

BOARD OF PUBLIC WORKS

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Date of Meeting: February 28, 2017, at 2:30 p.m. in the Birch Room.

Members Present: Lindman, Jacobson, Groat (arrived approximately 2:40 p.m.)

Also Present: Mayor Mielke, Lenz, Wesolowski, Mohelnitzky, Hanson, Erickson

In compliance with Chapter 19, Wisconsin Statutes, notice of this meeting was posted and received by the *Wausau Daily Herald* in the proper manner.

**Approval of minutes of the February 21, 2017 meeting**

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This item was deferred as Jacobson was not present for this meeting.

**Open quotations and make recommendation for the purchase of two front end loaders for the Department of Public Works**

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The following quotations were received and opened:

Aring Equipment	\$411,500
Fabick Cat	\$398,000
Nortrax	\$390,132
Miller Bradford	\$377,200

Hanson will review the quotations received and make a recommendation at a future meeting.

**Make recommendation for the purchase of a 2017 Service Body with Crane. (Quotations were opened by the Wausau Water Works Commission on February 7, 2017.)**

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and

**Make recommendation for the purchase of a 2017 Extra Cab 4x4 – 18,000 GVWR. (Quotations were opened by the Wausau Water Works Commission on February 7, 2017.)**

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Hanson stated for the cab and chassis Ewald provided the lowest cost. He noted there are several different factors and that Kocourek Ford had the next lowest cost. Hanson questioned the Board of Public Work's preference as far as buying local and if there was a certain percentage the quotations could be within to buy local. He added that all quotes did meet the specifications and the make and model of the unit does not matter. Hanson would like to keep things local but questioned if the Board preferred buying on the low quote. Mayor Mielke would like to stay local if possible but is open minded if the same service is provided. He added that he would follow the opinion of the City Attorney. Jacobson stated preferences cannot be shown when bidding.

At this time Groat entered the meeting.

Lindman stated this has been brought up before with squad cars and one thing to note is service. He asked if tight bids are received, can service be weighed in. Jacobson will look into the statutes and opinions she has received. Hanson stated this has happened more than once and this is why Scaffidi did not provide a quote. For the last quote Scaffidi was \$25 less than Kocourek. Hanson had explained to Scaffidi that Kocourek pays taxes within the City. Mohelnitzky added that with Ewald units would have to be driven to Milwaukee

for service, which would mean more costs involved. The \$700 difference between Ewald and Kocourek would be spent quickly when transporting a vehicle to Milwaukee for service.

Groat explained that using the word bid is strict in the sense of construction projects. Hanson stated with vehicles the government price is the government price. The costs submitted are usually tight due to how much profit the vendor wants to make. Lindman stated Jacobson will look into the statute and provide an opinion for moving forward. Hanson indicated staff has made due diligence for the best purchase and would like guidelines for purchases. Groat added that she used to draft proposals for squad cars when she first started with the City. Quotes were prepared from Capital Ford in Madison and it was competitive with more than one vendor. Hanson noted that back then bids were all over the board but now we can buy at the government price. Jacobson said we are bound by the procurement policy. Hanson would like clarification so he can explain it to the vendors. Kocourek is within dollars and he knows the service he will receive. He has built a relationship with them and can say the same about Brickners. Mohelnitzky suggested tabling the item to allow Jacobson time to review. Groat stated the procurement policy does not provide a preference and the City is interested in supporting local. Jacobson will put an opinion together to clarify the difference between a bid and a quote. The committee agreed to table these items until next Tuesday.

#### **Make recommendations for a consultant for the 100 McClellan Block Design**

Lenz indicated an RFP was sent out for the 100 McClellan Block, which is the site of the former St. James School that is currently under demolition. The RFP asked for a proposal for design services for landscaping and parking lot design. Eight proposals were received. Four staff members reviewed and ranked the proposals with 25 points being the total. The top three from the ranking results are Ayres, Revi/Becher Hoppe, and SEH. Staff met internally to discuss the results and recommends the proposal submitted by Revi/Becher Hoppe, which is the lowest cost of the top three.

Groat moved to accept the proposal submitted by Revi/Becher Hoppe for professional services related to the 100 McClellan Block.

Jacobson questioned if this was only approving the selection of the consultant as she has not seen a contract. Lindman replied a contract has not been received. The consultant is first selected and then a contract will be prepared, which would be reviewed by Jacobson before signing.

Lindman seconded Groat's motion to accept the proposal submitted by Revi/Becher Hoppe for professional services related to the 100 McClellan Block and the motion passed.

#### **Pay Request from MSA Professional Services: Professional Services from January 1, 2017 to February 4, 2017; Thomas Street Real Estate Acquisitions**

Lindman stated appraisal services are not being billed out on this pay request. MSA has been working with Scott Williams Appraisals regarding delays and the project is still on track. It is anticipated the street construction project will be bid out in March and hopefully construction will begin in May.

Lindman moved to approve the pay request in the amount of \$9,176.25. Groat seconded and the motion passed.

#### **Pay Request from Stantec: Professional Services for period ending January 27, 2017; Wausau Bath and Concession Building**

Wesolowski indicated the total amount billed to date is approximately \$55,000 of the \$82,686.50 contract. He has received 90% plans. Groat moved to approve the pay request in the amount of \$39,298.92. Jacobson

seconded and the motion passed.

**Pay Request from Stantec: Professional Services for period ending January 27, 2017; 2016 Riverfront Development Construction Administration**

Wesolowski stated this request is for Stantec's time to continue with the ongoing Miron contract. Lindman moved to approve the pay request in the amount of \$536.50. Groat seconded and the motion passed.

**Pay Request from Stantec: Professional Services for period ending January 27, 2017; Riverfront Park Final Project Services**

Wesolowski said this pay request falls well within the contract amount and plans have been received. Lindman moved to approve the pay request in the amount of \$23,722.50. Groat seconded and the motion passed.

**Pay Request from Ayres Associates: Professional Services through January 28, 2017; South 1<sup>st</sup> Avenue from Thomas Street to Stewart Avenue**

Wesolowski indicated this pay request is for design services of South 1<sup>st</sup> Avenue and he recommends approval. Lindman moved to approve the pay request in the amount of \$2,802.55. Jacobson seconded and the motion passed.

**2016 Riverfront Development Construction: Miron Construction Co., Inc., Change Order No. 15 and Change Order No. 23**

Wesolowski explained that Change Order No. 15 is regarding electrical boxes that were called out in the spec. Areas had to be ground out in the stone walls so the electrical boxes fit flush. Lindman moved to approve Change Order No. 15 in the amount of \$1,100. Groat seconded and the motion passed.

Wesolowski stated that Change Order No. 23 is for large storage containers placed in the south parking lot to store items such as benches, tables, and garbage cans for the winter. This is a one-time fee and the storage containers will be removed in spring. Groat moved to approve Change Order No. 23 in the amount of \$750. Jacobson seconded and the motion passed.

**2016 Riverfront Development Construction: Miron Construction Co., Inc., Pay Estimate No. 21**

Wesolowski indicated this pay estimate will get Miron up to date with work completed through January 31. The pay estimate was reviewed by Kevin Bella of Becher Hoppe and Wesolowski recommends approval. Groat moved to approve Pay Estimate No. 21 in the amount of \$646,242.45. Lindman seconded and the motion passed.

**Adjourn**

Jacobson moved to adjourn the meeting. Lindman seconded and the motion passed.