

**VILLAGE OF WINDSOR
VILLAGE BOARD RESOLUTION 2022-69**

**AUTHORIZING A CONTRACT FOR CONSTRUCTION MANAGER ADVISOR
SERVICES FOR THE RE-DESIGN OF WINDSOR FIREMAN'S PARK**

WHEREAS, the Village Board desires to engage a firm to perform Construction Manager Services for the re-design of Windsor Fireman's Park (the "Services"); and

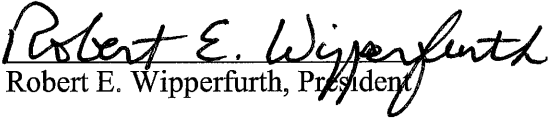
WHEREAS, the Village has the opportunity to complete the Services, attached hereto as Exhibit A; and

WHEREAS, the Village of Windsor staff recommends the hiring of Maas Brothers Construction Co., to complete the Services.

NOW THEREFORE, BE IT RESOLVED, by the Village Board of the Village of Windsor that it hereby awards the contract for the Services by Maas Brothers Construction Co. in the amount of \$77,000 in accordance with the proposal attached hereto as Exhibit A.

The above and foregoing Resolution was duly adopted at a meeting of the Village Board of the Village of Windsor on September 1, 2022, by a vote of 5 in favor and 0 opposed.

VILLAGE OF WINDSOR


Robert E. Wipperfurth, President

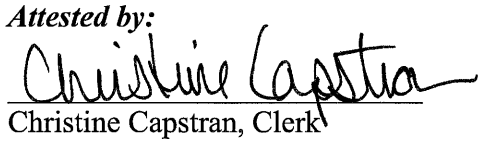
Attested by:

Christine Capstran, Clerk

Exhibit A: Maas Brothers Construction Co., Inc. Proposal

920-261-1682
Fax 920-261-3521

P.O. Box 108
410 Water Tower Court
Watertown, WI 53094-0108



Web Site
www.maasbros.com

Email
maasbros@maasbros.com

August 25, 2022

Ms. Tina Butteris, Village Administrator
Village of Windsor
4084 Mueller Rd
DeForest, WI 53532

RE: Phase 1 - Fireman's Park Preconstruction Construction Management Proposal

Tina,

The Maas Bros. Construction team is excited to have another opportunity to work with you and the Village of Windsor on your Fireman's Park project. Given that this project has a smaller scope as compared to the DPW project, we will be providing a scope of Construction Management (CM) services that are right-sized and aligned to what we believe is needed to deliver a successful project for your village. Our CM Service proposal amount includes our services from design through construction and is based on our recommendation that the Village award the construction work via one Prime Contract through the bidding process. Below we will provide a detailed list of the CM services we will be providing as part of our lump sum proposal cost. If at any point during the project the Village needs additional CM Services not included in the scope below, the Village and Maas Bros. Construction will negotiate a cost and payment structure that is amicable for both parties.

Construction Management Service Amount: \$77,000.00

CM Services Include:

- Comprehensive construction budgeting
- On-going long-lead item identification & evaluation
- Project timeline creation & accountability
- Iterative constructability & value engineering reviews
- Attend ALL (in-person or virtual) design meetings & provide feedback and observations to Village Administrator & staff
- Assist Dimension IV in bid solicitation for Prime Contractors
- Review bids for accuracy
- Review Prime Contract
- Conduct 2-3 weekly on-site reviews during construction
- Written weekly construction progress reports provided to Village Administrator
- Attend ALL construction progress meetings (in-person)
- Monthly review of contractor's pay request
- Review change requests
- Provide overall construction expertise from design thru construction to Village Administrator & staff

CM Services NOT Included:

- Full-time on-site supervision
- Shop drawing/Submittal review
- Processing of RFIs or other associated project correspondence

ONE OF WISCONSIN'S OLDEST GENERAL CONTRACTING FIRMS

920-261-1682
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- Meeting administration (including meeting minutes and agendas)
- Processing of change requests or pay requests (review only)
- Collection of lien waivers
- Safety administration

All invoices for this proposal will be sent to the Village periodically throughout the duration of our services.

Thank you for your consideration of this proposal. Our Maas Bros. team looks forward to working with you and your village staff on the forthcoming Fireman's Park project. If you, any member of your staff or village counsel, have any questions about our proposal, contact me directly at 920-261-1682 ext. 115 or amaas@maasbros.com.

Regards,

A handwritten signature in black ink, appearing to read "Anthony Maas", is written over a series of diagonal lines that serve as a background for the signature.

Anthony Maas
Chief Executive Officer



Windsor

Growing Forward

SUMMARY SHEET

Meeting Date:	Thursday, September 1, 2022
Presenter & Contact Information:	Jamie Rybarczyk Director of Economic Development jamie@windsorwi.gov 608-888-0066 Tina Butteris Administrator tina@windsorwi.gov 608-888-0066
Title:	#7.b. Authorize a Contract with Maas Brothers Construction Co. for Construction Manager Advisor Services for Windsor Fireman's Park
Previous Action:	N/A
Issue Summary:	<p>Implementation of the Municipal Campus vision is an ongoing effort by the Village Trustees, staff and the public. To date, the Village has hosted public forums, completed planning exercises and documents, and negotiated purchases of lands.</p> <p>The Village has engaged a series of consulting firms to complete the design and engineering of Phase 1 of the Municipal Campus, known as Fireman's Park. Design and engineering services required for Phase 1 include civil engineering of the street, parking lots, multi-use paths, utilities, and stormwater management; architectural design of the park shelter; security design of the park shelter; and landscape design.</p> <p>Due to staff's limited availability to supervise the consulting firms engaged with the design and engineering of Phase 1 of the Municipal Campus, staff is recommending the hiring of Maas Brothers Construction Co. to provide the Village with Construction Manager Advisor Services.</p> <p>In addition, the proposal from Maas Brothers Construction Co. includes assisting the Village Administrator and staff with a Request for Proposal (RFP) for the design of the Windsor Municipal Building; specifically, Mass Brothers Construction Co. would provide services to prepare and issue the RFP, as well as, participating on the interview panel to select a design firm.</p>

Budget Impact: Account #: 004-00-57331-000-792
2020A Borrowing

Staff Recommendation: Staff recommends the Village Board approve Resolution 2022-69 as presented.

Sample Affirmative Motion: (Village Trustee) make a motion to approve Resolution 2022-69 as presented.

Attachments: Resolution 2022-69