CONFIDENTIALITY OF DATA STORED ON THE PRODUCT. THE FOREGOING LIMITATION SHALL NOT APPLY TO DEATH OR PERSONAL INJURY CLAIMS, OR ANY STATUTORY LIABILITY FOR INTENTIONAL AND GROSS NEGLIGENT ACTS AND/OR OMISSIONS. GETAC DISCLAIMS ANY REPRESENTATION THAT IT WILL BE ABLE TO REPAIR ANY PRODUCT UNDER THIS WARRANTY OR MAKE A PRODUCT EXCHANGE WITHOUT RISK TO OR LOSS OF THE PROGRAMS OR DATA.

### **Obtaining Warranty Service**

Please access and review the online help resources at [www.getac.com](http://www.getac.com) before requesting warranty service. If the product is still not functioning properly after making use of these resources, please contact a Getac representative at (949) 681-2950. A Getac representative will help determine whether your product requires service and, if it does, will inform you how Getac will provide it. Getac will provide warranty service on products that are tendered or presented for service during the warranty period, as permitted by law. In accordance with applicable law, Getac may require that you furnish proof of purchase and/or comply with registration requirements before receiving warranty service. You may be responsible for shipping and handling charges to obtain service under this warranty.

In any instance in which Getac issues a Return Material Authorization Number (RMA #), Getac must receive the product(s) for repair prior to the expiration of the warranty period in order for the repair(s) to be covered by the limited warranty service.

If your product is capable of storing data or software programs, you should make periodic backup copies of the data and programs contained on the product's hard drive or other storage media to protect your data and as a precaution against possible operational failures. Before you deliver your product for warranty service, it is your responsibility to keep a separate backup copy of the system software, application software and data, and disable any security passwords. You will be responsible for reinstalling all such software, data and passwords. Getac and its authorized service providers are not liable for any damage to or loss of any programs, data or other information stored on any media, or other non-Getac product or part not covered by this warranty. Recovery and reinstallation of system and application software and user data are not covered under this limited warranty.



RESOLUTION NO.20-37

A RESOLUTION AUTHORIZING THE SOLE SOURCE  
PURCHASE OF GETAC COMPUTERS FROM HP, INC.

WHEREAS, the City of Casper Police Department has purchased GETAC computers from HP, Inc., for all sworn officers, and

WHEREAS, this purchase will allow for any new sworn officers hired to be assigned a GETAC computer;

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 purchase of the GETAC computers from HP, Inc., in the amount of Forty-Seven Thousand, Six Hundred Seventy-Five Dollars and 21/100 (\$47,675.21).

PASSED, APPROVED, AND ADOPTED on this 18<sup>th</sup> day of February, 2020.

APPROVED AS TO FORM:

Walter Smith


ATTEST:


CITY OF CASPER, WYOMING  
A Municipal Corporation

Fleur D. Tremel  
City Clerk

Steven K. Freel  
Mayor

February 6, 2020

MEMO TO: J. Carter Napier City Manager 

FROM: Andrew B. Beamer, P.E., Public Services Director   
Scott R. Baxter, P.E., Associate Engineer

SUBJECT: Authorizing a Contract for Professional Services with WLC Engineering & Surveying, in the amount of \$63,400, for the Industrial Avenue Storm Sewer and Street Improvements, Project No. 19-068.

Meeting Type & Date:

Regular Council Meeting  
February 18, 2020

Recommendation:

That Council, by resolution, authorize a contract for professional services with WLC Engineering & Surveying in the amount of \$63,400, for the Industrial Avenue Storm Sewer and Street Improvements, Project No. 19-068.

Summary:

The Industrial Avenue Storm Sewer and Street Improvements project includes reconstruction of the street section from Spruce Street to David Street with the addition of curbs, sidewalks and ADA accessible ramps as space allows. The storm sewer system will be upgraded with new catch basins and upsizing of the undersized storm sewer main. One section of failing sanitary sewer main and a manhole will also be replaced as part of the project.

A request for proposals was sent to qualified consultants to furnish engineering design and bidding services for the project. The City received six (6) proposals from interested consultants. A selection committee consisting of City staff reviewed the proposals and interviewed three (3) of the consulting firms. The selection committee chose WLC Engineering & Surveying based on their interview and team qualifications. WLC's fee for design and bidding services is \$63,400.

The design and bidding services for the project include preparation of construction plans and specifications, permitting work through Wyoming Department of Environmental Quality, and assistance to the City in advertising, opening, and evaluating construction bids.

Financial Considerations:

Funding will be from Optional 1%#16 Sales Tax funds made available for Streets.

WLC  
Industrial Ave. Storm & Street Improvements  
Project No. 19-068

Oversight/Project Responsibility:  
Scott R. Baxter, Associate Engineer

Attachments:  
Resolution  
Agreement

WLC  
Industrial Ave. Storm & Street Improvements  
Project No. 19-068

# CONTRACT FOR PROFESSIONAL SERVICES

## PART I - AGREEMENT

This Contract for Professional Services ("Contract") is entered into on this 18<sup>th</sup> day of February, 2020, 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. WLC Engineering and Surveying, 200 Pronghorn, Casper, Wyoming 82601 ("Consultant").

Throughout this document, the City and the Consultant may be collectively referred to as the "parties."

### RECITALS

- A. The City is undertaking a project to construct storm sewer and street improvements to Industrial Avenue.
- B. The project requires professional services for the design and bidding support.
- C. The Consultant 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 Consultant 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 Consultant shall perform the following services in connection with and respecting the project:

- A. Design.
  1. The design includes replacement of storm sewer piping, adding new storm sewer piping, reconstruction of streets and sidewalks for surface drainage, and basic erosion control measures.
  2. The Consultant shall conduct field investigations and surveys as necessary to verify existing conditions, especially existing roadway widths, utility

locations, right-of-way, topographic data, surface elevations, etc. The Consultant shall utilize base mapping provided by the City from the City's GIS database for plan sheet preparation.

3. The Consultant shall coordinate with Owner on all specific project requirements and other work related to the project.
4. The Consultant shall coordinate with utility providers for their utility relocations and/or upgrades.
5. The Consultant shall check with materials suppliers and contractors for specific construction costs and materials availability.
6. The Consultant shall perform soil borings for the Consultant to evaluate existing street sections for asphalt thickness, crushed base thickness, and subgrade soil conditions to a total depth of 5 feet. Consultant shall prepare a Geotechnical Report to provide a basis for the design of storm sewers. The presence of any groundwater or volatile organic compounds (VOC's) shall be noted in the report with recommendations as to design modifications necessary to mitigate the problem areas, and as required to permit the storm sewer and earthwork with the WDEQ.
7. The Consultant shall prepare a project cost estimate when plans are approximately fifty percent (50%) complete, ninety percent (90%) complete, and again two (2) weeks prior to public advertisement.
8. The Consultant shall meet with Owner representatives during the course of preparing drawings and specifications to discuss the status of the project. Consultant shall prepare and distribute minutes of all progress meetings.
9. The Consultant shall attend any special meetings with the City Manager or City staff relating to the performance of this contract, and shall provide the City with monthly written progress reports, accompanying partial payment requests. Progress reports shall include personnel utilization and associated time applied to the project, in addition to an itemization of expenses. As a minimum, monthly progress meetings shall be attended by the Consultant and the City.

**B. Drawings.**

1. The Consultant shall provide design drawings containing sufficient detail and information to determine construction costs and to construct the improvements. "Half size" (11"X 17") plan sheets shall be used, and all information on the drawings shall be legible.

2. Consultant shall prepare plans and specifications. Plan and profile sheets shall consist of a horizontal scale not less than 1"=50', and an appropriate vertical scale, indicating the proposed improvements and utility conflict locations. The Consultant shall provide detail sheets as necessary.
3. Plan information shall include parcel lines; rights-of way; existing and proposed easements; existing and proposed alignments of storm sewer lines; existing alignments of water and sanitary sewer lines; existing underground utilities; relocation of any non-storm sewer underground utilities; length and grade of pipes in plan/profile view; pipe materials and sizes; locations of manholes, valves, and fire hydrants; and any relative asphalt or concrete limits.
4. Profile information shall include estimated depths of underground utilities and alignments of proposed utilities. Proposed underground utilities shall include estimated grades, stationing, and lengths.
5. Preliminary Design Drawings (50%) and Final Design Drawings shall be in computer-aided drafting format. This format shall be compatible with AutoCAD Version 2012 or newer. The Consultant shall coordinate all AutoCAD requirements to ensure 100% compatibility with the City's AutoCAD system and Municipal Code 16.20.020. The Final Design Drawings shall be sealed by a Professional Engineer licensed in the State of Wyoming.
6. The Consultant shall provide the City Engineering Office two (2) copies of the Preliminary Design Drawings (50%) to be reviewed by City staff. The same number of copies shall be provided again when the design is ninety percent (90%) complete. Consultant shall then provide four (4) copies of the Final Design Drawings on or before the Consultant's contract deadline. The approved corrected drawings shall be delivered to the City in a condition conducive to immediate project advertising for construction.
7. Consultant shall provide the City Engineering Office a copy of Final Design Drawings of the project in AutoCAD and PDF format on one set of compact discs (CD's) labeled as *"Final Design Drawings – Industrial Avenue Storm Sewer and Street Improvements - Project No. 19-068"*.

C. Project Manual.

1. Consultant shall prepare Technical Specifications covering the required work for the utility replacements and street work.

2. General Conditions and Supplemental Conditions of the Specifications shall be based on current City of Casper approved documents.
3. The Consultant shall prepare a Project Manual to include the following:
  - a. Technical Specifications.
  - b. Bid Schedule to accompany the Owner's Bid Form.
  - c. Edited "front end" documents of the Project Manual supplied by the City Engineering Office. Documents supplied will consist of Advertisement for Bids, Instruction to Bidders, Performance and Payment Bonds, Bid Bond and Form, Agreement between Owner and Contractor, General Conditions, and Supplementary Conditions. Consultant shall review these documents, insert modifications where necessary, and return them for final review. After final review by the Owner, Consultant shall incorporate any changes into the Project Manual.
4. The Consultant shall affix his professional engineer's stamp, date, and signature to the front cover of the project manual and in accordance with Wyoming State Registration Statutes.
5. On or before the Consultant's contract deadline the Consultant shall provide the City Engineering Office a final copy of the Project Manual in MS Word and PDF format on one set of compact discs (CD's) labeled as "Bidding Documents – Industrial Avenue Storm Sewer and Street Improvements – Project No. 19-068". The approved corrected project manuals shall be delivered to the City in a condition conducive to immediate project advertising for construction.

D. Subconsultants.

1. The Consultant shall be responsible to procure any necessary sub-consultant to complete the work.
2. The City and Consultant shall mutually approve, in writing, the use of any subconsultants that the Consultant desires to use.
3. The Consultant shall be responsible for the administration, management, procurement, and payment of services provided by subconsultant(s).

E. Advertising and Bidding Phase.

1. Prior to bidding, consultant must provide copies of all needed permits and easements.



2. The Consultant shall send Advertisement for Bids to contractors on the City's Bidder's List.
3. Consultant shall prepare Advertisement for Bids in conformance with the City of Casper Standards and furnish Owner for publication.
4. Consultant shall provide final drawings and specifications and post the project documents to the City's QuestCDN account for distribution to contractors who request sets. All costs of drawing and specification reproduction shall be borne by the consultant.
5. The Consultant shall arrange for and conduct a pre-bid conference approximately ten (10) days prior to the bid opening. The Consultant shall take minutes of the meeting and distribute them to all parties listed on the plan holders sheet.
6. Consultant shall prepare and distribute addenda to all plan-holders and City of Casper representatives.
7. The Consultant shall assist the City in opening, tabulating, and evaluating bids.
8. The Consultant shall provide a written opinion to the Casper Public Services Department stating their recommendation for awarding the bid.

2. TIME OF PERFORMANCE:

The services of the Consultant shall be undertaken and completed on or before the 31<sup>st</sup> day of December 2020.

3. COMPENSATION:

In consideration of the performance of services rendered under this Contract, the Consultant shall be compensated for services performed in accordance with paragraph 1, not to exceed a lump sum of Sixty-Three Thousand Four Hundred Dollars (\$63,400).

4. METHOD OF PAYMENT:

Payment will be made following completion of the terms set forth herein and receipt of an itemized invoice, certified under penalty of perjury, from the Consultant for services rendered in conformance with the Contract, and following approval by the Casper City Council. The invoice for payment must specify the correct amount due; that the Consultant

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 Consultant 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 Consultant 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 Consultant, 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 Consultant's authorized representatives.

The City and the Consultant each individually represent that they have the requisite authority to execute this Contract and perform the services described in this Contract.

*(this space intentionally left blank)*

**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

Walter Trench

ATTEST

CITY OF CASPER, WYOMING  
A Municipal Corporation

Fleur Tremel  
City Clerk

Steven K. Freel  
Mayor

WITNESS

CONSULTANT  
WLC Engineering and Surveying

By: Janette Brown

Printed Name: Janette Brown

Title: Admin Tech - City of Casper

By: Shane M. Porter

Printed Name: Shane Porter

Title: President

## **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 Consultant of intent to terminate said Contract. In such event, all finished or unfinished documents, data, studies and reports prepared by the Consultant under this Contract shall, at the option of the City, become its property, and the Consultant shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents.

1.2 Notwithstanding the above, the Consultant shall not be relieved of liability to the City for damages sustained by the City, by virtue of termination of the Contract by Consultant, or any breach of the Contract by the Consultant, and the City may withhold any payments to the Consultant for the purpose of setoff until such time as the exact amount of damages due the City from the Consultant 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 Consultant's compensation, which are mutually agreed upon between the City and the Consultant, shall be incorporated in written amendments to this Contract. There shall be no increase in the amount of Consultant's compensation unless approved by Resolution adopted by City.

#### **3. ASSIGNABILITY:**

The Consultant 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 Consultant 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 Consultant 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 Consultant shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, or disability. The Consultant shall take affirmative action to ensure 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 Consultant 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 Consultant 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 Consultant 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 Consultant may, at no additional expense to the City, make and retain such additional copies thereof as Consultant 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 Consultant 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 Consultant under this Contract are confidential and shall not be made available to any individual or organization by the Consultant 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 Consultant 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 Consultant 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 Consultant, or under its supervision, and all personnel engaged in the work shall be fully qualified. All personnel employed by Consultant shall be employed in conformity with applicable local, state or federal laws.

10. SUBCONSULTANT:

The Consultant shall not employ any subconsultant to perform any services in the scope of this project, unless the subconsultant is approved in writing by the City. Any approved subconsultant shall be paid by the Consultant.

11. INSURANCE AND INDEMNIFICATION:

A. **Prior** to the commencement of work, Consultant shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its subconsultants, agents, representatives, or employees.

B. *Minimum Scope and limit of Insurance.*

Coverage shall be at least as broad as:

1. Commercial General Liability (CGL): Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than the sum of Two Hundred Fifty Thousand Dollars (\$250,000) to any claimant for any number of claims arising out of a single transaction or occurrence; or the sum of Five Hundred Thousand Dollars (\$500,000) for all claims arising out of a single transaction or occurrence. If a general aggregate limit applies, the general aggregate limit shall apply separately to this project/location. The CGL policy shall be endorsed to contain Employers Liability/Stop Gap Coverage
2. Automobile Liability: Insurance Services Office Form Number CA 0001 covering, Code 1 (any auto), or if Consultant has no owned autos, Code 8 (hired) and 9 (non-owned), with limit no less than Five Hundred Thousand (\$500,000) per accident for bodily injury and property damage.
3. Workers' Compensation: as required by the State of Wyoming with Statutory Limits.
4. Professional Liability (Errors and Omissions) Insurance appropriate to the Consultant's profession, with limit no less than the sum of Two Hundred Fifty

Thousand Dollars (\$250,000) to any claimant for any number of claims arising out of a single transaction or occurrence; or the sum of Five Hundred Thousand Dollars (\$500,000) for all claims arising out of a single transaction or occurrence. If a general aggregate limit applies, the general aggregate limit shall apply separately to this project/location.

- C. *Higher Limits.* If the Consultant maintains higher limits than required under this Agreement, then the City shall be entitled to coverage for the higher limits maintained by the Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

D. *Other Insurance Provisions*

The insurance policies are to contain, or be endorsed to contain, the following provisions:

1. *Additional Insured Status*

The City, its officers, elected and appointed officials, employees, agents and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Consultant including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage shall be provided in the form of an endorsement to the Consultant's insurance (at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10 and CG 20 37 forms if later revisions used).

2. *Primary Coverage*

For any claims related to this contract, the Consultant's insurance coverage shall be primary and non-contributory insurance as respects the City, its officers, elected and appointed officials, employees, agents and volunteers.

3. *Notice of Cancellation*

Each insurance policy required above shall state that coverage shall not be canceled, materially changed, or reduced, except with notice to the City. Such notice to the City shall be provided in a commercially reasonable time.

4. *Waiver of Subrogation*

Consultant hereby grants to City a waiver of any right to subrogation which any insurer of said Consultant may acquire against the City by virtue of the payment of any loss under such insurance. Consultant agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the City has received a waiver of subrogation endorsement from the insurer.

5. *Deductibles and Self-Insured Retentions*

Consultant has two options regarding deductibles and self-insured retentions:

- a. Option 1: Any deductibles or self-insured retentions must be declared to and approved by the City. Unless otherwise approved by the City in writing, any deductible may not exceed Ten Thousand Dollars (\$10,000). Unless otherwise approved in writing by the City, self-insured retentions may not exceed Ten Thousand Dollars (\$10,000), and the City may require the Consultant to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention.
- b. Option 2: Consultant shall carry insurance with terms that require its insurance company to pay the full value of a covered claim from the first dollar of coverage, even if the Consultant is unable to pay any deductible or self-insured retention amount(s) required by the insurance policy. Consultant shall provide a written endorsement from its insurance carrier that such insurance coverage is in place, and shall keep such coverage in place during the term of this Contract and any subsequent time period required for claims made policies.

6. *Acceptability of Insurers*

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII, unless otherwise agreed to in writing by the City.

7. *Claims Made Policies*

If any of the required policies provide coverage on a claims-made basis:

- a. The Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work.
- b. Insurance must be maintained and evidence of insurance must be provided *for at least three (3) years after completion of the contract of work*. However, Consultant's liabilities under this Contract shall not be deemed limited in any way by the insurance coverage required.
- c. If coverage is canceled or non-renewed, and not *replaced with another claims-made policy form with a Retroactive Date* prior to the contract effective date, the Consultant must purchase "extended reporting" coverage for a minimum of *three (3) years* after completion of contract work and at all times thereafter until the applicable statute of limitations runs.

8. *Verification of Coverage*

Consultant shall furnish the City with original certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause. All certificates and endorsements are to be received and



approved by the City before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Consultant's obligation to provide them. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time.

9. *Subconsultants*

Consultant shall require and verify that all subconsultants maintain insurance meeting all the requirements stated herein, and Consultant shall ensure that the City is an additional insured on insurance required from subconsultants.

10. *Special Risks or Circumstances*

City reserves the right to reasonably modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

- E. Consultant agrees to indemnify the City, the City's employees, elected officials, appointed officials, agents, and volunteers, and all additional insured and hold them harmless from all liability for damages to property or injury to or death to persons, including all reasonable costs, expenses, and attorney's fees incurred related thereto, to the extent arising from negligence, fault or willful and wanton conduct of the Consultant and any subconsultant thereof.

12. INTENT:

Consultant 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 Consultant shall perform all of the services for the compensation set forth in this Contract. Consultant 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. Consultant 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.



CASPER  
200 PRONGHORN  
CASPER, WY 82601  
P: 307-266-2524

January 23, 2020

Mr. Scott Baxter, PE  
City of Casper  
200 N. David Street  
Casper, WY 82601

***RE: AMENDED FEE PROPOSAL, Industrial Avenue Storm Sewer and Street Improvements,  
Project No. 19-068***

Mr. Baxter:

Thank you for the opportunity to provide this proposed fee amendment for the Industrial Avenue Storm Sewer and Street Improvements Project. Per our telephone conversation, the City of Casper is requesting that we include the design for Spruce Street, Oak Street, Elm Street, and Ash Street between Industrial Avenue and West Yellowstone. These streets were included as Alternates in our response to the Request for Proposals dated January 10, 2020.

The amended scope of work will include preliminary survey, design, plan and profile sheets, cost estimates, and other work as specified in the Request for Proposals.

The additional fee for providing this scope of services is \$8,000.00. This amount is in addition to our previous fee of \$55,400.00 as proposed in our Fee Proposal dated January 10, 2020. This proposal is attached for reference.

The total fee proposal for this Project is proposed to be \$63,400.00.

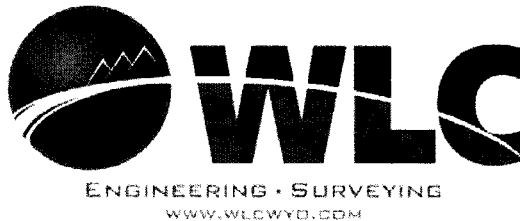
Please contact me with any questions regarding this proposal.

Sincerely,  
WLC Engineering and Surveying

A handwritten signature in black ink that reads 'Jason L. Meyers'.

Jason L. Meyers, PE  
Project Manager

Encl.



CASPER  
200 PRONGHORN  
CASPER, WY 82601  
P: 307-266-2524

January 10, 2020

Mr. Scott Baxter, PE  
City of Casper  
200 N. David Street  
Casper, WY 82601

***RE: FEE PROPOSAL, Request for Proposals for Engineering Services for the City of Casper  
Industrial Avenue Storm Sewer and Street Improvements, Project No. 19-068***

Mr. Baxter:

This price proposal is based upon the scope of work stated in the Request for Proposals for Engineering Services for the Industrial Avenue Storm Sewer and Street Improvements, Project No. 19-068, the specific scope stated in our proposal. The fees for this project are derived from the attached 2020 Fee Schedule.

Our fee for providing the stated scope of services is as follows.

Total Design and Bidding Services Fee: \$55,400.00

This fee is a not-to-exceed value. We will submit an invoice, payment voucher, and Invoice Cover Sheet monthly based upon the actual time and materials expended.

In the event that the City of Casper significantly modifies the scope of work and/or the design schedule, we will request an adjustment to our agreement.

We look forward to working with the City of Casper on this project. Please feel free to contact me with any questions.

Please contact me with any questions regarding this proposal.

Sincerely,  
WLC Engineering and Surveying

A handwritten signature in black ink, appearing to read 'Jason L. Meyers', is written over a light blue horizontal line.

Jason L. Meyers, PE  
Project Manager

CHEYENNE

RAWLINS

**DEDICATED TO CLIENTS. DEFINED BY EXCELLENCE.**



ENGINEERING • SURVEYING • PLANNING  
WWW.WLCWYO.COM

## 2020 FEE SCHEDULE

DEDICATED TO CLIENTS.  
DEFINED BY EXCELLENCE.

Submitted to: City of Casper

Project: Industrial Ave.

Submitted by: Jason Meyers, Vice President

Date: January 10, 2020

### 2020 MASTER FEE SCHEDULE – CONFIDENTIAL

EFFECTIVE DATE: January 1, 2020

#### LABOR CHARGES

Staff Type	Hourly Rate
Office Assistant	\$61.00
Clerical/Word Processor	\$67.00
Office Technician	\$74.00
Accounting Research Technician	\$80.00
Archivist	\$93.00
Technician I	\$67.00
Technician II	\$77.00
Technician III	\$88.00
Technician IV	\$98.00
Technician V	\$108.00
Engineer I	\$111.00
Engineer II	\$124.00
Engineer III	\$136.00
Engineer IV	\$148.00
Engineer V	\$158.00
Project Manager	\$173.00
Senior Project Manager	\$190.00
Principal	\$215.00

Equipment/Reimbursable	Fee per Unit
Vehicle	\$78.75 per day
Mileage	\$1.05 per mile
Per Diem	\$13.75 per unit
Meals	Cost + 10%
Lodging, travel, etc.	Cost + 10%
Computer Cad/GIS	\$33.50 per hour
Consultants	Cost + 10%
Subcontractors	Cost + 15%
Filing Fees/Recordings	Cost + 10%
3D Laser Scanner - Drone	\$157.50 per hour

Staff Type	Hourly Rate
Planning Technician	\$101.00
Planner	\$125.00
Drafting Technician I	\$88.00
Drafting Technician II	\$98.00
Drafting Technician III	\$108.00
Drafting Technician IV	\$113.00
Drafting Technician V	\$124.00
GIS Technician I	\$98.00
GIS Technician II	\$108.00
GIS Technician III	\$118.00
Surveying Technician I	\$82.00
Surveying Technician II	\$93.00
Surveying Technician III	\$103.00
Surveying Technician IV	\$118.00
Surveying Technician V	\$136.00
Surveyor (L.S.)	\$160.00
Grantsman	\$155.00
Assistant Grantsman	\$101.00

Equipment/Reimbursable	Fee per Unit
Field/Office Materials (Int/ Ext)	Cost + 10%
Prints/Maps/Reproduction (Int/Ext)	Cost + 10%
Insurance (Addl. Insur., Waiver, RR)	Quote
Communications (Internal / External)	Cost + 10%
External Delivery	Cost + 10%
GPS (RTK – Hourly Charge)	\$80.00 per hour
Digital Level	\$24.50 per hour
UTV	\$152.00 per day
Robotic TS/Pathfinder – Hourly Charge	\$76.25 per hour
Total Station with Data Collector	\$30.00 per hour
Field/Office Equipment (External)	Cost + 15%

1. All field charges begin at the time of departure and terminate at the time of return to the point of origin (the home office or place of lodging).
2. Final invoiced amounts may vary from cost opinions because of variations in the time of performance, anticipated site conditions or changes in the scope of services.
3. Work over forty (40) hours per week, on weekends or holidays, or beyond normal working hours, at the client's request or convenience, will be charged at a rate of 1.5 times the above fees.
4. Payment is expected within 30 days after the invoice date. If account is turned over to collection, 40% of the outstanding balance will be added prior to disposal, for the cost of collections.
5. Please note our cost opinions are subject to change after 60 days.
6. Fees and rates subject to change. Additional (non-current) Governmental taxes, charges and fees will be passed on to the client.
7. Unless otherwise specified in the proposal Client safety requirements will be charged at an additional labor rate of 10%.

CASPER

CHEYENNE

RAWLINS

# 2020 MASTER FEE SCHEDULE – CONFIDENTIAL

EFFECTIVE DATE: January 1, 2020

## MATERIAL TESTING RATES

Reimbursable	Fee per Unit	Reimbursable	Fee per Unit
* Standard Proctor Density Curve – A, B, C, D	*\$54.50 per test	* Resistance to Plastic Flow, Plant Mix	*\$265.00 per set of 3
* Modified Proctor Density Curve – A, B, C, D	*\$66.00 per test	* Resistance to Plastic Flow, Lab Mix	*\$363.00 per set of 3
* 1 Check Point Proctor – Method—A, B, C, D	\$18.50 per test	* Theoretical Maximum Specific Gravity Rice Test; Plant Mix	*\$94.00 per set of 3
* Nuclear Moisture Density (hour)	*\$21.00 per hour		
* Nuclear Moisture Density (day)	*\$131.00 per day	* Theoretical Maximum Specific Gravity Rice Test; Lab Mix	*\$190.00 per test
* Field Density Test – Sandcone	See Labor Charges		
Relative Density (Minimum/Maximum)	\$388.50 each	* Bulk Specific Gravity of Compacted Bituminous Mixtures	*\$52.50 per test
* Specific Gravity (Soil)	\$52.75 each		*
		Extraction of Bituminous Mix (Chemical)	\$241.50 per test
* Moisture Test	\$21.00 per test	Extraction of Bituminous Mix (Oven)	\$160.75 per test
* Atterberg Limit Test	\$88.75 per test	Immersion Compression Test Plant Mix	\$645.75 per set of 3
* Sieve Analysis 1.5 -- #4 Sieve (6 or less)	\$54.00 per test	Immersion Compression Test Lab Mix	\$830.00 per set of 3
* Sieve Analysis #4 – 200 Sieve Incl. Wash (6 or less)	\$83.00 per test	Computation of % Air Voids, Voids in the Mineral Aggregate	Quote
* #200 Wash	\$41.75 per test	Ignition Oven Calibration	\$294.00 per mix change
* Additional Sieves	\$41.75 per sieve		\$1.00 per test & See Labor Charges
Hydrometer	\$178.50 each	* Mix Design – Asphalt	\$1.00 per test & See Labor Charges
* California Bearing Ratio Test (1 Point)	*\$201.00 per test	* Mix Design – Verification, Asphalt	Cost + 10%
* California Bearing Ratio Test (3 Points)	*\$514.50 per test	* Field Lab	\$231.00 per day
Unconfined Compression Test	\$160.50 each	* Large Shaker on Site	\$173.00 per day
* Hand Penetrometer Test	*\$13.50 each	* Small Shaker on Site	*\$2.00 each
Consolidation/Swell Test	\$225.75 per test		
Permeability Test	\$225.75 per test	* Specific Gravity & Absorption (Coarse)	See Labor Charges
* Organic Vapor Monitor (hour)	*\$21.25 per hour	* Specific Gravity & Absorption (Fine)	\$1.00 per test & See Labor Charges
* Organic Vapor Monitor (day)	*\$137.50 per day	* % Crushed Particles (Fractured Faces)	\$1.00 per test & See Labor Charges
* Water Level Indicator (day)	*\$33.50 per day	* Flat & Elongated Particles	\$201.00 each
* Environmental Sampling Pump (hour)	*\$24.25 per hour	* Aggregate Soundness (LA Abrasion)	\$445.00 each
* Environmental Sampling Pump (day)	*\$135.50 per day	* Sodium/Magnesium Sulfate (SAS) Test	\$103.50 each
* Bailers	*\$14.50 each	* SAS Test – Additional Sieves	\$230.00 each
Asphalt Core Standard 4" Diameter up to 6" depth	*\$41.75 per core	* Fine Aggregate Angularity	*\$53.00 each
* Concrete Core Standard 4" Diameter up to 6" depth	*\$59.75 per core		
* Asphalt Core – Other Sizes Available	*Quote	* Rock Correction	See Labor Charges
* Concrete Core – Other Sizes Available	*Quote	Sand Equivalent (set of 3)	\$357.00 per set
* Compressive Strength of Concrete Cores	*\$44.75 each	* Flow Meter Trailer	*\$300.00 per Test
* Cylinder Molds	*\$4.00 per mold		
* Cylinder Breaks – Concrete, Mortar, Grout	*\$22.50 each	Materials Testing (internal, external or not listed)	Cost + 15%
* Concrete, Mortar, Grout Cubes 2 x 2	*\$30.00 per cube		
* Epoxy Cubes or 3" x 6" Cylinders	*\$41.50 each	Soil Resistivity	\$149.00 each
	\$1.00 per test & See Labor Charges		
* Mix Design – Concrete	See Labor Charges		
* Air, Slump Tests, and Unit Weight	See Labor Charges		
* Sample Preparation, Field Sampling And Transportation	See Labor Charges		

1. Tests are done to applicable ASTM and/or AASHTO and/or ACI standards.
2. \*Labor charges additional to stated rate.

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RESOLUTION NO. 20-38

A RESOLUTION AUTHORIZING A CONTRACT FOR PROFESSIONAL SERVICES WITH WLC ENGINEERING AND SURVEYING FOR DESIGN AND BIDDING SERVICES FOR THE INDUSTRIAL AVENUE STORM SEWER AND STREET IMPROVEMENTS PROJECT.

WHEREAS, the City of Casper desires to secure an engineering firm to provide design and bidding services for the Industrial Avenue Storm Sewer and Street Improvements Project; and,

WHEREAS, WLC Engineering and Surveying is able and willing to provide those professional services.

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, a contract for professional services with WLC Engineering and Surveying, in the amount of Sixty-Three Thousand Four Hundred Dollars (\$63,400) for services more specifically delineated in the contract.

BE IT FURTHER RESOLVED: That the City Manager is hereby authorized to make verified partial payments and contract extensions, using appropriate funds, throughout the project as prescribed by the agreement, for a total amount not to exceed Sixty-Three Thousand Four Hundred Dollars (\$63,400).

PASSED, APPROVED, AND ADOPTED this 18<sup>th</sup> day of February 2020.

APPROVED AS TO FORM:

Walter Trevel


ATTEST:


CITY OF CASPER, WYOMING  
A Municipal Corporation

\_\_\_\_\_  
Fleur Tremel  
City Clerk

\_\_\_\_\_  
Steven K. Freel  
Mayor

February 4, 2020

MEMO TO: J. Carter Napier, City Manager 

FROM: Andrew Beamer, P.E., Public Services Director   
Tim Cortez, Parks & Recreation Director  
Alex Sveda, P.E., Associate Engineer

SUBJECT: Authorizing an Agreement with JTL Group, Inc. dba Knife River, in the Amount of \$306,643, for the Hogadon Parking Lot, Project No. 17-052.

Meeting Type & Date  
Regular Council Meeting  
February 18, 2020

Action type  
Resolution

Recommendation

That Council, by resolution, authorize an Agreement with JTL Group, Inc. dba Knife River (Knife River), in the amount of \$306,643, for construction of the Hogadon Parking Lot, Project No. 17-052. Furthermore, it is recommended that Council authorize a construction contingency account, in the amount of \$20,357, for a total project amount of \$327,000.

Summary

On January 28, 2020, bids were received from five (5) contractors for construction of the Hogadon Parking Lot. The bids for the work were as follows:

<u>CONTRACTOR</u>	<u>LOCATION</u>	<u>BASE BID</u>
<b>Knife River</b>	<b>Casper, Wyoming</b>	<b>\$351,838.00</b>
ISCO	Casper, Wyoming	\$420,603.50
Ramshorn Construction	Casper, Wyoming	\$458,375.30
Wayne Coleman Construction	Casper, Wyoming	\$475,807.00
71 Construction	Casper, Wyoming	\$532,251.50

The Casper Engineering Office estimate for the project was \$327,000. Additional asphalt paving access drives were requested to be added to the project during the bid phase. These items were removed in order for the project to meet the estimated budget.

Hogadon Lodge, in addition to being a skiing and snowboarding lodge during the winter months, is a restaurant, bar and events venue during the skiing off-season. City staff has recognized a need to regrade the parking lot for adequate drainage and paved parking for facility events.

Construction of the improvements is to be substantially complete by August 30, 2019.



Financial Considerations

Funding for the project will be from Hogadon Parking Lot Opportunity Funds and One Percent #15 for Hogadon Storm Sewer Funds.

Oversight/Project Responsibility

Alex Sveda, P.E., Associate Engineer, Public Services Department.

Attachments

Resolution

Agreement

Bid Form

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 JTL Group, Inc. dba Knife River P.O. Box 730, Casper Wyoming, 82602, hereinafter referred to as the "Contractor."

WHEREAS, the City of Casper desires to install an asphalt parking lot, concrete curb, gutter and valley gutter and storm sewer improvements at Hogadon Ski Basin.

WHEREAS, the Contractor is able and willing to provide those services specified as the

**Hogadon Parking Lot, Project No. 17-052.**

NOW, THEREFORE, in consideration of the covenants and conditions set forth herein to be performed, the parties agree as follows:

ARTICLE 1. WORK.

Contractor shall perform all the work required by the Contract Documents for the Hogadon Parking Lot, Project No. 17-052, hereinafter referred to as the "Work."

ARTICLE 2. ARCHITECT/ENGINEER.

The Project has been designed by the City of Casper 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 August 7, 2020, and ready for final payment in accordance with Article 14 of the General Conditions by August 14, 2020. Substantial Completion will be accepted once all utilities are installed and in working order, surfacing is replaced and the project site is returned to full normal vehicular and pedestrian traffic. 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. Contractor shall submit a comprehensive traffic control plan. No open excavations shall remain overnight.
- 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 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 Five Hundred Dollars (\$500.00) 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 Three Hundred Six Thousand Six Hundred Forty-Three and 00/100 Dollars (\$306,643.00), 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 for the Base Bid (the Bid Schedule has been adjusted to include Schedule A Bid Items 1, 5 through 20; Schedule B Bid Items 1, 2, 4, 6 through 8) and Alternate Bid (Alternate Bid Schedule Items A1 and A2 of the Alternate Bid Schedule) contained in the Bid Form and Itemized Bid Schedule, included as Exhibit "A" (pages BF-1 through BF-4 of the Bid Form and BS-1 through BS-4 of the Bid Schedule).

#### 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 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.
- 8.1 Exhibit "A" - Bid Form (BF-1 through BF-4 of the Bid Form and BS-1 through BS-4 of the Bid Schedule. The Bid Schedule has been adjusted to include Schedule A Bid Items 1, 5 through 20; Schedule B Bid Items 1, 2, 4, 6 through 8; and Alternate Bid Schedule Items A1 and A2 of the Alternate Bid Schedule).
- 8.2 Addenda No.: Addendum No. 1, Addendum No. 2, Addendum No. 3, Addendum No. 4.
- 8.3 Performance and Payment Bonds.
- 8.4 Certificates of Insurance, of Workers' Compensation Coverage, and of Unemployment Insurance Coverage.
- 8.5 General Conditions (Pages 00700-1 to 00700-42, inclusive).
- 8.6 Supplementary Conditions (Pages SC-1 to SC-16, inclusive).
- 8.7 General Requirements, consisting of nine (9) sections. Special Provisions consisting of six (6) Sections and fourteen (14) Drawing "Sheets".
- 8.8 Notice of Award.
- 8.9 Notice to Proceed.
- 8.10 Minutes of the Pre-Bid Conference, if any.
- 8.11 Contract Drawings, with each sheet bearing the following general title:

**Hogadon Parking Lot, Project No. 17-052**

- 8.12 Shop Drawings and other Submittals furnished by Contractor during performance of the Work and accepted by the Owner.
- 8.13 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.
- 8.14 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 18<sup>th</sup> day of February, 2020.

\*\*\*\*\*THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK\*\*\*\*\*

APPROVED AS TO FORM:  
(Hogadon Parking Lot, Project No. 17-052)

Walter T. Smith

ATTEST:

CONTRACTOR:

JTL Group, Inc. dba Knife River

By: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

ATTEST:

OWNER:  
CITY OF CASPER, WYOMING  
A Municipal Corporation

By: \_\_\_\_\_

By: \_\_\_\_\_

Fleur Tremel

Steven K. Freel

Title: City Clerk

Title: Mayor

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

PROJECT IDENTIFICATION: City of Casper  
Hogadon Parking Lot, Project No. 17-052  
Project No. 17-052

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 August 7, 2020 as specified or indicated in the Bidding Documents for the Contract Price, and completed and ready for final payment not later than by August 14, 2020, 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>01-17-2020</u>
Addendum No. <u>2</u>	Dated <u>01-20-2020</u>
Addendum No. <u>3</u>	Dated <u>01-23-2020</u>
	Dated <u>01-27-2020</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 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: \$ 402,378.00

TOTAL BASE BID, IN WORDS: Four Hundred Two Thousand Three Hundred Seventy Eight <sup>00</sup>/<sub>100</sub> 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:

PO Box 730  
Casper, WY. 82602

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 January 28<sup>th</sup>, 2020.

BF-2

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: JTL Group Inc. (seal)  
(Corporation's or Limited Liability Company's Name)

Wyoming  
(State of Incorporation or Organization)

By: Mike Haynes (seal)  
Mike Haynes / Vice President / GM  
(Title)

(Seal)

Attest: [Signature]

Business Address: PO Box 730  
Casper, WY 82602

Phone Number: (307) 237-9346

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.)

BF-4

Hogadon Parking Lot  
Project No. 17-052  
BID SCHEDULE A - Parking Lot

NO.	DESCRIPTION	UNIT	QUANTITY	UNIT COST (In numerals)	Total Cost
1	Mobilization and Bonds	LS	1	\$ 17,000.00	\$ 17,000.00
2	F&I Parking Lot Asphalt Pavement Section (4" Pavement/6" W Base)	SY	5140	\$ 33.50	\$ 172,140.00
3	F&I Alignment 1 Asphalt Pavement Section (4" Pavement/6" W Base)	SY	1550	\$ 34.00	\$ 52,700.00
4	F&I Alignments 2 and 3 Asphalt Pavement Section (4" Pavement/6" W Base)	SY	680	\$ 34.00	\$ 23,120.00
5	Pavement Striping	LF	2480	\$ .60	\$ 1488.00
6	Sub-Excavate and Install Foundation Material	CY	10	\$ 62.00	\$ 620.00
7	F&I TYPE A CG Over 4" W Base	LF	250	\$ 40.00	\$ 10,000.00
8	F&I Standard 5' Sidewalk Over 4" W Base	LF	100	\$ 57.00	\$ 5,700.00
9	F&I ADA Truncated Dome Mats	EA	2	\$ 110.00	\$ 220.00
10	F&I VG Over 4" W Base	SF	950	\$ 10.00	\$ 9,500.00
11	F&I Flowfill Encasement	CY	5	\$ 130.00	\$ 650.00

12	F&I 18-inch PVC Storm Sewer from Sta 0+00 to Sta 1+05	LF	110	\$ 74.00	\$ 8,140.00
13	F&I CB (Depths Vary) and Concrete Apron	EA	2	\$ 5,400.00	\$ 10,800.00
14	R&R Concrete Diamond and Cleanout Box/Lid/Riser Extension	EA	9	\$ 1,600.00	\$ 14,400.00
15	F&I 10'x8'x4' Outfall Rock Apron with Filter Fabric	EA	2	\$ 1,450.00	\$ 2,900.00
16	Remove Ex. Concrete Stair and F&I Concrete Ramp	LS	1	\$ 4,200.00	\$ 4,200.00
17	Erosion and Sedimentation Control	LS	1	\$ 2,150.00	\$ 2,150.00
18	Contractor Asphalt Testing	LS	1	\$ 4,400.00	\$ 4,400.00
19	F&I Concrete Bollards	EA	4	\$ 1,300.00	\$ 5,200.00
20	Ex. Subsurface Rock/Boulder Removal and Moving/Hauling and Ex. Rock/Boulder Barrier Moving/Hauling	LS	1	\$ 1,460.00	\$ 1,460.00
21	Force Account	LS	1	\$5,000.00	\$ 5,000.00

SUBTOTAL Bid Schedule A - Parking Lot					\$ 351,838.00
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Hogaden Parking Lot  
Project No. 17-052  
BID SCHEDULE B - Storm Sewer

NO.	DESCRIPTION	UNIT	QUANTITY	UNIT COST (in numerals)	Total Cost
1	Mobilization and Bonds	LS	1	\$8,700.00	\$8,700.00
2	F&I Flowfill Encasement	CY	5	\$110.00	\$550.00
3	F&I 18-inch PVC Storm Sewer from Sta 1+05 to Sta 4+28	LF	330	\$48.00	\$15,840.00
4	F&I 18-inch PVC Storm Sewer from Sta 4+29 to Sta 4+75	LF	50	\$90.00	\$4,500.00
5	F&I MH 1 (48" Dia.)	LS	1	\$5,100.00	\$5,100.00
6	F&I MH 2 (48" Dia.)	LS	1	\$5,300.00	\$5,300.00
7	F&I 10'x8'x4' Outfall Rock Apron with Filter Fabric	EA	2	\$1,700.00	\$3,400.00
8	Erosion and Sedimentation Control	LS	1	\$2,150.00	\$2,150.00
9	Force Account	LS	1	\$5,000.00	\$5,000.00

SUBTOTAL Bid Schedule B - Storm Sewer	\$50,540.00
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TOTAL Base Bid (Bid Schedule B - Storm Sewer + Bid Schedule A - Parking Lot)	\$402,378.00
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Hogadon Parking Lot  
Project No. 17-052  
ALTERNATE BID SCHEDULE - PCCP Partial Parking Lot

NO.	DESCRIPTION	UNIT	QUANTITY	UNIT COST (in numerals)	Total Cost
A1	F&I Parking Lot PCCP Section (8" Pavement/6" W Base)	SY	490	\$ 56.00	\$ 27,440.00
A2	<sup>CB</sup> F&I Parking Lot Asphalt Pavement Section (4" Pavement/6" W Base) <del>including Alternate Bid Schedule Item A1</del>	SY	4650	\$ 33.50	\$ 155,775.00
TOTAL ALTERNATE BID SCHEDULE					\$ 183,215.00

RESOLUTION NO.20-39

A RESOLUTION AUTHORIZING AN AGREEMENT WITH JTL GROUP, INC. DBA KNIFE RIVER, FOR HOGADON PARKING LOT, PROJECT NO. 17-052.

WHEREAS, the City of Casper desires to install a paved parking lot for the Hogadon Ski Basin; and,

WHEREAS, JTL Group, Inc. dba Knife River (Knife River) is able and willing to provide those services specified as the Hogadon Parking Lot, Project No. 17-052; 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 Knife River, for those services, in the amount of Three Hundred Six Thousand Six Hundred Forty-Three and 00/100 Dollars (\$306,643.00).

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 Three Hundred Six Thousand Six Hundred Forty-Three and 00/100 Dollars (\$306,643.00), and Twenty Thousand Three Hundred Fifty-Seven and 00/100 Dollars (\$20,357.00) for a construction contingency account, for a total price of Three Hundred Twenty Seven Thousand and 00/100 Dollars (\$327,000.00).

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.

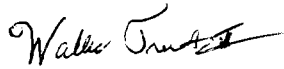
PASSED, APPROVED, AND ADOPTED this 18<sup>th</sup> day of February, 2020.

APPROVED AS TO FORM:

Resolution - Knife River  
Hogadon Parking Lot  
Project No. 17-052



(Hogadon Parking Lot, Project No. 17-052)





ATTEST:

CITY OF CASPER, WYOMING  
A Municipal Corporation

\_\_\_\_\_  
Fleur Tremel  
City Clerk

\_\_\_\_\_  
Steven K. Freel  
Mayor

February 5, 2020

MEMO TO: J. Carter Napier, City Manager   
FROM: Liz Becher, Community Development Director   
M. Jeremy Yates, MPO Supervisor  
Denyse Wyskup, Regional GIS Administrator  
SUBJECT: Geographic Information System 2020 Aerial Mapping Update Contract

Meeting Type & Date:

Regular Council Meeting, February 18, 2020.

Action Type:

Resolution

Recommendation:

That Council, by resolution, approve the City of Casper's Contract for Professional Services with Fugro USA Land, Inc., a firm based in Rapid City, South Dakota, for the Geographic Information System 2020 Aerial Mapping Update, in an amount not to exceed \$69,627.31.

Summary:

The Casper Area Metropolitan Planning Organization (MPO) is composed of the City of Casper, the Towns of Bar Nunn, Evansville, and Mills, and Natrona County. The MPO updates the aerial imagery every five (5) years. Natrona County is partnering with the MPO on this project which will provide an updated base map layer for the use of MPO, City, County, and other area local governments as well as private sector use on the Geosmart website.

A Request for Proposals (RFP) was released on November 1, 2019. Eleven (11) consulting firms responded with proposals by the December 6, 2019 deadline. Proposals were reviewed on December 18, 2019 by a flight sub-committee and interviews were held on January 16, 2020.

The committee selected Fugro USA Land, Inc., to complete the Geographic Information System 2020 Aerial Mapping Update based on the quality of the initial proposal, qualifications of proposed staff, and strong understanding of the flight project. The proposed project is expected to be complete by November 30, 2020.

Financial Considerations:

The proposed contract shall not exceed \$69,627.31. Funding for this project comes from the Casper Area Metropolitan Planning Organization (MPO), including federal monies and contributions from member agencies. The Casper Area Metropolitan Planning Organization Policy Committee approved the funding of \$95,000 of MPO Programs and Projects funds from the federal Consolidated Planning Grant for this project on March 14, 2019.

Oversight/Project Responsibility:

M. Jeremy Yates, MPO Supervisor  
Denyse Wyskup, Regional GIS Administrator, has been tasked with overseeing this project.

Attachments:

Resolution, Contract for Professional Services

## CONTRACT FOR PROFESSIONAL SERVICES

### PART I - AGREEMENT

This Contract for Professional Services ("Contract") is entered into on this 18<sup>th</sup> day of February, 2020, 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. Fugro USA Land, Inc., 4350 Airport Road, Rapid City, SD 57703 ("Consultant").

Throughout this document, the City and the Consultant may be collectively referred to as the "parties."  
This

### RECITALS

A. Pursuant to this Contract, Owner, the City is undertaking professional services for the Geographic Information System 2020 Aerial Mapping Update, hereinafter referred to as the "Project".

B. The City desires to retain the Consultant to render certain technical and professional services to complete the necessary work for the Project.

C. The Consultant represents that it is ready, willing, and able to provide the professional services to the City as required by this Contract.

D. The City desires to retain the Consultant 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 Consultant shall perform the Geographic Information System 2020 Aerial Mapping update as follows:

Subject to the subcontractor limitations of Part II, paragraph 10 of this Agreement, the Consultant agrees to perform, directly or by association with such other consultants or contractors as it may deem necessary to further the interest of the City, the Services as set forth in Exhibit "A" (Scope of Services).

2. TIME OF PERFORMANCE:

A. The Consultant agrees to begin work on the Project following receipt of this fully executed Agreement from the City.

B. The Study shall be completed on or before November 30, 2020.

C. In the event that additional work results from an amendment, change request or force majeure events prevent completion of the services to be performed under this Agreement in the times specified, the City shall grant a time extension for any or all parts of the work, provided that written application is made by the Consultant to the City within ten (10) days after any such additional work, change request, or force majeure events are identified.

3. COMPENSATION:

In consideration of the performance of services rendered under this Contract, the Consultant shall be compensated for services performed in accordance with this Contract, not to exceed a fee of Sixty-Nine Thousand Six Hundred Twenty-Seven Dollars and Thirty-One Cents (\$69,627.31). Consultant's hourly rates used as a basis for payment mean salaries and wages (basic and incentive) paid to all Consultant's personnel engaged directly on the Project, including, but not limited to, engineers, architects, surveyors, designers, draftsmen, specification writers, estimators, other technical and business personnel; plus the total cost of customary and statutory benefits, overhead, and fee (profit).

Invoices shall be accepted on a monthly basis for services provided in the prior month. It is understood that Owner will retain ten percent (10%) of total Project cost, or Six Thousand Nine Hundred Sixty-Two Dollars and Seventy-Three Cents (\$6,962.73), until the Community Development Director provides written notice of final acceptance of the Project.

4. METHOD OF PAYMENT:

Payment will be made following completion of the terms set forth herein and receipt of an itemized invoice, certified under penalty of perjury, from the Consultant for services rendered in conformance with the Agreement, and following approval by the Casper City Council. The invoice for payment must specify the correct amount due; that the Consultant has performed the services rendered under this Agreement, in conformance with the Agreement, and that it is entitled to receive the amount requested under the terms of the Agreement. Invoices will be payable within forty-five (45) days of receipt or Owner shall pay interest from the forty-fifth day at the rate of one and one-half percent (1.5%) per month on the unpaid balance until the account is paid in full, unless a good faith dispute exists as to the agency's obligation to pay all or a portion of the account.

If amounts owed by the Consultant 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 Consultant pursuant to this Agreement.

5. TERMS AND CONDITIONS:

This Agreement is subject to and incorporates the provisions attached hereto as PART II - GENERAL TERMS AND CONDITIONS. The following additional Exhibits, as attached hereto are incorporated herein at this point as if fully set forth as part of this Contract:

Exhibit A: Scope of Services

Exhibit B: MPO Policy Committee Approval

Exhibit C: Notice to Consultant Compliance with Title VI of the Civil Rights Act of 1984 for Federal Aid Projects

Exhibit D: Certification of Consultant

Exhibit E: Certification of AGENT

Exhibit F: Certification of Suspension or Debarment

6. EXTENT OF AGREEMENT:

This Contract represents the entire and integrated Contract between the City and the Consultant, and supersedes all prior negotiations, representations, or agreements, either written or oral. This Agreement may be amended only by written instrument signed by the City and Consultant with the prior written approval of the City.

IN WITNESS WHEREOF, the City and the Consultant have executed this Agreement as of the date first above written.

APPROVED AS TO FORM:

Wallis Tremel

ATTEST:

CITY OF CASPER, WYOMING  
A Municipal Corporation, as AGENT:

Fleur Tremel  
City Clerk

Steven K. Freel  
Mayor

**WITNESS:**

**By:** \_\_\_\_\_

**Printed name:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Fugro USA Land, Inc., as Consultant:**

**By:**  \_\_\_\_\_

**Printed name:** Dave White

**Title:** Regional Manager, Land and Property

CONTRACT FOR PROFESSIONAL SERVICES  
PART II - GENERAL TERMS AND CONDITIONS

- A. **Assumption of Risk.** The Consultant shall assume the risk of any loss of state or federal funding, either administrative or program dollars, due to the Consultant's failure to comply with state or federal requirements. Owner shall notify the Consultant of any state or federal determination of noncompliance.
- B. **Conflict of Interest.** Per 2 CFR 200.112, the Consultant must disclose in writing any potential conflict of interest to Owner including financial or other personal interests.
- C. **Environmental Policy Acts.** The Consultant agrees all activities under this Agreement will comply with the Clean Air Act, the Clean Water Act, the National Environmental Policy Act, and other related provisions of federal environmental protection laws, rules or regulations.
- D. **Human Trafficking.** As required by 22 U.S.C. § 7104(g) and 2 CFR Part 175, this Agreement may be terminated without penalty if a private entity that receives funds under this Agreement:
- a. Engages in severe forms of trafficking in persons during the period of time that the award is in effect;
  - b. Procures a commercial sex act during the period of time that the award is in effect;  
or
  - c. Uses forced labor in the performance of the award or subawards under the award.
- E. **Kickbacks.** The Consultant certifies and warrants that no gratuities, kickbacks, or contingency fees were paid in connection with this Agreement, nor were any fees, commissions, gifts, or other considerations made contingent upon the award of this Agreement. If Consultant breaches or violates this warranty, the Owner may, at its discretion, terminate this Agreement without liability to the Owner, or deduct from the agreed upon price or consideration, or otherwise recover, the full amount of any gratuity, kickback, commission, percentage, brokerage, or contingency fee.
- F. **Limitations on Lobbying Activities.** By signing this Agreement, the Consultant certifies and agrees that, in accordance with P.L. 101-121, payments made from a federal grant shall not be utilized by the Consultant or its subcontractors in connection with lobbying member(s) of Congress, or any federal agency in connection with the award of a federal grant, contract, cooperative agreement, or loan.

- G. **Mandatory Disclosures.** Per 2 CFR 200.113, the Consultant must disclose, in a timely manner, in writing to the Owner, all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting this award. Failure to make required disclosures can result in remedies for noncompliance including suspension or debarment.
- H. **Monitoring Activities.** The Owner shall have the right to monitor all activities related to this Agreement that are performed by the Consultant or its subcontractors. This shall include, but not be limited to, the right to make site inspections at any time and with reasonable notice; to bring experts and consultants on site to examine or evaluate completed work or work in progress; to examine the books, ledgers, documents, papers, and records pertinent to this Agreement; and, to observe personnel in every phase of performance of the related work.
- I. **Nondiscrimination.** The Consultant shall comply with the Civil Rights Act of 1964, the Wyoming Fair Employment Practices Act (Wyo. Stat. § 27-9-105, *et seq.*), the Americans with Disabilities Act (ADA), 42 U.S.C. § 12101, *et seq.*, and the Age Discrimination Act of 1975 and any properly promulgated rules and regulations thereto and shall not discriminate against any individual on the grounds of age, sex, color, race, religion, national origin, or disability in connection with the performance under this Agreement.
- J. **No Finder's Fees.** No finder's fee, employment agency fee, or other such fee related to the procurement of this Agreement, shall be paid by either party.
- K. **Publicity.** Any publicity given to the program or services provided herein, including, but not limited to, notices, information, pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Consultant and related to the services and work to be performed under this Agreement, shall identify the Owner as the sponsoring agency and shall not be released without prior written approval of the Owner.
- L. **Suspension and Debarment.** By signing this Agreement, the Consultant certifies that neither it nor its principals/agents are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction or from receiving federal financial or nonfinancial assistance, nor are any of the participants involved in the execution of this Agreement suspended, debarred, or voluntarily excluded by any federal department or agency in accordance with Executive Order 12549 (Debarment and Suspension), 44 CFR Part 17, or 2 CFR Part 180, or are on the debarred, or otherwise ineligible, vendors lists maintained by the federal government. Further, the Consultant agrees to notify the Owner by certified mail should it or any of its principals/agents become ineligible for payment, debarred, suspended, or voluntarily excluded from receiving federal funds during the term of this Agreement.



- M. **Administration of Federal Funds.** The Consultant agrees its use of the funds awarded herein is subject to the Uniform Administrative Requirements of 2 CFR Part 200, *et seq.*; any additional requirements set forth by the federal funding agency; all applicable regulations published in the Code of Federal Regulations; and other program guidance as provided to it by the Owner.
- N. **Copyright License and Patent Rights.** The Consultant acknowledges that federal grantor, the State of Wyoming, and the Owner reserve a royalty-free, nonexclusive, unlimited, and irrevocable license to reproduce, publish, or otherwise use, and to authorize others to use, for federal and state government purposes: (1) the copyright in any work developed under this Agreement; and (2) any rights of copyright to which the Consultant purchases ownership using funds awarded under this Agreement. The Consultant must consult with the Owner regarding any patent rights that arise from, or are purchased with, funds awarded under this Agreement.
- O. **Federal Audit Requirements.** The Consultant agrees that if it expends an aggregate amount of seven hundred fifty thousand dollars (\$750,000.00) or more in federal funds during its fiscal year, it must undergo an organization-wide financial and compliance single audit. The Consultant agrees to comply with the audit requirements of the U.S. General Accounting Office Government Auditing Standards and Audit Requirements of 2 CFR Part 200, Subpart F. If findings are made which cover any part of this Grant, the Consultant shall provide one (1) copy of the audit report to the Owner and require the release of the audit report by its auditor be held until adjusting entries are disclosed and made to the Owner's records.
- P. **Non-Supplanting Certification.** The Consultant hereby affirms that federal grant funds shall be used to supplement existing funds, and shall not replace (supplant) funds that have been appropriated for the same purpose. The Consultant should be able to document that any reduction in non-federal resources occurred for reasons other than the receipt or expected receipt of federal funds under this Agreement.
- Q. **Program Income.** The Consultant shall not deposit grant funds in an interest bearing account without prior approval of the Owner. Any income attributable to the grant funds distributed under this Agreement must be used to increase the scope of the program or returned to Owner.
- R. **Amendments.** Any changes, modifications, revisions, or amendments to this Agreement which are mutually agreed upon by the parties to this Agreement shall be incorporated by written instrument, executed and signed by all parties to this Agreement.
- S. **Applicable Law, Rules of Construction, and Venue.** The construction, interpretation, and enforcement of this Agreement shall be governed by the laws of the State of Wyoming, without regard to conflicts of law principles. The terms "hereof,"

“hereunder,” “herein,” and words of similar import, are intended to refer to this Agreement as a whole and not to any particular provision or part. The Courts of the State of Wyoming shall have jurisdiction over this Agreement and the parties. The venue shall be the First Judicial District, Laramie County, Wyoming if the State of Wyoming is a named or joined party, otherwise venue shall be 7th Judicial District, Natrona County, Wyoming.

- T. **Assignment/Agreement Not Used as Collateral.** Neither party shall assign or otherwise transfer any of the rights or delegate any of the duties set out in this Agreement without the prior written consent of the other party. The Consultant shall not use this Agreement, or any portion thereof, for collateral for any financial obligation without the prior written permission of the Owner.
- U. **Audit/Access to Records.** The Owner and its representatives shall have access to any books, documents, papers, electronic data, and records of the Consultant which are pertinent to this Agreement. The Consultant shall immediately, upon receiving written instruction from the Owner, provide to any independent auditor or accountant all books, documents, papers, electronic data, and records of the Consultant which are pertinent to this Agreement. The Consultant shall cooperate fully with any such independent auditor or accountant during the entire course of any audit authorized by the Owner.
- V. **Availability of Funds.** Each payment obligation of the Owner is conditioned upon the availability of government funds which are appropriated or allocated for the payment of this obligation and which may be limited for any reason including, but not limited to, congressional, legislative, gubernatorial, or administrative action. If funds are not allocated and available for continued performance of the Agreement, the Agreement may be terminated by the Owner at the end of the period for which the funds are available. The Owner shall notify the Consultant at the earliest possible time of the services which will or may be affected by a shortage of funds. No penalty shall accrue to the Owner in the event this provision is exercised, and the Owner shall not be obligated or liable for any future payments due or for any damages as a result of termination under this section.
- W. **Award of Related Agreements.** The Owner may award supplemental or successor Agreements for work related to this Agreement. The Consultant shall cooperate fully with other contractors and the Owner in all such cases.
- X. **Certificate of Good Standing.** The Consultant shall provide to the Owner a Certificate of Good Standing verifying compliance with all applicable unemployment insurance and workers’ compensation programs before and during performance of work under this Agreement, if applicable.

- Y. **Compliance with Laws.** The Consultant shall keep informed of and comply with all applicable federal, state, and local laws and regulations, and all federal grant requirements and executive orders in the performance of this Agreement.
- Z. **Confidentiality of Information.** All documents, data compilations, reports, computer programs, photographs, data, and other work provided to or produced by the Consultant in the performance of this Agreement shall be kept confidential by the Consultant unless written permission is granted by the Owner for its release. If and when the Consultant receives a request for information subject to this Agreement, the Consultant shall notify the Owner within ten (10) days of such request and shall not release such information to a third party unless directed to do so by the Owner, or a court of competent jurisdiction.
- AA. **Entirety of Agreement.** This Agreement, consisting of sixteen (16) pages; Exhibit A, Scope of Services, Project Budget, and Project Schedule, consisting of nine (9) pages; Exhibit B, MPO Policy Committee Approval, consisting of one (1) page; Exhibit C, Notice to Contractor – Compliance with Title VI of the Civil Rights Act of 1984 for Federal-Aid Contracts, consisting of two (2) pages; Exhibit D, Certification of Contractor, consisting of one (1) page; Exhibit E, Certificate of Agent, consisting of one (1) page; and Exhibit F, Certification of Suspension or Debarment, consisting of one (1) page, represents the entire and integrated Agreement between the parties and supersedes all prior negotiations, representations, and agreements, whether written or oral. In the event of a conflict or inconsistency between the language of this Agreement and the language of any attachment or document incorporated by reference, the language of this Agreement shall control.
- BB. **Ethics.** The Consultant shall keep informed of and comply with the Wyoming Ethics and Disclosure Act (Wyo. Stat. § 9-13-101, *et seq.*) and any and all ethical standards governing the Consultant's profession.
- CC. **Extensions.** Nothing in this Agreement shall be interpreted or deemed to create an expectation that this Agreement will be extended beyond the term described herein. Any extension of this Agreement shall be initiated by the Owner and shall be accomplished through a written amendment between the parties entered into before the expiration of the original Agreement or any valid amendment thereto, and shall be effective only after it is reduced to writing and executed by all parties to the Agreement.
- DD. **Force Majeure.** Neither party shall be liable for failure to perform under this Agreement if such failure to perform arises out of causes beyond the control and without the fault or negligence of the nonperforming party. Such causes may include, but are not limited to, acts of God or the public enemy, fires, floods, epidemics, quarantine restrictions, freight embargoes, and unusually severe weather. This provision shall become effective only if the party failing to perform immediately notifies the other party of the extent and nature

of the problem, limits delay in performance to that required by the event, and takes all reasonable steps to minimize delays.

- EE. **Indemnification.** The Consultant shall release, indemnify, and hold harmless the Owner and the State of Wyoming, and their officers, agents, employees, successors, and assignees from any and all claims, lawsuits, losses, and liability arising out of the Consultant's failure to perform any of the Consultant's duties and obligations hereunder or in connection with the negligent performance of the Consultant's duties or obligations, including, but not limited to, any claims, lawsuits, losses, or liability arising out of the Consultant's negligence or other tortious conduct.
- FF. **Independent Contractor.** The Consultant shall function as an independent contractor for the purposes of this Agreement and shall not be considered an employee of the Owner and the State of Wyoming for any purpose. Consistent with the express terms of this Agreement, the Consultant shall be free from control or direction over the details of the performance of services under this Agreement. The Consultant shall assume sole responsibility for any debts or liabilities that may be incurred by the Consultant in fulfilling the terms of this Agreement and shall be solely responsible for the payment of all federal, state, and local taxes which may accrue because of this Agreement. Nothing in this Agreement shall be interpreted as authorizing the Consultant or its agents or employees to act as an agent or representative for or on behalf of the Owner and the State of Wyoming or to incur any obligation of any kind on the behalf of the Owner and the State of Wyoming. The Consultant agrees that no health/hospitalization benefits, workers' compensation, unemployment insurance, or similar benefits available to State of Wyoming employees will inure to the benefit of the Consultant or the Consultant's agents or employees as a result of this Agreement.
- GG. **Notices.** All notices arising out of, or from, the provisions of this Agreement shall be in writing either by regular mail or delivery in person at the addresses provided under this Agreement.
- HH. **Notice of Sale or Transfer.** The Consultant shall provide the Owner with notice of any sale, transfer, merger, or consolidation of the assets of the Consultant. Such notice shall be provided in accordance with the notices provision of this Agreement and, when possible and lawful, in advance of the transaction. If the Owner determines that the sale, transfer, merger, or consolidation is not consistent with the continued satisfactory performance of the Consultant's obligations under this Agreement, then the Owner may, at its discretion, terminate or renegotiate the Agreement.
- II. **Ownership and Destruction of Documents/Information.** The Owner owns all documents, data compilations, reports, computer programs, photographs, data, and other work provided to or produced by the Consultant in the performance of this Agreement. Upon termination of services, for any reason, the Consultant agrees to return all such

original and derivative information/documents to the Owner in a useable format. In the case of electronic transmission, such transmission shall be secured. The return of information by any other means shall be by a parcel service that utilizes tracking numbers. Upon the Owner's verified receipt of such information, the Consultant agrees to physically and electronically destroy any residual Owner-owned data, regardless of format, and any other storage media or areas containing such information. The Consultant agrees to provide written notice to the Owner confirming the destruction of any such residual Owner-owned data.

- JJ. **Patent or Copyright Protection.** The Consultant recognizes that certain proprietary matters or techniques may be subject to patent, trademark, copyright, license, or other similar restrictions, and warrants that no work performed by the Consultant or its subcontractors will violate any such restriction. The Consultant shall defend and indemnify the Owner for any violation or alleged violation of such patent, trademark, copyright, license, or other restrictions.
- KK. **Prior Approval.** This Agreement shall not be binding upon either party, no services shall be performed, and the Wyoming State Auditor shall not draw warrants for payment, until this Agreement has been fully executed, approved as to form by the Office of the Attorney General, filed with and approved by A&I Procurement, and approved by the Governor of the State of Wyoming, or his designee, if required by Wyo. Stat. § 9-2-1016(b)(iv).
- LL. **Proof of Insurance.** The Consultant shall not commence work under this Agreement until it has obtained all the insurance required by the Owner and the State of Wyoming and such insurance has been approved by the Owner and the State of Wyoming. Approval of insurance by the Owner and the State of Wyoming shall not relieve or decrease the liability of the Consultant. The Consultant shall file a Certificate of Insurance with the Owner verifying each type of coverage required.
- a. **Workers' Compensation and Employer's Liability Insurance.** The Consultant shall provide the Owner with a Certificate of Good Standing or other proof of workers' compensation coverage for all its employees who are to work on the project described in this Agreement. The Consultant's coverage shall be under the Wyoming Department of Workforce Services' workers' compensation program if statutorily required or such other private workers' compensation insurance, as appropriate. Non-Wyoming Consultant's insurance coverage shall also include Employer's Liability "Stop Gap" coverage, in an amount not less than five hundred thousand dollars (\$500,000.00) per employee for each accident and disease. The Consultant shall also supply proof of workers' compensation and employers' liability insurance, if required, for each and every subcontractor prior to allowing that subcontractor on the job site.

- b. Commercial General Liability Insurance. The Consultant shall provide commercial general liability insurance coverage, during the entire term of this Agreement, against claims arising out of bodily injury, death, damage to or destruction of the property of others, including loss of use thereof, and including underground collapse and explosion, and products and completed operations, in an amount not less than five hundred thousand dollars (\$500,000.00) per occurrence and one million dollars (\$1,000,000.00) general aggregate.
- c. Business Automobile Liability Insurance. The Consultant shall maintain during the entire term of this Agreement automobile liability insurance in an amount not less than five hundred thousand dollars (\$500,000.00) per occurrence.
- d. Unemployment Insurance. The Consultant shall be duly registered with the Department of Workforce Services and obtain such unemployment insurance coverage as required. Such coverage shall be maintained throughout the duration of this Agreement. The Consultant shall supply the Owner with a Certificate of Good Standing or other proof of unemployment insurance coverage for itself and each and every subcontractor prior to beginning work under this Agreement and at any time upon request of the Owner.
- e. Payment of Premiums and Notice of Revocation. All policies required under this Agreement shall be in effect for the duration of this Agreement. All policies shall be primary and not contributory. The Consultant shall pay the premiums on all insurance certificates which must include a clause stating that the insurance may not be revoked, canceled, amended, or allowed to lapse until the expiration of at least thirty (30) days advance written notice to the Owner.
- f. The Owner May Insure for Contractor. In case of a breach of any provision of this Section, the Owner or the State may, at the Owner's or State's option, purchase and maintain, at the expense of the Consultant, such insurance in the name of the Consultant, or subcontractor, as the Owner or the State may deem proper and may deduct the cost of taking out and maintaining such insurance from any sums which may be due or become due to the Consultant under this Agreement.
- g. The Owner's Right to Reject. The Owner reserves the right to reject a certificate of insurance if the Consultant's insurance company is widely regarded in the insurance industry as financially unstable.
- h. The Owner's Right to Contact Insurer. The Owner shall have the right to consult with the Consultant's insurance agent for disclosure of relevant policy information. Relevant information includes, but is not limited to:

- i. Exclusions from coverage;
- ii. Claims in progress which could significantly reduce the annual aggregate limit; and
- iii. Any applicable deductible amounts.

If the policy is a “claims made” policy instead of an “occurrence” policy, the information provided shall include, but not necessarily be limited to, retroactive dates and extended reporting periods or tails.

- i. Subcontractors. The insurance requirements set out above apply to all subcontractors. It is the Consultant’s responsibility to ensure that its subcontractors meet these insurance requirements. The Owner has the right to review the insurance certificates of any and all subcontractors used by the Consultant.

MM. **Severability.** Should any portion of this Agreement be judicially determined to be illegal or unenforceable, the remainder of the Agreement shall continue in full force and effect, and the parties may renegotiate the terms affected by the severance.

NN. **Sovereign Immunity and Limitations.** Pursuant to Wyo. Stat. § 1-39-101 *et seq.*, the State of Wyoming and the Owner expressly reserve sovereign and governmental immunity by entering into this Agreement and specifically retain all immunities and defenses available to them. The parties acknowledge that the State of Wyoming has sovereign immunity and only the Wyoming Legislature has the power to waive sovereign and governmental immunity. The parties further acknowledge that there are constitutional and statutory limitations on the authority of the Owner or the State of Wyoming and its agencies or instrumentalities to enter into certain terms and conditions supplied by the Consultant, including, but not limited to, the following: liability for damages; choice of law; conflicts of law; venue and forum-selection clauses; defense or control of litigation or settlement; liability for acts or omissions of third parties; payment of attorneys’ fees or costs; additional insured provisions; dispute resolution, including, but not limited to, arbitration; indemnification of another party; and confidentiality. Any such provisions in the Agreement, or in any attachments or documents incorporated by reference, will not be binding on the Owner or the State of Wyoming except to the extent authorized by the laws and Constitution of the State of Wyoming. Designations of venue, choice of law, enforcement actions, and similar provisions shall not be construed as a waiver of sovereign or governmental immunity. The parties agree that any ambiguity in this Agreement shall not be strictly construed, either against or for either party, except that any ambiguity as to sovereign immunity shall be construed in favor of sovereign or governmental immunity.

OO. **Taxes.** The Consultant shall pay all taxes and other such amounts required by federal, state, and local law, including, but not limited to, federal and social security taxes, workers' compensation, unemployment insurance, and sales taxes.

PP. **Termination of Agreement.** This Agreement may be terminated, without cause, by the Owner upon thirty (30) days' written notice. This Agreement may be terminated by the Owner immediately for cause if the Consultant fails to perform in accordance with the terms of this Agreement.

If at any time during the performance of this Agreement, in the opinion of the Owner, the work is not progressing satisfactorily or within the terms of this Agreement, then, at the discretion of the Owner and after written notice to the Consultant, the Owner may terminate this Agreement or any part of it. As of the termination date, the Consultant will be entitled to a pro rata payment for all work accomplished and accepted by the Owner; however, the Consultant shall be liable to the Owner for the entire cost of replacement services for the duration of the Agreement term.

QQ. **Third Party Beneficiary Rights.** The parties do not intend to create in any other individual or entity the status of third party beneficiary, and this Agreement shall not be construed so as to create such status. The rights, duties, and obligations contained in this Agreement shall operate only between the parties to this Agreement and shall inure solely to the benefit of the parties to this Agreement.

RR. **Time is of the Essence.** Time is of the essence in all provisions of this Agreement.

SS. **Titles Not Controlling.** Titles of sections and subsections are for reference only and shall not be used to construe the language in this Agreement.

TT. **Waiver.** The waiver of any breach of any term or condition in this Agreement shall not be deemed a waiver of any prior or subsequent breach. Failure to object to a breach shall not constitute a waiver.

UU. **Personnel.** The Consultant represents that it has, or will secure, all personnel required in performing the services under this Agreement. Such personnel shall not be employees of the City of Casper or the Casper Area Metropolitan Planning Organization. All of the services required hereunder shall be performed by the Consultant, or under its supervision, and all personnel engaged in the work shall be fully qualified. All personnel employed by Consultant shall be employed in conformity with applicable state or federal laws

VV. **Personnel Changes.** The City of Casper reserves the right to re-negotiate or terminate the Agreement if there is a change in 33% or more of the Consultant's key personnel or with any change with the Consultant's Project Manager. In addition, the City may remove



any key personnel from the Consultant's team if that person is deemed unsuitable or a hindrance to the cooperative completion of the project.

- WW. **Technical.** The Consultant shall provide a single point of contact to address technical issues and the distribution and receipt of data. Likewise, the City will provide a single technical contact to assure follow-through on deliverables. All GIS-based data will be disseminated and returned by Consultant in a standardized format (as defined by City IT Staff) that can easily be integrated with existing City of Casper data.
- XX. **Wyoming 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.*, and the Owner specifically reserve the right to assert any and all rights, immunities, and defenses it may have pursuant to the Wyoming Governmental Claims Act.
- YY. **Subconsultant.** The Consultant shall not employ any Subconsultant or Subcontractor to perform any services in the scope of this Project, unless said Subconsultant or Subcontractor is approved in writing by the Owner. Said Subconsultant shall be paid by the Consultant.
- ZZ. **Assignability.** The Consultant shall not assign any interest in this Agreement, and shall not transfer any interest in the same (whether by assignment or novation) without the prior written approval of the Owner: provided, however, that claims for money due or to become due the Consultant under this Agreement 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 Owner.
- AAA. **Equal Employment Opportunity.** In carrying out the program, the Consultant shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, or disability. The Consultant 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 Consultant shall post in conspicuous places, available to employees and applicants for employment, notices to be provided by the government setting forth the provisions of this nondiscrimination clause. The Consultant shall state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, or disability.

- BBB. **Ownership of Project Materials.** It is agreed that all finished or unfinished documents, data, studies, surveys, graphics, drawings, maps, models, photographs, films, duplicating plates, and reports prepared by the Consultant under this Agreement shall be considered the property of the Owner, and upon completion of the services to be performed, they will be turned over to the Owner provided that, in any case, the Consultant may, at no additional expense to the Owner, make and retain such additional copies thereof as Consultant 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 Consultant be released to any person, agency, corporation, or organization without the written consent of the Owner. Consultant shall not be liable for any modifications to documents prepared by Consultant which are made without its advice after delivery of such documents to Owner, nor shall Consultant be liable for their use by Owner without Consultant's consent in other projects.
- CCC. **Findings Confidential.** All reports, information, data, etc., given to or prepared, or assembled by the Consultant under this Agreement, shall be deemed confidential and none shall be made available to any individual or organization by the Consultant without the prior written consent of the Owner.
- DDD. **Governing Law.** This Agreement has been executed by the parties hereto on the day and year first above written and shall be governed by the laws of the State of Wyoming. The Consultant shall also comply with all applicable laws, ordinances, and codes of the federal, state, or local governments and shall not trespass on any public or private property in performing any of the work embraced by this Agreement.
- EEE. **Intent.** Consultant represents that it has read and agrees to the terms of this Agreement and further agrees that it is the intent of the parties that Consultant shall perform all of the services to be provided for the compensation set forth in this Agreement. Consultant also agrees that it is the specific intent of the parties, and a material condition of this Agreement, that it shall not be entitled to compensation for other services rendered unless specifically authorized by the Owner. Consultant agrees that it has made a careful examination of the services to be rendered, and that the Agreement price is adequate compensation for all the services to be rendered under the terms of this Agreement.
- FFF. **Pass Through Provisions.** Federal law requires the Consultant to include all relevant special provisions of this Agreement in every subcontract awarded over ten thousand dollars (\$10,000.00) so that such provisions are binding on each subcontractor.

EXHIBIT "A"  
SCOPE OF SERVICES

## Fugro Project Scope of Work



<b>Project Name:</b>	2020 Casper MPO GIS Aerial Mapping Update	<b>Project Manager:</b>	Rob Rombough
<b>Project Number:</b>	TBD	<b>Salesperson:</b>	Dave Holm
<b>Job Name:</b>	Casper MPO 3" Ortho	<b>Acquisition Dates:</b>	4/15/2020 to 5/30/2020 Depending on ground conditions
<b>Sensor:</b>	Leica ADS100	<b>Completion Date:</b>	11/30/2020
<b>Job Size:</b>	208 Square Miles		
<b>Collection Area:</b>	- 208 square miles in Casper, WY and surrounding areas		
<b>Horizontal Coordinate System:</b>	- NAD83 (2011) Wyoming State Plane East Central Zone in US Survey Feet		
<b>Vertical Coordinate System:</b>	- NAVD88 in US Survey Feet		
<b>Acquisition:</b>	- Data acquisition to occur between 4/15/2020 and 5/30/2020 depending on snow and vegetation conditions. Area to be flown after snow has melted and prior to leaf out conditions. Fugro will coordinate with the MPO POC to determine optimal flight window and will not mobilize until notice to proceed is issued by The MPO - Data will be acquired with a minimum sun angle of 30 degrees - Tilt on imagery will be less than 4 degrees - Relative tilt between images strips will be less than 6 degrees - Any 10 mile long flight line will have less than 2 degrees tilt on average - Entire project AOI will have less than 1 degree tilt on average - Sidelap minimum will be 15%; sidelap maximum will be 45% with an average of 20%-30% over entire flight line		
<b>Pilot Required:</b>	- Yes: Areas to be provided by The MPO		
<b>Ortho Data Format:</b>	- TIFF with TFW Files & MrSID Compressed Files - 4-Band, 8 bits per channel RGB/NIR - Tile scheme will be based on 2015 project tile layout		
<b>Image Quality:</b>	- All imagery will be radiometrically and geometrically corrected to adjacent flight lines - Imagery will be captured when the sky is free from clouds, cloud shadows, high overcast clouds causing low illumination, haze, fog, smoke or dust - Ground features will be free of excessive waters due to rain or snow. Other environmental factors causing non-manmade obstruction of the ground surface will be minimal - Imagery will be free from smear, blur, excessive glare or noise - Imagery will contain less than 5% cloud cover per uncompressed image tile and less than 5% of the entire project AOI. 5% includes both clouds and cloud shadows in the imagery - Imagery will be free from voids caused by cloud cover, instrument failure (<5%), instrument failure or water bodies resulting from flooding - Any imagery not meeting these specifications is subject to rejection by The MPO		

Fugro, Inc.

## Fugro Project Scope of Work



<b>Control</b>	- 9 Existing control points will be paneled prior to flight
<b>Metadata:</b>	- Project-level metadata in XML format. - Consistent with the FGDC Standards
<b>Horizontal Accuracy:</b>	ASPRS Positional Accuracy "Highest Quality Work" Standard for Digital Geospatial Data (Edition 1, Version 1.0- November, 2014) RMSE <sub>x</sub> & RMSE <sub>y</sub> ≤ 1-pixel (3 inches)
<b>Scale</b>	1"=50' Scale
<b>Deliverables</b>	
<b>Orthophotography</b>	<ul style="list-style-type: none"> <li>▪ 3" Pixel Resolution, 4-Band RGB/NIR Orthophotography in tiled TIF with TFW format and project-wide ortho mosaic in MrSID format</li> <li>▪ Reprojected 2010 and 2015 MrSID Mosaics (NAD2011 Wyoming State East Central Zone US Survey Feet)</li> <li>▪ Tile Index</li> </ul>
<b>Reports</b>	<ul style="list-style-type: none"> <li>▪ Biweekly Status Reports (Due every other Wednesday)</li> <li>▪ Final QC Report</li> <li>▪ FAAT Report</li> </ul>
<b>Metadata</b>	<ul style="list-style-type: none"> <li>▪ Project-Level FGDC-compliant metadata in .xml format</li> </ul>
<b>Control</b>	<ul style="list-style-type: none"> <li>▪ A shapefile and .xlm file of the existing control points used</li> </ul>

Fugro, Inc.

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## Fugro Project Scope of Work



Project Milestones	
1/21/2020	Delivery of Project Scope of Work
3/20/2020	Project Kickoff Meeting
4/15/2020 – 5/30/2020	Control Survey and Data Acquisition
7/10/2020	Delivery of Pilot Area for Review
10/17/2020	Delivery of Final Products For 3 <sup>rd</sup> Party QC Review
11/13/2020	Feedback & Callouts From 3 <sup>rd</sup> Party Review Delivered to Fugro
11/30/2020	Delivery of All Final Data
Every Other Wednesday	Biweekly Status Reports

### Detailed Project Schedule

Casper MPO AOI: 208 Square Miles - 3-inch, 4 band orthoimagery		Start Date	Due Date
<b>Contract Execution</b>		<b>2/18/2020</b>	<b>2/18/2020</b>
<b>Project Planning</b>		<b>2/19/2020</b>	<b>3/20/2020</b>
Flight plan, project plan and layout design		2/19/2020	2/28/2020
Flight plan, project plan and layout design delivery		3/2/2020	3/2/2020
Flight plan, project plan and layout approval by customer		3/3/2020	3/13/2020
Kickoff meeting		3/20/2020	3/20/2020
<b>Data Acquisition</b>		<b>4/15/2020</b>	<b>5/30/2020</b>
Ground control survey		4/15/2020	5/15/2020
Imagery data acquisition (weather/ground conditions dependent)		4/25/2020	5/30/2020
Raw imagery QC		4/29/2020	6/2/2020
Raw imagery delivery		6/29/2020	6/29/2020
<b>Data Processing</b>		<b>6/3/2020</b>	<b>8/31/2020</b>
GPS/IMU data processing		6/3/2020	6/5/2020
Aerotriangulation (FAAT)		6/8/2020	6/12/2020
Pilot production and delivery		6/15/2020	6/30/2020
Customer review of the pilot		7/1/2020	7/10/2020
Review customer pilot calls and apply corrections if necessary		7/13/2020	7/17/2020
Customer acceptance of the pilot		7/20/2020	7/20/2020
Finalize project schedule		7/21/2020	7/21/2020
Ortho DEM generation		7/22/2020	7/29/2020
Orthorectification and radiometric adjustment		7/30/2020	8/10/2020
Mosaic and ortho tiles creation		8/11/2020	8/31/2020
<b>Bi-weekly project status update</b>		bi-weekly	
<b>Project Delivery</b>		<b>9/3/2020</b>	<b>10/29/2020</b>
Ortho QC, MrSID mosaic generation, reports and metadata generation		9/3/2020	9/17/2020
Project delivery		9/18/2020	9/18/2020
Customer review		9/21/2020	10/16/2020
Review customer calls and corrections if necessary		10/19/2020	10/26/2020
Final ortho products delivery		10/29/2020	10/29/2020

Fugro, Inc.

EXHIBIT "B"

MPO POLICY COMMITTEE APPROVAL

WHEREAS, the Casper Area Metropolitan Planning Organization Policy Committee approved the MPO Unified Planning Work Program (UPWP) Budget on July 24, 2019 for the Geographic Information System 2020 Aerial Mapping Update; and,


WHEREAS, on January 16, 2020, the Consultant Selection Committee approved the hiring of Fugro USA Land, Inc. to complete the Geographic Information System 2020 Aerial Mapping Update.

WHEREAS, Fugro USA Land, Inc. is willing, available and qualified to perform said work.

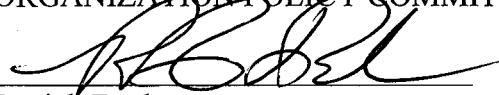
NOW, THEREFORE BE IT RESOLVED BY THE MPO POLICY COMMITTEE: That the City of Casper, as the agent of the MPO, is hereby directed to enter into an agreement with Fugro USA Land, Inc. to complete the Geographic Information System 2020 Aerial Mapping Update in accordance with the scope of work and schedule included in this Agreement, for an agreement amount not to exceed Sixty-Nine Thousand Six hundred Twenty-Seven Dollars and Thirty-one Cents (\$69,627.31).

PASSED AND APPROVED THIS 24th day of July, 2019.

ATTEST:

  
Liz Becher  
Community Development Director

CASPER AREA METROPOLITAN PLANNING  
ORGANIZATION POLICY COMMITTEE

  
Patrick Ford  
Chairman

## EXHIBIT "C"

### NOTICE TO CONSULTANT COMPLIANCE WITH TITLE VI OF THE CIVIL RIGHTS ACT OF 1984 FOR FEDERAL-AID CONTRACTS

During the performance of this Contract, Fugro USA Land, Inc. for itself, its assignees and successors in interest (hereinafter referred to as the Consultant), agrees as follows:

1. Compliance with Regulations.

The Consultant will comply with the Regulations of the Department of Transportation relative to nondiscrimination in federally-assisted programs of the Department of Transportation (Title 49, Code of Federal Regulations, Part 21, hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this contract.

2. Nondiscrimination.

The Consultant, with regard to the work performed by it after award and prior to completion of the Contract work, will not discriminate on the grounds of race, color, national origin, or disability in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The Consultant will not participate either directly or indirectly in the discrimination prohibited by any state or federal law including, but not limited to, Section 21.5 of the Regulations, including employment practices, when the contract covers a program set forth in Appendix B of the Regulations.

3. Solicitations for Subcontracts, Including Procurements of Materials and Equipment.

In all solicitations, either by competitive bidding or negotiation made by the Consultant for work to be performed under a subcontract, including procurements or materials or equipment, each potential subcontractor or supplier shall be notified by the Consultant of the Consultant's obligations under this Contract and the Regulations relative to nondiscrimination on the ground of race, color, or national origin.

4. Information and Reports.

The Consultant will provide all information and reports required by the Regulations, or orders and instructions issued pursuant thereto, and will permit access to its books, records, accounts, other sources of information and its facilities as may be determined by the MPO Policy Committee, WYDOT, or FHWA to be pertinent to ascertain compliance with such regulations, orders, and instructions. Where any information required of a Consultant is in the exclusive possession of another who fails or refuses to furnish this information, the Consultant shall so certify to the MPO Policy Committee, WYDOT, or FHWA as appropriate, and shall set forth what efforts it has made to obtain the information.



5. Sanctions for Noncompliance.

In the event of the Contractor's noncompliance with the nondiscrimination provisions of this contract, the MPO Policy Committee shall impose such contract sanctions as it or WYDOT or the FHWA may determine to be appropriate, including, but not limited to:

- A. Withholding of payments to the Contractor under the contract until the Contractor complies; and/or,
- B. Cancellation, termination, or suspension of the contract, in whole or in part.

6. Incorporation of Provisions.

The Consultant shall include the provisions of Paragraph 1 through 6 in every subcontract, including procurements of materials and leases of equipment, unless exempt by the regulations, order, or instructions issued pursuant thereto. The Consultant will take such action with respect to any subcontract or procurement as the MPO Policy Committee, WYDOT, or the FHWA may direct as a means of enforcing such provisions, including sanctions for noncompliance. Provided, however, that, in the event a Consultant becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the Consultant may request the United States to enter into such litigation to protect the interests of the United States.

EXHIBIT "D"

CERTIFICATION OF CONSULTANT

I hereby certify that I am the Regional Manager Land and Property, Americas and duly authorized representative of the firm of Fugro USA Land, Inc.; and that neither I nor the above firm I here represent has:

1. Employed or retained for a commission, percentage, brokerage fee, contingent fee, or other consideration, any firm or person (other than a bona fide employee working solely for me or the above Consultant) to solicit or secure this Agreement;
2. Agreed, as an express or implied condition for obtaining this Agreement, to employ or retain the services of any firm or person in connection with carrying out the Agreement; or,
3. Paid, or agreed to pay, to any firm, organization, or person (other than a bona fide employee working solely for me or the above Consultant) any fee, contribution, donation, or consideration of any kind for, or in connection with, procuring or carrying out the Agreement, except as here expressly stated (if any).

I acknowledge that this Certification is to be given to the Casper Area Metropolitan Planning Organization, and is subject to applicable state and federal laws, both criminal and civil.

13 February 2020

Date

  
Signature

Dave White

Printed Name

Regional Manager, Land and Property

Title

EXHIBIT "F"

CERTIFICATION OF  
SUSPENSION OR DEBARMENT

STATE OF Maryland )ss

COUNTY OF Frederick )ss

I, Dave White, being duly sworn on oath, certify that neither I, nor any person associated therewith in the capacity of Owner, partner, director, or officer is currently under suspension, debarment, voluntary exclusion, or determination of ineligibility by any state or federal agency; have been suspended, debarred, voluntarily excluded, or determined ineligible by any state or federal agency within the past three years; have a proposed debarment pending; and, nor have been indicted, convicted, or had a civil judgment rendered against (it) by a court of competent jurisdiction in any matter involving fraud or official misconduct within the past three years.

By: [Signature]

Regional Manager, Land and Property

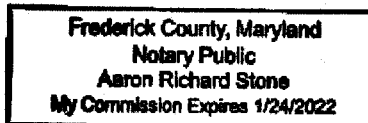
Title

Subscribed in my presence and sworn to before me this 13 day of February, 2020, by:

[Signature]

Notary Public

1/24/2022  
My Commission Expires



RESOLUTION NO. 20-40

A RESOLUTION AUTHORIZING A CONTRACT BETWEEN THE CASPER AREA METROPOLITAN PLANNING ORGANIZATION (MPO) AND FUGRO USA LAND, INC. FOR THE GEOGRAPHIC INFORMATION SYSTEM 2020 AERIAL MAPPING UPDATE IN AN AMOUNT OF SIXTY-NINE THOUSAND SIX HUNDRED TWENTY-SEVEN DOLLARS AND THIRTY-ONE CENTS (\$69,627.31).

WHEREAS, the City of Casper, Wyoming, the Towns of Evansville, Mills, and Bar Nunn, Wyoming, Natrona County, Wyoming, and the Wyoming Department of Transportation entered into an Agreement, dated April 13, 1983, to provide for the cooperative, comprehensive, and continuing (3-C) transportation planning for the area of Casper, Wyoming and its environs; and,

WHEREAS, the Casper Area Transportation Planning Process (hereinafter described as the "CATPP") acts as the Metropolitan Planning Organization (hereinafter referred to as the "MPO") for the Casper Urbanized Area for the distribution of Federal Aid Planning Funds; and,

WHEREAS, the parties of the CATPP appointed the City to enter into contracts for and on behalf of the CATPP and to further act as the CATPP's Fiscal Manager in an Agreement Amendment dated April 19, 2005; and,

WHEREAS, any contract entered into by the City on behalf of the CATPP requires the approval of a majority of the voting members of the Policy Committee prior to its execution and implementation by the City; and,

WHEREAS, the MPO Policy Committee approved the MPO Unified Planning Work Program (UPWP) Budget on July 24, 2019, for a Geographic Information System 2020 Aerial Mapping Update, not to exceed Ninety-Five Thousand Dollars (\$95,000); and,

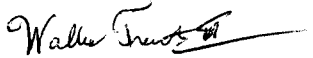
WHEREAS, the MPO released a request for proposal (RFP) for consulting groups that specialize in Geographic Information Services (GIS) aerial mapping update services on November 1, 2019; and,

WHEREAS, the Project Selection Committee selected Fugro USA Land, Inc. on January 16, 2020, to complete the Geographic information System 2020 Aerial Mapping Update; and,

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, a Contract for Professional Services between the MPO and Fugro USA Land, Inc. on behalf of the Casper Area Metropolitan Planning Organization in the amount of Sixty-Nine Thousand Six Hundred Twenty-Seven Dollars and Thirty-One Cents (\$69,627.31) for a Geographic Information System 2020 Aerial Mapping Update.

PASSED, APPROVED, AND ADOPTED on this 18<sup>th</sup> day of Feb., 2020.

APPROVED AS TO FORM:

  
\_\_\_\_\_


ATTEST:


CITY OF CASPER, WYOMING  
A Municipal Corporation

\_\_\_\_\_  
Fleur Tremel  
City Clerk

\_\_\_\_\_  
Steven K. Freel  
Mayor

February 5, 2020

MEMO TO: J. Carter Napier, City Manager 

FROM: Andrew Beamer, P.E., Public Services Director   
Terry Cottenor, Engineering Technician

SUBJECT: Rejection of Bids for the Casper Events Center Walk-In Cooler and Freezer Replacement, Project No 19-072.

Meeting Type & Date  
Regular Council Meeting  
February 18, 2020

Action type  
Minute Action

Recommendation  
That Council, by minute action, reject all bids received for the Casper Events Center Walk-In Cooler and Freezer Replacement, Project No 19-072.

Summary  
On Wednesday, January 29, 2020, three (3) bids were received for the Casper Events Center Walk-In Cooler and Freezer Replacement, Project No 19-072. The bids received for this work are as follows:

<u>CONTRACTOR</u>	<u>BUSINESS LOCATION</u>	<u>BID AMOUNT</u>
<b>Commercial Kitchen Products</b>	<b>Rapid City, SD</b>	<b>\$139,550.00</b>
Air Comfort Complete	Casper, WY	\$183,804.00
Air Innovations	Casper, WY	\$199,980.00

The estimate prepared by the City Engineering Division was \$157,900.00.

While City staff was reviewing the bids, it was determined that the wrong equipment was specified for the project. Rather than awarding a contract and executing change orders to install the correct equipment, City staff recommends the rejection of the bids from Commercial Kitchen Products, Air Comfort Complete, and Air Innovations. The specifications will be modified to include the correct equipment and the project will be re-bid.

Financial Considerations  
N/A

Oversight/Project Responsibility  
Terry Cottenor, Engineering Technician, Public Services Department.

Attachments  
N/A

February 4, 2020

MEMO TO: J. Carter Napier, City Manager *JCN*

FROM: Tracey L. Belser, Support Services Director *TLB*  
Dan Coryell, Fleet Manager

SUBJECT: Authorize the Purchase of One (1) New 3/4 Ton 4x4 Cab and Chassis, in the Total Amount of \$30,116 Before Trade-in Allowance, for Use by the Metro Animal Control Division of the Casper Police Department.

Meeting Type & Date

Regular Council Meeting

February 18, 2020

Action type

Minute Action

Recommendation

That Council, by minute action, authorize the purchase of one (1) new 3/4 ton 4x4 cab and chassis, from Fremont Motors of Sheridan, Wyoming, to be used in the Metro Animal Control Division of the Casper Police Department, in the total amount of \$30,116, before trade-in allowance.

Summary

On January 14, 2020 bids were requested for one (1) new 3/4 ton 4x4 cab and chassis. On January 29, 2020, three (3) bids were received and opened. One (1) bid from Fremont Motors of Sheridan in the amount of \$30,116 before trade, one (1) bid from Fremont Motors of Casper in the amount of \$30,105 before trade, and one (1) bid from Greiner Motors in the amount of \$30,179 before trade.

This purchase will replace one (1) Ford F-250 truck with a slide-in animal control body that is due for replacement by maintenance costs (\$23,106 to date) and mileage (88,391). A special animal control body that offers enhanced employee and animal safety features will be purchased and installed on the new chassis separately from this purchase. The new truck will be utilized daily by the Metro Animal Control Officers in their county-wide response to animal control calls for service.

As required by Wyoming State Statute 15-1-113(b), the notice was published in a local newspaper once a week, for a minimum of two (2) consecutive weeks. The recommended purchase of the cab and chassis from Fremont Motors of Sheridan meets all of the required specifications for the new vehicle. The bids were as follows:

<u>Bid Item</u>	<u>Vendor</u>	<u>Amount</u>	<u>Trade-Ins</u>	<u>Total</u>
(1) One ¾ Ton Cab and Chassis	Fremont Motors of Sheridan, WY	\$30,116	\$9,000	\$21,116

<u>Bid Item</u>	<u>Vendor</u>	<u>Amount</u>	<u>Trade-Ins</u>	<u>Total</u>
(1) One ¾ Ton Cab and Chassis	Fremont Motors of Casper, WY	\$30,105	\$8,880	\$21,225

<u>Bid Item</u>	<u>Vendor</u>	<u>Amount</u>	<u>Trade-Ins</u>	<u>Total</u>
(1) One ¾ Ton Cab and Chassis	Greiner Motors of Casper, WY	\$30,179	\$8,275	\$21,904

Staff was unable to locate a similar option off of the Wyoming State bid for a piggyback type bid.

#### Financial Considerations

This purchase was approved in the FY20 adopted budget and is funded by the Optional One Cent Sales Tax.

#### Oversight/Project Responsibility

This purchase will be made by Dan Coryell, Fleet Manager, with oversight being transferred to Taylor Gilbert, Police Department Fleet Coordinator, after the equipment is received.

#### Attachments

Bid specification



**CITY OF CASPER**  
**FLEET MAINTENANCE DIVISION**  
**CITY OF CASPER**

**January 11, 2020**

Notice is hereby given that the City of Casper, Wyoming will receive sealed bids at the Casper Service Center, 1800 E. K Street, Casper, Wyoming, **until 3:00 p.m., January 29, 2020** for the following:

One (1) New **¾ Ton 4x4 Cab and Chassis**, to be used in the Metro Animal Control Division of the Casper Police Department.

**General Specifications:**

It is the intent of these specifications to specify the minimum requirement for the furnishing and delivery of One (1) new **¾ Ton 4x4 Cab and Chassis**, to be used in the Metro Animal Control Division of the Casper Police Department. The unit shall be new with less than fifteen hundred (1500) miles and be less than six months old. Unit shall be delivered complete and ready for specialty body installation, as specified, and shall be equipped with all of the manufacturer's standard equipment, as advertised, whether or not specifically mentioned in these specifications, in addition to all other equipment and attachments specified herein.

**MINIMUM SPECIFICATIONS**

**Cab and Chassis**

American Manufacturer

\_\_\_\_\_

Approximate GVW 10,000 lbs.

\_\_\_\_\_

Three sets of keys

\_\_\_\_\_

Mileage: 1500 miles or less

\_\_\_\_\_

Automatic Transmission

\_\_\_\_\_

Power Steering

\_\_\_\_\_

Tilt Steering Wheel

\_\_\_\_\_

Power Brakes

\_\_\_\_\_

Power Windows

\_\_\_\_\_

Power Door Locks	_____
Power Mirrors	_____
Heated Mirrors	_____
Cruise Control	_____
Extended Cab, Super Cab, or similar – note cab style	_____
Maximum wheel base of 145”	_____
Four Wheel Drive	_____
Electronic shift on the fly 4x4	_____
Single Rear Wheel	_____
Tires/wheels – Radial ply tires as required for GVWR, 5 Tires and wheels (including spare), all season, all terrain tread	_____
Spare Tire & Wheel to include Jack & Lug Wrench	_____
AM/FM Radio with Bluetooth, Factory Installed	_____
Heater/Defroster	_____
Current Model Year Emissions Compliant Gas Engine	_____
Factory Trailer Brake Controller	_____
Factory Air Conditioning	_____
Intermittent windshield wipers	_____
Engine Block Heater	_____
Permanent anti-freeze protection to minus 30 degrees F.	_____
Factory prep package for back up camera installation, Including camera lens, with viewing in the rear view mirror	_____
Manufacturer’s standard single color, white	_____

Four-wheel anti-lock braking system

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Four Upfitter Switches for accessories  
(accessories installed by others)

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Cloth seats

---

Matching trim throughout in  
standard color, Steel or equivalent

---

Heavy Duty Vinyl Flooring throughout

---

Factory running boards tube type

---

OEM heavy duty rubber floor mats

---

Trailer/tow package:  
7 Wire trailer plug wiring for specialty body. Wiring  
will be factory style round 7 pin round connector  
and round 6 pin connector for trailer plug in.

---

### **Miscellaneous**

Verify that specified cab and chassis will  
Accommodate Jackson Creek Manufacturing  
Aluminum animal control body model CM17S  
With optional safety doors, built in loading ramp,  
And side compartment lift.

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5 Year 60,000 Mile Power Train Warranty  
Minimum

---

Selling Dealer Must be able to pick up and warranty  
repairs within 48 hrs. NO EXCEPTIONS

---

Bid to be valid for "Piggyback" option up to  
120 Days after delivery of the last unit from  
the initial order.

---

Copy of Order Confirmation to be provided  
upon completion of order

---

Full copy of specifications  
delivered with the completed unit

---

City of Casper Fleet Maintenance shall be given at least five (5) business days' notice of delivery in order to schedule the intake. Vehicle shall be delivered to the Casper Central Service Facility located at 1800 East "K" Street, Casper, WY 82601

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City of Casper shall be granted three (3) business days from delivery to inspect/verify specification compliance prior to full acceptance

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City of Casper Fleet Maintenance staff shall have access to parts, service, and repair manuals. Books, CD, or Web based manuals will be accepted, with no additional fees, including subscription fees, for the City of Casper.

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Vehicle shall be delivered with a full tank of fuel - Minimum of 85 Octane or required octane for engine as stated by manufacturer.

---

Original titles to be delivered to 1800 E. "K" Street, Casper, WY 82601, within 30 days of Vehicle Delivery  
Title to be made out as: City of Casper,  
200 N. David, Casper, WY 82601

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**NOTE: This form may be duplicated.**

Exceptions to any of the provisions of these specifications may be waived provided they are clearly stated in the Bid, and if in the opinion of the City of Casper, the Bid complied with the intent of the specification.

Should funding be inadequate to cover the items bid, all bids may be rejected or quantities adjusted to fit budget amount.

All contacts should be made through Dan Coryell, Casper Central Service Center, Casper, Wyoming, 82601. Phone 307-235-8410.

**PROPOSAL FOR FURNISHING  
ONE (1) NEW ¾ TON 4X4 CAB AND CHASSIS  
FOR THE  
METRO ANIMAL CONTROL DIVISION OF THE CASPER POLICE DEPARTMENT**

Proposal of (Name) \_\_\_\_\_  
(Address) \_\_\_\_\_

to furnish equipment as specified to the City of Casper, Wyoming, in accordance with specifications dated January 11, 2020.

BID ITEM: \_\_\_\_\_  
Description: \_\_\_\_\_

Make and Model: \_\_\_\_\_  
Federal Certified GVW: \_\_\_\_\_

- I. Price bid for One (1) new ¾ Ton 4x4 Cab and Chassis \$ \_\_\_\_\_
- II. Trade-in allowance for Unit #191936, 2014 F-150 Super Cab 4x4 \$ \_\_\_\_\_
- IV. NET COST TO THE CITY (Total Price): \$ \_\_\_\_\_
- V. Delivery: F.O.B. City of Casper within \_\_\_\_\_ calendar days after award of contract by City Council.
- VI. Any trade-in units will be considered optional if, in the opinion of the City of Casper authorized staff, it is found to be in the best interest of the City of Casper to keep or alternatively dispose of a trade-in unit.

In addition to this proposal, the undersigned herewith submits complete information including specifications and descriptive literature to fully describe and illustrate the equipment and accessories offered. Incomplete bid specification will be considered non-compliant and rejected.

Bidder proposes to deliver equipment in accordance with the schedule above and agrees that liquidated damages will be charged to him in accordance with specifications if delivery is not made in accordance with said schedule.

A bid bond, certified check, or cashier's check made payable to the City of Casper, Wyoming, in an amount of five percent (5%) of the total amount of this bid is enclosed. The undersigned certifies that he understands the specifications relating to said bid security and agrees to the conditions set forth in said specifications.

Discounts will be allowed for prompt payment as follows:

10 Day \_\_\_\_\_%; 20 Days \_\_\_\_\_%; 30 Days \_\_\_\_\_%.

Submitted By: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Phone: \_\_\_\_\_

**CITY OF CASPER, WYOMING  
SPECIFICATIONS FOR  
ONE (1) NEW ¾ TON 4x4 CAB AND CHASSIS  
(Approved by the City Attorney, 2014)  
Dated the 11th of January, 2020**

**I. GENERAL:**

The following specifications, including exhibits, attached hereto, shall constitute the minimum acceptable specifications for the goods and/or services for which bids are requested. Bidders shall include all items standard to article bid, whether or not specifically mentioned in these specifications.

All goods shall be new and the latest current production models meeting the terms of the specifications.

No bids may be withdrawn within thirty (30) days after the scheduled closing time for receipt of bids without the consent of the City of Casper, Wyoming.

**II. BID GUARANTY:**

The City of Casper is required by Wyoming Statutes 15-1-113, to receive a certified check, cashier's check, bank draft upon a reputable bank, or a bid bond. If the bid is for more than one hundred and fifty thousand dollars (\$150,000) with sufficient surety in the amount of five percent (5%) of the total bid amount before it can accept and consider any bid. Bid with deposit shall be filed with the FLEET MAINTENANCE DIVISION, Casper Service Center, 1800 East "K" Street, Casper, WY 82601, securely sealed, and endorsed upon the outside of the wrapper, with a brief statement as to the nature for which the bid is provided. Upon bid award, such surety shall be returned to the unsuccessful bidder(s). In the case of the successful bidder, five percent (5%) surety will be retained by the City until a proper bond or other proper bid guarantee to secure performance has been filed and approved if required by the specifications of the bid.

**III. SCHEDULE FOR DELIVERY AND LIQUIDATED DAMAGES:**

Unless a schedule has been specified in the bidding documents, each bidder shall specify, in its proposal, the time required for delivery of his goods to the place designated.

The provisions of Section II BID GUARANTY, shall apply to all bids, contracts and delivery times as specified. Failure to enter into a contract for said bid with the city within 30 days of the award or failure to proceed and/or deliver upon said bid or contract will result in forfeiture of bid guarantee.

**IV. PLACE OF DELIVERY:**

The successful bidder shall deliver the goods to the City of Casper, Casper Service Center, 1800 East "K" Street, Casper, Wyoming, unless otherwise specified.

**V. CONDITIONS OF DELIVERY; RIGHT OF INSPECTION:**

Goods, when delivered, shall be accompanied by a Statement Dealer's Certificate of Servicing and Inspection signed by the bidder certifying that the goods have been inspected and complies in all respects to the contract. Bidder shall attach to said statement a certificate by the manufacturer of the goods certifying that said goods have been inspected and serviced in the event the goods are not manufactured by the bidder. The City may, in its discretion, waive this requirement.

The City further reserves the right to make an inspection of the goods within a reasonable time after delivery to ensure compliance with the contract. Failure by City to make such inspection or upon inspection, failure to discover defects which cannot reasonably be discovered upon inspection, shall not constitute a waiver or be a limitation upon any remedy which the City may have at law or in equity.

**VI. WARRANTY:**

Each bidder shall enclose, with their bid, a copy of the warranty which applies to the goods proposed to be furnished. The warranty supplied will be considered by the City in determining the responsibility of the bidders.

**VII. SERVICE FACILITIES:**

It is essential that repair parts and service be adequate and readily available so that the goods can be maintained in good operating condition without protracted time loss for repairs.

The BIDDER SHALL CLEARLY STATE in his proposal the extent to which he carries a complete inventory of repair parts and service facilities. The City reserves the right to evaluate past performance of each bidder in analyzing the bid received and to consider such evaluation, in addition to other factors, in awarding the contracts for equipment.

**VIII. DETAILED SPECIFICATIONS:**

Goods bid shall conform to the detailed specifications outlined for the various bid items, attached hereto. No deviations from the terms of the specifications will be allowed, and such deviations shall be grounds for rejection of any bid, provided, however, that the City may allow any deviation if it finds, in its sole discretion, that the deviation is not a material deviation.



If bidder submits a bid using differing materials from those specified, he shall submit complete specifications for those items, including proposed manufacturer and catalog numbers with appropriate literature. The City may consider such specifications if it finds, in its sole discretion, that said specifications meet the intent of its specifications set forth herein and do not differ materially from its specifications.

**IX. STATEMENT OF COMPLIANCE:**

Should any requirement in these specifications not be included in manufacture's specifications sheets, bidder shall include with his bid, a statement of compliance. Failure to do so may be held as grounds for disqualification of bid.

**X. CONSIDERATION OF BIDS:**

The City of Casper, Wyoming, reserves the right to evaluate all bids received on the basis of the conformance with these specifications, the availability of repair parts, and the adequacy of service facilities, the delivery schedules, and other criteria as well as (net) cost, and to consider such evaluation in awarding contracts for the furnishing of the bid items specified. The City will award the contract to the lowest responsible bidder.

**XI. PAYMENT:**

The City shall make a lump sum payment upon delivery and acceptance of all goods bid. A complete City of Casper voucher shall be processed for payment after an invoice is received from the vendor. Payment will be made within forty-five (45) days pursuant to Wyoming State Statute 16-6-602.

**Statute W.S. 16-6-602:**

**16-6-601. Definitions.**

(a) As used in this article:

(i) "Agency" means any department, agency or other instrumentality of the state or of a political subdivision of the state;

**W.S. 16-6-602. Payment of agency accounts; interest.**

Except as provided by contract, any agency which purchases or procures goods and services from a nongovernmental entity shall pay the amount due within forty-five (45) days after receipt of a correct notice of amount due for the goods or services provided or shall pay interest from the forty-fifth day at the rate of one and one-half percent (1 1/2%) per month on the unpaid balance until the account is paid in full, unless a good faith dispute exists as to the agency's obligation to pay all or a portion of the

account.

**XII. SALES TAX EXEMPTION CERTIFICATE:**

The City of Casper, Wyoming, is exempted for paying the sales tax specified by Wyoming Statutes, and from paying Federal Excise taxes. Upon request, a copy of an exemption certificate will be furnished to the successful bidder.

**XIII. GOVERNING LAW:**

In the event of any claim, suit, or demand which may result from a bid or bids submitted thereunder, or the award of any contract as a result of submission of a bid, the bidder or bidders agree that Wyoming law shall govern any such claim, suit, or demand the rights and duties of the parties thereunder.

**XIV. ADDITIONAL INFORMATION:**

If additional information is required, written instructions shall be issued. No oral instructions or interpretations will be considered binding unless confirmed in the form of addenda and shall be furnished to all bidders who shall submit a signed copy of all addenda with their bid. Please refer all questions to Dan Coryell, 1800 East "K" Street, Casper, Wyoming, 82601, (307) 235-8410.

February 4, 2020

MEMO TO: J. Carter Napier, City Manager *JCN*

FROM: Tracey L. Belser, Support Services Director *TLB*  
Dan Coryell, Fleet Manager

SUBJECT: Authorize the Purchase of One (1) New Three-Quarter-Ton Crew Cab Pickup Truck with Eight-Foot Bed, in the Total Amount of \$30,735, Before Trade, for Use by the Parks Division of the Parks and Recreation Department.

Meeting Type & Date  
Regular Council Meeting  
February 18, 2020

Action type  
Minute Action

Recommendation

That Council, by minute action, authorize the purchase of one (1) new three-quarter-ton crew cab pickup truck with eight-foot bed, from Fremont Motors, Casper, Wyoming, to be used in the Parks Division of the Parks and Recreation Department, in the total amount of \$30,735.00.

Summary

On February 3, bids were publicly opened for one (1) three-quarter-ton pickup truck with eight-foot bed. Three (3) bids were received from two (2) Wyoming vendors. The pickup truck will be utilized by Parks mowing crews, transporting large wide area and trim mowers on trailers to and from all greenspaces throughout Casper.

The trade for this vehicle is a 2005 three-quarter-ton crew cab that is also assigned to the mowing crew of the Parks Division. The 2005 three-quarter-ton truck meets all criteria for replacement that includes repair and maintenance costs (\$30,375.75), age (15 years), and mileage (89,000).

As required by Wyoming State Statute 15-1-113(b), a bid notice was published in a local newspaper once a week for a minimum of two (2) consecutive weeks. The bids were as follows:

<u>Bid Item</u>	<u>Vendor</u>	<u>Bid Amount</u>	<u>Trade</u>	<u>Net Cost</u>
(1) Three-quarter-ton 2020 Ram 2500	Fremont Motors Casper, WY	\$30,735.00	\$3,080.00	\$27,655.00
(1) Three-quarter-ton 2020 F250	Fremont Motors Sheridan, WY	\$31,669.00	\$3,080.00	\$28,589.00

<u>Bid Item</u>	<u>Vendor</u>	<u>Bid Amount</u>	<u>Trade</u>	<u>Net Cost</u>
(1) Three-quarter-ton 2020 Ford F250	Greiner Motors Casper, WY	\$32,573.00	\$2,875.00	\$29,698.00

The recommended purchase of the one (1) three-quarter-ton crew cab pickup from Fremont Motors, Casper, WY complies with the intent of all specifications.

Staff was unable to locate a similar option off of the Wyoming State bid for a piggyback type bid.

#### Financial Considerations

This purchase was approved in the FY20 adopted budget and is funded by One-Cent capital.

#### Oversight/Project Responsibility

This purchase will be made by Dan Coryell, Fleet Manager, with oversight being transferred to Randy Norvelle, Parks Manager in the Parks and Recreation Department, after the equipment is received.

#### Attachments

Bid Specification

**CITY OF CASPER**  
**FLEET MAINTENANCE DIVISION**  
**CITY OF CASPER**  
**January 14, 2020**

Notice is hereby given that the City of Casper, Wyoming will receive sealed bids at the Casper Service Center, 1800 E. K Street, Casper, Wyoming, **until 3:30 p.m., February 3, 2020** for the following:

One (1) new **3/4 Ton Crew Cab 4x4 Pickup Truck with 8' Bed**, to be used by the Parks Section of the Parks and Recreation Department.

**General Specifications:**

It is the intent of these specifications to specify the minimum requirement for the furnishing and delivery of One (1) new **3/4 Ton Crew Cab 4x4 Pickup Truck with 8' Bed**, to be used by the Parks Section of the Parks and Recreation Department. This unit shall be new with less than fifteen hundred (1500) miles and be less than six months old. Unit shall be delivered complete and ready for service, as specified, and shall be equipped with all of the manufacturer's standard equipment, as advertised, whether or not specifically mentioned in these specifications, in addition to all other equipment and attachments specified herein.

**MINIMUM SPECIFICATIONS**

**3/4 Ton Pickup Truck**

American Manufacturer	_____
Two sets of keys	_____
Mileage: 1500 miles or less	_____
Automatic Transmission	_____
Power Steering	_____
Tilt Steering Wheel	_____
Trailer/tow package	_____
Factory installed trailer brake controller	_____
Running Boards	_____
Power Brakes	_____
Power Windows	_____
Power Door Locks	_____

Four Door Crew Cab	
8' bed with factory spray liner (optional). Provide cost for this option	
Four Wheel Drive	
Electronic shift on the fly	
Tires/wheels – Radial ply tires as required for GVWR, 5 Tires and wheels (including spare), all season, all terrain tread	
Spare Tire & Wheel to include Jack & Lug Wrench	
AM/FM Radio with Bluetooth Factory Installed	
Heater/Defroster	
Current Model Year Emissions Compliant Gas Engine	
Factory Air Conditioning	
Intermittent Wipers	
Engine Block Heater	
Permanent anti-freeze protection to minus 30 degrees F.	
Factory installed back up camera and sensors	
Manufacturer's standard single color, white	
Four-wheel anti-lock braking system	
Cloth seats, matching trim throughout in Standard color, Steel or equivalent	
Heavy Duty Vinyl Flooring throughout	
OEM heavy duty rubber floor mats	
<b><u>Miscellaneous</u></b>	
5 Year 60,000 Mile Power Train Warranty minimum	
All warranties to begin upon delivery of vehicle	
Selling Dealer Must be able to pick up and warranty repairs within 48 hrs. NO EXCEPTIONS	

Bid to be valid for "Piggyback" option up to  
120 Days after delivery of the last unit from  
the initial order.

---

Copy of Order Confirmation to be provided upon  
Completion of the order.

---

City of Casper shall be granted five (5) business days  
Notice of delivery of the units in order to schedule  
Vehicle intake appointment.

---

City of Casper shall be granted five (5) business days  
From scheduled drop off to inspect/verify specification  
compliance prior to full acceptance.

---

Vehicle shall be delivered with a full tank of fuel -  
Minimum of 85 Octane or required octane for engine  
as stated by manufacturer.

---

Original titles to be delivered to 1800 E. "K"  
Street, Casper, WY 82601, within 30 days  
of Vehicle Delivery

Title to be made out as: City of Casper,  
200 N. David, Casper, WY 82601

---

**NOTE: This form may be duplicated.**

Exceptions to any of the provisions of these specifications may be waived provided they are clearly stated  
in the Bid, and if in the opinion of the City of Casper, the Bid complied with the intent of the specification.

Should funding be inadequate to cover the items bid, all bids may be rejected or quantities adjusted to fit  
budget amount.

All contacts should be made through Dan Coryell, Casper Service Center, Casper, Wyoming, 82601.  
Phone 307-235-8410.

**PROPOSAL FOR FURNISHING  
ONE (1) NEW 3/4 TON CREW CAB 4x4 WITH 8 FT BED  
FOR THE PARKS AND RECREATION DEPARTMENT**

Proposal of (Name) \_\_\_\_\_  
(Address) \_\_\_\_\_

to furnish equipment as specified to the City of Casper, Wyoming, in accordance with specifications dated January 14, 2020

BID ITEM: \_\_\_\_\_  
Description: \_\_\_\_\_

Make and Model: \_\_\_\_\_  
Federal Certified GVW: \_\_\_\_\_

- I. Price bid for One (1) new 3/4 ton Crew Cab Pickup  
with 8 ft. bed, as specified \$ \_\_\_\_\_
- II. Trade-in allowance for Unit #83252, 2005 Ford 2X4 Crew Cab Pickup  
VIN #1FTSW20555EB70024, 89,000 miles \$ \_\_\_\_\_
- III. NET COST TO THE CITY (Total Price): \$ \_\_\_\_\_
- IV. Delivery: F.O.B. City of Casper within \_\_\_\_ calendar days after award of contract by City Council.
- V. Trade in unit will be considered optional if, in the opinion of the City of Casper authorized staff, it is found to be in the best interest of the City of Casper to do so.

In addition to this proposal, the undersigned herewith submits complete information including specifications and descriptive literature to fully describe and illustrate the equipment and accessories offered. Incomplete bid specification will be considered non-compliant and rejected.

Bidder proposes to deliver equipment in accordance with the schedule above and agrees that liquidated damages will be charged to him in accordance with specifications if delivery is not made in accordance with said schedule.

A bid bond, certified check, or cashier's check made payable to the City of Casper, Wyoming, in an amount of five percent (5%) of the total amount of this bid is enclosed. The undersigned certifies that he understands the specifications relating to said bid security and agrees to the conditions set forth in said specifications.

Discounts will be allowed for prompt payment as follows:

10 Day \_\_\_\_\_%; 20 Days \_\_\_\_\_%; 30 Days \_\_\_\_\_%.

Submitted By: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Phone: \_\_\_\_\_



**CITY OF CASPER, WYOMING  
SPECIFICATIONS FOR  
ONE (1) NEW ¾ TON CREW CAB 4x4 WITH 8 FT BED  
AND ACCESSORIES**

**(Approved by the City Attorney, 2014)**

**Dated the 14<sup>TH</sup> day of January**

**I. GENERAL:**

The following specifications, including exhibits, attached hereto, shall constitute the minimum acceptable specifications for the goods and/or services for which bids are requested. Bidders shall include all items standard to article bid, whether or not specifically mentioned in these specifications.

All goods shall be new and the latest current production models meeting the terms of the specifications.

No bids may be withdrawn within thirty (30) days after the scheduled closing time for receipt of bids without the consent of the City of Casper, Wyoming.

**II. BID GUARANTY:**

The City of Casper is required by Wyoming Statutes 15-1-113, to receive a certified check, cashier's check, bank draft upon a reputable bank, or a bid bond. If the bid is for more than one hundred and fifty thousand dollars (\$150,000) with sufficient surety in the amount of five percent (5%) of the total bid amount before it can accept and consider any bid. Bid with deposit shall be filed with the FLEET MAINTENANCE DIVISION, Casper Service Center, 1800 East "K" Street, Casper, WY 82601, securely sealed, and endorsed upon the outside of the wrapper, with a brief statement as to the nature for which the bid is provided. Upon bid award, such surety shall be returned to the unsuccessful bidder(s). In the case of the successful bidder, five percent (5%) surety will be retained by the City until a proper bond or other proper bid guarantee to secure performance has been filed and approved if required by the specifications of the bid.

**III. SCHEDULE FOR DELIVERY AND LIQUIDATED DAMAGES:**

Unless a schedule has been specified in the bidding documents, each bidder shall specify, in its proposal, the time required for delivery of his goods to the place designated.

The provisions of Section II BID GUARANTY, shall apply to all bids, contracts and delivery times as specified. Failure to enter into a contract for said bid with the city within 30 days of the award or failure to proceed and/or deliver upon said bid or contract will result in forfeiture of bid guarantee.

**IV. PLACE OF DELIVERY:**

The successful bidder shall deliver the goods to the City of Casper, Casper Service Center, 1800 East "K" Street, Casper, Wyoming, unless otherwise specified.

**V. CONDITIONS OF DELIVERY; RIGHT OF INSPECTION:**

Goods, when delivered, shall be accompanied by a Statement Dealer's Certificate of Servicing and Inspection signed by the bidder certifying that the goods have been inspected and complies in all respects to the contract. Bidder shall attach to said statement a certificate by the manufacturer of the goods certifying that said goods have been inspected and serviced in the event the goods are not manufactured by the bidder. The City may, in its discretion, waive this requirement.

The City further reserves the right to make an inspection of the goods within a reasonable time after delivery to ensure compliance with the contract. Failure by City to make such inspection or upon inspection, failure to discover defects which cannot reasonably be discovered upon inspection, shall not constitute a waiver or be a limitation upon any remedy which the City may have at law or in equity.

**VI. WARRANTY:**

Each bidder shall enclose, with their bid, a copy of the warranty which applies to the goods proposed to be furnished. The warranty supplied will be considered by the City in determining the responsibility of the bidders.

**VII. SERVICE FACILITIES:**

It is essential that repair parts and service be adequate and readily available so that the goods can be maintained in good operating condition without protracted time loss for repairs.

The BIDDER SHALL CLEARLY STATE in his proposal the extent to which he carries a complete inventory of repair parts and service facilities. The City reserves the right to evaluate past performance of each bidder in analyzing the bid received and to consider such evaluation, in addition to other factors, in awarding the contracts for equipment.

**VIII. DETAILED SPECIFICATIONS:**

Goods bid shall conform to the detailed specifications outlined for the various bid items, attached hereto. No deviations from the terms of the specifications will be allowed, and such deviations shall be grounds for rejection of any bid, provided, however, that the City may allow any deviation if it finds, in its sole discretion, that the deviation is not a material deviation.

If bidder submits a bid using differing materials from those specified, he shall submit complete

specifications for those items, including proposed manufacturer and catalog numbers with appropriate literature. The City may consider such specifications if it finds, in its sole discretion, that said specifications meet the intent of its specifications set forth herein and do not differ materially from its specifications.

**IX. STATEMENT OF COMPLIANCE:**

Should any requirement in these specifications not be included in manufacture's specifications sheets, bidder shall include with his bid, a statement of compliance. Failure to do so may be held as grounds for disqualification of bid.

**X. CONSIDERATION OF BIDS:**

The City of Casper, Wyoming, reserves the right to evaluate all bids received on the basis of the conformance with these specifications, the availability of repair parts, and the adequacy of service facilities, the delivery schedules, and other criteria as well as (net) cost, and to consider such evaluation in awarding contracts for the furnishing of the bid items specified. The City will award the contract to the lowest responsible bidder.

**XI. PAYMENT:**

The City shall make a lump sum payment upon delivery and acceptance of all goods bid. A complete City of Casper voucher shall be processed for payment after an invoice is received from the vendor. Payment will be made within forty-five (45) days pursuant to Wyoming State Statute 16-6-602.

**Statute W.S. 16-6-602:**

**16-6-601. Definitions.**

(a) As used in this article:

(i) "Agency" means any department, agency or other instrumentality of the state or of a political subdivision of the state;

**W.S. 16-6-602. Payment of agency accounts; interest.**

Except as provided by contract, any agency which purchases or procures goods and services from a nongovernmental entity shall pay the amount due within forty-five (45) days after receipt of a correct notice of amount due for the goods or services provided or shall pay interest from the forty-fifth day at the rate of one and one-half percent (1 1/2%) per month on the unpaid balance until the account is paid in full, unless a good faith dispute exists as to the agency's obligation to pay all or a portion of the account.

**XII. SALES TAX EXEMPTION CERTIFICATE:**

The City of Casper, Wyoming, is exempted for paying the sales tax specified by Wyoming Statutes, and from paying Federal Excise taxes. Upon request, a copy of an exemption certificate will be furnished to the successful bidder.

**XIII. GOVERNING LAW:**

In the event of any claim, suit, or demand which may result from a bid or bids submitted thereunder, or the award of any contract as a result of submission of a bid, the bidder or bidders agree that Wyoming law shall govern any such claim, suit, or demand the rights and duties of the parties thereunder.

**XIV. ADDITIONAL INFORMATION:**

If additional information is required, written instructions shall be issued. No oral instructions or interpretations will be considered binding unless confirmed in the form of addenda and shall be furnished to all bidders who shall submit a signed copy of all addenda with their bid. Please refer all questions to Dan Coryell, 1800 East "K" Street, Casper, Wyoming, 82601, (307) 235-8410.

February 4, 2020

MEMO TO: J. Carter Napier, City Manager *JCN*

FROM: Tracey L. Belser, Support Services Director *TLB*  
Dan Coryell, Fleet Manager

SUBJECT: Authorize the Purchase of One (1) New Bulldozer, in the Total Amount of \$474,128.38, Before Trade-in Allowance, for Use by the Solid Waste Division of the Public Services Department.

Meeting Type & Date  
Regular Council Meeting  
February 18, 2020

Action type  
Minute Action

Recommendation

That Council, by minute action, authorize the purchase of one (1) new bulldozer from Wyoming Machinery of Casper, Wyoming, to be used in the Solid Waste Division of the Casper Public Services Department, in the total amount of \$474,128, before trade-in allowance.

Summary

On January 14, 2020 bids were requested for one (1) new bulldozer. On January 29, 2020 one (1) bid was received and opened. The bid from Wyoming Machinery in the amount of \$474,128.38, before trade, includes: the bulldozer, service training, and an 84-month warranty. There is also an 84-month Preventative Maintenance (PM) Service Agreement that is available to purchase on this dozer for \$70,048.81. If this PM Service Agreement was purchased it must come from budgeted operational funds and not capital replacement funds. Solid Waste and Fleet staff are currently weighing the prices and options of this agreement.

This purchase will be replacing one (1) John Deere Dozer that is due for replacement by maintenance costs (\$246,317 to date), usage hours (6,900), and age (9 years). The new bulldozer will be utilized daily by landfill operators to push refuse in the landfill to the two (2) compactors. Once the refuse reaches the compactors, they then compact the trash to the DEQ's requirements. The dozer will also be used for rough grading slopes and completing the prep work on old landfill cells that are scheduled and due for closing.

As required by Wyoming State Statute 15-1-113(b), the notice was published in a local newspaper once a week for a minimum of two (2) consecutive weeks. The recommended purchase of the new bulldozer from Wyoming Machinery of Casper meets all of the required specifications. The bids were as follows:

<u>Bid Item</u>	<u>Vendor</u>	<u>Amount</u>	<u>Trade-Ins</u>	<u>Total</u>
(1) One Dozer Cat D6	Wyoming Machinery Casper, WY	\$474,128.38	\$38,500	\$435,628.38

#### Financial Considerations

This purchase was approved in the FY20 adopted budget and is funded by the Balefill Current revenue account.

There was no piggyback option or consideration from the State of Wyoming Bids as there was no like bulldozer bid for the State this year.

#### Oversight/Project Responsibility

This purchase will be made by Dan Coryell, Fleet Manager, with oversight being transferred to Sean Orszulak, Solid Waste Superintendent, after the equipment is received.

#### Attachments

Bid specification

# CITY OF CASPER

## FLEET MAINTENANCE DIVISION

### CITY OF CASPER

January 11, 2020

Notice is hereby given that the City of Casper, Wyoming will receive sealed bids at the Casper Service Center, 1800 E. "K" Street, Casper, Wyoming, until **2:30 p.m., January 29, 2020** for the following:

One (1) **Bull Dozer with Low Ground Pressure Track Frame (High Track)**, with less than one hundred and fifty. (150) hours, and age of the machine less than 2 years. Factory demo models shall be considered. This vehicle is to be used by the Solid Waste Division of the Public Services Department; unit must have the minimum specifications of:

#### General Specifications:

It is the intent of these specifications to specify the minimum requirement for the furnishing and delivery of (1) Bull dozer that will be awarded following the bid opening. One (1) Bull dozer shall be new current model year 2019 or 2020 manufacture date, with full factory warranty, a 5-year buy-back guarantee, and a 5-year preventative maintenance package.(250 hour service interval.) Unit shall be delivered complete and ready for service, as specified, and shall be equipped with all of the manufacturer's standard equipment, as advertised, whether or not specifically mentioned in these specifications, in addition to all other equipment and attachments specified herein.

<u>ITEM</u>	<u>MINIMUM SPECIFICATIONS</u>	<u>BIDDER'S SPECIFICATIONS</u>
DIMENSIONS:	Wheel Base: 11' - 00" Minimum Height: 12'-11" Max Width: 11'-10" Minimum overall Length: 17'-11" Max Blade height: 5' - 5" with 29" trash rack minimum Weight: 50,000 pound minimum without waste guarding Ground clearance 14.2 Inch Minimum	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
	Bull dozer with LGP frame and 30" shoes will have ground clearance per SAE J1234 will be at least 14.2 inches when equipped with an SU Dozer	<hr/>
ENGINE:	Tier 4 Final Stage IV 215 horse power (J1349) @ 77° F	<hr/> <hr/>

Engine shall include turbo charger, after cooler, fan, water pump, fuel pump, diesel oxidation catalyst, and diesel particulate filter.

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Net torque shall be 7500 FWHP before altitude deration.

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Air cleaner shall have a service indicator.

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24 Volt direct current operating power system.

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Engine shall be configured to provide constant net horse power at full parasitic load.

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Engine shall be equipped with a water separator.

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Engine air intake shall be supplied with a screen, and turbine type pre cleaner for use in high debris applications.

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Engine will be equipped with a 110V jacket water heater and ether start assist for cold weather starting ability.

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Machine will be equipped with a high speed oil drain system with wiggins style connectors, so the engine oil can be pumped off rather than gravity drained.

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STEERING:

Integrated electronic steering and transmission shall be available through the tractor manufacturer.

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Machine shall utilize differential steering to control the direction and degree of turns, forward-reverse shifting, and gear selection in a single control handle.

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	Touch shift buttons on the steering control shall shift the electronically controlled power shift transmission when not being operated in automatic mode	<hr/>
	Tiller bar steering control shall allow operator to work precisely in close areas.	<hr/>
FINAL DRIVES:	Final drives shall be fully enclosed and sealed / guarded to prevent damaged and contamination while operating in a waste application.	<hr/>
	Final drives shall be double reduction, planetary design.	<hr/>
	Final drives shall be isolated from ground-induced shock loads.	<hr/>
	Final drives will be of an elevated design to keep them out of the debris, reduce shock loads, and help trash moved by the tracks deflect from the cab.	<hr/>
DOZER BLADE:	SU bulldozer shall have a minimum 46.5 inches lift above ground.	<hr/>
	SU bulldozer shall have a minimum dozer capacity of 16.1 cubic yards	<hr/>
	SU bulldozer shall be a minimum height of 4 feet 7 inches on the dozer face (does not include trash rack)	<hr/>
	SU bulldozer shall be a maximum width of 11 feet 10 inches.	<hr/>
TRANSMISSION:	Transmission shall be a planetary type power shift with lock-up clutch torque converter.	<hr/>
	Transmission shall provide at least five speeds forward and five speeds in reverse.	<hr/>
	Transmission shall have a forward and	

reverse ground speed of at least 7.2  
mph

Transmission shall have auto-shift and  
auto-kickdown features available.

Hydraulic system shall have separate  
pumps for steering and implement  
control.

**SERVICEABILITY:**

Machine shall have well protected,  
easily visible sight gauges for  
transmission oil, hydraulic oil, and  
radiator coolant.

Major components shall be made as  
modules that can be removed without  
disturbing or removing others.

Engine oil filter shall be located on  
the engine.

Undercarriage shall have lifetime  
Lubricated track rollers

Undercarriage shall have lifetime  
Lubricated carrier rollers

Undercarriage shall have sealed and  
Lifetime lubricated idlers.

Undercarriage shall have the capacity  
Of replacing worn sprocket segments  
Without breaking track.

Undercarriage shall have hydraulic  
Track adjustment by grease gun,  
fully sealed.

Undercarriage shall have bolt-on,  
Replaceable sprocket segments.

Final drives shall be of modular design  
For easy service, allow for removal  
with only breaking track.

Machine shall have sight gauges,  
Easy to access filter, oil and work

Light.

UNDER CARRIAGE: Undercarriage shall have reinforced box section and tubular track roller frame construction to resist bending and torsional loads.

Undercarriage shall have a roller frame attached to the tractor by a pivot shaft and pinned equalizer bar.

Undercarriage shall have eight track rollers per side

LGP 30" maximum shoe width shall be 30 inch for SU blade machines.

LGP 30" undercarriage shall have a minimum 116.7 inches length of track on ground for SU arrangement.

LGP 30" undercarriage shall have a minimum 7,735 square inch ground contact with standard shoe on SU arrangement

LGP 30" maximum ground pressure of 6.6 psi when equipped with standard shoes, SU blade, cab, fuel and lubricants.

Machine will be equipped with full length track guarding to help divert trash from ingestion into track rollers.

Track shoes will be of extreme service type, single grouser, for maximum traction and life. General duty undercarriage will not be acceptable.

WORK TOOL  
OPTIONS:

Machine will be factory equipped with a purpose built / integrated waste handling protection package.

Waste handling arrangement will include thermal shielding in the engine compartment to reduce fire risk, a cab air precleaner that will meet MERV 16 standards, 150 amp ducted alternator, push arm cylinder guarding, track roller frame guards, dual clamshell final drive guards, fuel and hydraulic tank guards, hydraulic hose guarding, and sealed heavy duty bottom guarding. Machine will be fully sealed around, fenders, fuel tank, radiator guard, and hood to help prevent material from penetrating the machine chassis.

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Machine will be equipped with frame welded front and rear striker bars to help deflect trash from riding up the track frame and damaging the cab or fuel and hydraulic tanks.

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Machine will be equipped with an SU Style Dozer. Dozer will have a factory built trash rack

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Maximum ripper penetration shall be 22.5 inches with a minimum Down force of 15,470 lbs.

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3 Ripper shanks with teeth shall be supplied with the machine.

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A multi-shank (3) parallelogram design high lift ripper shall be installed.

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SERVICE FILL  
CAPACITIES:

Fuel tank at least 90 Gallon Minimum  
DEF tank at least 7 Gallons  
Cooling system 16 Gallons  
Crank case 6 Gallons  
Hydraulic tank 15 Gal  
Pivot shaft compartment shall not need lubrication.

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ELECTRICAL:

24 Volt  
Negative ground.  
145 Amp

Heavy duty electric Starter 24 volt

(2) two maintenance free 1400CCA  
batteries

All control Modules and sensors shall  
be completely sealed against moisture  
and dust.

Deutsche connectors and wire braiding  
shall ensure electrical connections resist  
corrosion and dust.

OPERATORS  
STATION CAB:

The operator sound pressure level for a  
standard machine configuration shall be  
a maximum of 70 dB(A) with the  
cooling fan speed set at Maximum  
value per ISO 6396:2008.

Cab shall be attached to the frame with  
viscous mounts to reduce the shock  
loads from the frame.

Platforms shall be wide enough to allow  
ease of movement to the front or rear of  
the machine.

Front hinge cab door shall be able to be  
opened and closed by the operator  
while seated and shall feature sliding  
windows on both sides that can be  
opened incrementally with one hand  
operation.

Front hinged cab door shall open  
automatically with the assistance of a  
gas strut

Wet arm wipers shall be on both front  
and back windows.

Cab roof shall have channels to direct  
rain off the corners of the cab to keep

the windows clean

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Standard rear vision camera shall be located in a pocket on the grill to protect it from damage and the elements and help monitor movement behind the dozer.

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A color touch screen display that monitors the machine condition and operators preferences should be also used to display the rear view camera.

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Main control panels shall retain large membrane style switches which contain LED's to denote activation/mode and have a positive feel and "click" to signal activation

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Climate control system shall automatically adjust the air temperature and fan speed to maintain the operator's preferred climate setting.

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Heated seat shall be available for comfort in cold conditions.

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Cab shall contain (3) three 12 volt outlets.

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Cab shall contain MP3 player jack, MP3/cell phone holder, and two cup holders. Radio capable of blue tooth communication.

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A decelerator pedal shall give the operator full control of the machine when the engine is at high idle.

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A dial switch shall activate high or low idle.

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Cab shall feature a 10 amp, 12 volt power converter for the convenient use of radios, wireless phones and laptop computers.

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Operator station will be supplied with LED Amber strobe light with 360

degree visibility.

Seat shall be adjustable with side seat bolsters to restrain side to side movement as well as a rolled-down front edge for less pressure on the operator's thighs.

Operator seat shall include retractable seat belt.

Low-effort, electro-hydraulics shall be standard for easy operation and precise work tool control.

Machine shall be equipped with an operator presence detection system to prevent accidental machine or implement movement when an operator is not in the seat.

**PAINT/COLOR:**

Main Body: Yellow

Trim: Black

**INDUSTRIAL  
WASTE/SOLID  
WASTE PACKAGE:**

Weld on design shall be considered superior to bolt on design.

**ACCESSORY  
EQUIPMENT:**

The following equipment, whether or not considered standard, shall be furnished with each unit

Fire extinguisher, 10 lb. ABC dry chemical type. Mounted by City.

Solid Waste guarding package shall be of integrated design by the original equipment manufacturer. Solid waste guarding package shall be built and factory installed on the machine for durability and reliability. Third party bolt on guarding packages will be considered inferior design.

MISCELLANEOUS: Safety equipment and all lighting shall be as required to meet Federal, State of Wyoming, and OSHA regulations.

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The winning vendor shall supply 2 complete sets of filters. (All required filters)

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The City of Casper shall have the right to place an order for additional unit(s) at the same price as bid for the remainder of the calendar year. This shall be referred to as the piggyback option.

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HYDRAULICS: Hydraulics and controls shall have a fully enclosed protected system.

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Hydraulics and controls shall have a load sensing, variable displacement piston pump, which adjusts hydraulic flow to match implement demand.

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Hydraulic steering pump output at 1,001 psi (6900 kPa) shall not be less than 52 gal/min

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Hydraulic implement pump output at 1,001 psi (6900 kPa) shall not be less than 56 gal/min

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Hydraulic lift cylinder flow at 1,001 psi (6900 kPa) shall not be less than 54 gal/min

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Ripper cylinder flow at 1,001 psi (6900 kPa) shall not be less than 54 gal/min

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BODY  
CONSTRUCTION: Factory fitted Special Waste Package of welded construction with proven performance in Solid Waste applications. Bidders shall provide a list of not less than 25 satisfied customers using Solid Waste Package in a solid waste processing environment (not recycling) upon request.

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TRAINING: Winning vendor shall provide three (3) eight hour training classes onsite covering machine controls and best management practices and procedures. As well as one 8 hour training at the city garage aimed at mechanic service and software updates.

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LIGHTS: One spot light: Forward mounted controllable from inside cab. Not less than 1500 lumens.

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Two work lights: Forward facing toggle switch activated.

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Two reverse flood lights.  
Reverse activated

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**(NOTE: All lighting to be LED where applicable)**

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DIAGNOSTIC SOFTWARE: Two copies of manufacturer's service diagnostic software from machine manufacturer and two copies of service diagnostic software. If required, any hardware needed to operate the diagnostic software.

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MANUALS: Two (2) complete sets of operator's manuals, (2) sets of service manuals, and (2) sets of parts manuals shall be supplied (made specifically for the machine being sold. NO EXCEPTIONS.

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Two (2) complete custom sets of SCHEMATICS for all electrical lines, hydraulic lines, and air lines (made specifically for the machine being sold.) NO EXCEPTIONS.

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**WARRANTY:**

Machine will be supplied with an 84 month total machine warranty. Warranty shall cover all parts, labor, field service mileage. Warranty will have \$0 deductible. Warranty shall cover emissions system.

---

Pricing for an 84 month / 7500 hour maintenance agreement will be included in the total bid. Periodic maintenance plan will provide all parts, labor and mileage needed as per the owners manual / operation and maintenance manual for the machine being bid.

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A five (5) year guaranteed trade price with no less than thirty percent of the original purchase price

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**DELIVERY:**

Dozer shall be delivered with a full tank of fuel, properly blended for the weather conditions if required.

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Diesel fuel to be at least the minimum requirements of blended #2/#1 diesel fuel with proper additives to correspond with climate conditions.

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A copy of the order confirmation to be provided upon completion of order.

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Original title shall be provided within 30 days of unit delivery to 1800 E. K St. Casper, WY 82601.  
Title to be made out as: City of Casper, 200 N. David, Casper, WY 82601.

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Trade-in vehicle will NOT be released for up to 60 days after delivery of new vehicle or until the new dozer operates to the satisfaction of the City, whichever is sooner

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The winning vendor shall provide a comparable dozer at no charge if the dozer is non-operable for more than 36 hours due to manufacturer defects or

failures of the equipment for the duration of the warranty period.

\_\_\_\_\_

Vendor shall not charge mileage to or from landfill for warranty work.

\_\_\_\_\_

Any cost incurred to deliver or remove any equipment related to this contract shall fall to the vendor.

\_\_\_\_\_

**NOTE: This form may be duplicated.**

Exceptions to any of the provisions of these specifications may be waived provided they are clearly stated in the bid, and if in the opinion of the City of Casper, the bid complied with the intent of the specification.

Should funding be inadequate to cover the items bid, all bids may be rejected or quantities adjusted to fit budget amount.

All contacts should be made through Dan Coryell, Casper Service Center, 1800 East "K" Street, Casper, Wyoming, 82601. Phone 307-235-8410.

**PROPOSAL FOR FURNISHING  
ONE (1) BULL DOZER FOR THE SOLID WASTE DIVISION  
OF THE PUBLIC SERVICES DEPARTMENT**

Proposal of (Name) \_\_\_\_\_  
(Address) \_\_\_\_\_

to furnish equipment as specified to the City of Casper, Wyoming, in accordance with specifications dated January 11, 2020.

BID ITEM: \_\_\_\_\_  
Description: \_\_\_\_\_

Make and Model: \_\_\_\_\_  
Federal Certified GVW: \_\_\_\_\_

- I. Price bid for one (1) Bull Dozer as specified \$ \_\_\_\_\_
- II. Trade-in allowance for Unit 141497 \$ \_\_\_\_\_
- III. NET COST TO CITY (Total Price) \$ \_\_\_\_\_
- IV. Delivery: F.O.B. City of Casper within \_\_\_\_ calendar days after award of contract by City Council.
- V. Trade in unit will be considered optional if, in the opinion of the City of Casper authorized staff, it is found to be in the best interest of the City of Casper to do so.

In addition to this proposal, the undersigned herewith submits complete information, including specifications and descriptive literature to fully describe and illustrate the equipment and accessories offered. Incomplete bid specification will be considered non-compliant and rejected.

Bidder proposes to deliver equipment in accordance with the schedule above and agrees that liquidated damages will be charged to him in accordance with specifications if delivery is not made in accordance with said schedule.

A bid bond, certified check, or cashier's check made payable to the City of Casper, Wyoming, in an amount of five percent (5%) of the total amount of this bid is enclosed as per requirements of section II. The undersigned certifies that he understands the specifications relating to said bid security and agrees to the conditions set forth in said specifications.

Discounts will be allowed for prompt payment as follows:

10 Day \_\_\_\_\_%; 20 Days \_\_\_\_\_%; 30 Days \_\_\_\_\_%.

Submitted By: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Phone: \_\_\_\_\_

**CITY OF CASPER, WYOMING  
SPECIFICATIONS FOR  
ONE (1) BULL DOZER  
FOR THE SOLID WASTE DIVISION  
(Approved by the City Attorney, 2014)  
Dated the 11<sup>th</sup> day of January, 2020**

**I. GENERAL:**

The following specifications, including exhibits, attached hereto, shall constitute the minimum acceptable specifications for the goods and/or services for which bids are requested. Bidders shall include all items standard to article bid, whether or not specifically mentioned in these specifications.

All goods shall be new and the latest current production models meeting the terms of the specifications.

No bids may be withdrawn within thirty (30) days after the scheduled closing time for receipt of bids without the consent of the City of Casper, Wyoming.

**II. BID GUARANTY:**

The City of Casper is required by Wyoming Statutes, 15-1-113, to receive a certified check, cashier's check, bank draft upon a reputable bank, or a bid bond in the amount of five percent (5%) of the total bid shall be provided for each bid submitted. If the bid is for more than one hundred and fifty thousand dollars (\$150,000), only a bid bond with sufficient surety in the amount of five percent (5%) of the total bid amount will be accepted to consider any bid. Bid with deposit shall be filed with the FLEET MAINTENANCE DIVISION, Casper Service Center, 1800 E. "K" Street, Casper, WY 82601, securely sealed, and endorsed upon the outside of the wrapper, with a brief statement as to the nature for which the bid is provided. Upon bid award, such surety shall be returned to the unsuccessful bidder(s). In the case of the successful bidder, five percent (5%) surety will be retained by the City until a proper bond or other proper bid guarantee to secure performance has been filed and approved if required by the specifications of the bid.

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Goods, when delivered, shall be accompanied by a Statement Dealer's Certificate of Servicing and Inspection signed by the bidder certifying that the goods have been inspected and complies in all respects to the contract. Bidder shall attach to said statement a certificate by the manufacturer of the goods certifying that said goods have been inspected and serviced in the event the goods are not manufactured by the bidder. The City may, in its discretion, waive this requirement.

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Each bidder shall enclose, with their bid, a copy of the warranty which applies to the goods proposed to be furnished. The warranty supplied will be considered by the City in determining the responsibility of the bidders.

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It is essential that repair parts and service be adequate and readily available so that the goods can be maintained in good operating condition without protracted time loss for repairs.

The BIDDER SHALL CLEARLY STATE in his proposal the extent to which he carries a complete inventory of repair parts and service facilities. The City reserves the right to evaluate past performance of each bidder in analyzing the bid received and to consider such evaluation, in addition to other factors, in awarding the contracts for equipment.

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Goods bid shall conform to the detailed specifications outlined for the various bid items, attached hereto. No deviations from the terms of the specifications will be allowed, and such deviations shall be grounds for rejection of any bid, provided, however, that the City may allow any deviation if it finds, in its sole discretion, that the deviation is not a material deviation.

If bidder submits a bid using differing materials from those specified, he shall submit complete specifications for those items, including proposed manufacturer and catalog numbers with

appropriate literature. The City may consider such specifications if it finds, in its sole discretion, that said specifications meet the intent of its specifications set forth herein and do not differ materially from its specifications.

**IX. STATEMENT OF COMPLIANCE:**

Should any requirement in these specifications not be included in manufacture's specifications sheets, bidder shall include with his bid, a statement of compliance. Failure to do so may be held as grounds for disqualification of bid.

**X. CONSIDERATION OF BIDS:**

The City of Casper, Wyoming, reserves the right to evaluate all bids received on the basis of the conformance with these specifications, the availability of repair parts, and the adequacy of service facilities, the delivery schedules, and other criteria as well as (net) cost, and to consider such evaluation in awarding contracts for the furnishing of the bid items specified. The City will award the contract to the lowest responsible bidder.

**XI. PAYMENT**

The City shall make a lump sum payment upon delivery and acceptance of all goods bid. A complete City of Casper voucher shall be processed for payment after an invoice is received from the vendor. Payment will be made within forty-five (45) days pursuant to Wyoming State Statute 16-6-601.

**Statute W.S. 16-6-602:**

**16-6-601. Definitions.**

(a) As used in this article:

(i) "Agency" means any department, agency or other instrumentality of the state or of a political subdivision of the state;

**W.S. 16-6-602. Payment of agency accounts; interest.**

Except as provided by contract, any agency which purchases or procures goods and services from a nongovernmental entity shall pay the amount due within forty-five (45) days after receipt of a correct notice of amount due for the goods or services provided or shall pay interest from the forty-fifth day at the rate of one and one-half percent (1 1/2%) per month on the unpaid balance until the account is paid in full, unless a good faith dispute exists as to the agency's obligation to pay all or a portion of the account.

**XII. SALES TAX EXEMPTION CERTIFICATE:**

The City of Casper, Wyoming, is exempted from paying the sales tax specified by Wyoming Statutes, and from paying Federal Excise taxes. Upon request, an exemption certificate will be furnished to

the successful bidder.

**XIII. GOVERNING LAW:**

In the event of any claim, suit, or demand which may result from a bid or bids submitted thereunder, or the award of any contract as a result of submission of a bid, the bidder or bidders agree that Wyoming law shall govern any such claim, suit, or demand the rights and duties of the parties thereunder.

**XIV. ADDITIONAL INFORMATION:**

If additional information is required, written instructions shall be issued. No oral instructions or interpretations will be considered binding unless confirmed in the form of addenda and shall be furnished to all bidders who shall submit a signed copy of all addenda with their bid. Please refer all questions to Dan Coryell, 1800 East "K" Street, Casper, Wyoming, 82601, (307) 235-8410.