



Committee of the Whole Meeting Agenda

Wednesday, April 08, 2026 at 6:30 PM

Columbus City Hall – 105 N. Dickason Boulevard

Roll Call

Notice of Open Meeting

Open Public Hearing to hear public comments regarding the 2026 W. School Street Preliminary Assessment Report (*Please Note: City residents can address the 2026 West School Street Reconstruction Project for up to three minutes.*)

Close Public Hearing

Approval of Agenda

Public Comment (*Public comments will be limited to three (3) minutes per speaker. Speakers must begin by stating their name and address for the record. To ensure that all individuals have an opportunity to be heard, the presiding officer may enforce the time limit and may call speakers to conclude their remarks when their time has expired.*)

New Business

1. Discussion of WI Department of Transportation Columbus Fall River Functional Class Resolution.
2. Discussion of Request for Proposals (RFP) related to legal services.
3. Discussion regarding the award of bid for W. School Street Reconstruction to Forest Landscaping & Construction, Inc. in the amount of \$2,755,700.
4. Discussion regarding Task Order No. 2026-04 with Ruckert-Mielke for construction-related services for the W. School Street project.

Convene to Closed Session

5. Convene to closed session per § 19.85(1)(c) to consider employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically the Utility Director's compensation.

Reconvene to Open Session

Adjourn

*A quorum of city committees and/or commissions may be present at this meeting. No action will be taken or considered by those committees and/or commissions.



Agenda Item Report

Meeting Type: City Council

Meeting Date: April 8, 2026

Item Title: Consider and take action regarding Wisconsin Department of Transportation Functional Classification System for Columbus Fall River

Submitted By: Mike Kornmann, Director of Community and Economic Development

Detailed Description of Subject Matter: Periodically the DOT requests the city to approve changes to the state functional classification system maps for the roads in the Columbus Fall River urban area. This map is used for a variety of DOT uses including maintenance, funding, and other transportation planning matters.

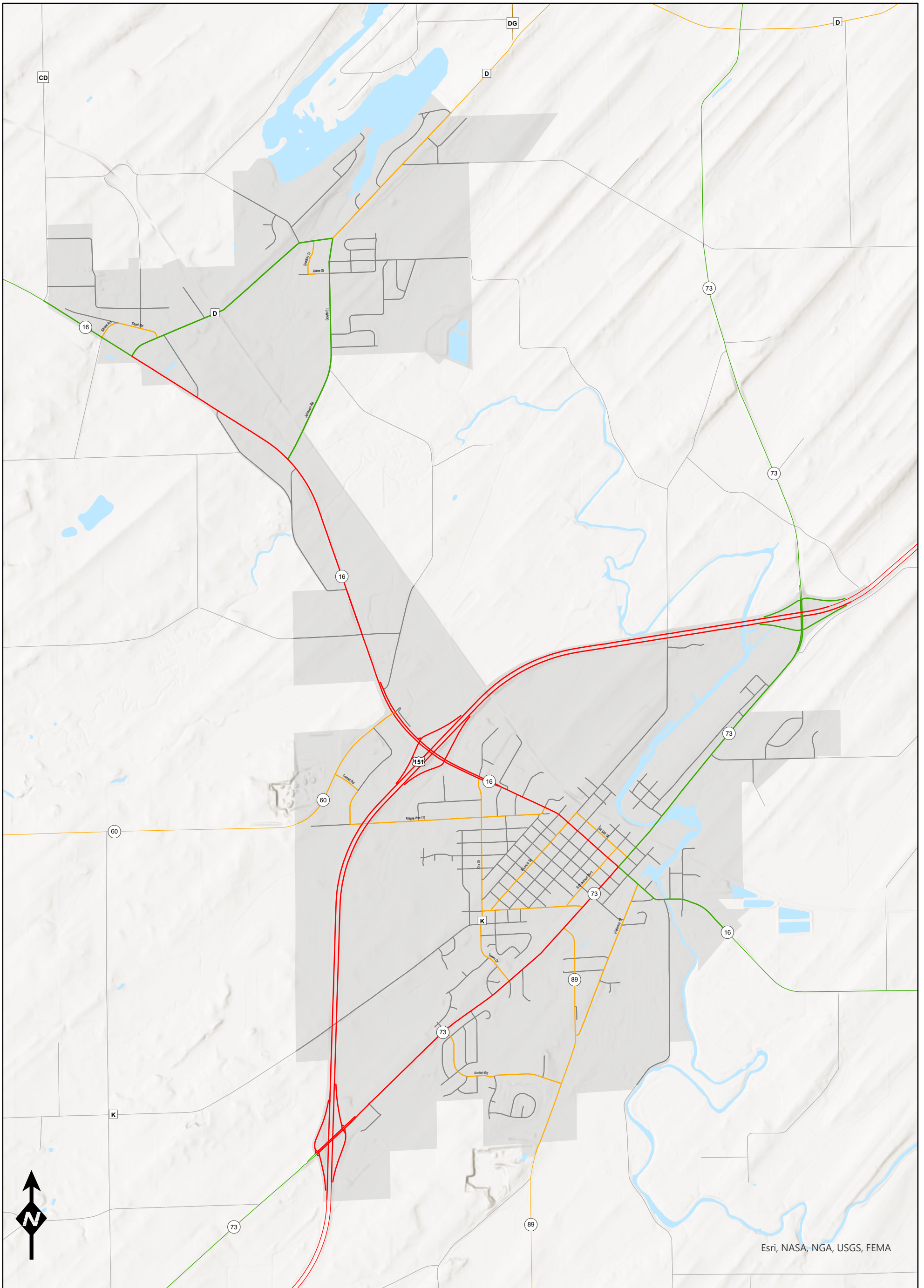
List all Supporting Documentation Attached:

- Resolution
- Functional Class Map









Action Requested of Council: Approval of resolution

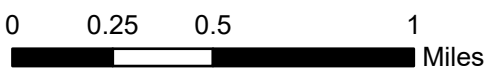
Columbus - Fall River

Functional Classification - Recommended Changes



Esri, NASA, NGA, USGS, FEMA

- | | |
|---|---|
|  Principal Arterial |  Urban Area Boundary |
|  Minor Arterial |  Other Nearby Urban Area |
|  Major Collector |  Rural Area |
|  Local |  Planned Route |



WisDOT Bureau of Planning and Economic Development
FHWA Approval Date: xx/xx/xx

The information on these maps was created for the official use of the Wisconsin Department of Transportation (WisDOT). Any other use, while not prohibited, is the sole responsibility of the user. WisDOT expressly disclaims all liability regarding fitness of use of the information for other than official WisDOT business.

RESOLUTION NO. 07-26
APPROVAL OF CHANGES TO THE COLUMBUS
FALL RIVER FUNCTIONAL CLASSIFICATION
SYSTEM

WHEREAS, the Columbus Fall River urban area was designated by the 2020 US Census; and

WHEREAS, the Urban Area Boundary was adjusted and approved by the Wisconsin Department of Transportation (WisDOT) and the Federal Highway Administration (FHWA); and

WHEREAS, functional classification is the method by which roads and streets are categorized based on the levels of mobility and access they provide; and

WHEREAS, functional classification of a road or street has a bearing on federal transportation funding eligibility, and

WHEREAS, FHWA and WisDOT have developed guidance for functional classification of roads and streets; and

WHEREAS, WisDOT periodically reviews and updates to the functional classification system of roads and streets throughout the state; and

WHEREAS, these recommended functional classification changes were developed through joint review by Urban Area officials and WisDOT planning staff; and

WHEREAS, these recommended changes have been reviewed by the City of Columbus; and

WHEREAS, documents showing the recommended changes are attached; and

WHEREAS, the Wisconsin Department of Transportation will, after local approval of the recommended Functional Classification changes, approve the changes and submit them to FHWA for final approval; and

WHEREAS, the approved final Functional Class map will be made available to Columbus Fall River after FHWA final approval; and

WHEREAS, the new functional classifications will supersede the existing functional classifications in the urban area;

BE IT THEREFORE RESOLVED, that City of Columbus hereby approves all recommended functional classifications:

Dated this ____ day of April, 2026.

CITY OF COLUMBUS

Joe Hammer, Mayor

ATTEST:

Susan L. Caine, City Clerk



Agenda Item Report

Meeting Type: Committee of the Whole & Council

Meeting Date: April 8, 2026

Item Title: Request for Proposals (RFP) related to legal services.

Submitted By: Matt Amundson, City Administrator

Detailed Description of Subject Matter:

City Attorney Paul Johnson intends to retire at the end of 2026 and additionally, the firm he works for, Boardman-Clark will be reducing their municipal clients. I've drafted the included request for proposals to solicit firms that may be interested in providing legal services to the City. The RFP will be advertised with the League of WI Municipalities and sent to attorney firms that we know provide this type of service for municipalities.

List all Supporting Documentation Attached:

City Attorney RFP

Action Requested of Council:

Consider and take action on Request for Proposals (RFP) related to legal services.

Strategic Plan Objective(s):

n/a



Request for Proposals (RFP) City Attorney Legal Services

City of Columbus, Wisconsin

Issued: April 10, 2026

Submissions & Inquiries:

Matt Amundson, City Administrator

105 N. Dickason Blvd., Columbus, WI 53925

Email: mamundson@columbuswi.gov | Phone: (920) 623-6058

1. Purpose

The City of Columbus, Wisconsin ("City") is soliciting proposals from qualified attorneys or law firms licensed in the State of Wisconsin to provide City Attorney legal services, including general municipal law counsel, contract and ordinance review, legal opinions, representation in municipal-related matters, and other duties as requested by the City Council, Mayor, City Administrator, or designated staff. This RFP is intended to identify the attorney or firm best able to deliver high-quality, cost-effective legal services to the City.

2. General Information About the City

The City of Columbus is a full-service municipality located in Columbia and Dodge counties with a population of approximately 5,500 residents. The City operates under a Mayor-Council form of government with a full-time City Administrator responsible for day-to-day operations.

The City provides comprehensive municipal services including police, fire/EMS, public works, electric, water & wastewater utilities, community development, library services, and parks and recreation.

The Common Council typically meets on the first and third Tuesday of each month; various boards and commissions meet on regular schedules throughout the year.

3. Scope of Services

A. General Legal Counsel

Serve as primary legal advisor to the City Council, Mayor, Administrator, and staff.
Provide legal updates and guidance regarding changing federal, state, and local laws.

B. Legislative & Policy Support

Draft, review, and revise ordinances, resolutions, policies, and contracts.
Ensure municipal ordinances comply with state and federal law.

C. Meetings

Attend meetings of the Common Council and other bodies as requested. This is typically done in person but the City Administrator can grant the ability to attend virtually.

D. Municipal Court & Prosecution

Prosecute municipal citations, including traffic, code, property maintenance, zoning, and nuisance violations.

Respond to inquiries from defendants, victims, witnesses, and staff regarding Municipal Court matters.

Represent the City in related hearings, trials, and appeals.

E. Development, Land Use, & Property Matters

Support real estate transactions, easements, right-of-way issues, land division, development agreements, and zoning matters.

F. Litigation

Represent the City in litigation or coordinate with specialized outside counsel when needed.

G. Additional Services

Provide seminars or guidance on open meetings law, ethics, conflicts of interest, and related topics. Maintain legal files and records in accordance with state retention requirements.

Note: The City Attorney will serve as an independent contractor, not a City employee.

4. Proposal Requirements

Firm/Attorney Information:

- Name, address, phone, email, and primary contact.

Qualifications & Experience:

- Background of the firm, attorneys, and organizational structure.
- Identification of attorneys who will serve the City.
- Summary of municipal law experience including a listing of current municipal clients.

Professional Conduct Disclosure:

- Any public or private reprimands from the Office of Lawyer Regulation.
- Description of malpractice claims, if applicable.

Fee Schedule:

- Hourly rates, retainer options, and all anticipated costs.
- Distinguish between general services and litigation or specialized work.

Potential Conflicts of Interest:

- List any known conflicts and approach to conflict mitigation.

References:

- At least two municipal or public-sector clients.

Statement of Philosophy:

- Approach to municipal representation, communication, public engagement, and managing workload.

Office & Support Capabilities:

- Staffing, response time expectations, technology, and support resources.

5. Evaluation Criteria

- Qualifications and municipal experience of attorney/firm.
- Experience and availability of assigned staff.
- Cost and value of proposed services.
- References from public-sector clients.
- Ability to provide consistent, long-term, high-quality service.
- Interview performance (if conducted).

6. Schedule of Events

Milestone	Date
RFP Released	April 10, 2026
Deadline for Questions	April 22, 2026
Proposal Submission Deadline	May 11, 2026
Interviews (if held)	June 2, 2026
City Council Approval of Contract	July 21, 2026
Anticipated Start Date	November 16, 2026

7. Submission Instructions

Submit an electronic PDF of the proposal to:
Matt Amundson, City Administrator
City of Columbus
105 N. Dickason Blvd.
Columbus, WI 53925
Email: mamundson@columbuswi.gov

All materials must be received no later than 3:00 pm on Monday, May 11, 2026. All submissions become public records under Wisconsin's open records laws.

8. Terms and Conditions

- The City reserves the right to accept or reject any or all proposals.
- The City may request clarification or additional information from proposers.
- The City is not responsible for proposal preparation costs.
- The selected attorney/firm must enter into a professional services agreement within 30 days of selection. It is the intention for the agreement to be a minimum of 3 years in term with the ability for the agreement to have the contract renew annually after 3 years if neither party notices the other 30 days in advance of the end of the contract.
- Questions regarding this RFP must be submitted via email to the City Administrator.

April 8, 2026

Matt Amundson
 City of Columbus
 105 N. Dickason Blvd
 Columbus, WI

RE: 2026 West School Street Reconstruction

Dear Matt:

Bids for the above project were opened on January 28th, at 10:00 a.m. via virtually online at Quest and were as follows:

BIDDER	BASE BID A	BASE BID B	GRAND TOTAL
1. Forest Landscaping & Construction, Inc.	\$2,511,565.00	\$244,135.00	\$2,755,700.00
2. Kopplin & Kinas Co., Inc.	\$2,670,158.40	\$268,909.50	\$2,939,067.90
3. James Peterson Sons, Inc. – Utility Division	\$2,957,709.43	\$286,634.85	\$3,244,344.28
4. Rock Road Companies, Inc.	\$3,128,093.73	\$265,825.44	\$3,393,919.17
5. Parisi Construction, LLC.	\$3,474,124.75	\$239,842.75	\$3,713,607.50

We reviewed the documentation submitted by the apparent low bidder and found that:

1. The Bid Form has been appropriately completed.
2. We have no objections to the low bidder, nor to the proposed major subcontractors and suppliers.
3. Low bidder has successfully completed similar projects over the last 5 years.

On these bases, we recommend that Forest Landscaping and Construction be awarded the 2026 West School Street Reconstruction contract, in the amount of \$2,755,700.00. This amount is based on the bid unit prices and estimated quantities. Actual quantities, and therefore the final contract price, may vary.

Our review did not include an evaluation of bidder's current financial condition nor of their permanent safety program.

Should you decide to accept our recommendation, we have prepared the enclosed Notice of Award for your use. After City Council approval has been received, please have the appropriate official sign where indicated and forward a signed copy of the Notice of Award to our office. We will then fill in the date at the top of page one and forward it, with contracts for execution, to the Contractor. One fully completed Notice of Award will be returned to you for your records.

Bids remain subject to acceptance until April 28, 2026, unless Bidder agrees to an extension. Please advise us of your award decision, or call if there are any questions.

Respectfully,

RUEKERT & MIELKE, INC.



Samantha E. Boman
 Project Engineer
sboman@ruekert-mielke.com

SEB:ied
 Encl: Notice of Award

NOTICE OF AWARD

Item #3.

Contract: 2026 West School Street Reconstruction	Date of Issuance: _____
Bidder: Forest Landscaping & Construction, Inc.	Owner: City of Columbus
Address: W8583 Finch Brothers Road	Engineer: Ruekert & Mielke, Inc.
Lake Mills, WI 53551	Engineer's Project No.: 8117-10105

TO BIDDER:

You are notified that your Bid dated January 28, 2026 for the above Contract has been accepted by Owner and you are the Successful Bidder and are awarded a Contract for:

2026 West School Street Reconstruction

The Contract Price of your Contract is: \$ 2,755,700.00

Two (2) copies of the proposed Contract Documents (except Drawings) accompany this Notice of Award or have been transmitted or made available to Bidder electronically.

Two (2) sets of the Drawings will be delivered separately or otherwise made available to Bidder electronically.

Bidder must comply with the following conditions precedent within 15 days of the date of issuance of this Notice of Award:

1. Deliver to Engineer Two (2) fully executed counterparts of the Contract Documents.
2. Deliver with the executed Agreement the Performance Bond, Payment Bond as specified in the Instructions to Bidders (Article 21), General Conditions (Paragraph 6.01), and Supplementary Conditions (Paragraph SC-6.01).
3. Deliver with the executed Agreement certificates and other evidence of insurance as specified in the General Conditions (Article 6) and the Supplementary Conditions modifying Article 6 of the General Conditions.

Failure to comply with these conditions within the time specified will entitle Owner to consider you in default, annul this Notice of Award, and declare your Bid security forfeited.

Within 10 days after you comply with the above conditions, Engineer will return to you one fully executed counterpart of the Agreement.

Owner: City of Columbus

Signature: _____
Authorized Signature

Title: _____

Date: _____

Copy: Engineer

This is Task Order No. 2026-04,
 consisting of 4 pages
 City of Columbus
 2026 West School Street Reconstruction
 Construction Services

Task Order

In accordance with the Master Professional Services Agreement between the City of Columbus (Owner) and Ruekert-Mielke, Inc. (Engineer) dated March 20, 2019, Owner and Engineer agree as follows:

1. Specific Project Data

- A. Title: 2026 W School Street Reconstruction
- B. Description: This task order includes the construction-related services for the W School Street reconstruction project to provide engineering support and oversight to the contractor for the City of Columbus and Columbus Utilities.

2. Services of Engineer

A. PHASE 1 – CONSTRUCTION ADMINISTRATION

- Prepare construction agreements for execution and send out Notice to Proceed after award.
- Prepare agenda and attend preconstruction meeting.
- Prepare preconstruction meeting minutes and distribute.
- Coordinate construction with private utility upgrades.
- Construction submittal review and approval.
- Pay request review and recommendation as required.
 - Breakdown of fee by City category for each pay request.
- Change order preparation as required.
- Weekly on-site progress meetings and meeting minutes.
- Technical support and administration.
 - Meeting with residents.
 - Project support as directed by the City Administrator.
- Substantial completion inspection.
 - Issue substantial completion certificate.
- Develop punch list/review punch list.
 - Coordination with Contractor and property owner.
- Final completion inspection.
- Provide FieldAlly working drawings and inspection reports.
- Project closeout documentation.

B. PHASE 2 – CONSTRUCTION STAKING

- Construction staking for:
 - Water main and hydrants
 - Sanitary sewer and structures
 - Storm sewer and structures
 - Concrete curb and gutter

C. PHASE 3 – CONSTRUCTION REVIEW

- Construction Review – Utilities
 - Full time review of sanitary sewer construction.
 - Full time review of water main construction.
 - Full time review of storm sewer construction.
 - Full time review of all sanitary sewer laterals and water services.
- Construction Review – Road including sidewalk, curb and gutter, and pavement.
 - Full time review when Contractor is pouring concrete for:
 - Sidewalk.

- Curb and gutter.
- Private driveway aprons.
- Part time review for removals of existing pavement and saw cutting.
- Full time review of proof rolling and undercutting operations.
- Full time review of paving and compaction operations.
- Part time review of restoration and landscaping

D. PHASE 4 – UPDATE GIS

- Update GIS with record drawing information for water main, sanitary sewer, and storm sewer.

DI. PHASE 5 – LRIP GRANT ADMINISTRATION

- Execute signed State Municipal Agreement (SMA)
- Inspect completed project and provide Engineer’s Certification.
- Complete and submit DT 2353 (Project Reimbursement – Municipal Agreement) to WisDOT after final payment to contractor.

3. Owner’s Responsibilities

The City shall have those responsibilities as set forth in Section II of the Agreement, subject to the following:

- A. City shall confirm attendance to meetings prior to meeting.
- B. Attend utility coordination meetings.
- C. Provide timely review for questions.
- D. Attend the weekly on-site meetings.
- E. Attend the final site walk-through.

4. Items Excluded

The following items are excluded from the scope of services:

- A. Anything not specifically listed in the scope of services above.
- B. Replacing property irons or setting new property irons.
- C. Detail record drawings other than provided working drawings.
- D. Boundary survey or property survey.
- E. Title reports required to create legal documents for any properties.
- F. Creation of easements (temporary or permanent)
- G. Real estate appraisal/acquisition.
- H. Public hearings unless specifically presented.
- I. Any grant application completion or administration related to this project not included above.f
- J. Flow monitoring or dye testing of sewers
- K. Wetland delineations
- L. Historical, environmental, or archeological investigations, coordination, and/or mitigation.
- M. Contaminated site investigations, coordination, and/or remediation design.
- N. Any alternative analysis for approved design
- O. Additional construction staking outside of what is indicated in scope and or the contract documents
- P. Any additional permitting required beyond what was included in the design scope of services

5. Times for Rendering Services

Schedules are subject to change due to activities beyond the control of R/M. In general, the tentative schedule is as follows:

<u>Phase</u>	<u>Completion Date</u>
Begin Construction	April 2026
Substantial Completion	October 30, 2026
Project Walkthrough	November 2, 2026
Final Completion	November 15, 2026

6. Payments to Engineer

A. Owner shall pay Engineer for services rendered as follows:

<u>Category of Services</u>	<u>Compensation Method</u>	<u>Estimate of Compensation for Services</u>
Construction Administration	Standard Hourly Rates	\$32,000
Construction Staking	Standard Hourly Rates	\$50,000
Construction Review	Standard Hourly Rates	\$150,700
Update GIS	Standard Hourly Rates	\$5,000
LRIP Grant Administration	Standard Hourly Rates	\$1,000
TOTAL		\$238,700

Below is the total fee for construction services breakdown by category for internal City use. All invoicing will reflect the prorated percentage of costs for this task order when received.

Water Utility (28%)	\$66,836.00
Sewer Utility (15%)	\$35,805.00
Storm Utility (10.5%)	\$25,063.50
Street (46.5%)	\$110,995.50

B. The terms of payment are set forth in the Standard Terms and Conditions.

7. Consultants

None.

8. Other Modifications to Standard Terms and Conditions

None.

9. Attachments

None.

10. Documents Incorporated by Reference

Ruekert & Mielke, Inc. / City of Columbus Master Agreement

TASK ORDER

Item #4.

TASK ORDER NO. 2026-04
2026 West School Street Reconstruction Construction Services
Between City of Columbus
and
Ruekert & Mielke, Inc.

Dated: April 8, 2026

Terms and Conditions: Execution of this Task Order by Owner and Engineer shall make it subject to terms and conditions, (as modified above) set forth in the Master Engineering Agreement Amendment between Owner and Engineer, dated March 20, 2019, which are incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is April 8, 2026.

OWNER:	ENGINEER:
City of Columbus	Ruekert & Mielke, Inc.
Signature: _____	Signature: <u>Jason P. Lietha</u> <small>Digitally signed by Jason P. Lietha Date: 2026.03.30 13:56:47 -05'00'</small>
Name: <u>Matt Amundson</u>	Name: <u>Jason P. Lietha, P.E.</u>
Title: <u>City Administrator</u>	Title: <u>COO</u>
Date: <u>April 8, 2026</u>	Date: <u>April 8, 2026</u>

DESIGNATED REPRESENTATIVE FOR TASK ORDER

Name: _____	Name: <u>Samantha Boman, P.E.</u>
Title: _____	Title: <u>Project Engineer</u>
Address: _____ _____	Address: <u>4630 S. Biltmore Lane</u> <u>Madison, WI 53718</u>
Email: _____	Email: <u>sboman@ruekert-mielke.com</u>
Phone: _____	Phone: <u>608-572-7972</u>
Fax: _____	Fax: <u>262-542-5631</u>