

# COUNCIL MEETING AGENDA

Casper City Council

City Hall, Council Chambers

Tuesday, April 6, 2021, 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)

*\*Please silence cell phones during the City Council meeting.\**

**COVID-19 precautions are in effect at Council meetings. Entrance to the meetings is the east door off David Street. Face coverings are encouraged. Seating will be limited, and media will be given priority. Public input via email is encouraged: [CouncilComments@casperwv.gov](mailto:CouncilComments@casperwv.gov). Citizens may call 307-235-8272 from 8 a.m. to 5 p.m. Monday or 8 a.m. to noon on Tuesday of the meeting to schedule a call for the Council meeting. Staff will provide citizens with a link or phone number to call in to speak during the meeting along with instructions.**

## AGENDA

BRIGHT SPOT – RETIREMENT CEREMONY FOR POLICE OFFICER DON CROW  
(OUTSIDE BETWEEN CITY HALL/HALL OF JUSTICE)

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE

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3. CONSIDERATION OF MINUTES OF THE MARCH 16, 2021 REGULAR COUNCIL MEETING, AS PUBLISHED IN THE CASPER STAR-TRIBUNE ON MARCH 25, 2021

4. CONSIDERATION OF MINUTES OF THE MARCH 16, 2021 EXECUTIVE SESSION – LITIGATION, SECURITY, PROPERTY AND PERSONNEL

5. CONSIDERATION OF BILLS AND CLAIMS

6. COMMUNICATIONS

A. From Persons Present

7. ESTABLISH DATE OF PUBLIC HEARING

A. Consent

1. Establish April 20, 2021, as the Public Hearing Date for Consideration of:

a. Ordinance Regarding **Parking Regulations and Restrictions** – Chapter 10.36.

b. **Transfer of Retail Liquor License No. 28** from Propper Management, LLC d/b/a **307 Sunrise**, Located at 4370 South Poplar Street to **307 Bar, LLC**, Located at 4370 South Poplar Street.

c. Transfer of Three Retail Liquor Licenses Location and Three New Bar and Grill Liquor Licenses.

1. Transfer of Location for **Retail No. 12** FireRock Hospitality Group, LLC d/b/a **FireRock Steakhouse** Located at 6100 East 2<sup>nd</sup> Street to Mesa Liquors, LLC, d/b/a **Mesa Liquor** Located at 3243 Talon Drive Suite 200.

2. New **Bar and Grill License No. 2** for FireRock Hospitality Group, LLC d/b/a **FireRock Steakhouse** Located at 6100 East 2<sup>nd</sup> Street.

3. Transfer of Location for **Retail Liquor License No. 15** OC Casper, LLC, d/b/a **Old Chicago Restaurant**, Located at 3580 East 2<sup>nd</sup> Street to Wyoming Liquor, LLC, d/b/a **Wyoming Discount Liquor** Located at 4330 East 2<sup>nd</sup> Street.

4. New **Bar and Grill Liquor License No. 12** for OC Casper, LLC d/b/a **Old Chicago Restaurant** Located at 3580 East 2<sup>nd</sup> Street.

5. Transfer of Location for **Retail No. 23** Johnson Restaurant Group, Inc., d/b/a **CY Discount Liquor**, Located at 840 CY Avenue to Johnson Restaurant Group, Inc., d/b/a **CY Discount Liquor** Located at 1375 CY Avenue Suite 100.

6. New **Bar and Grill License No. 10** for Casper Taco Shop, LLC, d/b/a **Fuzzy's Taco Shop** Located at 3243 Talon Dr. Suite 400.

8. SECOND READING ORDINANCES

A. Amending Section 13.04.060 of the Casper Municipal Code – **Application Requirements and Procedures – Water Distribution/Sanitary Sewer Collection Facilities.**

1. Communications from Persons Present

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8. SECOND READING ORDINANCES (continued)

B. Vacation and Replat Creating **Central Services Addition No. 2.**

1. Communications from Persons Present

9. RESOLUTIONS

A. Consent

1. Rescinding Resolution No. 14-33 and **Establishing Fees for Geographic Information Systems and Engineering Products and Services.**
2. Authorizing a Lease Agreement with **Casper Mountain Racers Association**, for Management and Operation of the **Casper Speedway.**
3. Authorizing a Contract for Professional Services with **Rooter Service Incorporated** for **Rental and Servicing of Portable Toilets.**
4. Authorizing the Filing of a Grant Application for **Federal Transit Administration (FTA) Operating Funds** for FY 2022.
5. Authorizing the Filing of a Grant Application for **Wyoming Department of Transportation (WYDOT) Operating Assistance Funds** for FY 2022.
6. Authorizing the Filing of a Grant Application for **Wyoming Department of Transportation (WYDOT) Transit Capital Funds.**
7. Authorizing an Agreement with **Limmer Roofing, Inc.**, in the Amount of \$19,956, for the **2021 CPU Roof Replacements Project.**
8. Authorizing the **Release of Various Local Assessment District Liens** for **LAD 156.**
9. Accepting Property Donation from the **Platte River Trails Trust** for **Boat Ramp Construction.**
10. Authorizing a Professional Services Agreement with **Valor Construction, LLC**, in the Amount of \$26,716.25, to Refinish the **Exterior of the Main Building at Stuckenhoff Shooters Complex.**
11. Authorizing an Agreement with **Installation and Service Co., Inc.**, in the Amount of \$129,255, for the **North Park Street Mill & Overlay Project.**
12. Authorizing an Amendment to Professional Services Contract with **Thyssenkrupp Elevator Corporation**, in the Amount of \$95,108.81, to Repair the **Freight Elevator at Ford Wyoming Center.**

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10. MINUTE ACTION

A. Consent

1. Authorizing the Appointments of **Doug Hall, Jason Magnuson, Jim DeGolia and Olivia Cole** to the **Leisure Services Advisory Board**.
2. Authorizing the Purchase of Six (6) New Mid-Size **Police Utility Vehicles**, Two (2) New Mid-Size **Unmarked Utility Police Vehicles**, Two (2) New Half-Ton Four Door **Unmarked Police Trucks**, and One (1) New Mid-Size **Hybrid Utility Police Vehicle**, from **Greiner Motors**, Casper, Wyoming, in the Total Amount of \$391,063, for Use by the Casper Police Department.
3. Authorizing the Purchase of Two (2) New **Fire Engine Chassis and Bodies**, from **MaxFire Firefighting Solutions**, Castle Rock, Colorado, in the Amount of \$1,228,574, for Use by the Casper Fire Department.
4. Authorizing the Purchase of One (1) New **2021 CCTV Vehicle** from **Western Precision, LLC**, Robertson, Wyoming, in the Total Amount of \$225,038.10, for Use in the Waste Water Collection Division of the Public Services Department.

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

12. ADJOURN INTO EXECUTIVE SESSION - LITIGATION

13. ADJOURNMENT

Upcoming Council meetings

**Council meetings**

6:00 p.m. Tuesday, April 20, 2021– Council Chambers

6:00 p.m. Tuesday, May 4, 2021 – Council Chambers

**Work sessions**

4:30 p.m. Tuesday, April 13, 2021 –Council Meeting Room

4:30 p.m. Tuesday, April 27, 2021–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  
March 16, 2021

1. ROLL CALL

Casper City Council met in regular session at 5:00 p.m., Tuesday, March 16, 2021. Present: Councilmembers Cathey, Gamroth, Johnson, Knell, Lutz, Pacheco, and Mayor Freel. Councilmembers Engebretsen and Pollock attended via video call.

2. PLEDGE OF ALLEGIANCE

Vice Mayor Pacheco led the audience in the Pledge of Allegiance.

3. MINUTES

Moved by Vice Mayor Pacheco, seconded by Councilmember Johnson, to, by minute action, approve the minutes of the March 2, 2021, regular Council meeting, as published in the Casper-Star Tribune on March 12, 2021. Councilmember Lutz abstained. Motion passed.

4. EXECUTIVE SESSION MINUTES

Moved by Councilmember Johnson, seconded by Councilmember Gamroth, to, by minute action, approve the minutes of the March 2, 2021, executive session. Councilmember Lutz abstained. Motion passed.

5. BILLS & CLAIMS

Moved by Councilmember Knell, seconded by Councilmember Lutz, to, by minute action, approve payment of the March 16, 2021, bills and claims, as audited by City Manager Napier. Motion passed.

Bills & Claims 03/16/21		
71Const	Services	17,789.57
AMBI	Services	1,016.57
AceHrdw	Goods	28.77
Adecco	Services	574.73
AhernRntls	Goods	870.15
Airgas	Goods	484.60
Alsco	Services	2,408.74
Ameritech	Services	778.52
Amerigas	Goods	24,408.28
AtInticElect	Services	11,949.01
AtlasOffice	Goods	1,153.34
AtlasReprod	Services	126.00
ATrujillio	Reimb	94.82
BankofAmrca	Goods	96,501.54
BBurgess	Services	45.00
BlakemanProp	Goods	1,413.36
BMattila	Reimb	185.91
BureauofRec	Fees	250.09

C&CSply	Goods	99.84
CAsbe	Services	1,400.00
CShipman	Reimb	150.00
CsprArtistGld	Funding	750.00
CsprElect	Services	10,759.00
CsprStarTrib	Services	3,284.52
CsprTin	Services	745.00
CsprTire	Services	60.00
CtrlWYRgWtr	Services	292,058.90
CenturyLink	Utilities	139.59
Citrix	Services	2,250.00
CtyofCspr	Services	282,245.54
CivilEng	Services	51,587.08
CMITeco	Goods	210,637.79
CommTech	Goods	2,156.64
CompsnLsing	Goods	2,500.00
CompProf	Goods	4,820.96
Comtronix	Goods	2,603.11
Convergeone	Services	317.30
CrumElect	Goods	30.00
DanaKepner	Goods	2,904.66
DavidsonFxd	Services	4,029.41
DeckerAuto	Goods	468.94
Dell	Goods	1,520.32
DennisSply	Goods	10.50
Dustbusters	Goods	105,650.95
EBratvold	Reimb	86.02
EmrgncyMedDir	Services	899.40
EnrgyLabs	Services	220.00
EngDsgn	Services	875.00
ExpressSvcs	Services	1,620.48
FergusonEnt	Services	1,050.00
FirefightersofNC	Dues	1,714.00
Firstdata	Services	19.76
FIB	Services	249.72
GCBldg	Goods	920.58
Galls	Goods	1,231.89
GolderAssoc	Services	4,181.50
Grainger	Goods	774.02
HaassConst	Services	204,171.86
HDREng	Services	45,922.09
HighPlnsConst	Services	61,150.37
Homax	Goods	32,910.07
HorizonCbl	Goods	601.34
HowardSply	Goods	627.54

Identisys	Goods	2,616.79
IndMaint	Goods	1,296.00
IndScreen	Goods	1,850.00
ITCElect	Goods	38,614.27
JacobsEng	Services	65,997.70
KeenanSply	Goods	2,954.00
KnuckleDragger	Goods	1,620.00
Kubwater	Goods	5,618.85
LawEnfSvc	Services	5,123.56
LBerg	Reimb	78.71
LisasSpicSpan	Services	600.00
LongBldg	Goods	702.00
LubEng	Goods	5,965.00
MAnderson	Reimb	89.12
MBurgardt	Reimb	137.96
MillsPD	Services	1,007.63
MonsonJant	Services	3,304.68
MSpaulding	Reimb	150.00
MtnStates	Goods	259.53
MtnWest	Services	1,599.90
MThomason	Reimb	50.00
NCSheriff	Services	1,007.63
Norco	Goods	1,007.20
NWContractors	Goods	1,318.10
OlsonAuto	Services	3,097.82
OneCall	Services	354.00
PCNStrtgs	Services	46,532.92
PeakRescue	Goods	1,200.00
PepperTnk	Goods	50.00
PostalPros	Services	2,203.13
PowerCntrls	Services	5,143.60
ProfClning	Services	1,395.00
PSCC	Services	16,948.57
RRMgmt	Fees	284.85
ReliantFCU	Services	100.00
ReliantTech	Services	7,334.00
Ricoh	Services	435.49
RckyMtnAirSol	Goods	10,471.00
RckyMtnPwr	Utilities	49,711.77
RTasler	Reimb	239.37
SftyVsn	Goods	1,292.96
SDaley	Reimb	75.04
ShamrockEnv	Services	329,753.30
ShrwnWllms	Goods	530.95
Smarsh	Services	1,870.00

SRyden	Reimb	100.00
SterlingInfo	Services	2,437.64
StotzEquip	Goods	61,400.00
SWI	Services	841.99
SWirtz	Reimb	129.14
TElhart	Reimb	45.99
Thatcher	Services	9,632.53
ThirtyThreeMileRd	Services	152.00
TopOffice	Services	296.76
TriState	Services	564.00
TrihydroCorp	Services	6,785.25
TylerTech	Services	700.00
Verizon	Services	467.26
WWTrt	Services	373,736.10
Wardwell	Services	26.71
WayneColeman	Services	18,013.90
WWCEng	Services	1,685.63
WLCEng	Services	1,135.75
WYFirstAid	Goods	501.15
WYLowVolt	Goods	525.00
WYPlnningAssoc	Dues	513.00
WySteel	Goods	1,208.78
XeroxCorp	Services	243.18
Total		2,605,618.85

6. COMMUNICATIONS FROM PERSONS PRESENT

No citizens addressed the Council.

7.A.1 PUBLIC HEARING - ORDINANCE

Mayor Freel opened the public hearing for the consideration of the ordinance amending Section 13.04.060 of the Casper Municipal Code.

City Attorney Henley entered one (1) exhibit: correspondence from John Henley to the Casper City Council and J. Carter Napier, dated March 10, 2021. City Manager Napier provided a brief report.

There being no one to speak for or against the issues involving Section 13.04.060, the public hearing was closed.

Following ordinance read:

ORDINANCE NO. 9-21  
AN ORDINANCE AMENDING SECTION 13.04.060 OF THE  
CASPER MUNICIPAL CODE.

Councilmember Cathey presented the foregoing ordinance for approval, on first reading. Seconded by Councilmember Johnson. Motion passed.



7.A.2 PUBLIC HEARING - ORDINANCE

Mayor Freel opened the public hearing for the consideration of the vacation and replat creating the Central Services Addition No. 2.

City Attorney Henley entered two (2) exhibits: correspondence from Liz Becher to J. Carter Napier, dated March 3, 2021 and an affidavit of publication, as published in the Casper-Star Tribune, dated February 25, 2021. City Manager Napier provided a brief report.

There being no one to speak for or against the issues involving the Central Services Addition No. 2, the public hearing was closed.

Following ordinance read:

ORDINANCE NO. 10-21  
AN ORDINANCE APPROVING THE VACATION AND  
REPLAT CREATING THE CENTRAL SERVICES ADDITION  
NO. 2.

Vice Mayor Pacheco presented the foregoing ordinance for approval, on first reading. Seconded by Councilmember Gamroth.

Councilmember Knell had questions about the cost to build and maintain Memorial Way between the balefill and the VA Cemetery Road. He also asked if this would cause any traffic concerns. City Manager Napier stated that Evansville is responsible for the building of the roadway and requested more information from staff. Andrew Beamer, Public Services Director, explained that once the road is complete, the City will own and maintain it. He also said that Memorial Way will connect west of Station Road to avoid any possible conflict because a line of vehicles waiting to access the balefill often forms in the area.

Councilmember Cathey asked about building the road on the pipeline easement right-of-way and the how much of the road the City would maintain. Mr. Beamer shared that the layout of the road had been through an extensive negotiation process and that it was a permitted use. He stated that the City would maintain the portion within the City limits. He also shared that because of our standards, the City-owned portion would be paved, but the rest of the road would be gravel.

Councilmember Knell asked about the financial responsibility of this road. Mr. Beamer indicated that the construction of the road and platting of the project was being paid for by Evansville. He also shared that this will provide a safety mechanism for those in Evansville, should Curtis Street be cut off by an accident.

Mayor Freel confirmed that the Evansville portion of the road would be gravel. Mr. Beamer indicated that Evansville does not have funding to pave their portion at this time.

Vice Mayor Pacheco asked if some of the allocated funds for this project were agreed upon years ago for this project. City Manager Napier said that yes, these were funds distributed by the State of Wyoming for use at the county level. He said that although the funding program is no longer in place, Evansville is now able to use the monies previously set aside for this project.

Motion passed.

7.B PUBLIC HEARING - RESOLUTION

Mayor Freel opened the public hearing for the consideration of fiscal year 2021 budget amendment #4.

City Attorney Henley entered two (2) exhibits: correspondence from Tom Pitlick to J. Carter Napier, dated March 10, 2021 and an affidavit of publication, as published in the Casper-Star Tribune, dated March 9, 2021. City Manager Napier provided a brief report.

There being no one to speak for or against the issue, the public hearing was closed.

Following resolution read:

RESOLUTION NO. 21-28  
A RESOLUTION AMENDING THE CURRENT BUDGET FOR  
THE FISCAL YEAR ENDING JUNE 30, 2021.

Councilmember Knell presented the foregoing resolution for adoption. Seconded by Councilmember Cathey. Vice Mayor Pacheco emphasized the significance of the budget and requested a synopsis from staff. City Manager Napier shared that this is not a request to expand the budget, rather to reconcile unanticipated revenues and expenses, as well as to transition unspent project funds across budget years. Motion passed.

8.A ORDINANCE— THIRD READING

Following ordinance read:

ORDINANCE NO. 6-21 AMENDED  
AN ORDINANCE REPEALING ORDINANCE NO. 54-00 AS  
CODIFIED BY ARTICLE IV, CHAPTER 9.40 OF THE CASPER  
MUNICIPAL CODE AND CREATING A NEW ARTICLE IV – OF  
CHAPTER 9.40 OF THE CASPER MUNICIPAL CODE TITLED  
“SALE OF NICOTINE PRODUCTS”.

Councilmember Gamroth presented the foregoing ordinance for approval, on third reading. Seconded by Councilmember Lutz.

No citizens spoke on the ordinance. Council then considered two proposed amendments, which were included in the March 9, 2021 work session packet as well as the March 16, 2021 meeting packet.

Moved by Vice Mayor Pacheco to adopt proposed amendment 1, modifying 9.40.180 pertaining to penalties for the underage purchase of nicotine products. Seconded by Councilmember Gamroth. Motion to amend passed.

Moved by Councilmember Pollock to adopt proposed amendment 2, modifying 9.40.190 pertaining to penalties for the underage possession of nicotine products. Seconded by Councilmember Lutz. Motion to amend passed.

Council voted on the ordinance, on third reading, as amended. Councilmember Johnson voted nay. Motion passed.

Ordinance as amended follows:

ORDINANCE NO. 6-21 AMENDED  
AN ORDINANCE REPEALING ORDINANCE NO. 54-00 AS  
CODIFIED BY ARTICLE IV, CHAPTER 9.40 OF THE CASPER  
MUNICIPAL CODE AND CREATING A NEW ARTICLE IV – OF  
CHAPTER 9.40 OF THE CASPER MUNICIPAL CODE TITLED  
“SALE OF NICOTINE PRODUCTS”.

WHEREAS, the governing body of the City of Casper has the authority granted by Wyoming State Statute §15-1-103(a)(xiii) and (xli) to adopt ordinances and resolutions necessary to protect the health, safety and welfare of the City and of its citizens; and,

WHEREAS, the governing body of the City of Casper may perform all acts in relation to the concerns of the City necessary to the exercise of its corporate powers; and,

WHEREAS, effective July 1, 2020, Wyoming Statutes §§ 14-3-301 *et. seq.*, prohibit the sale of nicotine and tobacco products to persons under twenty-one years old and the purchase, possession and use of and nicotine and tobacco products by persons under twenty-one years of age; and

WHEREAS, the Casper Municipal Code needs updated and modified from time to time; and,

WHEREAS, the governing body of the City of Casper desires to repeal Ordinance No. 54-00 as codified by Article IV, Chapter 9.40 of the Casper Municipal Code, and Create a new Article IV of Chapter 9.40 of the Casper Municipal Code titled "Sale of Nicotine Products" for the purpose of consistency between the Wyoming State Statutes and the Casper Municipal Code.

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

Section 1: Chapter 9.40 Offenses by or Against Minors — Article IV — Sale of Tobacco (Sections 9.40.150 through 9.40.190), is repealed and to be replaced by Section 2 of this Ordinance.

Section 2: Chapter 9.40 Offenses by or Against Minors — Article IV titled "Sale of Nicotine Products" (Sections 9.40.150 through 9.40.190) is hereby created and shall be codified as follows:  
9.40.150 - Definitions.

A. As used in this article:

1. "Tobacco products" means any substance containing tobacco leaf or any product made or derived from tobacco that contains nicotine including, but not limited to, cigarettes, cigars, pipe tobacco, snuff, chewing tobacco or dipping tobacco;

2. "Vending machine" means any mechanical, electric or electronic self-service device which, upon insertion of money, tokens, or any other form of payment, dispenses nicotine products;

3. "Retailer" means a business of any kind at a specific location that sells nicotine products to a user or consumer;

4. "Self service display" means any display of nicotine products that is located in an area where customers are permitted and where the nicotine products are readily accessible to a customer without the assistance of a salesperson;

5. "Electronic cigarette" means any device that can be used to deliver aerosolized or vaporized nicotine or synthetic nicotine material to the person using the device and includes any component, part and accessory of the device and any vapor material intended to be aerosolized or vaporized during the use of the device. "Electronic cigarette" includes, without limitation, any electronic cigar, electronic cigarillo, electronic pipe, electronic hooka, vapor pen and any similar product or device. "Electronic cigarette" does not include a battery or battery charger if sold separately from the electronic cigarette and does not include any product regulated as a drug or device by the

United States food and drug administration under subchapter V of the Food, Drug and Cosmetic Act;

6. "Nicotine products" means tobacco products and electronic cigarettes;

7. "Vapor material" means any liquid solution or other material containing nicotine or synthetic nicotine that is depleted as an electronic cigarette is used. "Vapor material" includes liquid solution or other material containing nicotine or synthetic nicotine that is sold with or inside an electronic cigarette.

9.40.160 — Prohibited sales or delivery

A. No individual shall sell, offer for sale, give away or deliver nicotine products to any person under the age of twenty-one (21) years.

B. Any individual violating subsection A. of this section is guilty of a misdemeanor punishable by a fine of not more than:

1. Two hundred fifty dollars (\$250.00) for a first violation committed within a twenty-four (24) month period. The court may allow the defendant to perform community service or attend a tobacco or nicotine cessation program and be granted credit against his fine and court costs at the rate of ten dollars (\$10.00) for each hour of work performed or each hour of tobacco or nicotine cessation program attended;

2. Five hundred dollars (\$500.00) for a second violation committed within a twenty-four (24) month period, regardless of the locations where the violations occurred. The court may allow the defendant to perform community service or attend a tobacco or nicotine cessation program and be granted credit against his fine and court costs at the rate of ten dollars (\$10.00) for each hour of work performed or each hour of tobacco or nicotine cessation program attended;

3. Seven hundred fifty dollars (\$750.00) for a third or subsequent violation committed within a twenty-four (24) month period, regardless of the locations where the violations occurred. The court may allow the defendant to perform community service and be granted credit against his fine and court costs at the rate of ten dollars (\$10.00) for each hour of work performed.

C. No retailer shall sell, permit the sale, offer for sale, give away or deliver nicotine products to any person under the age of twenty-one (21) years.

D. Any person violating subsection C. of this section is guilty of a misdemeanor punishable by a fine of not more than:

1. Two hundred fifty dollars (\$250.00) for a first violation committed within a twenty-four (24) month period;

2. Five hundred dollars (\$500.00) for a second violation committed within a twenty-four (24) month period;

3. Seven hundred fifty dollars (\$750.00) for a third or subsequent violation committed within a twenty- four (24) month period.

E. Nothing in this Municipal Code Chapter shall modify or limit the provisions for injunctive relief pursuant to Wyoming Statutes § 14-3-302 (e).

F. It is an affirmative defense to a prosecution under subsections A. and C. of this section that, in the case of a sale, the person who sold the nicotine product was presented with, and reasonably relied upon, an identification card which identified the person buying or receiving the nicotine product as being over twenty-one (21) years of age.

G. Notwithstanding the provisions of subsection D. of this section, no fine for a violation of subsection C. of this section shall be imposed for a first offense in a twenty-four (24) month period if the retailer can show it had:

Adopted and enforced a written policy against selling nicotine products to persons under the age of twenty-one (21) years;

2. Informed its employees of the applicable laws regarding the sale of nicotine products to persons under the age of twenty-one (21) years;

3. Required employees to verify the age of nicotine product customers by way of photographic identification or by means of electronic transaction scan device; and

4. Established and imposed disciplinary sanctions for noncompliance.

9.40.170 Posted notice required; location of vending machines

A. Any person who sells nicotine products shall post signs informing the public of the age restrictions provided by this article at or near every display of nicotine products and on or upon every vending machine which offers nicotine products for sale. Each sign shall be plainly visible and shall contain a statement communicating that the sale of nicotine products to persons under twenty-one (21) years of age is prohibited by law. Any person who owns, operates or manages a business where nicotine products are offered for sale at retail and at which persons under the age of twenty-one (21) are allowed admission with or without an adult, shall maintain all nicotine products within the line of sight of a cashier or other employee or under the control of the cashier or other employee. For purposes of this subsection:

1. "Within the line of sight" means visible to a cashier or other employee while at the sales counter; and

2. "Under control" means protected by security, surveillance or detection methods.

B. No person shall sell or offer nicotine products:

1. Through a vending machine unless the vending machine is located in:

a. Businesses, factories, offices or other places not open to the general public;

b. Places to which persons under the age of twenty-one (21) years of age are not permitted access; or

c. Business premises where alcoholic or malt beverages are sold or dispensed and where entry by persons under twenty-one (21) years of age is prohibited.

2. Through a self service display except in:

a. A vending machine as permitted in paragraph 1. of this subsection; or

b. A business where entry by persons under twenty-one (21) years of age is prohibited.

C. Any person violating subsection A. or B. of this section is guilty of a misdemeanor punishable by a fine of not more than:

1. Two hundred fifty dollars (\$250.00) for a first violation committed within a twenty-four (24) month period;

2. Five hundred dollars (\$500.00) for a second violation committed within a twenty-four (24) month period;

3. Seven hundred fifty dollars (\$750.00) for a third or subsequent violation committed within a twenty-four (24) month period.

D. For purposes of subsection A. of this section, each day of continued violation under subsection A. or B. of this section shall be deemed a separate offense.

E. Nothing in this Municipal Code Chapter shall modify or limit the provisions for injunctive relief pursuant to Wyoming Statute §14-3-303(e).

9.40.180 Purchase by person under twenty-one years of age prohibited.

A. No person under the age of twenty-one (21) years shall purchase or attempt to purchase nicotine products, or misrepresent his identity or age, or use any false or altered identification for the purpose of purchasing or attempting to purchase nicotine products.

A person shall not be arrested for an alleged violation of this subsection but shall be issued a citation as a charging document by a peace officer having probable cause to believe the person violated this subsection. An officer issuing a citation shall deposit one (1) copy of the citation with the court having jurisdiction over the alleged offense. Bond may be posted and forfeited for an offense committed by all persons eighteen (18) years of age or older and charged under this section in an amount equal to the fine imposed by subsection B.1. of this section.

B. Any person violating subsection A. of this section is guilty of a misdemeanor:

1. Any person eighteen (18) years of age or older violating subsection A. of this section is guilty of a misdemeanor punishable by a fine of twenty-five dollars (\$25.00).

2. For persons under the age of eighteen (18):

a. For the first offense, the person in violation of subsection A. of this section shall at their own cost attend a nicotine or tobacco education/cessation program approved by the Municipal Court. Approved providers of the course shall charge no more than twenty-five dollars (\$25.00) for the course.

b. For the second offense, the person in violation of subsection A. of this section shall at their own cost, attend a substance use/intervention class approved by the Municipal Court. Approved providers of the course shall charge no more than twenty-five dollars (\$25.00) for the course.

c. For the third and each subsequent offense thereafter, the person in violation of subsection A. of this section shall perform at least ten (10) hours but not more than twenty (20) hours of community service as determined by the Court. The imposition of the customary ten dollars (\$10.00) in court costs may be assessed as determined by the court at its discretion.

C. For those individuals eighteen (18) years to twenty (20) years of age, who are in violation of subsection A. of this section, the court may allow the defendant to perform community service and receive credit against his/her fine at a rate of ten dollars (\$10.00) for each hour of community service work performed or each hour of attendance of a court approved tobacco or nicotine cessation program which cost shall be no greater than twenty-five dollars (\$25.00). The imposition of the customary ten dollars (\$10.00) in court costs shall be assessed as determined by the Court.

D. No conviction under this section, whether by guilty plea, adjudication of guilt or forfeiture of bond shall be reported by the court to any law enforcement agency. Upon payment/completion of the fine/penalty imposed by subsection B.1., and B.2., of this section, a criminal conviction under this section shall be expunged by operation of law from all records of the court six (6) months after the entry of conviction.' For any person whose record of conviction was expunged under this subsection, the conviction is deemed not to have occurred and the individual may reply accordingly upon any inquiry in the matter. No expungement under this subsection shall be considered for purposes of any other law providing for expungement.

9.40.190 Possession or use by person under twenty-one years of age prohibited.

A. It is unlawful for any person under the age of twenty-one (21) years to possess or use any nicotine products. A person shall not be arrested for an alleged violation of this subsection but shall be issued a citation as a charging document by a peace officer having probable cause to believe the person violated this subsection. An officer issuing a citation shall deposit one (1) copy of the citation with the court having jurisdiction over the alleged offense. Bond may be posted and forfeited for an offense committed by persons eighteen (18) years of age and older and charged under this section in an amount equal to the fine imposed by subsection B.1. of this section.

B. Any person violating subsection A. of this section is guilty of a misdemeanor:

1. Any person eighteen (18) years of age or older violating subsection A. of this section is guilty of a misdemeanor punishable by a fine of twenty-five dollars (\$25.00).

2. For persons under the age of eighteen (18):

a. For the first offense, the person in violation of subsection A. of this section shall at their own cost attend a nicotine or tobacco education/cessation program approved by the Municipal Court. Approved providers of the course shall charge no more than twenty-five dollars (\$25.00) for the course.

b. For the second offense, the person in violation of subsection A. of this section shall at their own cost, attend a substance use/intervention class approved by the Municipal Court. Approved providers of the course shall charge no more than twenty-five dollars (\$25.00) for the course.

c. For the third and each subsequent offense thereafter, the person in violation of subsection A. of this section shall perform at least ten (10) hours but not more than twenty (20) hours of community service as determined by the Court. The imposition of the customary ten dollars (\$10.00) in court costs may be assessed as determined by the court at its discretion.

C. For those individuals eighteen (18) years to twenty (20) years of age, who are in violation of subsection A. of this section, the court may allow the defendant to perform community service and receive credit against his/her fine at a rate of ten dollars (\$10.00) for each hour of community service work performed or each hour of attendance of a court approved tobacco or nicotine cessation program which cost shall be no greater than twenty-five dollars (\$25.00). The imposition of the customary ten dollars (\$10.00) in court costs shall be assessed as determined by the Court.

D. No conviction under this section, whether by guilty plea, adjudication of guilt or forfeiture of bond shall be reported by the court to any law enforcement agency. Upon payment/completion of the fine/penalty imposed by subsection B.1., and B.2., of this section, a criminal conviction under this section shall be expunged by operation of law from all records of the court six (6) months after the entry of conviction. For any person whose record of conviction was expunged under this subsection, the conviction is deemed not to have occurred and the individual may reply accordingly upon any inquiry in the matter. No expungement under this subsection shall be considered for purposes of any other law providing for expungement.

PASSED on 1<sup>st</sup> reading the 2<sup>nd</sup> day of February, 2021.

PASSED on 2<sup>nd</sup> reading the 16<sup>th</sup> day of February, 2021.

PASSED, APPROVED, AND ADOPTED on third and final reading the 16<sup>th</sup> day of March, 2021.

#### 8.B ORDINANCE— THIRD READING

Following ordinance read:

#### ORDINANCE NO. 7-21

AN ORDINANCE APPROVING A VACATION/REPLAT, SUBDIVISION AGREEMENT AND ZONE CHANGE FOR THE TRAILS WEST ESTATES NO. 4 ADDITION SUBDIVISION IN THE CITY OF CASPER, WYOMING.

WHEREAS application has been made for the creation of the Trails West Estates No. 4 Addition subdivision, consisting of a vacation and replat of Lots 1-4, Block 16, Cottonwood Addition, Lots 13-19, Block 17, Trails West Estates, and Lot 20A, Block 17, Trails West Estates No. 3, and Lot 14 of Lots 8-14, Block 17, Trails West Estates No. 2, and the Westerly Portion of Indian Scout Drive, and the southerly portion of Whispering Springs Road; and,

WHEREAS application has been made to rezone the proposed Trails West Estates No. 4 Addition from combined zoning classifications PUD (Planned Unit Development) and R-1 (Residential Estate), to entirely R-1 (Residential Estate); and,

WHEREAS, the property owners in the Trails West Estates No. 4 subdivision will enter into a written subdivision agreement with the City of Casper, executed upon third reading of this ordinance; and,

WHEREAS, the vacation, replat and rezone require approval of the City Council, by ordinance, following a public hearing; and,

WHEREAS, after a public hearing, the City of Casper Planning and Zoning Commission passed a motion recommending that City Council approve the vacation, replat and zone change requests; and,

WHEREAS, the governing body of the City of Casper finds that the above-described vacation, replat, zone change, and Trails West Estates No. 4 Addition Subdivision Agreement should be approved.

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

SECTION 1:

The vacation and replat creating the Trails West Estates No. 4 Addition is hereby approved.

SECTION 2:

The subdivision agreement between the property owners and the City of Casper is hereby approved, and the Mayor is hereby authorized and directed to execute, and the City Clerk to attest said document.

SECTION 3:

The zoning of the Trails West Estates No. 4 Addition shall be R-1 (Residential Estate).

SECTION 4:

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 16<sup>th</sup> day of February, 2021.

PASSED on 2<sup>nd</sup> reading the 2<sup>nd</sup> day of March, 2021.

PASSED, APPROVED, AND ADOPTED on 3<sup>rd</sup> and final reading the 16<sup>th</sup> day of March, 2021.

Councilmember Johnson presented the foregoing ordinance for approval, on third reading. Seconded by Councilmember Knell. No citizens spoke on the ordinance. Councilmember Engbretsen and Mayor Freel abstained. Motion passed.

8.C ORDINANCE—THIRD READING

Following ordinance read:

ORDINANCE NO. 8-21

AN ORDINANCE CREATING CITY OF CASPER, WYOMING, LOCAL ASSESSMENT DISTRICT NO. 158 (HEREINAFTER CALLED THE "DISTRICT"); ORDERING THE CONSTRUCTION OF IMPROVEMENTS THEREIN; DESCRIBING THE SAME, DIRECTING THE PREPARATION OF PLANS AND SPECIFICATIONS THEREFOR; PROVIDING FOR THE PUBLICATION OF NOTICE TO CONTRACTORS; FIXING THE BOUNDARIES OF SAID DISTRICT; RATIFYING ACTION PREVIOUSLY TAKEN; AND, PRESCRIBING DETAILS IN CONNECTION WITH SAID DISTRICT.



WHEREAS, pursuant to Title 15, Chapter 6, Wyoming Statutes, 1977, as amended, on the 19<sup>th</sup> day of January, 2021, the City Council (hereinafter called the "Council") of the City of Casper, Wyoming, (hereinafter called the "City") adopted a resolution declaring the intention of said Council to establish the City of Casper, Wyoming, Local Assessment District No. 158, to authorize the construction of certain local improvements therein, and to assess the cost or portion thereof of the local improvements on the property benefited thereby; and,

WHEREAS, said resolution was duly mailed and published as a notice, affidavits of such mailing and publication being now on file in the Office of the City Clerk; and,

WHEREAS, in response to said notice, no written remonstrances were filed against the proposed improvements; and,

WHEREAS, a public hearing shall be held on the first reading of this ordinance, February 16, 2021.

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

Section 1. Creation of District.

That there be, and there hereby is created and established within the corporate limits of the City of Casper, Wyoming, a local improvement district for the purpose of making certain local improvements consisting of asphaltic concrete pavement on the roads hereinafter designated, and, to assess the cost thereof (except as hereinafter provided) on the property benefited thereby and included within the Local Assessment District herein described.

Section 2. Name of District.

The Council has determined and does hereby determine that:

A. The Local Assessment District herein described, as such might hereinafter be modified, shall be known as the "City of Casper, Wyoming, Local Assessment District No. 158";

Section 3. Location of Paving Improvements.

The City proposes to establish grades for the following named streets, intersections, and parts of streets, within the City between the termini specified, as such are set forth on the official plats of the subdivisions or additions in said City, now on file and of record, as follows:

LOCATION OF ROADWAY PAVING IMPROVEMENTS

<u>STREET</u>	<u>WIDTH</u>	<u>PROPOSED IMPROVEMENT</u>
1. Coates Road	26.0'	Asphaltic Concrete Pavement

The width in feet of said road, hereinabove set forth, is measured from the edge of the blacktop to the edge of the blacktop on each side.

Section 4. Description of Paving Improvements.

The character, kind, and extent of the asphaltic concrete pavement improvements shall be as follows:

A. All streets as denoted in Section 3 shall include installation of a sub-base aggregate base course, a plant mix bituminous base, tack coat, and a plant mix pavement surface course, in accordance with approved City Standards. The work shall include all necessary removal, excavation, filling, grading, and replacement to design elevations and appurtenant work.

Section 5. Boundaries of the District.

It is proposed to create the District, the boundaries of which lie entirely within the City of Casper, as follows:

Skyline Ranches

Lots 2-7, Lot 8 (East Half), Lots 9-14

Section 6. Determination of Benefits.

The City Council has determined, and does hereby determine, that the method of assessment will result in a distribution of costs among property owners in proportion to the special benefits conferred by the improvements, and that any other method of assessment would result in an inequitable distribution of costs among some owners whose property is benefitted by the improvements.

Section 7. Method of Assessment.

A. Paving Improvements. Each piece of property with access to the road in or along which the improvements are to be made shall be assessed by the following method:

Each property shall be assessed on the basis of its acreage so that the total assessment on each piece of property shall be in proportion to the total accessible acreage of the property to be assessed for the same improvement.

B. Assessment Liens. Notwithstanding any provision to the contrary, the assessment shall be levied and an assessment lien attached on all, or a piece, of benefitted property so as to avoid the imposition of a lien upon a part of the subdivided lot or partial lot under common ownership and use.

Section 8. Estimated Costs.

The City of Casper has agreed to design the improvements in-house. The construction of the improvements will be performed by a qualified contractor with the lowest competitive bid. The properties will be assessed the full cost for a contractor to install the asphalt pavement, plus the cost of engineering.

The estimated total costs for the total improvement project (including, but not limited to, all incidental improvements or work) are as follows:

1. The estimated contract price for installation of asphalt pavement is \$171,820.
2. The estimated cost for engineering is \$15,620.
3. The estimated total cost of the total improvement project is \$187,440.
4. The estimated assessable costs for each acre of property are as follows:
  - a. All Improvements \$1,575.83 per acre.
5. The estimated project cost of the Local Assessment District is \$187,440, which includes all improvements.

The City's funding source will be from 1%#16 funds for miscellaneous street improvements.

The City Council shall accept no bids or combination of bids, which shall exceed by more than ten percent (10%) the aforesaid estimate of the contract price unless approved by the property owners, subject to a special assessment.

Section 9. Direction to Engineer to Proceed.

The City Engineer is hereby directed and authorized, immediately upon the passage of this Ordinance, to prepare and file with the City Clerk final plans, specifications, and the estimated cost of said improvements, which plans, specifications, and estimated cost shall show in detail the work to be done, the quantities of materials to be handled and the estimated cost of said improvements, which plans, specifications, and estimated cost shall be hereafter approved by the Council, by resolution.

It is hereby determined and ordered, that such improvements shall be made as soon as practical.

Immediately after the approval of said plans and specifications, the City Clerk shall call for bids for the making of said improvements, by publishing notice in at least one issue of a newspaper published and of general circulation within the City of Casper, which notice shall be substantially in agreement with the provisions of Wyoming Statutes, 1977, as amended, and this Ordinance.

Section 10. Maintenance of Improvements.

The maintenance of the proposed improvements after their acceptance by the City on said streets, intersections, and parts thereof, shall not be included in the construction contract or contracts, and there shall be no charges for such maintenance included in the assessments for the proposed improvements; provided, however, that nothing herein shall be construed to preclude provision in the contract or contracts relating to the guarantee of improvements thereunder.

Section 11. Ratification.

All action heretofore taken by the City and officers thereof, directed toward the creation of the City of Casper, Wyoming, Local Assessment District No. 158, the improvement of property therein and the levy of assessments therefor, be, and the same hereby is, ratified, approved, and confirmed.

Section 12. Severability.

If any section, paragraph, clause, or provision of this Ordinance shall for any reason be held to be invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause, or provision shall not affect any of the remaining provisions of this Ordinance.

Section 13. Repealer.

All orders, bylaws, resolutions, and ordinances, or parts thereof, in conflict with this Ordinance are hereby repealed to the extent of such inconsistency.

Section 14. Authorization of Officers and Employees.

The officers and employees of the City are hereby authorized and directed to take all action necessary and appropriate to effectuate the provisions of this Ordinance.

PASSED on 1<sup>st</sup> reading the 16<sup>th</sup> day of February, 2021.

PASSED on 2<sup>nd</sup> reading the 2<sup>nd</sup> day of March, 2021.

PASSED, APPROVED, AND ADOPTED on 3<sup>rd</sup> and final reading the 16<sup>th</sup> day of March, 2021.

Councilmember Gamroth presented the foregoing ordinance for approval, on third reading. Seconded by Councilmember Johnson.

There being no one to speak regarding the ordinance, and no discussion or amendments, motion passed.

9. CONSENT RESOLUTIONS

The following resolutions were considered, by consent agenda:

RESOLUTION NO. 21-29

A RESOLUTION AUTHORIZING A MEMORANDUM OF AGREEMENT, QUITCLAIM DEED, AND DRAINAGE, UTILITY, AND ACCESS EASEMENT WITH THE WYOMING DEPARTMENT OF TRANSPORTATION FOR CONSTRUCTION ACTIVITIES FOR THE SOUTH POPLAR STREET AND WEST 1ST STREET PROJECT.

RESOLUTION NO. 21-30

A RESOLUTION AUTHORIZING AN AGREEMENT WITH INSTALLATION AND SERVICE COMPANY, INC., FOR THE 2021 CPU ASPHALT REPAIR PROJECT NO. 21-001.

RESOLUTION NO. 21-31  
A RESOLUTION AUTHORIZING A CONTRACT FOR  
OUTSIDE-CITY WATER SERVICE WITH L. L. ENTERPRISES.

Councilmember Johnson presented the foregoing three (3) resolutions for adoption. Seconded by Councilmember Gamroth. Motion passed.

10. MINUTE ACTION– CONSENT

Moved by Councilmember Johnson, seconded by Councilmember Lutz, to, by consent minute action, appoint new board member Larry Madsen to the Amoco Reuse Agreement Joint Powers Board. Motion passed.

11. INTRODUCTION OF MEASURES AND PROPOSALS

Councilmember Knell requested further discussion of the parking on the parkways issue. Councilmembers expressed their gratitude to City staff and the community for working together during and following the historic snowstorm over the weekend. Mayor Freel noted that this meeting had been shifted by an hour for safety reasons. Councilmembers also spoke on meetings and events they attended.

12. ADJOURN INTO EXECUTIVE SESSION

Mayor Freel noted the next meetings of the City Council will be a work session to be held at 4:30 p.m., Tuesday, March 23, 2021, in the Council Chambers; and, a regular Council meeting to be held at 6:00 p.m., Tuesday, April 6, 2021, in the Council Chambers.

At 5:47 p.m., it was moved Councilmember Knell, seconded by Vice Mayor Pacheco, to adjourn into executive session to discuss litigation, security, property, and personnel. Motion passed.

At 7:25 p.m., it was moved by Councilmember Cathey, seconded by Councilmember Knell, to adjourn the executive session. Motion passed.

13. ADJOURNMENT

At 7:25 p.m., it was moved by Councilmember Cathey, seconded by Councilmember Knell, to adjourn the regular Council meeting. Motion passed.

ATTEST:

CITY OF CASPER, WYOMING  
A Municipal Corporation

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

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

# City of Casper - Bills and Claims for April 06, 2021

## 71 CONSTRUCTION, INC

71 CONSTRUCTION, INC	Capital Projects Fund	Materials for Jade project	\$14,098.77
<i>71 CONSTRUCTION, INC - Total For Capital Projects Fund</i>			<i>\$14,098.77</i>
71 CONSTRUCTION, INC	Social Community Services	Snow Removal	\$20,416.25
<i>71 CONSTRUCTION, INC - Total For Social Community Services</i>			<i>\$20,416.25</i>
<b>71 CONSTRUCTION, INC - ALL DEPARTMENTS</b>			<b>\$34,515.02</b>

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

A.M.B.I. & SHIPPING,	Fire-EMS Administration	Mail services	\$4.07
<i>A.M.B.I. &amp; SHIPPING, - Total For Fire-EMS Administration</i>			<i>\$4.07</i>
A.M.B.I. & SHIPPING,	Ft. Caspar Museum	Mail services	\$1.22
<i>A.M.B.I. &amp; SHIPPING, - Total For Ft. Caspar Museum</i>			<i>\$1.22</i>
A.M.B.I. & SHIPPING,	Municipal Court	Mail services	\$166.03
<i>A.M.B.I. &amp; SHIPPING, - Total For Municipal Court</i>			<i>\$166.03</i>
A.M.B.I. & SHIPPING,	Refuse - Residential	Mail services	\$25.10
<i>A.M.B.I. &amp; SHIPPING, - Total For Refuse - Residential</i>			<i>\$25.10</i>
<b>A.M.B.I. &amp; SHIPPING, - ALL DEPARTMENTS</b>			<b>\$196.42</b>

## ACUSHNET COMPANY

ACUSHNET COMPANY	Golf	Titleist Golf Balls- Inventory	\$888.00
<i>ACUSHNET COMPANY - Total For Golf</i>			<i>\$888.00</i>
<b>ACUSHNET COMPANY - ALL DEPARTMENTS</b>			<b>\$888.00</b>

## ADECCO USA, INC.

ADECCO USA, INC.	Balefill - Disposal & Landfill	Temporary services	\$582.00
ADECCO USA, INC.	Balefill - Disposal & Landfill	Temporary services	\$582.00
<i>ADECCO USA, INC. - Total For Balefill - Disposal &amp; Landfill</i>			<i>\$1,164.00</i>
<b>ADECCO USA, INC. - ALL DEPARTMENTS</b>			<b>\$1,164.00</b>

## ADVANCED GEOTECHNICA

ADVANCED GEOTECHNICA	Water Distribution	Services	\$5,414.00
<i>ADVANCED GEOTECHNICA - Total For Water Distribution</i>			<i>\$5,414.00</i>
<b>ADVANCED GEOTECHNICA - ALL DEPARTMENTS</b>			<b>\$5,414.00</b>

## AIRGAS USA LLC

AIRGAS USA LLC	Balefill - Baler Processing	Welding supplies	\$352.45
AIRGAS USA LLC	Balefill - Baler Processing	Supplies	\$58.35
<i>AIRGAS USA LLC - Total For Balefill - Baler Processing</i>			<i>\$410.80</i>
AIRGAS USA LLC	Refuse - Residential	Safety Glasses	\$84.90
<i>AIRGAS USA LLC - Total For Refuse - Residential</i>			<i>\$84.90</i>
<b>AIRGAS USA LLC - ALL DEPARTMENTS</b>			<b>\$495.70</b>

## ALAMO RENT-A-CAR REN

ALAMO RENT-A-CAR REN	Police Administration	Chapter conference Zenith	\$299.09
<i>ALAMO RENT-A-CAR REN - Total For Police Administration</i>			<i>\$299.09</i>
<b>ALAMO RENT-A-CAR REN - ALL DEPARTMENTS</b>			<b>\$299.09</b>

## ALBERTSONS #0062

ALBERTSONS #0062	Ice Arena - Concessions	CONCESSIONS	\$21.96
<i>ALBERTSONS #0062 - Total For Ice Arena - Concessions</i>			<i>\$21.96</i>
ALBERTSONS #0062	Ice Arena - Operations	Distilled Water for Zamboni - Ice Arena	\$16.50
<i>ALBERTSONS #0062 - Total For Ice Arena - Operations</i>			<i>\$16.50</i>
ALBERTSONS #0062	Planning	GROCERY STORES,Cake Cheryl's retirement	\$41.99
<i>ALBERTSONS #0062 - Total For Planning</i>			<i>\$41.99</i>
<b>ALBERTSONS #0062 - ALL DEPARTMENTS</b>			<b>\$80.45</b>

## ALL OUT FIRE EXTINGU

ALL OUT FIRE EXTINGU	Cemetery	FIRE EXTINGUISHER ANNUAL CHECK AND REPAI	\$200.00
<i>ALL OUT FIRE EXTINGU - Total For Cemetery</i>			<i>\$200.00</i>
ALL OUT FIRE EXTINGU	Golf - Operations	yearly fire extinguisher service	\$350.00
<i>ALL OUT FIRE EXTINGU - Total For Golf - Operations</i>			<i>\$350.00</i>
<b>ALL OUT FIRE EXTINGU - ALL DEPARTMENTS</b>			<b>\$550.00</b>

## ALPINE MOTOR SPORTS

ALPINE MOTOR SPORTS	Weed & Pest Fund	SAWS	\$792.94
<i>ALPINE MOTOR SPORTS - Total For Weed &amp; Pest Fund</i>			\$792.94
<b>ALPINE MOTOR SPORTS - ALL DEPARTMENTS</b>			<b>\$792.94</b>

## ALSCO

ALSCO	Balefill - Baler Processing	Professional Laundry Services	\$99.48
ALSCO	Balefill - Baler Processing	Professional Laundry Services	\$109.48
ALSCO	Balefill - Baler Processing	Professional Laundry Services	\$109.48
ALSCO	Balefill - Baler Processing	Professional Laundry Services	\$108.46
<i>ALSCO - Total For Balefill - Baler Processing</i>			\$426.90
ALSCO	Balefill - Disposal & Landfill	Mat services	\$54.03
ALSCO	Balefill - Disposal & Landfill	Mat Services	\$53.25
ALSCO	Balefill - Disposal & Landfill	Mat services	\$53.25
<i>ALSCO - Total For Balefill - Disposal &amp; Landfill</i>			\$160.53
ALSCO	Refuse - Residential	Professional Laundry Services	\$84.06
ALSCO	Refuse - Residential	Professional Laundry Services	\$92.22
ALSCO	Refuse - Residential	Uniforms	\$13.50
ALSCO	Refuse - Residential	Professional Laundry Services	\$92.22
ALSCO	Refuse - Residential	Professional Laundry Services	\$85.56
<i>ALSCO - Total For Refuse - Residential</i>			\$367.56
ALSCO	Regional Water Operations	Professional Laundry Services	\$61.55
ALSCO	Regional Water Operations	Professional Laundry Services	\$63.33
ALSCO	Regional Water Operations	Professional Laundry Services	\$125.86
<i>ALSCO - Total For Regional Water Operations</i>			\$250.74
ALSCO	WWTP Operations	Professional Laundry Services	\$151.46
ALSCO	WWTP Operations	Professional Laundry Services	\$152.48
ALSCO	WWTP Operations	Professional Laundry Services	(\$7.14)
<i>ALSCO - Total For WWTP Operations</i>			\$296.80
<b>ALSCO - ALL DEPARTMENTS</b>			<b>\$1,502.53</b>

## AMAZON.COM 7L2JR87K3

AMAZON.COM 7L2JR87K3	Customer Service	CUST SERV DESKTOP SCANNERS	\$524.95
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AMAZON.COM 7L2JR87K3 - Total For Customer Service			\$524.95
<b>AMAZON.COM 7L2JR87K3 - ALL DEPARTMENTS</b>			<b>\$524.95</b>

### AMAZON.COM 7S6HE4103

AMAZON.COM 7S6HE4103 Parks - Parks Maint.	Safety		\$44.95
AMAZON.COM 7S6HE4103 - Total For Parks - Parks Maint.			\$44.95
<b>AMAZON.COM 7S6HE4103 - ALL DEPARTMENTS</b>			<b>\$44.95</b>

### AMAZON.COM HJ2FA80H3

AMAZON.COM HJ2FA80H3 Ice Arena - Classes	CSS COACHING SUPPLIES hockey balls		\$39.98
AMAZON.COM HJ2FA80H3 - Total For Ice Arena - Classes			\$39.98
<b>AMAZON.COM HJ2FA80H3 - ALL DEPARTMENTS</b>			<b>\$39.98</b>

### AMAZON.COM U42RR13G3

AMAZON.COM U42RR13G3 Ice Arena - Classes	CSS Coaching Supplies Markers		\$22.19
AMAZON.COM U42RR13G3 - Total For Ice Arena - Classes			\$22.19
<b>AMAZON.COM U42RR13G3 - ALL DEPARTMENTS</b>			<b>\$22.19</b>

### AMAZON.COM W97W69ZJ3

AMAZON.COM W97W69ZJ3 Golf - Operations	Golf bags for golf shop		\$339.60
AMAZON.COM W97W69ZJ3 - Total For Golf - Operations			\$339.60
<b>AMAZON.COM W97W69ZJ3 - ALL DEPARTMENTS</b>			<b>\$339.60</b>

### AMERIGAS - CASPER

AMERIGAS - CASPER	Balefill - Baler Processing	Propane	\$131.63
AMERIGAS - CASPER - Total For Balefill - Baler Processing			\$131.63
AMERIGAS - CASPER	Balefill - Disposal & Landfill	Propane	\$394.02
AMERIGAS - CASPER	Balefill - Disposal & Landfill	Propane	\$1,722.05
AMERIGAS - CASPER	Balefill - Disposal & Landfill	Propane	\$212.04
AMERIGAS - CASPER - Total For Balefill - Disposal & Landfill			\$2,328.11
AMERIGAS - CASPER	WWTP Operations	Propane for temp generators	\$5,734.78
AMERIGAS - CASPER	WWTP Operations	Propane for temp generators	\$1,456.54



AMERIGAS - CASPER	WWTP Operations	Propane for temp generators	\$2,760.68
<i>AMERIGAS - CASPER - Total For WWTP Operations</i>			<i>\$9,952.00</i>
<b>AMERIGAS - CASPER - ALL DEPARTMENTS</b>			<b>\$12,411.74</b>

## AMZN Mktp US

AMZN Mktp US	Ice Arena - Classes	CSS COACHING SUPPLIES Whistles	\$54.68
<i>AMZN Mktp US - Total For Ice Arena - Classes</i>			<i>\$54.68</i>
AMZN Mktp US	Police Administration	Ribbons	\$251.94
AMZN Mktp US	Police Administration	Career Services	\$60.65
AMZN Mktp US	Police Administration	Career Services	\$27.01
<i>AMZN Mktp US - Total For Police Administration</i>			<i>\$339.60</i>
AMZN Mktp US	Rec Center - Operations	badge clips, holders	\$17.98
AMZN Mktp US	Rec Center - Operations	AED Batteries	\$466.00
<i>AMZN Mktp US - Total For Rec Center - Operations</i>			<i>\$483.98</i>
<b>AMZN Mktp US - ALL DEPARTMENTS</b>			<b>\$878.26</b>

## ANDREEN HUNT CONSTRU

ANDREEN HUNT CONSTRU	Social Community Services	Snow removal	\$10,637.00
<i>ANDREEN HUNT CONSTRU - Total For Social Community Services</i>			<i>\$10,637.00</i>
<b>ANDREEN HUNT CONSTRU - ALL DEPARTMENTS</b>			<b>\$10,637.00</b>

## ARROWHEAD HEATING &

ARROWHEAD HEATING &	Balefill - Disposal & Landfill	Monthly services	\$121.67
ARROWHEAD HEATING &	Balefill - Disposal & Landfill	February Maintenance	\$180.00
ARROWHEAD HEATING &	Balefill - Disposal & Landfill	Monthly services	\$198.70
<i>ARROWHEAD HEATING &amp; - Total For Balefill - Disposal &amp; Landfill</i>			<i>\$500.37</i>
<b>ARROWHEAD HEATING &amp; - ALL DEPARTMENTS</b>			<b>\$500.37</b>

## ARS FLOOD & FIRE CLE

ARS FLOOD & FIRE CLE	Buildings & Structures Fund	Services	\$160.00
<i>ARS FLOOD &amp; FIRE CLE - Total For Buildings &amp; Structures Fund</i>			<i>\$160.00</i>
<b>ARS FLOOD &amp; FIRE CLE - ALL DEPARTMENTS</b>			<b>\$160.00</b>

## AT&T 051221271100

AT&T 051221271100	Public Safety Communication PSCC		\$141.28
<i>AT&amp;T 051221271100 - Total For Public Safety Communications</i>			<i>\$141.28</i>
<b>AT&amp;T 051221271100 - ALL DEPARTMENTS</b>			<b>\$141.28</b>

## ATLANTIC ELECTRIC, I

ATLANTIC ELECTRIC, I	Property Insurance Fund	Claim #2020051	\$5,951.00
<i>ATLANTIC ELECTRIC, I - Total For Property Insurance Fund</i>			<i>\$5,951.00</i>
ATLANTIC ELECTRIC, I	Traffic Control	FY21-24 Luminaire Services	\$2,307.75
<i>ATLANTIC ELECTRIC, I - Total For Traffic Control</i>			<i>\$2,307.75</i>
<b>ATLANTIC ELECTRIC, I - ALL DEPARTMENTS</b>			<b>\$8,258.75</b>

## ATLAS OFFICE PRODUCT

ATLAS OFFICE PRODUCT	Aquatics - Operations	CALENDARS	\$24.31
<i>ATLAS OFFICE PRODUCT - Total For Aquatics - Operations</i>			<i>\$24.31</i>
ATLAS OFFICE PRODUCT	Balefill - Disposal & Landfill	Office Supplies	\$111.55
ATLAS OFFICE PRODUCT	Balefill - Disposal & Landfill	Office supplies	\$145.18
<i>ATLAS OFFICE PRODUCT - Total For Balefill - Disposal &amp; Landfill</i>			<i>\$256.73</i>
ATLAS OFFICE PRODUCT	City Attorney	COMMERCIAL EQUIPMENT, NOT ELSEWHERE CL	\$49.04
ATLAS OFFICE PRODUCT	City Attorney	COMMERCIAL EQUIPMENT, NOT ELSEWHERE CL	\$113.62
ATLAS OFFICE PRODUCT	City Attorney	COMMERCIAL EQUIPMENT, NOT ELSEWHERE CL	\$204.59
<i>ATLAS OFFICE PRODUCT - Total For City Attorney</i>			<i>\$367.25</i>
ATLAS OFFICE PRODUCT	Customer Service	ZENY WIRELESS KEYBOARD&MOUSE/WRISTPAD	\$98.08
ATLAS OFFICE PRODUCT	Customer Service	DOWNSTAIRS PRINTER CARTRIDGES 212A/390A	\$72.87
ATLAS OFFICE PRODUCT	Customer Service	PAPER/INFO DESK PRINTER CARTRIDGE/DESKTO	\$152.03
<i>ATLAS OFFICE PRODUCT - Total For Customer Service</i>			<i>\$322.98</i>
ATLAS OFFICE PRODUCT	Finance	PAPER/INFO DESK PRINTER CARTRIDGE/DESKTO	\$33.98
ATLAS OFFICE PRODUCT	Finance	DOWNSTAIRS PRINTER CARTRIDGES 212A/390A	\$72.87
ATLAS OFFICE PRODUCT	Finance	UPSTAIRS FINANCE STAPLER	\$17.92
<i>ATLAS OFFICE PRODUCT - Total For Finance</i>			<i>\$124.77</i>
ATLAS OFFICE PRODUCT	Health Insurance Fund	DOWNSTAIRS PRINTER CARTRIDGES 212A/390A	\$72.87
ATLAS OFFICE PRODUCT	Health Insurance Fund	PAPER/INFO DESK PRINTER CARTRIDGE/DESKTO	\$26.79
<i>ATLAS OFFICE PRODUCT - Total For Health Insurance Fund</i>			<i>\$99.66</i>

ATLAS OFFICE PRODUCT	Human Resources	DOWNSTAIRS PRINTER CARTRIDGES 212A/390A	\$72.89
ATLAS OFFICE PRODUCT	Human Resources	PAPER/INFO DESK PRINTER CARTRIDGE/DESKTO	\$26.79
<i>ATLAS OFFICE PRODUCT - Total For Human Resources</i>			<i>\$99.68</i>
ATLAS OFFICE PRODUCT	Municipal Court	Office Supplies	\$300.63
ATLAS OFFICE PRODUCT	Municipal Court	Office Supplies	\$112.37
ATLAS OFFICE PRODUCT	Municipal Court	Office Supplies	\$236.96
ATLAS OFFICE PRODUCT	Municipal Court	Office Supplies	\$8.34
<i>ATLAS OFFICE PRODUCT - Total For Municipal Court</i>			<i>\$658.30</i>
ATLAS OFFICE PRODUCT	Planning	Office Supplies	\$20.74
<i>ATLAS OFFICE PRODUCT - Total For Planning</i>			<i>\$20.74</i>
ATLAS OFFICE PRODUCT	Police Administration	Office Supplies	\$865.83
ATLAS OFFICE PRODUCT	Police Administration	Office Supplies	\$35.30
<i>ATLAS OFFICE PRODUCT - Total For Police Administration</i>			<i>\$901.13</i>
ATLAS OFFICE PRODUCT	Rec Center - Admin	CALENDARS	\$24.31
<i>ATLAS OFFICE PRODUCT - Total For Rec Center - Admin</i>			<i>\$24.31</i>
ATLAS OFFICE PRODUCT	Regional Water Operations	Office supply	\$23.64
ATLAS OFFICE PRODUCT	Regional Water Operations	Office supply	\$3.36
<i>ATLAS OFFICE PRODUCT - Total For Regional Water Operations</i>			<i>\$27.00</i>
ATLAS OFFICE PRODUCT	Risk Management	DOWNSTAIRS PRINTER CARTRIDGES 212A/390A	\$72.87
ATLAS OFFICE PRODUCT	Risk Management	PAPER/INFO DESK PRINTER CARTRIDGE/DESKTO	\$26.79
<i>ATLAS OFFICE PRODUCT - Total For Risk Management</i>			<i>\$99.66</i>
ATLAS OFFICE PRODUCT	Sewer Administration	Cyan Printer cartridge	\$84.47
ATLAS OFFICE PRODUCT	Sewer Administration	Notary Journal	\$11.41
<i>ATLAS OFFICE PRODUCT - Total For Sewer Administration</i>			<i>\$95.88</i>
ATLAS OFFICE PRODUCT	Water Distribution	Office supplies	\$3.74
<i>ATLAS OFFICE PRODUCT - Total For Water Distribution</i>			<i>\$3.74</i>
<b>ATLAS OFFICE PRODUCT - ALL DEPARTMENTS</b>			<b>\$3,126.14</b>

## AWWA EVENTS

AWWA EVENTS	Water Administration	CHARITABLE AND SOCIAL SERVICE ORGANIZATI	\$240.00
<i>AWWA EVENTS - Total For Water Administration</i>			<i>\$240.00</i>
<b>AWWA EVENTS - ALL DEPARTMENTS</b>			<b>\$240.00</b>

## BAILEY'S ACE HARDWAR

BAILEY'S ACE HARDWAR	Balefill - Baler Processing	Supplies	\$7.92
<i>BAILEY'S ACE HARDWAR - Total For Balefill - Baler Processing</i>			<i>\$7.92</i>
BAILEY'S ACE HARDWAR	Balefill - Disposal & Landfill	Supplies	\$42.41
<i>BAILEY'S ACE HARDWAR - Total For Balefill - Disposal &amp; Landfill</i>			<i>\$42.41</i>
<b>BAILEY'S ACE HARDWAR - ALL DEPARTMENTS</b>			<b>\$50.33</b>

## BAILEYS ACE HDWE

BAILEYS ACE HDWE	Buildings & Structures Fund	Lighting repair supplies for Fire Station 3	\$11.35
<i>BAILEYS ACE HDWE - Total For Buildings &amp; Structures Fund</i>			<i>\$11.35</i>
BAILEYS ACE HDWE	Golf - Operations	cable for fire suppression	\$6.52
<i>BAILEYS ACE HDWE - Total For Golf - Operations</i>			<i>\$6.52</i>
BAILEYS ACE HDWE	Ice Arena - Operations	Fasteners for Ice Arena	\$3.72
BAILEYS ACE HDWE	Ice Arena - Operations	Custodial Supplies, Tape	\$19.94
<i>BAILEYS ACE HDWE - Total For Ice Arena - Operations</i>			<i>\$23.66</i>
BAILEYS ACE HDWE	Metro Animal Shelter	Repair items and supplies	\$89.92
<i>BAILEYS ACE HDWE - Total For Metro Animal Shelter</i>			<i>\$89.92</i>
BAILEYS ACE HDWE	Parks - Parks Maint.	Keys	\$11.95
BAILEYS ACE HDWE	Parks - Parks Maint.	Snow Shovels	\$179.95
<i>BAILEYS ACE HDWE - Total For Parks - Parks Maint.</i>			<i>\$191.90</i>
BAILEYS ACE HDWE	Sewer Wastewater Collection Credit		(\$3.00)
BAILEYS ACE HDWE	Sewer Wastewater Collection Fuses		\$6.99
<i>BAILEYS ACE HDWE - Total For Sewer Wastewater Collection</i>			<i>\$3.99</i>
BAILEYS ACE HDWE	Streets	Small shovel for loader blower combo	\$23.99
<i>BAILEYS ACE HDWE - Total For Streets</i>			<i>\$23.99</i>
<b>BAILEYS ACE HDWE - ALL DEPARTMENTS</b>			<b>\$351.33</b>

## BARGREEN WYOMING

BARGREEN WYOMING	Fire-EMS Operations	Vacuum Repair	\$454.01
<i>BARGREEN WYOMING - Total For Fire-EMS Operations</i>			<i>\$454.01</i>
BARGREEN WYOMING	Hogadon - Operations	Lodge Supplies	\$27.30
<i>BARGREEN WYOMING - Total For Hogadon - Operations</i>			<i>\$27.30</i>
<b>BARGREEN WYOMING - ALL DEPARTMENTS</b>			<b>\$481.31</b>

## BATTERIES+BULBS

BATTERIES+BULBS	Police Traffic Enforcement	Work phone case	\$139.85
<i>BATTERIES+BULBS - Total For Police Traffic Enforcement</i>			<i>\$139.85</i>
<b>BATTERIES+BULBS - ALL DEPARTMENTS</b>			<b>\$139.85</b>

## BEST BUY

BEST BUY	Hogadon - Operations	SD Card camara	\$18.99
<i>BEST BUY - Total For Hogadon - Operations</i>			<i>\$18.99</i>
BEST BUY	Metro Animal Control	Memory Card	\$19.99
BEST BUY	Metro Animal Control	Computer speakers	\$19.99
<i>BEST BUY - Total For Metro Animal Control</i>			<i>\$39.98</i>
BEST BUY	Parks - Parks Maint.	TV	\$469.99
<i>BEST BUY - Total For Parks - Parks Maint.</i>			<i>\$469.99</i>
BEST BUY	Police Administration	Ipad cover	\$79.99
<i>BEST BUY - Total For Police Administration</i>			<i>\$79.99</i>
<b>BEST BUY - ALL DEPARTMENTS</b>			<b>\$608.95</b>

## BEYOND GOLF - BAR K

BEYOND GOLF - BAR K	Police Career Services	Training Jones and Dabney	\$24.00
<i>BEYOND GOLF - BAR K - Total For Police Career Services</i>			<i>\$24.00</i>
<b>BEYOND GOLF - BAR K - ALL DEPARTMENTS</b>			<b>\$24.00</b>

## BLACK HILLS ENERGY

BLACK HILLS ENERGY	Aquatics - Operations	7584 6122 74	\$3,993.11
<i>BLACK HILLS ENERGY - Total For Aquatics - Operations</i>			<i>\$3,993.11</i>
BLACK HILLS ENERGY	Aquatics - Pool	9723 1947 06	\$357.00
<i>BLACK HILLS ENERGY - Total For Aquatics - Pool</i>			<i>\$357.00</i>
BLACK HILLS ENERGY	Balefill - Disposal & Landfill	7538 8605 37	\$30.20
BLACK HILLS ENERGY	Balefill - Disposal & Landfill	1919 8530 97	\$6,650.22
<i>BLACK HILLS ENERGY - Total For Balefill - Disposal &amp; Landfill</i>			<i>\$6,680.42</i>
BLACK HILLS ENERGY	Buildings & Structures Fund	8545 6521 02	\$504.18
<i>BLACK HILLS ENERGY - Total For Buildings &amp; Structures Fund</i>			<i>\$504.18</i>
BLACK HILLS ENERGY	Cemetery	9629 0042 60	\$459.57

<i>BLACK HILLS ENERGY - Total For Cemetery</i>			\$459.57
BLACK HILLS ENERGY	City Center Building	8545 6521 02	\$191.02
<i>BLACK HILLS ENERGY - Total For City Center Building</i>			\$191.02
BLACK HILLS ENERGY	City Hall	6837 4281 65	\$1,797.78
<i>BLACK HILLS ENERGY - Total For City Hall</i>			\$1,797.78
BLACK HILLS ENERGY	Fire-EMS Administration	3267 4234 58	\$507.86
BLACK HILLS ENERGY	Fire-EMS Administration	1783 9430 41	\$3,201.85
<i>BLACK HILLS ENERGY - Total For Fire-EMS Administration</i>			\$3,709.71
BLACK HILLS ENERGY	Fleet Maintenance Fund	5293 6421 13	\$3,600.39
<i>BLACK HILLS ENERGY - Total For Fleet Maintenance Fund</i>			\$3,600.39
BLACK HILLS ENERGY	Ft. Caspar Museum	9861 5264 23	\$1,033.99
<i>BLACK HILLS ENERGY - Total For Ft. Caspar Museum</i>			\$1,033.99
BLACK HILLS ENERGY	Golf - Operations	6566 7661 30	\$438.55
<i>BLACK HILLS ENERGY - Total For Golf - Operations</i>			\$438.55
BLACK HILLS ENERGY	Ice Arena - Operations	9570 6006 61	\$2,367.59
<i>BLACK HILLS ENERGY - Total For Ice Arena - Operations</i>			\$2,367.59
BLACK HILLS ENERGY	Marathon Building	8545 6521 02	\$963.89
<i>BLACK HILLS ENERGY - Total For Marathon Building</i>			\$963.89
BLACK HILLS ENERGY	Metro Animal Shelter	9630 2229 58	\$1,458.44
<i>BLACK HILLS ENERGY - Total For Metro Animal Shelter</i>			\$1,458.44
BLACK HILLS ENERGY	Miller St. Dormitory	8545 6521 02	\$236.26
<i>BLACK HILLS ENERGY - Total For Miller St. Dormitory</i>			\$236.26
BLACK HILLS ENERGY	Parks - Parks Maint.	2076 2356 87	\$194.63
<i>BLACK HILLS ENERGY - Total For Parks - Parks Maint.</i>			\$194.63
BLACK HILLS ENERGY	Rec Center - Operations	4400 2150 46	\$1,438.64
<i>BLACK HILLS ENERGY - Total For Rec Center - Operations</i>			\$1,438.64
BLACK HILLS ENERGY	Regional Water Operations	7513 1659 94	\$7,432.70
<i>BLACK HILLS ENERGY - Total For Regional Water Operations</i>			\$7,432.70
BLACK HILLS ENERGY	Sewer Wastewater Collection	6405 5357 61	\$53.68
<i>BLACK HILLS ENERGY - Total For Sewer Wastewater Collection</i>			\$53.68
BLACK HILLS ENERGY	Water Distribution	0295 5402 18	\$1,840.37
<i>BLACK HILLS ENERGY - Total For Water Distribution</i>			\$1,840.37
BLACK HILLS ENERGY	WWTP Operations	5541 2887 44	\$20,210.76
<i>BLACK HILLS ENERGY - Total For WWTP Operations</i>			\$20,210.76
<b>BLACK HILLS ENERGY - ALL DEPARTMENTS</b>			<b>\$58,962.68</b>

## BLAKEMAN PROPANE

BLAKEMAN PROPANE	Balefill - Disposal & Landfill	Services	\$847.81
BLAKEMAN PROPANE	Balefill - Disposal & Landfill	Services	\$177.08
<i>BLAKEMAN PROPANE - Total For Balefill - Disposal &amp; Landfill</i>			<i>\$1,024.89</i>
<b>BLAKEMAN PROPANE - ALL DEPARTMENTS</b>			<b>\$1,024.89</b>

## BLOEDORN LUMBER

BLOEDORN LUMBER	Buildings & Structures Fund	Supplies	\$1,719.78
<i>BLOEDORN LUMBER - Total For Buildings &amp; Structures Fund</i>			<i>\$1,719.78</i>
<b>BLOEDORN LUMBER - ALL DEPARTMENTS</b>			<b>\$1,719.78</b>

## BLOEDORN LUMBER CO

BLOEDORN LUMBER CO	Buildings & Structures Fund	Lighting repair supplies for Fire Station 3	\$4.29
<i>BLOEDORN LUMBER CO - Total For Buildings &amp; Structures Fund</i>			<i>\$4.29</i>
BLOEDORN LUMBER CO	Streets	Portland cement for concrete patching	\$19.24
<i>BLOEDORN LUMBER CO - Total For Streets</i>			<i>\$19.24</i>
<b>BLOEDORN LUMBER CO - ALL DEPARTMENTS</b>			<b>\$23.53</b>

## BRENNTAG PACIFIC, IN

BRENNTAG PACIFIC, IN	Regional Water Operations	Ammonium Hydroxide 19%	\$13,245.90
<i>BRENNTAG PACIFIC, IN - Total For Regional Water Operations</i>			<i>\$13,245.90</i>
BRENNTAG PACIFIC, IN	WWTP Operations	Ferric chloride for dewatering	\$13,350.38
<i>BRENNTAG PACIFIC, IN - Total For WWTP Operations</i>			<i>\$13,350.38</i>
<b>BRENNTAG PACIFIC, IN - ALL DEPARTMENTS</b>			<b>\$26,596.28</b>

## BUDGET RENT A CAR

BUDGET RENT A CAR	Police Patrol	BUDGET RENT-A-CAR	\$396.45
<i>BUDGET RENT A CAR - Total For Police Patrol</i>			<i>\$396.45</i>
<b>BUDGET RENT A CAR - ALL DEPARTMENTS</b>			<b>\$396.45</b>

## BUFFALO BRAND SEED L

BUFFALO BRAND SEED L	Weed & Pest Fund	Bluegrass and Dryland seed	\$1,275.50
<i>BUFFALO BRAND SEED L - Total For Weed &amp; Pest Fund</i>			<i>\$1,275.50</i>
<b>BUFFALO BRAND SEED L - ALL DEPARTMENTS</b>			<b>\$1,275.50</b>

## CAROLINA SOFTWARE

CAROLINA SOFTWARE	Balefill - Disposal & Landfill	Software support	\$450.00
<i>CAROLINA SOFTWARE - Total For Balefill - Disposal &amp; Landfill</i>			<i>\$450.00</i>
<b>CAROLINA SOFTWARE - ALL DEPARTMENTS</b>			<b>\$450.00</b>

## CASELLE, INC.

CASELLE, INC.	Customer Service	Services	\$75.00
<i>CASELLE, INC. - Total For Customer Service</i>			<i>\$75.00</i>
<b>CASELLE, INC. - ALL DEPARTMENTS</b>			<b>\$75.00</b>

## CASPER ANIMAL MED CT

CASPER ANIMAL MED CT	Metro Animal Shelter	Vet bills Shelter	\$423.29
<i>CASPER ANIMAL MED CT - Total For Metro Animal Shelter</i>			<i>\$423.29</i>
CASPER ANIMAL MED CT	Police Canine Operations	VETERINARY SERVICES-Kevin	\$49.05
<i>CASPER ANIMAL MED CT - Total For Police Canine Operations</i>			<i>\$49.05</i>
CASPER ANIMAL MED CT	Police Career Services	K9 Kevin	\$650.85
<i>CASPER ANIMAL MED CT - Total For Police Career Services</i>			<i>\$650.85</i>
<b>CASPER ANIMAL MED CT - ALL DEPARTMENTS</b>			<b>\$1,123.19</b>

## CASPER AREA TRANSPOR

CASPER AREA TRANSPOR	CATC - CARES Act	January 2021 CARES Act Expenses CATC & The B	123,028.42
<i>CASPER AREA TRANSPOR - Total For CATC - CARES Act</i>			<i>\$123,028.42</i>
CASPER AREA TRANSPOR	CATC - Operations	January 2021 50/50 CATC 5307	\$998.29
<i>CASPER AREA TRANSPOR - Total For CATC - Operations</i>			<i>\$998.29</i>
<b>CASPER AREA TRANSPOR - ALL DEPARTMENTS</b>			<b>\$124,026.71</b>

## CASPER ELECTRIC, INC

CASPER ELECTRIC, INC	Refuse - Recycling	Services	\$707.00
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CASPER ELECTRIC, INC - Total For Refuse - Recycling \$707.00

**CASPER ELECTRIC, INC - ALL DEPARTMENTS \$707.00**

### CASPER FIRE EXTINGUI

CASPER FIRE EXTINGUI Ice Arena - Operations Annual Fire Extinguisher Inspection - Casper Ice \$169.60

CASPER FIRE EXTINGUI - Total For Ice Arena - Operations \$169.60

**CASPER FIRE EXTINGUI - ALL DEPARTMENTS \$169.60**

### CASPER HOUSING AUTHO

CASPER HOUSING AUTHO Capital Projects Fund 1% #16 Funding Casper Housing \$7,268.71

CASPER HOUSING AUTHO Capital Projects Fund 1% #16 Funding Casper Housing \$6,371.92

CASPER HOUSING AUTHO Capital Projects Fund 1% #16 Funding Casper Housing \$4,554.30

CASPER HOUSING AUTHO Capital Projects Fund 1% #16 Funding Casper Housing \$7,189.97

CASPER HOUSING AUTHO - Total For Capital Projects Fund \$25,384.90

**CASPER HOUSING AUTHO - ALL DEPARTMENTS \$25,384.90**

### CASPER NATRONA COUNT

CASPER NATRONA COUNT Aquatics - Operations CFAC Lic NFRY-AAD7T5 \$75.00

CASPER NATRONA COUNT Aquatics - Operations CFAC Lic NFRY-AAD7T4 \$75.00

CASPER NATRONA COUNT Aquatics - Operations CIA Lap pool Lic NFRY-AAD7T6 \$75.00

CASPER NATRONA COUNT - Total For Aquatics - Operations \$225.00

CASPER NATRONA COUNT Ice Arena - Operations NCHD Routine Health Inspection \$50.00

CASPER NATRONA COUNT - Total For Ice Arena - Operations \$50.00

**CASPER NATRONA COUNT - ALL DEPARTMENTS \$275.00**

### CASPER RECREATIONAL

CASPER RECREATIONAL Ice Arena - Classes CRLA Hockey League Referees \$465.00

CASPER RECREATIONAL - Total For Ice Arena - Classes \$465.00

**CASPER RECREATIONAL - ALL DEPARTMENTS \$465.00**

### CASPER STAR TRIBUNE

CASPER STAR TRIBUNE City Attorney NEWS DEALERS AND NEWSSTANDS \$39.00

<i>CASPER STAR TRIBUNE - Total For City Attorney</i>			\$39.00
CASPER STAR TRIBUNE	Regional Water Operations	Advertising	\$49.86
<i>CASPER STAR TRIBUNE - Total For Regional Water Operations</i>			\$49.86
<b>CASPER STAR TRIBUNE - ALL DEPARTMENTS</b>			<b>\$88.86</b>

## CASPER STAR-TRIBUNE,

CASPER STAR-TRIBUNE,	Capital Projects Fund	Standard Ad	\$901.94
CASPER STAR-TRIBUNE,	Capital Projects Fund	Standard Ad	\$596.48
<i>CASPER STAR-TRIBUNE, - Total For Capital Projects Fund</i>			<i>\$1,498.42</i>
CASPER STAR-TRIBUNE,	Code Enforcement	Request for Bids Weed Mowing	\$295.28
<i>CASPER STAR-TRIBUNE, - Total For Code Enforcement</i>			<i>\$295.28</i>
CASPER STAR-TRIBUNE,	Finance	Notice of Hearing	\$54.60
<i>CASPER STAR-TRIBUNE, - Total For Finance</i>			<i>\$54.60</i>
CASPER STAR-TRIBUNE,	Metropolitan Planning Org	Request for Proposals	\$88.80
CASPER STAR-TRIBUNE,	Metropolitan Planning Org	Request for Proposals	\$85.92
<i>CASPER STAR-TRIBUNE, - Total For Metropolitan Planning Org</i>			<i>\$174.72</i>
CASPER STAR-TRIBUNE,	Perpetual Care Building Trust	Notice of final payment	\$227.86
<i>CASPER STAR-TRIBUNE, - Total For Perpetual Care Building Trust</i>			<i>\$227.86</i>
CASPER STAR-TRIBUNE,	Planning	Notice Planning and Zoning	\$157.92
<i>CASPER STAR-TRIBUNE, - Total For Planning</i>			<i>\$157.92</i>
<b>CASPER STAR-TRIBUNE, - ALL DEPARTMENTS</b>			<b>\$2,408.80</b>

## CASPER TIN SHOP

CASPER TIN SHOP	Public Safety Communication	Repairs at Dispatch Center	\$1,102.10
<i>CASPER TIN SHOP - Total For Public Safety Communications</i>			<i>\$1,102.10</i>
<b>CASPER TIN SHOP - ALL DEPARTMENTS</b>			<b>\$1,102.10</b>

## CASPER TIRE

CASPER TIRE	Fleet Maintenance Fund	Services	\$255.00
CASPER TIRE	Fleet Maintenance Fund	Tires	\$740.00
<i>CASPER TIRE - Total For Fleet Maintenance Fund</i>			<i>\$995.00</i>
<b>CASPER TIRE - ALL DEPARTMENTS</b>			<b>\$995.00</b>

## CASPER VISION CENTER

CASPER VISION CENTER	Balefill - Disposal & Landfill	RX SAFETY GLASSES	\$150.00
<i>CASPER VISION CENTER - Total For Balefill - Disposal &amp; Landfill</i>			<i>\$150.00</i>
<b>CASPER VISION CENTER - ALL DEPARTMENTS</b>			<b>\$150.00</b>

## CASPER WINDOW AND DO

CASPER WINDOW AND DO	Property Insurance Fund	Hodadon door glass replacement Claim 202103	\$250.67
<i>CASPER WINDOW AND DO - Total For Property Insurance Fund</i>			<i>\$250.67</i>
<b>CASPER WINDOW AND DO - ALL DEPARTMENTS</b>			<b>\$250.67</b>

## CASPER WINNELSON CO

CASPER WINNELSON CO	Buildings & Structures Fund	Plumbing repair supplies for BAS Building	\$109.40
CASPER WINNELSON CO	Buildings & Structures Fund	Plumbing repair supplies	\$73.11
CASPER WINNELSON CO	Buildings & Structures Fund	Plumbing repair supplies for Rec Center	\$42.27
CASPER WINNELSON CO	Buildings & Structures Fund	Plumbing repair supplies for Rec Center	\$33.33
CASPER WINNELSON CO	Buildings & Structures Fund	Sewer repair supplies for BAS Building	\$20.78
CASPER WINNELSON CO	Buildings & Structures Fund	Sewer repair supplies for BAS Building	\$12.39
CASPER WINNELSON CO	Buildings & Structures Fund	Sewer cleaning supplies for BAS Building	\$48.74
CASPER WINNELSON CO	Buildings & Structures Fund	Plumbing repair supplies for Golf Course Clubho	\$25.60
CASPER WINNELSON CO	Buildings & Structures Fund	Plumbing repair supplies for Fire Station 3	\$226.90
CASPER WINNELSON CO	Buildings & Structures Fund	Plumbing repair supplies for Rec Center	\$31.71
<i>CASPER WINNELSON CO - Total For Buildings &amp; Structures Fund</i>			<i>\$624.23</i>
CASPER WINNELSON CO	Capital Projects Fund	Plumbing repair supplies for North Casper Socce	\$366.10
CASPER WINNELSON CO	Capital Projects Fund	Plumbing repair parts for North Casper Soccer	\$849.97
CASPER WINNELSON CO	Capital Projects Fund	Replacement toilets for Parking Garage	\$148.65
CASPER WINNELSON CO	Capital Projects Fund	Plumbing repair supplies for Parking Garage	\$102.10
<i>CASPER WINNELSON CO - Total For Capital Projects Fund</i>			<i>\$1,466.82</i>
<b>CASPER WINNELSON CO - ALL DEPARTMENTS</b>			<b>\$2,091.05</b>

## CASPER/NATRONA COUNT

CASPER/NATRONA COUNT	Police Career Services	Recruiting	\$40.00
<i>CASPER/NATRONA COUNT - Total For Police Career Services</i>			<i>\$40.00</i>

**CASPER/NATRONA COUNT - ALL DEPARTMENTS**

\$40.00

**CENTRAL TRUCK & DIES**

CENTRAL TRUCK & DIES	Weed & Pest Fund	Dump Bed Trailer For Weed & Pest	\$9,400.00
<i>CENTRAL TRUCK &amp; DIES - Total For Weed &amp; Pest Fund</i>			\$9,400.00
CENTRAL TRUCK & DIES	WWTP Operations	Filters	\$1,410.36
<i>CENTRAL TRUCK &amp; DIES - Total For WWTP Operations</i>			\$1,410.36
<b>CENTRAL TRUCK &amp; DIES - ALL DEPARTMENTS</b>			<b>\$10,810.36</b>

**CENTURYLINK**

CENTURYLINK	Aquatics - Operations	71332709	\$2.07
<i>CENTURYLINK - Total For Aquatics - Operations</i>			\$2.07
CENTURYLINK	Balefill - Disposal & Landfill	71332709	\$6.66
<i>CENTURYLINK - Total For Balefill - Disposal &amp; Landfill</i>			\$6.66
CENTURYLINK	Buildings & Structures Fund	71332709	\$1.25
<i>CENTURYLINK - Total For Buildings &amp; Structures Fund</i>			\$1.25
CENTURYLINK	Cemetery	71332709	\$1.25
<i>CENTURYLINK - Total For Cemetery</i>			\$1.25
CENTURYLINK	City Attorney	71332709	\$4.57
<i>CENTURYLINK - Total For City Attorney</i>			\$4.57
CENTURYLINK	City Council	71332709	\$1.25
<i>CENTURYLINK - Total For City Council</i>			\$1.25
CENTURYLINK	City Hall	71332709	\$0.83
<i>CENTURYLINK - Total For City Hall</i>			\$0.83
CENTURYLINK	City Manager	71332709	\$2.91
<i>CENTURYLINK - Total For City Manager</i>			\$2.91
CENTURYLINK	Code Enforcement	71332709	\$5.83
<i>CENTURYLINK - Total For Code Enforcement</i>			\$5.83
CENTURYLINK	Customer Service	71332709	\$2.91
<i>CENTURYLINK - Total For Customer Service</i>			\$2.91
CENTURYLINK	Engineering	71332709	\$5.83
<i>CENTURYLINK - Total For Engineering</i>			\$5.83
CENTURYLINK	Finance	71332709	\$6.66
<i>CENTURYLINK - Total For Finance</i>			\$6.66

CENTURYLINK	Fire-EMS Administration	71332709	\$8.32
<i>CENTURYLINK - Total For Fire-EMS Administration</i>			\$8.32
CENTURYLINK	Fleet Maintenance Fund	71332709	\$5.40
<i>CENTURYLINK - Total For Fleet Maintenance Fund</i>			\$5.40
CENTURYLINK	Ft. Caspar Museum	71332709	\$1.25
<i>CENTURYLINK - Total For Ft. Caspar Museum</i>			\$1.25
CENTURYLINK	Golf - Operations	71332709	\$1.25
<i>CENTURYLINK - Total For Golf - Operations</i>			\$1.25
CENTURYLINK	Hogadon - Operations	71332709	\$4.15
<i>CENTURYLINK - Total For Hogadon - Operations</i>			\$4.15
CENTURYLINK	Human Resources	71332709	\$2.08
<i>CENTURYLINK - Total For Human Resources</i>			\$2.08
CENTURYLINK	Ice Arena - Operations	71332709	\$1.66
<i>CENTURYLINK - Total For Ice Arena - Operations</i>			\$1.66
CENTURYLINK	Information Services	71332709	\$6.66
<i>CENTURYLINK - Total For Information Services</i>			\$6.66
CENTURYLINK	Metro Animal Shelter	71332709	\$1.25
<i>CENTURYLINK - Total For Metro Animal Shelter</i>			\$1.25
CENTURYLINK	Municipal Court	71332709	\$4.57
<i>CENTURYLINK - Total For Municipal Court</i>			\$4.57
CENTURYLINK	Parks - Parks Maint.	71332709	\$4.57
<i>CENTURYLINK - Total For Parks - Parks Maint.</i>			\$4.57
CENTURYLINK	Planning	71332709	\$4.15
<i>CENTURYLINK - Total For Planning</i>			\$4.15
CENTURYLINK	Police Administration	71332709	\$25.77
<i>CENTURYLINK - Total For Police Administration</i>			\$25.77
CENTURYLINK	Public Safety Communication	71332709	\$0.83
<i>CENTURYLINK - Total For Public Safety Communications</i>			\$0.83
CENTURYLINK	Rec Center - Operations	71332709	\$3.32
<i>CENTURYLINK - Total For Rec Center - Operations</i>			\$3.32
CENTURYLINK	Regional Water Operations	71332709	\$1.66
<i>CENTURYLINK - Total For Regional Water Operations</i>			\$1.66
CENTURYLINK	Risk Management	71332709	\$1.29
<i>CENTURYLINK - Total For Risk Management</i>			\$1.29
CENTURYLINK	Sewer Wastewater Collection	71332709	\$0.83
<i>CENTURYLINK - Total For Sewer Wastewater Collection</i>			\$0.83

CENTURYLINK	Streets	71332709	\$2.91
<i>CENTURYLINK - Total For Streets</i>			\$2.91
CENTURYLINK	Water Administration	71332709	\$1.66
<i>CENTURYLINK - Total For Water Administration</i>			\$1.66
CENTURYLINK	Water Distribution	71332709	\$1.25
<i>CENTURYLINK - Total For Water Distribution</i>			\$1.25
CENTURYLINK	Water Meters	71332709	\$2.48
<i>CENTURYLINK - Total For Water Meters</i>			\$2.48
CENTURYLINK	WWTP Operations	71332709	\$2.49
<i>CENTURYLINK - Total For WWTP Operations</i>			\$2.49
<b>CENTURYLINK - ALL DEPARTMENTS</b>			<b>\$131.82</b>

## CH2MHILL, INC.

CH2MHILL, INC.	WWTP Operations	Gems S028979-WWTP 2ndary Treat	\$303.42
CH2MHILL, INC.	WWTP Operations	Gems S028979-WWTP 2ndary Treat	\$13,893.81
<i>CH2MHILL, INC. - Total For WWTP Operations</i>			\$14,197.23
<b>CH2MHILL, INC. - ALL DEPARTMENTS</b>			<b>\$14,197.23</b>

## CHILI'S #221

CHILI'S #221	Police Career Services	EATING PLACES, RESTAURANTS	\$36.48
<i>CHILI'S #221 - Total For Police Career Services</i>			\$36.48
<b>CHILI'S #221 - ALL DEPARTMENTS</b>			<b>\$36.48</b>

## CHRISTI S ASBE

CHRISTI S ASBE	Police Administration	Policy & Accreditation Work	\$1,400.00
<i>CHRISTI S ASBE - Total For Police Administration</i>			\$1,400.00
<b>CHRISTI S ASBE - ALL DEPARTMENTS</b>			<b>\$1,400.00</b>

## CITIZEN PAYMENT

CITIZEN PAYMENT	General Fund Revenue	Refund park rental fee	\$500.00
<i>CITIZEN PAYMENT - Total For General Fund Revenue</i>			\$500.00
CITIZEN PAYMENT	Rec Center	Refund Overpayment	\$151.50
<i>CITIZEN PAYMENT - Total For Rec Center</i>			\$151.50

**CITIZEN PAYMENT - ALL DEPARTMENTS**

\$651.50

**CITY OF CASPER**

CITY OF CASPER	Hogadon - Operations	Services	\$18.00
CITY OF CASPER	Hogadon - Operations	Services	\$18.00
CITY OF CASPER	Hogadon - Operations	Services	\$20.14
<i>CITY OF CASPER - Total For Hogadon - Operations</i>			<i>\$56.14</i>
CITY OF CASPER	Ice Arena - Operations	Alarm License - City of Casper Dues	\$10.00
<i>CITY OF CASPER - Total For Ice Arena - Operations</i>			<i>\$10.00</i>
CITY OF CASPER	Metro Animal Control	February Charges	\$2,902.68
<i>CITY OF CASPER - Total For Metro Animal Control</i>			<i>\$2,902.68</i>
CITY OF CASPER	Metropolitan Planning Org	March GIS Services	\$6,641.05
<i>CITY OF CASPER - Total For Metropolitan Planning Org</i>			<i>\$6,641.05</i>
CITY OF CASPER	Rec Center - Operations	Alarm License	\$10.00
<i>CITY OF CASPER - Total For Rec Center - Operations</i>			<i>\$10.00</i>
CITY OF CASPER	Refuse - Residential	Services	\$5,827.88
CITY OF CASPER	Refuse - Residential	Services	\$5,243.27
CITY OF CASPER	Refuse - Residential		\$7,910.76
CITY OF CASPER	Refuse - Residential	Services	\$6,638.25
CITY OF CASPER	Refuse - Residential	Services	\$5,525.23
CITY OF CASPER	Refuse - Residential	Services	\$458.45
CITY OF CASPER	Refuse - Residential	Services	\$7,214.87
CITY OF CASPER	Refuse - Residential	Services	\$7,254.62
CITY OF CASPER	Refuse - Residential	Services	\$6,874.59
CITY OF CASPER	Refuse - Residential	Services	\$5,589.38
CITY OF CASPER	Refuse - Residential	Services	\$5,838.99
CITY OF CASPER	Refuse - Residential	Services	\$6,536.47
CITY OF CASPER	Refuse - Residential	Services	\$5,660.38
CITY OF CASPER	Refuse - Residential	Services	\$6,349.36
CITY OF CASPER	Refuse - Residential	Services	\$540.60
CITY OF CASPER	Refuse - Residential	Services	\$5,730.87
CITY OF CASPER	Refuse - Residential	Services	\$4,646.51
CITY OF CASPER	Refuse - Residential	Services	\$428.77
CITY OF CASPER	Refuse - Residential	Services	\$5,534.79
<i>CITY OF CASPER - Total For Refuse - Residential</i>			<i>\$99,804.04</i>

CITY OF CASPER	Regional Water Operations	Services	\$128.73
CITY OF CASPER	Regional Water Operations	Services	\$25.79
<i>CITY OF CASPER - Total For Regional Water Operations</i>			<i>\$154.52</i>
CITY OF CASPER	Sewer Wastewater Collection	February Charges	\$96.79
<i>CITY OF CASPER - Total For Sewer Wastewater Collection</i>			<i>\$96.79</i>
CITY OF CASPER	Water Distribution	February Charges	\$96.79
<i>CITY OF CASPER - Total For Water Distribution</i>			<i>\$96.79</i>
CITY OF CASPER	WWTP Operations	Services	\$153.17
CITY OF CASPER	WWTP Operations	Services	\$157.94
CITY OF CASPER	WWTP Operations	Services	\$102.29
CITY OF CASPER	WWTP Operations	Services	\$117.66
CITY OF CASPER	WWTP Operations	Services	\$150.52
CITY OF CASPER	WWTP Operations	Services	\$147.87
<i>CITY OF CASPER - Total For WWTP Operations</i>			<i>\$829.45</i>
<b>CITY OF CASPER - ALL DEPARTMENTS</b>			<b>\$110,601.46</b>

## CITY SERVICE ELECTRI

CITY SERVICE ELECTRI	Capital Projects Fund	Ballfield Lighting Replacement	\$9,766.00
<i>CITY SERVICE ELECTRI - Total For Capital Projects Fund</i>			<i>\$9,766.00</i>
<b>CITY SERVICE ELECTRI - ALL DEPARTMENTS</b>			<b>\$9,766.00</b>

## CKD RENTALS LLC

CKD RENTALS LLC	Special Fire Assistance Fund	8x20' C-Can Container for Regional Response Te	\$5,800.00
<i>CKD RENTALS LLC - Total For Special Fire Assistance Fund</i>			<i>\$5,800.00</i>
<b>CKD RENTALS LLC - ALL DEPARTMENTS</b>			<b>\$5,800.00</b>

## CMI TECO, INC.

CMI TECO, INC.	Fleet Maintenance Fund	Repairs	\$248.19
CMI TECO, INC.	Fleet Maintenance Fund	Repairs	\$347.46
<i>CMI TECO, INC. - Total For Fleet Maintenance Fund</i>			<i>\$595.65</i>
CMI TECO, INC.	Refuse - Commercial	Repair unit 222257	\$2,087.53
CMI TECO, INC.	Refuse - Commercial	Repair unit 222288	\$1,556.08
CMI TECO, INC.	Refuse - Commercial	Repair unit 222273	\$1,246.36



CMI TECO, INC.	Refuse - Commercial	Repair unit 222288	\$1,037.37
CMI TECO, INC.	Refuse - Commercial	Repair unit 222287	\$870.85
<i>CMI TECO, INC. - Total For Refuse - Commercial</i>			<i>\$6,798.19</i>
CMI TECO, INC.	Refuse - Recycling	VAN BOX TRAILER/Semi-Trailer	\$29,700.00
CMI TECO, INC.	Refuse - Recycling	Repairs unit 222261	\$1,060.79
<i>CMI TECO, INC. - Total For Refuse - Recycling</i>			<i>\$30,760.79</i>
CMI TECO, INC.	Refuse - Residential	Repair unit 222302	\$2,470.40
CMI TECO, INC.	Refuse - Residential	Repair unit 222289	\$1,761.81
CMI TECO, INC.	Refuse - Residential	Repairs unit 222284	\$1,291.64
CMI TECO, INC.	Refuse - Residential	Repair unit 222283	\$595.65
<i>CMI TECO, INC. - Total For Refuse - Residential</i>			<i>\$6,119.50</i>
<b>CMI TECO, INC. - ALL DEPARTMENTS</b>			<b>\$44,274.13</b>

## COASTAL CHEMICAL CO

COASTAL CHEMICAL CO	Regional Water Operations	Vehicle fuel	\$48.51
COASTAL CHEMICAL CO	Regional Water Operations	Vehicle fuel	\$89.46
<i>COASTAL CHEMICAL CO - Total For Regional Water Operations</i>			<i>\$137.97</i>
<b>COASTAL CHEMICAL CO - ALL DEPARTMENTS</b>			<b>\$137.97</b>

## COLOR WORLD

COLOR WORLD	Hogadon - Operations	Trail Maps	\$447.03
<i>COLOR WORLD - Total For Hogadon - Operations</i>			<i>\$447.03</i>
<b>COLOR WORLD - ALL DEPARTMENTS</b>			<b>\$447.03</b>

## COMMUNICATION TECHNO

COMMUNICATION TECHNO	Balefill - Diversion & Special	Services	\$103.00
<i>COMMUNICATION TECHNO - Total For Balefill - Diversion &amp; Special</i>			<i>\$103.00</i>
COMMUNICATION TECHNO	Capital Projects Fund	Purchase and install equip in 6 SUVs	\$15,118.03
COMMUNICATION TECHNO	Capital Projects Fund	Purchase and install equip in 6 SUVs	\$15,118.03
<i>COMMUNICATION TECHNO - Total For Capital Projects Fund</i>			<i>\$30,236.06</i>
COMMUNICATION TECHNO	Sewer Wastewater Collection N. Platte	lift station radio communications	\$995.00
<i>COMMUNICATION TECHNO - Total For Sewer Wastewater Collection</i>			<i>\$995.00</i>
COMMUNICATION TECHNO	Traffic Control	Hilltop Bank radio repairs	\$123.69

<i>COMMUNICATION TECHNO - Total For Traffic Control</i>			\$123.69
<b>COMMUNICATION TECHNO - ALL DEPARTMENTS</b>			<b>\$31,457.75</b>

## COMTRONIX, INC.

COMTRONIX, INC.	Buildings & Structures Fund	Alarm monitoring	\$359.00
<i>COMTRONIX, INC. - Total For Buildings &amp; Structures Fund</i>			<i>\$359.00</i>
COMTRONIX, INC.	Fleet Maintenance Fund	Alarm monitoring	\$168.00
<i>COMTRONIX, INC. - Total For Fleet Maintenance Fund</i>			<i>\$168.00</i>
COMTRONIX, INC.	Ft. Caspar Museum	Quarterly fee for Alarm monitoring	\$531.00
<i>COMTRONIX, INC. - Total For Ft. Caspar Museum</i>			<i>\$531.00</i>
<b>COMTRONIX, INC. - ALL DEPARTMENTS</b>			<b>\$1,058.00</b>

## CONCORDANCE HEALTHCA

CONCORDANCE HEALTHCA	Balefill - Diversion & Special	Supplies	\$235.08
<i>CONCORDANCE HEALTHCA - Total For Balefill - Diversion &amp; Special</i>			<i>\$235.08</i>
<b>CONCORDANCE HEALTHCA - ALL DEPARTMENTS</b>			<b>\$235.08</b>

## CONVERGEONE

CONVERGEONE	Public Safety Communication	Cisco 4507 maintenance renewal	\$2,304.55
<i>CONVERGEONE - Total For Public Safety Communications</i>			<i>\$2,304.55</i>
CONVERGEONE	Water Distribution	SOFTWARE	\$384.00
<i>CONVERGEONE - Total For Water Distribution</i>			<i>\$384.00</i>
<b>CONVERGEONE - ALL DEPARTMENTS</b>			<b>\$2,688.55</b>

## Core & Main

Core & Main	Water Revenue and Transfers 2 - 3 T/F GAL ECODER PIT 25' ITRON		\$4,550.00
<i>Core &amp; Main - Total For Water Revenue and Transfers</i>			<i>\$4,550.00</i>
<b>Core &amp; Main - ALL DEPARTMENTS</b>			<b>\$4,550.00</b>

## CORO MEDICAL LLC

CORO MEDICAL LLC	Aquatics - Operations	AED Pads	\$53.20
<i>CORO MEDICAL LLC - Total For Aquatics - Operations</i>			<i>\$53.20</i>

**CORO MEDICAL LLC - ALL DEPARTMENTS**

\$53.20

**CPU IIT**

CPU IIT	City Attorney	ELECTRONIC SALES	\$160.00
<i>CPU IIT - Total For City Attorney</i>			<i>\$160.00</i>
CPU IIT	City Manager	2- docking stations, 2-computer monitors, 1- ca	\$1,207.00
<i>CPU IIT - Total For City Manager</i>			<i>\$1,207.00</i>
CPU IIT	Engineering	3 HIGH END LAPTOPS (BC, AC, SB)	\$4,689.00
<i>CPU IIT - Total For Engineering</i>			<i>\$4,689.00</i>
CPU IIT	Ft. Caspar Museum	Freight charge for electronics	\$148.75
<i>CPU IIT - Total For Ft. Caspar Museum</i>			<i>\$148.75</i>
CPU IIT	Golf - Operations	USB Extension Cable- Point of Sale set-up	\$5.00
CPU IIT	Golf - Operations	Key boards and cable for golf shop	\$119.85
<i>CPU IIT - Total For Golf - Operations</i>			<i>\$124.85</i>
CPU IIT	Information Services	Brett's New Computer	\$1,469.00
<i>CPU IIT - Total For Information Services</i>			<i>\$1,469.00</i>
CPU IIT	Police Administration	ELECTRONIC SALES	\$209.00
CPU IIT	Police Administration	purchase 5 laptops w/docking stations, office	\$7,815.00
<i>CPU IIT - Total For Police Administration</i>			<i>\$8,024.00</i>
CPU IIT	Sewer Wastewater Collection	Laptop, docking station, and software	\$1,573.00
<i>CPU IIT - Total For Sewer Wastewater Collection</i>			<i>\$1,573.00</i>
CPU IIT	Water Distribution	UPS	\$88.40
<i>CPU IIT - Total For Water Distribution</i>			<i>\$88.40</i>
<b>CPU IIT - ALL DEPARTMENTS</b>			<b>\$17,484.00</b>

**CRESCENT ELECTRIC SU**

CRESCENT ELECTRIC SU	Balefill - Baler Processing	LED LIGHT	\$124.31
<i>CRESCENT ELECTRIC SU - Total For Balefill - Baler Processing</i>			<i>\$124.31</i>
CRESCENT ELECTRIC SU	Buildings & Structures Fund	Electrical repair supplies for Ice Arena	\$12.75
<i>CRESCENT ELECTRIC SU - Total For Buildings &amp; Structures Fund</i>			<i>\$12.75</i>
<b>CRESCENT ELECTRIC SU - ALL DEPARTMENTS</b>			<b>\$137.06</b>

**CRUM ELECTRIC SUPPLY**

CRUM ELECTRIC SUPPLY	Capital Projects Fund	Light bulbs for Parking Structure	\$70.08
CRUM ELECTRIC SUPPLY	Capital Projects Fund	Supplies for Parking Garage electrical repairs	\$117.64
CRUM ELECTRIC SUPPLY	Capital Projects Fund	Light bulbs for Parking Garage	\$20.00
CRUM ELECTRIC SUPPLY	Capital Projects Fund	Lighting repair supplies for Parking Garage	\$21.36
<i>CRUM ELECTRIC SUPPLY - Total For Capital Projects Fund</i>			<i>\$229.08</i>
CRUM ELECTRIC SUPPLY	Water Tanks	SCADA FUSES	\$17.80
<i>CRUM ELECTRIC SUPPLY - Total For Water Tanks</i>			<i>\$17.80</i>
<b>CRUM ELECTRIC SUPPLY - ALL DEPARTMENTS</b>			<b>\$246.88</b>

## DECKER AUTO GLASS, I

DECKER AUTO GLASS, I	Fleet Maintenance Fund	Windshield	\$360.29
DECKER AUTO GLASS, I	Fleet Maintenance Fund	Repairs	\$285.00
DECKER AUTO GLASS, I	Fleet Maintenance Fund	Services	\$285.00
DECKER AUTO GLASS, I	Fleet Maintenance Fund	Windshield replacement	\$276.78
<i>DECKER AUTO GLASS, I - Total For Fleet Maintenance Fund</i>			<i>\$1,207.07</i>
<b>DECKER AUTO GLASS, I - ALL DEPARTMENTS</b>			<b>\$1,207.07</b>

## DELL MARKETING LP

DELL MARKETING LP	Information Services	O365 F3 license	\$479.22
<i>DELL MARKETING LP - Total For Information Services</i>			<i>\$479.22</i>
<b>DELL MARKETING LP - ALL DEPARTMENTS</b>			<b>\$479.22</b>

## DENNIS SUPPLY CO.

DENNIS SUPPLY CO.	Buildings & Structures Fund	Parts	\$4.12
<i>DENNIS SUPPLY CO. - Total For Buildings &amp; Structures Fund</i>			<i>\$4.12</i>
DENNIS SUPPLY CO.	Capital Projects Fund	Supplies	\$100.80
<i>DENNIS SUPPLY CO. - Total For Capital Projects Fund</i>			<i>\$100.80</i>
<b>DENNIS SUPPLY CO. - ALL DEPARTMENTS</b>			<b>\$104.92</b>

## DENVER INDUSTRIAL SA

DENVER INDUSTRIAL SA	Streets	56 Bags Crafcoc Concrete Patch	\$1,944.50
<i>DENVER INDUSTRIAL SA - Total For Streets</i>			<i>\$1,944.50</i>

**DENVER INDUSTRIAL SA - ALL DEPARTMENTS**

\$1,944.50

**DEPT. OF FAMILY SVCS**

DEPT. OF FAMILY SVCS	Police Career Services	Services	\$20.00
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<i>DEPT. OF FAMILY SVCS - Total For Police Career Services</i>			\$20.00
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**DEPT. OF FAMILY SVCS - ALL DEPARTMENTS**

\$20.00

**DIAMOND VOGEL PAINTS**

DIAMOND VOGEL PAINTS	Buildings & Structures Fund	Caulk	\$7.68
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DIAMOND VOGEL PAINTS	Buildings & Structures Fund	Putty	\$2.89
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<i>DIAMOND VOGEL PAINTS - Total For Buildings &amp; Structures Fund</i>			\$10.57
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**DIAMOND VOGEL PAINTS - ALL DEPARTMENTS**

\$10.57

**DISCOUNTMUGS.COM**

DISCOUNTMUGS.COM	Golf - Operations	CATALOG MERCHANTS	\$3,518.10
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<i>DISCOUNTMUGS.COM - Total For Golf - Operations</i>			\$3,518.10
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**DISCOUNTMUGS.COM - ALL DEPARTMENTS**

\$3,518.10

**DOLLAR TREE**

DOLLAR TREE	Municipal Court	OFFICE SUPPLIES	\$23.10
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<i>DOLLAR TREE - Total For Municipal Court</i>			\$23.10
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**DOLLAR TREE - ALL DEPARTMENTS**

\$23.10

**DPC INDUSTRIES, INC.**

DPC INDUSTRIES, INC.	Regional Water Operations	Sodium Hypochlorite 3/11/21	\$6,909.11
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<i>DPC INDUSTRIES, INC. - Total For Regional Water Operations</i>			\$6,909.11
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**DPC INDUSTRIES, INC. - ALL DEPARTMENTS**

\$6,909.11

**DTV DIRECTV SERVICE**

DTV DIRECTV SERVICE	Public Safety Communication	PSCC	\$95.99
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<i>DTV DIRECTV SERVICE - Total For Public Safety Communications</i>			\$95.99
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**DTV DIRECTV SERVICE - ALL DEPARTMENTS** \$95.99

**E&F HOLDING CO.**

E&F HOLDING CO. Police Investigations TOWING SERVICES \$390.00

*E&F HOLDING CO. - Total For Police Investigations* \$390.00

**E&F HOLDING CO. - ALL DEPARTMENTS** \$390.00

**EASYBADGES, LLC**

EASYBADGES, LLC Golf - Operations Cards for season passes \$79.90

*EASYBADGES, LLC - Total For Golf - Operations* \$79.90

**EASYBADGES, LLC - ALL DEPARTMENTS** \$79.90

**ECONOLITE CONTROL PR**

ECONOLITE CONTROL PR Property Insurance Fund Back up signal cabinet \$8,740.47

*ECONOLITE CONTROL PR - Total For Property Insurance Fund* \$8,740.47

**ECONOLITE CONTROL PR - ALL DEPARTMENTS** \$8,740.47

**EMPLOYEE REIMBURSEME**

EMPLOYEE REIMBURSEME Balefill - Disposal & Landfill Clothing/boot reimbursement \$236.22

*EMPLOYEE REIMBURSEME - Total For Balefill - Disposal & Landfill* \$236.22

EMPLOYEE REIMBURSEME Fire-EMS Training Reimbursement \$300.00

EMPLOYEE REIMBURSEME Fire-EMS Training Travel Reimbursement \$300.00

EMPLOYEE REIMBURSEME Fire-EMS Training Reimbursement \$300.00

*EMPLOYEE REIMBURSEME - Total For Fire-EMS Training* \$900.00

EMPLOYEE REIMBURSEME Fleet Maintenance Fund Tool Allotment \$26.24

*EMPLOYEE REIMBURSEME - Total For Fleet Maintenance Fund* \$26.24

EMPLOYEE REIMBURSEME Police Administration Clothing reimbursement \$497.62

*EMPLOYEE REIMBURSEME - Total For Police Administration* \$497.62

EMPLOYEE REIMBURSEME Police Career Services Clothing Reimbursement \$115.49

*EMPLOYEE REIMBURSEME - Total For Police Career Services* \$115.49

EMPLOYEE REIMBURSEME Refuse - Commercial Boot Reimbursement \$42.91

*EMPLOYEE REIMBURSEME - Total For Refuse - Commercial* \$42.91

EMPLOYEE REIMBURSEME Regional Water Operations Boot/Clothing reimbursement \$100.00

EMPLOYEE REIMBURSEME	Regional Water Operations	Clothing reimbursement	\$99.55
EMPLOYEE REIMBURSEME	Regional Water Operations	Boot/Clothing reimbursement	\$127.99
<i>EMPLOYEE REIMBURSEME - Total For Regional Water Operations</i>			<i>\$327.54</i>
EMPLOYEE REIMBURSEME	Streets	Boot Reimbursement	\$150.00
<i>EMPLOYEE REIMBURSEME - Total For Streets</i>			<i>\$150.00</i>
EMPLOYEE REIMBURSEME	Water Distribution	Boot Reimbursement	\$133.97
EMPLOYEE REIMBURSEME	Water Distribution	Clothing reimbursement	\$50.00
<i>EMPLOYEE REIMBURSEME - Total For Water Distribution</i>			<i>\$183.97</i>
EMPLOYEE REIMBURSEME	WWTP Operations	Reimburse Operator Level 2 Exam fee	\$100.00
<i>EMPLOYEE REIMBURSEME - Total For WWTP Operations</i>			<i>\$100.00</i>
<b>EMPLOYEE REIMBURSEME - ALL DEPARTMENTS</b>			<b>\$2,579.99</b>

## ENCODER PRODUCTS COM

ENCODER PRODUCTS COM	Hogadon - Operations	Encoder wheel chair lift	\$83.47
<i>ENCODER PRODUCTS COM - Total For Hogadon - Operations</i>			<i>\$83.47</i>
<b>ENCODER PRODUCTS COM - ALL DEPARTMENTS</b>			<b>\$83.47</b>

## ENDEAVOR BUSINESS M

ENDEAVOR BUSINESS M	Fire-EMS Training	FIREHOUSE	\$395.00
<i>ENDEAVOR BUSINESS M - Total For Fire-EMS Training</i>			<i>\$395.00</i>
<b>ENDEAVOR BUSINESS M - ALL DEPARTMENTS</b>			<b>\$395.00</b>

## ENERGY LABORATORIES

ENERGY LABORATORIES	Fire-EMS Operations	Natural Gas Analysis	\$202.00
<i>ENERGY LABORATORIES - Total For Fire-EMS Operations</i>			<i>\$202.00</i>
ENERGY LABORATORIES	Hogadon - Operations	Potable water test)	\$22.00
<i>ENERGY LABORATORIES - Total For Hogadon - Operations</i>			<i>\$22.00</i>
ENERGY LABORATORIES	Regional Water Operations	Lab Test TAS	\$306.00
ENERGY LABORATORIES	Regional Water Operations	Lab Test Well Mix	\$57.00
ENERGY LABORATORIES	Regional Water Operations	Lab Test TAS	\$306.00
ENERGY LABORATORIES	Regional Water Operations	Lab Test BCT	\$22.00
<i>ENERGY LABORATORIES - Total For Regional Water Operations</i>			<i>\$691.00</i>

**ENERGY LABORATORIES - ALL DEPARTMENTS** \$915.00

### **ENERGY LABRATORIES I**

ENERGY LABRATORIES I	Water Tanks	Testing	\$330.00
ENERGY LABRATORIES I	Water Tanks	Testing	\$374.00
ENERGY LABRATORIES I	Water Tanks	Testing	\$242.00

*ENERGY LABRATORIES I - Total For Water Tanks* \$946.00

**ENERGY LABRATORIES I - ALL DEPARTMENTS** \$946.00

### **ENTERPRISE RENT-A-CA**

ENTERPRISE RENT-A-CA	Police Career Services	Training	\$317.82
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*ENTERPRISE RENT-A-CA - Total For Police Career Services* \$317.82

**ENTERPRISE RENT-A-CA - ALL DEPARTMENTS** \$317.82

### **ENVIRONMENTAL & CIVI**

ENVIRONMENTAL & CIVI	Metropolitan Planning Org	Chamberlain Road PEL Study	\$3,339.87
ENVIRONMENTAL & CIVI	Metropolitan Planning Org	Chamberlain Road PEL Study	\$14,220.98

*ENVIRONMENTAL & CIVI - Total For Metropolitan Planning Org* \$17,560.85

**ENVIRONMENTAL & CIVI - ALL DEPARTMENTS** \$17,560.85

### **EPG COMPANIES INC**

EPG COMPANIES INC	Balefill - Disposal & Landfill	2 LEACHATE PUMP REBUILDS	\$5,440.94
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*EPG COMPANIES INC - Total For Balefill - Disposal & Landfill* \$5,440.94

**EPG COMPANIES INC - ALL DEPARTMENTS** \$5,440.94

### **EREPLACEMENTPARTS.CO**

EREPLACEMENTPARTS.CO	Buildings & Structures Fund	BAS Shop Supplies	\$58.94
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*EREPLACEMENTPARTS.CO - Total For Buildings & Structures Fund* \$58.94

**EREPLACEMENTPARTS.CO - ALL DEPARTMENTS** \$58.94

### **EXPRESS GARAGE DOOR**



EXPRESS GARAGE DOOR	Property Insurance Fund	Inspection	\$480.00
<i>EXPRESS GARAGE DOOR - Total For Property Insurance Fund</i>			<i>\$480.00</i>
<b>EXPRESS GARAGE DOOR - ALL DEPARTMENTS</b>			<b>\$480.00</b>

## EXPRESS SERVICES INC

EXPRESS SERVICES INC	Customer Service	TEMPORARY STAFFING FOR CUSTOME	\$974.82
EXPRESS SERVICES INC	Customer Service	TEMPORARY STAFFING FOR CUSTOME	\$607.68
EXPRESS SERVICES INC	Customer Service	TEMPORARY STAFFING FOR CUSTOME	\$1,012.80
<i>EXPRESS SERVICES INC - Total For Customer Service</i>			<i>\$2,595.30</i>
<b>EXPRESS SERVICES INC - ALL DEPARTMENTS</b>			<b>\$2,595.30</b>

## EXXONMOBIL

EXXONMOBIL	Fire-EMS Operations	Fuel	\$19.92
EXXONMOBIL	Fire-EMS Operations	Fuel	\$30.15
<i>EXXONMOBIL - Total For Fire-EMS Operations</i>			<i>\$50.07</i>
<b>EXXONMOBIL - ALL DEPARTMENTS</b>			<b>\$50.07</b>

## FACEBK 5JD8J2P992

FACEBK 5JD8J2P992	Metropolitan Planning Org	ADVERTISING SERVICES- boost post for Public P	\$75.00
<i>FACEBK 5JD8J2P992 - Total For Metropolitan Planning Org</i>			<i>\$75.00</i>
<b>FACEBK 5JD8J2P992 - ALL DEPARTMENTS</b>			<b>\$75.00</b>

## FACEBK SG9SA2XJH2

FACEBK SG9SA2XJH2	Hogadon - Operations	ADVERTISING SERVICES	\$75.09
<i>FACEBK SG9SA2XJH2 - Total For Hogadon - Operations</i>			<i>\$75.09</i>
<b>FACEBK SG9SA2XJH2 - ALL DEPARTMENTS</b>			<b>\$75.09</b>

## FACEBK TJ72LYW992

FACEBK TJ72LYW992	Metropolitan Planning Org	Post boosting for public participation event- Tra	\$40.00
<i>FACEBK TJ72LYW992 - Total For Metropolitan Planning Org</i>			<i>\$40.00</i>
<b>FACEBK TJ72LYW992 - ALL DEPARTMENTS</b>			<b>\$40.00</b>

## FALCON ENVIRONMENTAL

FALCON ENVIRONMENTAL	WWTP Operations	Wear shoes	\$1,156.65
FALCON ENVIRONMENTAL	WWTP Operations	Wear shoes	\$1,280.55

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*FALCON ENVIRONMENTAL - Total For WWTP Operations* \$2,437.20

**FALCON ENVIRONMENTAL - ALL DEPARTMENTS** \$2,437.20

## FARMER BROTHERS CO

FARMER BROTHERS CO	Balefill - Diversion & Special	Creamer	\$54.28
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*FARMER BROTHERS CO - Total For Balefill - Diversion & Special* \$54.28

**FARMER BROTHERS CO - ALL DEPARTMENTS** \$54.28

## FARMER BROTHERS COFF

FARMER BROTHERS COFF	Ice Arena - Concessions	CONCESSION	\$118.93
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FARMER BROTHERS COFF	Ice Arena - Concessions	CONCESSIONS	\$256.98
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FARMER BROTHERS COFF	Ice Arena - Concessions	CONCESSIONS	\$126.24
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FARMER BROTHERS COFF	Ice Arena - Concessions	CONCESSIONS	\$126.24
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*FARMER BROTHERS COFF - Total For Ice Arena - Concessions* \$628.39

**FARMER BROTHERS COFF - ALL DEPARTMENTS** \$628.39

## FASTENAL COMPANY

FASTENAL COMPANY	Water Distribution	5/8 - 11 TOP LK GR C FOR SKID STEER	\$7.13
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*FASTENAL COMPANY - Total For Water Distribution* \$7.13

**FASTENAL COMPANY - ALL DEPARTMENTS** \$7.13

## FEDEX 81162227

FEDEX 81162227	Police Administration	COURIER SERVICES-AIR OR GROUND,FREIGHT F	\$23.02
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*FEDEX 81162227 - Total For Police Administration* \$23.02

**FEDEX 81162227 - ALL DEPARTMENTS** \$23.02

## FEDEX 81162229

FEDEX 81162229	Police Administration	COURIER SERVICES-AIR OR GROUND,FREIGHT F	\$54.36
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FEDEX 81162229 - Total For Police Administration \$54.36

**FEDEX 81162229 - ALL DEPARTMENTS \$54.36**

### FEDEX 81162441

FEDEX 81162441 Police Administration COURIER SERVICES-AIR OR GROUND,FREIGHT F \$31.27

FEDEX 81162441 - Total For Police Administration \$31.27

**FEDEX 81162441 - ALL DEPARTMENTS \$31.27**

### FEDEX 81162656

FEDEX 81162656 Police Administration COURIER SERVICES-AIR OR GROUND,FREIGHT F \$69.93

FEDEX 81162656 - Total For Police Administration \$69.93

**FEDEX 81162656 - ALL DEPARTMENTS \$69.93**

### FERGUSON ENTERPRISES

FERGUSON ENTERPRISES Sewer Stormwater replacement chains for chainsaw \$499.95

FERGUSON ENTERPRISES - Total For Sewer Stormwater \$499.95

FERGUSON ENTERPRISES Sewer Wastewater Collection replacement chains for chainsaw \$499.95

FERGUSON ENTERPRISES - Total For Sewer Wastewater Collection \$499.95

FERGUSON ENTERPRISES Water Distribution Chlorine \$326.00

FERGUSON ENTERPRISES - Total For Water Distribution \$326.00

FERGUSON ENTERPRISES WWTP Operations Pipe \$119.08

FERGUSON ENTERPRISES - Total For WWTP Operations \$119.08

**FERGUSON ENTERPRISES - ALL DEPARTMENTS \$1,444.98**

### FIRE PROTECTION PUB

FIRE PROTECTION PUB Fire-EMS Training Training books for promotional tests \$1,143.00

FIRE PROTECTION PUB - Total For Fire-EMS Training \$1,143.00

**FIRE PROTECTION PUB - ALL DEPARTMENTS \$1,143.00**

### FIRST INTERSTATE BAN

FIRST INTERSTATE BAN Municipal Court Deposit Bags - Municipal Court \$35.74

FIRST INTERSTATE BAN - Total For Municipal Court \$35.74

**FIRST INTERSTATE BAN - ALL DEPARTMENTS** \$35.74

**FULL SOURCE LLC**

FULL SOURCE LLC Fire-EMS Operations Winter gloves for crews \$476.92

*FULL SOURCE LLC - Total For Fire-EMS Operations* \$476.92

**FULL SOURCE LLC - ALL DEPARTMENTS** \$476.92

**GALLS, INC.**

GALLS, INC. Metro Animal Control Uniforms \$258.40

*GALLS, INC. - Total For Metro Animal Control* \$258.40

GALLS, INC. Police Career Services Uniforms \$177.75

GALLS, INC. Police Career Services Gloves \$13.50

GALLS, INC. Police Career Services Uniforms \$148.50

GALLS, INC. Police Career Services Uniforms \$129.60

GALLS, INC. Police Career Services Uniforms \$72.00

GALLS, INC. Police Career Services Uniforms \$24.50

GALLS, INC. Police Career Services Uniforms \$372.60

GALLS, INC. Police Career Services Uniforms \$98.00

GALLS, INC. Police Career Services Uniforms \$216.00

GALLS, INC. Police Career Services Uniforms \$347.10

*GALLS, INC. - Total For Police Career Services* \$1,599.55

**GALLS, INC. - ALL DEPARTMENTS** \$1,857.95

**G-C BUILDING SUPPLY**

G-C BUILDING SUPPLY Refuse - Residential Repair garage doors \$979.00

*G-C BUILDING SUPPLY - Total For Refuse - Residential* \$979.00

**G-C BUILDING SUPPLY - ALL DEPARTMENTS** \$979.00

**GEOTEC INDUSTRIAL SU**

GEOTEC INDUSTRIAL SU Streets 5 Straw Wattles for retention pond \$155.00

*GEOTEC INDUSTRIAL SU - Total For Streets* \$155.00

**GEOTEC INDUSTRIAL SU - ALL DEPARTMENTS** \$155.00

## GLOBAL SPECTRUM L.P.

GLOBAL SPECTRUM L.P.	Casper Events Center Fund	April 2021 Net Operating Loss	\$82,909.91
<i>GLOBAL SPECTRUM L.P. - Total For Casper Events Center Fund</i>			<i>\$82,909.91</i>
<b>GLOBAL SPECTRUM L.P. - ALL DEPARTMENTS</b>			<b>\$82,909.91</b>

## GOLDER ASSOCIATES

GOLDER ASSOCIATES	Balefill - Disposal & Landfill	Gems S028759-5-Year Air Emissi	\$2,909.75
GOLDER ASSOCIATES	Balefill - Disposal & Landfill	GolderWatch SCADA System For G	\$2,317.50
GOLDER ASSOCIATES	Balefill - Disposal & Landfill	Gems S028770-5-Year Closed Bal	\$8,909.96
<i>GOLDER ASSOCIATES - Total For Balefill - Disposal &amp; Landfill</i>			<i>\$14,137.21</i>
GOLDER ASSOCIATES	Capital Projects Fund	Contamination monitoring for 1	\$17,071.31
<i>GOLDER ASSOCIATES - Total For Capital Projects Fund</i>			<i>\$17,071.31</i>
<b>GOLDER ASSOCIATES - ALL DEPARTMENTS</b>			<b>\$31,208.52</b>

## GOVTELLERNATRONAWYFE

GOVTELLERNATRONAWYFE	Ice Arena - Operations	NCHD Credit Card Fee	\$1.50
<i>GOVTELLERNATRONAWYFE - Total For Ice Arena - Operations</i>			<i>\$1.50</i>
<b>GOVTELLERNATRONAWYFE - ALL DEPARTMENTS</b>			<b>\$1.50</b>

## GRAB AND GO GOURMET

GRAB AND GO GOURMET	Police Grants Fund	Meth committee lunch	\$120.72
GRAB AND GO GOURMET	Police Grants Fund	Meth conference lunch cancelled -credit	(\$120.72)
<i>GRAB AND GO GOURMET - Total For Police Grants Fund</i>			<i>\$0.00</i>
<b>GRAB AND GO GOURMET - ALL DEPARTMENTS</b>			<b>\$0.00</b>

## GRAINGER, INC.

GRAINGER, INC.	Balefill - Disposal & Landfill	Sign	\$23.64
<i>GRAINGER, INC. - Total For Balefill - Disposal &amp; Landfill</i>			<i>\$23.64</i>
GRAINGER, INC.	Buildings & Structures Fund	GP Motor	\$211.96
<i>GRAINGER, INC. - Total For Buildings &amp; Structures Fund</i>			<i>\$211.96</i>
GRAINGER, INC.	Capital Projects Fund	Changing station	\$544.02
<i>GRAINGER, INC. - Total For Capital Projects Fund</i>			<i>\$544.02</i>

GRAINGER, INC.	Golf - Operations	Cable protector	\$19.24
<i>GRAINGER, INC. - Total For Golf - Operations</i>			<i>\$19.24</i>
GRAINGER, INC.	Ice Arena - Operations	Light Bulbs for Ice Rink	\$349.17
<i>GRAINGER, INC. - Total For Ice Arena - Operations</i>			<i>\$349.17</i>
GRAINGER, INC.	Parks - Parks Maint.	Repair grill at Matt Campfield	\$644.00
GRAINGER, INC.	Parks - Parks Maint.	Stock of light bulbs	\$196.28
<i>GRAINGER, INC. - Total For Parks - Parks Maint.</i>			<i>\$840.28</i>
GRAINGER, INC.	Refuse - Recycling	Supplies	\$585.21
<i>GRAINGER, INC. - Total For Refuse - Recycling</i>			<i>\$585.21</i>
GRAINGER, INC.	Regional Water Operations	Hose for Actiflow	\$71.92
<i>GRAINGER, INC. - Total For Regional Water Operations</i>			<i>\$71.92</i>
GRAINGER, INC.	Weed & Pest Fund	Weed N Pest Measuring Cups	\$244.72
<i>GRAINGER, INC. - Total For Weed &amp; Pest Fund</i>			<i>\$244.72</i>
<b>GRAINGER, INC. - ALL DEPARTMENTS</b>			<b>\$2,890.16</b>

## GRIZZLY EXCAVATING &

GRIZZLY EXCAVATING &	Social Community Services	Snow removal	\$17,004.00
<i>GRIZZLY EXCAVATING &amp; - Total For Social Community Services</i>			<i>\$17,004.00</i>
<b>GRIZZLY EXCAVATING &amp; - ALL DEPARTMENTS</b>			<b>\$17,004.00</b>

## GUS GLOBALSTAR USA

GUS GLOBALSTAR USA	Fire-EMS Administration	Yearly fee for Satellite Phone	\$1,302.46
<i>GUS GLOBALSTAR USA - Total For Fire-EMS Administration</i>			<i>\$1,302.46</i>
<b>GUS GLOBALSTAR USA - ALL DEPARTMENTS</b>			<b>\$1,302.46</b>

## HAMPTON INN

HAMPTON INN	Police Career Services	HAMPTON INNS HOTELS-Dabney	\$326.13
HAMPTON INN	Police Career Services	HAMPTON INNS HOTELS-Jones	\$326.13
<i>HAMPTON INN - Total For Police Career Services</i>			<i>\$652.26</i>
<b>HAMPTON INN - ALL DEPARTMENTS</b>			<b>\$652.26</b>

## HARBOR FREIGHT TOOLS

HARBOR FREIGHT TOOLS	Aquatics - Pool	Sump Pumps for Outdoor Pools	\$184.93
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HARBOR FREIGHT TOOLS - Total For Aquatics - Pool \$184.93

**HARBOR FREIGHT TOOLS - ALL DEPARTMENTS \$184.93**

### HDR ENGINEERING, INC

HDR ENGINEERING, INC Capital Projects Fund Design of Paradise Valley to R \$3,255.15

*HDR ENGINEERING, INC - Total For Capital Projects Fund \$3,255.15*

HDR ENGINEERING, INC Sewer Wastewater Collection Risk and Resilience Assessment \$4,516.85

*HDR ENGINEERING, INC - Total For Sewer Wastewater Collection \$4,516.85*

HDR ENGINEERING, INC WWTP Operations Risk and Resilience Assessment \$4,516.85

*HDR ENGINEERING, INC - Total For WWTP Operations \$4,516.85*

**HDR ENGINEERING, INC - ALL DEPARTMENTS \$12,288.85**

### HERCULES INDUSTRIES

HERCULES INDUSTRIES Buildings & Structures Fund Supplies for Golf Course Pro Shop Remodel \$30.61

HERCULES INDUSTRIES Buildings & Structures Fund Plumbing/roofing repair supplies for BAS Buildin \$29.03

HERCULES INDUSTRIES Buildings & Structures Fund Repair supplies for BAS Building Roof/plumbing \$55.68

HERCULES INDUSTRIES Buildings & Structures Fund Plumbing/roofing repair supplies for BAS Buildin \$78.50

HERCULES INDUSTRIES Buildings & Structures Fund Roof and plumbing repair supplies for BAS Buildi (\$18.20)

*HERCULES INDUSTRIES - Total For Buildings & Structures Fund \$175.62*

**HERCULES INDUSTRIES - ALL DEPARTMENTS \$175.62**

### HOBBY-LOBBY #0233

HOBBY-LOBBY #0233 Fire-EMS Administration Mat for NIOSH - Chief Siplon \$70.00

*HOBBY-LOBBY #0233 - Total For Fire-EMS Administration \$70.00*

HOBBY-LOBBY #0233 Rec Center - Classes Fabric Markers, Babysitting Program \$14.99

*HOBBY-LOBBY #0233 - Total For Rec Center - Classes \$14.99*

**HOBBY-LOBBY #0233 - ALL DEPARTMENTS \$84.99**

### HOMAX OIL SALES, INC

HOMAX OIL SALES, INC Fleet Maintenance Fund Fuel \$2,636.12

HOMAX OIL SALES, INC Fleet Maintenance Fund Fuel \$23,945.77

HOMAX OIL SALES, INC Fleet Maintenance Fund DEF=Bulk \$875.00

HOMAX OIL SALES, INC Fleet Maintenance Fund Fuel \$17,818.42

HOMAX OIL SALES, INC	Fleet Maintenance Fund	Fuel	\$19,176.23
<i>HOMAX OIL SALES, INC - Total For Fleet Maintenance Fund</i>			<i>\$64,451.54</i>
HOMAX OIL SALES, INC	Refuse - Residential	Supplies	\$140.83
<i>HOMAX OIL SALES, INC - Total For Refuse - Residential</i>			<i>\$140.83</i>
<b>HOMAX OIL SALES, INC - ALL DEPARTMENTS</b>			<b>\$64,592.37</b>

## HORIZON CABLE SERVIC

HORIZON CABLE SERVIC	Refuse - Commercial	Clevis Hook	\$163.46
<i>HORIZON CABLE SERVIC - Total For Refuse - Commercial</i>			<i>\$163.46</i>
<b>HORIZON CABLE SERVIC - ALL DEPARTMENTS</b>			<b>\$163.46</b>

## HOSE & RUBBER SUPPLY

HOSE & RUBBER SUPPLY	Refuse - Residential	Supplies	\$39.88
<i>HOSE &amp; RUBBER SUPPLY - Total For Refuse - Residential</i>			<i>\$39.88</i>
HOSE & RUBBER SUPPLY	Regional Water Operations	Hose fittings	\$40.24
<i>HOSE &amp; RUBBER SUPPLY - Total For Regional Water Operations</i>			<i>\$40.24</i>
<b>HOSE &amp; RUBBER SUPPLY - ALL DEPARTMENTS</b>			<b>\$80.12</b>

## HOWIES HOCKEY INC

HOWIES HOCKEY INC	Ice Arena - Classes	Adult Hockey League Trophy / Hats	\$259.50
<i>HOWIES HOCKEY INC - Total For Ice Arena - Classes</i>			<i>\$259.50</i>
HOWIES HOCKEY INC	Ice Arena - Concessions	PRO - SHOP Resale Supplies	\$841.60
<i>HOWIES HOCKEY INC - Total For Ice Arena - Concessions</i>			<i>\$841.60</i>
<b>HOWIES HOCKEY INC - ALL DEPARTMENTS</b>			<b>\$1,101.10</b>

## HQ SOUTHERN BBQ LLC

HQ SOUTHERN BBQ LLC	Police Administration	Sgt. promotional testing	\$171.00
<i>HQ SOUTHERN BBQ LLC - Total For Police Administration</i>			<i>\$171.00</i>
<b>HQ SOUTHERN BBQ LLC - ALL DEPARTMENTS</b>			<b>\$171.00</b>

## IMLSS UTAH

IMLSS UTAH	Capital Projects Fund	Lock hardware for CATC	\$114.60
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<i>IMLSS UTAH - Total For Capital Projects Fund</i>				<i>\$114.60</i>
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<b>IMLSS UTAH - ALL DEPARTMENTS</b>				<b>\$114.60</b>
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## **INBERG-MILLER ENGINE**

INBERG-MILLER ENGINE	Capital Projects Fund	Services		\$210.00
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<i>INBERG-MILLER ENGINE - Total For Capital Projects Fund</i>				<i>\$210.00</i>
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INBERG-MILLER ENGINE	Water Distribution	Professional services		\$108.00
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<i>INBERG-MILLER ENGINE - Total For Water Distribution</i>				<i>\$108.00</i>
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<b>INBERG-MILLER ENGINE - ALL DEPARTMENTS</b>				<b>\$318.00</b>
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## **INSTALLATION & SVC.**

INSTALLATION & SVC.	Social Community Services	Snow Removal		\$9,672.00
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INSTALLATION & SVC.	Social Community Services	Snow Removal		\$7,802.00
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INSTALLATION & SVC.	Social Community Services	Snow removal		\$6,384.00
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<i>INSTALLATION &amp; SVC. - Total For Social Community Services</i>				<i>\$23,858.00</i>
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<b>INSTALLATION &amp; SVC. - ALL DEPARTMENTS</b>				<b>\$23,858.00</b>
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## **INTEGRITY WINDOW CLE**

INTEGRITY WINDOW CLE	Buildings & Structures Fund	Services		\$865.00
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<i>INTEGRITY WINDOW CLE - Total For Buildings &amp; Structures Fund</i>				<i>\$865.00</i>
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<b>INTEGRITY WINDOW CLE - ALL DEPARTMENTS</b>				<b>\$865.00</b>
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## **INTERMOUNTAIN MOTOR**

INTERMOUNTAIN MOTOR	Buildings & Structures Fund	Supplies		\$2,870.78
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<i>INTERMOUNTAIN MOTOR - Total For Buildings &amp; Structures Fund</i>				<i>\$2,870.78</i>
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<b>INTERMOUNTAIN MOTOR - ALL DEPARTMENTS</b>				<b>\$2,870.78</b>
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## **INTRADO INTERACTIVE**

INTRADO INTERACTIVE	Information Services	CivicLive CustomApp annual hosting, license & s		\$3,280.00
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<i>INTRADO INTERACTIVE - Total For Information Services</i>				<i>\$3,280.00</i>
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<b>INTRADO INTERACTIVE - ALL DEPARTMENTS</b>				<b>\$3,280.00</b>
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## INTUIT, INC.

INTUIT, INC.	Balefill - Disposal & Landfill	REPAIR OVERHEAD DOORS EQUIP BUILDING	\$1,826.34
INTUIT, INC.	Balefill - Disposal & Landfill	GARAGE DOOR EQUIPMENT BUILDING MAINTENANCE	\$540.10
INTUIT, INC.	Balefill - Disposal & Landfill	INSTALL NEW GARAGE DOOR OPERATOR ON NO	\$1,950.00
INTUIT, INC.	Balefill - Disposal & Landfill	REMOVEAL AND DIAGNOSTICS OF GARAGE DOOR	\$1,625.22
<i>INTUIT, INC. - Total For Balefill - Disposal &amp; Landfill</i>			<i>\$5,941.66</i>
INTUIT, INC.	Balefill - Diversion & Special	SPRAY BUFF VCT IN BRAKE ROOM SPECIAL WAS	\$63.40
<i>INTUIT, INC. - Total For Balefill - Diversion &amp; Special</i>			<i>\$63.40</i>
INTUIT, INC.	Golf - Operations	Greens fertilizer	\$1,808.00
<i>INTUIT, INC. - Total For Golf - Operations</i>			<i>\$1,808.00</i>
INTUIT, INC.	Parks - Parks Maint.	Graffiti Removal	\$850.00
<i>INTUIT, INC. - Total For Parks - Parks Maint.</i>			<i>\$850.00</i>
<b>INTUIT, INC. - ALL DEPARTMENTS</b>			<b>\$8,663.06</b>

## ITC ELECTRICAL TECHN

ITC ELECTRICAL TECHN	Sewer Wastewater Collection	SCADA tie-over	\$727.00
<i>ITC ELECTRICAL TECHN - Total For Sewer Wastewater Collection</i>			<i>\$727.00</i>
ITC ELECTRICAL TECHN	WWTP Operations	Temp. generator rental for blower/dewatering	\$12,266.91
ITC ELECTRICAL TECHN	WWTP Operations	Temp. generator rental for blower/dewatering	\$36,815.63
<i>ITC ELECTRICAL TECHN - Total For WWTP Operations</i>			<i>\$49,082.54</i>
ITC ELECTRICAL TECHN	WWTP Regional Interceptors	Troubleshoot Wardwell meter station totals not	\$290.80
ITC ELECTRICAL TECHN	WWTP Regional Interceptors	Add Wardwell meter station PLC to radio netwo	\$581.60
<i>ITC ELECTRICAL TECHN - Total For WWTP Regional Interceptors</i>			<i>\$872.40</i>
<b>ITC ELECTRICAL TECHN - ALL DEPARTMENTS</b>			<b>\$50,681.94</b>

## JACK'S TRUCK & EQUIP

JACK'S TRUCK & EQUIP	Fleet Maintenance Fund	Office Supplies - short paid on original invoice	\$24.55
<i>JACK'S TRUCK &amp; EQUIP - Total For Fleet Maintenance Fund</i>			<i>\$24.55</i>
<b>JACK'S TRUCK &amp; EQUIP - ALL DEPARTMENTS</b>			<b>\$24.55</b>

## JACOBS ENGINEERING G

JACOBS ENGINEERING G	WWTP Operations	North Platte Sanitary Sewer Re	\$61,827.50
<i>JACOBS ENGINEERING G - Total For WWTP Operations</i>			<i>\$61,827.50</i>

**JACOBS ENGINEERING G - ALL DEPARTMENTS**

\$61,827.50

**JOHNNY APPLESEED, IN**

JOHNNY APPLESEED, IN	Property Insurance Fund	Linden Tree - claim 2021007	\$475.00
JOHNNY APPLESEED, IN	Property Insurance Fund	White Oak - claim #2021019	\$525.00
JOHNNY APPLESEED, IN	Property Insurance Fund	Linden tree - claim 2601CA	\$525.00
JOHNNY APPLESEED, IN	Property Insurance Fund	Linden Tree - claim #2021007	\$475.00
JOHNNY APPLESEED, IN	Property Insurance Fund	Repairs - claim #2020023	\$610.00
JOHNNY APPLESEED, IN	Property Insurance Fund	Landscaping - claim #2020023	\$610.00

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*JOHNNY APPLESEED, IN - Total For Property Insurance Fund* \$3,220.00

**JOHNNY APPLESEED, IN - ALL DEPARTMENTS**

\$3,220.00

**KITCHEN CONNECTIONS**

KITCHEN CONNECTIONS	Buildings & Structures Fund	Sink repairs	\$400.00
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*KITCHEN CONNECTIONS - Total For Buildings & Structures Fund* \$400.00

**KITCHEN CONNECTIONS - ALL DEPARTMENTS**

\$400.00

**KIWANIS CLUB**

KIWANIS CLUB	City Attorney	Dues	\$180.00
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*KIWANIS CLUB - Total For City Attorney* \$180.00

**KIWANIS CLUB - ALL DEPARTMENTS**

\$180.00

**KNIFE RIVER/JTL**

KNIFE RIVER/JTL	Capital Projects Fund	Crushed Base	\$1,728.29
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KNIFE RIVER/JTL	Capital Projects Fund	Crushed Base	\$1,732.09
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*KNIFE RIVER/JTL - Total For Capital Projects Fund* \$3,460.38

KNIFE RIVER/JTL	Social Community Services	Snow removal	\$37,512.00
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*KNIFE RIVER/JTL - Total For Social Community Services* \$37,512.00

**KNIFE RIVER/JTL - ALL DEPARTMENTS**

\$40,972.38

**KNOX COMPANY**

KNOX COMPANY	Buildings & Structures Fund	Knox Box for new Ice Arena Mechanical Room	\$459.00
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*KNOX COMPANY - Total For Buildings & Structures Fund* \$459.00

**KNOX COMPANY - ALL DEPARTMENTS** \$459.00

### LAW OFFICE OF HAMPTO

LAW OFFICE OF HAMPTO	City Manager	February 2021 services	\$2,225.09
LAW OFFICE OF HAMPTO	City Manager	January Services	\$2,220.00
LAW OFFICE OF HAMPTO	City Manager	December Services	\$2,220.00

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*LAW OFFICE OF HAMPTO - Total For City Manager* \$6,665.09

**LAW OFFICE OF HAMPTO - ALL DEPARTMENTS** \$6,665.09

### LETZ'S RADIO SUPPLY

LETZ'S RADIO SUPPLY	Cemetery	ELECTRONIC SALES CEMETERY WASHER PARTS	\$128.98
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*LETZ'S RADIO SUPPLY - Total For Cemetery* \$128.98

**LETZ'S RADIO SUPPLY - ALL DEPARTMENTS** \$128.98

### LISA'S SPIC N SPAN

LISA'S SPIC N SPAN	Balefill - Disposal & Landfill	Services 3/15 - 3/20/21	\$440.00
LISA'S SPIC N SPAN	Balefill - Disposal & Landfill	Services March 8 - 15	\$330.00
LISA'S SPIC N SPAN	Balefill - Disposal & Landfill	Cleaning March 1 - 7	\$440.00

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*LISA'S SPIC N SPAN - Total For Balefill - Disposal & Landfill* \$1,210.00

**LISA'S SPIC N SPAN - ALL DEPARTMENTS** \$1,210.00

### LOGMEIN GoToMeeting

LOGMEIN GoToMeeting	Police Administration	Virtual meeting service	\$604.80
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*LOGMEIN GoToMeeting - Total For Police Administration* \$604.80

**LOGMEIN GoToMeeting - ALL DEPARTMENTS** \$604.80

### LONG BUILDING TECHNO

LONG BUILDING TECHNO	Aquatics - Operations	Boiler System Repair at the Aquatic center	\$1,253.04
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*LONG BUILDING TECHNO - Total For Aquatics - Operations* \$1,253.04

LONG BUILDING TECHNO	Buildings & Structures Fund	Repairs	\$240.00
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*LONG BUILDING TECHNO - Total For Buildings & Structures Fund* \$240.00

**LONG BUILDING TECHNO - ALL DEPARTMENTS** \$1,493.04

## LOUS GLOVES

LOUS GLOVES WWTP Operations Gloves \$844.00

*LOUS GLOVES - Total For WWTP Operations* \$844.00

**LOUS GLOVES - ALL DEPARTMENTS** \$844.00

## LUM STUDIO

LUM STUDIO Planning Services \$1,282.50

*LUM STUDIO - Total For Planning* \$1,282.50

**LUM STUDIO - ALL DEPARTMENTS** \$1,282.50

## MASTERGRAPHICS AEC L

MASTERGRAPHICS AEC L Code Enforcement Services \$2,457.00

*MASTERGRAPHICS AEC L - Total For Code Enforcement* \$2,457.00

**MASTERGRAPHICS AEC L - ALL DEPARTMENTS** \$2,457.00

## MCMURRY READY MIX CO

MCMURRY READY MIX CO Capital Projects Fund 4000psi Concrete Mix/Fiber \$470.75

*MCMURRY READY MIX CO - Total For Capital Projects Fund* \$470.75

**MCMURRY READY MIX CO - ALL DEPARTMENTS** \$470.75

## MENARDS CASPER WY

MENARDS CASPER WY Buildings & Structures Fund Supplies to repair fence at BAS Building \$151.98

*MENARDS CASPER WY - Total For Buildings & Structures Fund* \$151.98

MENARDS CASPER WY Police Administration Items for Range \$85.88

*MENARDS CASPER WY - Total For Police Administration* \$85.88

MENARDS CASPER WY Refuse - Recycling BROOMS AND WATER FOR BATTERY IN FORKLIF \$67.25

*MENARDS CASPER WY - Total For Refuse - Recycling* \$67.25

MENARDS CASPER WY Water Distribution Couplings, nipples, storage boxes \$407.31

MENARDS CASPER WY Water Distribution LOCTITE & POLY \$11.56

*MENARDS CASPER WY - Total For Water Distribution* \$418.87

MENARDS CASPER WY	Weed & Pest Fund	Safety Supplies	\$30.81
<i>MENARDS CASPER WY - Total For Weed &amp; Pest Fund</i>			<i>\$30.81</i>
<b>MENARDS CASPER WY - ALL DEPARTMENTS</b>			<b>\$754.79</b>

## MICHAELS FENCE & SUP

MICHAELS FENCE & SUP	Refuse - Recycling	Cedar Pickets	\$80.00
<i>MICHAELS FENCE &amp; SUP - Total For Refuse - Recycling</i>			<i>\$80.00</i>
<b>MICHAELS FENCE &amp; SUP - ALL DEPARTMENTS</b>			<b>\$80.00</b>

## MIDLAND SCIENTIFIC I

MIDLAND SCIENTIFIC I	WWTP Operations	Lab supplies	\$75.16
<i>MIDLAND SCIENTIFIC I - Total For WWTP Operations</i>			<i>\$75.16</i>
<b>MIDLAND SCIENTIFIC I - ALL DEPARTMENTS</b>			<b>\$75.16</b>

## Monson

Monson	Buildings & Structures Fund	Janitorial Services	\$7,295.29
<i>Monson - Total For Buildings &amp; Structures Fund</i>			<i>\$7,295.29</i>
<b>Monson - ALL DEPARTMENTS</b>			<b>\$7,295.29</b>

## MOTION AND FLOW CONT

MOTION AND FLOW CONT	Balefill - Baler Processing	Supplies	\$29.46
MOTION AND FLOW CONT	Balefill - Baler Processing	Supplies	\$294.26
MOTION AND FLOW CONT	Balefill - Baler Processing	Supplies	\$568.28
<i>MOTION AND FLOW CONT - Total For Balefill - Baler Processing</i>			<i>\$892.00</i>
<b>MOTION AND FLOW CONT - ALL DEPARTMENTS</b>			<b>\$892.00</b>

## MOUNTAIN SPORTS

MOUNTAIN SPORTS	Police Career Services	Bike Patrol replacement helmets	\$360.00
<i>MOUNTAIN SPORTS - Total For Police Career Services</i>			<i>\$360.00</i>
<b>MOUNTAIN SPORTS - ALL DEPARTMENTS</b>			<b>\$360.00</b>

## MOUNTAIN STATES

MOUNTAIN STATES	Municipal Court	Custody release receipts	\$206.49
MOUNTAIN STATES	Municipal Court	Envelopes	\$197.59

*MOUNTAIN STATES - Total For Municipal Court* \$404.08

**MOUNTAIN STATES - ALL DEPARTMENTS** \$404.08

## MOUNTAIN STATES LITH

MOUNTAIN STATES LITH	General Fund Revenue	Books for resale in museum store	\$148.20
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*MOUNTAIN STATES LITH - Total For General Fund Revenue* \$148.20

**MOUNTAIN STATES LITH - ALL DEPARTMENTS** \$148.20

## MOUNTAIN STATES PIPE

MOUNTAIN STATES PIPE	Water Revenue and Transfers Meters & ERTS		\$5,757.00
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MOUNTAIN STATES PIPE	Water Revenue and Transfers Shipping costs		\$79.60
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*MOUNTAIN STATES PIPE - Total For Water Revenue and Transfers* \$5,836.60

**MOUNTAIN STATES PIPE - ALL DEPARTMENTS** \$5,836.60

## MOUNTAIN WEST TELEPH

MOUNTAIN WEST TELEPH	Hogadon - Operations	Guest Internet	\$49.95
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*MOUNTAIN WEST TELEPH - Total For Hogadon - Operations* \$49.95

MOUNTAIN WEST TELEPH	Information Services	Enterprise Internet Service	\$1,000.00
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*MOUNTAIN WEST TELEPH - Total For Information Services* \$1,000.00

**MOUNTAIN WEST TELEPH - ALL DEPARTMENTS** \$1,049.95

## MR TARGET LLC

MR TARGET LLC	Police Administration	Training items	\$380.89
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*MR TARGET LLC - Total For Police Administration* \$380.89

**MR TARGET LLC - ALL DEPARTMENTS** \$380.89

## MUNICIPAL EMERGENCY

MUNICIPAL EMERGENCY	Fire-EMS Operations	Helmets	\$349.00
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<i>MUNICIPAL EMERGENCY - Total For Fire-EMS Operations</i>	<i>\$349.00</i>
<b>MUNICIPAL EMERGENCY - ALL DEPARTMENTS</b>	<b>\$349.00</b>

## MURDOCH'S RANCH&HOME

MURDOCH'S RANCH&HOM	Sewer Wastewater Collection	Water pump	\$69.99
<i>MURDOCH'S RANCH&amp;HOME - Total For Sewer Wastewater Collection</i>			<i>\$69.99</i>
MURDOCH'S RANCH&HOM	Weed & Pest Fund	valve for trailer	\$15.99
<i>MURDOCH'S RANCH&amp;HOME - Total For Weed &amp; Pest Fund</i>			<i>\$15.99</i>
<b>MURDOCH'S RANCH&amp;HOME - ALL DEPARTMENTS</b>			<b>\$85.98</b>

## NAPA AUTO PARTS CORP

NAPA AUTO PARTS CORP	City Council	Supplies & Services	\$559.73
<i>NAPA AUTO PARTS CORP - Total For City Council</i>			<i>\$559.73</i>
NAPA AUTO PARTS CORP	Fleet Maintenance Fund	Supplies & Services	\$2,964.26
NAPA AUTO PARTS CORP	Fleet Maintenance Fund	Supplies & Services	\$520.77
NAPA AUTO PARTS CORP	Fleet Maintenance Fund	Supplies & Services	\$68,083.18
NAPA AUTO PARTS CORP	Fleet Maintenance Fund	Supplies & Services	\$610.27
NAPA AUTO PARTS CORP	Fleet Maintenance Fund	Supplies & Services	\$11,998.78
<i>NAPA AUTO PARTS CORP - Total For Fleet Maintenance Fund</i>			<i>\$84,177.26</i>
NAPA AUTO PARTS CORP	Golf - Operations	Supplies & Services	\$127.81
<i>NAPA AUTO PARTS CORP - Total For Golf - Operations</i>			<i>\$127.81</i>
NAPA AUTO PARTS CORP	Regional Water Operations	Misc. Repairs	\$11.85
<i>NAPA AUTO PARTS CORP - Total For Regional Water Operations</i>			<i>\$11.85</i>
NAPA AUTO PARTS CORP	Water Distribution	Winter blades, tarp fas., straps, chain tighteners	\$87.99
<i>NAPA AUTO PARTS CORP - Total For Water Distribution</i>			<i>\$87.99</i>
NAPA AUTO PARTS CORP	WWTP Regional Interceptors	Plumbing parts	\$37.00
NAPA AUTO PARTS CORP	WWTP Regional Interceptors	Fuel pump	\$61.19
<i>NAPA AUTO PARTS CORP - Total For WWTP Regional Interceptors</i>			<i>\$98.19</i>
<b>NAPA AUTO PARTS CORP - ALL DEPARTMENTS</b>			<b>\$85,062.83</b>

## NATIONAL ASSOCIATION

NATIONAL ASSOCIATION	Police Administration	Membership S Jones	\$40.00
NATIONAL ASSOCIATION	Police Administration	Kler- membership	\$40.00



<i>NATIONAL ASSOCIATION - Total For Police Administration</i>			<i>\$80.00</i>
<b>NATIONAL ASSOCIATION - ALL DEPARTMENTS</b>			<b>\$80.00</b>
<b>NATRONA COUNTY OFFIC</b>			
NATRONA COUNTY OFFIC	City Manager	6th Cent Survey	\$3,500.00
<i>NATRONA COUNTY OFFIC - Total For City Manager</i>			<i>\$3,500.00</i>
NATRONA COUNTY OFFIC	Police Administration	February Juvenile Detention Contract	\$7,500.00
<i>NATRONA COUNTY OFFIC - Total For Police Administration</i>			<i>\$7,500.00</i>
<b>NATRONA COUNTY OFFIC - ALL DEPARTMENTS</b>			<b>\$11,000.00</b>
<b>NOLAND FEED</b>			
NOLAND FEED	Metro Animal Shelter	Shelter food	\$273.20
<i>NOLAND FEED - Total For Metro Animal Shelter</i>			<i>\$273.20</i>
<b>NOLAND FEED - ALL DEPARTMENTS</b>			<b>\$273.20</b>
<b>NORCO, INC.</b>			
NORCO, INC.	Aquatics - Operations	Cleaning Supplies	\$19.28
NORCO, INC.	Aquatics - Operations	Cleaning Supplies	\$97.77
<i>NORCO, INC. - Total For Aquatics - Operations</i>			<i>\$117.05</i>
NORCO, INC.	Buildings & Structures Fund	Supplies	\$44.23
NORCO, INC.	Buildings & Structures Fund	Supplies	\$235.27
NORCO, INC.	Buildings & Structures Fund	Supplies	\$357.38
NORCO, INC.	Buildings & Structures Fund	Supplies	\$522.76
NORCO, INC.	Buildings & Structures Fund	Supplies	\$223.98
NORCO, INC.	Buildings & Structures Fund	Service Center Custodial Supplies	\$522.76
<i>NORCO, INC. - Total For Buildings &amp; Structures Fund</i>			<i>\$1,906.38</i>
NORCO, INC.	Cemetery	SPECIAL AREAS HEPA FILTERS	\$28.22
<i>NORCO, INC. - Total For Cemetery</i>			<i>\$28.22</i>
NORCO, INC.	Fleet Maintenance Fund	Cylinder Rent	\$120.96
<i>NORCO, INC. - Total For Fleet Maintenance Fund</i>			<i>\$120.96</i>
NORCO, INC.	Hogadon - Operations	LAB/MEDICAL/DENTAL/OPHTHALMIC HOSPITAL	\$216.55
<i>NORCO, INC. - Total For Hogadon - Operations</i>			<i>\$216.55</i>
NORCO, INC.	Ice Arena - Operations	Custodial Supplies, Hand Soap	\$130.20

NORCO, INC.	Ice Arena - Operations	Disinfect Spray - Casper Ice Arena	\$79.47
<i>NORCO, INC. - Total For Ice Arena - Operations</i>			<i>\$209.67</i>
NORCO, INC.	Metro Animal Shelter	Cleaning supplies	\$256.43
NORCO, INC.	Metro Animal Shelter	Cleaning supplies	\$75.74
<i>NORCO, INC. - Total For Metro Animal Shelter</i>			<i>\$332.17</i>
NORCO, INC.	Streets	Summer Gloves and Safety Glasses	\$482.52
<i>NORCO, INC. - Total For Streets</i>			<i>\$482.52</i>
NORCO, INC.	Water Distribution	MARKING PENS	\$38.40
<i>NORCO, INC. - Total For Water Distribution</i>			<i>\$38.40</i>
<b>NORCO, INC. - ALL DEPARTMENTS</b>			<b>\$3,451.92</b>

## NORTHERN LIGHTS MANU

NORTHERN LIGHTS MANU	Refuse - Commercial	REPLACE PACKING CYLINDER AND REPAIRS TO U	\$2,600.00
<i>NORTHERN LIGHTS MANU - Total For Refuse - Commercial</i>			<i>\$2,600.00</i>
<b>NORTHERN LIGHTS MANU - ALL DEPARTMENTS</b>			<b>\$2,600.00</b>

## NORTHWEST CONTRACTOR

NORTHWEST CONTRACTOR	Balefill - Baler Processing	Supplies	\$244.92
<i>NORTHWEST CONTRACTOR - Total For Balefill - Baler Processing</i>			<i>\$244.92</i>
<b>NORTHWEST CONTRACTOR - ALL DEPARTMENTS</b>			<b>\$244.92</b>

## OFFICE DEPOT

OFFICE DEPOT	Human Resources	2, 12-month expanding file pockets	\$16.04
OFFICE DEPOT	Human Resources	1 box of 1095-C tax envelopes	\$29.79
OFFICE DEPOT	Human Resources	2 boxes of FT personnel file folders	\$57.96
<i>OFFICE DEPOT - Total For Human Resources</i>			<i>\$103.79</i>
<b>OFFICE DEPOT - ALL DEPARTMENTS</b>			<b>\$103.79</b>

## OLSON AUTOBODY & COL

OLSON AUTOBODY & COL	Fleet Maintenance Fund	Claim #2021033	\$1,776.02
OLSON AUTOBODY & COL	Fleet Maintenance Fund	Claim #2021016	\$781.02
<i>OLSON AUTOBODY &amp; COL - Total For Fleet Maintenance Fund</i>			<i>\$2,557.04</i>

**OLSON AUTOBODY & COL - ALL DEPARTMENTS**

\$2,557.04

**ONE CALL OF WY.**

ONE CALL OF WY.	Parks - Parks Maint.	November/December tickets	\$35.25
ONE CALL OF WY.	Parks - Parks Maint.	November Tickets	\$78.00
ONE CALL OF WY.	Parks - Parks Maint.	October Tickets	\$107.25
ONE CALL OF WY.	Parks - Parks Maint.	January Tickets	\$49.75
ONE CALL OF WY.	Parks - Parks Maint.	February Tickets	\$20.25
ONE CALL OF WY.	Parks - Parks Maint.	Sept Tickets	\$108.75

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*ONE CALL OF WY. - Total For Parks - Parks Maint.* \$399.25

**ONE CALL OF WY. - ALL DEPARTMENTS**

\$399.25

**ORKIN LLC 002**

ORKIN LLC 002	Hogadon - Operations	Pest Contriol	\$128.97
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*ORKIN LLC 002 - Total For Hogadon - Operations* \$128.97

**ORKIN LLC 002 - ALL DEPARTMENTS**

\$128.97

**OVERHEAD DOOR CO**

OVERHEAD DOOR CO	Refuse - Residential	Remote batteries	\$34.44
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*OVERHEAD DOOR CO - Total For Refuse - Residential* \$34.44

**OVERHEAD DOOR CO - ALL DEPARTMENTS**

\$34.44

**OWPSACSTATE**

OWPSACSTATE	WWTP Operations	Operator training course	\$186.00
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*OWPSACSTATE - Total For WWTP Operations* \$186.00

**OWPSACSTATE - ALL DEPARTMENTS**

\$186.00

**PACE ANALYTICAL SERV**

PACE ANALYTICAL SERV	WWTP Operations	TESTING LABORATORIES	\$55.00
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*PACE ANALYTICAL SERV - Total For WWTP Operations* \$55.00

**PACE ANALYTICAL SERV - ALL DEPARTMENTS**

\$55.00

## PARTSMASTER

PARTSMASTER	Balefill - Baler Processing	TORRENT PARTS WASHER FOR BALER MAINTEN	\$5,218.97
<i>PARTSMASTER - Total For Balefill - Baler Processing</i>			\$5,218.97
PARTSMASTER	Fleet Maintenance Fund	Partswasher	\$525.00
PARTSMASTER	Fleet Maintenance Fund	Partswasher	\$375.00
<i>PARTSMASTER - Total For Fleet Maintenance Fund</i>			\$900.00
<b>PARTSMASTER - ALL DEPARTMENTS</b>			<b>\$6,118.97</b>

## PAYPAL CLEVELAND G

PAYPAL CLEVELAND G	Golf	Inventory for Golf Shop	\$827.16
<i>PAYPAL CLEVELAND G - Total For Golf</i>			\$827.16
<b>PAYPAL CLEVELAND G - ALL DEPARTMENTS</b>			<b>\$827.16</b>

## PAYROLL W2 PROGRAM

PAYROLL W2 PROGRAM	Health Insurance Fund	COMPUTER SOFTWARE STORES	\$375.00
<i>PAYROLL W2 PROGRAM - Total For Health Insurance Fund</i>			\$375.00
<b>PAYROLL W2 PROGRAM - ALL DEPARTMENTS</b>			<b>\$375.00</b>

## PEAK GEOSOLUTIONS/ S

PEAK GEOSOLUTIONS/ S	Balefill - Disposal & Landfill	Services	\$500.00
PEAK GEOSOLUTIONS/ S	Balefill - Disposal & Landfill	Services	\$1,500.00
<i>PEAK GEOSOLUTIONS/ S - Total For Balefill - Disposal &amp; Landfill</i>			\$2,000.00
<b>PEAK GEOSOLUTIONS/ S - ALL DEPARTMENTS</b>			<b>\$2,000.00</b>

## PETCO 1456

PETCO 1456	Metro Animal Shelter	Gecko food	\$4.99
PETCO 1456	Metro Animal Shelter	Fish food	\$8.99
<i>PETCO 1456 - Total For Metro Animal Shelter</i>			\$13.98
<b>PETCO 1456 - ALL DEPARTMENTS</b>			<b>\$13.98</b>

## PETROLEUMSERVICE

PETROLEUMSERVICE	Regional Water Operations	Lubricant	\$1,144.92
<i>PETROLEUMSERVICE - Total For Regional Water Operations</i>			<i>\$1,144.92</i>
<b>PETROLEUMSERVICE - ALL DEPARTMENTS</b>			<b>\$1,144.92</b>

## PMA ONLINE

PMA ONLINE	City Attorney	SCHOOLS AND EDUCATIONAL SERVICES NOT ELS	\$1,995.00
<i>PMA ONLINE - Total For City Attorney</i>			<i>\$1,995.00</i>
<b>PMA ONLINE - ALL DEPARTMENTS</b>			<b>\$1,995.00</b>

## POSTAL PROS, INC.

POSTAL PROS, INC.	Customer Service	Services	\$3,111.16
POSTAL PROS, INC.	Customer Service	Postal Services	\$2,939.94
POSTAL PROS, INC.	Customer Service	Services	\$2,806.19
POSTAL PROS, INC.	Customer Service	Postal Services	\$748.68
POSTAL PROS, INC.	Customer Service	Services	\$1,536.86
POSTAL PROS, INC.	Customer Service	Postal Services	\$2,542.39
<i>POSTAL PROS, INC. - Total For Customer Service</i>			<i>\$13,685.22</i>
POSTAL PROS, INC.	Water Revenue and Transfers	Postal Services	\$825.00
<i>POSTAL PROS, INC. - Total For Water Revenue and Transfers</i>			<i>\$825.00</i>
<b>POSTAL PROS, INC. - ALL DEPARTMENTS</b>			<b>\$14,510.22</b>

## POTTERS FLEX O LITE

POTTERS FLEX O LITE	Traffic Control	Reflective glass beads for paint striping State Bi	\$3,576.00
<i>POTTERS FLEX O LITE - Total For Traffic Control</i>			<i>\$3,576.00</i>
<b>POTTERS FLEX O LITE - ALL DEPARTMENTS</b>			<b>\$3,576.00</b>

## PRINTWORKS

PRINTWORKS	Code Enforcement	Printing	\$362.73
<i>PRINTWORKS - Total For Code Enforcement</i>			<i>\$362.73</i>
<b>PRINTWORKS - ALL DEPARTMENTS</b>			<b>\$362.73</b>

## PRO FLOORING, LLC

PRO FLOORING, LLC	Golf - Operations	New Flooring Golf Shop	\$6,698.42
<i>PRO FLOORING, LLC - Total For Golf - Operations</i>			<i>\$6,698.42</i>
<b>PRO FLOORING, LLC - ALL DEPARTMENTS</b>			<b>\$6,698.42</b>

## PRO-TEC AUTO BODY

PRO-TEC AUTO BODY	Fleet Maintenance Fund	Services	\$752.20
<i>PRO-TEC AUTO BODY - Total For Fleet Maintenance Fund</i>			<i>\$752.20</i>
<b>PRO-TEC AUTO BODY - ALL DEPARTMENTS</b>			<b>\$752.20</b>

## R & R REST STOPS

R & R REST STOPS	Parks - Parks Maint.	Porta Johns	\$241.28
<i>R &amp; R REST STOPS - Total For Parks - Parks Maint.</i>			<i>\$241.28</i>
<b>R &amp; R REST STOPS - ALL DEPARTMENTS</b>			<b>\$241.28</b>

## REAR VIEW SAFETY

REAR VIEW SAFETY	Refuse - Residential	CAMERA CABLES FOR ALL RESIDENT SIDE LOADS	\$112.63
<i>REAR VIEW SAFETY - Total For Refuse - Residential</i>			<i>\$112.63</i>
<b>REAR VIEW SAFETY - ALL DEPARTMENTS</b>			<b>\$112.63</b>

## RESOURCE MGMT. CO, I

RESOURCE MGMT. CO, I	Fleet Maintenance Fund	Disposal Services	\$1,653.25
<i>RESOURCE MGMT. CO, I - Total For Fleet Maintenance Fund</i>			<i>\$1,653.25</i>
<b>RESOURCE MGMT. CO, I - ALL DEPARTMENTS</b>			<b>\$1,653.25</b>

## ROADSAFE 3101

ROADSAFE 3101	Traffic Control	20 Pre made stop signs	\$1,108.95
ROADSAFE 3101	Traffic Control	170 Aluminum blanks for sign making	\$1,760.61
ROADSAFE 3101	Traffic Control	Band it material and transfer tape	\$1,337.75
<i>ROADSAFE 3101 - Total For Traffic Control</i>			<i>\$4,207.31</i>
<b>ROADSAFE 3101 - ALL DEPARTMENTS</b>			<b>\$4,207.31</b>

## Rocky Mountain

Rocky Mountain	Water Distribution	Rental	\$20.36
<i>Rocky Mountain - Total For Water Distribution</i>			\$20.36
<b>Rocky Mountain - ALL DEPARTMENTS</b>			<b>\$20.36</b>

## ROCKY MOUNTAIN POWER

ROCKY MOUNTAIN POWER	Aquatics - Operations	54730761-088 1	\$3,516.73
<i>ROCKY MOUNTAIN POWER - Total For Aquatics - Operations</i>			\$3,516.73
ROCKY MOUNTAIN POWER	Balefill - Disposal & Landfill	54730761-090 7	\$10,217.73
ROCKY MOUNTAIN POWER	Balefill - Disposal & Landfill	54730761-139 2	\$273.30
<i>ROCKY MOUNTAIN POWER - Total For Balefill - Disposal &amp; Landfill</i>			\$10,491.03
ROCKY MOUNTAIN POWER	Buildings & Structures Fund	54730761-089 9	\$323.11
<i>ROCKY MOUNTAIN POWER - Total For Buildings &amp; Structures Fund</i>			\$323.11
ROCKY MOUNTAIN POWER	Cemetery	54730761-092 3	\$119.62
<i>ROCKY MOUNTAIN POWER - Total For Cemetery</i>			\$119.62
ROCKY MOUNTAIN POWER	Fire-EMS Administration	60445507-008 5	\$876.24
ROCKY MOUNTAIN POWER	Fire-EMS Administration	54730761-097 2	\$191.65
ROCKY MOUNTAIN POWER	Fire-EMS Administration	54730761-104 6	\$395.07
<i>ROCKY MOUNTAIN POWER - Total For Fire-EMS Administration</i>			\$1,462.96
ROCKY MOUNTAIN POWER	Fleet Maintenance Fund	54730761-096 4	\$3,886.94
<i>ROCKY MOUNTAIN POWER - Total For Fleet Maintenance Fund</i>			\$3,886.94
ROCKY MOUNTAIN POWER	Ft. Caspar Museum	54730761-098 0	\$518.36
<i>ROCKY MOUNTAIN POWER - Total For Ft. Caspar Museum</i>			\$518.36
ROCKY MOUNTAIN POWER	Hogadon - Operations	54730761-126 9	\$4,769.41
ROCKY MOUNTAIN POWER	Hogadon - Operations	54730761-100 4	\$5,144.32
<i>ROCKY MOUNTAIN POWER - Total For Hogadon - Operations</i>			\$9,913.73
ROCKY MOUNTAIN POWER	Ice Arena - Operations	54730761-101 2	\$3,392.61
<i>ROCKY MOUNTAIN POWER - Total For Ice Arena - Operations</i>			\$3,392.61
ROCKY MOUNTAIN POWER	Metro Animal Shelter	54730761-102 0	\$397.02
<i>ROCKY MOUNTAIN POWER - Total For Metro Animal Shelter</i>			\$397.02
ROCKY MOUNTAIN POWER	Parks - Special Areas	54730761-115 2	\$118.10
ROCKY MOUNTAIN POWER	Parks - Special Areas	54730761-070 9	\$53.79
ROCKY MOUNTAIN POWER	Parks - Special Areas	54730761-132 7	\$2,813.55
<i>ROCKY MOUNTAIN POWER - Total For Parks - Special Areas</i>			\$2,985.44

ROCKY MOUNTAIN POWER	Public Safety Communication	54730761-146 7	\$180.43
<i>ROCKY MOUNTAIN POWER - Total For Public Safety Communications</i>			\$180.43
ROCKY MOUNTAIN POWER	Rec Center - Operations	54730761-095 6	\$754.91
<i>ROCKY MOUNTAIN POWER - Total For Rec Center - Operations</i>			\$754.91
ROCKY MOUNTAIN POWER	Regional Water Operations	Services	\$37,950.90
<i>ROCKY MOUNTAIN POWER - Total For Regional Water Operations</i>			\$37,950.90
ROCKY MOUNTAIN POWER	RWS - Booster Stations	Services	\$11,253.13
<i>ROCKY MOUNTAIN POWER - Total For RWS - Booster Stations</i>			\$11,253.13
ROCKY MOUNTAIN POWER	Sewer Wastewater Collection	54730761-130 1	\$60.16
ROCKY MOUNTAIN POWER	Sewer Wastewater Collection	54730761-105 3	\$533.25
<i>ROCKY MOUNTAIN POWER - Total For Sewer Wastewater Collection</i>			\$593.41
ROCKY MOUNTAIN POWER	Traffic Control	54730761-118 6	\$25.54
ROCKY MOUNTAIN POWER	Traffic Control	54730761-106 1	\$39,675.13
ROCKY MOUNTAIN POWER	Traffic Control	60445507-010 1	\$76.69
<i>ROCKY MOUNTAIN POWER - Total For Traffic Control</i>			\$39,777.36
ROCKY MOUNTAIN POWER	Water Tanks	54730761-147 5	\$4,562.57
ROCKY MOUNTAIN POWER	Water Tanks	54730761-002 2	\$1,400.13
<i>ROCKY MOUNTAIN POWER - Total For Water Tanks</i>			\$5,962.70
ROCKY MOUNTAIN POWER	WWTP Operations	54730761-108 7	\$23,075.96
ROCKY MOUNTAIN POWER	WWTP Operations	54730761-004 8	\$341.44
<i>ROCKY MOUNTAIN POWER - Total For WWTP Operations</i>			\$23,417.40
<b>ROCKY MOUNTAIN POWER - ALL DEPARTMENTS</b>			<b>\$156,897.79</b>

## ROCKY MTN. FIRE SYST

ROCKY MTN. FIRE SYST	Fire-EMS Operations	Annual Fire Alarm System Check for all stations	\$977.00
<i>ROCKY MTN. FIRE SYST - Total For Fire-EMS Operations</i>			\$977.00
<b>ROCKY MTN. FIRE SYST - ALL DEPARTMENTS</b>			<b>\$977.00</b>

## Router

Router	Parks - Parks Maint.	Provide/Install/Service Rented	\$216.44
Router	Parks - Parks Maint.	Provide/Install/Service Rented	\$315.88
Router	Parks - Parks Maint.	Provide/Install/Service Rented	\$198.88
Router	Parks - Parks Maint.	Provide/Install/Service Rented	\$99.44
<i>Router - Total For Parks - Parks Maint.</i>			\$830.64



**Router - ALL DEPARTMENTS** \$830.64

**S&S WORLDWIDE,**

S&S WORLDWIDE, Rec Center - Classes summer camp and class supplies ; markers, bea \$469.54

*S&S WORLDWIDE, - Total For Rec Center - Classes* \$469.54

**S&S WORLDWIDE, - ALL DEPARTMENTS** \$469.54

**SAFARILAND, LLC**

SAFARILAND, LLC Police Career Services Uniform expense - holsters \$239.93

*SAFARILAND, LLC - Total For Police Career Services* \$239.93

**SAFARILAND, LLC - ALL DEPARTMENTS** \$239.93

**SAFETY KLEEN SYSTEMS**

SAFETY KLEEN SYSTEMS Golf - Operations removal of waste oil \$543.20

*SAFETY KLEEN SYSTEMS - Total For Golf - Operations* \$543.20

**SAFETY KLEEN SYSTEMS - ALL DEPARTMENTS** \$543.20

**SAMS CLUB #6425**

SAMS CLUB #6425 Aquatics - Pool office supplies copy paper \$27.98

*SAMS CLUB #6425 - Total For Aquatics - Pool* \$27.98

SAMS CLUB #6425 Buildings & Structures Fund City Center Custodial Supplies \$33.96

SAMS CLUB #6425 Buildings & Structures Fund City Hall Custodial Supplies \$229.68

*SAMS CLUB #6425 - Total For Buildings & Structures Fund* \$263.64

SAMS CLUB #6425 Ice Arena - Concessions CONCESSIONS \$230.34

SAMS CLUB #6425 Ice Arena - Concessions CONCESSIONS \$157.68

SAMS CLUB #6425 Ice Arena - Concessions CONCESSIONS \$94.76

SAMS CLUB #6425 Ice Arena - Concessions CONCESSIONS \$139.55

SAMS CLUB #6425 Ice Arena - Concessions CONCESSIONS \$111.24

SAMS CLUB #6425 Ice Arena - Concessions CONCESSIONS \$29.79

*SAMS CLUB #6425 - Total For Ice Arena - Concessions* \$763.36

SAMS CLUB #6425 Ice Arena - Operations office supplies copy paper \$27.98

*SAMS CLUB #6425 - Total For Ice Arena - Operations* \$27.98

SAMS CLUB #6425 Police Administration Batteries \$107.88

<i>SAMS CLUB #6425 - Total For Police Administration</i>			<i>\$107.88</i>
SAMS CLUB #6425	Rec Center - Admin	office supplies copy paper	\$27.98
<i>SAMS CLUB #6425 - Total For Rec Center - Admin</i>			<i>\$27.98</i>
SAMS CLUB #6425	Rec Center - Operations	office supplies copy paper	\$27.98
<i>SAMS CLUB #6425 - Total For Rec Center - Operations</i>			<i>\$27.98</i>
SAMS CLUB #6425	Weed & Pest Fund	Shop supplies	\$55.92
<i>SAMS CLUB #6425 - Total For Weed &amp; Pest Fund</i>			<i>\$55.92</i>
<b>SAMS CLUB #6425 - ALL DEPARTMENTS</b>			<b>\$1,302.72</b>

## SAMSCLUB #6425

SAMSCLUB #6425	Balefill - Disposal & Landfill	EQUIP BLDG AIR FRESHENER, SCALEHOUSE TISS	\$35.74
<i>SAMSCLUB #6425 - Total For Balefill - Disposal &amp; Landfill</i>			<i>\$35.74</i>
SAMSCLUB #6425	Ice Arena - Concessions	SAMs Club Return CONCESSIONS	(\$13.58)
SAMSCLUB #6425	Ice Arena - Concessions	CONCESSIONS	\$36.84
SAMSCLUB #6425	Ice Arena - Concessions	CONCESSIONS	\$221.22
<i>SAMSCLUB #6425 - Total For Ice Arena - Concessions</i>			<i>\$244.48</i>
SAMSCLUB #6425	Ice Arena - Operations	CUSTODIAL SUPPLIES	\$249.08
<i>SAMSCLUB #6425 - Total For Ice Arena - Operations</i>			<i>\$249.08</i>
SAMSCLUB #6425	Rec Center - Classes	return of error product purchased	(\$12.36)
<i>SAMSCLUB #6425 - Total For Rec Center - Classes</i>			<i>(\$12.36)</i>
<b>SAMSCLUB #6425 - ALL DEPARTMENTS</b>			<b>\$516.94</b>

## SAMSCLUB.COM

SAMSCLUB.COM	Balefill - Disposal & Landfill	EQUIP BLDG TOILET TISSUE, COFFEE SUGAR FO	\$49.74
<i>SAMSCLUB.COM - Total For Balefill - Disposal &amp; Landfill</i>			<i>\$49.74</i>
SAMSCLUB.COM	Ice Arena - Concessions	CONCESSIONS	\$77.44
SAMSCLUB.COM	Ice Arena - Concessions	CONCESSIONS	\$196.66
SAMSCLUB.COM	Ice Arena - Concessions	CONCESSIONS	\$155.46
<i>SAMSCLUB.COM - Total For Ice Arena - Concessions</i>			<i>\$429.56</i>
SAMSCLUB.COM	Rec Center - Classes	program supplies, snacks, craft supplies summer	\$515.49
<i>SAMSCLUB.COM - Total For Rec Center - Classes</i>			<i>\$515.49</i>
<b>SAMSCLUB.COM - ALL DEPARTMENTS</b>			<b>\$994.79</b>

## SHELL OIL 5744427920

SHELL OIL 5744427920	Fire-EMS Operations	Fuel	\$30.89
SHELL OIL 5744427920	Fire-EMS Operations	Fuel	\$37.29
<i>SHELL OIL 5744427920 - Total For Fire-EMS Operations</i>			<i>\$68.18</i>
<b>SHELL OIL 5744427920 - ALL DEPARTMENTS</b>			<b>\$68.18</b>

## SHERWIN-WILLIAMS COR

SHERWIN-WILLIAMS COR	Balefill - Disposal & Landfill	Paint sprayer	\$1,095.00
<i>SHERWIN-WILLIAMS COR - Total For Balefill - Disposal &amp; Landfill</i>			<i>\$1,095.00</i>
SHERWIN-WILLIAMS COR	Rec Center - Operations	paint	\$50.27
<i>SHERWIN-WILLIAMS COR - Total For Rec Center - Operations</i>			<i>\$50.27</i>
<b>SHERWIN-WILLIAMS COR - ALL DEPARTMENTS</b>			<b>\$1,145.27</b>

## SHOOTERS CONNECTION

SHOOTERS CONNECTION	Police Administration	Range supplies	\$140.60
<i>SHOOTERS CONNECTION - Total For Police Administration</i>			<i>\$140.60</i>
<b>SHOOTERS CONNECTION - ALL DEPARTMENTS</b>			<b>\$140.60</b>

## SHUTTERFLY

SHUTTERFLY	Police Administration	Magnets & pictures	\$458.13
SHUTTERFLY	Police Administration	Plaque Bauer	\$45.99
SHUTTERFLY	Police Administration	Picture magnets	\$622.44
<i>SHUTTERFLY - Total For Police Administration</i>			<i>\$1,126.56</i>
<b>SHUTTERFLY - ALL DEPARTMENTS</b>			<b>\$1,126.56</b>

## SIRCHIE FINGER PRINT

SIRCHIE FINGER PRINT	Police Patrol	Webb	\$650.00
<i>SIRCHIE FINGER PRINT - Total For Police Patrol</i>			<i>\$650.00</i>
<b>SIRCHIE FINGER PRINT - ALL DEPARTMENTS</b>			<b>\$650.00</b>

## SIX ROBBLEES INC

SIX ROBBLEES INC	Balefill - Disposal & Landfill	Supplies	\$723.74
<i>SIX ROBBLEES INC - Total For Balefill - Disposal &amp; Landfill</i>			<i>\$723.74</i>
<b>SIX ROBBLEES INC - ALL DEPARTMENTS</b>			<b>\$723.74</b>

## SMASH BURGER B

SMASH BURGER B	Police Career Services	EATING PLACES, RESTAURANTS	\$40.80
<i>SMASH BURGER B - Total For Police Career Services</i>			<i>\$40.80</i>
<b>SMASH BURGER B - ALL DEPARTMENTS</b>			<b>\$40.80</b>

## SMITH PSYCHOLOGICAL

SMITH PSYCHOLOGICAL	Police Career Services	Legal or Medical matters	\$400.00
SMITH PSYCHOLOGICAL	Police Career Services	Legal or Medical	\$400.00
SMITH PSYCHOLOGICAL	Police Career Services	Legal or Medical Matters	\$400.00
<i>SMITH PSYCHOLOGICAL - Total For Police Career Services</i>			<i>\$1,200.00</i>
<b>SMITH PSYCHOLOGICAL - ALL DEPARTMENTS</b>			<b>\$1,200.00</b>

## SMITHS FOOD #4185

SMITHS FOOD #4185	Regional Water Operations	JPB Lunch	\$10.00
<i>SMITHS FOOD #4185 - Total For Regional Water Operations</i>			<i>\$10.00</i>
<b>SMITHS FOOD #4185 - ALL DEPARTMENTS</b>			<b>\$10.00</b>

## SOFT DR INC

SOFT DR INC	Municipal Court	Services	\$21.55
SOFT DR INC	Municipal Court	Services	\$28.40
<i>SOFT DR INC - Total For Municipal Court</i>			<i>\$49.95</i>
<b>SOFT DR INC - ALL DEPARTMENTS</b>			<b>\$49.95</b>

## SP TACTICAL ADVANT

SP TACTICAL ADVANT	Police Administration	training items	\$70.00
<i>SP TACTICAL ADVANT - Total For Police Administration</i>			<i>\$70.00</i>
<b>SP TACTICAL ADVANT - ALL DEPARTMENTS</b>			<b>\$70.00</b>

## SQ GREAT HARVEST BA

SQ GREAT HARVEST BA	Human Resources	1/2 dozen doughnuts for CWC	\$8.00
<i>SQ GREAT HARVEST BA - Total For Human Resources</i>			<i>\$8.00</i>
<b>SQ GREAT HARVEST BA - ALL DEPARTMENTS</b>			<b>\$8.00</b>

## SQ MY EDUCATIONAL R

SQ MY EDUCATIONAL R	Fire-EMS Training	ACLS Provider eCard	\$70.00
<i>SQ MY EDUCATIONAL R - Total For Fire-EMS Training</i>			<i>\$70.00</i>
<b>SQ MY EDUCATIONAL R - ALL DEPARTMENTS</b>			<b>\$70.00</b>

## SQ PAPA JOHNS

SQ PAPA JOHNS	Ice Arena - Concessions	FAST FOOD RESTAURANTS	\$150.80
SQ PAPA JOHNS	Ice Arena - Concessions	CONCESSIONS	\$217.69
<i>SQ PAPA JOHNS - Total For Ice Arena - Concessions</i>			<i>\$368.49</i>
<b>SQ PAPA JOHNS - ALL DEPARTMENTS</b>			<b>\$368.49</b>

## SQ PEDEN'S INC.

SQ PEDEN'S INC.	Human Resources	1 retirement plaque	\$35.00
<i>SQ PEDEN'S INC. - Total For Human Resources</i>			<i>\$35.00</i>
SQ PEDEN'S INC.	Police Administration	MEN'S AND WOMEN'S CLOTHING STORES-baby	\$47.00
<i>SQ PEDEN'S INC. - Total For Police Administration</i>			<i>\$47.00</i>
<b>SQ PEDEN'S INC. - ALL DEPARTMENTS</b>			<b>\$82.00</b>

## SQ SUMMIT ELECTRIC

SQ SUMMIT ELECTRIC	Buildings & Structures Fund	Electrical work to repair pump at Aquatics Cente	\$85.48
<i>SQ SUMMIT ELECTRIC - Total For Buildings &amp; Structures Fund</i>			<i>\$85.48</i>
<b>SQ SUMMIT ELECTRIC - ALL DEPARTMENTS</b>			<b>\$85.48</b>

## STAPLES

STAPLES	Balefill - Baler Processing	DRY ERASE BOARD COMPOST BLDG, MARKERS	\$15.99
<i>STAPLES - Total For Balefill - Baler Processing</i>			<i>\$15.99</i>

STAPLES	Balefill - Diversion & Special	CLINT SPARGUR RETIREMENT PARTY	\$11.49
STAPLES	Balefill - Diversion & Special	DRY ERASE BOARD COMPOST BLDG, MARKERS	\$48.78
<i>STAPLES - Total For Balefill - Diversion &amp; Special</i>			<i>\$60.27</i>
STAPLES	Fire-EMS Administration	5 posters for NIOSH 5 - Chief Siplon	\$39.92
<i>STAPLES - Total For Fire-EMS Administration</i>			<i>\$39.92</i>
STAPLES	Hogadon - Operations	Office suppliers	\$86.46
<i>STAPLES - Total For Hogadon - Operations</i>			<i>\$86.46</i>
STAPLES	Parks - Parks Maint.	Kleenex and pamphlet holders	\$20.07
<i>STAPLES - Total For Parks - Parks Maint.</i>			<i>\$20.07</i>
<b>STAPLES - ALL DEPARTMENTS</b>			<b>\$222.71</b>

## STAPLES DIRECT

STAPLES DIRECT	Aquatics - Pool	TONER	\$133.89
STAPLES DIRECT	Aquatics - Pool	TONER	\$48.86
<i>STAPLES DIRECT - Total For Aquatics - Pool</i>			<i>\$182.75</i>
STAPLES DIRECT	Rec Center - Admin	TONER	\$133.88
STAPLES DIRECT	Rec Center - Admin	TONER	\$48.87
STAPLES DIRECT	Rec Center - Admin	OFFICE SUPPLIES	\$10.08
<i>STAPLES DIRECT - Total For Rec Center - Admin</i>			<i>\$192.83</i>
STAPLES DIRECT	Rec Center - Operations	TONER	\$133.88
STAPLES DIRECT	Rec Center - Operations	TONER	\$48.87
STAPLES DIRECT	Rec Center - Operations	TONER	\$44.63
STAPLES DIRECT	Rec Center - Operations	TONER	\$16.29
<i>STAPLES DIRECT - Total For Rec Center - Operations</i>			<i>\$243.67</i>
<b>STAPLES DIRECT - ALL DEPARTMENTS</b>			<b>\$619.25</b>

## STATE OF WY.

STATE OF WY.	Health Insurance Fund	Retiree subsidy	\$5,444.25
<i>STATE OF WY. - Total For Health Insurance Fund</i>			<i>\$5,444.25</i>
<b>STATE OF WY. - ALL DEPARTMENTS</b>			<b>\$5,444.25</b>

## STATELINE NO 7 ARCHI

STATELINE NO 7 ARCHI	Capital Projects Fund	Architectural design for City	\$2,500.00
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STATELINE NO 7 ARCHI - Total For Capital Projects Fund \$2,500.00

**STATELINE NO 7 ARCHI - ALL DEPARTMENTS \$2,500.00**

### STOTZ EQUIPMENT

STOTZ EQUIPMENT Fire-EMS Operations Chainsaw repair supplies \$174.51

*STOTZ EQUIPMENT - Total For Fire-EMS Operations \$174.51*

**STOTZ EQUIPMENT - ALL DEPARTMENTS \$174.51**

### Subway 12670

Subway 12670 Regional Water Operations Lunch JPB \$106.55

*Subway 12670 - Total For Regional Water Operations \$106.55*

**Subway 12670 - ALL DEPARTMENTS \$106.55**

### TARGET

TARGET Metro Animal Shelter Shelter supplies \$188.99

TARGET Metro Animal Shelter DISCOUNT STORES-Items for Shelter \$167.99

TARGET Metro Animal Shelter Shelter items credit (\$188.99)

*TARGET - Total For Metro Animal Shelter \$167.99*

**TARGET - ALL DEPARTMENTS \$167.99**

### TEMPLEPUBLI

TEMPLEPUBLI Fire-EMS Training National Minority Update \$195.00

*TEMPLEPUBLI - Total For Fire-EMS Training \$195.00*

**TEMPLEPUBLI - ALL DEPARTMENTS \$195.00**

### TETON STEEL

TETON STEEL Parks - Parks Maint. Supplies for Dallason Park Shelter BuildINDUSTR \$91.00

*TETON STEEL - Total For Parks - Parks Maint. \$91.00*

**TETON STEEL - ALL DEPARTMENTS \$91.00**

### TEXAS ROADHOUSE FR

TEXAS ROADHOUSE FR	Police Career Services	Training Jones and Dabney	\$60.88
<i>TEXAS ROADHOUSE FR - Total For Police Career Services</i>			<i>\$60.88</i>
<b>TEXAS ROADHOUSE FR - ALL DEPARTMENTS</b>			<b>\$60.88</b>

## THATCHER CO.

THATCHER CO.	WWTP Regional Interceptors	Ferrous chloride delivery on 2/11/21	\$9,478.16
<i>THATCHER CO. - Total For WWTP Regional Interceptors</i>			<i>\$9,478.16</i>
<b>THATCHER CO. - ALL DEPARTMENTS</b>			<b>\$9,478.16</b>

## THE EMBLEM AUTHORITY

THE EMBLEM AUTHORITY	Metro Animal Control	PIECE GOOD,NOTIONS AND OTHER DRY GOODS	\$232.00
<i>THE EMBLEM AUTHORITY - Total For Metro Animal Control</i>			<i>\$232.00</i>
<b>THE EMBLEM AUTHORITY - ALL DEPARTMENTS</b>			<b>\$232.00</b>

## THE HOME DEPOT

THE HOME DEPOT	Buildings & Structures Fund	BAS Shop Supplies	\$26.97
THE HOME DEPOT	Buildings & Structures Fund	Supplies for Miller House Remodel	\$21.74
THE HOME DEPOT	Buildings & Structures Fund	Supplies for Golf Course Pro Shop Remodel	\$24.74
THE HOME DEPOT	Buildings & Structures Fund	BAS Shop Supplies	\$17.97
THE HOME DEPOT	Buildings & Structures Fund	City Hall Custodial Supplies	\$81.78
<i>THE HOME DEPOT - Total For Buildings &amp; Structures Fund</i>			<i>\$173.20</i>
THE HOME DEPOT	Capital Projects Fund	Purchase returned due to sales tax	(\$8.17)
THE HOME DEPOT	Capital Projects Fund	Repair supplies for Parking Garage	\$7.78
THE HOME DEPOT	Capital Projects Fund	Repair supplies for Parking Garage (sales tax cha	\$8.17
<i>THE HOME DEPOT - Total For Capital Projects Fund</i>			<i>\$7.78</i>
THE HOME DEPOT	Golf - Operations	Light for Men's Locker Room	\$49.97
THE HOME DEPOT	Golf - Operations	Safe for the golf shop and window tint test	\$119.96
<i>THE HOME DEPOT - Total For Golf - Operations</i>			<i>\$169.93</i>
THE HOME DEPOT	Hogadon - Operations	HOME SUPPLY WAREHOUSE STORES	\$130.00
<i>THE HOME DEPOT - Total For Hogadon - Operations</i>			<i>\$130.00</i>
THE HOME DEPOT	Metro Animal Shelter	Supplies Shelter	\$370.98
<i>THE HOME DEPOT - Total For Metro Animal Shelter</i>			<i>\$370.98</i>
THE HOME DEPOT	Rec Center - Operations	cord covers, straps, Dap,	\$50.96



<i>THE HOME DEPOT - Total For Rec Center - Operations</i>			\$50.96
THE HOME DEPOT	Streets	4 Shovels for snow blowers	\$81.90
<i>THE HOME DEPOT - Total For Streets</i>			\$81.90
<b>THE HOME DEPOT - ALL DEPARTMENTS</b>			<b>\$984.75</b>

## TOP OFFICE PRODUCTS

TOP OFFICE PRODUCTS	City Attorney	STATIONERY,OFFICE SUPPLIES,PRINTING AND	\$72.20
<i>TOP OFFICE PRODUCTS - Total For City Attorney</i>			\$72.20
TOP OFFICE PRODUCTS	Ft. Caspar Museum	Quarterly copier fee	\$24.92
<i>TOP OFFICE PRODUCTS - Total For Ft. Caspar Museum</i>			\$24.92
TOP OFFICE PRODUCTS	Municipal Court	Copier services	\$31.14
<i>TOP OFFICE PRODUCTS - Total For Municipal Court</i>			\$31.14
<b>TOP OFFICE PRODUCTS - ALL DEPARTMENTS</b>			<b>\$128.26</b>

## TOWNSQUARE MEDIA, IN

TOWNSQUARE MEDIA, IN	Hogadon - Operations	Hogadon Advertising	\$1,528.00
<i>TOWNSQUARE MEDIA, IN - Total For Hogadon - Operations</i>			\$1,528.00
<b>TOWNSQUARE MEDIA, IN - ALL DEPARTMENTS</b>			<b>\$1,528.00</b>

## TRETO CONST.

TRETO CONST.	Capital Projects Fund	Contract Withholding: 20300071	\$47,454.00
TRETO CONST.	Capital Projects Fund	Gems S029014 NORTH BEVERLY IMP	\$38,234.00
<i>TRETO CONST. - Total For Capital Projects Fund</i>			\$85,688.00
<b>TRETO CONST. - ALL DEPARTMENTS</b>			<b>\$85,688.00</b>

## TRI-TECHNICAL SYSTEM

TRI-TECHNICAL SYSTEM	Golf - Operations	Point of Sale User License	\$245.00
<i>TRI-TECHNICAL SYSTEM - Total For Golf - Operations</i>			\$245.00
<b>TRI-TECHNICAL SYSTEM - ALL DEPARTMENTS</b>			<b>\$245.00</b>

## TRUSTY-COOK

TRUSTY-COOK	Fire-EMS Training	Sledge Hammer	\$210.00
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<i>TRUSTY-COOK - Total For Fire-EMS Training</i>			\$210.00
<b>TRUSTY-COOK - ALL DEPARTMENTS</b>			<b>\$210.00</b>

## TWEED'S WHOLESAL

TWEED'S WHOLESAL	Rec Center - Operations	ice melt, spiggot parts,	\$315.24
<i>TWEED'S WHOLESAL - Total For Rec Center - Operations</i>			<i>\$315.24</i>
<b>TWEED'S WHOLESAL - ALL DEPARTMENTS</b>			<b>\$315.24</b>

## TYLER TECHNOLOGIES I

TYLER TECHNOLOGIES I	Balefill - Disposal & Landfill	Gems S028911 - Tyler Conversio	\$28.00
<i>TYLER TECHNOLOGIES I - Total For Balefill - Disposal &amp; Landfill</i>			<i>\$28.00</i>
TYLER TECHNOLOGIES I	Capital Projects Fund	Gems S028911 - Tyler Conversio	\$483.00
TYLER TECHNOLOGIES I	Capital Projects Fund	Brazos	\$10,941.00
TYLER TECHNOLOGIES I	Capital Projects Fund	PO short - additional straight from proj - BRAZO	\$59.00
<i>TYLER TECHNOLOGIES I - Total For Capital Projects Fund</i>			<i>\$11,483.00</i>
TYLER TECHNOLOGIES I	Information Services	Tyler Connect Conference 2021	\$595.00
<i>TYLER TECHNOLOGIES I - Total For Information Services</i>			<i>\$595.00</i>
TYLER TECHNOLOGIES I	Refuse - Residential	Gems S028911 - Tyler Conversio	\$42.00
<i>TYLER TECHNOLOGIES I - Total For Refuse - Residential</i>			<i>\$42.00</i>
TYLER TECHNOLOGIES I	Regional Water Operations	Gems S028911 - Tyler Conversio	\$7.00
<i>TYLER TECHNOLOGIES I - Total For Regional Water Operations</i>			<i>\$7.00</i>
TYLER TECHNOLOGIES I	Sewer Wastewater Collection	Gems S028911 - Tyler Conversio	\$35.00
<i>TYLER TECHNOLOGIES I - Total For Sewer Wastewater Collection</i>			<i>\$35.00</i>
TYLER TECHNOLOGIES I	Water Distribution	Gems S028911 - Tyler Conversio	\$77.00
<i>TYLER TECHNOLOGIES I - Total For Water Distribution</i>			<i>\$77.00</i>
TYLER TECHNOLOGIES I	WWTP Operations	Gems S028911 - Tyler Conversio	\$28.00
<i>TYLER TECHNOLOGIES I - Total For WWTP Operations</i>			<i>\$28.00</i>
<b>TYLER TECHNOLOGIES I - ALL DEPARTMENTS</b>			<b>\$12,295.00</b>

## UNION WIRELESS

UNION WIRELESS	Water Tanks	Upper Rock Creek Reservoir SCADA & Cell Phon	\$95.18
<i>UNION WIRELESS - Total For Water Tanks</i>			<i>\$95.18</i>

**UNION WIRELESS - ALL DEPARTMENTS** \$95.18

**UNITED 0162334554**

UNITED 0162334554 Police Career Services Pre-employment background \$679.80

UNITED 0162334554 - Total For Police Career Services \$679.80

**UNITED 0162334554 - ALL DEPARTMENTS** \$679.80

**UNITED 0162334556**

UNITED 0162334556 Police Career Services Recruiting \$369.80

UNITED 0162334556 - Total For Police Career Services \$369.80

**UNITED 0162334556 - ALL DEPARTMENTS** \$369.80

**UNITED 0162336175**

UNITED 0162336175 General Fund Govt Wide UNITED AIRLINES-Jones \$449.80

UNITED 0162336175 - Total For General Fund Govt Wide \$449.80

**UNITED 0162336175 - ALL DEPARTMENTS** \$449.80

**UNITED 0162340107**

UNITED 0162340107 City Attorney UNITED AIRLINES \$378.40

UNITED 0162340107 City Attorney UNITED AIRLINES \$378.40

UNITED 0162340107 - Total For City Attorney \$756.80

**UNITED 0162340107 - ALL DEPARTMENTS** \$756.80

**UNITED 0169909208**

UNITED 0169909208 Police Career Services Baggage Dabney \$35.00

UNITED 0169909208 Police Career Services Baggage Jones \$35.00

UNITED 0169909208 - Total For Police Career Services \$70.00

**UNITED 0169909208 - ALL DEPARTMENTS** \$70.00

**UNITED 0169909472**

UNITED 0169909472 Police Traffic Enforcement UNITED AIRLINES-Funch baggage \$35.00

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UNITED 0169909472 - Total For Police Traffic Enforcement \$35.00

**UNITED 0169909472 - ALL DEPARTMENTS \$35.00**

## UNITED 0169911574

UNITED 0169911574 City Attorney UNITED AIRLINES \$91.00

UNITED 0169911574 City Attorney UNITED AIRLINES \$91.00

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UNITED 0169911574 - Total For City Attorney \$182.00

**UNITED 0169911574 - ALL DEPARTMENTS \$182.00**

## UNITED WAY OF NATRON

UNITED WAY OF NATRON Capital Projects Fund 1%#16 Funding United Way \$757.55

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UNITED WAY OF NATRON - Total For Capital Projects Fund \$757.55

**UNITED WAY OF NATRON - ALL DEPARTMENTS \$757.55**

## UPS 0000008F045W111

UPS 0000008F045W111 Regional Water Operations ship lab samples \$192.12

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UPS 0000008F045W111 - Total For Regional Water Operations \$192.12

**UPS 0000008F045W111 - ALL DEPARTMENTS \$192.12**

## URGENT CARE OF CASPE

URGENT CARE OF CASPE Property Insurance Fund MEDICAL SERVICES & HEALTH PRACTITIONERS \$2,277.00

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URGENT CARE OF CASPE - Total For Property Insurance Fund \$2,277.00

**URGENT CARE OF CASPE - ALL DEPARTMENTS \$2,277.00**

## USA JUDO

USA JUDO Police Patrol Stedillie \$500.00

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USA JUDO - Total For Police Patrol \$500.00

**USA JUDO - ALL DEPARTMENTS \$500.00**

## USPS PO 5715580945

USPS PO 5715580945 Customer Service POSTAGE STAMPS \$14.40

<i>USPS PO 5715580945 - Total For Customer Service</i>			<i>\$14.40</i>
USPS PO 5715580945	Sewer Administration	Certified Mail & POSTAGE STAMPS	\$28.55
<i>USPS PO 5715580945 - Total For Sewer Administration</i>			<i>\$28.55</i>
USPS PO 5715580945	Water Administration	Certified Mail & POSTAGE STAMPS	\$34.90
<i>USPS PO 5715580945 - Total For Water Administration</i>			<i>\$34.90</i>
<b>USPS PO 5715580945 - ALL DEPARTMENTS</b>			<b>\$77.85</b>

## UW CASHIER OFFICE

UW CASHIER OFFICE	Metro Animal Shelter	Rabies test	\$10.28
<i>UW CASHIER OFFICE - Total For Metro Animal Shelter</i>			<i>\$10.28</i>
<b>UW CASHIER OFFICE - ALL DEPARTMENTS</b>			<b>\$10.28</b>

## VERIZON CONNECT NWF

VERIZON CONNECT NWF	Code Enforcement	Services	\$145.71
<i>VERIZON CONNECT NWF - Total For Code Enforcement</i>			<i>\$145.71</i>
VERIZON CONNECT NWF	Fleet Maintenance Fund	Services	\$16.19
<i>VERIZON CONNECT NWF - Total For Fleet Maintenance Fund</i>			<i>\$16.19</i>
VERIZON CONNECT NWF	Parks - Parks Maint.	Services	\$291.42
<i>VERIZON CONNECT NWF - Total For Parks - Parks Maint.</i>			<i>\$291.42</i>
VERIZON CONNECT NWF	Refuse - Residential	Services	\$540.05
<i>VERIZON CONNECT NWF - Total For Refuse - Residential</i>			<i>\$540.05</i>
VERIZON CONNECT NWF	Sewer Wastewater Collection	Services	\$48.57
<i>VERIZON CONNECT NWF - Total For Sewer Wastewater Collection</i>			<i>\$48.57</i>
VERIZON CONNECT NWF	Streets	Services	\$518.08
<i>VERIZON CONNECT NWF - Total For Streets</i>			<i>\$518.08</i>
VERIZON CONNECT NWF	Water Distribution	Services	\$161.90
<i>VERIZON CONNECT NWF - Total For Water Distribution</i>			<i>\$161.90</i>
<b>VERIZON CONNECT NWF - ALL DEPARTMENTS</b>			<b>\$1,721.92</b>

## VERIZON WIRELESS

VERIZON WIRELESS	Code Enforcement	Services	\$179.72
<i>VERIZON WIRELESS - Total For Code Enforcement</i>			<i>\$179.72</i>
VERIZON WIRELESS	Public Safety Communication	Services	\$240.10

<i>VERIZON WIRELESS - Total For Public Safety Communications</i>			<i>\$240.10</i>
VERIZON WIRELESS	Water Distribution	Services	\$328.09
<i>VERIZON WIRELESS - Total For Water Distribution</i>			<i>\$328.09</i>
VERIZON WIRELESS	Water Meters	942021615-00001	\$19.73
<i>VERIZON WIRELESS - Total For Water Meters</i>			<i>\$19.73</i>
<b>VERIZON WIRELESS - ALL DEPARTMENTS</b>			<b>\$767.64</b>

## VICTORY SEED COMPANY

VICTORY SEED COMPANY	Metro Animal Control	ALL OTHER DIRECT MARKETERS	\$23.83
<i>VICTORY SEED COMPANY - Total For Metro Animal Control</i>			<i>\$23.83</i>
<b>VICTORY SEED COMPANY - ALL DEPARTMENTS</b>			<b>\$23.83</b>

## VISTAPR VISTAPRINT.C

VISTAPR VISTAPRINT.C	Human Resources	100 Celebration with Carter Invitations	\$113.57
<i>VISTAPR VISTAPRINT.C - Total For Human Resources</i>			<i>\$113.57</i>
<b>VISTAPR VISTAPRINT.C - ALL DEPARTMENTS</b>			<b>\$113.57</b>

## VISTAR ROCKY MOUNTAI

VISTAR ROCKY MOUNTAI	Ice Arena - Concessions	CONCESSIONS	\$194.78
VISTAR ROCKY MOUNTAI	Ice Arena - Concessions	CONCESSION	\$272.91
<i>VISTAR ROCKY MOUNTAI - Total For Ice Arena - Concessions</i>			<i>\$467.69</i>
<b>VISTAR ROCKY MOUNTAI - ALL DEPARTMENTS</b>			<b>\$467.69</b>

## VOLANCE LANGUAGE

VOLANCE LANGUAGE	Police Administration	Services	\$25.00
<i>VOLANCE LANGUAGE - Total For Police Administration</i>			<i>\$25.00</i>
<b>VOLANCE LANGUAGE - ALL DEPARTMENTS</b>			<b>\$25.00</b>

## VRC COMPANIES LLC

VRC COMPANIES LLC	City Attorney	Services	\$79.08
<i>VRC COMPANIES LLC - Total For City Attorney</i>			<i>\$79.08</i>
VRC COMPANIES LLC	Police Administration	Services	\$151.20

<i>VRC COMPANIES LLC - Total For Police Administration</i>			<i>\$151.20</i>
VRC COMPANIES LLC	Public Safety Communication Services		\$79.08
<i>VRC COMPANIES LLC - Total For Public Safety Communications</i>			<i>\$79.08</i>
<b>VRC COMPANIES LLC - ALL DEPARTMENTS</b>			<b>\$309.36</b>

## VZWRLSS IVR VB

VZWRLSS IVR VB	Cemetery	TELECOMMUNICATION SERV.INCLUD. LOCAL/L.	\$40.01
<i>VZWRLSS IVR VB - Total For Cemetery</i>			<i>\$40.01</i>
VZWRLSS IVR VB	Sewer Wastewater Collection remote device data		\$74.64
<i>VZWRLSS IVR VB - Total For Sewer Wastewater Collection</i>			<i>\$74.64</i>
VZWRLSS IVR VB	Streets	Street Dept on call phone Traffic Dept hotspot	\$66.60
<i>VZWRLSS IVR VB - Total For Streets</i>			<i>\$66.60</i>
<b>VZWRLSS IVR VB - ALL DEPARTMENTS</b>			<b>\$181.25</b>

## VZWRLSS MY VZ VB P

VZWRLSS MY VZ VB P	Fire-EMS Administration	Bill for service between Jan 17 - Feb 16	\$1,520.38
VZWRLSS MY VZ VB P	Fire-EMS Administration	Air Card Service Jan 17 - Feb 16	\$120.03
<i>VZWRLSS MY VZ VB P - Total For Fire-EMS Administration</i>			<i>\$1,640.41</i>
VZWRLSS MY VZ VB P	Regional Water Operations	WTP Operator Cell Phone	\$26.59
<i>VZWRLSS MY VZ VB P - Total For Regional Water Operations</i>			<i>\$26.59</i>
<b>VZWRLSS MY VZ VB P - ALL DEPARTMENTS</b>			<b>\$1,667.00</b>

## WAGNER'S OUTDOOR OUT

WAGNER'S OUTDOOR OUT	Police Traffic Enforcement	Batteries for Lidar	\$37.98
<i>WAGNER'S OUTDOOR OUT - Total For Police Traffic Enforcement</i>			<i>\$37.98</i>
<b>WAGNER'S OUTDOOR OUT - ALL DEPARTMENTS</b>			<b>\$37.98</b>

## WAL-MART #1617

WAL-MART #1617	Fire-EMS Administration	Poster frames for NIOSH - Chief Siplon	\$39.52
<i>WAL-MART #1617 - Total For Fire-EMS Administration</i>			<i>\$39.52</i>
WAL-MART #1617	Ice Arena - Concessions	CONCESSIONS	\$37.80
<i>WAL-MART #1617 - Total For Ice Arena - Concessions</i>			<i>\$37.80</i>
WAL-MART #1617	Metro Animal Shelter	GROCERY STORES, SUPERMARKETS items for Sh	\$66.66

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WAL-MART #1617 - Total For Metro Animal Shelter			\$66.66
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<b>WAL-MART #1617 - ALL DEPARTMENTS</b>			<b>\$143.98</b>
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## WAL-MART #3778

WAL-MART #3778	Metro Animal Control	Cat food 21-004597	\$20.33
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WAL-MART #3778 - Total For Metro Animal Control			\$20.33
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<b>WAL-MART #3778 - ALL DEPARTMENTS</b>			<b>\$20.33</b>
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## WAYNE COLEMAN CONSTR

WAYNE COLEMAN CONSTR	Social Community Services	Snow Removal	\$28,663.00
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WAYNE COLEMAN CONSTR - Total For Social Community Services			\$28,663.00
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<b>WAYNE COLEMAN CONSTR - ALL DEPARTMENTS</b>			<b>\$28,663.00</b>
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## WEAR PARTS INC

WEAR PARTS INC	Buildings & Structures Fund	Plumbing repair parts for Aquatics Center	\$40.69
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WEAR PARTS INC - Total For Buildings & Structures Fund			\$40.69
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WEAR PARTS INC	Traffic Control	Parts for Wy Blvd breakaway system	\$10.43
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WEAR PARTS INC - Total For Traffic Control			\$10.43
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<b>WEAR PARTS INC - ALL DEPARTMENTS</b>			<b>\$51.12</b>
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## Wear Parts, Inc.

Wear Parts, Inc.	Refuse - Residential	Bolts	\$6.26
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Wear Parts, Inc. - Total For Refuse - Residential			\$6.26
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<b>Wear Parts, Inc. - ALL DEPARTMENTS</b>			<b>\$6.26</b>
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## WELLBORN SULLIVAN ME

WELLBORN SULLIVAN ME	Property Insurance Fund	Legal or Medical matters	\$7,500.00
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WELLBORN SULLIVAN ME - Total For Property Insurance Fund			\$7,500.00
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<b>WELLBORN SULLIVAN ME - ALL DEPARTMENTS</b>			<b>\$7,500.00</b>
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## WELLNESS SCREENING L



WELLNESS SCREENING L	Property Insurance Fund	MEDICAL SERVICES & HEALTH PRACTITIONERS	\$104.00
<i>WELLNESS SCREENING L - Total For Property Insurance Fund</i>			<i>\$104.00</i>
<b>WELLNESS SCREENING L - ALL DEPARTMENTS</b>			<b>\$104.00</b>

## WESTERN STATES FIRE

WESTERN STATES FIRE	Regional Water Operations	Annual Inspection	\$770.00
<i>WESTERN STATES FIRE - Total For Regional Water Operations</i>			<i>\$770.00</i>
<b>WESTERN STATES FIRE - ALL DEPARTMENTS</b>			<b>\$770.00</b>

## WESTERN WATER CONSUL

WESTERN WATER CONSUL	Capital Projects Fund	Midwest Elm to Walnut Construc	\$3,978.40
<i>WESTERN WATER CONSUL - Total For Capital Projects Fund</i>			<i>\$3,978.40</i>
<b>WESTERN WATER CONSUL - ALL DEPARTMENTS</b>			<b>\$3,978.40</b>

## WESTERN WYOMING LOCK

WESTERN WYOMING LOCK	Buildings & Structures Fund	Lock repair parts for Muni Court	\$6.00
<i>WESTERN WYOMING LOCK - Total For Buildings &amp; Structures Fund</i>			<i>\$6.00</i>
<b>WESTERN WYOMING LOCK - ALL DEPARTMENTS</b>			<b>\$6.00</b>

## WLC ENGINEERING - SU

WLC ENGINEERING - SU	Engineering	Services	\$435.00
<i>WLC ENGINEERING - SU - Total For Engineering</i>			<i>\$435.00</i>
WLC ENGINEERING - SU	Revolving Land Fund	HOGADON PLAT SURVEY 21-017	\$2,029.50
<i>WLC ENGINEERING - SU - Total For Revolving Land Fund</i>			<i>\$2,029.50</i>
WLC ENGINEERING - SU	Water Administration	PV water tank easements	\$439.00
<i>WLC ENGINEERING - SU - Total For Water Administration</i>			<i>\$439.00</i>
<b>WLC ENGINEERING - SU - ALL DEPARTMENTS</b>			<b>\$2,903.50</b>

## WM SUPERCENTER

WM SUPERCENTER	Fire-EMS Administration	Poster Frame for NIOSH - Chief Siplon	\$9.88
WM SUPERCENTER	Fire-EMS Administration	Admin Office Supplies	\$36.34
<i>WM SUPERCENTER - Total For Fire-EMS Administration</i>			<i>\$46.22</i>

WM SUPERCENTER	Metro Animal Shelter	Shelter items	\$102.09
<i>WM SUPERCENTER - Total For Metro Animal Shelter</i>			<i>\$102.09</i>
WM SUPERCENTER	Municipal Court	OFFICE ORGANIZATION SUPPLIES	\$20.83
<i>WM SUPERCENTER - Total For Municipal Court</i>			<i>\$20.83</i>
<b>WM SUPERCENTER - ALL DEPARTMENTS</b>			<b>\$169.14</b>

## WOODWORKER EXPRESS I

WOODWORKER EXPRESS I	Buildings & Structures Fund	Supplies for Golf Course Pro Shop Remodel	\$143.34
WOODWORKER EXPRESS I	Buildings & Structures Fund	Door locks for Golf Course Pro Shop Remodel	\$45.51
<i>WOODWORKER EXPRESS I - Total For Buildings &amp; Structures Fund</i>			<i>\$188.85</i>
<b>WOODWORKER EXPRESS I - ALL DEPARTMENTS</b>			<b>\$188.85</b>

## WOODWORKERS SUPPLY I

WOODWORKERS SUPPLY I	Buildings & Structures Fund	Supplies for Golf Course Pro Shop Remodel	\$62.49
WOODWORKERS SUPPLY I	Buildings & Structures Fund	Supplies for Golf Course Pro Shop Remodel	\$12.48
WOODWORKERS SUPPLY I	Buildings & Structures Fund	Supplies for Golf Course Clubhouse Remodel	\$53.49
WOODWORKERS SUPPLY I	Buildings & Structures Fund	HARDWARE STORES	\$21.89
WOODWORKERS SUPPLY I	Buildings & Structures Fund	HARDWARE STORES	\$4.40
WOODWORKERS SUPPLY I	Buildings & Structures Fund	Supplies for Golf Course Pro Shop Remodel	\$14.70
<i>WOODWORKERS SUPPLY I - Total For Buildings &amp; Structures Fund</i>			<i>\$169.45</i>
<b>WOODWORKERS SUPPLY I - ALL DEPARTMENTS</b>			<b>\$169.45</b>

## WY. PEACE OFFICERS A

WY. PEACE OFFICERS A	Police Administration	Dues	\$230.00
<i>WY. PEACE OFFICERS A - Total For Police Administration</i>			<i>\$230.00</i>
<b>WY. PEACE OFFICERS A - ALL DEPARTMENTS</b>			<b>\$230.00</b>

## WYOMING LOW VOLTAGE

WYOMING LOW VOLTAGE	Water Meters	Confirm/label 2 non-working cables, fix	\$85.00
<i>WYOMING LOW VOLTAGE - Total For Water Meters</i>			<i>\$85.00</i>
<b>WYOMING LOW VOLTAGE - ALL DEPARTMENTS</b>			<b>\$85.00</b>

**XEROX CORPORATION**

XEROX CORPORATION	Streets	Services	\$204.22
<i>XEROX CORPORATION - Total For Streets</i>			\$204.22
<b>XEROX CORPORATION - ALL DEPARTMENTS</b>			\$204.22

**XEROX CORPORATION/RB**

XEROX CORPORATION/RB	Regional Water Operations	Office copier	\$208.56
<i>XEROX CORPORATION/RB - Total For Regional Water Operations</i>			\$208.56
<b>XEROX CORPORATION/RB - ALL DEPARTMENTS</b>			\$208.56

**YAMAHA MOTOR FINANCE**

YAMAHA MOTOR FINANCE	Golf - Operations	Golf Carts	\$13,165.00
<i>YAMAHA MOTOR FINANCE - Total For Golf - Operations</i>			\$13,165.00
<b>YAMAHA MOTOR FINANCE - ALL DEPARTMENTS</b>			\$13,165.00

**CITYWIDE BILLS AND CLAIMS TOTAL** \$1,611,214.56

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 \_\_\_\_\_

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

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

CITY of CASPER, WYOMING  
BILLS and CLAIMS ADDENDUM  
Council Meeting  
04/06/21

**Additional Accounts Payable**

<b>03/11/21</b>	Prewrits - travel reimbursements, sales tax, payroll vendor	
	Continental American Insurance	719.88
	Steve Nunn	389.25
	Chris Funch	396.50
	Jonathan Munday	396.50
	State of WY - Dept. of Revenue	585.54
	Uline, Inc.	<u>20,427.86</u>
		22,715.43
<b>03/12/21</b>	Prewrits - tax overpayment refunds, payroll vendor	
	Forrest Hiday	114.25
	Carter Napier	39.18
	Chad Ziehl	137.14
	Steve Schulz	25.98
	Wallace Trembath	114.71
	Michael Stravold	183.25
	RANDY NORVELLE	137.66
	Clint Spargur	206.49
	Michelle Bahe	183.11
	ALEX SVEDA	57.14
	DAVID JORDAN	206.61
	JOHN HENLEY	31.36
	LORI SPEARMAN	204.59
	AJA DRURY	55.05
	CHRIS FUNCH	39.06
	TERR COTTENOIR	273.27
	BEV SKOVGARD	100.43
	RANDALL OGDEN	118.34
	PAUL ZOWADA	155.87
	PHILIP MOYA	153.22
	MARY PITTMAN	72.47
	KATIE MAY	114.42
	CHERYL METZGER	45.92
	BECKY NELSON	45.89
	SUSAN ROMER	34.46
	SCOTT SCHELL	153.09
	RICHARD YOUNG	56.33
	CALLY LUND	38.02
	SCOTT BAXTER	396.80
	SCOTT JONES	34.77
	AMANDA AINSWORTH	473.69
	BETH ANDRESS	68.82
	TRACEY BELSER	114.70
	CRAIG KODER	39.20
	JEROD LEVIN	28.96
	CARLA MILLS-LAATSCH	73.17
	NICOLE CARLSON	73.39
	CRAIG COLLINS	75.85
	TIM CORTEZ	206.65
	JOHN DOHERTY	78.08
	ZULIMA LOPEZ	128.52
	EDWIN LUERS	153.38
	KENNETH MARKEN	114.73
	JASON PARKS	21.76
	CHRISTIAN REESE	17.34
	THOMAS ROHRBACH	33.07
	ERIN TOWER	22.70
	TYE HERRON	39.17
	CHAD LEWIS	22.58
	WILLIAM BOHMAN	21.67
	AUSTIN BURGESS	34.81
	JOHN FETTER	39.07
	JACK MOORE	14.39
	RUSSELL GURNEY	156.03
	BENJAMIN KEGLER	45.69
	DAWN THOMPSON	150.87
	WY. RETIREMENT SYSTEM-CITY	249,903.90
	WY. RETIREMENT SYSTEM-POLICE	<u>111,059.58</u>
		366,780.65
<b>03/18/21</b>	P-card payment to meet the minimum payment due for March	<u>13,160.25</u>
		13,160.25
<b>03/18/21</b>	Prewrits - payroll vendors, tax overpayment refunds, travel reimbursement	
	Wayne Oberg	987.80
	Jeremy Triemel	28.92
	Anthony Stedille	17.37
	Dennis Nelson	68.87
	Sam Durnuck	39.09
	Krista Johnston	206.50
	Cinda Langston	40.07
	Jolene Martinez	114.84
	Andrew Burgess	11.57
	Cheryl Boyle	54.07
	Justin Scott	573.48
	Amanda Cook	17.36
	Donald Crow	21.58
	Tyrel Mower	85.56
	Coby Faulkner	39.17
	Michael Quirin	39.03
	Jacob Black	39.13
	Kandisa Gulsan	3.04
	State of Wyoming	887,708.10
	Wy. Retirement System - Fire	<u>93,139.72</u>
		983,235.27
<b>03/25/21</b>	Prewrits - Payroll vendors, PR taxes overpayment refunds, vendor short pay	
	American Heritage Life	4,629.44
	Jared Winzenried	270.06
	William Ahndt	91.25
	Travis Garcia	50.24
	Mark Hashman	39.02
	Steve Nunn	34.13
	Jeremy Yates	61.35
	Jeff Kuhn	29.29
	Christopher Steinhoff	43.44
	Monson Janitorial Svc	4,646.86
	SSS-INGERS Group Life	1,536.00
	State of WY - Dept of Workforce	<u>75,031.46</u>
		86,462.54

Total Additional AP \$ 1,472,354.14

April 2, 2021

MEMO TO: J. Carter Napier, City Manager *77 for JAN*

FROM: Liz Becher, Community Development Director *LB*  
John Henley, City Attorney *JH*

SUBJECT: Establish Date of Public Hearing for Consideration of an Ordinance regarding Parking Regulations and Restrictions

Meeting Type & Date:

Regular Council Meeting, April 6, 2021

Action Type:

Minute action, establishing date of public hearing

Recommendation:

That Council, by minute action, establish April 20, 2021 as the date of public hearing for consideration of an Ordinance regarding parking regulations and restrictions.

Summary:

Council recently discussed modifying several different parking regulations and restrictions in the City of Casper, as well as modifying and establishing application fees, permit fees and fine schedules.

City staff has been working on updating Chapter 10.36 of the Casper Municipal Code by preparing a draft ordinance for Council's consideration (attached). Also attached is a proposed resolution to adopt an updated Parking Manual, which will be presented for approval at the third reading of the Ordinance on May 18, 2021.

Financial Considerations:

As set out in the proposed drafts.

Oversight/Project Responsibility:

Liz Becher, Community Development Director  
John Henley, City Attorney  
Lt. Ryan Dabney and Sgt. Jeff Bullard, Casper Police Department

Attachments:

Preliminary draft of proposed Ordinance  
Preliminary draft of proposed Resolution

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE AMENDING VARIOUS SECTIONS OF CHAPTER 10.36 – PARKING, OF THE CASPER MUNICIPAL CODE.

WHEREAS, the governing body of the City of Casper has the authority granted by Wyoming State Statutes Sections 15-1-103 (a) (xli) and 15-1-103(a)(v), to adopt ordinances and resolutions necessary to protect the health, safety, and welfare of its citizenry; and,

WHEREAS, the governing body of the City of Casper may perform all acts in relation to the concerns of the City necessary to the exercise of its corporate powers; and,

WHEREAS, the Casper Municipal Code needs updated and modified from time to time; and,

WHEREAS, the governing body of the City of Casper desires to update and amend the City of Casper Code, Chapter 10.36 Parking, as set out below.

NOW, THEREFORE BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the following sections 10.36.010, 10.36.020, 10.36.030, 10.36.040, and 10.36.050 of Chapter 10.36 – Parking, of the Casper Municipal Code, are amended as follows:

10.36.010 - Delegation of ~~a~~Authority.

The city manager, by and through his or her designee, is hereby authorized to, in accordance with appropriate state and federal statutes, rules and regulations, designate and post prohibitions, limitations, regulations and exceptions thereto, regarding parking motor vehicles within the city limits of Casper. The general collection of the City's parking options, prohibitions, limitations, and regulations and exceptions thereto are contained in the May 2021 City of Casper's Parking Manual; the City of Casper Parking Manual was reviewed, discussed and passed concurrent with the third reading of this Ordinance; it shall be known as the May 2021 City of Casper Parking Manual and may be amended by resolution of the City of Casper's Governing Body.

(Ord. No. 12-10, § 2, 7-6-2010)

10.36.020 - General prohibitions.

A. In addition to any specific regulations adopted pursuant to the above-granted delegation of authority, and the provisions of the Casper City Code, it shall be unlawful to park a motor vehicle or RV within the city limits of Casper:

1. At any place, time or manner prohibited by the city manager or his or her designee;
2. On a sidewalk;

3. In a parkway, without a properly displayed permit/~~decal~~; parking on the parkway is subject to the rules and regulations of the May 2021 City of Casper Parking Manual, as it may be amended; parkway parking, as provided in the Manual, may be permitted on 12<sup>th</sup> Street and 13<sup>th</sup> Street, between CY Avenue and McKinley Street.
4. In front of a public or private driveway or garage entrance on a street or in an alley;
5. Within an intersection;
6. Within fifteen feet of a fire hydrant;
7. On a crosswalk;
8. Within twenty feet of a crosswalk or an intersection, unless otherwise permitted by the city engineer;
9. Within thirty feet upon the approach to any flashing beacon, stop sign or traffic control signal located at the side of a roadway;
10. Within twenty feet of the nearest rail of a railroad crossing;
11. Within twenty feet of the driveway entrance to any fire station;
12. Alongside or opposite any street excavation or obstruction when stopping, standing or parking would obstruct traffic;
13. On the roadway side of any vehicle stopped or parked at the edge of the curb of a street (double parked);
14. In any underpass within the city;
15. At any place where official regulatory signs prohibit stopping, standing or parking, except as set forth on and in compliance with said regulatory sign;
16. Adjacent to any portion of an official painted yellow curbline, except where regulated by, and in conformance with, a regulatory sign;
17. In any manner that is not parallel with the edge of the roadway, headed in the direction of lawful traffic movement, and with the curbside ~~outside~~ wheels of the vehicle more than eighteen inches from the curb or edge of the roadway, except where marked for diagonal parking, where the vehicle must be parked with the outside front wheel of the vehicle within six inches of the curb or edge of the roadway;
18. In a manner that allows less than ten feet of the width of the roadway for free movement of vehicular traffic;
19. In a manner that allows less than fifteen feet of the width of the alley for free movement and unobstructed access to public utilities and refuse containers;
20. Upon any roadway for the principal purpose of displaying such vehicle for sale; or, washing, greasing or repairing such vehicle except repairs necessitated by an emergency;
21. Upon any private property, without permission of the owner of said private property;

22. In a permanent reserved space of any kind, without proper permits and proper display of said permits;
  23. In a handicapped parking space without valid and properly displayed handicapped parking permits, tags or license plates;
  24. In a marked bus stop; ~~and~~
  25. In a publicly owned parking lot in violation of posted limits, restrictions or permit requirements; ~~and~~
  26. Any RV that may be parked on a public street~~boat or trailer of any size~~ must be parked in front of the owner's or renter's lot or property.
- B. No person shall park any commercial vehicle which is longer than twenty feet in length, or wider than eight feet in width, or any truck tractor, or any semitrailer, upon any street or alley in the city, except in those areas designated as business and in the industrial areas on the zoning district map of the city, except when such commercial vehicles, truck tractors or semitrailers are in the process of loading or unloading at the site of origin or delivery of shipments. No person shall park any commercial vehicle, truck tractor, or semitrailer of any dimensions, loaded with live animals, or any hazardous material as defined by U.S. Department of Transportation regulations. A commercial vehicle of twenty feet or less in length may only be parked in front of the vehicle owner's property, unless properly parked in front of a job site while the job is in progress.
  - C. No person shall park any recreational vehicle, as defined in this chapter, on any street within the city for a period in excess of five ~~consecutive~~ days in any thirty-day period, unless the individual has complied with provisions outlined in the May 2021 Parking Regulations Manual of the City of Casper, Wyoming, ~~dated April 20, 2010~~, as may be amended from time to time by resolution of the city council.
  - D. No person shall park on certain designated snow route streets during a snow emergency, as set forth in the snow emergency regulations contained within the May 2021 Parking Regulations Manual of the City of Casper, Wyoming, ~~dated April 20, 2010~~, as may be amended from time to time by resolution of the city council.
  - E. It shall be unlawful for any person to own, store, park or otherwise maintain a motor vehicle upon the public streets, alleys or highways of the city, without first having registered the vehicle, obtained a license therefor and affixed thereto such license plates as are required, ~~all~~ in accordance with the applicable laws of the state pertaining to the licensing and registering of motor vehicles, as such laws now exist and as the same may from time to time be amended.
  - F. At any corner formed by the intersecting streets, it shall be unlawful to park any recreational vehicle, as defined in this chapter, within the triangle formed by the intersection of the curb face of the extended curb lines, measured back a distance of thirty (30') feet with a line drawn to form a right triangle.
  - ~~G. It shall be unlawful for any person to remove, erase, deface, obliterate or render unusable for the purpose of enforcement of this chapter or the provisions outlined in the Parking Regulations Manual of the City of Casper, Wyoming, dated April 20, 2010, as may be amended from time to time by resolution of the city council, any chalk mark, marker, or other indicator placed on a vehicle or any portion thereof by an authorized representative of the city~~



~~for the purpose of measuring the passage of time or the movement of a vehicle stopped, standing or parking on any street, or in any parking lot or structure, or portion thereof.~~

(Ord. No. 12-10, § 2, 7-6-2010)

10.36.030 - Recreational ~~v~~Vehicle—Defined.

- A. For purposes of this chapter, "recreational vehicle ~~'(RV)'"~~" means any of the following:
1. A vehicular, portable structure built on a chassis, designed to be used as a temporary dwelling for travel, in accordance with ANSI Standards Bulletin No. 119-A;
  2. A pickup camper, meaning a structure designed to be mounted on a truck chassis, for use as a temporary dwelling for travel, recreation and vacation;
  3. A motor home, meaning a portable, temporary dwelling, to be used for travel, recreation and vacation, constructed as an integral part of a self-propelled vehicle;
  4. A camping trailer, meaning a structure mounted on wheels and designed for travel, recreation and vacation use; or
  5. A boat or trailer of any type, but not an enclosed commercial trailer less than twenty (20) feet in length;- for purposes of this Chapter a commercial trailer less than twenty (20) feet shall be considered a motor vehicle/vehicle.

(Ord. No. 12-10, § 2, 7-6-2010; Ord. No. 17-19, 7-2-2019)

10.36.040 - Vehicle ~~r~~Removal ~~A~~authorized ~~W~~when.

- A. Whenever any police officer finds a vehicle or RV upon a street or highway or in a restricted parking area in violation of the provisions of this chapter, such officer is authorized to move such vehicle or RV, or require the driver or other person in charge of vehicle to move the same. Should the officer not be able to move the vehicle or RV or find the person in charge of the vehicle or RV, the officer is authorized to have the vehicle towed and impounded.

(Ord. No. 12-10, § 2, 7-6-2010)

10.36.050 - Penalties and ~~e~~Enforcement.

- A. Parking in violation of this chapter or the May 2021 Parking Regulations Manual of the City of Casper, Wyoming, ~~dated April 20, 2010~~, as may be amended from time to time by resolution of the city council, shall constitute a misdemeanor.
- B. Any violation of this chapter which continues for a period of twenty-four hours or more shall constitute a new and separate distinct violation.
- C. Conviction of ~~abuse or a~~ violation of the terms of the ~~various~~ parking permits issued by the City of Casper, shall result in revocation of the permits; ~~and~~ the holder of said permits or owner or operator of the motor vehicle or RV which has misused or violated the terms of the permits shall be subject to other penalties or remedies as provided in the Casper City Code.

- D. It shall constitute notice to every person charged with violating this chapter, if the city manager or his/her designee affixes to or deposits in a motor vehicle, found to be parked in violation of this chapter, a parking ticket indicating thereon that the motor vehicle is parked in violation of this chapter, the street address or location where such violation occurred, the date upon which the same occurred, the license number of such motor vehicle, and notice of time and date the owner of such motor vehicle is to pay the fine or post the bond for the violation, and the bond and fine amount for the violation. The owner of any motor vehicle who fails to appear at the municipal court at the time fixed in any such notice, shall be formally charged, by criminal complaint with violation of this chapter. The original parking citation shall serve as the formal complaint in the matter if served pursuant to Wyoming law. It shall be presumed that the last known address to which the vehicle is registered is a valid address for service of notice under this chapter.
- E. In the event that any person receiving any ticket or notice of violation does not desire to appear before the municipal court to answer to such charge, he may post a cash bond in the amount of the fine for the violation with the municipal court. Such bonds shall be forfeited unless such person shall appear before the municipal judge at the time fixed in such notice, and upon forfeiture of such bonds, no further action shall be taken against such violator.
- F. The fact that a motor vehicle or RV which is parked in violation of this chapter is registered in the name of a person shall be prima facie evidence that such person was in control of the automobile motor vehicle or RV at the time of such parking.
- G. 1. In addition to any other penalties or remedies enumerated in this chapter, the city manager or his or her designee may tow, impound and/or immobilize any vehicle or RV that has accumulated ~~threefive~~ or more unpaid ~~or unadjudicated~~ notices of violation that are ~~thirty or more days past due.~~ all more than thirty days past due. For handicapped parking violations, the threshold shall be one or more notices of violations that are thirty or more days past due.
2. Any vehicle or RV towed, immobilized or impounded pursuant to this chapter may be released upon the payment of the outstanding fines leading to the towing, immobilization or impoundment, or the posting of a bond with municipal court in the amount of the fines, along with a request for a hearing to adjudicate the underlying violations.
- H. The city manager or his or her designee may tow any vehicle or RV that is parked on the street in the downtown business district during the hours of 3:00 a.m. until 6:00 a.m., seven days a week, if it is necessary for said vehicle to be moved to allow city crews to sweep and clean city streets, and perform snow removal and other activities without the interference of parked cars.
- I. The city manager or his or her designee may tow any vehicle or RV parked in violation of this chapter at any time, if said vehicle is obstructing traffic flow, street or utility work, access to public or private property, or in any way jeopardizes the health, safety or welfare of the public.

(Ord. No. 12-10, § 2, 7-6-2010; Ord. No. 14-11, §§ 1, 2, 3-21-2011)

This Ordinance shall become in full force and effect twenty-one (21) days after passage on third reading and publication.

PASSED on 1st reading the \_\_\_\_ day of \_\_\_\_, 2021

PASSED on 2nd reading the \_\_\_\_ day of \_\_\_\_, 2021

PASSED, APPROVED, AND ADOPTED on third and final reading the \_\_\_\_ day of \_\_\_\_\_, 2021.

APPROVED AS TO FORM:

\_\_\_\_\_

ATTEST:

CITY OF CASPER, WYOMING  
A Municipal Corporation

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

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

RESOLUTION NO.

A RESOLUTION ESTABLISHING APPLICATION FEES, PERMIT FEES AND FINE SCHEDULES PERTAINING TO PARKING.

NOW THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the following application fees, permit fees and fine schedules for parking are hereby established.

APPLICATION FEES

Those individuals making application for any type of parking permit provided for in the May 2021 Parking Regulations Manual of the City of Casper, Wyoming (May 2021 Parking Manual), shall pay a non- refundable fee of \$25.00, with the exception of the critical parking – school permits, which will not require an application fee. Application fees shall be collected only for new applications.

PERMIT FEES

Annual fees for all types of parking permits provided for in the May 2021 Parking Manual, and shall be as follows:

The annual fee for critical parking -schools permits shall be: \$25.00

The fee for recreational vehicle seasonal parking permits from May 1 to November 1 shall be: \$250.00; this permit allows an owner to park the owner’s/renter’s RV in front of the owner’s/renter’s property from May 1 to November 1 of the calendar year for when the permit is purchased, as permitted in the May 2021 Parking Manual.

The annual fee for Permanent Reserved Handicap Parking space shall be: \$50.00.

The annual fee for Loading Zone permits shall be: \$300.00

The annual fee for parkway parking shall be: \$250.00

PARKING VIOLATION FINES

Violation of parking regulations outlined in Chapter 10.36 of the Casper Municipal Code, and the May 2021 Parking Manual, shall be as follows:

Parking in a handicapped parking space without proper identification	\$100.00
Parking in a critical parking – school space without proper identification	\$50.00
Parking on a designated snow route street during a snow emergency	\$50.00

Parking on the street in the Downtown Business District between the hours of 3:00 a.m. and 6:00 a.m.

1 <sup>st</sup> violation in a calendar year	\$25.00
2 <sup>nd</sup> violation in a calendar year	\$50.00
3 <sup>rd</sup> or subsequent violation in a calendar year	\$75.00

Parking without current registration or license \$110.00

Misuse or violation of the terms of the various parking permits \$100.00

All other parking violations:

1 <sup>st</sup> violation in a calendar year	\$25.00
2 <sup>nd</sup> violation in a calendar year	\$50.00
3 <sup>rd</sup> or subsequent violation in a calendar year	\$75.00

PASSED, APPROVED AND ADOPTED this \_\_\_\_\_ DAY OF \_\_\_\_\_ 2021.

ATTEST:

CITY OF CASPER, WYOMING  
A Municipal Corporation

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

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

March 16, 2021

MEMO TO: J. Carter Napier, City Manager *JCN*

FROM: Fleur Tremel, Assistant to the City Manager/City Clerk *FT*  
Carla Mills-Laatsch, Licensing Specialist *CM-L*

SUBJECT: Establish Public Hearing for Transfer of Retail Liquor License No. 28 from Proper Management, LLC d/b/a The 307 Sunrise, Located at 4370 South Poplar Street to 307 Bar, LLC, d./b/a 307 Bar Located at 4370 South Poplar Street.

Meeting Type & Date

Regular Council Meeting  
April 6, 2021

Action type

Establish Public Hearing  
Minute Action

Recommendation

That Council, by minute action, establish April 20, 2021 as the Public Hearing date for a transfer of ownership for retail liquor license no. 28 from Proper Management, LLC d/b/a The 307 Sunrise, located at 4370 South Poplar Street to 307 Bar, LLC, d/b/a 307 Bar located at 4370 South Poplar Street.

Summary

An application has been received requesting a transfer of ownership for retail liquor license no. 28 from Proper Management, LLC d/b/a The 307 Sunrise, located at 4370 South Poplar Street to 307 Bar, LLC, d/b/a 307 Bar located at 4370 South Poplar Street.

The State of Wyoming Liquor Division will duly review the application. The City of Casper Fire-EMS Department, City of Casper Community Development Department, and Natrona County Health Department will review this business and address to ensure compliance with local codes and ordinances.

As required by Municipal Code 05.08.080, a notice will be published in a local newspaper once a week for two consecutive weeks. As required by State Statute 12-4-104(a) it will be advertised on the City's website ([www.casperwy.gov](http://www.casperwy.gov)).


Financial Considerations



No Financial Considerations

Oversight/Project Responsibility  
Carla Mills-Laatsch, Licensing Specialist

Attachments  
None

March 18, 2021

MEMO TO: J. Carter Napier, City Manager 

FROM: Fleur Tremel, Assistant to the City Manager/City Clerk   
Carla Mills-Laatsch, Licensing Specialist 

SUBJECT: Establish Public Hearing for Transfer of Three Retail Liquor Licenses Location and Three New Bar and Grill Liquor Licenses.

Meeting Type & Date

Regular Council Meeting  
April 6, 2021

Action type

Establish Public Hearing  
Minute Action

Recommendation

That Council, by minute action, establish April 20, 2021 as the Public Hearing dates for Transfer of location for Retail No. 12 FireRock Hospitality Group, LLC d/b/a FireRock Steakhouse located at 6100 East 2<sup>nd</sup> Street to Mesa Liquors, LLC, d/b/a Mesa Liquor located at 3243 Talon Dr. Suite 200, New Bar and Grill license No. 2 for FireRock Hospitality Group, LLC d/b/a FireRock Steakhouse located at 6100 East 2<sup>nd</sup> Street, transfer of location for Retail liquor license No. 15 OC Casper, LLC, d/b/a Old Chicago Restaurant, located at 3580 East 2<sup>nd</sup> Street to Wyoming Liquor, LLC, d/b/a Wyoming Discount Liquor located at 4330 East 2<sup>nd</sup> Street, New Bar and Grill liquor License No. 12 for OC Casper, LLC d/b/a Old Chicago Restaurant located at 3580 East 2<sup>nd</sup> Street, Transfer of location for Retail No. 23 Johnson Restaurant Group, Inc, d/b/a CY Discount Liquor, located at 840 CY Avenue to Johnson Restaurant Group, Inc, d/b/a CY Discount Liquor located at 1375 CY Avenue Suite 100 and New Bar and Grill license No. 10 for Casper Taco Shop, LLC, d/b/a Fuzzy's Taco Shop located at 3243 Talon Dr Suite 400.

Summary

Six applications have been received for the following:

- Transfer of location for Retail No. 12 FireRock Hospitality Group, LLC d/b/a FireRock Steakhouse located at 6100 East 2<sup>nd</sup> Street to Mesa Liquors, LLC, d/b/a Mesa Liquor located at 3243 Talon Dr. Suite 200.
- New Bar and Grill license No. 2 for FireRock Hospitality Group, LLC d/b/a FireRock Steakhouse located at 6100 East 2<sup>nd</sup> Street.
- Transfer of location for Retail No. 15 OC Casper, LLC, d/b/a Old Chicago Restaurant, located at 3580 East 2<sup>nd</sup> Street to Wyoming Liquor, LLC, d/b/a Wyoming Discount Liquor located at 4330 East 2<sup>nd</sup> Street.



- New Bar and Grill liquor License No. 12 for OC Casper, LLC d/b/a Old Chicago Restaurant located at 3580 East 2<sup>nd</sup> Street.
- Transfer of location for Retail No. 23 Johnson Restaurant Group, Inc, d/b/a CY Discount Liquor, located at 840 CY Avenue to Johnson Restaurant Group, Inc, d/b/a CY Discount Liquor located at 1375 CY Avenue Suite 100.
- New Bar and Grill license No. 10 for Casper Taco Shop, LLC, d/b/a Fuzzy's Taco Shop located at 3243 Talon Dr Suite 400

At the November 5, 2019 pre-session John Johnson requested two bar and grill licenses be set aside for his use for a new development on the west side of town. It was stated at this time that they would be in use within an 18-month time frame. The proposal included a bar and grill license for a new restaurant for Casper Taco Shop, LLC, d/b/a Fuzzy's Taco Shop located at 3243 Talon Drive Suite 400. Retail liquor license No. 12 transferred from FireRock Hospitality Group, LLC, d/b/a FireRock Steakhouse located at 6100 East 2<sup>nd</sup> Street to Mesa Liquors, LLC d/b/a Mesa Liquor located at 3243 Talon Drive Suite 200 and a bar and grill license for FireRock Hospitality Group, LLC d/b/a FireRock Steakhouse located at 6100 East 2<sup>nd</sup> Street to backfill the retail license vacancy. All council members supported this proposal.

A new request was submitted for a transfer of retail liquor license No. 15 OC Casper, LLC d/b/a Old Chicago Restaurant located at 3580 East 2<sup>nd</sup> Street to Wyoming Liquor, LLC, d/b/a Wyoming Discount Liquor, located at 4330 East 2<sup>nd</sup> Street and a bar and grill license for OC Casper, LLC, d/b/a Old Chicago Restaurant located at 3580 East 2<sup>nd</sup> Street to backfill the retail liquor license vacancy. If Council approves these three bar and grill liquor licenses that will leave two available for anyone that wishes to apply for them.

The State of Wyoming Liquor Division will duly review the application. The City of Casper Fire-EMS Department, City of Casper Community Development Department, and Natrona County Health Department will review this business and address to ensure compliance with local codes and ordinances.

As required by Municipal Code 05.08.080, a notice will be published in a local newspaper once a week for two consecutive weeks. As required by State Statute 12-4-104(a) it will be advertised on the City's website ([www.casperwy.gov](http://www.casperwy.gov)).

Financial Considerations

No Financial Considerations

Oversight/Project Responsibility

Carla Mills-Laatsch, Licensing Specialist

Attachments

None

ORDINANCE NO. 9-21

AN ORDINANCE AMENDING SECTION  
13.04.060 OF THE CASPER MUNICIPAL CODE.

WHEREAS, the governing body of the City of Casper may perform all acts in relation to the concerns of the City necessary to the exercise of its corporate powers; and,

WHEREAS, the governing body of the City of Casper has the authority granted by Wyoming State Statute §15-1-103(a)(xli), to adopt ordinances and resolutions necessary to protect the health, safety and welfare of the City and its citizenry; and,

WHEREAS, Ordinance No. 26-95, was adopted on September 5, 1995, creating Chapter 13.04 of the Casper Municipal Code concerning permits to construct, install, or modify water distribution or sanitary sewer collection facilities; and,

WHEREAS, the Casper Municipal Code needs modified and updated from time to time; and,

WHEREAS, the governing body of the City of Casper desires to amend Section 13.04.060 of the Casper Municipal Code for the purpose of updating references to Wyoming Statutes within the Code that have since been repealed.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: Section 13.04.060 – Application requirements and procedures is amended as follows:

13.04.060 - Application requirements and procedures.

The following procedures will be followed in an application for the permit:

- A. Any person who proposes to construct, install or modify a facility required to be permitted under Section 13.04.050 shall submit a written application on forms provided by the city of Casper.
- B. The initial application for a permit must be accompanied by two complete sets of plans and specifications, design data and any additional information required by the city. After the plans and specifications have been reviewed by the city, the applicant's engineer shall make such revisions as are required and submit five revised sets for final review. All plans and specifications submitted shall carry the seal or signature of the design engineer in accordance with Wyoming Statutes Sections ~~33-29-101 through 33-29-113~~ 33-29-601 et seq. All plans and specifications shall conform to city of Casper Water Distribution Facilities Design Standards, city of Casper Sanitary Sewage Collection Facilities Design Standards, and the Wyoming Department of Environmental Quality, Water Quality Rules and Regulations, Chapter XI and Chapter XII.

- C. The city shall review every application and take final action within thirty days from the date the application is received.
- D. If an application is incomplete, additional information shall be requested in detail, or if requested, the application may be returned to the applicant. The applicant shall have ninety days to comply with the request for additional information. After this time period, if no information is submitted, the entire application shall be returned.
- E. The city manager or his appointed designee shall promptly notify the applicant in writing of the final action taken on the application. If the conditions of the permit are different from the proposed application submitted by the applicant for review, the notification shall include reasons for the changes made.
- F. If, upon review of an application, the city determines that a permit is not required under this chapter, the city manager or his appointed designee shall notify the applicant of this determination in writing. Such notification shall constitute final action on the application.
- G. If, upon review of an application, the city determines that a permit should not be granted, the city manager or his appointed designee shall notify the applicant in writing of the permit denial and state the reasons for denial.
- H. If the applicant is dissatisfied with the conditions or denial of any permit issued by the city, he may request a hearing in accordance with Section 13.04.090.

PASSED on 1<sup>st</sup> reading the 16<sup>th</sup> day of March, 2021

PASSED on 2<sup>nd</sup> reading the \_\_\_ day of \_\_\_\_\_, 2021

PASSED, APPROVED, AND ADOPTED on third and final reading the \_\_\_\_\_ day of \_\_\_\_\_, 2021.

APPROVED AS TO FORM:

*Wade Hunt*

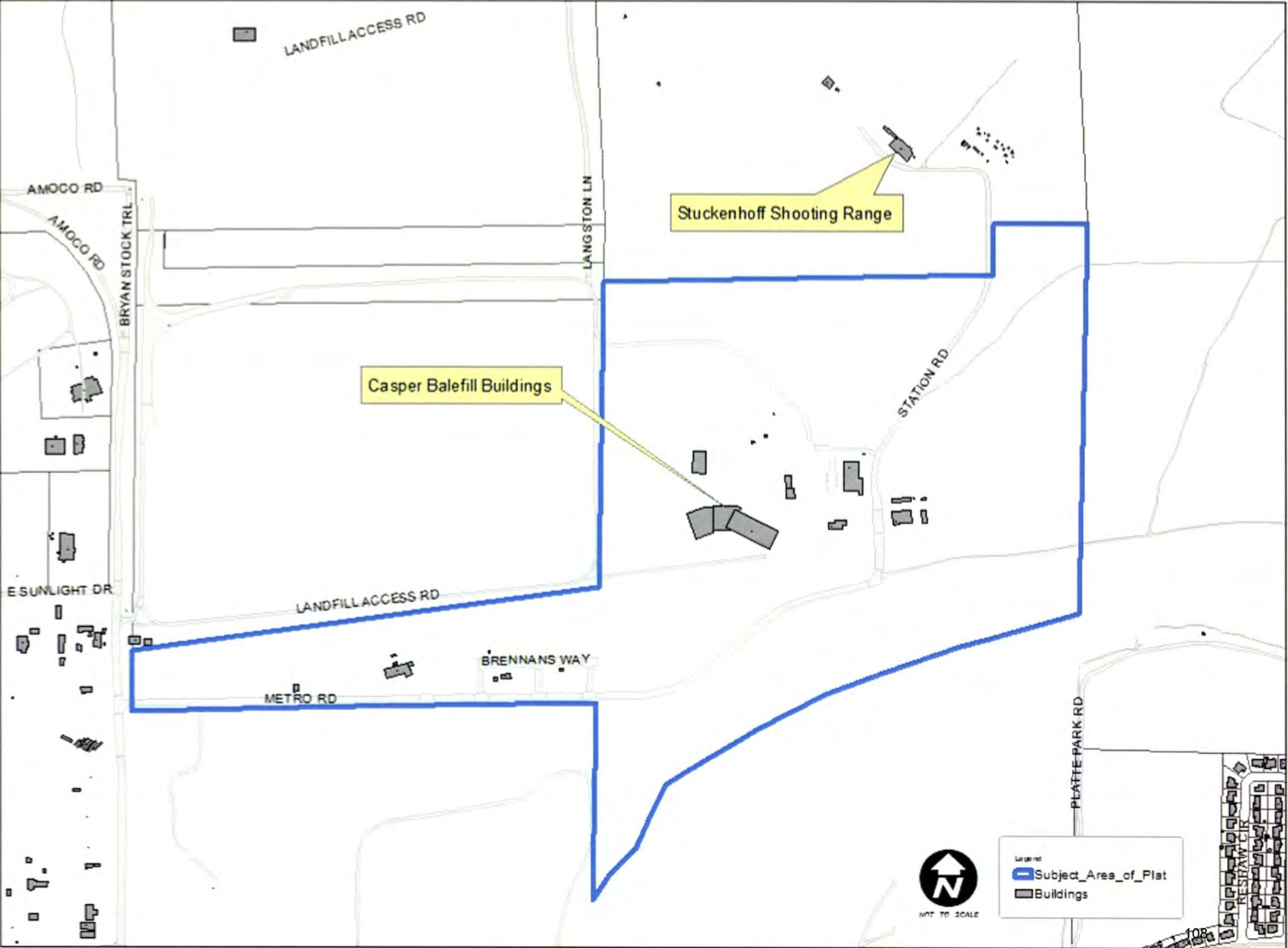
ATTEST:

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

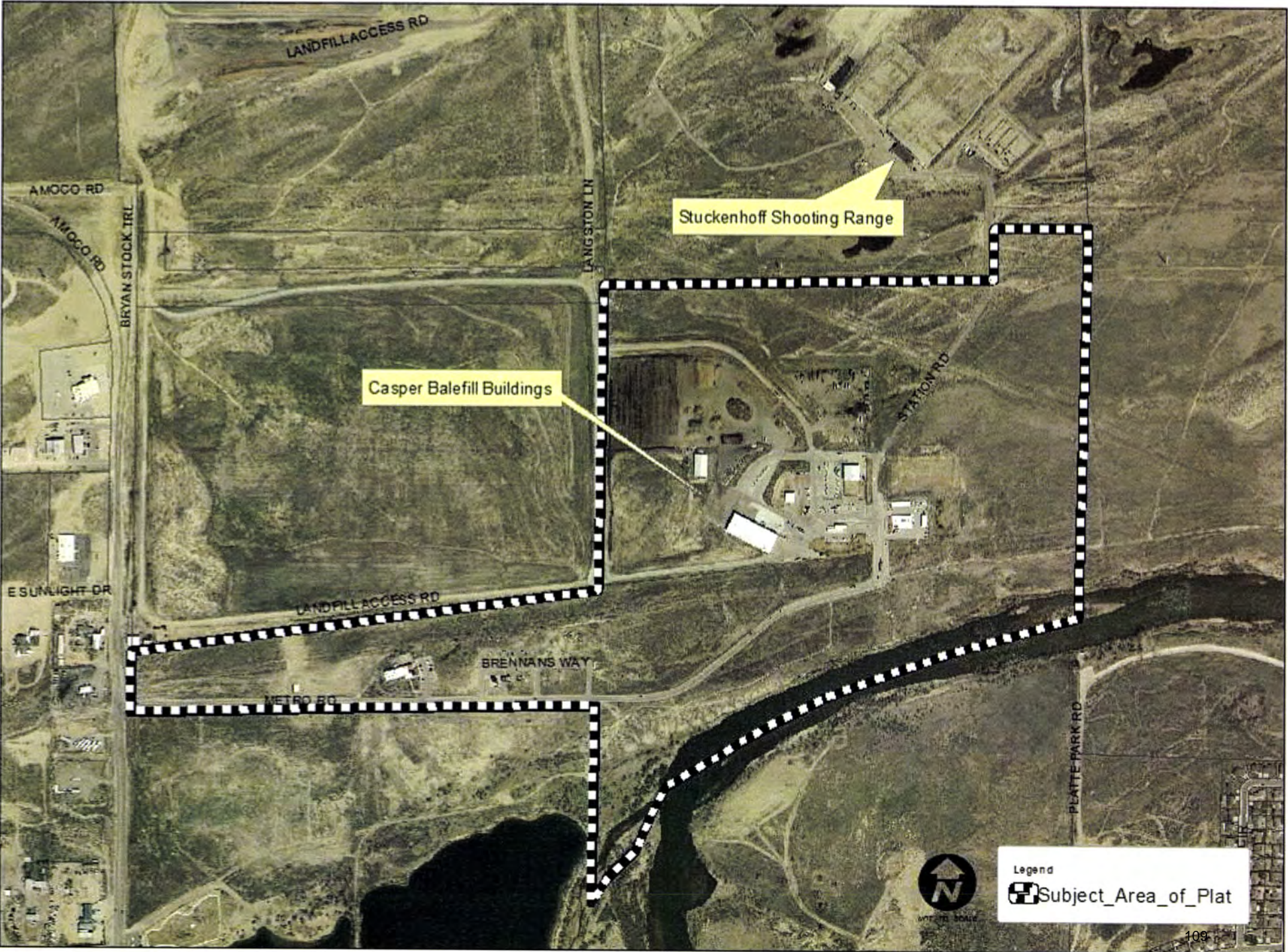
CITY OF CASPER, WYOMING  
A Municipal Corporation

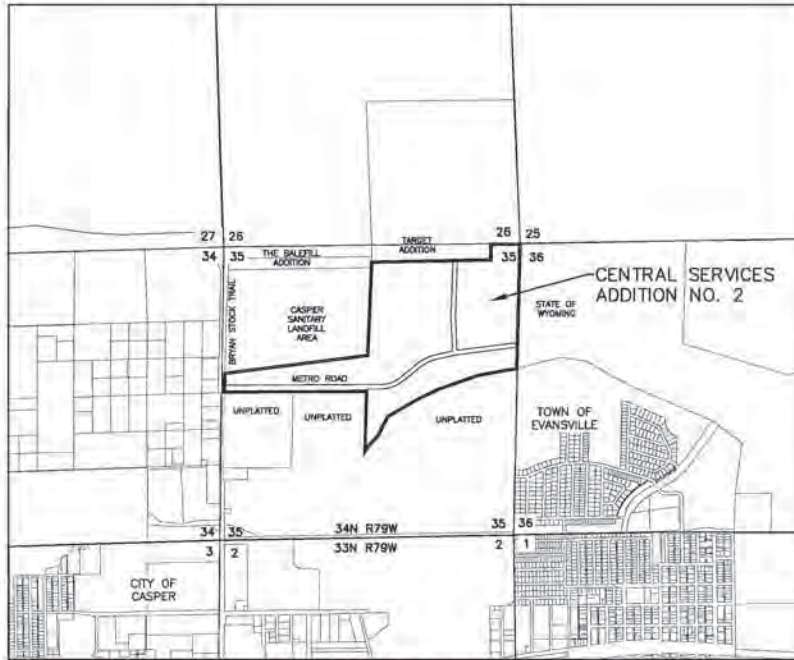
\_\_\_\_\_  
Steven K. Freel  
Mayor

# Proposed Central Services Addition No. 2



# Proposed Central Services Addition No. 2





LOCATION & VICINITY MAP  
SCALE: 1"=1000'

PLAT OF  
**CENTRAL SERVICES ADDITION NO. 2**  
 AN ADDITION TO THE CITY OF CASPER, WYOMING  
 A VACATION AND REPLAT OF THE  
 CENTRAL SERVICES ADDITION  
 TO THE CITY OF CASPER, WYOMING  
 A DIVISION OF PORTIONS OF THE S1/2NW1/4,  
 NE1/4 & NW1/4SE1/4, SECTION 35  
 TOWNSHIP 34 NORTH, RANGE 79 WEST  
 SIXTH PRINCIPAL MERIDIAN  
 NATRONA COUNTY, WYOMING  
 SHEET 1 OF 2

**CERTIFICATE OF DEDICATION**

The City of Casper, Wyoming, a Municipal Corporation, acting through its Mayor, Steven K. Fread, hereby certifies that it is the owner and proprietor of the foregoing vacation and replat of the Central Services Addition to the City of Casper, Wyoming, and being a subdivision of portions of the S1/2NW1/4, NE1/4 AND NW1/4SE1/4 of Section 35, Township 34 North, Range 79 West of the Sixth Principal Meridian, Natrona County, Wyoming, and being more particularly described by metes and bounds as follows:

Beginning of the northerly corner of the Parcel being described and also the northwest corner of said Section 35, thence S11°17'37"W, 1955.10 feet along the east line of said Parcel and the east line of said Section 35 to a witness corner, thence S11°18'41"W, 162.36 feet along the westerly line of said Parcel and the east line of Section 35 to the southerly corner of the Parcel being described and a point in and intersection with the approximate centerline of the North Platte River and the northerly line of that certain parcel as described in Instrument No. 1066975 recorded in the office of the Natrona County Clerk on August 26, 2013 and from which point the east 1/4 corner of said Section 35 bears S11°18'41"W, 453.32 feet, thence S74°17'33"W, 666.59 feet along the southerly line of said Parcel, the approximate centerline of the North Platte River, the northerly line of said Instrument No. 1066975 and the northerly line of that certain parcel as described in Instrument No. 641463 recorded in the office of the Natrona County Clerk on September 7, 1999 to a point, thence S70°18'52"W, 446.86 feet to a point, thence S69°56'52"W, 278.71 feet to a point, thence S67°25'17"W, 71.28 feet to a point, thence S62°16'49"W, 392.57 feet to a point, thence S49°26'48"W, 599.71 feet to a point, thence S28°14'37"W, 186.05 feet to a point, thence S24°02'36"W, 203.94 feet to a point, thence S44°18'42"W, 214.43 feet to a point, thence S34°05'26"W, 148.03 feet to a point in and intersection with the west line of said NW1/4SE1/4 and the most southerly point of the Parcel being described, thence leaving the approximate centerline of the North Platte River N1°02'00"E, 1372.27 feet along the west line of said NW1/4SE1/4 to the northwest corner thereof, thence S80°02'56"W, 1313.87 feet along the south line of the SE1/4NW1/4 to the southeast corner thereof, thence S83°01'18"W, 1214.00 feet along the south line of the SW1/4NW1/4 to the southerly corner of the Parcel being described and a point in and intersection with the west right-of-way line of Bryan Stock Trail and from which point the west 1/4 corner of said Section 35 bears S89°04'50"W, 94.98 feet, thence N0°44'01"E, 334.54 feet along the westerly line of said Parcel and the east right-of-way line of said Bryan Stock Trail to a point in and intersection with the south line of the Casper Sanitary Landfill Area Addition, thence N42°04'02"E, 2508.98 feet along the south line of said Casper Sanitary Landfill Area Addition to the southeast corner thereof and a point in and intersection with the west line of the SW1/4NE1/4, thence N1°00'00"E, 1669.44 feet along the east line of said Casper Sanitary Landfill Area Addition and the west line of said SW1/4NE1/4 and the west line of the NW1/4NE1/4 to the southwest corner of the Target Addition and from which point the north 1/4 corner of said Section 35 bears N1°00'00"E, 285.32 feet, thence N88°42'27"E, 2130.02 feet along the northerly line of said Parcel and the south line of said Target Addition to a point, thence N0°35'01"W, 278.54 feet to a point in and intersection with the north line of said Section 35, thence N89°18'43"E, 515.65 feet along the north line of said Section 35 to the point of Beginning and containing 175,014 acres, more or less.

The subdivision of the foregoing described lands is with the free consent and in accordance with the desires of the above named owner and proprietor. The name of said subdivision shall be known as "CENTRAL SERVICES ADDITION NO. 2" to the City of Casper, Wyoming. The easterly portion of Metro Road is hereby vacated as shown hereon, Memorial Way is hereby dedicated to the use of the public, as shown hereon, and all streets as shown hereon are hereby or have been previously dedicated to the use of the public and easements as shown hereon are hereby dedicated to the use of public and private utility companies for the purposes of construction, operation and maintenance of utility lines, conduits, pipes, drainage and sewers.

CITY OF CASPER, WYOMING  
 300 N. Davis Street  
 Casper, WY 82501

Steven K. Fread, Mayor of the City of Casper, Wyoming

**ACKNOWLEDGMENT**

State of Wyoming } ss  
 County of Natrona }

The foregoing instrument was acknowledged before me by Steven K. Fread, Mayor of the City of Casper, Wyoming, this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

Witness my hand and official seal.

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

Notary Public: \_\_\_\_\_

**CERTIFICATE OF SURVEYOR**

I, Paul R. Swanson, 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 months of September, 2020 and January, 2021 and that this plat, to the best of my knowledge and belief, correctly and accurately represents said survey.



State of Wyoming } ss  
 County of Natrona }

The foregoing instrument was acknowledged before me by Paul R. Swanson this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

Witness my hand and official seal.

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

Notary Public: \_\_\_\_\_

**APPROVALS**

APPROVED: City of Casper Planning and Zoning Commission this \_\_\_\_\_ day of \_\_\_\_\_, 2021 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 \_\_\_\_\_, 2021.

Attest: \_\_\_\_\_

City Clerk: \_\_\_\_\_

Mayor: \_\_\_\_\_

INSPECTED AND APPROVED on the \_\_\_\_\_ day of \_\_\_\_\_, 2021.

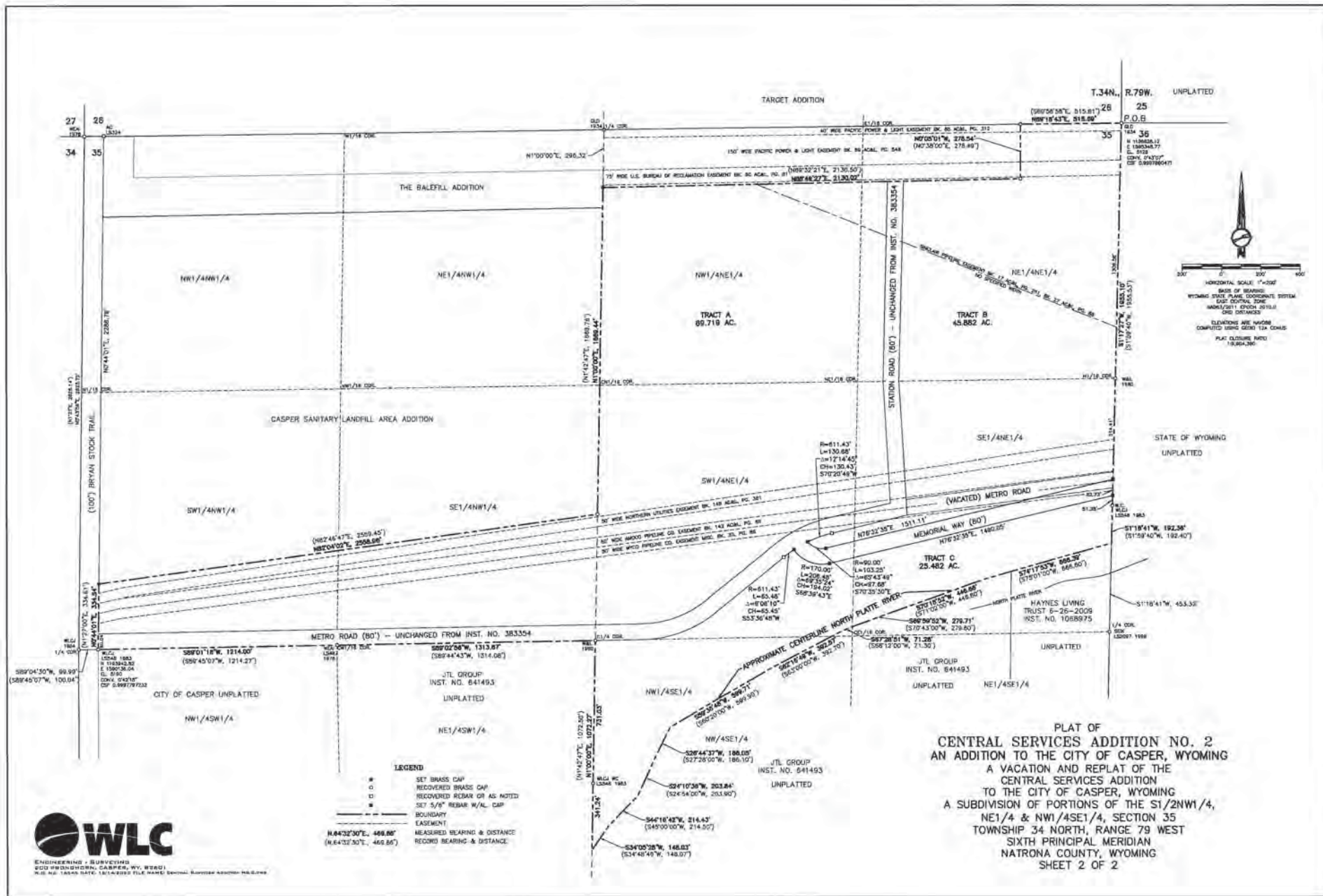
City Engineer: \_\_\_\_\_

INSPECTED AND APPROVED on the \_\_\_\_\_ day of \_\_\_\_\_, 2021.

City Surveyor: \_\_\_\_\_



ENGINEERING & SURVEYING  
 2020 PROVISIONAL, CASPER, WY, W8001  
 P.O. BOX 12848 DATE: 12/14/2020 FILE NAME: CENTRAL SERVICES ADDITION NO. 2.PLT



ENGINEERING & SURVEYING  
 601 WINDING HORN, CASPER, WY, 82401  
 ALL MEASUREMENTS FILED WITH ORIGINAL RECORDS

**LEGEND**

- SET BRASS CAP
- RECOVERED BRASS CAP
- RECOVERED REBAR OR AS NOTED
- ⊕ SET 5/8" REBAR W/L CAP
- BOUNDARY
- - - EASEMENT
- MEASURED BEARING & DISTANCE
- RECORD BEARING & DISTANCE

PLAT OF  
**CENTRAL SERVICES ADDITION NO. 2**  
 AN ADDITION TO THE CITY OF CASPER, WYOMING  
 A VACATION AND REPLAT OF THE  
 CENTRAL SERVICES ADDITION  
 TO THE CITY OF CASPER, WYOMING  
 A SUBDIVISION OF PORTIONS OF THE S1/2NW1/4,  
 NE1/4 & NW1/4SE1/4, SECTION 35  
 TOWNSHIP 34 NORTH, RANGE 79 WEST  
 SIXTH PRINCIPAL MERIDIAN  
 NATRONA COUNTY, WYOMING  
 SHEET 2 OF 2

ORDINANCE NO.10-21

AN ORDINANCE APPROVING THE VACATION AND  
REPLAT CREATING THE CENTRAL SERVICES ADDITION  
NO. 2

WHEREAS, an application has been made to vacate and replat the Central Services Addition to the City of Casper, Wyoming, to create the Central Services Addition No. 2, located in portions of the S1/2NW1/4, NE1/4 & NW1/4SE1/4 Section 35, T34N, R 79W, 6<sup>th</sup> PM, Natrona County; and,

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

WHEREAS, the vacation and replat requires approval by ordinance, following a City Council public hearing; and,

WHEREAS, the governing body of the City of Casper finds that the above-described vacation and replat should be approved.

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

SECTION 1:

That the vacation and replat creating the Central Services Addition No. 2 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.

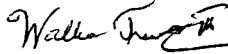
PASSED on 1st reading the 16<sup>th</sup> day of March, 2021.

PASSED on 2nd reading the \_\_\_\_ day of \_\_\_\_\_, 2021.



PASSED, APPROVED, AND ADOPTED on 3rd and final reading the \_\_\_\_ day of \_\_\_\_\_, 2021.

APPROVED AS TO FORM:



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ATTEST:

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Fleur Tremel  
City Clerk

CITY OF CASPER, WYOMING  
A Municipal Corporation

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Steven K. Freel  
Mayor

March 24, 2021

MEMO TO: J. Carter Napier, City Manager *JCN*

FROM: Tracey Belser, Support Services Director *TB*  
Andrew Beamer, Public Services Director *AB*  
Brett Governanti, GIS Specialist *BG*

SUBJECT: Rescinding Resolution 14-33 and Establishing Fees for Geographic Information Systems (GIS) and Engineering Products and Services.

**Meeting Type & Date**

Regular Council Meeting  
April 6, 2021

**Action type**

Resolution

**Recommendation**

That Council, by resolution, approve the rescinding of Resolution 14-33 and establish fees for geographic information systems (GIS) and engineering products and services.

**Summary**

With the popularity of the GeoSMART application, along with the accessibility of other online mapping utilities, the fees outlined in Resolution 14-33 no longer represent the requests for printed materials received by the Engineering and GIS divisions. There are still, however, a limited number of citizens who request larger sized printouts of standard maps such as zoning and the street grid. As such, staff recommends revising the resolution to remove the outdated products and add standard fees for these commonly provided maps. The charge for 24x36 inch maps will be \$10.00 and 36x48 maps will be \$15.00.

A resolution has been prepared for Council's consideration.

**Financial Considerations**

No financial considerations are anticipated.

**Oversight/Project Responsibility**

Brett Governanti, GIS Specialist

**Attachments**

Resolution

RESOLUTION NO. 14-33

A RESOLUTION RESCINDING RESOLUTION NO. 04-162 AND ESTABLISHING FEES FOR GEOGRAPHIC INFORMATION SYSTEM (GIS) AND ENGINEERING PRODUCTS AND SERVICES.

WHEREAS, the GIS products should be made available to the public at a reasonable rate; and, the fees previously established by Resolution 04-305 , for GIS and engineering products and services, the City of Casper desires to update the fee structure; and,

WHEREAS, a Regional GIS has been established for the Natrona County area, being the Natrona Regional Geospatial Cooperative (NRGC); and,

WHEREAS, the Natrona Regional Geospatial Cooperative (NRGC) has recommended the fees set forth below be adopted; and,

WHEREAS, the increased use of GIS products will enhance the development of the program; and,

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: The following fee schedule is adopted for the sale of Geographic Information System (GIS) and engineering products and services.

CITY OF CASPER  
GEOGRAPHIC INFORMATION SYSTEM AND ENGINEERING FEES

PRINTED PRODUCTS

Color Copies	
8 ½" x 11"	\$2.00
11" x 17"	\$3.00
17" x 22"	\$5.00
1962 Aerials (18" x 18")	\$3.00
1974 Aerials (30" x 36")	\$5.00
1979 Aerials (30" x 36")	\$5.00
1992 & 2000 Aerials (9" x 9")	\$2.00

Prices are for standard maps that are already prepared and do not require staff time except for the printing.

DIGITAL DATA

Digital data is available from the NRGC website and can be downloaded in various formats from the City of Casper FTP site. The NRGC reserves the right to exclude data that would create a security risk for the community. Digital data shall not be sold to a third party. Digital data shall be defined as information in any format that can be

placed on a disk, tape or other electronic media, including electronic transfers.

PERSONNEL COSTS

Staff time required to create special projects, maps, or data not available on the NRG website shall be charged at a rate of \$50.00 per hour, with a half hour minimum charge. Staff time necessary to convert received information into the required digital submission standard will be charged the \$50.00 hourly rate.

BE IT FURTHER RESOLVED: That Resolution No. 04-305 is hereby rescinded.

PASSED, APPROVED, AND ADOPTED this 18 day of February, 2014.

APPROVED AS TO FORM:



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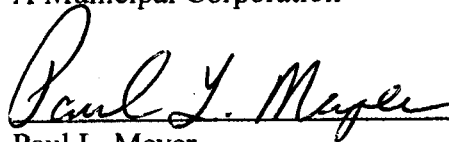
ATTEST:



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V. H. McDonald  
City Clerk

CITY OF CASPER, WYOMING  
A Municipal Corporation



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Paul L. Meyer  
Mayor

RESOLUTION NO.21-32

A RESOLUTION RESCINDING RESOLUTION NO. 14-33 AND ESTABLISHING FEES FOR GEOGRAPHIC INFORMATION SYSTEM (GIS) AND ENGINEERING PRODUCTS AND SERVICES.

WHEREAS, the City of Casper Information Technology/GIS Division, and the City of Casper Engineering Division may provide the products set forth below, and recommend adopting the fees stated below; and,

WHEREAS, current GIS data and prepared maps are made available to the public for online access and for download free of charge through an online map platform; and,

WHEREAS, specific, prepared map products are available in printed form; and,

WHEREAS, fees previously established by Resolution 14-33 for GIS and Engineering Products should be revised to cover currently available products and services; and,

WHEREAS, the City of Casper desires to update the product list and associated fee schedule.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the following fee schedule is hereby adopted for the sale of Geographic Information System (GIS) and Engineering Products and Services:

CITY OF CASPER  
GEOGRAPHIC INFORMATION SYSTEM AND ENGINEERING FEES

PRINTED PRODUCTS

Standard Maps (Includes street grid map, zoning map, and other maps that are previously prepared on the computer, as determined by the GIS Division)

24" x 36"	\$10.00
36" x 48"	\$15.00

Prices are for standard maps that are already prepared and do not require staff time except for the printing.

PERSONNEL COSTS

City staff time required to create special projects, maps, or to compile data not available on the website shall be charged at a rate of \$50.00 per hour, with a half hour minimum charge. City staff time necessary to convert received information into the required digital submission standard will be charged at the \$50.00 hourly rate.

BE IT FURTHER RESOLVED: That Resolution No. 14-33 is hereby rescinded.

PASSED, APPROVED, AND ADOPTED on this \_\_\_\_ day of \_\_\_\_\_, 2021.

APPROVED AS TO FORM:

  
\_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Fleur D. Tremel  
City Clerk

CITY OF CASPER, WYOMING  
A Municipal Corporation

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

March 17, 2021

MEMO TO: J. Carter Napier, City Manager *JCN*

FROM: Tim Cortez, Director of Parks and Recreation *TC*  
Randy Norvelle, Parks Manager

SUBJECT: Authorizing a Lease Agreement with Casper Mountain Racers Association,  
for Management and Operation of the Casper Speedway.

**Meeting Type & Date**

Regular Council Meeting  
April 6, 2021

**Action type**

Resolution

**Recommendation**

That Council, by resolution, authorize a Lease Agreement with Casper Mountain Racers Association, for the Management and Operation to the Casper Speedway.

**Summary**

In November of 2020, the City of Casper Parks Division advertised it was seeking proposals from individuals or groups to lease and operate the sixty (60) acre automobile racing facility located at 2117 East road in North Platte River Park. A total of one (1) proposal was submitted for review.

After interviewing the one (1) group that submitted the proposal, Casper Mountain Racers Association, was selected to operate the Casper Speedway. The Casper Mountain Racers Association brings a vast amount of experience in dirt track racing and maintaining a facility of this nature.

The term of the Lease will be for (1) year ending October 31, 2021, with the option of two (2) additional one (1) year terms under the same conditions. This length of term is consistent with other leases the City has with other user groups.

Lease fees shall be five hundred dollars (\$500.00) the first year and increase by two hundred fifty dollars (\$250.00) each additional year. The City shall also receive a 5% fee on all advertising sold on signs and banners. Casper Mountain Racers Association shall be responsible for all utilities and services provided, including electricity, water, and the servicing of restrooms.

**Financial Considerations**

A fee of \$500.00 will be assessed for the first year of the lease.  
A 5% fee on total sales of all advertising on signs and banners.

**Oversight/Project Responsibility**

Tim Cortez, Director of Parks and Recreation  
Randy Norvelle, Parks Manager

**Attachments**

Resolution  
Lease Agreement, schedule, and insurance.





## LEASE AGREEMENT

THIS LEASE AGREEMENT, hereafter "Lease" or "Agreement", entered into this \_\_\_\_ day of March, 2021, between the City of Casper, Wyoming, a municipal corporation, hereinafter referred to as "City or Lessor," and Casper Mountain Racers Association, a Wyoming Corporation or a 501(c)(3) Non-Profit Corporation hereinafter referred to as "Lessee." This Agreement supersedes and replaces any previous agreements between the parties.

IN CONSIDERATION of the Lease, covenants, and conditions herein set forth, the Lessor and Lessee hereby covenant, promise, and agree as follows:

### RECITALS:

- A. The City owns and operates the Casper Speedway, located at North Platte Park, Casper, Wyoming, more specifically described with the attached metes and bounds legal description (Attachment A), an aerial map of the premises (Attachment B), together with the following fixed assets (Attachment C), and by reference made part of this Agreement; and,
- B. Lessee desires to enter into a nonexclusive lease of the Casper Speedway and to reach other accommodations with the City, and the City is willing to enter a nonexclusive lease to the Casper Mountain Racers Association and to define associated obligations of the parties as set forth herein.

**NOW, THEREFORE**, in consideration of the premises and the mutual promises and covenants contained herein, it is agreed:

### 1. PREMISES:

- A. Lessor hereby agrees to lease to Lessee, and Lessee hereby agrees to lease from Lessor, for the term hereinafter provided, and any extensions thereafter, and upon the terms and conditions set forth in this Agreement, the property described as Casper Speedway, hereinafter referred to as the "Casper Speedway", "facility", or "premises".
- B. The "Casper Speedway" is leased to Lessee in an AS IS CONDITION, WITHOUT WARRANTY, and EXPRESSED OR IMPLIED. By signing this Agreement, Lessee agrees it has inspected the premises and accepts the property in its present condition.

### 2. PURPOSE:

The demised premises are leased to Lessee for the purpose of conducting automobile racing activities. Such automobile racing activities shall be conducted in a safe manner and shall conform to all federal, state, and municipal laws, and all regulations relating to possession, use, or maintenance of the property.

### 3. TERM:

The term of this Lease shall be for a period commencing from the date of execution to and including the 31<sup>st</sup> day of October, 2021. Lessee shall have the option to renew the Lease for two (2) additional one (1) year terms under the same terms and conditions as herein set forth,

by giving the **Lessor** sixty (60) days written notice of his intent to exercise each option prior to the end of the Lease term or any extension thereof. The request for Lease renewal shall be accompanied by the **Lessee's** annual report.

The Lease shall not be renewed until such time that all requested documentation has been submitted. **Lessor** shall have the right, within thirty (30) days after receiving the notice from **Lessee**, to give **Lessee** written notice that the **Lessor** rejects such renewal and in such event, this Lease shall terminate at the end of the Lease term, or any renewal thereof, in which such notice was given.

**4. FEES:**

**Lessee** shall pay to the **Lessor** as rent for the leased premises, the sum of Five Hundred Dollars (\$500.00) the first year from April 1, 2021 through October 31, 2021. The annual fee will increase to the sum of Seven Hundred Fifty Dollars (\$750.00) the second year from November 1, 2021 through October 31, 2022, then again increase to the sum of One Thousand Dollars (\$1,000.00) the third year from November 1, 2022 through October 31, 2023.

**5. ASSIGNMENT/SUBLEASING:**

**Lessee** may not assign, sell, or transfer this Agreement in whole or part and may not sublet all or otherwise assign all or any part of the leased premises without the prior written consent of the **Lessor**. **Lessee** shall not allow another group or entity to use/share the rental space without written consent of the **Lessor**.

**6. INVENTORY:**

Within thirty (30) days of the execution of this Agreement by all parties hereto, and on or before April 1 of each term of this Agreement, the **Lessor** and the **Lessee** shall jointly prepare and maintain an updated annual inventory of equipment and fixtures (which shall be signed off by both parties), separately listing those items, number of items, and approximate value(s) of items belonging to the **Lessor** and those belonging to the **Lessee** on the leased premises. **Lessee** shall not remove any **Lessor** owned equipment from the facilities without express written permission from the Parks and Recreation Department Director or his designee.

**7. TAXES AND ASSESSMENTS:**

**Lessee** agrees to pay to the Natrona County Treasurer, on behalf of the **Lessor**, any and all taxes and assessments which may be assessed against the property, upon reasonable notice by the **Lessor**, as to the amounts due and owing.

**8. NON-DISCRIMINATION:**

The **Lessee** agrees that neither it nor its subcontractors will discriminate against any employee or applicant for employment to be employed in the performance of this Lease, with respect to his or her hire, tenure, terms, conditions, or privileges of employment because of his or her race, color, creed, religion, national origin, age, sex, or ancestry.

**9. SCHEDULING:**

- A. **Lessee shall be responsible for the scheduling of the Casper Speedway for all automobile racing related activities. Lessor shall schedule any non-automobile racing activities based on the availability of the facility. Lessee shall provide the Lessor with a master schedule of all automobile racing activities at the facility.**
- B. **For any special events or tournaments that deviate from the master schedule, the Lessee must notify the Lessor of such changes at least fourteen (14) days in advance.**

**10. LAWS AND REGULATIONS:**

**Lessee shall be solely responsible for compliance with all laws, orders, and regulations of federal, state, and municipal authorities and with any direction of any public officer, pursuant to law, which shall impose any duty upon Lessee with respect to the real property and fixed assets. Lessee shall obtain all licenses or permits which may be required for the conduct of its business within the terms of this Agreement, or for the making of repairs, additions, alterations, or improvements.**

**11. INSURANCE, INDEMNIFICATION AND IMMUNITY:**

- A. **Lessee 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 Lessee's operation and use of the leased premises. The cost of such insurance shall be borne by the Lessee.**
- 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. **Workers' Compensation: as required by the State of Wyoming with Statutory Limits.**
- C. *Property insurance against all risks of loss to any tenant improvements or betterments, at full replacement cost with no coinsurance penalty provision.*

**If the Lessee maintains broader coverage and/or higher limits than the minimums shown above, the City of Casper requires and shall be entitled to the broader coverage and/or higher limits maintained. Any available insurance proceeds in excess of the specified minimum**

limits of insurance and coverage shall be available to the City.

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

E. *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, officials, employees, 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 Lessee including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the Lessee's insurance at least as broad as ISO Form CG 20 10.

2. *Primary Coverage:*

For any claims related to this contract, the Lessee's insurance coverage shall be primary insurance coverage at least as broad as ISO CG 20 01 04 13 as respects the City of Casper, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees, or volunteers shall be excess of the Lessee's insurance and shall not contribute with it.

3. *Notice of Cancellation:*

Each insurance policy required above shall provide that coverage shall not be canceled, except with notice to the City.

4. *Waiver of Subrogation:*

Lessee hereby grants to the City a waiver of any right to subrogation which any insurer of said Lessee may acquire against the City by virtue of the payment of any loss under such insurance. Lessee 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. *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 acceptable to the City of Casper.

6. *Self-Insured Retentions:*

Self-insured retentions must be declared to and approved by the City. At the option of the City, either: the Lessee shall obtain coverage to reduce or eliminate such self-insured retentions as respects the City of Casper, its officers, officials, employees, and volunteers; or the Lessee shall provide a financial guarantee satisfactory to the City guaranteeing payment of losses and related investigations, claim administration, and defense expenses. The policy language shall provide, or be endorsed to provide, that the

self-insured retention may be satisfied by either the named insured or City.

7. *Verification of Coverage*

Lessee shall furnish the City of Casper with original certificates and amendatory endorsements or copies of the applicable policy language providing the insurance coverage required above. 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 Lessee'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.

8. *Special Risks or Circumstances*

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

**12. USE OPERATIONS PLAN:**

The Lessee, prior to the execution of this Agreement, shall submit a Use Operations Plan to the Parks and Recreation Director or the Director's designee. The plan shall specify months, days, and hours of operation for those months, the responsible organizational contact(s) and the contact's telephone number(s), during which the subject property shall be available to the public for related property use activities. The plan shall pertain to the time period of the Lease, in the event the Parks and Recreation Department Director or its designee does not disapprove of the plan within thirty (30) days from the date of its submission, it shall be considered approved.

**13. ADVERTISING:**

- A. Lessee shall have the right to procure and to install, affix, maintain, and replace appropriate signs displaying advertising matter at the facility and/or on the property. All advertising shall be subject to the City's right to accept or reject the same, including the right to accept or reject sponsors and advertising content, to ensure that any advertising placed at the facility and/or on the property is appropriate in connection with the intended use of the property and its related facilities. Lessee shall not, in procuring, installing, displaying, or replacing any advertising material, violate any person's right to privacy or infringe upon trademarks, trade names, copyrights, or proprietary rights of any person. Advertisement(s) cannot be pre-sold beyond the time periods or terms of the Agreement. It is understood that any approval by the City of advertising material shall not constitute a waiver of Lessee obligations concerning such violations or infringement. Lessee agrees to indemnify and hold the City harmless with respect to all claims without cost to the City.
- B. The Lessor will be entitled to 5% of the agreed upon advertising fee per sign/banner. Lessee will be responsible for the full payment of 5% of the advertising fee in the agreement term. In the event of Lessee's failure to pay Lessor within seven (7) days of the end of this Agreement, the Lessee's lease shall be considered a default by the Lessee of the terms and

conditions of this Agreement. The terms of the advertising fee agreement, fee structure and term limit will be approved by the Parks and Recreation Department Director or designee.

- C. The parties agree that all advertising placed at the facility and/or on the property is owned by the Lessee and shall remain the property of Lessee, and shall be subject to removal by Lessee at any time.

#### **14. RIGHT TO ENTRY:**

The Lessor reserves the right to enter the leased property for the purposes of maintenance, public safety, and other general inspections. Lessee will be notified 24 hours in advance of any non-routine, non-emergency inspections, and may accompany Lessor's representative during such inspections. All installed door locks on the premises will remain consistent with the City's master lock systems.

#### **15. MAINTENANCE:**

Lessee shall, during the term of this Agreement, keep the leased premises in good order and repair commensurate with the operation of the Lessee's intended use of those premises and facilities, and as necessary to adequately protect spectators, guests, invitees, and participants, and shall at its sole cost and expense, make any repairs necessary to the leased premises for these purposes. The Lessee must receive consent of the Lessor prior to the scheduled repairs. Lessor shall, during the term of this Agreement, provide services commensurate with the Lease fee identified in this Agreement. Those services are related to normal facility upkeep including, plumbing, electrical and mechanical repairs to existing equipment that exceed Seven Hundred Fifty Dollars (\$750.00) per repair. The Lessee will be responsible for all repairs Seven Hundred Fifty Dollars (\$750.00) per repair or less and will maintain the leased premises as further described below. The Lessee is liable for all damages that occur to the facility during this Lease term.

Lessee shall insure that the facility is maintained so as to present as visually pleasing appearance as possible. Lessee shall be responsible for the removal and proper disposal of all litter and debris resulting from the conduct of the operation. The schedule of maintenance and cleaning of the Casper Speedway by the Lessee at its sole cost and expense will include, at a minimum:

##### Preseason:

- Fencing repairs.
- Grading and leveling of all parking areas and pit area.
- All buildings to be cleaned, repaired, and painted if necessary.
- Removal of litter, concrete, posts, tires, glass, and loose debris.
- Storage area east of the Casper Speedway is to be sorted and unwanted items properly disposed of.
- All lights in buildings and on the track are to be checked and put in proper working order.

##### Weekly Maintenance during the Season:

- Removal of debris that has gathered, to include litter, tires, metal, vegetation, oil, paint, and concrete.
- Concession stands to be kept in neat and orderly fashion as well as up to all health code standards. Appropriate health inspection certificate shall be on display.
- Portable restrooms cleaned after every event.
- Fencing inspected and repaired.
- All buildings cleaned, interior and exterior, including, but not limited to: windows, floors, furnishings, fixtures and stairs.
- Repairing any holes or washouts in parking areas for spectator safety.
- Trash receptacles to be emptied, including all trash cans and dumpsters.

Post Season Schedule:

- All buildings to be appropriately winterized. Gates shall be locked. Buildings shall be locked and sealed from the elements. Plumbing systems shall be drained or appropriately protected from freezing.
- West concession stands septic tank to be emptied and/or professionally winterized.
- Items to be removed from storage areas, with minimal items left for winter storage.
- All food including condiments, dried foods, beverages, canned items, and frozen foods will be removed from the facility.

The **Lessee** shall make arrangements with the **Lessor** to perform two (2) formal walk-through inspections of the facility, one each to occur in the spring and fall. The spring and fall walk-through inspections will each have at least one representative of the **Lessee** and one representative of the **Lessor** in attendance. The representatives will review the physical conditions and cleanliness of the Casper Speedway facility, including its grounds, buildings, fences and parking areas. The spring walk-through will be conducted thirty (30) days before the first scheduled racing event is to take place, and the fall walk-through will occur during the month of October. A walk-through detailing any problems will be produced by the **Lessor** and delivered to the **Lessee**. The **Lessee** and the **Lessor** will develop a mutually agreed upon schedule for addressing any identified problems.

Materials that are used periodically, on a temporary basis, for the conduct of the operation shall be neatly arranged and generally removed from the sight of the casual observer.

**16. ADDITIONS, ALTERATIONS, AND IMPROVEMENTS:**

- A. The **Lessee**, at its sole cost, risk, and expense, may construct temporary facilities and fixtures for its benefit and the benefit of participants and spectators. Such facilities and fixtures shall meet all applicable city, state, federal regulations and requirements, and such other requirements as may be prescribed by the **Lessor**.
- B. The plans and specifications for any additional temporary facilities and fixtures shall first be submitted to the City's authorized representative for approval in accordance with existing City codes, prior to the construction. At the time of submission, the **Lessee** shall designate whether the facility or fixture is temporary, and for what period of time it will remain in use. The

Director of Parks and Recreation or its designee shall, in addition, have authority to approve or disapprove of all additional facilities or fixtures placed upon the leased premises.

- C. **Lessee** may, upon termination of this Agreement, remove all facilities or fixtures which it constructed and which are of a temporary nature, but must restore property and/or premises to conditions as they were prior to installation of the removed improvements.
- D. The **Lessor** reserves the right to make such improvements to the property, facilities, or fixtures as it may desire, upon reasonable notice to **Lessee**, provided the improvements do not substantially conflict with the use of the premises described herein, as determined by the Director of Parks and Recreation or its designated representative.

**17. SECURITY:**

The **Lessee** will provide security personnel on site during events. Security personnel will be at least eighteen (18) years of age. Security personnel will have training or experience in techniques and methods for appropriately handling security issues, including, but not limited to, disruptive customers, threatening behavior, intoxicated individuals, and allegations of criminal activity. The **Lessee** will keep a record of each security person's training and/or experience, and copies of these records will be sent to the **Lessor** upon request of the **Lessor**.

**18. UTILITIES:**

- A. **Lessee** shall, at its own cost and expense, provide all utilities and services provided upon the leased premises, including but not limited to electricity, water and the servicing of restrooms, and shall pay for all charges as and when due.

**19. DEFAULT:**

- A. In the event **Lessee** shall fail to make any payment called for within fifteen (15) days after the same shall fall due, then **Lessor** may terminate this Lease by giving **Lessee** written notice of such termination; or, in the event the **Lessee** fails to perform any other obligations called for herein on his part to be performed, and upon notice duly given of such deficiency by **Lessor**, and upon **Lessee's** failure to cure such deficiency within fifteen (15) days after such notice, then **Lessor** may, by written notice to **Lessee**, terminate this Agreement, effective upon proper delivery or mailing of said written termination notice by **Lessor**.
- B. Upon such termination, **Lessor** shall be entitled to possession of the leased premises and all permanent improvements therein made by **Lessee** without any further notice or demand, and **Lessee** shall peacefully surrender the leased premises and all other permanent improvements therein made by **Lessee**. If **Lessee** shall refuse to surrender and deliver upon the possession of the premises, then **Lessor** without further notice or demand, may re-enter the premises and repossess by force, summary proceedings, ejectment, or otherwise using such help, assistance, and force, in doing so that may be equal and proper without being liable for prosecution of damages therefor, and without prejudice to any remedy allowed by law or equity.



**20. REIMBURSEMENT OF DEFAULT AND EVICTION ACTION EXPENSES:**

Lessee shall pay and indemnify Lessor against all legal costs and charges, including attorney's fees, in obtaining possession of the leased premises after a default of Lessee or after Lessee's default in surrendering possession upon the expiration or early termination of the term of this Agreement or enforcing any covenant of the Lessee herein contained. Lessee shall also be responsible for all costs required to either remove any temporary facility/fixture improvements or costs for Lessor to restore the property and premises to the original condition.

**21. DESTRUCTION OF REAL PROPERTY OR FIXED ASSETS:**

If the real property or fixed assets should be destroyed totally by fire or other cause, the tenancy created hereby shall be thereafter terminated. Real property and fixed assets not totally destroyed by fire or other cause, regardless of the cause of damage, will be the responsibility of the Lessee to repair, rebuild, or reimburse the Lessor to an equal to or better than condition or fairly compensate the Lessor in monetary value, as existed prior to the destruction of such real property or fixed assets.

**22. SURRENDER OF REAL PROPERTY AND FIXED ASSETS:**

Lessee shall, at the expiration of the lease term or any renewal thereof, or on termination thereof, surrender the leased premises free of subtenancies, liens, or other encumbrances, together with alterations and improvements which may have been made thereon, except for temporary facilities or fixtures put in at the expense of the Lessee or at the expense of any subtenants, subject, however, to the subsequent provisions hereof. All the property removable, pursuant to the provisions of this paragraph, shall be removed by the Lessee at the expiration of the lease term, or any extension thereof, and all property not so removed shall be deemed abandoned by Lessee. Lessor has the option to purchase all of the removable property that the Lessee has acquired for the operation of the leased premises and facility operations at the termination or expiration of this Agreement. The purchase price shall be the depreciated value of assets at the time of termination or expiration of the Agreement.

**23. OPERATIONS:**

Lessee shall have the right to solicit offerings and contributions from spectators and charge admission for Lessee-sponsored events. The details of its plan for same shall be submitted by the Lessee as part of the Annual Operations Plan and at such other times as may be convenient for the parties. All funds collected by the Lessee, by way of contributions or admission charges, shall be used solely for the purpose of promoting, maintaining, and continuing operations for the purposes of this Agreement including, but not limited to, defraying operating expenses, purchasing equipment, and improvement of the facilities. Lessee shall keep and maintain proper records reflecting all revenues and expenditures, and shall make an Annual Financial Report to the Lessor following the close of each year as part of the Annual Operations Plan.

**24. NOTICE:**

Any notice by either party shall be in writing and shall be considered to be duly given if delivered personally or if mailed by certified mail, postage prepaid, addressed as follows:

City of Casper  
Parks Division  
1800 East K Street  
Casper, Wyoming 82601

Caper Mountain Racers Association  
Attn: Chris McAuley  
1404 Birch Street  
Casper, Wyoming 82604

**25. WAIVER:**

No failure by **Lessor** to insist upon the strict performance of any terms or conditions of this Lease, or to exercise any right or remedy available on a breach thereof, and no acceptance of full or a partial rent during the continuance of any such breach shall constitute a waiver of any such breach or of any term or condition of this Agreement. No term or condition of this Lease required to be performed by **Lessee**, and no breach thereof, shall be waived, altered, or modified, except by a written instrument executed by **Lessor**. No waiver of any breach shall affect or alter any term or condition of this Lease, and such term or condition shall continue in full force and effect with respect to any other than existing or subsequent breach thereof.

**26. ENVIRONMENTAL COMPLIANCE:**

- A. **Lessee** shall conduct its operation on the property in compliance with, and shall not permit the property to be in violation of any applicable local, state, or federal environmental laws. **Lessee** shall obtain and maintain in effect all permits required by any environmental laws for the property, and its uses, and shall furnish to **Lessor** copies of the permits upon request. **Lessee** shall comply with all reporting requirements of 42 U.S.C. 11001, *et seq.* (Emergency Planning and Community Right to Know Act). **Lessee** shall not handle, store, dispose of, or allow the handling, storage, or disposal of any hazardous waste as defined in 42 U.S.C. 6903(5), or hazardous substance as defined in 42 U.S.C. 9601(14), on the property, and shall not discharge any waste onto lands or any surface water or ground water at or near the property. **Lessee** shall manage all hazardous substances and chemicals which it handles off-site, but in proximity to the subject property in accordance with all applicable laws and regulations. **Lessee** shall not bring onto the property any substances known to cause human injury, including, without limitation, cancer or reproductive toxicity, except those which are necessary for the prudent and necessary management of **Lessee's** lawful operations on the property. In addition, **Lessee** shall comply with all laws, regulations, and standards applicable to those substances.
- B. **Lessee** shall immediately advise **Lessor** in writing of (1) any and all governmental agencies regulatory proceedings or enforcement actions instituted or threatened, which require or could require investigation, mitigation, clean-up, alteration, or abatement of any conditions on the property; (2) all claims made or threatened by any party against **Lessee** or the property, relating to damage, contribution, cost recovery, compensation, loss or injury resulting from any pollutant, or hazardous substance; and, (3) **Lessee's** discovery of any occurrence or condition on the property which might subject **Lessee**, **Lessor**, or the property to any restrictions on ownership, occupancy, transferability, or use of the property under any local, state, or federal environmental law.

- C. **Lessee** shall make and conduct regular investigations of the property to determine the presence thereon of any hazardous substance which may have been deposited on the property by any party, including third parties, and shall report any condition which indicates the presence of such substances immediately to **Lessor** and to the proper authorities. **Lessee** shall advise **Lessor**, upon request of all such investigations which had been made, the dates of such investigations, and the method of investigation. These investigations shall be made by **Lessee** not less than on a monthly basis. **Lessee**, in addition, shall take all reasonable precaution to prevent the dumping, discharge, or threatened discharge of any hazardous substance on the property by any third persons, and shall advise the **Lessor** in writing, upon request, of all such precautions which have been taken.

**27. GOVERNING LAW:**

This Agreement shall be governed, interpreted, construed, and regulated by the laws of the State of Wyoming. Any litigation regarding this Lease shall be resolved in a court of competent jurisdiction situated in Natrona County, Wyoming.

**28. MISCELLANEOUS COVENANTS:**

- A. Time is of the essence in this Agreement and all obligations shall be performed in a timely manner.
- B. This Agreement shall inure to the benefit of and be binding upon the parties hereto, their respective successors, heirs, devisees, and assigns.

**29. TERMINATION OF LEASE AGREEMENT:**

The City or Casper Mountain Racers Association may terminate this Agreement anytime by providing thirty (30) days written notice to City or Casper Mountain Racers Association of intent to terminate said Agreement. Notwithstanding the above, the Casper Mountain Racers Association shall not be relieved of liability to the City through damages sustained by the City, by virtue of termination of the Agreement by Casper Mountain Racers Association or any breach of the Agreement by Casper Mountain Racers Association.

**30. WYOMING GOVERNMENTAL CLAIMS ACT:**

**The Lessor** 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 Lessor** specifically reserves the right to assert any and all rights, immunities, and defenses it may have pursuant to the Wyoming Governmental Claims Act.

**31. 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.

**32. ENTIRE AGREEMENT:**

This Agreement contains the entire agreement between the parties and it is agreed that neither Lessor or anyone acting on its behalf has made any statements, promise, or agreement, or taken upon itself any engagement whatever, orally, or in writing, in conflict with the terms of this Agreement of that in any way modifies, varies, alters, enlarges, or invalidates any of its provisions, and that no obligation of Lessor shall be implied in addition to the obligations herein expressed.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year first written.

APPROVED AS TO FORM:

*Walter J. ...*

ATTEST:

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

LESSOR:

CITY OF CASPER, WYOMING  
A Municipal Corporation

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

LESSEE:

Casper Mountain Racers Association  
1404 Birch Street  
Casper, WY 82604

WITNESS:

By:

*[Signature]*

By:

*[Signature]*

Title:

*President*

Attachment A

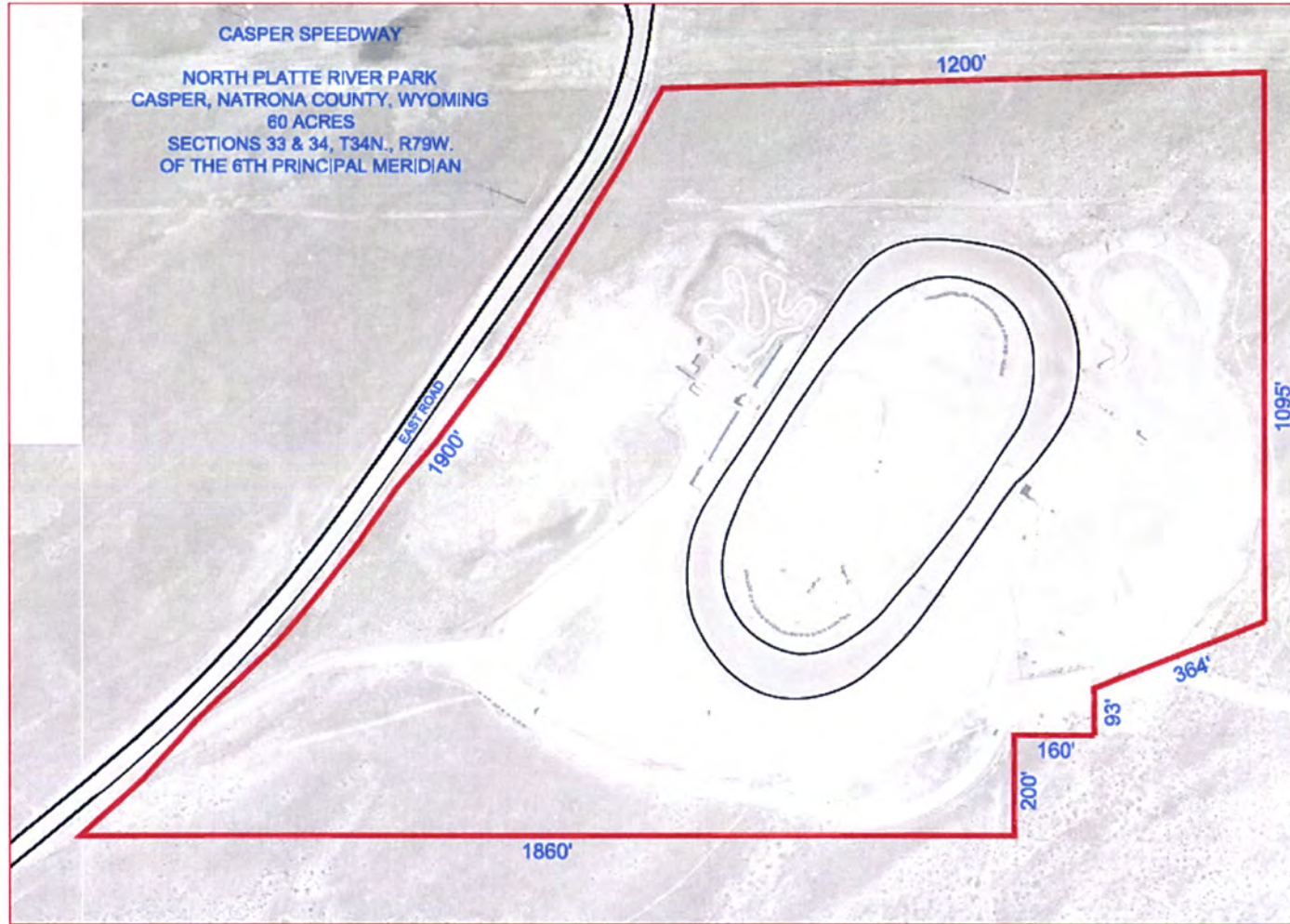
Legal Description

The property cover by this lease is located within Sections 33 and 34, Township 34 N., Range 79 W., with the following metes and bounds description:

Commencing at the northwest corner of Section 34, Township 34 N., Range 79 W., being the Point of Beginning; thence east a distance of 500.00 feet to the northeasterly corner of the property; thence south a distance of 1,095.00 feet, more or less, to the southeasterly corner of the property; thence west and south a distance of 364.00 feet, more or less, to a point representing the north end of the entrance gate; thence south a distance of 93.00 feet, more or less, to the southerly boundary of the NW  $\frac{1}{4}$  of the NW  $\frac{1}{4}$  of Section 34, Township 34 N., Range 79 W.; thence west 160.00 feet, more or less, to a point along the section line common to Section 33 and Section 34, Township 34 N., Range 79 W.; thence south a distance of 200.00 feet to a point; thence west a distance of 1,860.00 feet, more or less, to the east right-of-way fence of East Road, being the southwesterly corner of the property; thence north and east along said east right-of-way fence a distance of 1,900.00 feet, more or less, to the northerly boundary of the NE  $\frac{1}{4}$  of the NE  $\frac{1}{4}$  of Section 33, Township 34 N., Range 79 W., being the northwesterly corner of the property; thence east a distance of 1,200.00, more or less, to the Point of Beginning and containing 60 acres, more or less.

Attachment B

Aerial view of the Casper Speedway.



## Attachment C

The City will make available all physical fixed assets currently on the premises that include the following major items:

1. 1/2 mile oval dirt track. The track may be classified as “dry, slick” with a high clay shale content with low water absorptivity. This is perhaps the most important maintenance problem with the track, since it requires frequent water and grooming to maintain a suitable track surface.
2. Concession building with potable water.
3. Pit building with “sky box” VIP seating above.
4. Pit shed with drive in window.
5. Bleachers with an estimated seating capacity of 1,500.
6. Merchandise shed.
7. Gate building.
8. Unpaved parking areas.
9. Track lighting.
10. Barrier walls and perimeter fencing.
11. Scale House with vehicle scale.
12. Observation/announcer’s booth.
13. Amplifiers and announcer’s equipment.
14. On-site, non-domestic, non-potable water supply for track watering.



Like us on Facebook!

2021 Schedule

April 17<sup>th</sup> Car show "Clarion Inn 10Am - 2Pm"

April 24<sup>th</sup> Test & Tune 2pm "Car show Rain out Date"

Saturday May 1<sup>st</sup> Mini Stock, IMCA Hobby, Mod 4, MWM, IMCA Mod, Dwarf, Rocky MHT.

May 7<sup>th</sup> Mini Stock, Mod 4, MWM, Rocky MHT, **IMCA Modified \$1,000 TO WIN!**

Brought to you by Chucks Bait



May 14<sup>th</sup> Mini Stock, IMCA Hobby, Mod 4, MWM, IMCA Mod, Dwarf

May 21<sup>st</sup> IMCA Hobby, Mod 4, MWM, IMCA Mod, Dwarf

May 28<sup>th</sup> Mini Stock, IMCA Hobby, Mod 4, MWM, Rocky MHT



June 4<sup>th</sup> Mini Stock, IMCA Hobby, MWM, IMCA Mod, Dwarf

Sunday June 13<sup>th</sup> Mini Stock, Mod 4, MWM, **ASCS Elite Non-Wing Sprints**

June 18<sup>th</sup> IMCA Hobby, Mod 4, MWM, Rocky MHT, **Winged 360 Sprint Car**



June 25<sup>th</sup> Mini Stock, IMCA Hobby, Mod 4, Dwarf, Rocky MHT

Sun. July 4<sup>th</sup> Mini Stock, IMCA Hobby, **Mod 4**, MWM, IMCA Mod, Dwarf, Rocky MHT

Monday July 5<sup>th</sup> IMCA Hobby, **Mod 4**, MWM, IMCA Mod "July 4<sup>th</sup> and 5<sup>th</sup> Mod 4 Special"

July 16<sup>th</sup> Mini stock, Mod 4, **MWM Daniel Dickerson Memorial**, Dwarf, Rocky MHT

Sun July 25<sup>th</sup> Mini Stock, IMCA Hobby, Dwarf,

**High Plains Late Model Series " Bob Schierkolk Memorial race"**



Championship night

July 30<sup>th</sup> Mini Stock, IMCA Hobby, Mod 4, MWM, IMCA Mod, Dwarf, Rocky MHT



Nightly and yearly Sponsors Welcomed / Appreciated

Any Questions Call Chris McAuley 307-267-8475







RESOLUTION NO. 21-33

A RESOLUTION AUTHORIZING A LEASE AGREEMENT WITH THE CASPER MOUNTAIN RACERS ASSOCIATION, FOR THE OPERATION OF THE CASPER SPEEDWAY.

WHEREAS, the City of Casper is the owner of the Casper Speedway in North Platte Park, and all the facilities and fixtures thereto; and,

WHEREAS, Casper Mountain Racers Association has expressed an interest in operating the Casper Speedway; and,

WHEREAS, Casper Mountain Racers Association, is ready, willing and able to operate the Casper Speedway; and,

WHEREAS, the City of Casper desires to enter into a Lease Agreement with the Casper Mountain Racers Association to operate the Casper Speedway.

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 Lease Agreement with Casper Mountain Racers Association, for the operation of the Casper Speedway.

PASSED, APPROVED, AND ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2021.

APPROVED AS TO FORM:



ATTEST:

CITY OF CASPER, WYOMING  
A Municipal Corporation

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

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

March 18, 2021

MEMO TO: J. Carter Napier, City Manager *JCN*  
FROM: Tim Cortez, Director of Parks and Recreation  
Randy Norvelle, Parks Manager  
SUBJECT: Authorizing a Contract for Professional Services with Rooter Service Incorporated.

**Meeting Type & Date**

Regular Council Meeting  
April 6, 2021

**Action type**

Resolution

**Recommendation**

That Council, by resolution, authorize a Contract for Professional Services with Rooter Service Incorporated for rental and servicing of portable toilets.

**Summary**

In February of 2021, the City of Casper Parks Division advertised it was seeking proposals from contractors for the rental and servicing of portable toilets and the servicing of vaults in various City parks and field locations. A total of one (1) proposal was received, from Rooter Service Incorporated located at 1835 Skyview Drive, Casper Wyoming.

The term of the Agreement is for three (3) years in the amount of forty-seven thousand two hundred eighty-one dollars and 35/100 (\$47,281.35) each year, for a total of seventeen (17) handicap and thirty-three (33) standard portable toilets. The total cost for is one hundred forty-one thousand eight hundred forty-four dollars and 05/100 (\$141,844.05). Services are scheduled to be completed by April 4, 2024.

**Financial Considerations**

Funding will be from the general fund allocated to the parks budget equipment rental.

**Oversight/Project Responsibility**

Tim Cortez, Director of Parks and Recreation  
Randy Norvelle, Parks Manager

**Attachments**

Resolution  
Agreement

# CONTRACT FOR PROFESSIONAL SERVICES

## PART I - AGREEMENT

This Contract for Professional Services (“Contract”) is entered into on this 6th day of April, 2021, 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. Rooter Sewer Service Inc. (R & R Rest Stops), 1835 Skyview Drive, Casper, Wyoming 82601 (“Contractor”).

Throughout this document, the City and the Contractor may be collectively referred to as the “parties.”

### RECITALS

A. The City is requesting the rental and servicing of portable toilets and servicing vaults in various City parks and field locations.

B. The project requires professional services for the rental and servicing of portable toilets and servicing vaults.

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 Contractor shall provide portable toilets that have all of the following features:

1. Shall be of primarily polyethylene construction.
2. Interior natural lighting provided by translucent roofs.
3. Sanitary seat deck and flow design (nonporous surfaces).
4. Anti-slip floor surface.
5. Outside emergency access.
6. Interior latch and in-use indicator.
7. Hand Sanitizer.
8. Heavy-duty spring loaded doors.
9. Maximum venting from floor, window, and vent pipe.

10. Standard units shall have a single piece stand over the urinal.
11. 70-gallon holding tank in standard units, 65-gallon in handicap.
12. Handicap units must comply with the Americans with Disabilities Act.

B. The Contactor shall perform the following servicing:

1. All units must be in good repair and Contractor must repair or replace the units within one week of reported damage.
2. Contractor shall provide units in the locations and time periods indicated on Attachment A for 2021 and 2022, Attachment B for 2022 and 2023, and Attachment C for 2023 and 2024.
3. Request for additional servicing of units will be subject to at least 48-hour prior notification.
4. Contractor must maintain a service unit in Casper, Wyoming or within thirty (30) minutes response time to request.
5. Units will be monitored by the City for overall cleanliness and repair. Requests by the City for maintenance and/or cleaning shall be responded to within eight (8) hours.

2. TIME OF PERFORMANCE:

- A. The services of the Contractor shall be performed in accordance with the yearly schedule attached hereto as Attachment A for the first year of the Contract (“primary term”), and in accordance with Attachment B and Attachment C for any subsequent renewal thereof. Attachments A, B and C are hereby made a part of this Contract.
- B. The primary term of this Contract is from April 7, 2021, through April 4, 2022. The City has the option to renew this Contract for up to two (2) subsequent one year terms. To do so, the City Manager or his designee shall advise the Contractor in writing that the City is exercising its renewal option. The option shall be exercised by the City on or before the first day of April 1 each year, or the Contract will automatically terminate. The first renewal option term is from April 5, 2022, through April 4, 2023. The second renewal option term is from April 5, 2023, through April 4, 2024.
- C. For removal dates in Attachment A, Attachment B or Attachment C that are marked as “NA,” if the Contract is not renewed, the Contractor shall remove the portable toilets within thirty (30) days of non-renewal or within seven (7) days of the written request to do so by the City Manager or his designee.

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 Forty-Seven Thousand Two Hundred Eighty-One Dollars and 35/100

(\$47,281.35) per term for up to three (3) terms, for a total not to exceed One Hundred Forty-One Thousand Eight Hundred Forty-Four Dollars and 05/100 (\$141,844.05).

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 attached hereto as PART II -- GENERAL TERMS AND CONDITIONS.

6. EXTENT OF CONTRACT:

This Contract represents the entire and integrated Agreement between the City and the Contractor, and supersedes all prior negotiations, representations, or agreements, either written or oral. The Contract may be amended only by written instrument signed by both the City's and the Contractor's authorized representatives.

The City and the Contractor each individually represent that they have the requisite authority to execute this Contract and perform the services described in this Contract.

**[The rest of this page is 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 Trout

ATTEST

CITY OF CASPER, WYOMING  
A Municipal Corporation

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

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

WITNESS

CONTRACTOR  
R & R Rest Stops

By: Randy Norvelle  
Printed Name: Randy Norvelle  
Title: Parks Manager

By: Benji Bjorklund  
Printed Name: Benji Bjorklund  
Title: G.M.

## 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 AND VENUE:

This Contract shall be governed by the laws of the State of Wyoming. The Courts of the State of Wyoming shall have jurisdiction over this Contract and the parties. The venue shall be the Seventh Judicial District, Natrona County, 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 (ISO CG 25 03 or 25 04) or the general aggregate limit shall be twice the required occurrence limit). 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 Million Dollars

(\$2,000,000) to any claimant for any number of claims arising out of a single transaction or occurrence; or the sum of Two Million Dollars (\$2,000,000) 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 broader coverage and/or higher limits than required under this Agreement, then the City shall be entitled to the broader coverage and/or 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, CG 20 26, CG 20 33, or CG 20 38 and CG 20 37 forms if later revisions used).

2. *Primary Coverage*

For any claims related to this Contract, the Contractor's insurance coverage shall be primary and non-contributory insurance coverage at least as broad as ISO CG 20 01 04 13 as respects the Contractor 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 five (5) 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 *five (5) 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 of insurance including all required amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause and a copy of the Declarations and Endorsement Page of the CGL policy listing all policy endorsements to the City

before work begins. 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. FORCE MAJEURE:

Neither party shall be liable for failure to perform under this Contract 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, pandemics, 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.

Attachment A

Portable Toilet Schedule  
2021 and 2022

Location	Handicap Unit	Handicap Unit Num. of Services per unit/ week	Standard Unit	Standard Unit Num. of Service per Unit/week	Placement Date	Removal Date
Boys & Girls Club	0	0	1	2	April 7, 2021	September 6, 2021
City Park	1	2	1	2	April 7, 2021	September 6, 2021
Conwell Park	1	2	1	2	April 7, 2021	September 6, 2021
Long Park	1	1	0	0	April 7, 2021	September 6, 2021
Matthew Campfield Park	1	1	0	0	April 7, 2021	September 6, 2021
Morad Park	1	2	1	2	April 7, 2021	NA
Nancy English Park	1	2	0	0	April 7, 2021	September 6, 2021
Paradise Valley Park	1	2	1	2	April 7, 2021	September 6, 2021
Washington Park	1	2	3	2	April 7, 2021	September 6, 2021
South Mike Sedar Park	1	2	0	0	April 7, 2021	September 6, 2021
Amoco Park	1	2	0	0	April 7, 2021	September 6, 2021
Dog Park (Lake McKenzie)	0	0	1	2	April 7, 2021	NA
Highland Park	0	0	1	2	April 7, 2021	September 5, 2021
Wolf Creek Park	0	0	1	2	April 7, 2021	September 6, 2021
Garden Creek Park	0	0	1	1	April 7, 2021	September 6, 2021
Crossroads Ballfields	0	0	2	2	April 7, 2021	October 25, 2021
Crossroads Parkway (May -September)	1	3	1	3	May 3, 2021	October 4, 2021
Crossroads Parkway (October-April)	1	2	1	2	October 1, 2021	April 29, 2022
Midget Football Facility (September-October)	1	2	4	2	August 30, 2021	October 25, 2021
North Casper Ballfields	1	3	7	3	April 7, 2021	October 25, 2021
North Casper Ballfield (Bridge)	1	2	0	0	October 25, 2021	April 5, 2022
North Casper Soccer Complex	1	2	6	2	March 15, 2021	October 25, 2021
Washington Park Ballfield	1	2	0	2	August 23, 2021	October 25, 2021

Attachment B

Portable Toilet Schedule  
2022 and 2023

Location	Handicap Unit	Handicap Unit Num. of Services per unit/ week	Standard Unit	Standard Unit Num. of Service per Unit/week	Placement Date	Removal Date
Boys & Girls Club	0	0	1	2	April 4, 2022	September 6, 2022
City Park	1	2	1	2	April 4, 2022	September 6, 2022
Conwell Park	1	2	1	2	April 4, 2022	September 6, 2022
Long Park	1	1	0	0	April 4, 2022	September 6, 2022
Matthew Campfield Park	1	1	0	0	April 4, 2022	September 6, 2022
Morad Park	1	2	1	2	April 4, 2022	NA
Nancy English Park	1	2	0	0	April 4, 2022	September 6, 2022
Paradise Valley Park	1	2	1	2	April 4, 2022	September 6, 2022
Washington Park	1	2	3	2	April 4, 2022	September 6, 2022
South Mike Sedar Park	1	2	0	0	April 4, 2022	September 6, 2022
Amoco Park	1	2	0	0	April 4, 2022	September 6, 2022
Dog Park (Lake McKenzie)	0	0	1	2	April 4, 2022	NA
Highland Park	0	0	1	2	April 4, 2022	September 6, 2022
Wolf Creek Park	0	0	1	2	April 4, 2022	September 6, 2022
Garden Creek Park	0	0	1	1	April 4, 2022	September 6, 2022
Crossroads Ballfields	0	0	2	2	April 4, 2022	October 24, 2022
Crossroads Parkway (May -September)	1	3	1	3	May 2, 2022	October 3, 2022
Crossroads Parkway (October-April)	1	2	1	2	September 30, 2022	April 3, 2023
Midget Football Facility (September-October)	1	2	4	2	8/289/2022	October 24, 2022
North Casper Ballfields	1	3	7	3	April 4, 2022	October 24, 2022
North Casper Ballfield (Bridge)	1	2	0	0	October 24, 2022	April 3, 2024
North Casper Soccer Complex	1	2	6	2	March 14, 2022	October 24, 2022
Washington Park Ballfield	1	2	0	2	August 22, 2022	October 24, 2022



Attachment C

Portable Toilet Schedule  
2023 and 2024

Location	Handicap Unit	Handicap Unit Num. of Services per unit/ week	Standard Unit	Standard Unit Num. of Service per Unit/week	Placement Date	Removal Date
Boys & Girls Club	0	0	1	2	April 3, 2023	September 5, 2023
City Park	1	2	1	2	April 3, 2023	September 5, 2023
Conwell Park	1	2	1	2	April 3, 2023	September 5, 2023
Long Park	1	1	0	0	April 3, 2023	September 5, 2023
Matthew Campfield Park	1	1	0	0	April 3, 2023	September 5, 2023
Morad Park	1	2	1	2	April 3, 2023	NA
Nancy English Park	1	2	0	0	April 3, 2023	September 5, 2023
Paradise Valley Park	1	2	1	2	April 3, 2023	September 5, 2023
Washington Park	1	2	3	2	April 3, 2023	September 5, 2023
South Mike Sedar Park	1	2	0	0	April 3, 2023	September 5, 2023
Amoco Park	1	2	0	0	April 3, 2023	September 5, 2023
Dog Park (Lake McKenzie)	0	0	1	2	April 3, 2023	NA
Highland Park	0	0	1	2	April 3, 2023	September 5, 2023
Wolf Creek Park	0	0	1	2	April 3, 2023	September 5, 2023
Garden Creek Park	0	0	1	1	April 3, 2023	September 5, 2023
Crossroads Ballfields	0	0	2	2	April 3, 2023	October 23, 2023
Crossroads Parkway (May -September)	1	3	1	3	May 1, 2023	October 2, 2023
Crossroads Parkway (October-April)	1	2	1	2	September 29, 2023	April 1, 2024
Midget Football Facility (September-October)	1	2	4	2	August 28, 2023	October 23, 2023
North Casper Ballfields	1	3	7	3	April 3, 2023	October 23, 2023
North Casper Ballfield (Bridge)	1	2	0	0	October 23, 2023	April 1, 2024
North Casper Soccer Complex	1	2	6	2	March 13, 2023	October 23, 2023
Washington Park Ballfield	1	2	0	2	August 21, 2023	October 23, 2023

RESOLUTION NO. 21-34

A RESOLUTION AUTHORIZING A CONTRACT FOR  
PROFESSIONAL SERVICES WITH ROOTER SERVICE  
INC.

WHEREAS, the City of Casper desires to contract for the rental and servicing of portable toilets and servicing of vaults in various City park and field locations for a period of three (3) years; and,

WHEREAS, Rooter Sewer Service Inc., is ready, willing, and able to provide those services specified in the Contract; and,

WHEREAS, it would be in the best interest of the City to expedite changes in the project by allowing the City Manager to sign change orders effecting time extensions of no more than thirty (30) days, dollar amount changes no greater than One Thousand Dollars (\$1,000.00), 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, a Contract for Professional Services with Rooter Sewer Service Inc. (R&R Rest Stops), Casper, Wyoming, for these services.

BE IT FURTHER RESOLVED: That the City Manager is authorized to make verified partial payment and contract extensions throughout the project, as prescribed by the agreement.

PASSED, APPROVED, AND ADOPTED on this \_\_\_\_ day of \_\_\_\_\_, 2021.

APPROVED AS TO FORM:



ATTEST:

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

CITY OF CASPER, WYOMING  
A Municipal Corporation

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

March 23, 2021

**MEMO TO:** J. Carter Napier, City Manager *JN*

**FROM:** Liz Becher, Community Development Director *LB*  
M. Jeremy Yates, MPO Supervisor

**SUBJECT:** Authorizing the filing of a grant application for Federal Transit Administration (FTA) operating funds for FY2022

Meeting Type & Date:  
Regular Council Meeting  
April 6, 2021

Action type:  
Resolution

Recommendation:  
That Council, by resolution, authorizes City staff to apply for FTA Section 5307 grant funds to operate the City's transit system.

Summary:  
The City of Casper is the designated recipient for federal transit dollars. Each year, the City is eligible for FTA Section 5307 funds to use for operations and capital expenditures related to funding the transit program.

Financial Considerations:  
This year, the City is eligible for \$1,043,812 in federal funds. MPO staff will be writing a grant requesting \$1,043,812 in operating and capital assistance at this time. The City's local match for this grant totals \$976,784 with the funds coming from the City's General Fund, local One Cent Funds, and contributions from CATC.

Oversight/Project Responsibility:  
Liz Becher, Community Development Director

Attachments:  
Resolution

RESOLUTION NO.21-35

A RESOLUTION AUTHORIZING THE FILING OF APPLICATIONS WITH THE FEDERAL TRANSIT ADMINISTRATION FOR FEDERAL TRANSPORTATION ASSISTANCE.

WHEREAS, the Federal Transit Administration has been delegated the authority to award federal financial assistance for a transit project; and,

WHEREAS, the City of Casper desires to apply for these funds; and,

WHEREAS, the award or cooperative agreement for federal financial assistance will impose certain obligations upon the applicant, and may require the applicant to provide the local share of the project cost; and,

WHEREAS, the applicant has or will provide all annual certifications and assurances to the Federal Transit Administration required for the project.

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

1. That the City Manager is authorized to execute and file an application for federal assistance on behalf of the City of Casper with the Federal Transit Administration for federal assistance authorized by 49 U.S.C. § 5307, or other federal statutes authorizing a project administered by the Federal Transit Administration. The City of Casper is the Designated Recipient as defined by 49 U.S.C. § 5307(a)(2).
2. That the City Manager or his designee is authorized to execute and file with its applications the annual certifications and assurances and other documents the Federal Transit Administration requires before awarding a federal assistance award or cooperative agreement.
3. That the City Manager or his designee is authorized to execute award and cooperative agreements with the Federal Transit Administration on behalf of the City of Casper.

PASSED, APPROVED, AND ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

APPROVED AS TO FORM:

  
\_\_\_\_\_

ATTEST:

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

CITY OF CASPER, WYOMING  
A Municipal Corporation

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

March 23, 2021

**MEMO TO:** J. Carter Napier, City Manager *JCN*

**FROM:** Liz Becher, Community Development Director *LB*  
M. Jeremy Yates, MPO Supervisor

**SUBJECT:** Authorizing the filing of a grant application for Wyoming Department of Transportation (WYDOT) operating assistance funds for FY 2022

Meeting Type & Date:  
Regular Council Meeting  
April 6, 2021

Action type:  
Resolution

Recommendation:  
That Council, by resolution, authorizes City staff to apply for grant funds under 49 U.S.C. Section 53 for operating assistance through the Wyoming Department of Transportation (WYDOT) for the City's transit program. The City of Casper is eligible to apply for this grant through WYDOT's Office of Local Government Coordination.

Summary:  
WYDOT is the designated recipient of the Section 5311 transit operating assistance grant and is authorized to award subrecipient grants to other agencies. The City of Casper is eligible to apply for this grant for their transit program.

Financial Considerations:  
This year, staff wishes to apply for \$178,333 in Federal funds under Section 5311. Receiving this grant would obligate the City to provide a 43.44% local match totaling \$136,966. This match is currently programmed into the Proposed FY 2022 Budget.

Oversight/Project Responsibility:  
Liz Becher, Community Development Director

Attachments:  
Resolution

RESOLUTION NO. 21-36

A RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION FOR A GRANT UNDER 49 U.S.C. SECTION 53, AS AMENDED BY THE FIXING AMERICA'S SURFACE TRANSPORTATION (FAST) ACT, PUBLIC LAW NO. 116-260, DECEMBER 27, 2020, AND OTHER AUTHORIZING LEGISLATION TO BE ENACTED.

WHEREAS, the U.S. Department of Transportation is authorized to make grants to states through the Federal Transit Administration (FTA) to support assistance projects for non-urbanized area public transportation systems under 49 U.S.C. Section 53 of The Fixing America's Surface Transportation (FAST) Act, Public Law No. 116-260, December 27, 2020, as amended; and,

WHEREAS, the Wyoming Department of Transportation has been designated by the Governor to administer 49 U.S.C. Section 53; and,

WHEREAS, the contract for financial assistance will impose certain obligations upon the City, including provisions for the local share of project costs; and,

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That on behalf of the City of Casper that the City Manager, or his designee is authorized to execute and file a grant application with the Wyoming Department of Transportation to aid the financing of operating assistance and/or capital assistance for projects pursuant to 49 U.S.C. Section 53 of the Fixing America's Surface Transportation (FAST) Act, Public Law No. 116-260, December 27, 2020, as amended;

BE IT FURTHER RESOLVED: the City of Casper is authorized to furnish such additional information as the Wyoming Department of Transportation may require in conjunction with the application of the project.

PASSED, APPROVED, AND ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

APPROVED AS TO FORM:

  
\_\_\_\_\_

ATTEST:

CITY OF CASPER, WYOMING  
A Municipal Corporation

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

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

March 23, 2021

**MEMO TO:** J. Carter Napier, City Manager *JCN*

**FROM:** Liz Becher, Community Development Director *LB*  
M. Jeremy Yates, MPO Supervisor

**SUBJECT:** Authorizing the filing of a grant application for Wyoming Department of Transportation (WYDOT) transit capital funds for FY 2022

Meeting Type & Date:  
Regular Council Meeting  
April 6, 2021

Action type:  
Resolution

Recommendation:

That Council, by resolution, authorizes City staff to apply for grant funds under Section 5339 (Bus and Bus Facilities Programs) and Section 5310 (Enhanced Mobility of Seniors and Individuals with Disabilities) through the Wyoming Department of Transportation (WYDOT) for the City's transit program. The City of Casper is eligible to apply for these grants through WYDOT's Office of Local Government Coordination.

These are reimbursable grants which are critical for the City's transit capital program and to maintain a state of good repair as required by the Federal Transit Administration (FTA).

Summary:

WYDOT is the designated recipient of Section 5339 and 5310 transit grants and is authorized to award subrecipient grants to other agencies. The City of Casper is eligible to apply for these grants for their transit program.

Financial Considerations:

This year, staff wishes to apply for \$121,600 in Federal funds under Section 5339 and Section 5310. Receiving this grant would obligate the City to provide a 20% local match totaling \$30,400. This match is currently programmed into the Proposed FY 2022 Budget. The projects for these funds include:



<b>Year</b>	<b>Description</b>	<b>Federal</b>	<b>Local</b>	<b>Total</b>
FY 2022	ADA all-wheel drive wheelchair lift equipped 8-10 passenger van for door-to-door service	\$57,600	\$14,400	\$72,000
FY 2022	Two-Way Radios for transit fleet	\$40,000	\$10,000	\$50,000
FY 2022	Wyoming Rescue Mission Bus Shelter	\$24,000	\$6,000	\$30,000
	<b>Total</b>	<b>\$121,600</b>	<b>\$30,400</b>	<b>\$152,000</b>

Oversight/Project Responsibility:

Liz Becher, Community Development Director

Attachments:

Resolution

RESOLUTION NO. 21-37

A RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION FOR A GRANT UNDER 49 U.S.C. SECTIONS 5310 AND 5339, AS AMENDED BY THE FIXING AMERICA'S SURFACE TRANSPORTATION (FAST) ACT, PUBLIC LAW NO. 116-260, DECEMBER 27, 2020, AND OTHER AUTHORIZING LEGISLATION TO BE ENACTED.

WHEREAS, the U.S. Department of Transportation is authorized to make grants to states through the Federal Transit Administration (FTA) to support capital assistance projects for non-urbanized area public transportation systems under Sections 5310 and 5339 of The Fixing America's Surface Transportation (FAST) Act, Public Law No. 116-260, December 27, 2020, as amended; and,

WHEREAS, the Wyoming Department of Transportation has been designated by the Governor to administer Sections 5310 and 5339; and,

WHEREAS, the contract for financial assistance will impose certain obligations upon the City, including provisions for the local share of project costs; and,

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That on behalf of the City of Casper, the City Manager, or his designee is authorized to execute and file a grant application with the Wyoming Department of Transportation to aid the financing of capital assistance for projects pursuant to Sections 5310 and 5339 of the Fixing America's Surface Transportation (FAST) Act, Public Law No. 116-260, December 27, 2020, as amended.

BE IT FURTHER RESOLVED: the City of Casper is authorized to furnish such additional information as the Wyoming Department of Transportation may require in conjunction with the application of the project.

PASSED, APPROVED, AND ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

APPROVED AS TO FORM:



ATTEST:

CITY OF CASPER, WYOMING  
A Municipal Corporation

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

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

March 9, 2021

MEMO TO: J. Carter Napier, City Manager *JCN*

FROM: Andrew Beamer, P.E., Public Services Director *AB*  
Terry Cottenoir, Engineering Technician

SUBJECT: Authorizing an Agreement with Limmer Roofing Inc., in the Amount of \$19,956.00, for the 2021 CPU Roof Replacements, Project No. 20-049.

**Meeting Type & Date**

Regular Council Meeting  
April 6, 2021

**Action type**

Resolution

**Recommendation**

That Council, by resolution, authorize an agreement with Limmer Roofing, Inc., for the 2021 CPU Roof Replacements, Project No. 20-049, in the amount of \$19,956.00. Furthermore, it is recommended that Council authorize a construction contingency account, in the amount of \$2,000.00, for a total project amount of \$21,956.00.

**Summary**

On Tuesday, March 2, 2021, three (3) bids were received for the 2021 CPU Roof Replacements, Project No. 20-049. The bids received for this work are as follows:

<b><u>CONTRACTOR</u></b>	<b><u>BUSINESS LOCATION</u></b>	<b><u>BID AMOUNT</u></b>
<b>Limmer Roofing, Inc.</b>	<b>Mills, WY</b>	<b>\$19,956.00</b>
Dave Loden Construction	Buffalo, WY	\$41,885.00
Contract West Roofing	Salt Lake City, Utah	\$47,700.00

The 2021 CPU Roof Replacements Project includes the removal and replacement of the existing roofing systems at the North Park Lift Station, Southwest Lift Station, and the Sam H. Hobbs Wastewater Treatment Plant (WWTP) Primary Building. The existing roofing systems on these facilities are nearing the end of their operational lives, and a number of leaks have developed causing safety concerns. The new roofing systems will carry a twenty (20) year warranty after installation. Work is scheduled to be completed by October 22, 2021. The estimate prepared by the City Engineering Division was \$45,000.00.

As required by Wyoming State Statute 16-6-102, in-state bidders receive a five percent (5%) bid preference. As the low bid was received from an in-state Contractor, no bid preference was granted. A notice was published in the local newspaper once a week for two consecutive weeks as required by State Statute, and the project was advertised on the City of Casper's website ([www.casperwy.gov](http://www.casperwy.gov)).

**Financial Considerations**

Funding will be from WWTP Current Reserves and Water Distribution Current Revenue allocated to Roof Replacements.

**Oversight/Project Responsibility**

Terry Cottenoir, Engineering Technician, Public Services

**Attachments**

Resolution  
Agreement

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 with Limmer Roofing, Inc., P.O. Box 1496, Mills, Wyoming 82604, hereinafter referred to as the "Contractor."

WHEREAS, the City of Casper desires remove and replace the existing roofing systems at the North Park Lift Station, Southwest Lift Station, and the Sam H. Hobbs Wastewater Treatment Plant Primary Building; and,

WHEREAS, Limmer Roofing, Inc., is able and willing to provide those services specified as the 2021 CPU Roof Replacements, Project No. 20-049.

NOW, THEREFORE, it is hereby agreed as follows:

ARTICLE 1. WORK.

Contractor shall perform all the work required by the Contract Documents for the 2021 CPU Roof Replacements, Project No. 20-049, hereinafter referred to as the "Work."

ARTICLE 2. 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 Engineer in the Contract Documents in connection with completion of the Work in accordance with the Contract Documents.

ARTICLE 3. CONTRACT TIME.

- 3.1 The Work will be substantially completed by **October 22, 2021**, and completed and ready for final payment in accordance with Article 14 of the General Conditions by **October 29, 2021**.
- 3.2 Liquidated Damages. Owner and Contractor recognize that time is of the essence of this Agreement and that Owner will suffer financial loss if the Work is not substantially completed by the time specified in Paragraph 3.1 above, plus any extension thereof allowed in accordance with Article 12 of the General Conditions. They also recognize the delays, expense, and difficulties involved in proving in a legal or arbitration proceeding the actual loss suffered by Owner if the Work is not substantially completed on time. Accordingly, instead of requiring any such proof, Owner and Contractor agree that as liquidated damages for delay (but not as a penalty) Contractor shall pay Owner Five Hundred Dollars (\$500.00) for each day that expires after the time specified in Paragraph 3.1 for substantial completion. After Substantial Completion, if Contractor shall neglect, refuse, or fail to complete the remaining work within the time specified in paragraph 3.1 for completion and readiness for final payment or any proper extension thereof granted by Owner, Contractor shall pay Owner

Two Hundred Dollars (\$200.00) for each day that expires after the time specified in paragraph 3.1 for completion and readiness for final payment. It is further agreed that such liquidated damages are not a penalty, but represent the parties' best estimate of actual damages.

#### ARTICLE 4. CONTRACT PRICE.

In consideration of the performance of the work in accordance with the Contract documents for this Unit Price Contract, Owner shall pay Contractor in current funds a not-to-exceed total contract price of Nineteen Thousand Nine Hundred Fifty-Six Dollars (\$19,956.00), subject to additions and deductions by Change Order approved by the Owner. The contract fee shall be based on materials actually furnished and installed and services actually provided based on the unit prices contained in the Bid Form, included as Exhibit "A" (pages BF-1 through BF-4, Bid Form) and Itemized Bid Schedule, included as Exhibit "B" (page BS-1, Bid Schedule) and by this reference made a part of this Agreement.

#### ARTICLE 5. PAYMENT PROCEDURES.

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

- 5.1 Progress Payments. Contractor's Applications for Payment, as recommended by Engineer, shall be submitted to City Engineering Staff on or before the 25th day of each month during construction, and Owner shall mail progress payments in the following month one day after the second monthly meeting of the Casper City Council. Progress payments shall be structured as provided below. All progress payments will be on the basis of the progress of the Work measured by the Schedule of Values provided for in Paragraph 14.1 of the General Conditions, subject to the cutoff and submittal dates provided in the General Provisions.
  - 5.1.1 Progress payment will be made in an amount equal to ninety-five percent (95%) of the Work completed. Owner shall withhold five percent (5%) of the work completed as retainage, said retainage to be paid in accordance with the provisions of Paragraph 5.3, Final Payment.
  - 5.1.2 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 (\$50,000.00) 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-5, inclusive).
- 8.2 Joint Account Agreement or Letter of Forfeiture waiving same.
- 8.3 Exhibit "A" - Bid Form (Pages BF-1 to BF-4, inclusive).
- 8.4 Exhibit "B" - Bid Schedule (Page BS-1, inclusive).
- 8.5 Addenda No. (1).
- 8.6 Performance and Labor and Payment Bonds.
- 8.7 Certificates of Insurance, of Workers' Compensation Coverage, and of Unemployment Insurance Coverage.
- 8.8 General Conditions (Pages 00700-1 to 00700-42, inclusive).
- 8.9 Supplementary Conditions (Pages SC-1 to SC-16, inclusive).
- 8.10 Technical Specifications, consisting of fourteen (14) sections.
- 8.11 Notice of Award.
- 8.12 Notice to Proceed.
- 8.13 Minutes of the Pre-Bid Conference, if any.
- 8.14 Contract Drawings, with each sheet bearing the following general title:

**2021 CPU Roof Replacements, Project No. 20-049**
- 8.15 Shop Drawings and other Submittals furnished by Contractor during performance of the Work and accepted by the Owner.
- 8.16 Any modifications, amendments, and supplements, including Change Orders, issued pursuant to Paragraphs 3.04 and 3.05 of the General Conditions, on or after the effective date of this Agreement.



8.17 Notice of Substantial Completion.

ARTICLE 9. GOVERNMENTAL CLAIMS ACT

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

ARTICLE 10. MISCELLANEOUS PROVISIONS.

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

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

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

APPROVED AS TO FORM:

*Walter Tremel*

CONTRACTOR:

Limmer Roofing, Inc.

WITNESS:

By: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

OWNER:

CITY OF CASPER, WYOMING  
A Municipal Corporation

ATTEST:

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  
**2021 CPU Roof Replacements**  
**Project No. 20-049**

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

1. The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with the City in the form included in the Bidding Documents and to complete all Work as specified or indicated in the Bidding Documents for the Contract Price by **October 22, 2021** and completed and ready for final payment not later than **October 29, 2021** 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>  2-24-2021  </u>
Addendum No. _____	Dated _____
  - B. Bidder has examined the site and locality where the work is to be performed, the federal, state, and local Laws and Regulations, and the conditions affecting cost, progress, or performance of the work and has made such independent investigations as Bidder deems necessary;
  - C. This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm, corporation, or other business entity. Bidder has not directly or

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

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

TOTAL BASE BID, IN NUMERALS: \$ 19,956.<sup>00</sup>

TOTAL BASE BID, IN WORDS: Nineteen Thousand Nine hundred and fifty six dollars + <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. Exhibit "B" - Itemized Bid Schedule.
  - C. State of Wyoming Certificate of Residency Status, in conformance with the Instructions to Bidders.

9. Communications concerning this Bid shall be addressed to:

Address of Bidder: Limmer Roofing, Inc.  
P.O. Box 1496  
Mills, WY, 82604

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

Submitted on \_\_\_\_\_, 2021.

Bidder is bidding as a \_\_\_\_\_ (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: Limmer Roofing Inc (seal)  
(Corporation's or Limited Liability Company's Name)

WYOMING  
(State of Incorporation or Organization)

By: [Signature] Vice President (seal)

(Title) Vice President

(Seal)

Attest: [Signature]

Business Address: Limmer Roofing, Inc.  
P.O. Box 1496  
Mills, WY, 82644

Phone Number: 307-237-4189

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.)

2021 CPU Roof Replacements, Project No. 20-049 (#7558315)

Owner: City of Casper

Solicitor: City of Casper

03/02/2021 02:30 PM MST

### EXHIBIT "B" BID SCHEDULE

				<b>Limmer Roofing, Inc.</b>	
Line Item	Item Description	Unit	Quantity	Unit Price	Total Price
1	North Park Lift Station Membrane Roofing System	LS	1	\$6,300.00	\$6,300.00
2	Southwest Lift Station Membrane Roofing System	LS	1	\$8,900.00	\$8,900.00
3	WWTP Primary Building Membrane Roofing System	LS	1	\$4,756.00	\$4,756.00
<b>Total Base Bid</b>					<b>\$19,956.00</b>

**ADDENDUM NO. 1**

to the

**BIDDING AND CONTRACT DOCUMENTS**

for the

**2021 CPU ROOF REPLACEMENTS  
PROJECT NO. 20-049**

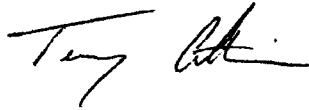
by

**CITY OF CASPER  
200 N. David  
Casper, Wyoming 82601**

**ADDENDUM DATE: February 24, 2021**

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

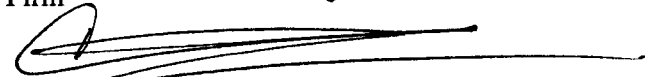
APPROVED: (CITY OF CASPER)



Terry Cottenoir, Engineering Tech II

ACKNOWLEDGMENT OF RECEIPT OF  
ADDENDUM (BIDDER)

Limmer Roding, Inc.  
Firm



By: Signature

Project Manager  
Title

2-24-2021  
Date Received

RESOLUTION NO. 21-38

A RESOLUTION AUTHORIZING AN AGREEMENT WITH LIMMER ROOFING, INC., FOR THE 2021 CPU Roof REPLACEMENTS, PROJECT NO. 20-049.

WHEREAS, the City of Casper desires to remove and replace the existing roofing systems at the North Park Lift Station, Southwest Lift Station, and the Sam H. Hobbs Wastewater Treatment Plant Primary Building; and,

WHEREAS, Limmer Roofing, Inc., is able and willing to provide those services specified as 2021 CPU Roof Replacements, Project No. 20-049; and,

WHEREAS, it would be in the best interest of the City to expedite changes in the project by allowing the City Manager to sign change orders effecting time extensions of no more than thirty (30) days, dollar amount changes no greater than Two Thousand Dollars (\$2,000.00) 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 Limmer Roofing, Inc., for those services, in the amount of Nineteen Thousand Nine Hundred Fifty-Six Dollars (\$19,956.00).

BE IT FURTHER RESOLVED: That the City Manager is hereby authorized to make verified partial payments and contract extensions throughout the project, retaining those amounts prescribed by the agreement, equal to a total amount not to exceed Nineteen Thousand Nine Hundred Fifty-Six Dollars (\$19,956.00), and Two Thousand Dollars (\$2,000.00) for a construction contingency account, for a total project amount of Twenty-One Thousand Nine Hundred Fifty-Six Dollars (\$21,956.00)

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 Two Thousand Dollars (\$2,000.00) and other project administration related change orders that do not substantially alter the scope of the project.

PASSED, APPROVED, AND ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2021.



APPROVED AS TO FORM:  
(2021 CPU Roof Replacements, Project No. 20-049)

*Walter Tremel*

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ATTEST:

CITY OF CASPER, WYOMING  
A Municipal Corporation


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Fleur Tremel  
City Clerk

---

Steven K. Freel  
Mayor

March 31, 2021

MEMO TO: City Council  
J. Carter Napier, City Manager 

FROM: John Henley, City Attorney   
Heather Bender, Paralegal

SUBJECT: Release of Local Assessment District (LAD) liens and Status Report

**Meeting Type & Date**

Regular Council Meeting  
April 6, 2021

**Action type**

Resolution  
Information, status report and request for release of paid LAD assessments.

**Recommendation**

That Council, by Resolution, authorize the execution of three attached instruments titled “Release of Lien”. The properties for which the liens should be released for are 1836 Kearney Avenue, 1809 Fremont Avenue, and 2809 Bellaire Drive.

**Summary**

**I. Background**

Fort Casper Reconstruction Phases I and II significantly improved the properties of owners who received an assessment for LAD 153<sup>i</sup> and LAD 156<sup>ii</sup>; the property owners received a very good deal, they were assessed for only a portion of the work that was performed to benefit their property.<sup>iii</sup>

**II. Collection of Assessments**

At the August 20, 2020, Work Session, Council discussed recommendations provided by staff, and provided direction regarding the collection of LAD assessments and enforcement of LAD liens. At that time approximately 38 accounts were unpaid and in default. Council directed City staff to more actively pursue the collection and enforcement of LAD assessments and liens, specifically by approving staff recommendations of establishing more frequent contact with property owners, yearly verification of mailing addresses, title searches regarding change of ownership and property tax monitoring.

The City Attorney’s Office has been working on verifying addresses and contacting property owners by sending letters and billing statements by certified mail with follow-up by telephone and in person contacts. The process has been time consuming, but has improved recovery of the assessments. The City Attorney’s Office has been coordinating and working with the Financial

Services Department and has set up payment arrangements, with some owners paying their assessment in full. Financial Services has been updating the financial records and has been taking calls from property owners.

### **III. Recent Updates**

Of the 310 properties in LAD 153, one property owner remains in default. Of the 289 properties in LAD 156, four property owners remain in default.

Of the 38 accounts that remained in August of 2020:

- 18 Accounts have been paid and closed out (totaling approximately \$59,320.09 received).
- 10 Accounts - the property owner has entered into payment arrangements which requires monthly automatic bank account payments to the City (of the 10 accounts, approximately \$13,650.47 has been collected, with \$32,292.38 remaining receivable if payment plans are successful).
- 5 Accounts have been written off or compromised per staff recommendation due to insufficient information/records or inability to collect. Three of those accounts were written off due to the inability to enforce the lien. Two of those accounts were written off because there was a recorded resolution, due to staff error, indicating the account was paid in full. One account was for an assessment billed to the City of Casper, which will be absorbed by the City.
- 5 accounts/owners remain in default (approximately \$21,336.98) Staff continues to work on collecting the remaining assessments.

### **IV. Release of LAD Assessment Liens**

Find attached a resolution authorizing the release of three Local Assessment District liens which have been paid by the owners or the owner's agent, as well as three Lien Release instruments regarding the property owners of 1836 Kearney Avenue, 1809 Fremont Avenue, and 2809 Bellaire Drive.

#### **Financial Considerations**

See section III. Recent Updates

#### **Oversight/Project Responsibility**

John Henley, City Attorney

Tom Pitlick, Financial Services Director

#### **Attachments**

Resolution and Exhibits

Lien Releases

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<sup>i</sup> LAD 153 improved 310 properties, one account remains in default.

<sup>ii</sup> LAD 156, improved 289 properties, four accounts remain in default.

<sup>iii</sup> LAD 153 and LAD 156 were part of a two-phase construction project which included the total removal and reconstruction of essentially all existing streets and curbswalks. New streets and curbswalks were reconstructed incorporating grade adjustments to insure proper surface storm drainage. A new underground storm drainage system including installation of curb inlets was also constructed. Sanitary sewer system improvements included the replacement of all deteriorated sanitary sewer manholes as well as sanitary sewer service laterals. Water mains in the entire area were replaced as well.

Property owners were assessed for the curbswalk installation along the street frontage of their property and replacement of the portion of sanitary sewer service lateral piping within the street right-of-way as well as engineering design, construction administration, and temporary traffic control costs related to these improvements. Property owners were not assessed for street pavement, water, storm sewer, or sanitary sewer main improvements.

**RELEASE OF LIEN**

The City of Casper, Wyoming, a Wyoming municipal corporation, 200 North David Street, Casper, Wyoming 82601, completed Local Assessment District 156, which improved real property owned by High Plains Financial Services, LLC, located in Casper, Wyoming, identified as follows:

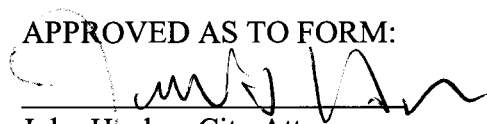
Legal Description:

Lot 487, Westwood No. 2, an Addition to the City of Casper, Natrona County, Wyoming According to the Plat Recorded April 27,1955, in Book 156 of Deeds, Page 446

More commonly known as: 1836 Kearney Avenue, Casper Wyoming 82604

The Lien (Final Assessment Roll) recorded with the Natrona County Clerk as *Record No. 901815* on the *6<sup>th</sup> day of January, 2011*, regarding the property identified, above has been paid and satisfied in full and in consideration of the payment, the City of Casper does hereby release the Lien. Please remove the Lien from the property identified above.

APPROVED AS TO FORM:

  
\_\_\_\_\_  
John Henley, City Attorney

ATTEST:

City of Casper, Wyoming  
a municipal corporation

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

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

State of Wyoming     )  
                                  )  
County of Natrona    )

This instrument was acknowledged before me on the \_\_\_ day of \_\_\_\_\_, 2021, by Steven K. Freel, Mayor of the City of Casper, Wyoming.

(Seal)

My Commission Expires:

\_\_\_\_\_  
Notary Public

**RELEASE OF LIEN**

The City of Casper, Wyoming, a Wyoming municipal corporation, 200 North David Street, Casper, Wyoming 82601, completed Local Assessment District 156, which improved real property owned by Eric Judge, located in Casper, Wyoming, identified as follows:

Legal Description:

LOT 543, "WESTWOOD NO. 2", AN ADDITION TO THE CITY OF CASPER, NATRONA COUNTY, WYOMING ACCORDING TO THE PLAT RECORDED APRIL 27, 1955 IN BOOK 156 OF DEEDS, PAGE 446.

More commonly known as: 1809 Fremont Avenue, Casper, WY 82604

The Lien (Final Assessment Roll) recorded with the Natrona County Clerk as *Record No. 901815* on the *6<sup>th</sup> day of January, 2011*, regarding the property identified above, has been paid and satisfied in full and in consideration of the payment, the City of Casper does hereby release the Lien. Please remove the Lien from the property identified above.

APPROVED AS TO FORM:

  
\_\_\_\_\_  
John Henley, City Attorney

ATTEST:

City of Casper, Wyoming  
a municipal corporation

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

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

State of Wyoming     )  
                                  )  
County of Natrona    )

This instrument was acknowledged before me on the \_\_\_ day of \_\_\_\_\_, 2021, by Steven K. Freel, Mayor of the City of Casper, Wyoming.

(Seal)

My Commission Expires:

\_\_\_\_\_  
Notary Public

**RELEASE OF LIEN**

The City of Casper, Wyoming, a Wyoming municipal corporation, 200 North David Street, Casper, Wyoming 82601, completed Local Assessment District 156, which improved real property owned by Salt Creek Investments, LLC., located in Casper, Wyoming, identified as follows:

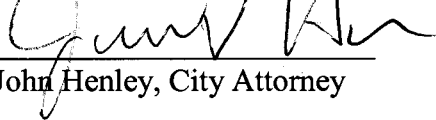
Legal Description:

LOT 545, WESTWOOD NO. 2, AN ADDITION TO THE CITY OF CASPER, NATRONA COUNTY, WYOMING ACCORDING TO THE PLAT RECORDED APRIL 27, 1955 IN BOOK 156 OF DEEDS, PAGE 446.

More commonly known as: 2809 Bellaire Drive, Casper, Wyoming 82604

The Lien (Final Assessment Roll) recorded with the Natrona County Clerk as *Record No. 901815* on the *6<sup>th</sup> day of January, 2011*, regarding the property identified, above has been paid and satisfied in full and in consideration of the payment, the City of Casper does hereby release the Lien. Please remove the Lien from the property identified above.

APPROVED AS TO FORM:

  
\_\_\_\_\_  
John Henley, City Attorney

ATTEST:

City of Casper, Wyoming  
a municipal corporation

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

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

State of Wyoming     )  
                                  )  
County of Natrona    )

This instrument was acknowledged before me on the \_\_\_ day of \_\_\_\_\_, 2021, by Steven K. Freel, Mayor of the City of Casper, Wyoming.

(Seal)

My Commission Expires:

\_\_\_\_\_  
Notary Public

RESOLUTION NO. 21-39

A RESOLUTION AUTHORIZING THE RELEASE OF VARIOUS LOCAL ASSESSMENT DISTRICT (LAD) LIENS FOR LAD 156.

WHEREAS, the City of Casper, Wyoming, completed LAD No. 156 which improved various properties; and,

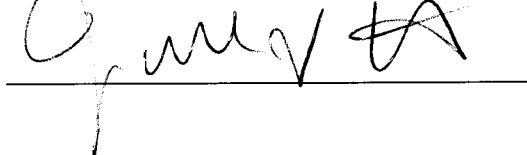
WHEREAS, a Lien (Final Assessment Roll) was recorded with the Natrona County Clerk on January 6, 2011, against various properties, including 1836 Kearney Avenue, 1809 Fremont Avenue, and 2809 Bellaire Drive; and,

WHEREAS, the property owners and/or their agents identified in Exhibit 1, attached hereto and made part of this Resolution, have paid their assessments in full, and for consideration the Lien attached to their property should be released by execution and recordation of a Release of Lien.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: that the Mayor is hereby authorized to execute, and the City Clerk to attest a Release of Lien regarding the properties identified in Exhibit 1 and commonly known as 1836 Kearney Avenue, 1809 Fremont Avenue and 2809 Bellaire Drive.

PASSED, APPROVED, AND ADOPTED this \_\_\_ day of \_\_\_\_\_, 2021.

APPROVED AS TO FORM:



\_\_\_\_\_

ATTEST:

CITY OF CASPER, WYOMING  
A Municipal Corporation

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

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



## **EXHIBIT 1**

### **LAD 156**

Address: 1836 Kearney Avenue

Legal Description: Lot 487, Westwood No. 2, an Addition to the City of Casper, Natrona County, Wyoming According to the Plat Recorded April 27, 1955, in Book 156 of Deeds, Page 446

Property Owner: High Plains Financial Services, LLC.

Lien being released from the above property: Instrument No. 901815, Recorded January 6, 2011 in the Natrona County Clerk's Office

### **LAD 156**

Address: 1809 Fremont Avenue

Legal Description: LOT 543, "WESTWOOD NO. 2", AN ADDITION TO THE CITY OF CASPER, NATRONA COUNTY, WYOMING ACCORDING TO THE PLAT RECORDED APRIL 27, 1955 IN BOOK 156 OF DEEDS, PAGE 446.

Property Owner: Eric Judge

Lien being released from the above property: Instrument No. 901815, Recorded January 6, 2011

### **LAD 156**

Address: 2809 Bellaire Drive

Legal Description: LOT 545, WESTWOOD NO. 2, AN ADDITION TO THE CITY OF CASPER, NATRONA COUNTY, WYOMING ACCORDING TO THE PLAT RECORDED APRIL 27, 1955 IN BOOK 156 OF DEEDS, PAGE 446.

Property Owners: Salt Creek Investments, LLC.

Lien being released from the above property: Instrument No. 901815, Recorded January 6, 2011

March 26, 2021

**MEMO TO:** J. Carter Napier, City Manager *JCN*

**FROM:** Andrew Beamer, P.E., Public Services Director *AB*  
Scott Baxter, Associate Engineer  
Jolene Martinez, Assistant to the City Manager

**SUBJECT:** Accepting Property Donation from the Platte River Trails Trust for Boat Ramp Construction

**Meeting Type & Date**

Regular Council Meeting  
April 6, 2021

**Action type**

Resolution

**Recommendation**

That Council, by resolution, accept property donation from the Platte River Trails Trust for the purposes of boat ramp construction.

**Summary**

Staff was notified in early January by Wyoming Game and Fish (WGF) staff that potential funding to replace the deteriorated boat ramp off Bryan Stock Trail may be available as soon as June 2021, if deadlines could be met. Potential funding was left in the WGF fiscal year 2020 budget. The funding comes through the U.S. Fish and Wildlife Service from the boating excise tax revenue and is available for boat ramp repair or replacement. In order to be eligible for funding, the boat ramp property must be publicly-owned or have a permanent public easement on the property for recreational purposes.

City staff notified the Platte River Trails Trust (PRTT) staff in January of the opportunity and requested the consideration of donating the property to the City so that the boat ramp funding could be secured. City engineering staff prepared the required boat ramp design documents and submitted them to WGF in early February. On March 11, 2021, City staff met with representatives of PRTT and WGF to discuss the potential funding, property ownership requirements, and the small window of opportunity. On March 11, 2021 the City sent a letter to PRTT Board of Directors requesting that PRTT quitclaim the boat ramp area property to the City. On March 17, 2021, the president of PRTT Board of Directors signed a quitclaim deed for 200 feet of the parcel requested by the City.

City staff was notified by WGF staff that the deadline for the U.S. Fish and Wildlife Service 2021 was not met and that WGF would work with the City to get the funding in order to replace the boat

ramp in 2022. The property ownership requirements will still apply. Therefore, staff recommends acceptance of the property donation via quitclaim deed.

**Financial Considerations**

There is no matching funds required for WGF boat ramp funding program.

**Oversight/Project Responsibility**

Andrew Beamer, Public Services Director

Scott Baxter, Associate Engineer

Jolene Martinez, Assistant to the City Manager

**Attachments**

Resolution

Quitclaim Deed

**QUITCLAIM DEED**

KNOW ALL MEN BY THESE PRESENTS, that Grantor, **Platte River Trails Trust**, a Nonprofit Corporation, 1775 W 1<sup>st</sup> St, Casper, Wyoming 82601, of the County of Natrona, State of Wyoming, for the consideration of TEN DOLLARS, and other valuable and sufficient consideration, the receipt whereof is hereby acknowledged, hereby CONVEYS and QUITCLAIMS to Grantee, **City of Casper, Wyoming**, a municipal corporation, 200 North David Street, Casper, Wyoming, of the County of Natrona, State of Wyoming, all right, title, and interest the Grantor may currently, or in the future, hold in and to that certain real property situate within Natrona County, Wyoming, more particularly described as:

Description: Easterly 200' of Instrument No. 556415

A Parcel located in and being a portion of the SE1/4SE1/4SE1/4, Section 34, T.34N., R.79W., of the Sixth Principal Meridian, Natrona County, Wyoming, being the easterly 200 feet, measured perpendicularly, to the east line of that parcel described in Instrument No. 556415 recorded in the office of the Natrona County Clerk on January 30, 1995, more particularly described as follows:

Beginning at the southeasterly corner of the Parcel being described and the northeasterly corner of the Soccer Addition as described in Instrument Number 556876, recorded in the office of the Natrona County Clerk on February 9, 1995 and a point in the east line of said SE1/4SE1/4SE1/4, Section 34 and from which point the southeast corner of said Section 34 bears S.1°27'00"W., 277.20 feet, thence S.89°11'42"W., 200.15 feet along the south line of said parcel described in Instrument Number 556415, and the north line of said Instrument Number 556876 to the southwest corner of the Parcel being described; thence on a line parallel to the east line of said SE1/4SE1/4SE1/4, Section 34 N.1°27'00"E., 80.70 feet to the northwest corner of the Parcel being described and a point in and intersection with the north line of said parcel described in Instrument Number 556415 and the south line of the Durnell Family Exemption as described in Instrument Number 897009 recorded in the office of the Natrona County Clerk on October 18, 2010; thence N.89°44'08"E., 200.09 feet along the north line of said parcel described in Instrument Number 556415 and the south line of said Instrument Number 897009 to the northeast corner of the Parcel being described and a point in and intersection with the east line of said SE1/4SE1/4SE1/4, Section 34; thence S.1°27'00"W., 78.81 feet along the east line of said parcel described in Instrument No. 556415 and the east line of said SE1/4SE1/4SE1/4, Section 34 to the Point of Beginning and said Parcel being 0.366 acres, more or less.

Subject to easements, reservations, restrictions and covenants of record.

A map of the above-described property is attached for reference hereto as **Exhibit A**.

**DATED** this 17 day of March, 2021.

**Grantor:**  
Platte River Trails Trust  
a Nonprofit Corporation

**Grantee:**  
City of Casper, Wyoming  
A Wyoming Municipal Corporation

By: David R. Hough  
David R. Hough, President  
Printed Name and Title

By: \_\_\_\_\_  
Steven K. Freel  
Mayor

Attest:

\_\_\_\_\_  
City Clerk

Approved as to Form:

Wallan Trumbull

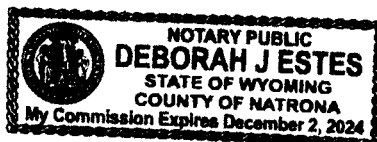
Deputy City Attorney

STATE OF WYOMING     )  
  ) ss.  
COUNTY OF NATRONA    )

This above, Quitclaim Deed, was acknowledged before me on the 18<sup>th</sup> day of March, 2021, by David R. Hough as the President (title) of the Board of the Platte River Trails Trust.

Deborah J Estes  
NOTARY PUBLIC

My commission expires: 12-20-2024



STATE OF WYOMING     )  
  ) ss.  
COUNTY OF NATRONA    )

This instrument was acknowledged before me on the \_\_\_\_\_, day of \_\_\_\_\_, 2021, by Steven K. Freel, as Mayor of the City of Casper, Wyoming.

\_\_\_\_\_  
NOTARY PUBLIC

My commission expires:



**A RESOLUTION AUTHORIZING A QUITCLAIM  
DEED TO THE CITY OF CASPER**

WHEREAS, on March 11, 2021, representatives of the City of Casper, Wyoming (**City**) and Platt River Trails Trust (**PRTT**) met with Wyoming Game and Fish (**WGF**) to discuss potential funding to repair or replace a boat ramp that is in disrepair near the ballfields on Bryan Stock Trail; and,

WHEREAS, WGF, through boating excise tax revenue that comes through the U.S. Fish and Wildlife Service, has funding left in its fiscal year 20 budget that is available for the boat ramp repair or replacement; and,

WHEREAS, the boat ramp project is eligible to receive funding from WGF if the property is either publicly-owned or has a permanent public easement on the property for recreational purposes; and,

WHEREAS, there is a small window of opportunity for the City to try to meet the requirements to receive the funding by providing critical documentation that must be in place by March 31, 2021; and,

WHEREAS, on March 11, 2021, the City sent a letter to the PRTT Board of Directors requesting that the PRTT quitclaim the property described in the Warranty Deed from the Durnell's (described in Instrument Number 556415, which is recorded in the Natrona County Clerk's Office) to the City; and,

WHEREAS, the donation requested by the City contains the boat ramp project area; and,

WHEREAS, on March 15, 2021, the PRTT Executive Committee voted to recommend to the full Board of Directors that it donate the east 200 feet of the Durnell parcel to the City to allow the City to apply for the WGF funding for the project; and,

WHEREAS, on March 17, 2021, the Board of Directors of the PRTT voted to approve the property donation via quitclaim deed; and,

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE PLATTE RIVER TRAILS TRUST:** That David Hough, the President of the Board of the Platte River Trails Trust, is hereby authorized on behalf of the Platt River Trails Trust and directed to execute a quitclaim deed for the above referenced property to the City of Casper, Wyoming.

PASSED, APPROVED, AND ADOPTED on this 17 day of March  
2021.

**APPROVED AS TO FORM**  
(Platte River Trails Trust Attorney)

No Attorney Per Se

**PLATTE RIVER TRAILS TRUST**  
a Wyoming nonprofit corporation  
1775 W 1st St, Casper, Wyoming 82601

David R Hough

Printed Name: David Hough

Title: President of the Board

**WITNESS**

Angela Emery

Printed Name: Angela Emery

Title: Executive Director, Platte River Trails Trust



RESOLUTION NO.21-40

A RESOLUTION ACCEPTING A QUITCLAIM DEED FROM THE PLATTE RIVER TRAILS TRUST FOR PROPERTY NEAR THE BEVERLY STREET BALLFIELDS BOAT RAMP.

WHEREAS, on March 11, 2021, representatives of the City of Casper, Wyoming (City) and Platte River Trails Trust (PRTT) met with Wyoming Game and Fish (WGF) to discuss potential funding to repair or replace a boat ramp that is in disrepair near the ballfields on Bryan Stock Trail; and,

WHEREAS, WGF, through boating excise tax revenue that comes through the U.S. Fish and Wildlife Service, has funding left in its fiscal year 2020 budget that is available for the boat ramp repair or replacement; and,

WHEREAS, the boat ramp project is eligible to receive funding from WGF if the property is either publicly-owned or has a permanent public easement on the property for recreational purposes; and,

WHEREAS, there is a small window of opportunity for the City to try to meet the requirements to receive the funding by providing critical documentation that must be in place by March 31, 2021; and,

WHEREAS, on March 11, 2021, the City sent a letter to the PRTT Board of Directors requesting that the PRTT quitclaim the property described in the Warranty Deed from the Durnell's (described in Instrument Number 556415, which is recorded in the Natrona County Clerk's Office) to the City; and,

WHEREAS, the donation requested by the City contains the boat ramp project area; and,

WHEREAS, on March 15, 2021, the PRTT Executive Committee voted to recommend to the full Board of Directors that it donate the east 200 feet of the Durnell parcel to the City to allow the City to apply for the WGF funding for the project; and,

WHEREAS, on March 17, 2021, the Board of Directors of the PRTT voted to approve the property donation via quitclaim deed; and,

WHEREAS, the City wants to accept the Quitclaim from PRTT.

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 accepting the above described Quitclaim Deed from the Platte River Trails Trust for the conveyance of all of its right, title, and interest in and to the property described therein.

PASSED, APPROVED AND ADOPTED THIS \_\_\_\_ day of \_\_\_\_\_,  
2021.

APPROVED AS TO FORM:



ATTEST:

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

CITY OF CASPER, WYOMING  
A Municipal Corporation

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

March 22, 2021

**MEMO TO:** Carter Napier, City Manager *cn*  
**FROM:** Tracey L. Belser, Support Services Director *tlb*  
Matt Thomason, Buildings and Structures Manager  
**SUBJECT:** Authorize a Professional Services Agreement with Valor Construction LLC to Refinish the Exterior of the Main Building at Stuckenhoff Shooters Complex

Meeting Type & Date  
Regular Council Meeting  
April 6, 2021

Action Type  
Resolution

Recommendation

That Council, by resolution, approve a Professional Services Agreement between the City of Casper and Valor Construction LLC to refinish the exterior of the main building at the Stuckenhoff Shooters Complex.

Summary

Randy Norvelle, Parks Manager, contacted Matt Thomason, Buildings and Structures Manager, to notify him that there was available funds of \$40,000.00 which was allocated to pursue a project to refinish the exterior of the main building at the Shooting Complex. This project is being outsourced due to the size and time it would take Buildings and Structures staff.

Due to the anticipated cost of this project, Mr. Thomason published a Request for Proposal (RFP). This RFP was posted on August 3, 2020. The City did not receive any proposals. The RFP was republished on September 1, 2020, in which there was no interest. Mr. Thomason reached out directly to contractors regarding the project, and met with four (4) contractors to walk the project so they could understand the scope better. Three (3) of the vendors: Homolka Painting, Envision Painting and Valor Construction provided quotes to complete the project.

Homolka Painting provided the lowest price quote but stated that they are not willing, or able, to repair the damaged logs prior to application of the finish. Valor Construction was the lowest bidder that was willing and able, to not only repair the damaged logs but also apply the finish. Their bid was for \$26,716.25.

Mr. Thomason and Valor Construction determined the work would likely need to be completed in the spring of 2021, as temperatures above 50 degrees Fahrenheit are required to allow the finish to properly cure. After discussing the timeline with Mr. Norvelle, it was agreed to delay the work as long as it was completed before June 30, 2021.

Financial Considerations

\$26,716.25 is the estimated cost of the project, which will come from One Cent 15, Project #1019020002.

Oversight/Project Responsibility

Matt Thomason, Buildings and Structures Manager, will oversee the project.

Attachments

Project Proposal

Professional Services Agreement

# CONTRACT FOR PROFESSIONAL SERVICES

## PART I - AGREEMENT

This Contract for Professional Services (“Contract”) is entered into on this \_\_\_ day of April 2021, 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. Valor Construction LLC, a Wyoming limited liability company, 1732 Westridge Way, Casper, Wyoming, 82604 (“Contractor”).

Throughout this document, the City and the Contractor may be collectively referred to as the “parties.”

### RECITALS

A. The City is undertaking a project to prepare the exterior surface of the main building at the Stuckenhoff Shooters Complex and refinish the building with a protective log oil.

B. The project requires professional services for the repair and resurfacing of the exterior of the main building at the Stuckenhoff Shooters Complex located at 2330 North Station Road, Casper, Wyoming 82601.

C. The Contractor represents that it is ready, willing, and able to provide the professional services to City as required by this Contract.

D. The City desires to retain the Contractor for such services.

**NOW, THEREFORE**, in consideration of the covenants and conditions set forth herein to be performed, the parties agree as follows:

1. SCOPE OF SERVICES:

The Contractor shall perform the following services in connection with and respecting the project:

- A. Contractor will power wash the entire exterior of the main building of the Stuckenhoff Shooters Complex.
- B. Contractor will prepare the surface and apply Cabot Australian Timber Oil, to be provided by Contractor, to the entire exterior of the main building of the Stuckenhoff Shooters Complex.

- C. Contractor will prime and paint all of the fascia, fence attached to the covered area and roof joists on the north half of the canopy to match the T1-11 siding.
- D. Contractor will spray log oil on the entire ceiling under the south half of the exterior covered shooting area. Contractor to cut out sections of the damaged logs where needed on the most heavily damaged logs
- E. Contractor warrants that all work performed under this Agreement will be free from defects in workmanship, equipment, and materials. Upon acceptance of the work, Contractor will transfer the benefit of any applicable manufacturer's warranty to the City.
- F. Contractor will correct any errors or omissions in its work and any work deemed unsatisfactory or unacceptable by the City promptly and for no additional compensation.
- G. Contractor will perform all work in a professional and workmanlike manner and will furnish all labor, materials, tools, supplies, machinery, utilities, and other equipment that may be necessary for the completion of the Services.
- H. Contractor will monitor, supervise, and otherwise control and be solely responsible for all persons or entities performing work on its behalf.
- I. Contractor and its employees and agents, while performing the Services or while on City property for any reason during the term of this Contract, will adhere to the City's policies applicable to City employees regarding drugs, alcohol and workplace violence. Policies will be made available to Contractor upon request. Contractor will comply with all applicable federal, state and local laws, ordinances and regulations.
- J. Contractor shall remain in compliance with all Occupational Safety and Health Act provisions during installation.

2. TIME OF PERFORMANCE:

The services of the Contractor shall be undertaken and completed on or before the 30th day of June, 2021.

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 Twenty Six Thousand, Seven Hundred Sixteen Dollars and Twenty Five Cents (\$26,716.25).

4. METHOD OF PAYMENT:

Template 8/19/20

Contractor's Name: Valor Construction LLC

Page 2 of 11

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 attached hereto as PART II -- GENERAL TERMS AND CONDITIONS.

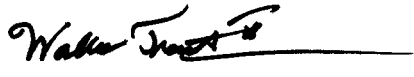
6. EXTENT OF CONTRACT:

This Contract represents the entire and integrated Agreement between the City and the Contractor, and supersedes all prior negotiations, representations, or agreements, either written or oral. The Contract may be amended only by written instrument signed by both the City's and the Contractor's authorized representatives.

The City and the Contractor each individually represent that they have the requisite authority to execute this Contract and perform the services described in this Contract.

**IN WITNESS WHEREOF**, the undersigned duly authorized representatives of the parties have executed this Contract as of the day and year above.

APPROVED AS TO FORM



---

ATTEST

CITY OF CASPER, WYOMING  
A Municipal Corporation

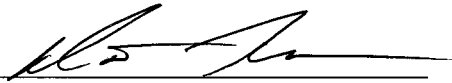
---

Fleur Tremel  
City Clerk

---

J. Carter Napier  
City Manager

WITNESS

By: 

Printed Name: Matt Thomason

Title: Bldg. and Structures Manager

CONTRACTOR  
Valor Construction LLC

By: 

Printed Name: James Bowen

Title: Owner



# 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:

Template 8/19/20

Contractor's Name: Valor Construction LLC

Page 5 of 11

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 AND VENUE:

This Contract shall be governed by the laws of the State of Wyoming. The Courts of the State of Wyoming shall have jurisdiction over this Contract and the parties. The venue shall be the Seventh Judicial District, Natrona County, 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 (ISO CG 25 03 or 25 04) or the general aggregate limit shall be twice the required occurrence limit). 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 Million Dollars

(\$2,000,000) to any claimant for any number of claims arising out of a single transaction or occurrence; or the sum of Two Million Dollars (\$2,000,000) 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 broader coverage and/or higher limits than required under this Agreement, then the City shall be entitled to the broader coverage and/or 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, CG 20 26, CG 20 33, or CG 20 38 and CG 20 37 forms if later revisions used).

2. *Primary Coverage*

For any claims related to this Contract, the Contractor's insurance coverage shall be primary and non-contributory insurance coverage at least as broad as ISO CG 20 01 04 13 as respects the Contractor 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 five (5) 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 *five (5) 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 of insurance including all required amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause and a copy of the Declarations and

Endorsement Page of the CGL policy listing all policy endorsements to the City before work begins. 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. FORCE MAJEURE:

Neither party shall be liable for failure to perform under this Contract 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, pandemics, 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.

**Valor Construction LLC**  
 1732 Westridge Way  
 Casper, WY 82604 US  
 jb.valorconstruction@Gmail.com

# Estimate

**ADDRESS**

City Of Casper  
 200 North David St.  
 Casper, Wyo 82601

**ESTIMATE #** 1011  
**DATE** 09/22/2020

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	<b>Services</b>	Scope of Work: - Power Wash the entire exterior of the Stuckenhoff Shooters Complex - Prepp & Apply Cabot Australian Timber Oil to the entire exterior of the Main Building - Prime & Paint all of the Facia, fence attached to the covered area & Roof Joist on the N. half of the Canopy to match the T1-11 Siding - Spray out the entire ceiling under the S. half of the exterior covered shooter Range	1	22,087.50	22,087.50
	<b>Services</b>	Cut out sections of damaged Logs where needed on the worst damaged Logs	1	4,628.75	4,628.75

**TOTAL** **\$26,716.25**

Accepted By

Accepted Date



RESOLUTION NO. 21-41

A RESOLUTION AUTHORIZING A CONTRACT FOR PROFESSIONAL SERVICES WITH VALOR CONSTRUCTION LLC, TO REFINISH THE EXTERIOR OF A BUILDING AT THE STUCKENHOFF SHOOTERS COMPLEX.

WHEREAS, the City of Casper wants to hire a contractor to refinish the exterior of a building at the Stuckenhoff Shooters Complex; and,

WHEREAS, Valor Construction LLC, is able and willing to provide those services; and,

WHEREAS, the City of Casper desires to enter into a Contract for Professional Services with Valor Construction LLC, in an amount not to exceed twenty six thousand seven hundred sixteen dollars and twenty-five cents (\$26,716.25) to perform the services more specifically delineated in the Contract.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CASPER, WYOMING: That the City Manager or his designee is hereby authorized to make verified partial payments throughout the term of the Contract in accordance with the terms therein.

BE IT FURTHER RESOLVED: That the Mayor is hereby authorized and directed to execute, and the City Clerk to attest, a Contract for Professional Services with Valor Construction LLC, to provide services more specifically delineated in the Contract.

PASSED, APPROVED, AND ADOPTED on this 6th day of April, 2021.

APPROVED AS TO FORM:



ATTEST:

CITY OF CASPER, WYOMING  
A Municipal Corporation

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Fleur Tremel  
City Clerk

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Steven K. Freel  
Mayor

March 17, 2021

MEMO TO: J. Carter Napier City Manager *JCN*  
FROM: Andrew B. Beamer, P.E., Public Services Director *AB*  
Terry Cottenoir, Engineering Technician  
SUBJECT: Authorizing an agreement with Installation & Service Co., Inc., in the amount of \$129,255.00, for the North Park Street Mill & Overlay, Project No. 20-042.

**Meeting Type & Date:**  
Regular Council Meeting  
April 6, 2021

**Action Type**  
Resolution

**Recommendation:**  
That Council, by resolution, authorize an agreement with Installation & Service Co., Inc. (ISCO), in the amount of \$129,255.00, for the North Park Street Mill & Overlay, Project No. 20-042. Furthermore, it is recommended that Council authorize a construction contingency account, in the amount of \$13,000.00, for a total project amount of \$142,255.00.

**Summary:**  
On Wednesday, March 17, 2021, six (6) bids were received for the North Park Street Mill & Overlay, Project No. 20-042. The bids received for this work are as follows:

<u>CONTRACTOR</u>	<u>BUSINESS LOCATION</u>	<u>BASE BID</u>
<b>ISCO</b>	<b>Mills, Wyoming</b>	<b>\$129,255.00</b>
Knife River	Casper, Wyoming	\$143,980.00
Crown Construction	Mills, Wyoming	\$147,582.50
Croell, Inc.	Sundance, Wyoming	\$174,926.25
71 Construction	Casper, Wyoming	\$180,472.71
Wayne Coleman Construction	Mills, Wyoming	\$215,307.00

The engineer's estimate prepared by the City Engineering Office was \$154,375.00, with the low bid received at \$129,255.00. Adding a construction contingency amount of \$13,000.00 will bring the total contract amount to \$142,255.00.

Installation & Service Co., Inc.  
North Park Street Mill & Overlay  
Project No. 20-042

The project consists of asphalt surface mill and overlay, concrete flatwork replacements, and concrete curb and gutter replacements along North Park Street between East A Street and East C Street. The completion date for the project is July 30, 2021.

As required by State Statute, in-state bidders receive a five percent (5%) bid preference. As all bids were received from in-state Contractors, no bid preference was granted. A notice was published in the local newspaper once a week for two consecutive weeks as required by State Statute and the project was advertised on the City of Casper's website ([www.casperwy.gov](http://www.casperwy.gov)).

**Financial Considerations:**

Funding for this project will be from the One Cent #16 funds allocated to FY21 Miscellaneous Street Improvements.

**Oversight/Project Responsibility:**

Terry Cottenoir, Engineering Technician

**Attachments:**

Resolution

Agreement

Installation & Service Co., Inc.  
North Park Street Mill & Overlay  
Project No. 20-042

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 with Installation and Service Co., Inc., PO Box 2938, Mills, Wyoming 82644, hereinafter referred to as the "Contractor."

WHEREAS, the City of Casper desires to mill and overlay a portion of North Park Street from East A Street to East C Street; and,

WHEREAS, Installation and Service Co., Inc., is able and willing to provide those services specified as the North Park Street Mill & Overlay Project No. 20-042.

NOW, THEREFORE, it is hereby agreed as follows:

ARTICLE 1. WORK.

Contractor shall perform all the work required by the Contract Documents for the North Park Street Mill & Overlay Project No. 20-042, hereinafter referred to as the "Work."

ARTICLE 2. 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 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 June 18, 2021, and completed and ready for final payment in accordance with Paragraph 14.13 of the General Conditions by July 2, 2021.
- 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) 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.

Owner shall pay Contractor in current funds for performance of the Work in accordance with the Contract Documents, subject to additions and deductions by Change Order, the contract price of One Hundred Twenty-Nine Thousand Two Hundred Fifty-Five Dollars (\$129,255.00), subject to additions and deductions by Change Order approved by the Owner. The contract fee shall be based on materials actually furnished and installed and services actually provided based on the unit prices contained in the Bid Form , included as Exhibit "A" (pages BF-1 through BF-4, Bid Form) and Itemized Bid Schedule, included as Exhibit "B" (page BS-1, Bid Schedule) and by this reference made a part of this Agreement.

#### ARTICLE 5. PAYMENT PROCEDURES.

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

- 5.1 Progress Payments. Contractor's Applications for Payment, as recommended by Engineer, shall be submitted to City Engineering Staff on or before the 25th day of each month during construction, and Owner shall mail progress payments in the following month one day after the second monthly meeting of the Casper City Council. Progress payments shall be structured as provided below. All progress payments will be on the basis of the progress of the Work measured by the Schedule of Values provided for in Paragraph 14.1 of the General Conditions, subject to the cutoff and submittal dates provided in the General Provisions.
  - 5.1.1 Progress payment will be made in an amount equal to ninety-five percent (95%) of the Work completed. Owner shall withhold five percent (5%) of the work completed as retainage, said retainage to be paid in accordance with the provisions of Paragraph 5.3, Final Payment.
  - 5.1.2 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 Fifty Thousand and 00/100 Dollars (\$50,000.00) 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-5, inclusive).
- 8.2 Joint Account Agreement or Letter of Forfeiture waiving same.
- 8.3 Exhibit "A" - Bid Form (Pages BF-1 to BF-4, inclusive).
- 8.4 Exhibit "B" - Bid Schedule (Page BS-1, inclusive).
- 8.5 Addenda No. (0).
- 8.6 Performance and Labor and Payment Bonds.
- 8.7 Certificates of Insurance, of Workers' Compensation Coverage, and of Unemployment Insurance Coverage.
- 8.8 General Conditions (Pages 00700-1 to 00700-42, inclusive).
- 8.9 Supplementary Conditions (Pages SC-1 to SC-16, inclusive).
- 8.10 Division 01 - General Requirements, consisting of eight (8) sections.
- 8.11 Division 02 – Site Construction, consisting of one (1) section.
- 8.12 Amendments & Supplements to the City of Casper Standard Specifications, consisting of five (5) sections.
- 8.13 Notice of Award.
- 8.14 Notice to Proceed.
- 8.15 Minutes of the Pre-Bid Conference, if any.
- 8.16 Contract Drawings, with each sheet bearing the following general title:  
**North Park Street Mill & Overlay, Project No. 20-042**
- 8.17 Shop Drawings and other Submittals furnished by Contractor during performance of the Work and accepted by the Owner.

8.18 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.

8.19 Notice of Substantial Completion.

ARTICLE 9. GOVERNMENTAL CLAIMS ACT

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

ARTICLE 10. MISCELLANEOUS PROVISIONS.

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

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

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

APPROVED AS TO FORM:

*Walter T. ...*

ATTEST:

By: \_\_\_\_\_

Title: \_\_\_\_\_

ATTEST:

By: \_\_\_\_\_

Fleur Tremel

Title: City Clerk

CONTRACTOR:

Installation & Service Co., Inc.

By: \_\_\_\_\_

Title: \_\_\_\_\_

OWNER:

CITY OF CASPER, WYOMING

A Municipal Corporation

By: \_\_\_\_\_

Steven K. Freel

Title: Mayor



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

PROJECT IDENTIFICATION:     City of Casper  
                                  **North Park Street Mill & Overlay**  
                                  **Project No. 20-042**

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

1.     The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with the City in the form included in the Bidding Documents and to complete all Work as specified or indicated in the Bidding Documents for the Contract Price by **July 30, 2021**, and completed and ready for final payment not later than **August 6, 2021**, 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>  N/A  </u>	Dated _____
Addendum No. _____	Dated _____
  
  - B.     Bidder has examined the site and locality where the work is to be performed, the federal, state, and local Laws and Regulations, and the conditions affecting cost, progress, or performance of the work and has made such independent investigations as Bidder deems necessary;
  
  - C.     This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm, corporation, or other business entity. Bidder has not directly or

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

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

TOTAL BASE BID, IN NUMERALS: \$ 129,255.00

TOTAL BASE BID, IN WORDS: One hundred twenty nine thousand, two hundred + fifty - five 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. Exhibit "B" - Itemized Bid Schedule.
  - C. State of Wyoming Certificate of Residency Status, in conformance with the Instructions to Bidders.

9. Communications concerning this Bid shall be addressed to:

Address of Bidder: Installation + Service Co. Inc.  
P.O. BOX 2938  
MILLS, WY 82644

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

Submitted on March 17, 2021, 2021.

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: Installation + Service Co Inc. (seal)  
(Corporation's or Limited Liability Company's Name)

Wyoming  
(State of Incorporation or Organization)

By: Danny Spurgeon (seal)  
President  
(Title)

(Seal)  
Attest: [Signature]

Business Address: 401 CASCADE DR.  
Casper, WY 82404

Phone Number: 307.473.9000

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.)

North Park Street Mill and Overlay, Project No. 20-042 (#7604873)  
 Owner: Casper WY, City of  
 Solicitor: Casper WY, City of  
 03/17/2021 02:00 PM MDT

**EXHIBT "B" - BID SCHEDULE**

Line Item	Item Description	Units	Quantity	Installation & Service Co., Inc.	
				Unit Price	Total Price
1	Mobilization	LS	1	\$7,500.00	\$7,500.00
2	F&I Temporary Traffic Control	LS	1	\$2,300.00	\$2,300.00
3	Remove Asphalt Surfacing by Cold Milling	SY	3525	\$2.60	\$9,165.00
4	F&I 2" Asphalt Overlay	TON	450	\$95.00	\$42,750.00
5	F&I Asphalt Leveling Course	TON	90	\$85.00	\$7,650.00
6	R&R Asphalt Section as Patch (4"/6")	SY	110	\$52.50	\$5,775.00
7	Sub-Excavate & Installation Foundation Material	CY	20	\$45.00	\$900.00
8	R&R Concrete Curb and Gutter (30" Wide, Type B)	LF	950	\$36.50	\$34,675.00
9	R&R Concrete Flatwork	SF	1475	\$10.00	\$14,750.00
10	Adjust Valve Box Top & Install 33"x33" Concrete Diamond with New Lid	Ea	4	\$450.00	\$1,800.00
11	Contractor Asphalt Testing	LS	1	\$1,990.00	\$1,990.00
<b>Base Bid Total:</b>					<b>\$129,255.00</b>

RESOLUTION NO. 21-42

A RESOLUTION AUTHORIZING AN AGREEMENT WITH  
INSTALLATION AND SERVICE CO., INC., FOR THE NORTH  
PARK STREET MILL & OVERLAY, PROJECT NO. 20-042.

WHEREAS, the City of Casper desires to perform surface mill and overlay and concrete replacements along North Park Street between East A Street and East C Street for the North Park Street Mill & Overlay; and,

WHEREAS, Installation and Service Co., Inc., is able and willing to provide those services specified as the North Park Street Mill & Overlay Project, No. 20-042; and,

WHEREAS, it would be in the best interest of the City to expedite changes in the project by allowing the City Manager to sign change orders effecting time extensions of no more than thirty (30) days, dollar amount changes no greater than Thirteen Thousand Dollars (\$13,000.00) 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 Installation and Service Co., Inc., for those services, in the amount of One Hundred Twenty-Nine Thousand Two Hundred Fifty-Five Dollars (\$129,255.00).

BE IT FURTHER RESOLVED: That the City Manager is hereby authorized to make verified partial payments and contract extensions throughout the project, retaining those amounts prescribed by the agreement, equal to a total amount not to exceed One Hundred Twenty-Nine Thousand Two Hundred Fifty-Five Dollars (\$129,255.00) and Thirteen Thousand Dollars (\$13,000.00) for a construction contingency account, for a total project amount of One Hundred Forty-Two Thousand Two Hundred Fifty-Five Dollars (\$142,255.00).

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

PASSED, APPROVED, AND ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2021.

APPROVED AS TO FORM:

*Wallaw Tremel*

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ATTEST:

CITY OF CASPER, WYOMING  
A Municipal Corporation

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Fleur Tremel  
City Clerk

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Steven K. Freel  
Mayor

March 22, 2021

MEMO TO: Carter Napier, City Manager *SN*

FROM: Tracey L. Belser, Support Services Director *TLB*  
Matt Thomason, Buildings and Structures Manager

SUBJECT: Authorize an Amendment to Professional Services Contract with Thyssenkrupp Elevator Corporation to Repair One (1) Freight Elevator at Ford Wyoming Center.

Meeting Type & Date

Regular Council Meeting  
April 6, 2021

Action Type

Resolution

Recommendation

That Council, by resolution, approve an amendment to the existing Professional Services Contract with Thyssenkrupp Elevator Corporation to repair one (1) freight elevator at Ford Wyoming Center.

Summary

In early February 2021, Thyssenkrupp Elevator Corporation was dispatched to the Ford Wyoming Center to repair the freight elevator. After inspection, it was discovered that the master cylinder for the elevator was in need of replacement. The elevator's master cylinder is the part that controls the height of the car and, in its current state, the car does not have the ability to remain at the intended level. Once the agreement is signed, the lead-time for the parts to arrive will be 5-10 weeks and 2-4 weeks for the repairs to be completed.

On July 17, 2018, The City of Casper agreed to a Professional Services Contract with Thyssenkrupp Elevator Corporation that stipulated that Thyssenkrupp would be contracted to perform repairs such as this. This Amendment specifically addresses the scope needed for this particular repair.

Financial Considerations

The total cost of the repair is \$95,108.81 and will come from either the Buildings and Structures operational fund or insurance will pay for the repairs. The City will be responsible for paying \$29,050.00 upon receipt of the materials with the balance being paid upon completion of work.

Oversight/Project Responsibility

Matt Thomason, Buildings and Structures Manager, will oversee completion of the repair.

Attachments

Project Proposal  
Amendment to Professional Services Agreement





# Repair Work Order

February 16, 2021

## EVENTS CENTER FREIGHT

Purchaser:	City Of Casper	Location:	EVENTS CENTER FREIGHT
Address:	145 N Durbin St Casper, WY 82601-1914	Address:	1 Events Dr Casper, WY 82601-1380

Purchaser authorizes thyssenkrupp Elevator Corporation (referred to as "thyssenkrupp Elevator" hereafter) to perform the following work on the equipment and at the location described above, in exchange for the sum of **Ninety Five Thousand One Hundred Eight Dollars and Eighty One Cents (\$95,108.81)** inclusive of all applicable sales and use taxes pursuant to the terms and conditions contained in this Work Order (the "Work Order").

## Summary:

Elevator	Description	Repair category
EVENTS CENTER FREIGHT	Hydraulic Oil	Energy Savings
EVENTS CENTER FREIGHT	Jack	Operational

For further information, please see a detailed Scope of Work on the pages that follow.

In the event you have any questions regarding the content of this Work Order please contact me at +1 970 2147716 .

We appreciate your consideration.

Regards,

Michael Marty  
thyssenkrupp Elevator Corporation  
2415 E Mulberry St Ste 6  
Fort Collins CO 80524  
michael.marty@thyssenkrupp.com | +1 970 2147716

**Notice:**  
No permits or inspections by others are included in this work, unless otherwise indicated herein. Delivery and shipping is included. All work is to be performed during regular working days and hours as defined in this Work Order unless otherwise indicated herein.

# Repair Work Order



## Scope of Work

### Jack

thyssenkrupp Elevator proposes to furnish the necessary labor and materials to replace the existing cylinder with an ASME A17.1 – 2000 Code compliant cylinder with a sealed cylinder protection liner.

### Down Payment Terms:

The 50% down payment (noted in payment terms below) will be due upon Thyssenkrupp's receipt of material. Proof of receipt of material will be sent to customer.

### SCOPE OF WORK:

- Erect safety/sight barricades, lay protective floor covering around work areas.
- Suspend and secure (two methods) the elevator in the uppermost portion of hoistway .
- The hydraulic plunger shall be disconnected, landed and removed from the cylinder, then set aside for reuse. If the jack head is obsolete in design or the hydraulic plunger is damaged, an entirely new jack assembly, which consists of cylinder, plunger and jack head will be furnished.
- Remove the oil line, shutoff valve, pit channels and buffers from pit area.
- Jackhammer removal of concrete surrounding jack head.
- Hydraulic fluid shall be removed from the cylinder and stored in approved containers.
- Remove existing cylinder from the ground and dispose of properly.
- Vacant hole must be cleaned out prior to installation of new material. Vacuum truck services are not included in this proposal and must be contracted directly with a third party vendor by City of Casper.
- Install protective PVC (polyvinyl chloride) casing that includes a means of monitoring for corrosive moisture.
- Apply protective coating to new cylinder to aid in protection against corrosion.
- Thread and weld cylinder sections together, allow cooling and protective wrap at joints.
- Install new hydraulic cylinder with double bulkhead bottom made of steel pipe compliant with Elevator Safety Code ASME Code A17.1 – 2000 and the same I.D. and O.D. size as existing cylinder with new jack head.
- Backfill area between new PVC and hydraulic cylinder to stabilize jack assembly.
- Replace concrete pit floor with appropriate insulation material.
- Reinstall hydraulic plunger into new cylinder- unless new jack assembly furnished- and plumb cylinder unit within 1/8" tolerance.
- Reinstall hydraulic piping, shutoff valve, pit channels and buffers.
- Attach hydraulic plunger to the platen plate on underside of elevator and properly align.
- Install new jack seal and gasket (new head provided with cylinder).
- Provide new hydraulic fluid to the elevator hydraulic system and test for normal operation.
- Readjust valve, if required, to achieve proper operation.
- Perform Full Load Safety Test in the presence of state approved Elevator Inspector.
- Disassemble and remove materials, tools and supplies and provide general clean-up.
- Return elevator to service.

### Special Conditions:

- 1) The quoted price is based upon the existing jack hole being plumb and cased or jacketed to prevent hole collapse once the existing jack is removed. The existing jack hole must be clear of rock, water, concrete, debris or any other underground condition which hinders us from freely pulling the existing jack or installing the new jack or which alters the method required to complete the project. If we encounter such conditions, we will notify you immediately and upon execution of a change order, it is agreed that all additional work will be performed on a time and material basis, based on standard billing rates, until the conditions which have caused the delay have been overcome.
- 2) Purchaser agrees to provide a safe, accessible storage area for placement of D.O.T. 55 Gallon containers for the purpose of spoils containment. Any spoils or water testing by others or delays due to such testing are not included in this proposal. The hiring of a disposal company is the responsibility of Purchaser, and MUST be discussed prior to any material being ordered or work being scheduled. thyssenkrupp assumes no responsibility and/or liability in any way whatsoever for spoils or other contamination that may be present as a result of the cylinder breach and/or other conditions present on the work site.
- 3) For the purpose of providing this estimate, we assume no unusual conditions as outlined in Items #1-2 above. If necessitated by unusual conditions, a proposal for additional labor and materials shall be submitted to Purchaser for approval prior to performance of additional work. thyssenkrupp shall not be responsible for delays due to such causes.
- 4) Purchaser will be notified immediately of any circumstances that will require more than the allotted time and materials provided in this proposal. Written authorization will be required for any labor or materials required beyond this original proposal amount.
- 5) All labor estimates included herein are based upon work being performed during regular working days and hours of the trade (M-F, 8:00 a.m. to 5:00 p.m.). Work performed at other times will be in addition to the price indicated herein.
- 6) This proposal includes the Full Load Testing according to prevailing Codes at the time this proposal is accepted. If the load test discloses any deficiencies in the operation of the equipment tested, an additional proposal will be submitted for your approval for work

# Repair Work Order

needed to put the specific equipment in proper condition and in compliance with the above mentioned specifications. thyssenkrupp Elevator will exercise caution and care in performing this repair and tests, but will not be responsible for damage done to the building and/or equipment while performing this work.

7) Welding affecting the building fire protection system may be required on this project. This will be coordinated with Purchaser.

8) Purchaser agrees to furnish suitable parking area with standard truck access.

**Payment Terms** Please see amendment to payment terms above

50% of the price set forth in this Work Order will be due and payable as an initial progress payment within 10 days from thyssenkrupp Elevator's receipt of a fully executed copy of this Work Order. This initial progress payment will be applied to any applicable project management, permits, engineering, drawings and material procurement. Material will be ordered once this payment is received and the parties have both executed this Work Order.

The remaining 50% of the price set forth in this Work Order and any fully executed change orders shall be due and payable at the time thyssenkrupp Elevator commences the work described in the Work Order. thyssenkrupp Elevator's receipt of this final payment is a condition precedent to thyssenkrupp Elevator's return of the equipment described in this Work Order to the full operation and use and Purchaser agrees to waive any and all claims to such operation and use until such time as that payment is made in full.

Purchaser agrees that thyssenkrupp Elevator shall have no obligation to complete any steps necessary to provide Purchaser with full use and operation of the affected elevator(s) until such time as thyssenkrupp Elevator has been paid 100% both of the price reflected in this Work Order and for any other work performed by thyssenkrupp Elevator or its subcontractors in furtherance of this Work Order. Purchaser agrees to waive any and all claims to the turnover and/or use of that equipment until such time as those amounts are paid in full.

Work order price:		\$95,108.81
Initial progress payment:	(50%)	\$47,554.41
Total due upon completion:	(50%)	\$47,554.41

# Repair Work Order

## Terms and Conditions

thyssenkrupp Elevator does not assume any responsibility for any part of the vertical transportation equipment other than the specific components that are described in this Work Order and then only to the extent thyssenkrupp Elevator has performed the work described above.

No work, service, examination or liability on the part of thyssenkrupp Elevator is intended, implied or included other than the work specifically described above. It is agreed that thyssenkrupp Elevator does not assume possession or control of any part of the vertical transportation equipment and that such remains Purchaser's exclusively as the owner, lessor, lessee, possessor, or manager thereof.

Unless otherwise stated herein, thyssenkrupp Elevator's performance of this Work Order is expressly contingent upon Purchaser securing permission or priority as required by all applicable governmental agencies and paying for any and all applicable permits or other similar documents.

It is agreed that thyssenkrupp Elevator's personnel shall be given a safe place in which to work. thyssenkrupp Elevator reserves the right to discontinue its work in the location above whenever, in its sole opinion, thyssenkrupp Elevator believes that any aspect of the location is in any way unsafe until such time as Purchaser has demonstrated, at its sole expense, that it has appropriately remedied the unsafe condition to thyssenkrupp Elevator's satisfaction. Unless otherwise agreed, it is understood that the work described above will be performed during regular working days and hours which are defined as Monday through Friday, 8:00 AM to 4:30 PM (except scheduled union holidays). If overtime is mutually agreed upon, an additional charge at thyssenkrupp Elevator's usual rates for such work shall be added to the price of this Work Order.

In consideration of thyssenkrupp Elevator performing the work described above Purchaser, to the fullest extent permitted by law, expressly agrees to indemnify, defend, save harmless, discharge, release and forever acquit thyssenkrupp Elevator, its employees, officers, agents, affiliates, and subsidiaries from and against any and all claims, demands, suits, and proceedings made or brought against thyssenkrupp Elevator, its employees, officers, agents, affiliates and subsidiaries for loss, property damage (including damage to the equipment which is the subject matter of this Work Order), personal injury or death that are alleged to have been caused by Purchaser or any others in connection with the presence, use, misuse, maintenance, installation, removal, manufacture, design, operation or condition of the vertical transportation equipment that is the subject of this Work Order, or the associated areas surrounding such equipment. Purchaser's duty to indemnify does not apply to the extent that the loss, property damage (including damage to the equipment which is the subject matter of this Work Order), personal injury or death is determined to be caused by or resulting from the negligence of thyssenkrupp Elevator and/or its employees. Purchaser recognizes, however, that its obligation to defend thyssenkrupp Elevator and its employees, officers, agents, affiliates and subsidiaries under this clause is broader and distinct from its duty to indemnify and specifically includes payment of all attorney's fees, court costs, interest and any other expenses of litigation arising out of such claims or lawsuits.

Purchaser expressly agrees to name thyssenkrupp Elevator along with its officers, agents, affiliates and subsidiaries as additional insureds in Purchaser's liability and any excess (umbrella) liability insurance policy(ies). Such insurance must insure thyssenkrupp Elevator, along with its officers, agents, affiliates and subsidiaries for those claims and/or losses referenced in the above paragraph, and for claims and/or losses arising from the negligence or legal responsibility of thyssenkrupp Elevator and/or its officers, agents, affiliates and subsidiaries. Such insurance must specify that its coverage is primary and non-contributory. Purchaser hereby waives the right of subrogation.

thyssenkrupp Elevator shall not be liable for any loss, damage or delay caused by acts of government, labor, troubles, strikes, lockouts, fire, explosions, theft, riot, civil commotion, war, malicious mischief, acts of God, or any cause beyond its control. thyssenkrupp Elevator Corporation shall automatically receive an extension of time commensurate with any delay regarding the work called for in this Work Order.

Should loss of or damage to thyssenkrupp Elevator's material, tools or work occur at the location that is the subject of this Work Order, Purchaser shall compensate thyssenkrupp Elevator therefor, unless such loss or damage results solely from thyssenkrupp Elevator's own acts or omissions.

If any drawings, illustrations or descriptive matter are furnished with this Work Order, they are approximate and are submitted only to show the general style and arrangement of equipment being offered. Work Order.

Purchaser shall bear all cost(s) for any reinspection of thyssenkrupp Elevator's work due to items outside the scope of this Work Order or for any inspection arising from the work of other trades requiring the assistance of thyssenkrupp Elevator.

Purchaser expressly agrees to waive any and all claims for consequential, special or indirect damages arising out of the performance of this Work Order and specifically releases thyssenkrupp Elevator from any and all such claims.

A service charge of 1.5% per month, or the highest legal rate, whichever is less, shall apply to delinquent accounts. In the event of any default of any of the payment provisions herein, Purchaser agrees to pay, in addition to any defaulted amount, any attorney fees, court costs and all other expenses, fees and costs incurred by thyssenkrupp Elevator in connection with the collection of that defaulted amount.

Purchaser agrees that this Work Order shall be construed and enforced in accordance with the laws of the state where the vertical transportation equipment that is the subject of this Work Order is located and consents to jurisdiction of the courts, both state and Federal, of that as to all matters and disputes arising out of this Work Order. Purchaser further agrees to waive trial by jury for all such matters and disputes.

The rights of thyssenkrupp Elevator under this Work Order shall be cumulative and the failure on the part of the thyssenkrupp Elevator to exercise any rights given hereunder shall not operate to forfeit or waive any of said rights and any extension, indulgence or change by thyssenkrupp Elevator in the method, mode or manner of payment or any of its other rights shall not be construed as a waiver of any of its rights under this Work Order.

In the event any portion of this Work Order is deemed invalid or unenforceable by a court of law, such finding shall not affect the validity or enforceability of any other portion of this Work Order.

This Work Order shall be considered as having been drafted jointly by Purchaser and thyssenkrupp Elevator and shall not be construed or interpreted against either Purchaser or thyssenkrupp Elevator by reason of either Purchaser or thyssenkrupp Elevator's role in drafting same.

In the event Purchaser's acceptance of the work called for in this Work Order is in the form of a purchase order or other kind of document, the provisions, terms and conditions of this Work Order shall exclusively govern the relationship between thyssenkrupp Elevator and Purchaser with respect to the work described herein.

# Repair Work Order



## Acceptance

This Work Order is submitted for acceptance within 30 days from the date executed by thyssenkrupp Elevator.

Purchaser's acceptance of this Work Order will constitute exclusively and entirely the agreement for the work herein described. All prior representations or agreements regarding this work, whether written or verbal, will be deemed to be merged herein, and no other changes in or additions to this Work Order will be recognized unless made in writing and properly executed by both parties. No agent or employee of thyssenkrupp Elevator shall have the authority to waive or modify any of the terms of this Work Order without the written approval of an authorized thyssenkrupp Elevator manager.

This Work Order specifically contemplates work outside the scope of any other contract currently in effect between the parties; any such contract shall be unaffected by this Work Order.

To indicate acceptance of this work order, please sign and return one (1) original of this agreement to the branch address shown below. Upon receipt of your written authorization and required materials and/or supplies, we shall implement the work called for in this Work Order.

City Of Casper (Purchaser):		thyssenkrupp Elevator Corporation Management Approval	
By:		By:	
(Signature of Authorized Individual)		(Signature of Branch Representative)	
_____		David Spence	
(Print or Type Name)		Branch Manager	
_____			
(Print or Type Title)			
_____		4/2/2021	
(Date of Acceptance)		(Date of Execution)	

Please contact \_\_\_\_\_ to schedule work at the following phone number \_\_\_\_\_



# Repair Completion Notice to be signed at job completion

Date: \_\_\_\_\_  
Repair Job #: \_\_\_\_\_

Building Name: EVENTS CENTER FREIGHT  
Street Address: 1 Events Dr  
City State, Zip: Casper, WY 82601-1380

Dear Zulima Lopez,

Thank you for allowing us the opportunity to perform the repair job listed above. We have completed the work as outlined in job # \_\_\_\_\_ and the unit is now up and running. You will receive a final bill for this work shortly.

We hope your experience was exceptional and look forward to serving you in the future. If you have any questions about the repair work or your service agreement, please check one of the boxes under "Follow-Up Request" and the appropriate person will contact you soon.

### Customer Representative

Customer Name: Zulima Lopez  
\_\_\_\_\_  
Print or Type Name

Customer Signature: \_\_\_\_\_  
Signature of Authorized Individual

Title: Risk and Facilities Manager  
\_\_\_\_\_  
Print or Type Title

Date: \_\_\_\_\_  
Date of acceptance

Customer Email: zlopez@casperwy.gov  
\_\_\_\_\_  
Customer Email

### thyssenkrupp Representative

Name: Michael Marty  
\_\_\_\_\_  
Print or Type Name

Signature: \_\_\_\_\_  
Signature of Authorized Individual

Title: Account Manager  
\_\_\_\_\_  
Print or Type Title

Date: \_\_\_\_\_

### Follow Up Request

If you would like a manager or department representative to contact you, please check one of the following:

- |   |   |
|---|---|
| <input type="checkbox"/> Sales Department | <input type="checkbox"/> Service Department |
| <input type="checkbox"/> Branch Manager   | <input type="checkbox"/> Repair Department  |
- Phone Number

Comments:

**AMENDMENT NO. 1 TO THE ELEVATOR MAINTENANCE AGREEMENT/  
CONTRACT FOR PROFESSIONAL SERVICES (“AMENDMENT”)**

This Amendment to the Elevator Maintenance Contract/Contract for Professional Services (“Amendment”) is entered into on this \_\_\_\_ day of April 2021, by and between the following parties:

1. The City of Casper of Casper, Wyoming (“City”), a Wyoming municipal corporation, 200 North David Street, Casper, Wyoming 82601.
2. Thyssenkrupp Elevator Corporation (“Contractor”), 2415 East Mulberry Street #6, Fort Collins, Colorado 80524.

Throughout this document, the City and the Contractor may be collectively referred to as the “parties.”

**RECITALS**

A. On the 17<sup>th</sup> day of July 2018, the City and Contractor entered into an *Elevator Maintenance Agreement/Contract for Professional Services* (“Contract”) for regular service and maintenance of elevators at various City-owned buildings.

B. Since that time, the freight elevator located at the Ford Wyoming Center needs significant repairs to the existing cylinder that exceed beyond the original scope of work.

C. The parties wish to amend the Contract to add additional scope of work for the Wyoming Ford Center Project as set forth in this Amendment by creating and adding Part III to the Contract.

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

**1. INCORPORATION OF RECITALS**

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

**2. AMENDMENT CREATING AND ADDING PART III:** The Contract is amended by creating Part III – Wyoming Ford Center Project and shall read as follows:

**PART III – WYOMING FORD CENTER PROJECT**

A. **IN GENERAL:** The terms and conditions concerning the project are separate from the terms in Part I of the Contract, and are set out herein as Part III of this Contract.

**B. SCOPE OF SERVICES:** The Contractor shall provide the following service to the freight elevator located at the Ford Wyoming Center, 1 Events Drive, Casper, Wyoming 82601:

- i. The Consultant will furnish the necessary labor and materials to replace the existing cylinder with an ASME A17.1 – 2000 Code compliant cylinder with a sealed cylinder protection liner.
  - a. Erect safety/sight barricades, lay protective floor covering around work areas.
  - b. Suspend and secure (two methods) the elevator in the uppermost portion of hoistway.
  - c. The hydraulic plunger shall be disconnected, landed and removed from the cylinder, then set aside for reuse. If the jack head is obsolete in design or the hydraulic plunger is damaged, an entirely new jack assembly, which consists of cylinder, plunger and jackhead will be furnished.
  - d. Remove the oil line, shutoff valve, pit channels and buffers from pit area.
  - e. Jackhammer removal of concrete surrounding jack head.
  - f. Hydraulic fluid shall be removed from the cylinder and stored in approved containers.
  - g. Remove existing cylinder from the ground and dispose of properly.
  - h. Vacant hole must be cleaned out prior to installation of new material. Vacuum truck services are not included and must be contracted directly with a third party vendor by City of Casper.
  - i. Install protective PVC (polyvinyl chloride) casing that includes a means of monitoring for corrosive moisture.
  - j. Apply protective coating to new cylinder to aid in protection against corrosion.
  - k. Thread and weld cylinder sections together, allow cooling and protective wrap at joints.
  - l. Install new hydraulic cylinder with double bulkhead bottom made of steel pipe compliant with Elevator Safety Code ASME Code A17.1 – 2000 and the same I.D. and O.D. size as existing cylinder with new jack head.
  - m. Backfill the area between new PVC and hydraulic cylinder to stabilize jack assembly.
  - n. Replace the concrete pit floor with appropriate insulation material.



- o. Reinstall the hydraulic plunger into new cylinder (unless new jack assembly furnished) and plumb cylinder unit within 1/8" tolerance.
- p. Reinstall the hydraulic piping, shutoff valve, pit channels and buffers.
- q. Attach the hydraulic plunger to the platen plate on underside of elevator and properly align.
- r. Install the new jack seal and gasket (new head provided with cylinder).
- s. Provide new hydraulic fluid to the elevator hydraulic system and test for normal operation.
- t. Readjust valve, if required, to achieve proper operation.
- u. Perform full load safety test in the presence of state approved elevator inspector.
- v. Disassemble and remove the materials, tools and supplies and provide general clean-up.
- w. Return the elevator to service.

ii. Special Conditions:

- a) The contract price is based upon the existing jack hole being plumb and cased or jacketed to prevent hole collapse once the existing jack is removed. The existing jack hole must be clear of rock, water, concrete, debris or any other underground condition which hinders the Contractor from freely pulling the existing jack or installing the new jack or which alters the method required to complete the project. If the Contractor encounter such conditions, the Contractor will notify City immediately, and a change order for additional work will be submitted for approval by the City.
- b) City agrees to provide a safe, accessible storage area for placement of D.O.T. 55 Gallon containers for the purpose of spoils containment. Any spoils or water testing by others or delays due to such testing are not included in this scope of work. The hiring of a disposal company is the responsibility of the City, and must be discussed prior to any material being ordered or work being scheduled. Other than its own negligence, the Contractor assumes no responsibility and/or liability for spoils or other contamination that may be present as a result of the cylinder breach and/or other conditions present on the work site.
- c) This scope of work assumes no unusual conditions as outlined above. If necessitated by unusual conditions, a proposal for additional labor and materials shall be submitted to City for approval prior to performance of additional work. Contractor shall not be responsible for delays due to such causes.

- d) City will be notified immediately of any circumstances that will require more than the allotted time and materials provided under this Contract. Written authorization will be required for any labor or materials required beyond this scope of work.
- e) All labor estimates included herein are based upon work being performed during regular working days and hours of the trade (M-F, 8:00 a.m. to 5:00 p.m.). Work performed at other times will be in addition to the price indicated herein.
- f) This Contract includes the full load testing according to prevailing codes at the time this Contract is executed. If the load test discloses any deficiencies in the operation of the equipment tested, an additional proposal will be submitted for City approval for work needed to put the specific equipment in proper condition and in compliance with the above mentioned specifications. Contractor will exercise caution and care in performing repairs and tests.
- g) Welding affecting the building fire protection system may be required on this project. This will be coordinated between the parties.
- h) City agrees to furnish suitable parking area with standard truck access.

**C. TIME OF PERFORMANCE:** The services rendered under Part III of this Contract shall be completed on or before the 31st day of July, 2021.

**D. COMPENSATION:** In consideration for the performance of service under Part III of this Contract, the Contractor shall be compensated for services performed in accordance with Part III, Section B. Scope of Services, not to exceed Ninety Five Thousand One Hundred Eight Dollars and Eighty-One Cents (\$95,108.81).

**E. METHOD OF PAYMENT:** Payment for the cost of equipment in the amount of \$29,050.00 is due and payable upon delivery of equipment.

- i. The remainder of 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.
- ii. 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.

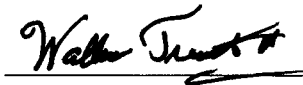
**F. INCORPORATION OF PART II:** This amendment is subject to and incorporates the provisions attached and incorporated into the original Contract and labeled as Part II – General Terms and Conditions.

**3. RATIFICATION**

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

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

APPROVED AS TO FORM

  
\_\_\_\_\_

ATTEST

CITY OF CASPER, WYOMING  
A Municipal Corporation

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

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

WITNESS

CONTRACTOR  
Thyssenkrupp Elevator Corporation

By: \_\_\_\_\_

By: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

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APPROVED AS TO FORM

\_\_\_\_\_

ATTEST

CITY OF CASPER, WYOMING  
A Municipal Corporation

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

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

WITNESS

CONTRACTOR  
Thyssenkrupp Elevator Corporation

By: \_\_\_\_\_

By: 

Printed Name: \_\_\_\_\_

Printed Name: DAVID SPENCE

Title: \_\_\_\_\_

Title: BRANCH MANAGER

RESOLUTION NO.21-43

A RESOLUTION AUTHORIZING AMENDMENT NO. 1 TO THE ELEVATOR MAINTENANCE AGREEMENT/CONTRACT FOR PROFESSIONAL SERVICES WITH THYSSENKRUPP ELEVATOR CORPORATION TO REPAIR THE FORD WYOMING CENTER FREIGHT ELEVATOR.

WHEREAS, the City of Casper entered into an Elevator Maintenance Agreement/Contract for Professional Services with Thyssenkrupp Elevator Corporation on the 17<sup>th</sup> day of July, 2018, to provide professional services for the maintenance of elevators at City owned buildings; and,

WHEREAS, since that time, the freight elevator located at the Ford Wyoming Center needs repairs that extend beyond the original scope of the Contract; and;

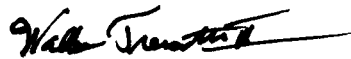
WHEREAS, Thyssenkrupp Elevator Corporation is able and willing to provide the needed repairs as set out in Amendment No. 1, and the parties desire to amend the Contract in an amount not to exceed Ninety Five Thousand One Hundred Eight Dollars and Eighty-One Cents (\$95,108.81).

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, Amendment No. 1 to the Elevator Maintenance Agreement/Contract for Professional Services with Thyssenkrupp Elevator Corporation to provide the services specified therein.

BE IT FURTHER RESOLVED: That the City Manager or his designee is hereby authorized to make verified partial payments throughout the term of the Contract in accordance with the terms therein.

PASSED, APPROVED, AND ADOPTED on this 6th day of April, 2021.

APPROVED AS TO FORM:




ATTEST:

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

CITY OF CASPER, WYOMING  
A Municipal Corporation

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

March 19, 2021

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

FROM: Tim Cortez, Parks and Recreation Director.

SUBJECT: Leisure Services Advisory Board Appointments

Meeting Type & Date  
Regular Council Meeting  
April 6, 2021

Action type  
Minute Action

Recommendation  
That Council, by minute action, authorize the appointments of Doug Hall, Jason Magnuson, Jim DeGolia and Olivia Cole to the Leisure Services Advisory Board (LSAB) effective January 1, 2021.

Summary  
The LSAB had four (4) openings on their board and (6) applications received. The applications period closed December 31, 2020.

The LSAB voted to recommend Doug Hall, Jason Magnuson, Jim DeGolia and Olivia Cole for the appointments to the board LSAB at their meeting on January 14, 2021. This will be the first term for each of them, therefore they are eligible to apply for reappointment for an additional three (3) year term. Their terms will expire 12/31/2023.

Financial Considerations  
None at this time.

Oversight/Project Responsibility  
Leisure Services Advisory Board  
Tim Cortez, Parks and Recreation Director

Attachments  
Minutes of the LSAB meeting on January 14, 2021 appointing the individuals.  
Appointment Request letter from Doug Hall, Jason Magnuson, Jim DeGolia, and Olivia Cole.

**Leisure Services Advisory Board (LSAB)  
Minutes of Thursday, January 14, 2021 Meeting**

The meeting was called to order at 4:38 pm by Tim Cortez virtually through Microsoft Teams.

Board Members Present: Andrea Covert, Doug Follick, Amy Crawford, Jennifer Walker

Council Liaison: None

Staff Present: Tim Cortez, Phil Moya, Paul Zowada, Jennifer Harvey, Lori Spearman

Guests Present: Alan Dugan, Paul Stille, Wendy Brown, Trish Nix, Josh Franklin

Approval of Minutes

Jennifer Walker made a motion to approve the December 10, 2020 minutes, second by Andrea Covert. The motion passed.

Introduction of Jen Harvey, Recreation Supervisor

Jen told the Board she is from New Mexico. She is glad to be here and is looking forward to bringing her touch to the Recreation Division. Phil reported Jen has an extensive background in Parks & Recreation and we are glad to have her.

User Groups

**Casper Midget Football** – Alan Dugan reported their season went well and they were able to hold a full season, though had lower numbers due to COVID. The fields were great. There is a need for roof repair on the equipment shed at Washington Park. Tim will have that added to the maintenance list. Alan expressed their gratitude for the relationship with the City. Tim agreed and acknowledged the tribute CMF did for Brad Menzel.

**Casper Soccer Club** – Wendy Brown reported on their season. Due to COVID, they had a late start which extended into fall. Spring soccer did not start until June. They had to cancel the Wyoming Cup and the Spring Jamboree, both big events. They did have lower numbers. The Club was able to host some camps and the Fall Classic. Revenue was down 37%, but expenses were also down. Tim stated the City definitely missed the economic impact of their cancelled events. Wendy told the Board that Casper College has started a soccer program which had to be cancelled this last fall. They will be subleasing the fields through CSC. They are planning on a spring league. Tim thanked Wendy.

**Casper Jr. Football** – No report, and no one joined the meeting.

**Community Recreation Foundation** – They did supply a report for Board review. Ken Thoren was unable to join the meeting. Doug Follick asked if the CRF Board has two vacancies, which they do. The Board had no further questions.

**Casper Recreation Center** – Jen talked about lower numbers across the board due to COVID. Participation, classes and memberships are all down. Adventure Camp 2020 did run with a reduced number of 113 full time and 63 part time kids. New furniture was purchased for the lobby and 7 new pieces of weight equipment. All special events were cancelled. Jen is hoping to have more offerings soon. Doug Follick was unaware the weight room had reopened.

**Casper Recreational Leagues Association** – Josh Franklin echoed participations numbers were lower due to COVID. Coed volleyball was cancelled mid-season and summer softball got a late start. Big thank you to Paul and the City for getting lights at Crossroads #1 replaced. Fields #2 & #3 also need new lights. Leagues continue to struggle with getting enough officials. Tim thanked Josh for all their Board does for recreation. Josh also thanked the City.

### Staff

Tim reported staff is trying to get Park run open at Hogadon. There has not been much snow, so they make snow as they can. The Casper Ice Arena is open with their new ice plant. The Golf Course staff is working on maintenance projects. The Events Center has been hit hard by the pandemic. Employees have been furloughed and others have taken a 20% pay cut. Ft. Caspar is also reporting lower numbers. Tim discussed the challenge of meeting cost recovery percentages with a pandemic.

Amy Crawford asked if all outdoor pools will be open this summer. Tim stated staff is planning to open all pools, but it's really too early to know what the health orders will be in June.

Jennifer Walker wanted to know the status of pickleball courts at Mike Sedar. This project was slated for last year before capital projects were put on hold. Tim said the City changed how they budget capital projects. It is still on the books but Tim does not know if it will be this year.

### Board

Doug Follick reported that, even though there were technical difficulties, all interviews were completed except one. All candidates are qualified. The Board thanked Doug for running the interviews. Amy said Lisa Herr let her know she has been in the hospital.

Doug Follick made a motion to nominate Amy Crawford as Chair, second by Jennifer Walker. The motion passed. Doug then made a motion to nominate Jennifer Walker as Vice Chair, second by Andrea Covert. The motion passed.

The next day by email, Doug Follick made a motion to invite Doug Hall, Olivia Cole, Jim De Golia and Jason Magnuson to the Board, second by Jennifer Walker. The other Board members voted "aye" by email. Susan will send out a new Member list and schedule.

Maintenance Request List – Tim told the Board that staff will begin working on items this spring.

Tim thanked the Board and they, in turn, thanked him for helping run the meeting.

Meeting adjourned at 5:53 pm.



Douglas A. Hall  
Casper College  
740 W 45th St  
Casper, Wy 82601  
307.462.1511  
[dhall@caspercollege.edu](mailto:dhall@caspercollege.edu)

Mr. Tim Cortez,

My name is Doug Hall and I am writing you today to express my interest in joining the Leisure Services Advisory Board of Casper. I am a tenured professor at Casper College and the Director of the Speech and Debate (Forensics) program. I have served in this capacity for seven-and-a-half years. I hold a BA from the University of Illinois in Communication Studies and an MA from Southern Illinois University Edwardsville in Interpersonal Communication.

I am interested in serving on this board as my wife and I have a 16 year old son and a three year old daughter and we thoroughly enjoy our community. And yet, working with college students from all walks of life, I have learned that the prevailing attitude about our great community is that there is nothing to do here. I want to serve the community and help to shape the future of leisure offerings, not just for my children, but for the students I work with everyday. I currently work in the community and state as a baseball umpire for the American Legion and Crush programs. Also, as a family, we frequently avail ourselves of the aquatic center, Hogadon, and the Muni Golf Course to name a few.

I have, for several years, sought opportunities to serve the community and the timing has never been quite right when those opportunities presented themselves. This board, however, seems to fit perfectly into my schedule and is one that I believe I would have a lot to offer.

If you have any further questions, please do not hesitate to reach out to me.

Sincerely,

*Douglas A. Hall*

Douglas A. Hall

Mr. Cortez,

I am writing today to express interest in the available seat on the Leisure Services Advisory Board. I was born in Casper and have been a resident here for 40 years now. I have been looking for a way to become more involved in our community, and I believe I would be an excellent fit for this Board, based on my hands on experience with the facilities overseen by Leisure Services, and my experience serving on other Boards. I attended Casper College for a degree in Theater Performance, and after spending some time working all over the world as a professional actor, I realized that I would rather be here than anywhere else. I now own several small businesses around town and am raising a family here.

My Grandparents began teaching me to play golf when I was five years old, at the Municipal Golf Course. I have been a season pass holder for most of my adult life and play five times a week at first light during the warm months.

Although it is not listed on the website, I believe you also have oversight of Stuckenhoff Shooter's Complex. I am one of only a few Chief Range Officers in Wyoming, certified by the National Range Officer's Institute. I have been very involved in the past few years with the United States Practical Shooting Association and the affiliated club based at Stuckenhoff. I have served as Range Official, and occasionally as Match Director for dozens of these events. Two months ago, along with a friend of mine, we started a new club here focused on precision smallbore rifle shooting called NRL22 and have been holding monthly matches geared toward inclusion and instruction through competition.

In the past, I have served on the Board of Directors for the Casper Waterski Club. During my tenure on that board, I was a member of various event committees and special advisory committees that handled a multitude of construction and maintenance projects. Most recently, I was on the committee that rewrote our 5-Year plan and applied for the renewal of our lease from the State.

I also served several years on the Board of Directors for Stage III Community Theater. That is what I would call a working board. I spent a lot of time there doing everything from physical construction on the building itself, to building and painting sets, reading plays for the play selection committee, handling the day to day business of the theater, hiring and firing employees and applying our bylaws to the membership. During my time at Stage III, the policies I helped put in place made it profitable for the first time in many years. I am very proud of the work I did there

I love this city. We have so many wonderful things to do here, due in large part to your work at the Parks and Recreation department. I want to be a part of that. Let me be clear, I have no axe to grind. There is no agenda I want to push. I would simply like the opportunity to serve my hometown in the best way I am able.

Feel free to reach out if you have any further questions. 307-262-4049



Jason Magnuson

Jim De Golia  
3725 S. Coffman Ave.  
Casper, WY 82604  
jim.degolia@gmail.com  
+1 415-307-5878  
[linkedin.com/in/degolia](https://www.linkedin.com/in/degolia)

December 11, 2020

Tim Cortez  
Director of Parks and Recreation  
1800 E. K Street  
Casper, Wyoming 82601

(Delivered By Email)

Subject: Leisure Services Advisory Board Opening - Application of  
James "Jim" De Golia

Dear Mr. Cortez,

Thank You for speaking with me earlier today about the Leisure Services Advisory Board. It increased my interest in serving on the Board. As discussed, I am formally applying for an open position.

For years, I have spent time in Casper with my wife's mother and her family and enjoying what the city provides in the way of outdoors, and much more (skiing at Hogadon, picnicking and recreating in Parks, fishing, golfing, etc.) Since buying a house and moving to Casper last year, I have wanted to continue my long practice of "giving back" to the community in which I reside. I think the Leisure Services Advisory Board affords me a great opportunity to do so.

Please see my LinkedIn Profile (aka High Level Resume). And please let me know if you or the Council require more information.

Sincerely,

James "Jim" De Golia

## Contact

+1 415-307-5878 (Mobile)

jim.degolia@gmail.com

www.linkedin.com/in/degolia

(LinkedIn)

## Top Skills

Start-ups

Litigation Management

Strategic Partnerships

# Jim DeGolia

Enjoying Wyoming's limitless opportunities to explore the natural world and becoming increasingly engaged in the community.

## Summary

Enjoying exploring the natural splendor of my adopted state (Wyoming) and contributing to the community. Continuing to advise companies and former colleagues on business and legal matters (but enjoying not having to do so every day).

## Experience

Self-employed

Board and Community Service

October 2019 - Present (1 year 2 months)

Pierce Street Associates

CEO/Founder

2006 - October 2019 (13 years)

Business and legal advisor/consultant. I particularly enjoyed business strategy and entrepreneurship advising. But sometimes it's handy to have a lawyer on the team.

Micromuse Inc (NASDAQ:MUSE)

Senior Vice President, General Counsel, Secretary

1999 - 2005 (6 years)

SVP, General Counsel, Company Leader for Europe

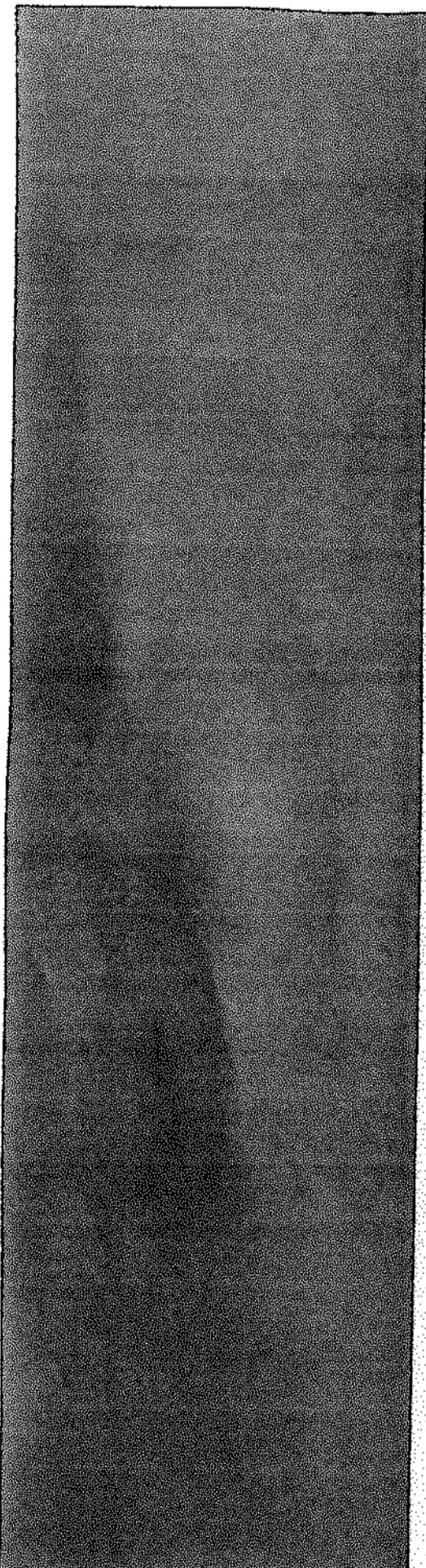
Network Equipment Technologies, Inc.

General Counsel

1988 - 1998 (10 years)

General Counsel (NYSE: NET)

Xerox



Corporate Counsel and Board Member of Xerox Federal Credit Union  
1982 - 1988 (6 years)

Corporate Counsel, Business Leader

Thelen, Marrin, Johnson, and Bridges  
Associate Attorney  
November 1976 - 1982 (6 years)

Commercial and complex litigation and litigation management, business  
advisor

## Education

University of California, Hastings College of the Law  
JD, Law with emphasis of Commercial Law and Litigation (1973 - 1976)

University of California, Irvine  
BA History, US History & Administration (1970 - 1973)

November 25, 2020

Olivia Cole  
21 Lilac St.  
Casper, WY 82604

Tim Cortez  
1800 E. K St.  
Casper, WY 82061

Dear Mr. Cortez,

I am interested in the volunteer position on the City of Casper Leisure Service Advisory Board. I am interested in this position because I am a former employee of the City of Casper Recreation Department. My work at the City of Casper began in December 2015 and I recently resigned in September 2020. Most of my time with the City of Casper was at the Ice Arena but I also worked at the Casper Municipal Golf Course. My other work includes a swim instructor, softball field supervisor, and fill-in receptionist work at Mike Sedar Pool. Everywhere I was needed, I gladly went. I enjoyed my time with the City of Casper immensely. Because of my extensive work with the City, I feel like I know the needs and wants of our citizens that use these facilities, and I also know the fine inner workings of our facilities. I know what we can do and what we cannot do, and I feel both are important to local government. I feel my presence on the Board would be genuine and valuable. I am currently a full-time sophomore at Casper College. I am majoring in International Studies. Since I have started my college degree, I have taken many political science classes, such as U.S. and Wyoming government, and I will take a directed studies class in American government next semester. I have mostly taken international politics classes, however; U.S. and local government are of a major interest of mine. I feel like volunteering on this Advisory Board would strengthen and grow my knowledge of local government. This would be a valuable learning experience for me and quite possibly help me in my future government career. My experience with the City of Casper and my interest in government make me a great candidate for this position. Thank you for taking the time to read my application.

Sincerely,

Olivia Cole  
307 315-0425  
Keysgetaway111@gmail.com

March 22, 2021

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 Six (6) New Mid-Size Police Utility Vehicles, Two (2) New Mid-Size Unmarked Utility Police Vehicles, Two (2) New Half-Ton Four Door Unmarked Police Trucks, and One (1) New Mid-Size Hybrid Utility Police Vehicle in the Total Amount of \$391,063.00, Before Trade, for Use by the Casper Police Department.

Meeting Type & Date  
Regular Council Meeting  
April 6, 2021

Action type  
Minute Action

Recommendation

That Council, by minute action, authorize the purchase of:

- Six (6) new mid-size police utility vehicles
- Two (2) new mid-size unmarked utility police vehicles
- Two (2) new half-ton four door unmarked police trucks
- One (1) new mid-size hybrid utility police vehicle

in the total amount of \$391,063.00, before trade, for use by the Casper Police Department.

Summary

On March 1, 2021 bids were publicly opened for many new Police Department Vehicles. One (1) bid was received for all them through Greiner Motors in Casper, WY. The Police Department has a growing number of staff and an increase in their fleet size is necessary to accommodate employees. However, not all of the above-mentioned purchases are without trade. This purchase will be trading in five (5) older vehicles that have met requirements for replacement due to mileage and age? bringing the net total of an additional six (6) vehicles to the fleet.

The Casper Police Department has many different divisions/sections that require different vehicles for each role. The unmarked vehicles are most often used for surveillance, investigations, and to serve search warrants. The marked police vehicles are used for patrol and traffic throughout the City of Casper.

Trades for these purchases are as follows:

- Unit 101248- 2012 Ford Explorer with 101,000 miles and \$23,511.96 of maintenance charges
- Unit 101239 – 2012 Ford Explorer with 87,000 miles and \$26,105.66 of maintenance charges
- Unit 101215 – 2012 Ford Taurus with 84,000 miles and \$23,553.55 of maintenance charges
- Unit 101216 – 2012 Ford Taurus with 83,000 miles and \$23,202.61 of maintenance charges
- Unit 101156 – 2008 Ford Fusion with 84,000 miles and \$7,821.64 of maintenance charges

New police vehicles are scheduled to arrive in six (6) months from order date.

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>Amount</u>	<u>Trade-In</u>	<u>Total</u>
(6) Mid-Size Police Utility Vehicles	Greiner Ford Casper, WY	\$236,820.00	\$16,770.00	\$220,050.00
(2) Mid-Size Utility Unmarked Vehicles	Greiner Ford Casper, WY	\$61,862.00	NO TRADE	\$61,862.00
(2) Half-Ton Police Unmarked Trucks	Greiner Ford Casper, WY	\$72,416.00	\$2,250.00	\$70,166.00
(1) Hybrid Police Utility Vehicle	Greiner Ford Casper, WY	\$38,985.00	NO TRADE	\$38,985.00

The recommended purchase of all Police vehicles meets all of the required specifications for equipment in this application.

Financial Considerations

This purchase was approved in the FY21 adopted budget and is funded by One Cent funds.

Oversight/Project Responsibility

Dan Coryell, Fleet Manager, will make this purchase. Oversight will be transferred to Taylor Gilbert, Police Fleet Coordinator, after the equipment is received.

Attachments

Bid Specifications



**CITY OF CASPER**  
**FLEET MAINTENANCE DIVISION**  
**CITY OF CASPER**  
**235-8410**  
**February 9, 2021**

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., March 1st, 2021** for the following:

SIX (6) new **Mid-Size Police Utility Vehicles**, to be used in the Casper Police Department;

General  
Specifications:

It is the intent of these specifications to specify the minimum requirement for the furnishing and delivery of Six (6) new **Mid-Size Police Utility Vehicles**, to be used in the Casper Police Department. These units shall be new with less than five hundred (500) miles and be less than six months old. Units 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**

- American Manufacturer \_\_\_\_\_
- Three (3) Keys Keyed Alike 1284X Code 59B \_\_\_\_\_
- Mileage: 500 Miles or Less (New) \_\_\_\_\_
- Four (4) Doors w/ Rear Opening hatch and gate. \_\_\_\_\_
- Automatic Transmission \_\_\_\_\_
- Turbocharged V6 E.F.I. Gasoline Engine (99C or Equal) \_\_\_\_\_
- AWD \_\_\_\_\_
- RF Noise Suppression Ground Straps (60R or Equal) \_\_\_\_\_
- TOYO Tires 245 55 R18 \_\_\_\_\_
- Full Size Spare Tire & Wheel \_\_\_\_\_
- Deflector Plate (76D or Equal) \_\_\_\_\_
- Royal Blue Clear Coat Metallic or Equal Code LM \_\_\_\_\_
- Certified Police Service Package (500A or Equal) \_\_\_\_\_

Power Steering	_____
Tilt Steering Wheel	_____
Power Brakes	_____
Power Windows w/ Rear door Disable (68G or Equal)	_____
Power Door Locks w/ Hidden Plungers in Rear, (52H or Equal)	_____ _____
Side Mirrors with Drivers Convex Spot, Heated (549 or Equal)	_____ _____
Cargo Dome Lamp and Courtesy Lamp Disable. Dark car lamp. (43D or Equal)	_____ _____
Front Headlamp Lighting Solution Wiring grill/lamp/siren/speakers (66A or Equal)	_____ _____
Rear Lamp Package Harness Kit (86T or Equal)	_____
Tail Lamp Lighting Solution (66B or Equal)	_____
Drivers side L.E.D. Spotlight (51R or Equal)	_____
100 Watt Siren/Speaker installed (18X or Equal)	_____
Back up Camera in rear view mirror (87R or Equal)	_____
Reverse Sensing System (76R or Equal)	_____
Heavy Duty Vinyl Flooring	_____
Black Interior w/ Cloth Bucket Seats and Vinyl Rear Seat. (Code 96 or Equal)	_____ _____
Factory Air Conditioning	_____
Rear Auxiliary Climate Control (Code 17A)	_____
Heater/Defroster	_____
Radio AM/FM	_____
5 Year 100,000 Mile Power Train Warranty (Cost of Extended Warranty to Match)	_____ _____
Bid to be Valid for "Piggyback" option up to 120 Days after Delivery of the last unit from the initial order.	_____ _____

Selling Dealer Must be Able to Pick Up  
and Warranty Repairs within 48hrs  
NO EXCEPTIONS

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Fuel Tank to be full at Delivery with  
Unleaded at minimum 85% Octane

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Copy of Order Confirmation to be provided  
upon Completion of Order  
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 Service Center, Casper, Wyoming, 82601. Phone 307-235-8410.

**PROPOSAL FOR FURNISHING  
SIX (6) NEW MID-SIZE POLICE UTILITY VEHICLES,  
FOR THE  
CASPER POLICE DEPARTMENT**

Proposal of (Company Name) \_\_\_\_\_  
(Address) \_\_\_\_\_

to furnish equipment as specified to the City of Casper, Wyoming, in accordance with specifications dated February 9, 2021.

BID ITEM: \_\_\_\_\_  
Description: \_\_\_\_\_

Make and Model: \_\_\_\_\_  
Federal Certified GVW: \_\_\_\_\_

I. Price bid for one each (1ea.) new Mid-Size Police Utility Vehicle, as specified \$ \_\_\_\_\_  
X 6

Total \$ \_\_\_\_\_

II. Trade-in allowance for Unit #101248, 2013 Ford Explorer Police Pkg \$ \_\_\_\_\_  
VIN# 1FM5K8AR8DGB35148, 101,000 Miles

Trade in allowance for unit #101239, 2013 Ford Explorer Police Pkg \$ \_\_\_\_\_  
VIN# 1FM5K8ARXDGB35149, 87,000 Miles

Trade in allowance for Unit #101215, 2013 Ford Taurus Police Pkg \$ \_\_\_\_\_  
VIN# 1FAHP2M8XDG162599, 84,000 Miles

Trade in allowance for Unit #101216, 2013 Ford Taurus Police Pkg \$ \_\_\_\_\_  
VIN# 1FAHP2M86DG162583, 83,000 Miles

III. NET COST TO THE CITY: \$ \_\_\_\_\_  
(Total Price)

IV. Delivery: F.O.B. manufacturer of the City of Casper's choice within \_\_\_\_ calendar days after award of contract by City Council.

V. 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 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  
SIX (6) NEW MID-SIZE POLICE UTILITY VEHICLE  
(Approved by the City Attorney, 2014)  
Dated the 9<sup>th</sup> day of February, 2021**

**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. 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, after the bid opening, with the FINANCE OFFICE, City Hall, 200 N. David, 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 16-6-601.

**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 for 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.



**CITY OF CASPER**  
**FLEET MAINTENANCE DIVISION**  
**CITY OF CASPER**  
**235-8410**  
**February 9, 2021**

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., March 1st, 2021** for the following:

TWO (2) new **Mid-Size Utility Vehicles**, to be used in the Casper Police Department;

General

Specifications:

It is the intent of these specifications to specify the minimum requirement for the furnishing and delivery of Two (2) new **Mid-Size Utility Vehicles**, to be used in the Casper Police Department. These units shall be new with less than fifteen hundred (1500) miles and be less than six months old. Units 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**

- American Manufacturer \_\_\_\_\_  
Ford Edge SE or Equivalent \_\_\_\_\_
  
- Three (3) Keys Keyed Alike Code 59B \_\_\_\_\_
  
- Mileage: 1500 Miles or Less (New) \_\_\_\_\_
  
- Four (4) Doors w/ Rear Opening hatch and gate. \_\_\_\_\_
  
- 8 speed Automatic Transmission \_\_\_\_\_
  
- 2.7L EcoBoost V6 Twin Turbocharged direct injection \_\_\_\_\_
  
- All Wheel Drive \_\_\_\_\_
  
- 18" Aluminum Painted Sparkle Silver Wheels \_\_\_\_\_  
With GoodYear Weather Ready Tires \_\_\_\_\_
  
- Spare Tire \_\_\_\_\_
  
- Power Steering \_\_\_\_\_
  
- Manual Tilt/Telescoping Steering Column \_\_\_\_\_
  
- Day/Night Rearview Mirror \_\_\_\_\_

Heated Mirrors	_____
Factory Tint on all windows excluding windshield Tint not to exceed 28%	_____ _____
Power Brakes	_____
Power Windows	_____
Power Door Locks	_____
Back up Camera	_____
Reverse Sensing System	_____
Floor Liners Front and Rear	_____
Black Interior w/ Cloth Seats	_____
Factory Air Conditioning	_____
Heater/Defroster	_____
Radio AM/FM	_____
One (1) Agate Black and One (1) Carbonized Grey in color	_____
5 Year 100,000 Mile Power Train Warranty (Cost of Extended Warranty to Match)	_____ _____
Bid to be Valid for "Piggyback" option up to 120 Days after Delivery of the last unit from the initial order.	_____ _____ _____
Selling Dealer Must be Able to Pick Up and Warranty Repairs within 48hrs NO EXCEPTIONS	_____ _____ _____
Fuel Tank to be full at Delivery with Unleaded at minimum 85% Octane	_____ _____
Copy of Order Confirmation to be provided upon Completion of Order 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.	_____ _____ _____ _____ _____ _____ _____

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  
TWO (2) NEW MID-SIZE UTILITY VEHICLES,  
FOR THE  
CASPER POLICE DEPARTMENT**

Proposal of (Company Name) \_\_\_\_\_  
(Address) \_\_\_\_\_

to furnish equipment as specified to the City of Casper, Wyoming, in accordance with specifications dated February 9, 2021.

BID ITEM: \_\_\_\_\_  
Description: \_\_\_\_\_

Make and Model: \_\_\_\_\_  
Federal Certified GVW: \_\_\_\_\_

- I. Price bid for two (2) new Mid-Size Utility Vehicles, as specified \$ \_\_\_\_\_
- III. NET COST TO THE CITY:  
(Total Price) \$ \_\_\_\_\_
- IV. Delivery: F.O.B. manufacturer of the City of Casper's choice within \_\_\_\_ calendar days after award of contract by City Council.
- V. 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 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  
TWO (2) NEW MID-SIZE UTILITY VEHICLES  
(Approved by the City Attorney, 2014)  
Dated the 9<sup>th</sup> day of February, 2021**

**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. 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, after the bid opening, with the FINANCE OFFICE, City Hall, 200 N. David, 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 16-6-601.

**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 for 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.

**CITY OF CASPER**  
**FLEET MAINTENANCE DIVISION**  
**CITY OF CASPER**  
**March 3 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., March 1st, 2021** for the following:

Two (2) New **Half Ton Four Door Super Crew or Equivalent Cab 4x4 Pickup Trucks with 5.5' Beds**, to be used by the Casper Police Department.

General Specifications:

It is the intent of these specifications to specify the minimum requirement for the furnishing and delivery of Two (2) new **Half Ton Four Door Super crew or Equivalent Cab 4x4 Pickup Trucks with 5.5' Beds**, to be used by the Casper Police Department. These units shall be new with less than fifteen hundred (1500) miles and be less than six months old. Units 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**

**Half Ton Pickup Trucks**

- American Manufacturer Body Code WIP 5.5' box \_\_\_\_\_
- Three sets of keys keyed alike Code 59B \_\_\_\_\_
- Mileage: 1500 miles or less \_\_\_\_\_
- Four Door Super Crew or Equivalent \_\_\_\_\_
- Automatic Transmission \_\_\_\_\_
- Turbo Charged V6 EFI Gasoline Engine (994 or Equal) \_\_\_\_\_
- Four Wheel Drive \_\_\_\_\_
- Power Steering \_\_\_\_\_
- Tilt Steering Wheel \_\_\_\_\_
- Power Brakes \_\_\_\_\_
- Power Windows \_\_\_\_\_
- Power Door Locks \_\_\_\_\_



Running Boards Code 18B \_\_\_\_\_

Factory spray liner. Code 96W \_\_\_\_\_

Hard Folding Tonneau Cover Code 96X \_\_\_\_\_

Heated Side Mirrors 549 or equal \_\_\_\_\_

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 \_\_\_\_\_

Factory Air Conditioning \_\_\_\_\_

Intermittent Wipers \_\_\_\_\_

Permanent anti-freeze protection to minus 30 degrees F. \_\_\_\_\_

Factory installed back up camera and sensors 76R or equal \_\_\_\_\_

One (1) Agate Black and One (1) Carbonized Grey in color \_\_\_\_\_

Four-wheel anti-lock braking system \_\_\_\_\_

Cloth seats, matching trim throughout in  
Black color \_\_\_\_\_

Heavy Duty Vinyl Flooring throughout \_\_\_\_\_

OEM heavy duty rubber floor mats \_\_\_\_\_

Factory Tint on all windows excluding windshield  
Tint not to exceed 28% \_\_\_\_\_

**Miscellaneous**

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.

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Copy of Order Confirmation to be provided upon Completion of the order.

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City of Casper shall be granted five (5) business days Notice of delivery of the units in order to schedule Vehicle intake appointment.

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City of Casper shall be granted five (5) business days From scheduled drop off to inspect/verify specification compliance prior to full acceptance.

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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 Service Center, Casper, Wyoming, 82601. Phone 307-235-8410.

**PROPOSAL FOR FURNISHING  
TWO (2) NEW HALF TON FOUR DOOR SUPER CREW 4x4 WITH 5.5 FT BED  
FOR THE CASPER POLICE DEPARTMENT**

Proposal of (Name) \_\_\_\_\_  
(Address) \_\_\_\_\_

to furnish equipment as specified to the City of Casper, Wyoming, in accordance with specifications dated February 9, 2021.

BID ITEM: \_\_\_\_\_  
Description: \_\_\_\_\_

Make and Model: \_\_\_\_\_  
Federal Certified GVW: \_\_\_\_\_

- I. Price bid for Two (2) new half ton four door super crew Pickups with 5.5 ft. bed, as specified \$ \_\_\_\_\_
- II. Trade-in allowance for Unit #10122 2014 Ford Expedition VIN #1FMJU1G57EEF24008, 86,000 miles \$ \_\_\_\_\_
- III. Trade-in allowance for Unit #101156 2009 Ford Fusion VIN # 3FAHP07139R210804, 84,000 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  
TWO (2) NEW HALF TON FOUR DOOR SUPER CREW CAB 4x4  
WITH 5.5 FT BED  
AND ACCESSORIES**

**(Approved by the City Attorney, 2014)  
Dated the 9th Day of February, 2021**

**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.



**CITY OF CASPER**  
**FLEET MAINTENANCE DIVISION**  
**CITY OF CASPER**  
**235-8410**  
**February 9, 2021**

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., March 1st, 2021** for the following:

ONE (1) new **Mid-Size Police Hybrid Utility Vehicle**, to be used in 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 **Mid-Size Police Hybrid Utility Vehicle**, to be used in the Casper Police Department. This unit shall be new with less than five hundred (500) 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**

- American Manufacturer \_\_\_\_\_
- Three (3) Keys Keyed Alike Code 59B \_\_\_\_\_
- Mileage: 500 Miles or Less (New) \_\_\_\_\_
- Four (4) Doors w/ Rear Opening hatch and gate. \_\_\_\_\_
- Automatic Transmission \_\_\_\_\_
- V6 Hybrid Engine 99W or equal \_\_\_\_\_
- AWD \_\_\_\_\_
- RF Noise Suppression Ground Straps (60R or Equal) \_\_\_\_\_
- TOYO Tires 245 55 R18 \_\_\_\_\_
- Full Size Spare Tire & Wheel \_\_\_\_\_
- Deflector Plate (76D or Equal) \_\_\_\_\_
- Royal Blue Clear Coat Metallic or Equal Code LM \_\_\_\_\_
- Certified Police Service Package (500A or Equal) \_\_\_\_\_

Power Steering \_\_\_\_\_

Tilt Steering Wheel \_\_\_\_\_

Power Brakes \_\_\_\_\_

Power Windows w/ Rear door Disable (68G or Equal) \_\_\_\_\_

Side Mirrors with Drivers Convex Spot, Heated (549 or Equal) \_\_\_\_\_

Cargo Dome Lamp and Courtesy Lamp Disable. Dark car lamp. (43D or Equal) \_\_\_\_\_

Front Headlamp Lighting Solution Wiring grill/lamp/siren/speakers (66A or Equal) \_\_\_\_\_

Rear Lamp Package Harness Kit (86T or Equal) \_\_\_\_\_

Tail Lamp Lighting Solution (66B or Equal) \_\_\_\_\_

Drivers side L.E.D. Spotlight (51R or Equal) \_\_\_\_\_

100 Watt Siren/Speaker installed (18X or Equal) \_\_\_\_\_

Back up Camera in rear view mirror (87R or Equal) \_\_\_\_\_

Reverse Sensing System (76R or Equal) \_\_\_\_\_

Heavy Duty Vinyl Flooring \_\_\_\_\_

Black Interior w/ Cloth Bucket Seats and Vinyl Rear Seat. (Code 96 or Equal) \_\_\_\_\_

Factory Air Conditioning \_\_\_\_\_

Rear Auxiliary Climate Control (Code 17A) \_\_\_\_\_

Heater/Defroster \_\_\_\_\_

Radio AM/FM \_\_\_\_\_

5 Year 100,000 Mile Power Train Warranty (Cost of Extended Warranty to Match) \_\_\_\_\_

Bid to be Valid for "Piggyback" option up to 120 Days after Delivery of the last unit from the initial order. \_\_\_\_\_

Selling Dealer Must be Able to Pick Up \_\_\_\_\_

and Warranty Repairs within 48hrs  
NO EXCEPTIONS

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Fuel Tank to be full at Delivery with  
Unleaded at minimum 85% Octane

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Copy of Order Confirmation to be provided  
upon Completion of Order  
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 Service Center, Casper, Wyoming, 82601. Phone 307-235-8410.

**PROPOSAL FOR FURNISHING  
ONE (1) NEW MID-SIZE POLICE HYBRID UTILITY VEHICLE,  
FOR THE  
CASPER POLICE DEPARTMENT**

Proposal of (Company Name) \_\_\_\_\_  
(Address) \_\_\_\_\_

to furnish equipment as specified to the City of Casper, Wyoming, in accordance with specifications dated February 9, 2021.

BID ITEM: \_\_\_\_\_  
Description: \_\_\_\_\_

Make and Model: \_\_\_\_\_  
Federal Certified GVW: \_\_\_\_\_

- I. Price bid for one (1) new Mid-Size Police Hybrid Utility Vehicle, as specified \$ \_\_\_\_\_
  
- III. NET COST TO THE CITY:  
(Total Price) \$ \_\_\_\_\_
  
- IV. Delivery: F.O.B. manufacturer of the City of Casper's choice within \_\_\_\_ calendar days after award of contract by City Council.
  
- V. 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 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  
SIX (6) NEW MID-SIZE POLICE UTILITY VEHICLE  
(Approved by the City Attorney, 2014)  
Dated the 9<sup>th</sup> day of February, 2021**

**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. 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, after the bid opening, with the FINANCE OFFICE, City Hall, 200 N. David, 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 16-6-601.

**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 for 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.

March 22, 2021

MEMO TO: J. Carter Napier, City Manager *en*  
FROM: Tracey L. Belser, Support Services Director *sub*  
Dan Coryell, Fleet Manager  
SUBJECT: Authorize the Purchase of Two (2) New Fire Engine Chassis and Bodies in the Total Amount of \$1,228,574.00, Before Trade, for Use by the Casper Fire Department.

Meeting Type & Date

Regular Council Meeting  
April 6, 2021

Action type

Minute Action

Recommendation

That Council, by minute action, authorize the purchase of two (2) new fire engine chassis and bodies in the total amount of \$1,228,574.00, before trade, for use by the Casper Fire Department.

Summary

On March 16, 2021 bids were publicly opened for two (2) new fire engine chassis and bodies. One (1) bid was received for both through MaxFire Firefighting Solutions, Castle Rock, CO. In January of this year, Council approved the purchase of one (1) fire engine to replace the current fire engine at Fire Station 3. This earlier purchase was also through MaxFire Firefighting Solutions. Council approved a budget amendment at the January 19, 2021 regular City Council meeting taking the next two years' worth of the fire departments One Cent capital money and allocating it to this year for fire engine replacements.

The fire engines that are now scheduled to be replaced are fire engine 2 and Fire Engine 6. Fire Engines 2 and 6 will then become the Fire Departments reserve/backup engines and the current reserves/backups are being traded off with this purchase. The current reserves/backups are 1999 American LaFrance models that have both met and/or exceeded the requirements for vehicle replacement.

Having three (3) new fire engines in the Casper Fire Department will be very positive for both operators and mechanics. Fire engines are specifically made for each community and are rarely manufactured the same. Having the opportunity to have three (3) fire engines built at the same time will greatly increase fleet readiness.

The Casper Fire Department has a total of five (5) fire engines throughout the City and these three (3) new engines will be a welcoming site for the citizens of Casper for many years to come.

Trades for this purchase are as follows:



Unit 111157- 1999 American LaFrance with 163,800 miles and \$502,026.99 of maintenance charges  
 Unit 111158 -1999 American LaFrance with 175,500 miles and \$483,033.95 of maintenance charges  
 New Fire Chassis and Bodies are scheduled to arrive in 12 months from order date.

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>Amount</u>	<u>Trade-In</u>	<u>Total</u>
(2) New Fire Chassis And Bodies	MaxFire Castle Rock, CO	\$1,228,574.00	\$5,000.00 each x 2	\$1,218,574.00

The recommended purchase of both the fire chassis and bodies meet all of the required specifications for equipment in this application.

Financial Considerations

This purchase was approved in the FY21 adopted budget amendment and is funded by One Cent funds.

Oversight/Project Responsibility

Dan Coryell, Fleet Manager, will make this purchase. Oversight will be transferred to Jason Speiser, Deputy Chief, after the equipment is received.

Attachments

Due to the volume (200+pages) of the Bid Specifications, they will be provided upon request.

March 22, 2021

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 2021 Closed-Circuit Television (CCTV) Vehicle in the Total Amount of \$225,038.10, Before Trade, for Use by the Waste Water Collection Division of the Public Services Department.

Meeting Type & Date

Regular Council Meeting  
April 6, 2021

Action Type

Minute Action

Recommendation

That Council, by minute action, authorize the purchase of one (1) new 2021 CCTV vehicle from Western Precision LLC, Robertson, Wyoming, for use in the Waste Water Collection Division of the Public Services Department, in the total amount of \$225,038.10 before trade.

Summary

On February 25, 2021, bids were opened publicly for the purchase of one (1) new complete CCTV vehicle for the Waste Water Collections Division. One (1) bid was received from Western Precision LLC located in Robertson, WY. Waste water collections will be able to properly view into and help diagnose repairs, plan replacements with this piece of equipment, in addition to generating positive customer experiences on the nearly 400 miles of sewer and stormwater main lines that are beneath the streets of the City of Casper.

This new CCTV vehicle will be replacing the current CCTV van that has outdated camera equipment and recording devices. The equipment manufacturer has discontinued parts thus making repairs nearly impossible. The van is a 2006 Ford E-350 with 22,450 miles. The mileage did not meet requirement for replacement however hours on the vehicle are very significant. Each time the van went out on a call or was videoing lines, the van spent much of that time running making sure all components were working and batteries charging, the new system shall have a much better generator and the ability to power off while the camera is working. The new camera is an Envirosight ROVVER X system that lets the operator: control inspections, view and record digital video, log observations, generate reports, and link directly to asset-management software.

The new CCTV vehicle is scheduled to be delivered in six (6) months and will then be placed into operation.

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>Amount</u>	<u>Trade-In</u>	<u>Total</u>
(1) F-450 with CCTV equipment	Western Precision LLC Robertson, WY	\$225,038.10	\$15,000.00	\$210,038.10

The recommended purchase of this CCTV vehicle meets all of the required specifications for equipment in this application.

Financial Considerations

This purchase was approved in the FY21 adopted budget and is funded by One Cent funds.

Oversight/Project Responsibility

Dan Coryell, Fleet Manager, will make this purchase. Oversight will be transferred to Krista Johnston, Sanitary Sewer/Stormwater Manager, after the equipment is received.

Attachments

Bid Specifications

**CITY OF CASPER**  
**FLEET MAINTENANCE DIVISION**  
**CITY OF CASPER**  
**(307)235-8410**  
**January 25, 2021**

Notice is hereby given that the City of Casper, Wyoming will receive sealed bids at the Fleet Office, Casper Service Center, 1800 E. "K" Street, Casper, Wyoming, **until 2:00 p.m., February 25, 2021** for the following:

**One (1) New Complete Color Closed Circuit Television (CCTV) Sewer Inspection System Installed on a Truck Chassis with a 16' Freight Box.** This unit is to be used by the Wastewater Collection 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 **One (1) New Complete Color Closed Circuit Television (CCTV) Sewer Inspection System Installed on a Truck Chassis with a 16' Freight Box.** The unit shall be new and have less than fifty (50) hours and be less than twelve (12) months old, with full factory warranty. Units 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.

ITEM		MINIMUM SPECIFICATIONS	BIDDER SPECIFICATIONS
1. Equivalent Product	1	Bids will be accepted for consideration on any make or model that is equal or superior to the equipment specified. Decisions of equivalency will be at the sole interpretation of the City of Casper Purchasing.	
	2	Bidder shall demonstrate a reasonable likeness of the equipment being offered within a reasonable time of request. Equipment demonstrated shall be equipped with all accessories and components required in this specification to ascertain equivalence.	
	3	A blanket statement that equipment proposed will meet all requirements will not be sufficient to establish equivalence. Original manufacturer's brochures of the proposed unit are to be submitted with the proposal.	

2. Bidder Reference	1	To ensure adequate availability of parts and competent service from experienced suppliers, bids are preferred from vendors who have sold and serviced at least 20 units of same manufacturer within the vendor's service area. Include in bid 5 references with contacts with phone numbers of customers who have purchased from the vendor.	
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3. General	1	The specification herein states the minimum requirements of the City of Casper. All bids must be regular in every respect. Unauthorized conditions, limitations, or provisions shall be cause for rejection. Any bid not prepared and submitted in accordance with the bid document and specification, or any bid lacking sufficient technical literature to enable the City of Casper to make a reasonable determination of compliance to the specification will be considered "non-responsive" and grounds for rejection.	
		Selected vendor will provide the City of Casper with with a detailed van layout to be approved prior to construction	

4. System Basics	1	Three Components:	
	1.1	Automatic Cable drum with cable	
	1.2	Single handheld operator pendant with viewing, digital recording, and system controls	
	1.3	Crawler with zoom camera for 6" to 72" diameter larger pipe inspection	
	2	CAN-bus communications protocol	
	3	Ability to connect to a network via network cable port for lifetime remote firmware upgrades and/or diagnostic services.	
	4	Camera and crawler operator functions to be able to work simultaneously.	
	5	Electrical requirement of no more than 575W, or 5 A at 115 VAC, to operate entire inspection systems and components.	

5. Operator Control Pendant and Wireless Controller	1	10.1" (horizontally measured), hand held color touch-screen monitor with 1280 x 800px display resolution for viewing, recording video and accessing control and configuration functions	
	2	Pendant total weight to be less than 4 pounds with dimensions no larger than 12" x 10.75" x 3" (W X H X D).	
	3	Wide screen display format with daylight readable display.	
	4	Pendant to have integrated, foldable stand and recessed handle.	
	5	Desktop mount to securely mount controller to desktop surface during operation.	
	6	Standard ability to connect to a network in order to access software update download for lifetime automatic performance and feature upgrades.	
	7	Ability to connect to a network in order to work with repair studio software for remote diagnosis.	
	8	Ability to use Pipelogix Software	
		System to be run in conjunction with laptop provided by the City of Casper	

9	4 GB Internal flash memory for operation system and catalogs and 32 GB internal memory for data storage.	
10	Dual joystick for camera and crawler functions	
11	Auto-upright display to allow joysticks to be positioned where they're most comfortable.	
12	Right multifunction joystick to control crawler's forward/reverse, left/right turning and speed.	
13	Left multifunction joystick to control camera's pan/tilt and home functions.	
14	Ability to toggle between icon and text display commands.	
15	Must include the following interfaces: 2 x USB 2.0 (Typ A), 1 x Ethernet (RJ45), 1 x HDMI, 1 x analog Video OUT (BNC), 1 x WLAN.	
16	Controls for manual and automatic focus of camera.	
17	Ability to display component pressure, temperature, sonde status, pitch (inclination) and roll.	
18	Pressure to be listed onscreen and saved within system history for predictive maintenance.	
19	Pressurization status of individual components (camera, crawler, lift, auxiliary lighting, etc.) shall be listed separately.	
20	Controls for adjusting illumination intensity of camera and auxiliary lighting.	
21	Ability to control cable reel functions: auto, manual, speed, direction, torque of the cable reel.	
22	Master single button interface to regain control from wireless controller.	
23	Minimum 20' control cable that connects the automatic cable drum with the pendant via an emergency on/off switch box junction.	
24	Ability to record digital video in .mp4 or .avi selectable formats.	
25	Ability to capture digital still images in .jpg or .png (selectable formats).	
26	On screen display (OSD); ability to generate text on video.	
27	OSD controls easily allow for turning various parameters and text on/off.	
28	OSD controls easily allow for manipulation of on-screen position of displayed parameters/text.	
29	OSD controls easily allow for manipulation of color of displayed parameters/text and background color.	
30	OSD controls allow addition of graphical images (agency or company logo, etc.).	
31	Ability to create multiple OSD profiles; customized OSD parameter/text configurations based on operator or application preferences.	
32	Graphical on-screen display of crawler roll status with respect to pipe sidewall.	
33	Ability to inform operator if one is getting close to flipping the crawler.	

34	When critical tilt angle is reached, system will alert operator with highlighted red indicator AND will show operator proper direction of counter-steer in order to re-stabilize crawler position.	
35	Optional ability to engage anti-roll feature, which will automatically stop crawler movement when critical tilt angle is reached during use of cruise control.	
36	Ability to invert controls in the event of crawler roll, allowing for crawler and cable reel to continue synchronized movement.	
37	Graphical on-screen display of crawler inclination, including pitch degree or percentage (selectable).	
38	Ability to directly engage or disengage electronic clutch.	
39	Ability to capture, correlate, and store still images with distance and observation information, all of which can be exported to various software reporting packages or viewed onscreen.	
40	Captured visual data can be printed directly from the pendant into an inspection report that has manhole to manhole schematic, observations, distances, asset information, operator details and PACP codes.	
41	Ability to generate a graphic inclination report to show pipe grade along inspection route.	
42	Ability to view a full schematic and observation inspection report, including pipe inclination report, on the pendant.	
43	Ability to operate crawler in cruise control mode where an operator does not need to touch the joystick for crawler speed.	
44	Ability to view system operational history and performance, including hours of operation, feet of pipe inspected, and recorded time system has run in any warning conditions (e.g. under pressurized).	
45	Ability to automatically pause video when adding an observation as to not waste video file storage capacity.	
46	On/off control of digital zoom function.	
47	On/off control of auto shutter speed.	
48	Ability to toggle front-view camera, integral rearview camera, and accessory rearview camera.	
49	On/off control for camera lasers.	
50	Ability to control laser intensity of increments of 25%.	
51	Control for remotely controlled motorized camera lift.	
52	Buttons to activate automated software routine (Macro) for viewing laterals on the left and on the right.	
53	Button to activate automated software routine (Macro) for performing a circumferential scan of a pipe joint.	
54	Controls for auto-return of crawler that stops the crawler within specified distance of the insertion manhole and alerts the operator of its return for final extraction when returning via cruise control.	

	55	Unit needs to be able to operate in 6" to 72" diameter pipe. Utilization of the City of Casper's existing trolley and elevator is allowable.	
	56	The ability to operate larger (10" minimum diameter) and smaller crawlers (minimum 4" diameter) with no need for additional control unit or cable upgrades.	
	57	CAN-bus control architecture allowing for precision control, diagnostic monitoring and future upgradeability.	
	58	Ability to measure cracks and other observations without the need for external software.	
	59	Ability to measure wall defects, obstructions, bends, branch angles, flow level and inclination via touch screen controls.	
	60	Ability to run a macro to measure actual pipe diameter using built in camera lasers.	
	61	Portable battery powered belt clip wireless remote controller with crawler, camera and cable reel functions for easy direct single person deployment and retrieval of the crawler at the access point (manhole/basin).	
	62	Wireless remote controller to have (8) dual function buttons with clear labels as the function of each.	
	63	Wireless remote controller to have colored LED indicators to inform operator as to what functions the buttons are activated for.	
	64	Wireless remote controller to be digitally encoded to the system with which it is delivered.	
	65	Wireless remote control to have a range of at least 50' without radio frequency interference being able to compromise the signal. RF systems will not be accepted.	
	66	Wireless remote controller must work with a single specific system in order to provide secure control when multiple systems are being operated in the same area. For operator safety and system protection, there can be no chance for operational interference.	

6. Pan/Tilt Color Zoom Camera:	1	Auto and manual focus with 120:1 total zoom; 10x optical and 12x digital	
	2	Pan and tilt motors with no exposed gears or wires and integral clutches for protection.	
	3	Ability to pan a full 360 degrees and tilt $\pm$ 135 degrees for full viewing of laterals and joints.	
	4	Dual projection lasers, 50mm apart, to be able to measure observations and gauge pipe diameter.	
	5	Housing that is fully sealed and waterproof per IP68 to withstand external pressure up to 1 bar without damage or leaking.	
	6	Must have ability to connect to crawler body, remotely operated lift, and large line crawler via a 1.5" long, 5/8" diameter stainless-steel keyed connection plug with 10-pin internal female connection port.	



	7	Ability to attach to the front of the crawler by a simple turn of a slotted locking mechanism atop the crawler that drives (3) stainless bearings into the rotating shaft of the camera, all while maintaining a 1-bar waterproof seal.	
	8	Solid-state circuitry designed to withstand shock and vibration while being pushed, pulled, or propelled through the pipe.	
	9	Illumination provided by a minimum of 40 LEDs that deliver a 13,000-lux reading at 1' and a 3-lux reading at 25'. LED light ring to have lifetime warranty.	
	10	A valve for purge and pressurization of camera body. (To help prevent ingress of water and help prevent internal condensation and fogging)	
	11	A maximum size of 7" x 3" x 3" (LWH) in order to fit within a diameter of 3.5" (88mm).	
	12	Indicate whether spare pan/tilt camera proposed may be used with other systems, such as push camera system or lateral launch.	

7. Steerable Motorized Crawler:	1	6-wheel drive (3 wheels per side) to generate traction necessary to crawl up to 1,500' in wet and slippery pipes.	
	2	In 8" configuration with the middle wheel remaining, the 4 larger wheels will overlap the middle ones to provide continuous traction to go over joints and debris and to avoid high centering where 4-wheel crawlers can no longer move forward due to high centering on the bottom of crawler body.	
	3	The crawler shall have proportional left, right, forward and reverse capability via manual and automatic controls via a joystick and direct buttons on the primary controller and wireless controller.	
	4	Proportional steering means that the 3 wheels on the left and the right of the crawler will move proportionally at the same time to move the crawler in the intended left, right, forward, backward or combination direction. Crawlers that can only drive in a single direction to the left, right, forward or backward at a time (bump steering) will be deemed unacceptable.	
	5	Maximum size of 12.2" x 4.3" x 3.5" (LWH), allowing proper clearance in 6" and lined pipes.	
	6	An electronic clutch that can be engaged and disengaged without needing to move the crawler.	
	7	Can accept an option for a motorized remotely operated lift that can raise the camera a minimum of 7" from its lowest position from the desktop or wireless controller.	
	8	When in 8" wheel configuration, crawler must ensure that the bottom of the pan and tilt zoom camera is at least 1 3/8" from the bottom of a flat surface to enable crawling over obstacles.	
	9	Full sensor package with inclination, roll, sonde, pressure, heat and motor readings.	

10	Integral rearview color camera with LED lighting to be positioned at the top rear of the crawler body and not to have any visible increase in the diameter of the crawler body or be integrated with the rear cable connector.	
11	Ability to remotely toggle between rear and forward viewing cameras using the operator controls.	
12	Simple toolless locking mechanism for the camera providing secure, easy attachment with 1-bar waterproof rating. Systems that require tools to attach/remove camera head will not be accepted.	
13	Rear receptacle that allows cable attachment with threaded stainless-steel cable connector's outer barrel. No tools required to remove/attach cable from crawler.	
14	Rear cable connector shall provide pull strength beyond the 1,000-lb-rated break strength of the CCTV cable.	
15	Cable connector shall carry a lifetime warranty.	
16	No additional or external cable strain relief measures shall be accepted beyond the cable connector.	
17	Maximum crawler weight of 20 lbs. (with small wheels)	
18	Length of no more than 12.2" (18" with camera and optional lift installed) for easy navigation through 90-degree inverts without pinching or rolling.	
19	Crawler body must be machined from a single continuous and complete piece of machined aluminum. Two piece bodies from top to bottom or front to rear crawlers will not be accepted. Crawler chassis' manufactured of bronze, brass or other soft metals will not be accepted.	
20	Crawler to be supplied with the following wheels: a) Six (6) quick-change hubs that allow the changing of wheels without the use of <b>ANY</b> tools. b) Systems that require tools to change wheels will not be accepted. c) Six (6) 3.34" small quick-change rubber wheels. d) Four (4) 4.72" medium quick-change rubber wheels. e) Four (4) 5.90" large quick-change rubber wheels. f) Four (4) 6.88" (XL) quick-change rubber wheels. g) Two (2) 3.26" climbing wheels to be used on each side of center axle when using medium rubber, abrasive, or carbide/grit wheels. h) Six (6) 3.34" small quick-change carbide aggressive wheels. i) Twelve (12) 4.72" medium quick-change carbide aggressive wheels.	
21	Tilting rear cable connector that points vertically to protect cable during deployment into manhole, which also tilts to	

		horizontal position during operation. Rear cable connectors that integrate a rear camera will not be accepted.	
	22	512 Hz integral sonde to facilitate locating crawler.	
	23	A waterproof carrying case for crawler and assorted tools for basic crawler maintenance shall be provided.	

8.Motorized Automatic Cable Drum:	1	Capacity for the systems 1,000' cable.	
	2	A motorized system with sensors that monitor cable tension in order to coordinate cable feed/retrieval with direction and exact speed of the crawler.	
	3	Ability to perform all forward, backward, and different speed/torque functions without operator physically interacting with cable reel.	
	4	Ability to operate in both automatic and manual modes.	
	5	Work with a remote wireless controller granting control of crawler and reel while away from the primary controls.	
	6	Extension pulley arm option for extending the cable drop point away from the cable reel.	
	7	Size of no larger than 21" x 14.5" x 24.5" (H x W x D) for potential deployment away from CCTV truck.	
	8	Ability to run automated software routines (e.g. cruise control) in which the reel, crawler, and camera function are automatically coordinated to accomplish a specific task without operator intervention.	
	9	Install and make function correctly a CCTV-specific Vanguard Pathogen Defense System. System from current CCTV van to be provided by the City of Casper.	
	10	All moving hazardous components to be completely covered/enclosed to prevent injury – hand or clothing can't reach dangerous moving parts. Open access design of the front, top and sides where an operator can touch level-wind mechanism, gears, chains, and belts will not be accepted.	

9.Lightweight Heavy Duty Transmission Cable:	1	1,000' of cable with maximum 6-wire continuous-length multi-conductor wires for lightweight and easy maintenance performance.	
	2	Kevlar reinforcement to provide minimum break strength of 1,000 lbs. with a diameter of no more than 0.255" (6.5mm).	
	3	Strain relief to be internal to the cable and cable connector. No external wires, pig tails, or other visible external strain mechanisms will be accepted.	
	4	Waterproof rating of at least 1 bar or 1 atmosphere.	
	5	Solid stainless steel threaded connector at crawler end that locks onto the rear of the crawler to secure the cable and provide strain relief. Connections that require ANY tools or screws to connect to crawler will not be accepted.	

	6	Ability to be re-terminated by soldering no more than 6 wires, and then sealed and strain-relieved using a quick-dry epoxy. Procedure shall take no more than 45 minutes to complete. More than 6-wire solder repair will not be accepted.	
	7	Cable to employ no more than a single connection to crawler regardless of use of optional items such as additional lighting, side scanning camera, rear camera, laser profilers, remotely operated lift, or other accessories.	
	8	Ability to connect directly to the following without any modification or additional exterior wires: a) Optional 4" minimum pipe ID small line crawler. b) Included 6" minimum pipe ID crawler with integral motorized lift. c) Optional 18" minimum pipe ID large line crawler.	
	9	Two complete cable re-termination kit to be supplied with system.	

10. Warranty, Training, and Installation:	1	After delivery, a qualified technician shall provide 3 days complete training to City personnel at the City yard. Training shall include safety, operation, maintenance and service. The training will consist of two training periods: 1) two-day initial training, 2) one-day follow up training at the discretion of the City of Casper.	
	2	One (1) complete set of printed manufacturers operation and maintenance manuals shall be provided along with one set of electronic manuals on USB/thumb drive.	
	3	The warranty shall guarantee the product to be free from defects in materials and manufacturing. This warranty shall include the repair or exchange of any part or parts thereof which may prove to be defective under normal use and service within one (2) years from the date of original purchase. This warranty shall not apply to any equipment which has been subject to accident, negligence, alteration, abuse, unauthorized repair, improper storage, or other misuse.	
	4	The crawler connectors and the camera LED light ring shall carry a lifetime warranty; the terms of this warranty shall not apply to any equipment which has been subject to accident, negligence, alteration, abuse, unauthorized repair, improper storage, or other misuse.	
	5	Warranty: The system shall have a minimum one-year warranty on all defects in materials and workmanship.	

11. Remote Operated Camera Light and Auxiliary Lights:	1	Supplied Auxiliary lighting that has: a) LED lamps for inspecting large pipes. b) Ability to mount to crawler or motorized camera lift. Any exposed wiring or pigtails shall be deemed unacceptable. c) Waterproof design with ability to withstand 1 bar external pressure. d) Rear-viewing color camera with LED lamp.	
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2	<p>Supplied remotely operated motorized camera lift that has:</p> <ul style="list-style-type: none"> <li>a) The crawler must allow for an electronically controlled lift to raise and lower the camera automatically once the crawler is deployed in the pipe via the main remote pendant and the wireless auxiliary remote control. Manual or fixed lifts will not be accepted.</li> <li>b) The camera lift must be made from solid aluminum and stainless steel.</li> <li>c) Camera lift must have a range of 3.1 inches to 10.2 inches.</li> <li>d) Housing to be fully sealed and waterproof per IP68 to withstand external pressure up to 1 bar without damage or leaking.</li> <li>e) Internal pressurization to protect against water ingress.</li> <li>f) Ability to raise camera 7" from the complete down position.</li> <li>g) Ability to fit in 10" diameter pipe when mounted on crawler with smallest wheels.</li> <li>h) The remote lift must be operated by a CAN-bus control architecture allowing for precision control, diagnostic monitoring, and future upgradeability.</li> <li>i) Accessory port on top for attachment for access to power, video and CAN BUS control.</li> <li>j) Ability to mount auxiliary lighting and rearview camera at top position for view near center of pipe and above flow.</li> <li>k) Can be remotely controlled using operator pendant.</li> <li>l) Pressurized struts and motors to ensure reliable, precise control in a compact form factor.</li> <li>m) Ability to connect remote lift to crawler body via a 1.5" long, 5/8" diameter stainless-steel keyed connection plug with a simple turn of a slotted locking mechanism atop of the crawler that drives (3) stainless steel bearings into the rotation shaft of the camera, 10-pin internal female connection port and two set screws on either side of the lift that attach to the top plate of the crawler body. Connection must be waterproof. Systems with pigtails, exterior cable connections, or loose wires will not be accepted.</li> <li>n) Ability to connect the camera to remote lift via a 1.5" long, 5/8" diameter stainless-steel keyed connection plug with 10-pin internal female connection port. Connection must be waterproof.</li> <li>o) Must have an auxiliary light port that is protected when auxiliary lights are not connected with a stainless steel cover that is waterproof and easily removable with (2) set screws to connect auxiliary lights.</li> <li>p) Ability to mount to crawler with instant-contact slide-connector on top of the remote camera lift. Any exposed wiring will not be accepted.</li> <li>q) Ability to accept pan/tilt color zoom camera or side scanning camera without compromising any of the camera's functionality.</li> </ul>	
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	<p>r) Ability to accept forward connecting auxiliary light which extends side scan and pan and tilt camera completely beyond the front edge of the crawler so it does not interfere with captured video and side scan data when viewing the pipe bottom.</p> <ol style="list-style-type: none"> <li>1) Auxiliary light port must be able to accept 2 different style auxiliary lights.</li> <li>2) Twin focused super-bright LED lamps (2-watt each) for inspecting large pipes.</li> <li>3) Twin focused super-bright LED lamps (2-watt each) with color rearview camera integrated into the back of the auxiliary light housing.</li> </ol> <p>s) Ability to be controlled via automated software routines (Macros) where auto centering and other features can be conducted with the single push of a button.</p> <p>t) Ability to pause upward motion of camera lift to inform operator that pan and tilt camera will view crawler when conducting downward viewing, therefore giving the operator the options to not continue raising the camera.</p> <p>u) Auxiliary lighting that has:</p> <ol style="list-style-type: none"> <li>1) Twin focused super-bright LED lamps (2-watt each) with color rearview camera integrated into the back of the auxiliary light housing.</li> <li>2) Ability to mount to crawler with instant-contact slide-connector positioned at top rear of crawler or optional camera lift.</li> <li>3) Any exposed wiring or pigtails shall be deemed unacceptable.</li> <li>4) Waterproof design (when mounted) with ability to withstand 1 bar external pressure.</li> <li>5) Rear-viewing color camera with single hi-lux tri-LED lamp (necessary when using lift and needing to see above water flow).</li> </ol>	
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12. Cab Chassis:	1	Cab and chassis shall be equipped with a 193" wheel base, 108" CA, and a minimum 16,500 lb. GVW.	
	2	7.3L 2V DECVT V8 Gas Engine	
	3	F450 or equivalent	
	4	HD 240 amp alternator.	
	5	40 Gal. fuel tank with auxiliary port for optional equipment.	
	6	2WD	
	7	6-Speed automatic transmission.	
	8	LT225/70SR19.5 front and rear tires.	
	9	4.2" center-stack screen, AM/FM stereo/single-CD/MP3, 4 speakers.	
	10	Power equipment group including upgraded door-trim panel with power window/lock switches, accessory delay, MyKey, owner controls feature, remote keyless entry, trailer tow mirrors w/power heated glass, manual	

	telescoping, heated convex spotter mirror and integrated clearance lamps/turn signals, perimeter anti-theft alarm, power front side windows, 1-touch up/down driver/passenger window, and power locks.	
11	Chrome front bumper.	
12	Steering wheel mounted cruise control.	
13	Rear view camera & prep kit including cab wiring, frame wiring to the rear most cross member and video display. Upfitters kit includes camera with mounting bracket and 14" jumper wire.	
14	Manual tilt/telescoping steering column.	
15	Manual air conditioning.	
16	HD Vinyl 40/20/40 Split bench seat including center armrest, cup holder, storage, and driver's side manual lumbar.	
17	Two (2) 12V DC power outlets.	
18	Full vinyl/rubber floor covering.	
19	Backup alarm.	
20	Delivery of chassis to equipment upfitter must be included in pricing.	
21	Rear end airbag suspension with ability to operate each side independently to assist with parking on sloped surfaces	

13. Van Body-To Include Sections 14, 15, 16, and 17:	1	Dry freight van body dimensions are approximately 16'L x 96"W x 85" interior height.	
	2	2" x 6" dense pine ship lapped flat floor, 3" formed X-members on 16" centers, 3/16" x 2" x 2" steel tube long sill, and pre-coated understructure.	
	3	Sidewalls are aluminum .040" pre-painted white, sidewall Z-post on 16" centers. Interior to have 3/8" plywood lining full side.	
	4	Roof is .032" aluminum skin, with anti-sag roof bows on 16" centers. Roof to be reinforced for A/C unit, centered between 2nd and 3rd roof bows from front.	
	5	LED S/T/T and clearance lights to meet FMVSS 108 specifications.	
	6	88"W x 79"H rear door opening with double swing 2-panel doors and barlock for security. (2) 12" aluminum rear grab handles and (6) stainless steel hinges. Galvanized galvaneal rear door frame. One piece V-groove threshold.	
	7	A "doggie door" shall be built into the reel side rear door to allow both doors to be closed during cold weather use but allow full operation of the inspection system with the doggie door open.	
	8	One (1) 32" W x 80"H side door: (1) double step well with 1/8" aluminum tread plate material. Door to be equipped with (1) coach door hardware and grab handle.	
	9	Full width 12ga tread plate steel Chicago Style rear bumper. Recessed 12" 12ga galvaneal poched center step.	

	10	Mud flaps with anti-sail mud flap brackets installed behind rear axle.	
	11	A backup camera utilizing OEM dash mounted monitor to be installed on upper rear door frame of van body.	
	12	Back-up alarm.	

14. Office Area:	1	Solid bulkhead wall with Plexiglas window and pass-through door into work area. Office operations will face rear of box van and will be able to view operations area through passthrough. Monitors to be mounted on pass-through wall.	
	2	Interior walls and ceiling must be fully insulated and covered ¼" plywood with rugged outdoor short nap carpet.	
	3	Floor shall be covered with multi-layered industrial floor covering.	
	4	Overhead and below desk cabinets to utilize area for maximum storage to include storage for all electronics.	
	5	Formica desk with outlets above and below.	
	6	12 Volt overhead LED lighting wired to 12-volt battery source.	
	7	USB charger outlet.	
	8	Door actuated cabinet lighting to be provided for all cabinets.	
	9	(2) Two 19" LED monitors mounted to multi-monitor mount.	
	10	(2) Two hHigh-back operator chair with travel restraint.	
	11	Padded bench seat with storage underneath.	
	12	13,500 BTU low power consumption roof mounted air conditioner wall mounted digital thermostat.	
	13	Wall mounted cadet style heater with adjustable thermostat in office area under desk.	
	14	Office area is outfitted with an AM/FM truck-style radio and speakers	
	15	Pre-wired for two-way radio communications close to the TV operator station (radio to be supplied and installed by City of Casper)	

15. Operator Area:	1	Interior walls and ceiling must be fully insulated and covered with plastic panels.	
	2	24"D storage cabinet with adjustable shelf installed to the front of tool chest.	
	3	24"D storage cabinet to house wash down system installed to the rear of the tool chest.	
	4	Minimum 42"W overhead storage cabinet installed over workbench on curbside	
	5	24"D storage cabinet with adjustable shelf installed on streetside behind bulkhead wall.	
	6	Minimum 42"W full height storage cabinet installed over lower storage cabinet on street side.	
	7	Stainless steel counter top work surfaces.	



8	Slide out crawler tray under camera reel.	
9	One (1) 19 inch LED computer monitor shall be included with the system, facing the rear.	
10	12 Volt overhead LED lighting wired to 12 volt battery source.	
11	Door actuated cabinet lighting to be provided for all cabinets.	
12	Floor shall be covered with multi-layered industrial floor covering.	
13	Bidders are required to provide a detailed floor plan drawing of body with bid submittal.	
14	A Whelen P46HHS 1,800 lumen hand held 2° spotlight wired to a spring rewind 25' retractable cord reel shall be installed at rear of body and connected to 12-volt power; spotlight shall have a 90lb. pull magnet to attach to manhole ring when needed.	
15	Spotlights on rear of box to illuminate outside working area, minimum of two	
16	Wash down System: a) 12-volt on demand water pump. b) Lighted on/off switch accessible from ground level mounted in rear of cabinet. c) 18 gallon water tank with exterior fill. d) 25' foot retractable hose reel with hose and adjustable spray nozzle.	
17	Tool Package: a) undercarriage mounted tube for telescoping polese) Aluminum cable guide manhole roller. b) Tie-off cleat on rear bumper. c) (8) heavy-duty reinforced fiberglass poles with quick-connect ends d) Aluminum cable guide manhole roller including one pole with hook on end. e) Aluminum brackets for hand tools	
18	Electric rear awning	
19	Wash sink with blackwater tank	
20	Additional drawers, to include: a) Pull out bumper drawer b) Pull out wheel drawer at the rear of the truck	

16. Power Source:	1	Onan Industrial 5500 watt gas generator, or approved equivalent, with an automatic shore power switch.	
	2	Generator to be mounted under the van body in vented steel enclosure to protect generator from the elements.	
	3	Generator to pull fuel from chassis fuel tank. Auxiliary fuel tanks will not be accepted.	
	4	30 amp shore power connection to vehicle exterior with 30' extension cord and 15 amp converter.	
	5	Auto-transfer switch for switching from shore power to generator power.	

	6	AC and DC breaker/fuse box with resettable circuit breakers and replaceable fuses.	
	7	Remote mounted start/stop control panel with hour meter mounted in operator area.	
	8	Minimum of 4 GFI-protected outlets in operator area, and a minimum of 4 in the office area	
	9	An uninterruptible power supply (UPS) shall be supplied to operate the computer system in case of power outage.	

17. Miscellaneous options:	1	Whelen TAC8 front roof-mounted LED traffic advisor.	
	2	Whelen TAC8 rear roof-mounted LED traffic advisor.	
	3	Whelen M2AC surface mount LED strobes in all four corners of van body.	
	4	LED warning light switches to be mounted in cab so the lights can be activated before exiting the vehicle.	

**Miscellaneous Option:**

18: QuickView Far Distance and Remote Confined Space Video Inspection Equipment or equivalent:	1	<p>General requirements:</p> <ul style="list-style-type: none"> <li>a) The proposed system must be a self-contained wireless zooming camera. Camera systems that require wired connections to controls/viewers shall be deemed unacceptable.</li> <li>b) <i>Warranty:</i> The system furnished in accordance with these specifications shall be covered for a period of 1 year.</li> <li>c) The proposed system must be able to be operated by one person, requiring no entry into confined space areas.</li> <li>d) No tools required for setting up or accessorizing the system.</li> </ul>	
	2	<p>Camera Head: Module &amp; Housing</p> <ul style="list-style-type: none"> <li>a) The camera will produce a color video image and provide a minimum of 1280x720 (2.38 megapixel) video resolution.</li> <li>b) Camera construction shall include all solid-state circuitry designed to withstand shocks and vibrations</li> <li>c) The camera shall have a zoom feature of 30:1 optical and a digital zoom of 12 times for a total of 360:1 magnification.</li> <li>d) Camera shall have ability for auto and manual focus via control application.</li> <li>e) System illumination shall be haloptic LED, dimmable for various pipe conditions.</li> <li>f) The camera housing shall be made of lightweight aluminum for ease of operation.</li> <li>g) Camera shall have Schrader air valve for purge and pressurization of electronic components to prevent moisture ingress.</li> </ul>	

		<ul style="list-style-type: none"> <li>h) Camera shall have pressure relief valve so system cannot be over-pressurized.</li> <li>i) Camera shall have ability to automatically tilt via control application; minimum +10-degrees and -30-degrees from horizontal.</li> <li>j) Camera shall require no wired connections to operator controls or viewing devices.</li> <li>k) System shall have quick-connect camera head feature where camera head attaches mechanically to the pole via a single cam lock and collar. No tools required.</li> <li>l) Camera shall be supported in-pipe via integrated stand-off pole.</li> <li>m) Camera shall include two interchangeable battery packs and charging station.</li> <li>n) Camera and accessories shall be housed in a pelican style protective case.</li> </ul>	
	3	<p>Controller (Application, Menu System, Viewers)</p> <ul style="list-style-type: none"> <li>a) Control application shall be available for download to Android, iOS, and Windows devices.</li> <li>b) Control application shall allow one device to control camera/recording functions and connection of multiple devices for viewing. All connections via wifi.</li> <li>c) The control application shall include controls on screen for zoom, manual/auto focus, camera tilt, light intensity/dimming, recording video, capturing still images, and show/remove on-screen text.</li> <li>d) Control application shall have indicators for battery charge level, zoom level, and light intensity level.</li> <li>e) Control application shall include on-screen text displays, including date/time and two customizable lines of text.</li> <li>f) Control application shall include ability to show GPS coordinates on screen (as determined by control tablet/hardware).</li> <li>g) Control application shall include ability to power down camera when closing the application.</li> </ul>	
	4	<p>System Hardware:</p> <ul style="list-style-type: none"> <li>a) Adjustable pole with minimum 25-ft length and ability to add pole extensions</li> <li>b) Pole shall be stabilized by included bipod for hands-free operation.</li> <li>c) Camera standoff pole shall include gas spring with reciprocating ratchet for ease of positioning camera in 6" to 48" pipes.</li> </ul>	

**Option Price \$ \_\_\_\_\_**

19. Delivery:	1	Truck shall be delivered with a full tank of fuel, properly blended for the weather conditions if required.	
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	2	Diesel fuel to be at least the minimum requirements of blended #2/#1 diesel fuel with proper additives to correspond with climate conditions.	
	3	A copy of the order confirmation to be provided upon completion of order.	
	4	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.	

**NOTE: These forms 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.

Any items bid that are not awarded by the City of Casper within 120 days of the bid opening will be considered void.

All contacts should be made through Dan Coryell, Casper Service Center, Casper, Wyoming, 82601. Phone 307-235-8410.

**PROPOSAL FOR FURNISHING  
 ONE (1) NEW COMPLETE COLOR CLOSED CIRCUIT TELEVISION (CCTV) SEWER INSPECTION  
 SYSTEM INSTALLED ON A TRUCK CHASSIS WITH A 16' FREIGHT BOX  
 FOR THE  
 PUBLIC SERVICES DEPARTMENT WASTE WATER COLLECTION DIVISION**

Proposal of (Name) \_\_\_\_\_  
 (Address) \_\_\_\_\_

to furnish equipment as specified to the City of Casper, Wyoming, in accordance with specifications dated January 25, 2021.

BID ITEM: \_\_\_\_\_  
 Description: \_\_\_\_\_

Chassis Make and Model: \_\_\_\_\_  
 CCTV equipment Make and Model: \_\_\_\_\_  
 Federal Certified GVW: \_\_\_\_\_

- I. Price bid for one (1) new complete color closed circuit television (CCTV) sewer inspection system installed on a truck chassis with a 16' freight box \$ \_\_\_\_\_
- II. Trade-in allowance for Unit #660202 Ford E350/Envirosight, 22,450 Miles VIN# 1FDWE35P26DA24283 \$ \_\_\_\_\_
- III. NET COST TO THE CITY: \$ \_\_\_\_\_  
 (Total Price) \$ \_\_\_\_\_
- IV. Optional Item 18:
- IV. Delivery: F.O.B. manufacturer of the City of Casper's choice 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) COLOR CLOSED CIRCUIT TELEVISION (CCTV) SEWER INSPECTION SYSTEM**  
**INSTALLED ON A TRUCK CHASSIS WITH A 16' FREIGHT BOX**  
**(Approved by the City Attorney, 2014)**  
**Dated the 25th Day of January, 2021**

**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 OFFICE, 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.

**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 16-6-601.

**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 for 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.