



Finance/Personnel Committee

Regular Meeting

335 South Broadway
De Pere, WI 54115
<https://www.deperewi.gov/>

Revised Agenda

Tuesday, October 8, 2024

7:30 PM

Council Chambers and Virtual

Pursuant to Wisconsin Statute 19.84, Notice is hereby given to the public that a meeting of the **Finance/Personnel Committee** of the City of De Pere will be held on **October 8, 2024 at 7:30 PM** in the **COUNCIL CHAMBERS, 2ND FLOOR CITY HALL, 335 S. BROADWAY STREET. DE PERE.**

The Public or Members of the Finance/Personnel Committee, which may count toward an official quorum, may attend the meeting either in person in the Council Chambers or telephonically or electronically via video conferencing or other appropriate technological means. Telephonic or electronic access to the meeting is provided below:

Computer/smart phone accessing <https://www.gotomeet.me/DePere>

OR

You can also dial in using your phone.

United States (Toll Free): [1 866 899 4679](tel:18668994679)

United States: [+1 \(312\) 757-3117](tel:+13127573117)

Access Code: 154-883-285

This meeting may also be rebroadcast on Spectrum Cable Channel 4 and AT&T U-verse Channel 99 throughout the week and available on demand at <http://deperecitywi.igmp2.com/>.

Call to Order

1. Roll Call
2. Approval of Minutes from September 10, 2024 Regular Meeting of the Finance/Personnel Committee.
3. Public comment upon matters not on the agenda. Comments made during the public comment period shall pertain only to matters under the jurisdiction of the Finance and Personnel Committee. §6-3(f) DPMC
4. Consideration and Possible Action on WI DPH Contract #155809 in the amount of \$35,106.*
5. Consideration and Possible Action on the Approval of Renewal Quotation for Microsoft 365 Enterprise Agreement (EA).*
6. Consideration and Possible Action on Camera Project Quotes and Vendor Selection.*
7. Consideration and Possible Action to Approve 2024 Benefit Renewal & Plan Design Changes.*
8. Consideration and Possible Action to Determine Salaries for Mayor and City Council for 2026, 2027, 2028 and 2029.*
9. Consideration and Possible Action on the City of De Pere Investment and Cash Detail, August 2024.
10. Consideration and Possible Action on Step 2 of De Pere Fire Union Local #141 Grievance regarding Lieutenant Promotional Process.

PLEASE TAKE NOTICE, that the Committee may convene in closed session pursuant to any of all of the following subsections of Wis. Stat. §19.85(1), for the purpose of:

(a.) Deliberating concerning a case which was the subject of any judicial or quasi-judicial trial or hearing before that governmental body.

(b.) Considering dismissal, demotion, licensing or discipline of any public employee or person licensed by a board or commission or the investigation of charges against such person, or considering the grant of denial of tenure for a university faculty member, and the taking of formal action on any such matter; provided that the faculty member or other public employee or person licensed is given actual notice of any evidentiary hearing which may be held prior to final action being taken and of any meeting at which final action may be taken. The notice shall contain a statement that the person has the right to demand that the evidentiary hearing or meeting be held in open session. This paragraph and par. (f) do not apply to any such evidentiary hearing or meeting where the employee or person licensed requests that an open session be held.

(c.) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

(f.) Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations.

(g.) 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.

The Committee may then reconvene in open session to take action on any matter discussed in closed session or for such other purposes as are allowed by law.

11. Future agenda items.

12. Adjournment

Any person wishing to attend this meeting who, because of disability, requires special accommodations should contact the Clerk's office at 339-4050 by Noon, the previous day so that arrangements can be made.

***Items with an asterisk require City Council approval.**

Agenda Sent To:

Alderspersons

City Administrator

Mayor

Department Heads
TV, Newspapers & Radio Stations
Kress Family Library
De Pere Chamber of Commerce
Attorney Carley Windorff, MacGillis Wiemer, LLC



City of De Pere, Wisconsin

Request For Finance/Personnel Committee Action

MEETING DATE: October 8, 2024

DEPARTMENT: City Attorney

FROM: Amy Darnick

SUBJECT: Approval of Minutes from September 10, 2024 Regular Meeting of the Finance/Personnel Committee.

ATTACHMENTS:

- September 10, 2024- DRAFT (PDF)



Finance/Personnel Committee

Regular Meeting

335 South Broadway
De Pere, WI 54115
<https://www.deperewi.gov/>

Draft Minutes

Tuesday, September 10, 2024

7:30 PM

Council Chambers and Virtual

1. Call to Order

The meeting was called to order at 7:30 PM by Mayor James Boyd

Attendee Name	Title	Status	Arrived
James Boyd	Mayor	Present	
Pamela Gantz	Aldersperson	Present	
Amy Chandik Kundingner	Aldersperson	Present	
Devin Perock	Aldersperson	Present	
John Quigley	Aldersperson	Present	

Also present: City Administrator Larry Delo, Attorney Tony Wachewicz, Police Chief Jeremy Muraski, Health Director Chrystal Woller, Aldersperson Jonathon Hansen, Human Resources Generalist Tracy Hood, Human Resources Director Shannon Metzler, Finance Director/Treasurer Pamela Manley, Dr. Ford from UW-Oshkosh, A group of UWGB students, and IT Director Steve Massey (Remote).

2. Approval of Minutes from August 13, 2024 Regular Meeting of the Finance/Personnel Committee.

RESULT: ADOPTED [UNANIMOUS]
MOVER: James Boyd, Mayor
SECONDER: Devin Perock, Aldersperson
AYES: Boyd, Gantz, Kundingner, Perock, Quigley

3. Public comment upon matters not on the agenda. Comments made during the public comment period shall pertain only to matters under the jurisdiction of the Finance and Personnel Committee. §6-3(f) DPMC

None

4. Consideration and Acceptance of a \$1,200 grant from NEWRTAC to purchase bike helmets to give away at Bike Rodeo Safety Events. *

RESULT: ADOPTED [UNANIMOUS]
MOVER: Amy Chandik Kundingner, Aldersperson
SECONDER: Pamela Gantz, Aldersperson
AYES: Boyd, Gantz, Kundingner, Perock, Quigley

5. Consideration and Possible Action on the Approval of Quotation for Backup Internet Service from TDS Telecommunications, LLC. *

RESULT: ADOPTED [UNANIMOUS]
MOVER: John Quigley, Aldersperson
SECONDER: Devin Perock, Aldersperson
AYES: Boyd, Gantz, Kundingner, Perock, Quigley

6. Consideration and Possible Action on WI DPH Contract #155015 in the amount of \$35,106. *

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Mayor
SECONDER:	Amy Chandik Kunding, Alderperson
AYES:	Boyd, Gantz, Kunding, Perock, Quigley

7. Consideration and Possible Action on a MOA with DATCP Weights and Measures Program. *

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Devin Perock, Alderperson
SECONDER:	James Boyd, Mayor
AYES:	Boyd, Gantz, Kunding, Perock, Quigley

8. Consideration and Possible Action to Approve an Internal Transfer Request for the FICA Alternative Plan. *

Human Resources Director Meltzler was present to speak on this agenda item.

The City has a benefit plan in place for our seasonal employees as well as our part-time, non-benefit eligible employees. Those employees and the city don't have to pay in to Social Security, which is unique to the public sector. With that, the city saves money. The money that would be going towards that is put into a separate account and once they leave the City, 100% of the funds in that account will go to the employee. Right now, that account is only earning 1% interest. The company we work with has a different annuity they are offering the city, which will have that account earn up to 4% at no cost.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Mayor
SECONDER:	Pamela Gantz, Alderperson
AYES:	Boyd, Gantz, Kunding, Perock, Quigley

9. Consideration and Possible Action on 2025 Non-Benefit Eligible Employees Wage Scale.*

Human Resources Director Metzler and Human Resources Generalist Hood were both present to speak on this agenda item. The City is looking to increase wages for part-time, non-benefit eligible employees and get their plan up to date. We haven't brought this forward since 2022. We are recommending a \$1 an hour increase across the board. In future years, we are looking at doing a 2-3% increase across the board. There are some small changes on positions that we think should be moved from one level to another. We are also adding 2 additional steps back to benefit the employees.

Mayor Boyd asked how hard it has been for us to fill positions this past year. Metzler said that we do okay with filling positions but will need to stay competitive to keep our employees. We've struggled in some positions, while others we were fine with filling.

Alderperson Kunding wanted to say thank you to the city for being competitive and being able to recruit and retain is a big reason why people live here. She mentioned her experience using the city programs has been positive.

Alderperson Gantz asked about the wage for the softball umpire. It looks like we doubled in wage. Hood commented that they looked into what Green Bay was offering positions

and they were paying the same across the board. She also asked about the positions that we removed. Hood commented that those positions haven't been filled in a while so that wouldn't have accounted for any of the salaries. Since we haven't needed those positions in the last couple of years, we decided to remove them from the salary schedule.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Amy Chandik Kunding, Alderperson
SECONDER:	Pamela Gantz, Alderperson
AYES:	Boyd, Gantz, Kunding, Perock, Quigley

10. Consideration and Possible Action on Charter Ordinance for City Manager Form of Government. *

Attorney Wachewicz was present to talk on this agenda item about the potential to transition to the City Manager government instead of the City Administrator government once our current City Administrator retires.

Attorney Wachewicz introduced Dr. Mike Ford - Professor with the Public Administration Program at UW-Oshkosh. He is familiar with different forms of municipal government and has come to be a resource for us as we entertain the possibility of changing to a City Manager form of government under Chapter 64 of Wisconsin State Statutes.

This item is before the Committee to begin the discussion we talked about during our study session in July 2024 where we brought up the potential or possibility to transition to a City Manager form of government.

During our study session in July 2024, it was brought up that if we did transition to a City Manager form of government, we'd like to keep things as similar as possible to how things currently operate under the City of De Pere, keeping in mind to follow the law and what the requirements would be to change over to a City Manager form of government. We'd like to formalize that the City Manager would be like the Chief Executive Officer, handling day to day operations and the City Council operating in the Legislative type of role. 2 documents were in the packet for the Committee to see. One was the proposed Chapter 3, a new chapter created to formalize the Chapter 64 version of the City Manager form and the other document would be revisions to our existing ordinance so there would be consistencies among the positions.

Alderperson Hansen was present and had some questions about the City Manager position possibility. This was presented to the City Council that this position wouldn't be that big of a change. After the research he has done, he thinks this is a significant change. He stated that under our current form of government, it states that the mayor should be the Chief Executive Officer and make sure that all City ordinances and laws are enforced, and all City Officers and employees discharge their duties. He mentioned that 180/190 municipalities in WI have our current structure of government.

City Administrator Delo spoke on Alderperson Hansen's comment. Through our ordinance, it states that the City Administrator is required to do all those duties. We'd like to keep how we operate today to be how we operate in the future with the possibility of a City Manager. City Manager would oversee Police & Fire Department. The mayor cannot hire or fire anyone in the organization currently. The mayor doesn't directly supervise the

City Administrator either, it is a balance between the Council and the Mayor. The City Manager would have to sign contracts. The council would then have control over the City Manager. A protective layer and the Council can maintain control instead of one individual that could do things how they want.

Dr. Ford commented on some of the discussion that we've been having this evening. De Pere is on the higher end of population for cities with this specific administrative model. A lot of cities that are growing at moving to the City Manager administrative positions. Chapter 64 cities have an advantage when it comes to recruitment within City Manager or Department Heads because it shows more stability.

Aldersperson Kunding has a question on some of the red line items. Attorney Wachewicz addressed the concerns that she had. Those would go against some of the things that were required by Chapter 64. The mayor would become a member of the council. The veto power would go away from the mayor. Aldersperson Kunding mentioned liking that the mayor was non-partisan and if the Mayor will have voting rights in the future then it may give information on partisanship.

Dr. Ford brought up that the majority of Chapter 64 cities do have a Council president, who is elected by their Council members. There is flexibility in that option though.

Aldersperson Quigley asked if the mayor was able to vote, would things change on when Alderspersons and the Mayor are up for re-election since some of the Alderspersons are up for it the same year the mayor position is. Attorney Wachewicz stated that it is his understanding that we would have 3-year terms for Alderspersons and Mayors. 4 Alderspersons in 1 year, 4 Alderspersons in another year and the mayor in the following.

Aldersperson Hansen would like to get the historic ordinances about how we are currently structured. The mayor normally has the final say on what the executive budget will look like. He is wondering how that would shift if we had a City Manager position. Dr. Ford responded on how most Chapter 64 cities do it. It would be the City Manager that would put together the first draft of the executive budget. It is a process that the executive budget is directed from the executive, which would be the City Manager. Mayor Boyd stated that under our current structure, the mayor is involved in all of the budget meetings for our current structure. It is generally put together by the City Administrator and our Department heads. The City Administrator establishes the calendar and the beginner budget. They then bring it forward, meet with the Department heads and the mayor. 90% of the decisions are made by the City Administrator. It is a joint discussion. This is another reason why they'd like to keep operating things the same way moving forward as we are currently set up right now. The mayor is involved in the drafts, but not in the day-to-day operations.

Aldersperson Gantz had a question on Oshkosh switching to a city manager form of government. She asked Dr. Ford on what some of the things are that have gone well. Oshkosh switched a long time ago, but it is going well for them. The Chapter 64 switch is usually for communities that are growing and having more tasks that need to be done. You want someone who is trained with the rules and mandates.

Mayor Boyd mentioned that he would like the whole Council to hear this and will have some more time to bring questions up.

Alderpersion Quigley brought up to Dr. Ford one of the advantages he believes about whether the mayor directly controls the Fire and Police. He brought up to him about the concern with a mayor who is in charge of Fire & Police and how if a person gets elected for Mayor and has their own agenda, how things can change quickly for a city. It may deter people from moving to De Pere if they are worried about their job. It can put a lot of stress on the management level depending how things proceed.

Alderpersion Gantz asked what the significant changes would be if we were to switch over to the City Manager instead of City Administrator. Some of the changes would be: voting, won't sign contracts, responsibility with Fire & Police, veto power will go away. The mayor would still have an office at City Hall and still have the duties that the current Mayor does. The things that we can keep the same, we are keeping the same. The things that we need to change will be changed.

HR Director Metzler said that we will bring candidates forward in October. It is a more envious position if this position is a City Manager. The current position is listed as City Administrator, but the recruiter has made the candidates aware that it may be switched to a City Manager position.

We didn't want to delay the recruitment, but it may change the interest on some candidates. It would only benefit our organization.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Mayor
SECONDER:	Devin Perock, Alderpersion
AYES:	Boyd, Gantz, Kunding, Perock, Quigley

11. Consideration and Possible Action on the City of De Pere Investment and Cash Detail, July 2024.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Mayor
SECONDER:	Amy Chandik Kunding, Alderpersion
AYES:	Boyd, Gantz, Kunding, Perock, Quigley

12. Future agenda items.

None

13. Adjournment

Mayor Boyd made a motion to adjourn.
Seconded by Alderpersion Kunding.
Dismissed at 8:35 pm.

Any person wishing to attend this meeting who, because of disability, requires special accommodations should contact the Clerk's office at 339-4050 by Noon, the previous day so that arrangements can be made.

***Items with an asterisk require City Council approval.**

Agenda Sent To:

Alderspersons

City Administrator

Mayor

Department Heads

TV, Newspapers & Radio Stations

Kress Family Library

De Pere Chamber of Commerce

Respectfully submitted,
Amy Darnick



City of De Pere, Wisconsin

Request For Finance/Personnel Committee Action

MEETING DATE: October 8, 2024

DEPARTMENT: Health Department

FROM: Chrystal Woller

SUBJECT: Consideration and Possible Action on WI DPH Contract #155809 in the amount of \$35,106.*

ATTACHMENTS:

- Memo_155809 DPH carryover contract (DOCX)
- 155809_-_De_Pere_Public_Health_-_2024_DPH_Con (PDF)

CITY OF DE PERE

MEMO



To: Honorable Mayor James Boyd and Members of the Finance/Personnel Committee
From: Chrystal Woller BSN, RN, MBA, Health Director
Date: 10/8/2024 (meeting date)

Re: Consideration and Possible Action on WI DPH Consolidated Contract #155809 (IMM COVID) in the amount of \$17,297

The De Pere Health Department has received approval notification to carryover funds designated for expenses related to provided COVID-19 and other vaccines. This is a contract extension with the WI Department of Health Services in the amount of \$17,297. The budget period for this proposed extension is July 1, 2024-June 30, 2025.

Wisconsin Department of Health Services Contract Centralization Legal Review

Agreement Number: **435100-G24-DPHCC24-17 M4**

Bureau of Procurement and Contracting (BPC) Review:

☒ This agreement uses a BPC template with Office of Legal Counsel (OLC) approved language.

☐ This agreement uses intergovernmental cooperative purchasing.

OLC Review Required:

☐ This agreement does not use a BPC template with Office of Legal Counsel (OLC) approved language or uses a BPC template with requested language changes.

Description:

N/A

Office of Legal Counsel (OLC) Review and Approval:

☒ This agreement has been reviewed for form and approved by the Wisconsin Department of Health Services Office of Legal Counsel.

DocuSigned by:

Cody Wagner

Name: Cody Wagner

Title: Office of Legal Counsel

9/30/2024

Date Signed



GRANT AGREEMENT MODIFICATION
between the
STATE OF WISCONSIN DEPARTMENT OF HEALTH SERVICES
And
Depere Dph
for
2024 DPH LPHD Consolidated Contract

DHS Grant Agreement No.: 435100-G24-DPHCC24-17 M4

DPH Contract No.: 62109-4

Agreement Amount: \$17,297

Agreement Term Period: 10/1/2023 to 9/30/2025

GEARS Pre-Packet No: 27373

DHS Division: Division of Public Health

DHS Grant Administrator: Anna Benton

DHS Email: DHSGACMail@dhs.wisconsin.gov

Grantee Grant Administrator: Ms Chrystal Woller

Grantee Address: 335 S BROADWAY, DE PERE, WI,
541152526

Grantee Email: cwoller@deperewi.gov

Modification Description: We are adding funding for the Immunization Program (Profile 155809). Please see attached scope(s) of work. Final reports are due 45 days from the end of the designated contract period for any included profiles.

This is a Modification of an existing Agreement, as specified above. This Modification of Agreement encompasses both Amendments and Addendums to an existing Grant Agreement. This Modification is entered into by and between the State of Wisconsin Department of Health Services (DHS) and the Grantee listed above. With the exception of the terms being modified by this Grant Agreement Modification, ALL OTHER TERMS AND CONDITIONS OF THE EXISTING AGREEMENT, INCLUDING FUNDING, REMAIN IN FULL FORCE AND EFFECT. This Modification, including any and all attachments herein and the existing agreement, collectively, are the complete agreement of the parties and supersede any prior agreements or representations. DHS and the Grantee acknowledge that they have read the Modification and understand and agree to be bound by the terms and conditions of the existing agreement as modified by this action. This Modification becomes null and void if the time between the earlier dated signature and the later dated signature exceeds sixty (60) days, unless waived by DHS.

State of Wisconsin
Department of Health Services

Authorized Representative

Name: _____

Title: _____

Signature: _____

Date: _____

Grantee

Entity Name: _____

Authorized Representative

Name: Chrystal Woller

Title: Health Officer/Health Department Director

Signature: _____

Date: _____

CIVIL RIGHTS COMPLIANCE ATTACHMENT

The Wisconsin Department of Health Services and Grantee agree to the below change to the agreement. The below enumerated agreement revision is hereby incorporated by reference into the agreement and is enforceable as if restated therein in its entirety.

Section 10 of the Agreement (“CIVIL RIGHTS COMPLIANCE”) is hereby amended by inserting the following:

In accordance with the provisions of Section 1557 of the Patient Protection and Affordable Care Act of 2010 (42 U.S.C. § 18116), Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq.), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 701 et seq.), the Age Discrimination Act of 1975 (42 U.S.C. § 6101 et seq.), and regulations implementing these Acts, found at 45 C.F.R. Parts 80, 84, and 91 and 92, the Grantee shall not exclude, deny benefits to, or otherwise discriminate against any person on the basis of sex, race, color, national origin, disability, or age in admission to, participation in, in aid of, or in receipt of services and benefits under any of its programs and activities, and in staff and employee assignments to patients, whether carried out by the Grantee directly or through a Sub-contractor or any other entity with which the Grantee arranges to carry out its programs and activities.

In accordance with the provisions of Section 11 of the Food and Nutrition Act of 2008 (7 U.S.C. § 2020), the Age Discrimination Act of 1975 (42 U.S.C. § 6101 et seq.), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 701 et seq.), the Americans with Disabilities Act of 1990 (42 U.S.C. § 12101 et seq.), and Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq.), and the regulations implementing these Acts, found at 7 C.F.R. Parts 15, 15a, and 15b, and Part 16, 28 C.F.R. Part 35, and 45 C.F.R. Part 91, the Grantee shall not discriminate based on race, color, national origin, sex, religious creed, disability, age, or political beliefs or engage in reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by the United States Department of Agriculture.

HIGH-RISK IT REVIEW

Pursuant to Wis. Stat. 16.973(13), Contractor is required to submit, via the contracting agency, to the Department of Administration for approval any order or amendment that would change the scope of the contract and have the effect of increasing the contract price. The Department of Administration shall be authorized to review the original contract and the order or amendment to determine whether the work proposed in the order or amendment is within the scope of the original contract and whether the work proposed in the order or amendment is necessary. The Department of Administration may assist the contracting agency in negotiations regarding any change to the original contract price.

GEARS PAYMENT INFORMATION

DHS GEARS STAFF INTERNAL USE ONLY
GEARS PAYMENT INFORMATION

The information below is used by the DHS Bureau of Fiscal Services, GEARS Unit, to facilitate the processing and recording of payments made under this Agreement.

GEARS Contract year: 2025

Agency #:	Agency Name:	Agency Type:	GEARS Contract Start Date	GEARS Contract End Date	Program Total Contract:
472779	Depere Dph	60	7/1/2024	6/30/2025	\$17,297

Profile ID#	Profile Name	Profile Note	Profile Current Amount	Profile Change Amount	Profile Total Amount	Funding Controls
155809	IMM COVID SUPP 3 CONS		-	\$17,297	\$17,297	N/A
					\$17,297	

GEARS FEDERAL AWARD INFORMATION

DHS Profile Number	155809
FAIN	NH23IP922611
Federal Award Date	8/15/2024
Sub-award period of Performance Start Date	7/1/2021
Sub-award period of Performance End Date	6/30/2025
Amount of Federal Funds obligated (committed) by this action	\$17,297
Total Amount of Federal Funds obligated (committed)	\$17,297
Federal Award Project Description	Immunization Cooperative Agreements
Federal Awarding Agency Name (Department)	Department of Health and Human Services
DHS Awarding Official Name	Debra K. Standridge
DHS Awarding Official Contact Information	608-266-9622
Assistance Listing (formerly CFDA) Number	93.268
Assistance Listing (formerly CFDA) Name	Immunization Cooperative Agreements
Total made available under each Federal award at the time of disbursement	\$161,983,317
R&D?	No
Indirect Cost Rate	7.5%

*Supplement 4 Local Health and Tribal Health Department Statement of Work**GEARS 155809 & 65566*

Contacts		Division Financial Contact	Program Contact
	Name	Michael Schultz	Stephanie Schauer
	Email	Michaelw.Schultz@dhs.wisconsin.gov	Stephanie.Schauer@dhs.wisconsin.gov
	Phone	608-267-1897	608-264-9884

Background

These funds are largely intended to reimburse Local and Tribal Health Departments for expenses related to providing COVID-19 and other vaccines in an accessible, culturally relevant manner to underserved or under-vaccinated communities (e.g., pop-up clinics, local events). In summary, funded efforts should include addressing barriers and ensuring health equity for COVID-19 vaccination.

Contract Period of Performance:

The grant start date is July 1, 2024- June 30, 2025

Generalized Funding Statement

Funding to Local or Tribal Health Department is as follows:

- Reimbursement expenses
- Electronic Support

The Local Health Officer, Tribal Leadership, or Public Health Board will receive the contract through the current DHS DocuSign process. By signing the contract amendment, the local or tribal health department is accepting receipt of the funds and signaling their intention to engage in any number of the eligible activities described above. Each jurisdiction can partner with another jurisdiction.

The funds will be allocated through the Grant Enrollment, Application and Reporting System (GEARS). Expenditure reports will be prepared according to contract monitor instructions and submitted to the contract monitor at the same time expenses are submitted to the DHS GEARS unit for payment. Expenses should be reported through the GEARS expense reporting process at least monthly. Local health departments will report on GEARS profile 155809 and tribal health departments will report on GEARS profile 65866.

The [Expenditure Report form \(F-00642\)](#) is e-mailed to GEARS (DHS600RCars@dhs.wisconsin.gov)

Scope of Work Summary

The funds will be used for the purposes of reimbursing Local Health Departments and Tribal Health Clinics to provide COVID-19 and other vaccines in an accessible, culturally relevant manner to underserved and/or under-vaccinated communities.

Funding will support the following items:

- Staffing for planning and implementing clinics such as:
 - Staffing a call/email center for patients' requests (e.g., sign ups, accommodations for disabilities, managing complaints)
 - Payment for staff time used for vaccination related tasks such as: ordering, storing, and handling vaccine inventory; administering vaccine; providing patient education; and recording doses administered in the Wisconsin Immunization Registry (WIR)
 - Payment for staff time with managing other logistics like managing parking, flow

- traffic, patient sign in and screening, etc.
- Identifying an accessible location for the clinic and working with relevant partners to coordinate the event at that location (e.g., organization that owns the location and parking sites, ride share companies, volunteer networks, community-based organizations)
- Communications related to vaccination clinics such as:
 - Translation services for commonly-used languages for the populations expected to attend
 - Printing services
 - Plain language services
 - Sign language interpreters and caption services
 - Braille translation services
 - Development of culturally-relevant messaging that will resonate with the communities focused on by the vaccination clinic
- Outreach to communities targeted for vaccination such as:
 - Communities with limited English-speaking proficiency
 - Under- or uninsured communities
 - Communities with transportation limitations (e.g., lack public, accessible transportation or have mobility limitations)
 - Communities with other inequities in the social determinants of health
 - Formation of partnerships with trusted messengers of the communities focused on by the vaccination clinic
 - Culturally-relevant media campaigns (e.g., radio notices, social media, and flyers about the upcoming vaccination clinic)
- Site-specific needs and supplies
 - PPE for staff and for patients
 - Clinic supplies such as tents, signage
 - Appropriate vaccine storage/transport equipment

Reporting Requirements

	Due Date
Submit GEARS Expenditure Reports	Monthly
DHS Monthly Financial & Progress Report – updated form with training will be emailed by or before agreement execution	Monthly

Special Provisions

Be aware that CDC may provide more guidance to states regarding this funding. Expect that DHS would convene local and tribal health officers to adapt to any changing grant requirements as well as strategize around alignment across funds.

DEPARTMENT OF HEALTH SERVICES

Division of Enterprise Services

F-01788 (03/2022)

STATE OF WISCONSIN

CERTIFICATION REGARDING DEBARMENT AND SUSPENSION

Federal Executive Order (E.O.) 12549 "Debarment" requires that all contractors receiving individual awards, using Federal funds, and all subrecipients certify that the organization and its principals are not debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal department or agency from doing business with the Federal Government. By signing this document you certify that your organization and its principals are not debarred. Failure to comply or attempts to edit this language may disqualify your bid. Information on debarment is available at the following websites: www.sam.gov.

Your signature certifies that neither you nor your principal is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

SIGNATURE – Official Authorized to Sign Application

Date Signed

For (Name of Vendor)

Unique Entity Identifier (UEI), if applicable

INTERNAL USE ONLY

Contract #:

Contract Description:

The Office/Division of _____ has searched the above named Vendor against the System for Award Management system (SAM) and has confirmed as of Date the Vendor is not debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal department or agency from doing business with the Federal Government.

SIGNATURE – Contract Administrator

Date Signed

Certificate Of Completion

Envelope Id: 74D1022FC64543DD982342BCBB9EEE78

Status: Sent

Subject: 155809 - De Pere Public Health - 2024 DPH Consolidated Contract - 435100-G24-DPHCC24-17 M4

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Madison, WI 53703

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yvettea.smith@dhs.wisconsin.gov

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Cody Wagner

CodyW.Wagner@dhs.wisconsin.gov

Office of Legal Counsel

Wisconsin Department of Health Services

Security Level: Email, Account Authentication
(None)**Signature**

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 Cody Wagner
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Chrystal Woller

cwoller@deperewi.gov

Health Officer/Health Department Director

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(None)

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ID: e5998c95-f16e-4368-b2a1-3b85cc6df1a3

Jonette Arms

jonette.arms@dhs.wisconsin.gov

Security Level: Email, Account Authentication
(None)**Electronic Record and Signature Disclosure:**

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ID: c783188d-e8ce-4d0f-bc56-70598e904f26

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DPH Contracts DHSDPHContracts@dhs.wisconsin.gov DPH Contracts Shared Account Wisconsin Department of Health Services Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 9/27/2024 2:58:19 PM
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Kelly Burke kburke@mail.de-pere.org Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 9/30/2024 11:27:25 AM
Sara Lornson slornson@deperewi.gov Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 9/30/2024 11:27:26 AM
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	9/27/2024 2:58:19 PM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

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From time to time, Wisconsin Department of Health Services (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

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At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact Wisconsin Department of Health Services:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: DHSCentral@dhs.wisconsin.gov

To advise Wisconsin Department of Health Services of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at DHSCentral@dhs.wisconsin.gov and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

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To request paper copies from Wisconsin Department of Health Services

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to DHSCentral@dhs.wisconsin.gov and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with Wisconsin Department of Health Services

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

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- ii. send us an email to DHSCContractCentral@dhs.wisconsin.gov and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

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The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

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To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

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- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify Wisconsin Department of Health Services as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Wisconsin Department of Health Services during the course of your relationship with Wisconsin Department of Health Services.



City of De Pere, Wisconsin

Request For Finance/Personnel Committee Action

MEETING DATE: October 8, 2024

DEPARTMENT: Information Technology

FROM: Steve Massey

SUBJECT: Consideration and Possible Action on the Approval of Renewal Quotation for Microsoft 365 Enterprise Agreement (EA).*

ATTACHMENTS:

- Memo to Finance - Microsoft 365 Enterprise Agreement Renewal 2024_SMv1 (PDF)
- Microsoft 365 Enterprise Agreement Renewal 2024 Quote (PDF)

CITY OF DE PERE MEMO



To: Mayor James Boyd
Members of the Finance/Personnel Committee
From: Steve Massey, IT Director
Date: October 1, 2024

RE: **Consideration and Possible Action on the Approval of Renewal Quotation for Microsoft 365 Enterprise Agreement (EA)**

Microsoft 365 is the cloud hosted solution that provides email and the Microsoft Office Productivity Suite to city staff and elected officials. City staff and elected officials have been operating on Microsoft 365 in the Microsoft Government cloud for nearly 3 years. The current Microsoft 365 EA expires on November 30, 2024. Staff recommends renewing the Microsoft 365 EA for an additional 3-year agreement at the cost of \$58,435 annually. Funding for the EA renewal has been included in the annual budget planning process.



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

Hardware Software Services IT Solutions Brands Research Hub

QUOTE CONFIRMATION

STEVE MASSEY,

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

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

Convert Quote to Order

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
PCCC609	9/6/2024	PCCC609	3179564	\$58,435.14

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
Microsoft Entra ID P1 - subscription license - 1 user Mfg. Part#: MQM-00001-12-SLG Electronic distribution - NO MEDIA Contract: MARKET	180	5430962	\$57.65	\$10,377.00
Microsoft Azure Active Directory Premium P2 - subscription license - 1 user Mfg. Part#: MQN-00001-12-SLG Electronic distribution - NO MEDIA Contract: MARKET	2	5403137	\$86.41	\$172.82
MS EA O365 E1 GCC P USER Mfg. Part#: U4S-00002-12-SLG Electronic distribution - NO MEDIA Contract: MARKET	24	3587696	\$108.50	\$2,604.00
MS EA O365 E3 GCC P USER Mfg. Part#: AAA-11894-12-SLG Electronic distribution - NO MEDIA Contract: MARKET	158	3753337	\$259.88	\$41,061.04
Microsoft Exchange Online Archiving for Exchange Online - subscription lice Mfg. Part#: 4ES-00001-12-SLG Electronic distribution - NO MEDIA Contract: MARKET	24	3069410	\$29.79	\$714.96
MS EA DEFENDER O365 P1 GCC P U Mfg. Part#: 3GU-00001-12-SLG Electronic distribution - NO MEDIA Contract: MARKET	182	4400962	\$19.26	\$3,505.32
Microsoft Audio Conferencing Select Dial Out - subscription license - 1 lic Mfg. Part#: NYH-00001-12-SLG	182	6976615	\$0.00	\$0.00

QUOTE DETAILS (CONT.)

Electronic distribution - NO MEDIA

Contract: MARKET

SUBTOTAL	\$58,435.14
SHIPPING	\$0.00
SALES TAX	\$0.00
GRAND TOTAL	\$58,435.14

PURCHASER BILLING INFO

Billing Address:

CITY OF DE PERE
ACCTS PAYABLE
335 S BROADWAY
DE PERE, WI 54115-2593
Phone: (920) 339-4050

Payment Terms: Net 30 Days-Govt State/Local

DELIVER TO

Shipping Address:

CITY OF DE PERE
STEVE MASSEY
335 S BROADWAY
DE PERE, WI 54115-2593
Phone: (920) 339-4050

Shipping Method: ELECTRONIC DISTRIBUTION

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Suite 1515
Chicago, IL 60675-1515



Sales Contact Info

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City of De Pere, Wisconsin

Request For Finance/Personnel Committee Action

MEETING DATE: October 8, 2024

DEPARTMENT: Police

FROM: Jeremy Muraski

SUBJECT: Consideration and Possible Action on Camera Project Quotes and Vendor Selection.*

The Council approved \$125,000 of ARPA funding for a major expansion of the City of De Pere Camera Surveillance System. Following the City's purchasing policy, we requested quotes from 3 different vendors to supply cameras, related equipment, installation, and implementation of 7 potential camera projects. Each of the projects had its own Request for Quotes. All three vendors met with the city and toured project implementation locations to facilitate preparing their quotes. All 7 City Requests for Quotes are attached for your reference. The city staff recommendations will be presented during the meeting.

ATTACHMENTS:

- Camera RFQ 1 (PDF)
- Camera RFQ 2 (PDF)
- Camera RFQ 3 (PDF)
- Camera RFQ 4 Optimist (PDF)
- Camera RFQ 5 Southwest Park (PDF)
- Camera RFQ 6 Investigator Mobile (PDF)
- Camera RFQ 7 Camera and Gateway (PDF)



REQUEST FOR QUOTE:
VERKADA SURVEILLANCE CAMERA PROJECT #1
POLICE DEPARTMENT INTERIOR CAMERAS

City of De Pere, Wisconsin

Police Department

Issued: September 23, 2024

Quotes Due: October 4, 2024 by 4:00PM

City of De Pere — Request for Quote: Verkada Camera Project #1
335 S. Broadway, De Pere, WI 54115
Email: jmuraski@deperewi.gov Phone: 920-339-4078

A. INTRODUCTION AND SUMMARY

Through this Request for Quote (RFQ), the City of De Pere Police Department (DPPD) is seeking proposals from qualified professional technology services firms to provide assistance with the purchase, installation, and configuration of Verkada cloud-based surveillance cameras and necessary software licensing, cloud storage licensing, maintenance contracts, and warranty. The Common Council authorized the installation of the system at the location specified below and has allocated funds for this project.

This RFQ will be used to establish a list of qualified professional technology services companies. Submissions must be received by the Police Department at City Hall, 335 S. Broadway, De Pere, WI 54115 no later than 4:00 p.m. on October 4, 2024.

The City will award a contract to one (1) full-service firm to implement a Verkada Camera deployment at the site detailed below. Contracts must be signed no later than December 31, 2024.

B. COMMUNITY OVERVIEW

The approximately 25,000 people who call the City of De Pere, Wisconsin home know that the community provides a high quality of life in the Greater Green Bay metropolitan area. The excellent schools, a dynamic downtown, successful business parks, and safe neighborhoods served by ample parks and natural areas have resulted in considerable loyalty and community pride among residents. The residences, businesses, and commercial areas are connected with a transportation and green space network that accommodates cars, bikes, and pedestrians. The beautiful Fox River is the focal point of the City Center, and the Claude Allouez Bridge unites the two sides of our dynamic downtown. Whether you are on the east side or west side, historic buildings thoughtfully blend with new redevelopment to provide a mix of housing, employment, shopping, dining, and entertainment.

C. SCOPE OF WORK

The site for Verkada Camera Project #1 is the interior of the City of De Pere Police Department. The City currently has another building with a Verkada camera system installed so this project will add additional cameras to the city's existing Verkada Command Application. This project will include the installation of 12 total Verkada Cameras, required mounting hardware, and running the Cat6 POE ethernet cable necessary to power the cameras, and provide data pathways for same to POE switches provided by the City of De Pere within the building. Further, the project will also include removing legacy cameras mounted in the building previously. The delineation of the cameras and their locations is included below:

#	Qty	Camera Type	Location / Notes
1	1	Verkada CM42 Indoor Mini Dome Camera	Vestibule between main City Hall doors

City of De Pere — Request for Quote: Verkada Camera Project #1
 335 S. Broadway, De Pere, WI 54115
 Email: jmuraski@deperewi.gov Phone: 920-339-4078

2	1	Verkada CF81-E Outdoor Fisheye Camera	City Hall Lobby
3	1	Verkada CF81-E Outdoor Fisheye Camera	Police Department Officers' Workstation Hallway
4	1	Verkada CM42 Indoor Mini Dome Camera	Interior of Secure Evidence Storage Area
5	1	Verkada CF81-E Outdoor Fisheye Camera	Evidence Submittal and Packaging Room
6	1	Verkada CM42 Indoor Mini Dome Camera	Interior of Sergeant's Garage
7	1	Verkada CM42 Indoor Mini Dome Camera	Rear Entrance of Police Department
8	1	Verkada CF81-E Outdoor Fisheye Camera	Drive-thru sally port in police garage
9	1	Verkada CF81-E Outdoor Fisheye Camera	Police 4-stall main garage
10	1	Verkada CM42 Indoor Mini Dome Camera	Hallway entry to police department from fire
11	1	Verkada CF81-E Outdoor Fisheye Camera	Basement stairwell near indoor range and storage
12	1	Verkada CF81-E Outdoor Fisheye Camera	Basement hallway 3-way intersection

Camera Licensing and Storage Requirements

Each of the 12 locations will require a 5-year Verkada camera license as well as a 5-year Cloud Storage License for 121 days. Cameras will only need 30 days of on-board storage. We currently operate under a minimum video records retention period requirement of 120 days.

Installation Materials and Shipping

All needed installation materials such as Cat6 Plenum, Cat6 patch cables, modular jacks, camera mounts, and miscellaneous installation hardware should be included in the quote. Any shipping charges should also be listed as shipping and included in the quote.

D. QUOTE SUBMITTAL QUESTIONS

All questions shall be submitted in written form to the contact information provided below by Tuesday, October 1, 2024. Requests to tour the project site in person shall also be submitted in written form by that date. Requests to tour may be made earlier to allow more time for quote preparation.

E. SUBMISSION REQUIREMENTS

The City wishes to evaluate each quote under the same uniform review standards. Proposals for this project should be organized in the following order and contain all of the following information:

- Hardware Costs
- Licensing and Software Costs, including cloud storage licensing for a minimum of 121 days
- Shipping Costs
- Installation Costs

City of De Pere — Request for Quote: Verkada Camera Project #1
 335 S. Broadway, De Pere, WI 54115
 Email: jmuraski@deperewi.gov Phone: 920-339-4078

Respondent shall submit one (1) electronic copy in PDF format to Chief of Police Jeremy Muraski via email to jmuraski@deperewi.gov.

In order to be considered, quotes must be received no later than 4:00 PM, Central Time, October 11, 2024.

Quotes should include all of the following:

1. Bill of Materials (BOM) must include itemized pricing for hardware, software, and labor.
2. Total Labor Costs for installation and configuration of all 12 cameras
3. Local Experience and Knowledge: Demonstrate local knowledge and availability to the City of De Pere and understanding of the video surveillance needs of a city in this area.
4. Qualifications and Capabilities: This section shall include the firm's name, area of expertise, a brief history of the firm, size, number of office locations, and business address of the office responsible for the contract. The name, address, and telephone number of the contact person responsible for their submittal shall be included. In addition, the following shall be included:
 - a. General description of firm's history of designing and implementing Verkada camera solutions using the specific to the hardware listed above and the Verkada Command interface.
 - b. Experience of the firm in maintaining, troubleshooting, repairing, and performing warranty work on Verkada camera systems.
 - c. Any certifications or partnership status levels currently held by the firm (e.g. Gold Partner)
 - d. A statement indicating they are an authorized warranty and/or repair center for Verkada camera systems, including an estimated response turnaround time in the event a camera, cellular gateway, or other piece of Verkada equipment would fail and need to be replaced.

F. SELECTION PROCESS

The following describes the anticipated general review process.

1. Quote review.
2. Staff recommendation to the Finance and Personnel Committee.
3. Common Council approval of the selected technology services firm.
4. Finalize/execute service contract. The firm will also be expected to sign the City's Consultant Agreement and provide proof of insurance. The consultant agreement is attached as a PDF.

City of De Pere — Request for Quote: Verkada Camera Project #1
 335 S. Broadway, De Pere, WI 54115
 Email: jmuraski@deperewi.gov Phone: 920-339-4078



REQUEST FOR QUOTE:
VERKADA SURVEILLANCE CAMERA PROJECT # 2
EAST DOWNTOWN INTERSECTION CAMERAS

City of De Pere, Wisconsin

Police Department

Issued: September 23, 2024

Quotes Due: October 4, 2024 by 4:00PM

City of De Pere — Request for Quote: Verkada Camera Project #1
335 S. Broadway, De Pere, WI 54115
Email: jmuraski@deperewi.gov Phone: 920-339-4078

A. INTRODUCTION AND SUMMARY

Through this Request for Quote (RFQ), the City of De Pere Police Department (DPPD) is seeking proposals from qualified professional technology services firms to provide assistance with the purchase, installation, and configuration of Verkada cloud-based surveillance cameras and necessary software licensing, cloud storage licensing, maintenance contracts, and warranty. The Common Council authorized the installation of the system at the location specified below and has allocated funds for this project.

This RFQ will be used to establish a list of qualified professional technology services companies. Submissions must be received by the Police Department at City Hall, 335 S. Broadway, De Pere, WI 54115 no later than 4:00 p.m. on October 4, 2024.

The City will award a contract to one (1) full-service firm to implement a Verkada Camera deployment at the site detailed below. Contracts must be signed no later than December 31, 2024.

B. COMMUNITY OVERVIEW

The approximately 25,000 people who call the City of De Pere, Wisconsin home know that the community provides a high quality of life in the Greater Green Bay metropolitan area. The excellent schools, a dynamic downtown, successful business parks, and safe neighborhoods served by ample parks and natural areas have resulted in considerable loyalty and community pride among residents. The residences, businesses, and commercial areas are connected with a transportation and green space network that accommodates cars, bikes, and pedestrians. The beautiful Fox River is the focal point of the City Center, and the Claude Allouez Bridge unites the two sides of our dynamic downtown. Whether you are on the east side or west side, historic buildings thoughtfully blend with new redevelopment to provide a mix of housing, employment, shopping, dining, and entertainment.

C. SCOPE OF WORK

The site for Verkada Camera Project #2 is at the intersection of William and N. Broadway Streets in the City of De Pere. The City currently has another building with a Verkada camera system installed so this project will add additional cameras to the city's existing Verkada Command Application. This project will include the installation of one 4 sensor Verkada Camera, required mounting hardware, and a Verkada Outdoor Cellular Gateway device on a city utility pole. Power will be provided by utility poles by the City of De Pere, but the quote should include the necessary power adapters and any necessary weatherproof (NEMA) enclosures. The delineation of the cameras, and their locations is included below:

City of De Pere — Request for Quote: Verkada Camera Project #1
 335 S. Broadway, De Pere, WI 54115
 Email: jmuraski@deperewi.gov Phone: 920-339-4078

#	Qty	Camera Type	Location / Notes
1	1	Verkada CH52-EF FIPS Multisensor Camera	Intersection of William/ N. Broadway Streets
2	1	Verkada GC31-E Outdoor Cellular Gateway	Intersection of William/ N. Broadway Streets

Camera Licensing and Storage Requirements

Each camera will require a 5-year Verkada camera license as well as a 5-year Cloud Storage License for 121 days. Cameras only need 30 days of on-board storage. For multisensory cameras, it is our understanding that each sensor requires a license. Please include the proper licensing in the quote.

Installation Materials and Shipping

All needed installation materials such as Cat6 Plenum, Cat6 patch cables, modular jacks, camera mounts, and miscellaneous installation hardware should be included in the quote. Any shipping charges should also be listed as shipping and included in the quote.

D. QUOTE SUBMITTAL QUESTIONS

All questions shall be submitted in written form to the contact information provided below by Tuesday, October 1, 2024. Requests to tour the project site in person shall also be submitted in written form by that date. Requests to tour may be made earlier to allow more time for quote preparation.

E. SUBMISSION REQUIREMENTS

The City wishes to evaluate each quote under the same uniform review standards. Proposals for this project should be organized in the following order and contain all of the following information:

- Hardware Costs
- Licensing and Software Costs, including cloud storage licensing for a minimum of 121 days
- Shipping Costs
- Installation Costs

City of De Pere — Request for Quote: Verkada Camera Project #1
 335 S. Broadway, De Pere, WI 54115
 Email: jmuraski@deperewi.gov Phone: 920-339-4078

Respondent shall submit one (1) electronic copy in PDF format to Chief of Police Jeremy Muraski via email to jmuraski@deperewi.gov.

In order to be considered, quotes must be received no later than 4:00 PM, Central Time, October 4, 2024.

Quotes should include all of the following:

1. Bill of Materials (BOM) must include itemized pricing for hardware, software, and labor.
2. Total Labor Costs for installation and configuration of all equipment
3. Local Experience and Knowledge: Demonstrate local knowledge and availability to the City of De Pere and understanding of the video surveillance needs of a city in this area.
4. Qualifications and Capabilities: This section shall include the firm's name, area of expertise, a brief history of the firm, size, number of office locations, and business address of the office responsible for the contract. The name, address, and telephone number of the contact person responsible for their submittal shall be included. In addition, the following shall be included:
 - a. General description of firm's history of designing and implementing Verkada camera solutions using the specific to the hardware listed above and the Verkada Command interface.
 - b. Experience of the firm in maintaining, troubleshooting, repairing, and performing warranty work on Verkada camera systems.
 - c. Any certifications or partnership status levels currently held by the firm (e.g. Gold Partner)
 - d. A statement indicating they are an authorized warranty and/or repair center for Verkada camera systems, including an estimated response turnaround time in the event a camera, cellular gateway, or other piece of Verkada equipment would fail and need to be replaced.

F. SELECTION PROCESS

The following describes the anticipated general review process.

1. Quote review.
2. Staff recommendation to the Finance and Personnel Committee.
3. Common Council approval of the selected technology services firm.
4. Finalize/execute service contract. The firm will also be expected to sign the City's Consultant Agreement and provide proof of insurance. The consultant agreement is attached as a PDF.



REQUEST FOR QUOTE:
VERKADA SURVEILLANCE CAMERA PROJECT # 3
RIVERWALK CAMERAS AND WIRELESS INFRASTRUCTURE

City of De Pere, Wisconsin

Police Department

Issued: September 23, 2024

Quotes Due: October 4, 2024 by 4:00PM

City of De Pere — Request for Quote: Verkada Camera Project #1
335 S. Broadway, De Pere, WI 54115
Email: jmuraski@deperewi.gov Phone: 920-339-4078

A. INTRODUCTION AND SUMMARY

Through this Request for Quote (RFQ), the City of De Pere Police Department (DPPD) is seeking proposals from qualified professional technology services firms to provide assistance with the purchase, installation, and configuration of Verkada cloud-based surveillance cameras and necessary software licensing, cloud storage licensing, maintenance contracts, and warranty. The Common Council authorized the installation of the system at the location specified below and has allocated funds for this project.

This RFQ will be used to establish a list of qualified professional technology services companies. Submissions must be received by the Police Department at City Hall, 335 S. Broadway, De Pere, WI 54115 no later than 4:00 p.m. on October 4, 2024.

The City will award a contract to one (1) full-service firm to implement a Verkada Camera deployment at the site detailed below. Contracts must be signed no later than December 31, 2024.

B. COMMUNITY OVERVIEW

The approximately 25,000 people who call the City of De Pere, Wisconsin home know that the community provides a high quality of life in the Greater Green Bay metropolitan area. The excellent schools, a dynamic downtown, successful business parks, and safe neighborhoods served by ample parks and natural areas have resulted in considerable loyalty and community pride among residents. The residences, businesses, and commercial areas are connected with a transportation and green space network that accommodates cars, bikes, and pedestrians. The beautiful Fox River is the focal point of the City Center, and the Claude Allouez Bridge unites the two sides of our dynamic downtown. Whether you are on the east side or west side, historic buildings thoughtfully blend with new redevelopment to provide a mix of housing, employment, shopping, dining, and entertainment.

C. SCOPE OF WORK

The site for Verkada Camera Project #3 is the City Of De Pere Riverwalk and the Claude Allouez Bridge in the City of De Pere. The City currently has another building with a Verkada camera system installed so this project will add 3 additional cameras to the city's existing Verkada Command Application. Further this project will install a wireless bridge from a light pole on the bridge back to the De Pere City Hall rooftop antenna located at 400 Lewis Street. The bridge mounted wireless hardware will be expected to be robust enough, and have enough bandwidth to support up to 10 Verkada cameras to support future potential camera deployment. The two cameras deployed along the riverwalk will likewise require wireless connections to the wireless hardware mounted on the bridge for their data connectivity. This project will also include the installation of two 4 sensor Verkada Cameras, required mounting hardware on two city utility poles on the Riverwalk and one PTZ camera

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mounted to the same utility pole on the bridge as the network bridge hardware. As the PTZ camera will be co-located with the network bridge, it could plug directly into the network bridge unit. Power will be provided by utility poles by the City of De Pere, but the quote should include the necessary power adapters and any necessary weatherproof (NEMA) enclosures. The delineation of the cameras, and their locations is included below along with a map showing the approximate locations of the project hardware:

#	Qty	Camera Type	Location / Notes
1	1	Verkada CH52-EF FIPS Multisensor Camera and wireless bridge (approximately 1200 feet)	Riverwalk South end (C1)
2	1	Verkada CH52-EF FIPS Multisensor Camera And wireless bridge (approximately 500 feet)	Riverwalk North End (C2)
3	1	Gigabit Wireless Network Bridge from Claude Allouez Bridge to City Hall (approximately 630 feet)	Mounted to a city owned light pole on the Claude Allouez Bridge (NW)
4	1	Verkada CP52-E-F PTZ Camera	Claude Allouez Bridge Light pole (NW)



Camera Licensing and Storage Requirements

Each camera will require a 5-year Verkada camera license as well as a 5-year Cloud Storage License for 121 days. Cameras only need 30 days of on-board storage. For multisensory cameras, it is our understanding that each sensor requires a license. Please include the proper licensing in the quote.

Installation Materials and Shipping

All needed installation materials such as Cat6 Plenum, Cat6 patch cables, modular jacks, camera mounts, power supplies, necessary weatherproof (NEMA boxes) and miscellaneous installation hardware should be included in the quote. Any shipping charges should also be listed as shipping and included in the quote.

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D. QUOTE SUBMITTAL QUESTIONS

All questions shall be submitted in written form to the contact information provided below by Tuesday, October 1, 2024. Requests to tour the project site in person shall also be submitted in written form by that date. Requests to tour may be made earlier to allow more time for quote preparation.

E. SUBMISSION REQUIREMENTS

The City wishes to evaluate each quote under the same uniform review standards. Proposals for this project should be organized in the following order and contain all of the following information:

- Hardware Costs
- Licensing and Software Costs, including cloud storage licensing for a minimum of 121 days
- Shipping Costs
- Installation Costs

Respondent shall submit one (1) electronic copy in PDF format to Chief of Police Jeremy Muraski via email to jmuraski@deperewi.gov.

In order to be considered, quotes must be received no later than 4:00 PM, Central Time, October 4, 2024.

Quotes should include all of the following:

1. Bill of Materials (BOM) must include itemized pricing for hardware, software, and labor.
2. Total Labor Costs for installation and configuration of all equipment
3. Local Experience and Knowledge: Demonstrate local knowledge and availability to the City of De Pere and understanding of the video surveillance needs of a city in this area.
4. Qualifications and Capabilities: This section shall include the firm's name, area of expertise, a brief history of the firm, size, number of office locations, and business address of the office responsible for the contract. The name, address, and telephone number of the contact person responsible for their submittal shall be included. In addition, the following shall be included:
 - a. General description of firm's history of designing and implementing Verkada camera solutions using the specific to the hardware listed above and the Verkada Command interface.
 - b. Experience of the firm in maintaining, troubleshooting, repairing, and performing warranty work on Verkada camera systems.
 - c. Any certifications or partnership status levels currently held by the firm (e.g. Gold Partner)
 - d. A statement indicating they are an authorized warranty and/or repair center for Verkada camera systems, including an estimated response turnaround time in the event a camera, cellular gateway, or other piece of Verkada equipment would fail and need to be replaced.

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 Email: jmuraski@deperewi.gov Phone: 920-339-4078

F. SELECTION PROCESS

The following describes the anticipated general review process.

1. Quote review.
2. Staff recommendation to the Finance and Personnel Committee.
3. Common Council approval of the selected technology services firm.
4. Finalize/execute service contract. The firm will also be expected to sign the City's Consultant Agreement and provide proof of insurance. The consultant agreement is attached as a PDF.



REQUEST FOR QUOTE:
VERKADA SURVEILLANCE CAMERA PROJECT # 4
OPTIMIST PARK CAMERAS

City of De Pere, Wisconsin

Police Department

Issued: September 23, 2024

Quotes Due: October 4, 2024 by 4:00PM

City of De Pere — Request for Quote: Verkada Camera Project #1
335 S. Broadway, De Pere, WI 54115
Email: jmuraski@deperewi.gov Phone: 920-339-4078

A. INTRODUCTION AND SUMMARY

Through this Request for Quote (RFQ), the City of De Pere Police Department (DPPD) is seeking proposals from qualified professional technology services firms to provide assistance with the purchase, installation, and configuration of Verkada cloud-based surveillance cameras and necessary software licensing, cloud storage licensing, maintenance contracts, and warranty. The Common Council authorized the installation of the system at the location specified below and has allocated funds for this project.

This RFQ will be used to establish a list of qualified professional technology services companies. Submissions must be received by the Police Department at City Hall, 335 S. Broadway, De Pere, WI 54115 no later than 4:00 p.m. on October 4, 2024.

The City will award a contract to one (1) full-service firm to implement a Verkada Camera deployment at the site detailed below. Contracts must be signed no later than December 31, 2024.

B. COMMUNITY OVERVIEW

The approximately 25,000 people who call the City of De Pere, Wisconsin home know that the community provides a high quality of life in the Greater Green Bay metropolitan area. The excellent schools, a dynamic downtown, successful business parks, and safe neighborhoods served by ample parks and natural areas have resulted in considerable loyalty and community pride among residents. The residences, businesses, and commercial areas are connected with a transportation and green space network that accommodates cars, bikes, and pedestrians. The beautiful Fox River is the focal point of the City Center, and the Claude Allouez Bridge unites the two sides of our dynamic downtown. Whether you are on the east side or west side, historic buildings thoughtfully blend with new redevelopment to provide a mix of housing, employment, shopping, dining, and entertainment.

C. SCOPE OF WORK

The site for Verkada Camera Project #4 is at Optimist Park on the corner of Cook and S. Erie Streets in the City of De Pere. The City currently has another building with a Verkada camera system installed so this project will add additional cameras to the city's existing Verkada Command Application. This project will include the installation of one 4 sensor Verkada Camera, required mounting hardware, and a Verkada Outdoor Cellular Gateway device on the park shelter building. Power will be provided by the City of De Pere from the park pavilion building, but the quote should include the necessary power adapters and any necessary weatherproof (NEMA) enclosures. The delineation of the cameras, and their locations is included below:

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 Email: jmuraski@deperewi.gov Phone: 920-339-4078

#	Qty	Camera Type	Location / Notes
1	1	Verkada CH52-EF FIPS Multisensor Camera	Optimist Park Shelter
2	1	Verkada GC31-E Outdoor Cellular Gateway	Optimist Park Shelter

Camera Licensing and Storage Requirements

Each camera will require a 5-year Verkada camera license as well as a 5-year Cloud Storage License for 121 days. Cameras only need 30 days of on-board storage. For multisensory cameras, it is our understanding that each sensor requires a license. Please include the proper licensing in the quote.

Installation Materials and Shipping

All needed installation materials such as Cat6 Plenum, Cat6 patch cables, modular jacks, camera mounts, and miscellaneous installation hardware should be included in the quote. Any shipping charges should also be listed as shipping and included in the quote.

D. QUOTE SUBMITTAL QUESTIONS

All questions shall be submitted in written form to the contact information provided below by Tuesday, October 1, 2024. Requests to tour the project site in person shall also be submitted in written form by that date. Requests to tour may be made earlier to allow more time for quote preparation.

E. SUBMISSION REQUIREMENTS

The City wishes to evaluate each quote under the same uniform review standards. Proposals for this project should be organized in the following order and contain all of the following information:

- Hardware Costs
- Licensing and Software Costs, including cloud storage licensing for a minimum of 121 days
- Shipping Costs
- Installation Costs

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Respondent shall submit one (1) electronic copy in PDF format to Chief of Police Jeremy Muraski via email to jmuraski@deperewi.gov.

In order to be considered, quotes must be received no later than 4:00 PM, Central Time, October 4, 2024.

Quotes should include all of the following:

1. Bill of Materials (BOM) must include itemized pricing for hardware, software, and labor.
2. Total Labor Costs for installation and configuration of all equipment
3. Local Experience and Knowledge: Demonstrate local knowledge and availability to the City of De Pere and understanding of the video surveillance needs of a city in this area.
4. Qualifications and Capabilities: This section shall include the firm's name, area of expertise, a brief history of the firm, size, number of office locations, and business address of the office responsible for the contract. The name, address, and telephone number of the contact person responsible for their submittal shall be included. In addition, the following shall be included:
 - a. General description of firm's history of designing and implementing Verkada camera solutions using the specific to the hardware listed above and the Verkada Command interface.
 - b. Experience of the firm in maintaining, troubleshooting, repairing, and performing warranty work on Verkada camera systems.
 - c. Any certifications or partnership status levels currently held by the firm (e.g. Gold Partner)
 - d. A statement indicating they are an authorized warranty and/or repair center for Verkada camera systems, including an estimated response turnaround time in the event a camera, cellular gateway, or other piece of Verkada equipment would fail and need to be replaced.

F. SELECTION PROCESS

The following describes the anticipated general review process.

1. Quote review.
2. Staff recommendation to the Finance and Personnel Committee.
3. Common Council approval of the selected technology services firm.
4. Finalize/execute service contract. The firm will also be expected to sign the City's Consultant Agreement and provide proof of insurance. The consultant agreement is attached as a PDF.



REQUEST FOR QUOTE:
VERKADA SURVEILLANCE CAMERA PROJECT # 5
SOUTHWEST PARK CAMERAS

City of De Pere, Wisconsin

Police Department

Issued: September 23, 2024

Quotes Due: October 4, 2024 by 4:00PM

City of De Pere — Request for Quote: Verkada Camera Project #1
335 S. Broadway, De Pere, WI 54115
Email: jmuraski@deperewi.gov Phone: 920-339-4078

A. INTRODUCTION AND SUMMARY

Through this Request for Quote (RFQ), the City of De Pere Police Department (DPPD) is seeking proposals from qualified professional technology services firms to provide assistance with the purchase, installation, and configuration of Verkada cloud-based surveillance cameras and necessary software licensing, cloud storage licensing, maintenance contracts, and warranty. The Common Council authorized the installation of the system at the location specified below and has allocated funds for this project.

This RFQ will be used to establish a list of qualified professional technology services companies. Submissions must be received by the Police Department at City Hall, 335 S. Broadway, De Pere, WI 54115 no later than 4:00 p.m. on October 4, 2024.

The City will award a contract to one (1) full-service firm to implement a Verkada Camera deployment at the site detailed below. Contracts must be signed no later than December 31, 2024.

B. COMMUNITY OVERVIEW

The approximately 25,000 people who call the City of De Pere, Wisconsin home know that the community provides a high quality of life in the Greater Green Bay metropolitan area. The excellent schools, a dynamic downtown, successful business parks, and safe neighborhoods served by ample parks and natural areas have resulted in considerable loyalty and community pride among residents. The residences, businesses, and commercial areas are connected with a transportation and green space network that accommodates cars, bikes, and pedestrians. The beautiful Fox River is the focal point of the City Center, and the Claude Allouez Bridge unites the two sides of our dynamic downtown. Whether you are on the east side or west side, historic buildings thoughtfully blend with new redevelopment to provide a mix of housing, employment, shopping, dining, and entertainment.

C. SCOPE OF WORK

The site for Verkada Camera Project #5 is at Southwest Park, 2474 Lawrence Drive in the City of De Pere. The City currently has another building with a Verkada camera system installed so this project will add additional cameras to the city's existing Verkada Command Application. This project will include the installation of one 4 sensor Verkada Camera, required mounting hardware, and a Verkada Outdoor Cellular Gateway device on the park shelter building. Power will be provided by the City of De Pere from the park pavilion building, but the quote should include the necessary power adapters and any necessary weatherproof (NEMA) enclosures. The delineation of the cameras, and their locations is included below:

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 Email: jmuraski@deperewi.gov Phone: 920-339-4078

#	Qty	Camera Type	Location / Notes
1	1	Verkada CH52-EF FIPS Multisensor Camera	Southwest Park Shelter
2	1	Verkada GC31-E Outdoor Cellular Gateway	Southwest Park Shelter

Camera Licensing and Storage Requirements

Each camera will require a 5-year Verkada camera license as well as a 5-year Cloud Storage License for 121 days. Cameras only need 30 days of on-board storage. For multisensory cameras, it is our understanding that each sensor requires a license. Please include the proper licensing in the quote.

Installation Materials and Shipping

All needed installation materials such as Cat6 Plenum, Cat6 patch cables, modular jacks, camera mounts, and miscellaneous installation hardware should be included in the quote. Any shipping charges should also be listed as shipping and included in the quote.

D. QUOTE SUBMITTAL QUESTIONS

All questions shall be submitted in written form to the contact information provided below by Tuesday, October 1, 2024. Requests to tour the project site in person shall also be submitted in written form by that date. Requests to tour may be made earlier to allow more time for quote preparation.

E. SUBMISSION REQUIREMENTS

The City wishes to evaluate each quote under the same uniform review standards. Proposals for this project should be organized in the following order and contain all of the following information:

- Hardware Costs
- Licensing and Software Costs, including cloud storage licensing for a minimum of 121 days
- Shipping Costs
- Installation Costs

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Respondent shall submit one (1) electronic copy in PDF format to Chief of Police Jeremy Muraski via email to jmuraski@deperewi.gov.

In order to be considered, quotes must be received no later than 4:00 PM, Central Time, October 4, 2024.

Quotes should include all of the following:

1. Bill of Materials (BOM) must include itemized pricing for hardware, software, and labor.
2. Total Labor Costs for installation and configuration of all equipment
3. Local Experience and Knowledge: Demonstrate local knowledge and availability to the City of De Pere and understanding of the video surveillance needs of a city in this area.
4. Qualifications and Capabilities: This section shall include the firm's name, area of expertise, a brief history of the firm, size, number of office locations, and business address of the office responsible for the contract. The name, address, and telephone number of the contact person responsible for their submittal shall be included. In addition, the following shall be included:
 - a. General description of firm's history of designing and implementing Verkada camera solutions using the specific to the hardware listed above and the Verkada Command interface.
 - b. Experience of the firm in maintaining, troubleshooting, repairing, and performing warranty work on Verkada camera systems.
 - c. Any certifications or partnership status levels currently held by the firm (e.g. Gold Partner)
 - d. A statement indicating they are an authorized warranty and/or repair center for Verkada camera systems, including an estimated response turnaround time in the event a camera, cellular gateway, or other piece of Verkada equipment would fail and need to be replaced.

F. SELECTION PROCESS

The following describes the anticipated general review process.

1. Quote review.
2. Staff recommendation to the Finance and Personnel Committee.
3. Common Council approval of the selected technology services firm.
4. Finalize/execute service contract. The firm will also be expected to sign the City's Consultant Agreement and provide proof of insurance. The consultant agreement is attached as a PDF.



REQUEST FOR QUOTE:
VERKADA SURVEILLANCE CAMERA PROJECT # 6
COVERT SURVEILLANCE CAMERAS

City of De Pere, Wisconsin

Police Department

Issued: September 23, 2024

Quotes Due: October 4, 2024 by 4:00PM

City of De Pere — Request for Quote: Verkada Camera Project #1
335 S. Broadway, De Pere, WI 54115
Email: jmuraski@deperewi.gov Phone: 920-339-4078

A. INTRODUCTION AND SUMMARY

Through this Request for Quote (RFQ), the City of De Pere Police Department (DPPD) is seeking proposals from qualified professional technology services firms to provide assistance with the purchase, installation, and configuration of Verkada cloud-based surveillance cameras and necessary software licensing, cloud storage licensing, maintenance contracts, and warranty. The Common Council authorized the installation of the system at the location specified below and has allocated funds for this project.

This RFQ will be used to establish a list of qualified professional technology services companies. Submissions must be received by the Police Department at City Hall, 335 S. Broadway, De Pere, WI 54115 no later than 4:00 p.m. on October 4, 2024.

The City will award a contract to one (1) full-service firm to implement a Verkada Camera deployment at the site detailed below. Contracts must be signed no later than December 31, 2024.

B. COMMUNITY OVERVIEW

The approximately 25,000 people who call the City of De Pere, Wisconsin home know that the community provides a high quality of life in the Greater Green Bay metropolitan area. The excellent schools, a dynamic downtown, successful business parks, and safe neighborhoods served by ample parks and natural areas have resulted in considerable loyalty and community pride among residents. The residences, businesses, and commercial areas are connected with a transportation and green space network that accommodates cars, bikes, and pedestrians. The beautiful Fox River is the focal point of the City Center, and the Claude Allouez Bridge unites the two sides of our dynamic downtown. Whether you are on the east side or west side, historic buildings thoughtfully blend with new redevelopment to provide a mix of housing, employment, shopping, dining, and entertainment.

C. SCOPE OF WORK

The site for Verkada Camera Project #6 is designed to be two different types of readily deployable covert surveillance cameras. The first is a pole mounted covert surveillance system for use in the City of De Pere. The City currently has another building with a Verkada camera system installed so this project will add additional cameras to the city's existing Verkada Command Application. This project will include one PTZ style Verkada cameras, required mounting hardware inside of a NEMA box with one way glass, and a Verkada Outdoor Cellular Gateway device. The completed camera should look like a non-descript gray NEMA box that would blend in on your average power pole in an urban environment. Power will be provided by connecting to city power on a utility pole. The second device would be cellular gateway device, along with two cameras that could be deployed inside a vehicle with a portable power station. The rechargeable power station, preferably

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Email: jmuraski@deperewi.gov Phone: 920-339-4078

with a LifePo4 or similar battery technology, would ideally have enough capacity to power the system for 2-3 days without needing to be recharged by plugging in to an AC power source. The quote should include the necessary power adapters and any necessary weatherproof (NEMA) enclosures. The delineation of the cameras, and their locations is included below:

#	Qty	Camera Type	Location / Notes
1	1	Verkada CH52-EF FIPS Multisensor Camera	Pole mounted NEMA Enclosure
2	1	Verkada GC31-E Outdoor Cellular Gateway	Pole mounted NEMA Enclosure
3	1	Verkada CM41-S Split Mini Camera	Pelican case with cables to allow cameras to be placed in different locations inside a vehicle.
4	1	Verkada CB62-TE-F FIPS Outdoor Bullet Camera	Pelican case with cables to allow cameras to be placed in different locations inside a vehicle.
5	1	Verkada GC31-E Outdoor Cellular Gateway	Pelican case with cables to allow cameras to be placed in different locations inside a vehicle.
6	1	1 KW or greater Rechargeable Power Station (please quote optional 200W solar panel)	For placement inside of vehicle to power cellular gateway, and cameras.

Camera Licensing and Storage Requirements

Each camera will require a 5-year Verkada camera license as well as a 5-year Cloud Storage License for 121 days. Cameras only need 30 days of on-board storage. For multisensor cameras, it is our understanding that each sensor requires a license. Please include the proper licensing in the quote.

Installation Materials and Shipping

All needed installation materials such as Cat6 Plenum, Cat6 patch cables, modular jacks, camera mounts, and miscellaneous installation hardware should be included in the quote. Any shipping charges should also be listed as shipping and included in the quote.

D. QUOTE SUBMITTAL QUESTIONS

All questions shall be submitted in written form to the contact information provided below by Tuesday, October 1, 2024. Requests to tour the project site in person shall also be submitted in written form by that date. Requests to tour may be made earlier to allow more time for quote preparation.

E. SUBMISSION REQUIREMENTS

The City wishes to evaluate each quote under the same uniform review standards. Proposals for this project should be organized in the following order and contain all of the following information:

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 Email: jmuraski@deperewi.gov Phone: 920-339-4078

- Hardware Costs
- Licensing and Software Costs, including cloud storage licensing for a minimum of 121 days
- Shipping Costs
- Installation Costs

Respondent shall submit one (1) electronic copy in PDF format to Chief of Police Jeremy Muraski via email to jmuraski@deperewi.gov.

In order to be considered, quotes must be received no later than 4:00 PM, Central Time, October 4, 2024.

Quotes should include all of the following:

1. Bill of Materials (BOM) must include itemized pricing for hardware, software, and labor.
2. Total Labor Costs for installation and configuration of all equipment
3. Local Experience and Knowledge: Demonstrate local knowledge and availability to the City of De Pere and understanding of the video surveillance needs of a city in this area.
4. Qualifications and Capabilities: This section shall include the firm's name, area of expertise, a brief history of the firm, size, number of office locations, and business address of the office responsible for the contract. The name, address, and telephone number of the contact person responsible for their submittal shall be included. In addition, the following shall be included:
 - a. General description of firm's history of designing and implementing Verkada camera solutions using the specific to the hardware listed above and the Verkada Command interface.
 - b. Experience of the firm in maintaining, troubleshooting, repairing, and performing warranty work on Verkada camera systems.
 - c. Any certifications or partnership status levels currently held by the firm (e.g. Gold Partner)
 - d. A statement indicating they are an authorized warranty and/or repair center for Verkada camera systems, including an estimated response turnaround time in the event a camera, cellular gateway, or other piece of Verkada equipment would fail and need to be replaced.

F. SELECTION PROCESS

The following describes the anticipated general review process.

1. Quote review.
2. Staff recommendation to the Finance and Personnel Committee.
3. Common Council approval of the selected technology services firm.

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4. Finalize/execute service contract. The firm will also be expected to sign the City's Consultant Agreement and provide proof of insurance. The consultant agreement is attached as a PDF.



REQUEST FOR QUOTE:
VERKADA SURVEILLANCE CAMERA PROJECT # 7
DEPLOYMENT-READY CAMERA AND GATEWAY

City of De Pere, Wisconsin

Police Department

Issued: September 23, 2024

Quotes Due: October 4, 2024 by 4:00PM

City of De Pere — Request for Quote: Verkada Camera Project #1
335 S. Broadway, De Pere, WI 54115
Email: jmuraski@deperewi.gov Phone: 920-339-4078

A. INTRODUCTION AND SUMMARY

Through this Request for Quote (RFQ), the City of De Pere Police Department (DPPD) is seeking proposals from qualified professional technology services firms to provide assistance with the purchase, installation, and configuration of Verkada cloud-based surveillance cameras and necessary software licensing, cloud storage licensing, maintenance contracts, and warranty. The Common Council authorized the installation of the system at the location specified below and has allocated funds for this project.

This RFQ will be used to establish a list of qualified professional technology services companies. Submissions must be received by the Police Department at City Hall, 335 S. Broadway, De Pere, WI 54115 no later than 4:00 p.m. on October 4, 2024.

The City will award a contract to one (1) full-service firm to implement a Verkada Camera deployment at the site detailed below. Contracts must be signed no later than December 31, 2024.

B. COMMUNITY OVERVIEW

The approximately 25,000 people who call the City of De Pere, Wisconsin home know that the community provides a high quality of life in the Greater Green Bay metropolitan area. The excellent schools, a dynamic downtown, successful business parks, and safe neighborhoods served by ample parks and natural areas have resulted in considerable loyalty and community pride among residents. The residences, businesses, and commercial areas are connected with a transportation and green space network that accommodates cars, bikes, and pedestrians. The beautiful Fox River is the focal point of the City Center, and the Claude Allouez Bridge unites the two sides of our dynamic downtown. Whether you are on the east side or west side, historic buildings thoughtfully blend with new redevelopment to provide a mix of housing, employment, shopping, dining, and entertainment.

C. SCOPE OF WORK

The site for Verkada Camera Project #7 is designed to be essentially a ready to go, off the shelf cellular gateway and 4 sensor camera system. The City currently has another building with a Verkada camera system installed so this project will add additional cameras to the city's existing Verkada Command Application. This project will include one 4 sensor Verkada camera, required mounting hardware for a standard pole mount, and a Verkada Outdoor Cellular Gateway device. Power will be provided by connecting to city power on a utility pole. The quote should include the necessary power adapters and any necessary weatherproof (NEMA) enclosures. The delineation of the cameras, and their locations is included below:

#	Qty	Camera Type	Location / Notes
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City of De Pere — Request for Quote: Verkada Camera Project #1
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 Email: jmuraski@deperewi.gov Phone: 920-339-4078

1	1	Verkada CH52-EF FIPS Multisensor Camera	Pole mounted (location TBD, installed at a later date by City electrician)
2	1	Verkada GC31-E Outdoor Cellular Gateway	Pole mounted (location TBD, installed by City electrician)
		NOTE: The city will be responsible for configuring this camera on the Verkada Command system once it has been installed and activated. This setup is designed to have a ready to go system on a shelf so the city can implement it on very short notice.	

Camera Licensing and Storage Requirements

Each camera will require a 5-year Verkada camera license as well as a 5-year Cloud Storage License for 121 days. Cameras only need 30 days of on-board storage. For multisensor cameras, it is our understanding that each sensor requires a license. Please include the proper licensing in the quote.

Installation Materials and Shipping

All needed installation materials such as Cat6 Plenum, Cat6 patch cables, modular jacks, camera mounts, and miscellaneous installation hardware should be included in the quote. Any shipping charges should also be listed as shipping and included in the quote.

D. QUOTE SUBMITTAL QUESTIONS

All questions shall be submitted in written form to the contact information provided below by Tuesday, October 1, 2024. Requests to tour the project site in person shall also be submitted in written form by that date. Requests to tour may be made earlier to allow more time for quote preparation.

E. SUBMISSION REQUIREMENTS

The City wishes to evaluate each quote under the same uniform review standards. Proposals for this project should be organized in the following order and contain all of the following information:

- Hardware Costs
- Licensing and Software Costs, including cloud storage licensing for a minimum of 121 days
- Shipping Costs
- Installation Costs

City of De Pere — Request for Quote: Verkada Camera Project #1
 335 S. Broadway, De Pere, WI 54115
 Email: jmuraski@deperewi.gov Phone: 920-339-4078

Respondent shall submit one (1) electronic copy in PDF format to Chief of Police Jeremy Muraski via email to jmuraski@deperewi.gov.

In order to be considered, quotes must be received no later than 4:00 PM, Central Time, October 4, 2024.

Quotes should include all of the following:

1. Bill of Materials (BOM) must include itemized pricing for hardware, software, and labor.
2. Total Labor Costs for installation and configuration of all equipment
3. Local Experience and Knowledge: Demonstrate local knowledge and availability to the City of De Pere and understanding of the video surveillance needs of a city in this area.
4. Qualifications and Capabilities: This section shall include the firm's name, area of expertise, a brief history of the firm, size, number of office locations, and business address of the office responsible for the contract. The name, address, and telephone number of the contact person responsible for their submittal shall be included. In addition, the following shall be included:
 - a. General description of firm's history of designing and implementing Verkada camera solutions using the specific to the hardware listed above and the Verkada Command interface.
 - b. Experience of the firm in maintaining, troubleshooting, repairing, and performing warranty work on Verkada camera systems.
 - c. Any certifications or partnership status levels currently held by the firm (e.g. Gold Partner)
 - d. A statement indicating they are an authorized warranty and/or repair center for Verkada camera systems, including an estimated response turnaround time in the event a camera, cellular gateway, or other piece of Verkada equipment would fail and need to be replaced.

F. SELECTION PROCESS

The following describes the anticipated general review process.

1. Quote review.
2. Staff recommendation to the Finance and Personnel Committee.
3. Common Council approval of the selected technology services firm.
4. Finalize/execute service contract. The firm will also be expected to sign the City's Consultant Agreement and provide proof of insurance. The consultant agreement is attached as a PDF.



City of De Pere, Wisconsin

Request For Finance/Personnel Committee Action

MEETING DATE: October 8, 2024

DEPARTMENT: Human Resources

FROM: Shannon Metzler

SUBJECT: Consideration and Possible Action to Approve 2024 Benefit Renewal & Plan Design Changes.*

ATTACHMENTS:

- 2025 Renewal Memo - City of De Pere- Final (PDF)

CITY OF DE PERE MEMO



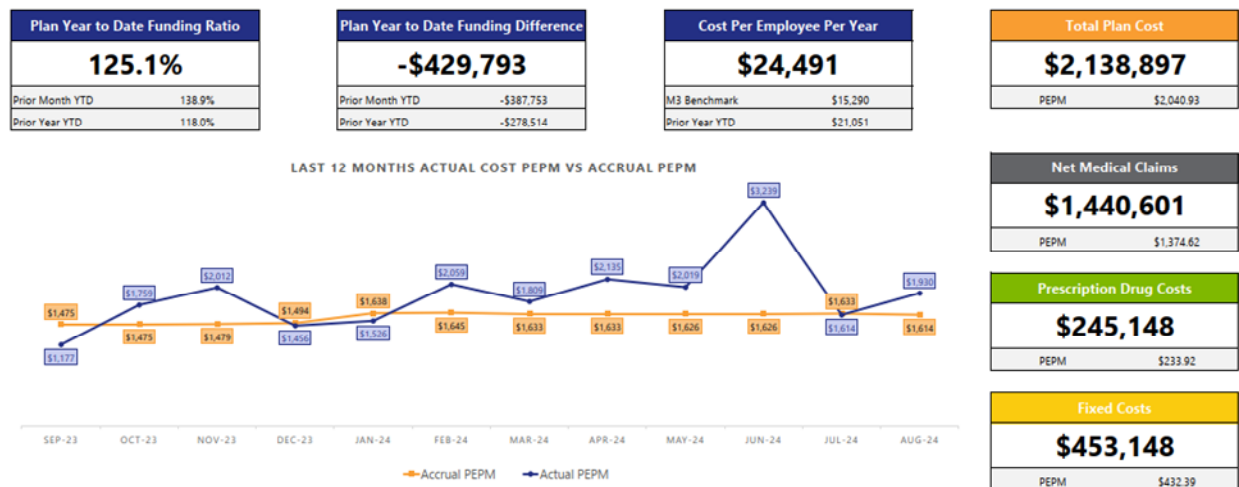
To: Members of the Finance/Personnel Committee
From: Shannon Metzler, Human Resources Director
Date: October 8, 2024

RE: Recommendation and Possible Action to Approve 2024 Benefit Renewal & Plan Design Changes

We continue to monitor the benefit plans provided to the employees to maintain high value, financially stable design and costs. After two years of reducing our health plan surplus, we are now in a position in which we must ensure that our budget matches our expected health plan costs. As in previous years, below showcases the status of the health plan as well as our recommendations for the 2025 plan year.

HEALTH PLAN PERFORMANCE

Current Plan Year: January 2024 – December 2024 | Claims Paid Through: August 2024



Health Fund Reserve Balance (<i>through 2023</i>)	\$1,420,913
2024 Year to Date Deficit	\$429,793
Current Estimated Reserve Balance (<i>through July, 2024</i>)	\$991,120
Recommended minimum Health Fund Reserve Balance (<i>4 months of health spend</i>)	\$855,692
Conservative minimum Health Fund Reserve Balance (<i>6 months of health spend</i>)	\$1,283,538
Difference between Estimated Reserve Balance & Recommended Reserve Balance	\$135,428
Difference between Estimated Reserve Balance & Conservative Reserve Balance	\$292,418

MEDICAL PLAN RECOMMENDATIONS

2025 RENEWAL RATES

We are recommending moving forward with a 10% increase for the 2025 plan year. This increase is based on increased medical claims costs for the City.

MEDICAL PLAN	CURRENT	RENEWAL
Single:	\$663.30	\$729.63
EE+1:	\$1,234.55	\$1,358.01
Family:	\$2,024.86	\$2,227.35

MEDICAL PLAN DESIGN

This year, we reviewed benchmark data regarding how our medical plan benefits compared to other employers in Northeast Wisconsin. Specifically, we looked at other public sector entities in the area. To more closely align with this information, we are proposing increasing our individual and family out of pocket maximums as follows:

	CURRENT		RENEWAL	
Out-of-Pocket Maximum	IN NETWORK	OUT OF NETWORK	IN NETWORK	OUT OF NETWORK
Single	\$3,000	\$4,000	\$4,000	\$5,000
Employee + One	\$6,000	\$8,000	\$7,000	\$8,000
Family	\$7,000	\$8,000	\$8,000	\$9,000

In addition, to steer our members to the appropriate place of treatment for care and as a result of a change in provider billing practices, we are recommending changing our emergency room benefit to apply to a member's deductible and coinsurance after the current \$200 copayment.

These two modifications will result in approximately 1.5% savings to the health plan and better align with the market and standard benefit offerings in the area.

STOP LOSS INSURANCE CARRIER CHANGE

Each year the City purchases stop loss insurance to protect our health plan from high-cost claimants. We solicit proposals from several different carriers to ensure we have the most economically feasible option built into our plan. For 2025, our current carrier, QBE, proposed a 28.4% increase to the 2024 rates. We marketed these plans to five additional stop loss carriers. The best financial offer is with Sun Life, who was our stop loss carrier prior to 2024. The overall increase to the stop loss premium is 14.4%, which is slightly less than our budgeted increase of 15%.

PHARMACY BENEFIT MANAGER REVIEW

Historically our pharmacy benefit management contract with the National Cooperative Rx (NCRx) has been three years. This contract was set to renew on 1/1/2025. Due to this, with the assistance of M3, we did seek other proposals in the marketplace. After conducting the financial review, it was determined that the NCRx offer with CVS as our vendor was the best priced solution. Thus, we will be renewing that contract. Furthermore, future contracts may be reviewed on an annual basis, allowing the City more flexibility in the changing landscape of prescription coverage.

DENTAL PLAN RECOMMENDATIONS

2025 RENEWAL RATES

Based on the plan performance, we are recommending a 3% increase to our Delta Dental self-funded plan. The CarePlus (Dental Associates) rates, which is a fully-insured plan, will also have a 3% increase for 2025.

DENTAL PLAN – DELTA DENTAL	CURRENT	RENEWAL
Single:	\$43.60	\$44.91
Family:	\$132.53	\$136.51
DENTAL PLAN – CARE PLUS	CURRENT	RENEWAL
Single:	\$36.34	\$37.43
Family:	\$103.70	\$106.81

Care Plus Expanded Network

The City has partnered with Dental Associates to offer a less expensive dental plan with a more limited network. This year Dental Associates approached the City with an offer to expand the in-network providers to include Midwest Dental clinics. This will create more opportunities for our members to seek in network providers on this plan. There is no cost for this expanded network.

VISION PLAN RECOMMENDATIONS

2025 RENEWAL RATES

The United Healthcare fully-insured voluntary vision plan was up for a renewal in 2025. We did receive a 5% increase to the rates and those rates are guaranteed for 3 additional years. As a reminder, this is an employee paid benefit with no impact to budget.

VISION PLAN	CURRENT	RENEWAL
Single:	\$6.31	\$6.63
Employee/Spouse:	\$11.97	\$12.57
Employee/Child(ren):	\$14.04	\$14.74
Family:	\$19.75	\$20.74

If you have questions in advance of the meeting, please contact me at 339-4045.



City of De Pere, Wisconsin

Request For Finance/Personnel Committee Action

MEETING DATE: October 8, 2024

DEPARTMENT: Human Resources

FROM: Shannon Metzler

SUBJECT: Consideration and Possible Action to Determine Salaries for Mayor and City Council for 2026, 2027, 2028 and 2029.*

ATTACHMENTS:

- Memo - Mayor Council Salaries for 2026 - 2029 (PDF)
- Mayor.Alderperson Comparables-5.2024 (PDF)
- Summary of Mayor and Council Salaries - through 2025 (PDF)

CITY OF DE PERE MEMO



To: Members of the Finance/Personnel Committee

From: Shannon Metzler, Human Resources Director

Date: October 8, 2024

RE: Consideration and Possible Action to Determine Salaries for Mayor and City Council for 2026, 2027, 2028 and 2029

Salaries for the positions of Mayor and Council are reviewed and set forward for the next terms. Wisconsin Statutes prohibit city officials who by virtue of their office are entitled to participate in setting the salary for that office, from collecting salary in excess of the salary provided at the time they took office during their term of office. Since the year 2025 is approaching, it is time to decide on salaries for 2026, 2027, 2028, and 2029. Going forward the City Council will set salaries for three-year increments, however since the next Mayoral term will be four-years, this year the Council will set salaries for four-years.

Attached is a survey of Mayor/Alders salaries from other communities. Also attached is a history of the salary increases in previous years.

For your information, listed below are the salaries approved for 2024 through 2025 showing what was approved by the City Council in previous years. A 3.0% increase is being proposed for our non-represented employees for 2025.

Mayor	May 1, 2024	\$27,182
	May 1, 2025	\$27,726
Council	May 1, 2024	\$7,792
	May 1, 2025	\$7,948

If you have any questions before the meeting, please feel free to contact me at 339-4045.

Thank you.

Mayor/Aldersperson Comparables					
Municipality	Population	Position	2024-2025 Salary	Full Time City Administrator	Notes
De Pere*	25,293	Village President/Mayor	\$27,726		\$750 stipend to be paid upon election or re-election for use of personal electronic device(s) for official city business. \$750 stipend to be paid upon election or re-election for use of personal electronic device(s) for official city business.
		Trustee/Council Member	\$7,948		
Allouez	14,156	Village President/Mayor	\$10,000	Yes	No additional pay or benefits
		Trustee/Council Member	\$6,732		
Ashwaubenon	16,986	Village President/Mayor	\$30,000 (Full-time)	Yes	President is eligible for health/dental insurance and WRS. Also receives auto allowance.
		Trustee/Council Member	\$8,000		
Menasha	18,270	Village President/Mayor	\$80,000 (Full-time)	No	President is \$5,808
		Trustee/Council Member	\$5,508		
WI Rapids	18,716	Village President/Mayor	\$83,572.14 (Full-time)	No	They can elect a phone stipend for \$20/mo plus Council President is \$15/mo, Chairperson is \$15/mo, Vice Chairperson is \$10/mo.
		Trustee/Council Member	\$5,580		
Marshfield	18,789	Village President/Mayor	\$22,500	Yes	Reduced by \$100/month for any month in which a member misses 2 or more required Council/Committee meetings. Shall receive \$45.00 per special Common Council meeting they attend above and beyond normal meetings.
		Trustee/Council Member	\$4,590		
Mequon	25,000	Village President/Mayor	\$21,600	Yes	
		Trustee/Council Member	\$4,800		
Neenah	27,357	Village President/Mayor	\$81,627.50 (full-time)	No	President gets additional \$60/month
		Trustee/Council Member	\$5,544		
Sun Prairie	37,310	Village President/Mayor	\$21,989	Yes	Council President is \$11,752 Receive city phone and ipad
		Trustee/Council Member	\$7,381		
West Bend	32,255	Village President/Mayor	\$7,618	Yes	\$150/month expense allowance \$30/month expense allowance except the President of the Board of Public Works receives \$55/month
		Trustee/Council Member	\$4,236		
Manitowoc	34,570	Village President/Mayor	\$79,853 (full-time)	No	After April 2025 it will be moved to midpoint of Grade Q of City comp structure (currently \$105,471) Mayor - \$300 monthly car allowance Alders - iPad which is kept by Alder at end of term.
		Trustee/Council Member	\$5,400		
Germantown	21,000	Village President/Mayor	\$8,000	Yes	Receives additional \$100/month technology stipend
		Trustee/Council Member	\$5,500		
*Rates listed for City of De Pere are the approved rates effective May 1, 2025.					

Summary of Position Salaries

	<u>Mayor</u>	<u>Alderspersons</u>
2000	\$18,658	\$5,511
% Increase	0.00%	0.00%
2001	\$18,658	\$5,511
% Increase	3.00%	3.00%
2002	\$19,218	\$5,676
% Increase	3.00%	3.00%
2003	\$19,795	\$5,846
% Increase	1.50%	1.50%
2004	\$20,092	\$5,934
% Increase	1.50%	1.50%
2005	\$20,393	\$6,023
% Increase	1.50%	1.50%
2006	\$20,699	\$6,113
% Increase	1.50%	1.50%
2007	\$21,009	\$6,205
% Increase	1.50%	1.50%
2008	\$21,324	\$6,298
% Increase	1.50%	1.50%
2009	\$21,644	\$6,392
% Increase	1.50%	0.00%
2010	\$21,969	\$6,392
% Increase	1.50%	0.00%
2011	\$22,299	\$6,392
% Increase	0.00%	0.00%
2012	\$22,299	\$6,392
% Increase	0.00%	0.00%
2013	\$22,299	\$6,392
% Increase	0.00%	0.00%
2014	\$22,299	\$6,392
% Increase	2.00%	2.00%
2015	\$22,745	\$6,520
% Increase	2.00%	2.00%
2016	\$23,200	\$6,650
% Increase	2.00%	2.00%
2017	\$23,664	\$6,783
% Increase	2.00%	2.00%
2018	\$24,137	\$6,919
% Increase	2.00%	2.00%
2019	\$24,620	\$7,057
% Increase	2.00%	2.00%
2020	\$25,112	\$7,198
% Increase	2.00%	2.00%
2021	\$25,614	\$7,342

% Increase	2.00%	2.00%
2022	\$26,126	\$7,489
% Increase	2.00%	2.00%
2023	\$26,649	\$7,639
% Increase	2.00%	2.00%
2024	\$27,182	\$7,792
% Increase	2.00%	2.00%
2025	\$27,726	\$7,948



City of De Pere, Wisconsin

Request For Finance/Personnel Committee Action

MEETING DATE: October 8, 2024

DEPARTMENT: Finance Department

FROM: Pamela Manley

SUBJECT: Consideration and Possible Action on the City of De Pere Investment and Cash Detail, August 2024.

ATTACHMENTS:

- 2024.8 Cash and Investments Memo 10.8.24 (PDF)
- Aug 2024 Cash and Inv Report (PDF)
- Yearly Summary-Aug. 2024 (PDF)
- Yearly Summary 2023(PDF)

CITY OF DE PERE MEMO



To: Honorable Mayor and Members of the Finance Committee
Larry Delo, Administrator
From: Pam Manley, Finance Director
Date: October 8, 2024

RE: **Cash and Investments Report for August 31st, 2024**

I have attached a summary of the City's Cash and Investments for your information and review as of August 31st, 2024. I have also attached last year's monthly summary of the accounts, so you can see comparable activity throughout the course of the year for all accounts. The City's investment return through August was \$1,273,509.50. In our LGIP account we transferred \$3,500,000 to the General Checking account to cover operating expenses. We also did a transfer from LGIP to the General Checking account for \$42,500.79 was done to cover July ARPA-related expenses. The Associated Bank Trust and Charles Schwab Investments both saw increases in market appreciation. In our General Checking account, we received our tax settlement from Brown County in the amount of \$5,200,612.93, but we also had a large debt payment in the amount of \$7,445,607.50. Feel free to contact me should you have any questions on this.

DE PERE CASH AND INVESTMENTS SUMMARY

August 31, 2024

CASH ACCOUNTS

CHECKING ACCOUNTS	BALANCE
CITY CHECKING	\$ 727,881.28
REAL & PPT TAX CHECKING	\$ 1,000.00
HEALTH CHECKING	\$ 956,627.05
DENTAL CHECKING	\$ 82,770.58
TOTAL CASH	\$ 1,768,278.91

INVESTMENTS

	JAN 1 BALANCE	BALANCE	INTERST AND APPRECIATION	ANNUALIZED RATE OF RETURN
LGIP	17,410,621.92	\$ 17,522,703.29	\$ 695,414.57	5.40%
ASSOCIATED BANK TRUST	5,114,372.95	\$ 5,282,497.12	\$ 168,124.17	4.93%
CHARLES SCHWAB INVESTMENTS	6,412,770.14	\$ 6,617,696.47	\$ 204,926.33	4.79%
MONEY MARKET	1,073,669.92	\$ 7,756,736.36	\$ 205,044.43	5.49%
TOTAL INVESTMENTS	\$ 30,011,434.93	\$ 37,179,633.24	\$ 1,273,509.50	
TOTAL CASH AND INVESTMENTS		\$ 37,262,403.82		

NOTE: The City budgeted \$1,400,000 for general fund revenues in the 2024 Adopted Budget.

DE PERE CASH AND INVESTMENT YEARLY SUMMARY
August 31, 2024

	31-Jan-2024	29-Feb-2024	31-Mar-2024	30-Apr-2024	31-May-2024	30-Jun-2024
CHECKING ACCOUNTS						
CITY CHECKING	8,658,164.85	6,546,435.65	4,338,133.91	3,966,560.48	1,415,991.35	2,392,194.50
REAL & PPT TAX CHECKING	15,641,771.63	6,514,236.72	1,000.00	1,000.00	1,000.00	1,000.00
HEALTH CHECKING	1,418,730.29	1,410,173.44	1,378,539.11	1,293,115.07	1,284,101.22	750,258.10
DENTAL CHECKING	86,128.58	87,106.05	86,124.74	87,017.04	89,457.87	89,789.67
TOTAL CASH	\$ 25,804,795.35	\$ 14,557,951.86	\$ 5,803,797.76	\$ 5,347,692.59	\$ 2,790,550.44	\$ 3,233,242.27
INVESTMENTS						
LGIP	17,866,153.79	17,658,776.95	18,936,797.56	19,341,730.48	20,398,737.41	20,438,939.67
ASSOCIATED BANK TRUST	5,132,918.84	5,127,445.37	5,145,143.67	5,140,481.49	5,170,236.11	5,193,827.26
CHARLES SCHWAB INVESTMENTS	6,446,202.84	6,430,877.60	6,439,451.41	6,448,746.66	6,472,755.90	6,498,760.90
MONEY MARKET	1,078,564.79	1,083,162.54	7,619,525.82	7,653,126.65	7,687,904.44	7,721,680.79
TOTAL INVESTMENTS	\$ 30,523,840.26	\$ 30,300,262.46	\$ 38,140,918.46	\$ 38,584,085.28	\$ 39,729,633.86	\$ 39,853,208.62
TOTAL CASH AND INVESTMENTS	\$ 56,328,635.61	\$ 44,858,214.32	\$ 43,944,716.22	\$ 43,931,777.87	\$ 42,520,184.30	\$ 43,086,450.89

	31-Jul-2024	31-Aug-2024	30-Sep-2024	31-Oct-2024	30-Nov-2024	31-Dec-2024
CHECKING ACCOUNTS						
CITY CHECKING	6,088,631.77	727,881.28	-	-	-	-
REAL & PPT TAX CHECKING	1,000.00	1,000.00	-	-	-	-
HEALTH CHECKING	1,011,765.80	956,627.05	-	-	-	-
DENTAL CHECKING	80,528.88	82,770.58	-	-	-	-
TOTAL CASH	\$ 7,181,926.45	\$ 1,768,278.91	\$ -	\$ -	\$ -	\$ -
INVESTMENTS						
LGIP	20,971,586.74	17,522,703.29	-	-	-	-
ASSOCIATED BANK TRUST	5,241,542.35	5,282,497.12	-	-	-	-
CHARLES SCHWAB INVESTMENTS	6,560,741.25	6,617,696.47	-	-	-	-
MONEY MARKET	7,756,736.36	7,756,736.36	-	-	-	-
TOTAL INVESTMENTS	\$ 40,530,606.70	\$ 37,179,633.24	\$ -	\$ -	\$ -	\$ -
TOTAL CASH AND INVESTMENTS	\$ 47,712,533.15	\$ 38,947,912.15	\$ -	\$ -	\$ -	\$ -

DE PERE CASH AND INVESTMENT YEARLY SUMMARY
December 31, 2023

	31-Jan-2023	28-Feb-2023	31-Mar-2023	30-Apr-2023	31-May-2023	30-Jun-2023
CHECKING ACCOUNTS						
CITY CHECKING	1,870,986.92	1,326,744.41	1,688,789.25	2,348,011.28	1,081,401.41	877,722.05
HEALTH CHECKING	1,755,720.84	1,709,250.66	1,582,427.99	1,540,734.47	1,564,055.37	1,493,879.79
DENTAL CHECKING	98,034.92	99,538.51	98,343.69	99,183.93	90,961.23	93,694.35
SUBTOTAL	\$ 3,724,742.68	\$ 3,135,533.58	\$ 3,369,560.93	\$ 3,987,929.68	\$ 2,736,418.01	\$ 2,465,296.19
TOTAL CASH	\$ 3,724,742.68	\$ 3,135,533.58	\$ 3,369,560.93	\$ 3,987,929.68	\$ 2,736,418.01	\$ 2,465,296.19
INVESTMENTS						
LGIP	13,692,384.53	13,740,090.86	13,803,274.90	13,209,784.55	13,396,221.04	13,459,518.13
ASSOCIATED BANK TRUST	4,906,570.44	4,873,387.33	4,941,856.39	4,951,046.34	4,947,506.81	4,935,764.03
CHARLES SCHWAB INVESTMENTS	6,196,864.06	6,164,016.10	6,208,110.42	6,256,136.34	6,248,519.28	6,241,934.54
MONEY MARKET	20,597,891.13	14,658,535.08	13,712,291.37	13,763,969.74	12,817,434.30	8,862,843.41
TOTAL INVESTMENTS	\$ 45,393,710.16	\$ 39,436,029.37	\$ 38,665,533.08	\$ 38,180,936.97	\$ 37,409,681.43	\$ 33,500,060.11
TOTAL CASH AND INVESTMENTS	\$ 49,118,452.84	\$ 42,571,562.95	\$ 42,035,094.01	\$ 42,168,866.65	\$ 40,146,099.44	\$ 35,965,356.30

	31-Jul-2023	31-Aug-2023	30-Sep-2023	31-Oct-2023	30-Nov-2023	31-Dec-2023
CHECKING ACCOUNTS						
CITY CHECKING	(405,973.19)	573,670.19	2,700,540.09	678,646.23	2,105,885.35	22,217,107.75
HEALTH CHECKING	1,469,062.21	1,550,112.01	1,597,771.65	1,497,590.13	1,454,800.95	1,461,028.52
DENTAL CHECKING	94,218.23	90,414.94	92,341.20	94,649.79	91,085.51	87,103.22
SUBTOTAL	\$ 1,157,307.25	\$ 2,214,197.14	\$ 4,390,652.94	\$ 2,270,886.15	\$ 3,651,771.81	\$ 23,765,239.49
TOTAL CASH	\$ 1,157,307.25	\$ 2,214,197.14	\$ 4,390,652.94	\$ 2,270,886.15	\$ 3,651,771.81	\$ 23,765,239.49
INVESTMENTS						
LGIP	18,467,847.24	9,825,140.33	18,467,847.24	22,265,487.00	18,472,177.10	17,410,621.92
ASSOCIATED BANK TRUST	4,943,910.06	4,963,993.01	4,966,963.40	4,982,495.53	5,038,343.27	5,084,723.76
CHARLES SCHWAB INVESTMENTS	6,266,819.25	6,281,947.66	6,291,271.13	6,322,570.93	6,361,357.81	6,412,770.14
MONEY MARKET	7,698,620.52	5,225,914.04	3,040,513.16	3,054,295.42	2,067,319.72	1,073,669.92
TOTAL INVESTMENTS	\$ 37,377,197.07	\$ 26,296,995.04	\$ 32,766,594.93	\$ 36,624,848.88	\$ 31,939,197.90	\$ 29,981,785.74
TOTAL CASH AND INVESTMENTS	\$ 38,534,504.32	\$ 28,511,192.18	\$ 37,157,247.87	\$ 38,895,735.03	\$ 35,590,969.71	\$ 53,747,025.23



City of De Pere, Wisconsin

Request For Finance/Personnel Committee Action

MEETING DATE: October 8, 2024

DEPARTMENT: City Attorney

FROM: Anthony Wachewicz

SUBJECT: Consideration and Possible Action on Step 2 of De Pere Fire Union Local #141 Grievance regarding Lieutenant Promotional Process.

Attached is the De Pere Fire Union Local #141's Grievance regarding the Lieutenant Promotional Process and other relevant documents including the Step 1 Denial and Job Description for the position.