



TOWN COUNCIL REGULAR MEETING

APRIL 02, 2024 at 6:00 PM

Saratoga Town Hall, 110 E Spring Ave, Saratoga, WY 82331

AGENDA

CALL TO ORDER

- 1) Opening Ceremony
- 2) Roll Call: __Mayor Chuck Davis __Councilman Cooley __Councilwoman Beck
__Councilman Jerry Fluty

APPROVAL OF THE AGENDA

APPROVAL OF THE MINUTES

- [3\)](#) Meeting Minutes from March 19, 2024

APPROVAL OF THE BILLS

- 4) Deposits - \$144,392.94
- [5\)](#) Accounts Payable - \$93,118.71
- [6\)](#) Transmittals - \$17,209.72
- [7\)](#) Payroll - \$37,268.23

CORRESPONDENCE

- [8\)](#) Carbon County Visitor's Council Board Appointment

ITEMS FROM THE PUBLIC

- 9) Abby Parry - Carbon County Park Challenge

COUNCIL COMMENTS

REPORTS FROM DEPARTMENTS

Town Hall

- [10\)](#) PVCC Qtr 3 Invoice #1527 - \$15,000.00
- [11\)](#) Child Abuse Awareness and Prevention Month Proclamation
- [12\)](#) 2022-2023 Audit Engagement Letter

Police Department

- 13) Powerphone
- 14) Hiring Update

15) Officer Casey Lehr Oath of Office

Fire Department

Recreation Department

Next meeting is May 6, 2024, at 6:00 PM at the Town Hall Council Chambers

[16\)](#) SCRAIP Grant Application

Department of Public Works

[17\)](#) River Street Bid Results and Notice of Award

[18\)](#) OV Consulting Invoice #2952 \$22,042.00

[19\)](#) Engineering Associates Invoice 4403025 - \$32,420.18

REPORTS FROM BOARDS AND COMMISSIONS

Water and Sewer Joint Power Board

Next meeting is April 10, 2024, at 5:30 PM at the PVCC

Planning Commission

Next meeting is April 9, 2024, at 5:30 PM at the Town Hall Council Chambers

Community Center Joint Powers Board

Next meeting is April 8, 2024, at 4:30 PM at the PVCC

Recreation Commission

Next meeting is May 6, 2024, at 6:00 PM at the Town Hall Council Chambers

Saratoga Airport Advisory Board

Next meeting is April 8, 2024, at 3:30 PM at the Town Hall Council Chambers

South Central Wyoming Emergency Medical Services Board

Next meeting is April 15, 2024, at 6:00 PM

NEW BUSINESS

EXECUTIVE SESSION

To discuss personnel and matters of litigation in accordance with W.S. 16-4-405(a) (ii) and (iii)

Exit executive session noting no action was taken and to seal the minutes at HH:MM PM

FURTHER BUSINESS

ADJOURNMENT

**THE NEXT TOWN COUNCIL MEETING WILL BE ON
TUESDAY, APRIL 16, 2024, AT 6:00 PM.**



**TOWN COUNCIL REGULAR MEETING
MARCH 19, 2024 at 6:00 PM**

Saratoga Town Hall, 110 E Spring Ave, Saratoga, WY 82331

MINUTES

CALL TO ORDER

- 1) Opening Ceremony
Mayor Chuck Davis called the meeting to order at 6:00 PM
- 2) Roll Call: __Mayor Chuck Davis __Councilman Cooley __Councilwoman Beck
__Councilman Jerry Fluty
All members of Council were present.

APPROVAL OF THE AGENDA

Mayor Chuck Davis added Jon Nelson to the agenda under items from the public.

Motion to approve agenda made by Councilman Mike Cooley, second by Councilman Jerry Fluty. Motion carried.

APPROVAL OF THE MINUTES

- 3) Minutes from March 5, 2024, Council Meeting
Motion to approve minutes from March 5, 2024, meeting made by Councilman Mike Cooley, second by Councilman Jerry Fluty. Motion carried.

APPROVAL OF THE BILLS

Motion to approve financials, made by Councilman Jerry Fluty, second by Councilman Mike Cooley. Motion carried.

- 4) Deposits - \$291,086.97
- 5) Accounts Payable - \$37,888.27
- 6) Transmittals- \$39,788.11
- 7) Payroll- \$36,279.31

CORRESPONDENCE

ITEMS FROM THE PUBLIC

Jon Nelson brought forward a proposal to change Town Ordinance to allow chickens (hens only) and a max number of 6 in town limits. No action was taken. Mayor Chuck Davis stated that as ordinances are reviewed, this will be taken into consideration.

- 8) Special Event Application - Amanda Escobedo Elevate Events
Motion to approve Special Events Permit for Aug 10, with the approval of the tent being erected on Aug 9 and taken down first thing in the morning of Aug 11 by Councilman Jerry Fluty, second by Councilwoman Kathy Beck. Motion carried.
- 9) Representative Bob Davis - Legislative Update
Representative Bob Davis stated the Pass-Through Pools Legislation was passed; local state distribution went up to \$146 million Saratoga portion will be \$81,279.00.
He was in Cheyenne for the budget process Stated it was a good budget session with lots of compromising between the House and the Senate, if you have questions, reach out and he is happy to answer questions.

COUNCIL COMMENTS

REPORTS FROM DEPARTMENTS

Town Hall

- 10) Matt Webster - Crowd Strike I.T. Back-Up Security Program
Matt Webster with Crowd Strike, and Carbon County Emergency Management Coordinator Lenny Layman, presented Crowd Strike Back-Up Security Program. Program is offered to all municipalities in Wyoming free of charge for 2 years.
Motion was made by Councilman Jerry Fluty to sign up with Crowd Strike, second by Councilman Mike Cooley. Motion carried.
- 11) WAM-JPIC Board of Directors Official Ballot
- 12) Little League \$2100.00
Motion to give Platte Valley Little League \$2100.00 for fence repair from the Wyoming Community Gas awarded in 2023 by Councilwoman Kathy Beck, second by Councilman Mike Cooley. Motion carried.

Police Department

Chief Mike Morris stated vehicle repairs are needed on two of the patrol vehicles. Repairs on the 2018 Chevy truck will be \$3200.00, and the Explorer, \$2000.00 in repairs. Motion to approve vehicles for repair made by Councilman Jerry Fluty, second by Councilman Mike Cooley. Motion carried.

- 13) SHSP Grant
- 14) Dispatch Update
Chief Mike Morris stated that during the MOU with the Carbon County Sheriff Office the Town of Saratoga spent \$45,000 in roughly 60 days to staff the dispatch center. Chief Morris has met with Sheriff Alex Bakken and Mike Ward, stated that they believe that a Joint Powers Board is the best idea. Chief Morris is working to get a public meeting mid-April to gather opinions and address any concerns and questions.
Mayor Chuck Davis stated we need to set a date and have a limit time, have meeting at a neutral site. He also reiterated that no decision has been made about the future of dispatch at this time.
- 15) Hiring Update
Chief Mike Morris stated he has met with two candidates for Police Officers, Charles Holt was the Medicine Bow Marshall and is just shy of receiving his professional peace officer

certificate, he is an EMT, and Firefighter, and Casey Lehr from the Carbon County Sheriff Office has his Professional Peace Officer Certificate. Both will start at 24.00 hour and at the end of 6 months will move up to 24.50 hour. Both will start April 1, and will be under an FTO.

Motion to approve the hiring of both Casey Lehr and Charles Holt as Police Officers with a starting wage of \$24.00 to start April 1, 2024, made by Councilwoman Kathy Beck, second by Councilman Mike Cooley. Motion carried.

Fire Department

- 16) Curtis Blitzfire Package Quote \$5,180.25
Motion to approve Curtis Blitzfire Monitor Package Quote for \$5,180.25 made by Councilman Jerry Fluty, second by Councilman Mike Cooley. Motion carried.
- 17) MES Quote \$1,607.98
Motion to approve quote from MES Thermal imager in the amount of \$1,607.98 made by Councilman Mike Cooley, second by Councilwoman Kathy Beck. Motion carried.
- 18) New Member Savannah Wells
Town of Saratoga would like to welcome new member Savannah Wells aboard.
- 19) Fire Dept Budget
- 20) Truck 13 Back in Town, Back in Service

Recreation Department

Next meeting is April 1, 2024, at 6:00 PM at the Town Hall Council Chambers

- 21) Correction - Whisper Bunch Wage
Motion to approve Whisper Bunch pay increase from \$17.00 an hour to \$18.00 an hour as a correction from the last meeting, made by Councilman Jerry Fluty, second by Councilwoman Kathy Beck. Motion carried.

Department of Public Works

Director Emery Penner stated the River Street Bid is opening tomorrow, Never Forget Park is back out for bid. Looking for part-time seasonal workers for mosquito spraying and weed maintenance, wages will be the same as last year. He has met with the Wyoming Water Development Commission Project Manager; they went over the Level 2 application and possible options for Tank Project. They will continue work through the process. The concrete will be getting poured at the pool the end of the week. Director Penner would like to thank the property owners around the Myrtle St Lift Station for being so patient during the project.

- 22) Asphalt Crushing Bid
Motion to proceed with contract for Asphalt Crushing with Plattoga Holdings LLC made by Councilwoman Kathy Beck, second by Councilman Jerry Fluty. Motion carried.

REPORTS FROM BOARDS AND COMMISSIONS

Water and Sewer Joint Power Board

Next meeting is April 10, 2024, at 5:30 PM at the PVCC

Planning Commission

Next meeting is April 9, 2024, at 5:30 PM at the Town Hall Council Chambers

Airbnb was the topic at the last meeting between, one concerned citizen, a hotel owner, and an Airbnb owner. Chairman McCall Burau stated the Board is passionate about getting a permit for

Airbnb's. Mayor Chuck Davis would like to hear back the Town Attorney before the council makes any decision, there will also have to be a public meeting.

Community Center Joint Powers Board

Next meeting is April 8, 2024, at 4:30 PM at the PVCC

Recreation Commission

Next meeting is April 1, 2024, at 6:00 PM at the Town Hall Council Chambers

Saratoga Airport Advisory Board

Next meeting is April 8, 2024, at 3:30 PM at the Town Hall Council Chambers

Secretary Brenda Mistelske reported they did not have quorum at the last meeting. The board did discuss cameras, grants for the masterplan, getting a fire truck at airport, and an upcoming fuel farm inspection.

South Central Wyoming Emergency Medical Services Board

Next meeting is April 15, 2024 at 6:00 PM at the Saratoga Ambulance Barn

NEW BUSINESS

Mayor Chuck Davis stated the Town of Saratoga will advertise to fill the empty council seat starting March 25 to April 19. All members of council agreed.

EXECUTIVE SESSION

FURTHER BUSINESS

ADJOURNMENT

Motion was made to adjourn meeting at 7:52 by Councilman Jerry Fluty, second by Councilman Mike Cooley. Motion carried.

**THE NEXT TOWN COUNCIL MEETING WILL BE ON
TUESDAY, April 2, 2024, AT 6:00 PM.**

Mayor Chuck Davis

Jennifer Anderson, Town Clerk

Report Criteria:
Detail report.
Invoices with totals above \$0.00 included.
Paid and unpaid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
APG Media of the Rockies, LLC.									
7402	APG Media of the Rockies, LLC.	490429	Acct# 56778-Never Forget Park-Ad For	03/12/2024	436.26	.00		10-444-724	424
7402	APG Media of the Rockies, LLC.	490435	Acct# 56778-Never Forget Park-Ad For	03/12/2024	479.89	.00		10-444-724	424
7402	APG Media of the Rockies, LLC.	490437	Acct# 56778-Never Forget Park-Ad For	03/12/2024	530.34	.00		10-444-724	424
Total APG Media of the Rockies, LLC.:					1,446.49	.00			
Assembled Products Corporation									
7726	Assembled Products Corporation	7915903	Cargo Barrier For New Durango-PD	02/27/2024	855.60	.00		22-446-262	324
Total Assembled Products Corporation:					855.60	.00			
Black Hills Energy									
3400	Black Hills Energy	2/19/24-3/18/2	Acct# 4893 8916 95-Meter# BHE47050	03/20/2024	107.42	.00		10-422-270	324
3400	Black Hills Energy	2/19/24-3/18/2	Acct# 6102 9457 17-Meter# BHE66466	03/20/2024	111.78	.00		51-531-270	324
3400	Black Hills Energy	2/19/24-3/18/2	Acct# 6102 9457 17-Meter# BHE66466	03/20/2024	111.78	.00		52-532-270	324
3400	Black Hills Energy	2/19/24-3/18/2	Acct# 6106 0330 32-Meter# BHE30707	03/20/2024	313.25	.00		10-431-270	324
3400	Black Hills Energy	2/19/24-3/18/2	Acct# 6113 7275 62-Meter# BHE57941	03/20/2024	224.36	.00		10-422-270	324
3400	Black Hills Energy	2/19/24-3/18/2	Acct# 7953 7231 14-Meter# SG528271	03/20/2024	92.02	.00		10-411-270	324
3400	Black Hills Energy	2/19/24-3/18/2	Acct# 7953 7231 14-Meter# SG528271	03/20/2024	92.03	.00		10-421-270	324
Total Black Hills Energy:					1,052.64	.00			
Capital Business Systems Inc (WY)									
7400	Capital Business Systems Inc (WY)	1375772	Contract# 16436-01-Overage Charge-2	03/18/2024	.20	.00		10-411-240	324
7400	Capital Business Systems Inc (WY)	1375772	Contract# 16436-01-Overage Charge-2	03/18/2024	.19	.00		10-412-240	324
7400	Capital Business Systems Inc (WY)	1375772	Contract# 16436-01-Overage Charge-2	03/18/2024	.19	.00		10-413-240	324
7400	Capital Business Systems Inc (WY)	1375772	Contract# 16436-01-Overage Charge-2	03/18/2024	.19	.00		10-431-240	324
7400	Capital Business Systems Inc (WY)	1375772	Contract# 16436-01-Overage Charge-2	03/18/2024	.10	.00		51-531-240	324
7400	Capital Business Systems Inc (WY)	1375772	Contract# 16436-01-Overage Charge-2	03/18/2024	.10	.00		52-532-240	324
7400	Capital Business Systems Inc (WY)	1379270	USC Phone Service Contract# 15178-0	03/28/2024	59.24	.00		10-411-280	324
7400	Capital Business Systems Inc (WY)	1379270	USC Phone Service Contract# 15178-0	03/28/2024	59.24	.00		10-412-280	324
7400	Capital Business Systems Inc (WY)	1379270	USC Phone Service Contract# 15178-0	03/28/2024	59.24	.00		10-413-280	324
7400	Capital Business Systems Inc (WY)	1379270	USC Phone Service Contract# 15178-0	03/28/2024	59.24	.00		10-421-280	324
7400	Capital Business Systems Inc (WY)	1379270	USC Phone Service Contract# 15178-0	03/28/2024	59.24	.00		10-422-280	324

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
7400	Capital Business Systems Inc (WY)	1379270	USC Phone Service Contract# 15178-0	03/28/2024	59.24	.00		10-431-280	324
7400	Capital Business Systems Inc (WY)	1379270	USC Phone Service Contract# 15178-0	03/28/2024	59.24	.00		10-441-280	324
7400	Capital Business Systems Inc (WY)	1379270	USC Phone Service Contract# 15178-0	03/28/2024	59.24	.00		10-442-280	324
7400	Capital Business Systems Inc (WY)	1379270	USC Phone Service Contract# 15178-0	03/28/2024	59.24	.00		10-443-280	324
7400	Capital Business Systems Inc (WY)	1379270	USC Phone Service Contract# 15178-0	03/28/2024	59.23	.00		10-445-280	324
7400	Capital Business Systems Inc (WY)	1379270	USC Phone Service Contract# 15178-0	03/28/2024	59.23	.00		42-533-270	324
7400	Capital Business Systems Inc (WY)	1379270	USC Phone Service Contract# 15178-0	03/28/2024	29.62	.00		51-531-280	324
7400	Capital Business Systems Inc (WY)	1379270	USC Phone Service Contract# 15178-0	03/28/2024	29.62	.00		52-532-280	324
Total Capital Business Systems Inc (WY):					711.83	.00			
Capital Business Systems, Inc. (TX)									
7346	Capital Business Systems, Inc. (TX)	36185206	Cannon Copier Agreement-2/15/24 to 3	03/21/2024	95.78	.00		10-411-240	324
7346	Capital Business Systems, Inc. (TX)	36185206	Cannon Copier Agreement-2/15/24 to 3	03/21/2024	95.76	.00		10-412-240	324
7346	Capital Business Systems, Inc. (TX)	36185206	Cannon Copier Agreement-2/15/24 to 3	03/21/2024	95.76	.00		10-413-240	324
7346	Capital Business Systems, Inc. (TX)	36185206	Cannon Copier Agreement-2/15/24 to 3	03/21/2024	437.48	.00		10-421-240	324
7346	Capital Business Systems, Inc. (TX)	36185206	Cannon Copier Agreement-2/15/24 to 3	03/21/2024	47.88	.00		51-531-240	324
7346	Capital Business Systems, Inc. (TX)	36185206	Cannon Copier Agreement-2/15/24 to 3	03/21/2024	47.88	.00		52-532-240	324
7346	Capital Business Systems, Inc. (TX)	36185206	Cannon Copier Agreement-2/15/24 to 3	03/21/2024	95.76	.00		10-431-240	324
Total Capital Business Systems, Inc. (TX):					916.30	.00			
Converge One									
7435	Converge One	3480590	Cust# VTWTOWSAR0001-E911 Monito	09/12/2023	7,585.44	.00		10-421-225	324
Total Converge One:					7,585.44	.00			
DBT Transportation Services LLC									
7355	DBT Transportation Services LLC	2553445	Periodic Maintenance-AWOS Quarterly-	04/01/2024	934.00	.00		42-533-724	424
7355	DBT Transportation Services LLC	2553445	Weather Data Services Into NAS-Quart	04/01/2024	250.00	.00		42-533-724	424
Total DBT Transportation Services LLC:					1,184.00	.00			
Engineering Associates									
4170	Engineering Associates	4403025	Project# 23456.00-Professional Service	03/19/2024	32,420.18	.00		22-446-250	324
Total Engineering Associates:					32,420.18	.00			
Herold Iron Works									
2985	Herold Iron Works	0034343	Cap Materials For Posts-Lift Station-3/2	03/26/2024	7.60	.00		52-532-650	324

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
Total Herold Iron Works:					7.60	.00			
Hotel Wolf									
7727	Hotel Wolf	03202024	CCCOG Meeting Catering-25 People-3/	03/20/2024	525.00	.00		10-411-240	324
Total Hotel Wolf:					525.00	.00			
Megan James									
7413	Megan James	032024	Morning Mash Up Class Instruction-Mar	03/31/2024	184.00	.00		10-445-483	324
Total Megan James:					184.00	.00			
MPM Corp									
3945	MPM Corp	9150479	Trash Removal For March 2024-Lake	03/31/2024	240.00	.00		10-443-262	424
3945	MPM Corp	9150479	Trash Removal For March 2024-Vetera	03/31/2024	80.00	.00		10-444-262	424
3945	MPM Corp	9150479	Trash Removal For March 2024-Hot Po	03/31/2024	80.00	.00		10-442-262	424
3945	MPM Corp	9150479	Trash Removal For March 2024-TH	03/31/2024	17.50	.00		10-411-262	424
3945	MPM Corp	9150479	Trash Removal For March 2024-PD	03/31/2024	17.50	.00		10-421-262	424
3945	MPM Corp	9150479	Trash Removal For March 2024-Kathy	03/31/2024	45.00	.00		10-444-262	424
3945	MPM Corp	9150479	Trash Removal For March 2024-Streets	03/31/2024	15.00	.00		10-431-262	424
3945	MPM Corp	9150479	Trash Removal For March 2024-Water	03/31/2024	15.00	.00		51-531-262	424
3945	MPM Corp	9150479	Trash Removal For March 2024-Sewer	03/31/2024	15.00	.00		52-532-262	424
3945	MPM Corp	9150479	Trash Removal For March 2024-Lagoo	03/31/2024	35.00	.00		52-532-262	424
3945	MPM Corp	9150479	Trash Removal For March 2024-Dog P	03/31/2024	45.00	.00		10-444-262	424
Total MPM Corp:					605.00	.00			
NAPA Auto Parts Saratoga									
7658	NAPA Auto Parts Saratoga	03312024	Inv# 904931-ATC-10 Fuse For Plow Tru	03/31/2024	3.69	.00		10-431-248	424
7658	NAPA Auto Parts Saratoga	03312024	Inv# 905175-Blistar Pack Capsules-He	03/31/2024	39.98	.00		10-421-255	424
7658	NAPA Auto Parts Saratoga	03312024	Inv# 905347-Cut Off Wheel (3)-Flap Dis	03/31/2024	36.82	.00		52-532-240	424
7658	NAPA Auto Parts Saratoga	03312024	Inv# 905495-Interior Cleaner-Shop Sup	03/31/2024	11.99	.00		51-531-240	424
7658	NAPA Auto Parts Saratoga	03312024	Inv# 905701-Antifreeze-3/19/24-Sewer	03/31/2024	17.99	.00		52-532-250	424
7658	NAPA Auto Parts Saratoga	03312024	Inv# 905821-Electric Cleaner-Chain Ca	03/31/2024	19.48	.00		51-531-240	424
7658	NAPA Auto Parts Saratoga	03312024	Inv# 906257-Boxed Mini Light Bulbs-3/	03/31/2024	17.30	.00		51-531-250	424
7658	NAPA Auto Parts Saratoga	03312024	Inv# 906376-Peak -30 All In One-Premi	03/31/2024	78.15	.00		10-421-255	424
Total NAPA Auto Parts Saratoga:					225.40	.00			

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
Norco Inc									
7148	Norco Inc	40311016	Acct# HO322-Cylinder Rent-March 202	03/31/2024	42.78	.00		10-431-240	424
Total Norco Inc:					42.78	.00			
OV Consulting									
7717	OV Consulting	2952	Project# 10250-Transportation Alterena	03/11/2024	3,200.00	.00		10-412-741	424
7717	OV Consulting	2952	Project# 10250-Transportation Alterena	03/11/2024	290.00	.00		10-412-741	424
7717	OV Consulting	2952	Project# 10250-Transportation Alterena	03/11/2024	5,075.00	.00		10-412-741	424
7717	OV Consulting	2952	Project# 10250-Transportation Alterena	03/11/2024	3,120.00	.00		10-412-741	424
7717	OV Consulting	2952	Project# 10250-Transportation Alterena	03/11/2024	10,357.00	.00		10-412-741	424
Total OV Consulting:					22,042.00	.00			
Platte Valley Community Center									
4330	Platte Valley Community Center	1527	PVCC/Town of Saratoga Agreement-3r	03/19/2024	15,000.00	.00		10-410-539	324
Total Platte Valley Community Center:					15,000.00	.00			
Plattoga Holdings, LLC									
7523	Plattoga Holdings, LLC	SI-1480	Crusher Run Base-Trucking/Freight Tan	03/21/2024	968.82	.00		22-446-250	324
7523	Plattoga Holdings, LLC	SI-1480	Crusher Run Base-Trucking/Freight Tan	03/21/2024	968.81	.00		50-450-340	324
Total Plattoga Holdings, LLC:					1,937.63	.00			
Proforce Marketing, Inc.									
4443	Proforce Marketing, Inc.	545483	PA475S702MOS/GLK LE 47 9MM PST	03/26/2024	481.00	.00		10-421-740	324
Total Proforce Marketing, Inc.:					481.00	.00			
R.P. Lumber Co, Inc.									
7522	R.P. Lumber Co, Inc.	03282024	Inv# 2166752-4x4x10 MCA Treated#2-	03/28/2024	34.00	.00		10-431-240	324
7522	R.P. Lumber Co, Inc.	03282024	Inv# 2180777-UPS Freight-Shipping Fo	03/28/2024	23.82	.00		10-431-240	324
7522	R.P. Lumber Co, Inc.	03282024	Inv# 2182535-4x4x12 MCA Treated#2-	03/28/2024	815.60	.00		22-446-250	324
Total R.P. Lumber Co, Inc.:					873.42	.00			
Rocky Mountain Air Solutions									
7427	Rocky Mountain Air Solutions	30510604	Cust# 30114-Bottle Rental-CL-2.5-CL-2	03/20/2024	153.14	.00		51-531-241	324
7427	Rocky Mountain Air Solutions	30510604	Cust# 30114-Bottle Rental-CL-2.5-CL-2	03/20/2024	153.15	.00		52-532-241	324

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
Total Rocky Mountain Air Solutions:					306.29	.00			
Rocky Mountain Battery LLC									
7692	Rocky Mountain Battery LLC	21337875	MTP-94R/H7 Battery-Streets	03/18/2024	145.95	.00		10-431-250	324
Total Rocky Mountain Battery LLC:					145.95	.00			
Smith Psychological Services LLC									
7541	Smith Psychological Services LLC	7471	Evaluation For Ingleby-PD	03/07/2024	400.00	.00		10-421-310	324
Total Smith Psychological Services LLC:					400.00	.00			
The Cowboy Couture									
6991	The Cowboy Couture	2024-74	Embroidered Mesh Caps (6)-PD	03/26/2024	160.09	.00		10-421-200	324
Total The Cowboy Couture:					160.09	.00			
Union Telephone Co									
5630	Union Telephone Co	70001447-031	Acct# 70001447-TH Cells-3/17/24	03/17/2024	40.05	.00		10-411-280	324
5630	Union Telephone Co	70001447-031	Acct# 70001447-PZ Cells-3/17/24	03/17/2024	30.63	.00		10-412-280	324
5630	Union Telephone Co	70001447-031	Acct# 70001447-Streets Cells-3/17/24	03/17/2024	63.61	.00		10-431-280	324
5630	Union Telephone Co	70001447-031	Acct# 70001447-Rec Cells-3/17/24	03/17/2024	40.05	.00		10-445-280	324
5630	Union Telephone Co	70001447-031	Acct# 70001447-Water Cells-3/17/24	03/17/2024	30.63	.00		51-531-280	324
5630	Union Telephone Co	70001447-031	Acct# 70001447-Sewer Cells-3/17/24	03/17/2024	30.63	.00		52-532-280	324
5630	Union Telephone Co	70091365-032	Acct# 70091365-VFD Landline-3/24/24	03/24/2024	51.44	.00		10-422-280	324
5630	Union Telephone Co	70091372-032	Acct# 70091372-Airport Landline-3/24/24	03/24/2024	105.04	.00		42-533-270	324
5630	Union Telephone Co	70091381-032	Acct# 70091381-Streets Landline & DS	03/24/2024	18.83	.00		10-431-280	324
5630	Union Telephone Co	70091381-032	Acct# 70091381-Lake Landline & DSL	03/24/2024	18.83	.00		10-443-280	324
5630	Union Telephone Co	70091381-032	Acct# 70091381-Water Landline & DSL	03/24/2024	36.55	.00		51-531-280	324
5630	Union Telephone Co	70091381-032	Acct# 70091381-Sewer Landline & DSL	03/24/2024	36.55	.00		52-532-280	324
5630	Union Telephone Co	70091416-032	Acct# 70091416-TH-3/24/24	03/24/2024	90.24	.00		10-411-280	324
5630	Union Telephone Co	70091416-032	Acct# 70091416-Court-3/24/24	03/24/2024	22.56	.00		10-413-280	324
5630	Union Telephone Co	70091422-032	Acct# 70091422-PD Landline & DSL-3/	03/24/2024	299.57	.00		10-421-280	324
5630	Union Telephone Co	70092204-032	Acct# 70092204-Rec Landline & DSL-3	03/24/2024	79.84	.00		10-445-280	324
5630	Union Telephone Co	70122064-031	Acct# 70122064-PD E911-3/17/24	03/17/2024	619.63	.00		25-421-320	324
Total Union Telephone Co:					1,614.68	.00			

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
Upper Platte River Solid Waste Disposal									
7528	Upper Platte River Solid Waste Disposa	49829	Waste Disposal-March 2024-Lake	03/25/2024	142.00	.00		10-443-262	324
7528	Upper Platte River Solid Waste Disposa	49829	Waste Disposal-March 2024-Kathy Glo	03/25/2024	38.00	.00		10-444-262	324
7528	Upper Platte River Solid Waste Disposa	49829	Waste Disposal-March 2024-Veterans I	03/25/2024	245.00	.00		10-444-262	324
7528	Upper Platte River Solid Waste Disposa	49829	Waste Disposal-March 2024-Hot Pool/B	03/25/2024	408.00	.00		10-444-262	324
7528	Upper Platte River Solid Waste Disposa	49829	Waste Disposal-March 2024-TH	03/25/2024	19.00	.00		10-411-262	324
7528	Upper Platte River Solid Waste Disposa	49829	Waste Disposal-March 2024-PD	03/25/2024	19.00	.00		10-421-262	324
7528	Upper Platte River Solid Waste Disposa	49829	Waste Disposal-March 2024-Shop	03/25/2024	245.00	.00		10-431-262	324
7528	Upper Platte River Solid Waste Disposa	49829	Waste Disposal-March 2024-Water	03/25/2024	19.00	.00		51-531-262	324
7528	Upper Platte River Solid Waste Disposa	49829	Waste Disposal-March 2024-Sewer	03/25/2024	19.00	.00		52-532-262	324
Total Upper Platte River Solid Waste Disposal:					1,154.00	.00			
Valerie Larscheid									
6981	Valerie Larscheid	032024	Fitness Spinning Class Instruction-Marc	03/31/2024	116.00	.00		10-445-483	324
6981	Valerie Larscheid	032024	Low Impact Fitness Class Instruction-M	03/31/2024	56.00	.00		10-445-483	324
Total Valerie Larscheid:					172.00	.00			
Wyoming Machinery Company									
6705	Wyoming Machinery Company	PO8009231	Bolt-Cutting Edge-End Edge-Nut-Street	03/06/2024	641.64	.00		10-431-250	324
6705	Wyoming Machinery Company	PO8009231	Bolt-Cutting Edge-End Edge-Nut-Water	03/06/2024	213.87	.00		51-531-250	324
6705	Wyoming Machinery Company	PO8009231	Bolt-Cutting Edge-End Edge-Nut-Sewer	03/06/2024	213.88	.00		52-532-250	324
Total Wyoming Machinery Company:					1,069.39	.00			
Grand Totals:					93,118.71	.00			

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	GL Acct No	GL Period
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Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:
Detail report.
Invoices with totals above \$0.00 included.
Paid and unpaid invoices included.

Due Date	Discount Lost Due Date	Vendor Number	Vendor Name	Invoice Number	Invoice Amount	Discount Amount	Partial Payments	Net Due Amount	Pay	Partial Pmt Amt	Part Pmt Disc Amt
04/12/2024		7402	APG Media of the Rockies,	490429	436.26	.00	.00	436.26			
04/12/2024		7402	APG Media of the Rockies,	490435	479.89	.00	.00	479.89			
04/12/2024		7402	APG Media of the Rockies,	490437	530.34	.00	.00	530.34			
03/28/2024		7726	Assembled Products Corpo	7915903	855.60	.00	.00	855.60			
04/09/2024		3400	Black Hills Energy	2/19/24-3/18/	1,052.64	.00	.00	1,052.64			
04/17/2024		7400	Capital Business Systems I	1375772	.97	.00	.00	.97			
04/27/2024		7400	Capital Business Systems I	1379270	710.86	.00	.00	710.86			
04/15/2024		7346	Capital Business Systems,	36185206	916.30	.00	.00	916.30			
10/11/2024		7435	Converge One	3480590	7,585.44	.00	.00	7,585.44			
05/01/2024		7355	DBT Transportation Servic	2553445	1,184.00	.00	.00	1,184.00			
04/18/2024		4170	Engineering Associates	4403025	32,420.18	.00	.00	32,420.18			
03/26/2024		2985	Herold Iron Works	0034343	7.60	.00	.00	7.60			
03/20/2024		7727	Hotel Wolf	03202024	525.00	.00	.00	525.00			
03/31/2024		7413	Megan James	032024	184.00	.00	.00	184.00			
03/31/2024		3945	MPM Corp	9150479	605.00	.00	.00	605.00			
04/30/2024		7658	NAPA Auto Parts Saratoga	03312024	225.40	.00	.00	225.40			
03/31/2024		7148	Norco Inc	40311016	42.78	.00	.00	42.78			
04/11/2024		7717	OV Consulting	2952	22,042.00	.00	.00	22,042.00			
04/15/2024		4330	Platte Valley Community C	1527	15,000.00	.00	.00	15,000.00			
04/20/2024		7523	Plattoga Holdings, LLC	SI-1480	1,937.63	.00	.00	1,937.63			
04/25/2024		4443	Proforce Marketing, Inc.	545483	481.00	.00	.00	481.00			
04/10/2024		7522	R.P. Lumber Co, Inc.	03282024	873.42	.00	.00	873.42			
04/19/2024		7427	Rocky Mountain Air Solutio	30510604	306.29	.00	.00	306.29			
04/17/2024		7692	Rocky Mountain Battery LL	21337875	145.95	.00	.00	145.95			
04/06/2024		7541	Smith Psychological Servic	7471	400.00	.00	.00	400.00			
04/26/2024		6991	The Cowboy Couture	2024-74	160.09	.00	.00	160.09			
04/26/2024		5630	Union Telephone Co	70122064-03	619.63	.00	.00	619.63			
05/06/2024		5630	Union Telephone Co	70001447-03	235.60	.00	.00	235.60			
05/13/2024		5630	Union Telephone Co	70091365-03	51.44	.00	.00	51.44			
05/13/2024		5630	Union Telephone Co	70091372-03	105.04	.00	.00	105.04			
05/13/2024		5630	Union Telephone Co	70091381-03	110.76	.00	.00	110.76			
05/13/2024		5630	Union Telephone Co	70091416-03	112.80	.00	.00	112.80			
05/13/2024		5630	Union Telephone Co	70091422-03	299.57	.00	.00	299.57			
05/13/2024		5630	Union Telephone Co	70092204-03	79.84	.00	.00	79.84			
04/24/2024		7528	Upper Platte River Solid W	49829	1,154.00	.00	.00	1,154.00			
03/31/2024		6981	Valerie Larscheid	032024	172.00	.00	.00	172.00			
04/05/2024		6705	Wyoming Machinery Comp	PO8009231	1,069.39	.00	.00	1,069.39			
Grand Totals:				37	93,118.71	.00	.00	93,118.71			

Cash Requirements Summary

Date	Invoice Amount	Discount Amount	Partial Payments	Net Due Amount	Net Cumulative Amount
03/20/2024	525.00	.00	.00	525.00	525.00
03/26/2024	7.60	.00	.00	7.60	532.60
03/28/2024	855.60	.00	.00	855.60	1,388.20
03/31/2024	1,003.78	.00	.00	1,003.78	2,391.98
04/05/2024	1,069.39	.00	.00	1,069.39	3,461.37
04/06/2024	400.00	.00	.00	400.00	3,861.37
04/09/2024	1,052.64	.00	.00	1,052.64	4,914.01
04/10/2024	873.42	.00	.00	873.42	5,787.43
04/11/2024	22,042.00	.00	.00	22,042.00	27,829.43

Cash Requirements Summary

Date	Invoice Amount	Discount Amount	Partial Payments	Net Due Amount	Net Cumulative Amount
04/12/2024	1,446.49	.00	.00	1,446.49	29,275.92
04/15/2024	15,916.30	.00	.00	15,916.30	45,192.22
04/17/2024	146.92	.00	.00	146.92	45,339.14
04/18/2024	32,420.18	.00	.00	32,420.18	77,759.32
04/19/2024	306.29	.00	.00	306.29	78,065.61
04/20/2024	1,937.63	.00	.00	1,937.63	80,003.24
04/24/2024	1,154.00	.00	.00	1,154.00	81,157.24
04/25/2024	481.00	.00	.00	481.00	81,638.24
04/26/2024	779.72	.00	.00	779.72	82,417.96
04/27/2024	710.86	.00	.00	710.86	83,128.82
04/30/2024	225.40	.00	.00	225.40	83,354.22
05/01/2024	1,184.00	.00	.00	1,184.00	84,538.22
05/06/2024	235.60	.00	.00	235.60	84,773.82
05/13/2024	759.45	.00	.00	759.45	85,533.27
10/11/2024	7,585.44	.00	.00	7,585.44	93,118.71
Grand Totals:	93,118.71	.00	.00	93,118.71	

Payment Approval Report Compared to Cash Requirements Report

Report Date	Payment Approval Report Total	Cash Requirements Report Total	Difference	Payee	Check Amount	Check Issue Date	Description
	\$ 93,118.71	\$ 93,118.71	\$ -		\$ -		
					\$ -		
					\$ -		
					\$ -		
				Total	\$ -		

Report Criteria:
 Paid transmittals included

Transmittal Number	Name	Check Number	Pay Per Date	Pay Code	Description	GL Account	Amount
52722							
3	GREAT-WEST TRUST CO	52722	03/24/2024	55-01	457 CONTRIBUTION Deferred Comp - Pre Tax Pay Period: 3/24/2024	10-212500	110.00
3	GREAT-WEST TRUST CO	52722	03/24/2024	55-02	457 CONTRIBUTION Deferred Comp - Roth Pay Period: 3/24/2024	10-212500	80.00
	Total 52722:						<u>190.00</u>
32520241							
1	EFTPS -TAXES	32520241	03/24/2024	74-00	FICA/FWT/WITHHOLDING DEPOSIT Social Security Pay Period: 3/24/2024	10-212100	2,791.78
1	EFTPS -TAXES	32520241	03/24/2024	74-00	FICA/FWT/WITHHOLDING DEPOSIT Social Security Pay Period: 3/24/2024	10-212100	2,791.78
1	EFTPS -TAXES	32520241	03/24/2024	75-00	FICA/FWT/WITHHOLDING DEPOSIT Medicare Pay Period: 3/24/2024	10-212100	652.90
1	EFTPS -TAXES	32520241	03/24/2024	75-00	FICA/FWT/WITHHOLDING DEPOSIT Medicare Pay Period: 3/24/2024	10-212100	652.90
1	EFTPS -TAXES	32520241	03/24/2024	76-00	FICA/FWT/WITHHOLDING DEPOSIT Federal Withholding Tax Pay Period: 3/24/2024	10-212200	2,290.02
	Total 32520241:						<u>9,179.38</u>
32620242							
16	DEARBORN L LIFE INSU	32620242	03/24/2024	91-00	GROUP/ACCOUNT # 0000310079 - 1 Life Insurance Pay Period: 3/24/2024	10-212700	58.69
16	DEARBORN L LIFE INSU	32620242	03/24/2024	91-00	GROUP/ACCOUNT # 0000310079 - 1 Life Insurance Pay Period: 3/24/2024	10-445-160	3.30
	Total 32620242:						<u>61.99</u>
32620243							
11	AFLAC BENEFIT SERVIC	32620243	03/24/2024	71-01	AFLAC monthly ins premium AFLAC Services/after tax Pay Period: 3/24/2024	10-212300	94.67
11	AFLAC BENEFIT SERVIC	32620243	03/24/2024	71-06	AFLAC monthly ins premium AFLAC Benefit Services Pay Period: 3/24/2024	10-212500	332.40
	Total 32620243:						<u>427.07</u>
32720241							
2	WYOMING RETIREMENT	32720241	03/24/2024	51-01	WYOMING RETIREMENT PAYMENT Police Retirement Pay Period: 3/24/2024	10-212300	502.60
2	WYOMING RETIREMENT	32720241	03/24/2024	51-01	WYOMING RETIREMENT PAYMENT Police Retirement Pay Period: 3/24/2024	10-212300	2,378.98
2	WYOMING RETIREMENT	32720241	03/24/2024	51-02	WYOMING RETIREMENT PAYMENT Reg Retirement Pay Period: 3/24/2024	10-212300	905.36
2	WYOMING RETIREMENT	32720241	03/24/2024	51-02	WYOMING RETIREMENT PAYMENT Reg Retirement Pay Period: 3/24/2024	10-212300	3,675.54
2	WYOMING RETIREMENT	32720241	03/24/2024	51-01	WYOMING RETIREMENT PAYMENT	10-212300	111.20-
	Total 32720241:						<u>7,351.28</u>

Transmittal Number	Name	Check Number	Pay Per Date	Pay Code	Description	GL Account	Amount
Grand Totals:							17,209.72

Report Criteria:
 Paid transmittals included

Report Criteria:

Includes the following check types:
Manual, Payroll, Void
Includes unprinted checks

Pay Period Date	Journal Code	Check Issue Date	Check Number	Payee ID	Description	GL Account	Amount
03/24/2024	PC	03/28/2024	52716	261		01-112000	78.46-
03/24/2024	PC	03/28/2024	52717	9171		01-112000	15.46-
03/24/2024	PC	03/28/2024	52718	246		01-112000	369.40-
03/24/2024	PC	03/28/2024	52719	19		01-112000	2,280.33-
03/24/2024	PC	03/28/2024	52720	135		01-112000	708.80-
03/24/2024	PC	03/28/2024	52721	105		01-112000	153.18-
03/24/2024	PC	03/28/2024	3282024	46		01-112000	1,567.24-
03/24/2024	PC	03/28/2024	3282024	48		01-112000	2,318.36-
03/24/2024	PC	03/28/2024	3282024	49		01-112000	2,391.48-
03/24/2024	PC	03/28/2024	3282024	61		01-112000	267.71-
03/24/2024	PC	03/28/2024	3282024	70		01-112000	342.59-
03/24/2024	PC	03/28/2024	3282024	71		01-112000	505.84-
03/24/2024	PC	03/28/2024	3282024	78		01-112000	1,345.38-
03/24/2024	PC	03/28/2024	3282024	111		01-112000	1,593.38-
03/24/2024	PC	03/28/2024	3282024	134		01-112000	1,818.46-
03/24/2024	PC	03/28/2024	3282025	112		01-112000	2,057.32-
03/24/2024	PC	03/28/2024	3282025	40		01-112000	1,813.15-
03/24/2024	PC	03/28/2024	3282025	88		01-112000	1,357.61-
03/24/2024	PC	03/28/2024	3282025	201		01-112000	185.95-
03/24/2024	PC	03/28/2024	3282025	202		01-112000	16.14-
03/24/2024	PC	03/28/2024	3282025	216		01-112000	287.70-
03/24/2024	PC	03/28/2024	3282025	217		01-112000	287.70-
03/24/2024	PC	03/28/2024	3282025	226		01-112000	1,337.42-
03/24/2024	PC	03/28/2024	3282025	227		01-112000	97.23-
03/24/2024	PC	03/28/2024	3282025	245		01-112000	1,965.44-
03/24/2024	PC	03/28/2024	3282026	247		01-112000	1,519.45-
03/24/2024	PC	03/28/2024	3282026	238		01-112000	151.16-
03/24/2024	PC	03/28/2024	3282026	264		01-112000	2,949.35-
03/24/2024	PC	03/28/2024	3282026	265		01-112000	1,402.14-
03/24/2024	PC	03/28/2024	3282026	266		01-112000	1,327.78-
03/24/2024	PC	03/28/2024	3282026	235		01-112000	1,644.48-
03/24/2024	PC	03/28/2024	3282026	268		01-112000	90.65-
03/24/2024	PC	03/28/2024	3282026	269		01-112000	1,450.26-
03/24/2024	PC	03/28/2024	3282026	271		01-112000	101.81-
03/24/2024	PC	03/28/2024	3282026	263		01-112000	1,469.42-
Grand Totals:							37,268.23-
							<u>35</u>

clerk@saratogawyo.org

From: director@wyomingcarboncounty.com
Sent: Thursday, March 28, 2024 11:16 AM
To: clerk@saratogawyo.org
Subject: Board Appointment needed

Caution! This message was sent from outside your organization.

[Allow sender](#) | [Block sender](#)

Dear Ms. Anderson,

This letter is to advise you and the Saratoga Town Council that the current existing term on the Carbon County Visitors' Council Board of Directors expires on June 30, 2024. The new term for appointment is July 1, 2024 through June 30, 2027.

As a joint powers board, Carbon County Visitors' Council appreciates and values the involvement of all members. Input from each partner is vital. As the current term of the position expires June 30, 2024, we would appreciate an appointment by June 1st.

As the Town of Saratoga representative, any applicant only needs to be a qualified elector of the county and should be employed, have a background, or interest in the travel and tourism industry. The applicant would need to live within Carbon County and have the best interests of Carbon County tourism and travel as their primary focus. (Please note: as per the 1st amendment to the Joint Powers Agreement – an elected official may not serve as a CCVC Board member.)

I have mailed an official request letter as well. Please mail an official letter and/or the meeting minutes detailing your new Board member appointment.

Thank you for your consideration in this matter.

Leslie Jefferson, CEO
Carbon County Visitors' Council
dba **Discover Carbon County Wyoming**
PO Box 1017/105 E Cedar St.
Rawlins, WY 82301
307-324-3020/800-228-3547
www.WyomingCarbonCounty.com

Invoice Item 10

P.O. Box 128
Saratoga, WY 82331

Date 3/19/2024
Invoice # 1527

Bill To
TOWN OF SARATOGA P.O. Box 486 Saratoga, WY 82331

Ship To

P.O. #
Terms

Ship Date 3/19/2024
Due Date 4/15/2024
Other

Item	Description	Qty	Price	Amount
Rental	PVCC/Town of Saratoga Agreement; quarterly use of building, Recreation office & program; 3rd qtr payment		15,000.00	15,000.00

Subtotal			\$15,000.00
Sales Tax (0.0%)			\$0.00
Total			\$15,000.00

Platte Valley Community Center
Phone # (307) 326-7822
Fax # (307) 326-8850
pvcc@carbonpower.net
pvcenter.org

Payments/Credits \$0.00
Balance Due \$15,000.00

MAYOR'S PROCLAMATION

Child Abuse Awareness and Prevention Month

Whereas, Children are our future. No child should suffer abuse and neglect; and

Whereas, victims of child abuse and neglect are known to be at higher risk for experiencing post-traumatic stress disorder, depression, low academic achievement, drug use, juvenile delinquency, teenage pregnancy, and adult criminality, every child is precious and deserves to grow up in a healthy, safe, nurturing environment free from harmful effects of abuse and neglect; and

Whereas, an estimated 800 children in Wyoming are victims of abuse and neglect each year; and

Whereas, effective child abuse intervention and community prevention programs succeed because of partnerships created among community members, social services and law enforcement agencies, schools, churches, businesses, and civic organizations; and

Whereas, each April, Child Advocacy Centers of Wyoming, The Children's Trust Fund Board, Prevent Child Abuse Wyoming, Wyoming Citizen Review Panel, The Wyoming Department of Family Services, The Wyoming Office of Attorney General- Division of Victim Services, the Wyoming GAL program, the City/Town of _____, Wyoming and other partners join together in an effort to prevent abuse and neglect through outreach, education, and intervention.

NOW, THEREFORE, I, _____, by virtue of the authority vested in me as _____ of the City of _____, Wyoming, do hereby proclaim the month of April, 2024 as

******* CHILD ABUSE AWARENESS AND PREVENTION MONTH *******

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Official Seal of the City of _____ to be affixed this _____ day of _____ two thousand twenty-four.

Name
Title

Attest _____



MOUNTAIN STATES CPAs and Consultants, LLC

April 2, 2024

The Town of Saratoga
Town Council and Town Management
P.O. Box 486
Saratoga, WY 82331

You have requested that we audit the cash basis financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Saratoga, as of June 30, 2023 and for the year then ended, and the related notes to the cash basis financial statements, which collectively comprise the Town of Saratoga's basic financial statements as listed in the table of contents within the report. As a part of our engagement, we will audit The Town of Saratoga's internal control over financial reporting ("integrated audit"). In addition, we will audit the entity's compliance over major federal award programs for the period ended June 30, 2023. We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter.

The objectives of our audit of the cash basis financial statements are to obtain reasonable assurance about whether the cash basis financial statements as a whole are free from material misstatement, whether due to fraud or error, and about whether effective internal control over financial reporting was maintained in all material respects and to issue an auditor's report that includes our opinions. Internal control over financial reporting is not effective if a material weakness exists. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit of financial statements or an audit of internal control over financial reporting conducted in accordance with auditing standards generally accepted in the United States of America (GAAS) will always detect a material misstatement or a material weakness when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements, including omissions, are considered to be material if there is a substantial likelihood that, individually or in aggregate, they would influence the judgment made by a reasonable user based on the cash basis financial statements.

The objectives of our compliance audit are to obtain sufficient appropriate audit evidence to form an opinion and report at the level specified in the governmental audit requirement about whether the entity complied in all material respects with the applicable compliance requirements and identify audit and reporting requirements specified in the governmental audit requirement that are supplementary to GAAS and Government Auditing Standards, if any, and perform procedures to address those requirements.

Accounting principles generally accepted in the United States of America- cash basis require that supplementary information, such as management's discussion and analysis and budgetary comparison information be presented to supplement the cash basis financial statements. Such information, although not a part of the cash basis financial

statements, is required by *Governmental Accounting Standards Board*, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Management may elect not to present the management discussion and analysis as in years past. As part of our engagement, we will apply certain limited procedures to the required supplementary information (RSI) in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist primarily of inquiries of management regarding their methods of measurement and presentation and comparing the information for consistency with management's responses to our inquiries. We will not express an opinion or provide any form of assurance on the RSI. The following RSI is required by accounting principles generally accepted in the United States of America. This RSI will be subjected to certain limited procedures but will not be audited:

- 1) Management's Discussion and Analysis (if management elects to perform)
- 2) Budgetary Comparison Schedules

Supplementary information other than RSI will accompany the Town of Saratoga's cash basis financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the basic financial statements and certain additional procedures, including comparing and reconciling the supplementary information to the underlying accounting and other records used to prepare the cash basis financial statements or to the financial statements themselves, and additional procedures in accordance with auditing standards generally accepted in the United States of America. We intend to provide an opinion on the following supplementary information in relation to the financial statements as a whole:

- 1) Schedule of expenditures of federal awards.
- 2) Combining financial statements for nonmajor governmental funds

Schedule of Expenditures of Federal Awards

We will subject the schedule of expenditures of federal awards to the auditing procedures applied in our audit of the basic financial statements and certain additional procedures, including comparing and reconciling the schedule to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and additional procedures in accordance with auditing standards generally accepted in the United States of America. We intend to provide an opinion on whether the schedule of expenditures of federal awards is presented fairly in all material respects in relation to the financial statements as a whole.

Also, the document we submit to you will include the following other additional information that will be subjected to the auditing procedures applied in our audit of the financial statements:

- 1) Footnotes and accounting policies for the formulation of the Schedule of Expenditures of Federal Awards.

Data Collection Form

Prior to the completion of our engagement, we will complete the sections of the Data Collection Form that are our responsibility. The form will summarize our audit findings, amounts and conclusions. It is management's responsibility to submit a reporting package including the cash basis financial statements, schedule of expenditure of federal awards, summary schedule of prior audit findings and corrective action plan along with the Data Collection Form to the federal audit clearinghouse. We can assist in this matter and is considered a non-audit service. The financial reporting package must be text searchable, unencrypted, and unlocked. Otherwise, the reporting package will not be accepted by the federal audit clearinghouse. We will assist you in the electronic submission and certification. You may request from us copies of our report for you to include with the reporting package submitted to pass-through entities.

The Data Collection Form is required to be submitted within the *earlier* of 30 days after receipt of our auditors' reports or nine months after the end of the audit period, unless specifically waived by a federal cognizant or oversight

agency for audits. Data Collection Forms submitted untimely are one of the factors in assessing programs at a higher risk.

Audit of the Financial Statements and Internal Control over Financial Reporting

- We will conduct our audit in accordance with GAAS, the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States of America; the audit requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

As part of an audit of financial statements in accordance with GAAS, *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of controls.
- Obtain an understanding of the system of internal control in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Town of Saratoga's ability to continue as a going concern for a reasonable period of time.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements noncompliance may not be detected exists, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards* of the Comptroller General of the United States of America *and, if applicable, in accordance with any state or regulatory audit requirements*. Please note that the determination of abuse is subjective and *Government Auditing Standards* does not require auditors to detect abuse.

Our responsibility as auditors is limited to the period covered by our audit and does not extend to any other periods.

We will issue a written report upon completion of our audit of the Town of Saratoga's basic cash basis financial statements and its internal control over cash basis financial reporting. Our report will be addressed to Management, and the Town Council of the Town of Saratoga. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add an emphasis-of-matter or other-matter paragraphs to our auditor's report, or if necessary, withdraw from the engagement. If our opinions on the basic financial statements or internal control are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

In accordance with the requirements of *Government Auditing Standards*, we will also issue a written report describing the scope of our testing over internal control over financial reporting and over compliance with laws, regulations, and provisions of grants and contracts, including the results of that testing. However, providing an opinion on internal control and compliance over financial reporting will not be an objective of the audit and, therefore, no such opinion will be expressed.

We also will issue a written report providing an opinion of the overall cash basis financial statements upon completion of our audit.

Audit of Major Program Compliance

Our audit of the Town of Saratoga's major federal award program(s) compliance will be conducted in accordance with the requirements of the Single Audit Act, as amended; and the Uniform Guidance, and will include tests of accounting records, a determination of major programs in accordance with the Uniform Guidance and other procedures we consider necessary to enable us to express such an opinion on major federal award program compliance and to render the required reports. We cannot provide assurance that an unmodified opinion on compliance will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or withdraw from the engagement.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether material noncompliance with applicable laws and regulations, the provisions of contracts and grant agreements applicable to major federal award programs, and the applicable compliance requirements occurred, whether due to fraud or error, and express an opinion on the entity's compliance based on the audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the entity's compliance with the requirements of the federal programs as a whole.

As part of a compliance audit in accordance with GAAS, we exercise professional judgment and maintain professional skepticism throughout the audit. We also identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks.

Our procedures will consist of determining major federal programs and performing the applicable procedures described in the U.S. Office of Management and Budget *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the entity's major programs, and performing such other procedures as we consider necessary in the circumstances. The purpose of those procedures will be to express an opinion on the entity's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Also, as required by the Uniform Guidance, we will obtain an understanding of the entity's internal control over compliance relevant to the audit in order to design and perform tests of controls to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each of the entity's major federal award programs. Our tests will be less in scope than would be necessary to render an opinion on these controls and, accordingly, no opinion will be expressed in our report. However, we will communicate to you, regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we have identified during the audit.

We will issue a report on compliance that will include an opinion or disclaimer of opinion regarding the entity's major federal award programs, and a report on internal controls over compliance that will report any significant deficiencies and material weaknesses identified; however, such report will not express an opinion on internal control.

Management's Responsibilities

Our audit will be conducted on the basis that management and, when appropriate, Town Council acknowledge and understand that they have responsibility:

1. For the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America;
2. For the design, implementation, and maintenance of effective the system of internal control over financial reporting relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error;
3. For identifying, in its accounts, all federal awards received and expended during the period and the federal programs under which they were received;
4. For maintaining records that adequately identify the source and application of funds for federally funded activities;
5. For preparing the schedule of expenditures of federal awards (including notes and noncash assistance received) in accordance with the Uniform Guidance;
6. For designing, implementing, and maintaining effective internal control over federal awards that provides reasonable assurance that the entity is managing federal awards in compliance with federal statutes, regulations, and the terms and conditions of the federal awards;
7. For identifying and ensuring that the entity complies with federal laws, statues, regulations, rules, provisions of contracts or grant agreements, and the terms and conditions of federal award programs and implementing systems designed to achieve compliance with applicable federal statutes, regulations, and the terms and conditions of federal award programs;
8. For disclosing accurately, currently, and completely the financial results of each federal award in accordance with the requirements of the award;
9. For identifying and providing report copies of previous audits, attestation engagements, or other studies that directly relate to the objectives of the audit, including whether related recommendations have been implemented;
10. For taking prompt action when instances of noncompliance are identified;
11. For addressing the findings and recommendations of auditors, for establishing and maintaining a process to track the status of such findings and recommendations and taking corrective action on reported audit findings from prior periods and preparing a summary schedule of prior audit findings;
12. For addressing the findings and recommendations of auditors, for establishing and maintaining a process to track the status of such findings and recommendations and taking corrective action on current year audit findings and preparing a corrective action plan for such findings;
13. For submitting the reporting package and data collection form to the appropriate parties;
14. For making the auditor aware of any significant contractor relationships where the contractor is responsible for program compliance;
15. To provide us with:
 - a. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements, including the disclosures, and to management's assessment of internal control over financial reporting, and relevant to federal award programs, such as records, documentation, and other matters;
 - b. Additional information that we may request from [management] for the purpose of the audit;
 - c. Unrestricted access to persons within the entity and others from whom we determine it necessary to obtain audit evidence;

16. For adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the current year period under audit are immaterial, both individually and in the aggregate, to the financial statements as a whole;
17. For acceptance of nonattest services, including identifying the proper party to oversee nonattest work;
18. For maintaining adequate records, selecting and applying accounting principles, and safeguarding assets;
19. For informing us of any known or suspected fraud affecting the entity involving management, employees with significant role in the system of internal control and others where fraud could have a material effect on compliance;
20. For the accuracy and completeness of all information provided;
21. For the evaluation of the effectiveness of the entity's internal control over financial reporting using suitable and available criteria;
22. For providing us with management's written assessment about the effectiveness of the entity's internal control over financial reporting;
23. For supporting management's assessment about the effectiveness of the entity's internal control over financial reporting with sufficient evaluations and documentation (e.g., policy or accounting manuals, narrative memoranda, flowcharts, decision tables, procedural write-ups, or completed questionnaires);
24. For taking reasonable measures to safeguard protected personally identifiable and other sensitive information; and
25. For confirming your understanding of your responsibilities as defined in this letter to us in your management representation letter.

With regard to the schedule of expenditures of federal awards referred to above, you acknowledge and understand your responsibility (a) for the preparation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance, (b) to provide us with the appropriate written representations regarding the schedule of expenditures of federal awards, (c) to include our report on the schedule of expenditures of federal awards in any document that contains the schedule of expenditures of federal awards and that indicates that we have reported on such schedule, and (d) to present the schedule of expenditures of federal awards with the audited financial statements, or if the schedule will not be presented with the audited financial statements, to make the audited financial statements readily available to the intended users of the schedule of expenditures of federal awards no later than the date of issuance by you of the schedule and our report thereon.

As part of our audit process, we will request from management and, when appropriate, town council, written confirmation concerning representations made to us in connection with the audit.

We understand that your employees will prepare all confirmations we request and will locate any documents or invoices selected by us for testing. Additionally, you agree to provide a completed documentation from our request list.

If you intend to publish or otherwise reproduce the financial statements and make reference to our firm, you agree to provide us with printers' proofs or masters for our review and approval before printing. You also agree to provide us with a copy of the final reproduced material for our approval before it is distributed.

Nonattest Services

With respect to any nonattest services we perform, We will also assist in:

1. Converting financial information to the cash basis of accounting as requested by you.
2. Preparing the financial statements and related notes of the Town of Saratoga in conformity with the cash basis of accounting as applicable based on information provided by you.

3. Additionally, we may be asked certain questions or to share our thoughts on certain matters throughout the engagement (such as consulting with the Town's F-66 report or other state and federal compliance)
4. Assisting with the preparation of the Schedule of Expenditures of Federal Awards (SEFA) to be approved by you prior to the completion of the audit.
5. Assist in the submission of the data collection form to be approved by you prior to submission.

We will not assume management responsibilities on behalf of Town of Saratoga. However, we will provide advice and recommendations to assist management of the Town of Saratoga in performing its responsibilities.

The Town of Saratoga's management is responsible for (a) making all management decisions and performing all management functions; (b) assigning a competent individual to oversee the services; (c) evaluating the adequacy of the services performed; (d) evaluating and accepting responsibility for the results of the services performed; and (e) designing, implementing and maintaining the system of internal control, including the process used to monitor the system of internal control

Our responsibilities and limitations of the nonattest services are as follows:

- We will perform the services in accordance with applicable professional standards, including *(insert the appropriate standard reference, i.e., the Statements on Standards for Tax Services issued by the AICPA)*.
- The nonattest services are limited to the items above as previously outlined. Our firm, in its sole professional judgment, reserves the right to refuse to do any procedure or take any action that could be construed as making management decisions or assuming management responsibilities, including determining account coding and approving journal entries.

Identified Risks

We have identified the following significant risk(s) of material misstatement as part of our audit planning:

- Grant compliance.
- The Town's ability to locate documentation associated with expenses, payroll, and revenues.
- Identification of federal awards and expenditures.
- Allocation of interest and investment revenues.
- Reconciling and accounting for due to due from and transfer accounts.
- Controls over the Town's procurement process.
- Revenue recognition.
- Segregation of duties.
- Identification and implementation of the new lease and subscription software accounting standards.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash, debt, revenue, grant, or other confirmations we request and will locate any documents selected by us for testing. Additionally, your staff and external consultants will be required to prepare a preparation guide provided by us as part of the audit.

We would like to have samples selected by them in April of 2024, with a trial balance for planning, and a completed Suralink request list by the end of April 2024 (if not before). Our plans would be to start the engagement in April of 2024, and complete it prior to June 30, 2024.

We may from time to time and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies,

procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers. This is only done in order to meet associated deadlines and will be discussed with you in advance.

We will provide copies of our reports to the Town Council; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

At the conclusion of our audit engagement, we will communicate to management and the Town Council the following significant findings from the audit:

- Our view about the qualitative aspects of the entity's significant accounting practices;
- Significant difficulties, if any, encountered during the audit;
- Uncorrected misstatements, other than those we believe are trivial, if any;
- Disagreements with management, if any;
- Other findings or issues, if any, arising from the audit that are, in our professional judgment, significant and relevant to those charged with governance regarding their oversight of the financial reporting process;
- Material, corrected misstatements that were brought to the attention of management as a result of our audit procedures;
- Representations we requested from management;
- Management's consultations with other accountants, if any; and
- Significant issues, if any, arising from the audit that were discussed, or the subject of correspondence, with management.

The audit documentation for this engagement is the property of Mountain States CPAs and Consultants, LLC and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to the Wyoming Department of Audit or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Mountain States CPAs and Consultants, LLC personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the Wyoming Department of Audit. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

We expect to begin our audit on a mutually agreeable date. Tim Fixter, CPA, CFE, is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, copies, telephone, etc.). Travel costs, should they be required, will be billed separately. We estimate that our gross fee, including expenses, will approximate \$26,000 - \$31,500. This estimate assumes that one uniform guidance single audit will need to be performed and your staff will be attentive and responsive to providing documentation and answering questions. The fee estimate is also a 15% reduction from the prior year fee

incurred with both firms that were involved in the prior audit. If difficulties are encountered during the audit forcing us to incur more time to reconcile bank accounts, reconcile transfers, reconcile years of fund balance issues and restrictions, post significant journal entries, etc., we will most likely be unable to meet this estimate. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 30 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment or any other reason of our choosing, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report(s). You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs. You may request that we perform additional services not addressed in this engagement letter. If this occurs, we will communicate with you regarding the scope of the additional services and the estimated fees. We also may issue a separate engagement letter covering the additional services. In the absence of any other written communication from us documenting such additional services, our services will continue to be governed by the terms of this engagement letter.

You may request that we perform additional services not addressed in this engagement letter. If this occurs, we will communicate with you regarding the scope of the additional services and the estimated fees. We also may issue a separate engagement letter covering the additional services. In the absence of any other written communication from us documenting such additional services, our services will continue to be governed by the terms of this engagement letter.

As the firm was founded in November of 2023, we have enrolled in the peer review process governed by the state of Nevada and have not had a formal peer review completed. The firm is approved by all state and regulatory bodies.

We appreciate the opportunity to be of service to the Town of Saratoga and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Respectfully,

Mountain States CPAs and Consultants, LLC

Mountain States CPAs and Consultants, LLC
Lander, Wyoming

RESPONSE:

This letter correctly sets forth the understanding of the Town of Saratoga.

Management signature: _____

Title: _____

Governance signature: _____

Title: _____

March 29, 2024

PATRICK HARRINGTON
Manager, Wyoming Outdoor Recreation
A Division of Wyoming State Parks & Cultural Resources

Patrick,

Please accept this letter of support and estimate of community and economic impact for the Spring Creek Project. I believe this initiative holds great potential to benefit outdoor recreation in Saratoga, Wyoming.

Saratoga, Wyoming embodies the authentic charm and western heritage that defines Wyoming's identity. Visitors can experience this heritage at places like the historic Wolf Hotel, shop at unique retail businesses, explore the foodie paradise, find vast amounts of outdoor recreation opportunities, and visit local attractions. One of Saratoga's unique attractions is the Hobo Hot Springs, a natural mineral pool where visitors can swim and relax in hot baths 24-hours a day for free. The same waters that brought the first settlers into the fertile North Platte River Valley still attract tired travelers and natives alike.

As one of Carbon County's leading tourism destinations, enhancements and improvements to the Spring Creek area that includes the Hobo Hot Springs would improve the visitor and resident experience alike. Improvements will draw in more outdoor recreation enthusiasts to Carbon County. This project also supports our Carbon County Master Tourism Plan by enhancing the Visitor Experience and Outdoor Recreation goals through improving amenities and supporting community collaborations.

Each year Saratoga hosts travelers from all walks of life and from around the world. The visitor economy continues to grow, and Saratoga businesses prosper. In 2023, visitors to Saratoga spent an average of \$181 per day and were from local drive markets that included Denver, Cheyenne, Casper, Salt Lake City, and Colorado Springs. Saratoga is a wonderful spot to experience part of Wyoming's hidden treasures.

In conclusion, the Spring Creek Project would enhance access to the outdoor recreation amenities in the area, improving safety along the riverfront and throughout the area. It would also complement and assist in the growth of Saratoga's tourism economy.

Thank you for your time and consideration.

Sincerely,



Leslie Jefferson, CEO
Carbon County Visitors' Council
dba **Discover Carbon County Wyoming**
PO Box 1017/105 E Cedar St.
Rawlins, WY 82301
307-324-3020/800-228-3547



Wyoming Outdoor Recreation Grant

March 29, 2024

Re: Spring Creek Project

As the Executive Director of the Platte Valley Community Center, I support the Spring Creek Project grant proposal to improve aesthetics, recreational access and cultural improvement along Spring Creek in Saratoga, Wyoming.

The area includes the public access put-in to the Upper North Platte River at the confluence of Spring Creek and the Platte River. This spot receives a significant amount of river recreation traffic from May through September. The additional parking, surface improvements, expanded boat docking area and public restrooms included in the grant proposal will greatly improve users' experience of the area.

Many of the attendees to the conferences the Platte Valley Community Center hosts during this time period come because of the outdoor amenities that are available. They also come because of the Hobo Pool hot springs, Saratoga's biggest year-round tourist and user attraction. The Hobo Pool has long needed some beautification, some directional signage and some interpretive signage.

There is substantial local public support for this project and as such it will likely become part of the Saratoga Alternative Master Plan.

Thank you for your consideration,

Joe Elder, Executive Director

Platte Valley Community Center



March 25, 2024

To Whom It May Concern:

I am writing on behalf of The Malt, a proud member of our local community and a steadfast advocate for the enhancement of our town's amenities. It is with great enthusiasm that I offer our full support for the grant application to improve the river frontage and boat ramp in our town.

As a local hospitality business, we understand the importance of maintaining and enhancing the appeal of our town's recreational areas. The riverfront and boat ramp are not just points of access to the water; they are gateways to the natural beauty and recreational opportunities that define our community. Improving these areas will not only benefit residents but also attract visitors, bolstering tourism and stimulating economic growth.

Enhanced river frontage and a modernized boat ramp will offer a multitude of benefits to our community. It will provide safer and more convenient access to the water for boaters and anglers, fostering a sense of connection to the outdoors and promoting healthy, active lifestyles. Additionally, improved amenities will create inviting spaces for families to gather, host events, and enjoy leisure activities, further enriching the fabric of our community life.

Moreover, investing in our riverfront infrastructure aligns with our shared goals of environmental stewardship and sustainability. By creating well-designed public spaces, we can encourage responsible enjoyment of our natural resources while preserving the ecological integrity of the river ecosystem for future generations to cherish and enjoy.

In conclusion, we wholeheartedly endorse the grant application for the enhancement of our town's river frontage and boat ramp. We believe that these improvements will not only enhance the quality of life for residents but also bolster our town's attractiveness as a destination for visitors. As a local business invested in the prosperity of our community, we stand ready to support and contribute to the success of this project in any way we can.

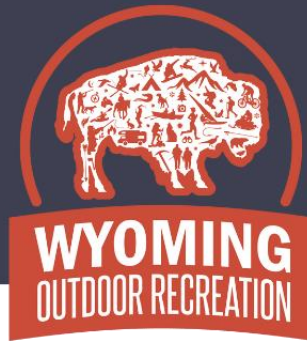
Thank you for your attention to this matter, and please do not hesitate to reach out if you require any further information or assistance.

Sincerely,

Danny Burau
Owner
The Malt Burger Bar
danny@firewaterpublichouse.com
303.641.2329

ITEM #	DESCRIPTION	UNIT	UNITS
1	General Excavation	CY	1000
2	Filter Fabric	Sq Yd	1500
3	Clean Bedding Material	CY	300
4	3 - 4 Foot Boulders	Ton	1500
5	Path Bedding	CY	150
6	Concrete Path	SqFt	5600
7	Survey	LS	1
8	Engineering/Design	LS	1
9	Permitting	LS	1
10	Construction Oversight	LS	1
11	Construction Dewatering	LS	1
12	Pre-cast ADA accessible Public Restroom	LS	1
13	Parking lot excavation and gravel surfacing	Sq Yd	3725
14	Chip Seal	Sq Yd	3725
15	Parking barriers and striping	LS	1
16	Cultural Pannels	LS	1
17	Various signage	LS	1
18			
19			
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22			
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28			
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30			

UNIT \$	TOTAL COST \$	SHARE \$	MATCH \$
\$25.00	\$25,000.00		
\$12.00	\$18,000.00		
\$30.00	\$9,000.00		
\$120.00	\$180,000.00		
\$35.00	\$5,250.00		
\$10.00	\$56,000.00		
\$10,000.00	\$10,000.00		
\$20,000.00	\$20,000.00		
\$16,000.00	\$16,000.00		
\$20,000.00	\$20,000.00		
\$30,000.00	\$30,000.00		
\$105,000.00	\$105,000.00		\$55,000.00
\$15.50	\$57,737.50		\$57,737.50
\$5.75	\$21,418.75		\$21,418.75
\$8,000.00	\$8,000.00		\$5,500.00
\$5,600.00	\$5,600.00		\$5,600.00
\$1,200.00	\$1,200.00		
	\$0.00		
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	\$0.00		
TOTALS	\$588,206.25		\$145,256.25



FY 2024 COLLABORATIVE OUTDOOR RECREATION GRANT APPLICATION FORM

Made available through the Wyoming Office of Tourism, this funding is for the Office of Outdoor Recreation to grant to local communities, agencies, and land managers to develop product ideas that spin out of the outdoor recreation collaborative and/or planning meetings to bolster Wyoming's outdoor recreation/tourism economy. Most of the strategies developed in these community collaboratives are focused on outdoor recreation product development, including new and enhanced infrastructure that will give visitors the opportunity to stay longer in Wyoming and contribute more to local economies. The Wyoming Office of Outdoor Recreation will solely interpret the rules, processes, and procedures of this grant process. Applicants need to complete this application and provide the necessary documentation and information to apply for funding. Up to \$500,000 can be requested. A match is not required but encouraged. The application opens on March 18th, 2024 and the submission deadline is April 1st, 2024 at 5:00 pm MT.

This is a WORD document, you can type out your answers on this document in a different font color or submit a document that answers ALL of the questions below. For the Yes or No responses or checkboxes, you can highlight the answer in a color other than black. You can submit the document as a PDF or a WORD document. This document REQUIRES a signature.

Applicant Information

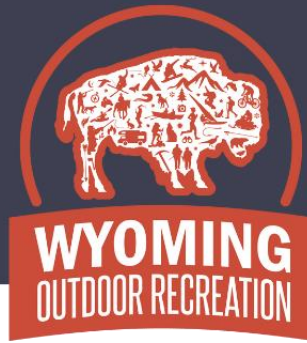
1. Contact Information:

Primary Contact Person: Kim Hemenway

Title: Recreation Director

Day Phone: 307-326-8338

Email Address: rec@saratogawyo.org



Secondary Contact Person: Emery Penner; Director of Public Works/Planning & Zoning

Day Phone: 307-447-2882

Email Address: e.penner@saratogawyo.org

2. **What organization or agency does the applicant represent?** Town of Saratoga
3. **Is the applicant registered with SAM.gov?** Yes

Include the UEID: EKLNJSBTNSH3

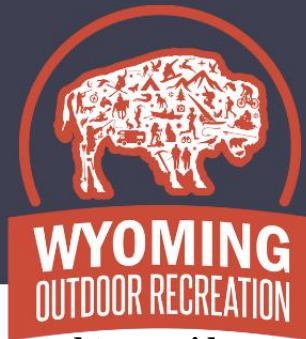
4. **Check Classification of Project Applicant:** Municipal

Non-Profit Organizations:

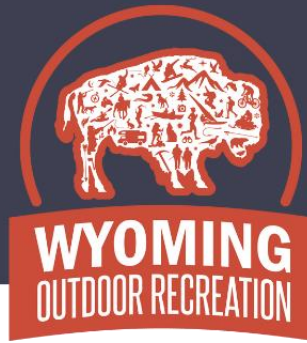
- a. **What is your IRS tax status (501(c)3 or otherwise)?** Nonprofit
- b. **How many years has your non-profit been in existence?** Always a nonprofit

Project Information

1. **Name of Proposed Project:** Spring Creek Project
2. **Proposed Start Date:** Fall 2024 **Proposed End Date:** Fall 2025
3. **Indicate the Zip code where the project will take place:** 82331
4. **Proposed Amount of Grant Funds Requested:** \$442,950.00
5. **How much funding will be provided in a match?** Town of Saratoga will match \$145,256.25



- 5. What funding source will be used to provide a match?** The Town of Saratoga will provide funds to match physical goods, such as excavation fill, gravel for parking lot surfacing, chip sealing, parking barriers, paint for striping parking spaces, sewer and water pipe for tying in the bathroom. Labor and equipment operation will be used as an in-kind match for dirt work for the parking lot and bathroom installation, sewer and water installations for the bathroom, installation of parking barriers and striping for the parking lot. In kind value was determined based on certified engineers' estimates developed during similar projects being completed in the area.
- 6. Select All Management Agencies That Oversee the Land:**
- Wyoming Game and Fish have been contacted and are willing to support Municipal
- 7. Indicate the sectors of outdoor recreation this project will support:**
- Non-motorized trail and trailhead development
 - Water-based recreation boat launch ramp-signage, tie offs
 - Other collaborative priorities including planning and grant oversight, marketing and messaging campaigns centered around safe & responsible recreation, signage for interpretive/historical significance, and online information resources
- 8. Is this project part of a phased project? If so, provide background on other phases of the project and the history that has been done in those previous phases.**
- The Town is currently developing a transportation alternative master plan. During the public input process, the team at OV Engineering derived over 50 projects from the feedback they received. A scoring matrix was developed, the list then revised and a short list of priorities was defined. Developing the Hobo Pool/Spring Creek area is an area of significant interest to the public given the centralized location to down town, and the proximity to the swimming pool. Items of interest that have come to fruition are items described in this project. High level renderings, and pre-liminary engineering designs are taking place on these aspects of the project. The Town of Saratoga anticipates developing a 5 year action plan, with this project intended to be a stepping stone toward the overall vision the community has for the area that could be referred to as the Spring Creek Recreation Area.



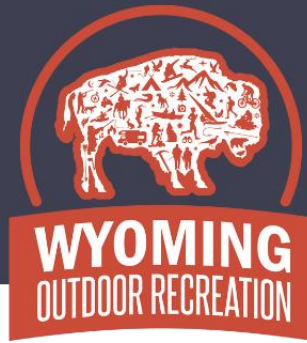
9. Is the project part of a regional, county, or other type of master recreation plan for the area? Describe how. Town stakeholders expect to incorporate these projects in the adopted Saratoga Alternative Master Plan

10. Can you certify that the project is ready to be completed and once done, open to the public for use? This includes planning, design, permitting, etc. Attach documents to support this and any letters from relevant land managers and local government.

Yes, find attached maps and documents

13. Generally, describe the proposed project: The primary objective of this project is to enhance and increase the amount of and quality of recreation access along Spring Creek in Saratoga. Spring Creek is adjacent to the North Platte River and a large aspect of the project is the placement of boulder terracing along the bank. The proposed bank work would include boulder terracing the entire height of the bank. The boulder terracing will incorporate 3 to 4 foot boulders which will stabilize the bank and will also be a functional space for recreation use along a creek that is widely used by the community. The boulders will provide stepped access to the river and places for seating and gathering, in and out of the water. Additionally, an ADA compliant concrete path will provide access to the river. The use of a concrete path will minimize future maintenance requirements. This bank construction will also provide additional boat tie off and docking areas. Additional components of the project include, enhancing the cultural resources of the area by adding interpretive signage at the Hobo Pool, improve the parking area by adding trailer parking, gravel and chip sealing, and also the installation of a much needed public restroom facility.

14. Describe any challenges or barriers that may exist in the completion of this project and how they will be addressed. Although working near waterways and culturally important resources can be complex, a team of experienced engineers and contractors with involvement in multiple, similar projects are in place and are confident the project can be completed. They will take into consideration the establishment of no-rise condition in an area prevalent to flooding. There is freedom in the design of this project while still meeting all the federal and state requirements and accomplishing the goals.



15. Describe any maintenance that is required for the proposed project. Include the entities that will be responsible for the ongoing maintenance of the project.

The Town of Saratoga Streets Department currently maintains the area including the swimming pool, Hobo Pool and parking lot. They will continue to maintain the area after the project is completed. The proposed project is generally well protected from the main flow of the North Platte River, however, all projects located adjacent to rivers need to consider potential maintenance from debris and sediment from high flows. The expected maintenance includes removal of debris and in rare cases removing sediment deposits, maintaining the public restroom and parking lot, manage vegetation growth, and maintain signage and kiosks.

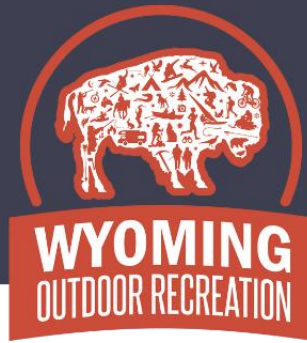
16. What level of environmental clearance is needed on the land of the proposed project? Has this been completed? The project will require a Section 404 permit from the United States Army Corp of Engineers. The Section 404 permit process will include any potential environmental reviews.

17. What level of cultural clearance is needed on the land of the proposed project? Has this been completed? The Section 404 permit will require SHPO coordination to verify any historical or cultural requirements.

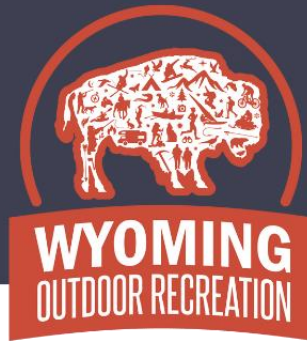
18. Type/write your initials to certify that you understand the WY Office of Outdoor Recreation will work with the WY Game & Fish to ensure that this proposed project aligns with state wildlife plans and that any impacts on wildlife will be considered. KH

Community Engagement & Recreation Value (Projects should only mark yes for one option)

- 1. If the applicant is involved in an Outdoor Recreation Collaborative list the collaborative name.** Southeast Wyoming Outdoor Recreation Collaborative.



- a. **Has the collaborative voted to support the proposed project? If yes, include the letter of support.** The Town of Saratoga received notification of the grant shortly before the due date therefore, were unable to receive input from SWORC, but hope to share details at future meeting.
 - b. **Has this project been developed in a collaborative, but not yet received a final vote?** No
 - c. **Has a Collaborative Project Proposal sheet been submitted to the collaborative with the intention of exclusively developing the project through the formal outdoor recreation collaborative subcommittee process?**
No
2. **Describe any other public engagement activities or collaborative processes utilized in planning the proposed project.** The project's development stems largely from information gathered during the Saratoga Transportation Alternative Master Plan. Public input was gathered from surveys, public meetings at the community center, stake holder meetings, community group meetings, and input from a steering committee derived from several individuals of the community comprised of the school administrators, businesses owners, citizen groups etc.
 3. **List any partners on the project.** Though the Town of Saratoga will be the primary mechanism for the installation of the project, citizen groups and government entities such as the Wyoming Game and Fish will play vital roles during the implementation of this project.
 4. **What impact will this project have on local recreational user groups, clubs, youth teams, etc. that will use the infrastructure?** Rafters, outfitters, fisherman, and hot spring enthusiasts will experience the positive impact of this project immediately. Improvements to river access, parking lot and the addition of a restroom facility will benefit and enhance the users' experience, creating a safe, accessible, visually appealing area. All groups will take great pride in this addition/improvement to the area that already holds a special place in people's hearts. It's challenging to quantify how many

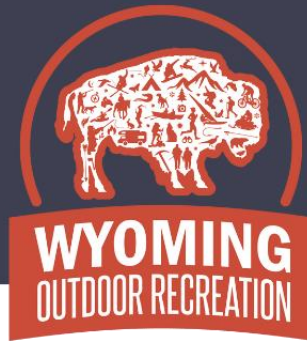


will be impacted as the river and Hobo Pool are public areas, free to use and are open year round.

5. **Does the development of this project exclude any user groups currently using the area?** No users groups will be excluded, in fact the walkway will be ADA accessible adding user groups which are currently excluded.

6. **In 2-3 sentences, how will your project solve outdoor recreation problems in your community? Provide data that explains the current situation in the community concerning outdoor recreation.** Currently the area suffers from lack of accessibility, walkability, signage and restroom access. The Hobo Pool is not visible and has no signage, Spring Creek hot springs has limited accessibility and the river bank is eroding. The boat ramp access is unclearly marked and the surrounding foliage is overgrown. Additionally the current parking area has large potholes, no signage, and no restroom so it prevents safety issues, traffic concerns and public urination issues.

7. **In 2-3 sentences, highlight the value of the project for the area and give details on how it improves quality of life, increases tourism assets, benefits local businesses, etc.** The Hobo pool is the crown jewel of Saratoga. Historically it was used by Ute, Arapahoe and Cheyenne Native American tribes. In 1921 the State of Wyoming purchased it and later in 1949 the Town of Saratoga began maintaining and caring for the facility. The Hobo Pool is open 24/7 and is free of charge and is used extensively by both locals and tourists. Donations to the Hobo Pool this year are just over \$6000.00. The project allows much needed updates and repairs to the area which is used by boaters, rafters, fisherman, outfitters, tourists and locals. The project will improve the overall user experience by increasing aesthetic value, providing accessibility, offering educational and historical information at the Hobo Pool, thus boosting tourism and contributing to the local economy. Boaters and fisherman will have improved access on and off the premiere stretch of the river, which is home to blue ribbon Brown and Rainbow Trout, along with safe, accessible parking. The quality of life for locals and visitors alike will improve with the added walkway and river access creating new ways to enjoy the peace and solitude of nature.



8. **How will you advertise and market this project to locals, tourists, and identified user groups?** The local community and visitors will be notified prior to the project's start. Upon completion The Town will host a "river walk" celebration. Both locals and tourists will be invited and notified using social media, local radio, media outlets and through announcements at Town Council Meetings.

I hereby certify that the application form and all attachments are correct and truthful to the best of my knowledge. I also certify that I understand the Collaborative Outdoor Recreation Grant application, ranking and selection process, and fully accept that all SPHST decisions are final and not subject to appeal.

Name of Authorized Contact Person Kim Hemenway

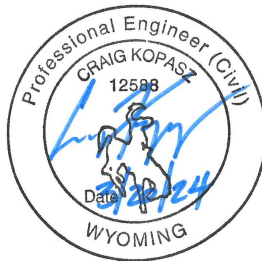
Title Recreation Director

Date 4-1-2024

Signature of Authorized Contact Person *Kim Hemenway*

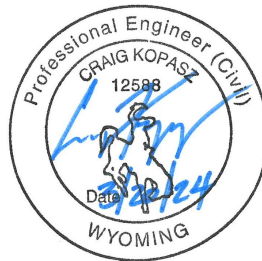
**TOWN OF SARATOGA
SOUTH RIVER STREET WATERLINE REPLACEMENT
BID TABULATION
Wednesday, March 20, 2024**

BASE BID									
ITEM NO.	ITEM DESCRIPTION	UNIT	EST. QTS.	ENGINEERS ESTIMATE		ROCKY MTN. SAND & GRAVEL		KILGORE COMPANIES- LEWIS & LEWIS	
				EST. UNIT PRICE	EST. BID AMOUNT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	Mobilization	LS	1	\$ 154,000.00	\$ 154,000.00	\$200,000.00	\$ 200,000.00	\$750,000.00	\$ 750,000.00
2	Storm Water Pollution Prevention	LS	1	\$ 15,000.00	\$ 15,000.00	\$10,000.00	\$ 10,000.00	\$2,500.00	\$ 2,500.00
3	Trench Dewatering & Testing	LS	1	\$ 150,000.00	\$ 150,000.00	\$125,000.00	\$ 125,000.00	\$750,000.00	\$ 750,000.00
4	Traffic Control	LS	1	\$ 20,000.00	\$ 20,000.00	\$25,000.00	\$ 25,000.00	\$30,000.00	\$ 30,000.00
5	Surfacing Removal - Concrete	SY	41	\$ 100.00	\$ 4,100.00	\$82.00	\$ 3,362.00	\$50.00	\$ 2,050.00
6	Surfacing Removal - Asphalt	SY	2510	\$ 20.00	\$ 50,200.00	\$13.00	\$ 32,630.00	\$6.00	\$ 15,060.00
7	Muck Excavation	CY	115	\$ 100.00	\$ 11,500.00	\$71.00	\$ 8,165.00	\$95.00	\$ 10,925.00
8	12" Crushed Base	SY	2460	\$ 40.00	\$ 98,400.00	\$41.00	\$ 100,860.00	\$82.00	\$ 201,720.00
9	4" Crushed Base	SY	720	\$ 20.00	\$ 14,400.00	\$15.00	\$ 10,800.00	\$35.00	\$ 25,200.00
10	4" Plant Mix Pavement	SY	2460	\$ 100.00	\$ 246,000.00	\$96.00	\$ 236,160.00	\$95.00	\$ 233,700.00
11	Install Curb & Gutter	LF	10	\$ 100.00	\$ 1,000.00	\$75.00	\$ 750.00	\$350.00	\$ 3,500.00
12	Fire Hydrant	EA	5	\$ 12,000.00	\$ 60,000.00	\$15,222.00	\$ 76,110.00	\$15,000.00	\$ 75,000.00
13	6" Fire Hydrant Extension	EA	2	\$ 700.00	\$ 1,400.00	\$2,100.00	\$ 4,200.00	\$3,000.00	\$ 6,000.00
14	1" Fire Hydrant Extension	EA	2	\$ 800.00	\$ 1,600.00	\$2,755.00	\$ 5,510.00	\$2,500.00	\$ 5,000.00
15	Remove Fire Hydrant	EA	5	\$ 1,500.00	\$ 7,500.00	\$2,500.00	\$ 12,500.00	\$3,000.00	\$ 15,000.00
16	6" Bollards	EA	2	\$ 750.00	\$ 1,500.00	\$975.00	\$ 1,950.00	\$2,500.00	\$ 5,000.00
17	4" AWWA C900 DR18 PVC Water Main	LF	92	\$ 160.00	\$ 14,720.00	\$95.00	\$ 8,740.00	\$145.00	\$ 13,340.00
18	6" AWWA C900 DR18 PVC Water Main	LF	1310	\$ 165.00	\$ 216,150.00	\$102.00	\$ 133,620.00	\$150.00	\$ 196,500.00
19	12" AWWA C900 DR18 PVC Water Main	LF	1050	\$ 175.00	\$ 183,750.00	\$127.00	\$ 133,350.00	\$195.00	\$ 204,750.00
20	4" Gate Valve	EA	1	\$ 3,500.00	\$ 3,500.00	\$2,170.00	\$ 2,170.00	\$3,818.14	\$ 3,818.14
21	6" Gate Valve	EA	14	\$ 4,500.00	\$ 63,000.00	\$4,075.00	\$ 57,050.00	\$4,179.87	\$ 58,518.18
22	12" Gate Valve	EA	5	\$ 6,500.00	\$ 32,500.00	\$8,471.00	\$ 42,355.00	\$7,559.72	\$ 37,798.60
23	14" Gate Valve	EA	1	\$ 11,000.00	\$ 11,000.00	\$20,499.00	\$ 20,499.00	\$16,163.88	\$ 16,163.88
24	Water Valve Abandonment	EA	20	\$ 500.00	\$ 10,000.00	\$1,325.00	\$ 26,500.00	\$0.01	\$ 0.20
25	4" Watermain Connection	EA	1	\$ 3,500.00	\$ 3,500.00	\$3,195.00	\$ 3,195.00	\$15,000.00	\$ 15,000.00
26	6" Watermain Connection	EA	6	\$ 4,000.00	\$ 24,000.00	\$4,311.00	\$ 25,866.00	\$15,000.00	\$ 90,000.00
27	12" Watermain Connection	EA	1	\$ 5,500.00	\$ 5,500.00	\$7,120.00	\$ 7,120.00	\$15,500.00	\$ 15,500.00
28	14" Watermain Connection	EA	1	\$ 7,000.00	\$ 7,000.00	\$10,145.00	\$ 10,145.00	\$16,000.00	\$ 16,000.00
29	6" MJ Cap	EA	1	\$ 1,000.00	\$ 1,000.00	\$2,225.00	\$ 2,225.00	\$2,200.00	\$ 2,200.00
30	6" Blind Flange Class 125	EA	1	\$ 1,000.00	\$ 1,000.00	\$2,625.00	\$ 2,625.00	\$2,200.00	\$ 2,200.00
31	12" MJ Plug	EA	1	\$ 1,200.00	\$ 1,200.00	\$2,475.00	\$ 2,475.00	\$2,200.00	\$ 2,200.00
32	12" Blind Flange Class 125	EA	1	\$ 1,200.00	\$ 1,200.00	\$2,712.00	\$ 2,712.00	\$2,584.59	\$ 2,584.59
33	14" Cap	EA	1	\$ 1,500.00	\$ 1,500.00	\$2,612.00	\$ 2,612.00	\$2,687.98	\$ 2,687.98
34	4" - 45 Deg DI Bend	EA	2	\$ 2,500.00	\$ 5,000.00	\$2,020.00	\$ 4,040.00	\$2,527.25	\$ 5,054.50
35	6" - 90 Deg DI Bend	EA	1	\$ 2,500.00	\$ 2,500.00	\$2,497.00	\$ 2,497.00	\$2,419.50	\$ 2,419.50
36	6" - 45 Deg DI Bend	EA	10	\$ 2,500.00	\$ 25,000.00	\$2,624.00	\$ 26,240.00	\$2,502.42	\$ 25,024.20
37	6" - 11.25 Deg DI Bend	EA	1	\$ 2,500.00	\$ 2,500.00	\$2,624.00	\$ 2,624.00	\$2,386.32	\$ 2,386.32
38	12" - 45 Deg DI Bend	EA	4	\$ 3,000.00	\$ 12,000.00	\$3,877.00	\$ 15,508.00	\$2,985.91	\$ 11,943.64
39	6" x 6" Tee	EA	1	\$ 3,000.00	\$ 3,000.00	\$3,370.00	\$ 3,370.00	\$2,578.56	\$ 2,578.56
40	6" x 6" SW Tee	EA	5	\$ 3,000.00	\$ 15,000.00	\$4,196.00	\$ 20,980.00	\$2,579.27	\$ 12,896.35
41	12" x 6" Tee	EA	1	\$ 5,500.00	\$ 5,500.00	\$4,969.00	\$ 4,969.00	\$3,022.84	\$ 3,022.84
42	12" x 12" Tee	EA	1	\$ 6,000.00	\$ 6,000.00	\$5,275.00	\$ 5,275.00	\$3,338.76	\$ 3,338.76
43	12" x 6" Cross	EA	2	\$ 7,500.00	\$ 15,000.00	\$7,741.00	\$ 15,482.00	\$3,209.97	\$ 6,419.94
44	12" Cross	EA	1	\$ 8,000.00	\$ 8,000.00	\$8,111.00	\$ 8,111.00	\$3,858.45	\$ 3,858.45
45	6" x 4" Reducer	EA	1	\$ 1,500.00	\$ 1,500.00	\$2,115.00	\$ 2,115.00	\$2,337.03	\$ 2,337.03
46	12" x 6" Reducer	EA	2	\$ 2,500.00	\$ 5,000.00	\$2,225.00	\$ 4,450.00	\$2,597.29	\$ 5,194.58
47	14" x 12" Reducer	EA	1	\$ 5,000.00	\$ 5,000.00	\$4,730.00	\$ 4,730.00	\$2,800.00	\$ 2,800.00
48	Existing Water Utility Potholing and Locates	EA	26	\$ 1,000.00	\$ 26,000.00	\$1,375.00	\$ 35,750.00	\$3,000.00	\$ 78,000.00
49	Water Service Crossing	EA	6	\$ 500.00	\$ 3,000.00	\$1,417.00	\$ 8,502.00	\$3,500.00	\$ 21,000.00
50	Sanitary Sewer Service Crossing	EA	0	\$ 1,500.00	\$ -	\$8,450.00	\$ -	\$5,000.00	\$ -
51	Sanitary/Storm Sewer Main Crossing	EA	9	\$ 3,500.00	\$ 31,500.00	\$3,775.00	\$ 33,975.00	\$2,500.00	\$ 22,500.00
52	Directional Drill - 20" Casing	LF	40	\$ 450.00	\$ 18,000.00	\$1,925.00	\$ 77,000.00	\$1,800.00	\$ 72,000.00
53	3/4" DR9 CTS PE Water Service Line	LF	455	\$ 50.00	\$ 22,750.00	\$65.00	\$ 29,575.00	\$95.00	\$ 43,225.00
54	1" DR9 CTS PE Water Service Line	LF	40	\$ 60.00	\$ 2,400.00	\$79.00	\$ 3,160.00	\$175.00	\$ 7,000.00
55	Water Service - 3/4" Service Connection	EA	12	\$ 1,000.00	\$ 12,000.00	\$999.00	\$ 11,988.00	\$1,250.00	\$ 15,000.00
56	Water Service - 1" Service Connection	EA	1	\$ 1,300.00	\$ 1,300.00	\$1,099.00	\$ 1,099.00	\$1,250.00	\$ 1,250.00
57	3/4" Curb Stop, Box with Riser	EA	12	\$ 800.00	\$ 9,600.00	\$877.00	\$ 10,524.00	\$250.00	\$ 3,000.00
58	1" Curb Stop, Box with Riser	EA	1	\$ 800.00	\$ 800.00	\$1,077.00	\$ 1,077.00	\$500.00	\$ 500.00
59	2" Water Meter Interior Installation	LS	1	\$ 7,500.00	\$ 7,500.00	\$3,465.00	\$ 3,465.00	\$25,000.00	\$ 25,000.00
60	Water Meter Pit and Connection	EA	4	\$ 3,750.00	\$ 15,000.00	\$3,666.00	\$ 14,664.00	\$1,500.00	\$ 6,000.00
61	Traffic Rated Meter Pit Lid and Frame	EA	13	\$ 1,500.00	\$ 19,500.00	\$2,200.00	\$ 28,600.00	\$3,281.25	\$ 42,656.25
62	Remove Existing Meter Pit	EA	1	\$ 750.00	\$ 750.00	\$1,375.00	\$ 1,375.00	\$0.01	\$ 0.01
63	12" HDPE Storm Culvert	LF	102	\$ 55.00	\$ 5,610.00	\$121.00	\$ 12,342.00	\$146.32	\$ 14,924.64
64	Flared End Section	EA	2	\$ 400.00	\$ 800.00	\$636.00	\$ 1,272.00	\$371.31	\$ 742.62
65	Concrete Headwall	EA	2	\$ 1,500.00	\$ 3,000.00	\$4,333.00	\$ 8,666.00	\$15,000.00	\$ 30,000.00
66	Manhole Traffic Collar and Adjustment	EA	1	\$ 1,500.00	\$ 1,500.00	\$3,445.00	\$ 3,445.00	\$2,000.00	\$ 2,000.00
67	Concrete Sidewalk	SF	78	\$ 30.00	\$ 2,340.00	\$17.00	\$ 1,326.00	\$125.00	\$ 9,750.00
68	Concrete Valley Gutter	SF	600	\$ 30.00	\$ 18,000.00	\$21.00	\$ 12,600.00	\$60.00	\$ 36,000.00
69	Specialty Concrete Valley Gutter	SF	121	\$ 50.00	\$ 6,050.00	\$31.00	\$ 3,751.00	\$60.00	\$ 7,260.00
70	Landscape and Seeding	SY	1400	\$ 20.00	\$ 28,000.00	\$5.00	\$ 7,000.00	\$7.00	\$ 9,800.00
BASE BID BID AMOUNT =				\$	1,763,520.00	\$	1,767,803.00	\$	3,346,799.76



TOWN OF SARATOGA
SOUTH RIVER STREET WATERLINE REPLACEMENT
BID TABULATION
Wednesday, March 20, 2024

ADD ALTERNATE - CHIP SEAL									
				ENGINEERS ESTIMATE		ROCKY MTN. SAND & GRAVEL		KILGORE COMPANIES- LEWIS & LEWIS	
ITEM NO.	ITEM DESCRIPTION	UNIT	EST. QTS.	EST. UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	Mobilization	LS	1	\$ 10,000.00	\$ 10,000.00	\$50,000.00	\$ 50,000.00	\$55,000.00	\$ 55,000.00
2	Temporary Traffic Control	LS	1	\$ 15,000.00	\$ 15,000.00	\$5,500.00	\$ 5,500.00	\$10,500.00	\$ 10,500.00
3	High Float Polymer Modified Emulsified Asphalt (CHFRS-2P)	TON	11.67	\$ 1,500.00	\$ 17,505.00	\$1,840.00	\$ 21,472.80	\$1,522.50	\$ 17,767.58
4	Cover Coat Aggregate (Type C)	TON	88.00	\$ 250.00	\$ 22,000.00	\$750.00	\$ 66,000.00	\$558.41	\$ 49,140.08
5	Fog Seal	TON	1.33	\$ 1,500.00	\$ 1,995.00	\$5,100.00	\$ 6,783.00	\$7,875.00	\$ 10,473.75
6	Fog Seal for Asphalt Patches	SY	1960	\$ 0.50	\$ 980.30	\$8.00	\$ 15,680.00	\$6.15	\$ 12,054.00
7	Manhole Collars	EA	2	\$ 1,500.00	\$ 3,000.00	\$2,500.00	\$ 5,000.00	\$1,575.00	\$ 3,150.00
BID TOTAL =				\$	70,480.30	\$	170,435.80	\$	158,085.41





ENGINEERING ASSOCIATES
A Wyoming Corporation
P.O. BOX 370 γ 211 N. 1st ST
SARATOGA, WYOMING 82331
(307)326-8301

Item 17)

MEMORANDUM

TO: Town of Saratoga, SCCIJPB
FROM: Engineering Associates
DATE: March 21, 2024
SUBJECT: SOUTH RIVER STREET WATERLINE REPLACEMENT

The Town of Saratoga received a total of 2 bids for the South River Street Waterline Replacement. The Project has a Base Bid and an Add Alternate, award is based on the Base Bid per the Contract Documents. All bids were received via QuestCDN Virtu Bid, with Town personnel present at the Saratoga Town Hall for the public bid opening. A copy of the certified Bid Tabulation is included. Two bids were received, one from Rocky Mountain Sand & Gravel (RMS&G) and one Kilgore Companies – DBA Lewis & Lewis (L&L).

The Base Bids ranged from a low of \$1,767,803.00 (RMS&G) to a high of \$3,346,799.76 (L&L); the Engineer's estimate was \$1,763,520.00. Add Alternate bids ranged from a low of \$158,085.41 (L&L) to a high of \$170,435.80 (RMS&G); the Engineers estimate was \$70,480.30. Total Bid Prices ranged from \$1,938,238.80 (RMS&G) to \$3,504,885.17 (L&L).

To evaluate the submitted bids, a math check was performed on all bids and all required bidding documentation was verified. Both bids met the bidding requirements.

The low bid is Rocky Mountain Sand and Gravel of Cheyenne, Wyoming with the bid of \$1,767,803.00 (Base Bid); their bid package is included for reference. EA's Saratoga Office has worked with RMS&G in the past with very satisfactory results. References contacted have had great project results, good working relationships and would recommend RMS&G as a Contractor.

After review of all bid packages, and contacting references, I recommend awarding the Contract to Rocky Mountain Sand & Gravel, based on their Base Bid. The contract documents state that the contract will be awarded to the lowest responsible Bidder who has met the minimum requirements set forth in the Contract Documents and is determined to be responsible in the sole discretion of the governing body. Rocky Mountain Sand & Gravel is the low bidder, has met the requirements set forth in the contract documents, and is responsible in our professional opinion, therefore we recommend award.

Additionally, based on their Add Alt bid, I would recommend awarding the Add Alt as well, bringing the total bid award to \$1,938,239.80.

If you have any questions or need additional information, please do not hesitate to contact me.

Sincerely

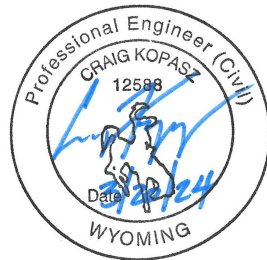
Craig Kopasz, PE
Engineering Associates

Enclosures:

- 24-0320 Bid Tab (S. River Water)
- Rocky Mountain Sand & Gravel (Bidding Docs)

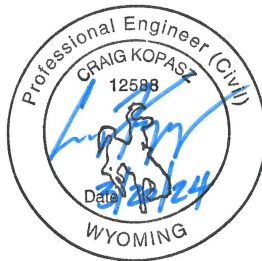
TOWN OF SARATOGA
SOUTH RIVER STREET WATERLINE REPLACEMENT
BID TABULATION
Wednesday, March 20, 2024

BASE BID & ADD ALT - CHIP SEAL				
SCHEDULE SUMMARY	ENGINEERS ESTIMATE	ROCKY MTN. SAND & GRAVEL	KILGORE COMPANIES- LEWIS & LEWIS	
BASE BID	\$ 1,763,520.00	\$ 1,767,803.00	\$	3,346,799.76
ADD ALT - CHIP SEAL	\$ 70,480.30	\$ 170,435.80	\$	158,085.41
TOTAL BID	\$ 1,834,000.30	\$ 1,938,238.80	\$	3,504,885.17



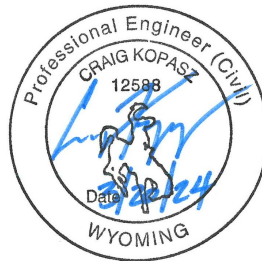
**TOWN OF SARATOGA
SOUTH RIVER STREET WATERLINE REPLACEMENT
BID TABULATION
Wednesday, March 20, 2024**

BASE BID									
ITEM NO.	ITEM DESCRIPTION	UNIT	EST. QTS.	ENGINEERS ESTIMATE		ROCKY MTN. SAND & GRAVEL		KILGORE COMPANIES- LEWIS & LEWIS	
				EST. UNIT PRICE	EST. BID AMOUNT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	Mobilization	LS	1	\$ 154,000.00	\$ 154,000.00	\$200,000.00	\$ 200,000.00	\$750,000.00	\$ 750,000.00
2	Storm Water Pollution Prevention	LS	1	\$ 15,000.00	\$ 15,000.00	\$10,000.00	\$ 10,000.00	\$2,500.00	\$ 2,500.00
3	Trench Dewatering & Testing	LS	1	\$ 150,000.00	\$ 150,000.00	\$125,000.00	\$ 125,000.00	\$750,000.00	\$ 750,000.00
4	Traffic Control	LS	1	\$ 20,000.00	\$ 20,000.00	\$25,000.00	\$ 25,000.00	\$30,000.00	\$ 30,000.00
5	Surfacing Removal - Concrete	SY	41	\$ 100.00	\$ 4,100.00	\$82.00	\$ 3,362.00	\$50.00	\$ 2,050.00
6	Surfacing Removal - Asphalt	SY	2510	\$ 20.00	\$ 50,200.00	\$13.00	\$ 32,630.00	\$6.00	\$ 15,060.00
7	Muck Excavation	CY	115	\$ 100.00	\$ 11,500.00	\$71.00	\$ 8,165.00	\$95.00	\$ 10,925.00
8	12" Crushed Base	SY	2460	\$ 40.00	\$ 98,400.00	\$41.00	\$ 100,860.00	\$82.00	\$ 201,720.00
9	4" Crushed Base	SY	720	\$ 20.00	\$ 14,400.00	\$15.00	\$ 10,800.00	\$35.00	\$ 25,200.00
10	4" Plant Mix Pavement	SY	2460	\$ 100.00	\$ 246,000.00	\$96.00	\$ 236,160.00	\$95.00	\$ 233,700.00
11	Install Curb & Gutter	LF	10	\$ 100.00	\$ 1,000.00	\$75.00	\$ 750.00	\$350.00	\$ 3,500.00
12	Fire Hydrant	EA	5	\$ 12,000.00	\$ 60,000.00	\$15,222.00	\$ 76,110.00	\$15,000.00	\$ 75,000.00
13	6" Fire Hydrant Extension	EA	2	\$ 700.00	\$ 1,400.00	\$2,100.00	\$ 4,200.00	\$3,000.00	\$ 6,000.00
14	1" Fire Hydrant Extension	EA	2	\$ 800.00	\$ 1,600.00	\$2,755.00	\$ 5,510.00	\$2,500.00	\$ 5,000.00
15	Remove Fire Hydrant	EA	5	\$ 1,500.00	\$ 7,500.00	\$2,500.00	\$ 12,500.00	\$3,000.00	\$ 15,000.00
16	6" Bollards	EA	2	\$ 750.00	\$ 1,500.00	\$975.00	\$ 1,950.00	\$2,500.00	\$ 5,000.00
17	4" AWWA C900 DR18 PVC Water Main	LF	92	\$ 160.00	\$ 14,720.00	\$95.00	\$ 8,740.00	\$145.00	\$ 13,340.00
18	6" AWWA C900 DR18 PVC Water Main	LF	1310	\$ 165.00	\$ 216,150.00	\$102.00	\$ 133,620.00	\$150.00	\$ 196,500.00
19	12" AWWA C900 DR18 PVC Water Main	LF	1050	\$ 175.00	\$ 183,750.00	\$127.00	\$ 133,350.00	\$195.00	\$ 204,750.00
20	4" Gate Valve	EA	1	\$ 3,500.00	\$ 3,500.00	\$2,170.00	\$ 2,170.00	\$3,818.14	\$ 3,818.14
21	6" Gate Valve	EA	14	\$ 4,500.00	\$ 63,000.00	\$4,075.00	\$ 57,050.00	\$4,179.87	\$ 58,518.18
22	12" Gate Valve	EA	5	\$ 6,500.00	\$ 32,500.00	\$8,471.00	\$ 42,355.00	\$7,559.72	\$ 37,798.60
23	14" Gate Valve	EA	1	\$ 11,000.00	\$ 11,000.00	\$20,499.00	\$ 20,499.00	\$16,163.88	\$ 16,163.88
24	Water Valve Abandonment	EA	20	\$ 500.00	\$ 10,000.00	\$1,325.00	\$ 26,500.00	\$0.01	\$ 0.20
25	4" Watermain Connection	EA	1	\$ 3,500.00	\$ 3,500.00	\$3,195.00	\$ 3,195.00	\$15,000.00	\$ 15,000.00
26	6" Watermain Connection	EA	6	\$ 4,000.00	\$ 24,000.00	\$4,311.00	\$ 25,866.00	\$15,000.00	\$ 90,000.00
27	12" Watermain Connection	EA	1	\$ 5,500.00	\$ 5,500.00	\$7,120.00	\$ 7,120.00	\$15,500.00	\$ 15,500.00
28	14" Watermain Connection	EA	1	\$ 7,000.00	\$ 7,000.00	\$10,145.00	\$ 10,145.00	\$16,000.00	\$ 16,000.00
29	6" MJ Cap	EA	1	\$ 1,000.00	\$ 1,000.00	\$2,225.00	\$ 2,225.00	\$2,200.00	\$ 2,200.00
30	6" Blind Flange Class 125	EA	1	\$ 1,000.00	\$ 1,000.00	\$2,625.00	\$ 2,625.00	\$2,200.00	\$ 2,200.00
31	12" MJ Plug	EA	1	\$ 1,200.00	\$ 1,200.00	\$2,475.00	\$ 2,475.00	\$2,200.00	\$ 2,200.00
32	12" Blind Flange Class 125	EA	1	\$ 1,200.00	\$ 1,200.00	\$2,712.00	\$ 2,712.00	\$2,584.59	\$ 2,584.59
33	14" Cap	EA	1	\$ 1,500.00	\$ 1,500.00	\$2,612.00	\$ 2,612.00	\$2,687.98	\$ 2,687.98
34	4" - 45 Deg DI Bend	EA	2	\$ 2,500.00	\$ 5,000.00	\$2,020.00	\$ 4,040.00	\$2,527.25	\$ 5,054.50
35	6" - 90 Deg DI Bend	EA	1	\$ 2,500.00	\$ 2,500.00	\$2,497.00	\$ 2,497.00	\$2,419.50	\$ 2,419.50
36	6" - 45 Deg DI Bend	EA	10	\$ 2,500.00	\$ 25,000.00	\$2,624.00	\$ 26,240.00	\$2,502.42	\$ 25,024.20
37	6" - 11.25 Deg DI Bend	EA	1	\$ 2,500.00	\$ 2,500.00	\$2,624.00	\$ 2,624.00	\$2,386.32	\$ 2,386.32
38	12" - 45 Deg DI Bend	EA	4	\$ 3,000.00	\$ 12,000.00	\$3,877.00	\$ 15,508.00	\$2,985.91	\$ 11,943.64
39	6" x 6" Tee	EA	1	\$ 3,000.00	\$ 3,000.00	\$3,370.00	\$ 3,370.00	\$2,578.56	\$ 2,578.56
40	6" x 6" SW Tee	EA	5	\$ 3,000.00	\$ 15,000.00	\$4,196.00	\$ 20,980.00	\$2,579.27	\$ 12,896.35
41	12" x 6" Tee	EA	1	\$ 5,500.00	\$ 5,500.00	\$4,969.00	\$ 4,969.00	\$3,022.84	\$ 3,022.84
42	12" x 12" Tee	EA	1	\$ 6,000.00	\$ 6,000.00	\$5,275.00	\$ 5,275.00	\$3,338.76	\$ 3,338.76
43	12" x 6" Cross	EA	2	\$ 7,500.00	\$ 15,000.00	\$7,741.00	\$ 15,482.00	\$3,209.97	\$ 6,419.94
44	12" Cross	EA	1	\$ 8,000.00	\$ 8,000.00	\$8,111.00	\$ 8,111.00	\$3,858.45	\$ 3,858.45
45	6" x 4" Reducer	EA	1	\$ 1,500.00	\$ 1,500.00	\$2,115.00	\$ 2,115.00	\$2,337.03	\$ 2,337.03
46	12" x 6" Reducer	EA	2	\$ 2,500.00	\$ 5,000.00	\$2,225.00	\$ 4,450.00	\$2,597.29	\$ 5,194.58
47	14" x 12" Reducer	EA	1	\$ 5,000.00	\$ 5,000.00	\$4,730.00	\$ 4,730.00	\$2,800.00	\$ 2,800.00
48	Existing Water Utility Potholing and Locates	EA	26	\$ 1,000.00	\$ 26,000.00	\$1,375.00	\$ 35,750.00	\$3,000.00	\$ 78,000.00
49	Water Service Crossing	EA	6	\$ 500.00	\$ 3,000.00	\$1,417.00	\$ 8,502.00	\$3,500.00	\$ 21,000.00
50	Sanitary Sewer Service Crossing	EA	0	\$ 1,500.00	\$ -	\$8,450.00	\$ -	\$5,000.00	\$ -
51	Sanitary/Storm Sewer Main Crossing	EA	9	\$ 3,500.00	\$ 31,500.00	\$3,775.00	\$ 33,975.00	\$2,500.00	\$ 22,500.00
52	Directional Drill - 20" Casing	LF	40	\$ 450.00	\$ 18,000.00	\$1,925.00	\$ 77,000.00	\$1,800.00	\$ 72,000.00
53	3/4" DR9 CTS PE Water Service Line	LF	455	\$ 50.00	\$ 22,750.00	\$65.00	\$ 29,575.00	\$95.00	\$ 43,225.00
54	1" DR9 CTS PE Water Service Line	LF	40	\$ 60.00	\$ 2,400.00	\$79.00	\$ 3,160.00	\$175.00	\$ 7,000.00
55	Water Service - 3/4" Service Connection	EA	12	\$ 1,000.00	\$ 12,000.00	\$999.00	\$ 11,988.00	\$1,250.00	\$ 15,000.00
56	Water Service - 1" Service Connection	EA	1	\$ 1,300.00	\$ 1,300.00	\$1,099.00	\$ 1,099.00	\$1,250.00	\$ 1,250.00
57	3/4" Curb Stop, Box with Riser	EA	12	\$ 800.00	\$ 9,600.00	\$877.00	\$ 10,524.00	\$250.00	\$ 3,000.00
58	1" Curb Stop, Box with Riser	EA	1	\$ 800.00	\$ 800.00	\$1,077.00	\$ 1,077.00	\$500.00	\$ 500.00
59	2" Water Meter Interior Installation	LS	1	\$ 7,500.00	\$ 7,500.00	\$3,465.00	\$ 3,465.00	\$25,000.00	\$ 25,000.00
60	Water Meter Pit and Connection	EA	4	\$ 3,750.00	\$ 15,000.00	\$3,666.00	\$ 14,664.00	\$1,500.00	\$ 6,000.00
61	Traffic Rated Meter Pit Lid and Frame	EA	13	\$ 1,500.00	\$ 19,500.00	\$2,200.00	\$ 28,600.00	\$3,281.25	\$ 42,656.25
62	Remove Existing Meter Pit	EA	1	\$ 750.00	\$ 750.00	\$1,375.00	\$ 1,375.00	\$0.01	\$ 0.01
63	12" HDPE Storm Culvert	LF	102	\$ 55.00	\$ 5,610.00	\$121.00	\$ 12,342.00	\$146.32	\$ 14,924.64
64	Flared End Section	EA	2	\$ 400.00	\$ 800.00	\$636.00	\$ 1,272.00	\$371.31	\$ 742.62
65	Concrete Headwall	EA	2	\$ 1,500.00	\$ 3,000.00	\$4,333.00	\$ 8,666.00	\$15,000.00	\$ 30,000.00
66	Manhole Traffic Collar and Adjustment	EA	1	\$ 1,500.00	\$ 1,500.00	\$3,445.00	\$ 3,445.00	\$2,000.00	\$ 2,000.00
67	Concrete Sidewalk	SF	78	\$ 30.00	\$ 2,340.00	\$17.00	\$ 1,326.00	\$125.00	\$ 9,750.00
68	Concrete Valley Gutter	SF	600	\$ 30.00	\$ 18,000.00	\$21.00	\$ 12,600.00	\$60.00	\$ 36,000.00
69	Specialty Concrete Valley Gutter	SF	121	\$ 50.00	\$ 6,050.00	\$31.00	\$ 3,751.00	\$60.00	\$ 7,260.00
70	Landscape and Seeding	SY	1400	\$ 20.00	\$ 28,000.00	\$5.00	\$ 7,000.00	\$7.00	\$ 9,800.00
BASE BID BID AMOUNT =				\$	1,763,520.00	\$	1,767,803.00	\$	3,346,799.76



TOWN OF SARATOGA
SOUTH RIVER STREET WATERLINE REPLACEMENT
BID TABULATION
Wednesday, March 20, 2024

ADD ALTERNATE - CHIP SEAL									
				ENGINEERS ESTIMATE		ROCKY MTN. SAND & GRAVEL		KILGORE COMPANIES- LEWIS & LEWIS	
ITEM NO.	ITEM DESCRIPTION	UNIT	EST. QTS.	EST. UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	Mobilization	LS	1	\$ 10,000.00	\$ 10,000.00	\$50,000.00	\$ 50,000.00	\$55,000.00	\$ 55,000.00
2	Temporary Traffic Control	LS	1	\$ 15,000.00	\$ 15,000.00	\$5,500.00	\$ 5,500.00	\$10,500.00	\$ 10,500.00
3	High Float Polymer Modified Emulsified Asphalt (CHFRS-2P)	TON	11.67	\$ 1,500.00	\$ 17,505.00	\$1,840.00	\$ 21,472.80	\$1,522.50	\$ 17,767.58
4	Cover Coat Aggregate (Type C)	TON	88.00	\$ 250.00	\$ 22,000.00	\$750.00	\$ 66,000.00	\$558.41	\$ 49,140.08
5	Fog Seal	TON	1.33	\$ 1,500.00	\$ 1,995.00	\$5,100.00	\$ 6,783.00	\$7,875.00	\$ 10,473.75
6	Fog Seal for Asphalt Patches	SY	1960	\$ 0.50	\$ 980.30	\$8.00	\$ 15,680.00	\$6.15	\$ 12,054.00
7	Manhole Collars	EA	2	\$ 1,500.00	\$ 3,000.00	\$2,500.00	\$ 5,000.00	\$1,575.00	\$ 3,150.00
BID TOTAL =				\$	70,480.30	\$	170,435.80	\$	158,085.41



BID FORM

Project Identification: **TOWN OF SARATOGA**
SOUTH RIVER STREET WATERLINE REPLACEMENTS

The terms used in this Bid with initial capital letters have the meanings stated in the Instructions to Bidders, the General Conditions, and the Supplementary Conditions.

Article 1—OWNER AND BIDDER

1.01 This Bid is submitted to:

Owner Name: TOWN OF SARATOGA

1.02 This Bid is submitted by:

Bidder Name: Rocky Mountain Sand & Gravel, LLC

1.03 The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with Owner in the form included in the Bidding Documents to perform all Work as specified or indicated in the Bidding Documents for the prices and within the times indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.

Article 2—ATTACHMENTS TO THIS BID

2.01 The following documents are submitted with and made a condition of this Bid:

- A. Required Bid security in the form of Bid Bond
- B. Wyoming Residency Certificate: Yes No
- C. Tabulation of Proposed Subcontractors, Suppliers, and other individuals and entities
- D. Required Bidder Qualification Statement with supporting data.

Article 3—BASIS OF BID

3.01 *Unit Price Bids*

- A. Bidder will perform the following Work at the indicated unit prices:

SEE NEXT SHEET

{SUBMITTED ONLINE}

BASE BID					
ITEM NO.	ITEM DESCRIPTION	UNIT	EST. QTS.	UNIT PRICE	TOTAL
1	Mobilization	LS	1		
2	Storm Water Pollution Prevention	LS	1		
3	Trench Dewatering & Testing	LS	1		
4	Traffic Control	LS	1		
5	Surfacing Removal - Concrete	SY	41		
6	Surfacing Removal - Asphalt	SY	2510		
7	Muck Excavation	CY	115		
8	12" Crushed Base	SY	2460		
9	4" Crushed Base	SY	720		
10	4" Plant Mix Pavement	SY	2460		
11	Install Curb & Gutter	LF	10		
12	Fire Hydrant	EA	5		
13	6" Fire Hydrant Extension	EA	2		
14	1' Fire Hydrant Extension	EA	2		
15	Remove Fire Hydrant	EA	5		
16	6" Bollards	EA	2		
17	4" AWWA C900 DR18 PVC Water Main	LF	92		
18	6" AWWA C900 DR18 PVC Water Main	LF	1310		
19	12" AWWA C900 DR18 PVC Water Main	LF	1050		
20	4" Gate Valve	EA	1		
21	6" Gate Valve	EA	14		
22	12" Gate Valve	EA	5		
23	14" Gate Valve	EA	1		
24	Water Valve Abandonment	EA	20		

25	4" Watermain Connection	EA	1		
26	6" Watermain Connection	EA	6		
27	12" Watermain Connection	EA	1		
28	14" Watermain Connection	EA	1		
29	6" MJ Cap	EA	1		
30	6" Blind Flange Class 125	EA	1		
31	12" MJ Plug	EA	1		
32	12" Blind Flange Class 125	EA	1		
33	14" Cap	EA	1		
34	4" - 45 Deg DI Bend	EA	2		
35	6" - 90 Deg DI Bend	EA	1		
36	6" - 45 Deg DI Bend	EA	10		
37	6" - 11.25 Deg DI Bend	EA	1		
38	12" - 45 Deg DI Bend	EA	4		
39	6" x 6" Tee	EA	1		
40	6" x 6" SW Tee	EA	5		
41	12" x 6" Tee	EA	1		
42	12" x 12" Tee	EA	1		
43	12" x 6" Cross	EA	2		
44	12" Cross	EA	1		
45	6" x 4" Reducer	EA	1		
46	12" x 6" Reducer	EA	2		
47	14" x 12" Reducer	EA	1		
48	Existing Water Utility Potholing and Locates	EA	26		
49	Water Service Crossing	EA	6		
50	Sanitary Sewer Service Crossing	EA	0		
51	Sanitary/Storm Sewer Main Crossing	EA	9		

52	Directional Drill - 20" Casing	LF	40		
53	3/4" DR9 CTS PE Water Service Line	LF	455		
54	1" DR9 CTS PE Water Service Line	LF	40		
55	Water Service - 3/4" Service Connection	EA	12		
56	Water Service - 1" Service Connection	EA	1		
57	3/4" Curb Stop, Box with Riser	EA	12		
58	1" Curb Stop, Box with Riser	EA	1		
59	2" Water Meter Interior Installation	LS	1		
60	Water Meter Pit and Connection	EA	4		
61	Traffic Rated Meter Pit Lid and Frame	EA	13		
62	Remove Existing Meter Pit	EA	1		
63	12" HDPE Storm Culvert	LF	102		
64	Flared End Section	EA	2		
65	Concrete Headwall	EA	2		
66	Manhole Traffic Collar and Adjustment	EA	1		
67	Concrete Sidewalk	SF	78		
68	Concrete Valley Gutter	SF	600		
69	Specialty Concrete Valley Gutter	SF	121		
70	Landscape and Seeding	SY	1400		
BASE BID - TOTAL PRICE					

ADD ALTERNATE - CHIP SEAL					
ITEM NO.	ITEM DESCRIPTION	UNIT	EST. QTS.	EST. UNIT PRICE	TOTAL
1	Mobilization	LS	1		
2	Temporary Traffic Control	LS	1		
3	High Float Polymer Modified Emulsified Asphalt (CHFRS-2P)	TON	11.67		
4	Cover Coat Aggregate (Type C)	TON	88.00		
5	Fog Seal	TON	1.33		
6	Fog Seal For Asphalt Patches	SY	1960		
7	Manhole Collars	EA	2		
ADD ALTERNATE - TOTAL PRICE					

ONLINE BIDDING ONLY

- B. Bidder acknowledges that:
 1. Each Bid Unit Price includes an amount considered by Bidder to be adequate to cover Contractor’s overhead and profit for each separately identified item, and
 2. Estimated quantities are not guaranteed, and are solely for the purpose of comparison of Bids, and final payment for all Unit Price Work will be based on actual quantities, determined as provided in the Contract Documents.

Article 4—TIME OF COMPLETION

- 4.01 Bidder agrees that the Work will be substantially complete and will be completed and ready for final payment in accordance with Paragraph 15.06 of the General Conditions on or before the dates or within the number of calendar days indicated in the Agreement.
- 4.02 Bidder accepts the provisions of the Agreement as to liquidated damages.

Article 5—BIDDER’S ACKNOWLEDGEMENTS: ACCEPTANCE PERIOD, INSTRUCTIONS, AND RECEIPT OF ADDENDA

- 5.01 *Bid Acceptance Period*
 - A. This Bid will remain subject to acceptance for 60 days after the Bid opening, or for such longer period of time that Bidder may agree to in writing upon request of Owner.
- 5.02 *Instructions to Bidders*
 - A. Bidder accepts all of the terms and conditions of the Instructions to Bidders, including without limitation those dealing with the disposition of Bid security.
- 5.03 *Receipt of Addenda*
 - A. Bidder hereby acknowledges receipt of the following Addenda:

<u>Addendum Number</u>	<u>Addendum Date</u>
1	March 12, 2024
_____	_____
_____	_____
_____	_____

Article 6—BIDDER’S REPRESENTATIONS AND CERTIFICATIONS

- 6.01 *Bidder’s Representations*
 - A. In submitting this Bid, Bidder represents the following:
 1. Bidder has examined and carefully studied the Bidding Documents, including Addenda.
 2. Bidder has visited the Site, conducted a thorough visual examination of the Site and adjacent areas, and become familiar with the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
 3. Bidder is familiar with all Laws and Regulations that may affect cost, progress, and performance of the Work.
 4. Bidder has carefully studied the reports of explorations and tests of subsurface conditions at or adjacent to the Site and the drawings of physical conditions relating to existing surface

or subsurface structures at the Site that have been identified in the Supplementary Conditions, with respect to the Technical Data in such reports and drawings.

5. Bidder has carefully studied the reports and drawings relating to Hazardous Environmental Conditions, if any, at or adjacent to the Site that have been identified in the Supplementary Conditions, with respect to Technical Data in such reports and drawings.
6. Bidder has considered the information known to Bidder itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Bidding Documents; and the Technical Data identified in the Supplementary Conditions or by definition, with respect to the effect of such information, observations, and Technical Data on (a) the cost, progress, and performance of the Work; (b) the means, methods, techniques, sequences, and procedures of construction to be employed by Bidder, if selected as Contractor; and (c) Bidder's (Contractor's) safety precautions and programs.
7. Based on the information and observations referred to in the preceding paragraph, Bidder agrees that no further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract.
8. Bidder is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Bidding Documents.
9. Bidder has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder has discovered in the Bidding Documents, and of discrepancies between Site conditions and the Contract Documents, and the written resolution thereof by Engineer is acceptable to Contractor.
10. The Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.
11. The submission of this Bid constitutes an incontrovertible representation by Bidder that without exception the Bid and all prices in the Bid are premised upon performing and furnishing the Work required by the Bidding Documents.

6.02 *Bidder's Certifications*

A. The Bidder certifies the following:

1. This Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any collusive agreement or rules of any group, association, organization, or corporation.
2. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid.
3. Bidder has not solicited or induced any individual or entity to refrain from bidding.
4. Bidder has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the Contract. For the purposes of this Paragraph 8.02.A:
 - a. "Corrupt practice" means the offering, giving, receiving, or soliciting of anything of value likely to influence the action of a public official in the bidding process.
 - b. "Fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process to the detriment of Owner, (b) to establish bid prices at

artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition.

- c. “Collusive practice” means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish bid prices at artificial, non-competitive levels.
- d. “Coercive practice” means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

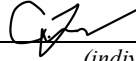
BIDDER hereby submits this Bid as set forth above:

Bidder:

Rocky Mountain Sand & Gravel, LLC

(typed or printed name of organization)

By:



(individual's signature)

Name: Crystyn Lasley

(typed or printed)

Title: CEO

(typed or printed)

Date: March 20, 2024

(typed or printed)

If Bidder is a corporation, a partnership, or a joint venture, attach evidence of authority to sign.

Attest:



(individual's signature)

Name: Earl Merrill

(typed or printed)

Title: COO

(typed or printed)

Date: March 20, 2024

(typed or printed)

Address for giving notices:

3423 Christensen Rd., Cheyenne, WY 82009

Bidder's Contact:

Name: Crystyn Lasley

(typed or printed)

Title: CEO

(typed or printed)

Phone: (307) 203-9809

Email: RockyMountainSand@gmail.com

Address:

PO BOX 22417, Cheyenne, WY 82003

3423 Christensen Rd., Cheyenne, WY 82009

Bidder's Contractor License No.: (if applicable)

CONTRACTOR’S QUALIFICATION STATEMENT

CURRENT PROJECTS

List major construction projects your Organization has under contract on this date:

Project Name	Owner	Engineer/Architect	Contract Amount	Contract Date	Percent Complete	Scheduled Completion
Southeast School Water Improvements 2023	Goshen County School District 1	Baker & Associates. Coby Romig 308-641-8730	\$ 204,780.00	7/5/2023	0%	May 2024
FY2023 Sanitary Sewer Rehabilitation Project	Town Of Baggs	Northfork Engineering Jon Nelson 307-414-1701	\$538,357.00	8/8/2023	98%	May 2024

See Page 2 - Reverse

COMPLETED PROJECTS

List of similar projects, at least one of which has exceeded the Contract Price \$1,500,000, your Organization has completed in the past five years:


Project Name	Owner	Description	Engineer/ Architect	Contract Amount	Date Completed
SEE ATTACHED REFERENCES					

PROJECT SUPERINTENDENT AND SUPERVISION ROSTER

In accordance with the General Conditions, the following individual or individuals will be assigned to this project as resident superintendent and Contractor's representative at the work site.

Superintendant's Name (s)	Last Five Projects of Similar Scope & Size Supervised by Individual	Engineer	Contact/ Telephone #
1 Earl Merrill	All projects shown on "References"	Various (see references)	Various (see references)
2			

CONTRACTOR

: Rocky Mountain Sand & Gravel, LLC 

By: Crystyn Lasley

Title: CEO

LIST OF MATERIAL SUPPLIERS AND SUBCONTRACTORS

Material Suppliers:

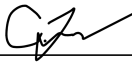
<u>Supplier's Name</u>	<u>Materials to be supplied under this Contract</u>	<u>Dollar Amount</u>
Rain for Rent	Dewatering	\$20,000
S & J Signs	Traffic Control	\$20,000
Valley Ready Mix	Concrete	\$20,000
C & B Sand & Gravel	aggregates	\$20,000
Ferguson Waterworks	pipe & appertunances	\$300,000
BBA Pumps	Pumps for trench dewatering	\$50,000
TOTAL MATERIALS (A)		\$ 430,000
CONTRACT PRICE (B)		\$ 1,767,803.00
(B from Bid Form – 00410)		

*Use additional sheets as necessary

Subcontractors:

<u>Subcontractor Name</u>	<u>Description of Work to be performed under this Contract</u>	<u>Dollar Amount (C)</u>	<u>% Work [C/(B-A)]</u>
Coleman	Boring	30,000	1.7%
71 Construction	Paving	330,000	18%
Rocky Mountain Reclamation	Reveg	6,000	0.3%
TOTAL		\$ 366,000	20%

CONTRACTOR: Rocky Mountain Sand & Gravel, LLC

By: Crystyn Lasley 

Title: CEO

REFERENCES

WATER & SEWER PROJECTS

2023 Sewer Improvements Project. Completed 2023 for Town of Baggs, WY. Contract amount \$544,057.00. Rehabilitated pump wet well and vault at sewer lagoons. Removed and replaced wet well at Meadowlark lift station. Replaced existing storm sewers. Contact Jon Nelson with NorthFork Engineering (307) 326-5000.

First Street Waterline Project. Completed 2023. Owner Sierra Madre Water & Sewer Joint Powers Board. Contract amount \$438,252.35. Installed approximately 600 LF of new water main including fittings, fire hydrants, and services. Contact Jon Nelson with NorthFork Engineering (307) 326-5000

FY2023 Sanitary Sewer Rehabilitation Project. Completed 2023 for the Board of Public Utilities. Contract amount \$841,206.50. Removed and Replaced 10 sanitary sewer manholes in Cheyenne, WY. Contact BOPU David Cole (307) 637-0854,

Water System Improvement 2020/015-008-20. Town of Yoder. Completed 2022. Contract amount \$536,131.90. Contact Coby Romig with Baker and Associates (307) 532-5211. Installation of new ground water well supply pumps & motors, new distribution and transmission pipeline improvements, and decommissioning and removal of existing water storage tanks.

FY2020 Sewer Rehab Schedule 3. Board of Public Utilities. Completed 2021. Contract amount \$306,424.80. Contact David Cole with BOPU (307) 637-0854. Replaced 6 sanitary sewer manholes at various locations around Cheyenne, WY. Rehab'd 3 sanitary sewer manholes using hydro grout and epoxy and rebuilt inverts and benches.

1814 Rollins Ave, Cheyenne Housing Authority. Cheyenne, WY. Completed 2020. Sewer line replacement. Contract amount \$22,250.00. Contact Marty Deets with Cheyenne Housing Authority (307) 421-2666.

Guernsey Golf Course & Pumphouse. Town of Guernsey, WY. Completed 2020. Installed well house to house pump and installed new waterline to service golf course. Contract amount \$135,395. Contact Russ Dahlgren with Dahlgren Consulting (307) 634-3582.

2020 Sanitary Sewer Improvements. Town of Sinclair, WY. Completed 2020. Installed 295 linear feet of new Sanitary Sewer Main including Manhole. Contract amount \$166,948.08. Contact Jon Nelson with Northfork Engineering (307) 326-5000.

Sewer & Water Improvements Project – Phase II. Town of Fort Laramie, WY. Completed 2019. Installed water & Sewer on Miles Ave including manholes, fire hydrants, and services. Installed storm sewer on Bliss including catch basin and manholes. Installed waterline boring across HWY 26 including meter pits and service. Contract amount \$682,521.36. Contact Coby Romig with Baker & Associates (308) 641-8730.

2019 Storm Sewer Improvements. Town of Sinclair, WY. Completed 2019. Installed 8" and 12" Storm Sewer. Contract amount \$221,507.65. Contact Jon Nelson (307) 414-1701.

Well 3 Waterline. TFS II, LLC. Cheyenne, WY. Completed 2019. Installed 1,360 LF of C-900 4" water line. Contract amount \$95,878.00. Contact Brett Vizina (307) 421-2517.

Sinclair 2019 Emergency Sewer Line Repair. Town of Sinclair Sinclair Wy. Completed 2019. Excavated and replaced 270 LF of sewer line. Contract amount \$71,000.00 Contact Jon Nelson (307) 326-5000.



Emergency Sewer Line Replacement Project Scatter Sites. Cheyenne Housing Authority. Cheyenne, WY. Completed 2018. Excavated and replaced sewer line at 615 Storey Blvd. Contract Amount \$19,350.00. Contact Marty Deets (307) 421-2666.

2018 Jefferson Ave Waterline, Town of Sinclair Sinclair Wy. Completed 2018. Replacement of approx. 1,350ft of water main on Jefferson Ave from 6th St to 11th St. Contract Amount \$428,495.00. Contact Town of Sinclair (307) 324-3058.

ACSD#1 Old Laramie High School Auxiliary Gymnasium Modification, Spiegelberg Lumber & Building Company Laramie, Wy. Completed 2018. Excavation and backfill for water main connection and fire riser piping into building. Contract amount \$32,114.00. Contact Hope Dimit (307) 742-6651.

Saratoga Elementary School Sewer Replacement, Carbon County School District 2 Saratoga Wy. Completed 2018. Replaced 392ft of VCP sanitary Sewer with PVC and installed three new manholes. Contract amount \$145,652.50. Contact Craig Kopasz (307) 326-8301.

2018 Sewer Line Replacement Project Scatter Sites. Cheyenne Housing Authority. Cheyenne, WY. Completed 2018. Replace sewer line from connection in the street to the inlet of the house at 2 residences. Contract Amount \$34,925.00. Contact Marty Deets (307) 421-2666.

Water Hookup at the Southeast Welcome Center. WYDOT. Cheyenne WY Completed 2017. Remove existing water line and install new water line and well. Contract Amount \$86,500.00 Contact WYDOT (307) 777-4398.

Hunter Add'n No 2 Sewer line Replacement. Town of Hulett. Hulett, WY Completed 2017. Installed sewer main with services and manholes. Contract Amount \$313,739.50. Contact Town of Hulett (307) 467-5771.

Sewer Line Replacement. WYDOT. Patrick Draw, WY Completed 2017. Removed and replaced wastewater lines at four homes. Contract Amount \$100,000.00. Contact WYDOT (307) 389-5687.

Water System Improvements and RV Park. Archer Complex. Laramie County. Cheyenne, WY. Completed 2017. Installed 8" water main to service RV Park. Installed 4" water main with services to existing facilities. Built 23 space RV camp park with additional area for overflow. Contract Amount \$675,795.46. Contact Laramie County (307) 633-4302.

Bison Crossing 9th Filing – Phase I Project. TFS II, LLC. Laramie County WY. Completed 2017. Installed new pump and new water main to existing well and water supply tank. Contract Amount \$173,562.50. Contact (307) 234-4203.

Waterline, Sewer Line, Manhole Installation, and parking lot pavement. Laramie River Station Power Plant. Wheatland, WY. Completed 2016. Installed waterline and sewer line to bulk warehouse at Laramie River Station power plant. Contract Amount \$283,643. Contact Ormond Builders (208) 524-1422.

Various Project throughout Cheyenne, WY. Marv's Heating & Plumbing. Install/repair water and sewer lines. Including some concrete replacement and some asphalt paving/patching. Contact Alan (307) 635-4159.

Fox Farm Townhomes Sewer Rehab. Oakwood Construction. Completed 2015. Installed/repaired existing sanitary sewer service, manholes and hookups to new townhome development. Contract Amount \$31,000. Contact Dave (517) 347-1980.

Archer Arena Water and Lighting. Laramie County Fair Board, Cheyenne, WY. Completed 2015. Installed additional arena lighting to outdoor arenas, installed frost free fire hydrants to stock pens and extended water line. Contract Amount \$163,000. Contact Jeff Ketcham (307) 633-4670.



Carbon County Water Consensus Wastewater Collection and Water System Improvements. Town of Dixon, Wyoming. Completed 2014. Replaced wastewater pipes, reconnected sanitary service, removed existing manholes and replaced with new, and installed five new fire hydrants. Contract Amount \$85,114. Contact Lidstone & Associates (Mr. Ryan Duve) (907) 223-4705.

ROADWORK PROJECTS

Loops 1 & 2 Gravel Road Rehabilitation Project. Completed 2023 for State of Wyoming Dept. of State Parks. Contract amount \$162,409.00. Bladed approx. 12 miles of gravel roadway, replaced 1 cattle guard and 1 storm sewer. Contact Andrew Skiba (307) 851-2254

Carbon County Road 15 Culvert Replacement Project. Carbon County. Completed in 2021. Replaced culvert, constructed headwalls, placed handrails, and regraded. Contract amount \$201,742.50. Contact Dan Ferrin WLC 307-324-5262

Guernsey Skyline Drive Asphalt Road Rehabilitation Project. State of Wyoming Dept. of State Parks. Completed 2020. 300 SY asphalt patching. Contract amount \$90,089.50. Contact Con Deniz (307) 777-6317.

Sandy Point Access Road Flood Damage Repair Project. State of Wyoming Dept. of State Parks. Completed 2020. Grading, erosion control, and ditch management for flood damage at Sandy Point Campground in Guernsey State Park. Contract amount \$29,294.00. Contact Con Deniz (307) 777-6317.

Fish Canyon Gravel Road Rehabilitation Project. State of Wyoming Dept. of State Parks. Completed 2020. Erosion control, grading, and road rehab on Fish Canyon Road in Guernsey State Park. \$69,151.00. Contact (307) 777-6317.

Quebec 1 MAF Access Road. State of Wyoming Department of State Parks & Recreation. Completed 2019. Build Access Road and made improvements on county road, including installing cattle guard WYDOT Type F Fencing, asphalt pavement on county road and chip seal on access road. Contract amount \$521,982.95. Contact Con Deniz (307) 777-6317.

Lusby PAA Road Maintenance, Wyoming Game & Fish, Alcova Wyoming. Completed 2019. Blade road and parking areas and apply magnesium chloride. Contract amount \$29,840.00.

Guernsey State Park – Gravel Road Maintenance Project, WY Dept of State Parks & Cultural Resources Guernsey, WY. Completed 2019. Shape and blade approximately 10 miles of gravel roadway. Apply approximately 9600 tons of gravel. Apply road stabilizer. Contract amount \$205,831.10. Contact Ann Rose (307) 631-8656.

Curt Gowdy State Park - Gravel Road Maintenance, WY Dept of State Parks & Cultural Resources Cheyenne Wy. Completed 2018. Shape, compact, scarify and blade existing road. Contract amount \$7,346.35. Contact Lance Marris (307) 777-6323.

Asphalt Patching Curt Gowdy State Park. State of Wyoming. Completed 2014/2015. Contract Amount \$17,950. Contact Lance Marris (307) 630-3227.

Boysen State Park-Loop 2 Gravel Road Maintenance Project. State of Wyoming Parks Department. Completed 2014. Shaped and compacted existing 3 miles of road, graded drainage ditches, performed placement and grading of 6100 tons of crushed base, cleaned two culverts, and treated road with dust palliative. Contract Amount \$166,259. Contact Con Deniz (307) 777-6317.

Wyoming Territorial Prison Road. State of Wyoming. Contract Amount \$22,400. Completed 2014. Contact Lance Marris (307) 630-3227.



STATE OF WYOMING

CERTIFICATE OF RESIDENCY



Contractor Number: 1328

ROCKY MOUNTAIN SAND & GRAVEL, LLC

HAS BEEN GRANTED RESIDENCY STATUS PURSUANT TO WYOMING STATUTE 16-6-101, AS AMENDED. FIVE PERCENT PREFERENCE SHALL BE ALLOWED WHEN BIDDING ON ANY PUBLIC WORKS CONTRACT FOR A PERIOD OF ONE (1) YEAR FROM THE DATE CERTIFICATION IS GRANTED. GRANTED THIS 2ND DAY of JANUARY TWO THOUSAND AND 24

Michele Johnson, Program Manager

EXPIRATION DATE: 1/1/2025



To verify the authenticity of the certificate, please contact our office at 307-777-7261 or visit wyomingworkforce.org/businesses/labor/info

CERTIFICATE SERIAL NUMBER: 0201202411

RESOLUTION ADOPTED BY LLC PARTNERSHIP

The LLC known as Rocky Mountain Sand & Gravel, LLC, hereby adopts the following resolutions:

1. Resolved, Crystyn Lasley is the majority owner of the partnership.
2. Resolved, Earl Merrill is the minority owner of the partnership.
3. Resolved, Crystyn Lasley and/or Earl Merrill are the only persons authorized to indebt Rocky Mountain Sand & Gravel, LLC, a partnership.
4. Resolved, Crystyn Lasley and/or Earl Merrill are the only persons authorized signatory authority or permission to indemnify the partnership for bonds, contracts, and agreements.
5. Resolved, that all acts taken above and resolutions are approved, ratified, and adopted.

Owner(s) Signature(s):

Printed Name(s):

Date:

Crystyn Lasley

1/1/2021

Earl Merrill

1/1/2021

State of Wyoming

SEAL:

County of Laramie



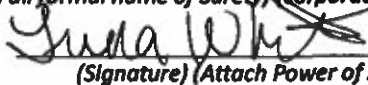

This instrument entitled RESOLUTION ADOPTED BY LLC PARTNERSHIP was acknowledged before me on January 1, 2021 by Crystyn Lasley and Earl Merrill.

Notary Public

My commission expires: December 29, 2022



BID BOND (PENAL SUM FORM)

<p>Bidder Name: Rocky Mountain Sand & Gravel, LLC Address (principal place of business): 3423 Christensen Rd. Cheyenne, WY 82009</p>	<p>Surety Name: The Ohio Casualty Insurance Company Address (principal place of business): 175 Berkeley Street Boston, MA 02116</p>
<p>Owner Name: Town of Saratoga Address (principal place of business): 110 E. Spring Ave, PO Box 486 Saratoga, WY 82331</p>	<p>Bid Project (name and location): South River Street Waterline Replacement - Saratoga, WY Bid Due Date: March 20, 2024</p>
<p>Bond Penal Sum: 5% Five Percent of Amount Bid Date of Bond: March 13, 2024</p>	
<p>Surety and Bidder, intending to be legally bound hereby, subject to the terms set forth in this Bid Bond, do each cause this Bid Bond to be duly executed by an authorized officer, agent, or representative.</p>	
<p>Bidder Rocky Mountain Sand & Gravel, LLC <i>(Full formal name of Bidder)</i></p> <p>By:  <i>(Signature)</i></p> <p>Name: Crystyn Lasley <i>(Printed or typed)</i></p> <p>Title: CEO</p> <p>Attest:  <i>(Signature)</i></p> <p>Name: Cadi Salza <i>(Printed or typed)</i></p> <p>Title: office manager</p>	<p>Surety The Ohio Casualty Insurance Company <i>(Full formal name of Surety) (Corporate seal)</i></p> <p>By:  <i>(Signature) (Attach Power of Attorney)</i></p> <p>Name: Trina Whitley <i>(Printed or typed)</i></p> <p>Title: Attorney-in-Fact</p> <p>Attest:  <i>(Signature)</i></p> <p>Name: Lareesa Wilcox <i>(Printed or typed)</i></p> <p>Title: Account Manager</p>
<p><i>Notes: (1) Note: Addresses are to be used for giving any required notice. (2) Provide execution by any additional parties, such as joint venturers, if necessary.</i></p>	



1. Bidder and Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors, and assigns to pay to Owner upon default of Bidder the penal sum set forth on the face of this Bond. Payment of the penal sum is the extent of Bidder's and Surety's liability. Recovery of such penal sum under the terms of this Bond will be Owner's sole and exclusive remedy upon default of Bidder.
2. Default of Bidder occurs upon the failure of Bidder to deliver within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents.
3. This obligation will be null and void if:
 - 3.1. Owner accepts Bidder's Bid and Bidder delivers within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents, or
 - 3.2. All Bids are rejected by Owner, or
 - 3.3. Owner fails to issue a Notice of Award to Bidder within the time specified in the Bidding Documents (or any extension thereof agreed to in writing by Bidder and, if applicable, consented to by Surety when required by Paragraph 5 hereof).
4. Payment under this Bond will be due and payable upon default of Bidder and within 30 calendar days after receipt by Bidder and Surety of written notice of default from Owner, which notice will be given with reasonable promptness, identifying this Bond and the Project and including a statement of the amount due.
5. Surety waives notice of any and all defenses based on or arising out of any time extension to issue Notice of Award agreed to in writing by Owner and Bidder, provided that the total time for issuing Notice of Award including extensions does not in the aggregate exceed 120 days from the Bid due date without Surety's written consent.
6. No suit or action will be commenced under this Bond prior to 30 calendar days after the notice of default required in Paragraph 4 above is received by Bidder and Surety, and in no case later than one year after the Bid due date.
7. Any suit or action under this Bond will be commenced only in a court of competent jurisdiction located in the state in which the Project is located.
8. Notices required hereunder must be in writing and sent to Bidder and Surety at their respective addresses shown on the face of this Bond. Such notices may be sent by personal delivery, commercial courier, or by United States Postal Service registered or certified mail, return receipt requested, postage pre-paid, and will be deemed to be effective upon receipt by the party concerned.
9. Surety shall cause to be attached to this Bond a current and effective Power of Attorney evidencing the authority of the officer, agent, or representative who executed this Bond on behalf of Surety to execute, seal, and deliver such Bond and bind the Surety thereby.
10. This Bond is intended to conform to all applicable statutory requirements. Any applicable requirement of any applicable statute that has been omitted from this Bond will be deemed to be included herein as if set forth at length. If any provision of this Bond conflicts with any applicable statute, then the provision of said statute governs and the remainder of this Bond that is not in conflict therewith continues in full force and effect.
11. The term "Bid" as used herein includes a Bid, offer, or proposal as applicable.



This Power of Attorney limits the acts of those named herein, and they have no authority to bind the Company except in the manner and to the extent herein stated.

Item 17

Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

POWER OF ATTORNEY

KNOWN ALL PERSONS BY THESE PRESENTS: That The Ohio Casualty Insurance Company is a corporation duly organized under the laws of the State of New Hampshire, that Liberty Mutual Insurance Company is a corporation duly organized under the laws of the State of Massachusetts, and West American Insurance Company is a corporation duly organized under the laws of the State of Indiana (herein collectively called the "Companies"), pursuant to and by authority herein set forth, does hereby name, constitute and appoint Trina Whitley all of the city of Casper, state of WY, its true and lawful attorney-in-fact, with full power and authority hereby conferred to sign, execute and acknowledge the following surety bond.

Principal Name: Rocky Mountain Sand & Gravel, LLC
Obligee Name: Town of Saratoga
Surety Bond Number: Bid Bond Bond Amount: See Bond Form

IN WITNESS WHEREOF, this Power of Attorney has been subscribed by an authorized officer or official of the Companies and the corporate seals of the Companies have been affixed thereto this 13th day of March, 2024.

Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company



By: David M. Carey

David M. Carey, Assistant Secretary

STATE OF PENNSYLVANIA ss
COUNTY OF MONTGOMERY

On this 13th day of March, 2024, before me personally appeared David M. Carey, who acknowledged himself to be the Assistant Secretary of Liberty Mutual Insurance Company, The Ohio Casualty Company, and West American Insurance Company, and that he, as such, being authorized so to do, execute the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my notarial seal at Plymouth Meeting, Pennsylvania, on the day and year first above written.



Commonwealth of Pennsylvania - Notary Seal
Teresa Pastella, Notary Public
Montgomery County
My commission expires March 28, 2025
Commission number 1126044
Member, Pennsylvania Association of Notaries

By: Teresa Pastella
Teresa Pastella, Notary Public

This Power of Attorney is made and executed pursuant to and by authority of the following By-laws and Authorizations of The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company which resolutions are now in full force and effect reading as follows:

ARTICLE IV - OFFICERS: Section 12. Power of Attorney.

Any officer or other official of the Corporation authorized for that purpose in writing by the Chairman or the President, and subject to such limitation as the Chairman or the President may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Corporation to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Corporation by their signature and execution of any such instruments and to attach thereto the seal of the Corporation. When so executed, such instruments shall be as binding as if signed by the President and attested to by the Secretary. Any power or authority granted to any representative or attorney-in-fact under the provisions of this article may be revoked at any time by the Board, the Chairman, the President or by the officer or officers granting such power or authority.

ARTICLE XIII - Execution of Contracts: Section 5. Surety Bonds and Undertakings.

Any officer of the Company authorized for that purpose in writing by the chairman or the president, and subject to such limitations as the chairman or the president may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Company by their signature and execution of any such instruments and to attach thereto the seal of the Company. When so executed such instruments shall be as binding as if signed by the president and attested by the secretary.

Certificate of Designation - The President of the Company, acting pursuant to the Bylaws of the Company, authorizes David M. Carey, Assistant Secretary to appoint such attorneys-in-fact as may be necessary to act on behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations.

Authorization - By unanimous consent of the Company's Board of Directors, the Company consents that facsimile or mechanically reproduced signature of any assistant secretary of the Company, wherever appearing upon a certified copy of any power of attorney issued by the Company in connection with surety bonds, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

I, Renee C. Llewellyn, the undersigned, Assistant Secretary, of Liberty Mutual Insurance Company, The Ohio Casualty Insurance Company, and West American Insurance Company do hereby certify that this power of attorney executed by said Companies is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this 13th day of March, 2024.



By: Renee C. Llewellyn

Renee C. Llewellyn, Assistant Secretary

For bond and/or Power of Attorney (POA) verification inquiries, please call 610-832-8240 or email HOSUR@libertymutual.com.

currency rate, interest rate or residual value guarantees.

NOTICE OF AWARD

Item 17)

Date of Issuance: April 2, 2024
Owner: TOWN OF SARATOGA Owner's Project No.:
Engineer: ENGINEERING ASSOCIATES Engineer's Project No.: 23420.00
Project: SOUTH RIVER STREET WATERLINE REPLACEMENTS
Bidder: ROCKY MOUNTAIN SAND & GRAVEL, LLC
Bidder's Address: 3423 CHRISTENSEN RD., CHEYENNE, WY 82009

You are notified that Owner has accepted your Bid dated March 20, 2024 for the above Contract, and that you are the Successful Bidder and are awarded a Contract for:

SOUTH RIVER STREET WATERLINE REPLACEMENT

The Contract Price of the awarded Contract is \$ 1,938,239.80 . Contract Price is subject to adjustment based on the provisions of the Contract, including but not limited to those governing changes, Unit Price Work, and Work performed on a cost-plus-fee basis, as applicable.

Three (3) unexecuted counterparts of the Agreement (C-520), Payment and Performance Bonds (C-610 and C-615), and covers of the Project Manual and Drawings accompany this Notice of Award. A copy of the Contract Documents has been made available to Bidder electronically as well.

Three (3) sets of the Drawings will be delivered separately from the other Contract Documents.

You must comply with the following conditions precedent within 30 days of the date of receipt of this Notice of Award, that is by May 2, 2024:

- 1. Deliver to Owner three (3) counterparts of the Agreement (signed by Bidder as Contractor).
2. Deliver with the signed Agreement, three (3) copies of the Contract securities (Performance Bond and Payment Bond) and insurance documentation, as specified in the Instructions to Bidders and in the General Conditions, Articles 2 and 6.
3. Other conditions precedent (if any):
a. Certificates of Insurance listing Engineering Associates, Town of Saratoga, & Saratoga Carbon County Impact Joint Powers Board as Additional Insured.
b. Statement from Wyoming Employment Security Commission
c. Statement from Wyoming Division of Worker's Safety and Compensation

Failure to comply with these conditions within the time specified will entitle Owner to consider you in default, annul this Notice of Award, and declare your Bid security forfeited.

Within 10 days after you comply with the above conditions, Owner will return to you one fully signed counterpart of the Agreement, together with any additional copies of the Contract Documents as indicated in Paragraph 2.02 of the General Conditions.

Owner: Town of Saratoga
By (signature):
Name (printed):
Title:



Chris Vogelsang, PE
 OV Consulting
 1200 Bannock St
 Denver, CO 80204

Emery Penner
 Director of Public Works
 110 E Springs Avenue
 Saratoga, WY 82331

Project Name: Town of Saratoga Transportation Alternatives Master Plan
 Client Contact: McCall Burau
 Invoice Date: March 11, 2024
 Billing Period: 2/1/2024 through 2/29/24
 Payment Due Date: April 11, 2024
 OVLLC Invoice #: 2952
 OVLLC Project #: 10250

INVOICE AMOUNT: \$ 22,042.00

Billing Detail and Budget Summary

Name	Classification	Hours	Rate/Hr	Labor Dollars
Chris Vogelsang	Principal	16	\$ 200.00	\$ 3,200.00
Beth Vogelsang	Principal	0	\$ 200.00	\$ -
Shari Moore	Sr. Planner	2	\$ 145.00	\$ 290.00
Kevin Rangel	Engineer II	36.25	\$ 140.00	\$ 5,075.00
Reese Shaw	Planner I	26	\$ 120.00	\$ 3,120.00
OV Labor				\$ 11,685.00
OV Expenses				\$ -
FEA				\$ -
StudioCPG				\$ 10,357.00
Total Billed this Invoice				\$ 22,042.00
Total Budget Status				
Total Billed This Invoice				\$ 22,042.00
Amount Previously Billed				\$ 113,745.30
Total Billed to Date				\$ 135,787.30
Budget				\$ 216,250.00
Budget Remaining				\$ 80,462.70

Progress Report

During this billing period, the team performed the following:

Task 1: Project Administration

- Project Management and internal organizational meetings, notes
- Meetings
 - Bi-weekly Consultant Team Meetings

**Task 2: Public Engagement**

- Call with Ellie Dana

Task 3: Existing Conditions Summary

- None

Task 4: Visioning, Goals & Objectives

- None

Task 5: Concept Development

- Elementary school bus loading concepts
- Highway 130 Accessibility Improvements Concept Plan
- Cost estimating spreadsheet
- School bus loading relocation concept
- Elm Ave Phase 2 Improvements and cost estimate
- WyDOT Mill & Overlay published cost estimate research

Task 6: Concept Refinement & Illustrative Depictions

- Concept workshop (2/28/24): preparation and attendance

Task 7: Recommendations, Implementation Strategy & Cost Estimates

- None

Task 8: Draft & Final Plan

- Draft layout and outline for final document
- Draft project sheets: Elm Ave Corridor, bus loading, Hugus Mullison Bridge

Task 9: Town Council Adoption

- None

Any questions regarding this invoice contact Shari Moore at shari@ovllc.com.

INVOICE

StudioCPG - WBE/DBE/SBE

Heather Noyes, Principal
 4383 Tennyson #1A
 Denver, CO 80212
 PH 303-455-3779

DATE: March 6, 2024
 TO: Chris Vogelsang
 OV Consulting
 1200 Bannock Street
 Denver, Colorado 80204

PROJECT NAME: **Town of Saratoga Transportation Alternatives Master Plan**
 INVOICE #: **23828**
 BILLING PERIOD: Through 2/29/24

Total Project Fee: \$70,268.00

StudioCPG Fees	FEE	% COMPLETE	CURRENT TOTAL	PREVIOUS BILLING	REMAINING BALANCE
Task 1: Project Administration	\$ 3,990.00	50%	\$ 570.00	\$ 1,433.50	\$ 1,986.50
Task 2: Public Engagement	\$ 2,780.00	86%	\$ -	\$ 2,390.00	\$ 390.00
Task 3: Existing Conditions Summary	\$ 4,836.00	100%	\$ -	\$ 4,836.00	\$ -
Task 4: Visioning, Goals, Objectives	\$ 970.00	100%	\$ -	\$ 970.00	\$ -
Task 5: Concept Development	\$ 7,618.00	100%	\$ 3,755.50	\$ 3,862.50	\$ -
Task 6: Concept Refinement and Illustrative Depictions	\$ 18,675.00	32%	\$ 6,031.50	\$ -	\$ 12,643.50
Task 7: Recommendations, Implementation Strategy, Costs	\$ 14,039.00	0%	\$ -	\$ -	\$ 14,039.00
Task 8: Draft and Final Plan	\$ 13,162.00	0%	\$ -	\$ -	\$ 13,162.00
Task 9: Town Council Adoption	\$ 848.00	0%	\$ -	\$ -	\$ 848.00
Reimbursable Expenses: Direct Cost - Public Mtg #2 Supplies	\$ 750.00	20%	\$ -	\$ 150.39	\$ 599.61
Reimbursable Expenses: Lodging	\$ 800.00	26%	\$ -	\$ 204.27	\$ 595.73
Reimbursable Expenses: Per Diem Food	\$ 600.00	39%	\$ -	\$ 236.00	\$ 364.00
Reimbursable Expenses: Travel	\$ 1,200.00	46%	\$ -	\$ 551.14	\$ 648.86
	\$70,268.00	0%	\$10,357.00	\$14,633.80	\$45,277.20

ITEMIZED LABOR: StudioCPG FOR CURRENT BILLING PERIOD				
Personnel	Hours	Rate	Amount	
Billy Gregg, Principal	5	\$ 195.00	\$ 975.00	
Heather Noyes, Project Manager	0	\$ 165.00	\$ -	
Brian Pille, Sr. Landscape Architect	28.25	\$ 125.00	\$ 3,531.25	
Jennifer Lam, Landscape Designer	67.25	\$ 87.00	\$ 5,850.75	
StudioCPG Labor Subtotal			\$ 10,357.00	

DESCRIPTION OF SERVICES FOR CURRENT BILLING PERIOD

Task 1 PA: Project Management / Team Coordination
 Task 5: Concept Development - Project Sites, Cross Sections, Grading, Concept Diagrams
 Task 6: Concept Refinement, Illustratives (In Progress)

REIMBURSABLES	Descp	Unit Cost	# of Units	Total	Total
Public Meeting Supplies					
Car Rental					
Gas					
Lodging: 2024 Conus Rate \$107/night					
Meals: 2024 Conus Rate \$59/day					
				Total Reimbursables	\$0.00

PROJECT BILLING HISTORY	Pay App #	Invoice #	Date Issued	Amount	Payment
	1	23692R2	9/29/2023	\$3,978.75	Paid
	2	23732R2	11/1/2023	\$2,740.00	Paid
	3	23758R2	12/6/2023	\$1,984.50	Paid
	4	23780R2	1/12/2024	\$1,097.50	Paid
	5	23802	2/9/2024	\$4,833.05	Due
	6	23828	3/6/2024	\$10,357.00	Current

TOTAL AMOUNT DUE THIS INVOICE: \$10,357.00
PRIOR UNPAID INVOICES: \$4,833.05
TOTAL OWED: \$15,190.05

RECEIVED
MAR 25 2024

Item 19)

BY: _____

Invoice



ENGINEERING ASSOCIATES
P.O. Box 1900 - 902 13th Street
Cody, Wyoming 82414
(307) 587-4911
Kim.DeAtley@eaengineers.com
PAY ONLINE: eaengineers.com

Town of Saratoga
PO Box 486
Saratoga, WY 82331

22-446-250
[Signature]

March 19, 2024
Project No: 23456.00
Invoice No: 4403025

Project Mgr: Craig Kopasz

Saratoga Greater Road Project
Professional Services from February 17, 2024 to March 15, 2024

Task 01 Preliminary Engineering

Professional Personnel

			Hours	Rate	Amount
Administrative Assistant 3					
Stone, Tamara	3/6/2024		2.00	85.00	170.00
Quest CDN Online Bidding					
Project Manager 1					
Gilbert, Austin	2/19/2024		13.50	175.00	2,362.50
Plans, Specs and Estimate					
Gilbert, Austin	2/20/2024		10.50	175.00	1,837.50
Plans, Specs and Estimate					
Gilbert, Austin	2/21/2024		8.50	175.00	1,487.50
Plans, Specs and Estimate					
Gilbert, Austin	2/26/2024		8.00	175.00	1,400.00
Finalized Plans, Specs and Estimate					
Gilbert, Austin	2/29/2024		7.00	175.00	1,225.00
Finalized Plans, Specs and Estimate					
Gilbert, Austin	3/1/2024		8.50	175.00	1,487.50
Finalized Plans, Specs and Estimate					
Gilbert, Austin	3/4/2024		8.50	175.00	1,487.50
Plans, Specs and Estimate					
Advertisement					
Gilbert, Austin	3/5/2024		8.00	175.00	1,400.00
Plans, Specs and Estimate					
Advertisement					
Gilbert, Austin	3/6/2024		1.00	175.00	175.00
Project Advertisement					
Gilbert, Austin	3/8/2024		2.00	175.00	350.00
Project Plans, and Specs					
Contacted potential bidders Rocky Mountain Slurry Seal and BPI					
Gilbert, Austin	3/11/2024		4.00	175.00	700.00
Addendum 1					
Kopasz, Craig	2/19/2024		1.00	175.00	175.00
Project Review, Discussions w/ Austin & Emery					
Kopasz, Craig	2/20/2024		3.00	175.00	525.00
Front End Contract Docs, Gather Tech Specs, Geotech Review					

Project	23456.00	Saratoga Greater Road Project		Invoice	4403025
Kopasz, Craig	2/21/2024	5.00	175.00	875.00	
Geotech Review, Plan Review, Meeting Info Review, Meeting w/ Emery					
Kopasz, Craig	2/27/2024	1.00	175.00	175.00	
Meeting w/ Town, Project Discussions/Review					
Kopasz, Craig	2/28/2024	2.50	175.00	437.50	
Plan Review/Comments, Finalize Front End Contract Docs, Tech Spec Discussions					
Kopasz, Craig	3/5/2024	4.00	175.00	700.00	
Plan & Contract Document Review/Updates					
Kopasz, Craig	3/6/2024	4.00	175.00	700.00	
Plan Review, Contract Doc Review, Bid Discussions, Coordination					
Totals		102.00		17,670.00	
Ovt. Premium		1.5 times	83.00	124.50	
Total Labor					17,753.00
Reimbursable Expenses					
Other Reimbursable Expen					
2/27/2024	Advanced Geotechnical Solutions Inc.	Geotechnical Services 23119-1		13,600.00	
Total Reimbursables				13,600.00	13,600.00
Unit Reimbursable Expenses					
Vehicle Mileage					
2/21/2024	Crown measurements in Bramdee	2.0 miles @ 1.00		2.00	
Total Unit Reimbursables				2.00	2.00
Technology Expenses					
Computer/Software/Cellular				1,065.18	
Total Technology Expenses				1,065.18	1,065.18
				Total this Task	\$32,420.18

Task	02	Construction Management			
				Total this Task	0.00
				Total this Invoice	\$32,420.18

Billings to Date

	Current	Prior	Total	Received	Total Now Due
Labor	17,753.00	38,652.21	56,405.21		
Consultant	0.00	751.52	751.52		
Expense	14,665.18	2,513.88	17,179.06		
Unit	2.00	210.00	212.00		
Totals	32,420.18	42,127.61	74,547.79	42,127.61	32,420.18

NOTE: A 3.25% convenience fee will be added for credit card payments.