



VILLAGE OF TWIN LAKES

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VILLAGE BOARD MEETING Monday, October 17, 2022 – 6:30 p.m. Village Hall, 105 E. Main Street, Twin Lakes, WI

AGENDA

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL: TRUSTEES ANDRES, BOWER, FITZGERALD, KAROW, KASKIN, PERL, PRESIDENT SKINNER
4. APPROVAL OF MINUTES: September 19, 2022 Regular Board Meeting;
5. APPROVAL OF VOUCHERS FOR PAYMENT: Corporate Checking (including General Fund, Sanitation, Capital Projects-E/M, Sewer Utility, Lake Rehab, Sewer Hook-Up, Sewer Replacement, and Tax Account): 35121-35169 Manual Check #275-277 Payroll Related Checking and State/Federal Tax Wires: 18308-18317 Expenses – \$1,128,022.14.
6. PUBLIC COMMENTS AND QUESTIONS: The Village Board will receive comments on agenda items only.
7. OMNIBUS AGENDA
 - A. Motion to approve a renewal of a Short-Term Rental Application received from Jill Regan for 1763 E. Lakeshore Dr.
 - B. Motion to approve a contract with Blue Stone Inspections LLC for Building Inspection services.
 - C. Motion to approve a contract with Schaeffer Municipal Services LLC for Zoning Administration services.
 - D. Motion to approve a request by Twin Lakes Fire & Rescue to cover the costs of the Annual Fire Department Turkey Dinner.
 - E. Motion to approve an Event Permit from the Twin Lakes Chamber for Trees on Parade on December 2nd and 3rd.
8. PRESIDENT AND TRUSTEE REPORTS
 - A. TRUSTEE SHARON BOWER - ADMINISTRATION, FINANCE, JUDICIARY, LICENSING
 1. Discussion and possible action regarding an agreement with BS&A software.
 2. Consideration of a motion to approve a Short-Term Rental Application received from Brian Jones for 544 Short St.
 - B. TRUSTEE KEVIN FITZGERALD - STREETS & ROADS, EQUIPMENT, STREET LIGHTS, WEEDS, LAKE PLANNING AND PROTECTION

1. Consideration of a motion to approve Pay Request #3 from Asphalt Contractors in the amount of \$413,269.57.

C. TRUSTEE BILL KASKIN - CEMETERY, SANITATION, RECYCLING, SENIORS

D. TRUSTEE AARON KAROW - BUILDING AND ZONING, PLAN COMMISSION, AND PUBLIC BUILDINGS

1. September 2022 Building Permits: 45; Valuation: \$1,992,913; Fees Collected: \$19,728.68.
2. Discussion and possible action regarding an invoice from Premier Flooring Inc. for the new Village Hall.

E. TRUSTEE KEN PERL - POLICE, FIRE, LAKE CONTROL, PARKS AND BEACHES

F. TRUSTEE BARB ANDRES - SEWER, HEALTH AND ENVIRONMENT, YOUTH, LIBRARY

1. Consideration of a motion to approve Pay Request #15 from JJ Henderson for \$873,304.61.
2. Consideration of a motion to approve Work Change Directive #15 for the Wastewater Upgrades project for \$21,069.
3. Consideration of a motion to approve Work Change Directive #19 for the Wastewater Upgrades project for \$8,158.
4. Consideration of a motion to approve Martelle Water Treatments for temporary chemical storage and transfer for \$5,748.75.

G. VILLAGE PRESIDENT HOWARD SKINNER

1. BUDGET WORKSHOP: 2023 Proposed Budget Review.

9. CLOSED SESSION

Motion to go into closed session for the following reasons: 1.) pursuant to Wis. §19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session regarding Public Works and Sewer collective bargaining agreements expiring on December 31, 2022. 2.) pursuant to Wis. Stat. s. 19.85(1)(c) and (e) related to employment, compensation, promotion, or performance evaluation for the purposes of a compensation evaluation of the Police Sergeants. [Roll Call Vote]

10. OPEN SESSION

Motion to return to open session pursuant to Wis. Stat. 19.85(2) and take action on any items discussion in closed session.

11. ADJOURN

MATTERS MAY BE TAKEN IN ORDER OTHER THAN LISTED

Requests from persons with disabilities, who need assistance to participate in this meeting or hearing, should be made to the Clerk Treasurer's office in advance so the appropriate accommodations can be made.

8.) A.) 1.



MEMORANDUM

Date: October 5, 2022

To: Village Board

From: Laura Roesslein, Village Administrator

Re: Financial Software continued

Responses to questions from Monday night on the Financial software:

Budget

- \$100,000 already allocated from ARPA funds.
- Proposing taking an additional \$73,685 from ARPA funds. \$50,000 of the Village's ARPA funds remain unallocated and I would like to apply them to this purchase. The last \$23,685 I would ask be taken from the 2022 road project ARPA funds budget.

The need for this upgrade

- The Village accountants and auditors have both asked the Village to upgrade our financial software.
- The Village needs improved internal controls. This is an item listed on our audit every year.

MSI-Harris

- The Village purchased this software in 2007. MSI has not stayed up to date with current needs of municipalities since we signed with them 15 years ago. A lot of municipalities have switched away from this accounting software.
- The Village & Town of Somers switched from MSI to BS&A in 2015.
- The Village of Salem Lakes switched from MSI to BS&A in 2016.

Resident improvements from software

- Residents will have the ability to receive their sewer bills via online or email.
- Residents will be able to look up their address, see how much they owe for their sewer bill & pay right on the Village website.
- Contractors can apply for a building permit online & pay for the permit online.
- Residents can apply for a short-term rental permit & pay for it online.
- Residents can submit a code enforcement complaint online.
- Residents can apply for a bartender's license & pay for it online.

Village Department improvements

- There is a potential to reduce future costs through the usage of online utility billing statements and reduce mailings.
- Workflow automation across all software modules, reducing the paper shuffle.
- Village staff will be able to provide improved reports to the Village Board for the budget.
- The Village will save on hardware costs as there will be no need to purchase a server for BS&A.
- The Village will save on updating software costs as each time there are updates with BS&A they are included at no charge.

- Department Heads will have access to the software at all times. They will have the ability to check their budget in real-time.
- Village Staff will have significant improvements for payroll. Staff will have their own employee portal where they can enter their time for payroll online. They will also be able to request an address change, print a copy of their W2, and print out past paystubs.
- Time spent on manually entering the budget will be automated. Department Heads will have the ability to submit their budget via the software.
- Time spent manually creating sewer bills will be automated.

Implementation

- Implementation will be a team effort with all Village Departments providing input.
- Kathy Andrea (our accountant) will be very involved in this process. She worked with the Village of Salem Lakes when they updated from MSI to BS&A in 2016 and the process was seamless. Kathy participated in both software demos and recommends BS&A.
- Sabrina Waswo has experience with software implementation as she was the lead for the Village of Walworth for a similar software conversion in 2019.

I attached a few pages from the BS&A proposal that summarize the features of each module.

Proposed Software

BS&A Cloud is a web-based Enterprise Resource Planning (ERP) software that streamlines all government business practices, allowing information to be easily shared across all parts of the organization.

Global ERP Functionality

- Dashboards are customizable to display data relevant to a specific user or role in multiple different formats e.g. charts, graphs, tiles and list views.
- Notifications can be provided whenever an action is required for approval or if a record or field is updated. These notifications can be sent within the Module or via text or email.
- Internal chat provides an efficient way for your team members to collaborate while working within the Module.
- Customizable workspaces and views allow for each user to view a set of data in the most relevant manner. Multiple workspaces can be saved with different filters allowing each user to quickly view the same data in different ways.
- Our powerful customizable workflow allows the software to be configured to meet your needs and work with your processes. Workflow can route documents for approval, notify you when a specific record or field has been updated, and even automate the running of a report.
- Master name and address records allow the user to inquire as to what any person or company owes the Village across all modules.
- Role based security simplifies the creation and deployment of security and user setup as well as the ongoing maintenance.
- Favorites enables the user to customize the menu to their specified preference allowing for quick and easy navigation of the Module.
- Global Search enables you to search or navigate the system by simply typing what it is you would like to view or do. This eliminates the need to remember where to click to run a process or view a specific record.
- Single Page Module (SPA) architecture reducing the need to always refresh a screen or open a new tab.
- Unlimited user defined fields on all record types.
- All reports can be emailed or printed to Excel, PDF, or other Modules and file formats.
- Individual User Report Profiles allow users to run saved sets of reports.
- Detailed audit tracking to log all changes made.
- Integration with GIS Integration with Laserfiche ECM Suite.

Financial Management Modules

General Ledger

BS&A's General Ledger module is the foundation of our cloud-based Financial Management Suite. It acts as the central data warehouse for financial entries from our other seamlessly integrated modules tied to GL accounts while also providing strict security and control.

It is a powerful general ledger system designed using Generally Accepted Accounting Principles (GAAP) for fund accounting and the specific needs of governmental GASB reporting. We provide a flexible chart of accounts structure and sophisticated reporting tools to comply with state regulations and to meet the specific needs of Cities, Counties, and Townships.

All GASB 34 reports are built-in with no need for a separate reporting module. Enter Adjustment journal entries in a separate Adjustments fund or in a GASB 34 Adjustments area.

Run statistical reports to identify major/minor funds with support calculations. Run reports in a summary format – the prescribed reporting format – or in a detailed format, which shows general ledger balances and adjustments. Summary report formats provide drilldown into individual account balances.

Budgeting is integral to the financial function of any municipality, and unlike some other systems, it is included as part of the BS&A GL module.

Budgeting

The Budgeting function supports decentralized budget entry, imports of preliminary budgets from spreadsheets, and multiple user-definable budget levels.

The final budget document is completely user-definable or may be saved as a spreadsheet to give you unlimited options in formatting.

BS&A's Budgeting function allows for budget projections, worksheets, and proposed budget reports that can be used for review and approval and are fully exportable for use with other analysis tools.

It interfaces with HR allowing you to load the budget with key information such as; employee longevity, grade, raises and benefit projections.

You can build projections based on prior year actuals or the past several rolling years actual amounts and then increase/decrease by percentage.

With the Budgeting function, you can review mid-year projections so you can make adjustments to the budget as well as calculate what-if scenarios.

And, being a fully integrated cloud-based solution, the information you are reviewing and using is all real-time and provides an additional level of integrity of the data.

Project and Grant Accounting

Project accounting empowers you to budget for current projects as you would for departments and funds.

With Project accounting you are able to quickly view the budget status for the project in real-time, with comprehensive drill down functionality to view the transactions that make up your activity. If you need to roll project activity into the overall activity of their parent fund or departments, it is as simple as unchecking an option to transition from granular to high-level project details.

Grant accounting has become critical to municipal accounting. With BSA's Grant Accounting, you are able to Budget and report your grant activity in the Grant's Fiscal Year, as it can be unique to your municipality FYE.

Grant Accounting provides you the versatility to budget for the present year as well as future years where you may be planning large purchases or projects that are grant funded. Perhaps your Grant requires use of the funding within the next few years; we can easily track items such as our lifetime activity, expiration date, and activity relative to budget within the Grant view, as well as detailed grant reports.

Bank Reconciliation

Many software applications use the term "reconciliation", when in fact they merely offer the ability to mark the checks cleared. While BS&A allows for this functionality, identifying open and cleared transactions – manually or electronically via export file from your bank – we offer a more comprehensive solution.

BS&A also allows for the grouping of cash transactions by deposit and reconciles other transactions (e.g. manual journal entries) that affect cash. This enables a complete reconciliation between your general ledger account balances and your corresponding bank account balances.

As with all the BS&A modules, our Bank Reconciliation function gives users search and exporting capabilities.

Allows for multiple bank accounts and pooled cash functionality. You can easily clear transactions in groups or individually, or electronically via bank statement download.

When you need to look up an item quickly, you can do so based on amount range, type and/or status. The program is built with the end-user in mind, making the task of reconciliation easy and efficient with the fewest number of key strokes.

Accounts Payable

In addition to the standard invoice entry/check printing functionality, BS&A Accounts Payable interfaces with all of our billing applications for easy tracking and maintenance of refund requests. As part of your budgeting process, BS&A's AP module provides real-time budget verification to prevent overspending.

Our use of a Graphical Workflow User Interface allows for easy status checks, modification, and configuration.

The system provides email notifications and supports approvals via the software, dashboard, email, and smartphones.

Electronic check requests can be transferred to Accounts Payable by selecting a pending Check Request for payment, and relevant information is filled in for you. You can query Accounts Payable for the status of the check request. For example, the Utility Billing Clerk can look up requested information without having to consult the Accounts Payable Clerk, increasing internal efficiencies between departments.

BS&A's AP Purchasing Card Support imports transactions from your P-Card vendor. Detailed tracking of purchasing information is tied to the true vendor, while payments are made to the issuer of the Purchasing Card.

Our AP module also supports ACH payment capability. It's as easy-to-use as a check run using paper checks.

Once a vendor has been set up as being paid via ACH, the module handles the rest. Upon processing an ACH check run, you'll be prompted to generate the ACH file and the transfer will go as instructed by your bank.

BS&A also can facilitate Positive Pay per your bank's specifications. The easily-created export file provides a list for your bank to use as a cross-reference and important component in check fraud prevention.

Cash Receipting

Centralize your cashiering process with BS&A's Cash Receipting System, a robust cashiering solution that manages revenue collection from multiple locations and collection points. Easily accept payments for utility bills, property taxes, fees, tickets, and fines.

BS&A's Cash Receipting functionality allows you to manage revenue collection from multiple locations and collection tools including receipt printers, scanners, barcodes, and credit card readers. You can also add user-defined receipt items to handle charges not maintained in BS&A. Receipt items can be set up to link to third-party billing systems by way of an end-of-day procedure that automatically creates an export file.

Receipt transactions are easily grouped by deposit, providing quick balancing and easy end-of-month reconciliation of deposits.

By simply entering a name or address, you can retrieve a detailed list of items owed and the grand total. You have the flexibility to mark any or all bills and process for payment.

Repetitive receipts – for example, utility bill mail payments – may be entered as fast as the bar-coded bills can be scanned. Running batch totals are then matched up with the total money received.

Accounts Receivable

BS&A's Accounts Receivable module provides a flexible tool for billing customers and tracking revenue. The system manages customer information, billing items, and invoices and includes the ability to set up recurring invoices, eliminating the need to manually enter repetitive billings.

You can apply credits to a customer's account, whether for overpayment or to adjust the amount billed on an invoice.

BS&A's AR module helps you streamline your payment process by using ACH payments, paperless billing (emailing bills to the customer), and allowing for citizen self-service and online bill payment capabilities.

The penalty assessment process offers the flexibility to apply percentages, flat amounts, or table of percentages/amounts calculated based on the number of days past due.

From a collections standpoint; BS&A's AR module supports full cash stations, scan line entry, bank lockbox and web interface, allows for batch balancing, detailed reports of receipt information and exports of daily collection information.

For payment processing we can process both partial payments and overpayments as well as adjustments. The system automatically updates bill balances when a payment is reversed. We can also process multi-bill payments as well as over/short adjustments.

Customer payment detail is easily accessed and displays the original bill in detail including all transactions (payments and adjustments).

And when a customer requests it, you can schedule or produce statements on demand.

Purchase Order

BS&A's Purchase Order module is designed to maximize your control over purchasing decisions while maintaining flexibility and ease of use. This module allows you to incorporate your purchasing policy into the program while utilizing electronic workflow and approvals for requisitions, purchase orders, and bid tracking.

Our use of a Graphical Workflow User Interface allows for easy modification and configuration as well as the ability to quickly view the status of an invoice at any given time. The system provides email notifications and supports approvals via a dashboard, email, and smartphones.

Because our software is cloud-based, purchasing decision-makers can approve or deny off-site, reducing the number of employees to be granted authorization power.

You can approve/deny requisitions en masse from a single screen. Requisitions can be selected individually or by group, and once approved, quickly converted into purchase orders.

Setting up requisitions to pre-encumber funds before approval provides notification that pending requisitions exist and prevents potential over-spending before PO approval. Denial of a requisition automatically frees up the pre-encumbered funds.

Change orders are easily entered, with accessible history of all changes. All pre-encumbrance and encumbrance accounting is handled automatically.

Purchases of capital assets may be identified at the time of requisition. This flows through the approval process to the time of purchase, updating BS&A Fixed Assets. Duplicate entry of asset-related transactions is eliminated. In addition, rules can be set to specific amounts and accounts that automatically flag purchases for asset creation.

With BS&A's bid tracking, bidders are maintained separately from vendors, yet are easily converted to vendors.

Fixed Assets

GASB 34 made the accurate tracking and reporting of fixed assets necessary. Because of the singular architecture of our cloud-based system, the Fixed Assets module greatly simplifies the tracking of these items and GASB 34 compliant reports necessary for financial statement note disclosure are included.

Construction projects can be tracked and automatically converted to capital assets once completed.

Because of system-wide integration, Purchase Orders or invoices may be flagged as asset purchases, facilitating electronic transfer to BS&A Fixed Assets. In addition, rules can be set to specify amounts and accounts that automatically flag purchases for asset creation. Depreciation, capitalization, and disposal accounting information are posted to GL. This integration eliminates errors and duplication of data entry.

With Flexible Asset Disposal, assets can be partially disposed of based on quantity, dollar amount, or percentage of the total cost, eliminating the need to record each asset as an individual for disposal purposes.

For example, library books can be recorded as a lump sum and then written off as a percentage of the original cost. The module also supports splits, repairs, and disposals, including partial disposal.

Utility Billing

Our UB module provides complete billing and tracking for a variety of utility account types. The use of process managers helps simplify complex tasks into efficient step-by-step operations such as; Final Bill, Meter Change, and Past Due/Shutoff. Deposit and work order processing features are also available.

Flexible billing item setup accommodates both consumption-based and flat rate fees for items including but not limited to Water, Sewer, Stormwater, and Refuse.

Our Internal Billing capability simplifies the process of billing internal accounts without requiring bills to be printed and payments processed.

We can help you streamline your payment process by using ACH – payments can be automatically debited from the customers' back accounts. Additionally, bills can be emailed to customers who want to go paperless.

Tools provided step-by-step guidance for common tasks such as shut-offs, final bills, the billing process, etc., ensuring all necessary steps are completed.

Customers can customize the billing cycle to include only those tasks they use. For example, removing meter export/import steps for flat rate billings.

Deposit Tracking provides the ability to calculate interest on deposits and offers flexibility in returning deposits to customers. The deposit may be applied to the customer's next bill, refunded to Accounts Payable via electronic transfer or by check request.

The ability to track detailed meter inventory such as; purchasing information, manufacturer, serial numbers, meter location (specific area of customer's location), curb box location, and information in general for necessary meter reads.

Meter read export/import file layouts are provided for various meter manufacturers including but not limited to; Sensus, Badger, SLC/Neptune, Itron, Greentree, and Hersey.

Each customer's history information can be accessed including payment reversals, bill adjustments, and the ability to print various reports.

BS&A's UB Module allows for an unlimited number of user-definable billing items per customer account as well as an unlimited number of services to be used in the calculation of billing.

Aging reports can be generated as needed by specifying an "as of" date. This flexibility eliminates the need to print them on the last day of the month.

Our customers can use a variety of methods to read estimations including; account average usage, user-defined data range of meter reads, or user-defined amount of usage.

The budget billing feature lets you bill fixed amounts based on user-definable history instead of the actual usage for the current cycle. You can determine – for each billing item – whether or not to allow budget billing.

The fully integrated work order process allows you to track the details of all work done on a customer's account. The process checks for scheduling conflicts of the staff person assigned to the task. Shut-off fees, etc., can be billed to the customer once completed.

Customized letters may be generated for elected accounts, increasing customer communication and reducing clerical tasks.

Payroll

Power, flexibility, and accuracy are the hallmarks of our Payroll module. Designed to automate the most complex compensation and deduction scenarios, it supports all necessary reports for quarterly reporting including W2 processing and electronic submission. Simple direct deposit processing and emailing of check stubs in a password-protected PDF format supports paperless offices.

Easily view YTD information for each employee based on user-defined parameters. Items that can be displayed include: pay codes, deductions/expenses, leave balances, and direct deposit amounts. You can also drill down to individual transactions to ascertain which checks are included in the totals, and print transaction registers that show details.

Our flexible means of accruing and tracking leave time based on user-definable parameters include; a) the maximum number of hours allowed in each leave bank, b) number of hours that may be carried forward to the next year, c) frequency of accrual (e.g. monthly, first of the year, anniversary date, etc.), d) accrual method based on a table (e.g. number of years worked).

Automated W2 processing uses all IRS-supported formats including the EFW2 file for submission to the Social Security Administration.

Complex deduction scenarios are easily set up for each employee from the setup screen without having to access each employee's screen. Child support and garnishment calculations are built-in, and deductions can be set up using tables to reduce the number of deduction codes needed.

BS&A provides Federal and State reports needed including tax, Affordable Care Act, EEO4, unemployment, and retirement reports.

Manage contributions, interest, and withdrawals for self-administered retirement plans, generate Form 945, 1099Rs, and retirement statements.

Hours can be easily imported through BS&A Timesheets or various third-party Time and Attendance Software. Easily reconcile your benefit plan invoices with payroll deductions and expenses.

Employee raises, including rate table updates and step increases, can be scheduled for future effective dates, including the ability to allow rates to be split automatically in the middle of a pay period.

Included is a utility to streamline retro pay calculation processes.

Human Resources

BS&A's Human Resources module streamlines processes from the online job posting and applicant tracking through employee management.

Electronic employment applications reduce the amount of staff time and resources devoted to processing and storing paper applications. Prospective employees may apply via the web or at a designated on-site workstation. Track basic applicant information such as an address, phone number, etc., and more detailed information such as employment and education history.

Workflow-enabled personnel action forms allow for electronic approvals to be required for a rate increase, position changes, etc., eliminating the need for manual tracking and paper forms.

Set up and track benefit plans including enrollment, rate tables, costs, enrollees, beneficiaries, changes, and effective dates. Cobra management, reporting, and invoicing.

Via Position Control, track current employees, openings, and applications position to position. Position Tracking saves time by storing user-defined position requirements and defaults to facilitate the setup of new employees.

HR Compliance and Reporting including:

- Employee Beneficiary Information
- Continuing Education
- Employee Asset Tracking
- Reviews
- Position and Rate History
- OSHA Management
- Compensation Reports

Sophisticated Position Budgeting utilizes historical and user-defined data, and scheduled pay-rate information, all of which may be transferred to BS&A General Ledger. Unlimited budget scenarios allow "what-if" analysis for budget planning.

Allowing employees to manage their benefit plans online increases employee satisfaction and reduces the drain on clerical resources.

Timesheets

BS&A's Timesheets module is designed to decentralize the data entry of hours worked, while maintaining final oversight and approval. Customizable views allow you to tailor screens to your jurisdiction's needs.

Designed to work with BS&A Payroll, Timesheets allows for decentralized entry of employee hours to be transferred directly into the payroll process.

Approval levels are based on user-defined rules. Hours are reviewed and approved before they are transferred to Payroll.

Exception-based time entry speeds data entry time, increasing "buy-in" by employees.

Customize timesheets to appear as you want: day of week the timesheet starts, number of days displayed per timesheet, etc.

Costs may be allocated to various funds or departments based on usage. Track in summary or by detailed use of equipment by employee.

Timesheet entry may be configured to allow individual employees to enter their time, or to centralize data entry by department, while still allowing entry and approval by each department.

Building Department

Projects combine multiple aspects of your Planning Zoning and Engineering (PZE), permitting, inspection, and accounting processes. This provides a centralized view of complex construction projects for both planning and building departments. It has been designed to be customized as each department's process can be quite intricate. Documents and email can be put to work electronically by triggering specific events to happen, all of which are part of a workflow designed to ease your data entry and extraction.

Track permits from application to finish. From the start, the Add Permit tool speeds data entry while ensuring critical information is entered. Link to existing Contractor and Licensee records, or add them on the fly. Calculate costs by selecting items from your fee schedules and add them to the invoice. Take payments, issue permits, and print receipts as required. Once the permit is issued, use inspection tools to schedule and process inspections. Productivity tools assist you with the creation of letters and the attachment of images and documents. Attach reminders manually or automatically through a workflow to a permit or inspection so that no follow-up gets lost in the shuffle. Use workflow rules to automate common activities: apply fees, schedule inspections, generate letters, create reminders, send emails, and more.

Use our flexible scheduler to set your appointments and schedule inspections. Create violations with user-defined checklists. Append information through our "Quick Text" screen. Track violations, their location, details, and current status. Use the violation text in Correction Notice letters or repair emails. Capture images of violations directly into the inspection history.

The Building Department module comes ready to handle the accounting requirements of your community. Enter invoices, take payments and bond deposits, do adjustments and transfers, and print receipts. Run balance reports to match your totals. Generate detailed and summary general ledger information for deposits. This module also allows for Configurable Workflow and Bluebeam Integration.

BS&A's Planning, Zoning, and Engineering (PZE) allow for the tracking of all of a municipality's process steps, documents, related activities, and procedures involved with the PZE aspect of Community Development. It has been designed to be customized, as each department's process can be unique. Each step can contain one or more requirements such as reviews, meetings, or other activities. PZE processes also support configurable fees, prerequisites, and inspections.

Track all property maintenance issues such as weeds, trash, inoperable vehicles, etc. The Code Enforcement feature of our Building Department software offers comprehensive management of the entire process. Once the case is generated, use Inspection tools to schedule and process inspections. Productivity tools assist you with the creation of letters and the attachment of images and documents.

Attach reminders manually or automatically through a workflow to an inspection so that no follow-up gets lost in the shuffle. Use workflow rules to automate common activities: apply fees, schedule inspections, generate letters, create reminders, send emails, and more.

Business License .NET

BS&A Software comprehensive business licensing module is designed to manage the licensing process from application through issuance and renewal. The system provides a central repository for all businesses within your municipality.

Customizable License Types

The system supports configurable license types including business, liquor, hospitality, street vendors, etc. Each license type has its own defaults for fees, expiration, renewals, proration, and accounting.

Inspections and Approvals

Each license type can be configured for its own unique approval and/or inspection processes.

Configurable Fee Types

The system supports a wide variety of fee types, ranging from simple flat fees to complex fee schedules with unique calculations. These fees can be customized for all different business license types and occupational taxes. Each fee can have its own penalty and/or late fee.

Automated Renewal Process

This process can be used to streamline the generation of renewal fees and creation of renewal notices.

Key Features:

- Enter an unlimited number of businesses, license types, inspections, etc.
- Deny and approve licenses and renewals en-masse
- View multiple license statuses for a business on one license history screen
- NAICS codes are available to be searched as well as maintained when the codes change
- Verify passed inspections before issuing licenses
- Quick and easy renewal of licenses

BS&A Online - Public Records Search

Key Features:

- Allows Accounts Receivable, Utility Billing, Business License, Tax and Building Department (permit) data to be displayed on the web, and supports online payment of these bills
- Reprint bills and view detailed account history
- Interfaces with online credit card processors

Proposal for:
Village of Twin Lakes, Kenosha County WI

October 5, 2022

Quoted by: Dan J. Burns, CPA

Software and Services for BS&A Cloud



Thank you for the opportunity to quote our software and services.

At BS&A, we are focused on delivering unparalleled service, solutions, support, and customer satisfaction. You'll see this in our literature, but it's not just a marketing strategy... it's a mindset deeply embedded in our DNA. Our goal is to provide such remarkable customer service that our customers feel compelled to remark about it.

*We are extremely proud of the many long-term customer relationships we have built. Our success is directly correlated with putting the customer first and consistently choosing to **listen**. Delivering unparalleled customer service is the foundation of our company.*

Cost Summary

Software is licensed for use only by municipality identified on the cover page. If used for additional entities or agencies, please contact BS&A for appropriate pricing. Prices subject to change if the actual count is significantly different than the estimated count.

Cloud Modules

Financial Management

General Ledger	\$1,935
Accounts Payable	\$1,640
Cash Receipting	\$1,640
Accounts Receivable	\$1,640
Utility Billing (<i>approximately 3,000 utility accounts</i>)	\$2,700

Personnel Management

Payroll	\$2,670
Human Resources	\$1,935
Timesheets	\$1,190

Community Development

Building Department	\$2,540
Business License	\$1,640

BS&A Online

Community Development <i>Permit Application Feature - Enables contractors and the general public to submit permit applications online (A fee of \$3/application is accumulated and billed to the municipality).</i>	\$1,520
Public Records Search + Online Bill Pay <i>With use of integrated Credit Card Processor</i>	\$1,500

Subtotal \$22,550



Data Conversions/Database Setup

Convert existing Harris MSI data to BS&A format:

General Ledger (COA, Balances, Budget, Up to 10 Years Journal Transaction history)	\$2,150
Accounts Payable (Vendors, Up to 10 years invoices and check history)	\$1,820
Cash Receipting (Receipt items, Up to 10 years receipt history)	\$1,820
Payroll (Database Setup, Employee detail and YTD, Up to 10 years check history)	\$4,460
Utility Billing (Accounts, Services, Deposits, Rates, Meters, Unlimited Years of Service, Billing and Payment History)	\$5,100
Building Department (Per Database)	\$4,825
Business Licensing (Per Database)	\$3,115

Database Setup:

Human Resources (Setup of Licenses, Certifications, Benefit Plans, Positions. Not assigned to Employees)	\$3,000
Accounts Receivable (Setup of Billing Items, Penalties)	\$1,500

Subtotal \$27,790

No conversion or database setup to be performed for:

Timesheets

Custom Import

Custom import from third-party software to populate Building Department database with parcels, properties, and current owners.	\$1,500
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Project Management and Implementation Planning

Services include:

- Analyzing customer processes to ensure all critical components are addressed.
- Creating and managing the project schedule in accordance with the customer's existing processes and needs.
- Planning and scheduling training around any planned process changes included in the project plan.
- Modifying the project schedule as needed to accommodate any changes to the scope and requirements of the project that are discovered.
- Providing a central contact between the customer's project leaders, developers, trainers, IT staff, conversion staff, and other resources required throughout the transition period.
- Installing the software and providing IT consultation for network, server, and workstation configuration and requirements.
- Reviewing and addressing the specifications for needed customizations to meet customer needs (when applicable).

\$22,500



Implementation and Training

- \$1,000/day
- Days quoted are estimates; you are billed for actual days used

Services include:

- Setting up users and user security rights for each application
- Performing final process and procedure review
- Configuring custom settings in each application to fit the needs of the customer
- Setting up application integration and workflow methods
- Onsite verification of converted data for balancing and auditing purposes
- Training and Go-Live

Software Setup	Days:	5		\$5,000
Financial Management Modules	Days:	18		\$18,000
Personnel Management Modules	Days:	12		\$12,000
Community Development Modules	Days:	11		\$11,000
	Total:	46	Subtotal	\$46,000

Post-Go Live Assistance

- Review and consult on streamlining day-to-day activities as they relate to the processes within the BS&A modules
- Assist customers with more detailed and advanced report options available within the BS&A modules
- Revisit commonly-used procedures discussed during training
- As needs arise, provide assistance with bank reconciliations
- \$1,000/day
- Days quoted are estimates; you are billed for actual days used

Post-Go Live for all modules for which training was performed	Days:	4		\$4,000
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Cost Totals

Not including Annual Service Fees

Modules	\$22,550
Data Conversions/Database Setup	\$27,790
Custom Import	\$1,500
Project Management and Implementation Planning	\$22,500
Implementation and Training	\$46,000
Post-Go Live Assistance	\$4,000

Total Proposed **\$124,340**

Travel Expenses \$33,845

Hosting Fees \$3,400

Payment Schedule

1st Payment: **\$50,290** to be invoiced upon execution of this agreement.

2nd Payment: **\$25,950** to be invoiced at activation of customer's site.

3rd Payment: **\$85,345** to be invoiced upon completion of training.



Cloud Annual Service Fees

Unlimited support is included in your Annual Service Fee. Service Fees are billed annually. After two (2) years, BS&A Software reserves the right to increase the Annual Service Fee by no more than the yearly Consumers Price Index for All Urban Consumers U.S. city average (CPI-U).

Financial Management	
General Ledger	\$1,935
Accounts Payable	\$1,640
Cash Receipting	\$1,640
Accounts Receivable	\$1,640
Utility Billing	\$2,700
Personnel Management	
Payroll	\$2,670
Human Resources	\$1,935
Timesheets	\$1,190
Community Development	
Building Department	\$2,540
Business License	\$1,640
BS&A Online	
Community Development	\$1,520
Public Records Search	\$1,500
Total Annual Service Fees	\$22,550

Hosting Fees

Fees relating to the hosting and storage of data through Microsoft Azure are to be billed annually, for all modules included above.

\$3,400



Additional Information

Program Customization

BS&A strives to provide a flexible solution that can be tailored to each municipality's needs. However, in some cases, custom work may be required. Typical examples include:

- custom payment import/lock box import
- custom OCR scan-line
- custom journal export to an outside accounting system
- custom reports

If you require any custom work, please let us know so that we can better understand the scope of your request and include that in a separate proposal.

Cash Receipting Hardware

	Quantity	Cost
Epson THM-6000V Series Receipt Printer*	\$925 x _____ =	\$_____
APG Series 100Cash Drawer**	\$250 x _____ =	\$_____
Honeywell Hyperion 1300g Linear-Imaging Scanner	\$250 x _____ =	\$_____
Credit Card Reader (if using Invoice Cloud)	\$75 x _____ =	\$_____

This will add \$_____ to the Total Proposed.

**IMPORTANT. The receipt printer must be plugged into the USB port on one workstation (not your server). This printer is not to be shared with other workstations. If more than one workstation will be used for receipting, please consider purchasing more than one receipt printer.*

Please provide the number of cash drawers that will be hooked up to the printer_____

Note: The availability, model numbers, and pricing for all third party hardware listed above is subject to availability from the manufacturers. In the event that the listed hardware is no longer available at the time of purchase, a comparable replacement will be available, at the then current cost. Returns require pre-approval, and all purchased equipment must be shipped back to BS&A in its original packaging. Returns are subject to a re-stocking fee of \$50.00.

Additional Training - Building Department Report Designer

Most of our Building Department customers heavily use our Report Designer, which is included free with the program. Report Designer Training is not included in the training quoted on this proposal and is highly recommended. You may attend a class at our office in Bath Township, or we can train at your location. Report Designer Training is typically completed in one day.

Please check the option you are interested in. Report Designer Training will be scheduled after successful implementation and training of your Building Department software.

- ___ Classroom training, \$205/person/day
- ___ On-site training (unlimited attendees), \$1,000/day, travel not included



BS&A Online

Connection Requirements

BS&A Cloud modules require a high-speed internet connection (cable modem or DSL).

Payment Processing Requirements

Acceptance of online payments requires a contract with one of BS&A's approved Online Credit Card Processing companies. Please visit <https://www.bsasoftware.com/solutions/bsaonline/public-records-search/> for information.



SOFTWARE AS A SERVICE AGREEMENT

This Software as a Service Agreement, including the attached Exhibits ("Agreement"), is entered into by and between Bellefeuil, Szur & Associates, Inc. ("BSA"), a Michigan corporation and the Village of Twin Lakes, Kenosha County WI ("Customer"), effective the date of the signature of the last Party to sign the Agreement ("Effective Date"). Each party to the Agreement is referred to as a "Party" and the parties, collectively, are referred to as "Parties."

This Agreement sets the terms and conditions under which BSA will furnish certain Software as a Service ("SaaS") and certain professional services described herein to Customer.

SECTION A – SAAS SERVICES

1. Rights Granted.

- 1.1. Upon the Effective Date, subject to the terms of this Agreement and Customer's ongoing compliance therewith, BSA hereby grants to Customer a non-exclusive, non-transferable, and non-assignable license to use the BSA Software Products. "BSA Software Product(s)" means, the: (i) BSA Software as a Service set forth in **Schedule 1 to Exhibit A**; (ii) related interfaces and customizations; (iii) BSA manuals, BSA official specifications, and BSA user guides provided in or with BSA software products set forth in **Schedule 1 to Exhibit A** ("Documentation"); and (iv) all modifications to the BSA software products set forth in **Schedule 1 to Exhibit A**, including, but not limited to, fixes, new versions, new releases, updates, upgrades, corrections, patches, work-arounds (collectively, "Modifications"). For the avoidance of doubt, Documentation does not include advertising, other general statements about products, or statements by sales or other staff members.
- 1.2. Customer acknowledges that BSA will not ship copies of the BSA Software Products as part of the SaaS Services.

2. **Restrictions.** Customer will not (i) sublicense, modify, adapt, translate, or otherwise transfer, reverse compile, disassemble or otherwise reverse engineer BSA Software Products or any portion thereof without prior written consent of BSA; (ii) access or otherwise use the BSA Software Products to create or support, and/or assist a third party in creating or supporting software products competing with the BSA Software Products; or (iii) assign, disclose, display, distribute, host, lease, license, outsource, permit timesharing or service bureau use, rent, sell, transfer or otherwise use the BSA Software Products for any commercial use other than fulfilling Customers own internal business purposes. Without limiting the foregoing, the BSA Software Products may not be modified by anyone other than BSA. If Customer modifies the BSA Software Products without BSA's prior written consent, any BSA obligation to provide support services on, and the warranty for, the BSA Software Products will be void. All rights not expressly granted are reserved.

3. **SaaS Fees.** Customer agrees to pay BSA, and BSA agrees to accept from Customer as payment in full for the rights granted herein, the SaaS fees set forth in **Schedule 1 to Exhibit A**.

4. Ownership.

- 4.1. BSA retains all ownership and intellectual property rights to the SaaS Services, the BSA Software Product(s), and anything developed by BSA under this Agreement. Customer does not acquire under this Agreement any license to use the BSA Software Product(s) beyond the scope and/or duration of the SaaS Services. Customer agrees not to challenge such rights and hereby assigns any and all copyrights and other intellectual property rights in and to the BSA Software Products to BSA and agrees to execute any and all documents necessary to effect the purpose of this paragraph. "Intellectual property rights" means all trademarks, copyrights, patents, trade secrets, moral rights, know-how, and all other proprietary rights.

4.2. Customer retains all ownership and intellectual property rights to the data.

5. Limited Software Warranty.

5.1. BSA warrants, for the term of use granted, that the BSA Software Products will perform without material defects in workmanship or materials. Customer's exclusive remedy in the event of a breach of this warranty shall be to have BSA use reasonable efforts, consistent with industry standards, to repair or replace the non-conforming BSA Software Product so as to render it conforming to the warranty, in accordance with the maintenance and support process set forth below in **Exhibit C** and BSA's then current Support Call Process.

5.2. THE FOREGOING LIMITED SOFTWARE WARRANTY IS IN LIEU OF ALL OTHER REPRESENTATIONS OR WARRANTIES RELATING IN ANY WAY TO THE BSA SOFTWARE PRODUCTS INCLUDING, *BUT NOT LIMITED TO*, THEIR FEATURES, ATTRIBUTES, FUNCTIONALITY, AND PERFORMANCE. THE FOREGOING LIMITED SOFTWARE WARRANTY IS IN LIEU OF ALL SUCH REPRESENTATIONS OR WARRANTIES WHETHER EXPRESS OR IMPLIED, INCLUDING, *BUT NOT LIMITED TO*, ANY IMPLIED WARRANTIES OR REPRESENTATIONS OF MERCHANTABILITY, MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE AND THOSE ARISING BY STATUTE OR OTHERWISE IN LAW OR FROM THE COURSE OF DEALING OR USAGE OF TRADE. BSA DOES NOT REPRESENT OR WARRANT THAT THE BSA SOFTWARE PRODUCTS WILL MEET ANY OR ALL OF CUSTOMER'S PARTICULAR REQUIREMENTS, THAT THE OPERATION OF THE BSA SOFTWARE PRODUCTS WILL OPERATE ERROR FREE OR UNINTERRUPTED, OR THAT ALL PROGRAMMING ERRORS IN THE BSA SOFTWARE PRODUCTS CAN BE FOUND IN ORDER TO BE CORRECTED.

6. **One Year Money Back Guarantee.** BSA offers a one (1) year Money Back Guarantee on all SaaS products. If, for any reason, Customer is not satisfied with the BSA Software Product, Customer may cancel service within one (1) year of the date that the BSA Software Product becomes available for use ("Activation Date"), for a full refund of the SaaS Fees, as identified in **Schedule 1 to Exhibit A**. Customer must notify BSA of intention to terminate at least thirty (30) days prior to the end of the one (1) year period.

7. SaaS Services.

7.1. Customer will utilize shared hardware in a data center, but in a database dedicated to Customer's use, which is not accessible to other customers.

7.2. Microsoft Azure data centers, or any replacement data centers utilized by BSA during the term of this Agreement are accessible only by authorized personnel, for specific business purposes, with prior approval required.

7.3. Data centers utilized by BSA will have redundant telecommunications access, electrical power, and the necessary hardware to provide access to the BSA Software Products in the event of a disaster or component failure. In the event any of Customer's data is lost or damaged due to a negligent act or omission of BSA, or due to a defect in the BSA Software Product, BSA will use reasonable commercial efforts to restore data on servers in accordance with the system capabilities and with the objective of minimizing any data loss possible. BSA's systems are reasonably designed to ensure that the recovery point shall not exceed a maximum of twenty-four (24) hours from declaration of disaster. For purposes of this section, the declaration of disaster shall be declared by BSA in response to issues discovered by BSA, or upon confirmation of issues relayed by Customer to BSA. Said declaration of disaster will not be unreasonably withheld by BSA.

7.4. In the event that a backup must be restored due to a declaration of disaster, or database failure, BSA will be responsible for importing backup data and verifying that Customer can log in. Customer will be solely responsible for running reports and testing critical processes to verify the restored data.

7.5. BSA's systems are reasonably designed to ensure that, access to the BSA Software Products can be restored within one (1) business day of the declaration of disaster.

- 7.6. Customer will not attempt to reverse engineer, bypass, or otherwise subvert security restrictions in the BSA Software Products or the SaaS environment related to the BSA Software Products. Unauthorized attempts to access files, passwords, other confidential information, or unauthorized vulnerability and penetration testing of BSA's system (hosted or otherwise) is prohibited without the prior express written approval of BSA.

SECTION B – PROFESSIONAL SERVICES

8. **Professional Services.** BSA shall provide the services ("Professional Services") set forth in **Schedule 2 to Exhibit A**, for the prices indicated, provided Customer fulfills its obligations set forth in this Agreement. BSA and Customer may enter into future Statements of Work, which shall become part of this Agreement. Future Statements of Work resulting from a change in scope to the contracted services may necessitate Change Orders to indicate changes to the agreed upon scope of work and any increase or decrease in costs related to the change in scope. Customer acknowledges that the fees stated in the Cost Summary are good-faith estimates of the amount of time and materials required for Customer's implementation. BSA will bill Customer for the actual fees incurred based on the services provided to Customer.
9. **Change Orders.** In the event of a change in the agreed upon project scope for professional services not covered or otherwise included in the existing Agreement, Customer shall deliver to BSA's Project Manager a written change order and specify in such change order the proposed work with sufficient detail to enable BSA to evaluate it ("Change Order"). BSA may, at its discretion, prescribe the format of the Change Order. BSA shall provide the Customer with an evaluation of the Change Order, which may include a written proposal containing the following: (i) implementation plan; (ii) the timeframe for performance; and (iii) the estimated price for performance of such change, based on the then current rates for said services. Upon execution, all Change Orders shall be governed by the terms and conditions of this Agreement, unless mutually agreed upon otherwise in writing. Customer acknowledges that such Change Orders may affect the implementation schedule and dates otherwise established as part of the project plan. The implementation schedule and schedule of activities for contracted services (the "Project") shall be established based on a timeline mutually agreed upon between the Parties following the execution of this Agreement.
10. **License and Ownership.**
- 10.1. All rights, including intellectual property rights, in and to work product delivered as a result of Professional Services under this Agreement shall be owned by BSA. For the avoidance of doubt, work product that constitutes a BSA Software Product, or portion thereof shall be governed by Section A of this Agreement, including Section 1.1 thereof.
- 10.2. Subject to Section 9.1 and Customer's compliance with this Agreement (including payment in full), BSA grants to Customer a non-exclusive, non-transferrable, and non-assignable license to use the work product and the intellectual property rights therein for Customer's internal business purposes only.
11. **Cancellation.** In the event Customer cancels or reschedules Professional Services (other than for Force Majeure or breach by BSA), and without prejudice to BSA's other rights and remedies, Customer is liable to BSA for: (i) all non-refundable expenses actually incurred by BSA on Customer's behalf; and (ii) daily Project Management or Training fees associated with the cancelled Professional Services (in accordance with the daily fee rate), if less than thirty (30) days advance notice is given regarding the need to cancel or reschedule and BSA cannot reasonably reassign its affected human resources to other projects where comparable skills are required.

12. Limited Professional Services Warranty.

- 12.1.** BSA warrants that its Professional Services will be performed in a professional and workmanlike manner, consistent with industry standards. In the event of a breach of the foregoing warranty and a claim in accordance with the breach, BSA's sole obligation and Customer's exclusive remedy with respect to such claim will be to have BSA reperform the portion of the Professional Services with respect to which the warranty has been breached, to bring it into compliance with such warranty. Any claim for breach of the foregoing warranty must be made by notice to BSA within thirty (30) days of performance of the portion of the Professional Services with respect to which the claim is made or said claim shall be deemed waived.
- 12.2.** THE FOREGOING LIMITED PROFESSIONAL SERVICES WARRANTY IS IN LIEU OF ALL OTHER REPRESENTATIONS OR WARRANTIES RELATING TO THE PROFESSIONAL SERVICES, EXPRESS OR IMPLIED. INCLUDING, BUT NOT LIMITED TO, ANY IMPLIED WARRANTIES OR REPRESENTATIONS OF MERCHANTABILITY, MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, AND THOSE ARISING BY STATUTE OR OTHERWISE IN LAW, OR FROM THE COURSE OF DEALING OR USAGE OF TRADE.

13. Customer Site Access and Assistance.

- 13.1.** Customer agrees and acknowledges that the implementation of the BSA Software Products is a cooperative process requiring time and resources of Customer personnel. Customer shall, and shall cause Customer personnel to, use all reasonable efforts to cooperate with and assist BSA as may be reasonably required to meet the project deadlines and other project milestones agreed to by the Parties for implementation. BSA shall not be liable for failure to meet such deadlines and milestones when such failure is due to force majeure (as defined in Section 30, below) or to the failure by Customer personnel to provide such cooperation and assistance (either through action or omission.)
- 13.2.** At no cost to BSA, Customer agrees to provide to BSA full access to and use of personnel, facilities, and equipment as reasonably necessary for BSA to provide implementation and training services. Such access will be subject to any reasonable security protocols or written policies provided to BSA prior to Effective Date of this Agreement, or mutually agreed to thereafter.

SECTION C – MAINTENANCE AND SUPPORT

14. Maintenance and Support Generally.

- 14.1.** For a one (1) year period, commencing on the Activation Date, and subject to Customer's compliance with the Agreement, BSA will provide, at no charge to Customer, "Maintenance and Support", meaning the following; (i) Modifications (such as patches, corrections and updates) as are generally provided at no additional charge by BSA to BSA customers; and (ii) technical support assistance, as further described in Section 14, during BSA's normal business hours.
- 14.2.** Commencing one (1) year from the Activation Date, Maintenance and Support will continue to be provided subject to compliance with the terms of the Agreement and payment of the SaaS Fees outlined in **Exhibit B**.
- 14.3.** BSA guarantees that the annual SaaS Fees, as set forth in **Exhibit B** will not change for two (2) years from the Activation Date. After that date, BSA reserves the right each year to increase the fee over the previous year by no more than an amount that is proportionate to the increase (measured from the beginning of such previous year) in the Consumer Price Index as set forth by the U.S. Department of Labor, Bureau of Labor Statistics, Consumer Price Index – All Urban Customers – U.S. City Average (CPI-U), or a similar measure should such data become unavailable.

14.4. Maintenance and Support and the SaaS fee do not include amounts that may be due for such items as additional training, additional BSA Software Products, custom development work, hardware purchases, BSA staff time to create or modify report writer based reports, configurable imports or exports, or data entry. Additional fees may be payable for items charged on a per event basis, such as Permit Application Submission Fees related to online permit applications.

15. Support.

15.1. With respect to Errors following expiration of the Limited Software Warranty, BSA's sole obligation and Customer's sole remedy are set forth in this Section 15. Subject to Customer's compliance with the terms of the Agreement and payment of SaaS fees, BSA shall use commercially reasonable efforts, commensurate with the severity level, to achieve its support response and resolution targets with respect to Errors as set forth in **Exhibit C**. An "Error" means a verifiable and reproducible failure of a BSA Software Product to operate in accordance with the Documentation under conditions of normal use and where the Error is directly attributable to the BSA Software Product as updated with current Modifications. If the customer modifies the BSA Software Products without BSA's written consent, BSA's obligation to provide support services on the BSA Software Products will be void.

15.2. Support does not include the following: (i) installation or implementation of the BSA Software Products; (ii) onsite training/support, remote training, application design, and other consulting services; (iii) support of an operating system, hardware, or support outside of BSA's normal business hours; (iv) support or support time due to a cause external to the BSA Software Products adversely affecting their operability or serviceability, which shall include, but not be limited to, water, fire, lightning, other natural calamities, misuse, abuse, or neglect; (v) repair of the BSA Software Products modified in any way other than modifications made by BSA or its authorized agents; and (vi) support of any other third-party vendors' software, such as operating system software, network software, database managers, word processors, etc. All such excluded Maintenance and Support Services performed by BSA at Customer's request shall be invoiced to Customer on a time and materials basis, plus reasonable expenses associated therewith.

15.3. Notwithstanding anything to the contrary, Customer shall provide prompt notice of any Errors discovered by Customer, or otherwise brought to the attention of Customer. Proper notice may include, without limitation, prompt telephonic and written (either via e-mail or postal mail) notice to BSA of any purported Error. If requested by BSA, Customer agrees to provide written documentation of Errors to substantiate those Errors and to otherwise assist BSA in the detection and correction of said Errors. BSA will use its commercially reasonable judgment to determine if an Error exists, and the severity of the Error.

15.4. Customer acknowledges and agrees that BSA and product vendors may require online access to the BSA Software Product in order for BSA to provide Maintenance and Support Services hereunder. Accordingly, Customer shall provide a high-speed internet connection to facilitate BSA's remote access to the BSA Software Products. BSA shall provide remote connection software, which may require installation of a software component on a workstation or server computer.

SECTION D – THIRD PARTY PRODUCTS

16. Third Party Products.

16.1. BSA will sell, deliver and install onsite any hardware products not produced by BSA ("Third-Party Hardware"), if purchased by Customer, for the prices set forth in **Schedule 1 to Exhibit A**, as modified by any subsequent Change Order(s).

16.2. BSA shall not provide any warranty services on Third Party Hardware sold. BSA is not the manufacturer of the Third-Party Products. To the extent applicable, BSA will grant and pass through to Customer any warranty that BSA may receive from the supplier of the Third-Party Product(s).

SECTION E – GENERAL TERMS AND CONDITIONS

17. BSA Proprietary Information.

- 17.1.** Customer acknowledges that the information associated with or contained within the BSA Software Products and information used in the performance of Professional Services include information relating to BSA Software Products, BSA's business, and the terms of this Agreement (the "Proprietary Information").
- 17.2.** Customer shall maintain in confidence and not disclose Proprietary Information, directly or indirectly, to any third party without BSA's prior written consent. Customer shall safeguard the Proprietary Information to the same extent that it safeguards its own most confidential materials or data, but in no event shall the standard implemented be less than industry standard. Proprietary Information shall be used by Customer solely to fulfill its obligations under this Agreement. Customer shall limit its dissemination of such Proprietary Information to employees within the Customer's business organization who are directly involved with the performance of this Agreement and have a need to use such Proprietary Information. Customer shall be responsible for all disclosures by any person receiving Proprietary Information, by or through it, as if Customer itself disseminated such information.
- 17.3.** Proprietary Information shall not include any information that: (a) is or becomes publicly known through no wrongful act of breach of any obligation of confidentiality by Customer; (b) was lawfully known to Customer prior to the time it was disclosed to or learned by Customer in connection with this Agreement, provided that such information is not known to Customer solely because of its prior business relationship with BSA; (c) was received by Customer from a third party that is not under an obligation of confidentiality to BSA; or (d) is independently developed by Customer for a party other than BSA without the use of any Proprietary Information. The following circumstances shall not cause Proprietary Information to fall within any of the exceptions (a) through (d) above: (i) a portion of such Proprietary Information is embraced by more general information said to be in the public domain or previously known to, or subsequently disclosed to, the Customer; or (ii) it is a combination derivable from separate sources of public information, none of which discloses the combination itself.
- 17.4.** If Customer is required, or anticipates that it will be required, to disclose any Confidential Information pursuant to a court order or to a government authority, Customer shall, at its earliest opportunity, provide written notice to BSA so as to give BSA a reasonable opportunity to secure a protective order or take other actions as appropriate. Customer shall at all times cooperate with BSA so as to minimize any disclosure to the extent allowed by applicable law.

- 18. Limitation on Liability and Damages.** BSA'S ENTIRE LIABILITY AND RESPONSIBILITY FOR ANY AND ALL CLAIMS, DAMAGES, OR LOSSES ARISING FROM THE BSA SOFTWARE PRODUCTS (INCLUDING BUT NOT LIMITED TO THEIR USE, OPERATION AND/OR FAILURE TO OPERATE), PROFESSIONAL SERVICES, MAINTENANCE AND SUPPORT, ANY THIRD-PARTY PERFORMANCE OR LACK THEREOF, OR OTHERWISE ARISING OUT OF OR RELATING TO THIS AGREEMENT, SHALL BE ABSOLUTELY LIMITED IN THE AGGREGATE FOR ALL CLAIMS TO DIRECT DAMAGES NOT IN EXCESS OF THE INITIAL SAAS FEES PAID FOR THE FIRST YEAR OF SERVICE OF THE BSA SOFTWARE PRODUCTS PLUS, TO THE EXTENT APPLICABLE, THE PURCHASE PRICE OF ANY PROFESSIONAL SERVICE SET FORTH IN THIS AGREEMENT THAT GIVES RISE TO A CLAIM. NOTWITHSTANDING ANY PROVISION CONTAINED HEREIN, BSA SHALL NOT BE LIABLE FOR ANY INDIRECT, CONSEQUENTIAL, SPECIAL, INCIDENTAL, OR CONTINGENT DAMAGES OR EXPENSES, WHETHER IN CONTRACT, TORT (INCLUDING NEGLIGENCE) OR OTHERWISE, ARISING IN ANY WAY OUT OF THIS AGREEMENT, BSA SOFTWARE PRODUCTS, ANY THIRD-PARTY PERFORMANCE, OR LACK THEREOF, OR BSA'S PERFORMANCE, OR LACK THEREOF, UNDER THIS AGREEMENT, INCLUDING, WITHOUT LIMITING THE GENERALITY OF THE FOREGOING, LOSS OF REVENUE, PROFIT, OR LOSS OF USE. TO THE EXTENT THAT APPLICABLE LAW DOES NOT PERMIT THE LIMITATIONS SET FORTH HEREIN, THE LIABILITY AND DAMAGES SHALL BE LIMITED AND RESTRICTED TO THE EXTENT PERMITTED BY LAW.

- 19. Additional Disclaimer.** SUPPLIER PROVIDES NO WARRANTY FOR ANY THIRD-PARTY SOFTWARE AND/OR HARDWARE, EXCEPT AS SET FORTH IN THIS AGREEMENT, SUPPLIER WILL NOT BE RESPONSIBLE FOR ANY THIRD-PARTY SOFTWARE, THIRD-PARTY SERVICES AND/OR HARDWARE.
- 20. Indemnification for Intellectual Property Infringement.** If a claim is made or an action is brought alleging that a BSA Software Product infringes on a U.S. patent, or any copyright, trademark, trade secret or other proprietary right, BSA will defend Customer against such claim and will pay resulting costs and damages finally awarded, provided that: (a) customer promptly notifies BSA in writing of the claim; (b) BSA has sole control of the defense and all related settlement negotiations; (c) Customer reasonably cooperates in such defense at no expense to BSA; and (d) Customer remains in compliance with the Agreement and has continued to remain current on payment of SaaS fees. The obligations of BSA under this Section are conditioned on Customer's agreement that if the applicable BSA Software Product, in whole or in part, or the use or operation thereof, becomes, or in the opinion of BSA is likely to become, the subject of such a claim, BSA may at its expense and without obligation to do so, either procure the right for the Customer to continue using the BSA Software Product or, at the option of BSA, replace or modify the same so that it becomes non-infringing (provided such replacement or modification maintains the same material functionality and does not adversely affect Customer's use of the Update as contemplated hereunder). In the event that BSA provides a replacement for Customer, Customer shall cease use of the infringing product immediately upon receiving the replacement. THIS SECTION 20 SETS FORTH THE ENTIRE LIABILITY AND OBLIGATION OF BSA AND THE SOLE AND EXCLUSIVE REMEDY FOR CUSTOMER FOR ANY DAMAGES ARISING FROM ANY CLAIM OR ACTION COVERED BY THIS SECTION 20.
- 21. No Intended Third-Party Beneficiaries.** This Agreement is entered into solely for the benefit of BSA and Customer. No third party will be deemed a beneficiary of this Agreement, and no third party will have the right to make any claim or assert any right under this Agreement.
- 22. Governing Law and Venue.** This Agreement shall be governed by, and construed in accordance with, the laws of the state of Michigan, without regard to its choice of law rules. BSA and the Customer agree that the exclusive venue for any legal or equitable action shall be the Courts of the County of Clinton, State of Michigan, or in any court in the United States of America lying in the Western District of Michigan.
- 23. Entire Agreement.** This Agreement represents the entire agreement of Customer and BSA with respect to the subject matter hereof, and supersedes any prior agreements, understandings, and representations, whether written, oral, expressed, implied, or statutory. Customer hereby acknowledges that in entering into this Agreement, it did not rely on any information not explicitly set forth in this Agreement.
- 24. Contract Term.** This initial term of this Agreement extends from the Effective Date of the Agreement until one (1) year from the Activation Date. Upon expiration of the initial term, this Agreement will renew automatically for successive one (1) year terms under the same terms and conditions set forth herein without further documentation being required unless and until either party provides written notice to the other party, at least sixty (60) days prior to the end of the then current term. Customer's right to access or use the BSA Software Product will terminate at the end of the Agreement.
- 25. Payment Terms.** Customer shall pay BSA for all amounts in accordance with this Agreement and **Exhibit A**.

- 26. Termination.** Without prejudice to other rights and remedies, and except as otherwise provided in this Agreement, either Party may terminate this Agreement as set forth below. Upon termination of this Agreement: (a) Customer shall promptly pay BSA for all fees and expenses that are not subject to a good faith dispute and that are related to the software, products, and/or services received, or expenses BSA has incurred or delivered, prior to the effective date of the termination (b) Customer shall return or destroy, at the direction of BSA, BSA's Proprietary Information in its possession. The termination of this Agreement will not discharge or otherwise affect any pre-termination obligations of either Party existing under this Agreement at the time of termination. Sections 2, 4, 16 through 18, 21-23, 25 -39, and the provisions of this Agreement which by their nature extend beyond the termination of this Agreement, will survive the termination of the Agreement. No action arising out of this Agreement, regardless of the form of action, may be brought by Customer more than one (1) year after the date the action occurred.
- 26.1. Termination for Cause.** If Customer believes that BSA has materially breached this Agreement, Customer may terminate this Agreement for Cause in the event BSA does not cure, or create a mutually agreeable plan to address, a material breach of this agreement within thirty (30) days after Notification by Customer. Notice shall be provided in accordance with Section 31, below.
- 26.2. Force Majeure.** Either Party may terminate this Agreement if a Force Majeure event suspends performance of the SaaS Services for a period of forty-five (45) days or greater.
- 26.3. Lack of Appropriations.** If Customer cannot appropriate, or otherwise make available funds sufficient to continue to utilize the SaaS Services, Customer may unilaterally terminate this Agreement with thirty (30) days written notice to BSA. Customer shall not be entitled to a refund, offset, or credit for previously paid, but unused SaaS fees.
- 26.4. Failure to Pay SaaS Fees.** Customer acknowledges that timely payment of SaaS Fees is necessary to maintain continued access to the SaaS Services. In Customer does not make timely payment of SaaS fees, BSA may discontinue the SaaS Services, and deny access to the BSA Software Products. If such failure to pay is not cured within forty-five (45) days of receiving BSA's notice of intent to terminate, BSA may terminate this Agreement.
- 26.5. Convenience.** If Customer terminates SaaS Services for convenience, any SaaS fees already paid will not be prorated, and will be retained by BSA.
- 27. Severability.** If any term or provision of this Agreement, or the application thereof, to any extent, is held invalid or unenforceable, the remainder of this Agreement or the application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable, will not be affected thereby, and each term and provision of this Agreement will be valid and enforced to the fullest extent permitted by law.
- 28. No Waiver.** In the event that any terms or conditions of this Agreement are not strictly enforced by either Party, such nonenforcement will not act as, or be deemed as, a waiver or modification to this Agreement, nor will such nonenforcement prevent either Party from enforcing terms of the Agreement thereafter.
- 29. Successors and Assigns.** This Agreement shall be binding upon the successors, permitted assigns, representatives, and heirs of the Parties hereto. For avoidance of doubt, any expanded use by Customer of the Program, for example, in the event of annexation or desired shared services, shall require the consent of BSA.
- 30. Force Majeure.** "Force Majeure" is defined as an event beyond the reasonable control of a Party, including governmental action, war, riot or civil commotion, fire, natural disaster, epidemic, pandemic, other public health emergency, problematic weather, lack of availability of Customer provided technology, labor disputes, restraints affecting shipping or credit, delay of carriers or any other cause that could not, with reasonable diligence, be foreseen, controlled or prevented by the Party. Neither Party shall be liable for delays in performing its obligations under this Agreement to the extent that the delay is caused by Force Majeure.

31. Notice. All notices, requests, demands, and determinations under the Agreement (other than routine operational communications), shall be in writing and shall be deemed duly given: (i) when delivered by hand; (ii) one (1) business day after being given to a nationally recognized overnight delivery service for next-business-day delivery, all fees prepaid; (iii) when sent by confirmed facsimile with a copy sent by another means specified in this provision; or (iv) six (6) calendar days after the day of mailing, when mailed by United States mail, *via* registered or certified mail, return receipt requested, postage prepaid, and in each case addressed as shall be set forth below. A Party may from time-to-time change its address or designee for notification purposes by giving the other prior written notice of the new address or designee and the date upon which it will become effective.

If to BSA:
BSA Software
14965 Abbey Lane
Bath, MI 48808
Attn: Contracts Manager
Telephone: 517-641-8900

If to Customer:
Village of Twin Lakes
105 E. Main Street
Twin Lakes, WI 53181
Telephone: (262) 877-2858

- 32. Independent Contractor.** This is not an agreement of partnership or employment of BSA or any of BSA's employees by Customer. BSA is an independent contractor for all purposes under this Agreement.
- 33. Cooperative Procurement.** To the maximum extent permitted by applicable law, BSA agrees that this Agreement may be used as a cooperative procurement vehicle by eligible jurisdictions. BSA reserves the right to negotiate and customize the terms and conditions set forth herein, including but not limited to pricing, to the scope and circumstances fitting to that cooperative procurement.
- 34. Business License.** In the event a local business license is required for BSA to perform the services under this Agreement, Customer agrees to promptly notify and inform BSA of such requirement, as well as to provide BSA with the necessary paperwork and contact information so that BSA can obtain such license in a timely manner.
- 35. Nondiscrimination.** BSA will not discriminate against any person employed, or applying for employment, concerning the performance of BSA's responsibilities under this Agreement. This discrimination prohibition will apply to all matters of employment including hiring, tenure, and terms of employment, or otherwise with respect to any matter directly or indirectly relating to employment concerning race, color, religion, national origin, age, sex, sexual orientation, ancestry, disability that does not impact the individual's ability to perform the duties of a particular job or position, height, weight, marital status, or political affiliation. BSA will post, where appropriate, all notices related to nondiscrimination as may be required by applicable law.

36. Taxes. Fees for SaaS Services, Professional Services, or any other fees shown in Schedule 1 to Exhibit A do not include any taxes, including, without limitation, any sales, use or excise tax. Customer shall be responsible for all taxes, exclusive of taxes on BSA's net income, arising out of this Agreement. If Customer is not validly tax-exempt, and BSA is required to remit taxes on customer's behalf, Customer agrees to reimburse BSA for any taxes by BSA.

37. U.S. Government Rights. Each instance of the Documentation, Modifications and software that are constituents of BSA Software Products is a "commercial item" as that term is defined at 48 C.F.R. § 2.101, consisting of "commercial computer software" and "commercial computer software documentation" as such terms are used in 48 C.F.R. § 12.212. Any use, modification, reproduction release, performance, display or disclosure of the Application by the U.S. Government shall be solely in accordance with the terms of this Agreement.

38. Export Control. Certain uses of the Software by Licensee may be subject to restrictions under United States regulations relating to exports and ultimate end uses of computer software. Licensee agrees to fully comply with all applicable United States laws and regulations, including but not limited to the Export Administration Act of 1979, as amended from time to time, the Arms Export Control Act, as amended from time to time, any regulations promulgated thereunder to implement those statutes, and all sanctions programs administered by the U.S. Government.

39. Contract Documents and Order of Precedence. The text of this Agreement without any Exhibits and Schedules shall control over any inconsistent text in any of the Exhibits or Schedules. This Agreement includes the following Exhibits and Schedules:

Exhibit A – Payment Terms Generally

Schedule 1 to Exhibit A – SaaS/Interface/Customization Fees

Schedule 2 to Exhibit A – Professional Service Fees

Exhibit B – Annual Service and Hosting Fees

Exhibit C – Support Call Process

IN WITNESS THEREOF, the Parties hereto have executed this Agreement as of the dates set forth below.

BSA SOFTWARE, INC.

CUSTOMER

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

EXHIBIT A

Payment Terms

1. Customer shall pay BSA within thirty (30) days of invoice. Payments not received within fifteen (15) days of the due date shall be subject to a one and one-half percent (1.5%) per month interest charge (or, if lower, the highest amount chargeable at law) assessed against the unpaid balance from the date due until the date payment is received
2. Any amount not subject to good faith dispute and not paid within fifteen (15) days of the due date of each invoice shall, without prejudice to other rights and remedies, be subject to an interest charge equal to the lesser of 1.5% monthly or the maximum interest charge permissible under applicable law, payable on demand. Any charges not disputed by Customer in good faith will be deemed approved and accepted by Customer. For purposes of this Agreement, a good faith dispute regarding amounts owed exists only if Customer provides in writing at least ten (10) days prior to due date of payment on the invoice, notification of such dispute, the specific portion of the invoice in dispute, and the specific grounds of the dispute (which must be asserted in good faith), and Customer pays in timely fashion such portions that are not subject to such dispute.
3. BSA shall invoice Customer \$50,290 upon Effective Date for BSA's Project Management/Implementation Planning Fees and Data Conversion fees as set forth in Schedule 2.
4. BSA shall invoice Customer \$25,950 upon activation of Customer's site for use of the BSA Software Product(s). Such amount equals BSA's SaaS Fees as set forth in Schedule 1.
5. BSA shall invoice Customer \$85,345 at completion of On-Site Implementation and Training. Such amount equals On-Site Implementation and Training costs, Customization and Interface costs, and travel expenses, as set forth in Schedule 2.

Schedule 1 to Exhibit A

SaaS Fees

Cloud Modules

Financial Management

General Ledger	\$1,935
Accounts Payable	\$1,640
Cash Receipting	\$1,640
Accounts Receivable	\$1,640
Utility Billing (<i>approximately 3,000 utility accounts</i>)	\$2,700

Personnel Management

Payroll	\$2,670
Human Resources	\$1,935
Timesheets	\$1,190

Community Development

Building Department	\$2,540
Business License	\$1,640

BS&A Online

Community Development <i>Permit Application Feature - Enables contractors and the general public to submit permit applications online (A fee of \$3/application is accumulated and billed to the municipality).</i>	\$1,520
Public Records Search + Online Bill Pay <i>With use of integrated Credit Card Processor</i>	\$1,500

Subtotal **\$22,550**

Hosting Fees

Fees relating to the hosting and storage of data through Microsoft Azure are to be billed annually, for all modules included above.

\$3,400

Schedule 2 to Exhibit A

Professional Services Fees

Data Conversions/Database Setup

Convert existing Harris MSI data to BS&A format:	
General Ledger (COA, Balances, Budget, Up to 10 Years Journal Transaction history)	\$2,150
Accounts Payable (Vendors, Up to 10 years invoices and check history)	\$1,820
Cash Receipting (Receipt items, Up to 10 years receipt history)	\$1,820
Payroll (Database Setup, Employee detail and YTD, Up to 10 years check history)	\$4,460
Utility Billing (Accounts, Services, Deposits, Rates, Meters, Unlimited Years of Service, Billing and Payment History)	\$5,100
Building Department (Per Database)	\$4,825
Business Licensing (Per Database)	\$3,115

Database Setup:	
Human Resources (Setup of Licenses, Certifications, Benefit Plans, Positions. Not assigned to Employees)	\$3,000
Accounts Receivable (Setup of Billing Items, Penalties)	\$1,500

Subtotal	\$27,790
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No conversion or database setup to be performed for:
Timesheets

Custom Import

Custom import from third-party software to populate Building Department database with parcels, properties, and current owners.	\$1,500
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Project Management and Implementation Planning

Services include:

- *Analyzing customer processes to ensure all critical components are addressed.*
- *Creating and managing the project schedule in accordance with the customer's existing processes and needs.*
- *Planning and scheduling training around any planned process changes included in the project plan.*
- *Modifying the project schedule as needed to accommodate any changes to the scope and requirements of the project that are discovered.*
- *Providing a central contact between the customer's project leaders, developers, trainers, IT staff, conversion staff, and other resources required throughout the transition period.*
- *Installing the software and providing IT consultation for network, server, and workstation configuration and requirements.*
- *Reviewing and addressing the specifications for needed customizations to meet customer needs (when applicable).*

\$22,500

Implementation and Training

- \$1,000/day
- Days quoted are estimates; you are billed for actual days used

Services include:

- Setting up users and user security rights for each application
- Performing final process and procedure review
- Configuring custom settings in each application to fit the needs of the customer
- Setting up application integration and workflow methods
- Onsite verification of converted data for balancing and auditing purposes
- Training and Go-Live

Software Setup	Days:	5		\$5,000
Financial Management Modules	Days:	18		\$18,000
Personnel Management Modules	Days:	12		\$12,000
Community Development Modules	Days:	11		\$11,000
	Total:	46	Subtotal	\$46,000

Post-Go Live Assistance

- Review and consult on streamlining day-to-day activities as they relate to the processes within the BS&A modules
- Assist customers with more detailed and advanced report options available within the BS&A modules
- Revisit commonly-used procedures discussed during training
- As needs arise, provide assistance with bank reconciliations
- \$1,000/day
- Days quoted are estimates; you are billed for actual days used

Post-Go Live for all modules for which training was performed	Days:	4		\$4,000
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Travel Expenses

\$33,645

EXHIBIT B

Annual Service Fees

Unlimited support is included in your Annual Service Fee. Service Fees are billed annually. After two (2) years, BS&A Software reserves the right to increase the Annual Service Fee by no more than the yearly Consumers Price Index for All Urban Consumers U.S. city average (CPI-U).

Financial Management	
General Ledger	\$1,935
Accounts Payable	\$1,640
Cash Receipting	\$1,640
Accounts Receivable	\$1,640
Utility Billing	\$2,700
<hr/>	
Personnel Management	
Payroll	\$2,670
Human Resources	\$1,935
Timesheets	\$1,190
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Community Development	
Building Department	\$2,540
Business License	\$1,640
<hr/>	
BS&A Online	
Community Development	\$1,520
Public Records Search	\$1,500
<hr/>	
Total Annual Service Fees	\$22,550

EXHIBIT C

Support Call Process

BSA's standard hours for telephone support are from 8:30 a.m. to 6:00 p.m. (EST), Monday through Thursday, and from 8:30 a.m. to 5:00 p.m. (EST), Fridays, excluding holidays.

Customer can lodge a support request in three ways: (i) **Contact Customer Support** option located within the Help menu of all of BSA's applications (ii) BSA's toll-free support line (1-855-BSA-SOFT) or via email.

BSA targets less than thirty (30) minutes for initial response ("Initial Response Target").

Customer service requests fall into four main categories:

- A. Technical.** Questions or usage issues relating to I.T. functionality, future hardware purchases, and configuration. BSA tries to resolve these issues within BSA's Initial Response Target or as soon thereafter as reasonably possible.
- B. Questions/Support.** General questions regarding functionality, use, and set-up of the applications. BSA tries to resolve these issues within BSA's Initial Response Target or as soon thereafter as reasonably possible.
- C. Requests.** Customer requests for future enhancements to the applications. Key product management personnel meet with development staff on a regular basis to discuss the desirability and priority of such requests. BSA tries to resolve these issues within BSA's Initial Response Target or as soon thereafter as reasonably possible.
- D. Issues/Bugs.** Errors fall into three (3) subcategories:
 - i. Critical.** Cases where an Error has rendered the application or a material component unusable or not usable without substantial inconvenience causing material and detrimental consequences to business -- with no viable Customer workaround or alternative. The targeted resolution time for critical issues is less than one (1) business day.
 - ii. Moderate.** Cases where an Error causes substantial inconvenience and added burden, but the application is still usable by Customer. The targeted resolution time for all moderate issues is within two (2) weeks, which is within BSA's standard update cycle.
 - iii. Minimal.** Cases that are mostly cosmetic in nature, and do not substantially impede functionality in any significant way. These issues are assigned a priority level at BSA's regular meetings, and resolution times are based on the specified priority.

Remote Support Process

Some support calls may require further analysis of Customer's database or set-up to diagnose a problem or to assist Customer with a question. BSA's remote support tools share Customer's desktop *via* the Internet to provide Customer with virtual on-site support. BSA's support team is able to connect remotely to Customer's desktop and view its setup, diagnose problems, or assist Customer with screen navigation.



VILLAGE OF TWIN LAKES

108 East Main Street P O Box 1024 Twin Lakes, Wisconsin 53181
Phone (262) 877-2858 Fax (262) 877-4019

Short-Term Rental Application

License Expires Each Year on December 31

\$150 Annual Fee

Application must be submitted with all other required documents and fees (paid in full) in order to be accepted

Short-Term Rental (STR) Site Information

Address: 544 Short St Twin Lakes WI 53181	Parcel ID No.: 85-4-119-212-1410
Maximum Capacity: 4	Tourist Rooming House License No.*: MMEK-CJ2LES
FEIN No.:	WI Seller's Permit No.*: 456-1030785402-05

**Copies of permits/licenses must be included with application*

Owner Information

Name: Brian M Jones	Address: 544 Short St Twin Lakes WI 53181	
Phone:	Date of Birth:	Email:

Will the owner of the property serve as Property Manager? YES NO**

***If no, complete Property Manager Information section below*

Property Manager Information (If not Owner)

Name:	Address:	
Phone:	Date of Birth:	Email:

Maximum Occupancy for Premise 4

(Total number of occupants licensed by the State of Wisconsin or two per bedroom plus two additional occupants, whichever is less)

Items to Submit with Application

- Application Fee of \$150
- State of Wisconsin Tourism Rooming House License
- Seller's Permit issued by the Department of Revenue, if any
- Floor Plan of the Tourist Rooming House and Site Plan of property including showing on-site parking
- Property Manager Agreement (if applicable)

I certify that I have read the foregoing answers and the same are true to the best of my knowledge. I understand that any short-term rental license shall comply with all provisions of Village of Twin Lakes Code Chapter 5.40, and I hereby certify the property meets those requirements and I will comply with those requirements. I hereby additionally designate the Property Manager, if any, as an agent for the purpose of accepting service of process in any civil action arising out of/or in conjunction with the use of this license. I understand and shall comply with all provisions of Village of Twin Lakes Code Chapter 5.20.120(e) stating no license shall be issued to any person who shall owe any taxes to the State of Wisconsin or owe any taxes, fines or forfeitures to the Village. I understand and shall comply with the provision that the Village will conduct a Building Inspection and Fire Inspection. If the property were to fail the Building and/or Fire Inspections, I understand and shall comply with making any modifications the Building Inspector and Fire Inspector recommend along with a \$65 re-inspection fee.

Owner Signature: Brian M Jones Date: 08/31/2022

Remit application, fees and all other required documents to the Clerk's Office

Wisconsin Department of Revenue Seller's Permit

Legal/real name: BRIAN M JONES
Business name: 544 SHORT ST
TWIN LAKES WI 53181-9602

- This certificate confirms you are registered with the Wisconsin Department of Revenue and authorized in the business of selling tangible personal property and taxable services.
- You may not transfer this permit.
- This permit must be displayed at the place of business and is not valid at any other location.
- If your business is not operated from a fixed location, you must carry or display this permit at all events.

Tax Type	Account Type	Account Number
Sales & Use Tax	Seller's Permit	456-1030785402-05



Lodging Inspection Report

Establishment Information	
Facility Name BAXBOX	Facility Type Tourist Rooming House (LTR)
Facility ID # MMEK-CJ2LES	Facility Telephone # 262
Facility Address 544 SHORT ST TWIN LAKES, WI 53181	
Licensee Name BRIAN M JONES	Licensee Address 544 SHORT ST TWIN LAKES, WI 53181

Inspection Information		
Inspection Type Pre-inspection	Inspection Date September 12, 2022	Total Time Spent

OPERATOR - The violations in operating procedure or physical arrangement indicated below must be corrected by the next routine inspection or by a date specified in this report.

Comments:
Baxbox is approved to operate per Kenosha County Division of Health. Comply with all local ordinances and obtain all necessary permits. Laundry will be laundered by service. After each guest stay, linens will be cleaned and not require the 12" foldback. Ice from freezer will be disposed and cleaned after each guest stay. Owner will fix the railings on decks in the front yard and in the backyard to be in compliance. Owner agreed to have railings on deck to be in compliance before operating. Owner will provide documents.

Any operator aggrieved by an order of this department under this chapter may request a hearing as provided in ch.227 statute, if state licensed, or a local ordinance if licensed by an agent health department.

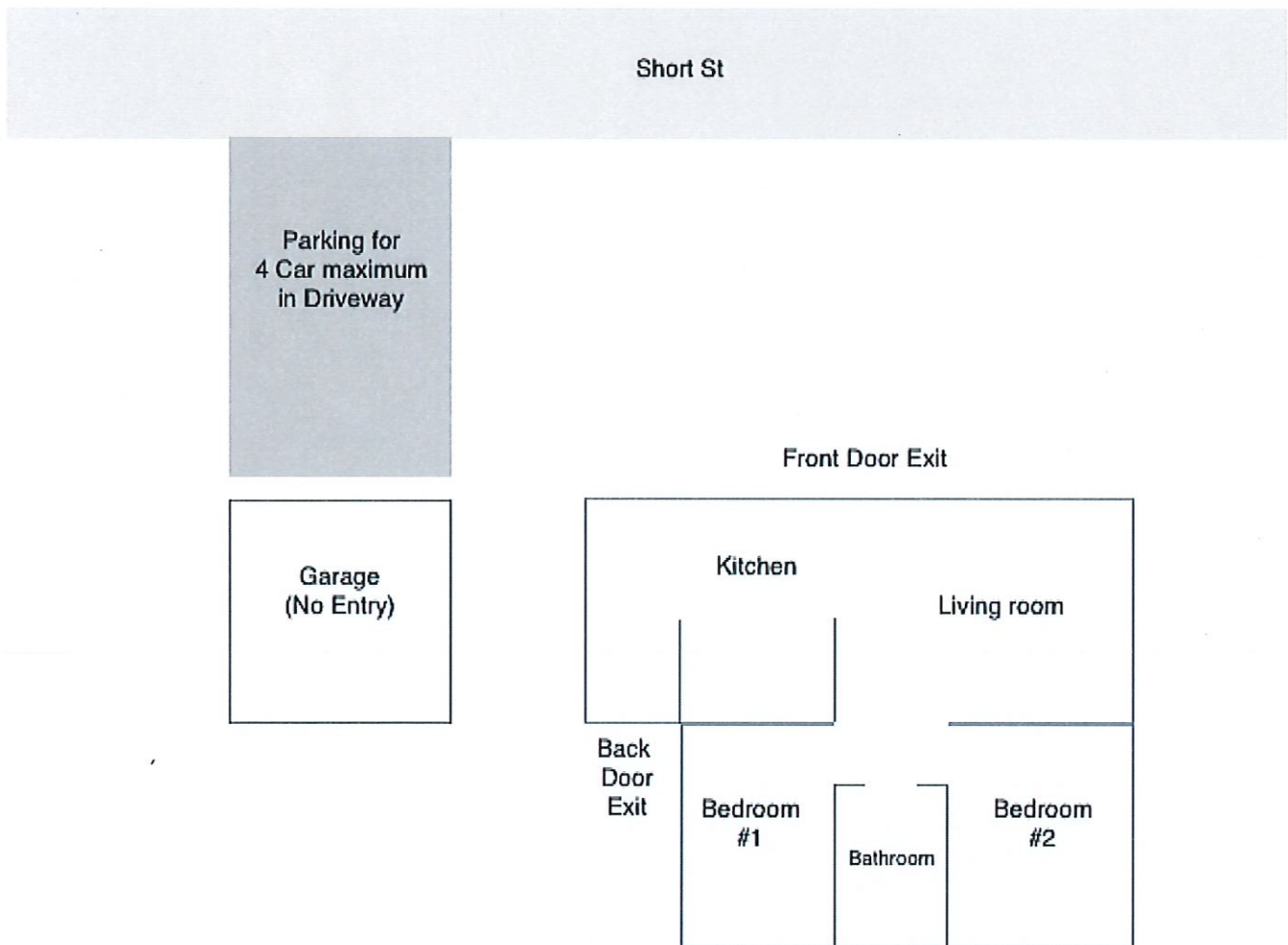
Person In Charge

Sanitarian

Casey Burmeister
(262) 605-6782

Floorplan

544 Short St Twin Lakes WI



For Office Use Only

Date Filed: 9/19/2022 Receipt Number: C220919-3 Amount Paid: \$ 150.00 9/19/22

Date forwarded to Fire Dept.: 9/19/2022 Fire Inspection Date: 9-27-22

PASS

FAIL

Signature: Damien J. Amore

Corrections and re-inspection required: Pass

Date forwarded to Building Dept.: 9/29/22 Building Inspection Date: 9/29/22

PASS

FAIL

Signature: [Signature]

Corrections and re-inspection required: None

Outstanding Taxes, Fines or Forfeitures: \$ 0

Police Chief Review: **APPROVED** 10/10/22 JG

Date License issued: _____ License Number: _____

Copy to: Fire Dept., Building & Zoning, Police Chief

8.0) B.0) 1.0



October 12, 2022

Ms. Laura Roesslein
Village Administrator
Village of Twin Lakes
108 E. Main Street
Twin Lakes, WI 53181

Subject: Village of Twin Lakes – 2022 Street and Utility Improvements – Pay Request #3

Dear Laura:

The 2022 Street and Utility Improvements Project was awarded to Asphalt Contractors, Inc. in May 2022. The contractor has substantially completed all work on Pawley Avenue, Thomas Court, Toms Avenue, Hunt Avenue, Barry Road, and Indian Point Road. He has minor clean up, restoration, and repairs remaining, as well as the shouldering work yet along the roadways.

The Contractor has also completed work at the four lift station locations included in the project, and is scheduled to work at the wastewater treatment facility later this month.

Town and Country Engineering has reviewed Pay Request #3 in the amount of **\$413,269.57** and recommends payment by the Village. This payment reflects the payment terms of the signed agreement, including retainage of 5% of the first 50% of the total contract amount as allowed.

If you have any questions or concerns regarding this recommendation, please feel free to contact me at 262.925.3210, or at gdroessler@tcengineers.net.

Sincerely,
TOWN & COUNTRY ENGINEERING, INC.

Gregory J. Droessler, P.E.
Vice-President

Contractor's Application for Payment No. 3

To (Owner): Village of Twin Lakes 105 East Main Street Twin Lakes, WI 53181	From (Contractor): Asphalt Contractors, Inc. 1701 Main Street Union Grove, WI 53182	Application Date: 10/12/2022	Application Period: 10/12/2022
Project: 2022 Street and Utility Improvements	Contractor's Project No.: _____	Engineer's Project No.: TL 36	Via (Engineer): Town & Country Engineering, Inc. 10505 Corporate Drive, Suite 105A Pleasant Prairie, WI 53158
Owner's Contract No.: _____	Contractor's Project No.: _____	Engineer's Project No.: TL 36	

Application For Payment Change Order Summary

Approved Change Orders	Number	Additions	Deductions
	CO 1	\$2,070.00	
	CO 2	\$4,319.00	
	CO 3	\$729.00	
	CO 4	\$2,846.00	
	CO 5	\$2,281.00	
	CO 6	\$3,382.43	
TOTALS		\$15,627.43	\$0.00
NET CHANGE BY CHANGE ORDERS		\$15,627.43	

1. ORIGINAL CONTRACT PRICE..... \$ 991,581.50
2. Net change by Change Orders..... \$ 15,627.43
3. Current Contract Price (Line 1 + 2)..... \$ 1,007,208.93
4. TOTAL COMPLETED AND STORED TO DATE..... \$ 727,820.79
5. RETAINAGE:
 - a. 5.0% X \$ 503,604.47 Work Completed..... \$ 25,180.22
 - b. 0.0% X \$ 0.00 Stored Material..... \$ -
 - c. Total Retainage (Line 5.a + Line 5.b)..... \$ 25,180.22
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c)..... \$ 702,640.57
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)..... \$ 289,371.00
8. AMOUNT DUE THIS APPLICATION..... \$ 413,269.57

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:

- (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
- (2) Title to all Work, materials and equipments incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against Contractor Signature

By: _____ Date: _____

Payment of: \$ 413,269.57 (Line 8 or other - attach explanation of the other amount)

is recommended by: [Signature] (Engineer) 10/13/2022 (Date)

Payment of: \$ _____ (Line 8 or other - attach explanation of the other amount)

is approved by: _____ (Owner) _____ (Date)

To: Village of Twin Lakes, 105 East Main Street, Twin Lakes, WI 53181 (OWNER)
 From: Asphalt Contractors, Inc., 1701 Main Street, Union Grove, WI 53182 (CONTRACTOR)
 Project: 2022 Street and Utility Improvements
 Engineer's Project Number: TL 36
 For work accomplished through: 10/7/2022
 Payment Request date: 10/12/2022

ITEM NO.	DESCRIPTION OF WORK	CONTRACTOR'S SCHEDULE OF VALUES			PREVIOUS REQUESTS		THIS PERIOD		TOTAL COMPLETED		
		QUANT.	UNITS	UNIT PRICE	AMOUNT	QUANT.	AMOUNT	QUANT.	AMOUNT	QUANT.	AMOUNT
BASE BID - STREET RESURFACING											
1	12" HDPE Storm Sewer	370	lin. ft.	\$ 60.00	\$ 22,200.00	370	\$ 22,200.00	9.0	\$ 540.00	379.0	\$ 22,740.00
2	18" HDPE Storm Sewer	440	lin. ft.	\$ 73.00	\$ 32,120.00	431	\$ 31,463.00	3.0	\$ 219.00	434.0	\$ 31,682.00
3	24" HDPE Storm Sewer	240	lin. ft.	\$ 90.00	\$ 21,600.00	229	\$ 20,610.00	2.0	\$ 180.00	231.0	\$ 20,790.00
4	30" HDPE Storm Sewer	80	lin. ft.	\$ 114.00	\$ 9,120.00	75	\$ 8,550.00	3.0	\$ 342.00	78.0	\$ 8,892.00
5	36" HDPE Storm Sewer	160	lin. ft.	\$ 133.00	\$ 21,280.00	149	\$ 19,817.00	3.0	\$ 399.00	152.0	\$ 20,216.00
6	48" Storm Sewer Manholes	4	each	\$ 3,060.00	\$ 12,240.00	4	\$ 12,240.00	1.0	\$ 3,060.00	5.0	\$ 15,300.00
7	60" Storm Sewer Manholes	3	each	\$ 4,030.00	\$ 12,090.00	3	\$ 12,090.00	0.0	\$ -	3.0	\$ 12,090.00
8	Precast Area Inlets	7	each	\$ 2,780.00	\$ 19,460.00	7	\$ 19,460.00	0.0	\$ -	7.0	\$ 19,460.00
9	36" Precast Endwall	1	each	\$ 3,320.00	\$ 3,320.00	1	\$ 3,320.00	0.0	\$ -	1.0	\$ 3,320.00
10	12" Precast Endwall	1	each	\$ 1,100.00	\$ 1,100.00	1	\$ 1,100.00	0.0	\$ -	1.0	\$ 1,100.00
11	Adjust Manhole Casting	24	each	\$ 740.00	\$ 17,760.00	0	\$ -	0.0	\$ -	0.0	\$ -
12	12" C900 PVC Water Main	175	lin. ft.	\$ 133.00	\$ 23,275.00	170	\$ 22,610.00	0.0	\$ -	170.0	\$ 22,610.00
13	Dry Hydrant	1	each	\$ 6,560.00	\$ 6,560.00	1	\$ 6,560.00	0.0	\$ -	1.0	\$ 6,560.00
14	Mountable Curb	50	lin. ft.	\$ 55.00	\$ 2,750.00	109	\$ 5,995.00	0.0	\$ -	109.0	\$ 5,995.00
15	Pulverizing and Grading of Existing Asphalt Pavement	18,540	sq. yds.	\$ 3.70	\$ 68,598.00	3000	\$ 11,100.00	15,540.0	\$ 57,498.00	18,540.0	\$ 68,598.00
16	4" Mill of Existing Asphalt Pavement	1,450	sq. yds.	\$ 6.90	\$ 10,005.00	0	\$ -	1,450.0	\$ 10,005.00	1,450.0	\$ 10,005.00
17	Grading and Shaping Shoulders	7,600	lin. ft.	\$ 5.15	\$ 39,140.00	0	\$ -	0.0	\$ -	0.0	\$ -
18	Excavation and Disposal of Bad Subbase	750	cu. yd.	\$ 26.00	\$ 19,500.00	11.05	\$ 287.30	115.0	\$ 2,988.70	126.0	\$ 3,276.00
19	Crushed Aggregate Base Course Replacement of Excavation of Bad Subbase	680	tons	\$ 20.00	\$ 13,600.00	22.1	\$ 442.00	229.9	\$ 4,598.00	252.0	\$ 5,040.00
20	2" Hot-Mix Asphalt Lower Course, Type 4 LT	2,540	tons	\$ 79.00	\$ 200,660.00	413.1	\$ 32,634.90	1,860.60	\$ 146,987.40	2,273.7	\$ 179,622.30
21	Clean & Tack	19,990	sq. yd.	\$ 0.55	\$ 10,994.50	0	\$ -	19,990.0	\$ 10,994.50	19,990.0	\$ 10,994.50
22	2" Hot-Mix Asphalt Surface Course, Type 5 LT	2,540	tons	\$ 83.00	\$ 210,820.00	381.53	\$ 31,666.99	1,928.78	\$ 160,086.74	2,310.3	\$ 191,755.73
23	Traffic Control	1	lump sum	\$ 28,000.00	\$ 28,000.00	0.4	\$ 11,200.00	0.6	\$ 16,800.00	1.0	\$ 28,000.00
24	Erosion Control	1	lump sum	\$ 15,000.00	\$ 15,000.00	0	\$ -	0.0	\$ -	0.0	\$ -
25	Pulverizing and Grading of Existing Asphalt Pavement	3,780	sq. yds.	\$ 1.85	\$ 6,993.00	0	\$ -	0.0	\$ -	0	\$ -
26	Removal and Grading of Existing Lift Station Driveways	490	sq. yds.	\$ 23.00	\$ 11,270.00	0	\$ -	245.0	\$ 5,635.00	0	\$ -
27	Grading and Shaping Shoulders	2,980	lin. ft.	\$ 5.15	\$ 15,347.00	0	\$ -	0.0	\$ -	0	\$ -
28	Excavation and Disposal of Bad Subbase	715	cu. yd.	\$ 26.00	\$ 18,590.00	0	\$ -	0.0	\$ -	0	\$ -
29	Crushed Aggregate Base Course Replacement of Excavation of Bad Subbase	650	tons	\$ 20.00	\$ 13,000.00	0	\$ -	0.0	\$ -	0	\$ -
30	2" Hot-Mix Asphalt Lower Course, Type 4 LT	540	tons	\$ 90.00	\$ 48,600.00	0	\$ -	94.7	\$ 8,519.40	94.66	\$ 8,519.40
31	Clean & Tack	4,270	sq. yd.	\$ 0.70	\$ 2,989.00	0	\$ -	0.0	\$ -	0	\$ -
32	2" Hot-Mix Asphalt Surface Course, Type 5 LT	540	tons	\$ 90.00	\$ 48,600.00	0	\$ -	0.0	\$ -	0	\$ -
33	Erosion Control	1	lump sum	\$ 5,000.00	\$ 5,000.00	0	\$ -	0.0	\$ -	0	\$ -
SUBTOTAL WORK ITEMS				\$	991,581.50	\$	273,346.19	\$	426,854.74	\$	696,565.93

8.)D.)2.

PREMIER FLOORING, INC.

N110 W13125 Washington Dr. Ste F
 Germantown, WI 53022
 Phone: 262-250-9202 Fax: 262-251-0406

Invoice

Date	Invoice #
1/18/2022	18180-2

Bill To
Sherrer Construction 601 Black Haek Dr. Burlington, WI 53105 ap@scherrerconstruction.com

Ship To

P.O. Number	Terms	Rep	Invoice Date	Via	F.O.B.	Project
10-572-016	Net 30	Kurt	1/18/2022			
Quantity	Item Code	Description			Price Each	Amount
59	Per Quote	Change Order #1				
	Per Quote	Twin Lakes Village Hall				
		Furnish and Install Floor Primer (15 Gallons), 1			695.00	695.00
		Skim Coat of Floor Fill & 12 Bags of Uzin				
		59 Man Hours			97.00	5,723.00
Includes all Applicable Sales Tax						
Thank you for your business.					Total	\$6,418.00

© PREMIER FLOORING, INC.

N110 W13125 Washington Drive, Suite F • Germantown, WI 53022
262-250-9202 • Fax: 262-251-0406

Field Work Change Order

TO: Scherer Const	DATE: 1-3-22	
ADDRESS:	PHONE:	FAX:

JOB LOCATION: Twin lakes village hall	JOB NAME:
---------------------------------------	-----------

WORK PERFORMED:

Extra Time For Floor preparation.

1-4-22
3 men, 8 hours = 24

15 Gallons
maple primer

1-5-22
3 men, 8 hours = 24

86 HR

1-6-22
1 MAN 2 HRS

1-7-22
1 MAN 5 HRS

1-10-22
1 MAN 4 HRS

59 HRS TOTAL

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. All agreements are contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.	APPROVED BY: <u>Burke</u>
	DATE: _____

8.)F.)1.



October 10, 2022

Ms. Laura Roesslein
Village Administrator
Village of Twin Lakes
108 E. Main Street
Twin Lakes, WI 53181

Subject: Village of Twin Lakes – 2021 Wastewater Upgrades Project – Pay Request #15

Dear Ms. Roesslein:

The 2021 Wastewater Upgrades at the Village's wastewater treatment facility and lift stations was awarded to Joseph J. Henderson & Sons, Inc. (JJH) in May, 2021. This month the contractor has completed the following elements of the project and requests payment:

- Ongoing project management and site supervision of the work.
- Excavation and backfill for the office building addition, and construction of the new foundation for the building.
- Site excavation for the construction of the new driveway and parking area road base, as well as partial restoration of the north and east side of the site.
- Installation of the stairways and submersible mixers on the new sludge storage tank.
- Blasting and painting of secondary clarifier #2's existing equipment, as well as the fiberglass covers on the digester and sludge storage tanks.
- Installation of the new underground water service piping at the plant.
- Installation of the new non-potable water and RAS pumps, new aeration blowers, and various process piping at the WWTF.
- Installation of the ventilation equipment at the WWTF site in various structures.
- Delivery and installation of the new control panels, generators, transfer switches and MCC equipment at the plant and various lift stations.

Town and Country Engineering has reviewed Invoice #82025 (Pay Request #15) in the amount of **\$873,304.61** and recommends payment by the Village. This payment reflects the payment terms of the signed agreement, including a reduction of the retainage to 2.5% of the entire contract amount once more than 50% of the work is complete. Per the agreement, work is to be substantially complete late this year.

If you have any questions or concerns regarding this recommendation, please feel free to contact me at 262.925.3210, or at gdroessler@tcengineers.net.

Sincerely,
TOWN & COUNTRY ENGINEERING, INC.

Gregory J. Droessler, P.E.
Vice-President

JOSEPH J. HENDERSON & SON, INC.

4288 Old Grand Avenue
 Gurnee, IL 60031
 847/244-3222
 847/244-9572 FAX

LETTER OF TRANSMITTAL

TO: Town & Country Engineering, Inc.
10505 Corporate Drive, Suite 105A
Pleasant Prairie, WI 53158

Date :	9/30/2022	Job No. :	1396-00
Attention :	Gregory Droessler		
Re :	2021 Wastewater Upgrades WWTF & Lift Station		
	901 Gatewood Drive		
	Twin Lakes, WI 53181		

WE ARE SENDING YOU Attached Under separate cover via _____ the following items:

Shop Drawings Prints Plans Samples Specifications

Copy of Letter Change Order _____

COPIES	DATE	NO.	DESCRIPTION
3	9/30/2022	82025	JJH Invoice in the amount of \$873,304.61
3	9/30/2022	15	G702 and G703
3	9/30/2022	15	Sworn Statement
3	9/30/2022	15	Progress Estimate - Unit Price Work
3	9/30/2022	15	JJH Partial Waiver of Lien

THESE ARE TRANSMITTED as checked below:

For approval Approved as submitted Resubmit _____ copies for approval

For your use Approved as noted Submit _____ copies for distribution

As requested Returned for corrections Return _____ corrected prints

For review and comment _____

FOR BIDS DUE _____ 20 _____ PRINTS RETURNED AFTER LOAN TO US

REMARKS: _____

COPY TO: _____

SIGNED: Christine Tate, Project Accountant

If enclosures are not as noted, kindly notify us at once.



Joseph J. Henderson & Son, Inc.

4288 Old Grand Avenue
Gurnee, IL 60031
(847) 244-3222

INVOICE

82025

Village of Twin Lakes
108 East Main Street
Twin Lakes, WI 53181

Date: September 30, 2022
Job: 1396-00
Customer: 10-TWINL

2021 Wastewater Upgrades WWTF & Lift Station
901 Gatewood Drive
Twin Lakes, WI 53181

Original Contract	\$11,828,000.00
Approved Change Order	\$138,160.59
Current Contract	<u>\$11,966,160.59</u>
Work Completed to Date	\$8,530,199.54
Less Retentions	<u>\$299,154.01</u>
Net Completed to Date	\$8,231,045.53
Less Net Previously Billed	\$7,357,740.92
Net Due This Invoice	\$873,304.61
Balance to Complete	\$3,735,115.06

AMOUNT NOW DUE

\$873,304.61

THANK YOU FOR YOUR BUSINESS !

APPLICATION AND CERTIFICATE FOR PAYMENT

AIA DOCUMENT G702

TO (OWNER): Village of Twin Lakes
106 East Main Street
Twin Lakes, WI 53181

FROM: Joseph J. Henderson & Son, Inc.
(CONTRACTOR) 4288 Old Grand Avenue
Gurnee, IL 60031


CONTRACT FOR:

CONTRACTOR'S APPLICATION FOR PAYMENT

CHANGE ORDER SUMMARY		ADDITIONS	DEDUCTIONS
Change Orders approved in previous months by owner			
TOTAL		\$138,160.59	
Approved this Month			
Number	Date Approved		
TOTALS			\$138,160.59
Net change by Change Orders			\$138,160.59

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: JOSEPH J. HENDERSON & SON, INC.

By: 
David Henderson, President

Date: 9-30-2022

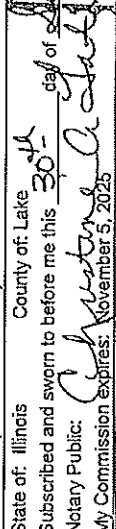
PROJECT: 2021 Wastewater Upgrades WWTF & Lift Sta APPLICATION NO: 15

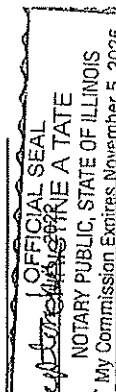
PERIOD TO: 30-Sep-22
JH PROJECT NO: 1396-00
CONTRACT DATE: 8/1/2021

VIA (ARCHITECT): Town & Country Engineering, Inc.
2912 Marketplace Drive, Unit 102
Madison, WI 53719

Application is made for Payment, as shown below, in connection with the Contract

- Continuation Sheet, AIA Document G703 is attached
1. ORIGINAL CONTRACT SUM..... \$11,828,000.00
 2. Net change by Change Orders..... \$138,160.59
 3. CONTRACT SUM TO DATE (Line 1 +/- 2)..... \$11,966,160.59
 4. TOTAL COMPLETED & STORED TO DATE..... \$8,530,199.54
(Column G on G703)
 5. RETAINAGE:
 - a. 2.5% of Contract Amount..... \$299,154.01
(Column D+E on G703)
 - b. 2.5% of Stored Material.....
(Column F on G703)
- Total Retainage (line 5a+5b or Total in Column I of G703)..... \$299,154.01
6. TOTAL EARNED LESS RETAINAGE..... \$8,231,045.53
(Line 4 less Line 5 Total)
 7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)..... \$7,357,740.92
 8. CURRENT PAYMENT DUE..... \$873,304.61
 9. BALANCE TO FINISH, PLUS RETAINAGE..... \$3,735,115.06
(Line 3 less Line 6)

State of: Illinois County of: Lake
Subscribed and sworn to before me this 30th day of September 2022
Notary Public: 
My Commission Expires: November 5, 2025



ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on the on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED..... \$
(Attach explanation if amount certified differs from the amount applied for.)
ARCHITECT:

BY: _____ Date: _____
This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CONTINUATION SHEET

AIA DOCUMENT G703

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing

Contractor's signed Certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NUMBER:

15

9/30/2022

PERIOD TO:

9/30/2022

1396-00

JJH PROJECT NO.:

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	E		F MATERIALS PRESENTLY STORED (NOT IN D O R E)	G TOTAL COMPLETED & STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C - G)	I RETAINAGE 2.5% of Total Contract
			D WORK COMPLETED FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD				
1	General Conditions	\$87,101.00	\$87,101.00	\$0.00	\$0.00	\$87,101.00	\$0.00	\$3,054.
2	Bonds and insurance	\$39,400.00	\$25,216.00	\$2,758.00	\$0.00	\$27,974.00	\$11,426.00	\$981.
3	Job Site Cleanup	\$20,000.00	\$20,000.00	\$0.00	\$0.00	\$20,000.00	\$0.00	\$701.
4	Preconstruction Project Management	\$115,000.00	\$84,700.00	\$0.00	\$0.00	\$84,700.00	\$30,300.00	\$2,970.
5	Supervision	\$20,000.00	\$20,000.00	\$0.00	\$0.00	\$20,000.00	\$0.00	\$701.
6	Non Owner Testing	\$23,900.00	\$15,296.00	\$1,673.00	\$0.00	\$16,969.00	\$6,931.00	\$595.
7	Safety	\$18,000.00	\$15,000.00	\$0.00	\$0.00	\$15,000.00	\$3,000.00	\$526.
8	Site Layout	\$8,520.00	\$8,520.00	\$0.00	\$0.00	\$8,520.00	\$0.00	\$298.
9	Submittal Exchange	\$11,400.00	\$7,941.00	\$153.00	\$0.00	\$8,094.00	\$3,306.00	\$283.
10	Gas and Diesel Fuel	\$17,580.00	\$11,251.20	\$1,230.60	\$0.00	\$12,481.80	\$5,096.20	\$437.
11	Job Trailers and Job Office Expense	\$11,400.00	\$7,890.00	\$204.00	\$0.00	\$8,094.00	\$3,306.00	\$283.
12	Lull and Skid Steer	\$13,600.00	\$8,704.00	\$952.00	\$0.00	\$9,656.00	\$3,944.00	\$338.
13	Job Pickup Trucks	\$4,590.00	\$2,937.60	\$321.30	\$0.00	\$3,258.90	\$1,331.10	\$114.
14	Job Communications Equipment	\$5,000.00	\$3,400.00	\$150.00	\$0.00	\$3,550.00	\$1,450.00	\$124.
15	Temporary Utilities	\$5,100.00	\$3,264.00	\$357.00	\$0.00	\$3,621.00	\$1,479.00	\$126.
16	Temporary Toilets	\$16,300.00	\$16,300.00	\$0.00	\$0.00	\$16,300.00	\$0.00	\$571.
17	Winter Conditions							
	Unit Price Allowance	\$270,500						
17	Structural Excavation	\$48,000.00	\$0.00	\$2,520.00	\$0.00	\$2,520.00	\$45,480.00	\$88.
18	Trench Excavation	\$31,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$31,500.00	\$0.
19	Structural Fill	\$78,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$78,000.00	\$0.
20	Reinforced Concrete	\$75,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$75,000.00	\$0.
21	Crushed Aggregate Base Course	\$18,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$18,000.00	\$0.
22	Geotextile Fabric	\$2,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000.00	\$0.
23	Concrete Sidewalk	\$5,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,500.00	\$0.
24	Masonry Tuck Pointing	\$12,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$12,500.00	\$0.
25	Allowance	\$207,000						
25	Soils Testing	\$15,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15,000.00	\$0.
26	Electric Utility	\$12,000.00	\$28,681.52	\$0.00	\$0.00	\$28,681.52	-\$16,681.52	\$1,005.
27	Gas Utility	\$4,000.00	\$3,845.84	\$0.00	\$0.00	\$3,845.84	\$154.16	\$134.
28	Tank Cleaning/Solids Disposal	\$100,000.00	\$65,227.74	\$0.00	\$0.00	\$65,227.74	\$34,772.26	\$2,287.
29	Office Equipment	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00	\$0.

CONTINUATION SHEET

AIA DOCUMENT G703

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing

Contractor's signed Certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column i on Contracts where variable retainage for line items may apply.

15

APPLICATION NUMBER:

9/30/2022

APPLICATION DATE:

9/30/2022

PERIOD TO:

1396-00

JJH PROJECT NO.:

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED FROM PREVIOUS APPLICATION (D + E)		E WORK COMPLETED THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED & STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C - G)	I RETAINAGE 2.5% of Total Contract
30	Lab Equipment	\$30,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,000.00	\$0.
31	Polymer Tote Storage Equipment	\$3,000.00	\$0.00	\$769.16	\$769.16	\$0.00	\$769.16	\$2,230.84	\$26.
33	Shop Equipment	\$13,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$13,000.00	\$0.
34	Metal Shelter (UV Disinfection Tank Cover)	\$3,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,000.00	\$0.
35	SCADA Computer Equipment	\$22,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$22,000.00	\$0.
36	Pre-Negotiated Equipment Allowance	\$518,379							
37	Screen - Envirocare	\$95,329.00	\$85,796.10	\$0.00	\$0.00	\$0.00	\$85,796.10	\$9,532.90	\$3,008.
38	Biological Treatment Equipment	\$20,306.00	\$8,654.00	\$0.00	\$0.00	\$0.00	\$8,654.00	\$11,652.00	\$303.
39	Install	\$330,600.00	\$330,600.00	\$0.00	\$0.00	\$0.00	\$330,600.00	\$0.00	\$11,594.
40	Sludge Thickener - Huber Tech	\$106,853.00	\$106,853.00	\$0.00	\$0.00	\$0.00	\$106,853.00	\$0.00	\$3,747.
41	Install	\$92,450.00	\$83,205.00	\$0.00	\$0.00	\$0.00	\$83,205.00	\$9,245.00	\$2,918.
42	Demolition	\$13,778.00	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00	\$3,778.00	\$350.
43	By-Pass Pumping	\$116,000.00	\$58,000.00	\$0.00	\$0.00	\$0.00	\$58,000.00	\$58,000.00	\$2,034.
44	Excavation - DK Contractors	\$54,590.00	\$12,598.00	\$3,779.00	\$0.00	\$0.00	\$16,377.00	\$38,213.00	\$574.
a	Clear & Grub - Complete	\$10,000.00	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00	\$0.00	\$350.
b	Erosion Control	\$10,000.00	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00	\$0.00	\$350.
c	Temporary Entrances	\$10,000.00	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00	\$0.00	\$350.
d	Staging Area	\$13,200.00	\$13,200.00	\$0.00	\$0.00	\$0.00	\$13,200.00	\$0.00	\$462.
e	Asphalt Removals	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00	\$0.
f	Site Concrete Removals	\$5,000.00	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00	\$2,500.00	\$87.
g	Building Demolition	\$64,000.00	\$64,000.00	\$0.00	\$0.00	\$0.00	\$64,000.00	\$0.00	\$2,244.
h	Misc. Removals.	\$2,000.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	\$0.00	\$70.
i	Topsoil Removals	\$12,000.00	\$9,000.00	\$840.00	\$0.00	\$0.00	\$9,840.00	\$2,160.00	\$345.
j	Site Excavation	\$86,000.00	\$58,000.00	\$4,780.00	\$0.00	\$0.00	\$62,780.00	\$23,220.00	\$2,207.
k	Sub-grading Building Site	\$18,000.00	\$10,800.00	\$720.00	\$0.00	\$0.00	\$11,520.00	\$6,480.00	\$404.
l	Foundation Excavation	\$30,000.00	\$27,000.00	\$3,000.00	\$0.00	\$0.00	\$30,000.00	\$0.00	\$1,052.
m	Rammed Aggregate Piers Spoils	\$34,875.00	\$34,875.00	\$0.00	\$0.00	\$0.00	\$34,875.00	\$0.00	\$1,223.
n	Foundation Backfill-Granular	\$30,000.00	\$24,000.00	\$6,000.00	\$0.00	\$0.00	\$30,000.00	\$0.00	\$1,052.
o	Slab on Grade Subbase	\$58,000.00	\$49,300.00	\$8,700.00	\$0.00	\$0.00	\$58,000.00	\$0.00	\$2,034.
p	Topsoil Respread	\$17,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$17,000.00	\$0.

CONTINUATION SHEET

AIA DOCUMENT G703

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing

Contractor's signed Certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

15

APPLICATION NUMBER:

9/30/2022

APPLICATION DATE:

9/30/2022

PERIOD TO:

1396-00

JJH PROJECT NO.:

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED FROM PREVIOUS APPLICATION (D + E)		E WORK COMPLETED THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED & STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C - G)	I RETAINAGE 2.5% of Total Contract
q	Stone Under Exterior Concrete	\$7,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7,000.00	\$0.00
r	Stone Base for Asphalt Rds. & Parking Bldg.	\$33,000.00	\$0.00	\$26,400.00	\$0.00	\$0.00	\$26,400.00	\$6,600.00	\$925.1
s	Mobilization	\$6,000.00	\$4,500.00	\$180.00	\$0.00	\$0.00	\$4,680.00	\$1,320.00	\$164.1
t	Supervision	\$14,100.00	\$10,575.00	\$423.00	\$0.00	\$0.00	\$10,998.00	\$3,102.00	\$385.1
45	Excavation - JJH	\$130,662.00	\$114,714.75	\$5,494.28	\$0.00	\$0.00	\$120,209.04	\$10,452.96	\$4,215.1
46	Seeding	\$21,015.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$21,015.00	\$0.0
47	Aggregate Piers	\$193,500.00	\$193,500.00	\$0.00	\$0.00	\$0.00	\$193,500.00	\$0.00	\$6,786.1
48	Chain Link Fence	\$52,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$52,000.00	\$0.0
49	Concrete	\$805,000.00	\$785,086.00	\$7,839.00	\$0.00	\$0.00	\$792,925.00	\$12,075.00	\$27,807.8
50	Rebar Furnish	\$90,120.00	\$90,120.00	\$0.00	\$0.00	\$0.00	\$90,120.00	\$0.00	\$3,160.8
51	Rebar Install	\$88,089.00	\$87,175.20	\$0.00	\$0.00	\$0.00	\$87,175.20	\$923.80	\$3,057.2
52	Precast Concrete	\$14,950.00	\$14,950.00	\$0.00	\$0.00	\$0.00	\$14,950.00	\$0.00	\$524.3
53	Masonry	\$9,500.00	\$7,250.00	\$0.00	\$0.00	\$0.00	\$7,250.00	\$2,250.00	\$254.2
	Mobilization	\$42,000.00	\$42,000.00	\$0.00	\$0.00	\$0.00	\$42,000.00	\$0.00	\$1,472.9
	Building 75	\$15,300.00	\$15,300.00	\$0.00	\$0.00	\$0.00	\$15,300.00	\$0.00	\$536.5
	Building 92	\$11,000.00	\$2,200.00	\$0.00	\$0.00	\$0.00	\$2,200.00	\$8,800.00	\$77.1
	Building 55	\$7,400.00	\$7,400.00	\$0.00	\$0.00	\$0.00	\$7,400.00	\$0.00	\$245.4
	Building 50	\$3,300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,300.00	\$0.0
	Lift Station 4	\$1,700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,700.00	\$0.0
	Lift Station 8	\$1,700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,700.00	\$0.0
	Lift Station 9	\$3,300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,300.00	\$0.0
	Lift Station 10	\$109,250.00	\$109,250.00	\$0.00	\$0.00	\$0.00	\$109,250.00	\$0.00	\$3,831.4
54	Structural Steel	\$109,250.00	\$109,250.00	\$0.00	\$0.00	\$0.00	\$109,250.00	\$0.00	\$3,831.4

CONTINUATION SHEET

AIA DOCUMENT G703

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing

Contractor's signed Certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

15

APPLICATION NUMBER:

9/30/2022

APPLICATION DATE:

9/30/2022

PERIOD TO:

1396-00

JJH PROJECT NO.:

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE		D WORK COMPLETED FROM PREVIOUS APPLICATION (D + E)		E WORK COMPLETED THIS PERIOD		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED & STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C - G)	I RETAINAGE 2.5% of Total Contract
55	Steel Erection	\$57,701.00	\$14,425.00	\$31,735.80	\$0.00	\$0.00	\$0.00	\$46,160.80	80.00%	\$11,540.20	\$1,618.
56	Framing	\$382,000.00	\$305,600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$305,600.00	80.00%	\$76,400.00	\$10,717.
57	Trusses	\$24,835.00	\$24,835.00	\$0.00	\$0.00	\$0.00	\$0.00	\$24,835.00	100.00%	\$0.00	\$870.
58	Waterproofing	\$15,000.00	\$13,125.00	\$1,125.00	\$0.00	\$0.00	\$0.00	\$14,250.00	95.00%	\$750.00	\$499.
59	Roofing	\$17,445.00	\$16,572.00	\$0.00	\$0.00	\$0.00	\$0.00	\$16,572.00	95.00%	\$873.00	\$581.
	Building 20 Labor	\$4,659.00	\$4,659.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,659.00	100.00%	\$0.00	\$163.
	Building 20 Material	\$13,874.00	\$13,180.00	\$0.00	\$0.00	\$0.00	\$0.00	\$13,180.00	95.00%	\$694.00	\$462.
	Building 35 Labor	\$2,741.00	\$2,741.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,741.00	100.00%	\$0.00	\$96.
	Building 35 Material	\$17,368.00	\$16,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$16,500.00	95.00%	\$868.00	\$578.
	Building 75 Labor	\$5,539.00	\$5,539.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,539.00	100.00%	\$0.00	\$194.
	Building 75 Material	\$26,587.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$26,587.00	\$0.
	Building 90 Labor	\$12,857.00	\$12,857.00	\$0.00	\$0.00	\$0.00	\$0.00	\$12,857.00	100.00%	\$0.00	\$450.
	Building 90 Material	\$32,099.00	\$24,066.00	\$0.00	\$0.00	\$0.00	\$0.00	\$24,066.00	75.00%	\$8,023.00	\$843.
	Building 92 Labor	\$31,541.00	\$31,541.00	\$0.00	\$0.00	\$0.00	\$0.00	\$31,541.00	100.00%	\$0.00	\$1,106.
	Building 92 Material	\$2,500.00	\$600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$600.00	24.00%	\$1,900.00	\$21.
60	Caulking	\$64,290.00	\$64,290.00	\$0.00	\$0.00	\$0.00	\$0.00	\$64,290.00	100.00%	\$0.00	\$2,254.
61	Hollow Metal	\$5,845.00	\$5,845.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,845.00	100.00%	\$0.00	\$204.
62	Floor Hatches	\$17,530.00	\$17,530.00	\$0.00	\$0.00	\$0.00	\$0.00	\$17,530.00	100.00%	\$0.00	\$614.
63	Overhead Doors	\$3,200.00	\$3,200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,200.00	100.00%	\$0.00	\$112.
64	Wood Windows	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$5,000.00	\$0.
65	Glass & Glazing	\$2,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$2,500.00	\$0.
66	Resilient Flooring	\$686,420.00	\$686,420.00	\$0.00	\$0.00	\$0.00	\$0.00	\$686,420.00	0.00%	\$0.00	\$0.
67	Painting										

CONTINUATION SHEET

AIA DOCUMENT G703

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing

APPLICATION NUMBER:

15

Contractor's signed Certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION DATE:

9/30/2022

PERIOD TO:

9/30/2022

JJH PROJECT NO.:

1396-00

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE		D WORK COMPLETED FROM PREVIOUS APPLICATION (D + E)		E WORK COMPLETED THIS PERIOD		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED & STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C - G)	I RETAINAGE 2.5% of Total Contract
	Mobilize	\$5,000.00	\$0.00	\$3,600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,600.00	\$1,400.00	\$126.
	Str 10 Raw Sewage Pump Station	\$2,660.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,660.00	\$0.
	Str 20 Ex Screen Bldg.	\$1,470.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,470.00	\$0.
	Str 30 Ex Aeration Tanks Elec Bldg.	\$20,954.00	\$0.00	\$20,954.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20,954.00	\$0.00	\$734.
	Str 35 New Aeration Tanks Elec Bldg.	\$2,451.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000.00	\$451.00	\$70.
	Str 40 Secondary Clarifier 1	\$94,323.00	\$0.00	\$7,600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7,600.00	\$86,723.00	\$266.
	Str 45 Secondary Clarifier 2	\$94,323.00	\$63,142.25	\$7,600.00	\$0.00	\$63,142.25	\$0.00	\$0.00	\$70,742.25	\$23,580.75	\$2,480.
	Str 50 Ex Service Bldg.	\$57,123.00	\$0.00	\$8,700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,700.00	\$48,423.00	\$305.
	Str 55 Ex Lab and Chem Bldg.	\$35,200.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$35,200.00	\$0.
	Str 70 Ex UV Dis	\$188,225.00	\$0.00	\$22,800.00	\$0.00	\$12,000.00	\$0.00	\$0.00	\$34,800.00	\$153,425.00	\$1,220.
	Str 75 Sludge Thickening Bldg.	\$31,158.00	\$0.00	\$8,700.00	\$0.00	\$16,226.40	\$0.00	\$0.00	\$24,926.40	\$6,231.60	\$874.
	Str 81 New Sludge Storage 1	\$2,114.00	\$0.00	\$1,200.00	\$0.00	\$914.00	\$0.00	\$0.00	\$2,114.00	\$0.00	\$74.
	Str 85 Ex Sludge Storage 2	\$27,163.00	\$0.00	\$10,000.00	\$0.00	\$11,730.40	\$0.00	\$0.00	\$21,730.40	\$5,432.60	\$762.
	Str 90 Ex Control Bldg. and Garage	\$26,731.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$26,731.00	\$0.
	Str 92 New Garage #1	\$2,563.00	\$0.00	\$1,281.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,281.00	\$1,282.00	\$44.
	LS1	\$11,903.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$11,903.00	\$0.
	LS2	\$4,399.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,399.00	\$0.
	LS4	\$12,679.00	\$0.00	\$9,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9,000.00	\$3,679.00	\$315.
	LS6	\$8,280.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,280.00	\$0.
	LS7	\$16,560.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$16,560.00	\$0.
	LS8	\$15,266.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15,266.00	\$0.
	LS9	\$13,196.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$13,196.00	\$0.
	LS10	\$12,679.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$12,679.00	\$0.
68	Specialties, Metal Lockers, Fire Ext, Toilet & Bath Access	\$2,735.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,735.00	\$0.
69	Rotary Lobe Pumps	\$103,000.00	\$0.00	\$92,700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$92,700.00	\$10,300.00	\$3,250.
70	Install	\$8,320.00	\$0.00	\$8,320.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,320.00	\$0.00	\$291.
71	Flight Submersible Mixers	\$125,000.00	\$0.00	\$112,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$112,500.00	\$12,500.00	\$3,945.
72	Install	\$13,778.00	\$0.00	\$0.00	\$0.00	\$6,889.00	\$0.00	\$0.00	\$6,889.00	\$6,889.00	\$241.
73	Rotary Lobe Blowers	\$66,800.00	\$0.00	\$60,120.00	\$0.00	\$0.00	\$0.00	\$0.00	\$60,120.00	\$6,680.00	\$2,108.
74	Install	\$4,800.00	\$0.00	\$4,800.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,800.00	\$0.00	\$168.
75	Weir and Slide Gates	\$9,000.00	\$0.00	\$9,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9,000.00	\$0.00	\$315.
76	Install	\$15,004.00	\$0.00	\$15,004.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15,004.00	\$0.00	\$526.
77	Membrane Disc Diffusers	\$33,930.00	\$0.00	\$30,537.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,537.00	\$3,393.00	\$1,070.

CONTINUATION SHEET

AIA DOCUMENT G703

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing

Contractor's signed Certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NUMBER:

APPLICATION DATE:

PERIOD TO:

JJH PROJECT NO.:

15

9/30/2022

9/30/2022

1396-00

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE		D WORK COMPLETED FROM PREVIOUS APPLICATION (D + E)		E WORK COMPLETED THIS PERIOD		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED & STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C - G)	I RETAINAGE 2.5% of Total Contract
78	Install	\$15,460.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15,460.00	\$0
79	Pumps	\$200,000.00	\$0.00	\$200,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200,000.00	\$0.00	\$7,014
80	Install	\$5,775.00	\$0.00	\$0.00	\$2,887.50	\$2,887.50	\$0.00	\$0.00	\$2,887.50	\$2,887.50	\$101.
81	UV Treatment	\$225,000.00	\$0.00	\$225,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$225,000.00	\$0.00	\$7,890.
82	Install	\$20,306.00	\$0.00	\$20,306.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20,306.00	\$0.00	\$712.
83	Clarifier Rebuild	\$27,250.00	\$0.00	\$27,250.00	\$1,525.00	\$1,525.00	\$0.00	\$0.00	\$24,725.00	\$2,725.00	\$860.
84	Install	\$16,839.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$16,839.00	\$16,839.00	\$0.
85	Polyethylene Tank	\$12,500.00	\$0.00	\$12,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$11,250.00	\$1,250.00	\$394.
86	Install	\$520.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$520.00	\$0.
87	Chemical Metering	\$13,750.00	\$0.00	\$13,750.00	\$0.00	\$0.00	\$0.00	\$0.00	\$12,250.00	\$1,500.00	\$429.
88	Install	\$1,040.00	\$0.00	\$0.00	\$832.00	\$832.00	\$0.00	\$0.00	\$832.00	\$208.00	\$29.
89	Blending and Feed	\$27,500.00	\$0.00	\$24,750.00	\$0.00	\$0.00	\$0.00	\$0.00	\$24,750.00	\$2,750.00	\$867.
90	Install	\$4,262.00	\$0.00	\$4,262.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,262.00	\$0.00	\$149.
91	Aluminum Dome Cover Upon Submittal Approval Engineering and Material Delivered Installation	\$25,302.00	\$0.00	\$25,302.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,302.00	\$0.00	\$887.
		\$101,208.00	\$0.00	\$101,208.00	\$0.00	\$0.00	\$0.00	\$0.00	\$101,208.00	\$0.00	\$3,549.
		\$98,156.00	\$0.00	\$98,156.00	\$0.00	\$0.00	\$0.00	\$0.00	\$98,156.00	\$0.00	\$3,442.
92	Peterson & Matz Coordination	\$3,875.00	\$0.00	\$3,875.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,875.00	\$0.00	\$135.
93	Casework	\$34,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$34,000.00	\$0.
94	Trolley Hoists	\$16,730.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$16,730.00	\$0.
95	Fire Protection	\$5,611.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,611.00	\$0.
	Mechanical										\$0.
96	Storm water drains	\$18,948.00	\$0.00	\$9,474.00	\$5,684.40	\$0.00	\$0.00	\$0.00	\$15,158.40	\$3,789.60	\$531.
97	Lift Stations Demo & Improvements										\$70.
98	#4	\$33,573.00	\$0.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000.00	\$31,573.00	\$0.
99	#6	\$35,812.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$35,812.00	\$0.
	#8	\$28,537.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$28,537.00	\$0.

CONTINUATION SHEET

AIA DOCUMENT G703

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing

APPLICATION NUMBER: 15

APPLICATION DATE: 9/30/2022

PERIOD TO: 9/30/2022

JJH PROJECT NO.: 1396-00

Contractor's signed Certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

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A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE		D WORK COMPLETED FROM PREVIOUS APPLICATION (D + E)		E WORK COMPLETED THIS PERIOD		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED & STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C - G)	I RETAINAGE 2.5% of Total Contract
100	#9	\$6,715.00	\$0.00	\$6,715.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,715.00	\$0.00	\$235.
101	#10	\$7,274.00	\$0.00	\$7,274.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7,274.00	\$0.00	\$255.
	Yard Piping										
102	Copper Water Lines	\$72,247.00	\$28,898.30	\$36,124.00	\$28,898.30	\$28,898.30	\$0.00	\$0.00	\$65,022.30	\$7,224.70	\$2,280.
103	Natural Gas	\$27,523.00	\$2,000.00	\$15,500.00	\$2,000.00	\$2,000.00	\$0.00	\$0.00	\$17,500.00	\$10,023.00	\$613.
104	Drains and Process Piping	\$240,000.00	\$0.00	\$181,184.92	\$0.00	\$0.00	\$0.00	\$0.00	\$181,184.92	\$58,815.08	\$6,354.
	Plant Interior Process										
105	Structure 10	\$12,996.00	\$1,299.60	\$0.00	\$1,299.60	\$1,299.60	\$0.00	\$0.00	\$1,299.60	\$11,696.40	\$45.
106	Structure 20	\$7,914.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7,914.00	\$0.
107	Structure 40	\$749.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$749.00	\$0.
108	Structure 50	\$264,904.00	\$83,600.60	\$154,003.00	\$83,600.60	\$83,600.60	\$0.00	\$0.00	\$237,603.60	\$26,400.40	\$8,332.
109	Structure 55	\$74,980.00	\$2,999.20	\$0.00	\$2,999.20	\$2,999.20	\$0.00	\$0.00	\$2,999.20	\$71,980.80	\$105.
110	Structure 70	\$170,787.00	\$6,848.90	\$32,169.00	\$6,848.90	\$6,848.90	\$0.00	\$0.00	\$32,169.00	\$138,618.00	\$1,128.
111	Structure 75	\$228,605.00	\$0.00	\$217,184.00	\$0.00	\$0.00	\$0.00	\$0.00	\$224,032.90	\$4,572.10	\$7,856.
112	Structure 80	\$5,430.00	\$0.00	\$5,430.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,430.00	\$0.00	\$190.
113	Structure 81	\$7,581.00	\$0.00	\$7,581.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7,581.00	\$0.00	\$265.
114	Structure 90	\$5,400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,400.00	\$0.
115	Structure 92	\$18,748.00	\$0.00	\$18,748.00	\$0.00	\$0.00	\$0.00	\$0.00	\$18,748.00	\$0.00	\$657.
	Plumbing										
116	Mobilize	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,000.00	\$0.00	\$105.
	Submittals	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,500.00	\$0.00	\$52.
	Coordination	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,500.00	\$0.00	\$52.
	Bond	\$1,515.00	\$0.00	\$1,515.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,515.00	\$0.00	\$53.
	Building 35 - Labor	\$2,297.00	\$0.00	\$1,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,500.00	\$797.00	\$52.
	Building 35 - Material	\$1,302.00	\$0.00	\$1,302.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,302.00	\$0.00	\$45.
	Building 35 - Excavation	\$1,000.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$35.
	Building 50 - Labor	\$8,421.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$7,421.00	\$35.
	Building 50 - Material	\$8,302.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$7,302.00	\$35.
	Building 55 - Labor	\$29,215.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$29,215.00	\$0.
	Building 55 - Material	\$21,773.00	\$0.00	\$7,438.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7,438.00	\$14,335.00	\$260.
	Building 55 - Excavation	\$2,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,500.00	\$0.
	Building 55 - Insulation	\$2,940.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,940.00	\$0.

CONTINUATION SHEET

AIA DOCUMENT G703

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing

APPLICATION NUMBER: 15

Contractor's signed Certification is attached.

APPLICATION DATE: 9/30/2022

In tabulations below, amounts are stated to the nearest dollar.

PERIOD TO: 9/30/2022

Use Column I on Contracts where variable retainage for line items may apply.

JJH PROJECT NO.: 1396-00

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED FROM PREVIOUS APPLICATION (D + E)		E WORK COMPLETED THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D O R E)	G TOTAL COMPLETED & STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C - G)	I RETAINAGE 2.5% of Total Contract
			%						
	Building 75 - Labor	\$12,967.00	\$2,000.00	\$321.00	\$0.00	\$0.00	\$2,321.00	\$10,646.00	\$81
	Building 75 - Material	\$6,331.00	\$6,000.00	\$0.00	\$0.00	\$0.00	\$6,000.00	\$331.00	\$210
	Building 75 - Insulation	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$0
	Building 90 - Labor	\$16,317.00	\$0.00	\$1,250.00	\$0.00	\$0.00	\$1,250.00	\$15,067.00	\$43
	Building 90 - Material	\$9,194.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	\$7,194.00	\$70
	Building 90 - Excavation	\$1,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,500.00	\$0
	Building 90 - Insulation	\$1,950.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,950.00	\$0
	Building 92 - Labor	\$21,443.00	\$16,124.00	\$3,174.70	\$0.00	\$0.00	\$19,298.70	\$2,144.30	\$676
	Building 92 - Material	\$26,233.00	\$25,613.00	\$620.00	\$0.00	\$0.00	\$26,233.00	\$0.00	\$919
	Building 92 - Insulation	\$4,800.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,800.00	\$0
117	HVAC	\$355,500.00	\$152,184.00	\$95,483.00	\$0.00	\$0.00	\$247,667.00	\$107,833.00	\$8,685
	Electrical								
118	Motor Control Centers - LW Allen	\$388,400.00	\$243,840.00	\$120,000.00	\$0.00	\$0.00	\$363,840.00	\$24,560.00	\$12,759
119	SCADA - LW Allen	\$676,000.00	\$142,600.00	\$0.00	\$0.00	\$0.00	\$142,600.00	\$533,400.00	\$5,000
120	Controls - LW Allen	\$227,600.00	\$69,060.00	\$48,000.00	\$0.00	\$0.00	\$117,060.00	\$110,540.00	\$4,105
121	Generator Equipment	\$111,800.00	\$9,000.00	\$75,000.00	\$0.00	\$0.00	\$84,000.00	\$27,800.00	\$2,945
122	Distribution Equipment	\$73,000.00	\$45,700.00	\$15,000.00	\$0.00	\$0.00	\$60,700.00	\$12,300.00	\$2,128
123	WWTF Sitework Material and Labor	\$387,500.00	\$380,000.00	\$7,500.00	\$0.00	\$0.00	\$387,500.00	\$0.00	\$13,589
124	WWTF Material and Labor	\$912,500.00	\$663,000.00	\$110,000.00	\$0.00	\$0.00	\$673,000.00	\$239,500.00	\$23,602
125	Lift Stations Material and Labor	\$328,200.00	\$156,500.00	\$4,500.00	\$0.00	\$0.00	\$161,000.00	\$167,200.00	\$5,646
126	Bond	\$35,500.00	\$35,500.00	\$0.00	\$0.00	\$0.00	\$35,500.00	\$0.00	\$1,244
127	Temporary Work & Misc.	\$37,000.00	\$32,000.00	\$5,000.00	\$0.00	\$0.00	\$37,000.00	\$0.00	\$1,297
128	JJH OH&P	\$381,937.00	\$244,393.47	\$27,874.21	\$0.00	\$0.00	\$272,267.68	\$109,669.32	\$9,548
129	Owner Change Order No. 1								
	WCD#1 - Motor Insulation	-\$1,295.00	-\$1,295.00	\$0.00	\$0.00	\$0.00	-\$1,295.00	\$0.00	-\$45
	WCD#3 - Water Line Break & Associated Costs	-\$1,141.41	-\$1,141.41	\$0.00	\$0.00	\$0.00	-\$1,141.41	\$0.00	-\$40
	WCD#5 - Structure 81 Local Sludge Loud Out Station	\$1,308.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$308.00	\$35
	WCD#6 - Screen Power Monitor and Load Monitor	\$3,085.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,085.00	\$0
	WCD#7 - LS#1 and LS#9 Service Upgrades	\$16,456.00	\$6,500.00	\$0.00	\$0.00	\$0.00	\$6,500.00	\$9,956.00	\$227
	WCD#8 - Structure 90 Windows	\$2,957.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,957.00	\$0
	WCD#9 - Structure 30 Painting	\$14,792.00	\$14,792.00	\$0.00	\$0.00	\$0.00	\$14,792.00	\$0.00	\$518

CONTINUATION SHEET

AIA DOCUMENT G703

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing

Contractor's signed Certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NUMBER: 15

APPLICATION DATE: 9/30/2022

PERIOD TO: 9/30/2022

JH PROJECT NO.: 1396-00

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D O R E)	G TOTAL COMPLETED & STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C - G)	I RETAINAGE 2.5% of Total Contract
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
	WCD#10 - Aerator Replacement	\$95,225.00	\$95,225.00	\$0.00	\$0.00	\$0.00	\$95,225.00	\$0.00	\$3,339
	WCD#11 - Photo Cell Additions	\$1,214.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,214.00	\$0
	WCD#12 - Structure 20 Level Sensor	\$1,737.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,737.00	\$0
	WCD#13 - LS12 Meter Socket and UV Disconnects	\$3,823.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,823.00	\$0
	TOTAL	\$11,966,160.59	\$7,656,894.93	\$873,304.61	\$0.00	\$8,530,199.54	71.29%	\$3,435,961.05	\$299,154.

SWORN STATEMENT FOR CONTRACTOR AND SUBCONTRACTOR TO OWNER
 Job No.: 1396-00
 Date: 9/30/2022
 Draw: 15

STATE OF ILLINOIS
 COUNTY OF LAKE

The affiant David Henderson being first duly sworn, on oath deposes and says that affiant is President of Joseph J. Henderson and Son, Inc. which has a contract with the Village of Twin Lakes, of the project on the following described premises in said County to Wit: 2021 Wastewater Upgrades WWTF & Lift Station That, for the purpose of said contract, the following persons have been contracted with, and have, or are furnishing and preparing materials for, and we have done or are doing labor on said improvement. That there is due and to become due them, respectively, the amounts set opposite their names for materials or labor as stated. That this statement is a full, true and complete statement of all such persons, the amounts paid to each and the amounts due and to become due to each.

1	2	3	4	5	6	7	8	9	10	11	12
NAME AND ADDRESS OF CONTRACTORS	DESCRIPTION OF WORK	ADJUSTED TOTAL CONTRACT INCLUDING EXTRAS/CREDITS	RETENTION INCLUDING THIS APPLICATION	NET PREVIOUSLY PAID	NET AMOUNT OF THIS PAYMENT	BALANCE TO BECOME DUE (Include Retention)	PREVIOUS YEAR TO DATE GROSS	GROSS AMOUNT THIS REQUEST	TOTAL REQUEST TO DATE	AMOUNT LEFT TO BILL	PERCENT BILLED
Joseph J. Henderson & Son, Inc.	LJH Work, General Conditions	\$3,771,342.52	-\$148,818.44	\$2,545,334.82	\$338,645.32	\$887,362.38	\$2,449,952.84	\$285,210.86	\$2,735,163.70	\$1,036,178.82	73%
DK Contractors, Inc.	Demo, Site Grading, Excavation	\$492,060.70	\$10,316.96	\$343,039.82	\$59,321.92	\$89,698.96	\$351,835.70	\$60,843.00	\$412,678.70	\$79,382.00	84%
Michels Corporation	Aggregate Piers	\$218,500.00	\$0.00	\$218,500.00	\$0.00	\$55,296.00	\$218,500.00	\$0.00	\$218,500.00	\$0.00	100%
Northern Illinois Fence, Inc.	Chain Link Fence	\$55,296.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$55,296.00	0%
Nucor Harris Rebar Rockford, Inc.	Rebar Furnish	\$93,118.42	\$0.00	\$93,118.42	\$0.00	\$0.00	\$93,118.42	\$0.00	\$93,118.42	\$0.00	100%
MIKE Iron Erectors, Inc.	Concrete Reinforcing	\$87,175.20	\$0.00	\$87,175.20	\$0.00	\$0.00	\$87,175.20	\$0.00	\$87,175.20	\$0.00	100%
Spancrete Industries, Inc.	Hollow Core Precast Planks	\$9,844.00	\$0.00	\$9,844.00	\$0.00	\$0.00	\$9,844.00	\$0.00	\$9,844.00	\$0.00	100%
Mei Bjurstrom Masonry	Masonry	\$85,200.00	\$7,415.00	\$66,735.00	\$0.00	\$28,465.00	\$74,150.00	\$0.00	\$74,150.00	\$21,050.00	78%
Fox River Components	Trusses	\$24,835.00	\$0.00	\$24,835.00	\$0.00	\$0.00	\$24,835.00	\$0.00	\$24,835.00	\$0.00	100%
McFab	Structural Steel	\$139,000.00	\$13,900.00	\$125,100.00	\$0.00	\$13,900.00	\$139,000.00	\$0.00	\$139,000.00	\$0.00	100%
D & H Energy Management, LLC	Building Insulation	\$16,366.00	\$691.30	\$6,221.70	\$0.00	\$10,144.30	\$6,913.00	\$0.00	\$6,913.00	\$9,453.00	42%
Muza Sheet Metal Co., LLC	Roofing	\$196,500.00	\$14,636.70	\$131,730.30	\$0.00	\$84,769.70	\$146,367.00	\$0.00	\$146,367.00	\$50,133.00	74%
LaForce	Hollow Metal	\$67,000.00	\$3,350.00	\$63,650.00	\$0.00	\$3,350.00	\$67,000.00	\$0.00	\$67,000.00	\$0.00	100%
Nystrom, Inc.	Floor Hatches	\$5,845.00	\$0.00	\$5,845.00	\$0.00	\$0.00	\$5,845.00	\$0.00	\$5,845.00	\$0.00	100%
Buidars Chicago Corporation	Overhead Doors	\$23,995.00	\$0.00	\$23,995.00	\$0.00	\$0.00	\$23,995.00	\$0.00	\$23,995.00	\$0.00	0%
Boerger, LLC	Painting	\$686,420.00	\$20,744.81	\$3,091.50	\$0.00	\$499,716.76	\$103,435.00	\$104,013.05	\$207,448.05	\$78,971.95	30%
Xylem Water Solutions USA, Inc.	Rotary Lobe Pumps	\$103,000.00	\$9,270.00	\$83,430.00	\$0.00	\$19,570.00	\$92,700.00	\$0.00	\$92,700.00	\$10,300.00	90%
Aerzen USA Corp.	Rotary Lobe Blower	\$125,000.00	\$0.00	\$112,500.00	\$0.00	\$12,500.00	\$112,500.00	\$0.00	\$112,500.00	\$12,500.00	90%
RW Gate Company	Slide Gates	\$66,800.00	\$6,012.00	\$54,108.00	\$0.00	\$12,692.00	\$60,120.00	\$0.00	\$60,120.00	\$6,680.00	90%
Xylem Water Solutions USA, Inc.	Flexible Membrane Disc Diffusers	\$38,656.00	\$3,865.60	\$28,780.40	\$0.00	\$3,865.60	\$31,656.00	\$6,700.00	\$38,656.00	\$0.00	100%
L.W. Allen, LLC	Pumps	\$33,930.00	\$3,053.70	\$27,483.30	\$0.00	\$6,446.70	\$30,537.00	\$0.00	\$30,537.00	\$3,393.00	90%
Huber Technology, Inc.	Sludge Thickening Equipment	\$198,705.00	\$19,870.50	\$178,834.50	\$0.00	\$19,870.50	\$198,705.00	\$0.00	\$198,705.00	\$0.00	100%
Enviro-Care/Saveco North America	Washer/Compactor Equipment	\$92,450.00	\$8,320.50	\$74,884.50	\$0.00	\$17,565.50	\$83,205.00	\$0.00	\$83,205.00	\$9,245.00	90%
Trojan Technologies, Inc	UV Treatment Equipment	\$95,329.00	\$0.00	\$85,796.10	\$0.00	\$9,532.90	\$85,796.10	\$0.00	\$85,796.10	\$9,532.90	90%
Eviqua Water Technologies, LLC	Biological Treatment Equipment	\$225,000.00	\$22,500.00	\$202,500.00	\$0.00	\$22,500.00	\$225,000.00	\$0.00	\$225,000.00	\$0.00	100%
Eviqua Water Technologies, LLC	Final Clarifier Equipment	\$412,610.00	\$41,261.00	\$386,472.00	\$0.00	\$41,261.00	\$386,080.00	\$16,530.00	\$412,610.00	\$0.00	100%
LAJ, Ltd.	Polyethylene Tank	\$27,250.00	\$2,452.50	\$20,700.00	\$1,372.50	\$5,177.50	\$23,000.00	\$1,525.00	\$24,525.00	\$2,725.00	90%
Prominent Fluid Controls, Inc	Chemical Metering Equipment	\$12,500.00	\$1,125.00	\$10,125.00	\$0.00	\$2,375.00	\$11,250.00	\$0.00	\$11,250.00	\$1,250.00	90%
		\$13,750.00	\$1,225.00	\$11,025.00	\$0.00	\$2,725.00	\$12,250.00	\$0.00	\$12,250.00	\$1,500.00	89%

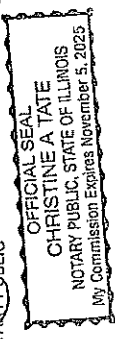
1	2	3	4	5	6	7	8	9	10	11	12
NAME AND ADDRESS OF CONTRACTORS	DESCRIPTION OF WORK	ADJUSTED TOTAL CONTRACT INCLUDING EXTRAS/CREDITS	RETENTION INCLUDING THIS APPLICATION	NET PREVIOUSLY PAID	NET AMOUNT OF THIS PAYMENT	BALANCE TO BECOME DUE (Include Retention)	PREVIOUS YEAR TO DATE GROSS	GROSS AMOUNT THIS REQUEST	TOTAL REQUEST TO DATE	AMOUNT LEFT TO BILL	PERCENT BILLED
Velodyne CTS Covers Peterson & Matz, Inc. Bradford Systems Corp. USA Fire Protection, Inc. Marfin Petersen Co., Inc. Southport Engineered Systems Premier Power Professionals Core & Main LP Dorner Valves	Polymer Blending & Feed Equipme Aluminum Dome Cover Project Coordination Casework Fire Protection Plumbing HVAC Electrical Flanged Pipe, Fittings, Nuts, Bolts Valves	\$27,500.00 \$224,666.00 \$3,875.00 \$41,900.00 \$5,611.00 \$187,000.00 \$453,665.00 \$3,220,574.00 \$224,898.75 \$148,993.00	\$2,475.00 \$11,233.30 \$0.00 \$0.00 \$0.00 \$7,785.77 \$15,218.40 \$208,340.00 \$0.00 \$12,907.41	\$22,275.00 \$213,432.70 \$3,875.00 \$0.00 \$0.00 \$65,242.80 \$136,965.60 \$1,528,560.00 \$210,363.57 \$116,166.69	\$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$4,829.13 \$0.00 \$346,500.00 \$8,117.00 \$0.00	\$5,225.00 \$11,233.30 \$0.00 \$41,900.00 \$5,611.00 \$116,928.07 \$315,699.40 \$1,345,514.00 \$6,398.18 \$32,828.31	\$24,750.00 \$224,666.00 \$3,875.00 \$0.00 \$0.00 \$72,482.00 \$152,184.00 \$1,698,400.00 \$210,363.57 \$129,074.10	\$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$5,365.70 \$0.00 \$385,000.00 \$8,117.00 \$0.00	\$24,750.00 \$224,666.00 \$3,875.00 \$0.00 \$0.00 \$77,857.70 \$152,184.00 \$2,083,400.00 \$218,500.57 \$129,074.10	\$2,750.00 \$0.00 \$0.00 \$41,900.00 \$5,611.00 \$109,142.30 \$301,481.00 \$1,137,174.00 \$6,398.18 \$19,918.90	90% 100% 100% 0% 0% 42% 34% 65% 97% 87%
ORIGINAL CONTRACT TOTALS		\$11,966,160.58	\$299,154.01	\$7,357,740.92	\$873,304.61	\$3,735,115.08	\$7,656,894.93	\$873,304.61	\$8,530,199.54	\$3,435,361.05	71%
AMOUNT OF ORIGINAL CONTRACT EXTRAS TO CONTRACT TOTAL CONTRACT AND EXTRAS CREDITS TO CONTRACT ADJUSTED TOTAL CONTRACT		\$11,828,000.00 \$138,160.59 \$11,966,160.59 \$0.00 \$11,966,160.59	WORK COMPLETED TO DATE LESS AMOUNT RETAINED MATERIAL STORED NET AMOUNT EARNED NET PREVIOUSLY PAID AMOUNT DUE THIS PAYMENT BALANCE TO COMPLETE (INC. RETENTION)	\$8,530,199.54 \$239,154.01 \$0.00 \$8,231,045.53 \$7,357,740.92 \$873,304.61 \$3,735,115.08							

It is understood that the total amount paid to date plus the amount requested in this application shall not exceed 90% of the cost of work completed to date. I agree to furnish Waivers of Lien for all materials under my contract when demanded.

SUBSCRIBED AND SWORN to before me this 30th day of September, 2022.

Christine A Tate
NOTARY PUBLIC

JOSEPH J. HENDERSON & SON, INC.
David Henderson, President



PARTIAL WAIVER OF LIEN

STATE OF ILLINOIS)
 COUNTY OF LAKE) SS

GTY# _____
 LOAN # _____

SUBCONTRACT OR P.O. # _____

TO WHOM IT MAY CONCERN:

WHEREAS the undersigned has been employed by Village of Twin Lakes
 to furnish General Contractor
 for the premises known as 2021 Wastewater Upgrades WWTF & Lift Station
 of which Village of Twin Lakes is the Owner.

THE undersigned, for and in consideration of Eight Hundred Seventy Three Thousand Three Hundred Four Dollars and 61/100
\$873,304.61 Dollars, and other good and valuable considerations, the receipt whereof is hereby acknowledged,
 do(es) hereby waive and release any and all lien or claim of, or right to, lien, under the statutes of the State of Illinois, relating to mechanic's liens,
 with respect to and on said above-described premises, and the improvements thereon, and on the material, fixtures, apparatus or machinery furnished,
 and on the moneys, funds or other considerations due or to become due from the owner, on account of labor services, material, fixtures, apparatus
 or machinery, furnished to this date by the undersigned for the above-described premises.

Given under my hand and seal this 30 day of September, 2022

Signature and Seal: _____

NOTE: All waivers must be for the full amount paid. If waiver is for a corporation, corporate name should be used, corporate seal affixed and title of officer signing waiver should be set forth; if waiver is for a partnership, the partnership name should be used, partner should sign and designate himself as partner.

CONTRACTOR'S AFFIDAVIT

STATE OF ILLINOIS)
 COUNTY OF LAKE) SS
 TO WHOM IT MAY CONCERN:

THE undersigned, being duly sworn, deposes and says that he is David Henderson, President
 of the Joseph J. Henderson & Son, Inc.
 who is the contractor for the 2021 Wastewater Upgrades WWTF & Lift Station
 work on the building located at 901 Gatewood Drive Twin Lakes, WI 53181
 owned by Village of Twin Lakes

That the total amount of the contract including extras is \$ 11,966,160.59
 on which he has received payment of \$7,357,740.92 prior to this payment. That all waivers are true, correct and genuine and
 delivered unconditionally and that there is no claim either legal or equitable to defeat the validity of said waivers. That the following are the names of all
 parties who have furnished material or labor, or both, for said work and all parties having contracts for specific portions of said work or for material
 entering into the construction thereof and the amount due or to become due to each, and that the items mentioned include all labor and material required to
 complete said work according to plans and specifications:

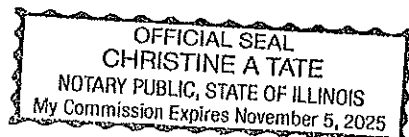
NAMES	WHAT FOR	CONTRACT PRICE	AMOUNT PAID	THIS PAYMENT	BALANCE DUE
JOSEPH J. HENDERSON & SON, INC.	GENERAL CONTRACT	\$11,966,160.59	\$7,357,740.92	\$873,304.61	\$3,735,115.06
	Per attached				
	Sworn Statement				
TOTAL LABOR AND MATERIAL TO COMPLETE		\$11,966,160.59	\$7,357,740.92	\$873,304.61	\$3,735,115.06

That there are no other contracts for said work outstanding, and that there is nothing due or to become due to any person for material, labor or other work of any kind done or to be done upon or in connection with said work other than above stated.

Signed this 30 day of September, 2022

Signature: _____

Subscribed and sworn to before me this 30 day of September, 2022



Christine A Tate
 Notary Signature & Seal

Please note, due to volume, carriers have advised of potential delays. We appreciate your patience during this unprecedented time.

800-548-1234

USA Blue Book
Get the Best Treatment™

You have successfully created a new account

Please note, due to volume, carriers have advised of potential delays. We appreciate your patience during this unprecedented time.

 **Secure Checkout** or continue shopping (/)

✓ Account

daveh@jjhenderson.com not you? (/usabbsignout.aspx)

✓ Billing To

Jj Henderson & Son Inc
4288 OLD GRAND AVE
Gurnee, IL 60031
UNITED STATES
18472443222

✓ Shipping To

Jj Henderson & Son Inc
4288 OLD GRAND AVE
Gurnee, IL 60031
UNITED STATES
18472443222

 Estimated Shipping

FedEx Ground Service \$103.26

 Paying With

Shopping Cart

Containment Deck, 6 Drum, 76-1/2" x 53" x 6", 61 Gallon; (/p-281213-containment-deck-6-drum-76-12-x-53-x-6-61-gallon.aspx)

SKU: 27318

Quantity

1

Delete (/shoppingcart/deleteitem/4335412?returnurl=%2Fshoppingcart.aspx)

SubTotal: \$444.95

Ramp for Containment Deck, 25.4"x 46"x 6.1"; (/p-281216-ramp-for-containment-deck-254x-46x-61.aspx)

SKU: 27321

Quantity

1

Delete (/shoppingcart/deleteitem/4335416?returnurl=%2Fshoppingcart.aspx)

SubTotal: \$220.95

Order Notes

Order Summary

Subtotal:	\$665.90
Estimated Shipping:	\$103.26
Estimated Tax:	\$65.38
Estimated Total:	\$834.54

By submitting your order, you agree to the terms and conditions below.

\$ 769.16

Taxes and shipping, if applicable, are only estimated prices. Actual shipping charges may differ from this estimate based on actual packaging of final shipment. Hazmat items incur special package and handling fees in addition to the standard shipping estimates provided. I also agree I have read and understood USABlueBook's Terms of Sale (<https://www.usabluebook.com/t-terms.aspx>).

8.)F.)2.



Work Change Directive

WCD No. 15

Date: 10/11/2022
 To: Sam Henderson
 Joseph J Henderson & Son

From: Billie Kershaw, Project Engineer

Project: Twin Lakes WWTF and Lift Stations Upgrades
 Subject: **Generator Neutral**

Attachments: JJH Proposal

You are directed to proceed promptly with the following:

Option 1 - in RFP #15.

Pull out the existing 3 sets of (3)-#500 and (1)-#2/0 ground in (3)-3-1/2" conduits from the generator to the transfer switch. Install 3 sets of (4)-#500 and (1)-#2/0 groun in the existing 3-1/2" conduits.

If a claim is made that the above change(s) have affected Contract Price or Contract Times, a Change Order based thereon will involve one or more of the methods listed below for determining the result of the change(s). If the change involves an increase in time, the estimated times are not to be exceeded without further authorization.

Contract Cost:

Lump Sum
 Unit Bid Price
 Time and Materials
 Other:

Estimated contract cost adjustment: Increase
\$21,069.00

Contract Time:

Engineer's Records
 Contractor's Records
 Other: No impact

Estimated increase in Contract Time:
 Substantial Completion: 0 days
 Final Completion: 0 days

AUTHORIZED*:
Village of Twin Lakes

OWNER

By: _____

Date: _____

*Only required with change in contract work scope, contract cost or contract time.

RECOMMENDED:
Town and Country Engineering

ENGINEER

By: _____
(AUTHORIZED SIGNATURE)

Date: _____

ACCEPTED:
Joseph J. Henderson, Inc.

CONTRACTOR

By: _____
(AUTHORIZED SIGNATURE)

Date: _____

Please sign and return to sender.

TOWN & COUNTRY ENGINEERING, INC.

Madison ♦ Rhinelander ♦ Kenosha

6264 Nesbit Road • Madison, WI 53719 • (608) 273-3350 • tce@tcengineers.net



JOSEPH J. HENDERSON & SON, INC.
GENERAL CONTRACTOR
ESTABLISHED 1928

4288 Old Grand Avenue
P.O. Box 9
Gurnee, IL 60031-0009
Phone: 847-244-3222
Fax: 847-244-9572

August 30, 2022

Billie Kershaw, Project Engineer
Town & Country Engineering, Inc.
2912 Marketplace Drive
Suite 103
Madison, WI 53719

Re: 2021 Wastewater Upgrades
Twin Lakes WWTF and Lift Stations
JH Project #1396

RFP #15 Generator Neutral

Dear Mrs. Kershaw,

Joseph J. Henderson & Son Inc., hereby submits pricing options to supply a neutral conductor for the generator feeder. Reference the attached proposal letter for a complete description of each pricing option.

	PPP COST	5% OH&P	1% BOND	TOTAL
OPTION 1	\$ 19,876.00	\$ 994.00	\$ 199.00	\$ 21,069.00
OPTION 1A	\$ 68,202.00	\$ 3,411.00	\$ 683.00	\$ 72,296.00
OPTION 2	\$ 27,387.00	\$ 1,370.00	\$ 274.00	\$ 29,031.00
OPTION 2A	\$ 74,267.00	\$ 3,714.00	\$ 743.00	\$ 78,724.00

Should you require further information, please contact this office.

Sincerely,
JOSEPH J. HENDERSON & SON, INC.

Sam Henderson

Sam Henderson
Project Manager

Attachments
cc: COR File



Premier Power Professionals Inc.

1914 Albert Street
Suite 202
Racine, WI 53404
262-632-2800
Fax: 262-632-2808

www.premierpowerpro.com

***** Change Request *****

DATE: 8-25-22

COMPANY: JJ Henderson

Atten: Brett Hancock

SUBJECT: Twin lakes WWTP-RFP 15 Generator Neutral

Premier Power Professionals would like to request a change order in the amount as listed below for the following change of scope:

Option 1: Replace conductors in existing conduit \$19,876.00

- This is assuming conduit is in good shape and old conductors can be removed

Option 1A: Replace conduit and conductors \$68,202.00

- Should the existing conduits be deteriorated to the point re-use is not feasible, new underground conduit, boxes, and conductors to be installed

Option 2: Replace conductors and add 30KVA transformer at Strut. 60 \$27,387.00

- This is assuming conduit is in good shape and old conductors can be removed

Option 2A: Replace conduit and conductors and add 30KVA transformer \$74,267.00

- Should the existing conduits be deteriorated to the point re-use is not feasible, new underground conduit, boxes, and conductors to be installed

It is our opinion that re-using the existing conduits will likely not be possible due to the fact they are rigid conduits installed in direct contact with the existing dirt. We have uncovered existing conduits elsewhere that are deteriorated to a point they are un-usable, which is common after 25 years underground.

If you have any questions or concerns regarding this proposal, please contact Premier Power as soon as possible.

Sincerely,

Joe Herda

Premier Power Professionals

Date: 8/18/2022

To: Bret Hancock
Joseph J. Henderson & Son, Inc.
4288 Old Grand Avenue
Gurnee, IL 60031

From: Project Engineer: Billie Kershaw
Electrical Engineer: Debbi Goehner

Project: 2021 Wastewater Upgrades Twin Lakes WWTF and Lift Stations
Subject: RFP No. 015: Generator Neutral

Bret Hancock,

Please provide contract pricing adjustments for each of the following options:

Option 1 -

Pull out the existing 3 sets of (3)-#500 and (1)-#2/0 ground in (3)-3-1/2" conduits from the generator to the transfer switch. Install 3 sets of (4)-#500s and (1)- #2/0 ground in the existing 3-1/2" conduits.

Option 2 -

Provide a two delta-wye transformer with secondary fused disconnect switch in STR 90 sized to serve the two UV banks. Alternatively, provide a NEMA 3R transformer to be installed at STR 60. Provide a new generator circuit as follows: 3 sets of (4)-#350s and (1)-#2/0 ground in the existing (3)-3-1/2" conduits.

Purpose:

1. The UV disinfection system requires a neutral conductor to ensure a stable 277V power source for the ballasts. The neutral is currently not available from the generator, and running the UV disinfection system on the generator has reportedly caused ballast failures.
2. The generator enclosure will need to be properly grounded if it is not already.
3. A neutral conductor needs to be run from the generator to the ATS in order to be Code compliant. The addition of a neutral conductor to the generator feeder will also ensure proper fault clearing operation of the generator output breaker, providing a low impedance path for a line to ground fault back to the source (the generator). The generator circuit should be sized for the 900AT breaker, either full ampacity (#350s) if the UV transformer is installed, or upsized (to #500s) if not, and the conductors need to be de-rated.

-Billie Kershaw (8/18/2022)

8.) F.) 3.



Work Change Directive

WCD No. 19

Date: 9/20/2022
 To: Sam Henderson
 Joseph J Henderson & Son

From: Billie Kershaw, Project Engineer

Project: Twin Lakes WWTF and Lift Stations Upgrades

Subject: **Pipe 23A Adjustments**

Attachments: JJH Proposal

You are directed to proceed promptly with the following:

Provide piping modifications to pipe 23A, 24B, and 25 as shown in the attached drawing. A section of 23A was originally planned to be abandoned. This pipe is now planned to be used to connect 24B to 25 with two 8" tees. The pipe to the southwest will still be abandoned as originally planned.

If a claim is made that the above change(s) have affected Contract Price or Contract Times, a Change Order based thereon will involve one or more of the methods listed below for determining the result of the change(s). If the change involves an increase in time, the estimated times are not to be exceeded without further authorization.

<u>Contract Cost:</u>	
<input checked="" type="checkbox"/>	Lump Sum
<input type="checkbox"/>	Unit Bid Price
<input type="checkbox"/>	Time and Materials
<input type="checkbox"/>	Other:
Estimated contract cost adjustment: Increase	
<u>\$8,158.00</u>	

<u>Contract Time:</u>	
<input type="checkbox"/>	Engineer's Records
<input type="checkbox"/>	Contractor's Records
<input checked="" type="checkbox"/>	Other: No impact
Estimated increase in Contract Time:	
Substantial Completion:	<u>0</u> days
Final Completion:	<u>0</u> days

AUTHORIZED*:
Village of Twin Lakes
 OWNER

RECOMMENDED:
Town and Country Engineering
 ENGINEER

By: _____

By: _____
(AUTHORIZED SIGNATURE)

Date: _____

Date: _____

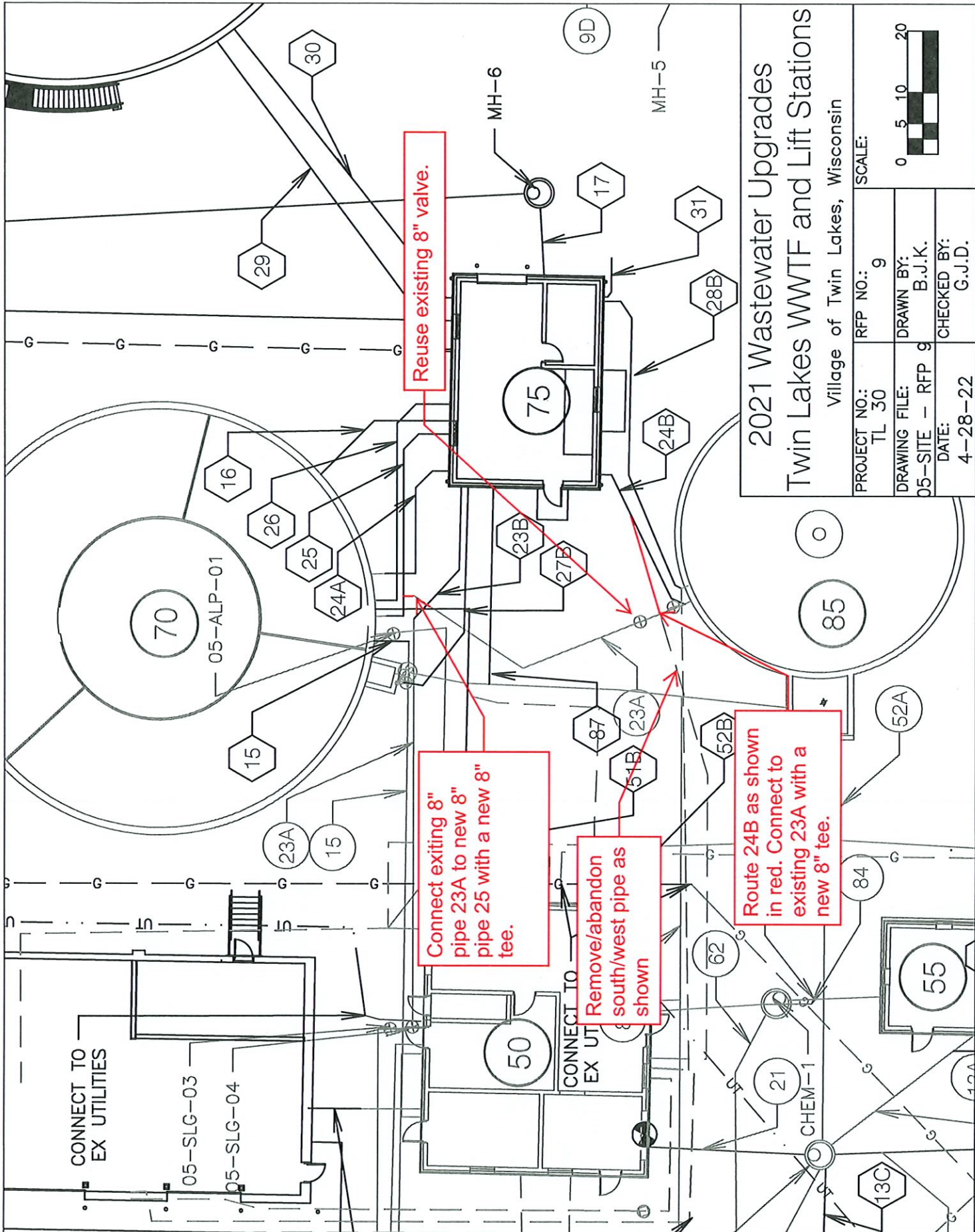
*Only required with change in contract work scope, contract cost or contract time.

ACCEPTED:
Joseph J. Henderson, Inc.
 CONTRACTOR

By: _____
(AUTHORIZED SIGNATURE)

Date: _____

Please sign and return to sender.



2021 Wastewater Upgrades
 Twin Lakes WWTF and Lift Stations
 Village of Twin Lakes, Wisconsin

PROJECT NO.: TL 30	RFP NO.: 9	SCALE:
DRAWING FILE: 05-SITE - RFP 9	DRAWN BY: B.J.K.	
DATE: 4-28-22	CHECKED BY: G.J.D.	



JOSEPH J. HENDERSON & SON, INC.
GENERAL CONTRACTOR
ESTABLISHED 1928

4288 Old Grand Avenue
P.O. Box 9
Gurnee, IL 60031-0009
Phone: 847-244-3222
Fax: 847-244-9572

September 19, 2022

Billie Kershaw, Project Engineer
Town & Country Engineering, Inc.
2912 Marketplace Drive
Suite 103
Madison, WI 53719

Re: 2021 Wastewater Upgrades
Twin Lakes WWTF and Lift Stations
JH Project #1396

JJH COR#9 RFP#9 Pipe 23A Adjustments (REV02)

Dear Mrs. Kershaw,

Joseph J. Henderson & Son Inc. hereby submits this proposal in the amount of \$8,158.00, as an addition to the contract amount for providing Pipe 23A adjustments in accordance with the attached RFP#9, REV02.

This proposal does not include any extra excavation as that is included in the original scope of work. Operator time and equipment is related to extra piping installation only.

Additional backup information is attached.

Should you require further information, please contact this office.

Sincerely,

Sam Henderson

Sam Henderson
Project Manager
Joseph J. Henderson & Son, Inc.

Attachments
cc: COR File



JOSEPH J. HENDERSON & SON, INC.
 GENERAL CONTRACTOR
 ESTABLISHED 1928

4288 Old Grand Avenue
 Gurnee, IL 60031
 PH: 847-244-3222
 FX: 847-244-2490

JJH Change Order Request #9 RFP#9 Pipe 23A Adjustments (REV02)

9/19/2022

Description			Labor		Material / Supply		Equipment		Sub	Totals
	Qty	Unit	rate	total	rate	total	rate	total		
8" DIP (CL 52 Tyton Joint)	20	LF		\$0.00	\$38.78	\$775.60		\$0.00		\$775.60
8" MJ Tee w/ Mega Lug, Hardware, & Gasket Kits	1	EA		\$0.00	\$577.00	\$577.00		\$0.00		\$577.00
8" MJ Sleeve	2	EA		\$0.00	\$363.00	\$726.00		\$0.00		\$726.00
8" MJ 45 Deg EL. w/ Mega Lug, Hardware, & Gasket Kits	3	EA		\$0.00	\$343.00	\$1,029.00		\$0.00		\$1,029.00
8"X6" MJ Tee w/ Mega Lug, Hardware, & Gasket Kits	1	EA		\$0.00	\$505.00	\$505.00		\$0.00		\$505.00
8" MJ Cap w/ Mega Lug, Hardware, & Gasket Kit	1	EA		\$0.00	\$179.00	\$179.00		\$0.00		\$179.00
Pipefitter	20	HRS	\$115.08	\$2,301.60		\$0.00		\$0.00		\$2,301.60
Laborer	10	HRS	\$93.09	\$930.90		\$0.00		\$0.00		\$930.90
Operator	0	HRS	\$116.68	\$0.00		\$0.00		\$0.00		\$0.00
JJH Doosan DX300LC-3 Excavator	0	DAYS		\$0.00		\$0.00	\$1,000.00	\$0.00		\$0.00
				\$0.00		\$0.00		\$0.00		\$0.00
				\$0.00		\$0.00		\$0.00		\$0.00
				\$0.00		\$0.00		\$0.00		\$0.00
				\$0.00		\$0.00		\$0.00		\$0.00
Subtotals				\$3,232.50		\$3,791.60		\$0.00	\$0.00	\$7,024.10
Notes:	JJH OH&P 15% \$ 1,053.62									
	SUB MARK 5% \$ -									
	JJH BOND 1% \$ 80.78									
									\$ 8,158.49	
TOTAL PRICE:								\$	8,158	



Bid Proposal for RFP #9 - 8" Cross Connection Line 23A to 25 & 24A

JOSEPH J. HENDERSON & SON, INC
 Job Location: Twin Lakes, WI
 Bid Date: 09/02/2022 04:00 pm
 Core & Main 2517197

Core & Main
 29950 Skokie Hwy
 Lake Bluff, IL 60044
 Phone: 847-473-1900
 Fax: 847-473-3873

Seq#	Qty	Description	Units	Price	Ext Price
		DUE TO CURRENT SUPPLY CHAIN DISRUPTIONS, MATERIALS ARE SUBJECT TO PRICING AT TIME OF SHIPMENT. MATERIAL AVAILABILITY AND TIMELINESS OF SHIPMENTS CANNOT BE GUARANTEED. THIS TERM SUPERSEDES ALL OTHER CONTRACTUAL PROVISIONS.			
10	20	8 TJ CL52 DI PIPE	FT	38.78	775.60
30	1	8 MJ TEE C153 USA	EA	577.00	577.00
40	2	8 MJ L/P SLV C153 USA	EA	336.00	672.00
50	3	8 MJ 45 C153 USA	EA	343.00	1,029.00
60	1	8X6 MJ TEE C153 USA	EA	505.00	505.00
70	1	8 MJ CAP C153 USA	EA	179.00	179.00
90		ALL TJ PIPE IS QUOTED WITH			
100		A BITUMINOUS EXTERIOR			
110		COATING AND A			
120		STANDARD CEMENT-LINED INTERIOR			
140		ALL MJ FITTINGS ARE QUOTED			
150		WITH A BITUMINOUS EXTERIOR			
160		COATING AND A			
170		STANDARD CEMENT-LINED INTERIOR			
190		ALL MJ FITTINGS ARE QUOTED			
200		WITH DI MEGALUGS, SBR GASKETS			
210		AND LOW ALLOY HIGH STRENGTH			
220		AWWA C111/A21.11-00			
240		THE MATERIALS QUOTED ARE BASED			
250		ON OUR INTERPRETATION OF THE			
260		PLANS AND SPECIFICATIONS. IT			
270		IS THE BUYER'S RESPONSIBILITY			
280		TO CONFIRM SIZES, QUANTITIES			
290		AND CONFORMANCE TO PROJECT			
300		SPECIFICATIONS			
310					
320		UNLESS OTHERWISE NOTED, THE			
330		PRICES QUOTED WILL REMAIN FIRM			
340		FOR ORDERS SHIPPED WITHIN 30			
350		DAYS OF QUOTATION DATE.			
360					
370		THANK YOU FOR THE OPPORTUNITY			



USED Tank & Chemical Transfer Quotation

Twin Lakes / Town & Country Eng.

9/30/22

Item Description	Quantity	List Price Each	Total
USED 3000 gallon polyethylene storage tank.	1	\$2,600.00	\$2,600.00
Shipping / transportation cost for delivery of tank from Janesville, WI to Twin Lakes Waste Water Plant	1	\$400.00	\$400.00
Labor - Tank Preparation, installatioin of fittings	5.25	\$95.00	\$498.75
Fittings for tank - valve, nipples reducers, bulkheads, etc.	1	\$150.00	\$150.00
Transfer of Ferric from existing tank to temporary tank	1	\$2,100.00	\$2,100.00

\$5,748.75

NOTE:

1- No charge for storage of ferric exceeding 3000 gal capacity of temp tank to be stored in totes on loan from Martelle Water, either onsite within secondary containment or at Martelle Water Facility in Janesville

2 - Expected cost to transfer Ferric from temporary tank into new tank would be \$2100 or less based on quantity of ferric left to transfer

3- If excess totes are stored Martelle Facility in Janesville - transportation charges for the return of the totes of ferric to Twin lakes, unless transport could be incorporated into the secondary transfer of chemical from temp tank to new tank.

4-Martell Water Treatment has no interest or obligation in the removal/disposal/clean-up of the used tank.