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## Proposal for Sauk County

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**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 Heggstad

**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.

Agreement # \_\_\_\_\_ / Contract # \_\_\_\_\_