



**City of Neenah
Board of Public Works Agenda
Monday, September 15, 2025 at 2:00 PM
Hauser Room
Neenah City Hall
211 Walnut Street**

- I. Call to order
- II. Approval of the minutes of the September 9, 2025 meeting. (Minutes can be found on the city website)
- III. Appearances
- IV. Unfinished Business
- V. New Business
 - A. Fire Department – Chief Teesch
 1. Recommend Council award Station #31 Remodel Project to Milbach Construction Services Co. in the amount of \$5,899,928.37, plus carry an additional 10% allowance for contingencies and furniture, fixtures, and equipment (FFE).
- VI. Any announcements/questions for the Board
- VII. Adjournment

NOTICE IS HEREBY GIVEN, pursuant to the requirements of Wis. Stats. Sec. 19.84, that a majority of the Neenah Common Council may be present at this meeting. Common Council members may be present to gather information about a subject on which they have decision-making responsibility. This may constitute a meeting of the Neenah Common Council and must be noticed as such. The Council will not take any formal action at this meeting.

In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), the City of Neenah will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. If you need assistance, or reasonable accommodation in participating in this meeting or event due to a disability as defined under the ADA, please call the Clerk's Office (920) 886-6100 or e-mail clerk@neenahwi.gov at least 48 hours prior to the scheduled meeting or event to request an accommodation.



Memorandum

TO: Public Works Committee
FROM: Chief Teesch *TT*
DATE: September 15, 2025
RE: **Recommendation – Station #31 and Training Grounds Project**

Background

Neenah-Menasha Fire Rescue (NMFR) serves both the Cities of Neenah and Menasha under a consolidated structure. The **Station #31 Remodel Project** is a Neenah-only expense, while the **Training Grounds Improvement Project** is a shared expense under the established cost-share formula (Neenah 61.12% / Menasha 38.88%).

Bids for both projects were advertised together, with contractors asked to provide pricing for each project separately and a combined total.

Bid Results

Four contractors submitted proposals, and all appeared qualified and responsive to the specifications. Milbach Construction Services Co. submitted the **lowest responsible bid** for the Station #31 Remodel at **\$5,899,928.37**.

Compared to the next lowest bidder:

- **Station #31 Remodel** Milbach's pricing is **\$228,358.63 lower**.

Recommendation

Under Wisconsin law, public construction contracts must be awarded to the **lowest responsible bidder**. Milbach Construction Services Co. meets the qualifications, their subcontractors have been reviewed and verified, and their proposal represents the most financially responsible option.

In addition, staff toured a Milbach project on **September 10, 2025**, as part of the due diligence process, and met with them on **September 12, 2025**, at the project site.

Therefore, staff recommends that the Public Works Committee approve awarding the **Station #31 Remodel Project** to Milbach Construction Services Co. in the amount of **\$5,899,928.37**, plus carry an **additional 10% allowance for contingencies and furniture, fixtures, and equipment (FFE)**.

This approach ensures compliance with state law, accounts for unforeseen conditions and outfitting needs, keeps the project aligned, and supports long-term value for the community.