

**CITY OF WAUKESHA****Administration**

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Common Council Item Number: 16-515	Date: 4/7/2016
Submitted By: Ron Grall, Director of Parks, Recreation & Forestry Pat Grulke, Recreation Services Manager	City Administrator Approval: Kevin Lahner, City Administrator KL
Finance Department Review: Rich Abbott, Finance Director RA	City Attorney's Office Review: Brian Running, City Attorney ME
Subject: Approval and authorization of contract between City of Waukesha and Visual Image Photography, Inc. for Youth Sports Photography Services. .	

Details:
Waukesha Parks, Recreation & Forestry Department (WPRF) is contracting with Visual Image Photography, Inc. to provide Youth Sports Photography Services. These services will be offered primarily for WPRF youth baseball, softball, t-ball and soccer leagues. A Request for Proposal was disseminated and staff's recommendation is to contract with Visual Image Photography, Inc. They had the high bid of \$3800 and have provided positive references. The City Attorney has reviewed and approved this contract.

Options & Alternatives:
WPRF staff considers contracting with Visual Image Photography, Inc. to be the most efficient and cost effective method to provide these services for WPRF youth leagues.

Financial Remarks:
The revenue for this service in 2016 is budgeted in 5310.45810 Recreation Programs/Recreation Fees.

Executive Action:
Recommend approval of the contract between City of Waukesha and Visual Image Photography, Inc. and authorize the Mayor to enter into this contract.

Committee Recommendation:
The Parks, Recreation & Forestry Board approved this contract unanimously on March 21, 2016.

