

**City of Oconomowoc**  
**Public Services Committee**  
Aldermen: Ellis, Chairman / Kowieski, Secy / Douglas

**Tuesday, March 15, 2022 - 7:00 PM**  
**City Hall - Council Chambers**  
**174 E. Wisconsin Ave. Oconomowoc, WI 53066**



**Notice:** If a person with a disability requires that the meeting be accessible or that materials at the meeting be in accessible format, call the City Clerk at least 48 hours prior to the meeting to request adequate accommodations. Tel: (262) 569-2186.

1. Call to order and confirmation of appropriate meeting notification
2. Committee Business
  - a. Consider/recommend Resolution 22-R3016 Awarding Landscape Supply Storage Structure Contract
  - b. Consider/recommend Resolution 22-R3019 Awarding Construction Management Services Contract for 2022 Olympia Fields Phase Two Infrastructure Project
3. Adjourn

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Diane Coenen, City Clerk  
City of Oconomowoc

Notice is hereby given that a majority of the Common Council will be present at the above scheduled meeting to gather information about a subject over which they have decision-making responsibility. This constitutes a meeting of the Common Council pursuant to State ex rel. Badke v. Greendale Village Board, 173Wis. 2d 553, 494 N.W. 2d 408 (1993) and must be noticed as such, although the Common Council will not take any formal action at this meeting.



# MEMORANDUM

## PARKS, RECREATION & FORESTRY DEPARTMENT

Date: 3-4-22  
 To: Mayor, Common Council & City Administrator  
 From: Craig Hoepfner, Director  
 Re: Resolution 22-R3016, Landscape Supply Storage Structure

## RELATES TO THE STRATEGIC PLAN

IV.A. Plan and Implement Quality of Life Assets and Community Amenities

## BACKGROUND

The Landscape Supply Storage Structure has been a need for numerous years to assist our City operations. Topsoil is currently stored against the Municipal Services Building under tarps. The WI DNR has stated this is not an acceptable practice. This structure will be primarily used by our Department, but will also be shared with DPW, Wastewater and Utilities. This project was approved in the 2021 and 2022 Capital Budgets.

The color and materials will match the adjacent Cold Storage Building. The Architectural Commission reviewed and approved the project on February 2, 2022.

## ADDITIONAL ANALYSIS

The base bid includes structural engineering, excavation, concrete flatwork, concrete footings and walls and carpentry work to construct a 26' x 76' structure with 5 bays to store topsoil, mulch, engineered wood fiber, etc. The Alternate was for a 50' x 76' asphalt driveway.

Bids were publicly advertised for the Landscape Supply Storage Structure and two bids were received:

|                     | Base Bid  | Alternate |
|---------------------|-----------|-----------|
| RB3, Inc. -         | \$205,000 | \$25,000  |
| Advanced Building - | \$234,000 | \$26,500  |

RB3, Inc. completed the concrete work and installation of the Roosevelt Park Shelter and additional concrete work for the Skate Park in 2021. RB3, Inc. has been excellent to work with and has provided high-quality products.

## FINANCIAL IMPACT

The budget for the Landscape Supply Storage Structure was \$210,000. The project cost will be shared among Parks, Public Works, Wastewater and Electric Utilities.

## RECOMMENDATION

It is recommended to approve Resolution 22-R3016, Landscape Supply Storage Structure, awarding the contract to RB3, Inc. in the sum of \$205,000 for the Base Bid only and to include an additional contingency of \$5,000 for a total project cost of \$210,000.

## MOTION

Move to adopt Resolution 22-R3016, Landscape Supply Storage Structure, with RB3, Inc. for a total of \$210,000, including a \$5,000 contingency, with funds coming from PRF, DPW, WW and Electric.

**RESOLUTION No. 22-R3016**

**RESOLUTION AWARDING LANDSCAPE SUPPLY STORAGE STRUCTURE CONTRACT**

**WHEREAS**, the City of Oconomowoc budget provides for construction of a new Landscape Supply Storage Structure, near the Municipal Services Building; and

**WHEREAS**, bids for the Landscape Supply Storage Structure had been publicly advertised for and were received for making the following improvements as follows:

- Five Covered Storage Bins
- Concrete Flatwork
- Concrete Footings and Walls
- Carpentry Walls and Roofing

and

**WHEREAS**, base bids were received as follows:

| <b>Company</b>      | <b>Total</b> |
|---------------------|--------------|
| • RB3 Inc.          | \$205,000    |
| • Advanced Building | \$234,000    |

**NOW THEREFORE, BE IT HEREBY RESOLVED**, that the total cost in the sum of \$205,000, is hereby accepted, and a contingency of \$5,000 is approved for a total of \$210,000, and appropriate City officials are authorized to enter into a contract with RB3 Inc. for said project.

**BE IT FURTHER RESOLVED**, that the City Council approves the total project for \$210,000 with funds coming from #408-507-7610-820 (\$130,000); #601-573-7000-810 (\$40,000); and #603-573-7000-810 (\$40,000).

DATED: \_\_\_\_\_

CITY OF OCONOMOWOC

By: \_\_\_\_\_  
Robert P. Magnus, Mayor

ATTEST:

\_\_\_\_\_  
Diane Coenen, Clerk



# MEMORANDUM

## PUBLIC WORKS

Date: March 15, 2022  
To: Mayor and Common Council  
From: Mark Frye, City Administrator/Director of Public Works  
Re: Olympia Fields Phase Two Construction Management

## RELATES TO THE STRATEGIC PLAN

Strategic Goal III  
(B) Plan for Future Growth Areas for Regional Development  
(2)(c) Facilitate and promote development of Olympia Fields

## BACKGROUND

On February 15, 2022, Wolf Paving was awarded the construction contract for the Olympia Fields Phase Two Infrastructure Project. The awarded bid amount of \$5,902,703.00 includes the 10% contingency.

The design engineer, RASN, as part of their work, provided the estimated hours for Construction Management. City Staff requested a not-to-exceed proposal using the hours assigned to the Construction Management (CM) tasks shown below.

**Task 1 Construction Management Services**

Use 320 hours for an anticipated 20 week construction time for the project.

**Task 2 Construction Inspection Services**

Use 1250 hours for the Construction Review Technician.

**Task 3 Construction Survey Services**

Use 50 hours for survey data preparation and 225 hours for construction staking.

**Task 4 Working Drawing Information**

There are no assigned hours for this as it is incidental to the inspection services.

**Task 5 Miscellaneous Items and Administrative**

Provide a listing of administrative costs and any items not specified in tasks 1 through 3 that your firm normally provides for construction management projects.

## ADDITIONAL ANALYSIS

For the past 18 months, a team has been dedicated to the creation and approval of the Olympia Fields TID 7. The team, consisting of City Staff, City Engineer, City Attorney, Ehlers, Wangard Developments and RASN, has completed the following project related tasks to date:

|                              |                        |
|------------------------------|------------------------|
| TID 7 Project Plan           | DNR Permitting         |
| Development Agreement        | DOT Permitting         |
| Architectural Standards      | Access Issues          |
| Land Acquisition             | Project Bidding        |
| Bond Sale                    | Regent Road Assessment |
| Environmental Investigations | Easements              |
| Infrastructure Design        | Certified Survey Maps  |
| Stormwater                   |                        |

The TID 7 Project Plan addressed the need for professional services within the district as shown below:

*The costs of professional services rendered, and other costs incurred, in relation to the creation, administration and termination of the District, and the undertaking of the projects contained within this Plan, are eligible Project Costs. Professional services include but are not limited to: architectural; environmental; planning; engineering; legal; audit; financial; and the costs of informing the public with respect to the creation of the District and the implementation of the Plan.*

TID construction projects are bid and managed by the City. Using the team that has been involved since the start of the TID allows for better understanding and control of the cost allocations, assessments, construction sequencing and the infrastructure design decisions made over the past six months. For these reasons, we only requested a proposal for the construction management from our City Engineer with Ruckert and Mielke.

## FINANCIAL IMPACT

Based on the hours assigned to the construction management tasks, a proposal was received from Ruckert and Mielke in the amount of \$430,000.00. In addition to this cost, we are requesting a 10% contingency in the amount of \$43,000.00; net cost of \$473,000.00.

City Staff recommends acceptance of the proposal from Ruckert and Mielke for the net cost of \$473,000.00 to be charged to 407.505.5300.210 421506.02, TIF 7 Infrastructure – Construction Management.

## RECOMMENDATION

**Suggested Committee Recommendation:** Motion to recommend to the Common Council acceptance of the proposal from Ruckert and Mielke in the amount of \$473,000.00 as outlined in this memo.

## SUGGESTED MOTION

**Suggested Common Council Motion:** Motion to adopt Resolution 22-R3019.

**RESOLUTION NO. 21-R3019**

**RESOLUTION AWARDING CONSTRUCTION MANAGEMENT SERVICES FOR 2022  
OLYMPIA FIELDS PHASE TWO INFRASTRUCTURE PROJECT**

WHEREAS, construction management services are required for the 2022 Olympia Fields Phase Two Infrastructure Project; and

WHEREAS, Department of Public Works representatives prepared a Scope of Services to obtain a cost for the work based on the proposed hours provided by the design engineer (RASN); and

WHEREAS, over the past two years, a team has been dedicated to the creation and approval of the Olympia Fields TID 7; and

WHEREAS, the team, consisting of City Staff, City Engineer, City Attorney, Ehlers, Wangard Developments and RASN, has completed the following project related tasks too date:

|                              |                        |
|------------------------------|------------------------|
| Project Plan                 | DNR Permitting         |
| Development Agreement        | DOT Permitting         |
| Architectural Standards      | Access Issues          |
| Land Acquisition             | Project Bidding        |
| Bond Sale                    | Regent Road Assessment |
| Environmental Investigations | Easements              |
| Infrastructure Design        | Certified Survey Maps  |
| Stormwater                   |                        |

WHEREAS, using the team that has been involved since the start of the TID allows for better understanding and control of the cost allocations, assessments, construction sequencing and the infrastructure design decisions made over the past six months; and

WHEREAS, for these reasons, a proposal for the construction management was only requested from Ruekert and Mielke; and

WHEREAS, the proposal from Ruekert and Mielke to complete the construction management, construction inspection, construction survey and record drawing information for the 2022 Olympia Fields Phase Two Infrastructure Project is \$430,000.00; and

WHEREAS, City staff and the Public Services Committee recommend that the proposal of Ruekert and Mielke in the amount of \$430,000.00 for construction management services be accepted.

NOW THEREFORE, BE IT HEREBY RESOLVED the proposal of Ruekert and Mielke in the sum of \$430,000.00 be and the same is hereby accepted, and appropriate City officials are authorized to enter into a contract with them for said work.

BE IT FURTHER RESOLVED this is a Not-to-Exceed price proposal with a 10% contingency of \$43,000.00; net cost of \$473,000.00.

BE IT FURTHER RESOLVED that currently there are \$919,000 in TIF #7 funds available for this project.

BE IT FURTHER RESOLVED that the project cost will be charged to 407.505.5300.210  
421506.02, TIF 7 Infrastructure – Construction Management.

DATED: \_\_\_\_\_

CITY OF OCONOMOWOC

By: \_\_\_\_\_  
Robert P. Magnus, Mayor

ATTEST:

\_\_\_\_\_  
Diane Coenen, City Clerk