



## CITY OF WASILLA

290 E. HERNING AVE.

WASILLA, ALASKA 99654-7091

PHONE: (907) 373-9050

FAX: (907) 373-0788

INFORMATION MEMORANDUM NO. 92-17

TO: Council

FROM: Mayor Stein

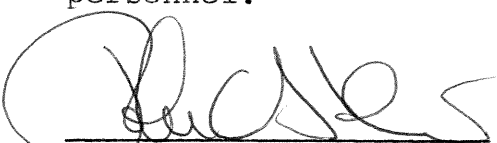
DATE: May 7, 1992

RE: Computer Purchase Information

Enclosed are additional materials made available to the Mayor on the computer purchase issue. I have made a list of my concerns which, if answered, can give us a better perspective on the situation.

Mr. Coulthard has been asked to attend. City Attorney Dick Deuser is out of town on emergency leave.

Council may wish to consider this in executive session if it involves a possible financial liability to the City or personnel.



John C. Stein, Mayor



## CITY OF WASILLA

290 E. HERNING AVE.

WASILLA, ALASKA 99654-7091

PHONE: (907) 373-9050

FAX: (907) 373-0788

### MEMORANDUM

TO: Mr. Mitch Coulthard  
Data Systems Design

FROM: Mayor Stein

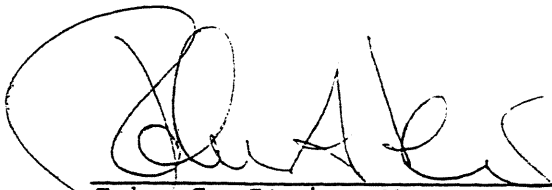
DATE: May 6, 1992

RE: Allegations on P/C Purchase

On Monday night, April 27, 1992, Kay Bills, proprietor of Omni Computers, made allegations during the Wasilla City Council meeting that called into question the actions of the City Administration in recently acquiring three personal computers. That process involved the City Council, Council computer committee, Finance Director Erling Nelson, you and me.

The Council met in executive session to attempt to sort out the issues. The Council asked to hear the other side of the story at its next meeting. Since that time, the Mayor's office has been examining the purchasing procedure. As you are aware, I have been in contact with you, Erling and Councilman Cottle.

In order for the Mayor and Council to identify the important issues and hopefully provide necessary procedural corrections, we respectfully ask that you meet with the Council at its May 11, 1992 meeting. Mr. Nelson and I will be in attendance and will participate.



---

John C. Stein, Mayor

JCS/sbh

cc: Council

Enclosure: Mayor's List of Concerns

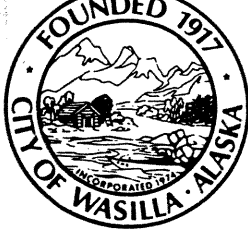
LIST OF CONCERNS - PERSONAL COMPUTER PURCHASE

JK

My investigation to date has revealed the following concerns. I hope that they may be explained and resolved to the Council's satisfaction.

- (1) What is the difference between formal bids and informal quotations?
- (2) Are formal bids required for City purchases under \$10,000?
- (3) Do quotations on purchases need to be documented?
- (4) Why did three of the firms noted as quoting in Mr. Coulthard's 4/16 memo deny their actions?
- (5) Did the Council direct the purchase of the P/C's?
- (6) Why was no purchase order written?
- (7) Did the Finance Director exceed his purchasing authority?
- (8) Were purchasing procedures followed? If not, why not?
- (9) In his dealings with the City has Mitch Coulthard always acted through his company, Data Systems Design? For how long?
- (10) Is Ms. Bills a direct business competitor of Mr. Coulthard?
- (11) Are the three firms from which Ms. Bills received letters business competitors of Mr. Coulthard?
- (12) Has Mr. Coulthard had an opportunity to tell his side of the story?
- (13) Did Mr. Coulthard sell CSS P/C's "at cost" to the City?
- (14) Is Mr. Coulthard on a retainer fee from the City?
- (15) What is Mr. Coulthard's compensation for his dealings with the City on the computer purchase?
- (16) Are the WordPerfect programs now fully operational on the P/C's?
- (17) Was the original WordPerfect program licensed to the City?
- (18) Were two additional machines subsequently licensed for WordPerfect?
- (19) Does WordPerfect have any problem with the City use of its programs?
- (20) How long ago were the P/C's installed?
- (21) Is training contemplated for WordPerfect software?
- (22) Why was WordPerfect quoted at \$100 per copy when actual cost was \$290.?

- (23) Did Mrs. Cottle represent the City when she contacted various clients and suppliers of Mr. Coulthard?
- (24) Was Mr. Coulthard the object of a slander attack as the result of this incident?
- (25) Is the City liable for the misconduct of its officials, both elected and appointed?
- (26) Was or is Mrs. Cottle a business associate or employee of Kay Bills or has she contemplated such an arrangement now or in the past?
- (27) Why wasn't the Mayor in the purchasing loop and why didn't he sign the check
- (28) Have there been quotes solicited or offered which have bettered the deal with Mitch Coulthard?
- (29) Did the City get the "best buy" on the computers?
- (30) Were any laws broken?
- (31) Did anyone profit inappropriately from the purchase?
- (32) Did any public official receive personal financial benefit from participating in the purchase?
- (33) Who will benefit if Mr. Coulthard is discredited?
- (34) What actions and reactions reflect poorly on the City's reputation?



## CITY OF WASILLA

290 E. HERNING AVE.

WASILLA, ALASKA 99654-7091

PHONE: (907) 373-9050

FAX: (907) 373-0788

### MEMORANDUM

TO: Mayor Stein

FROM: *elm* Finance Director

DATE: May 5, 1992

SUBJECT: PC Computer Purchase

On March 9, 1992 the Wasilla City Council approved CM. No. 92-29 which contained the recommendation (unanimous) of the Computer Committee. Recommendation #1 concerned the purchase of 3 City Standard Personal Computer's. I was of the understanding that the Committee wanted to move forward expeditiously. The selection of our Data Processing Consultant (Mitch Coulthard) of Data System Design was done with speed in mind, also Mitch has the expertise to weed out machines not up to our standards.

The estimated cost of the three personal computer's was based on the price Data System Design would charge and were stated to be at or near dealer cost. Since the total estimated cost was below \$10,000, per our Code Section 6.24.050(A)(2) requires three competitive quotes. Since Data System Design prices were already on the table I asked Mitch to get at least 2 competitive quotes and at least using IBM equipment. Mitch exceeded this by bringing back 7 quotes.

At the April 27, 1992 City Council meeting, Mrs. Kay Bills brought forward some serious allegations that three of the vendors who maintained quotes were not asked of their firms. I have full confidence that Mitch contacted everyone of these firms, but I will let Mitch deal with this issue.

Since before and after the Council meeting of April 27 I have tried my best to step back from the process and view it as objectively as possible and try to figure out what all the fuss is about. I have come to the following conclusions. Generally I believe I made several errors in judgement that have caused embarrassment to the Mayor, Mitch and the City Council and for this you have my sincere apology.

1. In retrospect it was a mistake to ask Mitch to be both a bidder and a consultant at the same time. Looking at it from a vendors eyes I can see that a competing vendor assembling other vendors quotes could be viewed with apprehension.

MEMORANDUM

TO: Mayor Stein  
FROM: Finance Director  
DATE: May 5, 1992  
SUBJECT: PC Computer Purchase

2. The process still could have worked if I had more completely prepared Mitch to withstand the scrutiny of a informal quotation process. If we had simply prepared a one page sheet with our specifications with a place for the vendor to fill in name, price and signature, none of these firms would be saying they were not asked.
3. The third error I made was in not using a purchase order for the purchase. As you have succinctly pointed out, even though we had direct approval from the Council, Administration Policy says a purchase order should be used.

In summary I again apologize for my errors as I see them, but I will not apologize for being part of a process that saved this City several thousands of dollars.

Attached to this report is a sample of a form we are going to use for future telephone quotes. This form will be helpful in standardizing documentation but will not prevent someone from alleging the taker of quotes made an error or that they were not contacted.



4-30-92

John Stein, Mayor

at your convenience I would like copies of the following information:

I ✓ Copies of any purchase orders involving the recent P.C. computer purchase including the purchase order signed 4-29-92 for 3 copies of Word Perfect software. Also including computer installation.

II ✓ Copies of any checks (front & back) to pay for the above purchase orders

~~III ✓~~ ~~Copy of the check (front & back) given to Data System Design for the \$7950 to pay for the initial computer purchase. Dated around 3-26-92~~

IV ✓ all <sup>EX</sup> 1992 invoices from Data System Design (Mitch Coulthard) to the City of Navilla

Thank you.

Colleen S. Cottle  
Navilla City Council



INVT NO.	ISSUE DATE	INVOICE NO.	DESCRIPTION	AMOUNT
1082	06/30/91		STATEMENT	518.75

TOTAL THIS CHECK	518.75
------------------	--------

SEE BOTTOM MORE AND RETURN TO POSITION FOR YOUR BUSINESS

**CITY OF WASILLA**  
 230 E. HENNING AVE.  
 WASILLA, AK 99687-6570  
 907-6700

NATIONAL CITY OF ALASKA  
 ANCHORAGE, AK 99509  
 603-2555

5362

DATE 07/23/91 AMOUNT \$518.75

EXACT AMOUNT OF  
 HUNDRED EIGHTEEN DOLLARS AND 75 CENTS

Data Systems Design  
 PO Box 874269

Wasilla AK 99687-4269

*[Handwritten Signature]*  
 NOT NEGOTIABLE

⑆0000 121 013020010 100000 100000⑆

July 13, 1991

Erling Nelson  
City Clerk  
City of Wasilla  
Herning Avenue  
Wasilla, AK 99687

Dear Erling:

As always, thank you for your patience in the fashion that I seem to perform my billing. I hope that it is not an inconvenience for you.

Anyway, virtually of the of time billable for this period has been geared toward education and simple operational support. Although in recent months a little additional time went toward the preparation of the 'new' workstation equipment that was so generously donated by the Mat-Su Borough. A breakdown is as follows:

9.25 hours eductional / support effort - including setup and orientation of the Desk-top Publishing workstation.

11.5 hours hardware support - including work on the stuff from the Borough

9 hours (approximately) in unbillable P/R dialogue.

The billing period covered by this bill is from October 26, 1990 to June 28, 1991. Total billable hours 20.75 at 25.00 @ hour for a total due of 518.75.

All miscellaneous materials have been billed separately or in association with installation of other products, i.e., CRT Valets, etc.

As always, should you require a complete breakdown of the times and efforts involved in this support, it is kept on file and will be made available at your request.

Thank you for your continued business. You folks are a delight to work with.

Sincerely,

  
Mitchell L. Coulthard  
DATA SYSTEMS DESIGN

**Approved for Payment**

Vendor # 1113 Date: 7/15/91

F/A: Yes  No  By: ESG

C12020000 Fund # 01 Acct # 4207600

Batch # 1912 VR # A9201032



VENDOR

1113

NO	DATE	INVOICE NO	DESCRIPTION	AMOUNT
085	02/19/92		STATEMENT	381.25

TOTAL			381.25
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CHRYSTAL MANILA  
 1000 WASHINGTON  
 WASHINGTON DC 20001

FEDERAL BUREAU OF INVESTIGATION  
 400 ANDERSON ROAD  
 WASHINGTON

6214

DATE OF LAST PAID AMOUNT

\$381.25

TOTAL AMOUNT OF  
 HUNDRED EIGHTY ONE DOLLARS AND 25 CENTS

Data Systems Design  
 PO Box 874288

Waillat AK 99687-4288

*[Handwritten Signature]*  
 NOT NEGOTIABLE

UNLESS OTHERWISE SPECIFIED

City of Wasilla  
290 East Herning Avenue  
Wasilla, Alaska 99687

RECEIVED

FEB 20 1992

City of Wasilla, Alaska

Att: Erling Nelson, City Clerks Office

Dear Erling:

Take a deep breath... sit down... yup! It's my twice yearly bill!

Actually, I have been coerced by my accountant into using a time accounting system that actually looks like it is going to help me get my billings out monthly. Well, we'll see.....

At any rate, I have been charging you folks \$25.00 per hour for service since the start, I think. I may have slipped a \$35.00 per hour charge or two in occasionally - that being my base rate since about 1985. Under pressure from the accountant and from my 'office manager', I am being pushed into increasing the last of my \$25.00 customers to my \$35.00 rate. If this poses any problems or if you would like to discuss it, please feel free. Give me a shout and I'll drop in. If there is no problem with that, it should take effect March 1 of 1992.

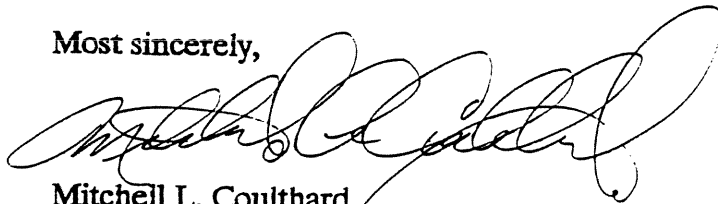
One other thing that I am going to try to include on the time accounting reports is phone support time. Although I have never charged for that, and have no plans to do so in the foreseeable future, the accountant convinced me that I do in fact spend a lot of time on the phone and it needs to be tracked more closely. By including it in the time accounting reports, I hope that it will serve two purposes. One, that it will keep the accountant off my back about accountability, and two, that it will help you folks to know a little more about trouble spots and possible problems. If such a time occurs that I do end up charging for phone support, you will have ample lead time, (months, years maybe even...).

Anyway, you will find attached a short dissertation of what I have been doing for you folks. If you have any questions, please don't hesitate to shout.

TOTAL CHARGES BILLED AT \$25.00 @ HOUR — \$ 381.25

Thank you again for your time, your consideration, and as always, your business.

Most sincerely,



Mitchell L. Coulthard  
DATA SYSTEMS DESIGN

**Approved for Payment**

Vendor # 1113 Date 2-20-92

PAK: Yes  No  By EG

Fund # 01 Job # 430.2604

Batch # 2123 YR # 9208025

CITY OF WASILLA

Client: ERLING NELSON

PHONE:(907)373-9065

Project Data:            Activity                            Hours            Rate            Extended

---

8/13/91  
GENERAL SUPPORT                            0.50            \$25.00            \$12.50

Description:  
MET AND TALKED TO THE ACCOUNTANTS. CHECKED TO SEE IF THEY  
NEEDED THE DATA FILES MASSAGED IN ANY OTHER FASHION AND PROVIDED THEM  
SOME OTHER LAY OUTS AND TRANSLATION OPTIONS.

TOTAL TIME ON SITE - .75 HOURS

1/22/92  
CONSULT SERVICE                            1.75            \$0.00            \$0.00

Description:  
MISCELLANEOUS CUSSING AND DISCUSSING ABOUT OPTIONS AND UPGRADE AND  
TEPPING SIDEWAYS WITH THE COMPUTER UPGRADE ISSUE

TOTAL TIME ON SITE - 1.75 HOURS

8/19/91  
CONSULT SERVICE                            1.00            \$0.00            \$0.00

Description:  
SPENT A LITTLE OVER AN HOUR DISCUSSING MENTOR DOCUMENTATION, LETTER,  
ETC., IN AN ATTEMPT TO EVALUATED NEXT STEP IN MENTOR SOFTWARE  
UPGRADES AND THE EFFECTS THAT THE SYSTEM CHANGE WOULD CAUSE OR BE  
SUBJECT. NO OTHER SUPPORT TIME TODAY

TOTAL TIME ON SITE - 1.5 HOURS

8/26/91  
GENERAL SUPPORT                            1.50            \$25.00            \$37.50

Description:  
MISCELLANEOUS SUPPORT SERVICES ON THE DESK TOP PUBLISHING WORK  
STATION. INSTALLED SOME MISCELLANEOUS SOFTWARE, SOME ADDITIONAL TYPE  
PRINTS, AND GAVE SOME INSTRUCTION ON ITS USE.

TOTAL TIME ON SITE - 2.25 HOURS

8/28/91

CONSULT SERVICE 0.50 \$0.00 \$0.00

Description:

DISCUSSING THE MENTOR SITUATION AND NEED FOR ME TO PREPARE A LETTER TO SEE IF I CAN GET THINGS STIRRED UP A BIT.

TOTAL TIME ON SITE - .5 HOURS

9/09/91

CONSULT SERVICE 0.50 \$25.00 \$12.50

Description:

PREPARED LETTER FOR MENTOR AND DROPPED IT OFF AT CITY. A BIT MORE ENDSIDE A LETTER THAN I USUALLY WRITE, BUT THEN WE DO WANT TO STIR THINGS UP A BIT AND SEE IF WE CAN GET SOME SORT OF REACTION.

TOTAL TIME OFF SITE - .5 HOURS

TOTAL TIME ON SITE - .75 HOURS

9/24/91

GENERAL SUPPORT 2.75 \$25.00 \$68.75

Description:

SWAPPED XT (BURROUGH MACHINE) FOR PC AT RENEE'S STATION. HARD DRIVE CARD THAT I HAD DIDN'T WORK, COULD NOT INSTALL HARD DRIVE FOR HER. WE HAVE TO DO THIS WHEN I CAN COME FIND AN 8 BIT MFM HD CONTROLLER. SWAPPED BAD EGA CARD IN DESK TOP PUBLISHING WORKSTATION FOR SPARE EGA CARD. WORKS BETTER DUE TO INCREASED MEMORY ON THE NEW CARD

TOTAL TIME ON SITE - 3.5 HOURS

10/09/91

GENERAL SUPPORT 2.50 \$25.00 \$62.50

Description:

'STACKING' THE DTP WORKSTATION SO THAT MORE STUFF COULD BE PUT ON THE COMB HARD DRIVE, CHECKED OUT THE WEATHER STATION. SOME TIME TOWARD END OF WINTER, RAIN GUAGE WILL NEED CLEANING (IF NOT SOONER), SPENT A LITTLE TIME IN WITH ERLING DISCUSSING MISCELLANEOUS PROJECTS

TOTAL TIME ON SITE - 5.75 HOURS

10/11/91

GENERAL SUPPORT 1.75 \$25.00 \$43.75

Description:

PM'D CITIZEN PRINTER, CLEANED AND LUBED, HOW THAT THING CAN ATTRACT DIRT THE WAY THAT IT DOES IS BEYOND ME. PREPARED NEW SCALC DISKETTE FOR RENEE TO SEE IF LARGE SPREADSHEET LOCKUP PROBLEM WAS FROM A BAD DISKETTE. RAN DIAGNOSTICS ON XT MEMORY, NO PROBLEMS. BNOT SURE WHAT TO THINK ABOUT THE SUPER CALC PROBLEM.

TOTAL TIME ON SITE - 2.5 HOURS

10/16/91  
GENERAL SUPPORT 0.75 \$0.00 \$0.00

Description:  
TALKING WITH ERLING ABOUT THE UPCOMING CITY COUNCIL MEETING AND SOME  
OF THE POINTS THAT MAY NEED TO BE COVERED FOR THE COUNCIL MEMBERS. I  
WANT TO BE SURE WE HAVE GOT ALL OF THE BASES COVERED.

TOTAL TIME ON SITE - .75 HOURS

11/07/91  
CONSULT SERVICE 1.50 \$0.00 \$0.00

Description:  
ACTING AS A FAIR WITNESS AND CONSULTANT FOR THE SPECIAL COMMITTEE ON  
COMPUTERS. CONTRIBUTION LIMITED TO A LITTLE PAST HISTORY AND SOME  
MINOR RECOMMENDATIONS.

TOTAL TIME ON SITE - 2 HOURS

11/19/91  
GENERAL SUPPORT 1.00 \$25.00 \$25.00

Description:  
LOOKED UP A TERMINAL IN THE RECEPTION AREA. DIDN'T NEED TO  
RE-CONFIGURE THE SYSTEM, I HAD ANTICIPATED THE NEED AND CONFIGURED IT  
PREVIOUSLY. (ABOUT 6 MONTHS OR MORE EARLIER)

TOTAL TIME ON SITE - 1.5 HOURS

12/06/91  
CONSULT SERVICE 2.00 \$0.00 \$0.00

Description:  
MENTOR MEETING

TOTAL TIME ON SITE - 2.5 HOURS

1/31/92  
GENERAL SUPPORT 4.75 \$25.00 \$118.75

Description:  
INSTALLED SCALC 5 ON DTP WORKSTATION, LOADED DIRECT ACCESS V5 MENU ON  
DTP, CLEANED UP BUNCH OF MISCELLANEOUS WORK FILES ON DTP WORKSTATION.  
INSTALLED / LINKED BUDGET/ACCOUNTING DATA DICTIONARY. LOADED SPECAIL  
ASSESSMENTS UPDATE ON SHARON'S COMPUTER.

TOTAL TIME ON SITE - 5.25 HOURS

Total : -----  
\$381.25



VOUCHER NO	VOUCHER DATE	INVOICE NO	DESCRIPTION	AMOUNT
	03/27/92		THREE PC COMPUTERS	7950.00
TOTAL				7950.00

CACON MACHINA  
 1000 BROADWAY  
 WASHINGTON DC 20004  
 (202) 638-1000

OFFICE OF THE COMPTROLLER  
 GENERAL OF THE DISTRICT OF COLUMBIA  
 400 MICHIGAN AVENUE, N.E.  
 WASHINGTON, D.C. 20002  
 DATE: 03/27/92 AMOUNT: \$7950.00

NET AMOUNT OF  
 SEVEN THOUSAND NINE HUNDRED FIFTY DOLLARS AND NO CENTS

Data Systems Design  
 PO Box 872208  
 Seattle AK 99587-4208

NOT NEGOTIABLE  
 [Handwritten signature/initials]

DATA SYSTEMS RESIGN

3/26/92

3 PC Computers @ 2650<sup>00</sup> ea  
= 7950.<sup>00</sup>

Mitch will bring Backup  
As AP.

**Approved for Payment**

Vendor # 1113 Date 3/26/92  
F/A: Yes  No  By: P. G. M.  
Fund # 01 Acct # 4205307  
Batch # 2166 VR # A9208075

~~6/10/92~~



# CITY OF WASILLA

290 E. HERNING AVE.

WASILLA, ALASKA 99654-7091

PHONE: (907) 373-9050

FAX: (907) 373-0788

## COUNCIL MEMORANDUM

NO. 92-29

FROM: Computer Upgrade Committee

DATE: March 3, 1992

SUBJECT: Computer Upgrade Recommendation

This Committee was given the task of reviewing the computer conversion situation on October 14, 1991 with the charge of bringing back a recommendation to the full Council. In this regard we also requested an independent review which was done by the firm of Bushnell & McMahon and presented to Council on January 13, 1992.

We have interviewed Jay Pollock, Mentor; Pat Kelly, IBM; Mitch Coulthard, Data System Design and received staff assistance from Erling Nelson, individual committee members have also done research. Various options listed below were considered by the Committee.

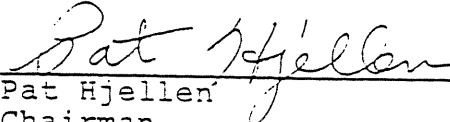
1. Utilizing an older System 36 from Matanuska-Susitna Borough;
2. Sharing the Matanuska-Susitna Borough computer using New World Software;
3. Removing wordprocessing off the System 36 and putting it on personal computers;
4. Postpone upgrade;
5. Do nothing;
6. Upgrade and max out the System 36;
7. Full upgrade; or
8. Partial upgrade.

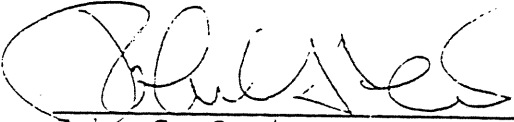
One of the underlying concerns the Committee was concerned about when considering the above options was funding.

After studying and considering all the possibilities and with the cooperation and support of the Administration the Committee's recommendation is as follows:

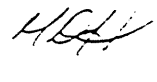
1. Move the three main users of wordprocessing to personal computers. Purchase 3 City standard personal computers/emulated workstations for these users and Wordperfect wordprocessing software at an approximate investment of \$8,625 from currently appropriated funds;
2. The balance of FY92 appropriated funds (approximately \$15,966) be designated as "Fund Balance designated for future expenditures"; and
3. That the balance of funds needed for the AS400 9402/E04 upgrade (approximately \$26,034) be appropriated in the FY93 Budget as follows:

General Fund	\$21,034
Water Fund (Rate Payers)	2,500
Sewer Fund (Rate Payers)	<u>2,500</u>
	\$26,034

  
Pat Hjellen  
Chairman

  
John C. Stein  
Mayor

EPN/mdh

Approved 3/9/92 

CITY OF WASILLA  
290 E. HERNING AVE.  
WASILLA, AK 99687-8578  
373-9060

THE EXACT AMOUNT OF  
FIVE HUNDRED EIGHTEEN DOLLARS AND 75 CENTS

Data Systems Design  
PO Box 874208

Wasilla AK 99687-4208

*Erving G. Gulston*  
*Erving G. Gulston*

⑈005362⑈ ⑆125200057⑈003322101⑈

⑈000051875⑈

DATE 07/23/91

AMOUNT

\$518.75

NATIONAL BANK OF ALASKA  
ANCHORAGE, AK 99519  
89-5/1252

5362

CITY OF WASILLA

290 E. HERNING AVE.  
WASILLA, AK 99654  
373-9060

THE EXACT AMOUNT OF  
THREE HUNDRED EIGHTY-ONE DOLLARS AND 25 CENTS

Data Systems Design  
PO Box 874208

Wasilla

AK 99687-4208

*Erving G. Gulston*  
*Erving G. Gulston*

NATIONAL BANK OF ALASKA  
ANCHORAGE, AK 99519  
89-5/1252

621

DATE 02/26/92

AMOUNT

\$381.25

⑈00621⑈ ⑆125200057⑈003322101⑈

⑈0000038125⑈

CITY OF WASILLA

290 E. HERNING AVE.  
WASILLA, AK 99654  
373-9060

THE EXACT AMOUNT OF  
NINE THOUSAND NINE HUNDRED FIFTY DOLLARS AND NO CENTS

Data Systems Design  
PO Box 874208

Wasilla

AK 99687-4208

*Erving G. Gulston*  
*Erving G. Gulston*

NATIONAL BANK OF ALASKA  
ANCHORAGE, AK 99519  
89-5/1252

635

DATE 03/27/92

AMOUNT

\$7950.00

⑈006358⑈ ⑆125200057⑈003322101⑈

⑈0000795000⑈

COURSE HERE  
DATA SYSTEMS DESIGN  
407190 S-7

DO NOT WRITE, STAMP OR SIGN BELOW THIS LINE  
RESERVED FOR FINANCIAL INSTITUTION USE \*

DATE  
TIME

ALASKA USA FCU  
ANCHORAGE, ALASKA  
3252-7202-1  
MAR 31 1991 6 6

07/31/91  
1252000057

11015001

0199 9 4 6 4

250002521  
2/24/92

02 MAR 92

DATA SYSTEMS DESIGN  
407190 S-7

DO NOT WRITE, STAMP OR SIGN BELOW THIS LINE  
RESERVED FOR FINANCIAL INSTITUTION USE \*

ALASKA USA FCU  
ANCHORAGE, ALASKA  
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MAR 2 92 1 8 4

DATA SYSTEMS DESIGN  
407190 S-7

DO NOT WRITE, STAMP OR SIGN BELOW THIS LINE  
RESERVED FOR FINANCIAL INSTITUTION USE \*

ALASKA USA FCU  
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MAR 3 0 02 1 0 3  
4000 C.U. DRIVE  
ANCHORAGE, ALASKA  
3252-7202-1

MR 92 31

1252-00057

0041 6 9 0 2

13 MAR 92









# Certificate of License

License No: 1WP51XR00242460

Quantity: single copy

Product: WordPerfect, U.S.-English

Version: 5.1

Platform: DOS, Windows, OS/2

*This software program, including any documentation and media (Software), is protected by copyright laws and international treaty, and is a proprietary product of WordPerfect Corporation (WP Corp). The use of this Software is also governed by the terms of the Software License Agreement on the reverse side (Agreement). If for any reason you do not agree to the terms of the Agreement, please return the Software to your reseller within 30 days of the date of purchase for a full refund. Keep this Certificate of License in a safe place, as it is your proof of purchase and may be required for upgrade or support services.*



# Certificate of License

License No: AWP51XR0005526

Quantity: Single Copy

Product: WordPerfect, US-English

Version: 5.1

Platform: DOS, Windows, & OS/2

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May 3, 1992

RECEIVED

John Stein  
City of Wasilla  
290 E. Herning Ave.  
Wasilla, AK 99654

MAY 4 - 1992

City of Wasilla, Alaska

Dear John,

Last week I received a phone call questioning the integrity of Mitch Coulthard. I am writing to express my support for Mitch Coulthard. I have worked with Mitch on State of Alaska Elections since 1984. Mitch has also worked with me on computer related projects for the same time period. During the time we have worked together Mitch has acted with the highest degree of integrity. As chairman of the State of Alaska Elections Data Processing Review Board in District 16, I relied on Mitch's honesty and integrity in order to be able to have reliable and accurate election results.

Since first working on the elections with Mitch, I have recommended him as a computer programmer and specialist to many organizations. I recommended him to the City when I was on the City Council back in 1985.

Recently when our firm worked with the City on the computer review, I interviewed other consultants that work with the City, they all with out exception stated that the reason the City's system 36 worked so well was in part due to the expertise of Mitch. The continued well being of the City's computer system will require the same level of expertise. Mitch has always treated the City with special care and has worked nights and weekends whenever he was needed. Mitch's billings per Erling have been small and I would guess that he has donated a lot of non charged time to the City. I do not believe the City could find someone of his caliber who shows a much concern for the City.

I continue to recommend Mitch as a local computer specialist to my friends and clients. I recommend that the City of Wasilla continue to retain Mitch.

Yours very truly,



Willet R. Bushnell  
PO Box 871684  
Wasilla, Ak 99687

cc M. Coulthard