



**City of Neenah**  
**Board of Public Works AMENDED Agenda**  
**Tuesday, November 26, 2024 at 11:30 AM**  
**Hauser Room**  
**Neenah City Hall**  
**211 Walnut Street**

**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 over 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.

- I. Approval of the minutes of the November 14, 2024 meeting. (Minutes can be found on the city website)
- II. Appearances.
- III. Unfinished Business.
- IV. New Business.
  - A. Parks and Recreation
    - 1. Award Southview Tennis Court Reconstruction Contract to Vinton construction Company, Two Rivers, WI, in the amount of \$383,259. (Attachment)
    - 2. Award Arrowhead Prairie Development to Highway Landscapers, Little Chute, WI, to complete the revised scope of work, including prairie preparation and installation and a 3-year maintenance agreement in the amount not to exceed \$272,021.94 utilizing ARPA funds as designated for Arrowhead. (Attachment)
  - B. Public Works**
    - 1. Change Order for the Arrowhead Park Carriage Road Loop. (Hand-outs will be given at the meeting)**
- IV. Any announcements/questions for the Board.
- V. Adjournment.

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  
Board of Public Works Meeting Minutes  
Thursday, November 14, 2024 at 11:30 AM  
Hauser Room  
Neenah City Hall  
211 Walnut Street**

**MEMBERS PRESENT:** Mayor Lang, Director of Finance Rasmussen, Director of Community Development & Assessment Haese, Director of Public Works Kaiser, Alderman Hillstrom, and Alderman Lendrum.

**ALSO PRESENT:** Director Mach and Clerk Nagel

**EXCUSED:** None

**CALL TO ORDER:** Mayor Lang called the meeting to order at 11:42 AM.

I. Approval of the minutes of the November 4, 2024 meeting. (Minutes can be found on the city website) MSC Haese/Hillstrom to approve the meeting minutes as presented, all voting aye.

II. Appearances.  
A. None.

III. Unfinished Business.  
A. None.

IV. New Business.  
A. Community Development

1. Development and Fee Agreement for Fourth Addition to The Homes at Freedom Meadows Subdivision. (Attachment)  
**MSC Haese/Lendrum to recommend Council approve the Development and fee Agreement for Fourth Addition to The Homes at Freedom Meadows Subdivision, all voting aye.**

This is the fourth and final phase for The Homes at Freedom Meadows Subdivision with 47 lots. The park was added in the second addition and can be added onto to the north.

B. Public Works

1. Pay Request No.8, Contract 1-24, Sanitary & Storm Sewer & Laterals, Water Main & Services, and Street Construction, on Belmont Avenue, Belmont Court, Cedar Street, and Stevens Street, to David Tenor Corporation, in the amount of \$81,384.88. (Attachment)  
**MSC Kaiser/Rasmussen to approve Pay Request No. 8, contract 1-24, all voting aye.**

Neighbors were impressed with how well the landscaping was done.

2. Pay Request No.7, Contract 2-24, Sanitary & Storm Sewer & Laterals, Water Main & Services, and Street Construction, on E. Doty Avenue, to Kruczek Construction, Inc., in the amount of \$76,668.76. (Attachment)  
**MSC Kaiser/Rashid to approve Pay Request No.7, Contract 2-24, all voting aye.**  
This pay request is for reconciliation not final payment, although the project work is completed.

3. Pay Request No.5, Contract 5-24, Sanitary & Storm Sewer & Laterals, Water Main & Services, and Street Construction, on North Street, to David Tenor Corporation, in the amount of \$128,472.87 (Attachment)

Info.

Info.

Info.

Info.

**MSC Kaiser/Hillstrom to approve Pay Request No.5, Contract 5-24, all voting aye**

This is a joint with the Village of Fox Crossing. Neenah's portion is for asphalt paving. The water main with this project is paid for by Fox Crossing.

Info.

- 4. Pay Request No.3, Contract 6-24, Curb & Gutter, Storm Sewer, Street Overlay, and Trail Parking, on Jewelers Park Drive, to MCC, Inc., in the amount of \$88,610.14. (Attachment)

**MSC Kaiser/Lendrum to approve Pay Request No.3, Contract 6-24, all voting aye.**

The project is being held open for additional work with Arrowhead Park.

Info.

C. Water Utility

- 1. Pay Request No. 2, Contract 2-24W Booster Station Contract B - Process, Mechanical, Electrical and Plumbing Construction, to Sabel Mechanical LLC., in the amount of \$98,701.91. (Attachment)

**MSC Haese/Kaiser to approve Pay Request No. 2, Contract 2-24W Booster Station Contract B, all voting aye.**

Insolation, paint, doors, grading, driveway, ceiling installed, roughed in plumbing and electrical is being done, generator, hydrogen pumps, and HVAC approximately 60 days from completion. Stormwater pond is roughed in.

IV. Any announcements/questions for the Board.

A. None

V. Adjournment.

MSC Hillstrom/Haese to adjourn, all voting aye. Meeting adjourned at 11:54 am.

Respectfully Submitted,



Charlotte Nagel, City Clerk



*Department of  
Parks & Recreation*

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MEMORANDUM

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DATE: November 22, 2024  
TO: Mayor Lang and Members of the Board of Public Works  
FROM: Trevor L Fink, Superintendent of Parks/City Forester  
RE: Southview Park Tennis Court Bid Award

Two bids have been received for replacing the tennis courts at Southview Park. This project was originally bid in March, with only one bidder coming in at a significantly higher number than was budgeted for the project. Both bidders have done significant work in the City of Neenah. The scope of work is to include underdrain and storm sewer connection, stone placement, new asphalt, new fencing, new posts, nets, anchors, color coating, and trail restoration. Park staff will demo the existing courts, install erosion control, install new concrete for the west approach, and perform restoration work. Existing lighting and controls will remain.

Vinton Construction Company	\$383,259.00
Northeast Asphalt, Inc.	\$398,475.00

Park and Recreation Commission recommend awarding the bid to Vinton Construction Company, Two Rivers, WI, in the amount of \$383,259.



Department of  
Parks & Recreation

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

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

**DATE:** November 22, 2024

**RE:** Arrowhead Prairie Development

Specifications for prairie preparation and installation, stone connecting path, stone seat wall and purchase and installation of a prebuilt open-air pavilion with masonry columns, and a 3-year prairie maintenance agreement were developed and posted for bidding. Bid opening was scheduled on Thursday, November 14 at 1:00p. Two bids were received.

Scope/Company	Highway Landscapers	Vinton Construction
<b>Prairie Development</b>	356,127.94	384,390
<b>3-yr Maintenance</b>	37,700	43,000
<b>Open Air Pavilion</b>	109,890	124,000
<b>Total</b>	<b>503,717.94</b>	<b>551,390</b>

Upon evaluation, City staff requested a revised cost estimate from the lowest qualified contractor, Highway Landscapers, based upon a reduced scope of work. The reduced scope of work would include prairie prep and installation and the 3-year agreement. Highway Landscapers provided a bid of \$272,021.94 to complete the scope of work as revised.

The Parks & Recreation Commission, during the November 21 Commission meeting, reviewed, accepted, and recommended Highway Landscapers to complete the revised scope of work in an amount not to exceed \$272,021.94.

**Recommended Action:** A motion to accept and recommend Highway Landscapers, Little Chute, WI, to complete the revised scope of work, including prairie preparation and installation and a 3-year maintenance agreement in an amount not to exceed \$272,021.94 utilizing ARPA funds as designated for Arrowhead.

If you have any questions, please contact me.

*Creating Community Through People, Parks & Programs*

**Bid Tab  
 Arrowhead Prairie Development  
 November 14, 2024**

<b>Company</b>	Highway Landscapers, Inc.	Vinton Construction Company	
<b>Bid Bond Included (Y / N)</b>	Y	Y	
<b>Bid Proposal (Y / N)</b>	Y	Y	
Arrowhead Prairie Development	\$356,127.94	\$384,390.00	
Arrowhead Prairie 3-Year Maintenance	\$37,700.00	\$43,000.00	
Arrowhead Open Air Pavilion Installation	\$109,890.00	\$124,000.00	
Total	\$503,717.94	\$551,390.00	
<b>Signature Confirmation Form (Y / N)</b>	Y	Y	
<b>Evidence Job Performance and Supervisory Personnel (Y / N)</b>	Y	Y	
<b>Subcontractor List (Y / N)</b>	N (No subcontractors)	Y	



**Arrowhead Park Prairie Development  
City of Neenah  
Winnebago County, Wisconsin**

<b>ITEM#</b>	<b>ITEM DESCRIPTION</b>	<b>QUANTITY</b>	<b>UNIT</b>	<b>UNIT PRICE</b>	<b>TOTAL COST</b>
	<b>Prairie Development</b>	<b>1</b>	<b>LS</b>		<b>\$234,312.94</b>
	Excludes: Stone Retaining Wall, CABC, Granite Path				
	<b>Maintenance Period</b>	<b>1</b>	<b>LS</b>		<b>\$37,700.00</b>
				<b>Grand Total:</b>	<b>\$272,012.94</b>

**\*\*QUOTE VALID FOR 30 DAYS FROM NOVEMBER 14, 2024\*\***  
Subject to Sale Tax, if Applicable