



Public Works Committee

Alderman Bob Kordus Chairman

Alderman Chris Gelting

Alderman Al Kupsik

Alderman Ken Howell

Alderman Sarah Hill

Director of Public Works Daniel S. Winkler, P.E.

Assistant Director of Public Works Tom Earle

City of Lake Geneva 626 Geneva Street Lake Geneva, WI 53147-1914

www.cityoflakegeneva.com

Phone: (262) 248-3673

December 10, 2015 Meeting Minutes

DATE: December 11, 2015

MEMORANDUM

TO: Chairman Bob Kordus & Members of the Public Works Committee

FROM: Daniel S. Winkler, P.E. DSW
Director of Public Works & Utilities

SUBJECT: December 10, 2015 Public Works Committee Meeting Agenda

The Public Works Committee is scheduled to meet at **5:00 PM** at City Hall.

Members in attendance:

Chairman Bob Kordus X
Alderman Chris Gelting X
Alderman Sarah Hill X
Alderman Al Kupsik X
Alderman Ken Howell LATE

Staff Present:

City Administrator Blaine Oborn X
Director Daniel Winkler (DPW) X
Mayor Jim Connors X
Assistant DPW Tom Earle X
Street Foreman Neil Waswo

Other: _____

Public in attendance: _____

Approval of the Minutes of the Prior (November) Meeting:

Motion to approve the minutes of the prior meeting by Ald. Kupsik and seconded by Ald. Hill.
The motion passed 4-0.

Public Comments:

None.

Communications:

None.

Public Works Projects Update

DPW Winkler explained the status of the various projects.

1. Street Department Heater Repair Bids.

Assistant DPW Earle and DPW Winkler explained the heating proposal to repair the present ceiling heating system in the 1065 and 1070 Carey Street buildings. Mr. Earle presented the 3 quotes.

<u>Contractor</u>	<u>City/State</u>	<u>Bid Amount</u>
Peck & Weis	Lake Geneva, WI	\$15,444.00
Komfort Heating & Cooling	Elkhorn, WI	\$17,625.00
Westenn Mechanical	Elkhorn, WI	\$23,757.00

It was discussed there are funds left in the CIP borrowing for 1065 Carey Street Ventilation & Air Exchangers \$50,000 allocation as well as \$15,000 designated for Street Department Heaters to cover this cost. Motion to recommend award to Peck & Weis of Lake Geneva in the amount of \$15,444.00 made by Ald. Hill and seconded by Ald. Gelting. The motion passed 4-0.

(This item needs to be recommended by FLJ and approved by Common Council)

2. 2015 Street Maintenance Contract Bids (2016 Construction).

DPW Winkler provided the bid result but requested the item be continued for staff and the City Engineer to meet with the low bidder regarding his schedule of supplementary prices to his bid. It was moved by Chair Kordus to continue this item. The motion was seconded by Ald. Hill and passed 5-0.

3. 2015 Fall Tree Planting Bids (2016 Installation).

DPW Winkler explained that bids were opened earlier in the day for the 2015 Fall Tree Planting contract with installation commencing in the early spring of 2016. Mayor Connors inquired about funding many more trees with the TIF budget funding of \$100,000 and funding the present bid with TIF. There was general discussion regarding bidding out another tree contract in a 100 quantity with alternates for 200 and 300 tree increments. It was moved by Chair Kordus to award the bid to Dan Larsen Landscaping of Cedarburg, WI in the amount of \$29, 651.00 funded from TIF#4. The motion was seconded by Ald. Kupsik and passed 5-0. It was moved by Ald. Hill to have staff bid out another contract for spring with 100 trees as the base bid with alternates for a total of 200 and 300 trees. That motion was seconded by Ald. Gelting and passed 5-0.

(The award to Dan Larsen per the DPW's memorandum and bid tabulation needs to be recommended by FLJ and approved by Common Council)

4. Funding Discussion, Shoreline Rip-Rap Repairs, South Lakeshore Drive along Big Foot State Park.

DPW Winkler explained that the DNR has approved the permit application for the City to make shoreline repairs in front of Big Foot State Park. He stated the current estimated cost as discussed previously was approximately \$150,000. Ald. Howell inquired regarding the timeline. Winkler responded the permit is good until 2017 with up to a 5-year extension, but the erosion into the road will be the determining factor as to project timing. Administrator Oborn said he and the Comptroller will be looking at ways to fund the project including restructuring the present CIP borrowing. There was also discussion regarding who was going to generate bid documents and DPW Winkler said he could add the project to his list for design and bidding. It was moved by Ald. Hill to have Administration move forward with finding the funding for the project as discussed to be able to perform the work in 2016. The motion was seconded by Ald. Gelting and passed 5-0.

5. Downtown Signage (Street, Pedestrian & Parking Lots)-Discussion.

Parking Manager Mullally's memorandum on parking wayfaring signage in the downtown was discussed. The PWC was by consensus concerned about the uniformity of signage. Administrator Oborn recommended having a consultant perform a thorough review of all signage and come forward with recommendations. Mayor Connors was concerned about the May 2016 deadline. After further discussion, it was moved by Ald. Hill and seconded by Ald. Kupsik to have staff contact Kapur for a proposal to study wayfaring signage in the downtown (to parking lots, pedestrian level, and street signage), work with the Chamber on content, make recommendations for approval, develop plans and specifications, and bid out the work, and have the project awarded before May 1, 2016. The DPW would contact Kapur for the proposal to go to Council. The motion passed 5-0.

6. Parking Around Dennison Elementary School – Discussion

Parking Manager Mullally's memorandum was discussed. It was moved by Ald. Hill and seconded by Ald. Kupsik to ask staff to look at options with the schools paying the cost of the project. The review would include the preservation or not of the 5 trees presently in the parkway and if there is room for anything other than a drop off like on the east side of the building. The motion passed 5-0.

Motion to Adjourn:

Motion was made by Ald. Hill and seconded by Ald. Kupsik. The motion was approved 5-0 and the meeting was adjourned at 5:44 PM.

Cc: Mayor Jim Connors/Blaine Oborn/Sabrina Waswo/Common Council Members not on Committee/File



Public Works Committee

Alderman Bob Kordus, Chairman

Alderman Chris Gelting
Alderman Ken Howell

Alderman Al Kupsik
Alderman Sarah Hill

Director of Public Works Daniel S. Winkler, P.E. Phone (262) 248-2311
Tom Earle, Assistant Director of Public Works Phone (262) 248-6644

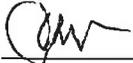
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DATE: December 10, 2015

MEMORANDUM

TO: Blaine Oborn
City Administrator

FROM: Daniel S. Winkler, P.E. 
Director of Public Works & Utilities

SUBJECT: 2015 City Fall Tree Planting Bids

Background

Bids were opened today for the City's fall tree planting program. This memo discusses the bids.

Discussion

The above subject work was bid on September 17th. The results are:

<u>Contractor</u>	<u>Address</u>	<u>Total Bid</u>
Dan Larsen Landscape	Cedarburg, WI	\$29,651.00
All-Ways Contractors	Brookfield, WI	\$42,630.00
Blaze Landscaping	Menomonee Falls, WI	\$45,000.00
Breezy Hill,	Salem, WI	No Bid

Our office contacted a dozen area landscaping firms and advised them of the project. The above list is of those who took out proposals. The low bid of Dan Larsen Landscape of Cedarburg, WI is for the planting of 100 trees including the staking of half of those trees as needed. This contractor has performed for the City in previous planting contracts, and done a good job.

Recommendation

It is recommended to award the fall tree planting bid to Dan Larsen Landscaping of Cedarburg, WI in the amount of \$29,651.00.

Budget & Staffing Impact

The project, estimated at \$30,000, will be funded from the Capital Improvements Fund for Tree Planting and TIF #4.

Cc: Tom Earle/File

CITY OF LAKE GENEVA
 2015 FALL PLANTING BIDS
 BID OPENING DATE: December 10, 2015 10:30 AM

ITEM NO.	DESCRIPTION	Dan Larsen Landscaping Cedarbur, WI			NO BID Salem, WI			All-Ways Contractors Brookfield, WI			Blaze Landscaping Menomonee Falls, WI		
		QTY.	UNIT PRICE	TOTAL	QTY.	UNIT PRICE	TOTAL	QTY.	UNIT PRICE	TOTAL	QTY.	UNIT PRICE	TOTAL
1	100 Trees Consisting of The Following												
a	American Linden Continental Appeal	23	\$ 265.00	\$ 6,095.00	23	\$ -	\$ -	23	\$ 358.00	\$ 8,234.00	23	\$ 400.00	\$ 9,200.00
b	Regal Elm	23	\$ 265.00	\$ 6,095.00	23	\$ -	\$ -	23	\$ 358.00	\$ 8,234.00	23	\$ 400.00	\$ 9,200.00
c	Kentucky Coffee	13	\$ 289.00	\$ 3,757.00	13	\$ -	\$ -	13	\$ 438.00	\$ 5,694.00	13	\$ 400.00	\$ 5,200.00
d	Bur Oak	10	\$ 339.00	\$ 3,390.00	10	\$ -	\$ -	10	\$ 438.00	\$ 4,380.00	10	\$ 400.00	\$ 4,000.00
e	Flowering Pear Cleveland Select	11	\$ 269.00	\$ 2,959.00	11	\$ -	\$ -	11	\$ 438.00	\$ 4,818.00	11	\$ 400.00	\$ 4,400.00
f	Autumn Blaze maple	5	\$ 269.00	\$ 1,345.00	5	\$ -	\$ -	5	\$ 468.00	\$ 2,340.00	5	\$ 400.00	\$ 2,000.00
g	Northern Catalpa	7	\$ 259.00	\$ 1,813.00	7	\$ -	\$ -	7	\$ 428.00	\$ 2,996.00	7	\$ 400.00	\$ 2,800.00
h	Honey Locust Sky Line	5	\$ 272.00	\$ 1,360.00	5	\$ -	\$ -	5	\$ 398.00	\$ 1,990.00	5	\$ 400.00	\$ 2,000.00
i	Con-color Fir	3	\$ 279.00	\$ 837.00	3	\$ -	\$ -	3	\$ 398.00	\$ 1,194.00	3	\$ 400.00	\$ 1,200.00
	Tree Total	100	\$ -	\$ -	100	\$ -	\$ -	100	\$ -	\$ -	100	\$ -	\$ -
2	Staking of Trees	50	\$ 15.00	\$ 750.00	50	\$ -	\$ -	50	\$ 20.00	\$ 1,000.00	50	\$ 50.00	\$ 2,500.00
3	Over Excavation & Placement of Topsoil	50	\$ 25.00	\$ 1,250.00	50	\$ -	\$ -	50	\$ 35.00	\$ 1,750.00	50	\$ 50.00	\$ 2,500.00
	TOTAL BID			\$ 29,651.00		\$ -	\$ -			\$ 42,630.00			\$ 45,000.00