





AGENDA NOTICE

THE FINANCE COMMITTEE OF THE CITY OF EAGLE RIVER WILL HOLD A MEETING ON TUESDAY, APRIL 8, 2025, 5:15 P.M. AT CITY HALL, 525 E. MAPLE STREET IN EAGLE RIVER.

- 1) Call To Order.
- 2) Roll Call.
- 3) Treasurer confirmation that all bank accounts are reconciled.
- 4) Treasurer report of any and all late payments and penalties.
- 5) March Financial Review.
- 6) Review & Approval of Accounts Payable.
- 7) Adjourn.









AGENDA NOTICE

THE COMMON COUNCIL OF THE CITY OF EAGLE RIVER WILL HOLD A MEETING ON TUESDAY, APRIL 8, 2025, 6:00 PM AT CITY HALL, 525 E. MAPLE STREET IN EAGLE RIVER.

The meeting will be available via Zoom at the following link:

https://us06web.zoom.us/j/81145375663?pwd=bQHqovHJVhgsraba1g3yEoGUXFGtmf.1

Meeting ID: 811 4537 5663 Passcode: 064873

- 1. Call to Order
- 2. Pledge of Allegiance
- 3. Roll Call
- 4. Approve the agenda in any order
- 5. Approve Minutes of Previous Meetings
- 6. Discussion and Possible Action on the Following Agenda Items:
 - a) Street Closing/temporary sign/amplification/display of goods permits:
 - Vilas County Veterans Service Office: Amplifying Device Veterans Memorial Day Program, Vilas County Courthouse, 5/26/25 11AM – 12PM
 - ii. Veterans Resource Center: Street Closing/Amplifying Device/Temp Signs – Come to the Coop to Support our Troops, 8/20/25 at the Square 6AM – 7PM
 - Eagle River Revitalization Program: Street Closing/Display of Goods/Food iii. Trucks/Amplifying Device/Temp Signs – Young Entrepreneur Market (YEM) 6/20, 7/11, 8/1,8/29, and 10/3/2025 at the Square 11AM – 2PM with setup 9AM - 4PM
 - iv. Vilas County Ag Society: Food Trucks/Amplifying Device/Temp Signs/Street Banners/Animals to be Kept for exhibition or amusement – Vilas County Fair, 8/7 – 8/10/2025 at Vilas County Fairgrounds 511 W Pine St, Noon – 11:00PM
 - Vilas County Ag Society: Amplifying Device/Temp Signs/Animals to be kept for exhibition or amusement – Culpepper & Merriweather Circus -7/4/25 at Vilas County Fairgrounds 511 W Pine St, Two shows: 2:00PM and 4:30PM
 - b) Picnic Licenses:
 - Vilas County Agricultural Society Dale Ayers Agent
 - 1) Class B Beer/Class B Wine Zen Fest June 20-22, 2025
 - 2) Class B Beer/Class B Wine Vilas County Fair August 7 -10, 2025
 - Veterans Resource Center Dennis Geiseman Agent
 - 1) Class B Beer WRJO Street Dances Thursdays 7-10 thru 8-14-25
 - 2) Class B Beer Come to the Coop to Support our Troops 8-20-25
 - 3) Class B Beer 4th of July Party in the Streets 7-4-25
 - 4) Class B Beer Burger Bash 7-19-25
 - c) Regular Operator's licenses: Joy Jenkins, Laura Modl, Melissa McDonald, David Thoms, Jeremy Schmidt PENDING: Chelsea Rodriguez
 - d) Direct Sellers Permit: R&R Trailside Dogs LLC Randal Eichhorst, Food Truck, 1 year permit, Location authorization from Tractor Supply
 - e) Garbage Haulers Licenses: Gas Distribution Systems Inc DBA Eagle Dumpster, GFL Environmental Holdings Inc, Republic Services III LLC, Lakeland Disposal & Recycling LLC, Howard Disposal LLC, WM- Advanced Disposal LLC
 - f) Taxi Licenses
 - Taxi Business:
 - 1) Allison's Bar Car, LLC Kenneth Allison
 - 2) Allison's Bar Bus, LLC Marianne Allison
 - 3) John Barnes & Company Corp John Barnes*

- ii. Taxi Drivers:
 - 1) Kenneth Allison Allison's Bar Car & Limo and Allison's Bar Bus
 - 2) Marianne Allison Allisons Bar Car
 - 3) Timothy Crow Allison's Bar Car & Limo and Allison's Bar Bus
 - 4) John Barnes John Barnes & Company Corp*
- g) MSA Monthly Updates
 - i. Approval of Silver Lake Road reconstruction bid from Pitlik & Wick for \$628,635.70.
- h) Great Headwaters/Three Eagle Trails (GHT) request to paint crossing at Wall Street between Bridge and Railroad Streets, and the extending trail lines through the parking lot between Wall and Pine Streets west of Railroad Street. GHT to reimburse City of Eagle River for any time and materials expense related to painting.
- i) ER Revitalization Program Main Street Awards and Grants Announcements
- j) Disallowance of Claim Relating to the claim of Ilene Davis per recommendation from Statewide Services, League of Wisconsin Municipalities Mutual Insurance.
- k) Approval of Deed Restriction for sale of parcel #221-995 on the southeast corner of E. Hospital Road and N. Indiana Street. Sale was approved by the Council on February 11, 2025.
- I) Golf Course
 - i. Grounds Superintendent's Report
 - ii. Approve April 2025 March 2026 Marketing Contract for Kim Swisher Communications LLC, not to exceed \$13,200
 - ii. Approve Electrical Upgrades bid document for release.
- m) Department of Public Works
 - i. Department of Public Works retirement(s) and succession planning
 - ii. Approval of hiring process and job description(s)
- n) Approve Dog Park Construction bid document for release.
- o) Approve payment of the bills for the City and the Golf Course
- p) Treasurer's monthly update.
 - i. Personal Sick Time/PTO request
- q) Police chief monthly update on departmental activities
 - i. Approval to open the hiring process for an officer to replace position vacancy.
- Administrator's monthly update on activities of all departments
- s) Clerk's monthly update

7. Adjourn to Closed Session according to Wisconsin State Statute:

- a) 19.85(1)(b) Considering dismissal, demotion, licensing or discipline of any public employee or person licensed by a board or commission or the investigation of charges against such person, or considering the grant or denial of tenure for a university faculty member, and the taking of formal action on any such matter;
 - i. Liquor License June 30, 2025 Renewal
- b) 19.85 (e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.
 - i. Considering an offer to purchase parcel 221-457 on Bond Street. Sale approved by the City Council in March 2025.
- 8. Reconvene in Open Session according to Wisconsin State Statute 19.85 (2) with possible action on closed session agenda items.
- 9. Adjourn.

March 11, 2025

A meeting of the Finance Committee of the City of Eagle River was called to order at 5:15 PM by Mayor Jeff Hyslop.

Roll Call: Dan Dumas, and Kim Schaffer. Vic Washelesky present via Zoom. Absent: Jerry Burkett. Also in attendance: Becky Bolte and Robin Ginner.

Treasurer confirmation that all bank accounts are reconciled: Hoffmann was absent

Treasurer report of any and all late payments and penalties. Hoffmann was absent

<u>February Financial Review</u>: Hoffmann provided the following written reports: February 28, 2025, budget reports for both the City and the Golf Course.

Review and approval of Accounts Payable for City and Golf Course: Motion by Schaffer, 2nd by Dumas, to recommend payment of presented City and Golf Course payables to City Council. Carried on a roll call vote. Ayes: Schaffer, Dumas, Washelesky Nays: None.

Motion by Dumas, 2nd by Schaffer to adjourn at 5:40 PM. Carried, all.

Becky Bolte - Clerk

March 11, 2025

A meeting of the Common Council of the City of Eagle River was called to order at 6:00PM by Mayor Jeff Hyslop.

The Pledge of Allegiance was led by Dan Dumas and was recited by all present.

Roll Call: Dan Dumas, Kim Schaffer. Vic Washelesky and Jerry Burkett were present via Zoom. Also in attendance: Robin Ginner, Becky Bolte, Adam Ross, Mike Adamovich, Tony Sable, and Mike Sanborn. Chris Dobbs present via Zoom.

Motion by Schaffer, 2nd by Dumas to approve the agenda in any order. Carried, all.

Motion by Burkett, 2nd by Schaffer to approve the minutes of the 2/11/25 Finance Committee and Common Council meetings, with correction to Finance Committee Financial Review title: corrected to include December AND January. Carried, all.

a) Street Closing/temporary sign/amplification/display of goods permits:

Eagle River Lions Club: Sausage Fest: Amplifying Device/Temporary Signs/ No parking areas, Aug 31, 2025 11:00AM – 4:00PM with setup and breakdown from August 27 – September 2, 2025. *Motion by Dumas, 2nd by Washelesky to approve the Eagle River Lions Club Sausage Fest permit as presented. Carried, all.*

Eagle River Area Chamber of Commerce: 2025 Events

Memorial Day Arts and Crafts Show and Sidewalk Sales - May 25 / Up North Beer Fest – June 13-14 / Sip-N-Suds Shop and Stroll – June 21 / 4th of July Parade – July 4 / Parade Application / 4th of July Party in the Street – July 4 / Burger Bash - July 19 / National Championship Musky Open – August 14 – 17 / Eagle River Car and Truck Show – August 23 / Labor Day Arts and Crafts Show and Sidewalk Sales – August 31 / September Timber Ride – September 13 / Cranberry Fest – Farmers Market & Antique Sale – Downtown - October 4 / Cranberry Fest – Vilas County Fair Grounds – October 1-5 / Hallowfest – October 25 / Wi-Does Wine Walk – November 22 / Christmas Kick-Off - December 6.

Motion by Dumas, 2^{nd} by Schaffer to approve the 2025 event permits as presented for the Eagle River Chamber of Commerce. Carried, all.

Request to waive the direct sales fees for the Eagle River Area Chamber: Memorial Day Arts and Crafts Show, 4th of July Party in the Street, Burger Bash, The National Championship Musky Open, Eagle River Car and

Truck Show, Labor Day Arts and Crafts Show, Cranberry Fest and Cranberry Fest Farmers Market & Antiques. *Motion by Schaffer, 2nd by Dumas to waive the direct sellers permit fees for the Eagle River Area Chamber of Commerce 2025 events as listed. Carried on a roll call vote, all.*

Vilas County Land & Water Conservation: Clean Boats Clean Waters Training – T-docks 5-1-25 and Citizen Lake Monitoring Refresher Training – Silver Lake Beach/dock area 6-20-25. Motion by Dumas, 2nd by Washelesky to approve permits for Vilas County Land & Water Conservation as presented. Carried, all.

Preslie's Pay it Forward Cancer Ride and Toy Drive, Thomas Mantsch – Blocked off street parking on Wall Street and First for a couple hours, time TBD, for motorcycle parking at Grandmas Toybox August 16, 2025. *Motion by Schaffer, 2nd Washelesky to approve parking block as determined by the Police Chief for Preslie's Pay it Forward Cancer Ride and Toy Drive as presented. Carried, all.*

Vilas County Agricultural Society – Kenny and Jess Body:

Eagle Days: Amplifying Device/Food Trucks, Vilas County Fairgrounds 5/17, 6/21, 7/19, 08/23, and 9/20/2025, 9:00am – 5pm, flea market setting – arts, crafts, clothing, baked goods, produce, candles, jewelry, and miscellaneous.

Zen Fest: Amplifying Device/Food Trucks, Vilas County Fairgrounds June 20-22, 2025, June 20 5pm – 10pm, June 21 8am – 10pm, June 22 8am – 5pm

Motion by Dumas, 2nd by Washelesky to approve Eagle Days - Vilas County Fairgrounds 5/17, 6/21, 7/19, 08/23, and 9/20/2025 and Zen Fest - Vilas County Fairgrounds June 20-22, 2025, June 20 5pm – 10pm, June 21 8am – 10pm, June 22 8am – 5pm as presented. Carried, all.

b) Picnic Licenses:

Eagle River Lions Club – Jerry Robish Agent - Class B Beer – Sausage Fest – August 31, 2025 Motion by Dumas, 2nd by Schaffer to approve Class "B" Temporary Beer alcohol license to Eagle River Lions Club, Sausage Fest, August 31, 2025, Jerry Robish Agent. Carried, all.

Eagle River Chamber of Commerce 2025 Events – Kim Emerson Agent

- 1) Class "B" Beer Memorial Day Arts & Crafts May 25, 2025
- 2) Class "B" Beer National Championship Musky Open August 14 17, 2025
- 3) Class "B" Beer Eagle River Car and Truck Show August 23, 2025
- 4) Class "B" Beer Labor Day Arts & Crafts Show August 31, 2025
- 5) Class "B" Beer/Class "B" Wine Cranberry Fest October 4-5, 2025

Motion by Washelesky, 2nd by Burkett to approve Class "B" Temporary Beer alcohol license to Eagle River Chamber of Commerce, Memorial Day Arts & Crafts – May 25, National Championship Musky Open – August 14 – 17, Eagle River Car and Truck Show – August 23, Labor Day Arts & Crafts Show – August 31, and Class 'B" Beer/Class "B" Wine Cranberry Fest – October 4-5, Kim Emerson Agent. Carried, all.

- c) <u>Regular Operator's licenses</u>: Heidi Borlick, Shayna Wehe-Hood. *Motion by Schaffer, 2nd by Dumas to approve regular operators licenses as presented. Carried, all.*
- d) MSA Monthly Updates: Phil Kriesel of MSA presented a written report including an update to the Silver Lake Road project.
- e) Resolution #1053 Authorizing the Issuance and Establishing Parameters for the Sale of Not to Exceed \$1,750,000 General Obligation Promissory Notes. Brad Viegut present via zoom. BAIRD provided a timeline and breakdown of the GO Promissory note that consists of: Fire Truck replacement city portion \$64,400, Golf Course Sprayer and Range Picker \$71,105, Light and Water Bucket Truck, Wall Project, and Water Tower \$1,011,000, Police Department Garage Furnace, Pickup, Squad with accessories, and Body Cams \$160,000, Street Project Silver Lake Road \$373,590. Viegut presented that while this is presented as a 20-year note, the

Golf Course and Levy portion will be paid in 10 years while the Light and Water Utility portions will have a 20-year payoff, beginning with payments in March of 2026. *Motion by Burkett, 2nd by Schaffer, to adopt Resolution #1053 Authorizing the Issuance and Establishing Parameters for the Sale of Not to Exceed \$1,750,000 General Obligation Promissory Notes. Carried on a roll call vote, all. Ayes: Burkett, Schaffer, Washelesky, Dumas Nays: None*

f) Eagle River Revitalization Program: Resolution #1054: A Resolution in Support of a Joint Project Between the Eagle River Revitalization Program and Great Headwaters Trails to Enhance the Bike/Pedestrian/Snowmobile Trail Crossing at Bridge Street Leading to Riverview Park: Margelofsky presented that City support Resolution is needed to apply for a grant for a flashing crossing at Riverview Park. Ginner added that Alternative #1 in the provided packet is what is being proposed. Motion by Washelesky, 2nd by Dumas to adopt Resolution #1054: A Resolution in Support of a Joint Project Between the Eagle River Revitalization Program and Great Headwaters Trails to Enhance the Bike/Pedestrian/Snowmobile Trail Crossing at Bridge Street Leading to Riverview Park. Carried on a roll call vote. Ayes: Washelesky, Dumas, Schaffer, Burkett Nays: None

g) Planning Commission:

Ordinance 592 - Annexing Territory: Tammy Rabenberg and Kyle Schnieder are requesting annexation of property, consisting of 1.46 acres located at 4412 East Wall Street, from the Town of Lincoln into the City of Eagle River, Vilas County, Wisconsin. The parcel number is 14-1804. Legal Description: All that part of the NE 1/4 of the NW 1/4, Section 34, Township 40 North, Range 10 East, Town of Lincoln, Vilas County, Wisconsin, lying North of the centerline of Highway; which Highway is a continuation of Wall Street East, the Town of Lincoln, Vilas County, Wisconsin; EXCEPTING THEREFROM those parcels of land conveyed in the following: Volume 73 Deeds, page 520; Volume 78 Deeds, page 483; Volume 64 Deeds, page 574; Volume 115 Records, page 278; Volume 372 Micro Records, page 585; Volume 421 Micro Records, page 295 and Volume 433 Micro Records, page 678. After disclosing that she has researched this property at her job at Northwoods title with no objections, Schaffer presented the Planning Commission recommendations. *Motion by Schaffer, 2nd by Burkett to adopt Ordinance 592, Annexing territory, Tammy Rabenberg and Kyle Schnieder, 1.46 acres located at 4412 East Wall Street from the Town of Lincoln into the City of Eagle River, Vilas County, Wisconsin as recommended by the Planning Commission. Carried on a roll call vote. Ayes: Schaffer, Burkett, Washelesky, Dumas Nays: None*

Premier Eagle River, LLC architectural plans to construct Phase 2 of a multi-family housing complex consisting of up to 48 units, on Parcel #221-1060-05, described as NW-NE, Sect. 34, T40N,R10E, PRT NW NE EXC 507081,547546,593411. Conditional Use Permit approved February 11, 2025. Burkett abstained from discussion. Schaffer presented the Planning Commission recommendation. *Motion by Washelesky, 2nd by Dumas to approve Premier Eagle River, LLC presented architectural and lighting site plans for Phase 2 of a multi-family housing complex consisting of up to 48 units, on Parcel #221-1060-05 as recommended by the Planning Commission. Carried on a roll call vote. Ayes: Washelesky, Dumas, Schaffer Nays: None Abstaining: Burkett*

Request from the Eagle River Revitalization Program to amend Farmers Market shed placement approved in September 2024: Margelofsky was present and reported the previously approved location of a new farmers market shed infringed on the snowmobile trail and presented a new location. *Motion by Schaffer, 2nd by Dumas to accept the Planning Commission recommendation and approve amendment to September 2024, Farmers Market shed placement, to the area where the existing sign is located, on City property across from 606/622 N Michigan pending the moving of the Farmers Market sign to the city property used for the farmers market at the end of Ohio Street. Carried on a roll call vote, all.*

Approval to sell Parcel #221-457 on the west side of Bond Street at the T-Docks boat landing, zoned Single-Family Residential, and described as Sect. 28, T40N, R10E, PRT OUTLOT D LAKE PARK ADDN. Schaffer presented the recommendation by the Planning Commission, reporting 635 N Bond has been purchased with a March 31, 2025 confirmation. The buyer has intentions to separate Lot 13 and Lot 14 and build on the

vacant lot and would like to purchase city parcel #221-457, connected to each lot as an extension, allowing for one pier on each improved lot. The parcel for sale would be for single family residential intention not commercial use. Mayor Hyslop reported that Council would be approving the concept presented for selling but would come back to the Council after the March 31 confirmation of sale of 635 N Bond. *Motion by Schaffer, 2nd by Dumas to accept the Planning Commission recommendation and approve the selling concept of city parcel #221-457 after confirmation of sale, in two parts, functioning consistent with Single Family Residential, and with each part functioning as an extension of lots 13 and 14 respectively of the Lake Park Addition subdivision and each part shall not be sold independently or function independently of lots 13 and 14. Discussion. Carried on a roll call vote, all.*

- h) <u>Golf Course:</u> Golf Pro Tony Sable presented a written report on staffing and upcoming need for cart replacement. The golf course is gearing up for the season. Burkett asked about the lifting of the clubhouse with Ginner stating that the lift is completed. Electrical and fans/vents on roof are still to be addressed.
- i) <u>Deed Restriction for Indiana/Hospital Road Parcel approved for sale February 11, 2025</u>. Ginner presented a letter from Attorney Garbowicz stating that enforcement of a restriction violation could be a costly process. Hyslop stated deed restrictions have ramifications. Burkett responded that he thinks the restrictions should be part of the sale so the buyer knows the city intent and we could adjust it if necessary. No action to remove the previously approved restrictions.
- j) <u>Approve payment of the bills for the City and the Golf Course:</u> Motion by Schaffer, 2nd by Dumas to approve payment of the bills for the city and the golf course as recommended by the Finance Committee. Carried on a roll call vote. Ayes: Schaffer, Dumas, Washelesky. Nays: None Abstaining: Burkett
- k) <u>Treasurer's monthly update:</u> Hoffmann provided a written report.

I) Police Department:

Chief Dobbs provided a current activity report and monthly reports were provided by Assistant Chief Ross and Chief Dobbs.

Police Department Purchasing/Financing of Squads and cameras. Chief Dobbs presented quotes for capital equipment/vehicle purchasing in 2025 if vehicles are available. The PD would be trading a 2014 squad and a 2015 pickup. Dobbs updated that USDA grant funding is not available this year. Discussion on lack of availability of squads. Dumas confirmed with Chief Dobbs that body cams would be provided for all officers. Ginner explained that the total of the combined quotes is currently included in the 2025 Capital Improvement loan as presented on adopted Resolution 1053. Motion by Schaffer, 2nd by Dumas to approve up to \$160,00 for the replacement of patrol vehicles, vehicle equipment, equipment installation, squad mounted cameras, and body cams. Carried on a roll call vote, all.

Approval of Traffic Safety Class – Chief Dobbs presented, providing a written document explaining the eligibility requirements and conditions of the proposed Traffic Education Class. Dobbs reported Attorney Garbowicz, Vilas County Judge Milanowski and Vilas County Judge Overbey support the alternative to traffic fines and court appearances, promoting education, rather than fines. *Motion by Dumas, 2nd by Washelesky to approve the implementation of traffic education classes as an alternative to court appearances for those offences that meet eligibility requirements and conditions. Carried on a roll call vote, all.*

Letter of Understanding regarding deficit hours grievance. *Motion by Schaffer, 2nd by Washelesky to approve Letter of Agreement as presented between the City of Eagle River and the Eagle River Professional Police Association, regarding the annual base hours and eighty hour pay periods as presented. Carried on a roll call vote, all.*

- m) <u>Administrator's monthly update on activities of all departments:</u> Ginner provided a written report adding Norvado was at City Hall to do an audit of the phone system, reporting the city's phone system is no longer supported and we are looking at the 2026 budget cycle for replacement. Ginner also reported that the Eagle River Pickleball Association has withdrawn their request for property use behind City Hall for pickleball courts.
- n) <u>Clerk's monthly update:</u> Bolte provided a written report.
- o) <u>City Facilities Cleaning Contract Mary Wick:</u> Ginner reported Mary Wick requested a contract for city cleaning services. Ginner drafted a ten-year contract for city facility cleaning for Mary Wick. *Motion by Burkett, 2nd by Dumas to approve presented city facilities cleaning contract for Mary Wick. Carried on a roll call vote, all.*

Motion by Schaffer, 2nd by Dumas to adjourn at 7:20PM. Carried, all.

Becky J Bolte - Clerk



UPDATE | A Review of MSA's Commitment to Your Community

CLIENT LIAISON:

Phil Kriesel

Phone: 715-362-3244 Cell: 715-482-0238 pkriesel@msa-ps.com

DATE:

April 8, 2025



SILVER LAKE ROAD (R00088117)

Bid opening was held March 27th, only one bidder responded:

Pitlik and Wick

\$628,635.70

The bidder is a responsible bidder, and MSA recommends awarding the project to Pitlik and Wick.

The City of Eagle River was awarded a \$320,971.32 MSID grant from WISDOT for the reconstruction of Silver Lake Road from the intersection of Sheridan Street and Silver Lake Road to the City limits near the swimming beach. Our estimate at the time of the bid was \$670,244. The planned project is to include replacement of the pavement and provisions for a sidewalk on the south side of the project.

> City Awards project to MSA 30% Review Plan Review with City 90% Review Plan Review with City Final Plans Complete Advertise for Bids **Bid Opening Construction Begins** Construction Substantial Completion **Construction Final Completion**

May 2024 December 2024 February 2025 February 2025 March 2025 March 2025 No earlier than August 11th September 30th, 2025 October 15th, 2025

NON TID SERVICES 2025 (R00088139)

- No work under this project number for this month.
- The Non TID services contract allows MSA to respond quickly to small engineering service requests as they come up.



GIS UPDATE (R00088098)

The City met with MSA to discuss moving their GIS to ESRI's new software platform called Experience Builder. The current version called Web AppBuilder will be retiring this year. The City plans to move forward with the upgrade to Experience Builder in 2025. The current GIS apps will continue to work until the upgrade is complete.

WDNR INTENT TO APPLY - CLEAN WATER FUND AND SAFE DRINKING WATER LOAN PROGRAMS

In October MSA again submitted ITA's for projects the City will consider over the next year. There is no fee for this service. It is important to think about what possible projects could come up in the next year to apply for. This should be looked at like a wish list. Funding changes will happen over the next year, and this is the required first step in using DNR loan and grant programs.





MSA Professional Services 1835 N Stevens Street Rhinelander, WI 54501

P 715-362-3244 TF1-800-844-7854 F 715-362-4116 www.msa-ps.com

April 1, 2025

Robin Ginner, City Administrator City of Eagle River 525 E Maple Street Eagle River, WI 54521

Re: Silver Lake Road Reconstruction

City of Eagle River

Dear Robin:

Upon review of the bids received on March 27, 2025 for the above-referenced project, it was found that they were submitted by a qualified contractor. It is our recommendation that the responsive bidder listed below be accepted and award made at your next meeting.

Pitlik & Wick, Inc. 8075 Co Hwy D Eagle River, WI 54521

Bid Amount \$628,635.70

Please execute the enclosed Notice of Award for the contract. Once the form is signed, please email a copy back to nstein@msa-ps.com. After receiving the executed copy, we will forward one copy of the Notice of Award and the remaining contract package to the Contractor.

Sincerely,

MSA Professional Services, Inc.

Pl.O Kriesel

Phil Kriesel Project Manager

nss Enc.

NOTICE OF AWARD

Date o	of Issuance:	<u> </u>
Owne	r: City of Eagle River	Owner's Contract No.:
Engine	eer: MSA Professional Services, Inc	Engineer's Project No.:00088117
Contra	act: City of Eagle River - Silver Lake Road Reconstruction	
Bidder	r: Pitlik & Wick, Inc.	
Biddei	r's Address: 8075 Co Hwy D, Eagle River, WI 54521	
	re notified that your Bid dated <u>March 27, 2025</u> for the above Corvarded a Contract for <u>Silver Lake Road Reconstruction</u> <i>Base Bid</i>	ntract, and that you are the Successful Bidder and
(\$628,	ontract Price of your Contract is <u>Six Hundred Twenty-Eight Thousa, 635.70</u>). Contract Price is subject to adjustment based on the prose governing changes, Unit Price Work, and Work performed on a	visions of the Contract, including but not limited
	unexecuted counterparts of the Agreement accompany this Notice nents accompanies this Notice of Award, or has been transmitted	
	☐ Drawings will be delivered separately from the other Contract	t Documents.
You m	nust comply with the following conditions precedent within 15 days	s of the date of receipt of this Notice of Award:
1.	Deliver to Owner One counterparts of the Agreement, signed b	y Bidder (as Contractor).
2.	Deliver with the signed Agreement(s) the Contract security (suc and insurance documentation, as specified in the Instructions to and 6.	
3.	Other conditions precedent (if any): Failure to comply with thes Owner to consider you in default, annul this Notice of Award, an	
	n 10 days after you comply with the above conditions, Owner will ment, together with any additional copies of the Contract Docume tions.	
Owner	r: <u>City of Eagle River</u>	
By <i>(sig</i>	gnature):	
Name	(printed):	
Title: _		
	to Engineer	

City of Eagle River Silver Lake Road Project (#9559914)

Owner: City of Eagle River

Solicitor: MSA Professional Services - Rhinelander

03/27/2025 11:00 AM CDT MSA Project #00088117

MSA Project #000883					PITLIK & WIG	
Section Title	Line No.	Item Description	UofM	Quantity	Unit Price	Extension
General	1	Mobilization, Bonds, & Insurance	L.S.	1	\$28,000.00	\$28,000.00
		Erosion and Sedimentation Control	L.S.	1	\$4,500.00	\$4,500.00
	3	Turf Restoration	L.S.	1	\$21,500.00	\$21,500.00
	4		L.S.	1	\$18,750.00	\$18,750.00
		Rock Excavation Trucked Backfill	C.Y.	20	'	\$0.20
		Furnish & Install Silt Fence	C.Y. L.F.	30 1380	\$15.00 \$2.00	\$450.00 \$2,760.00
	-	Furnish & Install Erosion Mat, Class 1, Type B Urban	S.Y.	300	\$2.00	\$600.00
		Furnish & Install Inlet Protection, Type A	EA.	1	\$100.00	\$100.00
	10	Furnish & Install Inlet Protection, Type D	EA.	2	\$100.00	\$200.00
	11	, ,	S.F.	288	\$4.00	\$1,152.00
Canitany Cayyar		General Total:				\$78,012.20
Sanitary Sewer	12	Furnish & Install Casting & Adjustment Rings on Sanitary Manhole	EA.	5	\$2,100.00	\$10,500.00
		Furnish & Install 4-Inch D.I. Class 52 Forcemain	L.F.	24		\$6,600.00
	14	Furnish & Install 4-Inch Bend	EA.	4	\$205.00	\$820.00
		Connect to Existing Force Main	EA.	2		\$2,800.00
	16	Sanitary Forcemain Exploratory Excavation	EA.	1	\$4,600.00	\$4,600.00
Watermain		Sanitary Sewer Total:				\$25,320.00
Watermain	17	Furnish & Install 6-Inch Dia. D.I. Class 52 Watermain	L.F.	24	\$265.00	\$6,360.00
		Furnish & Install 6-Inch Bend	EA.	4	\$295.00	\$1,180.00
	 	Connect to Existing Water Main	EA.	2	\$1,500.00	\$3,000.00
	20	Watermain Exploratory Excavation	EA.	1	\$4,600.00	\$4,600.00
<u></u>		Watermain Total:				\$15,140.00
Storm Sewer	01	Funish and Install Storm Manhole, Type 1	V.F.	14	\$725.00	\$10,150.00
		Funish and Install Storm Manhole, Type 1 Funish and Install Storm Manhole, Type 1, Base and Casting	EA.	2	·	\$6,600.00
		Furnish & Install 30-Inch Dia. Catch Basin, Complete w/ Base & Casting	EA.	1	\$3,000.00	
		Furnish & Install 15-Inch Dia. RCP Class 3 Storm Sewer	L.F.	50		\$5,000.00
		Furnish & Install 18-Inch Dia. RCP Class 3 Storm Sewer	L.F.	58	· ·	\$6,380.00
	ł	Furnish & Install 15-Inch Dia. RCP Apron End Wall	EA.	1	\$1,250.00	\$1,250.00
-		Furnish & Install 18-Inch Dia. RCP Apron End Wall Furnish & Install Medium Rip Rap	EA. C.Y.	2 15	. ,	\$2,700.00 \$1,500.00
		Furnish & Install Geotextile Fabric, Type HR	S.Y.	25	·	\$500.00
	-	Furnish & Install Storm Manhole Baffle 48-Inch x 36-Inch	EA.	2	\$9,500.00	\$19,000.00
	31	Remove Existing Storm Sewer Pipe Outside of Common Trench	L.F.	55	\$75.00	\$4,125.00
		Storm Sewer Total:				\$60,205.00
Street	22	Unclassified Excavation (Includes Removals)	L.S.	1	\$86,465.00	\$0C 4CE 00
		Excavation Below Subgrade	C.Y.	300	\$15.00	\$86,465.00 \$4,500.00
	!	Furnish & Install Granular Borrow	C.Y.	300	\$15.00	\$4,500.00
	35	Furnish & Install 12-Inch Thick Aggregate Base Course, 1 1/4-inch	S.Y.	5800	\$17.25	\$100,050.00
		Furnish & Install 6-Inch Thick Aggregate Base Course, 3/4-inch	S.Y.	1020		\$21,675.00
	 	Furnish & Install 4-Inch Thick Aggregate Gravel Shoulder, 3/4-inch	S.Y.	375		\$5,625.00
	-		S.Y. S.Y.	5800	\$5.50	\$31,900.00
		Furnish & Install Woven Polypropylene Geotextile Fabric, Type SAS Furnish & Install Temporary Gravel	C.Y.	300 75	\$2.50 \$35.00	\$750.00 \$2,625.00
		Furnish & Install 24-Inch Concrete Curb & Gutter, Type D	L.F.	1290		\$20,253.00
		Furnish & Install Pedestrian Curb	L.F.	200	\$32.90	\$6,580.00
		Furnish & Install 4-Inch Thick Concrete Sidewalk	S.F.	7600	\$5.05	\$38,380.00
		Furnish & Install 6-Inch Thick Concrete Driveway Pavement	S.F.	80		\$720.00
		Furnish & Install 2.5-Inch Thick Asphaltic Driveway Pavement Furnish & Install 4-Inch Thick Asphaltic Pavement	S.Y.	200 4850	\$30.00 \$20.75	\$6,000.00 \$100,637.50
	 	Furnish & Install Pavement Marking, Epoxy, 6-Inch (White)	L.F.	150		\$2,250.00
		Furnish & Install Pavement Marking, Epoxy, 4-Inch (Yellow)	L.F.	3000	·	\$5,250.00
	49	Sawcut Asphalt Pavement	L.F.	500	\$3.00	\$1,500.00
		Sawcut Concrete	L.F.	30	\$4.00	\$120.00
		Furnish & Install Courb Ramp Detectable Warning Fields	S.F.	40 400		\$2,120.00
		Furnish & Install Cedar Split Rail Fence Dust Control Surface Treatment-Calcium Chloride	S.F. S.Y.	5800	\$20.00 \$0.01	\$8,000.00 \$58.00
	33	Street Total:	J	3300	Ψ0.01	\$449,958.50
		General Total:				\$78,012.20
		Sanitary Sewer Total: Watermain Total:				\$25,320.00 \$15,140.00
		Storm Sewer Total:				\$15,140.00
		Street Total:				\$449,958.50
		Base Bid Total:				\$628,635.70

City of Eagle River Silver Lake Road Project (#9559914)

Owner: City of Eagle River

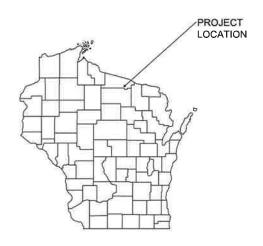
Solicitor: MSA Professional Services - Rhinelander

03/27/2025 11:00 AM CDT MSA Project #00088117

MSA Project #000883					PITLIK & WIG	
Section Title	Line No.	Item Description	UofM	Quantity	Unit Price	Extension
General	1	Mobilization, Bonds, & Insurance	L.S.	1	\$28,000.00	\$28,000.00
		Erosion and Sedimentation Control	L.S.	1	\$4,500.00	\$4,500.00
	3	Turf Restoration	L.S.	1	\$21,500.00	\$21,500.00
	4		L.S.	1	\$18,750.00	\$18,750.00
		Rock Excavation Trucked Backfill	C.Y.	20	'	\$0.20
		Furnish & Install Silt Fence	C.Y. L.F.	30 1380	\$15.00 \$2.00	\$450.00 \$2,760.00
	-	Furnish & Install Erosion Mat, Class 1, Type B Urban	S.Y.	300	\$2.00	\$600.00
		Furnish & Install Inlet Protection, Type A	EA.	1	\$100.00	\$100.00
	10	Furnish & Install Inlet Protection, Type D	EA.	2	\$100.00	\$200.00
	11	, ,	S.F.	288	\$4.00	\$1,152.00
Canitany Cayyar		General Total:				\$78,012.20
Sanitary Sewer	12	Furnish & Install Casting & Adjustment Rings on Sanitary Manhole	EA.	5	\$2,100.00	\$10,500.00
		Furnish & Install 4-Inch D.I. Class 52 Forcemain	L.F.	24		\$6,600.00
	14	Furnish & Install 4-Inch Bend	EA.	4	\$205.00	\$820.00
		Connect to Existing Force Main	EA.	2		\$2,800.00
	16	Sanitary Forcemain Exploratory Excavation	EA.	1	\$4,600.00	\$4,600.00
Watermain		Sanitary Sewer Total:				\$25,320.00
Watermain	17	Furnish & Install 6-Inch Dia. D.I. Class 52 Watermain	L.F.	24	\$265.00	\$6,360.00
		Furnish & Install 6-Inch Bend	EA.	4	\$295.00	\$1,180.00
	 	Connect to Existing Water Main	EA.	2	\$1,500.00	\$3,000.00
	20	Watermain Exploratory Excavation	EA.	1	\$4,600.00	\$4,600.00
<u></u>		Watermain Total:				\$15,140.00
Storm Sewer	01	Funish and Install Storm Manhole, Type 1	V.F.	14	\$725.00	\$10,150.00
		Funish and Install Storm Manhole, Type 1 Funish and Install Storm Manhole, Type 1, Base and Casting	EA.	2	·	\$6,600.00
		Furnish & Install 30-Inch Dia. Catch Basin, Complete w/ Base & Casting	EA.	1	\$3,000.00	
		Furnish & Install 15-Inch Dia. RCP Class 3 Storm Sewer	L.F.	50		\$5,000.00
		Furnish & Install 18-Inch Dia. RCP Class 3 Storm Sewer	L.F.	58	· ·	\$6,380.00
	ł	Furnish & Install 15-Inch Dia. RCP Apron End Wall	EA.	1	\$1,250.00	\$1,250.00
-		Furnish & Install 18-Inch Dia. RCP Apron End Wall Furnish & Install Medium Rip Rap	EA. C.Y.	2 15	. ,	\$2,700.00 \$1,500.00
		Furnish & Install Geotextile Fabric, Type HR	S.Y.	25	·	\$500.00
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		Furnish & Install 24-Inch Concrete Curb & Gutter, Type D	L.F.	1290		\$20,253.00
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		Furnish & Install 6-Inch Thick Concrete Driveway Pavement	S.F.	80		\$720.00
		Furnish & Install 2.5-Inch Thick Asphaltic Driveway Pavement Furnish & Install 4-Inch Thick Asphaltic Pavement	S.Y.	200 4850	\$30.00 \$20.75	\$6,000.00 \$100,637.50
	 	Furnish & Install Pavement Marking, Epoxy, 6-Inch (White)	L.F.	150		\$2,250.00
		Furnish & Install Pavement Marking, Epoxy, 4-Inch (Yellow)	L.F.	3000	·	\$5,250.00
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		Base Bid Total:				\$628,635.70

SILVER LAKE ROAD RECONSTRUCTION

CITY OF EAGLE RIVER VILAS COUNTY, WISCONSIN



SHEET INDEX

G - GENERAL SHEETS

TITLE SHEET G2 OVERALL LOCATION MAP G3 TYPICAL SECTION SHEET **EROSION CONTROL DETAILS** G6 SANITARY SEWER DETAILS G7 STORM SEWER DETAILS G8-11 ROADWAY DETAILS CURB RAMP DETAILS

P - ROAD CONSTRUCTION AND STORM SEWER SHEETS

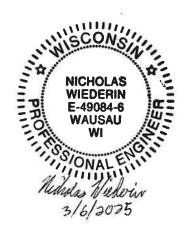
PLAN & PROFILE SHEETS

CS - CROSS SECTION SHEETS

CS 1-14 CROSS SECTION PLANS



LOCATION MAP



LEGEND

EXISTING WATER MAIN EXISTING WATER MAIN, VALVE & HYDRANT EXISTING WATER SERVICE & CURB STOP PROPOSED WATER MAIN, VALVE, & HYDRANT PROPOSED WATER SERVICE & CURB STOP EXISTING SANITARY SEWER & MANHOLE PROPOSED SANITARY SEWER & MANHOLE EXISTING FORCEMAIN

EXISTING STORM SEWER & INLET PROPOSED STORM SEWER & INLET PROPOSED STORM SEWER & MANHOLE

-e	BURIED GAS & VALVE
-TV	BURIED CABLE TELEVISION
-т	BURIED TELEPHONE
-го	BURIED FIBER OPTICS
-он	OVERHEAD UTILITY
	RAILROAD TRACKS

BURIED ELECTRIC

EXISTING CURB & GUTTER PROPOSED CURB & GUTTER EXISTING SIDEWALK PROPOSED SIDEWALK

EXISTING CULVERT PIPE PROPOSED CULVERT PIPE FENCE LINE

	DRAINAGE A
u <u>u</u>	SILT FENCE
	RIGHT-OF-W
	BASELINE

PROPERTY LINE TREE LINE BENCHMARK IRON PIPE IRON ROD CONTROL POINT

STREET SIGN MAILBOX FLAGPOLE TREE - DECIDIOUS

~	
令	TREE - CONIFEROUS
X	TREE TO BE REMOVE

UTILITY POLE & GUY SOIL BORING

UTILITIES

GAS: WISCONSIN PUBLIC SERVICE CORPORATIOIN

GREEN BAY, WI 54307-9001

EMAIL: UTILITIESRELOCATION@WISCONSINPUBLICSERVICE.COM

EAGLE RIVER LIGHT AND WATER

MIKE SANBORN 525 MAPLE STREET EAGLE RIVER, WI 54521

OFFICE: (715) 478 - 8121 EMAIL: MSANBORN@WPPIENERGY.ORG

COMMUNICATION

MICHAEL MYSZKA 223 SOUTH MAIN STREET EAGLE RIVER, WI 54521 MOBILE: (715) 370 - 1685 EMAIL: MICHAEL A. MYSZKA@FTR.COM

KIRK BOGDANOVIC

118 SPRUCE STREET EAGLE RIVER, WI 54521 OFFICE: (800) 250 - 8927 MOBILE: (715) 339 - 7511

EMAIL: KBOGDANOVIC@NORVADO.COM

CHARTER/SPECTRUM JAY HALL 853 MCINTOSH STREET WAUSAU, WI 54403 OFFICE: (715) 301 - 4080 EMAIL: JAY.HALL@CHARTER.COM

SEWER: EAGLE RIVER PUBLIC WORKS DEPARTMENT

MIKE ADAMOVICH 525 MAPLE STREET EAGLE RIVER, WI 54521 MOBILE: (715) 617 - 4333

EMAIL: ERDPW@CI.EAGLE-RIVER.WI.US

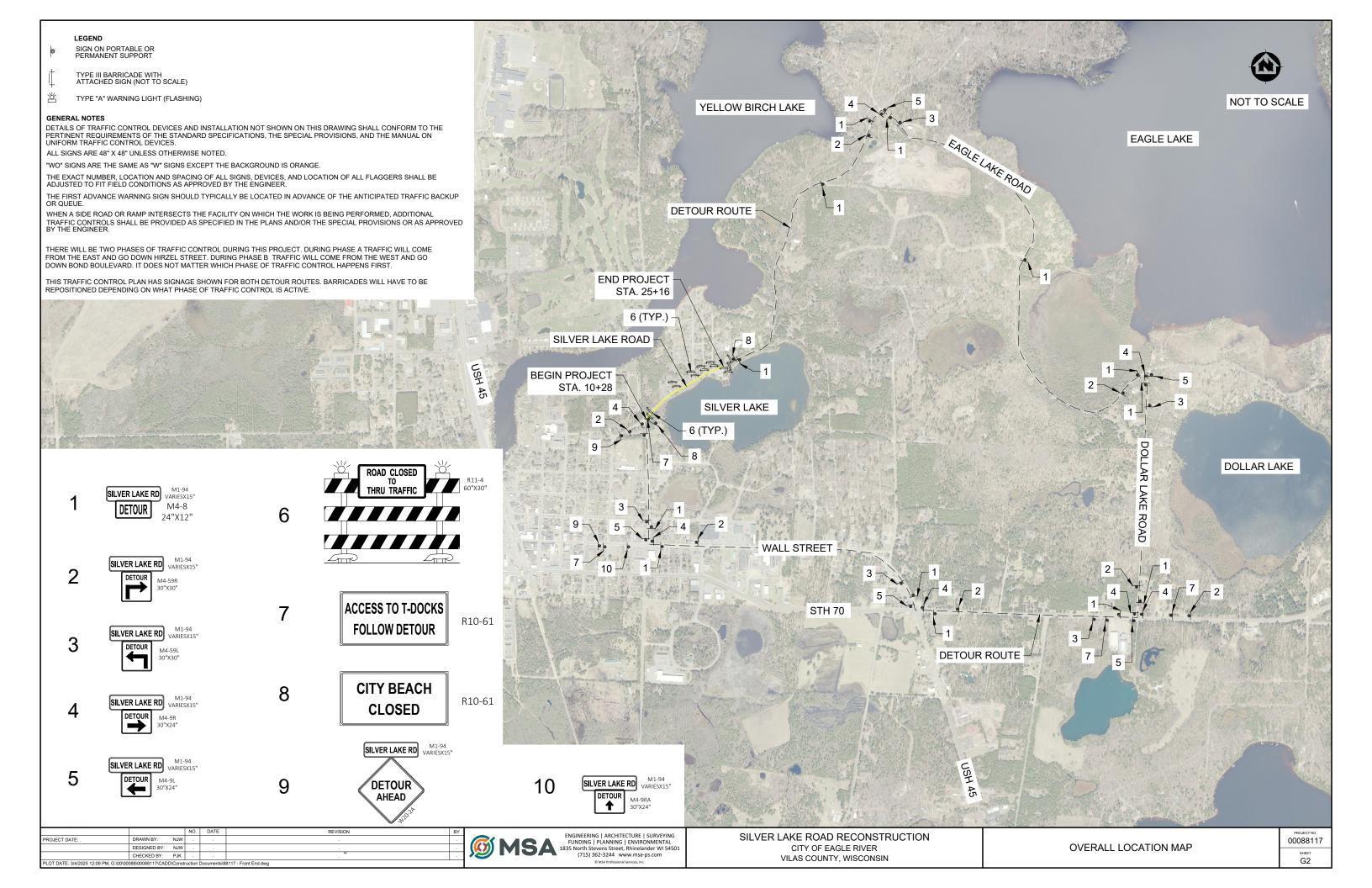


www.DiggersHotline.com

UTILITY LOCATIONS SHOWN ON PLANS ARE APPROXIMATE AND CONTRACTOR SHALL HAVE APPROPRIATE UTILITY MARK EXACT LOCATIONS PRIOR TO

			NO.	DATE	REVISION	BY
PROJECT DATE	DRAWN BY:	NJW	ú.	Ä.		2/
	DESIGNED BY:	WLN	Ji.	2	5.	20
	CHECKED BY:	PJK	Já .			à)





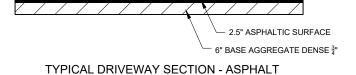


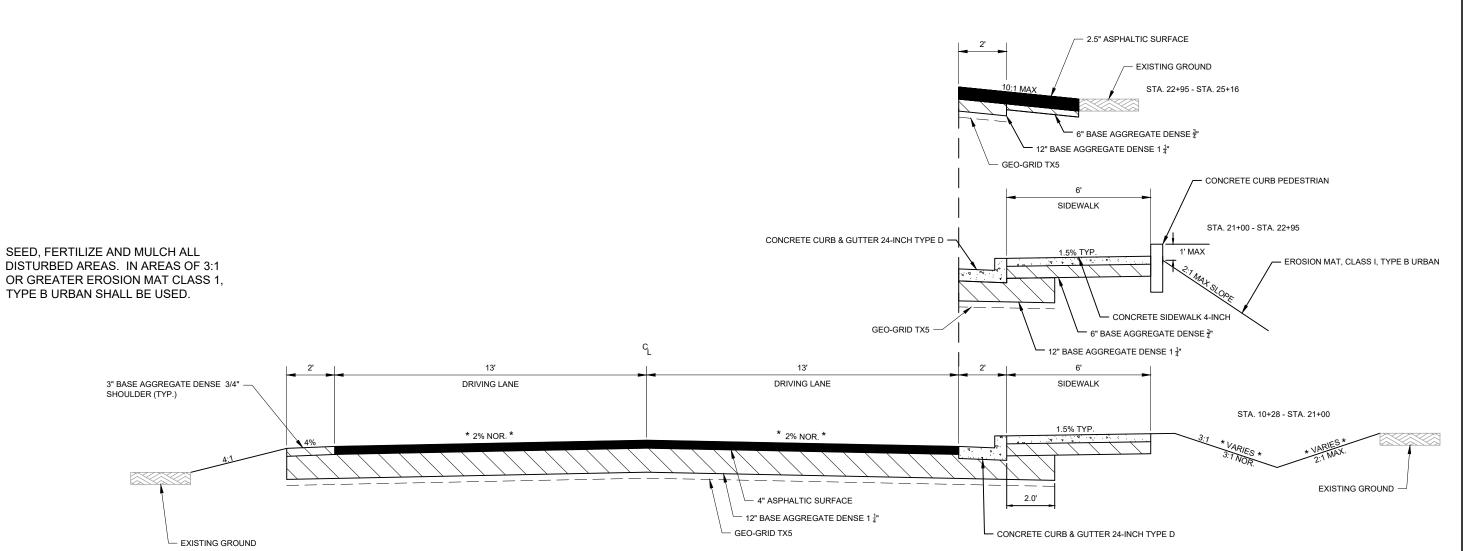
VARIES SEE CROSS SECTIONS FOR CUT/FILL SLOPES

* 2% NOR.* SEE CROSS SECTIONS AND SUPERELEVATION TABLES ON PLAN SHEETS

6" BASE AGGREGATE DENSE 3"

TYPICAL DRIVEWAY SECTION - GRAVEL





PROPOSED TYPICAL SECTION SILVER LAKE ROAD

		NO.	DATE	REVISION	BY				
PROJECT DATE: .	DRAWN BY: NJW			·					
	DESIGNED BY: NJW								
	CHECKED BY: PJK			. "					
PLOT DATE: 3/4/2025 12:09 PM. G:\00\000088\00088117\CADD\Construction Documents\88117 - Front End.dwa									

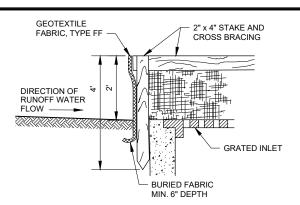


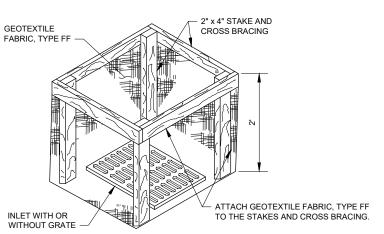
CONSTRUCTION SITE EROSION CONTROL REQUIREMENTS

- 1. SECTION NR216.46 OF WISCONSIN STATE ADMINISTRATIVE CODE IDENTIFIES REQUIREMENTS FOR CONSTRUCTION SITE AND POST-CONSTRUCTION EROSION CONTROL. IT IS THE INTENT OF THESE PLANS TO SATISFY THESE REQUIREMENTS. THE METHODS AND STRUCTURES USED TO CONTROL EROSION SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR. CONTRACTOR SHALL IMPLEMENT AN APPROPRIATE MEANS OF CONTROLLING EROSION DURING SITE OPERATION AND UNTIL THE VEGETATION IS RE-ESTABLISHED. ADJUSTMENTS TO THE CONTROL SYSTEM SHALL BE MADE AS REQUIRED.
- ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITION OF THE WISCONSIN DNR'S
 CONSERVATION PRACTICE STANDARDS. THESE STANDARDS ARE PERIODICALLY UPDATED AND
 IT IS THE CONTRACTOR'S RESPONSIBILITY TO OBTAIN AND REFERENCE THE MOST RECENTLY
 RELEASED STANDARD.
- 3. THIS INFORMATION IS ONLY ONE PART OF THE OVERALL EROSION CONTROL REQUIREMENTS.
 ADDITIONAL REQUIREMENTS MAY ALSO BE SHOWN ON THE CONTRACT DRAWINGS AND IN THE
- 4. ADDITIONAL EROSION CONTROL MEASURES, AS REQUESTED IN WRITING BY THE STATE OR LOCAL INSPECTORS, OR THE OWNER'S ENGINEER, SHALL BE INSTALLED WITHIN 24 HOURS.
- 5. THE AREA OF EROSIVE LAND EXPOSED TO THE ELEMENTS BY GRUBBING, EXCAVATION, TRENCHING, BORROW AND FILL OPERATIONS AT ANY ONE TIME SHALL BE MINIMIZED TO THE MAXIMUM EXTENT PRACTICABLE. FOR ANY DISTURBED AREA THAT REMAINS INACTIVE FOR GREATER THAN 7 WORKING DAYS, OR WHERE GRADING WORK EXTENDS BEYOND THE PERMANENT SEEDING DEADLINES, THE SITE MUST BE TREATED WITH TEMPORARY STABILIZATION MEASURES SUCH AS SOIL TREATMENT, TEMPORARY SEEDING AND/OR MULCHING. ALL DISTURBED AREAS SHALL BE TREATED WITH PERMANENT STABILIZATION MEASURES WITHIN 3 WORKING DAYS OF FINAL GRADING.
- 6. ALL EROSION CONTROL MEASURES AND STRUCTURES SERVING THE SITE MUST BE INSPECTED AT LEAST WEEKLY OR WITHIN 24 HOURS OF THE TIME 0.5 INCHES OF RAIN HAS OCCURRED. ALL NECESSARY REPAIR AND MAINTENANCE WILL BE DONE AT THIS INSPECTION TIME.
- ALL EROSION CONTROL DEVICES AND/OR STRUCTURES SHALL BE PROPERLY INSTALLED PRIOR
 TO CLEARING AND GRUBBING OPERATIONS WITHIN THEIR RESPECTIVE DRAINAGE AREAS.
 THESE SHALL BE PROPERLY MAINTAINED FOR MAXIMUM EFFECTIVENESS UNTIL VEGETATION
 IS RE-ESTABLISHED.
- 8. ALL EROSION CONTROL DEVICES SHALL BE PROPERLY INSTALLED PRIOR TO ANY SOIL DISTURBANCE.
- 9. ANY SLOPES STEEPER THAN 3H:1V SHALL BE STAKED WITH EROSION CONTROL FABRIC UNLESS INDICATED ON THE PLAN.
- 10. ALL WASTE AND UNUSED BUILDING MATERIALS (INCLUDING GARBAGE, DEBRIS, CLEANING WASTES, WASTEWATER, TOXIC MATERIALS, OR HAZARDOUS MATERIALS) SHALL BE PROPERLY DISPOSED OF AND NOT ALLOWED TO BE CARRIED OFF-SITE BY RUNOFF OR WIND.
- 11. WIND EROSION SHALL BE KEPT TO A MINIMUM DURING CONSTRUCTION. WATERING, MULCH, OR A TACKING AGENT MAY BE REQUIRED TO PROTECT NEARBY RESIDENCES AND WATER RESOURCES.
- 12. CHANNELIZED RUNOFF ENTERING THE PROJECT SITE FROM ADJOINING LANDS SHALL BE DIVERTED THROUGH NATURALLY OR ARTIFICIALLY EROSION-RESISTANT CONVEYANCES. IF CHANNELIZED RUNOFF CANNOT BE DIVERTED, SITE BEST MANAGEMENT PRACTICES MUST ACCOUNT FOR THE ADDITIONAL FLOW RATES AND EROSION POTENTIAL THAT SUCH RUNOFF PRESENTS.
- 13. THE CONTRACTOR SHALL TAKE ALL POSSIBLE PRECAUTIONS TO PREVENT SOILS FROM BEING TRACKED ONTO PUBLIC OR PRIVATE ROADWAYS. PAVED SURFACES ADJACENT TO CONSTRUCTION SITE VEHICLE ACCESS SHALL BE SWEPT AND/OR SCRAPED (NOT FLUSHED) PERIODICALLY TO REMOVE SOIL, DIRT, AND/OR DUST.
- 14. EROSION CONTROLS SHALL BE INSTALLED ON THE DOWNSTREAM SIDE OF TEMPORARY STOCKPILES. ANY SOIL STOCKPILE THAT REMAINS FOR MORE THAN 7 DAYS SHALL BE COVERED OR TREATED WITH STABILIZATION PRACTICES SUCH AS TEMPORARY OR PERMANENT SEEDING AND MULCHING. ALL STOCK PILES SHALL BE PLACED AT LEAST 75 FEET FROM STREAMS OR WETLANDS.
- ADDITIONAL EROSION CONTROL FOR UTILITY CONSTRUCTION (STORM SEWER, SANITARY SEWER, WATER MAIN, ETC.) SHALL INCLUDE THE FOLLOWING:
 - a. PLACE EXCAVATED TRENCH MATERIAL ON THE HIGH SIDE OF THE TRENCH.
 b. BACKFILL, COMPACT, AND STABILIZE THE TRENCH IMMEDIATELY AFTER PIPE CONSTRUCTION
- BACKFILL, COMPACT, AND STABILIZE THE TRENCH IMMEDIATELY AFTER PIPE CONSTRUCTION
 DISCHARGE OF TRENCH WATER OR DEWATERING EFFLUENT MUST BE PROPERLY TREATED
 TO REMOVE SEDIMENT IN ACCORDANCE WITH THE WDNR CONSERVATION PRACTICE
 STANDARD 1061 DEWATERING OR A SUBSEQUENT WDNR DEWATERING STANDARD PRIOR
- TO DISCHARGE INTO A STORM SEWER, DITCH, DRAINAGEWAY, OR WETLAND OR LAKE.

 16. ALL DRAINAGE CULVERTS, STORM DRAIN INLETS, MANHOLES, OR ANY OTHER EXISTING STRUCTURES
 THAT COULD BE DAMAGED BY SEDIMENTATION SHALL BE PROTECTED ACCORDING TO THE VARIOUS
- METHODS PROVIDED IN THE PRINTED CONSERVATION PRACTICE STANDARDS.

 17. ANY SOIL EROSION THAT OCCURS AFTER FINAL GRADING AND/OR STABILIZATION MUST BE REPAIRED AND THE STABILIZATION WORK REDONE.
- 18. THE FIRST SIX WEEKS AFTER INITIAL STABILIZATION, ALL NEWLY SEEDED AND MULCHED AREAS SHALL WATERED WHENEVER 7 DAYS ELAPSE WITHOUT A RAIN EVENT.
- 19. WHEN THE DISTURBED AREA HAS BEEN STABILIZED BY PERMANENT VEGETATION OR OTHER MEANS, TEMPORARY BMP'S SUCH AS SILT FENCES, STRAW BALES, AND SEDIMENT TRAPS SHALL BE REMOVED AND THESE AREAS STABILIZED.
- 20. ALL TEMPORARY BEST MANAGEMENT PRACTICES SHALL BE MAINTAINED UNTIL THE SITE IS STABILIZED.
- 21. ALL DISTURBED AREAS SHALL BE PERMANENTLY STABILIZED WITH SEED AND MULCH UNLESS OTHERWISE SPECIFIED. A MINIMUM OF FOUR INCHES OF TOPSOIL SHALL BE APPLIED TO ALL AREAS TO BE SEEDED OR SODDED.





INLET PROTECTION, TYPE A NO SCALE

FLAP POCKET INLET SPECIFICATIONS AS PER THE PLAN DIMENSION LENGTH AND WIDTH TO MATCH (3)-USE REBAR OR STEEL ROD FOR REMOVAL **GEOTEXTILE** FOR INLETS WITH CAST FABRIC, TYPE FF CURB BOX USE WOOD 2" 4". EXTEND 10" BEYOND GRATE WIDTH ON BOTH FRONT, BACK, AND BOTTOM TO BE MADE FROM SINGLE SIDES, LENGTH VARIES. SECURE TO GRATE WITH PIECE OF FABRIC WIRE OR PLASTIC TIES. MINIMUM DOUBLE STITCHED 4" X 6" OVAL HOLE SHALL BE HEAT SEAMS ALL AROUND SIDE CUT INTO ALL FOUR SIDE PANELS. PIECES AND ON FLAP POCKETS INSTALLATION NOTES: DO NOT INSTALL INLET PROTECTION TYPE D IN INLETS SHALLOWER THAN 30", MEASURED FROM THE BOTTOM OF THE INLET TO THE TOP OF THE GRATE.

- 2) TRIM EXCESS FABRIC IN THE FLOW LINE TO WITHIN 3" OF THE GRATE.
- 3 THE INSTALLED BAG SHALL HAVE A MINIMUM SIDE CLEARANCE, BETWEEN THE INLET WALLS AND THE BAG, MEASURED AT THE BOTTOM OF THE OVERFLOW HOLES, OF 3". WHERE NECESSARY THE CONTRACTOR SHALL CINCH THE BAG, USING PLASTIC ZIP TIES, TO ACHIEVE THE 3" CLEARANCE. THE TIES SHALL BE PLACED AT A MAXIMUM OF 4" FROM THE BOTTOM OF THE BAG.

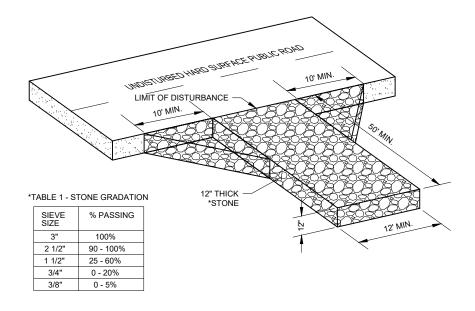
INLET PROTECTION, TYPE D

NO SCALE
CAN BE INSTALLED IN ANY INLET TYPE WITH
OR WITHOUT A CURB BOX AS PER NOTE

GENERAL NOTES - INLET PROTECTION

INLET PROTECTION DEVICES SHALL BE MAINTAINED OR REPLACED AT THE DIRECTION OF THE ENGINEER. MANUFACTURED ALTERNATIVES APPROVED AND LISTED ON THE DEPARTMENT'S EROSION CONTROL PRODUCT ACCEPTABILITY LIST MAY BE SUBSTITUTED. WHEN REMOVING OR MAINTAINING INLET PROTECTION, CARE SHALL BE TAKEN SO THAT THE SEDIMENT TRAPPED ON THE GEOTEXTILE FABRIC DOES NOT FALL INTO THE INLET. ANY MATERIAL FALLING INTO THE INLET SHALL BE REMOVED IMMEDIATELY.

- 1) FINISHED SIZE, INCLUDING FLAP POCKETS WHERE REQUIRED, SHALL EXTEND A MINIMUM OF 10" AROUND THE PERIMETER TO FACILITATE MAINTENANCE OR REMOVAL.
- (2) FOR INLET PROTECTION, TYPE C (WITH CURB BOX), AN ADDITIONAL 18" OF FABRIC IS WRAPPED AROUND THE WOOD AND SECURED WITH STAPLES. THE WOOD SHALL NOT BLOCK THE ENTIRE HEIGHT OF THE CURB BOX OPENING.
- 3 FLAP POCKETS SHALL BE LARGE ENOUGH TO ACCEPT WOOD 2X4



NOTES:

- NOTES:

 1. TRACKING PAD WIDTH SHALL BE AT LEAST THE FULL WIDTH OF HTE EGRESS POINT OR 12' WIDE MINIMUM.

 2. TRACKING PAD LENGTH SHALL BE 50' FOR CONSTRUCTION SITES, 30' FOR SINGLE FAMILY RESIDENTIAL,
 OR AS SPECIFIED IN THE CONTRACT DOCUMENTS. LENGTH OF TRACKING PAD MAY NEED TO BE
 INCREASE OR ADDITIONAL SEDIMENT CONTROL PRACTICES SHALL BE INSTALLED BY THE CONTRACTOR
 IS SEDIMENT TRACK-OUT OCCURS.
- 3. GEOTEXTILE FABRIC TYPE R SHALL BE INSTALLED BETWEEN THE STONE AND SUBGRADE ON SITES WHERE HIGH GROUND WATER IS ORSERVED.
- WHERE HIGH GROUND WATER IS OBSERVED.

 CONTRACTOR SHALL CLEAN STREET/ROADWAY ADJACENT TO ALL CONSTRUCTION ACCESS POINTS AT THE END OF EACH WORKDAY OR MORE FREQUENTLY IF REQUESTED.

STONE TRACKING PAD

NO SCALE

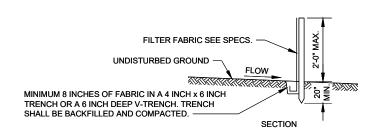
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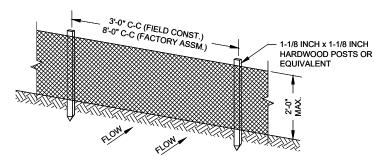


ENGINEERING | ARCHITECTURE | SURVEYING FUNDING | PLANNING | ENVIRONMENTAL 1835 North Stevens Street, Rhinelander WI 54501 (715) 362-3244 www.msa-ps.com SILVER LAKE ROAD RECONSTRUCTION
CITY OF EAGLE RIVER
VILAS COUNTY

EROSION CONTROL DETAILS

00088117 SHEET G4



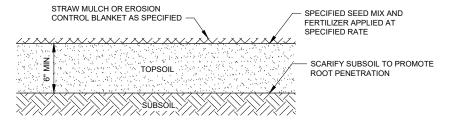


PERSPECTIVE VIEW

GENERAL NOTES:

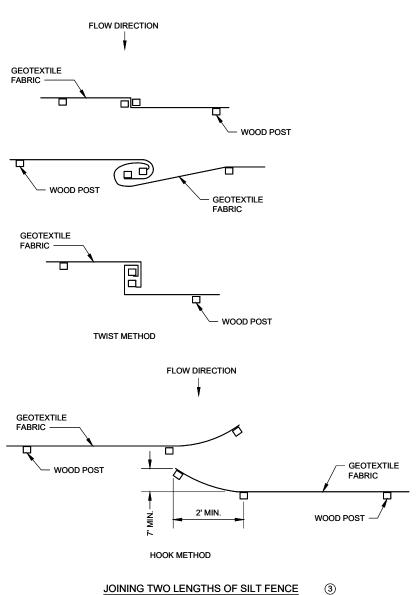
- ENDS OF FENCE SHALL BE TURNED UPSLOPE 1 TO 2 FEET IN ELEVATION TO PREVENT FLANKING.
- 2. STAPLE FABRIC WITH 1/2 INCH (MINIMUM) STAPLES TO THE UPSLOPE SIDE OF THE POSTS.
- 3. WHEN TWO SECTIONS OF FILTER FABRIC ADJOIN EACH OTHER THEY SHALL BE OVERLAPPED BY SIX INCHES AND FOLDED.

TYPICAL SILT FENCE INSTALLATION AT SITE PERIMETER DETAIL NO SCALE

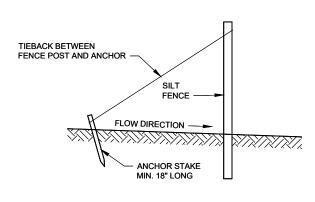


NOTE: WHERE REQUIRED, PLANT HERBACEOUS PLUGS ACCORDING TO PLAN, OR AS DIRECTED BY ENGINEER.

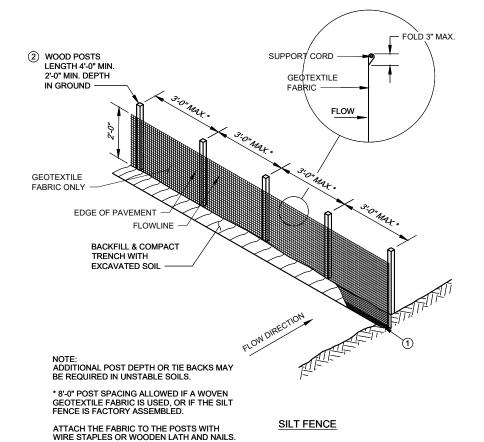
TOPSOIL AND SEEDING DETAIL NO SCALE



JOINING TWO LENGTHS OF SILT FENCE

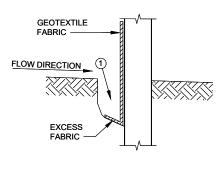


SILT FENCE TIE BACK (WHEN REQUIRED BY THE ENGINEER)



GENERAL NOTES

- TRENCH SHALL BE A MINIMUM OF 4" WIDE & 6" DEEP TO BURY AND ANCHOR THE GEOTEXTILE FABRIC. FOLD MATERIAL TO FIT TRENCH AND BACKFILL & COMPACT TRENCH WITH EXCAVATED SOIL
- 2. WOOD POSTS SHALL BE A MINIMUM SIZE OF 1 $\frac{1}{8}$ " x 1 $\frac{1}{8}$ " OF OAK OR HICKORY.
- 3. CONSTRUCT SILT FENCE FROM A CONTINUOUS ROLL IF POSSIBLE BY CUTTING LENGTHS TO AVOID JOINTS. IF A JOINT IS NECESSARY USE ONE OF THE FOLLOWING TWO METHODS: A) TWIST METHOD -- OVERLAP THE END POSTS AND TWIST, OR ROTATE, AT LEAST 180 DEGREES, B) HOOK METHOD -- HOOK THE END OF EACH SILT FENCE LENGTH.



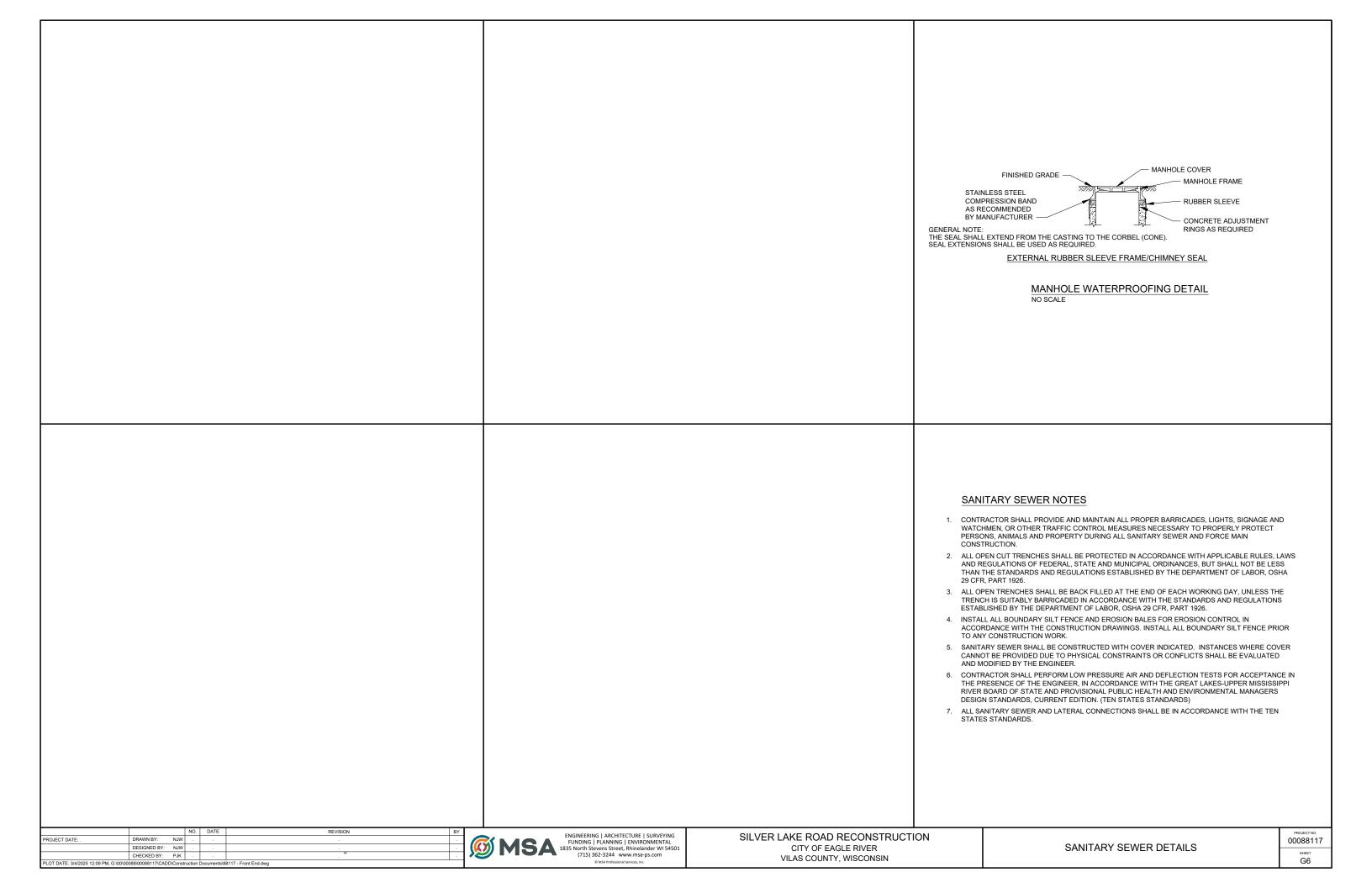
TRENCH DETAIL

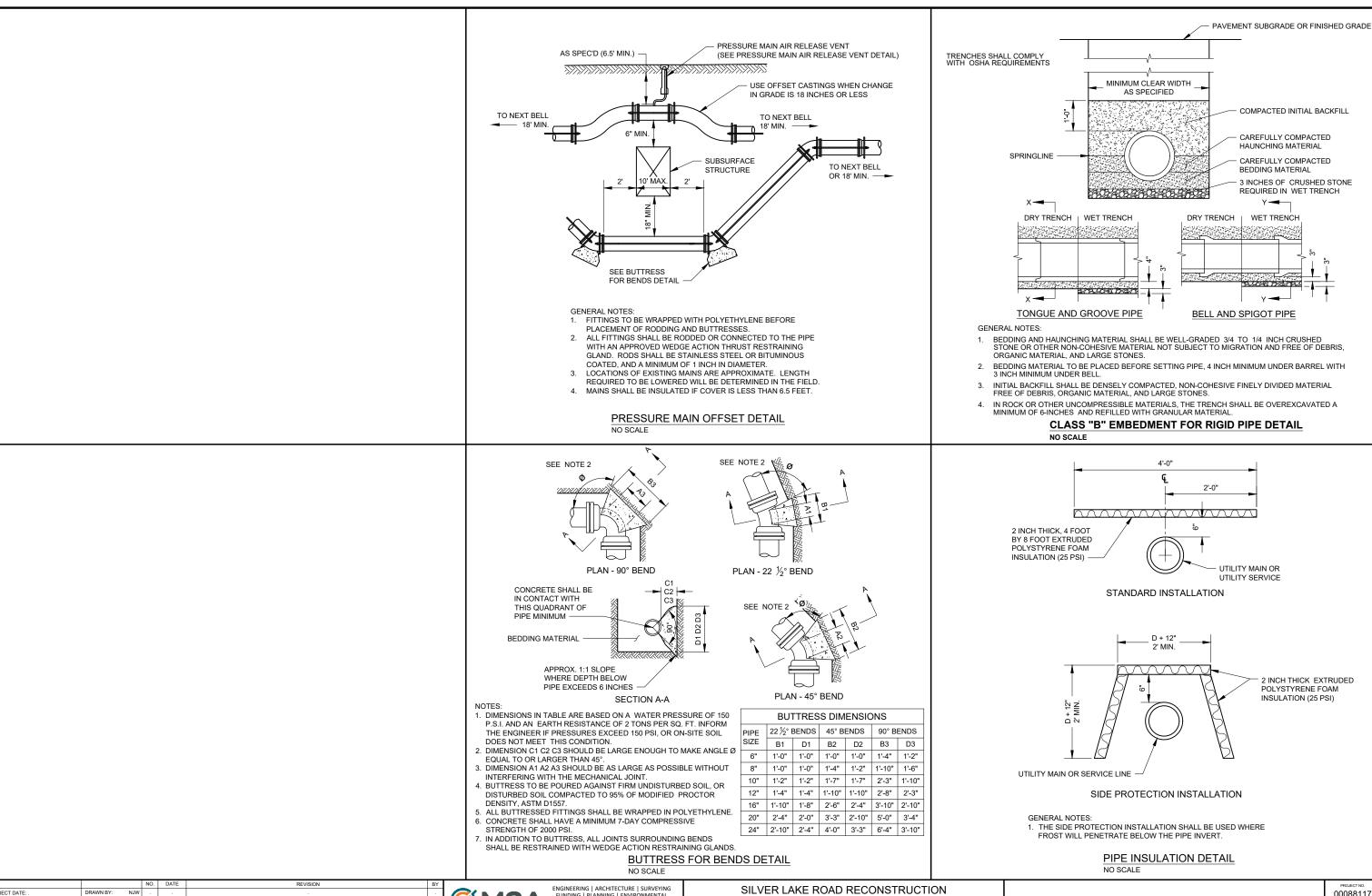
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SILVER LAKE ROAD RECONSTRUCTION CITY OF EAGLE RIVER VILAS COUNTY, WISCONSIN

EROSION CONTROL DETAILS





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CITY OF EAGLE RIVER VILAS COUNTY, WISCONSIN

WATER MAIN DETAILS

00088117 G7

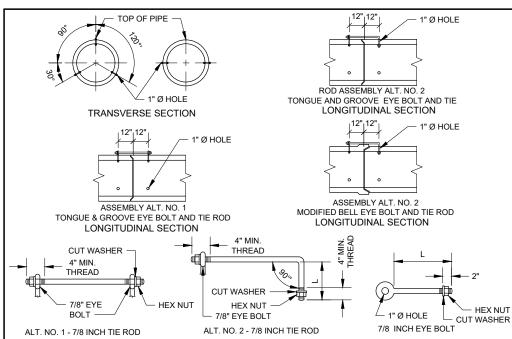
2 INCH THICK EXTRUDED

POLYSTYRENE FOAM

INSULATION (25 PSI)

CAREFULLY COMPACTED

WET TRENCH



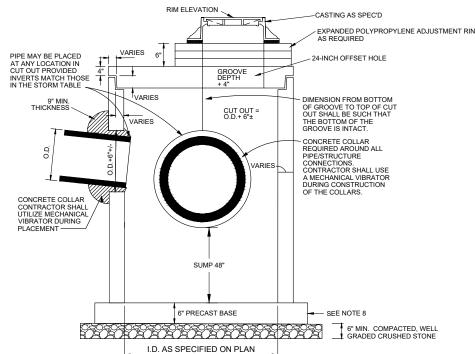
EYE BOLT DIMENSION TABLE

LENGTH, L (INCHES) PIPE SIZE TONGUE & MODIFIED (INCHES) 18 TO 24 4 1/2 5 1/2 30 36 5 1/2 42 5 48 6 1/2 60 7 1/2 72 8 1/2

GENERAL NOTES:

- 1. CONCRETE CULVERT PIPE SHALL BE TIED TOGETHER IN THE MANNER ILLUSTRATED BY THIS DETAIL AT LOCATIONS DESIGNATED ON THE PLAN OR AS DIRECTED BY THE ENGINEER.
- 2. DETAILED DRAWINGS FOR PROPOSED ALTERNATE DESIGNS FOR JOINT TIES SHALL BE SUBMITTED TO THE ENGINEER FOR APPROVAL.
- 3. HOLES SHALL BE FILLED WITH A NON-SHRINK GROUT OR A NON-SHRINK EPOXY GROUT AS DIRECTED BY THE ENGINEER
- 4. BOLT PROJECTION INSIDE OF PIPE SHALL NOT EXCEED 2 INCHES.

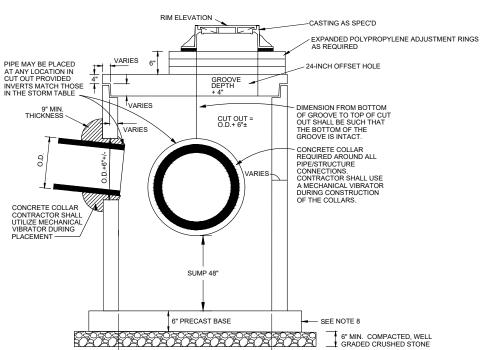
CONCRETE PIPE JOINT TIE DETAIL



GENERAL NOTES:

- 1. SEE PLANS FOR SIZE, NUMBER, AND LOCATION OF PIPES.
- 2. DETAILS OF CONSTRUCTION, MATERIALS AND WORKMANSHIP NOT SHOWN ON THIS DRAWING SHALL CONFORM TO THE PERTINENT REQUIREMENTS OF THE SPECIFICATIONS.
- 3. DETAILED DRAWINGS FOR PROPOSED ALTERNATE DESIGNS FOR UNDERGROUND DRAINAGE STRUCTURES SHALL BE SUBMITTED TO THE ENGINEER FOR APPROVAL PROVIDING THAT SUCH ALTERNATE DESIGNS MAKE PROVISION FOR EQUIVALENT CAPACITY AND STRENGTH.
- 4. ALL PRECAST INLET UNITS SHALL CONFORM TO THE PERTINENT REQUIREMENTS OF AASHTO DESIGNATION M 199.
- 5. PRECAST REINFORCED BASES SHALL BE PLACED ON A BED OF MATERIAL AT LEAST 6 INCHES IN DEPTH, WHICH MEETS THE REQUIREMENTS FOR WELL GRADED CRUSHED STONE. THIS BEDDING SHALL BE COMPACTED AND PROVIDE UNIFORM SUPPORT FOR THE ENTIRE AREA OF THE BASE.
- 6. ALL BAR STEEL AND WELDED WIRE FABRIC REINFORCEMENT SHALL BE EMBEDDED 2 INCHES CLEAR UNLESS OTHERWISE SHOWN OR NOTED.
- 7. PRECAST REINFORCED CONCRETE RISERS SHALL BE PLACED WITH TONGUE DOWN.
- 8. OVERHANGING BASE NOT REQUIRED WHERE INTEGRAL BASE IS ALLOWED. SEE SPECIAL PROCEDURES OR CONTACT ENGINEER TO VERIFY.

STORM MANHOLE WITH 48" SUMP DETAIL NO SCALE



_R-1689 MANHOLE FRAME AND R-2464 GRATE MORTAR DISCHARGE PIPE -30" CONCRETE PIPE 44"X6" BASE SECTION A-A

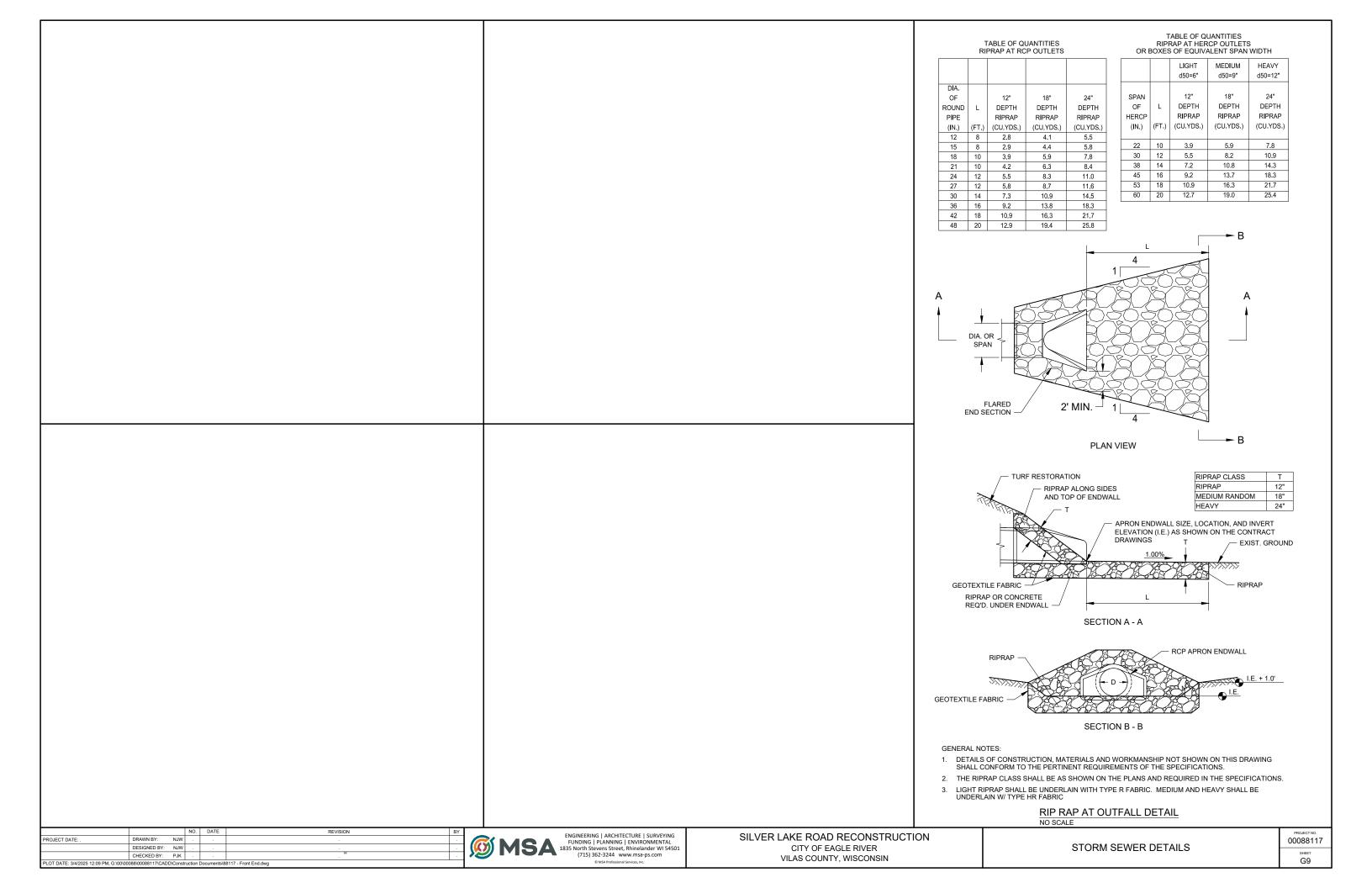
GENERAL NOTES:

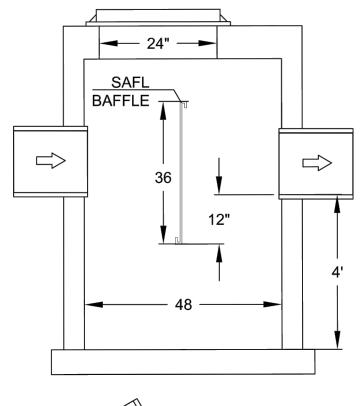
- 1. SEE PLANS FOR SIZE, NUMBER, AND LOCATION OF PIPES.
- 2. DETAILS OF CONSTRUCTION, MATERIALS AND WORKMANSHIP NOT SHOWN ON THIS DRAWING SHALL CONFORM TO THE PERTINENT REQUIREMENTS OF THE SPECIFICATIONS.
- 3. DETAILED DRAWINGS FOR PROPOSED ALTERNATE DESIGNS FOR UNDERGROUND DRAINAGE STRUCTURES SHALL BE SUBMITTED TO THE ENGINEER FOR APPROVAL PROVIDING THAT SUCH ALTERNATE DESIGNS MAKE PROVISION FOR EQUIVALENT CAPACITY AND STRENGTH.
- 4. ALL PRECAST INLET UNITS SHALL CONFORM TO THE PERTINENT REQUIREMENTS OF AASHTO DESIGNATION M 199.
- 5. PRECAST REINFORCED BASES SHALL BE PLACED ON A BED OF MATERIAL AT LEAST 6 INCHES IN DEPTH, WHICH MEETS THE REQUIREMENTS FOR GRANULAR BACKFILL. THIS BEDDING SHALL BE COMPACTED AND PROVIDE UNIFORM SUPPORT FOR THE ENTIRE AREA OF THE BASE.
- 6. PRECAST REINFORCED CONCRETE FLAT SLAB TOPS MAY BE USED ON THE STRUCTURES. THE TOPS SHALL BE INSTALLED ON A BED OF MORTAR.
- 7. ALL BAR STEEL AND WELDED WIRE FABRIC REINFORCEMENT SHALL BE EMBEDDED 2 INCHES CLEAR UNLESS OTHERWISE SHOWN OR NOTED.
- 8. PRECAST REINFORCED CONCRETE RISERS SHALL BE PLACED WITH TONGUE DOWN.

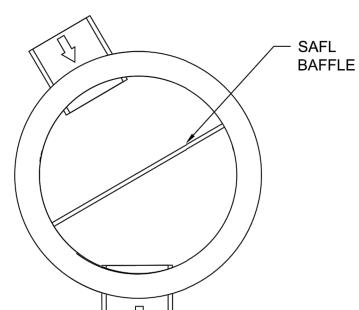
30-INCH CATCH BASIN DETAIL SCALE: NONE

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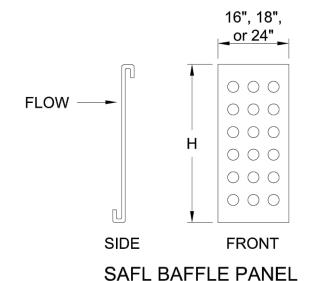


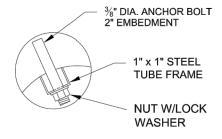






PROJECT NAME: SILVER LAKE ROAD. EAGLE RIVER, WI.

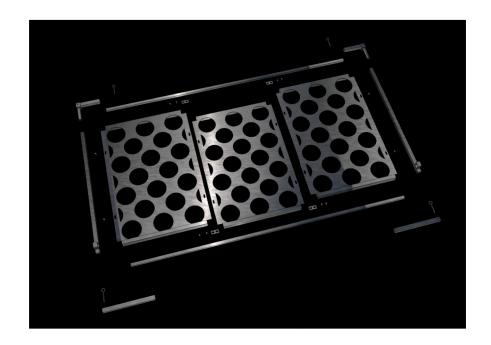




SAFL BAFFLE ATTACHMENT BOLT DETAIL

NOTES:

- CONTRACTOR MUST VERIFY LOCATION OF CASTING AND STEPS PRIOR TO INSTALLATION OF STRUCTURE.
- 2) THIS GENERIC DETAIL DOES NOT ENCOMPASS THE SIZING, FIT, AND APPLICABILITY OF THE SAFL BAFFLE FOR THIS SPECIFIC PROJECT. IT IS THE ULTIMATE RESPONSIBILITY OF THE DESIGN ENGINEER TO ASSURE THAT THE DESIGN IS IN COMPLIANCE WITH ALL APPLICABLE LAWS AND REGULATIONS. THE SAFL BAFFLE IS A PATENTED TECHNOLOGY OF UPSTREAM TECHNOLOGIES, INC. UPSTREAM TECHNOLOGIES DOES NOT APPROVE PLANS, SIZING, OR SYSTEM DESIGNS.



STRUCTURE ID: SAFL BAFFLE 1

SAFL Baffle Installation: MOUNT BAFFLE AS CLOSE TO THE CENTER OF THE MANHOLE AND AS PERPENDICULAR TO INLET PIPE AS POSSIBLE.

Structure Diameter (W) = 48 inches
RIM = 1631.86'
Inlet Pipe is 18" at Invert Elevation 1628.60'
Outlet Pipe is 18" at Invert Elevation 1628.60'
SAFL Baffle bottom Elevation = 1627.60' (12" below Inlet pipe invert)
Sump = (4')
SAFL Baffle Width (W) = 48 inches
SAFL Baffle Height (H) = 36 inches

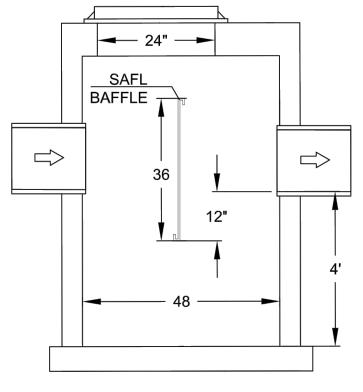
Width of SAFL Baffle is adjustable from 42 inches to 48 inches

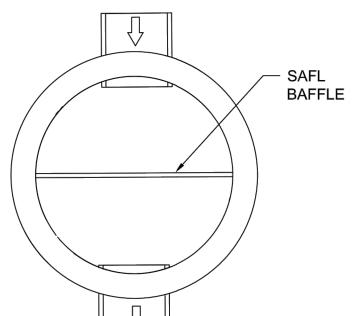
SAFL BAFFLE STANDARD DETAIL UPSTREAM TECHNOLOGIES INC. 5201 EAST RIVER ROAD, STE. 303 FRIDLEY, MN 55421 651.237.5123

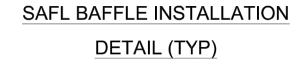


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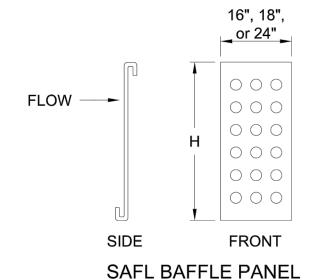


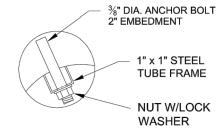






PROJECT NAME: SILVER LAKE ROAD. EAGLE RIVER, WI.

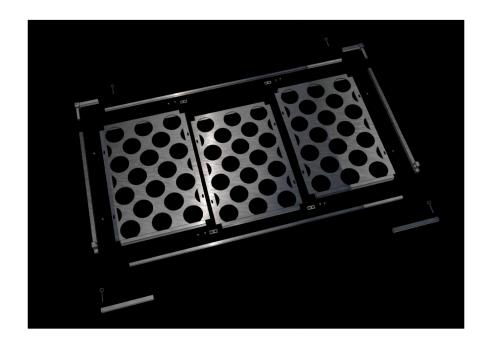




SAFL BAFFLE ATTACHMENT **BOLT DETAIL**

NOTES:

- CONTRACTOR MUST VERIFY LOCATION OF CASTING AND STEPS PRIOR TO INSTALLATION OF STRUCTURE.
- THIS GENERIC DETAIL DOES NOT ENCOMPASS THE SIZING, FIT, AND APPLICABILITY OF THE SAFL BAFFLE FOR THIS SPECIFIC PROJECT. IT IS THE ULTIMATE RESPONSIBILITY OF THE DESIGN ENGINEER TO ASSURE THAT THE DESIGN IS IN COMPLIANCE WITH ALL APPLICABLE LAWS AND REGULATIONS. THE SAFL BAFFLE IS A PATENTED TECHNOLOGY OF UPSTREAM TECHNOLOGIES, INC. UPSTREAM TECHNOLOGIES DOES NOT APPROVE PLANS, SIZING, OR SYSTEM DESIGNS.



STRUCTURE ID: SAFL BAFFLE 2

SAFL Baffle Installation: MOUNT BAFFLE AS CLOSE TO THE CENTER OF THE MANHOLE AND AS PERPENDICULAR TO INLET PIPE AS POSSIBLE.

Structure Diameter (W) = 48 inches RIM = 1634.20'Inlet Pipe is 15" at Invert Elevation 1630.19' Outlet Pipe is 15" at Invert Elevation 1630.19' SAFL Baffle bottom Elevation = 1629.19' (12" below Inlet pipe invert) Sump = (4')SAFL Baffle Width (W) = 48 inches SAFL Baffle Height (H) = 36 inches

Width of SAFL Baffle is adjustable from 42 inches to 48 inches

SAFL BAFFLE STANDARD DETAIL UPSTREAM TECHNOLOGIES INC. 5201 EAST RIVER ROAD, STE. 303 FRIDLEY, MN 55421 651.237.5123



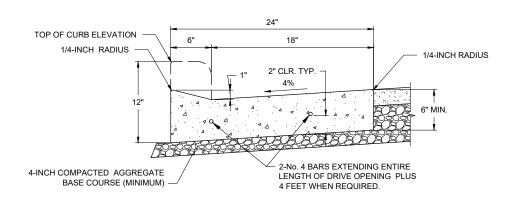
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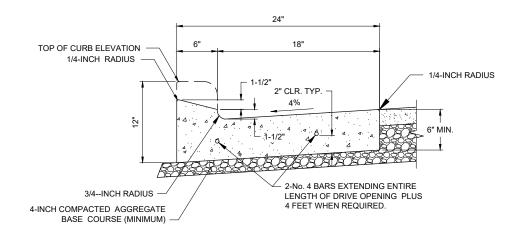
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SILVER LAKE ROAD RECONSTRUCTION CITY OF EAGLE RIVER VILAS COUNTY, WISCONSIN

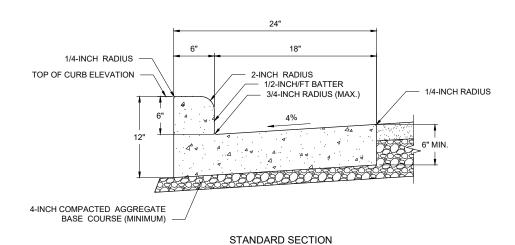
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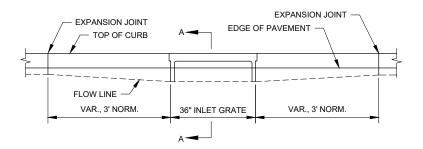
DRIVEWAY SECTION

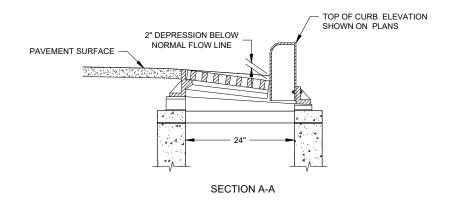


SPECIAL DRIVEWAY SECTION

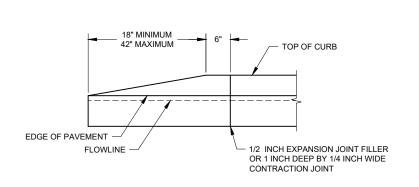


TYPE D CURB AND GUTTER DETAIL NO SCALE

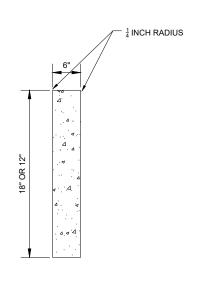




CURB AND GUTTER AT INLETS DETAIL NO SCALE

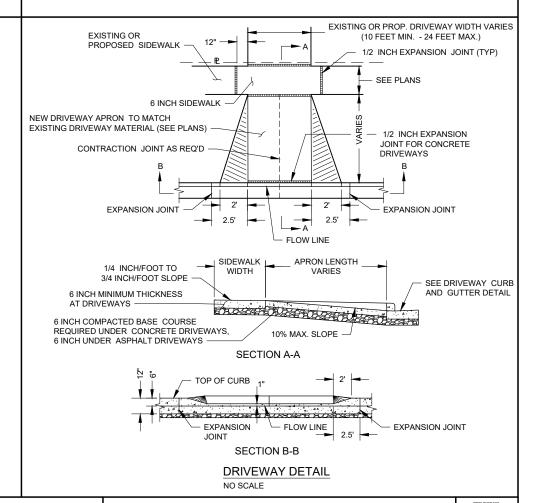


CURB END DETAIL
NO SCALE



NOTE: ENGINEER TO DETERMINE 18" OR 12" DEPTH IN FIELD

CONCRETE CURB TYPE J / PEDESTRIAN CURB SCALE: NONE





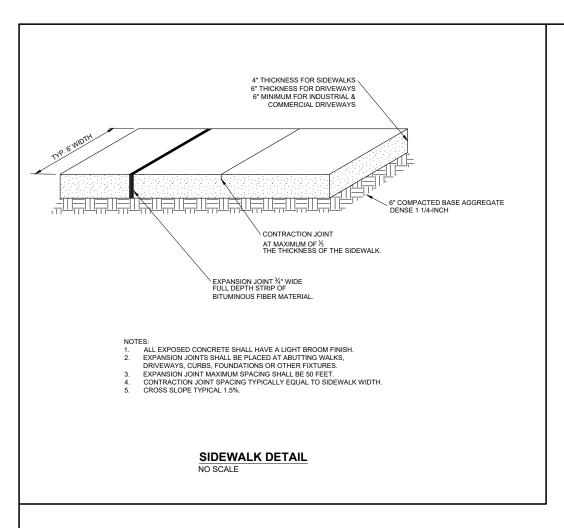


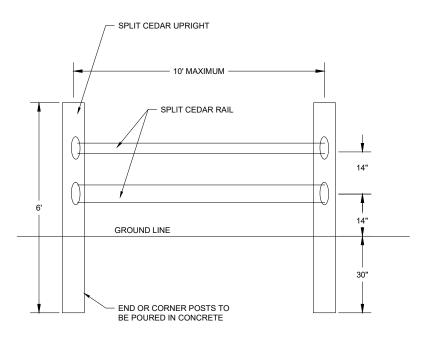
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ROADWAY DETAILS

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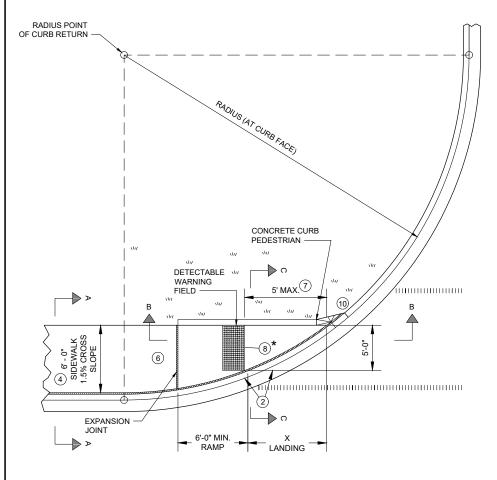


CEDAR SPLIT RAIL FENCE

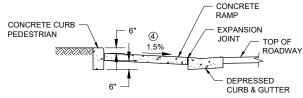
RAILS TO BE INSERTED INTO CEDAR UPRIGHTS SECURE WITH TRIPLE COATED SCREWS

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CURB RAMP TYPE 4A



SECTION C-C FOR TYPE 4A

* MAXIMUM 2.0% SLOPE IN ALL DIRECTIONS IN FRONT OF GRADE BREAK

** IF RAMP SLOPE IS LESS THAN 5.0%, THEN NO ADJACENT UPHILL LANDING IS REQUIRED.



NJW

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CONCRETE

SIDEWALK

EXPANSION

JOINT

SECTION A-A FOR TYPE 4A

SILVER LAKE ROAD RECONSTRUCTION

GENERAL NOTES

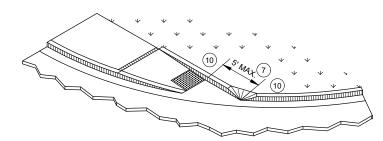
AVOID PLACING DRAINAGE STRUCTURES, JUNCTION BOXES OR OTHER OBSTRUCTIONS IN FRONT OF RAMP

DETAILS OF CONSTRUCTION, MATERIALS AND WORKMANSHIP NOT SHOWN ON THIS DRAWING SHALL CONFROM TO THE PERTINENT REQUIREMENTS OF THE STANDARD SPECIFICATIONS AND APPLICABLE SPECIAL PROVISIONS.

DETECTABLE WARNING FIELDS THAT ARE INSTALLED AS A GROUP OR SIDE BY SIDE, SHALL BE FROM THE SAME

- 2. GRADE CHANGE BETWEEN GUTTER FLAG SLOPE AND THE CURB RAMP SLOPE SHALL NOT EXCEED 11%. MAXIMUM GUTTER FLAG SLOPE IS 4%. PROVIDE LONGITUDINAL DRAINAGE AROUND CURB AND AWAY FROM CURB RAMP. NO VERTICAL LIPS OR DISCONTINUITIES GREATER THAN -INCH ARE ALLOWED. SLOPE OF CURB HEAD OPENING SHALL MATCH THE RAMP SLOPE, MINIMALLY 1.5% AND NOT TO EXCEED 7%. WHEN ADJACENT TO 1.5% LANDING, CONSTRUCT CURB HEAD OPENING AT 1.5% IN THE DIRECTION OF PEDESTRIAN TRAVEL.
- 3. AN 8.33% CURB RAMP SLOPE IS ALLOWABLE WITH FLATTENED GUTTER FLAG SLOPE AND NOT TO EXCEED 11%
- 4. +/-0.5% CONSTRUCTION TOLERANCE IN SIDEWALK CROSS SLOPE. THE SIDEWALK CROSS SLOPE SHALL NOT EXCEED 2% WITHOUT PRIOR APPROVAL FROM THE ENGINEER.
- 6. PROVIDE A LEVEL LANDING (MAXIMUM 2% SLOPE) IN ANY DIRECTION OF PEDESTRIAN TRAVEL. STANDARD LANDING SIZE IS 5 FEET BY 5 FEET.
- 7. WHEN THIS GRADE BREAK DISTANCE EXCEEDS 5 FEET, USE RADIAL DETECTABLE WARNING FIELD.
- 8. PROVIDE GRADE BREAK PERPENDICULAR TO DIRECTION OF WHEELCHAIR TRAVEL.
- 10. INSTALL TRANSITION NOSE (INCIDENTAL TO OTHER PAY ITEMS) DO NOT MARK TRANSITION NOSE.

RADIUS (AT	.,	LEGEND	
CURB FACE)	X		1/2" EXPANSION JOINT-SIDEWALK
10 FEET	4'-7"		
15 FEET	6'-5 1/2"		CONTRACTION JOINT FIELD LOCATED
INTERMEDIA			DAY/EMENT MADICING ODGGOMALIC (MULTE)
CAN BE INTER	SDUI VIEU		PAVEMENT MARKING CROSSWALK (WHITE)



ISOMETRIC VIEW - TYPE 4A

CURB RAMPS TYPES 4A NO SCALE

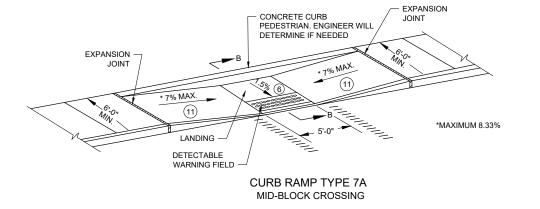
CURB RAMP DETAILS

TOP OF

CONCRETE

CURB & GUTTER

ROADWAY



GENERAL NOTES

AVOID PLACING DRAINAGE STRUCTURES, JUNCTION BOXES OR OTHER OBSTRUCTIONS IN FRONT OF RAMP ACCESS AREAS.

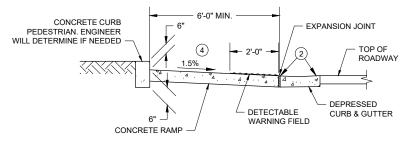
DETAILS OF CONSTRUCTION, MATERIALS AND WORKMANSHIP NOT SHOWN ON THIS DRAWING SHALL CONFORM TO THE PERTINENT REQUIREMENTS OF THE STANDARD SPECIFICATIONS AND THE APPLICABLE SPECIAL PROVISIONS

SIDEWALK CROSS SLOPE SHALL NOT EXCEED 2%.

DETECTABLE WARNING FIELDS THAT ARE INSTALLED AS A GROUP OR SIDE BY SIDE, SHALL BE FROM THE SAME MANUFACTURER.

- 2. GRADE CHANGE BETWEEN GUTTER FLAG SLOPE AND THE CURB RAMP SLOPE SHALL NOT EXCEED 11%. MAXIMUM GUTTER FLAG SLOPE IS 4%. PROVIDE LONGITUDINAL DRAINAGE AROUND CURB AND AWAY FROM CURB RAMP. NO VERTICAL LIPS OR DISCONTINUITIES GREATER THAN LINCH ARE ALLOWED. SLOPE OF CURB HEAD OPENING SHALL MATCH THE RAMP SLOPE, MINIMALLY 1.5% AND NOT TO EXCEED 7%. WHEN ADJACENT TO 1.5% LANDING, CONSTRUCT CURB HEAD OPENING AT 1.5% IN THE DIRECTION OF PEDESTRIAN TRAVEL.
- 3. AN 8.33% CURB RAMP SLOPE IS ALLOWABLE WITH FLATTENED GUTTER FLAG SLOPE AND NOT TO EXCEED 11% GRADE CHANGE.
- +/-0.5% CONSTRUCTION TOLERANCE IN SIDEWALK CROSS SLOPE. THE SIDEWALK CROSS SLOPE SHALL NOT EXCEED 2% WITHOUT PRIOR APPROVAL FROM THE ENGINEER.
- PROVIDE A LEVEL LANDING (MAXIMUM 2% SLOPE) IN ANY DIRECTION OF PEDESTRIAN TRAVEL. STANDARD LANDING SIZE IS 5 FEET BY 5 FEET.
- 10. INSTALL TRANSITION NOSE. (INCIDENTAL TO OTHER PAY ITEMS). DO NOT MARK TRANSITION NOSE.
- 11. SLOPE SIDEWALK TOWARD LANDING AS SHOWN WHERE THERE IS NO TERRACE OR WHERE THE TERRACE WIDTH IS LESS THAN 6 FEET WIDE.
- 12. THE EDGE OF THE DETECTABLE WARNING FIELD NEAREST TO A RAILROAD CROSSING SHALL BE 1.5 FEET +/- 0.1' FROM THE FACE OF THE GATE ARM IF THE GATE ARM EXTENDS ACROSS THE SIDEWALK. WHERE THERE IS NO PEDESTRIAN GATE, THE EDGE OF THE DETECTABLE WARNING FIELD NEAREST TO THE RAILROAD CROSSING SHALL BE 15 FEET FROM THE NEAREST RAIL.
- 12. DO NOT INSTALL DETECTABLE WARNING FIELDS AT THE EDGES OF STREET-LEVEL PEDESTRIAN REFUGE ISLANDS IF A MINIMUM 2-FOOT CONCRETE SURFACE WITHOUT DETECTABLE WARNINGS (MEASURED IN THE DIRECTION OF PEDESTRIAN TRAVEL) CANNOT BE ACHIEVED.





SECTION B-B FOR TYPE 7A

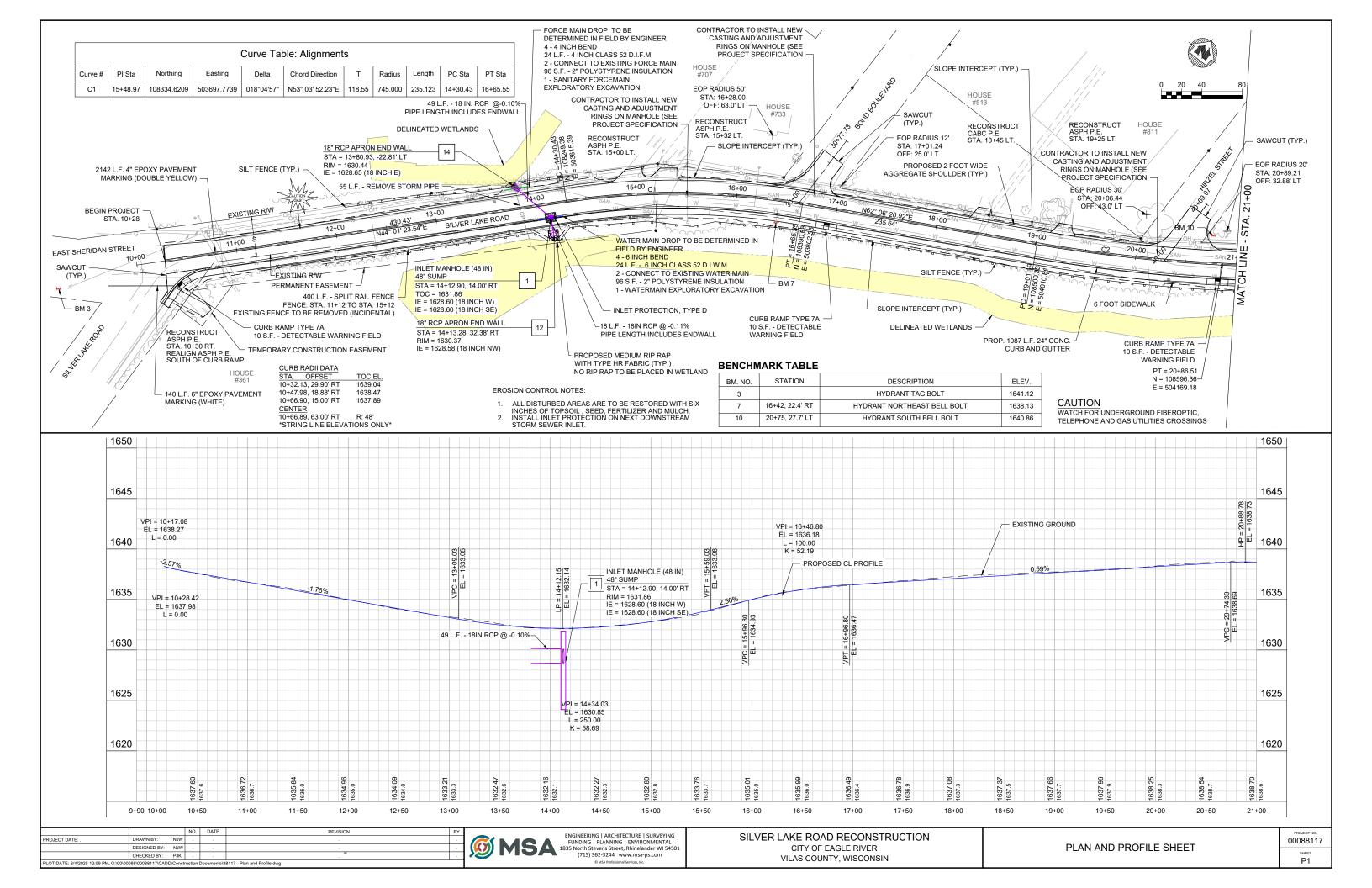
		NO.	DATE	REVISION	BY
PROJECT DATE: .	DRAWN BY: NJ	Ν .		·	
	DESIGNED BY: NJ	Ν .			
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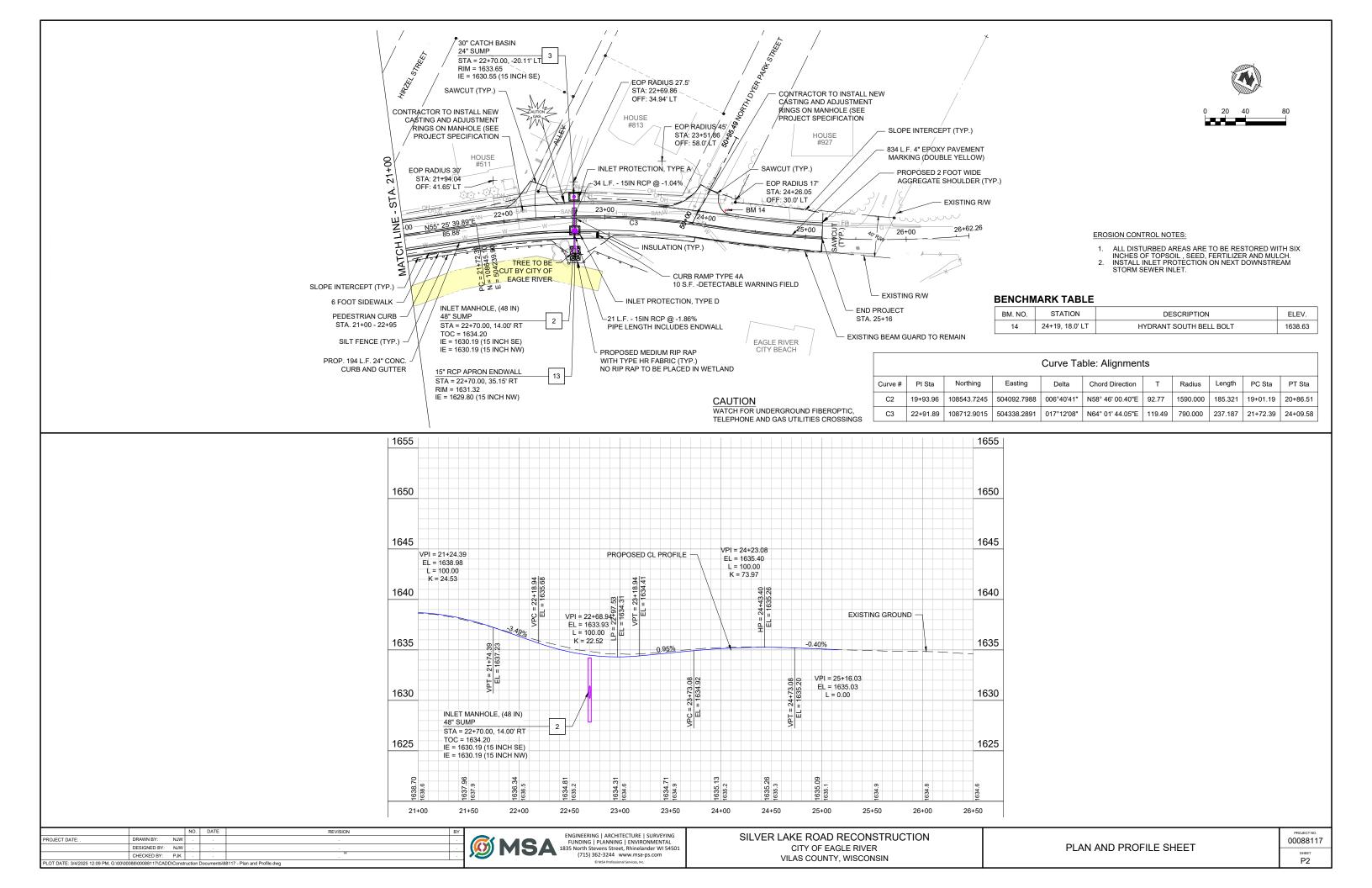


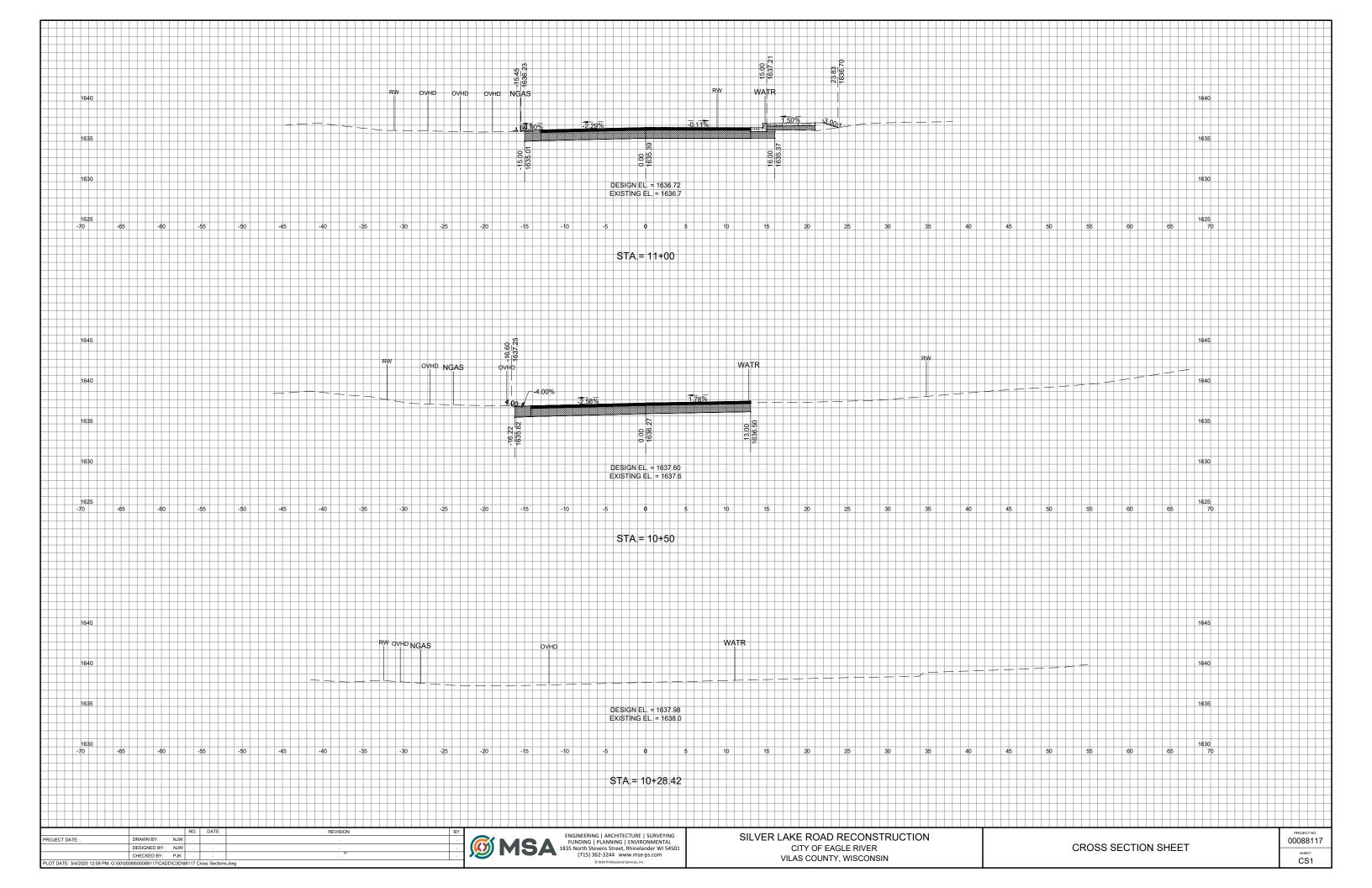
SILVER LAKE ROAD RECONSTRUCTION
CITY OF EAGLE RIVER
VILAS COUNTY, WISCONSIN

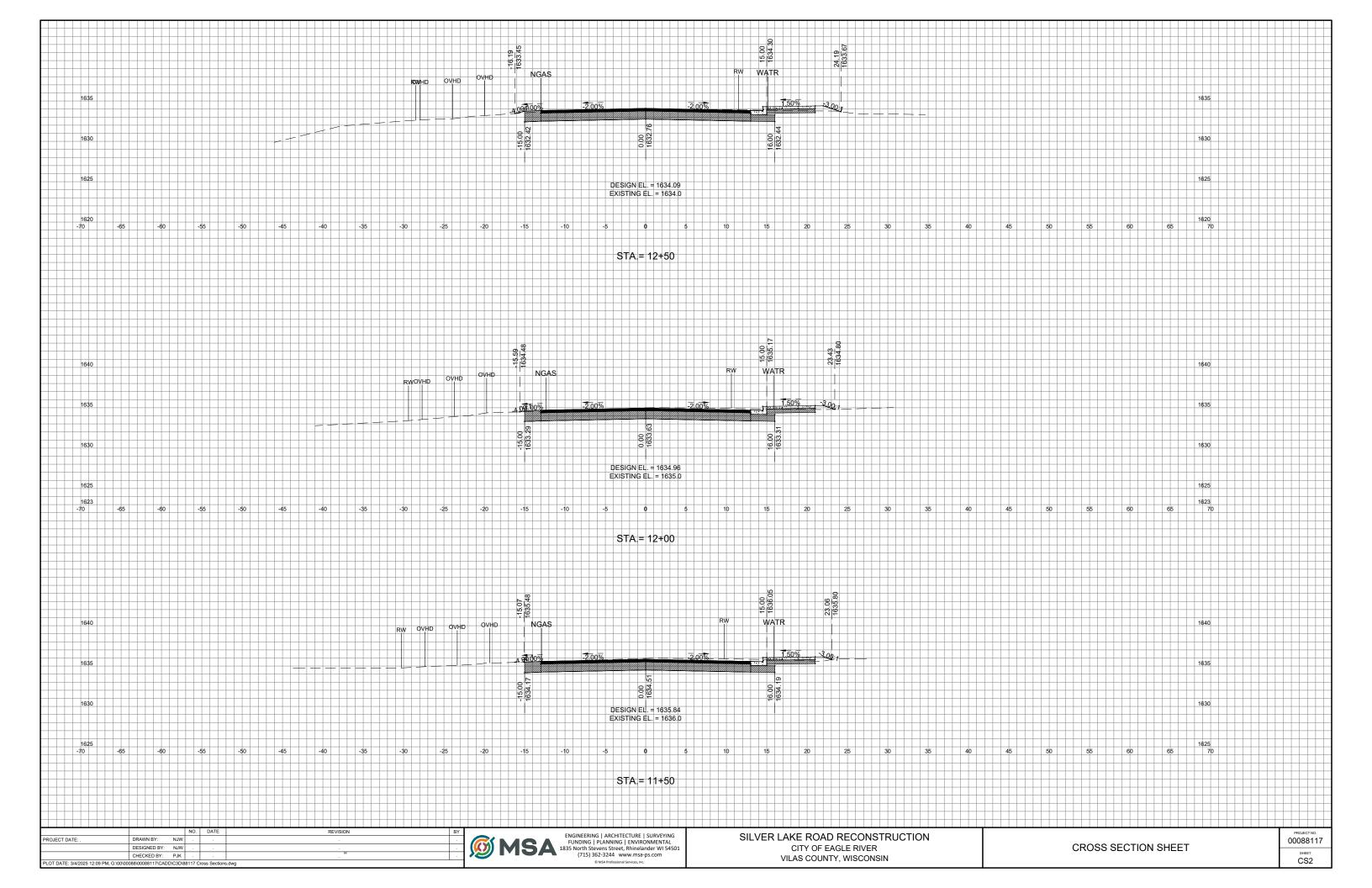
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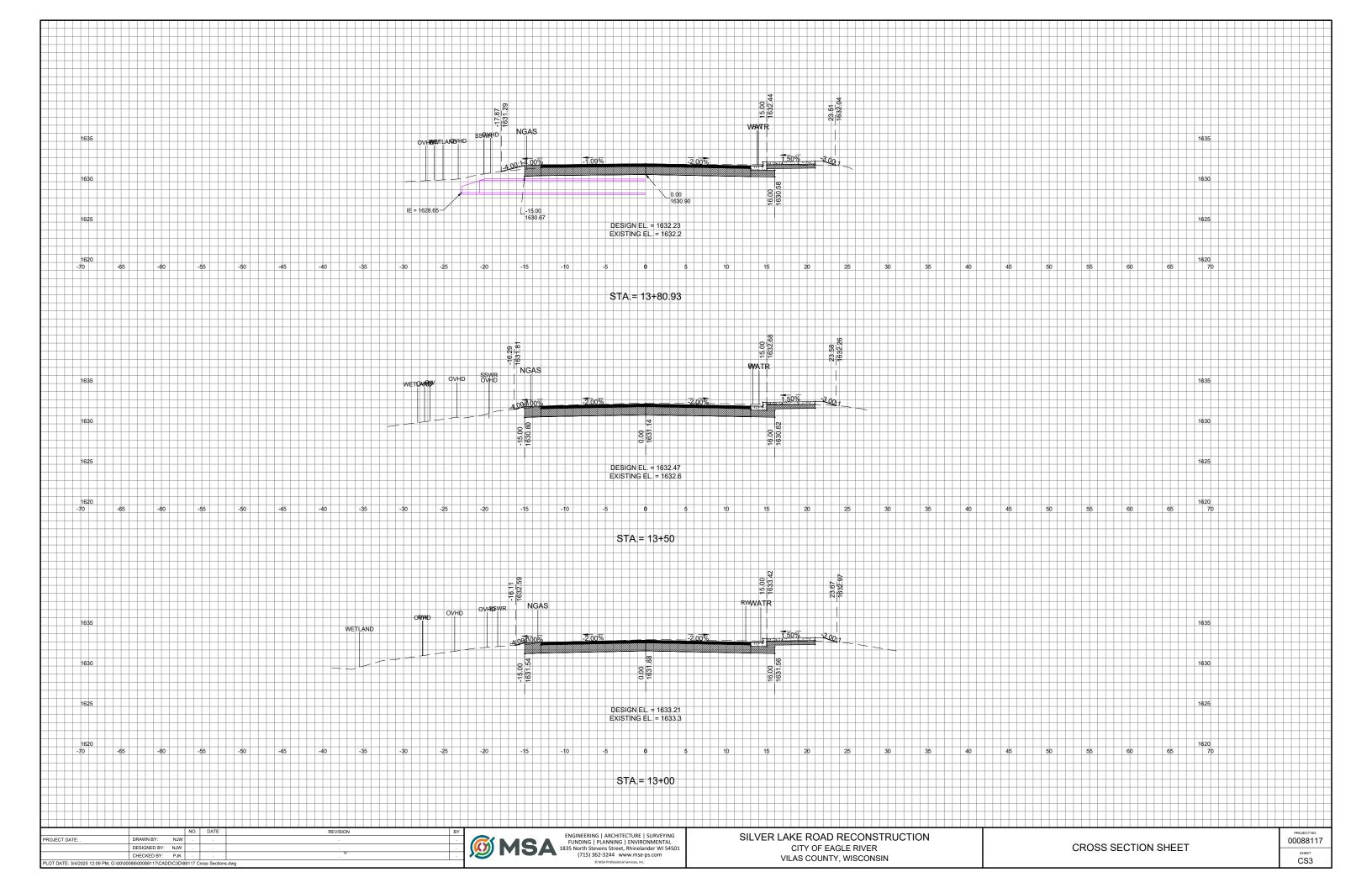
PROJECT NO.
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SHEET
G15

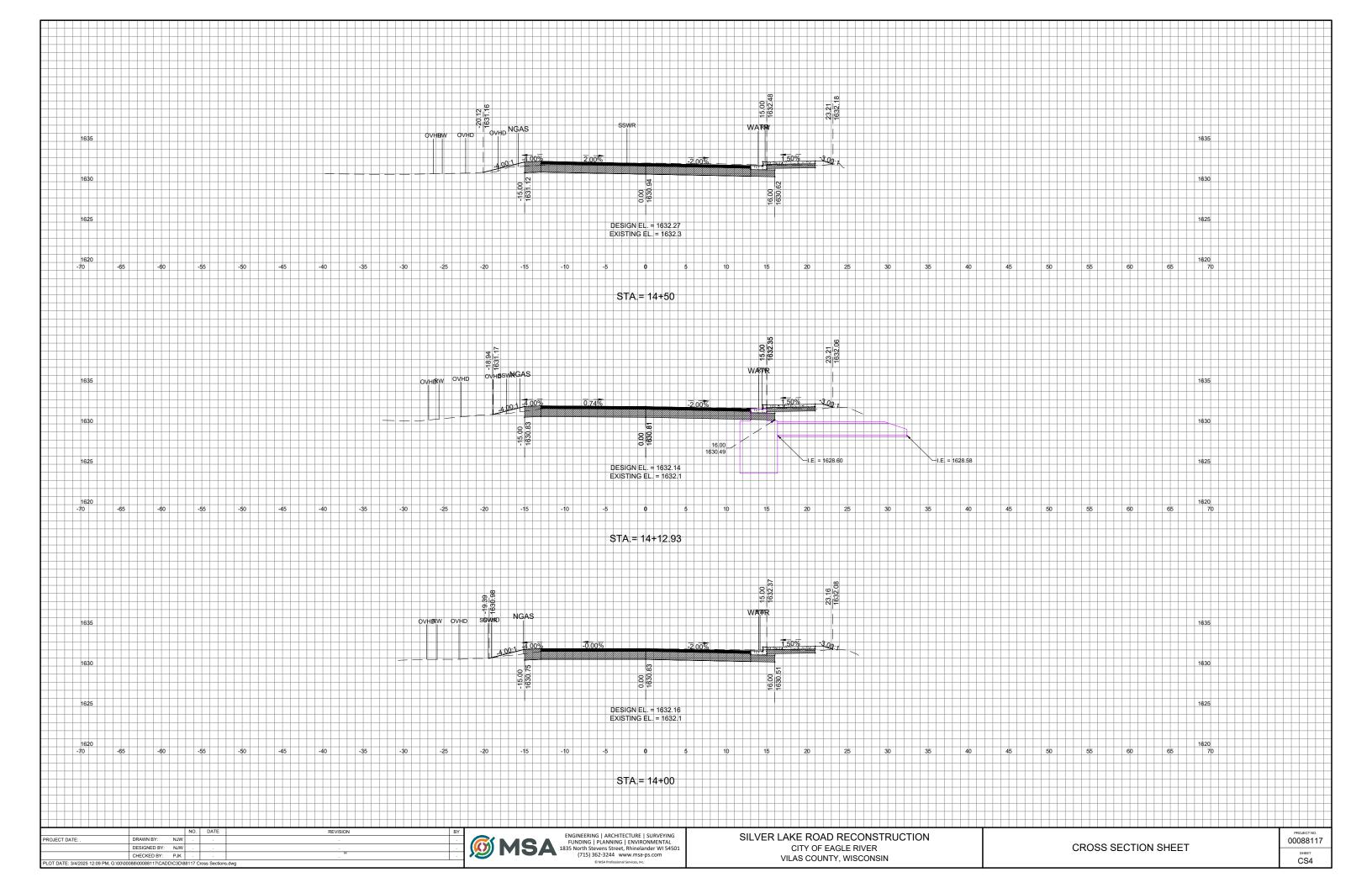


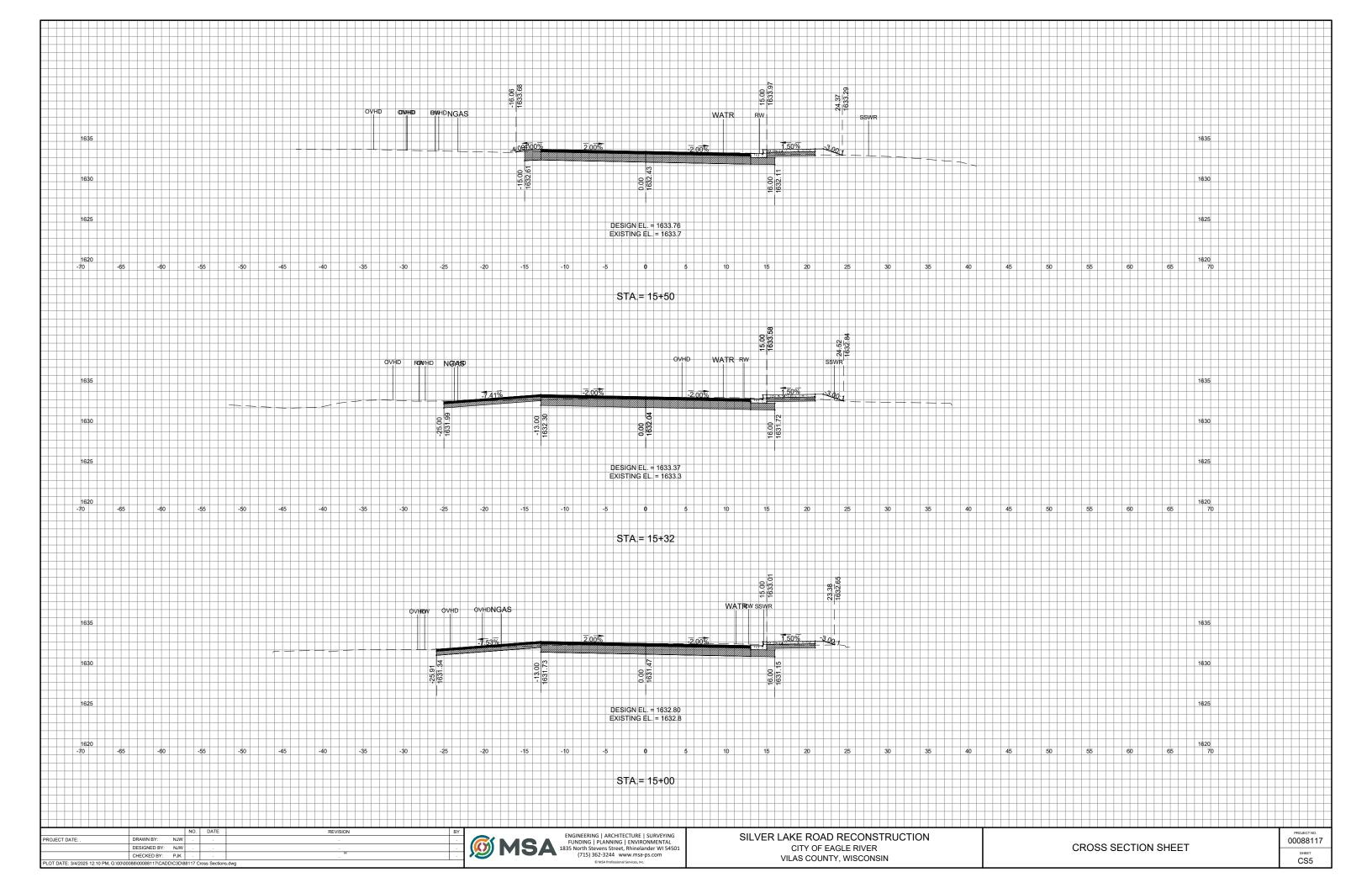


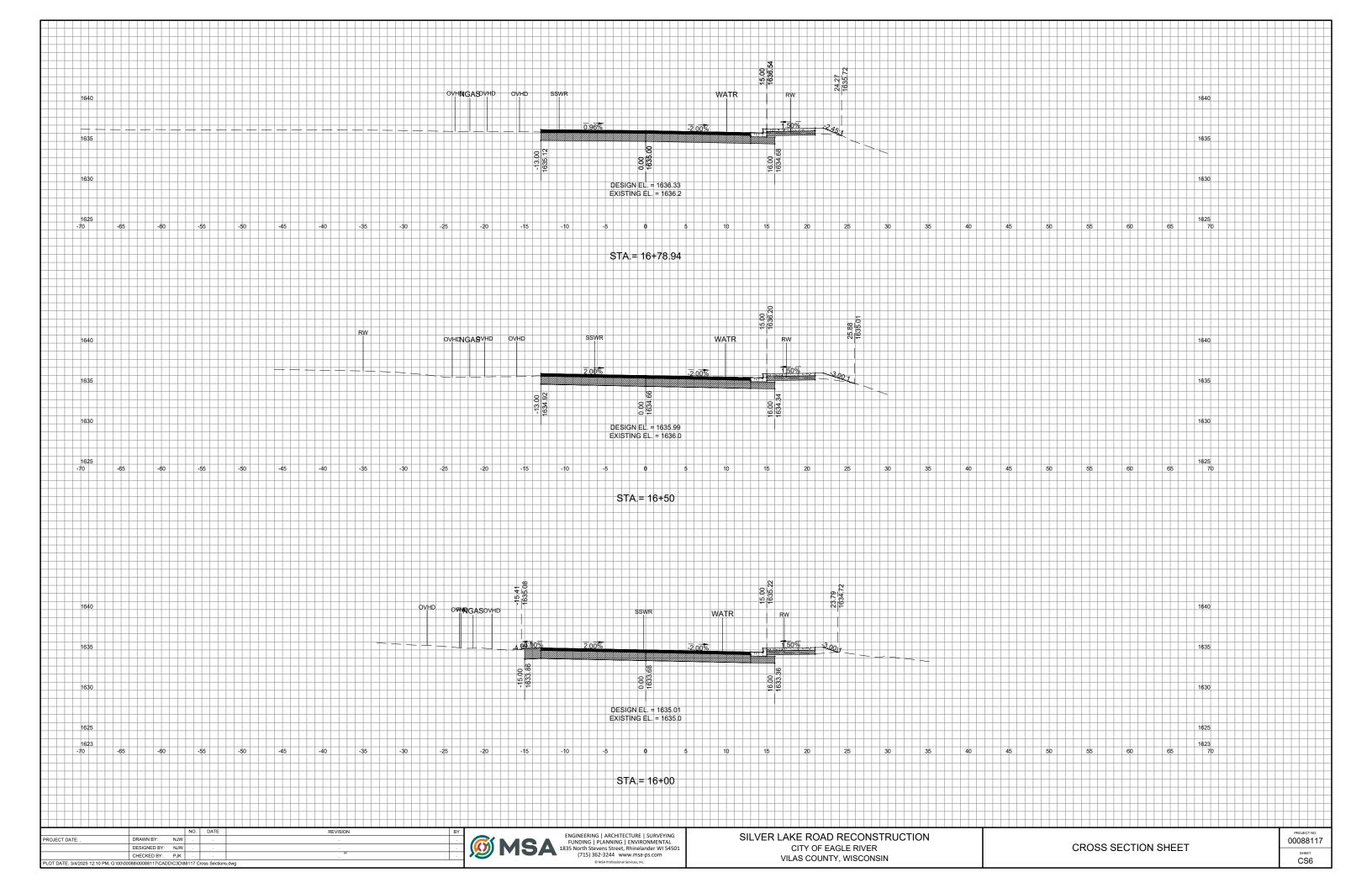


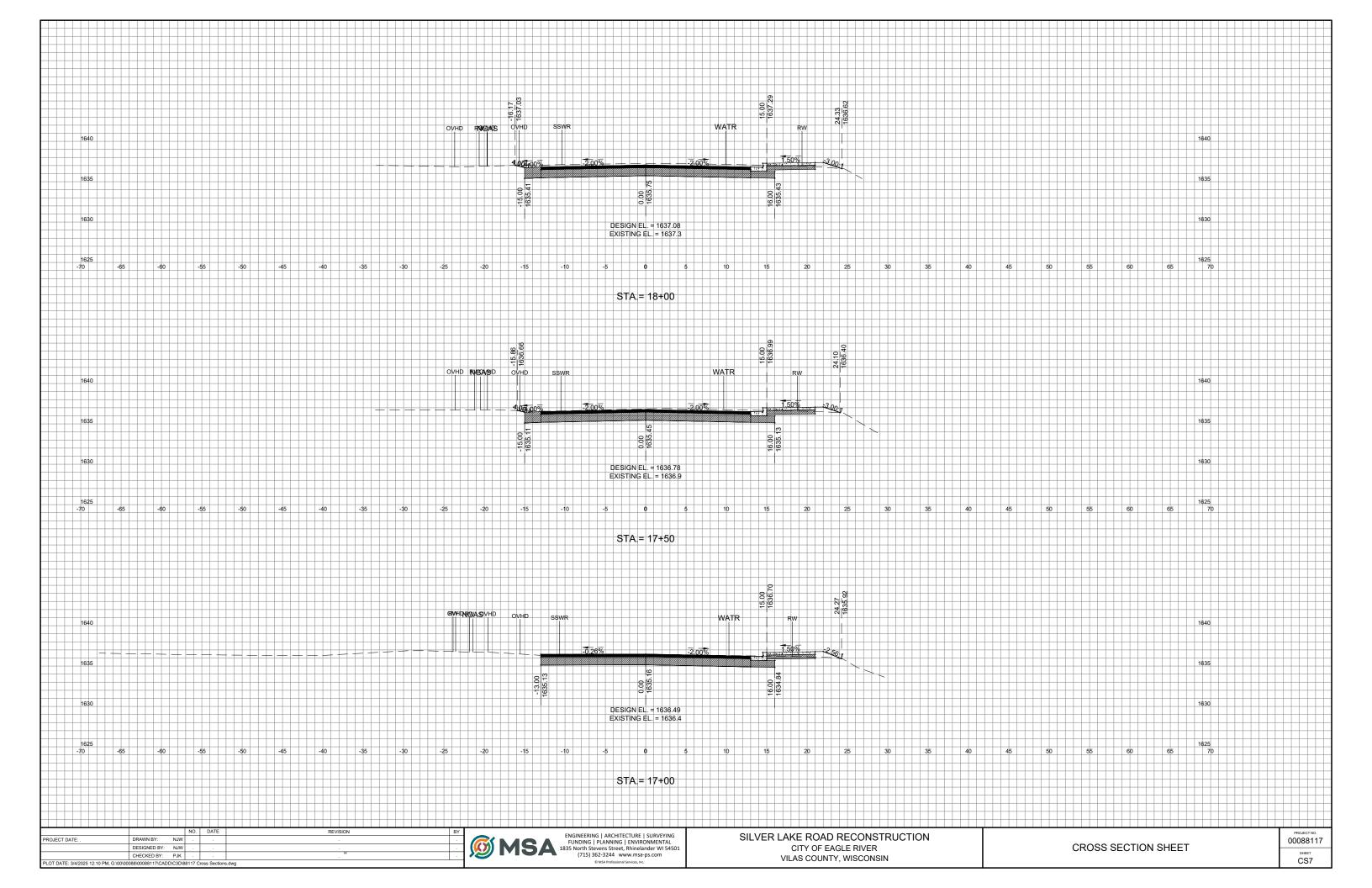


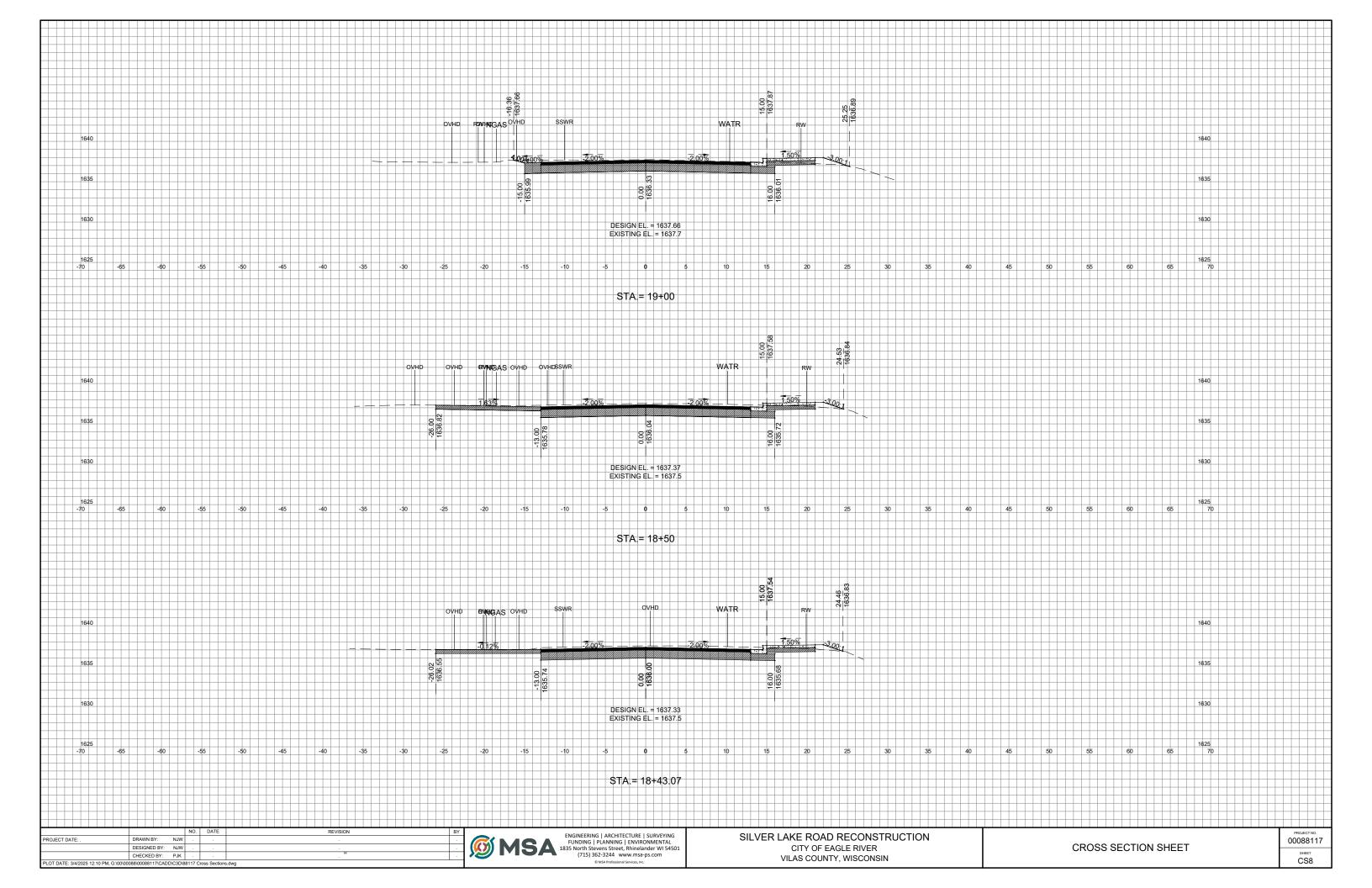


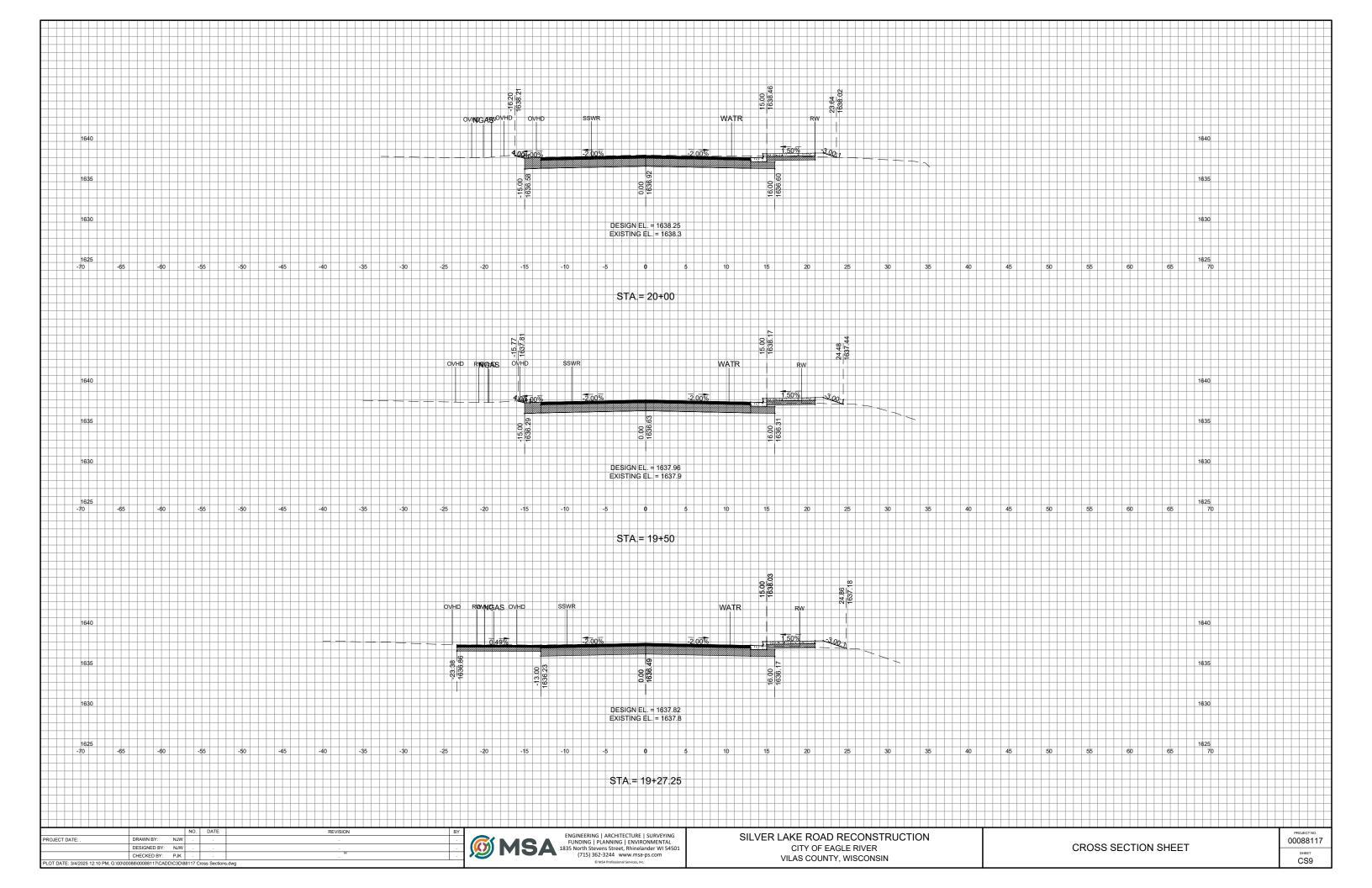


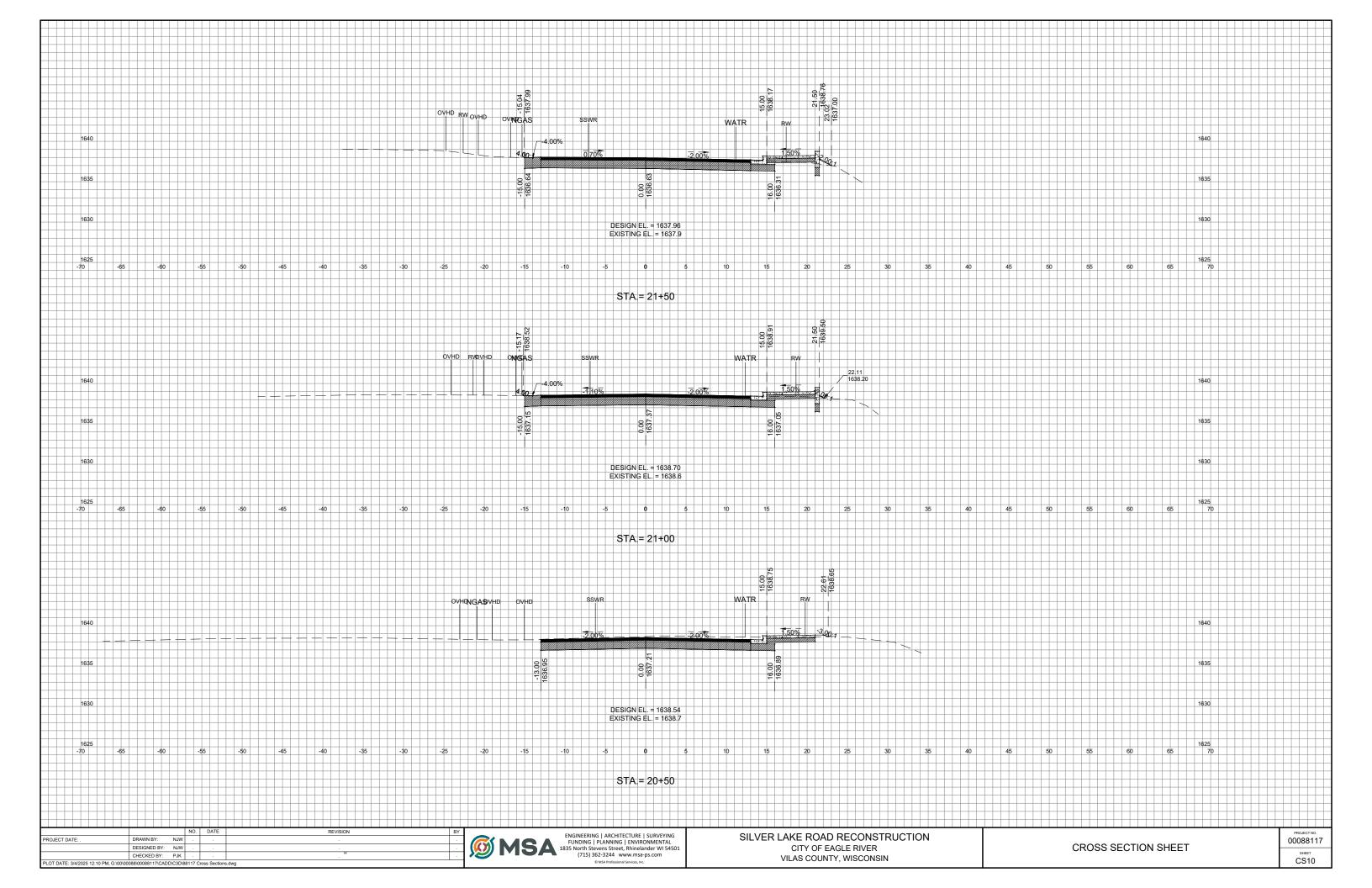


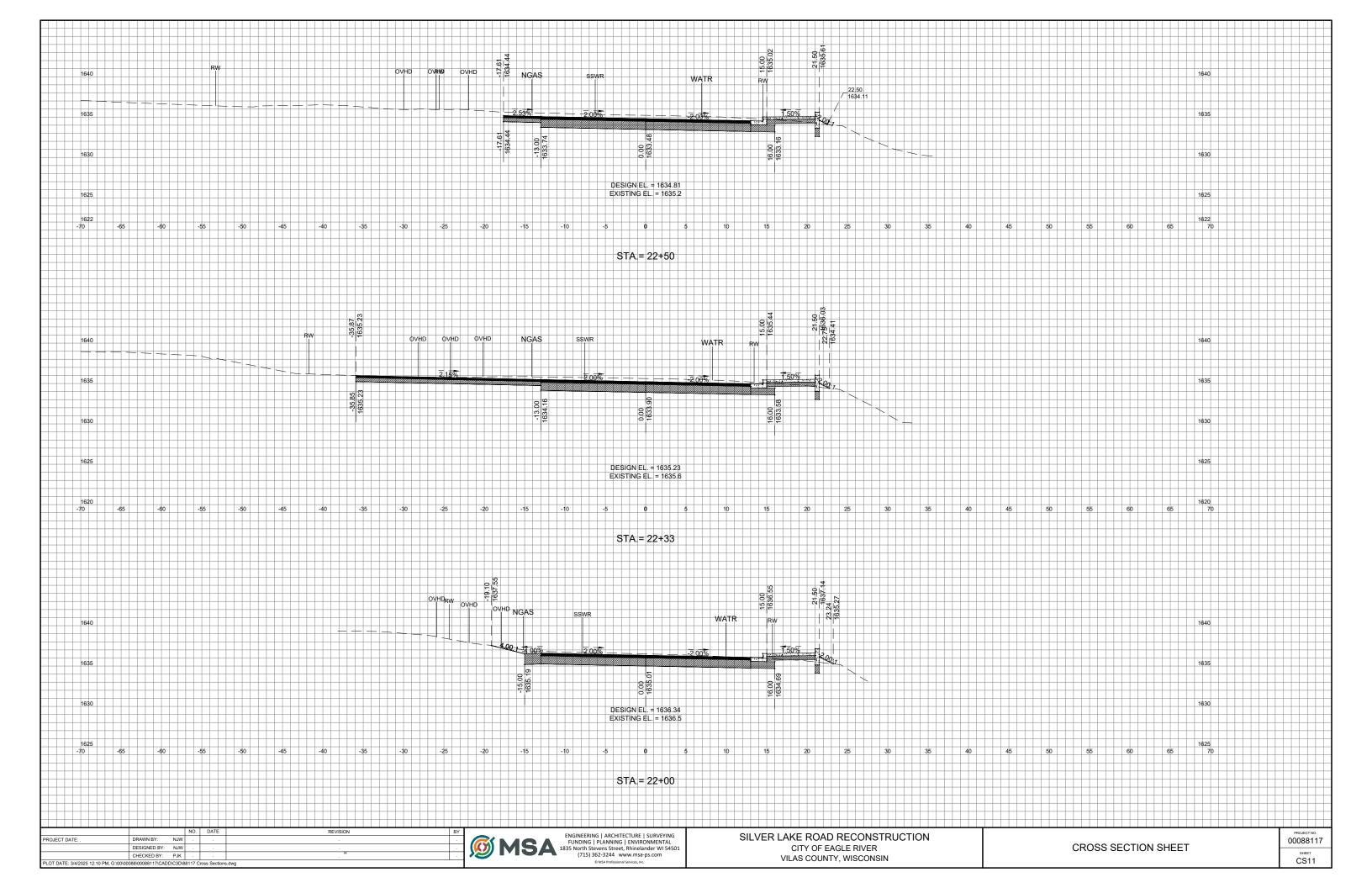


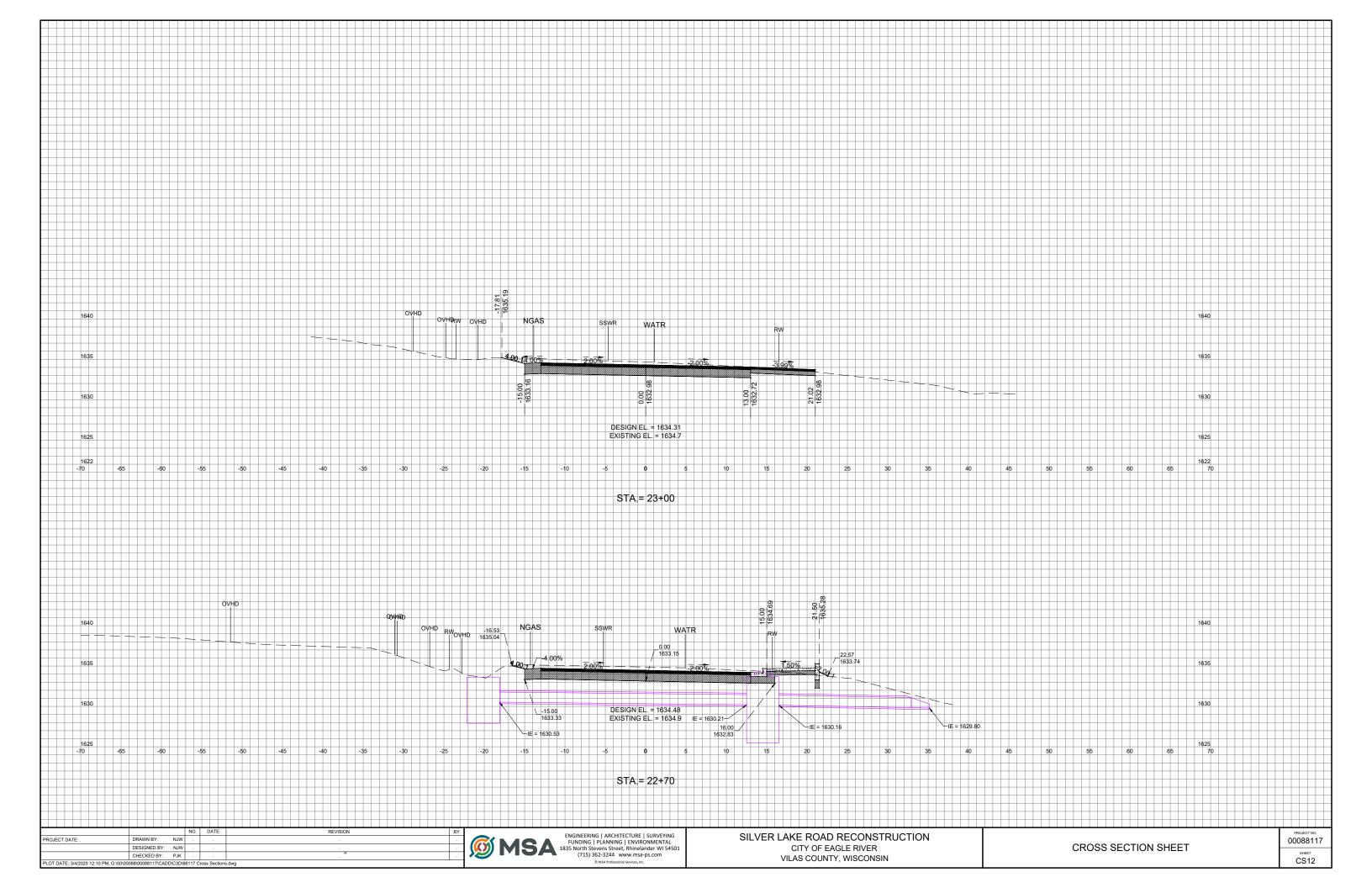


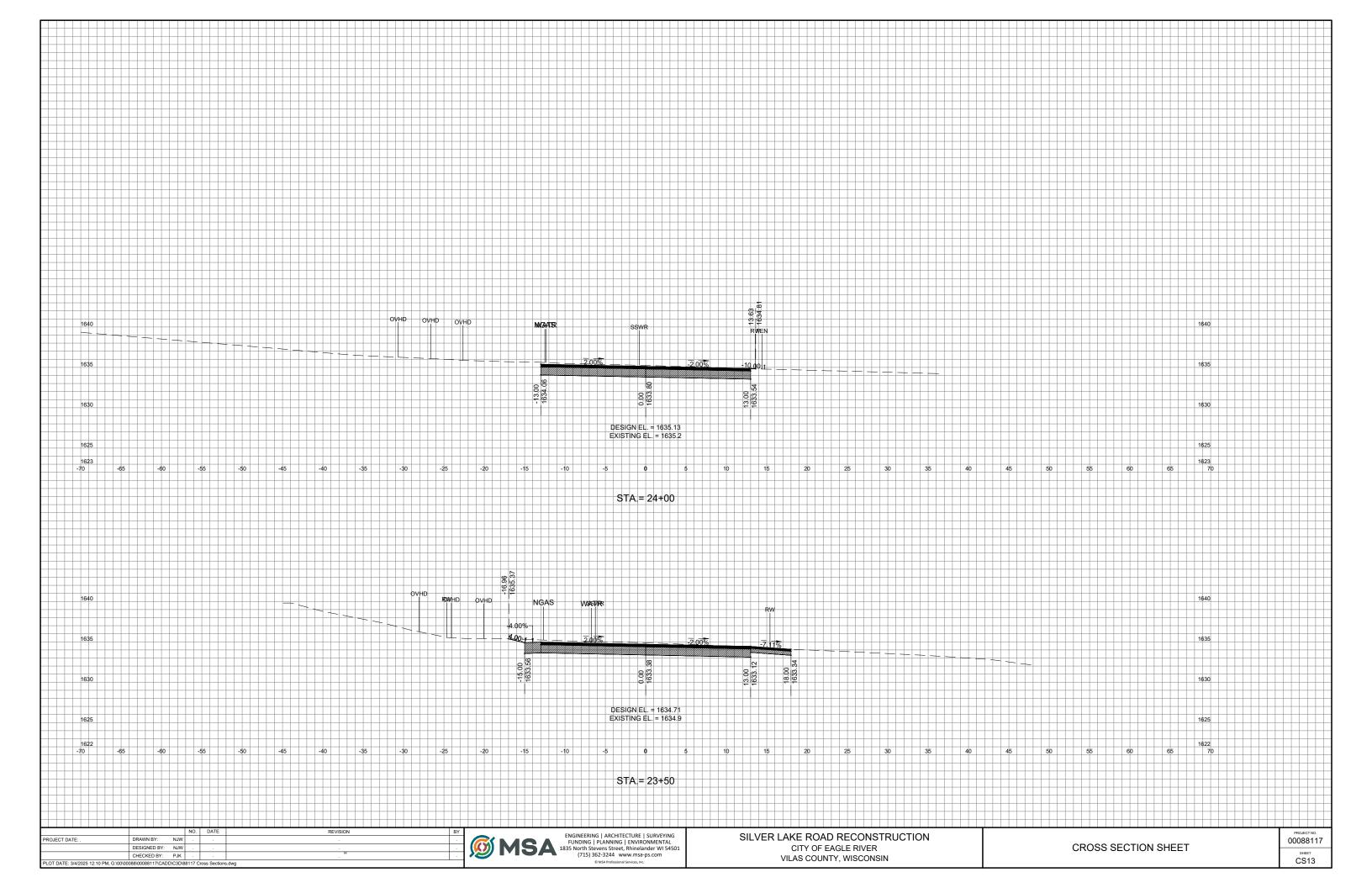


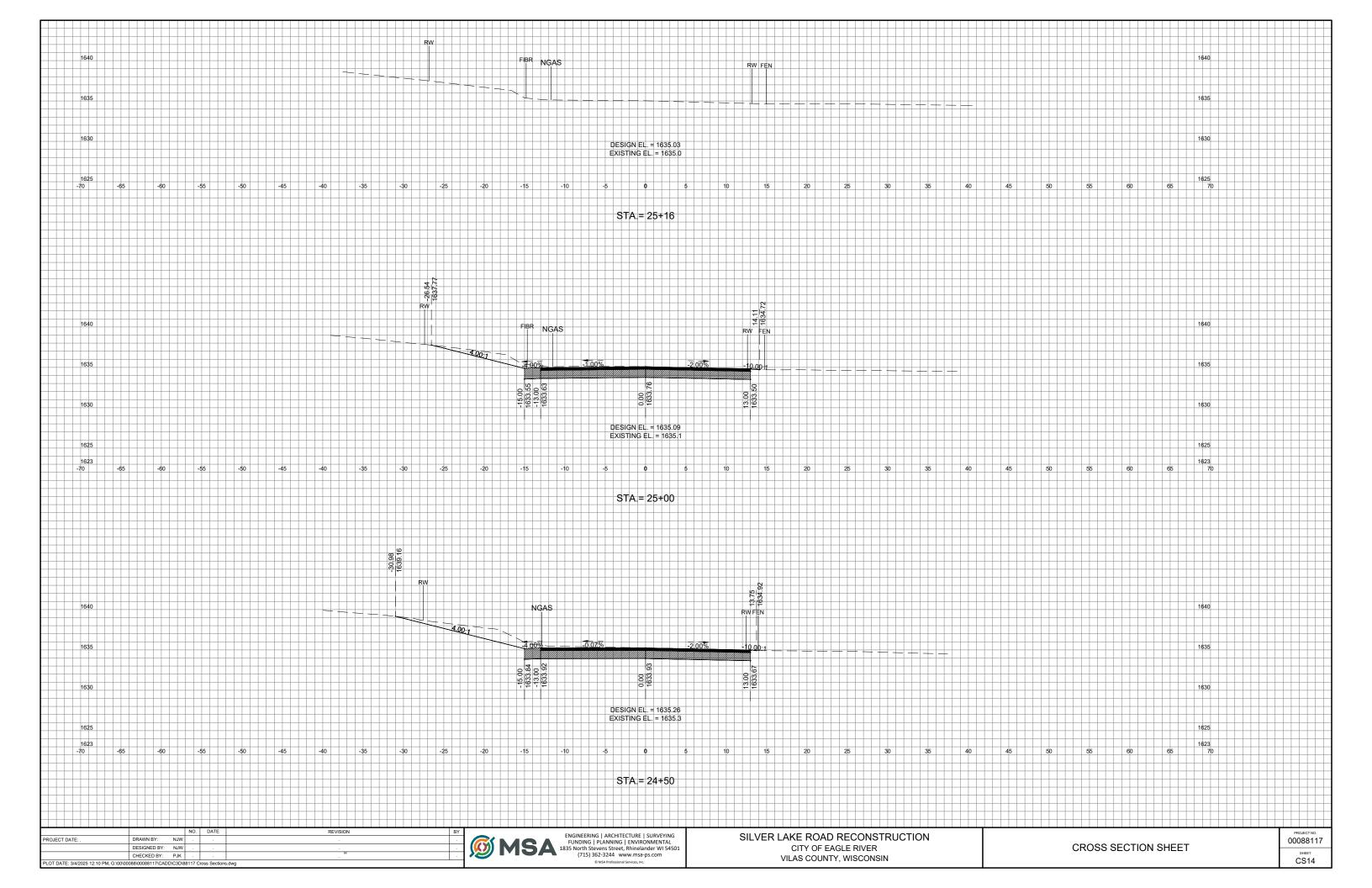












Proposal for Municipal Marketing and Media Services for the Eagle River Municipal Golf Course



March 25, 2025

Robin Ginner, City Administrator City of Eagle River

Via Email – rcginner@eagleriverwi.gov

Dear Robin,

Kim Swisher Communications, LLC. (KSC), is grateful for the privilege of serving the City of Eagle River and the Eagle River Golf Course since 2020, providing social media marketing, graphic design and website maintenance. Over the past five years, we have worked closely with the staff and members of the leagues to develop the Course's online presence, providing consistent, engaging information and imagery.

Similar to our 2024 contract, we propose the following marketing plan for April 2025 through March 2026:

April through September 2025

- Continue maintaining the Course's Facebook and Instagram pages, providing weekly posts and complimentary
 imagery. This includes our annual Spring and Summer marketing that targets visitors currently in Eagle River
 and the surrounding areas.
- Maintain the Course's website, adding information from the staff and leagues.
- Continue Google Ads, promoting the Course on search engines and incorporating YouTube ads. This would target audiences in the same geographic area as our Facebook ads, as well as audiences who search golf related topics that are visiting Eagle River and the surrounding area.
- Cross promote online ads by including them on the Course's website, and enhancing the Course's keywords for search engine optimization.
- Create all content imagery for social media and online advertising.
- Design flyers, rack cards, and any other information that the Course seasonally produces to ensure all branding follows consistent standards.
- Occasional press releases sent to our regional media list. Topics could include announcing the restaurant's opening day, upcoming special outings, and more.

We are prepared to continue services and implement the enhanced marketing strategies effective April 1, 2025.

October 2025 through March 2026

- Maintaining the website, providing updated information as it becomes available.
- Maintaining Facebook and Instagram engagement, providing weekly posts and complimentary imagery.
- Maintaining Google Ads.
- Quarterly or semi-annual meetings with staff to review programs and discuss future marketing ideas, as well as review progress reports provided by the KSC team.

Proposal for Municipal Marketing and Media Services for the Eagle River Municipal Golf Course



Page 2 of 2

Fees

- April through September 2025 \$1,250 per month
 - o Includes Facebook, Instagram and Google account management
 - o Includes \$200 minimum for online advertising (Facebook, Instagram and Google)
 - o Includes all website maintenance
 - o Includes all graphic design for online content and ads, and flyers for the Course
 - o Regional Press Releases promoting course activities and events
- October 2025 through March 2026 \$950 per month
 - o Includes Facebook, Instagram and Google account management
 - o Includes \$100 minimum for online advertising (Facebook, Instagram and Google)
 - Includes all website maintenance
 - o Includes all graphic design for online content and ads, and flyers for the Course
 - o Regional Press Releases promoting course activities and events

Our total fees for this annual contract will not exceed \$13,200.

Thank you for your time in reviewing our proposal. We welcome the opportunity to answer any questions you may have.

Respectfully submitted,

Kim Swisher, Co-Owner

Kundwisher

Office: 715-437-0090 Cell: 715-437-0465

Email: kim@kimswisher.com

Kassie Krell-Bellin, Co-Owner

Office: 715-437-0090

Email: kassie@kimswisher.com

Robin Ginner

From: Kim Swisher < kim@kimswisher.com> Tuesday, March 25, 2025 8:20 AM Sent:

Robin Ginner To: Kassie Krell Bellin Cc:

Subject: RE: Proposed 2025-2026 Contract for Golf Course Marketing

Good Morning,

We increased our monthly fee for the April to September period \$50 per month to help cover the advertising costs.

There was no change to the October to March period.

If you need anything else, please let me know.

Thank you 😊



Kim Swisher Kim Swisher Communications, LLC.

Office: (715) 437-0090 Cell: (715) 437-0465 www.KimSwisher.com



"I've found it is the small things, everyday deeds of ordinary folk that keeps the darkness at bay." ~ Gandalf, The Hobbit: An Unexpected Journey

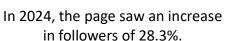


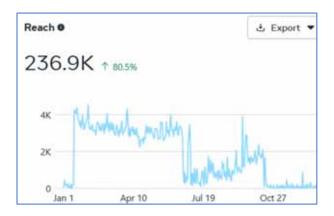
Social Media Activity:

Facebook:

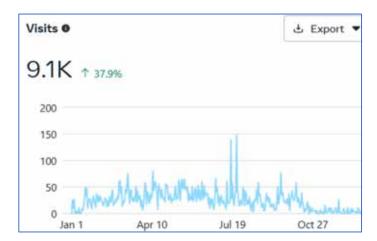
As of January 3, 2024, the Facebook page had 2,480 followers. Today the page has 2,648 followers.



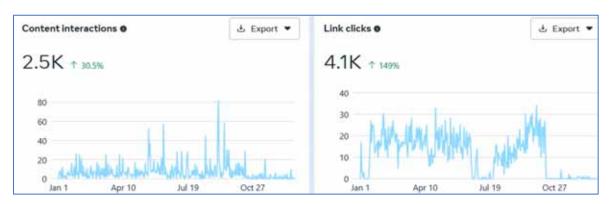




In 2024, the page reached 236,900 Facebook users.



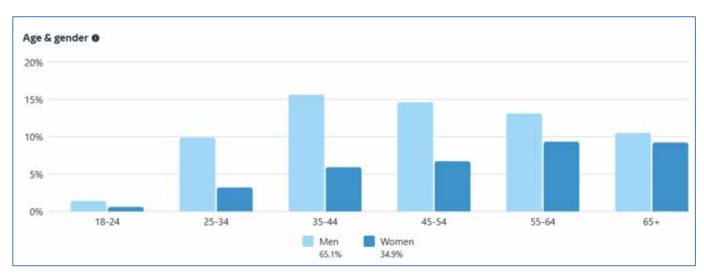
As the business is seasonal, visits to the page increases in the Spring and Summer.

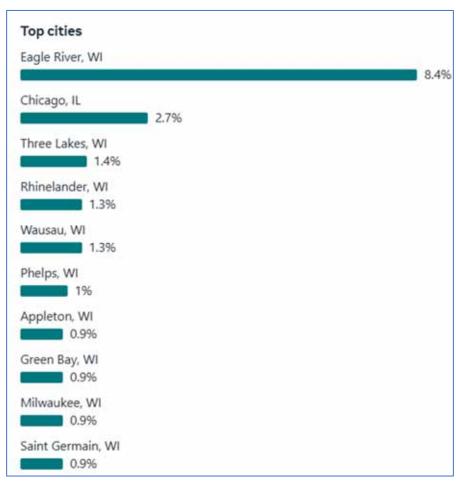


Content Interactions are actions taken by page visitors (likes, comments, shares, etc.). Link clicks are actions taken by page visitors clicking on the link in a post – usually to the Course's website.



Facebook Audience:



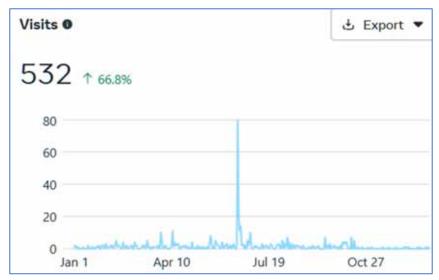


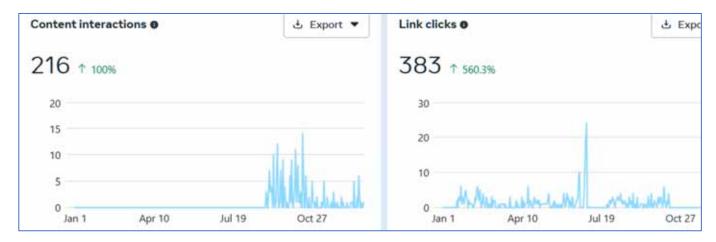


Instagram:

On January 3, 2024, the page has 429 followers. Today the page has 538 followers.

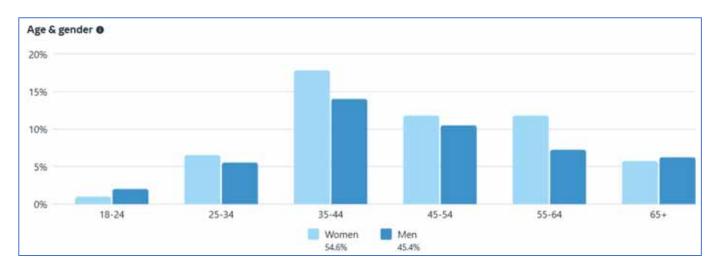




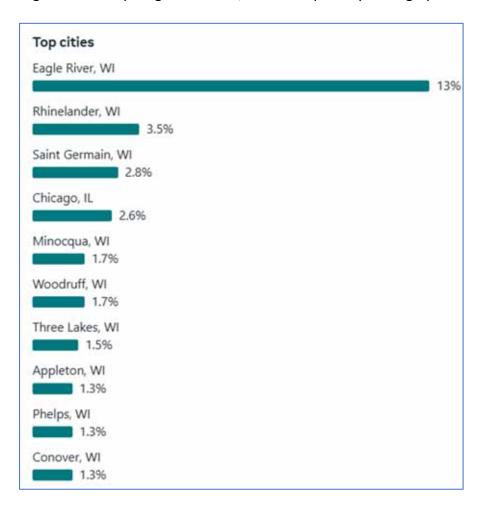




Instagram Audience:



We are working to build the younger audience, which is a primary demographic of Instagram.





Advertising:

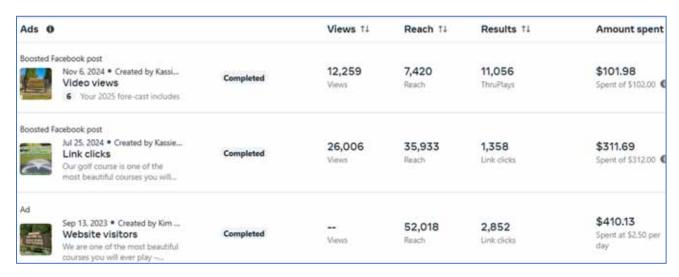
We have focused on increasing reach and engagement with younger audiences to build the Golf Course's future sustainability.

Facebook:

Ads 0			Views 11	Reach 14	Results 11	Amount spent
Boosted F	Jan 2 * Created by Kassie Krell Video views For course updates, follow us on Facebook and Instagram or visit	Paused	20,306 Views	11,124 Reach	16,728 ThruPlays	\$146.40 Spent of \$179.00 €
Boosted F	acebook post					
	Nov 6, 2024 • Created by Kassi Video views 6: Your 2025 fore-cast includes	Completed	12,259 Views	7,420 Reach	11,056 ThruPlays	\$101.98 Spent of \$102.00 ©
Boosted F	acebook post					
æ	Jul 25, 2024 * Created by Kassie Link clicks Our golf course is one of the most beautiful courses you will	Completed	26,006 Views	35,933 Reach	1,358 Link clicks	\$311.69 Spent of \$312.00 ()
Ad						
	Sep 13, 2023 • Created by Kim Website visitors We are one of the most beautiful courses you will ever play	Completed	Views	68,254 Reach	4,322 Link dicks	\$682.02 Spent at \$2.50 per day

Total Facebook Video Reach: 122,731 Facebook Users

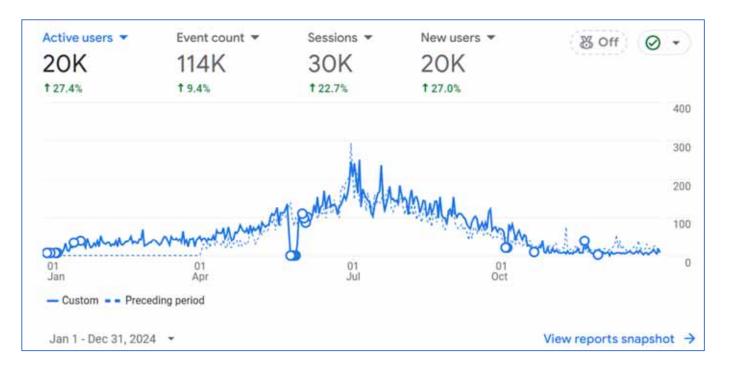
Instagram:



Total Instagram Video Reach: 93,371 Instagram Users



Website Activity – Google Analytics:

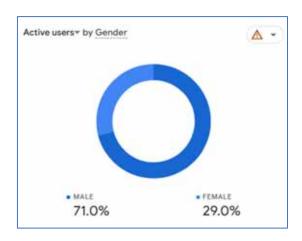


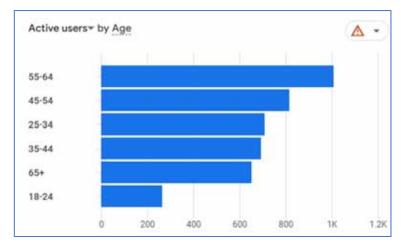
What Users Are Viewing on the Website:

	Page title and screen class ▼ +	↓ Views	Active users
	Total	62,647 100% of total	20,472 100% of total
1	Eagle River Golf Course - Eagle River Golf Course	19,575	11,591
2	Tee Times - Eagle River Golf Course	17,949	8,193
3	Welcome to the Eagle River Golf Course - Eagle River Golf Course	8,020	5,279
4	Rates - Eagle River Golf Course	4,113	3,091
5	View Our Course - Eagle River Golf Course	2,953	2,248
6	Men's League - Eagle River Golf Course	1,183	336
7	Contact Us - Eagle River Golf Course	1,136	827
8	Scorecard - Eagle River Golf Course	804	617
9	Lessons - Eagle River Golf Course	673	472
10	About Us - Eagle River Golf Course	638	511



Website Demographics:





Google Ads:

We were unable to retrieve 2024 statistics, as Google has updated their reporting. These statistics are for the first quarter of 2025:



We know from the website (Google Analytics) statistics that the website is being used more than ever, especially for scheduling tee times.

Graphic Design Services:





Eagle River Golf Course Marketing Overview

January through December 2024

















We are grateful for the continued opportunity to serve you and the Eagle River Golf Course. If you have any questions or need additional information, please do not hesitate to contact us.

Respectfully submitted,

Kjimdwisher

Kim Swisher, Co-Owner Office: 715-437-0090

Email: kim@kimswisher.com

Kassie Krell Bellin, Co-Owner

Office: 715-437-0090

Email: kassie@kimswisher.com



City of Eagle River WISCONSIN

Contract Document for: **2025 Eagle River Golf Couse Clubhouse Electrical Upgrades**

April 8, 2025

City of Eagle River
Eagle River City Hall
525 E Maple St.
Eagle River, WISCONSIN
715-479-8682

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00100: INVITATION TO BID

The City of Eagle River, Wisconsin, is seeking bids from qualified electricians for electrical upgrades at the Eagle River Golf Course clubhouse. The project includes replacing all electrical outlets within the clubhouse dining area, bar and pro shop as needed, and re-structuring the electrical system in the kitchen to place the exhaust hood on a dedicated circuit.

Scope of Work

- 1. Outlet Replacement: Remove and replace all electrical outlets on the main floor of the Golf Course Club House (including pro shop, bar and dining area, as needed) to ensure compliance with current electrical codes and safety standards.
- 2. Kitchen Electrical Re-structuring: Modify the existing electrical in the kitchen to ensure the exhaust hood operates on a separate, dedicated circuit.
- 3. Compliance & Inspections: All work must be performed in compliance with local and national electrical codes, with final inspection approval by the State of Wisconsin Building/Electrical Inspector required by the City of Eagle River.
- 4. Permits: The contractor is responsible for obtaining all required permits from the State of Wisconsin Building Inspector.
- 5. <u>See complete Bid Document for full scope of work.</u>

Project Timeline

- Bid Due Date: 12:00 PM, Friday, May 30, 2025
- Award Notification: Within 30 days of the bid due date
- Project Completion Deadline: December 1, 2025

Bid Submission Requirements

Complete bid document, including submission guidelines, can be found on the City website at https://eagleriverwi.gov/resources/bids-and-rfps/

Sealed bid packets must be delivered no later than 12:00 PM on May 30, 2025, to the following address:

City of Eagle River 525 E. Maple Street PO Box 1269 Eagle River, WI 54521 Attn: Robin Ginner

Bid packets must include:

- Company name, address, and contact information
- Proof of licensure and insurance
- Detailed cost estimate, including labor and materials
- Timeline for project completion
- References from previous similar projects

Selection Criteria

The City of Eagle River will evaluate bids based on the following criteria:

- Total project cost
- Experience and qualifications
- Ability to meet the project timeline
- Compliance with bid submission requirements

The City of Eagle River reserves the right to reject any and all bids, to waive informalities, and to accept the bid deemed in the best interest of the CITY.

For questions, requests for site inspections, or additional information, please contact:

Robin Ginner, City Administrator Phone: 715-479-8682 ext. 227 Email: rcginner@eagleriverwi.gov

00110: GENERAL REQUIREMENTS

The general requirements in this document apply to the Eagle River Golf Course Clubhouse located at 457 McKinley Blvd, Eagle River, Wisconsin.

Contact: City of Eagle River

Robin Ginner, City Administrator Ph 715-479-8682 ext. 227

Cell 715-525-2666

e-mail: rcginner@eagleriverwi.gov

City Hall

525 E Maple Street P.O. Box 1269

Eagle River, WI 54521

Contractor: General Contractor and all sub-contractor awarded construction of project

- 1. Coordination of Work
 - a. CONTRACTOR is responsible to coordinate their work with Sub-Contractors, as assigned.
 - b. The CONTRACTOR shall furnish all mobilization, labor, services, materials, equipment, plant, machinery, apparatus, appliances, tools, supplies, and all other requirements necessary to do all work required for the completion of each item of the Work and as herein specified.

2. Work Schedule

There are no limits on days of week in which work can be performed. Work hours must be between 7 am and 8 pm. Project to be completed by December 1, 2025.

3. Required Contractor Payments

- a. A deposit of one-third the contract amount will be paid to the awarded contractor within 15 days of notice of award.
- b. Remainder will be paid upon completion after signing of the "Certificate of Completion" is signed by the CONTRACTOR and CITY.
- c. Since the bid is limited to observed electrical issue with a high probability of unknown issues to be uncovered upon commencement of work, the CONTRACTOR must include a fee Schedule for additional work.

4. Waste Disposal

CONTRACTOR is responsible for keeping building site free of debris. CONTRACTOR to supply debris container or containers. CONTRACTOR shall be responsible for having containers emptied.

5. Temporary Power

CONTRACTOR will supply temporary power as needed.

6. Sanitary Regulations

CONTRACTOR is responsible for supplying temporary facilities.

7. Character of Workmen

The CONTRACTOR shall always be responsible for the conduct and discipline of their employees and/or any Subcontractor or persons employed by Subcontractors. All employees must have sufficient knowledge, skill, certifications and experience to perform properly the work assigned to them. Any supervisor, foreman, or workman employed by the CONTRACTOR or Subcontractor who does not perform their work in a skillful manner or appears to be incompetent or to act in a disorderly or intemperate manner shall, at the written request of the CITY, be discharged from the work and shall not be employed again in any portion of the work without the approval of the CITY. If any employee is not immediately removed when required, any work done by him/her will not be estimated or accepted.

8. Workmanship

The CONTRACTOR shall furnish suitable tools and building appliances to perform the work to be done. Work shall be completed in a neat and skillful manner at the location. All equipment shall be correctly field aligned, leveled and adjusted for satisfactory operation and shall be installed so that proper and necessary connections can be made readily between the various units. The CONTRACTOR shall furnish, install, and protect all necessary accessories and attachments and all other appurtenances needed for proper installation of the work. The work shall be performed in accordance with well-known, established practice and standards, meet current National Electrical Code (NEC) standards and comply with State of Wisconsin electrical codes and guidelines for commercial buildings.

9. Continuing Obligation

The CONTRACTOR's obligation to perform and complete the Work in accordance with the Contract Documents shall be absolute. Neither recommendation of any progress or final payment, nor the issuance of a Certificate of Substantial Completion, nor any payment by CITY to CONTRACTOR under the Contract Documents, nor any use or occupancy of the Work or any part thereof by CITY,

nor any act of acceptance by CITY, nor any failure to do so, nor any review and approval of a shop drawing or sample submission, nor the issuance of a notice of acceptability, nor any correction of defective Work by CITY will constitute an acceptance of Work not in accordance with the Contract Documents or a release of CONTRACTOR's obligation to perform the Work in accordance with the Contract Documents.

10. Discrepancies and Omissions

- a. If, during the performance of the Work, CONTRACTOR finds a conflict, error, or discrepancy in the Contract Documents, CONTRACTOR shall so report to CITY in writing at once and before proceeding with the Work affected thereby shall obtain a written interpretation or clarification from CITY; however, CONTRACTOR shall not be liable to CITY for failure to report any conflict, error, or discrepancy in the Contract Documents unless CONTRACTOR had actual knowledge thereof or should reasonably have known thereof.
- b. Any incidental item of material, labor, or detail required for the proper execution and completion of the Work and omitted from the Contract Documents but obviously required by governing codes, local regulations, trade practices, operational functions, and good workmanship, shall be provided as a part of the Work without extra charge, even though not specifically detailed or mentioned.

11. Oral Agreements

No oral order, objection, claim or notice by any party to the others shall affect or modify any of the terms or obligations contained in any of the Contract Documents, and none of the provisions of the Contract Documents shall be held to be waived or modified by reason of any act whatsoever, other than by a mutually agreed waiver or modifications thereof in writing, and no evidence shall be introduced in any proceeding of any other waiver or modification.

00120: INSTRUCTIONS TO BIDDERS

The general requirements in this document apply to the Eagle River Golf Course Clubhouse located at 457 McKinley Blvd, Eagle River, Wisconsin.

Contact: City of Eagle River

Robin Ginner, City Administrator Ph 715-479-8682 ext. 227

Cell 715-525-2666

e-mail: rcginner@eagleriverwi.gov

CITY Hall 525 E Maple Street P.O. Box 1269 Eagle River, WI 54521

Contractor: General Contractor and all sub-contractor awarded construction of project

1. Location and Work to be Done

The Work consists of all labor, materials and equipment for the removal and replacement of electrical systems at the Eagle River Golf Course Clubhouse as outlined in the Statement of Work in Section 00130 of the bid documents, as directed by the City of Eagle River Administrator or her designee.

The location shall be the Eagle River Golf Course, 457 McKinley, Eagle River, Wisconsin, general characteristics, and principal details of the Work to be performed are specified in the bid specifications in Section 00130.

2. Documentation

The Work to be done and paid for under any item shall not be limited to the exact extent mentioned or described but shall include all incidental work necessary or customarily done for the completion of that item.

All quantities are approximate and do not expressly, or by implication warrant that the actual quantities will correspond therewith, but the CITY reserves the right to reasonably increase or decrease the quantity. An increase or decrease in the quantity for any item shall not be regarded as cause for an increase or decrease in the unit prices.

3. Receipt and Opening of Bids

The Eagle River Golf Course, herein called the CITY, acting by and through the City of Eagle River, will receive sealed Bids for the project known as: **2025 Eagle River Golf Course Clubhouse Electrical Upgrades**

General bids shall be addressed to City of Eagle, P.O. Box 1269, 525 E. Maple St., Eagle River, WI 54521, or hand delivered to the Eagle River City Hall, 525 E. Maple St., Eagle River, WI 54521 and endorsed "2025 Eagle River Golf Course Clubhouse Electrical Upgrades". Bid submissions shall be in a sealed envelope. Bids will be received at the Eagle River City Hall until 12:00 PM Central time, on Friday, May 30, 2025 at which time and place said bids will be publicly opened and read aloud.

4. Preparation of Bid

Each bid must be submitted on the prescribed form. All blank spaces for bid prices must be filled in, in ink or typewritten, in both words and figures.

Failure to complete the bid document adequately may result in the disqualification of the bidder.

Each bid must be submitted in a sealed envelope bearing on the outside the name of the bidder, their address, and endorsed with the name of the project as specified in Receipt and Opening of Bids, above. If forwarded by mail, the sealed envelope containing the bid must be enclosed in another envelope addressed as specified in Receipt and Opening of Bids, above.

All bids, attachments to bids, and/or other items supplied to CITY, including project descriptions, by all bidders, successful or otherwise, shall be the property of CITY. CITY shall not owe to any bidder, successful or otherwise, any obligation of confidentiality regarding any bid, attachment to bid, other items supplied to CITY by bidder, including but not limited to blueprints, drawings, or project

descriptions, or any contract document resulting from bid. Contract documents shall be the property of both parties.

CITY shall not be liable to any bidder for any costs incurred in bidding or communicating with CITY concerning bidding.

Unless otherwise made clearly inapplicable by CITY in this document, all bid prices shall include the cost of mobilization of equipment and personnel, and no extra payment will be made for such mobilization or movement of equipment and personnel from job-to-job site.

5. <u>Bid Opening Procedure</u>

The following list of requirements shall apply to each filed bid. Bids not meeting all the requirements for timeliness and security will be rejected; bids not meeting signature and addenda requirements will be rejected prior to checking of bid amounts.

- a) Bids shall be filed at the place and before the time specified in Receipt and Opening of Bids, above.
- b) Properly executed bid security shall be placed in a sealed envelope and shall be attached to the outside of the envelope containing the bid.
- c) The total dollar amount of each bid will be read, and the three apparent lowest bids will be selected for further consideration. These three apparent low bids will be read aloud for the benefit of the other bidders and the bid opening procedure will be closed. All those present at the bid opening may examine all bids after the bid opening and after the reading of the three apparent low bids.

6. Right to Reject Bid

The CITY reserves the right to waive any informality in bids and to reject any and all bids, should the CITY deem it to be in the public interest to do so.

The CITY may also reject bids which in its sole judgment are either incomplete, conditional, obscure, or not responsive or which contain additions not called for, erasures not properly initialed, alterations, similar irregularities.

7. Modification

Any bidder may modify their bid by written communication delivered to and received by the CITY at any time prior to the scheduled closing time for receipt of bids. The communication shall not reveal the bid price but shall provide the addition or subtraction or other modification so that the final prices or terms will not be known by the CITY until the sealed bid is opened.

8. Ability and Experience of Bidder

No award will be made to any bidder who cannot satisfy the CITY that he/she has sufficient ability and experience in this class of work and sufficient capital and plant to enable him/her to prosecute and complete the work successfully within the time named. The CITY's decision or judgment on these matters will be final, conclusive, and binding. The CITY may make such investigations as it deems necessary, and the bidder shall furnish to the CITY, under oath if so required, all such information and data for this purpose as the CITY may request.

9. Conditions of Work

Each bidder must familiarize him/herself fully with the conditions relating to the construction of the project and the employment of labor thereon. Failure to do so will not relieve a successful bidder of their obligation to furnish all material and labor necessary to carry out the provisions of their contract. Insofar as possible the CONTRACTOR, in carrying out their work, must employ such methods or means as will not cause any interruption of or interference with the work of any other CONTRACTOR or employees performing their duties at the work site.

10. Addenda and Interpretations

Addenda may be required during the bidding period to modify, clarify, or interpret the Specifications and Contract Documents. It is intended, but not guaranteed, that such Addenda shall be mailed by the Awarding Authority to all persons or parties to whom Bid, and Contract documents have been issued (Bidders of Record). Failure to receive such Addenda shall in no way relieve any bidder from the execution of its provisions. All bidders are cautioned to verify the number of Addenda that have been issued and to secure any needed copies from the City Administrator. Addenda will be published on the City of Eagle River's website.

No interpretation of the meaning of the specifications or other pre-bid documents will be made to any bidder orally. All information given to bidders other than by means of the specifications, or by addenda, as described below, is given informally, and shall not be used as the basis of a claim against the CITY. All bidders, by bidding, expressly, and irrevocably waive any and all such claims.

11. Project Inspection

The CONTRACTOR shall make the project site and all project records available to the City Administrator or her designee for review during the project. City staff will periodically monitor the progress of work to ensure that the project is proceeding substantially as defined in the documents listed in the table of contents.

12. Obligation of Bidder

At the time of the opening of bids, each bidder will be presumed to have inspected the site, and to have read and to be thoroughly familiar with the Contract Documents (including all addenda). The failure or omission of any bidder to examine any form, instrument, or document shall in no way relieve any bidder from any obligation in respect of his/her bid.

13. Information Not Guaranteed

All information given in the Contract Documents and other documents relating to electrical conditions, existing equipment, existing gas pipes, existing electrical conduits and other structures is from the best sources at present available to the CITY. All such information is furnished only for the information and convenience of bidders and is not guaranteed.

It is agreed and understood that the CITY does not warrant or guarantee that any conditions, or other structures encountered during construction will be the same as those indicated in the Contract Documents.

It is further agreed and understood that no bidder or CONTRACTOR shall use or be entitled to use any of the information made available to him/her or obtained in any examination made by him/her in any manner as a basis of or ground for any claim or demand against the CITY arising from or by reason of any variance which may exist between the information made available and the actual subsurface or other structures actually encountered during the construction work, except as may otherwise be expressly provided for in the Contract Documents.

14. Time for Completion

The successful general bidder must agree to commence work on the date specified in the Notice to Proceed, and to fully complete the project within the time limit stated in the documents.

15. Comparison of Bids

Bids will be compared on the basis of prices set forth in the bid forms.

In the event that there is a discrepancy between the lump sum or unit prices written in words and figures, the prices written in words will govern.

16. Award of Contract

The Contract will be awarded to "the lowest responsible bidder" pursuant to Wisconsin Statute s. 59.52(29) as amended and/or renumbered. Such a bidder shall possess the skill, ability and integrity necessary for the faithful performance of the work, shall be able to furnish labor that can work in harmony with all other elements of labor employed, or to be employed, in the work, and shall otherwise comply with all applicable provisions of law. Contract award shall be subject to the availability of an appropriation for funding.

17. Contractor Records

Bidders understand and agree that, because CITY is a party to this contract, provisions of the Wisconsin Open Records Law and other laws relating to public records may apply to records kept by Bidders. Bidder agrees to fully comply with such laws, and to cooperate with CITY in its compliance with such laws. Cooperation shall include, but not be limited to, the provision of records, or copies of records to CITY or others upon the request of CITY. Compliance and cooperation of Bidders shall be at their sole cost and expense.

18. Insurance

The CONTRACTOR shall furnish evidence of all listed Workers Compensation, General Liability, Auto and Umbrella insurance coverages. Certificates of insurance shall be filed with the submitted bid/contract forms with the CITY OF EAGLE RIVER named as an "additional insured."

To the fullest extent permitted by law, the bidder shall indemnify and hold harmless the City of Eagle River and its agents against all injuries, deaths, strikes, losses, damages, claims, suits, liabilities, judgements, costs and expenses which may arise from any negligence of the CONTRACTOR, its employees or subcontractors.

See Section 00512 for full insurance coverage requirements.

19. Compliance with Laws

The CONTRACTOR shall keep themself fully informed of, and comply with, all existing and future Federal, State and Local Laws, ordinances, rules, and regulations affecting CONTRACTOR and all of CONTRACTOR's employees, agents, and subcontractors engaged or employed on the Work, the materials and equipment used in the Work or the conduct of the Work, and of all orders, decrees and other requirements of bodies or tribunals having any jurisdiction or authority over the same. If any discrepancy or inconsistency is discovered in the Specifications, or other Contract Documents in relation to any such law, ordinance, rule, regulation, order, decree or other requirement, the CONTRACTOR shall forthwith report to the City Administrator in writing. The CONTRACTOR shall at all times observe and comply with, and cause all their agents, servants and employees to observe and comply with all such existing and future laws, ordinances, rules, regulations, orders, decrees and other requirements and he/she shall protect, indemnify and save harmless the CITY, its officers, agents, servants, employees and the City Administrator from and against any and all claims, demands, suits, liabilities, judgments, penalties, losses, damages, costs and expenses, including attorney's fee, arising from or based upon any violation or claimed violation of any such law, ordinance, rule regulation, order, decree or other requirements, whether committed by the CONTRACTOR or any of their agents, servants or employees.

Applicable provisions of Wisconsin State Statutes and Regulations and/or the United States Code and Code of Federal Regulations govern this contract and any provision in violation of the foregoing shall be deemed null, void and of no effect. Where conflict between Code of Federal Regulations and State Laws and Regulations exist, the more stringent requirement shall apply.

00130: STATEMENT OF WORK

The CONTRACTOR agrees to provide the services listed in this Statement of Work.

Scope of Work

1. Outlet Replacement:

- o Remove and replace all electrical outlets on the main floor of the Golf Course Club House (including pro shop, bar and dining area).
- Ensure all outlets meet current National Electrical Code (NEC) standards and comply with State of Wisconsin electrical codes and guidelines for commercial buildings.
- o Install GFCI-protected outlets where required, particularly in wet or high-moisture areas.
- Label and test all outlets to confirm proper function and grounding.

2. Kitchen Electrical Restructuring:

- o Assess existing electrical panel capacity and make necessary adjustments.
- o Install a dedicated circuit for the kitchen exhaust hood per NEC and State of Wisconsin codes and guidelines.
- Use appropriately sized conductors and breakers to handle the exhaust hood's electrical load.
- Verify that all new wiring and circuit modifications are correctly labeled in the panel.

3. **Permits**:

- The contractor is responsible for obtaining all required permits from the State of Wisconsin Building Inspector.
- o Ensure all permit applications and approvals are documented and submitted to the CITY.

4. Compliance & Inspections:

- o All work must be performed in compliance with State and National Electrical Codes.
- Final inspection approval is required by the State of Wisconsin building inspector before project acceptance.
- o Conduct insulation resistance and voltage drop tests where applicable.

00200: BID SUBMITTAL FORM

For Eagle River Golf Couse Clubhouse Electrical Upgrades

<u>Subn</u>	Submitted by:	
Com	Company:	
<u>Addr</u>	Address:	
Phor	Phone:	
E-ma	E-mail:	
l.	I. The Undersigned BIDDER offers and agrees, if the with the CITY and to complete all work as specified Contract Price and within the Contract Time in acc	or indicated in the Contract Documents for the
II.		f with all the Bidding Documents, has examined to be performed; that he/she has made such cessary; and has satisfied him/herself as to all
III. IV.	IV. The BIDDER is requested to provide with bid subn the Eagle River Dog Park that they have done wit experience, skill, and business standing (add su include: Completion Date; Project Name; Con Telephone No.	nittal what work of a similar character to that of h references that will enable the CITY to judge pplementary page if necessary). Reference to ntract Amount; Reference Name; Reference
	Total Bid Amount for All Electrical Work as Stated in Sc	ope of Work: \$
<u>W</u>	Written Total Amount:	
	Fee Schedule for Additional Work 1. Labor @ Hourly Rate: \$/hr. [to include over	rhead & profit]
2.	2. Material Cost @ CONTRACTOR cost plus mark-up (of material cost
	Submitting bidder acknowledges that they have read stated in Roman Numerals one, two, three, and four	-
	Submitter's Signature:	Date:

00300: AGREEMENT OF NOTICE OF AWARD. This Agreement made this ___ day of ______, 2025 by and between State of Wisconsin, City of **Eagle River,** hereinafter called CITY, and _______, hereinafter called CONTRACTOR. WITNESSETH: That the CITY and CONTRACTOR for and in consideration of the work and payment hereinafter mentioned agree as follows: 1) The CONTRACTOR will commence and complete all work related to the replacement of the Eagle River Golf Course Clubhouse Electrical Upgrades set forth in bid documents. 2) The CONTRACTOR will furnish all the material, supplies, tools, equipment, labor, utilities, transportation, and other services necessary for the construction and completion of the project described herein and in the bid documents. 3) The CONTRACTOR will commence work required by the **Notice to Proceed** to be issued on , 2025 and will complete same by December 1, 2025 unless the period for completion is extended otherwise by the written agreement from CITY. 4) The CONTRACTOR agrees to perform all the work described in the Contract Documents and comply with the terms therein for the Bid amount of \$_____ which includes the Base Bid and/or alternates as shown in the Bid. 5) The term "Contract Documents" shall include, but is not limited to, the Advertisement for Bids, Bid, Addenda, List of Subcontractors, Notice of Award Agreement, Notice to Proceed, General Conditions, Instruction to Bidder, General Requirements, Statement of Work, Appendices, and any Change Orders, authorized extensions and any and all documents entered into between CITY and CONTRACTOR required to complete the construction of the work in an acceptable manner, including authorized extensions. 6) The CITY will pay the CONTRACTOR for the performance of work, subject to any additions or deductions, in the manner and at such times and in such amounts as required by the Contract Documents. 7) This Agreement shall be binding upon all parties hereto and their respective heirs, executors, administrators, successors, and assigns. IN WITNESS WHEREOF, the parties hereto have executed or caused to be executed by their duly authorized officials, this agreement on the day and year first above written. CITY OF EAGLE RIVER: ATTEST: Print Name: _____ Print Name: _____ Title: **CONTRACTOR:** ATTEST: By:_____ By:_____

Print Name: _____

Title: _____

Print Name: _____

To:_____ Date: Project: EAGLE RIVER GOLF COURSE CLUBHOUSE ELECTRICAL UPGRADES You are hereby notified to commence WORK in accordance with the Agreement dated _____, 2025, on or before _______, 2025, and you are to complete all WORK by December 1, 2025. City of Eagle River Title _____ **ACCEPTANCE OF NOTICE** Receipt of the above NOTICE TO PROCEED is hereby acknowledged by ______ this the _____ day of _____ , 2025 Title

00400: NOTICE TO PROCEED

00500: GENERAL CONDITIONS

00501: Definitions

Wherever used in the Contract Documents, the following terms shall have the meanings indicated and shall be applicable to both the singular and plural thereof:

- ADDENDA Written or graphic instruments issued prior to the execution of the Agreement which modify or interpret the Contract Documents and Specifications, by additions, deletions, clarifications, or corrections.
- b. BID The offer or proposal of the Bidder submitted on the prescribed form setting forth the prices for the Work to be performed.
- c. BIDDER Any person, firm, or corporation submitting a Bid for the Work.
- d. CHANGE ORDER A written order to the CONTRACTOR authorizing an addition, deletion, or revision in the Work within the general scope of the Contract Documents or authorizing an adjustment in the Contract Price or Contract Time.
- e. CITY City of Eagle River.
- f. CONTRACT DOCUMENTS The Contract, including Advertisement for Bids, Information for Bidders, Bid, Bid Bond, Agreement, Payment Bond, Performance Bond, Notice of Award, Notice to Proceed, Change Order, Statement of Work, Drawings, Specifications and Addenda.
- g. CONTRACT PRICE The total monies payable to the CONTRACTOR under the terms and conditions of the Contract Documents.
- h. CONTRACT TIME The start and completion dates as stated in the Contract Documents for the completion of the Work.
- i. CONTRACTOR The person, firm, or corporation with whom the CITY has executed the Agreement.
- j. FIELD ORDER A written order affecting a change in the Work not involving an adjustment in the Contract Price or an extension of the Contract Time, issued by the CITY to the CONTRACTOR during construction.
- k. NOTICE OF AWARD The Written Notice of the acceptance of the Bid from the CITY to the successful Bidder.
- NOTICE TO PROCEED Written communication issued by the CITY to the CONTRACTOR authorizing him/her to proceed with the Work and establishing the date for commencement of the Work.
- m. PROJECT The undertaking to be performed as provided in the Contract Documents.
- SPECIFICATIONS A part of the Contract Documents consisting of written descriptions of a technical nature of materials, equipment, construction systems, standards and workmanship.
- STATEMENT OF WORK Narrative description of a project's work requirement defining project-specific activities, deliverables and timelines for contractor providing services to the CITY.
- p. SUBCONTRACTOR An individual, firm, or corporation having direct contract with CONTRACTOR or with any other Subcontractor for the performance of a part of the Work at the site.
- q. SUBSTANTIAL COMPLETION That date certified by the CITY when the construction of the Project or a specified part thereof is sufficiently completed, in accordance with the Contract

- Documents, so that the Project or specified part can be utilized for the purposes for which it is intended.
- r. SUPPLIER Any person or organization that supplies materials or equipment for the Work, including that fabricated to a special design, but who does not perform labor at the site.
- s. WORK All labor necessary to produce the construction required by the Contract Documents, and all materials and equipment incorporated or to be incorporated in the Project.
- t. WRITTEN NOTICE Any notice to any party of the Agreement relative to any part of this Agreement in writing and considered delivered and the service thereof completed, when posted by certified or registered mail to the said party of their last given address or delivered in person to said party or their authorized representative on the Work.

00502: Additional Instructions And Detail Drawings

- a. The CONTRACTOR may be furnished additional instructions, by the CITY, as necessary to carry out the Work required by the Contract Documents.
- b. The Additional instructions thus supplied will become a part of the Contract Documents. The CONTRACTOR shall carry out the Work in accordance with the additional instructions.

00503: Schedules, Reports And Records

a. Upon receiving Notice of Award, the CONTRACTOR shall submit construction schedules showing dates when the Work will be started, estimated date of completion of each part and, as applicable, shop drawings of the project.

00504: Drawings And Specifications

- a. The intent of the Specifications is that the CONTRACTOR shall furnish all labor, materials, tools, equipment, and transportation necessary for the proper execution of the Work in accordance with the Contract Documents and all incidental work necessary to complete the Project in an acceptable manner, ready for use, occupancy, or operation by the CITY.
- b. Any discrepancies found between the Specifications and site conditions or any inconsistencies or ambiguities in the Specifications shall be immediately reported to the CITY, in writing, who shall promptly correct such inconsistencies or ambiguities in writing. Work done by the CONTRACTOR after discovery of such discrepancies, inconsistencies or ambiguities shall be done at the CONTRACTOR's risk.

00505: Materials, Services And Facilities

- a. It is understood that, except as otherwise specifically stated in the Contract Document, the CONTRACTOR shall provide and pay for all materials, labor, tools, equipment, supervision, temporary construction of any nature, and all other services and facilities of any nature whatsoever necessary to execute, complete, and deliver the Work within the specified time.
- b. Materials and equipment shall be so stored as to insure the preservation of their quality and fitness for the Work. Stored materials and equipment to be incorporated in the Work shall be located so as to facilitate prompt inspection.
- c. Manufactured articles, materials and equipment shall be applied, installed, connected, erected, used, cleaned and conditioned as directed by the manufacturer.

d. Materials supplies and equipment shall be in accordance with samples submitted by the CONTRACTOR and approved by the CITY.

00506: Substitutions

a. Whenever a material, article, or piece of equipment is identified on the Specifications by reference to brand name or catalog numbers, it shall be understood that this is referenced for the purpose of defining the performance or other salient requirements and that other products of equal capacities, quality and function shall be considered. The CONTRACTOR may recommend the substitution of a material, article, or piece of equipment of equal substance and function for those referred to in the Contract Documents by reference to brand name or catalog number and if, in the opinion of the CITY, such material, article, or piece of equipment is of equal substance and function to that specified, the CITY may approve its substitution and use by the CONTRACTOR. Any cost differential shall be deductible from the Contract Price and the Contract Documents shall be appropriately modified by Change Order. The CONTRACTOR warrants that if substitutes are approved, no major changes in the function or general design of the Project will result. Incidental changes or extra component parts required to accommodate the substitute will be made by the CONTRACTOR without a change in the Contract Price or Contract Time.

00507: Protection Of Work, Property And Persons

- a. The CONTRACTOR will be responsible for initiating, maintaining, and supervising all safety precautions and programs in connection with the Work. The CONTRACTOR will take all necessary precautions for the safety of, will provide the necessary precautions for the safety of, and will provide the necessary protection to prevent damage, injury or loss to all employees on the Work and other persons who may be affected thereby, all the Work and all materials or equipment to be incorporated therein, whether in storage on or off the site, and other property at the site or adjacent thereto, including trees, shrubs, lawns, walks, pavements, roadways, structures and utilities not designed for removal, relocation or replacement in the course of construction.
- b. The CONTRACTOR will comply with all applicable laws, ordinances, rules, regulations, and orders of any public body having jurisdiction. The CONTRACTOR will erect and maintain, as required by the conditions and progress of the Work, all necessary safeguards for safety and protection. The CONTRACTOR will notify CITY of adjacent utilities when prosecution of the Work may affect them. The CONTRACTOR will remedy all damage, injury or loss to any property caused, directly or indirectly, in whole or part, by the CONTRACTOR, any Subcontractor, or anyone directly or indirectly employed by any of them or anyone of whose acts any of them be liable, except damage or loss attributable to the fault of the Contract Documents or to the acts or omissions of the CITY or anyone employed by either of them or anyone for whose acts either of them may be liable, and not attributable, directly or indirectly, in whole or in part, to the fault or negligence of the CONTRACTOR.
- c. In emergencies affecting the safety of persons or the Work or property at the site or adjacent thereto, the CONTRACTOR, without special instructions or authorization from the CITY, shall act to prevent threatened damage, injury or loss. The CONTRACTOR will give the CITY prompt Written Notice of any significant changes in the Work or deviations from the Contract

Documents caused thereby, and a Change Order shall thereupon be issued covering the changes and deviations involved.

00508: Supervision By Contractor

The CONTRACTOR will supervise and direct the Work. He/she will be solely responsible for the means, methods, techniques, sequences, and procedures of construction. The CONTRACTOR will employ and maintain on the Work, a qualified supervisor or superintendent who shall have been designated in writing by the CONTRACTOR as the CONTRACTOR's representative at the site. The supervisor shall have full authority to act on behalf of the CONTRACTOR and all communications given to the supervisor shall be as binding as if given to the CONTRACTOR. The supervisor shall be always present on the site as required to perform adequate supervision and coordination of the Work.

00509: Changes In The Work

- a. The CITY may at any time, as the need arises, order changes within the Statement of the Work without invalidating the Agreement. If such changes increase or decrease the amount due under the Contract Documents, or in the time required for performance of the Work, an equitable adjustment shall be authorized by Change Order.
- b. The CITY may also, at any time, by issuing a Field Order, make changes in the details of the Work. The CONTRACTOR shall proceed with the performance of any changes in the Work so ordered by the CITY unless the CONTRACTOR believes that such Field Order entitles the CONTRACTOR to a change in Contract Price or Time, or both, in which event, the CONTRACTOR shall give the CITY Written Notice thereof within seven (7) days after the receipt of the ordered change. Thereafter, the CONTRACTOR shall document the basis for the change in Contract Price or Time within thirty (30) days. The CONTRACTOR shall not execute such changes pending the receipt of an executed Change Order or further instruction from the CITY.

00510: Time For Completion And Liquidated Damages

- a. The date of beginning and the time for completion of the Work are essential conditions of the Contract Documents and the Work embraced shall be commenced on a date specified in the Notice to Proceed.
- b. The CONTRACTOR will proceed with the Work at such rate of progress to insure full completion within the Contract Time. It is expressly understood and agreed, by and between the CONTRACTOR and the CITY, that the Contract Time for the completion of the Work described herein is a reasonable time, taking into consideration the average climatic and economic conditions and other factors prevailing in the locality of the Work.
- c. If the CONTRACTOR shall fail to complete the Work within the Contract Time, or extension of time granted by the CITY, then the CONTRACTOR will pay to the CITY, the amount for liquidated damages of \$100.00 for each calendar day that the CONTRACTOR shall be in default after the time stipulated in the Contract Documents.
- d. The CONTRACTOR shall not be charged with liquidated damages or any excess cost when the delay in completion of the Work is due to the following and the CONTRACTOR has promptly given Written Notice of such delay to the CITY.
 - i. To any preference, priority or allocation order duly issued by the CITY.

ii. To unforeseeable causes beyond the control and without the fault or negligence of the CONTRACTOR, including but not restricted to, acts of God, or of the public enemy, acts of the CITY, acts of another CONTRACTOR in the performance of a contract with the CITY, fires, floods, epidemics, quarantine restrictions, strikes, flight embargoes, and abnormal and unforeseeable weather.

00511: Correction Of Work

- a. The CONTRACTOR shall promptly remove from the premises, all Work rejected by the CITY for failure to comply with the Contract Documents, whether incorporated in the construction or not, and the CONTRACTOR shall promptly replace and re-execute the Work in accordance with the Contract Documents and without expense to the CITY and shall bear the expense of making good, all Work of other CONTRACTORs destroyed or damaged by such removal or replacement.
- b. All removal and replacement Work shall be done at the CONTRACTOR's expense. If the CONTRACTOR does not take action to remove such rejected Work within ten (10) days after receipt of Written Notice, the CITY may remove such Work and store the materials at the expense of the CONTRACTOR.
- c. Department for payment. CITY Clerk-Treasurer's Department will process payment per normal voucher payment process.

00512: Insurance

1. Contractor's Liability Insurance

- a. The CONTRACTOR shall purchase and maintain in a company or companies lawfully authorized to do business in the jurisdiction in which the Project is located such insurance as will protect the CONTRACTOR from claims set forth below which may arise out of or result from the CONTRACTOR's operations under the Contract and for which the CONTRACTOR may be legally liable, whether such operations be by the CONTRACTOR or by a Subcontractor or by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable:
 - i. claims under workers' compensation, disability benefit and other similar employee benefit acts which are applicable to the Work to be performed.
 - ii. claims for damages because of bodily injury, occupational sickness or disease, or death of the CONTRACTOR's employees.
 - iii. claims for damages because of bodily injury, sickness or disease, or death of any person other than the CONTRACTOR's employees.
 - iv. claims for damages insured by usual personal injury liability coverage.
 - v. claims for damages, other than to the Work itself, because of injury to or destruction of tangible property, including loss of use resulting therefrom.
 - vi. claims for damages because of bodily injury, death of a person or property damage arising out of CITY, maintenance or use of a motor vehicle.
 - vii. claims for bodily injury or property damage arising out of completed operations.
- b. The insurance required by this contract shall include all major divisions of coverage, and shall be on a comprehensive general basis including Premises and Operations (including XC-U), CITY's and CONTRACTOR's Protective, Products and Completed Operations, and

Owned, Non-owned, and Hired Motor Vehicles. Such insurance shall be written for not less than any limits of liability required by law or those set forth in the Contract Documents, whichever is greater. All insurance shall be written on an occurrence basis unless the CITY approves in writing coverage on a claims-made basis. Coverage's, whether written on an occurrence or claims-made basis, shall be maintained without interruption from date of commencement of the Work until date of final payment and termination of any coverage required to be maintained after final payment. The CITY shall be added as an Additional Insured on policies as required herein. Coverage for such liability insurance shall be provided by a company or companies reasonably acceptable to the CITY and authorized to do business in Wisconsin. CONTRACTOR shall furnish to CITY written confirmation as to the insurance carrier's most current financial ratings when it submits certificates of insurance.

c. Certificates of insurance acceptable to the CITY, and, where required by the contract documents, listing the CITY as an additional insured shall be filed with the CITY prior to commencement of the Work. These certificates and the insurance policies required by this Contract shall contain a provision that coverages afforded under the policies will not be canceled or allowed to expire until at least 30 days' prior written notice has been given to the CITY. If any of the foregoing insurance coverages are required to remain in force after final payment and are reasonably available, an additional certificate evidencing continuation of such coverage shall be submitted with the final Application for Payment as required by this Contract. Information concerning reduction of coverage on account of revised limits or claims paid under the General Aggregate, or both, shall be furnished by the CONTRACTOR with reasonable promptness in accordance with the CONTRACTOR's information and belief. These certificates shall set forth evidence of all coverage required by this Contract. The CONTRACTOR shall furnish to the CITY copies of any endorsements that are subsequently issued amending limits of coverage. In case of any sublet of work under this Contract, the CONTRACTOR shall furnish evidence that each and every subcontractor has in force and effect insurance policies providing coverage identical to that required of the successful vendor.

2. City's Liability Insurance

b. The CONTRACTOR shall procure and pay for a CITY's policy of CITY's protective liability insurance insuring the CITY and its officers, employees and agents against claims which may arise from operations under the Contract or relating thereto.

3. Property Insurance

a. The CONTRACTOR shall purchase and maintain property insurance upon the entire Work at the site to the full insurable value thereof. Coverage for such liability insurance shall be provided by a company or companies reasonably acceptable to the CITY and which have, and shall maintain throughout the pendency of this contract, a minimum financial rating of not less than A+ according to A.M. Best or AAA according to Moody's. CONTRACTOR shall furnish to CITY written confirmation as to the insurance carrier's most current financial ratings when it submits the Certificate of Insurance. Such insurance shall include the interests of the CITY, the CONTRACTOR, Subcontractors and Sub-subcontractors in the work and shall insure against the perils of fire and extended coverage and shall include "all risks" insurance for physical loss or damage including without duplication, theft, vandalism and malicious mischief. This insurance shall also cover portions of the Work stored off the site or in transit.

If this insurance is written with stipulated amounts deductible, the CITY shall not be responsible for any difference between the payments made by the insurance carrier and the claim. The policy shall contain a provision that coverage's afforded under policies will not be canceled or allowed to expire until at least 30 days' written notice has been given to the CITY. The CITY shall be named insured within the policy.

- b. The CONTRACTOR shall pay Subcontractors their just shares of insurance proceeds received by the CONTRACTOR, and by appropriate agreements, written where legally required for validity, shall require Subcontractors to make payments to their Sub-subcontractors in similar manner.
- c. The CITY shall have the power to adjust and settle with its insurers any loss for which it has obtained insurance.
- d. Upon the occurrence of an insured loss, the CITY and the CONTRACTOR shall cooperate with each other and with each other's insurer in the submission of claims and related information and the distribution of any insurance proceeds. If after such a loss no other special agreement is made, replacement of damaged work shall be covered by an appropriate change order.

4. Minimum Amount Of Insurance

a. In no case shall the limits of liability for the insurance required by this Contract be less than:

1.	Workers Compensation Insurance	
	Each Accident/Employee	State Statutory Limits
	Policy Limit	State Statutory Limits
2.	General Liability Insurance	
	General Aggregate	\$1,000,000
	Each Occurrence	\$1,000,000
	Products-Completed Operations Aggregate	\$1,000,000
	Personal and Advertising Injury	\$1,000,000
	Each Occurrence (Bodily Injury and Property Damage)	\$1,000,000
	Fire Damage (Any One Fire)	\$100,000
	Medical Expense (Any One Person)	\$5,000
3.	<u>Auto Liability Insurance</u>	
	General Aggregate	\$1,000,000
	Each Occurrence	\$1,000,000
4.	<u>Umbrella Liability</u>	
	General Aggregate	\$1,000,000
	Each Occurrence	\$1,000,000

Certificates of insurance are required for all policies. The Certificates of General Liability and Automobile Liability shall name the CITY as an additional insured on the policy and shall require that a thirty (30) day cancellation notice be given to the CITY. An updated copy of the Certificate shall be provided anytime a change is made to any policy which affects any requirement under this contract. The parties intend that neither the insurance requirements, the insurance limits required herein, nor any other part of this contract, or the contract documents be deemed to limit any liability of CONTRACTOR.

00513: Indemnification

To the fullest extent permitted by law, the CONTRACTOR shall indemnify and hold harmless the CITY, its agents, and employees from and against all claims, damages, losses, and expenses, including but not limited to attorneys' fees, arising out of or resulting from the performance or failure of performance of the Work by the CONTRACTOR or any Subcontractor(s). This obligation shall apply to any such claims, damages, losses, or expenses attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property, including the loss of use resulting therefrom, caused in whole or in part by any negligent or willful act or omission of the CONTRACTOR, any Subcontractor, anyone directly or indirectly employed by them, or anyone for whose acts they may be liable.

In claims against the CITY or any of its agents or employees by an employee of the CONTRACTOR, any Subcontractor, anyone directly or indirectly employed by them, or anyone for whose acts they may be liable, the indemnification obligation shall not be limited by any limitation on the amount or type of damages, compensation, or benefits payable by or for the CONTRACTOR or any Subcontractor under workers' compensation acts, disability benefit acts, or other employee benefit acts.

The CONTRACTOR's obligation under this section shall not extend to the liability of the CITY, its agents, or employees arising out of the preparation or approval of maps, drawings, opinions, reports, surveys, Change Orders, designs, or Specifications.

00514: Separate Contracts

- a. The CITY reserves the right to let other Contracts in connection with this Project. The CONTRACTOR shall afford other CONTRACTORs reasonable opportunity for the introduction and storage of their materials and the execution of their Work and shall properly connect and coordinate the Work with theirs. If the proper execution or results of any part of the CONTRACTOR's Work depends upon the Work of any other CONTRACTOR, the CONTRACTOR shall inspect and promptly report to the CITY, any defects in such Work that render it unsuitable for such proper execution and results.
- b. The CITY may perform additional Work related to the Project or the CITY may let other Contracts containing provisions similar to these. The CONTRACTOR will afford the other CONTRACTORs who are parties to such Contracts (or the CITY, if the CITY is performing the additional Work) reasonable opportunity for the introduction and storage of materials and equipment and the execution of Work and shall properly connect and coordinate the Work with theirs.
- c. If the performance of additional Work by other CONTRACTORs or the CITY is not noted in the Contract Documents prior to the execution of the Contract, Written Notice thereof shall be given to the CONTRACTOR prior to starting any such additional Work. If the CONTRACTOR believes that the performance of such additional Work by the CITY or others involves it in additional expense or entitles it to an extension of the Contract Time, the CONTRACTOR may make a claim thereof as provided in Sections 14 and 15.

00515: Subcontracting

- a. The CONTRACTOR may utilize the services of specialty Subcontracts on those parts of the Work which, under normal contracting practices, are performed by specialty Subcontractors.
- b. The CONTRACTOR shall be fully responsible to the CITY for the acts and omissions of its Subcontractors, and of persons either directly or indirectly employed by them, as the CONTRACTOR is for the acts and omissions of persons directly employed by the CONTRACTOR.
- c. Nothing contained in this Contract shall create any contractual relationship between any Subcontractor and the CITY.

00516: Guarantee

a. The CONTRACTOR shall guarantee all materials and equipment furnished and Work performed for a period of one (1) year from the date of Substantial Completion. The CONTRACTOR warrants and guarantees for a period of five (5) year from the date of Substantial Completion of the system that the completed system is free from all defects due to faulty materials or workmanship and the CONTRACTOR shall promptly make such corrections as may be necessary by reason of such defects, including the repairs of any damage to other parts of the system resulting from such defects. The CITY will give notice of observed defects with reasonable promptness. In the event that the CONTRACTOR should fail to make such repairs, adjustments, or other Work that may be made necessary by such defects, the CITY may do so and charge the CONTRACTOR the cost thereby incurred.

00517: Arbitration By Mutual Agreement

- a. All claims, disputes, and other matters in question arising out of, or relating to, the Contract Documents or the breach thereof, except for claims which have been waived by making an acceptance of final payment may be decided by arbitration if the parties mutually agree. Any agreement to arbitrate shall be specifically enforceable under the prevailing arbitration law. The award rendered by the arbitrators shall be final and judgment may be entered upon it in any court having jurisdiction thereof.
- b. Notice of the request for arbitration shall be filed in writing with the other party to the Contract Documents and a copy shall be filed with the CITY. Request for arbitration shall in no event be made on any claim, dispute, or other matter in question which would be barred by the applicable statute of limitations.
- c. The CONTRACTOR will carry on the Work and maintain the progress schedule during any arbitration proceedings, unless otherwise mutually agreed in writing.

00518: Taxes

a. The CITY is a tax-exempt nonprofit organization that holds a Wisconsin Certificate of Exempt Status (CES) number. As of January 2016, building materials that become part of a qualifying nonprofit facility, provides an exemption from sales and use tax sold to a contractor. As of January 2016 building materials that become part of a qualifying nonprofit facility, provides an exemption from sales and use tax sold to a contractor. The CITY wishes to take advantage of this new Wisconsin Status allowing the CONTRACTOR to direct purchase materials while not having to pay taxes on the materials.

How to Claim the Exemption

A contractor who makes purchases that qualify for this exemption must provide a fully completed exemption certificate to the seller. The contractor should check "other purchases exempted by law" on the certificate and enter "exempt under sec. 77.54(9m), Wis. Stats."

Note: A contractor who provides the seller with an exemption certificate claiming an item will be used in this exempt manner, then uses it in a taxable manner, is liable for use tax on its purchase price of such items.

Documentation to Maintain

Retailers – The seller is not liable for Wisconsin sales tax on its sales of taxable products if, within 90 days of the sale, it receives a fully completed exemption certificate from the contractor indicating the contractor is using the items in an exempt manner. Sellers are required to maintain adequate records, including exemption certificates obtained from contractors, to identify that the sale is exempt.

Contractors — The contractor is required maintain records to verify that the exemption applies when the real property construction activity is performed on a facility owned by the qualifying exempt entity. This may be done by obtaining a nonprofit organization's CES number and maintaining contracts and invoices showing the work was for this qualifying exempt entity.

Sub-Contactor – Do Purchases by Sub-contractors qualify? – YES. A subcontractor's purchase of property qualifies for exemption if the property becomes part of a facility located in Wisconsin owned by a qualifying exempt entity. Although the subcontractor is providing a real property construction activity under contract with the general contractor, the property is ultimately transferred to a qualifying exempt entity upon completion of the contract between the general contractor and the qualifying exempt entity.

00600: **CHANGE ORDER** Change Order No. _____ Date: _____ Contract Date: NAME OF PROJECT: EAGLE RIVER GOLF COURSE CLUBHOUSE ELECTRICAL UPGRADES CITY: CITY OF EAGLE RIVER, WISCONSIN CONTRACTOR: The following changes are hereby made in the Contract Documents: Original Contract Price: \$_____ Current Contract price adjusted by previous Change Order(s): \$ The Contract price due to this Change Order will be (increased) (decreased) by: \$ The new Contract price, including this Change Order will be: \$______ The Contract time will be (increased) (decreased) by: _____ calendar days. The date for completion of all work will be ______(date). This document will become a supplement to the Agreement and all provisions will apply hereto.

CONTRACTOR:

00700:	CERTIFICATE OF FINAL COMP	LETION OF WORK			
CONTRACT D	ATE:				
CONTRACT TITLE: EAGLE RIVER GOLF COURSE CLUBHOUSE ELECTRICAL UPGRADES					
COMPLETION	I DATE PER CONTRACT AND CHANGI	E ORDERS: <u>DECEMBER 1, 2025</u>			
FINAL CERTIF	ICATION OF CONTRACTOR				
dated		Final Payment Request for construction C Il compensation for the actual value of Wo contract and authorized changes.			
Date		CONTRACTOR			
		Signature			
		Title			
FINAL CERTIF	ICATION OF PROJECT CITY				
certify that to full compens accordance v	o the best of my knowledge, the cost ation for the actual value of Work with the terms of the Contract and au	S	ate represents		
inis certificat	ion is provided in accordance with t	ne terms of the General Conditions.			
Date		City of Eagle River			
		Signature			
		 Title			

Position Description

Class Title: Operator

Department: Public Works Foreman FLSA Status: Non-Exempt

Location: City Shop

Date: Position Status: Regular Full Time

Job Summary:

The City of Eagle River is seeking a dedicated and experienced Public Works Foreman to oversee and coordinate daily operations of the Public Works Department. This position is responsible for performing a wide range of duties to ensure the proper maintenance and operation of municipal infrastructure and public services, including, but not limited to snow removal, street repair, storm and sanitary sewer work, maintenance, and general public works oversight in a northern climate, ensuring the safety and efficiency of city infrastructure year-round. Attend City Council and Planning Commission meetings on a monthly basis.

Primary Responsibilities:

- Snow & Ice Removal: Direct and participate in snow plowing, sanding, salting, and other winter road maintenance to keep streets safe and accessible.
- **Street Maintenance & Repair:** Oversee patching, pothole repair, grading, paving, striping, and drainage system upkeep.
- Infrastructure Maintenance: Manage the upkeep of sidewalks, public buildings, parks, and other municipal facilities.
- Fleet & Equipment Management: Ensure proper operation, maintenance, and repair of city-owned vehicles and heavy equipment.
- **Project Coordination:** Plan, schedule, and execute public works projects in coordination with city leadership and contractors.
- **Supervision & Training:** Lead and train public works staff, delegating tasks and ensuring adherence to safety protocols.
- Purchasing, Budget & Inventory Management: Assist in budget preparation, track expenses, and maintain inventory of materials and supplies.
- **Emergency Response:** Respond to weather-related and infrastructure emergencies, including flooding, power outages, and road hazards.
- **Regulatory Compliance:** Ensure compliance with local, state, and federal regulations, including environmental and safety standards.
- **Public Interaction:** Address resident concerns related to public works, snow removal, and infrastructure maintenance.
- Storm and Sanitary Sewer: Oversees the maintenance, repair, and installation of storm and sanitary sewer systems, ensuring proper drainage and wastewater management. Coordinates inspections, responds to emergencies such as blockages or overflows, and

ensures compliance with environmental and safety regulations. Works closely with crews to perform repairs, conduct routine maintenance, and implement system improvements.

• Other duties as assigned.

Required Qualifications:

- High school diploma or GED (Associate's or technical degree preferred).
- Minimum 5 years of experience in public works, construction, street maintenance, or related fields.
- 2+ years of supervisory experience preferred.
- Experience operating heavy equipment, including plows, graders, loaders, and dump trucks.
- Knowledge of road maintenance techniques, drainage systems, and winter operations.
- Ability to read and interpret blueprints, maps, and technical specifications.
- Strong leadership, problem-solving, and communication skills.
- Ability to work long hours in adverse weather conditions, including nights, weekends, and holidays during snow emergencies.

Preferred Qualifications:

- Valid Commercial Driver's License (CDL) or ability to obtain within 6 months of hire.
- Certification in road maintenance, equipment operation, or safety programs.
- Experience in municipal or government public works.
- Knowledge of GIS mapping and asset management software.
- Knowledge of basic computer use including Microsoft Word, Microsoft Excel, and Microsoft Outlook (email).
- Successful certification in Sanitary Sewage Collection System within 24 months of employment.

Work Environment & Physical Demands:

- Work is performed outdoors in all weather conditions and may involve exposure to hazardous materials or equipment.
- Must be available for on-call duty, including nights, weekends, and holidays, especially during emergencies.
- Must participate in rotating on-call duty for a minimum of one week/month.
- Requires frequent lifting up to 75 lbs, climbing, bending, lifting, kneeling, and standing for extended periods.
- Exposure to heavy machinery, noise, dust, and hazardous materials.

Compensation and Benefits

- Competitive hourly wage based on experience and qualifications.
- Benefits package, including health insurance, retirement plan, and paid time off.

How to Apply:

Interested candidates should submit a resume, cover letter, and completed application to City Administrator, City of Eagle River, PO Box 1269, Eagle River, WI 54521, rcginner@eagleriverwi.gov by [application deadline]. Applications can be found online at www.eagleriverwi.gov or picked up at City Hall.

The City of Eagle River is an Equal Opportunity Employer and encourages all qualified individuals to apply.

Position Description

Class Title: Operator 1

Department: Public Works FLSA Status: Non-Exempt

Location: City Shop

Date: January 22, 2025 Position Status: Regular Full Time

Job Summary

The Public Works Operator 1 is an entry-level position responsible for assisting in the maintenance and operation of municipal infrastructure and public services. This role involves performing basic duties under supervision, including operating heavy equipment, assisting with sewer and stormwater maintenance, welding, snow removal, and other tasks as assigned. The Operator 1 designation serves as a foundational role to gain experience and develop skills necessary for advancement.

Key Duties and Responsibilities

General Duties

- Perform basic tasks related to the maintenance and repair of streets, sidewalks, and other municipal infrastructure.
- Assist with the maintenance and operation of sanitary and storm sewer systems, including cleaning and minor repairs to drains, culverts, and pipes.
- Operate light-duty vehicles and equipment, including pickups, small dump trucks, and lawn care equipment.
- Perform manual labor such as shoveling, raking, lifting, and carrying materials.

Equipment Operation

- Safely operate light equipment such as utility vehicles, compact loaders, and walk-behind mowers.
- Experienced with the operation of large machinery, such as backhoes, loaders, graders and CDL trucks, under supervision.

Snow Removal

- Perform snow and ice removal using light-duty vehicles, hand tools, small plowing equipment, loaders and large snowblowers.
- Assist with applying deicing materials on sidewalks and smaller roadways.

Sewer and Stormwater Maintenance

- Assist with inspections, cleaning, and minor repairs of storm sewer systems and sanitary sewer lines.
- Remove debris from catch basins, storm drains, and other water conveyance structures.
- Operate basic tools such as sewer rods, jetters, or vacuums under supervision.

Welding and Fabrication

- Assist with welding and fabrication tasks under the direction of experienced staff.
- Perform basic repairs on tools, vehicles, and small equipment.

General Maintenance

- Maintain public properties, including mowing, landscaping, and trash removal.
- Conduct routine checks and basic maintenance of public facilities, equipment, and vehicles.

Emergency Response

- Respond to weather-related or infrastructure emergencies, including assisting with flood mitigation and storm damage cleanup.
- Participate in on-call duties as required.

Other Duties

- Maintain accurate records of tasks performed and equipment used.
- Perform other duties as assigned by the Public Works Supervisor or Director.

Qualifications

Education and Experience

- High school diploma or equivalent.
- No prior experience required, though experience in construction, maintenance, or public works is preferred.

Licenses and Certifications

- Valid driver's license required.
- Ability to obtain a Commercial Driver's License (CDL) within one year of hire.
- Welding certification or willingness to obtain one is a plus.

Skills and Abilities

- Ability to perform physical labor in varying weather conditions.
- Basic knowledge of tools, equipment, and safety practices related to public works.
- Willingness to learn and develop skills for operating heavy equipment and performing advanced maintenance tasks.
- Ability to work cooperatively in a team setting and follow directions.

Working Conditions

- Work is performed outdoors in all weather conditions, including extreme heat, cold, and wet conditions.
- Exposure to heavy machinery, noise, dust, and hazardous materials.
- Requires frequent lifting up to 75 lbs, climbing, bending, kneeling, and standing for extended periods.
- Must be available for occasional overtime, night shifts, and weekend work, especially during emergencies.
- Must participate in rotating on-call duty for a minimum of one week/month.

Compensation and Benefits

- Entry-level hourly wage based on qualifications and experience.
- Benefits package, including health insurance, retirement plan, and paid time off.

How to Apply:

Interested candidates should submit a resume, cover letter, and completed application to City Administrator, City of Eagle River, PO Box 1269, Eagle River, WI 54521, rcginner@eagleriverwi.gov by [application deadline]. Applications can be found online at www.eagleriverwi.gov or picked up at City Hall.

The City of Eagle River is an Equal Opportunity Employer and encourages all qualified individuals to apply.



City of Eagle River WISCONSIN

Contract Document for: 2025 Construction of New Eagle River Dog Park

April 8, 2025

City of Eagle River
Eagle River City Hall
525 E Maple St.
Eagle River, WISCONSIN
715-479-8682

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00100: INVITATION TO BID

The **City of Eagle River** is requesting bids for the construction of a new dog park, which will include a chain link fence, coyote rollers, double access gates, two separate enclosures for large and small dogs, a covered pavilion, and a gravel parking area. The project will be constructed on five acres of City land located at 1741 Adams Road, Eagle River, Wisconsin.

Scope of Work

- 1. **Fencing/Gates:** Install a 5-foot-high galvanized steel chain-link fence with coyote rollers to secure the dog park, including a central divider for separate large and small dog enclosures. The fence will be secured at the base to prevent escapes, with minimal vegetation removal only as needed for fence installation. The fencing will feature two double access gates for users and two maintenance gates, one for each side of the enclosure.
- 2. **Covered Pavilion:** Construct a covered pavilion (30' x 20') with seating and shade for park visitors, spanning both sides of the enclosure fencing to provide separate 15' x 20' covered areas for small and large dog enclosures. The pavilion, built on a 4" concrete slab, will offer weather protection with a peak height not exceeding 22 feet.
- 3. **Gravel Parking Area & Driveway:** Construct a level, compacted gravel parking area (100' x 180') with an appropriate driveway, ensuring stability and proper drainage. A 24" culvert will be installed under the driveway to accommodate ditch drainage along Adams Road.
- 4. See complete Bid Document for full scope of work.

Project Timeline

- Bid Due Date: 12:00 PM, Friday, May 9, 2025
- Award Notification: Within 30 days of the bid due date
- Project Completion Deadline: September 1, 2025

Bid Submission Requirements

Complete bid document, including submission guidelines, can be found on the City website at https://eagleriverwi.gov/resources/bids-and-rfps/

Sealed bid packets must be delivered no later than 12:00 PM on May 9, 2025, to the following address:

City of Eagle River 525 E. Maple Street PO Box 1269 Eagle River, WI 54521 Attn: Robin Ginner

Bid packets must include:

- Company name, address, and contact information
- Proof of licensure and insurance
- Detailed cost estimate, including labor and materials

- Timeline for project completion
- References from previous similar projects

Selection Criteria

The City of Eagle River will evaluate bids based on the following criteria:

- Total project cost
- Experience and qualifications
- Ability to meet the project timeline
- Compliance with bid submission requirements

The City of Eagle River reserves the right to reject any and all bids, to waive informalities, and to accept the bid deemed in the best interest of the CITY.

For questions, requests for site inspections, or additional information, please contact:

Robin Ginner, City Administrator Phone: 715-479-8682 ext. 227 Email: rcginner@eagleriverwi.gov

00110: GENERAL REQUIREMENTS

The general requirements in this document apply to the Construction of a new Eagle River Dog Pak located at 1741 Adams Road, Eagle River, Wisconsin.

Contact: City of Eagle River

Robin Ginner, City Administrator Ph 715-479-8682 ext. 227

Cell 715-525-2666

e-mail: rcginner@eagleriverwi.gov

City Hall 525 E Maple Street

P.O. Box 1269

Eagle River, WI 54521

Contractor: General Contractor and all sub-contractor awarded construction of project

- 1. Coordination of Work
 - a. CONTRACTOR is responsible to coordinate their work with any Sub-Contractors, as assigned.
 - b. The CONTRACTOR shall furnish all mobilization, labor, services, materials, equipment, plant, machinery, apparatus, appliances, tools, supplies, and all other requirements necessary to do all work required for the completion of each item of the Work and as herein specified.

2. Work Schedule

There are no limits on days of week in which work can be performed. Work hours must be between 7 am and 8 pm. Project to be completed by September 1, 2025.

3. Required Contractor Payments

- a. A deposit of one-third the contract amount will be paid to the awarded contractor within 15 days of notice of award.
- b. Remainder will be paid upon completion after signing of the "Certificate of Completion" is signed by the CONTRACTOR and CITY.
- c. Since the bid is limited to observed vacant land and planning, there is a probability of unknown issues to be uncovered upon commencement of work, the CONTRACTOR must include a fee Schedule for additional work.

4. Waste Disposal

CONTRACTOR is responsible for keeping building site free of debris. CONTRACTOR to supply debris container or containers. CONTRACTOR shall be responsible for having containers emptied.

5. Temporary Power

CONTRACTOR will supply temporary power as needed.

6. Sanitary Regulations

CONTRACTOR is responsible for supplying temporary facilities.

7. Character of Workmen

The CONTRACTOR shall always be responsible for the conduct and discipline of their employees and/or any Subcontractor or persons employed by Subcontractors. All employees must have sufficient knowledge, skill, certifications and experience to perform properly the work assigned to them. Any supervisor, foreman, or workman employed by the CONTRACTOR or Subcontractor who does not perform their work in a skillful manner or appears to be incompetent or to act in a disorderly or intemperate manner shall, at the written request of the CITY, be discharged from the work and shall not be employed again in any portion of the work without the approval of the CITY. If any employee is not immediately removed when required, any work done by him/her will not be estimated or accepted.

8. Workmanship

The CONTRACTOR shall furnish suitable tools and building appliances to perform the work to be done. Work shall be completed in a neat and skillful manner at the location. All equipment shall be correctly field aligned, leveled and adjusted for satisfactory. The CONTRACTOR shall furnish, install, and protect all necessary accessories and attachments and all other appurtenances needed for proper installation of the work. The work shall be performed in accordance with well-known, established practice and standards, and comply with State of Wisconsin codes and guidelines for commercial buildings, as appropriate.

9. Continuing Obligation

The CONTRACTOR's obligation to perform and complete the Work in accordance with the Contract Documents shall be absolute. Neither recommendation of any progress or final payment, nor the

issuance of a Certificate of Substantial Completion, nor any payment by CITY to CONTRACTOR under the Contract Documents, nor any use or occupancy of the Work or any part thereof by CITY, nor any act of acceptance by CITY, nor any failure to do so, nor any review and approval of a shop drawing or sample submission, nor the issuance of a notice of acceptability, nor any correction of defective Work by CITY will constitute an acceptance of Work not in accordance with the Contract Documents or a release of CONTRACTOR's obligation to perform the Work in accordance with the Contract Documents.

10. Discrepancies and Omissions

- a. If, during the performance of the Work, CONTRACTOR finds a conflict, error, or discrepancy in the Contract Documents, CONTRACTOR shall so report to CITY in writing at once and before proceeding with the Work affected thereby shall obtain a written interpretation or clarification from CITY; however, CONTRACTOR shall not be liable to CITY for failure to report any conflict, error, or discrepancy in the Contract Documents unless CONTRACTOR had actual knowledge thereof or should reasonably have known thereof.
- b. Any incidental item of material, labor, or detail required for the proper execution and completion of the Work and omitted from the Contract Documents but obviously required by governing codes, local regulations, trade practices, operational functions, and good workmanship, shall be provided as a part of the Work without extra charge, even though not specifically detailed or mentioned.

11. Oral Agreements

No oral order, objection, claim or notice by any party to the others shall affect or modify any of the terms or obligations contained in any of the Contract Documents, and none of the provisions of the Contract Documents shall be held to be waived or modified by reason of any act whatsoever, other than by a mutually agreed waiver or modifications thereof in writing, and no evidence shall be introduced in any proceeding of any other waiver or modification.

00120: INSTRUCTIONS TO BIDDERS

The general requirements in this document apply to Construction of the new Eagle River Dog Park, located at 1741 Adams Road, Eagle River, Wisconsin.

Contact: City of Eagle River

Robin Ginner, City Administrator Ph 715-479-8682 ext. 227

Cell 715-525-2666

e-mail: rcginner@eagleriverwi.gov

City Hall 525 E Maple Street P.O. Box 1269 Eagle River, WI 54521

Contractor: General Contractor and all sub-contractor awarded construction of project

1. Location and Work to be Done

The Work consists of all labor, materials and equipment for the construction of the new Eagle River Dog Park as outlined in the Statement of Work in Section 00130 of the bid documents, as directed by the City of Eagle River Administrator or her designee.

The location shall be 1741 Adams Road, Eagle River, Wisconsin, general characteristics, and principal details of the Work to be performed are specified in the bid specifications in Section 00130.

2. Documentation

The Work to be done and paid for under any item shall not be limited to the exact extent mentioned or described but shall include all incidental work necessary or customarily done for the completion of that item.

All quantities are approximate and do not expressly, or by implication warrant that the actual quantities will correspond therewith, but the CITY reserves the right to reasonably increase or decrease the quantity. An increase or decrease in the quantity for any item shall not be regarded as cause for an increase or decrease in the unit prices.

3. Receipt and Opening of Bids

The Eagle River Golf Course, herein called the CITY, will receive sealed Bids for the project known as: 2025 Construction of Eagle River Dog Park.

General bids shall be addressed to City of Eagle, P.O. Box 1269, 525 E. Maple St., Eagle River, WI 54521, or hand delivered to the Eagle River City Hall, 525 E. Maple St., Eagle River, WI 54521 and endorsed "2025 Construction of Eagle River Dog Park". Bid submissions shall be in a sealed envelope. Bids will be received at the Eagle River City Hall until 12:00 PM Central time, on Friday, May 9, 2025 at which time and place said bids will be publicly opened and read aloud.

4. Preparation of Bid

Each bid must be submitted on the prescribed form. All blank spaces for bid prices must be filled in, in ink or typewritten, in both words and figures.

Failure to complete the bid document adequately may result in the disqualification of the bidder.

Each bid must be submitted in a sealed envelope bearing on the outside the name of the bidder, their address, and endorsed with the name of the project as specified in Receipt and Opening of Bids, above. If forwarded by mail, the sealed envelope containing the bid must be enclosed in another envelope addressed as specified in Receipt and Opening of Bids, above.

All bids, attachments to bids, and/or other items supplied to CITY, including project descriptions, by all bidders, successful or otherwise, shall be the property of CITY. CITY shall not owe to any bidder, successful or otherwise, any obligation of confidentiality regarding any bid, attachment to bid, other items supplied to CITY by bidder, including but not limited to blueprints, drawings, or project descriptions, or any contract document resulting from bid. Contract documents shall be the property of both parties.

CITY shall not be liable to any bidder for any costs incurred in bidding or communicating with CITY concerning bidding.

Unless otherwise made clearly inapplicable by CITY in this document, all bid prices shall include the cost of mobilization of equipment and personnel, and no extra payment will be made for such mobilization or movement of equipment and personnel from job-to-job site.

5. Bid Opening Procedure

The following list of requirements shall apply to each filed bid. Bids not meeting all the requirements for timeliness and security will be rejected; bids not meeting signature and addenda requirements will be rejected prior to checking of bid amounts.

- a) Bids shall be filed at the place and before the time specified in Receipt and Opening of Bids, above.
- b) Properly executed bid security shall be placed in a sealed envelope and shall be attached to the outside of the envelope containing the bid.
- c) The total dollar amount of each bid will be read, and the three apparent lowest bids will be selected for further consideration. These three apparent low bids will be read aloud for the benefit of the other bidders and the bid opening procedure will be closed. All those present at the bid opening may examine all bids after the bid opening and after the reading of the three apparent low bids.

6. Right to Reject Bid

The CITY reserves the right to waive any informality in bids and to reject any and all bids, should the CITY deem it to be in the public interest to do so.

The CITY may also reject bids which in its sole judgment are either incomplete, conditional, obscure, or not responsive or which contain additions not called for, erasures not properly initialed, alterations, similar irregularities.

7. Modification

Any bidder may modify their bid by written communication delivered to and received by the CITY at any time prior to the scheduled closing time for receipt of bids. The communication shall not reveal the bid price but shall provide the addition or subtraction or other modification so that the final prices or terms will not be known by the CITY until the sealed bid is opened.

8. Ability and Experience of Bidder

No award will be made to any bidder who cannot satisfy the CITY that he/she has sufficient ability and experience in this class of work and sufficient capital and plant to enable him/her to prosecute and complete the work successfully within the time named. The CITY's decision or judgment on these matters will be final, conclusive, and binding. The CITY may make such investigations as it deems necessary, and the bidder shall furnish to the CITY, under oath if so required, all such information and data for this purpose as the CITY may request.

9. Conditions of Work

Each bidder must familiarize him/herself fully with the conditions relating to the construction of the project and the employment of labor thereon. Failure to do so will not relieve a successful bidder of their obligation to furnish all material and labor necessary to carry out the provisions of their contract. Insofar as possible the CONTRACTOR, in carrying out their work, must employ such methods or means as will not cause any interruption of or interference with the work of any other CONTRACTOR or employees performing their duties at the work site.

10. Addenda and Interpretations

Addenda may be required during the bidding period to modify, clarify, or interpret the Specifications and Contract Documents. It is intended, but not guaranteed, that such Addenda shall be mailed by the Awarding Authority to all persons or parties to whom Bid, and Contract documents have been issued (Bidders of Record). Failure to receive such Addenda shall in no way relieve any bidder from the execution of its provisions. All bidders are cautioned to verify the number of Addenda that have been issued and to secure any needed copies from the City Administrator. Addenda will be published on the City of Eagle River's website.

No interpretation of the meaning of the specifications or other pre-bid documents will be made to any bidder orally. All information given to bidders other than by means of the specifications, or by addenda, as described below, is given informally, and shall not be used as the basis of a claim against the CITY. All bidders, by bidding, expressly, and irrevocably waive any and all such claims.

11. Project Inspection

The CONTRACTOR shall make the project site and all project records available to the City Administrator or her designee for review during the project. City staff will periodically monitor the progress of work to ensure that the project is proceeding substantially as defined in the documents listed in the table of contents.

12. Obligation of Bidder

At the time of the opening of bids, each bidder will be presumed to have inspected the site, and to have read and to be thoroughly familiar with the Contract Documents (including all addenda). The failure or omission of any bidder to examine any form, instrument, or document shall in no way relieve any bidder from any obligation in respect of his/her bid.

13. Information Not Guaranteed

All information given in the Contract Documents and other documents relating to property conditions, existing equipment, existing utilities and other structures is from the best sources at present available to the CITY. All such information is furnished only for the information and convenience of bidders and is not guaranteed.

It is agreed and understood that the CITY does not warrant or guarantee that any conditions, or other structures encountered during construction will be the same as those indicated in the Contract Documents.

It is further agreed and understood that no bidder or CONTRACTOR shall use or be entitled to use any of the information made available to him/her or obtained in any examination made by him/her in any

manner as a basis of or ground for any claim or demand against the CITY arising from or by reason of any variance which may exist between the information made available and the actual subsurface or other structures actually encountered during the construction work, except as may otherwise be expressly provided for in the Contract Documents.

14. <u>Time for Completion</u>

The successful general bidder must agree to commence work on the date specified in the Notice to Proceed, and to fully complete the project within the time limit stated in the documents.

15. Comparison of Bids

Bids will be compared on the basis of prices set forth in the bid forms.

In the event that there is a discrepancy between the lump sum or unit prices written in words and figures, the prices written in words will govern.

16. Award of Contract

The Contract will be awarded to "the lowest responsible bidder" pursuant to Wisconsin Statute s. 59.52(29) as amended and/or renumbered. Such a bidder shall possess the skill, ability and integrity necessary for the faithful performance of the work, shall be able to furnish labor that can work in harmony with all other elements of labor employed, or to be employed, in the work, and shall otherwise comply with all applicable provisions of law. Contract award shall be subject to the availability of funding.

17. Contractor Records

Bidders understand and agree that, because CITY is a party to this contract, provisions of the Wisconsin Open Records Law and other laws relating to public records may apply to records kept by Bidders. Bidder agrees to fully comply with such laws, and to cooperate with CITY in its compliance with such laws. Cooperation shall include, but not be limited to, the provision of records, or copies of records to CITY or others upon the request of CITY. Compliance and cooperation of Bidders shall be at their sole cost and expense.

18. Insurance

The CONTRACTOR shall furnish evidence of all listed Workers Compensation, General Liability, Auto and Umbrella insurance coverages. Certificates of insurance shall be filed with the submitted bid/contract forms with the CITY OF EAGLE RIVER named as an "additional insured."

To the fullest extent permitted by law, the bidder shall indemnify and hold harmless the City of Eagle River and its agents against all injuries, deaths, strikes, losses, damages, claims, suits, liabilities, judgements, costs and expenses which may arise from any negligence of the CONTRACTOR, its employees or subcontractors.

See Section 00512 for full insurance coverage requirements.

19. Compliance with Laws

The CONTRACTOR shall keep themself fully informed of, and comply with, all existing and future Federal, State and Local Laws, ordinances, rules, and regulations affecting CONTRACTOR and all of

CONTRACTOR's employees, agents, and subcontractors engaged or employed on the Work, the materials and equipment used in the Work or the conduct of the Work, and of all orders, decrees and other requirements of bodies or tribunals having any jurisdiction or authority over the same. If any discrepancy or inconsistency is discovered in the Specifications, or other Contract Documents in relation to any such law, ordinance, rule, regulation, order, decree or other requirement, the CONTRACTOR shall forthwith report to the City Administrator in writing. The CONTRACTOR shall at all times observe and comply with, and cause all their agents, servants and employees to observe and comply with all such existing and future laws, ordinances, rules, regulations, orders, decrees and other requirements and he/she shall protect, indemnify and save harmless the CITY, its officers, agents, servants, employees and the City Administrator from and against any and all claims, demands, suits, liabilities, judgments, penalties, losses, damages, costs and expenses, including attorney's fee, arising from or based upon any violation or claimed violation of any such law, ordinance, rule regulation, order, decree or other requirements, whether committed by the CONTRACTOR or any of their agents, servants or employees.

Applicable provisions of Wisconsin State Statutes and Regulations and/or the United States Code and Code of Federal Regulations govern this contract and any provision in violation of the foregoing shall be deemed null, void and of no effect. Where conflict between Code of Federal Regulations and State Laws and Regulations exist, the more stringent requirement shall apply.

00130: STATEMENT OF WORK

The CONTRACTOR agrees to provide the services listed in this Statement of Work.

1. Fencing

- Type: Galvanized steel chain link.
- Material: 6" Chain Link Fence.
- **Height:** 5 feet high perimeter, 4 feet high for separation between the two enclosures.
- Coyote Rollers: Install coyote rollers at the top of the perimeter fence to prevent wildlife entry or dog escape.
- Gates: Install two (2) sets of double access gates at designated entry points for user access (one set of double access gates dedicated separately to the small dog and large dog areas). Install two (2) gates for maintenance equipment access, one for each enclosure.
- Notes: Base of fence must be secured or buried in the ground to prevent dog escape. The trees and vegetation to the south end of the property shall remain in place, with only minimal removal if required to facilitate placement of fencing. Fencing will surround the perimeter of the dog park, and will also run down the center to create two separate enclosures; one for large dogs, one for small dogs. See Appendix A for property layout.

2. Dog Enclosures

- **Small Dog Enclosure:** Construct an enclosed area for small dogs, measuring approximately 50' wide, and the entire length of the full enclosure (approximately 800').
- Large Dog Enclosure: Construct an enclosed area for large dogs, measuring approximately the balance of the width, and the entire length of the full enclosure (approximately 800').
- 4 foot chain link fence separation between the two enclosures.

- Both enclosures should include secure double access gates for safe and easy access to the areas (see section 00130 subsection 1 Fencing for double access gates), and maintenance access gates to accommodate equipment.
- The trees and vegetation to the south end of the property shall remain in place, with only minimal removal if required to facilitate placement of fencing.

Covered Pavilion

- Construct a covered pavilion for park visitors, with sufficient seating and shade. The pavilion should be constructed using durable materials suitable for outdoor use and provide protection from the elements for park users. See Appendix B for Pavilion Construction/Style Guidance. Please note that building plans are not provided for the pavilion construction.
- **Dimensions:** The pavilion shall measure approximately 30' x 20' and shall be positioned to extend across both sides of the enclosure separation fencing. This design ensures that each enclosure—one for small dogs and one for large dogs—includes a dedicated 15' x 20' covered area. Maximum height at peak shall be no higher than 22'. Pavilion shall be set on a 4-inch concrete slab.

• Materials:

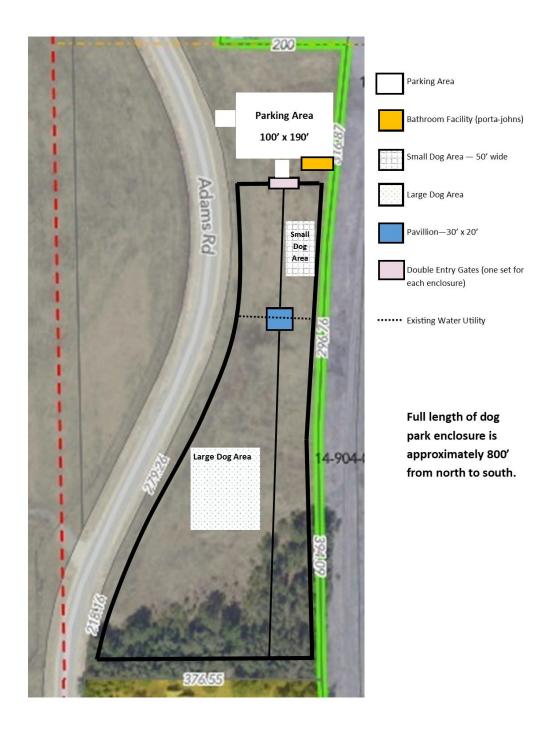
- o Pressure treated lumber construction
- New architectural shingles, minimum 35-year life, in accordance with manufacturing specifications
- o 4-Season durability

4. Gravel Parking Area & Driveway

- Construct a gravel parking area with an appropriate driveway.
- Ensure the gravel surface is level and compacted for parking stability.
- Parking area must allow for unencumbered access for existing snowmobile trail on the north east side of the property.
- Size: Approximately 100' x 180'.
- **Drainage:** Proper drainage must be provided for water runoff. 24" culvert under driveway to accommodate ditch drainage along Adams Road.

APPENDIX A - PROPERTY LAYOUT

(NOT TO SCALE)

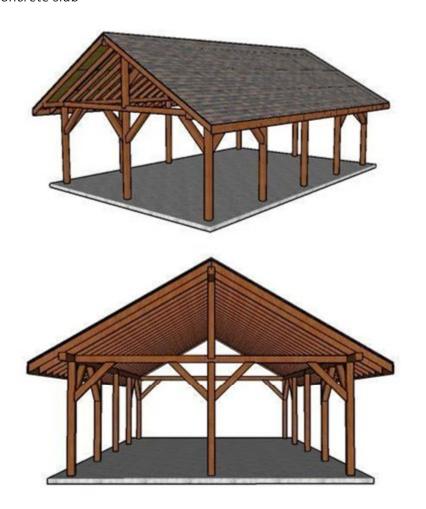


APPENDIX B – PAVILION CONSTRUCTION/STYLE GUIDANCE

(BUILDING PLANS NOT PROVIDED)

Total size: 30' x 20'Maximum height: 22'

• 4" concrete slab





00200: BID SUBMITTAL FORM FOR CONSTRUCTION OF EAGLE RIVER DOG PARK Submitted by: Company: Address: Phone: <u>E-mail:</u> The Undersigned BIDDER offers and agrees, if this Proposal is accepted, to enter an Agreement with the CITY and to complete all work as specified or indicated in the Contract Documents for the Contract Price and within the Contract Time in accordance with the Contract Documents. BIDDER has examined and familiarized him/herself with all the Bidding Documents, has examined II. the actual site and locality where the Work is to be performed; that he/she has made such independent investigations as he/she deems necessary; and has satisfied him/herself as to all conditions affecting cost, progress, or performance of the Work. BIDDER accepts all the terms and conditions of the Bid Document Package. III. IV. The BIDDER is requested to provide with bid submittal what work of a similar character to that of the Eagle River Dog Park that they have done with references that will enable the CITY to judge experience, skill, and business standing (add supplementary page if necessary). Reference to include: Completion Date; Project Name; Contract Amount; Reference Name; Reference Telephone No. ITEMIZED SCOPE OF WORK **CITY COST** Fencing/Gates/Enclosures Gravel Driveway/Parking Lot Covered Pavilion on Slab Total Bid Amount for All Work as Stated in Scope of Work: \$ Written Total Amount: Fee Schedule for Additional Work 1. Labor @ Hourly Rate: \$_____/hr. [to include overhead & profit] 2. Material Cost @ CONTRACTOR cost plus mark-up @ % of material cost Submitting bidder acknowledges that they have read and agree to the conditions

Date:

stated in Roman Numerals one, two, three, and four.

Submitter's Signature:

00300: AGREEMENT OF NOTICE OF AWARD. This Agreement made this ___ day of ______, 2025 by and between State of Wisconsin, City of **Eagle River,** hereinafter called CITY, and _______, hereinafter called CONTRACTOR. WITNESSETH: That the CITY and CONTRACTOR for and in consideration of the work and payment hereinafter mentioned agree as follows: 1) The CONTRACTOR will commence and complete all work related to the replacement of the Eagle River Golf Course Clubhouse Electrical Upgrades set forth in bid documents. 2) The CONTRACTOR will furnish all the material, supplies, tools, equipment, labor, utilities, transportation, and other services necessary for the construction and completion of the project described herein and in the bid documents. 3) The CONTRACTOR will commence work required by the **Notice to Proceed** to be issued on , 2025 and will complete same by September 1, 2025 unless the period for completion is extended otherwise by the written agreement from CITY. 4) The CONTRACTOR agrees to perform all the work described in the Contract Documents and comply with the terms therein for the Bid amount of \$_____ which includes the Base Bid and/or alternates as shown in the Bid. 5) The term "Contract Documents" shall include, but is not limited to, the Advertisement for Bids, Bid, Addenda, List of Subcontractors, Notice of Award Agreement, Notice to Proceed, General Conditions, Instruction to Bidder, General Requirements, Statement of Work, Appendices, and any Change Orders, authorized extensions and any and all documents entered into between CITY and CONTRACTOR required to complete the construction of the work in an acceptable manner, including authorized extensions. 6) The CITY will pay the CONTRACTOR for the performance of work, subject to any additions or deductions, in the manner and at such times and in such amounts as required by the Contract Documents. 7) This Agreement shall be binding upon all parties hereto and their respective heirs, executors, administrators, successors, and assigns. IN WITNESS WHEREOF, the parties hereto have executed or caused to be executed by their duly authorized officials, this agreement on the day and year first above written. CITY OF EAGLE RIVER: ATTEST: By:_______ By:_____ Print Name: _____ Print Name: _____ Title: **CONTRACTOR:** ATTEST: By:_____ By:_____

Print Name: _____

Title:

Print Name: _____

To:_____ Date: Project: CONSTRUCTION OF EAGLE RIVER DOG PARK You are hereby notified to commence WORK in accordance with the Agreement dated _____, 2025, on or before ______, 2025, and you are to complete all WORK by September 1, 2025. City of Eagle River Title _____ **ACCEPTANCE OF NOTICE** Receipt of the above NOTICE TO PROCEED is hereby acknowledged by ______ this the _____ day of _____ , 2025 Title

00400: NOTICE TO PROCEED

00500: GENERAL CONDITIONS

00501: Definitions

Wherever used in the Contract Documents, the following terms shall have the meanings indicated and shall be applicable to both the singular and plural thereof:

- a. ADDENDA Written or graphic instruments issued prior to the execution of the Agreement which modify or interpret the Contract Documents and Specifications, by additions, deletions, clarifications, or corrections.
- b. BID The offer or proposal of the Bidder submitted on the prescribed form setting forth the prices for the Work to be performed.
- c. BIDDER Any person, firm, or corporation submitting a Bid for the Work.
- d. CHANGE ORDER A written order to the CONTRACTOR authorizing an addition, deletion, or revision in the Work within the general scope of the Contract Documents or authorizing an adjustment in the Contract Price or Contract Time.
- e. CITY City of Eagle River.
- f. CONTRACT DOCUMENTS The Contract, including Advertisement for Bids, Information for Bidders, Bid, Bid Bond, Agreement, Payment Bond, Performance Bond, Notice of Award, Notice to Proceed, Change Order, Statement of Work, Drawings, Specifications and Addenda.
- g. CONTRACT PRICE The total monies payable to the CONTRACTOR under the terms and conditions of the Contract Documents.
- h. CONTRACT TIME The start and completion dates as stated in the Contract Documents for the completion of the Work.
- i. CONTRACTOR The person, firm, or corporation with whom the CITY has executed the Agreement.
- j. FIELD ORDER A written order affecting a change in the Work not involving an adjustment in the Contract Price or an extension of the Contract Time, issued by the CITY to the CONTRACTOR during construction.
- k. NOTICE OF AWARD The Written Notice of the acceptance of the Bid from the CITY to the successful Bidder.
- NOTICE TO PROCEED Written communication issued by the CITY to the CONTRACTOR authorizing him/her to proceed with the Work and establishing the date for commencement of the Work.
- m. PROJECT The undertaking to be performed as provided in the Contract Documents.
- SPECIFICATIONS A part of the Contract Documents consisting of written descriptions of a technical nature of materials, equipment, construction systems, standards and workmanship.
- STATEMENT OF WORK Narrative description of a project's work requirement defining project-specific activities, deliverables and timelines for contractor providing services to the CITY.
- p. SUBCONTRACTOR An individual, firm, or corporation having direct contract with CONTRACTOR or with any other Subcontractor for the performance of a part of the Work at the site.
- q. SUBSTANTIAL COMPLETION That date certified by the CITY when the construction of the Project or a specified part thereof is sufficiently completed, in accordance with the Contract

- Documents, so that the Project or specified part can be utilized for the purposes for which it is intended.
- r. SUPPLIER Any person or organization that supplies materials or equipment for the Work, including that fabricated to a special design, but who does not perform labor at the site.
- s. WORK All labor necessary to produce the construction required by the Contract Documents, and all materials and equipment incorporated or to be incorporated in the Project.
- t. WRITTEN NOTICE Any notice to any party of the Agreement relative to any part of this Agreement in writing and considered delivered and the service thereof completed, when posted by certified or registered mail to the said party of their last given address or delivered in person to said party or their authorized representative on the Work.

00502: Additional Instructions And Drawings

- a. The CONTRACTOR may be furnished additional instructions, by the CITY, as necessary to carry out the Work required by the Contract Documents.
- b. The Additional instructions thus supplied will become a part of the Contract Documents. The CONTRACTOR shall carry out the Work in accordance with the additional instructions.

00503: Schedules, Reports And Records

a. Upon receiving Notice of Award, the CONTRACTOR shall submit construction schedules showing dates when the Work will be started, estimated date of completion of each part and, as applicable, shop drawings of the project.

00504: Drawings And Specifications

- a. The intent of the Specifications is that the CONTRACTOR shall furnish all labor, materials, tools, equipment, and transportation necessary for the proper execution of the Work in accordance with the Contract Documents and all incidental work necessary to complete the Project in an acceptable manner, ready for use, occupancy, or operation by the CITY.
- b. Any discrepancies found between the Specifications and site conditions or any inconsistencies or ambiguities in the Specifications shall be immediately reported to the CITY, in writing, who shall promptly correct such inconsistencies or ambiguities in writing. Work done by the CONTRACTOR after discovery of such discrepancies, inconsistencies or ambiguities shall be done at the CONTRACTOR's risk.

00505: Materials, Services And Facilities

- a. It is understood that, except as otherwise specifically stated in the Contract Document, the CONTRACTOR shall provide and pay for all materials, labor, tools, equipment, supervision, temporary construction of any nature, and all other services and facilities of any nature whatsoever necessary to execute, complete, and deliver the Work within the specified time.
- b. Materials and equipment shall be so stored as to insure the preservation of their quality and fitness for the Work. Stored materials and equipment to be incorporated in the Work shall be located so as to facilitate prompt inspection.
- c. Manufactured articles, materials and equipment shall be applied, installed, connected, erected, used, cleaned and conditioned as directed by the manufacturer.

d. Materials supplies and equipment shall be in accordance with samples submitted by the CONTRACTOR and approved by the CITY.

00506: Substitutions

a. Whenever a material, article, or piece of equipment is identified on the Specifications by reference to brand name or catalog numbers, it shall be understood that this is referenced for the purpose of defining the performance or other salient requirements and that other products of equal capacities, quality and function shall be considered. The CONTRACTOR may recommend the substitution of a material, article, or piece of equipment of equal substance and function for those referred to in the Contract Documents by reference to brand name or catalog number and if, in the opinion of the CITY, such material, article, or piece of equipment is of equal substance and function to that specified, the CITY may approve its substitution and use by the CONTRACTOR. Any cost differential shall be deductible from the Contract Price and the Contract Documents shall be appropriately modified by Change Order. The CONTRACTOR warrants that if substitutes are approved, no major changes in the function or general design of the Project will result. Incidental changes or extra component parts required to accommodate the substitute will be made by the CONTRACTOR without a change in the Contract Price or Contract Time.

00507: Protection Of Work, Property And Persons

- a. The CONTRACTOR will be responsible for initiating, maintaining, and supervising all safety precautions and programs in connection with the Work. The CONTRACTOR will take all necessary precautions for the safety of, will provide the necessary precautions for the safety of, and will provide the necessary protection to prevent damage, injury or loss to all employees on the Work and other persons who may be affected thereby, all the Work and all materials or equipment to be incorporated therein, whether in storage on or off the site, and other property at the site or adjacent thereto, including trees, shrubs, lawns, walks, pavements, roadways, structures and utilities not designed for removal, relocation or replacement in the course of construction.
- b. The CONTRACTOR will comply with all applicable laws, ordinances, rules, regulations, and orders of any public body having jurisdiction. The CONTRACTOR will erect and maintain, as required by the conditions and progress of the Work, all necessary safeguards for safety and protection. The CONTRACTOR will notify CITY of adjacent utilities when prosecution of the Work may affect them. The CONTRACTOR will remedy all damage, injury or loss to any property caused, directly or indirectly, in whole or part, by the CONTRACTOR, any Subcontractor, or anyone directly or indirectly employed by any of them or anyone of whose acts any of them be liable, except damage or loss attributable to the fault of the Contract Documents or to the acts or omissions of the CITY or anyone employed by either of them or anyone for whose acts either of them may be liable, and not attributable, directly or indirectly, in whole or in part, to the fault or negligence of the CONTRACTOR.
- c. In emergencies affecting the safety of persons or the Work or property at the site or adjacent thereto, the CONTRACTOR, without special instructions or authorization from the CITY, shall act to prevent threatened damage, injury or loss. The CONTRACTOR will give the CITY prompt Written Notice of any significant changes in the Work or deviations from the Contract

Documents caused thereby, and a Change Order shall thereupon be issued covering the changes and deviations involved.

00508: Supervision By Contractor

The CONTRACTOR will supervise and direct the Work. He/she will be solely responsible for the means, methods, techniques, sequences, and procedures of construction. The CONTRACTOR will employ and maintain on the Work, a qualified supervisor or superintendent who shall have been designated in writing by the CONTRACTOR as the CONTRACTOR's representative at the site. The supervisor shall have full authority to act on behalf of the CONTRACTOR and all communications given to the supervisor shall be as binding as if given to the CONTRACTOR. The supervisor shall be always present on the site as required to perform adequate supervision and coordination of the Work.

00509: Changes In The Work

- a. The CITY may at any time, as the need arises, order changes within the Statement of the Work without invalidating the Agreement. If such changes increase or decrease the amount due under the Contract Documents, or in the time required for performance of the Work, an equitable adjustment shall be authorized by Change Order.
- b. The CITY may also, at any time, by issuing a Field Order, make changes in the details of the Work. The CONTRACTOR shall proceed with the performance of any changes in the Work so ordered by the CITY unless the CONTRACTOR believes that such Field Order entitles the CONTRACTOR to a change in Contract Price or Time, or both, in which event, the CONTRACTOR shall give the CITY Written Notice thereof within seven (7) days after the receipt of the ordered change. Thereafter, the CONTRACTOR shall document the basis for the change in Contract Price or Time within thirty (30) days. The CONTRACTOR shall not execute such changes pending the receipt of an executed Change Order or further instruction from the CITY.

00510: Time For Completion And Liquidated Damages

- a. The date of beginning and the time for completion of the Work are essential conditions of the Contract Documents and the Work embraced shall be commenced on a date specified in the Notice to Proceed.
- b. The CONTRACTOR will proceed with the Work at such rate of progress to insure full completion within the Contract Time. It is expressly understood and agreed, by and between the CONTRACTOR and the CITY, that the Contract Time for the completion of the Work described herein is a reasonable time, taking into consideration the average climatic and economic conditions and other factors prevailing in the locality of the Work.
- c. If the CONTRACTOR shall fail to complete the Work within the Contract Time, or extension of time granted by the CITY, then the CONTRACTOR will pay to the CITY, the amount for liquidated damages of \$100.00 for each calendar day that the CONTRACTOR shall be in default after the time stipulated in the Contract Documents.
- d. The CONTRACTOR shall not be charged with liquidated damages or any excess cost when the delay in completion of the Work is due to the following and the CONTRACTOR has promptly given Written Notice of such delay to the CITY.
 - i. To any preference, priority or allocation order duly issued by the CITY.

ii. To unforeseeable causes beyond the control and without the fault or negligence of the CONTRACTOR, including but not restricted to, acts of God, or of the public enemy, acts of the CITY, acts of another CONTRACTOR in the performance of a contract with the CITY, fires, floods, epidemics, quarantine restrictions, strikes, flight embargoes, and abnormal and unforeseeable weather.

00511: Correction Of Work

- a. The CONTRACTOR shall promptly remove from the premises, all Work rejected by the CITY for failure to comply with the Contract Documents, whether incorporated in the construction or not, and the CONTRACTOR shall promptly replace and re-execute the Work in accordance with the Contract Documents and without expense to the CITY and shall bear the expense of making good, all Work of other CONTRACTORs destroyed or damaged by such removal or replacement.
- b. All removal and replacement Work shall be done at the CONTRACTOR's expense. If the CONTRACTOR does not take action to remove such rejected Work within ten (10) days after receipt of Written Notice, the CITY may remove such Work and store the materials at the expense of the CONTRACTOR.
- c. Department for payment. CITY Clerk-Treasurer's Department will process payment per normal voucher payment process.

00512: Insurance

1. Contractor's Liability Insurance

- a. The CONTRACTOR shall purchase and maintain in a company or companies lawfully authorized to do business in the jurisdiction in which the Project is located such insurance as will protect the CONTRACTOR from claims set forth below which may arise out of or result from the CONTRACTOR's operations under the Contract and for which the CONTRACTOR may be legally liable, whether such operations be by the CONTRACTOR or by a Subcontractor or by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable:
 - i. claims under workers' compensation, disability benefit and other similar employee benefit acts which are applicable to the Work to be performed.
 - ii. claims for damages because of bodily injury, occupational sickness or disease, or death of the CONTRACTOR's employees.
 - iii. claims for damages because of bodily injury, sickness or disease, or death of any person other than the CONTRACTOR's employees.
 - iv. claims for damages insured by usual personal injury liability coverage.
 - v. claims for damages, other than to the Work itself, because of injury to or destruction of tangible property, including loss of use resulting therefrom.
 - vi. claims for damages because of bodily injury, death of a person or property damage arising out of CITY, maintenance or use of a motor vehicle.
 - vii. claims for bodily injury or property damage arising out of completed operations.
- b. The insurance required by this contract shall include all major divisions of coverage, and shall be on a comprehensive general basis including Premises and Operations (including XC-U), CITY's and CONTRACTOR's Protective, Products and Completed Operations, and

Owned, Non-owned, and Hired Motor Vehicles. Such insurance shall be written for not less than any limits of liability required by law or those set forth in the Contract Documents, whichever is greater. All insurance shall be written on an occurrence basis unless the CITY approves in writing coverage on a claims-made basis. Coverage's, whether written on an occurrence or claims-made basis, shall be maintained without interruption from date of commencement of the Work until date of final payment and termination of any coverage required to be maintained after final payment. The CITY shall be added as an Additional Insured on policies as required herein. Coverage for such liability insurance shall be provided by a company or companies reasonably acceptable to the CITY and authorized to do business in Wisconsin. CONTRACTOR shall furnish to CITY written confirmation as to the insurance carrier's most current financial ratings when it submits certificates of insurance.

c. Certificates of insurance acceptable to the CITY, and, where required by the contract documents, listing the CITY as an additional insured shall be filed with the CITY prior to commencement of the Work. These certificates and the insurance policies required by this Contract shall contain a provision that coverages afforded under the policies will not be canceled or allowed to expire until at least 30 days' prior written notice has been given to the CITY. If any of the foregoing insurance coverages are required to remain in force after final payment and are reasonably available, an additional certificate evidencing continuation of such coverage shall be submitted with the final Application for Payment as required by this Contract. Information concerning reduction of coverage on account of revised limits or claims paid under the General Aggregate, or both, shall be furnished by the CONTRACTOR with reasonable promptness in accordance with the CONTRACTOR's information and belief. These certificates shall set forth evidence of all coverage required by this Contract. The CONTRACTOR shall furnish to the CITY copies of any endorsements that are subsequently issued amending limits of coverage. In case of any sublet of work under this Contract, the CONTRACTOR shall furnish evidence that each and every subcontractor has in force and effect insurance policies providing coverage identical to that required of the successful vendor.

2. City's Liability Insurance

b. The CONTRACTOR shall procure and pay for a CITY's policy of CITY's protective liability insurance insuring the CITY and its officers, employees and agents against claims which may arise from operations under the Contract or relating thereto.

3. Property Insurance

a. The CONTRACTOR shall purchase and maintain property insurance upon the entire Work at the site to the full insurable value thereof. Coverage for such liability insurance shall be provided by a company or companies reasonably acceptable to the CITY and which have, and shall maintain throughout the pendency of this contract, a minimum financial rating of not less than A+ according to A.M. Best or AAA according to Moody's. CONTRACTOR shall furnish to CITY written confirmation as to the insurance carrier's most current financial ratings when it submits the Certificate of Insurance. Such insurance shall include the interests of the CITY, the CONTRACTOR, Subcontractors and Sub-subcontractors in the work and shall insure against the perils of fire and extended coverage and shall include "all risks" insurance for physical loss or damage including without duplication, theft, vandalism and malicious mischief. This insurance shall also cover portions of the Work stored off the site or in transit.

If this insurance is written with stipulated amounts deductible, the CITY shall not be responsible for any difference between the payments made by the insurance carrier and the claim. The policy shall contain a provision that coverage's afforded under policies will not be canceled or allowed to expire until at least 30 days' written notice has been given to the CITY. The CITY shall be named insured within the policy.

- b. The CONTRACTOR shall pay Subcontractors their just shares of insurance proceeds received by the CONTRACTOR, and by appropriate agreements, written where legally required for validity, shall require Subcontractors to make payments to their Sub-subcontractors in similar manner.
- c. The CITY shall have the power to adjust and settle with its insurers any loss for which it has obtained insurance.
- d. Upon the occurrence of an insured loss, the CITY and the CONTRACTOR shall cooperate with each other and with each other's insurer in the submission of claims and related information and the distribution of any insurance proceeds. If after such a loss no other special agreement is made, replacement of damaged work shall be covered by an appropriate change order.

4. Minimum Amount Of Insurance

a. In no case shall the limits of liability for the insurance required by this Contract be less than:

1.	Workers Compensation Insurance	
	Each Accident/Employee	State Statutory Limits
	Policy Limit	State Statutory Limits
2.	General Liability Insurance	
	General Aggregate	\$1,000,000
	Each Occurrence	\$1,000,000
	Products-Completed Operations Aggregate	\$1,000,000
	Personal and Advertising Injury	\$1,000,000
	Each Occurrence (Bodily Injury and Property Damage)	\$1,000,000
	Fire Damage (Any One Fire)	\$100,000
	Medical Expense (Any One Person)	\$5,000
3.	<u>Auto Liability Insurance</u>	
	General Aggregate	\$1,000,000
	Each Occurrence	\$1,000,000
4.	<u>Umbrella Liability</u>	
	General Aggregate	\$1,000,000
	Each Occurrence	\$1,000,000

Certificates of insurance are required for all policies. The Certificates of General Liability and Automobile Liability shall name the CITY as an additional insured on the policy and shall require that a thirty (30) day cancellation notice be given to the CITY. An updated copy of the Certificate shall be provided anytime a change is made to any policy which affects any requirement under this contract. The parties intend that neither the insurance requirements, the insurance limits required herein, nor any other part of this contract, or the contract documents be deemed to limit any liability of CONTRACTOR.

00513: Indemnification

To the fullest extent permitted by law, the CONTRACTOR shall indemnify and hold harmless the CITY, its agents, and employees from and against all claims, damages, losses, and expenses, including but not limited to attorneys' fees, arising out of or resulting from the performance or failure of performance of the Work by the CONTRACTOR or any Subcontractor(s). This obligation shall apply to any such claims, damages, losses, or expenses attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property, including the loss of use resulting therefrom, caused in whole or in part by any negligent or willful act or omission of the CONTRACTOR, any Subcontractor, anyone directly or indirectly employed by them, or anyone for whose acts they may be liable.

In claims against the CITY or any of its agents or employees by an employee of the CONTRACTOR, any Subcontractor, anyone directly or indirectly employed by them, or anyone for whose acts they may be liable, the indemnification obligation shall not be limited by any limitation on the amount or type of damages, compensation, or benefits payable by or for the CONTRACTOR or any Subcontractor under workers' compensation acts, disability benefit acts, or other employee benefit acts.

The CONTRACTOR's obligation under this section shall not extend to the liability of the CITY, its agents, or employees arising out of the preparation or approval of maps, drawings, opinions, reports, surveys, Change Orders, designs, or Specifications.

00514: Separate Contracts

- a. The CITY reserves the right to let other Contracts in connection with this Project. The CONTRACTOR shall afford other CONTRACTORs reasonable opportunity for the introduction and storage of their materials and the execution of their Work and shall properly connect and coordinate the Work with theirs. If the proper execution or results of any part of the CONTRACTOR's Work depends upon the Work of any other CONTRACTOR, the CONTRACTOR shall inspect and promptly report to the CITY, any defects in such Work that render it unsuitable for such proper execution and results.
- b. The CITY may perform additional Work related to the Project or the CITY may let other Contracts containing provisions similar to these. The CONTRACTOR will afford the other CONTRACTORs who are parties to such Contracts (or the CITY, if the CITY is performing the additional Work) reasonable opportunity for the introduction and storage of materials and equipment and the execution of Work and shall properly connect and coordinate the Work with theirs.
- c. If the performance of additional Work by other CONTRACTORs or the CITY is not noted in the Contract Documents prior to the execution of the Contract, Written Notice thereof shall be given to the CONTRACTOR prior to starting any such additional Work. If the CONTRACTOR believes that the performance of such additional Work by the CITY or others involves it in additional expense or entitles it to an extension of the Contract Time, the CONTRACTOR may make a claim thereof as provided in Sections 14 and 15.

00515: Subcontracting

- a. The CONTRACTOR may utilize the services of specialty Subcontracts on those parts of the Work which, under normal contracting practices, are performed by specialty Subcontractors.
- b. The CONTRACTOR shall be fully responsible to the CITY for the acts and omissions of its Subcontractors, and of persons either directly or indirectly employed by them, as the CONTRACTOR is for the acts and omissions of persons directly employed by the CONTRACTOR.
- c. Nothing contained in this Contract shall create any contractual relationship between any Subcontractor and the CITY.

00516: Guarantee

a. The CONTRACTOR shall guarantee all materials and equipment furnished and Work performed for a period of one (1) year from the date of Substantial Completion. The CONTRACTOR warrants and guarantees for a period of five (5) year from the date of Substantial Completion of the system that the completed system is free from all defects due to faulty materials or workmanship and the CONTRACTOR shall promptly make such corrections as may be necessary by reason of such defects, including the repairs of any damage to other parts of the system resulting from such defects. The CITY will give notice of observed defects with reasonable promptness. In the event that the CONTRACTOR should fail to make such repairs, adjustments, or other Work that may be made necessary by such defects, the CITY may do so and charge the CONTRACTOR the cost thereby incurred.

00517: Arbitration By Mutual Agreement

- a. All claims, disputes, and other matters in question arising out of, or relating to, the Contract Documents or the breach thereof, except for claims which have been waived by making an acceptance of final payment may be decided by arbitration if the parties mutually agree. Any agreement to arbitrate shall be specifically enforceable under the prevailing arbitration law. The award rendered by the arbitrators shall be final and judgment may be entered upon it in any court having jurisdiction thereof.
- b. Notice of the request for arbitration shall be filed in writing with the other party to the Contract Documents and a copy shall be filed with the CITY. Request for arbitration shall in no event be made on any claim, dispute, or other matter in question which would be barred by the applicable statute of limitations.
- c. The CONTRACTOR will carry on the Work and maintain the progress schedule during any arbitration proceedings, unless otherwise mutually agreed in writing.

00518: Taxes

a. The CITY is a tax-exempt nonprofit organization that holds a Wisconsin Certificate of Exempt Status (CES) number. As of January 2016, building materials that become part of a qualifying nonprofit facility, provides an exemption from sales and use tax sold to a contractor. As of January 2016 building materials that become part of a qualifying nonprofit facility, provides an exemption from sales and use tax sold to a contractor. The CITY wishes to take advantage of this new Wisconsin Status allowing the CONTRACTOR to direct purchase materials while not having to pay taxes on the materials.

How to Claim the Exemption

A contractor who makes purchases that qualify for this exemption must provide a fully completed exemption certificate to the seller. The contractor should check "other purchases exempted by law" on the certificate and enter "exempt under sec. 77.54(9m), Wis. Stats."

Note: A contractor who provides the seller with an exemption certificate claiming an item will be used in this exempt manner, then uses it in a taxable manner, is liable for use tax on its purchase price of such items.

Documentation to Maintain

Retailers – The seller is not liable for Wisconsin sales tax on its sales of taxable products if, within 90 days of the sale, it receives a fully completed exemption certificate from the contractor indicating the contractor is using the items in an exempt manner. Sellers are required to maintain adequate records, including exemption certificates obtained from contractors, to identify that the sale is exempt.

Contractors – The contractor is required maintain records to verify that the exemption applies when the real property construction activity is performed on a facility owned by the qualifying exempt entity. This may be done by obtaining a nonprofit organization's CES number and maintaining contracts and invoices showing the work was for this qualifying exempt entity.

Sub-Contactor – Do Purchases by Sub-contractors qualify? – YES. A subcontractor's purchase of property qualifies for exemption if the property becomes part of a facility located in Wisconsin owned by a qualifying exempt entity. Although the subcontractor is providing a real property construction activity under contract with the general contractor, the property is ultimately transferred to a qualifying exempt entity upon completion of the contract between the general contractor and the qualifying exempt entity.

00600: **CHANGE ORDER** Change Order No. _____ Date: _____ Contract Date: NAME OF PROJECT: CONSTRUCTION OF EAGLE RIVER DOG PARK CITY: CITY OF EAG<u>LE RIVER, W</u>ISCONSIN CONTRACTOR: _____ The following changes are hereby made in the Contract Documents: Original Contract Price: \$_____ Current Contract price adjusted by previous Change Order(s): \$ The Contract price due to this Change Order will be (increased) (decreased) by: \$ The new Contract price, including this Change Order will be: \$______ The Contract time will be (increased) (decreased) by: _____ calendar days. The date for completion of all work will be ______(date). This document will become a supplement to the Agreement and all provisions will apply hereto.

(Date)

(Date)

CONTRACTOR:

CITY:

00700:	CERTIFICATE OF FINAL COM	1PLETION OF WORK	
CONTRACT D	ATE:		
CONTRACT T	ITLE: CONSTRUCTION OF EAGLE R	IVER DOG PARK	
COMPLETION	N DATE PER CONTRACT AND CHAN	GE ORDERS: <u>SEPTEMBER 1, 2025</u>	
FINAL CERTIF	FICATION OF CONTRACTOR		
dated	represents, represents	he Final Payment Request for construction full compensation for the actual value of Work he Contract and authorized changes.	
Date		CONTRACTOR	_
		Signature	-
		Title	-
FINAL CERTIF	FICATION OF PROJECT CITY		
certify that to full compens accordance v	o the best of my knowledge, the co sation for the actual value of Wo with the terms of the Contract and	nent Request dated ost of the Work identified on the Final Estim rk completed and that the Work has been authorized changes. on the terms of the General Conditions.	ate represents
Date		City of Eagle River	
		Signature	-
		 Title	-

Robin Ginner

From: Cory Hoffmann

Sent: Wednesday, April 2, 2025 3:31 PM

To: Robin Ginner

Subject: RE: Reports for April Council Meeting

Importance: High

Robin, I am not going to have one, since I was gone most of March.

I do have all February bank statements done so far except for golf course. Just printed out March stmts today.

Thank you.

Corinne (Cory) Hoffmann

Corinne Hoffmann

Treasurer/Deputy Clerk City of Eagle River 525 East Maple Street P.O. Box 1269 Eagle River, WI 54521

715-479-8682 ext. 222 715-525-2664 (mobile)



Snowmobile Capital of the World



ATV/UTV Capital of Wisconsin



Hockey Capital of Wisconsin

Friday, March 28, 2025

City of Eagle River Council Members and the Honorable Mayor:

I am now at the end of my third week of post op from a total left knee replacement.

I will be honest; I underestimated the recovery time for this surgery with physical therapy.

I have used up all my sick pay that was banked for this, and I still have at least one month left of physical therapy.

I am hoping to be able to start back at work at least 6 hours a day starting March 31st. I may be able to get through the whole day, but I'm not sure at this time.

That being said, I am asking if I could go in the negative with my sick pay and will pay it back by the end of the year for sure if not sooner.

I would use vacation for this, but would rather not, since my husband and I do have vacation plans this spring, summer and fall, using up most of my 80 hours that is in my vacation bank at this time.

Please consider this request at the next city council meeting on April 8th, 2025.

Thank you.

Sincerely,

Cory Hoffmann

Deputy Clerk/Treasurer

City of Eagle River

715-479-8682, ext 222



CITY OF EAGLE RIVER MONTHLY POLICE CHIEF'S REPORT

April 2025

Presented to: Mayor Jeffrey Hyslop and the City of Eagle River Common Council

Prepared by: Chief Christine Dobbs, Danelle Moran, Asst. Chief Adam Ross

CURRENT ACTIVITY:

During the month of March our officers investigated 128 offenses. A total of 6 cases were cleared by arrest or referred for prosecution. A total of 5 new cases were added to our active investigation caseload. A total of 2 cases were placed in inactive status and 0 incidents unfounded. The remaining cases have been closed without arrest or referred for review to the District Attorney, Juvenile Intake or another agency. Our active investigation caseload is presently 52 cases under continued investigation. In addition to calls with sufficient detail to report below, the following reflects the numbers and types of calls for service:

report below, the following reflects the h	umocis	and types of cans for service.	
Alarm	10	Information	10
Ambulance or Medical Assist	6	Juvenile Runaway	1
Animal Problem	4	Juvenile Problem	5
Alcohol Offense	3	Lost or Found Property	4
Agency Assist	1	Noise Complaint	2
Bail Jumping	1	Official Misconduct	1
Citizen Dispute	3	Parking Problem	5
Child Abuse or Neglect	1	Probation/Parole Violation	1
Citizen Assist	20	Suspicious Person/Circumstance	5
Communications Offense	1	Search Warrant	1
Cont Subst/Possession Marijuana	2	Traffic Accident, NonRep	5
Cont Subst/Possess Paraphernalia	1	Traffic Accident, Prop Damage	4
Cont Substance/Sale/Manu/Other	1	Traffic Hazard	5
Disorderly Conduct	4	Traffic Offense	4
Domestic Violence Offense	3	Trespass of Real Property	1
False Alarm	2	Theft, Property, Pocket	1
Fraud/Swindle/Confidence Game	2	Utility Problem	5
Fireworks	1	Welfare Check	11

A total of 26 traffic stops were conducted resulting in a total of 31 citations or warnings being issued. The following reflects the numbers and types of citations or warnings being issued:

Auto following too close		Non-registration auto	3
Dog at Large	1	Operate after revocation	1
Driving against traffic	1	Operate MV w/o insurance	1
Exceed zones and posted limits	5	Permit unauthorized minor	1
Fail stop-stop sign	2	Possession Drug Para	1
FYR from stop sign	2	Possession marijuana	1
Improper left turn	1	Retail theft-intentionally take	1
Improper park on/off road	1	Tampering/fail install IID	1
Improper right turn	1	Tail lamp violation	2
		Underage drinking 17-20yrs	2
		Unreasonable & imprudent speed	2
		Violate red traffic signal	1
		_	

Our department took 4 people into custody and booked them into the Vilas County Jail.

Assistant Chief Report

In the month of March we implemented the first training out of the LEMHWA Grant by sending 3 members of the Eagle River Police Department along with Three Lakes PD, Lac du Flambeau PD, and Vilas County SO members to the Wisconsin Peer Support Conference. All of the feedback I have heard about the conference has been positive.

We did some department wide defensive tactics/de-escalation training with our officers this month to better equip them to safely deal with a wide variety of situations. We also knocked the rust off of our room clearing skills.

Tonight we are requesting to move ahead with our hiring process to backfill an eventual vacancy when Chief Dobbs retires at the end of the year. Our last hiring process took approximately 6 months to find good applicants who then had to go through law enforcement recruit academy and field training. The next recruit academy registration deadline at Nicolet College is May 5th and runs May 21-Sept. 19 which will have to be followed by approximately 10 weeks of field training which will put us having a new officer ready for the road by the end of November if we can find them quickly, and have to fully train them.

Chief's Report

We are currently gearing up with Light and Water, area public works and area first responders to coordinate the National Night Out again with summer. We feel that this is a

worthwhile program sponsored by WPPI Energy and families really enjoyed the outing last year which was held behind city hall.

Recently we have had some criminal damage to property in the public restroom at the Depot building after the interior painting was completed. We were able to identify three juvenile individuals involved and adjudication will proceed to recoup lost monies for the newly painting building interior.

We are starting the process of backfilling a position within the police department. The monies for this hiring process were allocated within the budget. This process may take quite a bit longer as we have only received one incomplete application as of this date and the deadline is April 9, 2025. We will then have to re-advertise the opening. The city should not settle for a candidate just because an application was filed.

Two vehicles were located at Ewald's in Oconomowoc. This was after ascertaining that there were no Pursuit Interceptors in the state which were not hybrid electric vehicles. At this time, the city will purchase two Dodge Ram 1500 SSV (responder package) which one will replace the Chief truck, and one will replace the Detective/squad. These vehicles are 2023 (late year) model trucks, new, with full 3-year warranty, police wiring, locking hard folding tonneau cover, towing, etc. The detective truck will be fully equipped with an interior prisoner transport compartment (donated), push bar (donated) and center console (donated) with our other current equipment (radios, computer, computer stand etc., transferred. Currently these vehicles are on hold for the department pending the approval process of the financing.

While the ability to purchase vehicles has increased, vehicles should be ordered at least with a window of 6 to 8 months in advance in the future when the city finally replaces the Pursuit interceptors. The average lifespan for an agency this size is 8 to 10 years for a vehicle used in an administrative and administrative/patrol capacity and approximately 8 or 10 years for a pursuit type vehicle in our rural area. There are many other considerations in this process such as traffic collision and corrosive environments.

I would like to take the opportunity to express gratitude on behalf of the Eagle River Police Department for the support that Mayor Jeff Hyslop has shown during his tenure as Head of the Department. The relationship between the department and the mayor is governed by state statute but forged in respect. Thank you, Honorable Mayor Hyslop.

Respectfully submitted,

Christin Dolls

Christine Dobbs
Chief of Police

City Administrator's Report

April 2025 Submitted by Robin Ginner

Admin/General

As the City Hall staff strives for excellence in transparency and accountability to our taxpayers, I'm proud to announce that Becky Bolte and I received "A" ratings from the *Lakeland Times* in their annual Sunshine Week report to celebrate and advocate for open government. See <u>Appendix A</u> for a copy of the rating. (Jerry Burkett also earned an A rating for his work on both the County Board and our City Council! Congrats Jerry!)

The first four years of my tenure as City Administrator has been made better by serving under the leadership of Mayor Jeffrey Hyslop. I have appreciated his level-headed, calm perspective, and his insightful contributions in relation to City matters. It goes without saying that I will miss his sage advice. Thank you, Mayor Hyslop, for four years of incredibly wise counsel.

Departments/Committees/Commissions

<u>Golf Course</u> – The couple who meticulously planted all the flowers for the 2024 season had planned to return for 2025. However, due to a serious snowmobile accident, they are unable to take on the physical labor this summer. Kyle is aware of the situation and is actively exploring alternatives to ensure the flowers are planted and well-maintained. Fortunately, the couple created a comprehensive planting plan for the entire course, detailing plant selection based on sunlight and soil conditions. This plan will serve as a valuable guide for the grounds crew, helping them recreate the stunning landscape from last season.

<u>Public Works</u> – Mary Wick stopped by to talk about an ongoing issue in the men's restroom at the Depot. It looks like we have a repeat offender scratching extremely offensive messages into the back of the door. Frustratingly, this happened again before the fresh coat of paint had barely dried. Mary and I chatted with Moe to brainstorm ways to prevent it from happening again. Moe and Tom are going to take a look at the door and suggest some practical solutions for consideration. Due to the extreme nature of the messages, they will not be included in this report. Detective Ryan Rossing has indicated that they believe they've identified the culprit(s) and will be following up. I gave him a copy of the invoice for the door painting, so the damage can be estimated using that invoice.

Later this year we will be saying goodbye to two long-serving members of the Department of Public Works. On the agenda you will see approval of a hiring process and position descriptions for the two individuals. I would like to get moving on the hiring process soon so that the new hires have time for training with the exiting staff members. They will be big boots to fill, but I trust that we will find qualified candidates that will continue the excellent work of the department.

DPW report on March activities attached to this report (Appendix B)

<u>Room Tax Commission</u> – The Room Tax Commission convened mid-month for our first meeting of the year. Due to another slow winter, we have not allocated additional funds for the grant program for the upcoming year. To date, the program has awarded \$282,125 in grants, reinvesting those funds into our community to support and attract tourism.

In 2024, Room Tax revenue totaled \$682,996, falling short of the Ad & Promo Committee's approved budget of \$700,000. With a revenue deficit compared to projected expenditures, our priority is ensuring we can meet existing commitments before allocating additional funds to the grant program. We will revisit

the possibility of fully funding the grant account later this summer after receiving contributions from the three municipalities and reassessing our expected revenue for 2025.

2025 Projects

<u>Bridge Street Crossing</u> — We have already met with the Dept of Transportation on the planning for the crossing and will continue meeting with DOT and the other recreational stakeholders as the project moves forward. Great Headwaters Trails has approved funding for a queuing and traffic study, and the project specifications are expected to be ready for bidding by the end of 2025. Construction slated for completion in 2026. Karen Margelofsky will have information on the Vibrant Spaces grant shortly to help fund the project.

<u>Capital Improvement Bond Funding for 2025 projects</u> – The day before the bond was originally set to be funded (March 27), I received a call from Brad Viegut. He initially recommended postponing the bond offering by a few days (to March 31–April 1) due to instability in the municipal bond market caused by federal tariff discussions. However, the market ultimately stabilized, allowing Baird to proceed with the bond offering as scheduled on March 27. The bond was successfully sold at an interest rate of 4.51%, lower than the originally anticipated 4.65%. With the funding now complete, the approved projects and purchases can move forward as approved by the Council.

<u>Dog Park</u> – The agenda includes the approval of the bid document and design for the dog park project on Adams Road. My goal is to secure a contractor and have construction completed by Labor Day.

At approximately four acres, this will be the largest dog park in the area. The designated parking lot, calculated based on City Hall parking space measurements, can accommodate up to 36 vehicles—significantly more than I've observed at any dog park locally or even in larger metropolitan areas. If needed, additional parking can be provided along the west side of Adams Road.

Once a contractor is selected, I will ensure that the parking area does not encroach on the existing snowmobile/ATV trail along the northeast side of the proposed park. The current drawing is not to scale but serves as a general representation of the final layout.

This dog park is a highly anticipated addition to the community's recreational offerings, and I look forward to its completion and opening for residents and visitors alike.

<u>McKinley Re-Construction</u> – The second attempt at the congressional spending request was submitted through Tammy Baldwin's office. I've been in touch with her representative, and hopefully we will know if we are successful in a few weeks.

<u>Rotary Square</u> - As of April 3rd, Rotary has still not finalized payment for the Square Building with Cornerstone, and I understand that they are considering pulling the funding, per their donor's request, for the landscaping for the Square. I have requested a report from Rotary regarding these two items to be provided to the Council on Tuesday.

Silver Lake Road — Bids for the Silver Lake Road reconstruction project were received and opened by MSA on March 27, with a single submission from Pitlik & Wick. MSA's initial project estimate was approximately \$694,500, but the bid came in lower at around \$628,600. This cost covers sanitary and storm sewer work, water infrastructure, and street reconstruction. Per the Council's direction, construction is scheduled to begin after August 11, 2025. An agenda item has been included for discussion and potential approval of the bid.

The Lakeland Times

Pages 12-13 March 21, 2025.



In honor of Sunshine Week — a celebration and advocacy of open government — The Lakeland Times presents the newspaper's 2025 awards and grades for openness in conducting public business.

The following grades are

The following grades are calculated using several measures, including how responsive officials have been this past year to open records' requests, how diligently they have strived to keep the workings of government open, how willing they were to communicate with the media and with the public, as well as their past track record.

The rating scale:

A — Excellent. Passionately committed to open government and accountability. The public is lucky to have these officials. They have full knowledge of the

open records' and open

meetings' laws.

B — Good. These records' custodians do an above-aver age job. They may need more knowledge and education about the law but are committed in principle to openness and side more often than not with openrecords' advocates.

C — Average. These custodians need more immediate education about open government laws. They tend to respond slowly to records' requests, and they are as likely to withhold information as to release it. Still, these officials have never landed in court over an open records' dispute.

D—Below Average.
These custodians do not believe in open government or in the release of open records. They usually land on the side of secrecy. These



officials are suspicious of the public. They have very little knowledge of the open records' and open meetings' laws, and have even less interest in learning about them.

F — Failure. These people should be removed as records' custodians. They cannot be trusted by the public and couldn't spell FREEDOM if you spotted them F-R-E-E_-O-M.

Consider them wanted posters in the post office of public records.

I — Incomplete. While it is too early to rate an overall performance in their current positions, we will record any recent actions and use their track records to calculate a "trending" rank.



Eagle River city administrator Robin Ginner and Eagle River city clerk Becky Bolte

The Times took up regular coverage of the Eagle River Common Council less than a year ago and has not had enough interaction with council members in that time to produce a thorough evaluation. City administrator Robin Ginner and city clerk Becky Bolte, however, have

established an impressive and so-far unblemished track record of openness and transparency in a short, period of time.

period of time.

Both officeholders have been available every time they were contacted by the Times for interviews, points of clarification, or background. Documents have been turned over with expediency when requested. Ginner—on multiple occasions—has anticipated requests and provided information and/or documents prior to any ask.

Ginner and Bolte regularly advise the council during meetings on statutory requirements pertaining to transparency. Both take active roles in ensuring the council stays within its lane.

Though the Times' work-

Though the Times' working relationships with these two officeholders have been brief, they are off to a very good start.

D.P.W.

	MARCH
1.	Sewer CHIS -> FROZEN SANTARY SEWER MOIN at TAMARAKEST.
	FROZEN Sanithry sewer Main at 1122 Maple ST.
	Ran Sanithy sewer Main > Pine ST. Between 1 st 2 2 25T. (OK)
	CARpet city Ran Main (OK) lateral Physeo
a.	FROZER STORM DRAIDS - 2
	SNOW STORMS - Richap + Plowed outline Areas 5", 5," 8" 8"
	Push up snow Dumps
j	Chean up Curb Lines downtown with Pusher
:	SNOW SIDEWALKS - TEACKLESS
	City Hall Roof Drain - FROZE ON END OF Pipe -
8.	Haul snow from PARKING 10ts
- 1	Clean SHop
	Equipment Ready for snow storms
:	STEERT SIGNS - New ONES ON Adams Rd.
	Locates
	Sano/salt streets
14,	Depot > Fix Dar Opener - Mechanical Room
	Millings ON JACK FROST Rd and STREET by Nelson Acre
1	TRIM TEERS ON Right of Ways
	City Hall voting - Make Ticket Holders
18.	Took CHENTMAS trees down at RIVERVIEW PARKS Square
	ORDER PAINT FOR CROSSWALKS, YELLOW CURBS, + PARKING 16ts;
	order Glass Beach (Reflective) for crosswalks PAINTING
یان	Maintenance on Equipment
	City Hall- Election Room Ready

Clerk's Report March/April 2025

<u>Elections:</u> In Person Absentee Voting (IPAV) ran March 18 – March 28. The number of people choosing to vote early continues to grow with each election, with the increase keeping me very busy the full two weeks before an election. The election on April 1 went smoothly with post-election tasks completed. We had a 61% voter turnout. As with each election, the awesome public works crew rearranged Chambers and set up all the tables for the election and they come back early in the morning the day after an election and to put all the pieces back in order for meeting use. Rick even made some ballot card spindles that turned out great. Currently there is not another election scheduled for 2025.

<u>Licenses and Permits</u>: ALL renewal application reminders are now being sent out via email with fillable pdf copies of the application or links to fillable forms. Along with the forms/links, with each type of application, I include a license specific renewal instructional letter to the applicant, relevant ordinance information, and a link to www.eagleriverwi.gov.

<u>Liquor License Renewal Applications:</u> Liquor licensing renewals packets will be sent out no later than April 15 with a May 15 deadline for return for proper processing before being presented to the Council at the June 10 meeting.

<u>Operators Licenses:</u> Establishments continue to send in applicants for operator's licenses and I expect to see numbers increase the next couple of months as the June 30 expiration date get closer.

<u>Short-term Rentals:</u> Applications for the 4/30/25 license deadline continue to come in, and I'm working with the applicants to establish a smooth process for future licensing requirements.

<u>Taxi-Business and Taxi Driver Licenses:</u> Taxi License renewal applications were sent out to companies and drivers that have current licenses on file. We currently have two companies that are requesting renewal.

<u>Garbage Haulers Licenses:</u> Garbage Haulers renewal applications were sent out to companies that have current licenses on file. I have heard no feedback on the garbage haulers permit fee increase. We currently have six companies that are requesting renewal.

<u>Events:</u> Summer event licensing is in full swing. Along with application scans being shared with City Department heads, a list of ALL events/park reservations is updated monthly and shared with the ER Police Dept, Light and Water, DPW, Chamber Director, ERRP Director, Fire Chief to keep all in the know.

Open Records: I processed two open records requests since last meeting.

<u>Special Assessment Requests</u>: I have processed one special assessment request since the previous council meeting.

Meetings: Following the March meetings, all licenses and permits were produced, mailed/emailed to the applicants. The Finance Committee, City Council, and Planning Commission meeting draft minutes were produced and a truncated version of the City Council meeting minutes, with all motions, was published in the VCNR. All Clerk items were added to the April City Council agenda with supporting documents provided for Robins meeting binder. All Eagle River agendas were posted onto the bulletin boards, sent to the email distribution list, and posted onto the website. All Vilas County, ERRP, NPSD, Airport, and LVG supplied agendas were posted on our bulletin board.

<u>Insurance:</u> I continue to work with Statewide Insurance, who administers our Liability Insurance for League of WI Municipalities, for a July 2023 incident that occurred at the airport. I have included the recommended disallowance on the April 11, agenda.

<u>Taxes/Assessor:</u> The tax roll will be available for examination beginning April 8, 2025, with online access at www.apraz.com. Notices for open examination of the 2025 tax roll and open book have been posted and published. I have completed the Board of Review training and have training packets/videos available for any of the Board members to view for filing of the Board of Review training affidavits with the Dept of Revenue.

Annexation: The annexation of 4412 E Wall Street has been fully distributed to all required entities. It was recorded with the Vilas County Register of Deeds on the effective date but was bounced back by the Department of Administration as the legal description didn't conform to their requirements. We knew it was a problematic legal and had worked with the County to establish the best way to record it, but the DOA did not accept it. Maines Surveying has been asked to supply the City with a compliant legal and a correction document will be recorded with Vilas County Register of Deeds and the Department of Administration as soon as the updated legal becomes available. I am also working with the Vilas County Clerk on County Supervisory boundaries for recording the annexation with the Wisconsin Election Commission. As we work towards the best resolution, I will let you know how we need to progress with it.

<u>Trademarks:</u> The Eagle River Hockey – Tradition on Ice trademark renewal application was submitted to the WI Department of Financial Institutions and renewed for another 10 years.

<u>WI Surplus Auction</u>: Public Works items that Council approved to be listed for public auction were listed on March 24, with the auction closing on April 7. We will update you on the final bids with my verbal report at the Council meeting.

<u>Garbage:</u> Spring Yard Waste pickup has been scheduled for May 21 with Republic Services.

<u>City Hall:</u> Flags around the City have been replaced from winter wear. Thank you to Light and Water for taking care of changing out the large flag on the community board at Wall and Railroad and to the DPW for changing the flags at City Hall and the parks. Bob Buchen of Continental Carpets has looked at the carpet at City Hall and will be doing some maintenance on it throughout City Hall. Crystal Clear will be doing the windows at both City Hall and the Golf Course. We are gearing up for summer!

Becky J Bolte – WCMC Clerk City of Eagle River