Administrative/Fiscal Note

Wisconsin Award for Municipal Excellence
Winner

Part I.

Date:	File/Resolution Number:
May 15, 2018	R-2018-0342
	Original: ◉ Substitute: ○

Title:

Library HVAC Replacment

Submitted By (Name, Title, Department, Ext.)

Peter Daniels, City Engineer, Engineering Department

Description:

Furnishing and installing the new air conditioning and heating unit at the Library

Mandate:	Sunset?
☑ No ☐ Yes (attach documentation)	☑ No ☐ Yes – term?

Part II.

This file (check all that apply):

☐ Increases previously authorized expenditures   ☐ Decreases previously authorized expenditures

☐ Increases city services   ☐ Decreases city services

☐ Increases revenue   ☐ Decreases revenue

Part III.

Purpose	Specify type/use	Expenditure	Revenue	Ongoing	1-3 yrs	3-5 yrs
Salaries/Wages		$	$			
Fringe Benefits		$	$			
Supplies/Materials		$	$			
Equipment		$	$			
Services	Contractor Installation	$453,874	$0	0	0	0
Other		$	$			

Assumptions used in arriving at fiscal estimate:

Bids received from 1 bidder.

Part IV.

Revenue Source:
☑ Department Account # 354-6051-517.31-01
☐ Grants ☐ Matching ☐ Fees ☐ TIF ☐ Contingent Fund
☐ Other, list:

Part V.

Impacts
Does this impact citizens or businesses in the City? ☐ No ☑ Yes – Describe impact:
HVAC system failure would force closure of library.
Does this impact employees or operations? ☐ No ☑ Yes – Describe impact:
HVAC system failure would cause extensive damage to book collection and closure of library.

What are the goals?
Replace existing aging HVAC system before it's failure forces closure of library and damage to book collection.

What are the performance criteria?

Describe Timetable:
Completed by November 30, 2018

Miscellaneous
Does this require new positions? ☑ No ☐ Yes, how many?

Information Technology resources needed?	☑ No ☐ Yes – describe:

Part VI.

Performance Measurement Review Requested by committee or Common Council? ☐ Yes ☐ No
Timeline for review: _____