

**VILLAGE OF WINDSOR
VILLAGE BOARD RESOLUTION 2024-112**

**APPROVAL OF TOWN & COUNTRY SCOPE OF SERVICES FOR 2024 STREET RESURFACING-
NORTH MEIXNER ROAD**

WHEREAS, the Village of Windsor desires to resurface North Meixner Road (the "Work"); and

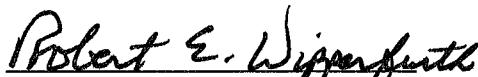
WHEREAS, Village Staff have reviewed, and recommend approval of, the scope of services from Town & Country Engineering attached hereto as Exhibit A (the "Scope of Services"); and

WHEREAS, the Public Works Committee has reviewed, and recommends approval of, the Scope of Services for an estimated cost not to exceed \$58,000.00 for design, bidding, and construction administration services; and

NOW THEREFORE, BE IT RESOLVED, by the Village Board of the Village of Windsor that it hereby approves the Scope of Services for the Work for an estimated cost not to exceed \$58,000.00 for design, bidding, and construction administration services. The Village Administrator, or designee, is authorized and directed to issue the notice of approval accordingly, and execute all necessary documents to accomplish same as approved by the Village Attorney.

The above and foregoing Resolution was duly adopted at a regular meeting of the Village Board of the Village of Windsor on December 19, 2024 by a vote of 5 in favor and 0 opposed.

VILLAGE OF WINDSOR


Robert E. Wipperfurth, President

Attested by:


Christine Capstran, Clerk

Incorporated by Reference:

Scope of Services

MEMORANDUM

Date: December 6, 2024

To: Village Board of Trustees – Village of Windsor

From: Nick Bubolz, P.E.

Subject: Scope of Services for 2024 Street Resurfacing – North Meixner Road

The Village of Windsor has received a grant up to 90% for the Agricultural Roads Improvement Program (ARIP) for North Meixner Road from CTH V to Village Limits. Historically the Village performed pavement treatments almost every year via a combination of chip sealing and pulverizing or overlaying. The work performed on North Meixner Road will be pulverizing and resurfacing with new asphalt, culvert reconstructing, and new gravel shouldering. Village staff have requested the design, bidding, and construction administration.

Our work scope for the improvements is broken down into the following:

A. Scope of Services - Design, Bidding and Construction Administration Services

1. The Engineer will perform such tasks as preliminary design, final design, review of construction time schedules, and attend progress meetings and Board meetings.
2. Bid the project per the grant requirements.
3. Preliminary and final design for an estimated **not-to-exceed cost of \$58,000**. Actual costs will be based on our normal charge out rates and will not exceed this amount without prior approval by the Village.

B. The following items, if required, would be performed on a per diem basis with prior approval by the Village:

1. Wetland permitting, archeological surveys, flood plain or environmental studies
2. Independent soil testing
3. Negotiation of easements or land acquisition
4. Boundary surveys or easements
5. Resident Construction Observation

We at Town & Country Engineering, Inc. want to thank you for allowing us to serve the Village on these important projects. If you have any questions regarding the above material, please feel free to let us know.

NRB:sai

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TOWN & COUNTRY ENGINEERING, INC.

Madison ♦ Windsor ♦ Kenosha

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