

**City of Oconomowoc
Public Services Committee**

Aldermen: Ellis, Chairman / McConnell, Secy / Schellpeper



**Tuesday, May 19, 2026 - 6:10 PM
City Hall - Conference Room 3
174 E. Wisconsin Ave. Oconomowoc, WI 53066
(Or immediately following Finance Committee)**

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. Roll Call
3. Committee Business
 - a. Consider/recommend Resolution 26-R3367 Approving the 2026 Annual Sidewalk Replacement Program
 - b. Consider/recommend Resolution 26-R3374 Approving Design Services for Traffic Signals at Hwy 67 and Olympia Fields Drive
4. Adjourn

Gina Kozlik, 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

PUBLIC WORKS

Date: May 19, 2026

To: Mayor, Common Council and Public Services Committee

From: Jason Herzog, Director of Public Works

Re: Consider/act on Resolution 26-R3367 Approving the 2026 Annual Sidewalk Replacement Program

RELATES TO THE STRATEGIC PLAN

Strategic Goal II Improve and Maintain Our Infrastructure/Facilities; B Maintain our Existing Infrastructure

BACKGROUND

Bids were advertised and opened for the 2026 annual sidewalk program on March 12, 2026. Five bids were received as follows:

	Base	Alt #1	Alt #2	Total
J.R. Boehlke LLC	\$41,070	\$640	\$1,950	\$43,600
Sate Contractors Inc	\$43,200	\$880	\$1,980	\$46,060
Beardsley Concrete	\$47,121	\$800	\$1,500	\$49,421
Short Pour Delivery Services	\$49,605	\$596.80	\$1,950	\$52,151.80
Black Earth Pavement	\$84,577	\$900	\$2,292	\$87,769

The base bid included sidewalk removal and replacement in various locations throughout the City. Alternate #1 included detectable warning fields for ADA ramps and Alternate #2 included concrete curb and gutter.

FINANCIAL IMPACT

The low base bid and Alternate #1 from J.R. Boehlke LLC are under budget for sidewalks/crosswalks outside services as well as funding from the water & electric utility for their work.

ADDITIONAL ANALYSIS

N/A

RECOMMENDATION

Motion to recommend to the Common Council approval of base bid from J.R. Boehlke LLC. in the sum of \$41,070 plus \$640 for alternate items added for an adjusted amount of \$41,710.00 plus \$4,171.00 contingency for a total of \$45,881.00.

SUGGESTED MOTION

Motion to approve Resolution 26-R3367.

RESOLUTION NO. 26-R3367

RESOLUTION ADOPTING THE 2026 ANNUAL SIDEWALK PROGRAM

WHEREAS, the City of Oconomowoc 2026 budget provides for an annual sidewalk program; and

WHEREAS, bids for the sidewalk program had been advertised for and were received as follows:

	Base	Alt #1	Alt #2	Total
J.R. Boehlke LLC	\$41,070	\$640	\$1,950	\$43,600
Sate Contractors Inc	\$43,200	\$880	\$1,980	\$46,060
Beardsley Concrete	\$47,121	\$800	\$1,500	\$49,421
Short Pour Delivery Services	\$49,605	\$596.80	\$1,950	\$52,151.80
Black Earth Pavement	\$84,577	\$900	\$2,292	\$87,769

and

WHEREAS, the low base bid and alternate #1 from J.R. Boehlke, LLC is under budget for general fund - sidewalks; and

WHEREAS, Department of Public Works staff, and the Public Services Committee recommend that the bid of J.R. Boehlke, LLC be accepted.

NOW THEREFORE, BE IT HEREBY RESOLVED the base bid in the sum of \$41,070 plus \$640 for alternate items added for an adjustment amount of \$41,710 be and the same is hereby accepted, and appropriate city officials are authorized to enter into a contract with J.R. Boehlke, LLC Contractors for said projects.

BE IT FURTHER RESOLVED a 10% contingency of \$4,171.00, net project cost of \$45,881.00, is allowed for the construction with any expenditures exceeding the approved bid amount plus the contingency requiring Common Council approval.

BE IT FURTHER RESOLVED that this is a unit price contract with estimated quantities, and accordingly the actual quantities and therefore the final contract price may vary.

BE IT FURTHER RESOLVED that this resolution not become effective, and no notice of award be issued unless and until an appropriate performance bond and a certificate of insurance are filed with the City Clerk.

BE IT FURTHER RESOLVED all of the work described in this resolution is within the budget with cost allocation as follows:

Account Name	Account Number	Project Number	Contract Quantities
Sidewalks	100-505-5345-210	N/A	\$ 36,950.00

Water	602-573-7000-210	226004	\$ 3,570.00
Electric	603-573-6594-340	N/A	\$ 1,190.00
TOTAL			\$ 41,710.00

DATED: May 19, 2026

CITY OF OCONOMOWOC

By: _____
Matt Rosek, Mayor

ATTEST:

Gina Kozlik, Clerk



MEMORANDUM

PUBLIC WORKS

Date: May 19, 2026

To: Mayor, Common Council and Public Services Committee

From: Jason Herzog, Director of Public Works

Re: Consider/act on Resolution 26-R3374 Approving Design Services for Traffic Signals at Hwy 67 and Olympia Fields Drive

RELATES TO THE STRATEGIC PLAN

Strategic Goal-
Section II: Improve and Maintain Our Infrastructure and Facilities
Part B: Maintain Our Existing Infrastructure

BACKGROUND

A Request for Proposals (RFP) was completed for the design of the traffic signals and intersection modifications for STH 67 and Olympia Fields Drive. Proposals were sent to 27 engineering firms. We received 5 proposals on Monday April 20, 2026.

The scope of services in the RFP included the following tasks:

- Task 1 Permanent Traffic Signal Installation Plans & Bid Package
- Task 2 Project Bidding / Post Bid Tasks

The RFP required a Not-to-Exceed (NTE) cost for the tasks associated with the design work. We utilize the hybrid QBS (Qualifications Based Selection) process to evaluate proposals. This hybrid evaluation process includes a technical evaluation consisting of 80% of points and cost evaluation consisting of 20% of points. The consultant with the highest combined total of points will be recommended to Council for approval with the not to exceed cost plus authorization for staff to execute a 10% contingency. Consultants may not perform construction management services for projects their firm designed.

ADDITIONAL ANALYSIS

Proposals were reviewed and scored by Heath Brozovich, Assistant Director of Public Works, Mark Frye, City Administrator, and Jason Herzog, Director of Public Works. Four of the five firms obtained more than the 80% point requirement for further consideration. The scoring summary and the not-to-exceed cost information is shown below.

City of Oconomowoc									
STH 67 Traffic Signals at Olympia Fields Drive									
May 19th 2026									
Technical Score									
	Total Points	Average Points	Rank						
Baxter & Woodman	254	84.7	3						
Graef	195	65.0	5	<-Eliminated from Cost Review					
Kapur	244	81.3	4						
raSmith	272	90.7	1						
Tadi	265	88.3	2						
Total Possible Points	300	100							
Average Technical Score with Pricing Factor									
	Quality and Completeness	Proposed Methodology	Past Similar Experience	Staff Qualifications and Experience	Contract Cost Points	Total Points	Proposal Cost	% Cost Points	Rank
Baxter & Woodman	22.3	22.3	20.7	19.3	23.5	108.1	\$ 79,460.00	94%	3
Kapur	19.0	19.3	20.7	22.3	21.0	102.4	\$ 88,585.00	84%	4
raSmith	21.7	21.3	24.3	23.3	21.7	112.4	\$ 85,840.00	87%	2
Tadi	22.0	20.3	23.0	23.0	25.0	113.3	\$ 74,585.00	100%	1

City staff recommend taking the #1 ranked/scored consultant, TADI (Traffic Analysis and Design Inc.)

FINANCIAL IMPACT

Based on the proposal received from TADI, a Not-to-Exceed cost of \$74,585.00 plus a 10% contingency of \$7,458.50 for a total of \$82,043.50. The design and installation of a traffic signal at this intersection was included in the original TIF 7 plans.

COMMITTEE RECOMMENDATION

Motion to recommend to the Common Council acceptance of the Not-to-Exceed proposal from TADI a Not-to-Exceed cost of \$74,585.00 plus a 10% contingency of \$7,458.50 for a total of \$82,043.50.

SUGGESTED MOTION

Motion to approve Resolution 26-R3374.

RESOLUTION NO. 26-R3374

RESOLUTION AWARDING TRAFFIC SIGNAL DESIGN AT STH 67 & OLYMPIA FIELDS DRIVE

WHEREAS, design engineering services are required for the traffic signal installation at STH 67 & Olympia Fields Drive; and

WHEREAS, Department of Public Works representatives prepared a Request for Proposal advertisement, published the same, and based thereon received five proposals; and

WHEREAS, City Staff followed Procurement Policy for professional services and used a combined approach to evaluate proposals by weighing 80% of the points for the technical evaluation and 20% for cost, so cost is incorporated as a factor; and

WHEREAS, based on the evaluation process completed by the Director of Public Works, Assistant Director of Public Works, and City Administrator, the top three firms were ranked as follows:

1. Traffic Analysis & Design, Inc. (TADI)
2. raSmith
3. Baxter & Woodman

WHEREAS, the proposal from TADI to complete the design engineering services, and survey services for the traffic signal installation at STH 67 & Olympia Fields Drive is \$74,585.00; and

WHEREAS, City staff and the Public Services Committee recommend that the proposal of TADI in the amount of \$74,585 for design engineering services and survey services for the traffic signal installation at STH 67 & Olympia Fields Drive.

NOW THEREFORE, BE IT HEREBY RESOLVED the proposal of TADI in the sum of \$74,585.00 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 \$7,458.50 for a total cost of \$82,043.50.

BE IT FURTHER RESOLVED the project cost will be allocated and charged to TID 7.

DATED: May 19, 2026

CITY OF OCONOMOWOC

By: _____
Matt Rosek, Mayor

ATTEST:

Gina Kozlik, Clerk