



**VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN**  
**MEETING AGENDA OF THE AD HOC PUBLIC SAFETY**  
**BUILDING RENOVATIONS COMMITTEE**  
Weston Municipal Center Board Room  
4747 Camp Phillips Road, Weston, WI 54476

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**Thursday, June 1, 2023, at 5:00 p.m.**

A quorum of members from other Village governmental bodies (boards, commissions, and committees) may attend the above-noticed meeting to gather information. If a quorum of other government bodies are present this would constitute a meeting pursuant to "State of Wisconsin ex rel. Badke v. Greendale Village Bd., 173 Wis.2d 553,494 N.W.2d 408 (1993)". Therefore, no official actions other than those of the BOARD OF TRUSTEES shall take place.

Any interested persons may attend the meeting via the Zoom link listed below.

**Join Zoom Meeting:**

<https://zoom.us/j/5445915099>

**Join Zoom Meeting by Phone:**

+1 312 626 6799 US (Chicago)

**Meeting ID: 544 591 5099**

**AGENDA ITEMS**

1. Meeting called to order by Chair Jasper Hartinger
2. Roll Call
  - a. Hartinger, Cronin, Finke, Pinsonneault, Schulz, Tatro
3. [Meeting minutes 05/09/2023](#)
4. [Discussion and/or action on Bids and Contract Award for Public Safety Building Exterior Renovations](#)
  - a. [Masonry Restoration](#)
  - b. [Exterior Painting and Alternates](#)
  - c. [Exterior Signage](#)

**REMARKS FROM MEETING PARTICIPANTS**

**PUBLIC COMMENTS**

**ADJOURN**

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 (ADA), the Village 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 accommodations in participating in this meeting or event due to a disability as defined under the ADA, please call the Village Clerk at 715-359-6114 or [clerks@westonwi.gov](mailto:clerks@westonwi.gov) to discuss your accessibility needs. We ask your request be provided a minimum of 72 hours before the scheduled event or meeting. If a request is made less than 72 hours before the event the Village will make a good faith effort to accommodate your request.

This Notice was posted at the Village Municipal Center, on [www.westonwi.gov](http://www.westonwi.gov) and transmitted to media partners on May 26, 2023.



VILLAGE OF WESTON, MARATHON COUNTY, WISCONSIN  
MEETING MINUTES OF THE AD HOC PUBLIC SAFETY  
BUILDING RENOVATIONS COMMITTEE

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Wednesday, May 9, 2023, at 7:00 p.m.

**AGENDA ITEMS**

- 1. Meeting called to order by Chair Jasper Hartinger  
Hartinger called to order the meeting at 7:00 p.m.

2. **Roll Call**

<u>Public Safety Building Renovations Member</u>	<u>Present</u>
Hartinger, Jasper	Yes
Cronin, Steve	Yes
Pinsonneault, Jim	Yes
Chief Clay Schulz	Yes
Chief Josh Finke	Yes
Tatro, Scott	Excused

Also Present

Donner, Keith  
Jon Wallenkamp, Kueny Architects via Zoom  
Lee Anderson, Kueny Architects via Zoom

- 3. Meeting minutes 05/02/2023

*Motion by Cronin, second by Pinsonneault to approve minutes from 05/02/2023.  
Motion carried.*

**Yes Vote: 5 No Votes: 0 Abstain: 0 Not Voting: 1 Result: Pass**

<u>Member</u>	<u>Vote</u>
Hartinger, Jasper	Yes
Cronin, Steve	Yes
Pinsonneault, Jim	Yes
Chief Clay Schulz	Yes
Chief Josh Finke	Yes
Tatro, Scott	Excused

- 4. Discussion and action on final plans and specifications for Public Safety Building Exterior Improvements
  - a. Rendering (Colors and Signage)
  - b. Drawings/Plans
  - c. Masonry Wall Restoration Specification
  - d. Exterior Painting Specification

**VILLAGE OF WESTON, WISCONSIN**  
**OFFICIAL MEETING AGENDA OF THE BOARD OF TRUSTEES**

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e. Building Signage Specification

Discussion was held regarding all agenda attachments with regard to the improvements for the Public Safety Building. All committee members agreed in discussion that Option D dated May 8, 2023, was the best option for the colors and signage. Points of discussion were:

- Letters on signage were 18” large letters and 10” small letters
- Signs are to scale
- Red and blue bar are back lit, lettering is face lit
- Town and Court lettering would be an alternate in the bid
- Request by Chief Finke to put “&” after the word “Fire” on the signage
- Placement of a sign directing to the Municipal Court door – not to be in bid
- Add “Everest Metro” above the words Municipal Court and center all on that side of building. Leave Town of Weston lettering as is
- Painter will remove the old lettering and seal. Old lettering to be thrown away
- Discussion regarding alternate raceway for signage less visible on the rounded portion
- Identification of the louvers needs to be made and if they are not being used, they can be pulled and capped. This will be addressed as a walk-through and in an addendum
- Color swatches and/or draw downs will be provided for the two outbuildings for Committee to choose from
- Project to be completed by October 2, 2023 listed in specifications
- Liquidated damages to be set at \$250 per calendar day

***Motion by Cronin, second by Pinsonneault to approve Option D on page 12 of the packet with the note “Revision of Option D 5/8/2023”, with the changes to add an “&” after the word “Fire” on the SAFER signage and adding the words “Everest Metro” above the words “Municipal Court” and centering. Motion carried.***

**REMARKS FROM MEETING PARTICIPANTS**

Bid package to go out on May 11, 2023, and possibly also placed on Village website or Facebook.

**PUBLIC COMMENTS**

None.

**ADJOURN**

***Motion by Cronin, second by Pinsonneault to Adjourn at 8:12 p.m. Carried.***

**Yes Vote: 5 No Votes: 0 Abstain: 0 Not Voting: 1 Result: Pass**

<u>Member</u>	<u>Vote</u>
Hartinger, Jasper	Yes
Cronin, Steve	Yes
Pinsonneault, Jim	Yes

**VILLAGE OF WESTON, WISCONSIN**  
**OFFICIAL MEETING AGENDA OF THE BOARD OF TRUSTEES**

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Chief Clay Schulz  
Chief Josh Finke  
Tatro, Scott

Yes  
Yes  
Excused

# REQUEST FOR CONSIDERATION

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**Public Mtg/Date:** Public Safety Building Renovations Committee and Board of Trustees, June 1, 2023

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**Description:** Discussion and/or action on Bids and Contract Award for Public Safety Building Exterior Renovations

- a. Masonry Restoration
- b. Exterior Painting and alternates
- c. Exterior Signage

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Keith Donner, P.E., Administrator

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**Question:** What recommendations does the Building Committee wish to make for the Board of Trustees regarding bids for the Public Safety Building Exterior? Does the Board wish to accept or modify the Committee recommendations?

## Background

Bids for the revised scope of exterior improvements to the Public Safety Building were opened on May 25<sup>th</sup>. There were 3 main (“base”) bid components in the bid form. a) Masonry Restoration, b) Exterior Painting and Alternates for outbuildings, c) Exterior Signage.

No bids were received on the masonry. The scope of masonry work seems to be too small to interest contractors who are very much filled up with work at this point. Rather than expect a bid, the Village will seek proposals from masonry contractors who would likely have also been reluctant to provide a hard bid. The recommended approach this going forward is to pressure wash the block and then assess the extent of tuck pointing. This could be done in stages with a contractor through a Time & Materials proposal(s). There is additional concrete work desired on the south side of the apparatus bays which is estimated to cost between \$9,000 and \$10,000.

One bid was received from Omni Glass & Paint for painting the exterior of the main building and the alternates for the two outbuildings. \$75,790 for the Base Bid; \$13,310 for Outbuilding #1, and \$8,840 for Outbuilding #2. (Total of \$97,940). There was no bid for offering a 5-year paint warranty.

One bid was received from Finishing Touch Signs in the amount of \$39,130 for the Base Bid. There was no bid for the alternate of the signage raceway. In discussion with the company representative Finishing Touch indicates they would do the signage with the raceway for the Base Bid price. There was no bid submitted for Alternate #3b, Sign Illumination (for the Municipal Court and the Town letters on the northwest side). I am doing some follow-up on this with Finishing Touch and will also discuss with Scott Tatro if you wish to explore the lighted letters further.

Scott Tatro has been working on obtaining proposals for insulating the ductwork on the north side of the building. Thus far only one proposal has been obtained indicating a cost of \$22,830. Scott has also been coordinating work on the downspout on the south side of the building above the entrance with Dun Rite.

# REQUEST FOR CONSIDERATION

**Attachments/Links**    [Estimated Project Budget](#)  
[Bid Set Plans](#)  
[Bid Tabulation](#)  
E-mail from D. Raczkowski re: concrete approaches  
[Painting Bid](#)  
[Signage Bid](#)  
Ductwork Estimate

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**Prior Review:**            Numerous meetings. Ad Hoc Committee will meet prior to BOT on June 1.

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**FISCAL IMPACT:**        Not to exceed \$300,000

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**Recommendations:**    Award to Omni Glass & Paint: Base Bid #2 - Exterior Painting for \$75,790; Alternate #2a – Painting Outbuilding #1 for \$13,310; and Alternate #2b. – Paint Outbuilding #2 for \$8,840 for a total of \$97,940.

Award to Finishing Touch Signs: Base Bid #3 – Signage for \$39,130.

Affirm staff to continue working to obtain proposals for masonry work and ductwork.

<b>Recommended Language for Official Action</b>
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**Proposed Motion: TBD**

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**Additional action:**        **TBD**

May 26, 2023

Summary of Estimated Costs for Public Safety Building Exterior Renovations

ITEM	Source	Cost
<b>PAINTING</b>		
Main Building	Omni Glass & Paint, Bid	75,790.00
Paint Outbuilding #1	Omni Glass & Paint, Bid	13,310.00
Paint Outbuilding #2	Omni Glass & Paint, Bid	8,840.00
<b>Paint Subtotal</b>		<b>\$ 97,940.00</b>
<b>SIGNAGE</b>		<b>\$ 39,130.00</b>
<b>MASONRY RESTORATION</b>		
Pressure wash and assess	TBD	
Tuck pointing	TBD	
Apparatus Bay Concrete Approach	Estimate	9,375.00
<b>Masonry Subtotal</b>		<b>\$ 25,000.00</b> ???
<b>OTHER</b>		
Exterior Ductwork Insulation	Proposal	22,830.00
Downspout Repair	Estimate	2,000.00
AE Fees <sup>(1)</sup>		25,000.00
Village site work (sign removal, curb modifications, landscaping)		20,000.00
Contingencies (5%)		10,000.00
<b>Subtotal Other Items</b>		<b>\$ 79,830.00</b>
<b>TOTAL ESTIMATE</b>		<b>\$ 241,900.00</b>

(1) A/E fee in contract for building exterior and interior = \$70,172.

Billing to date = \$8,578.66. \$25,000 is only a ballpark estimate for exterior. Likely to be less.



From: [Dan Raczkowski](#)  
To: [Keith Donner](#)  
Subject: Safety Building - Concrete Approach  
Date: Wednesday, May 24, 2023 1:45:45 PM  
Attachments: [IMG\\_20230524\\_131430779.jpg](#)

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Keith, the Safety Building concrete approach is approx. 125' long by 6' wide = 750 Sq Ft.

I would figure a cost using the following pricing for an estimate assuming the concrete is 6" thick:

6" concrete removal - \$4.50 / Sq Ft = \$3375.00

6" Concrete Driveway - \$8.00 / Sq Ft = \$6000.00

Total = \$9375.00

I used NORCON's unit costs for the 2023 Stoneridge Dr Phase 1 Rehabilitation project (and he was the highest of the 3 bidders) and added \$0.50/Sq Ft for removal and \$0.25 / Sq Ft for 6" concrete driveway to come to this estimate.

I would look at having the balusters sand blasted and painted near the existing concrete (see attached picture) since it looks to be more surface rust than section loss rust on them.

All of the approach slabs have settled so there is a lip where they meet the garage floor and are not uniform creating a tripping hazard for pedestrian traffic.

Dan

Dan Raczkowski  
Village of Weston D.P.W.  
Office 715-241-2632



5500 N 28<sup>th</sup> Ave  
Wausau, WI 54401-8349  
Office: 715-675-0101 ext.1  
Cell: 715-571-1197  
Fax: 715-675-0202  
Email: [jzahn@csmillc.net](mailto:jzahn@csmillc.net)  
Web: [www.csmillc.net](http://www.csmillc.net)

Date: 5/25/23  
Quote: **13136**

### Proposal

To: Village of Weston  
Weston, WI

Attention: Scott Tatro

**Subject: Insulation Repairs on Outdoor Ductwork at the Municipal Safety Building**

We are pleased to submit our price on the above subject:

Provide labor and materials to remove the existing insulation and jacketing on a total of four (4) sections of ductwork that runs up the sidewall of the building on the north side. All existing ductwork will get re-insulated with 2" thick extruded polystyrene and covered with Idealseal self-adhering jacketing. Portions of the chain link fences that surround the units may need to be temporarily removed to access the areas of ductwork. This would need to be handled by others.

All labor is based on straight time.

Lift rental is included to access the work as needed.

**Labor and Material: \$22,830.00**

Thank you for giving me the opportunity to quote your project. If you have any questions, or if I can be of any other assistance, please do not hesitate to call me at 715-675-0101 or 715-571-1197.

Sincerely,   
\_\_\_\_\_  
Jeremy J. Zahn