

**VILLAGE OF WINDSOR
VILLAGE BOARD RESOLUTION 2024-50**

**APPROVAL OF SCOPE OF SERVICES FROM TOWN & COUNTRY FOR MORRISON STREET AND
MAPLE STREET CONSTRUCTION**

WHEREAS, the Village of Windsor has determined that it would be beneficial for Village residents if we reconstructed Morrison Street and Maple Street (the "Work"); and

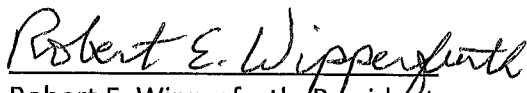
WHEREAS, Village Staff have reviewed, and recommend approval of, the scope of services from Town & Country Engineering attached hereto as Exhibit A (the "Scope of Services"); and

WHEREAS, the Public Works Committee has reviewed, and recommends approval of, the Scope of Services for cost not to exceed \$113,700 (\$58,700 construction administration and \$55,000 construction observation); and

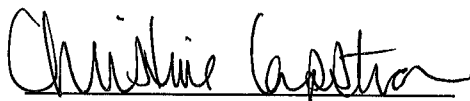
NOW THEREFORE, BE IT RESOLVED, by the Village Board of the Village of Windsor that it hereby approves the Scope of Services for the Work for cost not to exceed \$113,700. The Village Administrator, or designee, is authorized and directed to issue the notice of approval accordingly, and execute all necessary 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 May 16, 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: May 7, 2024

To: Ms. Tina Butteris, Village Administrator
Village of Windsor
4084 Mueller Road
DeForest, WI 53532

From: Nick Bubolz, P.E., Town & Country Engineering, Inc.

Subject: Scope of Services for Morrison Street and Maple Street Construction Phase

The Village of Windsor would like to proceed with construction of the Morrison Street and Maple Street project in 2024 which involves replacing existing water main and sanitary sewer spot repair serving existing residential areas and road reconstruction.

The Village has already completed plans, specifications and permitting under a previous contract.

Under this agreement Town & Country Engineering, Inc. will prepare and submit the necessary documentation for the DNR funding sources, complete construction staking, perform construction administration and attendance at specific Board meetings. Construction administration includes holding the preconstruction meeting, processing contractors' pay requests and change orders, construction staking and periodic site visits.

The following items, if required, will be on per diem basis or supplied by the Village:

- Construction administration associated with the extension of Maple Street to Meadowlark Drive due to pending easement/purchase negotiations.
- Village will be responsible for any required archeological survey or permits associated with this project.
- Independent soil testing

The cost for the above services is **estimated to be \$58,700**. We would perform the work using our normal hourly charge-out rates.

If full-time resident observation is desired these services will be provided on a per diem basis. The duration (and cost) of resident observation depends heavily on the contractor's speed and efficiency. With this scope of construction, we estimate the total cost for resident observation to be \$47,000 to \$55,000.

We at Town & Country Engineering, Inc. wish 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 call.

NRB:sai

J:\JOB#SW\Windsor\WIN-00-00\O&E\2024 Morrison Street and Maple Street (WIN 14)\Scope of Services - WIN Construction.doc

TOWN & COUNTRY ENGINEERING, INC.

Madison ♦ Rhinelander ♦ Kenosha
6264 Nesbitt Road • Madison, WI 53719 • (608) 273-3350 • tce@tcengineers.net