



OFFICIAL PUBLIC NOTICE

MEETING OF THE FINANCE COMMITTEE

TUESDAY, OCTOBER 03, 2023 AT 5:30 PM

COUNCIL ROOM, MUNICIPAL BUILDING, 450 S. MAIN ST., RICHLAND CENTER, WI 53581

MICROSOFT TEAMS MEETING:

https://teams.microsoft.com/l/meetup-join/19%3ameeting_Y2MONTc1ZTYtYzQxYi00YzhiLTlhMmltY2U1MDBhYzdmY2Y3%40thread.v2/0?context=%7b%22Tid%22%3a%2214038f70-880a-4544-99f2-5408da444e94%22%2c%22Oid%22%3a%2220a2cb6e-5013-48b7-acae-ea44f9362dd0%22%7d

Meeting ID: 227 903 920 385

Passcode: CJDfkr

AGENDA

CALL TO ORDER *Roll Call for the meeting, determine whether a quorum is present; determine whether the meeting has been properly noticed.*

APPROVAL OF MINUTES *Motion to waive the reading and approve the minutes of the last meeting.*

1. Minutes of September 5, 2023

PAYMENT OF BILLS

2. Bills 10/03/2023

CLERK/TREASURER'S REPORT

3. Delinquent Account Report

DISCUSSION AND ACTION ITEMS

4. Proposed 2024 Phase 3 7th Street, 8th Street and Cedar Street Reconstruction Project
Budgetary Cost Estimate & Related Amendments
5. Request to Purchase Carpet for the Municipal Building

SET NEXT MEETING DATE

ADJOURN

Posted this 29th day of September, 2023 by 4:30 PM.

Copy to the official newspaper the Richland Observer.

Aaron Joyce, City Clerk/Treasurer

PLEASE NOTE: That upon reasonable notice, a minimum of 24 hours in advance, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service contact Ashley Oliphant, City Administrator at 450 S. Main St., Richland Center, WI. 53581 or call 608-647-3466. Notice is hereby given that the council members who are not members of this committee may attend this meeting so as to constitute a quorum of the city council. Any such council member attendance will be for information gathering, discussion, and/or related purposes and will not result in the direct decision making by

the city council at the committee meeting. The City of Richland Center is an equal opportunity employer, provider, and lender.

AGENDA

CALL TO ORDER: Meeting was called to order at 5:30 PM. Members present were Karin Tepley, Melony Walters, and Ryan Cairns.

APPROVAL OF MINUTES: Motion by Tepley to approve the minutes of the August 1, 2023 meeting as presented. Seconded by Walters. Motion carried 3-0

PAYMENT OF BILLS: Motion by Walters to pay the September 5, 2023 bills as presented. Seconded by Tepley. Motion carried 3-0.

CLERK/TREASURER'S REPORT: Clerk/Treasurer Joyce reported on the status of donation pledges for the aquatic center. Donations have not met anticipated levels since 2020 and are also below expectations in 2023. Joyce reported that Southwest Partners will be sending out donation reminders this fall to those who have pledge amounts outstanding. In addition, he presented revenue and expenses related to the aquatic center since 2020. Other than 2020 when the aquatic center operated under Covid-19 restrictions, revenues have outpaced expectations while expenses have fluctuated compared to budget. As of 8/31/23, revenues are \$35,000 over budget, while expenses are \$20,000 under budget. Joyce also presented information regarding delinquent receivable accounts. Joyce will be meeting with the city attorney to set up procedures for receiving payments from those with outstanding accounts, including by small claims or the State Debt Collection.

DISCUSSION AND ACTION ITEMS

5. Request to Authorize Transportation Planning Services

Economic Development Director Jasen Glasbrenner noted that this request relates to the Highway 14 corridor and the impact of the construction of a new hospital in that area of the city. The proposed study would include Highway 14 between Bohmann Drive and US Highway 58. The study would evaluate current traffic patterns, assess current access points along Highway 14, build a traffic model considering potential or likely future land uses, and provide conceptual recommendations for the improvement of Highway 14. Four firms were requested to submit a proposal for a traffic study and two proposals were received from MSA Professional Services in the amount of \$30,300 and KL Engineering in the amount of \$26,600, with MSA being the preferred contractor. City Administrator Ashley Oliphant explained that the working history with the city is a factor in preferring MSA. She also noted that KL Engineering is representing the hospital with a similar study and it was a concern that the firm representing both could create a conflict. Motion by Cairns to authorize contracting with MSA for Transportation Planning Services for Highway 14 between Bohman Drive and US Highway 58 North at a cost not to exceed \$31,000. Seconded by Tepley. Motion carried 3-0.

6. Request to Authorize Financial Management Services

Administrator Oliphant explained the ultimate goal is to have strategic long-term plans in place as the city manages significant development opportunities and rising costs of operations. element of that includes consideration of the ongoing accounting software conversion challenges being experienced in the Clerk/Treasurer's Office and other barriers. The recommendation is to utilize Southwest Wisconsin Regional Planning Commission to provide direct day-to-day operational and training assistance. It is proposed that Misty Molzoff, Local Government Services Specialist with SWWRP, would provide services for up to 8 hours per week for 2-3 months. Molzoff was present and introduced herself. She has previous experience as a City Administrator, Clerk/Treasurer, and Utility Clerk. She also has experience with the Caselle software which is currently being utilized in the Clerk/Treasurer's office. Motion by Walters to recommend to the Common Council to authorize the Administrator to contract with Southwestern Wisconsin Regional Planning Commission for the services of the Local Government Services Specialist for financial and planning purposes at a cost not to exceed the budgeted amount of \$15,000 in the Financial Advisory Services outlay. Seconded by Tepley. Motion carried 3-0

Item 1.

SET NEXT MEETING DATE: Next meeting will be October 3, 2023.

ADJOURN: Motion by Cairns to adjourn. Seconded by Walters. Motion to adjourn carried 3-0 at 6:36 PM.

Minutes respectfully submitted by Clerk/Treasurer Aaron Joyce.

Report Criteria:

Invoices with totals above \$0.00 included.

Paid and unpaid invoices included.

Vendor Name	Invoice Date	Description	GL Account and Title	Net Invoice Amount
10/03/2023				
10-03-23 COUNCIL				
A T & T MOBILITY	09/27/2023	ACCT #287327444101-ECON D	10-56500-300 ECON DEV/TELE	6.77
AMAZON CAPITAL SERVI	09/10/2023	CITY ACCT #A2D4H70ZB1JL0D	10-56500-340 ECON DEV/OFFI	363.85
AMAZON CAPITAL SERVI	09/24/2023	CITY ACCT #A2D4H70ZB1JL0D	10-52100-430 POLICE/PRIORIT	56.94
AMAZON CAPITAL SERVI	09/24/2023	CITY ACCT #A2D4H70ZB1JL0D	10-52100-340 POLICE/OFFICE	274.49
APEX SOFTWARE	08/27/2023	ACCT #126822-CITY ASSESSO	10-51600-480 ASSESSOR/MAIN	260.00
ASSOCIATED BALANCE	08/28/2023	HEARING TEST-J WILSON	10-52100-860 POLICE/ADMINIS	39.55
AXON ENTERPRISE, INC	09/27/2023	ACCT #241724-POLICE DEPT	10-61000-930 OUTLAY/POLICE	31,837.60
BARR, TYLER	10/02/2023	MILEAGE REIMB-T BARR	10-52100-410 POLICE/TRAININ	78.13
BOARDMAN & CLARK LL	09/22/2023	INV #273855-TAX ASSMT APPE	10-51760-570 LABOR REL/FEE	224.00
BOARDMAN & CLARK LL	09/22/2023	INV #273865-2022 ASSESSME	10-51760-570 LABOR REL/FEE	320.55
BOARDMAN & CLARK LL	09/22/2023	INV #273876-RESEARCH TER	10-51760-570 LABOR REL/FEE	90.00
COMMUNITY INSURANC	09/28/2023	INV #15192-HOSPITAL ADDL E	10-51825-390 RR DEPOT/MISC	25.00
COMPUTER DOCTORS L	09/16/2023	INV #5791-DOCK WARRANTY	10-51400-560 DATA PROC/CON	65.00
COMPUTER DOCTORS L	09/25/2023	INV #5811-ANNUAL MICROSO	10-51400-580 DATA PROC/PRO	2,841.00
D W D-UNEMPLOYMENT	09/06/2023	ACCT #6921550004-AUG UNE	10-51500-290 INSURANCE/UNE	79.77
JELINEK, GRETCHEN	09/26/2023	SEP ASSESSOR PYMT-G JELI	10-51600-560 ASSESSOR/CON	1,658.33
JONES CHEVROLET	09/07/2023	ACCT #380-POLICE DEPT	10-52100-425 POLICE/CAR OPE	69.95
KOELSCH, BEN	09/30/2023	SEP CABLE SPONSORSHIP	10-55600-390 CABLE TV/MISC	1,933.75
LAMAR COMPANIES	09/04/2023	CUST #830158-RC DIGITAL CA	10-56100-390 COMM DEV/MISC	500.00
LEAGUE OF WI MUNICIP	09/20/2023	LOCAL GOVT 101-STEVE DOW	10-51000-410 COUNCIL/TRAINI	115.00
MIEDEN, JODI	10/03/2023	HOTEL/GAS/PARKING REIMB-	10-55200-410 COMM CTR/TRAI	608.04
PILLA, JASON R	09/18/2023	TRAINING FEE REIMBURSEM	10-52100-410 POLICE/TRAININ	25.50
POLICE DEPT PETTY CA	09/29/2023	REPLENISH RCPD PETTY CAS	10-52100-330 POLICE/POSTAG	43.20
REED, SPENCER	09/22/2023	DOCK RAILING-S REED	10-51850-470 BLDG-PROP/MAI	75.00
RHYME BUSINESS PROD	09/15/2023	POLICE COPIER INV #3488822	10-52100-480 POLICE/MAINT A	219.00
RICHLAND COUNTY AMB	09/27/2023	OCT AMBULANCE PAYMENT	10-52600-560 AMBULANCE/CO	9,590.00
RICHLAND COUNTY BAN	11/01/2023	PRIN PYMT-2015 G/O PROM N	10-58375-910 2014 NOTEPRIN-	50,000.00
RICHLAND COUNTY BAN	11/01/2023	INT PYMT-2015 G/O PROM NO	10-58375-920 2014 NOTEINT-R	1,000.00
RICHLAND FIRE DISTRIC	09/17/2023	FIRE CALL-HILLSIDE DEPOT	10-52300-905 FIRE DIST/CITY F	300.00
RICHLAND FIRE DISTRIC	09/25/2023	FIRE CALL-HILLSIDE DEPOT	10-52300-905 FIRE DIST/CITY F	300.00
RICHLAND OBSERVER	08/31/2023	ACCT #2065-CITY PUBLICATIO	10-51300-380 CLK TREAS/PUBL	391.68
TC AUTOWORKS LLC	09/13/2023	ACCT #01144-POLICE DEPT	10-52100-425 POLICE/CAR OPE	35.80
TC AUTOWORKS LLC	09/13/2023	ACCT #01144-POLICE DEPT	10-52100-425 POLICE/CAR OPE	871.96
TYDRICH, LILLIAN	08/28/2023	LG CERTIFICATION REIMB-L T	10-55410-410 AQUA CTR/TRAIN	342.00
U S CELLULAR	09/18/2023	ACCT #201978132-CELL/MIED	10-55200-300 COMM CTR/TELE	54.50
U S CELLULAR	09/18/2023	ACCT #201978132-CELL/MAYO	10-51200-300 MAYOR/TELEPH	38.99
U S CELLULAR	09/18/2023	ACCT #201978132-CELL/PARK	10-51850-300 BLDG-PROP/TEL	48.49
U S CELLULAR	09/18/2023	ACCT #201978132-CELL/STRE	10-54200-300 ROADWAYS/CEL	52.14
VERIZON WIRELESS	09/21/2023	POLICE ACCT #283186952-000	10-52100-300 POLICE/TELEPH	768.15
VIERBICHER ASSOCIATE	09/06/2023	INV #7-ZONING ADMINISTRAT	10-52450-000 ZONING/REGULA	6,950.00
VIERBICHER ASSOCIATE	09/06/2023	INV #6-ZONING ORDINANCE U	10-61000-990 OUTLAY/PROJEC	5,067.00
W CHRIS MCGOUGH, LL	09/29/2023	INV #1973-TRAFFIC COURT	10-51700-570 ATTORNEY/FEE	450.00
W CHRIS MCGOUGH, LL	09/29/2023	INV #1974-COUNCIL/GENL TA	10-51700-570 ATTORNEY/FEE	1,312.50
WEX BANK	09/30/2023	POLICE ACCT #0496-00-91680	10-52100-500 POLICE/GASOLIN	2,453.71
WI DEPT OF JUSTICE-FIS	09/05/2023	REGISTRATION-L MOE	10-52100-410 POLICE/TRAININ	700.00
WI DEPT OF TRANS-FINA	09/01/2023	PROJ #39516400308 PRELIM D	10-61000-990 OUTLAY/PROJEC	1,974.53
WICONNECT WIRELESS	10/01/2023	INV #201101199546-AIRPORT I	10-54900-300 AIRPORT/TELEP	59.99

City of Richland Center

Payment Approval Report - Finance Committee
Report dates: 10/3/2023-10/3/2023Page: 2
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Vendor Name	Invoice Date	Description	GL Account and Title	Net Invoice Amount
WIL-KIL PEST CONTROL	09/13/2023	ACCT #133002-LANDFILL	10-54500-560 LANDFILL/CONT	63.30
WPPI ENERGY	10/01/2023	LED PROJ INV #INV19798	10-51850-470 BLDG-PROP/MAI	421.62
Total CITY GENERAL FUND:				125,056.78
Grand Totals:				125,056.78

The bills presented on this day (excluding any Library Fund invoices) having been referred to the Finance and Budget Committee, and said committee having duly investigated and audited these bills, hereby make the following recommendation:

THAT THE CITY BILLS PRESENTED ON THIS DAY BE PAID, WITH THE FOLLOWING ADJUSTMENTS AND/OR EXCEPTIONS:

Dated: _____

Finance: _____

Filed in the office of the City Clerk/Treasurer

Report Criteria:

Invoices with totals above \$0.00 included.

Paid and unpaid invoices included.

City of Richland Center

Payment Approval Report - Finance Committee
Report dates: 9/6/2023-9/22/2023Page: 1
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Report Criteria:

Invoices with totals above \$0.00 included.

Paid and unpaid invoices included.

Vendor Name	Invoice Date	Description	GL Account and Title	Net Invoice Amount
09/10/2023				
09-2023 CITY MANUALS				
AMERICAN FAMILY LIFE	08/26/2023	AUG AFLAC W/H-AUG PREMIU	10-22240-000 EMPLOYEE SHA	543.39
AMERICAN FAMILY LIFE	08/26/2023	AUG PREMIUM VARIANCE	10-52100-100 POLICE/BENEFIT	.03-
MOE, LAUREN E	09/07/2023	CAFETERIA PLAN PYMT-L MO	10-22320-000 PYRL DED-125 PL	504.00
SECURIAN FINANCIAL G	09/08/2023	ADDL OCT LIFE INSURANCE	10-22230-000 EMPLOYEE SHA	397.15
SECURIAN FINANCIAL G	09/08/2023	OCT SP/DEP LIFE INSURANCE	10-22230-000 EMPLOYEE SHA	44.80
SECURIAN FINANCIAL G	09/08/2023	OCT LIFE INS-POLICE	10-52100-100 POLICE/BENEFIT	127.55
SECURIAN FINANCIAL G	09/08/2023	OCT LIFE INS-PKG ENF	10-52150-100 PKG ENF/BENEFI	22.34
SECURIAN FINANCIAL G	09/08/2023	OCT LIFE INS-STREETS	10-54200-100 ROADWAYS/BEN	15.86
SECURIAN FINANCIAL G	09/08/2023	OCT LIFE INS-PARKS	10-55300-100 PARKS/BENEFITS	74.74
SECURIAN FINANCIAL G	09/08/2023	OCT LIFE INS-COMM CTR	10-55200-100 COMM CTR/BEN	13.25
SECURIAN FINANCIAL G	09/08/2023	OCT LIFE INS-CITY ADMIN	10-51250-100 ADMIN/BENEFITS	6.22
SECURIAN FINANCIAL G	09/08/2023	OCT LIFE INS-C/T OFFICE	10-51300-100 CLK TREAS/BEN	44.61
SECURIAN FINANCIAL G	09/08/2023	OCT LIFE INS-TOURISM	10-51825-100 RR DEPOT/BENE	23.40
SECURIAN FINANCIAL G	09/08/2023	JUN-SEP LIFE INS-ECON DEV	10-56500-100 ECON DEV/BENE	79.20
SECURIAN FINANCIAL G	09/08/2023	OCT LIFE INS-ECON DEV	10-56500-100 ECON DEV/BENE	19.80
SECURIAN FINANCIAL G	09/08/2023	OCT LIFE INS-LIBRARY	10-51900-180 PERSONNEL/EM	47.75
SECURIAN FINANCIAL G	09/08/2023	OCT LIFE INS-UTILITIES	10-51900-180 PERSONNEL/EM	769.95
WI DEPT OF REVENUE-A	08/31/2023	AUG FUEL TAX ACCT #530-000	10-54900-505 AIRPORT/AVIATI	16.74
WORKSITE SOLUTIONS	07/31/2023	JUL INSUR W/H-DEITELHOFF	10-22250-000 EMPLOYEE SHA	46.70
WORKSITE SOLUTIONS	08/30/2023	AUG INSUR W/H-DEITELHOFF	10-22250-000 EMPLOYEE SHA	46.70
Total CITY GENERAL FUND:				2,844.12
09/11/2023				
09-11-23 PARK BOARD				
CAPITAL ONE	08/21/2023	ACCT #621034-RC PARKS & R	10-55410-700 AQUA CTR/CONC	48.06
CAPITAL ONE	08/23/2023	ACCT #621034-RC PARKS & R	10-55410-700 AQUA CTR/CONC	100.79
CAPITAL ONE	08/27/2023	ACCT #621034-RC PARKS & R	10-55200-520 COMM CTR/SUP	48.62
CULLIGAN WATER COND	08/31/2023	SEP A/C WATER SOFTENER T	10-55410-320 AQUA CTR/UTILIT	102.72
HOLIDAY WHOLESALE	08/08/2023	ACCT #702701-PARK DEPT	10-55200-520 COMM CTR/SUP	480.67
HOLIDAY WHOLESALE	08/16/2023	ACCT #702701-PARK DEPT	10-55200-520 COMM CTR/SUP	771.00
HOLIDAY WHOLESALE	08/16/2023	ACCT #701409-AQUATIC CENT	10-55410-700 AQUA CTR/CONC	305.55
HOLIDAY WHOLESALE	08/23/2023	ACCT #701409-AQUATIC CENT	10-55410-700 AQUA CTR/CONC	313.40
MANNING, GARY	09/06/2023	REFUND CC RENT	10-46500-000 COMMUNITY CE	128.00
MIDWEST POOL SUPPLY	08/10/2023	ACCT #RIC010-AQUATIC CENT	10-55410-620 AQUA CTR/CHEM	2,346.77
QUAIL RUN GOLF LINKS	08/16/2023	CITY REC PROGRAM-GOLFIN	10-46610-000 RECREATION FE	400.00
RHYME BUSINESS PROD	08/28/2023	COMM CTR COPIER INV #3474	10-55200-480 COMM CTR/MAIN	183.76
RHYME BUSINESS PROD	08/11/2023	ACCT #PTB051-COMM CENTE	10-55200-520 COMM CTR/SUP	115.00
Total CITY GENERAL FUND:				5,344.34
09/14/2023				
09-14-23 PROP & PW				
A-1 GLASS CO, INC	09/07/2023	PARK ACCOUNT #RICEPA	10-51850-440 BLDG-PROP/EQU	410.00
ALL AMERICAN DO IT CE	08/16/2023	ACCT #13005-PARKS DEPT	10-51850-470 BLDG-PROP/MAI	14.49
ALLIED REDI-MIX LLC	09/01/2023	STATEMENT #5389-STREET D	10-54260-560 SIDEWALKS/CON	300.00
AUTO VALUE PARTS STO	08/07/2023	ACCT #52900049-PARKS DEPT	10-51850-440 BLDG-PROP/EQU	33.94

City of Richland Center

Payment Approval Report - Finance Committee
Report dates: 9/6/2023-9/22/2023Page: 2
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Vendor Name	Invoice Date	Description	GL Account and Title	Net Invoice Amount
AUTO VALUE PARTS STO	08/14/2023	ACCT #52900049-PARKS DEPT	10-51850-440 BLDG-PROP/EQU	41.44
AUTO VALUE PARTS STO	08/24/2023	ACCT #52900049-PARKS DEPT	10-51850-440 BLDG-PROP/EQU	64.99
AUTO VALUE PARTS STO	08/31/2023	ACCT #52900049-PARKS DEPT	10-51850-440 BLDG-PROP/EQU	71.26
BADGER WELDING SUPP	08/31/2023	ACCT #12213-STREET DEPT	10-54100-520 GARAGE/SUPPLI	38.75
BAILEY'S PAINT & DECO	08/01/2023	DEPOT INV #15427	10-51850-470 BLDG-PROP/MAI	1,197.46
BAILEY'S PAINT & DECO	07/18/2023	DEPOT INV #15356	10-51850-470 BLDG-PROP/MAI	37.04
BINDL TIRE & AUTO, LTD	08/07/2023	PARK DEPT INV #493155	10-51850-440 BLDG-PROP/EQU	51.00
CAPITAL ONE	08/08/2023	ACCT #621034-PARKS & REC	10-51850-470 BLDG-PROP/MAI	19.63
CHITWOOD'S ELECTRIC	08/21/2023	PARK DEPT INV #10402	10-51850-440 BLDG-PROP/EQU	319.26
CHITWOOD'S ELECTRIC	08/11/2023	PARK DEPT INV #10386	10-51850-440 BLDG-PROP/EQU	597.07
HOLIDAY WHOLESALE	09/05/2023	ACCT #702701-PARK DEPT	10-51850-520 BLDG-PROP/SUP	148.52
NATURE'S WAY PORTABL	08/31/2023	INV #54369-PARK PORTABLES	10-55300-655 PARKS/SHELTER	1,560.00
NORTH WOODS SUPERI	08/14/2023	ACCT #6172850-STREET DEPT	10-54100-520 GARAGE/SUPPLI	317.51
PERKINS LOCK & SECUR	08/24/2023	STREET DEPT LOCK SERVICE	10-54100-460 GARAGE/BUILD	148.00
PREMIER CO-OP	08/31/2023	ACCT #4671525-FUEL FARM	10-51850-500 BLDG-PROP/GAS	1,642.01
PREMIER CO-OP	08/31/2023	ACCT #4671541-STREET DEPT	10-54200-500 ROADWAYS/GAS	1,536.13
S & S AUTO CLINIC	08/17/2023	PARK DEPARTMENT INVOICE	10-51850-440 BLDG-PROP/EQU	530.87
SCOTT CONSTRUCTION,	08/10/2023	ACCT #61585-STREET DEPAR	10-54200-520 ROADWAYS/SUP	891.44
SIMPSON'S TRACTOR, IN	07/10/2023	PARK INV #WO21834	10-51850-440 BLDG-PROP/EQU	569.81
SIMPSON'S TRACTOR, IN	08/07/2023	PARK INV #CT225657	10-51850-440 BLDG-PROP/EQU	162.14
SIMPSON'S TRACTOR, IN	08/10/2023	PARK INV #CT225737	10-51850-440 BLDG-PROP/EQU	266.55
SIMPSON'S TRACTOR, IN	08/22/2023	PARK INV #WO21760	10-51850-440 BLDG-PROP/EQU	176.09
SIMPSON'S TRACTOR, IN	08/25/2023	PARK INV #CT226065	10-51850-440 BLDG-PROP/EQU	25.29
SIMPSON'S TRACTOR, IN	08/29/2023	PARK INV #WO21937	10-51850-440 BLDG-PROP/EQU	1,654.83
UNITED STATES ALLIANC	08/04/2023	ACCT #1046-C000470 COMM C	10-51850-670 BLDG-PROP/INS	700.00
WALSH'S ACE HARDWAR	08/02/2023	ACCT #100567-PARKS DEPT	10-51850-470 BLDG-PROP/MAI	37.52
WALSH'S ACE HARDWAR	08/07/2023	ACCT #100567-PARKS DEPT	10-51850-440 BLDG-PROP/EQU	14.05
WALSH'S ACE HARDWAR	08/09/2023	ACCT #100567-PARKS DEPT	10-51850-470 BLDG-PROP/MAI	12.99
WALSH'S ACE HARDWAR	08/15/2023	ACCT #100567-PARKS DEPT	10-51850-520 BLDG-PROP/SUP	16.99
WALSH'S ACE HARDWAR	08/15/2023	ACCT #100567-PARKS DEPT	10-51850-470 BLDG-PROP/MAI	54.57
WALSH'S ACE HARDWAR	08/16/2023	ACCT #100567-PARKS DEPT	10-51850-470 BLDG-PROP/MAI	2.00
WALSH'S ACE HARDWAR	08/17/2023	ACCT #100567-PARKS DEPT	10-51850-470 BLDG-PROP/MAI	17.50
WALSH'S ACE HARDWAR	08/17/2023	ACCT #100567-PARKS DEPT	10-51850-440 BLDG-PROP/EQU	43.93
WALSH'S ACE HARDWAR	08/21/2023	ACCT #100567-PARKS DEPT	10-51850-440 BLDG-PROP/EQU	2.07
WALSH'S ACE HARDWAR	08/21/2023	ACCT #100567-PARKS DEPT	10-51850-470 BLDG-PROP/MAI	19.98
WALSH'S ACE HARDWAR	08/23/2023	ACCT #100567-PARKS DEPT	10-51850-440 BLDG-PROP/EQU	21.08
WALSH'S ACE HARDWAR	08/23/2023	ACCT #100567-PARKS DEPT	10-51850-440 BLDG-PROP/EQU	16.18
WALSH'S ACE HARDWAR	08/23/2023	ACCT #100567-PARKS DEPT	10-51850-440 BLDG-PROP/EQU	29.95
WALSH'S ACE HARDWAR	08/24/2023	ACCT #100567-PARKS DEPT	10-51850-470 BLDG-PROP/MAI	9.17
WALSH'S ACE HARDWAR	08/25/2023	ACCT #100567-PARKS DEPT	10-51850-470 BLDG-PROP/MAI	56.73
WALSH'S ACE HARDWAR	08/28/2023	ACCT #100567-PARKS DEPT	10-51850-440 BLDG-PROP/EQU	1.35
WALSH'S ACE HARDWAR	08/31/2023	ACCT #100567-PARKS DEPT	10-51850-390 BLDG-PROP/MIS	83.91
WALSH'S ACE HARDWAR	08/08/2023	ACCT #100567-PARKS DEPT	10-51850-530 BLDG-PROP/WEE	178.67
WALSH'S ACE HARDWAR	08/31/2023	ACCT #100567-PARKS DEPT	10-51850-440 BLDG-PROP/EQU	189.60
WALSH'S ACE HARDWAR	09/11/2023	ACCT #100567-PARKS DEPT	10-51850-440 BLDG-PROP/EQU	8.10
WALSH'S ACE HARDWAR	09/05/2023	ACCT #100567-PARKS DEPT	10-51850-440 BLDG-PROP/EQU	175.00
WALSH'S ACE HARDWAR	08/04/2023	ACCT #100601-STREET DEPT	10-54200-520 ROADWAYS/SUP	18.59
WALSH'S ACE HARDWAR	08/16/2023	ACCT #100601-STREET DEPT	10-54100-430 GARAGE/EQUIP	169.99
WALSH'S ACE HARDWAR	08/24/2023	ACCT #100567-PARKS DEPT	10-51850-470 BLDG-PROP/MAI	16.74
WALSH'S ACE HARDWAR	08/30/2023	ACCT #100567-PARKS DEPT	10-51850-470 BLDG-PROP/MAI	9.62
WALSH'S ACE HARDWAR	08/30/2023	ACCT #100567-PARKS DEPT	10-51850-470 BLDG-PROP/MAI	18.28
WALSH'S ACE HARDWAR	08/30/2023	ACCT #100567-PARKS DEPT	10-51850-470 BLDG-PROP/MAI	6.20

City of Richland Center

Payment Approval Report - Finance Committee
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Vendor Name	Invoice Date	Description	GL Account and Title	Net Invoice Amount
Total CITY GENERAL FUND:				14,756.28
09/18/2023				
09-18-23 LIBRARY BD				
BAKER & TAYLOR	08/01/2023	ACCT #L4275042-YOUTH ACC	20-55100-720 LIBRARY/BOOKS	738.62
BAKER & TAYLOR	08/18/2023	ACCT #L4275042-YOUTH ACC	20-55100-720 LIBRARY/BOOKS	808.08
BAKER & TAYLOR	08/31/2023	ACCT #L4275042-YOUTH ACC	20-55100-720 LIBRARY/BOOKS	47.81
BAKER & TAYLOR	08/03/2023	ACCT #L408232-ADULT ACCT	20-55100-720 LIBRARY/BOOKS	426.08
BAKER & TAYLOR	08/09/2023	ACCT #L408232-ADULT ACCT	20-55100-720 LIBRARY/BOOKS	342.17
BAKER & TAYLOR	08/16/2023	ACCT #L408232-ADULT ACCT	20-55100-720 LIBRARY/BOOKS	141.94
BAKER & TAYLOR	08/24/2023	ACCT #L408232-ADULT ACCT	20-55100-720 LIBRARY/BOOKS	70.90
BAKER & TAYLOR	08/24/2023	ACCT #L408232-ADULT ACCT	20-55100-720 LIBRARY/BOOKS	414.52
BAKER & TAYLOR	08/31/2023	ACCT #L408232-ADULT ACCT	20-55100-720 LIBRARY/BOOKS	359.40
BUREAU VERITAS NATL	08/09/2023	ACCT #4149737-LIBRARY	20-55100-470 LIBRARY/MAINT	96.80
CITY UTILITIES-BILLS	09/11/2023	EL/WA/SE-LIBRARY	20-55100-320 LIBRARY/UTILITI	1,708.40
EGOLDFAX	08/14/2023	LIBRARY INV #EGOLD-120445	20-55100-300 LIBRARY/PHONE/	29.99
EGOLDFAX	09/14/2023	LIBRARY INV #EGOLD-120467	20-55100-300 LIBRARY/PHONE/	29.99
FRONTIER	09/01/2023	ACCT #60864764440101655-LI	20-55100-300 LIBRARY/PHONE/	283.99
MIDWEST TAPE	08/22/2023	CUST #2000006521-LIBRARY	20-55100-710 LIBRARY/AUDIO/	288.86
MIDWEST TAPE	08/25/2023	CUST #2000006521-LIBRARY	20-55100-710 LIBRARY/AUDIO/	85.59
MIDWEST TAPE	09/05/2023	CUST #2000006521-LIBRARY	20-55100-710 LIBRARY/AUDIO/	127.71
MIDWEST TAPE	09/08/2023	CUST #2000006521-LIBRARY	20-55100-710 LIBRARY/AUDIO/	129.96
RHYME BUSINESS PROD	09/11/2023	LIB COPIER INV #34861317	20-55100-340 LIBRARY/OFFICE	192.87
STRANG HEATING & ELE	09/08/2023	LIBRARY INV #39665	20-55100-300 LIBRARY/PHONE/	499.45
VISA	08/31/2023	LIBRARY ACCT ENDING #6931	20-55100-340 LIBRARY/OFFICE	89.68
VISA	08/31/2023	LIBRARY ACCT ENDING #6931	20-55100-530 LIBRARY/JANITO	91.98
VISA	08/31/2023	LIBRARY ACCT ENDING #6931	20-55100-720 LIBRARY/BOOKS	30.46
VISA	08/31/2023	LIBRARY ACCT ENDING #6931	20-55100-730 LIBRARY/IMPROV	389.96
WALSH'S ACE HARDWAR	08/11/2023	ACCT #100115-LIBRARY	20-55100-530 LIBRARY/JANITO	360.00
WALSH'S ACE HARDWAR	08/11/2023	ACCT #100115-LIBRARY	20-55100-530 LIBRARY/JANITO	15.06
WALSH'S ACE HARDWAR	09/12/2023	ACCT #100115-LIBRARY	20-55100-530 LIBRARY/JANITO	530.63
WE ENERGIES	09/07/2023	ACCT #071370497000001-LIBR	20-55100-310 LIBRARY/HEAT	413.00
Total LIBRARY FUND:				8,743.90
09/20/2023				
09-2023 ADDL BILLS				
ALLIANT ENERGY/WPL	09/01/2023	ACCT #8290837462-TERMINAL	10-54900-321 AIRPORT/TERMI	144.11
ALLIANT ENERGY/WPL	09/12/2023	ACCT #1036510000-HANGAR	10-54900-322 AIRPORT/HANGA	33.24
ALLIANT ENERGY/WPL	09/12/2023	ACCT #2013900000-RUNWAY	10-54900-320 AIRPORT/RUNWA	159.04
ALLIANT ENERGY/WPL	09/13/2023	ACCT #1601850000-HWY80 SH	10-55300-655 PARKS/SHELTER	19.94
ALLIANT ENERGY/WPL	09/15/2023	ACCT #5572730000-HWY14 W	10-54230-320 SIGNS/UTILITIES	14.21
CITY UTILITIES-BILLS	09/11/2023	EL/WA/SE-PARK SHELTERS	10-55300-320 PARKS/UTILITIES	519.11
CITY UTILITIES-BILLS	09/11/2023	EL/WA/SE-MUN BLDG	10-51800-320 MUN BLDG/UTILI	1,287.35
CITY UTILITIES-BILLS	09/11/2023	EL BILL-MUN BLDG EV STATIO	10-51800-320 MUN BLDG/UTILI	21.34
CITY UTILITIES-BILLS	09/11/2023	EL BILL-AUDITORIUM EV STAT	10-51850-320 BLDG-PROP/UTIL	28.02
CITY UTILITIES-BILLS	09/11/2023	EL/WA/SE-RR DEPOT	10-51825-320 RR DEPOT/UTILI	171.56
CITY UTILITIES-BILLS	09/11/2023	EL/WA/SE-COMM CENTER	10-55200-320 COMM CTR/UTILI	1,544.46
CITY UTILITIES-BILLS	09/11/2023	EL/WA/SE-PARK SHOP	10-51850-320 BLDG-PROP/UTIL	162.01
CITY UTILITIES-BILLS	09/11/2023	EL/WA/SE-CEMETERY	10-51850-325 BLDG-PROP/CEM	179.32
CITY UTILITIES-BILLS	09/11/2023	EL/WA/SE-AQUATIC CENTER	10-55410-320 AQUA CTR/UTILIT	7,292.21
CITY UTILITIES-BILLS	09/11/2023	EL/WA/SE-PARKS/GROUNDS	10-55300-320 PARKS/UTILITIES	1,240.43

City of Richland Center

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Vendor Name	Invoice Date	Description	GL Account and Title	Net Invoice Amount
CITY UTILITIES-BILLS	09/11/2023	EL/WA/SE-STREET SHOP	10-54100-320 GARAGE/UTILITI	368.51
CITY UTILITIES-BILLS	09/11/2023	EL BILL-LANDFILL	10-54500-320 LANDFILL/UTILITI	84.77
CITY UTILITIES-BILLS	09/11/2023	EL BILLS-FLOODWARNING	10-56200-320 FLOODPLN/UTILI	100.98
CITY UTILITIES-BILLS	09/11/2023	EL BILLS-STREET LIGHTS	10-54230-930 SIGNS/STREET LI	7,302.33
COMMUNITY FIRST BAN	09/20/2023	#718899002-WESTSIDE INT PY	10-58410-920 2018 CFB/I-WEST	3,304.14
COMMUNITY FIRST BAN	09/20/2023	#718899002-HASELTINE INT P	10-58410-920 2018 CFB/I-WEST	3,548.16
COMMUNITY INSURANC	06/23/2023	JUL-DEC GENL/AUTO LIAB INV	10-51500-270 INSURANCE/PRO	28,276.00
COMMUNITY INSURANC	06/23/2023	JUL-DEC 2023 W/C-INV #14909	10-51500-260 INSURANCE/WO	25,828.00
CORE DISTINCTION GRO	08/14/2023	INV #1456-HOTEL FEASABILIT	10-56100-390 COMM DEV/MISC	6,250.00
FRONTIER	09/01/2023	ACCT #26200109181030985-R	10-52100-300 POLICE/TELEPH	10.70
FRONTIER	09/08/2023	ACCT #60864784960208235-LA	10-54500-300 LANDFILL/TELEP	89.85
FRONTIER	09/09/2023	ACCT #60838309690209235-TE	10-54900-300 AIRPORT/TELEP	99.51
FRONTIER	09/09/2023	ACCT #60838309690209235-AI	10-54900-300 AIRPORT/TELEP	99.51
GENUINE TELECOM	09/20/2023	ACCT #641500-POLICE DEPT	10-52100-300 POLICE/TELEPH	149.02
GENUINE TELECOM	09/20/2023	ACCT #20300-CLERK/TREAS	10-51300-300 CLK TREAS/TELE	92.90
GENUINE TELECOM	09/20/2023	ACCT #20300-BLDG INSP	10-52400-300 BLDG SFTY/TELE	36.88
GENUINE TELECOM	09/20/2023	ACCT #20300-MAYOR	10-51200-300 MAYOR/TELEPH	35.38
GENUINE TELECOM	09/20/2023	ACCT #20300-ASSESSOR	10-51600-300 ASSESSOR/TELE	35.38
GENUINE TELECOM	09/20/2023	ACCT #20300-RR DEPOT	10-51825-300 RR DEPOT/PHON	35.38
GENUINE TELECOM	09/20/2023	ACCT #20300-CITY DSL	10-51400-590 DATA PROC/DSL	125.00
GENUINE TELECOM	09/20/2023	ACCT #20300-POLICE DSL	10-52100-590 POLICE/INTERNE	88.00
GENUINE TELECOM	09/20/2023	ACCT #641600-STREET SHOP	10-54100-300 GARAGE/TELEPH	36.13
GENUINE TELECOM	09/20/2023	ACCT #73700-PARK SHOP	10-51850-300 BLDG-PROP/TEL	45.63
GENUINE TELECOM	09/20/2023	ACCT #73700-AQUATIC CENT	10-55410-300 AQUA CTR/TELE	41.88
GENUINE TELECOM	09/20/2023	ACCT #73700-COMM CENTER	10-55200-300 COMM CTR/TELE	182.26
GENUINE TELECOM	09/20/2023	ACCT #73700-CC ALARM	10-55200-565 COMM CTR/FIRE	36.88
RHYME BUSINESS PROD	09/04/2023	CITY COPIERS INV #34804158	10-51450-480 COPIER/MAINT A	397.33
RICHLAND ELECTRIC CO	09/01/2023	ACCT #667401-FLOODWARNI	10-56200-320 FLOODPLN/UTILI	47.12
U S CELLULAR	09/10/2023	ACCT #854828109-FLOODWAR	10-56200-300 FLOODPLN/TELE	40.51
WE ENERGIES	09/07/2023	ACCT #070047605100006-MUN	10-51800-310 MUN BLDG/HEAT	11.20
WE ENERGIES	09/07/2023	ACCT #070047605100001-RR D	10-51825-310 RR DEPOT/HEAT	9.90
WE ENERGIES	09/07/2023	ACCT #070047605100005-COM	10-55200-310 COMM CTR/HEAT	37.96
WE ENERGIES	09/07/2023	ACCT #071031598000001-PAR	10-51850-310 BLDG-PROP/HEA	9.90
WE ENERGIES	09/07/2023	ACCT #070014806400001-CEM	10-51850-315 BLDG-PROP/CEM	9.90
WE ENERGIES	09/07/2023	ACCT #070852515300001-MEY	10-55300-655 PARKS/SHELTER	9.90
WE ENERGIES	09/07/2023	ACCT #070047605100003-A/C	10-55410-310 AQUA CTR/HEAT	41.77
WE ENERGIES	09/07/2023	ACCT #070047605100002-A/C	10-55410-310 AQUA CTR/HEAT	1,040.28
WE ENERGIES	09/07/2023	ACCT #070894498700001-STR	10-54100-310 GARAGE/HEAT	59.93
WICONNECT WIRELESS	09/01/2023	INV #199546-AIRPORT INTERN	10-54900-300 AIRPORT/TELEP	56.86
WIL-KIL PEST CONTROL	09/05/2023	ACCT #210363-COMM CENTE	10-55200-560 COMM CTR/CON	76.55
Total CITY GENERAL FUND:				90,968.64
Grand Totals:				122,657.28

City of Richland Center

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Report dates: 9/6/2023-9/22/2023Page: 5
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Vendor Name	Invoice Date	Description	GL Account and Title	Net Invoice Amount
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The bills presented on this day (excluding any Library Fund invoices) having been referred to the Finance and Budget Committee, and said committee having duly investigated and audited these bills, hereby make the following recommendation:

THAT THE CITY BILLS PRESENTED ON THIS DAY BE PAID, WITH THE FOLLOWING ADJUSTMENTS AND/OR EXCEPTIONS:

Dated:

Finance:

Filed in the office of the City Clerk/Treasurer

Report Criteria:

Invoices with totals above \$0.00 included.
Paid and unpaid invoices included.

City of Richland Center

Aging Report - by Date
Report date: 8/31/2023Page: 1
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Report Criteria:

Aging by Date
Aged using Payment Date

Customer Number	Name	Balance	Future	Current	Over 30	Over 60	Over 90	Over 120	Over 150
3500	SW WI TECHNICAL COLLEGE	56.25	-	-	-	-	-	-	56.25
4001	PERKINS, BRIAN	150.00	-	150.00	-	-	-	-	-
4002	KAUFMAN, MICHAEL	150.00	-	150.00	-	-	-	-	-
4003	WERTZ, TRAVIS	700.00	-	250.00	125.00	-	-	325.00	-
4004	WILSON, ZACH	125.00	-	125.00	-	-	-	-	-
4005	SHERWOOD, ALAN	(125.00)	-	(125.00)	-	-	-	-	-
4100	BUENA VISTA FLYING CLUB-AV FUEL	299.89	-	299.89	-	-	-	-	-
4209	SLAYBACK, ERIC	120.00	-	-	-	-	120.00	-	-
5000	CENTER COURT MOBILE HOME PARK	(736.09)	-	(736.09)	-	-	-	-	-
5002	EDGEWATER MOBILE HOME PARK	339.94	-	172.66	119.28	-	48.00	-	-
5100	UW PLATTEVILLE-RICHLAND	332.00	-	332.00	-	-	-	-	-
5500	CLARY, TROY	11,785.00	-	-	-	-	-	-	11,785.00
5501	JOHNSON, CHAD	28,818.94	-	14,221.94	-	-	14,597.00	-	-
5502	OMAN, TIM	32,566.12	-	32,566.12	-	-	-	-	-
5600	PANORAMA ESTATES	47,737.50	-	30,118.75	-	-	17,618.75	-	-
5800	CORNERSTONE ENTERPRISES	25.00	-	-	-	-	25.00	-	-
6016	WALMART	(11.85)	-	-	-	-	-	-	(11.85)
7000	WELLS, JOE	30.00	-	-	-	-	-	-	30.00
7002	MENGEL, JACOB	248.00	-	-	-	-	-	-	248.00
7003	BABINO, COURTNEY	485.00	-	-	-	-	-	-	485.00
7007	WALMART	800.00	-	-	-	-	-	-	800.00
7009	HILLSIDE DEPOT LLC	1,500.00	-	1,500.00	-	-	-	-	-
7010	CALEY, CASEY	1,625.00	-	-	-	-	-	-	1,625.00
7011	VONBEHREN, CODY	608.00	-	-	-	-	-	-	608.00
7012	NIMOCKS, RAVYN	600.00	-	-	-	-	-	-	600.00
7013	CUPP, MARK	2,449.00	-	2,449.00	-	-	-	-	-
7014	ROWIN, EDWARD A	600.00	-	600.00	-	-	-	-	-
7015	MARTY KRAMER GROUP LLC	608.00	-	608.00	-	-	-	-	-
7016	SCHWEITZER, JIMMEY	600.00	-	600.00	-	-	-	-	-
7017	DWYER, RONALD	616.00	-	616.00	-	-	-	-	-
7018	PEPE, JOANN	600.00	-	600.00	-	-	-	-	-
7019	BRIGGS, MATTHEW	600.00	-	600.00	-	-	-	-	-
7020	COLEMAN, DAVID	600.00	-	600.00	-	-	-	-	-
7021	WEMMER, DAWN	600.00	-	600.00	-	-	-	-	-
7022	HOFFMASTER, DAVID	800.00	-	800.00	-	-	-	-	-
7024	HARRIS, CALEB	600.00	-	600.00	-	-	-	-	-
7026	RICHLAND COUNTY HHS	1,745.00	-	1,745.00	-	-	-	-	-
7027	LOS AMIGOS II	600.00	-	600.00	-	-	-	-	-
7028	FOREMOST FARMS	300.00	-	300.00	-	-	-	-	-
7029	AMERICAS SERVICE LINE LLC	608.00	-	608.00	-	-	-	-	-
Grand Totals:		140,154.70	-	90,951.27	244.28	-	32,408.75	325.00	16,225.40

NOTES:

Accounts highlighted in yellow are waiting for Civic support to call to correct the balances

Accounts highlighted in blue have been paid but payments are not appearing as this report is thru 08/31/2023 and payments were made in September

Accounts highlighted in orange are accounts that are making monthly payments

Accounts highlighted in green have pre-paid for their monthly payment

*Wal-Mart credit balance is an overpayment from their annual liquor license and they will be issued a refund



11137035 Proposed 2024 Phase Three 8th Street Reconstruction Project



Item 4.

Legend

Phase 1&2

Base Bid

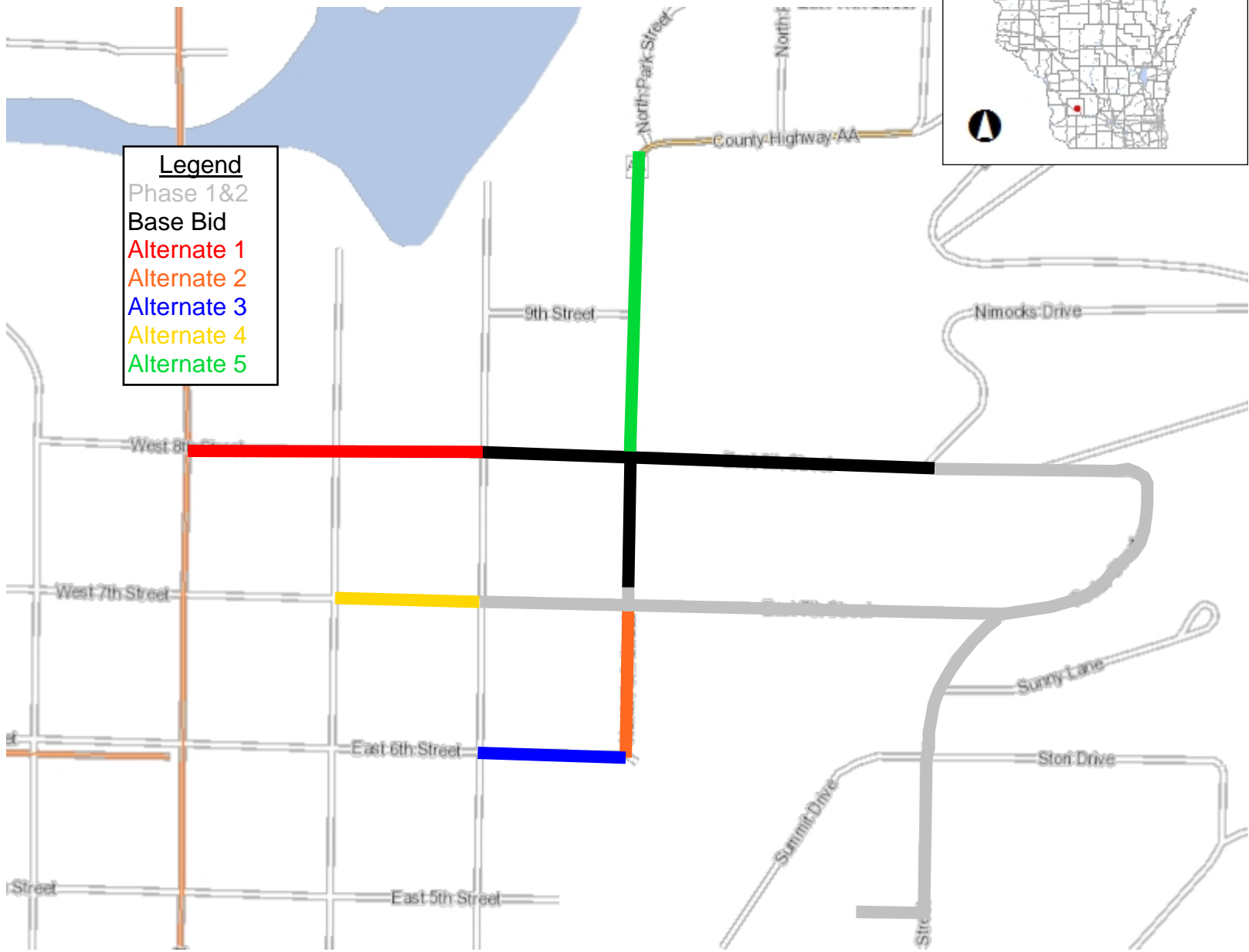
Alternate 1

Alternate 2

Alternate 3

Alternate 4

Alternate 5



Legend

Municipality

State Boundaries

County Boundaries

Major Roads

Interstate Highway

State Highway

US Highway

County and Local Roads

County HWY

Local Road

Railroads

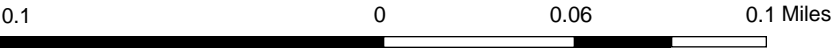
Tribal Lands

Railroads

Rivers and Streams

Intermittent Streams

Lakes and Open water



NAD_1983_HARN_Wisconsin_TM

1: 3,960

DISCLAIMER: The information shown on these maps has been obtained from various sources, and are of varying age, reliability and resolution. These maps are not intended to be used for navigation, nor are these maps an authoritative source of information about legal land ownership or public access. No warranty, expressed or implied, is made regarding accuracy, applicability for a particular use, completeness, or legality of the information depicted on this map. For more information, see the DNR Legal Notices web page: <http://dnr.wi.gov/legal/>

Notes

City of Richland Center and Richland Center Utilities

Budgetary Cost Estimate

Proposed 2024 - Phase Three 7th Street, 8th Street and Cedar Street Reconstruction Project
City of Richland Center and Richland Center Utilities

Phase Three - 8th Street & Park Street				
Portion	Total	Water	Sewer	Street
Base Bid	\$ 1,258,414.00	\$ 484,671.00	\$ 396,724.00	\$ 355,832.00
Alt 1 -Eighth Street (Church to Main)	\$ 494,663.00	\$ 216,412.33	\$ 171,949.33	\$ 113,259.33
Alt 2 - Park Street (7th St to 6th St)	\$ 284,996.00	\$ 136,832.00	\$ 112,394.00	\$ 42,729.00
Alt 3 - 6th Street (Church St to Park St)	\$ 316,945.00	\$ 150,269.67	\$ 130,569.67	\$ 43,062.67
Alt 4 - 7th Street (Central Ave to Chuch Street)	\$ 269,305.00	\$ 130,601.00	\$ 101,116.00	\$ 44,544.00
Alt 5 - Park Street (8th St to 10th St)	\$ 462,851.00	\$ 217,733.67	\$ 162,111.67	\$ 96,920.67



Amendment #2

MSA #11137035

This AGREEMENT (Agreement) is made today September 13, 2023 by and between RICHLAND CENTER CITY UTILITIES (OWNER) and MSA PROFESSIONAL SERVICES, INC. (MSA), which agree as follows:

Project Name: 7th, 8th & Cedar Street Utility and Roadway Improvements, Phase 3

The scope of the work authorized is: See Attached Scope of Services

The schedule to perform the work is: Approximate Start Date: Sept. 2023
Approximate Completion Date: Nov. 2024

The estimated fee for the work is: \$50,700 Water
\$41,600 Sewer
\$36,400 Public Works
\$130,000 Total

The allocation above is a proration of service estimate based on preliminary cost estimate. All services shall be performed in accordance with the General Terms and Conditions of MSA, which is attached and made part of the original Agreement dated November 10, 2021. Payment for these services will be time and materials, not to exceed estimated fee.

Approval: Authorization to proceed is acknowledged by signatures of the parties to this Agreement.

RICHLAND CENTER CITY UTILITIES

Scott Sawle
Commission President

Date: 9/13/23

Vanessa Mueller
Utility Office Manager

Date: 9-13-23

P.O. Box 312
Richland Center, WI 53585
Phone: 608-647-3466
Fax: 608-647-8230

MSA PROFESSIONAL SERVICES, INC.

Andrew Zimmer, P.E.
Team Leader/Project Manager

Date: 9.13.2023

Aaron Joyce
City Clerk/Treasurer

Date: _____

1230 South Boulevard
Baraboo, WI 53913
Phone: 608-355-8948
Fax: 608-356-2771

7th, 8th & Cedar Street Utility and Roadway Improvements, Phase 3
Richland Center City Utilities
Richland Center, WI

Project Description

The proposed base bid project consists of the reconstruction of approximately 1,400 lineal feet of urban roadway on Eighth Street from Nimocks Drive to the west side of Church Street and the reconstruction of Park Street from Eighth Street to Seventh Street. Project work includes storm sewer, sanitary sewer and water main including services and appurtenances. Work under this amendment is the third of three project phases. Phase 3 to include the design of an alternate bid for sewer and water utility installation and street resurfacing at a location selected from a list of five options to be determined by the Utility Commission and the City of Richland Center.

MSA proposes to provide design, bidding and construction services for this project as follows:

Final Design Services

- Property research
- Initiate Diggers Hotline locate request and perform topographic site survey.
- Prepare preliminary (50%) design plans for bid alternate.
- Provide preliminary plan to gas, telephone and CATV utilities for comment.
- Prepare preliminary (95%) design plans on Phase 3.
- Attend meeting with Utility and City staff to review 95% design plans and estimates.
- Prepare and submit application for WDNR permits (Sewer, water, storm water)
- Incorporate staff review comment into final plan design.
- Prepare Phase 3 Project Manual including specifications and bidding documents.
- Prepare cost estimate update based on final design.
- Forward final plans, project manual and cost estimate to Utility and City Offices.
- Prepare advertisements for bids and forward to the Richland Observer for Class 2 publication. Advertising costs to be paid by City Utilities.
- Reproduce project plans and specifications (10 assumed).
- Project administration and correspondence.
- Reimbursables: Equipment rental, reproduction, postage and mileage.

Final Design Fee: \$34,000

Bidding Phase Services

- Contractor Prequalification documents and meetings
- Distribute plans/specifications to statewide plan rooms.
- Solicit prospective bidders utilizing the Quest electronic bidding network.
- Correspondence with prospective bidders and material supplier and respond to questions during project advertising period.
- Prepare and distribute addenda to plan holders (one assumed)
- Conduct bid opening at MSA office in Baraboo.
- Review bids and prepare bid tabulation.
- Prepare letter of recommendation and Notice of Award.
- Reimbursables: Reproduction, Postage, Fax, UPS, Mileage.

Bidding Services Fee: \$5,600

Construction Related Services

Construction Administration

- Prepare and administer construction contracts.
- Attend pre-construction meeting on behalf of City Utilities.
- Review shop drawings and construction materials proposed by the contractor.
- Attend and provide project update at Utility Commission meetings (1 assumed).
- Review and recommend contractor's pay requests (4 assumed). Payment recommendation shall include a construction cost allocation.
- Review change order requests and make recommendation to Owner (1 assumed).
- Attend one "walk-through" inspection with Owner's representative(s).
- Prepare "punch list" of items required for final completion of project.
- Issue and administer project closeout documents.
- Project administration and correspondence.
- Review contractor's notes and 'as-built' records and prepare reproducible record drawings. Three copies of record drawings to be provided to the Owner.
- Reimbursables: Reproduction, Postage, Fax, UPS, and Mileage.

Construction Administration Fee \$25,400

Field Services

- Provide construction staking for sewer and water utilities (3 Trips assumed).
- Provide construction staking for storm sewer (1 Trip Assumed)
- Provide construction staking for curb and gutter (3 Trips assumed).
- Provide construction staking for final base grades (2 Trips assumed).
- Provide up to 400 hours of part-time construction observation documentation by Graduate Engineer or Engineering Intern over an assumed 10 week construction duration.
- Provide eight site visits during construction by Professional Engineer (8 Trips assumed).
 - Reimbursables: Mileage, Equipment

Field Services Fee Estimate \$65,000

Total Fee Estimate \$130,000

Item 5.

QTY.	YDS.	MATERIAL	PRICE	AMOUNT
4	318.1	Trend Metaphor	36.99	11,766.52
		Gladiator		
		ICP887031		
		3 extra cartons		
		Adhesive		400.00
		4" Cove Base		475.90

(MAY BE CONTINUED ON OTHER SIDE)

Speedy's
FLOORING

UNLIMITED

117 FS Drive
Viroqua, WI 54665
(608)637-2300

ESTIMATE

DATE:

To:

450 S Main St.
Richard Center Parks and Grounds

Phone

Richard Center WI 54638

Order Taken By:

TERMS: 1/2 DOWN UPON ORDERING.

QTY.	MATERIAL	DESCRIPTION OF WORK	PRICE	TOTAL
*	Carpet	288 sq ft installed	6.50	1,872.00
	Ceramic			
	Hardwood			
	Vinyl			
	Laminate			
	VCT			
	Under Layment			
	Stairs			
*	Floor Prep	Scrape old Adhesive from concrete		300.00
*	Base	remove + replace		290.00
	Appl.			
	Furniture			
*	Felt	Shipping		200.00
*	Removal	+ Disposal		500.00
	Metal Trim			
WORK ORDERED BY:			TOTAL MATERIAL	4,161.52
SIGNATURE			TOTAL LABOR	3,072.65
			TAX	

Thank You!

15,714.17