

15-450

CONSENT



**Standing Committee:** Public Infrastructure Committee

**Document Name:** Contract with Camera Corner, Inc. to purchase and install Access Control Upgrades for City Hall and Police Department


**Consent**

**Non-Consent**

**Chairman Recommend**

**Recommendation:** Enter into the contract.

**Attest:**

 04/20/15  
Chairperson – Alderperson Dave Soeldner Date

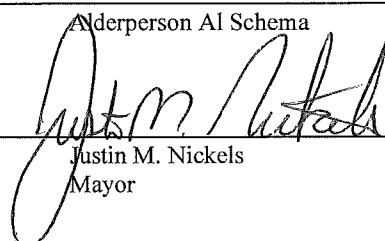
Vice-Chairperson – Alderperson Jim Brey

Alderperson Jason Sladky

Alderperson Jill Hennessey

Alderperson Al Schema

**Approved:**

 4/21/15  
Justin M. Nickels Date  
Mayor

PI  
4-20-15

15-450

**CONTRACT**

This contract is made and entered into this 20<sup>th</sup> day of April, 2015, by and between Camera Corner, Inc. (hereinafter "Contractor"), located at 529 N. Monroe Avenue, Green Bay, Wisconsin 54305-0248 and the City of Manitowoc, Wisconsin, a Wisconsin municipal corporation (hereinafter "City"), located at 900 Quay Street, Manitowoc, Wisconsin 54220.

**RECITALS**

**WHEREAS**, Camera Corner, Inc. located at 2744 Manitowoc Road, Green Bay, Wisconsin 54311 intends to purchase and install Access Control Upgrades for City Hall (900 Quay Street) and Manitowoc Police Department (910 Jay Street), Manitowoc, Wisconsin 54220 as outlined in "Exhibit A", Camera Corner, Inc. Proposal.

**WHEREAS**, Camera Corner, Inc. has the ability to install Access Control Upgrades for City Hall (900 Quay Street) and Manitowoc Police Department (910 Jay Street), as outlined in "Exhibit A".

**NOW, THEREFORE**, in consideration of the mutual covenants and representations of the parties hereinafter set forth, the undersigned parties hereby agree as follows:

1. Recitals. The above recitals are deemed to be true and correct.
2. Scope of Work. The Contractor agrees to perform the following work and/or furnish the following labor and materials in accordance with the terms of this contract:

**All work shall be performed in accordance with the City of Manitowoc's Standard Specifications for Public Works Construction.**

**See listing of tasks for this project. (Attached is "Exhibit A", and it is incorporated into this Contract by reference).**

3. Contract Price. The City agrees to pay to the Contractor for the performance of this contract the sum of **\$15,158.53**.
4. Schedule. Contractor agrees to commence work under this Contract upon its execution and complete performance of this contract in accordance with the City of Manitowoc's Standard Specifications, which are made part of this Contract and are incorporated by reference. The contract completion date shall be **June 15, 2015**.
5. Payment Schedule. Requests for payment shall be made to the Director of Public Infrastructure. The Director of Public Infrastructure shall make a recommendation on the payment request and submit the same to the City's Board of Public Works when applicable. Contractor shall be entitled to payment within 30 days following approval by the Director of Public Infrastructure.

6. Assignment and Subcontracting. Contractor shall not be permitted to sign or subcontract any of the work hereunder without the prior written consent of the City.
7. Insurance and Bonding. Prior to commencing work hereunder, Contractor shall provide City, for approval by the City Attorney, a Certificate of Insurance showing proof of General Liability Insurance in amounts not less \$1,000,000.00 per person per occurrence, \$2,000,000.00 in the aggregate, property damage limits of not less than \$500,000.00 per occurrence, and shall carry the statutory amounts for worker's compensation insurance. **Contractor shall include with the Certificate of Insurance two endorsements, one endorsement naming the City of Manitowoc as an additional insured, and a second endorsement giving City thirty (30) days prior notice of non-renewal, modification or cancellation.**
8. Applicable Statutes. Any provisions of the Wisconsin Statutes, Federal Law or local ordinances applicable to the work performed hereunder are deemed to be incorporated by reference and made a part of this contract.
9. Contract Notice. Per Wisconsin State Statutes 62.15, a Class I Notice had been executed and published for this work on April 20, 2015.
10. Other Indebtedness to City. It is understood and agreed by the parties hereto that whenever a contractor is for any reason indebted to the City of Manitowoc, the contractor consents that the City of Manitowoc through its officials shall and may, deduct and retain, any such balance out of the money or monies which may be due or become due to the contractor under this contract.
11. Indemnify. Contractor shall defend, indemnify and hold harmless the City of Manitowoc, its officials, officers, employees, representatives and agents against any and all liability, claims, costs, demands, losses, damages, expenses and attorney fees of any kind on account of any injury, damage, or death to any person or property that may arise directly caused by or resulting from the work performed under this Contract where the injury, damage, or death is caused by negligence or willful misconduct on the part of the Contractor, subcontractor, officers, employees, or agents.
12. Default. In the event of default or breach in the performance of any of the obligations, covenants, representations or duties under the terms of this Contract by either party, the non-defaulting party shall forward written notice to the defaulting party outlining such default. The defaulting party shall cure such default within thirty (30) days of receiving written notice from non-defaulting party, except that the cure period may be extended to a reasonable time to cure any default that cannot reasonably be cured with the thirty (30) day period, provided that the defaulting party has commenced to cure within the thirty (30) day period and diligently pursues a cure at all times thereafter until the default is cured. The defaulting party shall be responsible for the payment to the non-defaulting party of any outstanding fees, charges or expenses that were incurred by the non-defaulting party on behalf of the defaulting party.

13. Permits. None Required.
14. Termination. Either party may terminate this Contact with ten (10) days written notice to the other party. Any labor and/or expenses incurred prior to cancellation will be billed at standard retail rates and will be due in full and billed immediately.
15. Notice and Demands. A notice, demand or other communication under this Contract by any party to the other party shall be sufficiently given or delivered and deemed delivered as of the date such notice is delivered to the party intended, if it is dispatched by registered or certified mail, postage prepaid, return receipt requested, or delivered personally and addressed to or personally delivered to:

**CITY:** City Clerk  
900 Quay Street  
Manitowoc, WI 54220

**CONTRACTOR:** Camera Corner, Inc.  
529 N. Monroe Ave.  
PO Box 248  
Green Bay, WI 54305-0248

Notice and demand given shall be effective only if and when received by the party intended and acknowledged by receipt. The above addresses may be changed at any time by any party by giving written notice in the manner provided above.

16. Assignment. This Contract is not assignable without prior written consent of City.
17. Severability. If any provision of this Contract is deemed by a court of competent jurisdiction to be invalid or unenforceable, the remainder of this Contract shall not be affected thereby, and such remainder would then continue to conform to the requirements of applicable laws.
18. Amendments. This Contract can only be amended or modified in writing and signed by the parties involved.
19. Integration. This Contract represents the entire understanding of the parties as to those matters contained herein. No prior oral or written understanding shall be of any force or effect with respect to matters covered hereunder, unless documented in writing and signed by the parties involved.
20. Survival of Provisions. All indemnification and hold harmless obligations shall survive the expiration or termination of this Contract.
21. Choice of Law. This Contract shall be governed by and construed in accordance with the laws of the State of Wisconsin. All actions or proceedings relating directly or indirectly, to this Contract, whether sounding in contract or tort, shall be litigated only in the circuit court located in Manitowoc County, Wisconsin. All parties to this Contract hereby subject themselves to the jurisdiction of the circuit court for Manitowoc County, Wisconsin.

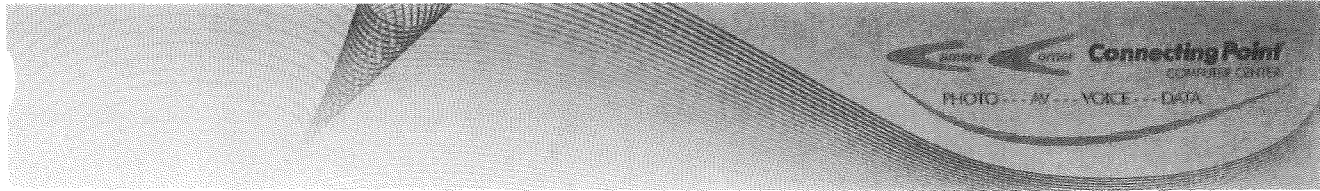
22. Heading. The section titles have been inserted in this Contract primarily for convenience, and do not define, limit or construe the contents of such paragraphs. If headings conflict with the text, the text shall control.
23. Remedies Cumulative. All rights and remedies hereunder are cumulative, and not exclusive, and shall be in addition to all other rights and remedies provided by applicable law. Failure to exercise or delay in exercising any right or remedy hereunder shall not operate as a waiver thereof, nor excuse future performance. No waiver discharge or renunciation of any claim or right arising out of a breach of these terms and conditions shall be effective unless in writing signed by the party so waiving. Any waiver of any breach shall be a waiver of that breach only and not of any other breach, whether prior to subsequent thereto.
24. Construction. All parties have contributed to the drafting of this Contract. In the event of a controversy, dispute or contest over the meaning, interpretation, validity of enforcement of this document or any of its terms or conditions, there shall be no inferences, presumption or conclusion drawn whatsoever against any party whatsoever by virtue of that party having drafted the document or any portion thereof.

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# "Exhibit A"



## Access Control Upgrades for City Hall and MPD

City of Manitowoc

915 S 11th St  
Manitowoc, WI 54220 United States  
(920) 686-6511

### Option 2 - Partial Replacement with Optional Items

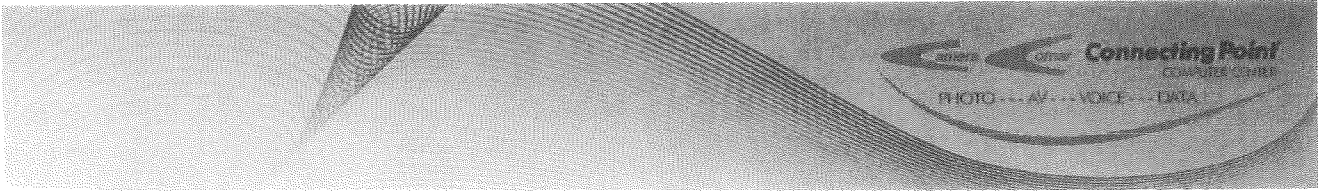


Presented By:



**Camera Corner, Inc.**  
529 N. Monroe Ave.  
PO Box 248  
Green Bay, WI 54305-0248 USA  
920.435.5353  
<http://www.cccp.com>

Modified: 3/17/2015  
Revision: 0









**Unassigned**

	300	<b>HID 1386LGGMN</b> 125 Khz Proximity Card, H10301 Format, PVC, Thermal Direct to Card Printing compatible	\$3.75	\$1,125.00
	1	<b>Paxton 930-010-US</b> Net2 Pro Software	\$495.00	\$495.00
			<b>Unassigned Total:</b>	<b>\$1,620.00</b>

**City Hall: Door 6**

	1	<b>HID 6005B</b> HID Prox Point Plus	\$78.13	\$78.13
	1	<b>Paxton 682-493-US</b> Net2 Controller - Board Only	\$385.00	\$385.00
			<b>City Hall: Door 6 Total:</b>	<b>\$463.13</b>

**City Hall: Door 2**

	1	<b>HID 6005B</b> HID Prox Point Plus	\$78.13	\$78.13
	1	<b>Paxton 682-493-US</b> Net2 Controller - Board Only	\$385.00	\$385.00
			<b>City Hall: Door 2 Total:</b>	<b>\$463.13</b>

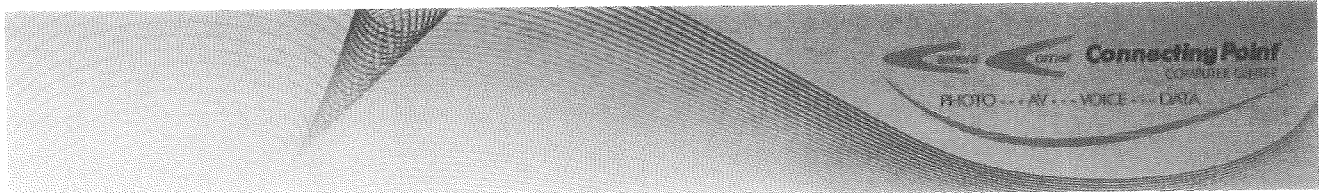
\* Price Includes Listed Accessories

Presented By: Camera Corner, Inc.







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**City Hall: Optional Door 1**

	1	<b>Belden AX104193</b> CAT6 Modular Jack - KeyConnect Style and Blue	\$8.50	\$8.50
	200	<b>CCCCP CBL-CAT6</b> CAT. 6 Blue 4 Pr, Non-plenum	\$0.24	\$48.00
	1	<b>CCCCP RJ45-CAT6</b> One Piece RJ45 crimp connector for Cat6 cable	\$1.16	\$1.16
	1	<b>HES 9600-12/24-630</b> Surface Mount Strike 12/24V, Satin Stainless Steel	\$275.61	\$275.61
	1	<b>HID 6005B</b> HID Prox Point Plus	\$78.13	\$78.13
	1	<b>Paxton 682-721-US</b> Net2 PoE Powered Controller with Metal Cabinet	\$560.00	\$560.00

**City Hall: Optional Door 1 Total: \$971.40**

\* Price Includes Listed Accessories






Presented By: Camera Corner, Inc.

Project Name: Access Control Upgrades for City Hall and MPD Project No.: CCCP --1428

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**City Hall: Optional Elevator Control**

	1	<b>Belden AX104193</b> CAT6 Modular Jack - KeyConnect Style and Blue	\$8.50	\$8.50
	200	<b>CCCCP CBL-CAT6</b> CAT. 6 Blue 4 Pr, Non-plenum	\$0.24	\$48.00
	1	<b>CCCCP RJ45-CAT6</b> One Piece RJ45 crimp connector for Cat6 cable	\$1.16	\$1.16
	1	<b>HID 6005B</b> HID Prox Point Plus	\$78.13	\$78.13
	1	<b>Paxton 682-721-US</b> Net2 PoE Powered Controller with Metal Cabinet	\$560.00	\$560.00

**City Hall: Optional Elevator Control Total: \$695.79**

**City Hall: Door 4**

	1	<b>HID 6005B</b> HID Prox Point Plus	\$78.13	\$78.13
	1	<b>Paxton 682-493-US</b> Net2 Controller - Board Only	\$385.00	\$385.00

**City Hall: Door 4 Total: \$463.13**

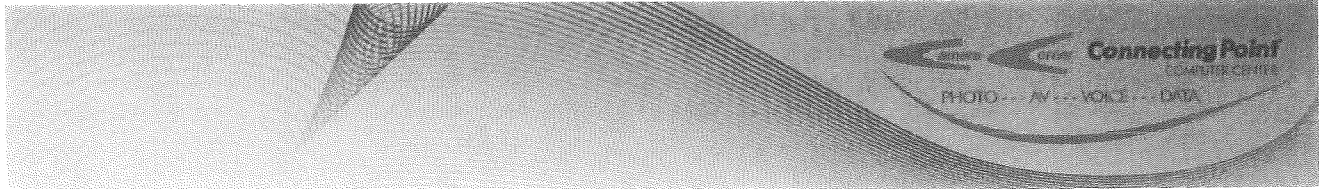
\* Price Includes Listed Accessories

Presented By: Camera Corner, Inc.






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**City Hall: Optional Door 5**

	1	<b>Belden AX104193</b> CAT6 Modular Jack - KeyConnect Style and Blue	\$8.50	\$8.50
	200	<b>CCCPCBL-CAT6</b> CAT. 6 Blue 4 Pr, Non-plenum	\$0.24	\$48.00
	1	<b>CCCPRJ45-CAT6</b> One Piece RJ45 crimp connector for Cat6 cable	\$1.16	\$1.16
	1	<b>HID 6005B</b> HID Prox Point Plus	\$78.13	\$78.13
	1	<b>Paxton 682-721-US</b> Net2 PoE Powered Controller with Metal Cabinet	\$560.00	\$560.00

**City Hall: Optional Door 5 Total: \$695.79**

**City Hall: Data Closet**

	1	<b>Paxton 571-395-US</b> Net 2 ACU Mounting Plate - 5 Pack. For mounting in 3rd party enclosures	\$40.00	\$40.00
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**City Hall: Data Closet Total: \$40.00**

**MPD: Lobby North**

	1	<b>HID 6005B</b> HID Prox Point Plus	\$78.13	\$78.13
	1	<b>Paxton 682-493-US</b> Net2 Controller - Board Only	\$385.00	\$385.00

**MPD: Lobby North Total: \$463.13**

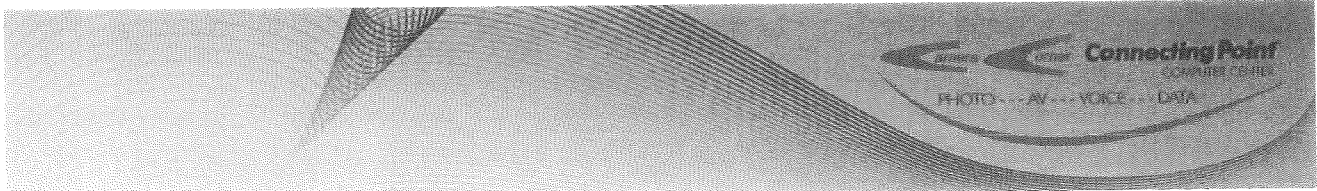
\* Price Includes Listed Accessories

Presented By: Camera Corner, Inc.



3/17/2015

Project Name: Access Control Upgrades for City Hall and MPD Project No.: CCCP --1428

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**MPD: Lobby South**

	1	<b>HID 6005B</b> HID Prox Point Plus	\$78.13	\$78.13
	1	<b>Paxton 682-493-US</b> Net2 Controller - Board Only	\$385.00	\$385.00
			<b>MPD: Lobby South Total:</b>	<b>\$463.13</b>



**MPD: Employee Entrance**

	1	<b>HID 6005B</b> HID Prox Point Plus	\$78.13	\$78.13
	1	<b>Paxton 682-493-US</b> Net2 Controller - Board Only	\$385.00	\$385.00
			<b>MPD: Employee Entrance Total:</b>	<b>\$463.13</b>

**MPD: Evidence Room**

	1	<b>HID 6005B</b> HID Prox Point Plus	\$78.13	\$78.13
	1	<b>Paxton 682-493-US</b> Net2 Controller - Board Only	\$385.00	\$385.00
			<b>MPD: Evidence Room Total:</b>	<b>\$463.13</b>

**MPD: Garage**

	1	<b>HID 6005B</b> HID Prox Point Plus	\$78.13	\$78.13
	1	<b>Paxton 682-493-US</b> Net2 Controller - Board Only	\$385.00	\$385.00
			<b>MPD: Garage Total:</b>	<b>\$463.13</b>

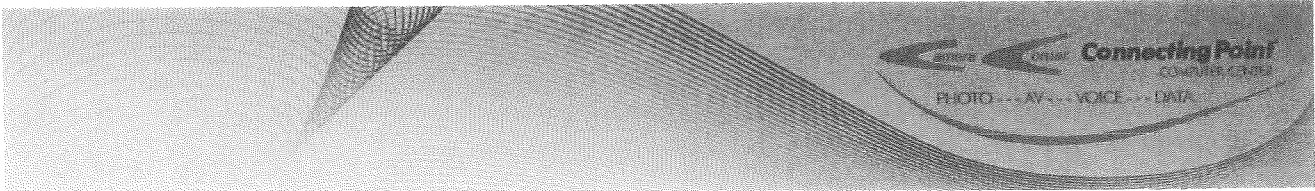
\* Price Includes Listed Accessories

Presented By: Camera Corner, Inc.

Project Name: Access Control Upgrades for City Hall and MPD Project No.: CCCP --1428

3/17/2015



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

**MPD: Public Conference Room**

	1	<b>HID 6005B</b> HID Prox Point Plus	\$78.13	\$78.13
	1	<b>Paxton 682-493-US</b> Net2 Controller - Board Only	\$385.00	\$385.00
			<b>MPD: Public Conference Room Total:</b>	<b>\$463.13</b>

**MPD: Lower Lobby**

	1	<b>HID 6005B</b> HID Prox Point Plus	\$78.13	\$78.13
	1	<b>Paxton 682-493-US</b> Net2 Controller - Board Only	\$385.00	\$385.00
			<b>MPD: Lower Lobby Total:</b>	<b>\$463.13</b>

**MPD: Data Closet**

	1	<b>Datacard DCD-534000003</b> Full Color Ribbon	\$95.00	\$95.00
	1	<b>Datacard SD260</b> SD260 PRINTER, SIMPLEX, COLOR, 100 CARD INPUT HOPPER	\$1,161.45	\$1,161.45
	1	<b>Paxton 571-395-US</b> Net 2 ACU Mounting Plate - 5 Pack. For mounting in 3rd party enclosures	\$40.00	\$40.00
			<b>MPD: Data Closet Total:</b>	<b>\$1,296.45</b>

**Project Subtotal: \$9,950.73**

\* Price Includes Listed Accessories

Presented By: Camera Corner, Inc.

3/17/2015

Project Name: Access Control Upgrades for City Hall and MPD Project No.: CCCP --1428

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CAMECOR-02 BHAUGE

# CERTIFICATE OF LIABILITY INSURANCE

 DATE (MM/DD/YYYY)  
 9/26/2014

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

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

<b>PRODUCER</b> Ansay & Associates, LLC. GB 419 South Washington Street PO Box 22368 Green Bay, WI 54305	<b>CONTACT NAME:</b> Bri Hauge <b>PHONE (A/C, No, Ext):</b> (800) 236-8652 <b>FAX (A/C, No):</b> (920) 437-4179 <b>E-MAIL ADDRESS:</b> bri.hauge@ansay.com
<b>INSURER(S) AFFORDING COVERAGE</b>	
<b>INSURER A:</b> Acuity, A Mutual Insurance Co	<b>NAIC #</b> 14184
<b>INSURED</b>	
Camera Corner Inc Connecting Point PO Box 248 Green Bay, WI 54305	
<b>INSURER B:</b>	
<b>INSURER C:</b>	
<b>INSURER D:</b>	
<b>INSURER E:</b>	
<b>INSURER F:</b>	

**COVERAGES****CERTIFICATE NUMBER:****REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X		X80362	10/01/2014	10/01/2015	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000 \$
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			X80362	10/01/2014	10/01/2015	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 0			X80362	10/01/2014	10/01/2015	EACH OCCURRENCE \$ 4,000,000 AGGREGATE \$ 4,000,000 \$
A	WORKERS COMPENSATION ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N	N/A	X80362	10/01/2014	10/01/2015	E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
A	Leased/Rented Equip			X80362	10/01/2014	10/01/2015	Deductible: \$500      20,000

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

City of Manitowoc as an additional insured under the general liability per form CB-7191 05/13. 30 days notice of cancellation except for non-payment 10 Days

*ok  
KMM  
9/26/14*

**CERTIFICATE HOLDER****CANCELLATION**
 City of Manitowoc  
 900 Quay St  
 Manitowoc, WI 54220

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

*Christopher Bernick*

© 1988-2014 ACORD CORPORATION. All rights reserved.



**ADDITIONAL INSURED - OWNERS, LESSEES OR CONTRACTORS -  
AUTOMATIC STATUS WHEN REQUIRED IN CONSTRUCTION  
AGREEMENT WITH YOU - PRIMARY**

CB-7191(5-13)

This endorsement modifies insurance provided under the following:

**BIS-PAK BUSINESS LIABILITY AND MEDICAL EXPENSES COVERAGE FORM**

1. Who Is An Insured is amended to include as an additional insured:
  - a. Any person or organization for whom you are performing operations when you and such person or organization have agreed in writing in a contract or agreement that such person or organization be added as additional insured on your policy; and
  - b. Any other person or organization you are required to add as an additional insured under the contract or agreement described in paragraph a above.

Such person or organization is an insured only with respect to liability for *bodily injury, property damage or personal and advertising injury* caused, in whole or in part, by:

- a. Your acts or omissions; or
  - b. The acts or omissions of those acting on your behalf;
- in the performance of your ongoing operations for the additional insured.

A person's or organization's status as an insured under this endorsement ends when your operations for that insured are completed.

2. With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to:

- a. *Bodily injury, property damage, personal and advertising injury* arising out of the rendering of, or the failure to render, any professional, architectural, engineering or surveying services, including:
    - (1) The preparing, approving or failing to prepare or approve maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings and specifications; and
    - (2) Supervisory, inspection, architectural or engineering activities.
  - b. *Bodily injury or property damage* occurring after:
    - (1) All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or
    - (2) That portion of *your work* out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.
3. The insurance provided by this endorsement is primary and noncontributory.

***NOTICE of INTENT TO AWARD  
PUBLIC WORKS CONTRACT***

The City of Manitowoc intends to award work to Camera Corner, Inc. to purchase and install access control upgrades for City Hall (900 Quay Street) and Manitowoc Police Department (910 Jay Street) at a cost of \$15,158.53 without advertising for bids. This notice is given pursuant to the Wisconsin Statute Section 62.15, which provides that if the estimated cost of any public improvement exceeds \$5,000 but is not greater than \$25,000, a Class I notice of the proposed improvement shall be published before the work is executed. The contract shall be executed at the next Common Council meeting after publication.

Dated this 14th day of April, 2015

Published: April 20, 2015

(Signed) Jennifer Hudon, City Clerk

Published by authority of the Common Council of the City of Manitowoc, Wisconsin.

## Deborah Neuser

---

**From:** Sonja Birr  
**Sent:** Monday, April 20, 2015 3:26 PM  
**To:** Deborah Neuser  
**Subject:** FW: Camera Corner contract  
**Attachments:** [Untitled].pdf

I will get the original in the mail ... can route for signatures at that time. Kathleen also needs to approve it.

---

**From:** Kim Malinowski [<mailto:Kim.Malinowski@cccp.com>]  
**Sent:** Monday, April 20, 2015 3:12 PM  
**To:** Sonja Birr  
**Cc:** Scott Wittman; Dave Pisani  
**Subject:** RE: Camera Corner contract

Hi Sonja –

Here is the emailed copy of the contract that you sent last Friday.

One change I made was under Recitals – it had a Manitowoc Road address instead of our 529 North Monroe Avenue. I changed that to our address.

That was the only change I saw.

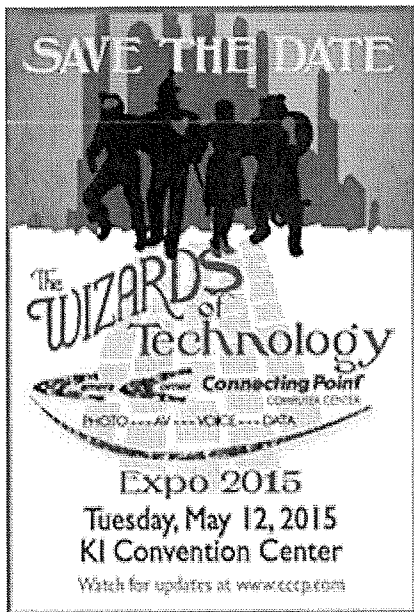
So I will send the hard copy (with seal) to you in the mail and I'm getting a certificate of Insurance sent to your attention. You should see an envelope from Ansay and Associates.

If you have any questions for me, please let me know.

Thanks

Kim Parins  
Executive Assistant to the CEO, Rick Chernick  
Camera Corner/Connecting Point  
Phone: (920)438-0505  
Fax: (920)438-0389

Salessupport Hotline: (920)438-0307



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**From:** Sonja Birr [<mailto:sbirr@manitowoc.org>]  
**Sent:** Friday, April 17, 2015 10:37 AM  
**To:** Kim Malinowski  
**Subject:** Camera Corner contract

Kim,

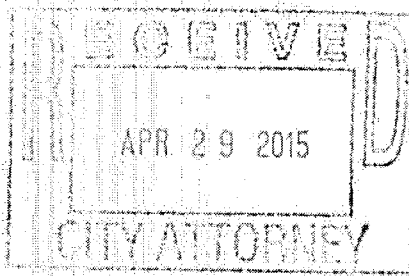
Can you please print out two (2) copies and have signed. I need for you to mail the originals today, please, as I need documents by Monday. Please scan signed copy and e-mail back to me.

Thanks!

*Sonja Birr*

DPI Administrative Assistant  
City of Manitowoc  
Engineering Dept  
(920) 686-6909  
(920) 686-6906 (Fax)  
[www.manitowoc.org](http://www.manitowoc.org)

**REQUEST FOR LEGAL SERVICE**



TO: City Attorney's Office

FROM: Sonja Birk

SUBJECT: Camera Corner

Have you previously requested assistance with this subject? Yes \_\_\_ No X

If so, when? \_\_\_\_\_

If so, who assisted you? \_\_\_\_\_

**PLEASE REVIEW:**

\_\_\_ Resolution - Is background information attached? Yes \_\_\_ No \_\_\_

\_\_\_ Ordinance - Is background information attached? Yes \_\_\_ No \_\_\_

X Contract - Insurance Requirements/Certificates are attached. Yes X No \_\_\_

If not, why? Certificate will be obtained

\_\_\_ Approve Form

\_\_\_ Legal Opinion

\_\_\_ Review and Comment/Advice or Direction

\_\_\_ Other - Describe: \_\_\_\_\_

I HAVE ATTACHED A MEMORANDUM AND/OR ALL NECESSARY BACKGROUND INFORMATION AND DOCUMENTATION REGARDING THIS REQUEST.

I intend to agendize for Council meeting on April 20<sup>th</sup> or,

I request a response by May 4<sup>th</sup>, 2015

Date: 4.27.15

Sonja Birk  
Signature of Requestor

Department Head Approval

*Kathleen - This already went through Council as you were on vacation and Jim M. wants to start ASAP - waiting on your ok before we send out signed contract. Thank you!*