

Department of Health

Dottie-Kay Bowersox, MSA
Public Health Administrator

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City of Racine, Wisconsin

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Environmental Health Division

262-636-9203

Community Health Programs/Clinic

262-636-9431

Laboratory

262-636-9571

April 16, 2012

Honorable Mayor and Members of the Common Council
City of Racine
Racine City Hall
730 Washington Avenue
Racine, WI 53403

Dear Mayor and Council Members:

I hereby request permission for the City of Racine Health Department Laboratory to enter into a Contract Agreement with Michigan State University to develop an electronic qPCR training manual. The City will be paid \$10,000 for services, and an additional \$1,000 for expenses incurred.

The project commences with the signing of all involved parties, and concludes on 12/31/2012. Payment will be received at the completion of the project.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "D. Bowersox", is written over the typed name and title.

Dottie-Kay Bowersox
Public Health Administrator

“Caring for the Community”