

RLF LOANS

<u>Name</u>	<u>Loan Date</u>	<u>Original Amount</u>	<u>Interest Rate</u>	<u>Next UCC Filing</u>	<u>Current Balance</u>	<u>Status</u>	<u>Months Missed</u>	<u>Payoff Date</u>	<u>Monthly Payment</u>
					\$ -				
Total:					\$ -				
RLF Cash Balance as of 1/19/26:					\$ 356,657.92				
Total:					\$ 356,657.92				
Faucett Forest Products	07/01/15	\$ 90,000.00		N/A	\$ 41,111.70	(uncollected)			

UDAG LOANS

<u>Name</u>	<u>Loan Date</u>	<u>Original Amount</u>	<u>Interest Rate</u>	<u>Next UCC Filing</u>	<u>Current Balance</u>	<u>Status</u>	<u>Months Missed</u>	<u>Payoff Date</u>	<u>Monthly Payment</u>
Bessette Properties LLC	08/25/21	\$500,000.00	2%	N/A-mortgage only	\$ 370,602.79	Current	NA	September 2036	\$ 3,217.54
BKAEM LLC	11/01/24	\$ 47,500.00	6%	N/A	\$ 45,042.00	Current	NA	November 2039	\$ 388.11
City of Peshtigo-Sewer Utility/2/Quarterly	02/07/17	\$300,000.00	1%	N/A	\$ 130,482.05	Current	NA	February 2031	\$ 5,390.61
CRM Components LLC	07/29/22	\$200,000.00	4.02%	2/3/27-8/1/27	\$ 109,381.33	Current	NA	August 2029	\$ 2,727.38
Driven Agriculture	07/15/21	\$ 46,000.00	2.73%	N/A-mortgage only	\$ 34,116.42	Current	NA	July 2036	\$ 311.73
Evergreen Tool	06/19/15	\$467,000.00	2%	N/A-mortgage only	\$ 155,067.61	Current	NA	July 2030	\$ 3,005.19
Evergreen Tool #2	11/02/18	\$400,000.00	2.5%	5/3/28-11/3/28	\$ 229,664.78	Current	NA	December 2033	\$ 2,667.16
Field & Forest	08/01/17	\$500,000.00	3%	N/A-mortgage only	\$ 247,052.27	Current	NA	August 2032	\$ 3,452.91
French St. Floral & Gifts	11/02/18	\$ 20,000.00	3%	N/A-mortgage only	\$ 11,557.08	Current	NA	December 2033	\$ 138.12
Miller Machine	08/01/13	\$225,000.00	2%	N/A-mortgage only	\$ 51,912.58	Current	NA	February 2029	\$ 1,447.89
Tri-Tec Manufacturing	05/23/22	\$200,000.00	4.13%	N/A-mortgage only	\$ 136,034.87	Current	NA	May 2032	\$ 2,037.28
Total:					\$ 1,520,913.78				
UDAG Cash Balance as of 1/19/26:					\$ 1,133,541.08			Certificates of Deposit	
Certificates of Deposit:					\$ 1,100,000.00			\$100,000	Matures 2/18/26
Total:					\$ 3,754,454.86			\$1,000,000	Matures 3/02/26

RLF FAÇADE GRANTS - PAID

Brown's Corner	09/24/21	\$ 6,894.81
Peshtigo Apparel	10/01/21	\$ 10,000.00
River Pub	07/29/22	\$ 10,000.00
NMG Properties/Big Woods	01/16/23	\$ 10,000.00
Precision Ice Blast	12/12/22	\$ 10,000.00
Total:		\$ 46,894.81

RLF FAÇADE GRANT - COMMITTED FUNDS

Road King Excavating	04/05/23	\$ 10,000.00
Total:		\$ 10,000.00

00292

Invoice No. 7043

Job No. 2023-053

IMMEL
CONSTRUCTION

Howard Immel, Inc.
2601 Development Dr.
Green Bay, WI 54311
O: 920.468.8208
F: 920.694.0905
www.immelconstruction.com

BILL TO

CITY OF PESHTIGO
331 FRENCH STREET
PESHTIGO, WI 54157

Job Location:

CITY OF PESHTIGO FIRE STATION
331 FRENCH STREET
PESHTIGO, WI 54157

Invoice Date	Invoice No.	Customer ID	Payment Terms	Contract No./PO
12-23-2025	7043	CIT003	30 Days	

BILLING FOR THE LIBRARY ROOF AREA IMPROVEMENTS IN PESHTIGO, WI. (SEE ATTACHED BACKUP) 23,264.49

APPROVED

By mjd at 8:37 am, Dec 29, 2025

40-9110-0810

CAPITAL PROJECTS
CONSTRUCTION

Amount Billed: \$23,264.49

Retainage Held:

Amount Due: **\$23,264.49**



1820 Radisson St.
Green Bay, WI 54302
O: 920.468.8208
F: 920.468.7160
www.immelconstruction.com

Summary Sheet

#REF!	Peshtigo Fire Station #1	#REF!
#REF!		PR Number
#REF!	2023-053	#REF!
#REF!	Immel Construction, Inc.	#REF!
#REF!	12/22/2025 Procore CE	55

Description:	Schedule Impact (Calendar Days)	(# of Days)
Change of cost associated with providing a revised 48" high roof tie in from the Library roof addition to the existing roof (to eliminate ice damming). Included in the scope is drywall repair on the library soffit below (dated January 2025) and repairs/painting after roof above is repaired. Scope includes insulating an existing area of trusses that was mixing cold air with tempered air (work done March 2025, see attached pics). Final soffit repairs in library completed December 2025		

Labor Costs		\$ 6,275.70
Materials Cost		\$ 1,137.84
Large Tool and Equipment Costs		\$ -
Sales Tax (Materials Only)	0.0%	\$ -
Subtotal		\$ 7,413.54
Markup (Overhead & Profit) on Subtotal	10.0%	\$ 741.35
Total Contractor Costs With Markup		\$ 8,154.89
Subcontractor Costs		\$ 13,736.00
Subcontractor Markup	10.0%	\$ 1,373.60
Total Subcontractor Cost With Markup		\$ 15,109.60
Bond	0.0%	\$ -
Unit Prices Per Bid		\$ -

Total Change Cost to Owner	\$ 23,264.49
Schedule Impact (Calendar Days)	#REF!



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 Green Bay, WI 54302
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www.immelconstruction.com

Materials and Labor Units

#REF!	Peshtigo Fire Station #1	#REF!
#REF!	PR Number	
#REF!	2023-053	#REF!
#REF!	Immel Construction, Inc.	#REF!
#REF!	12/22/2025 Procore CE	55

Materials

Qty	Item	Unit Cost	Extended Cost
1	Insulation (wall between day room and library to lessen noise)	\$ 330.99	\$ 330.99
1	attic insulation from march 2025 work onsite	\$ 309.60	\$ 309.60
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
58.5	Small Tools	\$ 8.50	\$ 497.25
Total Costs for Materials			\$ 1,137.84

Labor

Hrs		Rate	Extended Cost
	Trade 1		
28.5	Superintendent/Josh Krueger	\$ 109.24	\$ 3,113.34
26	Journeyman	\$ 102.46	\$ 2,663.96
	Laborer	\$ 94.60	\$ -
4	Project Manager	\$ 124.60	\$ 498.40
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
58.5	Total Hours		
Total Costs for Labor			\$ 6,275.70



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Subcontractors

#REF!	Peshtigo Fire Station #1	#REF!
#REF!		PR Number
#REF!	2023-053	#REF!
#REF!	Immel Construction, Inc.	#REF!
#REF!	12/22/2025 Procore CE	55

Name	Trade or Specialty	Cost
Mission Drywall	Sub. Trade Insert D17	\$ 968.00
Northern Metal & Roofing		\$ 11,800.00
Mission Drywall 2nd site visit		\$ 968.00
painting (done by Immel)		\$ -
Total Costs for Above Subcontractor(s)		\$ 13,736.00



Roofing & Architectural Sheet Metal Specialists

Submitted to: Immel Construction
Attn: Stephen Wheeler
Address: 2601 Development Dr
City: Green Bay, WI

Project: Peshigo Fire Station I
Shingle Tie-in
Project Location: Peshigo, WI

THIS PROPOSAL made this 4th of August 2025, by **Northern Metal & Roofing Company, Inc.** (hereinafter called "Contractor") to Immel Construction (hereinafter called "Owner(s)" Representative).

Upon acceptance of this Proposal, the Contractor agrees to furnish all material and labor necessary to complete work as described below for the net contract price of: **\$11,800.00**
Eleven Thousand Eight Hundred Dollars

We propose to install approx 60lf of new Shingle/EPDM tie in as follows:

Remove and dispose of existing shingles from the existing drip edge approx 48" up the roof. After shingle removal, install a self-adhered ice and water shield. Ice and water shield will overlap the existing EPDM membrane and be stripped in. After ice and water shield has been installed, new architectural shingles will be installed over top with a new drip edge.

Clarifications:

- 1 Price is based on providing architectural shingles to match as closely as possible as the existing. Please note without the existing manufacturer, appearance may vary slightly.

We hereby accept this proposal

NORTHERN METAL & ROOFING COMPANY, INC.
(Wisconsin Building Contractor Registration ID: 1095902)

(Name)

By: _____

By: Randal Christiansen
Randal Christiansen

Title: _____

Title: Vice President

ALL TERMS AND CONDITIONS PRINTED ON THE BACK OF THIS PROPOSAL ARE HEREBY INCORPORATED WITHIN THIS PROPOSAL AS FULLY AS IF PRINTED AND/OR WRITTEN ON THE FRONT, AND THE PARTIES ACKNOWLEDGE THAT THEY HAVE READ ALL THE PROVISIONS OF THIS PROPOSAL, BOTH FRONT AND BACK



Mission Drywall Company

222 W Mission Road, Green Bay, WI 54301

EXTRA WORK AUTHORIZATION

CHANGE ORDER REQUEST - LONG FORM

EWA #: XXX	GC Ref #:	JOB NUMBER: 251005D	DATE: 1/22/25
CUSTOMER BILL TO: Immel Construction		JOB NAME: Peshtigo FS Water Damage	
CUSTOMER ADDRESS: 2601 Development Dr Green Bay, WI 54311		JOB ADDRESS: 331 French St. Peshtigo, WI 54157	

DESCRIPTION OF WORK:

Fix water damaged drywall at library soffit.

WORK DESCRIBED ABOVE DIRECTED BY:		CUSTOMER COMPLETION CERTIFICATION:		Check One --> Partial: ☐ Complete: ☐	
NAME:		PRINT NAME:		MISSION DRYWALL COMPANY:	
DATE:		SIGNATURE:		PRINT NAME:	
				SIGNATURE:	

MATERIAL:					LABOR:				
TYPE OF MATERIAL	QUANTITY	UNIT	UNIT PRICE	AMOUNT	WEEK DAY	HOURS WORKED	RATE TYPE	HOURLY RATE	AMOUNT
Finishing Material	1		79.49	\$84.95		7	REG	97.15	\$680.05
						2	REG	97.15	\$194.3
							REG		
							REG		
							REG		
							REG		
							REG		
							REG		
							REG		
							REG		
							REG		
							REG		
TOTAL MATERIAL COST				\$85 0.00	TOTAL LABOR COST				\$874 0.00

MISCELLANEOUS:	QUANTITY	UNIT	UNIT PRICE	AMOUNT	COST SUMMARY	
TRUCKING / STOCKING / DELIVERY:					TOTAL MATERIAL COST	\$85
FUEL:					TOTAL LABOR COST	\$874
SUBCONTRACTOR:					TOTAL MISCELLANEOUS COST	
EQUIP/OTHER:					TOTAL DIRECT COST	0.00
					B&O @ 10 % On Material	\$9
					TOTAL COST	
					BOND @ % TOTAL BOND COST	
TOTAL MISCELLANEOUS COST				0.00	(rounded down to the nearest dollar) ———> TOTAL EWA	\$968

Your representative has authorized this extra work and/or other work by their signature. The work has been completed as directed. Please process all outstanding change order requests as soon as possible.



Mission Drywall Company

222 W Mission Road, Green Bay, WI 54301

EXTRA WORK AUTHORIZATION

CHANGE ORDER REQUEST - LONG FORM

EWA #:	GC Ref #:	JOB NUMBER:	DATE: 12/22/25
CUSTOMER BILL TO: Howard Immel Inc.		JOB NAME: Pesthigo Fire Station	
CUSTOMER ADDRESS: 2601 Development Dr. Green Bay, WI 54311		JOB ADDRESS: 331 French St. Peshtigo, WI 54157	

DESCRIPTION OF WORK:

Drywall and finish soffit that was damaged due to water leak.

Check One → Partial: ☐ Complete: ☐

WORK DESCRIBED ABOVE DIRECTED BY:	CUSTOMER COMPLETION CERTIFICATION:	MISSION DRYWALL COMPANY:
NAME:	PRINT NAME:	PRINT NAME:
DATE:	SIGNATURE:	SIGNATURE:

MATERIAL:					LABOR:				
TYPE OF MATERIAL	QUANTITY	UNIT	UNIT PRICE	AMOUNT	WEEK DAY	HOURS WORKED	RATE TYPE	HOURLY RATE	AMOUNT
1-1/4" Drywall Screws	1	BX	23.97	23.97	WE 12.20.25	11.0	REG	100.56	1,106.16
250' Paper Tape	1	RL	5.26	5.26			REG		
300' Mesh Tape	1	RL	12.63	12.63			REG		
3Mil Poly	1	RL	11.49	11.49			REG		
10' No Coat Bead	5	ea	6.55	32.75			REG		
5/8" x 4' x 8' ULIX	3	ea	17.92	53.75			REG		
							REG		
							REG		
							REG		
							REG		
							REG		
TOTAL MATERIAL COST				139.85	TOTAL LABOR COST				1,106.16

MISCELLANEOUS:	QUANTITY	UNIT	UNIT PRICE	AMOUNT	COST SUMMARY	
TRUCKING / STOCKING / DELIVERY:					TOTAL MATERIAL COST	139.85
FUEL:					TOTAL LABOR COST	1,106.16
SUBCONTRACTOR:					TOTAL MISCELLANEOUS COST	
EQUIP/OTHER:					TOTAL DIRECT COST	1,246.01
					B&O @ 15% Markup on Material	\$20.98
					TOTAL COST	1,267
					BOND @ % TOTAL BOND COST	
TOTAL MISCELLANEOUS COST				0.00	(rounded down to the nearest dollar) → TOTAL EWA	\$ 1,267

Your representative has authorized this extra work and/or other work by their signature. The work has been completed as directed. Please process all outstanding change order requests as soon as possible.

Sales Office:
529 N. Monroe Avenue
Green Bay, WI 54301
(920) 435-5353
www.cccp.com

Remit To:
PO Box 7002
Carol Stream, IL 60197-7002
(920) 438-0316
(920) 617-3508



Fortinet Renewal

Bill To:

City of Peshtigo

Tammy Kasal
331 French St
Ste A
Peshtigo, WI 54157
(715) 582-3041
tammyk@cityofpeshtigo.us

Ship To:

City of Peshtigo

Tammy Kasal
331 French St
Ste A
Peshtigo, WI 54157
(715) 582-3041
tammyk@cityofpeshtigo.us

Quote Information:

Quote #: CCCP058359

Version: 1

Delivery Date: 01/13/2026

Expiration Date: 02/12/2026

Sales Rep:

Joshua Adams
Joshua.Adams@cccp.com
(920) 438-0331

Software - Renewal

Product Details	Qty	Price	Ext. Price
Fortinet Coterm Renewal	1	\$159.95	\$159.95
Contract Dates: 1/16/2026 - 5/16/2026			
Subtotal:			\$159.95

Software - Renewal

Product Details	Qty	Price	Ext. Price
Fortinet Coterm Renewal	1	\$526.24	\$526.24
Contract Dates: 1/16/2026 - 6/16/2026			
Subtotal:			\$526.24
Total:			\$686.19

NO PHYSICAL PRODUCT WILL BE DELIVERED FOR SOFTWARE RENEWALS.

Renewals are due on the anniversary date. The renewal period opens 30-45 days before the anniversary date. After the anniversary date passes, the renewal is considered overdue. Customers must place an order during the renewal period or they will lose access to their software and any price locks they were entitled to. Additionally, customer is subject to penalties to reinstate the warranty in addition to the cost of the renewal. Penalties vary by manufacturer. Please note that it can take up to 5 days for your order to be processed, and plan accordingly.

IMPORTANT: Any legal document should refer to us as ACP CreativIT, LLC d/b/a Camera Corner Connecting Point or CCCP.

All current and future pricing is subject to change without notice due to rapidly evolving market conditions. These conditions include, but are not limited to, tariff actions, supply chain disruptions, and vendor cost adjustments. Please note: current demand for hard drives and memory—driven by massive AI data center expansion—is causing availability constraints and price increases. The situation remains highly fluid; however, please be assured that any price adjustments will occur only if our costs increase due to vendor changes and market conditions. Any change in price will be clearly communicated prior to the order being placed with

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Green Bay, WI 54301
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Remit To:
PO Box 7002
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(920) 617-3508



our distributors. We appreciate your patience and understanding as this situation plays out.

Additionally, all deliveries, especially LFD (Large Format Displays)/TV's, need to be opened, turned on and inspected thoroughly for concealed damage within 5 days of receipt to ensure full value replacement. Orders converted from this quote, as authorized by the customer, acknowledges the customer has read our Return Policies and Conditions located on the Company Info page of the ACP CreativIT website www.acpcreativit.com

Please note: Quotes do not reflect tax. Shipping, handling, and other fees may apply. Contact your Account Executive with any questions. We reserve the right to cancel orders arising from pricing or other errors.



Coterm Quote

Fortinet, Inc.
899 Kifer Road
Sunnyvale, CA 94086 USA

Quote Id 6989502-1
Quote Title
Quote Generation Date 2026-01-12
Quote Expiration Date 2026-04-12
Coterm Effective Date 2026-01-12
Coterm End Date 2026-05-16
Price List AMER (USD \$)

Company City of Peshtigo
City of Peshtigo
331 French St
Peshtigo
WI
54157
+1 7155823041
fortinet@cityofpeshtigo.us

Serial Number	Earliest Start Date	Support Description	Amount
FGT60FTK19027616	2026-01-16	UTM Protection (24x7 FortiCare plus Application Control, IPS, AV, Web Filtering and Antispam Services)AV, FortiGuard IPS Service, FortiGuard URL, DNS & Video Filtering Service, AS, 24x7 Email, 24x7 Comprehensive Support, Advance HW, Firmware & General Updates	159.95

Total # of devices quoted: 1

Grand Total: 159.95

* Fortinet requires continuous coverage for subscription services. The start date of your renewal has been set to comply with this policy.

** By using this quote upon purchase, Fortinet will auto-register the renewal contract(s) on the provided serial number(s).

The start date of the purchased renewal contract will be as mentioned at 'Activation Date' in the quote.

*** General terms and conditions as per your Distributor Contract apply.



Coterm Quote

Fortinet, Inc.
899 Kifer Road
Sunnyvale, CA 94086 USA

Quote Id 6989480-1
Quote Title
Quote Generation Date 2026-01-12
Quote Expiration Date 2026-04-12
Coterm Effective Date 2026-01-12
Coterm End Date 2026-06-16
Price List AMER (USD \$)

Company City of Peshtigo
City of Peshtigo
331 French St
Peshtigo
WI
54157
+1 7155823041
fortinet@cityofpeshtigo.us

Serial Number	Earliest Start Date	Support Description	Amount
FCTEMSTA20001158	2026-01-16	24x7 FC support EPP	526.24

Total # of devices quoted: 1

Grand Total: 526.24

- * Fortinet requires continuous coverage for subscription services. The start date of your renewal has been set to comply with this policy.
** By using this quote upon purchase, Fortinet will auto-register the renewal contract(s) on the provided serial number(s).
The start date of the purchased renewal contract will be as mentioned at 'Activation Date' in the quote.
*** General terms and conditions as per your Distributor Contract apply.



CITY OF PESHTIGO

PROCUREMENT CHECKLIST

Use for all purchases; complete applicable sections.

Quick guide:

- Under \$2,500 – Fill out Sections A, B (select cost bracket), and G. Quotes in Section C are strongly encouraged.
- \$2,500–\$4,999.99 – Fill out A, B, C, and G.
- \$5,000 and above – Fill out A, B, C or D or E (as applicable), F (if cooperative), and G.

A. BASIC INFORMATION

Dept.: _____

Date: _____

Requestor/Contact: _____

Description (goods/equip, services, construction):

Estimated total cost (bulk):

\$ _____

Funding source(s) (fund/acct/appropriation):

Grant funds? ☐ Yes ☐ No

CIP/borrowing? ☐ Yes ☐ No

☐ Appropriation & available funds confirmed; not already committed (Sec. 2-443). Initials: _____

B. CATEGORY & METHOD

(Peshtigo Sec. 2-444 & 2-445; Wis. Stat. §62.15)

Type of purchase (check all):

☐ Goods / Supplies / Equipment

☐ Services (Non-Construction)

☐ Public Construction

Public construction at/above state bid threshold (currently \$25,000 or as amended) must follow Wis. Stat. §62.15 formal sealed bid rules (see Section E).

Total cost (bulk) – required method:

☐ \$0–\$2,499.99

– Sound business judgment; quotes strongly encouraged.

☐ \$2,500–\$4,999.99

– At least **2 quotes** required (verbal or email).
– Record in Section C and/or attach emails.

☐ \$5,000–\$9,999.99

– **Competitive quotations or formal bid required** (Sec. 2-444(b)(1)).

– Choose ONE and complete:

▫ Quotes → Section C

▫ Informal written RFQ → Section D

▫ Formal bid → Section E

☐ Over \$10,000 (non-construction)

– **Formal bid required**, unless Council grants exemption (Sec. 2-444(b)(1)).

– Use Section E; attach Council exemption if applicable.

☐ Public construction at/above state bid threshold

– **Formal sealed bid required** under Wis. Stat. §62.15.

– Use Section E.

Category standards:

• **Goods/Equip:** lowest responsible/best value, life-cycle cost, warranties.

• **Services:** weight qualifications/experience + price; document criteria.

• **Construction:** follow Wis. Stat. §62.15; specs, bonds, insurance, Council action, change orders documented.

C. QUOTE RECORD – VERBAL/EMAIL

(≥ \$2,500)

Date(s) of quotes: _____

Vendor Contact Phone/Email Price Key terms

1

2

3 (opt)

Recommended vendor: _____

Reason if not lowest price (brief):

I certify these quotes were obtained and recorded accurately.

Prepared by (print/sign): _____

Date: _____

(Attach any written/email quotes.)

D. INFORMAL WRITTEN RFQ (UP TO \$10,000 – OPTIONAL)

RFQ Project name: _____
Date issued: _____ Due date: _____
Vendors solicited (min. 3): # _____ Responses: # _____
Summary of responses (or attach tab): _____

Recommended vendor: _____

Reason if not lowest responsive: _____

(Attach RFQ + responses.)

E. FORMAL BID / PUBLIC CONSTRUCTION

1. Specs
☐ Written specs on file (scope, warranty, delivery, install, etc.).
2. Public notice
☐ Class I Notice (or as required) published.
Date(s): _____
Paper/Posting: _____
☐ Posted on City website (if applicable).
3. Bids received (or attach bid tab):

Bidder	Date Rec'd	Base Amt	Meets specs Y/N	Notes
1				
2				
3				

Lowest responsible bidder: _____

If recommended bidder $\neq$ lowest responsible, explain: _____

4. Debarment / suspension check (if grant/CIP requires):
Vendor checked: ☐ Not debarred
☐ Debarred (STOP) ☐ N/A
5. Council action

☐ Awarded to: _____

Amount: \$ _____

Council approval date: _____

☐ Council exemption from formal City bidding (if over \$10,000, non-construction).

Meeting date: _____

F. COOPERATIVE / PUBLIC CONTRACT

(Sourcewell, State, County, etc.)

Complete if using cooperative/public contract instead of your own quotes/bid.

Type: ☐ Sourcewell ☐ State of WI ☐ County/Regional
☐ Other: _____

Lead agency/cooperative: _____

Contract title & number: _____

Term: _____ to _____ ☐ Active & allows piggybacking.

Verification (attach docs):

☐ Competitively procured by lead agency.

☐ Purchase within scope & pricing.

☐ Vendor quote under contract attached.

Council approval (if threshold requires):

Total purchase under this contract: \$ _____

☐ Council approved purchase under this contract on:

_____ ☐ This approval serves as exemption from formal City bidding (if >\$10,000).

G. FINAL DOCS & DEPARTMENT CERTIFICATION

Attach (as applicable):

☐ Completed checklist

☐ Quote/bid tab or RFQ summary

☐ Specs

☐ Proof of publication/Class I notice

☐ Council minutes/resolution (award/exemption)

☐ Debarment check (if required)

☐ Cooperative/public contract docs (if used)

☐ Fully executed contract/PO

☐ Invoice (post-award)

All procurement docs go to Clerk-Treasurer for official file.

Department Certification

I certify this procurement was conducted in accordance with the City of Peshtigo Procurement Policy, the City of Peshtigo Municipal Code (including Sec. 2-443 through 2-445), applicable Wisconsin requirements, and any relevant grant or borrowing conditions, and that the selected vendor and price are reasonable and in the City's best interest.

Department Head – Printed Name: _____

Department Head – Signature: _____

Date: _____