CITY OF ALGOMA
COUNTY OF KEWAUNEE
STATE OF WISCONSIN

COMMON COUNCIL
RESOLUTION NO 775 – 2016

A RESOLUTION AUTHORIZING AN AGREEMENT BETWEEN THE CITY OF ALGOMA AND CEDAR, CORPORATION FOR PROJECT ENGINEERING, SURVEY AND DESIGN WORK FOR A 2016 CITY ALLEY PROJECT

WHEREAS, the City of Algoma Capital Improvement Plan (CIP) includes a program for improving city streets, alleys, and sidewalks; and,

WHEREAS, the 2016 Capital Budget includes funding to rebuild one such alley that is in a serious state of disrepair, a north-south alley that is located between 3rd and 4th Streets, and that spans one block between Steele Street on the north and Clark Street on the south; and,

WHEREAS, on May 31, 2016 the City of Algoma, WI issued a Request for Proposals (RFP) on its website and in other ways inviting qualified engineering firms to submit proposals to provide contracted municipal engineering services to the City along with: (1) a scoping statement for the alley project describing the work to be undertaken, including the services outlined in the RFP, and any modifications or expansion of the scope provided in order to deliver the services; (2) a project work plan with a detailed project time schedule with start date and major project milestones; and (3) a project budget with estimated level of effort for each member of the team and for each major task; and,

WHEREAS, the Administrator – Clerk – Treasurer received eight proposals from qualified engineering firms by the deadline on Friday, June 17, 2016; and,

WHEREAS, Cedar, Corporation provided the low bid for the project engineering, survey and design work in the amount of $4,737.00; and,

WHEREAS, the Public Works Committee reviewed the bid tabulation at the June 28, 2016 meeting and determined that Cedar, Corporation demonstrated familiarity with the City of Algoma, competency, experience and skills in the field of Municipal Engineering, including project experience similar to the services requested by the City of Algoma for this alley project, and provided references that spoke highly of the services provided by Cedar, Corporation all of which resulted in a recommendation by the Public Works Committee to the Common Council to award the bid to Cedar, Corporation to provide engineering services for the completion of this alley project during the fall 2016 construction season; and,

WHEREAS, the City Administrator, and Public Works Director concur with the Public Works Committee's recommendation for this project.

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Algoma, Wisconsin, that: (1) a contract to perform the alley project engineering, survey and design work as described in the Request for Proposals (RFP) Issued by the City of Algoma, WI on May 31, 2016 be awarded to Cedar, Corporation, and (2) that the Administrator – Clerk – Treasurer is authorized to administer the execution of said contract.

ADOPTED BY ORDER OF THE COMMON COUNCIL AT A REGULAR MEETING THEREOF ON THE 11TH DAY OF JULY, 2016, BY A VOTE OF _____ FOR AND _____ OPPOSED.

Approved: Wayne R. Schmidt
Wayne R. Schmidt,
Mayor of the City of Algoma

Attest: Jeffrey L. Wiswell, Sr.
Jeffrey L. Wiswell, Sr.,
Administrator – Clerk – Treasurer of the City of Algoma