

VILLAGE OF MCFARLAND
Public Works Committee Minutes

Tuesday November 19, 2019

1. CALL TO ORDER, ROLL CALL

The meeting was called to order by Village Board Trustee and Chairperson Dan Kolk at 6:55 p.m.

Members present: Village Board Trustee; Jerry Adrian, Richard Vela, Marv Meyers, Chris Fredrick. *Absent*: Elizabeth Bohuski, Terry Lawrin

Staff present: Jim Hessling (Director of Public Works), Matt Schuenke (Village Administrator).

2. PUBLIC APPEARANCES

None.

3. APPROVAL OF MINUTES

Discussion and action regarding the minutes from the meeting held on October 8, 2019.

- Chairperson Kolk asked for any changes or modifications. Hearing none, the minutes stand as presented.

4. BUSINESS

a. Discussion and action to make a recommendation to the Village Board regarding a proposal for architectural services related to the design and bidding of improvements to the Public Works Facility.

- Matt Schuenke presented the Public Works Building remodel and went over the costs of design and bidding services associated with the project. Total cost of the BID is \$66,500.
- Chris Fredrick asked if there was going to be an RFP put out for this work or if this is the source. Schuenke spoke on the topic and that this method for RFP's is covered under our purchasing policy.
- Motion by Chris Fredrick to accept the BID from Strand of \$66,500 for design services of the Public Works building. Seconded by Jerry Adrian. Motion passed 5-0-0.

b. Discussion and action regarding the project bidding plan for 2020 Capital Improvements.

- Jim Hessling provided explanation regarding project proposals/bidding for street maintenance work. Brian Berquist spoke that statutes require bids for public construction and do not address maintenance. There is a difference between construction

and maintenance. Committee members discussed the current process for project bidding. Jerry Adrian clarified that we need justification where proposals come from. Dan Kolk asked that proposals quantify any additional costs. This will aid in moving a proposal forward.

- Motion by Dan Kolk to recommend to the Village Board to approve Public Works ability to evaluate cost proposals for annual street maintenance based on cost and other performance considerations.

Seconded by Marv Meyers. Passed 5-0-0

5. SCHEDULE NEXT MEETING DATE

- a. Tuesday December 10, 2019

6. ADJOURNMENT

- a. Motion by Richard Vela to adjourn at 7:33 p.m. Seconded by Marv Meyers. Motion passed 5-0-0.