



**City of Neenah  
Board of Public Works Agenda  
Thursday, January 15, 2025 at 11:30 AM  
Hauser Room  
Neenah City Hall  
211 Walnut Street**

- I. Call to order  
No public in attendance
- II. [Approval of the minutes of the December 17, 2025 meeting.](#) (Minutes can be found on the city website)
- III. Appearances
- IV. Unfinished Business
  - A. None.
- V. New Business
  - A. Public Works – Director Kaiser
    1. Pay Request No.3, Contract 10-25, Window and Exterior Door Replacement, City Administration Building, to Omni Glass & Paint, in the amount of \$115,000.00. (Attachment)
  - B. Parks & Recreation – Director Kading
    1. Pay Request No. 2, Doty Park Shoreline Phase 1, to Vinton Construction Company, Two Rivers, for work completed through December 16, 2025, in the amount of \$547,967.48 utilizing approved budgeted 2025 CIP Funds. (Attachment)
  - C. Fire Station 31 Remodel – Chief Teesch
    1. Pay Request No. 2, Fire Station 31 Renovation Project, to Milbach Construction Service Co., in the amount of \$282,066.40. (Attachment)
- 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](mailto:clerk@neenahwi.gov) at least 48 hours prior to the scheduled meeting or event to request an accommodation.

**City of Neenah  
Department of Public Works  
Contractor Request for Payment**

Contractor Name:	Omni Glass & Paint, LLC	Contract No.:	10-25
Address:	3530 Omni Dr	Contract Amount	\$439,534.00
City	De Pere WI 54115		
Name of Project	Window and Exterior Door Replacement		
Location of Project	City Admin Bldg		
Pay Request No.	3		December 2025

**CONTRACT SUMMARY**

Original Contract Amount	\$460,961.00
Net Amount of Change Order	\$0.00
Adjusted Contract Amount	<u>\$460,961.00</u>

**WORK PERFORMED TO DATE**

Work Performed to Date	\$276,334.00
Less Retainage of 5%. If different indicate here _____ 0%	\$0.00
Net Amount Earned to Date	\$276,334.00
Less Previous Payments	\$161,334.00

**BALANCE DUE THIS PAYMENT**

**\$115,000.00**

**CONTRACT BREAKOUT**

	Account Numbers	Project #	Budget Total	Contract Breakdown	Due This Estimate	Paid to Date
<b>Facilities</b>	013-1850-743.02-36	MBF05	\$475,000.00	\$460,961.00	<b>\$115,000.00</b>	\$161,334.00

**CERTIFICATION OF CONTRACTOR:**

I certify that the foregoing is just and correct and the amount claimed is legally due after showing all just credits

Certified by Engineer	<i>Pat Benson</i>	Date: <i>12-30-25</i>
Certified by Public Works	<i>[Signature]</i>	Date: <i>12-30-2025</i>
Certified by Water Utility		Date:
Certified by Contractor		Date:
	Approved BPW _____	Date:
	Approved Common Council (Final Payments Only)	Date:



**OMNI GLASS & PAINT, LLC**

3530 Omni Dr.  
Oshkosh, Wisconsin 54904  
920-233-3333  
Fax: 920-236-7890  
www.omnigp.com

CITY OF NEENAH  
211 WALNUT ST  
Neenah, WI 54956

Invoice Date: 12/22/2025  
Invoice #: 0157570-IN  
OMNI P.M.: CLARK  
Customer PO #: 10-25  
Terms: Net 10 Days

Account #	Job #	Job Description
20-G61714	GL25690	NEENAH CITY HALL WINDOW

ORIGINAL CONTRACT AMOUNT: 439,534.00  
 BILLABLE CONTRACT AMOUNT: 276,334.00  
 LESS PREVIOUSLY INVOICED: 161,334.00  
 AMOUNT BILLED THIS INVOICE: 115,000.00  
 INVOICE TOTAL: 115,000.00

BILLING FOR DECEMBER 2025

OVERDUE INVOICE SUBJECT TO  
1% % INTEREST PER MONTH  
OR 18% ANNUALLY





*Department of  
Parks & Recreation*

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**TO:** Mayor Lang and Members of the Board of Public Works

**FROM:** Michael T. Kading, Director of Parks & Recreation

**DATE:** January 2, 2026

**RE:** Doty Park Phase 1 Shoreline – Application for Payment #2

Attached you will find Application for Payment #2 from Vinton Construction Company, Two Rivers, WI, in the amount of \$547,967.48 for work completed through December 16, 2025.

**Construction Status:**

- Project is 95% complete.
- Remaining work includes:
  - ✓ Final Checklist of items
  - ✓ Final walkthrough
  - ✓ Confirmation of growth
- This work will be reviewed in May/June of 2026

**Recommended Action:** A motion to approve Application for Payment #2 from Vinton Construction Company, Two Rivers, WI, in the amount of \$547,967.48 for work completed through December 16, 2025, utilizing approved budgeted 2025 CIP Funds.

If you have any questions, please contact me.

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*Creating Community Through People, Parks & Programs*

Department of Parks & Recreation  
PO Box 426  
Neenah, WI 54957-0426

phone: 920-886-6062  
fax: 920-886-6069  
mkading@ci.neenah.wi.us

Vinton Construction Company  
 PO Box 137  
 Two Rivers, WI 54241



**Contractor's Application for Payment No.**

2 REVISED

To (Owner): City of Neenah	From (Contractor): Vinton Construction Company PO Box 137 Two Rivers, WI 54241	Application Date: 12/16/2025
Project: Shoreline Improvements - Doty Park	Contract: Shoreline Improvements - Doty Park	Via (Engineer):
Owner's Contract No.: PRF-25-01	Contractor's Project No.: 25093	Engineer's Project No.:

Approved Change Orders		
Number	Additions	Deductions
1	\$188,900.00	
2	\$42,775.18	
TOTALS	\$231,675.18	
NET CHANGE BY CHANGE ORDERS		\$231,675.18

1. ORIGINAL CONTRACT PRICE.....	\$	\$1,266,181.80
2. Net change by Change Orders.....	\$	\$231,675.18
3. Current Contract Price (Line 1 + 2).....	\$	\$1,497,856.98
4. TOTAL COMPLETED AND STORED TO DATE (Column F total on Progress Estimates).....	\$	\$1,370,962.15
5. RETAINAGE:		
a. 5% X \$748,928.49 Work Completed.....	\$	\$37,446.42
b. X _____ Stored Material.....	\$	
c. Total Retainage (Line 5.a + Line 5.b).....	\$	\$37,446.42
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c).....	\$	\$1,333,515.73
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....	\$	\$785,548.25
8. AMOUNT DUE THIS APPLICATION.....	\$	\$547,967.48

**Contractor's Certification**  
 The undersigned Contractor certifies, to the best of its knowledge, the following:  
 (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;  
 (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and  
 (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor Signature  
 By: Date: 12/16/25

Payment of: \$ 547,967.48  
 (Line 8 or other - attach explanation of the other amount)

is recommended by: Suzanne Fromson, PLA 12/30/25  
 (Engineer) (Date)

Payment of: \$ \_\_\_\_\_  
 (Line 8 or other - attach explanation of the other amount)

is approved by: \_\_\_\_\_ (Owner) \_\_\_\_\_ (Date)

Approved by: \_\_\_\_\_ Funding or Financing Entity (if applicable) \_\_\_\_\_ (Date)

Unit Contract Work

Project: Neenah Doty Park Shoreline Improvements  
 Contractor: Vinton Construction Company  
 Application Date: 12/16/25  
 Payment Application #: 2 REVISED

VCC Job# 25093 Neenah Shoreline Improvements - Doty Park

ITEM NO.	DESCRIPTION OF WORK	Scheduled-				Work Completed		This Request		Total Completed/Stored To Date		Scheduled Vs. Actual	Percent Complete
		Quantity	UOM	Unit Price	Amount	Previous Request		Quantity	Amount	Quantity	Amount	Add(Deduct)	
						Quantity	Amount						
1	Mobilization, Max 4% of Total Construction Costs	1.00	LS	\$ 40,000.00	\$ 40,000.00	0.50	\$ 20,000.00	0.45	\$ 18,000.00	0.95	\$ 38,000.00	\$ 2,000.00	95.0%
2	General Requirements	1.00	LS	\$ 10,000.00	\$ 10,000.00	0.50	\$ 5,000.00	0.45	\$ 4,500.00	0.95	\$ 9,500.00	\$ 500.00	95.0%
3	Site Access and Restoration	1.00	LS	\$ 32,600.00	\$ 32,600.00	0.50	\$ 16,300.00	0.50	\$ 16,300.00	1.00	\$ 32,600.00	\$ -	100.0%
4	Soil Erosion and Sedimentation Control Measures Including Turbidity Barrier	1.00	LS	\$ 45,000.00	\$ 45,000.00	0.50	\$ 22,500.00	0.50	\$ 22,500.00	1.00	\$ 45,000.00	\$ -	100.0%
5	Temporary Stone Causeway with Culvert (2)	1.00	LS	\$ 49,915.00	\$ 49,915.00	0.50	\$ 24,957.50	0.50	\$ 24,957.50	1.00	\$ 49,915.00	\$ -	100.0%
6	Cofferdam (2)	1.00	LS	\$ 56,000.00	\$ 56,000.00	0.50	\$ 28,000.00	0.50	\$ 28,000.00	1.00	\$ 56,000.00	\$ -	100.0%
7	Timber Seawall Complete Removal and Associated Grading: Inner Doty Channel	1.00	LS	\$ 42,000.00	\$ 42,000.00	0.90	\$ 37,800.00	0.10	\$ 4,200.00	1.00	\$ 42,000.00	\$ -	100.0%
8	Timber Seawall Partial Removal and Associated Grading: Main Neenah Channel	1.00	LS	\$ 26,000.00	\$ 26,000.00	0.80	\$ 20,800.00	0.20	\$ 5,200.00	1.00	\$ 26,000.00	\$ -	100.0%
9	Rip Rap Stone Medium	960.00	TON	\$ 58.33	\$ 55,996.80	727.09	\$ 42,411.16	82.99	\$ 4,840.81	810.08	\$ 47,251.97	\$ 8,744.83	84.4%
10	Native Vegetated Mat: Transport, Soil Preparation, and Installation (220 SY of product)	1.00	LS	\$ 12,500.00	\$ 12,500.00	0.80	\$ 10,000.00	0.20	\$ 2,500.00	1.00	\$ 12,500.00	\$ -	100.0%
11	Concrete Curb	155.00	LF	\$ 426.00	\$ 66,030.00	-	\$ -	-	\$ -	-	\$ -	\$ 66,030.00	0.0%
12	Stone Fishing Pad (3)	900.00	SF	\$ 54.00	\$ 48,600.00	700.00	\$ 37,800.00	200.00	\$ 10,800.00	900.00	\$ 48,600.00	\$ -	100.0%
13	Unit Pavers	510.00	SF	\$ 39.00	\$ 19,890.00	400.00	\$ 15,600.00	110.00	\$ 4,290.00	510.00	\$ 19,890.00	\$ -	100.0%
14	Native Planting Bed (2)	700.00	SF	\$ 9.50	\$ 6,650.00	500.00	\$ 4,750.00	240.00	\$ 2,280.00	740.00	\$ 7,030.00	\$ (380.00)	105.7%
15	Concrete Block Retaining wall (Approx. 8,450 Facefoot Wall)	1.00	LS	\$ 690,000.00	\$ 690,000.00	0.75	\$ 517,500.00	0.25	\$ 172,500.00	1.00	\$ 690,000.00	\$ -	100.0%
16	Native Planting 3-Year Establishment Contract	1.00	LS	\$ 15,000.00	\$ 15,000.00	-	\$ -	1.00	\$ 15,000.00	1.00	\$ 15,000.00	\$ -	100.0%
17	Contingency Allowance	1.00	LS	\$ 50,000.00	\$ 50,000.00	-	\$ -	-	\$ -	-	\$ -	\$ 50,000.00	0.0%
CO1	Extra Shoreline Work	1.00	LS	\$ 188,900.00	\$ 188,900.00	-	\$ -	1.00	\$ 188,900.00	1.00	\$ 188,900.00	\$ -	100.0%
CO2.1	Common Excavation	175.45	CY	\$ 48.00	\$ 8,421.60	175.45	\$ 8,421.60	-	\$ -	175.45	\$ 8,421.60	\$ -	100.0%
CO2.2	3/4" Clear Stone	315.81	TON	\$ 35.32	\$ 11,154.41	315.81	\$ 11,154.41	-	\$ -	315.81	\$ 11,154.41	\$ -	100.0%
CO2.3	Pathway Replacements	1.00	LS	\$ 39,500.00	\$ 39,500.00	-	\$ -	1.00	\$ 39,500.00	1.00	\$ 39,500.00	\$ -	100.0%

Unit Contract Work

Project: Neenah Doty Park Shoreline Improvements  
 Contractor: Vinton Construction Company  
 Application Date: 12/16/25  
 Payment Application #: 2 REVISED

VCC Job# 25093 Neenah Shoreline Improvements - Doty Park

ITEM NO.	DESCRIPTION OF WORK	Scheduled-				Work Completed Previous Request		This Request		Total Completed/Stored To Date		Scheduled Vs. Actual	Percent Complete
		Quantity	UOM	Unit Price	Amount	Quantity	Amount	Quantity	Amount	Quantity	Amount	Add(Deduct)	
CO2.4	Deduct - Sidewalk Amount Already in bid price	1.00	LS.	\$ (6,300.83)	\$ (6,300.83)	-	\$ -	1.00	\$ (6,300.83)	1.00	\$ (6,300.83)	\$ -	100.0%
CO2.5	Deduct - No Stain or Sealer to Redi-Rock	1.00	LS.	\$ (10,000.00)	\$ (10,000.00)	-	\$ -	1.00	\$ (10,000.00)	1.00	\$ (10,000.00)	\$ -	100.0%
	<b>Total:</b>				<b>\$1,497,856.98</b>		\$ 822,994.67		\$547,967.48		\$ 1,370,962.15	\$ 126,894.83	
	Less: 5% Retainage						\$ 37,446.42		\$ 0.00		\$ 37,446.42		
	Total:						\$ 785,548.25		\$547,967.48		\$ 1,333,515.73		
	Amount Previously Paid						\$ 785,548.25		\$ -		\$ 785,548.25		
	Amount Due This Request								\$547,967.48		\$ 547,967.48		

To: City of Neenah  
 211 Walnut St.  
 Neenah, WI 54956

Project: Fire Station 31 Renovation

Application No.: 02

Period From: 11/26/2025  
 Period To: 12/26/2025

Remit To: Milbach Construction Services Co.  
 2651 Northridge Dr.  
 Kaukauna, WI 54130

Architect: Short Elliot Hendrickson Inc.  
 425 W. Water St. Suite 300  
 Appleton, WI 54911

Project No.: 25-1028

Contract Date: 9/24/2025

Change Order Summary

Request is made for payment, as shown below, in connection with the contract. Detail Sheets are attached.

Number	Date Approved	Additions	Deductions
		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
	Totals	\$ -	\$ -

Net Change \$ -

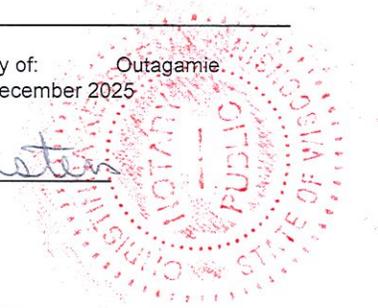
1. ORIGINAL CONTRACT SUM	\$ 7,209,935.33
2. Net change by change orders	\$ -
3. CONTRACT SUM TO DATE	\$ 7,209,935.33
4. Total Completed and Stored to Date	\$ 644,318.06
5. Retainer 10%	\$ 64,431.81
6. Total Earned Less Retainage	\$ 579,886.25
7. Less Previous Certificates for Payment	\$ 297,819.85
<b>8. Current Payment Due</b>	<b>\$ 282,066.40</b>
9. Balance to Finish Plus Retainer	\$ 6,630,049.08

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the work covered by this Request for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

Contractor: Milbach Construction Services Company

State of: Wisconsin County of: Outagamie  
 Subscribed and sworn to before me this 26th day of December 2025

Notary Public: Christinna Keester  
 Expires: 9-19-27



By: [Signature] Date: 12/26/2025

Amount Certified \$ 282,066.40

By: [Signature]

Date: 12/31/2025

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the reviewer certifies to the owner that to the best of the reviewer's knowledge, information and belief the work has progressed as indicated, the quality of work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

This certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this contract.

- In tabulations below, amounts are stated to the nearest dollar.

Application No.: 2  
 Application Date: 12/26/2025  
 Period To: 12/26/2025  
 Project Number: 25-1008

Item No. A	Description B	Scheduled Value C	Work Completed		Stored Materials F	Total Completed and Stored To Date G=(D+E+F)	Balance To Finish H	Retainage I	
			From Previous Application D	This Period E					
01	01000	General Requirements	\$ 315,586.91	\$ 72,838.62	\$ 20,229.00	\$ 93,067.62	\$ 222,519.29	\$ 9,306.76	
02									
03	02000	Selective Demolition	\$ 459,828.97	\$ 93,000.00	\$ 26,399.34	\$ 119,399.34	\$ 340,429.63	\$ 11,939.93	
04									
05	03000	Concrete	\$ 450,117.68	\$ -	\$ -	\$ -	\$ 450,117.68	\$ -	
06									
07	04000	Masonry	\$ 525,476.35	\$ 15,000.00	\$ 35,000.00	\$ 50,000.00	\$ 475,476.35	\$ 5,000.00	
08									
09	05000	Steel	\$ 327,344.50	\$ -	\$ -	\$ -	\$ 327,344.50	\$ -	
10									
11	06000	Carpentry	\$ 26,842.90	\$ -	\$ 3,228.78	\$ 3,228.78	\$ 23,614.12	\$ 322.88	
12									
13	26000	Thermal	\$ 720,155.73	\$ -	\$ -	\$ -	\$ 720,155.73	\$ -	
14			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
15	08000	Doors	\$ 332,299.70	\$ -	\$ -	\$ -	\$ 332,299.70	\$ -	
16									
17	09000	Finishes	\$ 556,512.78	\$ -	\$ 3,000.00	\$ 3,000.00	\$ 553,512.78	\$ 300.00	
18									
19	09000	Division 10	\$ 118,545.98	\$ 11,472.32	\$ -	\$ 11,472.32	\$ 107,073.66	\$ 1,147.23	
20			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
21	10000	Fire Protection	\$ 69,006.00	\$ -	\$ -	\$ -	\$ 69,006.00	\$ -	
22			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
23	22000	Plumbing	\$ 365,645.00	\$ 35,000.00	\$ 55,000.00	\$ 90,000.00	\$ 275,645.00	\$ 9,000.00	
24			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
25	23000	HVAC	\$ 922,033.00	\$ 34,800.00	\$ 95,550.00	\$ 130,350.00	\$ 791,683.00	\$ 13,035.00	
26			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
27	26000	Electrical	\$ 710,532.87	\$ 35,000.00	\$ 75,000.00	\$ 110,000.00	\$ 600,532.87	\$ 11,000.00	
28			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
29	Alt. 1	Alternate 1	\$ 1,310,006.96	\$ 33,800.00	\$ -	\$ 33,800.00	\$ 1,276,206.96	\$ 3,380.00	
Totals			\$ 7,209,935.33	\$ 330,910.94	\$ 313,407.12	\$ -	\$ 644,318.06	\$ 6,565,617.27	\$ 64,431.81

**WAIVER OF CONSTRUCTION LIEN**

1. For value received, the undersigned hereby waives, to the extent described in paragraph 2, all rights to or claims for lien on the land hereafter described, for any and all work, materials, plans, or specifications made or furnished or to be made or furnished for the improvement of said land for City of Neenah owner, by Milbach Construction Services Company, contractor, said land being situated in City of Neenah, State of Wisconsin, and described as follows:

Fire Station 31 Renovation

\_\_\_\_\_

\_\_\_\_\_

2. This waiver applies to a lien for the following work or services: General Contractor

x \_\_\_\_\_ Furnished or to be furnished on this job at any time and in any amount. This is a waiver conditional upon payment in the amount of: \$ 282,066.40

x \_\_\_\_\_ Furnished between the dates of November 26 and December 26, 2025.

3. The undersigned does further affirm that materials furnished by the undersigned to the above described premises are:

\_\_\_\_\_ Fully paid for (taken from open stock), or

\_\_\_\_\_ Were supplied to the undersigned for the above described premises by: \_\_\_\_\_

4. The undersigned does further affirm that subcontractors that have furnished labor and or services and supplies have been:

\_\_\_\_\_ Fully paid for and attached are lien waiver from said subcontractors, or

\_\_\_\_\_ Listed as follows: \_\_\_\_\_

5. Unless this instrument is shown in paragraph 2, above, to be a waiver in full, the right to assert construction lien rights for work done or materials furnished, if any, exclusive of the above stated period on said job is hereby expressly reserved.

By: *Michael J. Milbach*

Title: Michael J. Milbach, Owner

Date: December 25, 2025

Signed this 26th day of December 2025

Notary: *Christina Kaesten*

Exp. 9-19-27

