



OFFICIAL NOTICE AND AGENDA

of a meeting of a City Board, Commission, Department, Committee, Agency, Corporation, Quasi-Municipal Corporation, or sub-unit thereof.

Meeting of the: **FINANCE COMMITTEE**

Date/Time: **Tuesday, February 11, 2020 at 5:30 PM**

Location: **City Hall (407 Grant Street) - Council Chambers**

Members: Lisa Rasmussen (C), Dave Nutting, Michael Martens, Dennis Smith, Linda Lawrence

AGENDA ITEMS

- 1 Approval of the minutes of previous meetings (1/28/20)
- 2 Discussion and possible action regarding Providing for the Sale of Approximately \$5,120,000 Water System and Sewer System Revenue Bond Anticipation Notes, Series 2020A
- 3 Discussion and possible action regarding the modification of fees to the City of Wausau Fees and Licenses Schedule adopted pursuant to Wausau Municipal Code 3.40.010(a)
- 4 Discussion and possible action regarding sole source purchase Wausau Fire Department Defibrillators \$149,000
- 5 Discussion and possible action regarding sole source purchase Wausau Fire Department Extrication Equipment \$54,462.64
- 6 Discussion and possible action regarding sole source purchase Wausau Fire Department Station 2 Base Radio Station System \$14,963.40
- 7 Discussion and possible action regarding approval to apply for Assistance to Firefighters Grant (AFG)

Adjourn

Lisa Rasmussen, Chairperson

This Notice was posted at City Hall and faxed to the Daily Herald newsroom 2/06/20 at 3:15 PM

IMPORTANT: THREE (3) MEMBERS NEEDED FOR A QUORUM: If you are unable to attend the meeting, please notify Mary by calling (715)261-6621 or via email mary.goede@ci.wausau.wi.us

In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), the City of Wausau will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs or activities. If you need assistance or reasonable accommodations in participating in this meeting or event due to a disability as defined under the ADA, please call the City's ADA Coordinator at (715) 261-6620 or email clerk@ci.wausau.wi.us at least 48 hours prior to the scheduled meeting or event to request an accommodation.

Other Distribution: Media, (Alderspersons: Peckham, Neal, Gisselman, McElhaney, Herbst, Thao), *Mielke, *Jacobson, *Groat, Department Heads

FINANCE COMMITTEE

Date and Time: Tuesday, January 28, 2020 @ 5:30 pm., Council Chambers

Members Present: Rasmussen, Smith, Martens, Nutting, Lawrence

Others Present: Groat, Bliven, Barteck, Jacobson, Mielke, Klein, Kujawa, Lindman, Rubow, Vanderboom, Hampson, Henrichs, Goede

In accordance with Chapter 19, Wisc. Statutes, notice of this meeting was posted and sent to the Daily Herald in the proper manner. The meeting was called to order by Chairperson Rasmussen.

Approval of the minutes of previous meetings (1/14/20)

Motion by Lawrence, second by Martens to approve the minutes of the previous meetings on 1/14/20. Motion carried 5-0.

Discussion and Possible Action Regarding Construction Request of a 60' X 75' Hangar in the East Hangar Development Area by Learn Build Fly

Rasmussen explained any time there is new hangar construction at the municipal airport the Airport Committee works with the builder on their plan and site and the Finance Committee approves the standard land lease. She noted this one and the next two have all been approved by the Airport Committee. Rasmussen stated this is the second facility for Learn Build Fly.

Motion by Nutting, second by Lawrence to approve the hangar for Learn Build Fly. Motion carried 5-0.

Discussion and Possible Action Regarding Construction Request of a 48' X 48' Hangar change of location in the East Hangar Development Area by Dave Harm

Motion by Lawrence, second by Nutting to approve the hangar for Dave Harm. Motion carried 5-0.

Discussion and Possible Action Regarding Construction Request of a 100' X 100' Hangar in the East Hangar Development Area by Kocourek

Motion by Martens, second by Lawrence to approve the hangar for Kocourek. Motion carried 5-0.

Discussion and possible action regarding sole source request for professional services - Bridge Street Bridge (Ayres Associates)

Nutting questioned if this was for routine maintenance. Lindman confirmed this is maintenance that is typically done following bridge inspections every couple years. He stated they would like Ayres Associates to prepare the plans and specifications for the bidding and the work. He noted they received some bridge aid from the County.

Motion by Nutting, second by Smith to approve the sole source for professional services Ayres Associates - Bridge Street Bridge. Motion carried 5-0.

Discussion and possible action regarding amending salary rates for the Temporary Positions of Election Chief Inspector and Election Inspector

Rasmussen stated this is pay raise for the poll workers.

Motion by Martens, second by Nutting to approve the salary rate increase for the election inspectors and chiefs. Motion carried 5-0.

Discussion and possible action on sole source request providing Oblique Imagery with Pictometry International Corp.

Lindman stated this will be part of the CIP budgeted project and Pictometry is the only one that has everything that is needed and works with our software. The new photos will have better resolution and will be able to zoom closer on the infrastructure.

Motion by Lawrence, second by Nutting to approve the sole source for Oblique Imagers with Pictometry International Corp. Motion carried 5-0.

Discussion and possible action on approving city's Waiver of First Right of Refusal to Repurchase property at 8101 International Drive from Packaging Tape, Inc. n/k/a Rocket Industrial, Inc. to Rocket Properties, LLC

Motion by Smith, second by Nutting to approve the city's waiver of First Right of Refusal. Motion carried 5-0.

Discussion and possible action regarding the contract between Devnet, Inc. involving the purchase of assessment software

No open session discussion.

CLOSED SESSION pursuant to Section 19.85(1)(g) of the Wisconsin Statutes conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved – regarding the contract between Devnet, Inc. and City

Motion by Nutting, second by Lawrence to convene it Closed Session. Roll Call Vote: Ayes: Nutting, Martens, Smith, Lawrence and Rasmussen. Motion carried unanimously.

RECONVENED into open session, to take action on closed session item.

Motion by Nutting, second by Lawrence to terminate the Devnet Inc. contract with a 30 day notice as provided in the agreement and as recommended by CCIT. Motion carried 5-0.

Adjournment

Motion by Smith, second by Lawrence to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 6:15 pm.



TO: FINANCE COMMITTEE

FROM: MARYANNE GROAT

DATE: February 5, 2020

RE: Resolution for Sale of \$5,120,000 Water and Sewer System Revenue Bond Anticipation Notes

December 4th 2018, the City received the proceeds of the \$5,055,000 Water System & Sewer System Revenue Bond Anticipation Notes, 2018B. The proceeds of the notes paid debt issuance costs of \$31,650 and the balance was available for paying engineering costs associated with the design work for the new Water and Sewer Facilities. The notes were set to mature 4/1/2020 based upon Donohue Engineering's estimates of when the Clean Water and Safe Drinking Water funds would be available to permanently finance the costs.

While the project continues to move forward at an acceptable pace, the permanent financing is not yet available. As a result the City must extend the maturity date of these existing Bond Anticipation Notes until the permanent financing is available through the issuance of continued interim financing. The new issue, Water System and Sewer System Revenue Bond Anticipation Notes of \$5,120,000 will be sold on March XX, 2020. Ehlers has provided a presale report which is attached. The actual sale of the bonds would occur on March 10, 2020. The new anticipation notes have a final maturity of April 1, 2022 but can be called any time after 10/1/2020.

A summary of the activity of the 2018B issue to date is:

Funds Deposited into the Construction Account	\$5,050,950.30
Interest Income through December 31, 2019	82,942.87
Engineering Draws	<u>(3,653,553.72)</u>
Account Balance 1/31/2020	\$1,480,339.45
Interest Payments paid/payable by Utility Operations	
4/1/2019	49,286.25
10/1/2019	75,825.00
4/1/2020	<u>75,825.00</u>
Total Interest	200,936.25

This resolution will be considered by the Common Council the same evening.

Resolution No. _20-0205____

RESOLUTION PROVIDING FOR THE SALE OF APPROXIMATELY
\$5,120,000 WATER SYSTEM AND SEWER SYSTEM REVENUE BOND ANTICIPATION
NOTES, SERIES 2020A

WHEREAS, the City of Wausau, Marathon County, Wisconsin (the "City") is presently in need of approximately \$5,120,000 for the public purpose of refunding its outstanding Water System and Sewer System Revenue Bond Anticipation Notes, Series 2018B, dated December 4, 2018 which matures on April 1, 2020 and which financed additions, extensions and improvements to the City's water system and sewer system (the "Project"); and

WHEREAS, for the purpose of financing the Project, the City intends in the future to issue and sell long-term revenue bonds (collectively, the "Permanent Bonds") payable solely from the income and revenues of the City's water system and sewer system, pursuant to the provisions of Section 66.0621, Wis. Stats.; and

WHEREAS, it is now desirable to anticipate the issuance of the Permanent Bonds and to provide continued interim financing for the Project by the issuance and sale of water system and sewer system revenue bond anticipation notes pursuant to Section 66.0621, Wis. Stats.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City that:

Section 1. The Notes. The City shall issue its Water System and Sewer System Revenue Bond Anticipation Notes, Series 2020A in an amount of approximately \$5,120,000 (the "Notes") for the purpose above specified.

Section 2. Sale of Notes. The Common Council hereby authorizes and directs that the Notes be offered for public sale. At a subsequent meeting, the Common Council shall consider such bids for the Notes as may have been received and take action thereon.

Section 3. Notice of Sale. The City Clerk (in consultation with Ehlers & Associates, Inc. ("Ehlers")) be and hereby is directed to cause notice of the sale of the Notes to be disseminated in such manner and at such times as the City Clerk may determine and to cause copies of a complete Notice of Sale and other pertinent data to be forwarded to interested bidders as the City Clerk may determine.

Section 4. Official Statement. The City Clerk (in consultation with Ehlers) shall cause an Official Statement to be prepared and distributed. The appropriate City officials shall determine when the Official Statement is final for purposes of Securities and Exchange Commission Rule 15c2-12 and shall certify said Official Statement, such certification to constitute full authorization of such Official Statement under this resolution.

Adopted, approved and recorded February 11, 2020.

Robert B. Mielke
Mayor

ATTEST:

Mary Goede
Deputy City Clerk

(SEAL)

February 11, 2020

Pre-Sale Report for

City of Wausau, Wisconsin

\$5,120,000 Water System & Sewer System
Revenue Bond Anticipation Notes, Series 2020A



Prepared by:

Philip Cosson, CIPMA
Senior Municipal Advisor / Chairman of the Board

Jon Cameron, CIPMA
Senior Municipal Advisor / Vice President

Executive Summary of Proposed Debt

Proposed Issue:	\$5,120,000 Water System & Sewer System Revenue Bond Anticipation Notes, Series 2020A
Purposes:	The proposed issue would pay the City's 2018 Water System and Sewer System Revenue Bond Anticipation Note at maturity. Debt service will be paid from utility revenues. The interest rate on the obligation proposed to be refunded is 3%. The refunding would extend the term over which the refunded obligations will be repaid by two years.
Authority:	The Bonds are being issued pursuant to Wisconsin Statutes, Section 66.0621(4)(L).
Term/Call Feature:	The Bonds are being issued for a term of 2 years. Principal on the Bonds will be due on April 1, 2022. Interest is payable every six months beginning October 1, 2020. The Bonds will be subject to prepayment at the discretion of the City on October 1, 2020 or any date thereafter.
Bank Qualification:	Because the City is expecting to issue no more than \$10,000,000 in tax exempt debt during the calendar year, the City will be able to designate the Bonds as "bank qualified" obligations. Bank qualified status broadens the market for the Bonds, which can result in lower interest rates.
Rating:	The City's most recent short-term bond issues were rated by Moody's Investors Service. The current ratings on those bonds are "MIG 1". The City will request a new rating for the Bonds. If the winning bidder on the Bonds elects to purchase bond insurance, the rating for the issue may be higher than the City's bond rating if the bond rating of the insurer is higher than that of the City.
Basis for Recommendation:	Based on our knowledge of your situation, your objectives communicated to us, our advisory relationship as well as characteristics of various municipal financing options, we are recommending the issuance of Bonds as a suitable option based on: The City's need for interim financing until long-term financing is available.

Method of Sale/Placement:	We will solicit competitive bids for the purchase of the Bonds from underwriters and banks. We will include an allowance for discount bidding in the terms of the issue. The discount is treated as an interest item and provides the underwriter with all or a portion of their compensation in the transaction. If the Bonds are purchased at a price greater than the minimum bid amount (maximum discount), the unused allowance may be used to reduce your borrowing amount.
Premium Pricing:	In some cases, investors in municipal bonds prefer “premium” pricing structures. A premium is achieved when the coupon for any maturity (the interest rate paid by the issuer) exceeds the yield to the investor, resulting in a price paid that is greater than the face value of the bonds. The sum of the amounts paid in excess of face value is considered “reoffering premium.” The underwriter of the bonds will retain a portion of this reoffering premium as their compensation (or “discount”) but will pay the remainder of the premium to the City. For this issue of Bonds, any premium amount received may: be retained; used to reduce the issue size; or combination thereof. These adjustments may slightly change the true interest cost of the original bid, either up or down. We anticipate using any premium amounts received to reduce the issue size. The amount of premium allowed can be restricted in the bid specifications. Restrictions on premium may result in fewer bids but may also eliminate large adjustments on the day of sale and unintended results with respect to debt service payment impacts. Ehlers will identify appropriate premium restrictions for the Bonds intended to achieve the City’s objectives for this financing.
Review of Existing Debt:	We have reviewed all outstanding indebtedness for the City and find that, other than the obligations proposed to be refunded by the Bonds, there are no other refunding opportunities at this time. We will continue to monitor the market and the call dates for the City’s outstanding debt and will alert you to any future refunding opportunities.
Continuing Disclosure:	Because the City has more than \$10,000,000 in outstanding debt (including this issue) and this issue is over \$1,000,000, the City will be agreeing to provide certain updated Annual Financial Information and its Audited Financial Statement annually, as well as providing notices of the occurrence of certain reportable events to the Municipal Securities Rulemaking Board (the “MSRB”), as required by rules of the Securities and Exchange Commission (SEC). The City is already obligated to provide such reports for its existing bonds and has contracted with Ehlers to prepare and file the reports.
Arbitrage Monitoring:	Because the Bonds tax-exempt obligations, the City must ensure compliance with certain Internal Revenue Service (IRS) rules throughout the life of the

	issue. These rules apply to all gross proceeds of the issue, including initial bond proceeds and investment earnings in construction, escrow, debt service, and any reserve funds. How issuers spend bond proceeds and how they track interest earnings on funds (arbitrage/yield restriction compliance) are common subjects of IRS inquiries. Your specific responsibilities will be detailed in the Tax Exemption Certificate prepared by your Bond Attorney and provided at closing. We recommend that you regularly monitor compliance with these rules and/or retain the services of a qualified firm to assist you.
Investment of and Accounting for Proceeds:	In order to more efficiently segregate funds for this project and maximize interest earnings, we recommend using an investment advisor, to assist with the investment of bond proceeds until they are needed to pay project costs. Ehlers Investment Partners, a subsidiary of Ehlers and registered investment advisor, will discuss an appropriate investment strategy with the City.
Other Service Providers:	This debt issuance will require the engagement of other public finance service providers. This section identifies those other service providers, so Ehlers can coordinate their engagement on your behalf. Where you have previously used a particular firm to provide a service, we have assumed that you will continue that relationship. For services you have not previously required, we have identified a service provider. Fees charged by these service providers will be paid from proceeds of the obligation, unless you notify us that you wish to pay them from other sources. Our pre-sale bond sizing includes a good faith estimate of these fees, but the final fees may vary. If you have any questions pertaining to the identified service providers or their role, or if you would like to use a different service provider for any of the listed services please contact us. Bond Counsel: Quarles & Brady LLP Disclosure Counsel (if using): Quarles & Brady LLP Paying Agent: Bond Trust Services Corporation Rating Agency: Moody's Investors Service, Inc.

Proposed Debt Issuance Schedule

Pre-Sale Review by Common Council:	February 11, 2020
Due Diligence Call to review Official Statement:	Week of February 24, 2020
Conference with Rating Agency:	Week of February 24, 2020
Distribute Official Statement:	On or about March 3, 2020
Common Council Meeting to Award Sale of the Bonds:	March 10, 2020

Estimated Closing Date:	March 26, 2020
Redemption Date for Bonds Being Refunded:	April 1, 2020

Attachments

Estimated Sources and Uses of Funds
Estimated Proposed Debt Service Schedule
Refunding – Water Portion
Refunding – Sewer Portion

Ehlers Contacts

Municipal Advisors:	Philip Cosson	(262) 796-6161
	Jon Cameron	(262) 796-6179
Disclosure Coordinator:	Sue Porter	(262) 796-6167
Financial Analyst:	Kathy Myers	(262) 796-6177

The Preliminary Official Statement for this financing will be sent to the Common Council at their home or email address for review prior to the sale date.

City of Wausau, WI

\$5,120,000 Revenue Bond Anticipation Note, Series 2020A

Issue Summary

Dated: March 26, 2020

Total Issue Sources And Uses

Dated 03/26/2020 | Delivered 03/26/2020

	CR 2018 RBAN Water	CR 2018 RBAN Sewer	Issue Summary
Sources Of Funds			
Par Amount of Bonds	\$1,030,000.00	\$4,090,000.00	\$5,120,000.00
Transfers from Prior Issue Debt Service Funds	15,225.00	60,600.00	75,825.00
Total Sources	\$1,045,225.00	\$4,150,600.00	\$5,195,825.00
Uses Of Funds			
Total Underwriter's Discount (0.500%)	5,150.00	20,450.00	25,600.00
Municipal Advisor	3,118.16	12,381.84	15,500.00
Disclosure Counsel	1,327.73	5,272.27	6,600.00
Bond Counsel	2,212.89	8,787.11	11,000.00
Rating Agency Fee..Moody's MIG	1,005.86	3,994.14	5,000.00
Deposit to Current Refunding Fund	1,030,225.00	4,100,600.00	5,130,825.00
Rounding Amount	2,185.36	(885.36)	1,300.00
Total Uses	\$1,045,225.00	\$4,150,600.00	\$5,195,825.00

City of Wausau, WI

\$5,120,000 Revenue Bond Anticipation Note, Series 2020A

Issue Summary

Dated: March 26, 2020

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
03/26/2020	-	-	-	-	-
10/01/2020	-	-	92,088.88	92,088.88	-
04/01/2021	-	-	89,600.00	89,600.00	181,688.88
10/01/2021	-	-	89,600.00	89,600.00	-
04/01/2022	5,120,000.00	3.500%	89,600.00	5,209,600.00	5,299,200.00
Total	\$5,120,000.00	-	\$360,888.88	\$5,480,888.88	-

Yield Statistics

Bond Year Dollars	\$10,311.11
Average Life	2.014 Years
Average Coupon	3.4999999%
Net Interest Cost (NIC)	3.7482758%
True Interest Cost (TIC)	3.7598812%
Bond Yield for Arbitrage Purposes	3.4997785%
All Inclusive Cost (AIC)	4.1500765%

IRS Form 8038

Net Interest Cost	3.4999999%
Weighted Average Maturity	2.014 Years

City of Wausau, WI

\$1,015,000 Revenue Bond Anticipation Note, Series 2018B

Water

Dated: December 4, 2018

Debt Service To Maturity And To Call

Date	Refunded Bonds	Refunded Interest	D/S To Call	Principal	Coupon	Interest	Refunded D/S
03/26/2020	-	-	-	-	-	-	-
04/01/2020	1,015,000.00	15,225.00	1,030,225.00	1,015,000.00	3.000%	15,225.00	1,030,225.00
Total	\$1,015,000.00	\$15,225.00	\$1,030,225.00	\$1,015,000.00	-	\$15,225.00	\$1,030,225.00

Yield Statistics

Base date for Avg. Life & Avg. Coupon Calculation	3/26/2020
Average Life	0.014 Years
Average Coupon	3.0000236%
Weighted Average Maturity (Par Basis)	0.014 Years
Weighted Average Maturity (Original Price Basis)	0.014 Years

Refunding Bond Information

Refunding Dated Date	3/26/2020
Refunding Delivery Date	3/26/2020

City of Wausau, WI

\$4,040,000 Revenue Bond Anticipation Note, Series 2018B

Sewer

Dated: December 4, 2018

Debt Service To Maturity And To Call

Date	Refunded Bonds	Refunded Interest	D/S To Call	Principal	Coupon	Interest	Refunded D/S
03/26/2020	-	-	-	-	-	-	-
04/01/2020	4,040,000.00	60,600.00	4,100,600.00	4,040,000.00	3.000%	60,600.00	4,100,600.00
Total	\$4,040,000.00	\$60,600.00	\$4,100,600.00	\$4,040,000.00	-	\$60,600.00	\$4,100,600.00

Yield Statistics

Base date for Avg. Life & Avg. Coupon Calculation	3/26/2020
Average Life	0.014 Years
Average Coupon	2.9999941%
Weighted Average Maturity (Par Basis)	0.014 Years
Weighted Average Maturity (Original Price Basis)	0.014 Years

Refunding Bond Information

Refunding Dated Date	3/26/2020
Refunding Delivery Date	3/26/2020

RESOLUTION OF THE FINANCE COMMITTEE

Authorizing the modification of fees to the City of Wausau Fees and Licenses Schedule adopted pursuant to Wausau Municipal Code §3.40.010(a) (2020 Comprehensive Fee Schedule)

Committee Action: Approved 5-0

Fiscal Impact: The fiscal impact will depend on the amount of activity such as inspections permits

File Number: 19-1109

Date Introduced: February 25, 2020

RESOLUTION

WHEREAS, the City of Wausau has adopted a comprehensive Fees and License Schedule at W.M.C. §3.40.010; and

WHEREAS, the Finance Committee has reviewed proposed changes to the schedule which establish a revised parking rate for contractor on street parking for the 2020 budget as set forth in the attached Exhibit and incorporate these as part of the City of Wausau Fees and Licenses Schedule.

NOW THEREFORE, BE IT RESOLVED by the Common Council of the City of Wausau, that the fees set forth in the attached Exhibit are hereby adopted and incorporated into the City of Wausau Fees and Licenses Schedule adopted pursuant to W.M.C. §3.40.010.

Approved:

Robert B. Mielke, Mayor

CITY OF WAUSAU				
2020				
COMPREHENSIVE FEE SCHEDULE				
FEE, LICENSE, PERMIT, CHARGES DESCRIPTION	STATUTE/ORDINANCE	2019 Rate	LAST INCREASE	2020 Rate
PARKING				
McClellan Ramp 1 - 530 N 2nd Street				
Parking 7 days per week; 24 hours per day		Permit: Monthly = \$38 Annual \$418	2018	Permit: Monthly = \$38 Annual \$418
Hours of Operation 8AM-6PM Monday - Friday		Meters = \$.50 per hour	2019	
Overnight Parking Allowed				
Jefferson Ramp 2 - 425 N 1st Street				
Parking 7 days per week; 24 hours per day		Permit: Monthly Levels 3-6 = \$38 Annual \$418	2019	Permit: Monthly Levels 3-6 = \$38 Annual \$418
Hours of Operation 8AM-6PM Monday - Friday		Permit Level 5: Monthly = \$15 Annual \$165		Permit Level 5: Monthly = \$15 Annual \$165
Overnight Parking Allowed		Permit Level 6: Monthly = \$5 Annual \$55		Permit Level 6: Monthly = \$5 Annual \$55
		0-2 Hours = No charge with Plate Registration		0-2 Hours = No charge with Plate Registration
		Additional hours = \$1.00		Additional hours = \$1.00
Ramp 3-Penneys Ramps 101 Washington Street/ Ramp 4-Sears 400 Forest Street				
Parking 7 days per week; 24 hours per day		0-2 Hours = No charge	2009	0-2 Hours = No charge
Hours of Operation 8AM-6PM Monday - Friday		2-3 Hours = \$.25		2-3 Hours = \$.25
Overnight Parking Allowed		3-4 Hours = \$75		3-4 Hours = \$75
		4-5 Hours = \$1.50		4-5 Hours = \$1.50
		Additional hours = \$1.00		Additional hours = \$1.00
		Key Card:		Key Card:
		Penneys Monthly=\$38, Annual \$418	2018	Penneys Monthly=\$38, Annual \$418
		Sears=Monthly \$28, Annual \$308	2018	Sears=Monthly \$28, Annual \$308
		Coupon book (15 daily coupons):	2018	Coupon book (15 daily coupons):
		Penneys = \$29 Sears \$21	2018	Penneys = \$29 Sears \$21
3rd & Grant Street Lot 5				
Parking 7 days per week; 6AM - 2:30AM		Permit: Monthly = \$33 Annual \$363	2019	Permit: Monthly = \$33 Annual \$363
Hours of Operation 8AM-6PM Monday - Friday		0-2 Hours = No charge with Plate Registration		0-2 Hours = No charge with Plate Registration
		Additional hours = \$1.00		Additional hours = \$1.00
4th & Washington/3rd & McClellan Street - Lot 6				
Parking 7 days per week; 6AM - 2:30AM		0-2 Hours = No charge with Plate Registration	2019	0-2 Hours = No charge with Plate Registration
Hours of Operation 8AM-6PM Monday - Friday		Additional hours = \$1.00		Additional hours = \$1.00
Lower Library Lot 7				
Parking 7 days per week; 6AM - 2:30AM		Permit: Monthly = \$38 Annual \$418	2019	Permit: Monthly = \$38 Annual \$418
Hours of Operation 8AM-6PM Monday - Friday		0-2 Hours = No charge with Plate Registration		0-2 Hours = No charge with Plate Registration
		Additional hours = \$1.00		Additional hours = \$1.00
River Drive - Lot 8				
Parking 7 days per week; 24 hours per day		Permit : Monthly = \$5 Annual \$55	2018	Permit : Monthly = \$5 Annual \$55
Hours of Operation 8AM-6PM Monday - Friday		Meters = \$.20 per hour		Meters = \$.20 per hour
Overnight Parking Allowed				

CITY OF WAUSAU				
2020				
COMPREHENSIVE FEE SCHEDULE				
FEE, LICENSE, PERMIT, CHARGES DESCRIPTION	STATUTE/ORDINANCE	2019 Rate	LAST INCREASE	2020 Rate
Jefferson Street - Lot 9				
Parking 7 days per week; 24 hours per day		Permit : Monthly = \$25 Annual \$275	2018	Permit : Monthly = \$25 Annual \$275
Hours of Operation 8AM-6PM Monday - Friday		0-2 Hours = No charge with Plate Registration	2019	0-2 Hours = No charge with Plate Registration
Overnight Parking Allowed		Additional hours = \$1.00		Additional hours = \$1.00
McClellan Street - Lot 10				
Parking 7 days per week; 24 hours per day		Monthly permit = \$18	2018	Monthly permit = \$18
Permit Parking Only - 8AM-6PM Monday - Friday				
Overnight Parking Allowed				
3rd & McClellan Street - Lot 13				
Parking 7 days per week; 6AM - 2:30AM		0-2 Hours = No charge with Plate Registration		0-2 Hours = No charge with Plate Registration
Hours of Operation 8AM-6PM Monday - Friday		Additional hours = \$1.00		Additional hours = \$1.00
1st and Grant Street - Lot 14				
Parking 7 days per week; 6AM - 2:30AM		Permit: Monthly = \$33 Annual \$363	2018	Permit: Monthly = \$33 Annual \$363
Permit Parking Only - 8AM-6PM Monday - Friday				
Jefferson Street Inn/Federal Bldg. Lot 17				
Parking 7 days per week; 24 hours per day		0-2 Hours = No charge with Plate Registration	2019	0-2 Hours = No charge with Plate Registration
Hours of Operation 8AM-6PM Monday - Friday		Additional hours = \$1.00		Additional hours = \$1.00
Overnight Parking Allowed			2018	
First Wausau Tower - Lot 15				
Parking 7 days per week; 24 hours per day		Free evenings & weekends		Free evenings & weekends
Permit Parking Only - 8AM-6PM Monday - Friday				
Overnight Parking Allowed				
Penneys Forest Street Lot- Lot 18				
Parking 7 days per week; 6AM - 2:30AM		Meters = \$.50 per hour		Meters = \$.50 per hour
Hours of Operation 8AM-6PM Monday - Friday		30 minute free parking		30 minute free parking
Scott Street Lot 20				
Parking 7 days per week; 6AM - 2:30AM		Permit: Monthly = \$38 Annual \$418	2019	Permit: Monthly = \$38 Annual \$418
Hours of Operation 8AM-6PM Monday - Friday		0-2 Hours = No charge with Plate Registration		0-2 Hours = No charge with Plate Registration
		Additional hours = \$1.00		Additional hours = \$1.00
Street Meters				
		Meters = \$.20 per hour		\$0 Eliminated
All Day Value Pass - 15 Uses good for parking in Sears, Penneys and Jefferson Ramps and Lots 5,7,9,20		\$35.00		\$35.00
Contractor Downtown Street Parking Permit		\$3.00 Daily Rate		\$10.00 Daily Rate



CITY OF WAUSAU

SOLE SOURCE PURCHASE JUSTIFICATION

REQUIRED FORM PURCHASE OF GOODS OR SERVICES EXCEEDING \$5,000

Purchase of goods or services for no more than \$25,000 may be made without competition when it is agreed *in advance* between the Department Head and the Finance Director. Sole source purchasing allows for the procurement of goods and services from a single source without soliciting quotes or bids from multiple sources. Sole source procurement cannot be used to avoid competition, rather it is used in certain situations when it can be documented that a vendor or contractor holds a unique set of skills or expertise, that the services are highly specialized or unique in character or when alternate products are unavailable or unsuitable from any other source. Sole source purchasing should be avoided unless it is clearly necessary and justifiable. The justification must withstand public and legislative scrutiny. The Department Head is responsible for providing written documentation justifying the valid reason to purchase from one source or that only one source is available. Sole source purchasing criteria include: urgency due to public safety, serious injury financial or other, other unusual and compelling reasons, goods or service is available from only one source and no other good or service will satisfy the City's requirements, legal services provided by an attorney, lack of acceptable bids or quotes, an alternate product or manufacturer would not be compatible with current products resulting in additional operating or maintenance costs, standardization of a specific product or manufacturer will result in a more efficient or economical operation or aesthetics, or compatibility is an overriding consideration, the purchase is from another governmental body, continuity is achieved in a phased project, the supplier or service demonstrates a unique capability not found elsewhere, the purchase is more economical to the city on the basis of time and money of proposal development.

1. Sole source purchase under \$5,000 shall be evaluated and determined by the Department Head.
2. Sole source purchase of \$5,000 to \$25,000 a formal written justification shall be forwarded to the Finance Director who will concur with the sole source or assist in locating additional competitive sources.
3. Sole source purchase exceeding \$25,000 must be approved by the Finance Committee.

☐

Ongoing Sole Source – 365 days

☒

One Time Sole Source Request

1. Provide a detailed explanation of the good or service to be purchased and vendor.

The Wausau Fire Department is requesting a sole source purchase of new monitors and defibrillators. The vendor for this equipment is Zoll Medical Corporation. These are medical devices that are utilized by emergency medical providers to assist in assessing a patient's vital signs, heart rhythm, perform 12 Lead ECGs, external pacing, cardioversion, and defibrillation. It also has the ability to monitor a patient's oxygenation status and exhaled carbon dioxide.

2. Provide a brief description of the intended application for the service or goods to be purchased.

These devices will be placed on all four of our front line advanced cardiac life support ambulances. They will be used every day while performing assessment of the patients the Wausau Fire Departments paramedics treat and transport.

3. State why other products or services that compete in the market will not or do not meet your needs or comply with your specifications.

The size of the Zoll monitor is smaller (731 cubic inches vs 1796 inches) and the weight is much lighter (11.7 pounds vs 20.1 pounds); almost half the weight of the competitor's product. The technology of other product does not meet that of the Zoll product either; the Zoll has Bluetooth capability and has an automated electronic blood pressure cuff that is more reliable. The Zoll monitor also has a higher protection rating with an ingress protection rating of 55 compared to a 44 of the competitor's product. The Zoll monitor is virtually immune to the onslaught of water, dust, body fluids and the like. It is made to withstand the rigors of the prehospital environment. We also are very familiar with the Zoll product because that is what we have available to us currently and we would also remain compatible with the Zoll defibrillators which the City currently has in all City buildings.

4. Describe your efforts to identify other vendors to furnish the product or services.

There is currently only one other vendor that is competitively manufacturing monitors of this caliber. We have had the chance to place a demo unit on one of our ambulance for our members to use for an extended period of time and we have also visited with

the sales team at our department to explain their monitors. The price of the monitor package is comparable between the two. Our members appreciate the size of the Zoll Monitor and the familiarity they have with this monitor.

5. How did you determine that the sole source vendor's price was reasonable?

The pricing of the Zoll package is about \$10,000 more than that of the other competitor but the Zoll package has a 7 year warranty, preventative maintenance package whereas the other only quoted a five year warranty, preventative maintenance package for all 4 monitors. Adding the additional years of warranty and preventative maintenance the prices are within a couple of hundred dollars of each other. The advantages of the Zoll monitor far outweigh that of the competitor.

6. Which of the following best describes this sole source procurement? Select all that apply.

- ☒ Product or vendor is uniquely qualified with capability not found elsewhere.
- ☐ Urgency due to public safety, serious financial injury or other. (explain)
- ☐ The procurement is of such a specialized nature that by virtue of experience, expertise, proximity or ownership of intellectual property
- ☐ Lack of acceptable quotes or bids.
- ☒ Product compatibility or the standardization of a product.
- ☐ Continuation of a phased project.
- ☐ Proposal development is uneconomical.

Department: Wausau Fire Department

Preparer: Jared Thompson/Tracey Kujawa

Vendor Name: Zoll Medical Corporation

Expected amount of purchase or contract: \$149,000

Department Head Signature:

Date: February 4, 2020

Finance Director Signature:

Date:



CITY OF WAUSAU

SOLE SOURCE PURCHASE JUSTIFICATION

REQUIRED FORM PURCHASE OF GOODS OR SERVICES EXCEEDING \$5,000

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☐

Ongoing Sole Source – 365 days

☒

One Time Sole Source Request

1. Provide a detailed explanation of the good or service to be purchased and vendor.

This purchase will be through Jefferson Fire and Safety for the replacement of battery powered hydraulic extrication tools and the mounting brackets required to safely stow and protect our investment on the apparatus they will be assigned to.

2. Provide a brief description of the intended application for the service or goods to be purchased.

These tools are essential to vehicle extrication, forcible entry, and structural collapse along with many other life safety applications. They will continue to provide us with an untethered ability to perform extrication and rapid removal of trapped victims or firefighters in emergency situations. Holmatro battery powered hydraulic tools have the ability to cut, spread, and force structural steel and heavy, reinforced objects to provide rapid victim removal.

3. State why other products or services that compete in the market will not or do not meet your needs or comply with your specifications.

The decision to go with this product was based on design, ergonomics, weight and function. Holmatro provides the lightest, strongest and most ergonomically designed tools out there in our opinion. On top of that, they were also the lowest bid.

4. Describe your efforts to identify other vendors to furnish the product or services.

Throughout fall of 2019, we scheduled five different vendors of different tool manufacturers to come to Station 1 and perform extrication operations. Our committee had hands on experience with each tool cutting, spreading, forcing and manipulation structural components of automobiles to simulate extrication. Each manufacturer was evaluated on the basis listed above.

5. How did you determine that the sole source vendor's price was reasonable?

Each tool manufacturer has one vender assigned to regions of this country. Holmatro's vender is Jefferson Fire and Safety. There is no way to get prices on Holmatro tools from any other vender. We did, however, get prices from other vendors that supply other tools from different manufactures to provide the same or similar operations. Jefferson had the lowest bid out of all.

6. Which of the following best describes this sole source procurement? Select all that apply.

- ☒ Product or vendor is uniquely qualified with capability not found elsewhere.
- ☐ Urgency due to public safety, serious financial injury or other. (explain)
- ☒ The procurement is of such a specialized nature that by virtue of experience, expertise, proximity or ownership of intellectual property
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- ☐ Product compatibility or the standardization of a product.
- ☐ Continuation of a phased project.
- ☐ Proposal development is uneconomical.

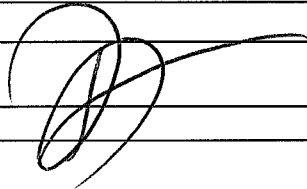
Department: Wausau Fire Department

Preparer: Battalion Chief Kraig Kruzan

Vendor Name: Jefferson Fire and Safety

Expected amount of purchase or contract: \$54,462.64

Department Head Signature:



Date: February 4, 2020

Finance Director Signature:

Date:



Quote PDF

Jefferson Fire & Safety, Inc
 7620 Donna Drive,
 Middleton, WI 53562
 1-800-697-3473
 www.jeffersonfire.com



QUOTE DETAILS

Quote #:
 WausauFD-Holmatro-111319

Date:
 Jan 28th, 2020

Sales Rep:
 Tyler Jefferson
 800-697-3473
 tyler@jeffersonfire.com

CUSTOMER DETAILS

Wausau Fire Department
 Battalion Chief Craig Kruzan
 606 E. Thomas Street
 Wausau, WI 54403

PURCHASE ORDER

N/A

SHIPPING OPTION

DELIVERY

SHIPPING INSTRUCTION

Tools to be Delivered

NOTES

*Special Pricing per Holmatro - Group Discount. Until 1/31/20

Hurst Trade-in Value: \$9,000
 TNT Trade-in Value: \$2,000
 Credit back to WFD **\$11,000.00**
Final invoice to be: \$53,252.64

ORDER DETAILS

QTY.	U/M	ITEM #	Dropship	Vendor Part #	TAX	UNIT PRICE	TOTAL
2	Each	HOL NS	No	158.052.203	0	\$7551.6	\$15103.2
Holmatro: GCU 5060i EVO 3 Cutter - Tool Only							
2	Each	HOL 159.000.019	No	-	0	\$7857.84	\$15715.68
Holmatro: GSP 5260 EVO 3 Spreader - Tool Only							
2	Each	HOL 158.052.224	No	-	0	\$8414.64	\$16829.28
Holmatro: GCT 5160 EVO 3 Combi - Tool Only							
1	Each	HOL NS	No	159.000.017	0	\$8094.48	\$8094.48

Holmatro: GTR 5350 EVO 3 Telescopic Ram - Tool Only

16	Each	HOL 151.000,307	No	-	0	\$425	\$6800
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Holmatro: 6.0AH - 28V Battery

6	Each	HOL 150.182,209	No	-	0	\$285	\$1710
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Holmatro: BCH2 Charger - 100-120VAC

SUBTOTAL: \$ 64,252.64

TAX: \$ 0.00

TOTAL: \$ 64,252.64



Quote PDF

Jefferson Fire & Safety, Inc
 7620 Donna Drive,
 Middleton, WI 53562
 1-800-697-3473
 www.jeffersonfire.com



QUOTE DETAILS

Quote #:
 WausauFD-ToolMounts-111419

Date:
 Jan 20th, 2020

Sales Rep:
 Tyler Jefferson
 800-697-3473
 tyler@jeffersonfire.com

CUSTOMER DETAILS

Wausau Fire Department
 Battalion Chief Craig Kruzan
 606 E. Thomas Street
 Wausau, WI 54403

PURCHASE ORDER

N/A

SHIPPING OPTION

UPS

SHIPPING INSTRUCTION

Attn. Battalion Chief Kruzan

ORDER DETAILS

QTY.	U/M	ITEM #	Dropship	Vendor Part #	TAX	UNIT PRICE	TOTAL
2	Each	PLA NS	No	PP5060IGCU	0	\$197	\$394
Plastix Plus: Horizontal Mounting Bracket - GCU 5060l Cutter							
2	Each	PLA NS	No	PP5260-GSP	0	\$197	\$394
Plastic Plus: Horizontal Mounting Bracket - GSP 5260 Spreader							
2	Each	PLA NS	No	PP5160GCT	0	\$172	\$344
Plastix Plus: Horizontal Mounting Bracket: GCT 5160 Combi							
1	Each	PLA NS	No	PP5350GTR-F	0	\$78	\$78
Plastix Plus: Flat Mounting Bracket - GTR 5350 Telescopic Ram							

SUBTOTAL: \$ 1,210.00

TAX: \$ 0.00

TOTAL: \$ 1,210.00



PROTECTING AMERICA'S HEROES
350 Austin Circle
Delafield WI, 53018-2171
Ph: (262) 646-5911 Fx: (262) 646-5912

Bill to: WAUSAU FIRE DEPT
606 EAST THOMAS STREET
WAUSAU, WI 54403-6443

Phone: (715) 261-7900 Fax: (715) 261-7910

Ship to: WAUSAU FIRE DEPT
606 EAST THOMAS STREET
WAUSAU, WI 54403-6443

Phone: (715) 261-7900 Fax: (715) 261-7910

Email : KRAIG.KRUZAN@CI.WAUSAU.WI.US

Quote

Quote Number : 192853-0

Customer# : 5779

Quote Date : 12/19/2019

Quoted To : K. KRUZAN

Entered By : SARAH ENSWEILER

Salesperson : JEREMIAH PIENTOK

Terms : NET 10

Ship Via : UNITED PARCEL SERVICE

Ship Acct# :

Job/Rel# :

Customer PO : HURST

Customer/Order Instructions

THANK YOU FOR CHOOSING 5 ALARM FIRE AND SAFETY.

Line	Qty	U/M	Item #	Description	Price	Extension
0001	2	EA	272799000	HURST EDRAULIC S799E2 CUTTER PKG INCLUDES: CUTTER, CHARGER, 2-EXL BATTERIES	10,965.00	21930.00
0002	2	EA	271777000	HURST EDRAULICS SP777E2 SPREAD PACKAGE INCLUDES: SPREADER,CHARGER,2-EXL BATTERI	11,610.00	23220.00
0003	1	EA	274087000	HURST EDR. R422E2 RAM PKG INCL: TOOL, BATTS, CHARGER	7,310.00	7310.00
0004	1	EA	273049000	HURST EDRAULICS SC758E2 COMBI PACKAGE INCLUDES: COMBI,CHARGER,2-EXL BATTERIES	9,937.00	9937.00
0005	2	EA	PP-HED-S799-E2	PLASTIX PLUS HORIZONTAL MOUNT FOR HURST EDR. S799-E2 CUTTER	215.00	430.00
0006	2	EA	PP-HED-SP777-E2	PLASTIX PLUS HORIZONTAL SPRDR MOUNT FOR SP777E2	240.00	480.00
0007	1	EA	PP-HED-R421-E2	PLASTIX PLUS HORIZONTAL RAM MOUNT FOR R421E2 & R422E2	215.00	215.00
0008	1	EA	PP-HED-SC758-E2	PLASTIX PLUS HORIZONTAL COMBI MOUNT FOR SP758E2	240.00	240.00

SubTotal 63,762.00

Signature: _____

SHIPPING CHARGES EXTRA

PRICES ARE GOOD FOR 30 DAYS OR UNTIL A MANUFACTURER PRICE INCREASE.

Credit Card payments will incur a convenience fee of 3% of the transaction amount on transactions exceeding \$5000.

Page: 1

Total USD 63,762.00

**Bill To:**

Wausau Fire Department (Wausau,WI)
 C/O: BC Kruzan
 606 E. Thomas St.
 Wausau, WI 54403

Dinges Fire Company

243 E Main St.
 Amboy, IL 61310
 Phone: 815.857.2000
 www.DingesFire.com

Ship To:

Wausau Fire Department
 606 East Thomas Street

 Wausau, WI 54403

Quantity	Item	Description	Price	Tax	Total
2	Amkus	New Cutter	\$8,950.00	\$0.00	\$17,900.00
2	Amkus	New Spreader with Lighted Handle	\$10,850.00	\$0.00	\$21,700.00
1	Amkus	New Amkus Combi	\$9,350.00	\$0.00	\$9,350.00
1	10049-ITR230LB	Amkus-ITR230LB NOTES: ITR230 RAM	\$7,000.00	\$0.00	\$7,000.00
1	10049-AMK-TCE-KIT	Amkus-AMK-TCE-KIT NOTES: 3PC RAM EXTENSION KIT (INCLUDES 10", 18", & 27" EXTENSIONS)	\$1,075.00	\$0.00	\$1,075.00
1	10049-KS0029-KIT	Amkus-KS0029-KIT NOTES: EXTENDED REACH TIPS - ION Spreaders (1 Pair)	\$850.00	\$0.00	\$850.00
2	10049-BATT12-KIT	Amkus-BATT12-KIT NOTES: INCLUDES TWO 12/4 AMP-HR 60V BATTERIES & SINGLE CHARGER	\$645.00	\$0.00	\$1,290.00
1	10049-ICHRG-4FAST	Amkus-ICHRG-4FAST NOTES: ION FLEXVOLT BATTERY CHARGER - 120V (4 Bay Fast Charger)	\$230.00	\$0.00	\$230.00
8	10552-DCB612	AFS-DeWalt-DCB612 NOTES: DEWALT 60/20V BATTERY FLEXVOLT 12AH	\$265.00	\$0.00	\$2,120.00
3	Verticle Mount for New Amkus Cutter/Combi	Vertical mounting bracket for new Amkus ION Cutter/Combi Tools	\$190.00	\$0.00	\$570.00
2	Vertical Mount for New Amkus Spreader	Vertical mount for New Amkus ION Spreaders	\$222.00	\$0.00	\$444.00
1	10362-PPAMKiTR230V	Plastix Plus-PPAMKiTR230V NOTES: Vertical mounting bracket for	\$122.00	\$0.00	\$122.00

		iTR230 ram,			
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* Sales tax will be applied to customers who have not provided a tax exempt certificate.

Sub Total \$62,651.00

* Shipping is an estimate, Actual Shipping will be reflected on Invoice.

Tax TBD

* Quote valid for 30 Days

Shipping TBD

* Quote Created on 10/22/2019

Total \$62,651.00



Memorandum

From: Tracey Kujawa, Chief
To: Finance Committee
Date: February 5, 2020
Subject: Station 2 Build Sole Source Request

Purpose:

It is important that we follow the required procurement process set forth by the City during the building of Station 2. I failed to include the following item for approval the last time we requested a sole source specific to owner purchased items under the furniture, fixtures and equipment (FFE) account.

Recommendation:

We would like to request the following item be considered as a sole source purchase along with the reasoning for that request:

Furniture, Fixture and Equipment (FFE)	Budgeted Amount	Reason to Request Sole Source
Base Station Radio System	\$14,963.40	Compatibility with current radio/radio system.

Facts OR Considerations:

Most of the FFE items we are purchasing will remain compatible with what we already own so that maintenance, use and repair will be consistent and standardized.

Drafted by: Tracey Kujawa, Chief



Quote

Rep: Neal Wozniak

[illegible]

Sub-total:	\$ 14,963.40
Shipping:	
Sales Tax:	
Total Investment:	\$ 14,963.40



**Authorized Two-Way
Radio Dealer**



Memorandum

From: Tracey Kujawa, Fire Chief
To: Finance Committee
Date: February 5, 2020
Subject: Assistance to Firefighters Grant (AFG)

Purpose:

To gain approval to apply for an AFG.

Recommendation:

The Wausau Fire Department would like to apply for an AFG which is a funded by Department of Homeland Security (DHS) through the Federal Emergency Management Agency (FEMA). The purpose of the AFG Program is to enhance, through direct financial assistance, the health and safety of the public and firefighting personnel and to provide a continuum of support for emergency responders regarding fire, medical and all-hazard events. It is a 90/10 grant and therefore it is a benefit to the City to attain needed equipment through this grant process.

Facts OR Considerations:

The Wausau Fire Department would like to submit a grant to replace our current external chest compression devices. This device delivers automatic chest compression with minimal risk of interruptions which is key to successful CPR. Our current equipment is over 7 years old and is at end of life so requires replacement. We have recently have had some costly failures prompting us to write the AFG for this equipment.

Impact:

The cost to purchase four (4) of these devices for all or our front line ambulance is \$48,000. This grant is a 90/10 grant and therefore the financial impact to the City would be 10% of the total cost which would be approximately \$4,800.

Drafted by: Tracey Kujawa, Chief

Cc: Mayor
Finance Director