

1. January 19, 2023 Public Works Committee Special Agenda

Documents:

[JANUARY 19, 2023 PW SPECIAL AGENDA.PDF](#)

2. January 19, 2023 Public Works Committee Special Packet

Documents:

[JANUARY 19, 2023 PUBLIC WORKS COMMITTEE SPECIAL MTG PACKET.PDF](#)



Rick Stacey
County Board Chair

Ryan Simons
County Board Vice-Chair

**Walworth County Public Works Committee
SPECIAL MEETING NOTICE
Thursday, January 19, 2023
9:45 AM
County Board Room 114
Walworth County Government Center
100 W. Walworth St., Elkhorn, Wisconsin**

Rick Stacey, Chair Ken Monroe, Vice-Chair
Supervisor Dennis Karbowski Supervisor Joanne Laufenberg Supervisor Joe Schaefer

**NOTICE: THIS MEETING IS PLANNED TO PROVIDE FOR REMOTE OR OFF-SITE
ATTENDANCE BY COMMITTEE MEMBERS.**

The Walworth County Government Center remains open, but in-person attendance will be limited. **THE PUBLIC CAN WATCH THE MEETING STREAMING LIVE AT**
<https://bit.ly/2023Jan19SpecPW>

Individuals wanting to provide a Public Comment can do so remotely by telephone, but must contact the County Administrator's Office at 262-741-4357 on the day of the meeting and at least 15 minutes prior to the start of the meeting to obtain instructions.

(Posted in compliance with Sec. 19.84 Wis. Stats.)

A quorum of the finance committee will be in attendance. It is possible that a quorum of the county board or any of its other committees could be in attendance at this meeting.

Agenda enclosures are available upon request from the County Administrator's Office or on the County's web page (www.co.walworth.wi.us). The agenda packet, including supporting documents, may be large, depending upon the number of enclosures. Downloading it will require ample computer memory and may take significant time.

A G E N D A

Note: all agenda items are subject to action.

1. Call to order
2. Roll call of committee members
3. Agenda withdrawals, if any
4. Agenda approval
5. Approval of Minutes
 - a) January 16, 2023 Public Works Committee Meeting (encl. pp. 1-2)
6. Public Comment Period
7. Consent Items
 - a) Approval of One-Time Cooperative Purchase over \$100,000 for Transportation Program Eight (8) Disability Accessible Minivans, Projects #W2101, #W2237 and #W2232 (encl. pp. 3-4)
8. Reports/announcements by Chairperson
9. Set/confirm next meeting date and time — Monday, February 20, 2023, at 3:30 p.m., County Board Room 114 at the Government Center

10. Adjournment

Submitted by: Rick Stacey, Committee Chairperson
Richard Hough, Director of Public Works

Posted: January 17, 2023

DRAFT

**Walworth County Board of Supervisors
Public Works Committee Meeting Minutes
Monday, January 16, 2023
Walworth County Government Center, County Board Room 114
100 West Walworth Street, Elkhorn, Wisconsin**

Chair Rick Stacey called the meeting to order at 3:30 p.m.

Roll call was conducted and the following members were present: Chair Rick Stacey; Vice-Chair Kenneth H. Monroe; and Supervisors Dennis G. Karbowski, Joanne Laufenberg (arrived at 3:31 p.m.), and Joseph H. Schaefer. A quorum was declared.

Others in Attendance

County Staff: Walworth County Administrator Mark W. Luberda; Director-Public Works Richard Hough; County Engineer Joe Kroll; and Deputy Director-Asset Management Matt Mortwedt.

Vice-Chair Monroe offered a motion, second by Supervisor Karbowski, to approve the agenda with one withdrawal: 1) remove Consent Item #7a 4), Authorization to Bid the Judicial Center Roof Replacement, project #W2202. The agenda as amended was approved.

On motion by Supervisor Karbowski, second by Supervisor Schaefer, the December 12, 2022 Public Works Committee meeting minutes were approved.

Public Comment – There was none.

Consent Items

7a. Summary Specifications

- 1) Authorization to Bid the CTH-P Bridge over Turtle Creek, Project #23-002
- 2) Authorization to Bid the CTH-O (South) Reconditioning at US-14 to I-43, Project #23-003
- 3) Authorization to Bid the Government Center Police Department Elevator Replacement, Project #W2204

Vice-Chair Monroe offered a motion, second by Supervisor Schaefer, to approve Consent Items, Summary Specifications, Items #1 thru #3. Supervisor Laufenberg joined the meeting at 3:31 p.m. Discussion ensued relative to bridge evaluation ratings by the State, and the Government Center elevator project. **Motion carried 5-0.**

4) Authorization to Bid the Judicial Center Roof Replacement, Project #W2202
This item was withdrawn from the agenda during Agenda Approval.

5) Authorization to Bid the Sheriff's Office Jail Lock Replacement, Project #W2325

Supervisor Karbowski offered a motion, second by Vice-Chair Monroe, to approve Consent Items, Summary Specifications, Item #5. Motion carried 5-0.

7b. Reports

1) Construction & Project Management Report – January 2023
Director-Public Works Richard Hough summarized his Memorandum (Pages 12-13); highlighting the Director's Top Five Projects.

2) Director's Bi-Monthly Report – January 2023
Hough provided a brief summation of his Memorandum (Pages 16-18); including:

- Human Resources
- Policy & Doctrine
- Winter Maintenance Season

3) 2022 Clean Sweep Report
Hough advised that participation in Clean Sweep decreased by nearly 20% in 2022, and attributed the change to significant increase of recycling during the pandemic.

New Business

8a. Request for Approval of Final Payment to Payne & Dolan for the CTH-B from Castle Terrace to Linton Road, Project #200BI

Vice-Chair Monroe offered a motion, second by Supervisor Karbowski, to approve the final payment to Payne & Dolan for the CTH-B from Castle Terrace to Linton Road, Project #200BI. Motion carried 5-0.

8b. Resolution No. **-02/23 Authorizing the Closure of CTH-B Drainage Project at Zenda Road and Transferring Remaining Funds to the Road and Bridge Construction Committed Fund Balance

Hough shared that funds had originally been added to this project for an Architecture and Engineering (A&E) Study, but staff were able to present an alternate solution resulting in a better outcome for the residents in the area and overall cost savings for tax payers. **Supervisor Karbowski offered a motion, second by Supervisor Laufenberg, to approve the resolution Authorizing the Closure of CTH-B Drainage Project at Zenda Road and Transferring Remaining Funds to the Road and Bridge Construction Committed Fund Balance. Motion carried 5-0.**

8c. Resolution No. **-02/23 Urging the State Legislature to Increase the Public Work Limit above \$25,000

Hough explained the monetary thresholds set by State Statute relative to projects considered a public work. Hough stated that the Wisconsin Counties Association (WCA) has announced their plan to submit legislative proposals relative to this topic to the State.

Walworth County Administrator Mark W. Luberda noted that with the current lower threshold, and increased bureaucracy for relatively small projects, it lends to the possibility of excluding local small businesses as they may not be able to complete the bid process as it stands today. Discussion then focused on favoritism in awarding contracts. Deputy Director-Asset Management Matt Mortwedt explained that project awards would be cumulative; meaning if one company was awarded multiple projects throughout the year, and total cost met the newly set threshold, the process required by statute would need to be completed. **Vice-Chair Monroe offered a motion, second by Supervisor Karbowski, to approve the resolution Urging the State Legislature to Increase the Public Work Limit above \$25,000. Motion carried 5-0.**

Reports/Announcements by Chairperson – There were none.

Confirmation of next meeting date and time: The next meeting was confirmed for Monday, February 20, 2023 at 3:30 p.m.

Adjournment

On motion and second by Vice-Chair Monroe and Supervisor Schaefer, Chair Stacey adjourned the meeting at 4:04 p.m.


Submitted by Jennifer Stinnett, Administrative Assistant. Meeting minutes are not considered final until approved by the Public Works Committee at the next regularly scheduled meeting.

Form 6-220-A: One Time Cooperative Purchase ≥ \$100,000

County Ordinance Requirement: **Ord 17-20(e)(1)**

Purchase requested by:

Requesting department: Administration Department contact: Gene Bobier

Department head name: Mark Lubberda Initials:  Date: 1-17-23

Purchase description:

Purchase a total of eight (8) ADA vehicles for the County transportation programs as a cooperative purchase off the WisDOT Human Services Vehicle (HSV) price sheet/contract.

• Two (2) ADA rear-loading minivans for a total of \$125,852 would be purchased using 5311 Capital Award Grant funds from 2021 and 2022. The Federal grants reimburse 80% of the purchase price, with the remaining 20% funded through local tax levy.

• Six (6) ADA rear-loading minivans for a total of \$345,748 would be purchased using ARPA funding from 2022 and 2023.

Vendor information:

Vendor purchasing from: TESCO (Transportation Equipment Sales Corporation)

Vendor address: 6401 Seaman Rd., PO Box 167230, Oregon, OH 43616-7230

Pricing information:

Is there grant funding associated with this project: Yes No

Account Number: 1986B01-58150-W2101 & W2237

Purchase amount: \$125,852

Budget Available: \$133,000

Account Number: 257198B1-58150-W2232

Purchase amount: \$375,748

Budget Available: \$452,522

Is the pricing favorable to Walworth County? Yes No

Explain: Prices are fair and reasonable because they are within an acceptable price range of similar vehicles. WisDOT bid meets all Federal Transit Administration (FTA) requirements when using Federal funds.


Cooperative contract information:

Cooperative agency: Wisconsin Department of Transportation (WisDOT) - Transit Division

Lead government agency: Wisconsin Department of Transportation (WisDOT) – Division of Business Mgmt.

Contract title and number: Human Service Vehicle – Wheelchair Accessible Minivans #510467

Contract term: One-year contract, effective date of December 14, 2022, with four (4) one-year renewal options with TESCO.

Approved 
Enacted 12/06/2019
Revised 12/12/2022

Cooperative Procurement

Form 6-220-A
Page 1 of 2

Form 6-220-A: One Time Cooperative Purchase ≥ \$100,000

Solicitation method used for selection: Request for Bid (RFB)

Number of respondents to solicitation: 3

Were multiple awards made as a result of this solicitation? Yes No

If so, was pricing compared between multiple awarded vendors? Yes No N/A

Are terms and conditions acceptable to Walworth County? Yes No

Additional information (optional): The RTIP indicated to submit this form to Finance Committee. Per Corporation Counsel Office, this form is to be submitted to Public Works Committee.

Awarding Committee: Public Works Signature: _____ Date: _____