

Agency and contractors responsibilities under open records law: Pursuant to §19.36 (3) of the Wisconsin Statutes, all records of the Contractor that are produced or collected under a Contract are subject to disclosure pursuant to a public records request. Upon receipt of notice from Contracting Agency of a public records request for records produced or collected under this Contract, Contractor shall provide the requested records to Contracting Agency. The Contractor shall establish and maintain adequate records of all documentation developed or compiled and expenditures incurred under a Contract. All expenditure records shall be kept in accordance with Generally Accepted Accounting Procedures (GAAP). All procedures shall be in accordance with federal, State and local laws or ordinances. The Contractor, following final payment, shall retain all records produced or collected under this Contract for three (3) years.