

Proposal for Sauk County

Date: June 14, 2023

Contact Information: (Recipient)

Sauk County
Treemanisha Stewart
505 Broadway
Baraboo, WI 53913
treemanisha.stewart@saukcountywi.gov

Service Provider (District)

Madison Area Technical College

Business & Industry Services

Dennis Wessel, Director

1835 Wright Street, Madison 53704

dwessel@madisoncollege.edu

Service Description:

Provide two 6-hour excel training programs focused on functions and pivot tables. Other excel topics will be covered in support of functions and pivot tables.

Service Provider: Holly Heggestad

Dates/Times:

Session 1: August 29 & 30, 8:30 a.m. – 11:30 a.m. Session 2: September 19 & 20, 8:30 – 11:30 a.m.

Location: Sauk County Courthouse, 515 Oak Street, Baraboo, WI

Participants: up to 14 per session

Investment: \$3200 Total includes two six-hour sessions for a total of 12 hours of instruction, curriculum customization, program coordination, registration, evaluation, handout materials, and travel.

Payment Terms: Client is to be billed within 30 days after service completed.

Payment shall be made within 30 days after receipt of Invoice(s), unless waived by this agreement. District employees shall remain under the exclusive control of the District.

The Recipient hereby certifies that it does not discriminate against employees, applicants, or students on the basis of persons age, race, color, sex, creed, handicap, political persuasion, ancestry, national origin, sexual orientation, marital status, arrest or conviction record, parental status or pregnancy, membership in the national guard, state defense force or other reserve component of the federal or state military forces, or any other basis prohibited by applicable law.

The District agrees to provide the services stated in this proposal subject to the conditions of any attached agreement(s). Recipient agrees to pay for the services as detailed in this proposal. Fiscal and programmatic modifications may be made as mutually agreed to by the parties involved.

The Recipient upon issuance of a Purchase Order acknowledges the terms and conditions set forth by this proposal which are incorporated therein by reference. The proposal remains subject to the approval of the District Board.

Next Steps: Please send approval for this proposal via email by July 14th, 2023

| Recipient Representative | 00 | 6/21/a | 2023 |
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| Approved by District Board on: | | | |
| | Date | | |
| Agreement # | /Contract # | | |