



Village of Cambridge
PUBLIC WORKS COMMITTEE AGENDA
Tuesday, November 22, 2016 | 5:00 p.m.
Cambridge Community Room
200 Spring Street

- 1. Call to order/Roll Call**
- 2. Proof of Posting**
- 3. Approval of Minutes**
 - a. Approval of Public Works Committee Minutes: September 13, 2016
- 4. Public Appearances/Citizen Input**
- 5. New Business**
 - a. Community/Senior Room Furniture Purchase
 - b. Community Room Painting/Rehab
 - c. Amundson Center Sign
 - d. Parking Lot Lights
- 6. Update/Other Items for Future Consideration**
- 7. Adjournment**

- a. Persons needing special accommodations should call 423-3712 at least 24 hours prior to the meeting.
- b. A quorum of the Village Board will attend this meeting for the purpose of gathering information relevant to their responsibilities as Village Trustees. Recommendation by the joint committee will be made to be acted upon by the Village Board at a regular meeting.
- c. More specific information about agenda items may be obtained by calling 423-3712.

Lisa Moen, Village Clerk



Village of Cambridge
PUBLIC WORKS COMMITTEE MINUTES
Tuesday, September 13, 2016 | 6:00 p.m.
Oakland Town Hall, N4450 Country Road A

1. **Call to order/Roll Call:** Chairman Kumbier called the meeting to order at 6:00 p.m. Members present: Trustees McNally, Hollenbeck and Kumbier. Others present: Lisa Moen, Village Clerk; Steve Struss, Village President.
2. **Proof of Posting:** The agenda was posted in the upper level of the Amundson Community Center, Cambridge News Office, Cambridge Post Office, United Community Bank and the Village Web Site.
3. **Approval of Minutes**
 - a. Approval of Public Works Committee Minutes: August 23, 2016

Trustee Hollenbeck made a motion to approve the minutes as presented, seconded by Trustee McNally. Motion carried.

4. **Public Appearances/Citizen Input:** None
5. **New Business**

- a. **H&H HVAC System Study:** The H&H quote would enable them to create plans for the HVAC system. This is needed for them to further study what needs to be done to the system and recommend any upgrades. Trustee Kumbier noted that when the time comes, he would like to go out for bids for repairs. A brief update was given on where we are currently with the cleaning and repairs.

Trustee Hollenbeck made a motion to recommend approval of the H&H HVAC System Study, not exceed an amount of \$4,500.00, seconded by Trustee McNally. Motion carried.

6. **Update/Other Items for Future Consideration:**
 - a. A reimbursement resolution will be presented at the Village Board meeting on Sept. 27.
 - b. It was questioned if Larry has redirected the downspouts at the Amundson Community Center.
 - c. President Struss has met with Mike Rumpf regarding assistance from the Foundation. Mike suggested that we submit a request in December.
7. **Adjournment:** Trustee Hollenbeck made a motion to adjourn, seconded by Trustee McNally. Motion carried.



200 Spring St
Cambridge, WI 53523
Phone 608.423.3712
Web www.ci.cambridge,wi.us

ADMINISTRATION

To: Public Works Committee, Honorable President Struss and Village Board of Trustees
From: Veronica Rudychev, Administrator
Date: November 16, 2016
Subject: Community/Senior Room Furniture Purchase

BACKGROUND

As part of the mold remediation, a lot of the furniture in the Community and Senior room had to be disposed of due to the inability to clean up the mold from it. The only furniture that was kept was furniture that could be remediated, but it should be noted that the furniture that is left is still showing its age. The Village obtained a quote to start replacing some of the furniture in the Community and Senior room. That quote was from Emmons Business Interiors. This firm holds a state contract for furniture. The firm ended up not only giving us the state contract pricing, but was willing to give us a slightly more reduced price based on the volume of furniture we are replacing. Furthermore, the furniture will come with a lifetime warranty and there are pieces of the furniture that can be replaced as they age out without replacing the whole piece. EBI has also stated that they would agree to retain the pricing for the Village down the line, even if EBI no longer holds the contract. Therefore, the price for the chair today will be the same price that the Village would pay five years from now. EBI will also work with the Village to continue to replace furniture and be a vital participant in the remodeling of Village Hall. EBI will map furniture in the rooms and allow staff the ability to see the furniture in their show room in Madison prior to purchasing. Lastly, all of the furniture will be coordinated and will make the space cohesive and provide a welcoming space for the Village residents, Board, and staff to use.

The furniture that the Village is looking to purchase will be easy to stack and put away. Also, the furniture is light weight enough for one staff member to set up, to prevent any possible injuries. The primary color of the furniture will be black and the chairs that will be used for both the Village Board, staff, and Senior lunches have padding on them that will be a dark teal color that will coordinate to the new Village logo. Further, it is our intent to paint accent walls in the Community room that would also coordinate to the furniture and logo.

FISCAL IMPACT

The total quote for furniture is \$15,554.44. This funding will come from the State Trust Fund Loan that has been approved by the Village Board at the November 10th meeting. It should also be noted that the total pricing for the content remediation from Servpro came in \$6,000 under budget and that the intent was to take the savings from remediation to purchase new furniture.

RECOMMENDATION

Recommend approval to the Village Board of the furniture purchase from EBI for a total not to exceed \$15,554.44.


Veronica Rudychev
Village Administrator

Sales Contact: Todd Kessenich

Prepared For:

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11/15/2016
11:46:20AM

Job: PO Number: Todd Kessenich
By: Notes:
Notes:

Cambridge Community Center

Line #	Qty	Mfg	Part Number	Part Description	List	Ext List	Sell	Ext Sell
1	25	HON	HMS1	Motivate High Density Stacker-Sled Base-Set/4	\$741.00	\$18,525.00	\$340.86	\$8,521.50
		.N		Arm: No Arm				
		...		Skipped Option				
		...		Skipped Option				
2	5	HON	HMG2	Motivate 4-Leg Stack Chair-Uph Seat-Set/2	\$676.00	\$3,380.00	\$310.96	\$1,554.80
		.F		Arm: Fixed Arm				
		~		Undecided GLIDE/CAST Option				
		~		Undecided SHELL Option				
		~		Undecided FABRIC Option				
		~		Undecided FRAME Option				
3	12	HON	HMG1	Motivate 4-Leg Stack Chair-Set/2	\$560.00	\$6,720.00	\$257.60	\$3,091.20
		.F		Arm: Fixed Arm				
		...		Skipped Option				
		...		Skipped Option				
		...		Skipped Option				
4	1	HON	HMTV-2448G-FX	Motivate Table Trapezoid 24Dx48W 2mm Edge Fixed Base	\$824.00	\$824.00	\$379.04	\$379.04
		.N		No Grommets				
		\$(L1CORE)		L1 Core Lam Opts				
		~		Undecided LAMINATE Option				
		~		Undecided EDGE Option				
		.G		Glide				
		~		Undecided PAINT Option				
5	3	HON	HMYR-2484G-FX	Motivate Table Rect 24Dx84W 2mm Edge Fixed Base	\$1,030.00	\$3,090.00	\$473.80	\$1,421.40
		.N		No Grommets				
		\$(L1CORE)		L1 Core Lam Opts				
		~		Undecided LAMINATE Option				

Prepared For:

Cambridge Community Center

Job:
PO Number: Todd Kessenich
By:
Notes:

Line #	Qty	Mfg	Part Number	Part Description	List	Ext List	Sell	Ext Sell
6	3	HON	HMSCART	Motivate Cart for Stacking Chairs	\$425.00	\$1,275.00	\$195.50	\$586.50
			~	Undecided EDGE Option				
			.G	Glide				
			...	Skipped Option				
Total List:					\$425.00	\$1,275.00	\$195.50	\$586.50
Total Sell:						\$33,814.00	\$15,554.44	

**Applicable Sales Tax is additional
EBI Terms and Conditions apply**



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ADMINISTRATION

To: Public Works Committee, Honorable President Struss and Village Board of Trustees
From: Veronica Rudychev, Administrator
Date: November 16, 2016
Subject: Community/Senior Room Painting/Rehab

BACKGROUND

The Village needs to complete the following work in the Community Room due to the mold remediation process:

- Replace baseboards
- Repair drywall
- Repaint the room (two accent walls to accommodate the Village and Library use)
- Finish the floors (all downstairs)

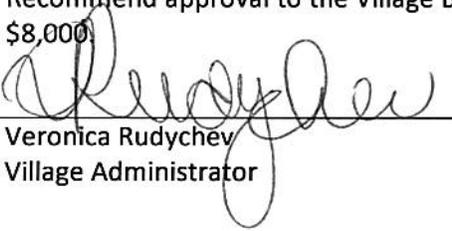
The Village Public Works Department has been busy trying to obtain quotes for the work outlined above. There will also be a need to repaint most of the space downstairs except for the Senior Room and to refinish the entirety of the floors. Staff is looking to focus first and foremost on the Community Room, but will be looking to do the rest of the work later.

FISCAL IMPACT

Based on estimates, this work will not exceed the cost of \$8,000. It should be noted that the Village staff will go with the most competitive quote for the work to be performed and that the funds will be coming from the State Trust Fund Loan the Village Board approved at the November 10th meeting.

RECOMMENDATION

Recommend approval to the Village Board to complete the work outlined above at a price not to exceed \$8,000.


Veronica Rudychev
Village Administrator



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ADMINISTRATION

To: Public Works Committee, Honorable President Struss and Village Board of Trustees
From: Veronica Rudychev, Administrator
Date: November 16, 2016
Subject: Amundson Center Sign

BACKGROUND

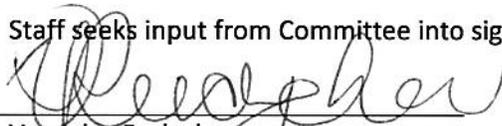
Earlier this month, the Amundson Center sign fell off the mounting. The sign, which was showing its age, was rotted out and the Public Works Department was not able to affix it back to the mounting. In fact, the mounting is also starting to show signs of age and some of the bricks are crumbling. Since the sign has not been replaced for quite some time, staff is looking for input into the new sign from the Public Works Committee. The sign can be replaced with an identical sign, a different style sign, or a digital sign, similar to the school district, just to name a few options. The library is also in need of a new sign, so once a design is selected we would work with the library to coordinate signs and attempt to order from the same vendor to try to get lower pricing.

FISCAL IMPACT

Dependent on the design of the sign.

RECOMMENDATION

Staff seeks input from Committee into sign design.



Veronica Rudychev
Village Administrator



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ADMINISTRATION

To: Public Works Committee, Honorable President Struss and Village Board of Trustees
From: Veronica Rudychev, Administrator
Date: November 16, 2016
Subject: Parking Lot Lights

BACKGROUND

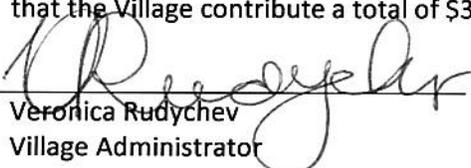
Recently, the lights in the joint Village Hall and Library parking lot stopped working. The library contacted the Ready Electric to do some initial work to get the lights back on. The cost of the initial work was \$345.00. It would appear as though the reason for the failure might have been some damage that was done during the time of the library construction. The electrician proposed a total cost of \$725.00 to supply and install a new underground conduit from the outlet on the back of the library to the southern pole. This would be the permanent way to supply the light poles with the same power that has been supplying them since September 22, 2016. The Village Public Works Department feels this is the best method. The question before the Committee today, is whether the Village should pay for the costs or the library. Village staff feels that the library should pay for the costs to date and the cost for the permanent solution since the issue presented itself after the library building was in place and mostly likely due to the new library building. It would then be up to the library if they wished to pursue legal ramifications from their contractors. Further, this solution would result in the electricity for the light poles being on the library electricity bill, the Village staff feels that the Village should provide ½ the cost for the lights. Based on the analysis of the of the daily cost for the lights, the Village would contribute approximately \$301.00 on a yearly basis to the library for the lights.

FISCAL IMPACT

The total cost to date is \$345.00. The cost for the permanent solution is \$725.00. The cost for the lights on a calendar year is approximately \$602.00.

RECOMMENDATION

Recommend to the Village Board that the Library pay a total of \$1,070.00 for the electrical work and that the Village contribute a total of \$301.00 for the lighting on a yearly basis to the library.


Veronica Rudychev
Village Administrator

Veronica Rudychev

From: Lisa Moen
Sent: Wednesday, November 16, 2016 4:25 PM
To: Veronica Rudychev
Subject: FW: Amunson building / Library parking lot light issue

From: John Adsit [<mailto:John@readye.com>]
Sent: Friday, November 04, 2016 9:04 AM
To: Lisa Moen; Bill & Patty Strohbusch (bpstrohbusch@gmail.com); dir@cambridgelib.org
Subject: Amunson building / Library parking lot light issue

Dear All,

Talked to Larry Olsen, he asked for the following:

- A) Cost of operation for the (3) lights on the (2) poles in question. Please see attached for clarification of where I got my information.
- (3) 400 watt lights.
 - Actual amp draw with lights on 12 amps
 - Volts 120 volt
 - 1.44KWH for the three lights
 - Utility rate used was .10 cents per KWH. This may need to be amended?
 - For 2016 the total hours of darkness is around 4,284 hours divided by 366 days (Leap year) =11.7 hours per day for average.
 - These lights run from dusk to dawn.
 - $11.7 \text{ hours} \times 1.44\text{KWH} = 16.848 \text{ KWH per day}$
 - $16.848 \times .10 \text{ cents} = \$1.68 \text{ per day for the cost of electricity to run the lights}$
 - \$1.68 average cost per day of operation

- B) Cost to examine a 5' length of underground electrical feed to the pole on the west side of the parking lot.
- Excavate the 5' length, we are only guessing the problem is in this area.
 - If we find the problem, we can install a splice kit and re-feed the pole lights from original feed.
 - There is no guarantee that we will find the problem.

Cost if you choose to do this work is \$600.00 This work may or may not fix the problem????

- C) Cost to reefed the pole lights from the outside outlet on the library
- Supply and install a new underground ½" rigid conduit from the outlet on the back of the library to the southern pole.
 - Connect both pole lights on to this new feed.

Cost if you choose to do this work is \$725.00 (This is the same power that has been feeding the pole lights since September 22, 2016)

- D) Cost of work completed to date by Ready Electric, not included in either of the prices above is \$345.00

Please let me know how to proceed with this work.

Thanks,

John Adsit
Field Manager
Ready Electric Inc
P-920-568-9301
F-920-568-9311
C-920-650-2784
[E-john@readye.com](mailto:john@readye.com)