

THE UNIVERSITY OF WISCONSIN - MADISON, BUSINESS SERVICES

PLEASE NOTE: THIS ORDER SHOWS SPECIFIC ADDRESSES FOR ORDER INQUIRY AND BILLING

BILLING ADDRESS

THE UNIVERSITY OF WISCONSIN-MADISON
 ACCOUNTS PAYABLE
 21 NORTH PARK, SUITE 5301
 MADISON, WISCONSIN 53715-1218

ORDER INQUIRY ADDRESS

TELEPHONE: (608) 262-1526 - FAX: (608) 262-4467

THE UNIVERSITY OF WISCONSIN-MADISON
 PURCHASING SERVICES
 21 NORTH PARK, SUITE 6101
 MADISON, WISCONSIN 53715-1218

PURCHASE ORDER NUMBER

621K390 106433

SHOW THIS NUMBER ON ALL
 SHIPMENTS AND CORRESPONDENCE.
 INVOICES SUBMITTED WITHOUT
 PURCHASE ORDER NUMBERS
 WILL BE RETURNED

SEE OTHER SIDE FOR INVOICING INFORMATION

PURCHASE ORDER

DATE 03 06 2017

WBU W7A

VENDOR

DANE COUNTY SHERIFFS DEPT
 PUBLIC SAFETY BUILDING
 115 W DOTY
 MADISON WI 53703

DELIVERY ADDRESS

UNIVERSITY OF WISCONSIN-MADISON

WISCONSIN INSTITUTE FOR DISCOVERY

SHIP TO

**330 N. ORCHARD ST ROOM 2241
 MADISON, WI 53715**

CONTACT: BECKY STREICH 608-316-4454

| | | | | | |
|-------|-------|----------|------------|-----------|----------------|
| F.O.B | TERMS | DELIVERY | ORDER TYPE | REFERENCE | STATE CONTRACT |
| V | N30 | | PC | PR OC25 | |

| ITEM | QUANTITY | UNIT | ITEM DESCRIPTION | COMMODITY CODE | UNIT PRICE | TOTAL |
|-------|----------|------|---|----------------|------------|-----------|
| 01 | 190 | HOUR | Time for testing and comparing different 3D capture methods for crime scenes. | 9614000000 | 70.00 | 13,300.00 |
| TOTAL | | | | | | 13,300.00 |

VENDOR NOTE: PAYMENT WILL BE MADE UPON ACCEPTANCE OF THE MATERIAL/SERVICE BY THE ORDERING DEPARTMENT.

CONTACT INFORMATION:
 LILLIAN RADIVOJEVICH, BUDGET AND CONTRACT ANALYST
 DANE COUNTY SHERIFF'S OFFICE
 115 WEST DOTY STREET
 MADISON, WISCONSIN 53703
 PHONE: (608) 284-4801
 FAX: (608) 284-6163
 EMAIL: RADIVOJEVICH@DANESHERIFF.COM

SPECIAL VENDOR NOTE:
 THIS PURCHASE ORDER IS IN SUPPORT OF A FEDERALLY FUNDED PROJECT AND THEREFORE THE FEDERAL REGULATIONS REFERENCED ON THE ATTACHED LINK ARE HEREBY MADE A PART OF THIS ORDER BY REFERENCE:

If any item(s) on this order is a hazardous chemical, as defined under 29CFR 1910.1200, provide one (1) copy of a Material Safety Data Sheet for each item with the shipped container and one (1) copy with the invoice.

To the extent required by law, the Anti-kickback Act (41 USC 51 et seq) applies to this procurement.

TAX EXEMPTIONS

We are a State of Wisconsin agency, and as such, exempt from all federal, state and local taxes, Wis. DOR ES 40706

Federal Registration No 39-73-1021-K on file with Internal Revenue Service, Milwaukee

ORDER APPROVED



MARTHA KERNER
 DIRECTOR OF PURCHASING SERVICES

ENTIRE AGREEMENT: The UW-Madison Standard Terms and Conditions as found at (<http://www.bussvc.wisc.edu/purch/stdterms1.html>), or contact Purchasing Services at (608) 262-1526 to obtain a copy, are incorporated and made part of this agreement and shall apply to this Purchase Order except where special requirements are stated elsewhere; in such cases, the special requirements shall apply. Further, the Purchase Order with referenced parts and attachments shall constitute the entire agreement and no other terms and conditions in any document, acceptance, or acknowledgment shall be effective or binding unless expressly agreed to in writing by the UW-Madison.

DELIVERIES: Deliver to the **DELIVERY ADDRESS** shown on the front of the Purchase Order. Unless special arrangements are made, please deliver between 8:00 a.m. and 3:00 p.m. - No Saturday, Sunday or Holiday deliveries. Accompany each delivery with a packing list or memo showing Purchase Order Number and material furnished. UW-Madison prohibits deliveries by trucks over 30 ft. in length on several designated streets on the campus. The exceptions are trucks necessary for the delivery or pick up of perishable commodities, private construction vehicles, vehicles carrying radioactive materials, and campus service vehicles. If the items on this purchase order require delivery or pick up in a truck over 30 ft., please call the department contact person identified in the delivery address on this purchase order for further instructions, or contact Purchasing Services at (608)262-1526.

APPLICABLE LAW: This Agreement shall be construed under the laws of the State of Wisconsin. Jurisdiction and venue for any disputes under this Agreement shall be in Dane County, Wisconsin. The contractor shall at all times comply with and observe all federal and state laws, local laws, ordinances and regulations which are in effect during the period of this contract and which in any manner affect the work or its conduct. Wisconsin Statute 16.765(1) requires that in connection with the performance of work under this contract, the contractor agrees not to discriminate against any employee or applicant for employment because of age, race, religion, color, handicap, sex, physical condition, developmental disability as defined in s.51.01(5), sexual orientation or national origin. This provision shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Except with respect to sexual orientation, the contractor further agrees to take affirmative action to ensure equal employment opportunities. The contractor agrees to post in conspicuous places, available for employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of the nondiscrimination clause.

INSURANCE: Any vendor providing services to the University of Wisconsin-Madison is required to maintain Worker's Compensation Insurance as required by Wisconsin Statute for all employees engaged in the work, Commercial General Liability (CGL), including product liability and completed operations, and Automobile liability when applicable for all owned, non-owned and hired vehicles that are used in carrying out the contract. Minimum coverages for CGL are Each Occurrence/General Aggregate - \$1,000,000. Automobile Liability minimum is: Combined Single Limit = \$1,000,000. Insurance must be provided by an insurance company licensed to do business in the State of Wisconsin, with a minimum AM Best rating of A-, and signed by an authorized agent. The state reserves the right to require higher or lower limits where warranted. **Validity of this purchase order is dependent upon your meeting the insurance requirements stated above.**

FOB TERMS: Please review the following website for full explanations of FOB Terms: <http://www.bussvc.wisc.edu/purch/stdterms.html>

- | | |
|--|---|
| C - F.O.B. Destination, Freight Collect | A - F.O.B. Shipping Point, Freight Collect |
| E - F.O.B. Destination, Freight Prepaid and Added | S - F.O.B. Shipping Point, Freight Prepaid and Added |
| D - F.O.B. Destination Freight Prepaid and Allowed (Vendor responsible for Freight Costs) | P - F.O.B. Shipping Point, Freight Prepaid and Allowed, (Vendor responsible for freight costs) |
| I - F.O.B. Installed | X - F.O.B. Shipping Point, Pick-Up by UW Department |
| H - F.O.B. Installed, Freight Paid by the Purchaser (UW) | T - See order text for F.O.B. terms |
| Other Codes: | |
| O - Training/Consultant Services | V - Service/Maintenance |

1. **Send invoices directly to the Accounts Payable address** stated on the front of this Purchase Order. **DO NOT** send invoices to the SHIP TO address.
2. **Invoice each Purchase Order separately**, referencing the Purchase Order number on the invoice. Invoices submitted without a valid Purchase Order number will be returned without processing.
3. **Invoice only for items shipped** - - DO NOT invoice for back orders.
4. Include your **complete remit-to name and address** on all invoices.
5. If your contract with the University requires a firm discount, your invoice must identify the discount or state that prices reflect the discount.
6. **Please submit only a single copy of the invoice.**
7. On all invoices, **state the payment terms** specified on our Purchase Order.
8. State statute requires the University to **pay or dispute all invoices within 30 days** of receipt or pay interest at the rate of 12% per annum from the 31st day. In cases where a payment is questioned, the 30 day period begins with the date of problem resolution. **Invoices offering cash discounts greater than \$20 are paid in approximately 15 days.** You may wish to consolidate billing for a given Purchase Order to enable you to offer a cash discount over \$20. We encourage monthly billings.
9. Provide the following level of **itemization** on all invoices:

- | | |
|---|---|
| Invoice for Item | 1) Unit price 2) Number of units purchased/shipped 3) Description of items (model, size, color etc.) |
| Invoice for Service provided at an hourly rate | 1) Number of hours used to perform the service 2) Hourly rate charged 3) Complete description of service provided |
| Invoice for Service provided for a fee (non-hourly basis) | 1) Timeframe service was performed (e.g. for period of September 1 - 15, etc.) 2) Fee charged 3) Complete description of service provided |

10. Questions regarding payments, past-due amounts, or billing problems should be directed to Vendor Relations. For accounts beginning with the letters A-F call (608)262-8729, and letters G-Z call (608)262-1527.

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**ADDITIONAL
 ITEMS LIST**

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| ITEM | QUANTITY | UNIT | ITEM DESCRIPTION | COMMODITY CODE | UNIT PRICE | TOTAL |
|------|----------|------|------------------|----------------|------------|-------|
|------|----------|------|------------------|----------------|------------|-------|

HTTP://WWW.BUSSVC.WISC.EDU/PURCH/FORMS
 /APPLICABLEFEDERALRULES.DOC
 VENDOR SHOULD PERIODICALLY REVIEW THE FEDERAL
 WEBSITES FOR THE MOST CURRENT VERSION OF
 THESE CLAUSES AS THEY CAN CHANGE AND ARE
 AUTOMATICALLY BINDING FOR THIS CONTRACT.
 FED

TERMS: NET 30 DAYS

VENDOR NOTE: TECHNICAL QUESTIONS REGARDING THIS PURCHASE ORDER WILL BE
 ANSWERED BY THE CONTACT PERSON LISTED UNDER THE DELIVERY
 ADDRESS. HOWEVER, NO CHANGES TO THIS ORDER CAN BE MADE WITHOUT
 AUTHORIZATION FROM THE PURCHASING SERVICES DEPARTMENT.

EFFECTIVE 3/1/2017 THRU 12/31/2017

FOR UNIVERSITY USE ONLY:
 7 2620 144 A349500 4 AAB9176

