



## Administrative/Fiscal Note



Part I.

|   |   |
|---|---|
| <b>Date:</b><br>10/19/2018  | <b>File/Resolution Number:</b>  |
|   | Original: <input checked="" type="radio"/> Substitute: <input type="radio"/>                  |
| <b>Title:</b><br>De-icing Road Salt   |   |
| <b>Submitted By (Name, Title, Department, Ext.):</b><br>David Wepking, Assistant Director of Public Works, x8832  |   |
| <b>Description:</b><br>Furnishing and delivering 6,000 tons of de-icing road salt to be purchased for the 2018/2019 winter season for the amount of \$396,778.00. |   |
| <b>Mandate:</b><br><input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (attach documentation)   | <b>Sunset?</b><br><input checked="" type="checkbox"/> No <input type="checkbox"/> Yes – term? |

Part II.

|   |   |
|---|---|
| <b>This file (check all that apply):</b>                              |   |
| <input type="checkbox"/> Increases previously authorized expenditures | <input type="checkbox"/> Decreases previously authorized expenditures |
| <input type="checkbox"/> Increases city services                      | <input type="checkbox"/> Decreases city services                      |
| <input type="checkbox"/> Increases revenue                            | <input type="checkbox"/> Decreases revenue                            |

Part III.

| Purpose            | Specify type/use   | Expenditure  | Revenue | Ongoing | 1-3 yrs | 3-5 yrs |
|--------------------|--------------------|--------------|---------|---------|---------|---------|
| Salaries/Wages     |                    | \$           | \$      |         |         |         |
| Fringe Benefits    |                    | \$           | \$      |         |         |         |
| Supplies/Materials | De-icing road salt | \$396,778.00 | \$      |         |         |         |
| Equipment          |                    | \$           | \$      |         |         |         |
| Services           |                    | \$           | \$      |         |         |         |
| Other              |                    | \$           | \$      |         |         |         |

**Assumptions used in arriving at fiscal estimate:**  
 City's Purchasing Department received a cooperative purchasing proposal through the State of Wisconsin, Department of Transportation for the furnishing and delivery of de-icing road salt for the 2018/2019 winter season at the lowest cost possible.

Part IV.

Revenue Source:

Department Account # 100-4201-535.53-23 Sanitation & Streets, Operational Supplies, Ice Control

Grants  Matching  Fees  TIF  Contingent Fund

Other, list:

Part V.

Impacts

Does this impact citizens or businesses in the City?  No  Yes – Describe impact:  
Keeps streets, sidewalks, and parking lots safe by removing ice/snow.

Does this impact employees or operations?  No  Yes – Describe impact:  
Labor and equipment is provided to assist with the removal of snow and ice with the application of de-icing material.

What are the goals?

Assist with the removal of snow and ice for safer travel within the City in a quick, efficient time frame after a storm. Increase travel within the City, less citizen complaints.

What are the performance criteria?

Safer travel within the city, less accidents, fewer citizen complaints regarding snow removal. Maintain safe travel for emergency vehicles and patrons throughout the city.

Describe Timetable:

Material to be used for de-icing of snow/ice in winter 2018/2019. 600 tons of early fill to be ordered by Nov. 16, 2018, 4,400 tons of seasonal fill to be ordered before April 2019, with an optional 1,000 tons reserve fill.

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: \_\_\_\_\_