

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

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Committee: Finance Committee	Date: 11/28/2017
Common Council Item Number: 17-1680	Date: 12/5/2017
Submitted By: Chief Russell Jack	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 BR
Subject: Approve the contract with Pre-Emergency Planning and authorize the Mayor to sign the contract.	

Details:
The Waukesha Police Department is seeking the Finance Committee and Common Council approval to move forward on signing a contract with Pre-Emergency Planning LLC. Pre-Emergency will be holding Emergency Management training and conducting a functional exercise to test our Emergency Operations Center and its use of our Comprehensive Emergency Management Plan. This exercise is to be held no later than Feb 28, 2018 and the contract is for \$4,855.40.
The contract has already received final review by City Attorney Running.

Options & Alternatives:
Accept or reject the contract

Financial Remarks:
There is currently \$5,000 budgeted for in the Emergency Management Account 2410.52135 for this exercise.

Executive Recommendation:
Recommend approval.

