



*City of Lake Geneva, 626 Geneva St, Lake Geneva, WI 53147- 262.248.3673- [www.cityoflakegeneva.gov](http://www.cityoflakegeneva.gov)*

**PUBLIC WORKS COMMITTEE  
MONDAY, JUNE 23, 2025 - 4:00 PM  
LAKE GENEVA CITY HALL; COUNCIL CHAMBERS (MAIN LEVEL)**

**Members:**

Chairperson - Cathy Stoodley; Members - JaNelle Powers, Mary Jo Fesenmaier, Linda Frame, and Joel Hoiland.

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**AGENDA AMENDED**

1. Call to Order
2. Roll Call
3. Comments from the public limited to 5 minutes, limited to items on this agenda
4. Approval of the minutes from May 27, 2025
5. **Staff Reports:**
  - a. **Director of Public Works Report**
  - b. **Street Superintendent Report**
  - c. Parking Manager Report
  - d. Engineer Report
6. Discussion regarding Winterfest Parking Dates (Fesenmaier/Parking)
7. Discussion/Recommendation regarding approval of Contract Change No. 1 to Wolf Paving for the 2025 Street Program for an increase of \$22,130.00 (Kapur)
8. Discussion regarding Stop Sign Warrant (Kapur)
9. Discussion/Recommendation regarding addition of RFB on Wells Street between Football Field and Badger High School (Kapur)
10. **Discussion/Recommendation to approve Kapur Task #40 Phase 1 Cemetery Roads/Drainage Improvements for \$51,852.00. (Kapur)**
11. Future Agenda Items
12. Adjournment

*No official Council action will be taken; however, a quorum of the Council may be present.  
Requests from persons with disabilities who need assistance to participate in this meeting should be made to the City Clerk's office in advance, so the appropriate accommodations can be made.*

**CITY OF LAKE GENEVA **AMENDED** PUBLIC WORKS COMMITTEE MINUTES  
TUESDAY, MAY 27, 2025 - 4:00 PM  
LAKE GENEVA CITY HALL; COUNCIL CHAMBERS (MAIN LEVEL)**

**Members:** Chairperson - Cathy Stoodley; Members - JaNelle Powers, Mary Jo Fesenmaier, Linda Frame, and Joel Hoiland.

**Call to Order**

Meeting called to order by Chairperson Stoodley at 4:02 pm.

**Roll Call**

Present: Stoodley, Fesenmaier, Hoiland, Powers

Absent: Frame

**Comments from the public limited to 5 minutes, limited to items on this agenda**  
**Sherri Ames, 603 Center Street,** spoke regarding Item 6B.

**Approval of the minutes from April 28, 2025**

Motion to approve by Hoiland, Second by Powers.

Motion carried 4-0.

No further discussion.

**Staff Reports:**

**Director of Public Works Report**

Tom Earle Director of Public Works, gave an overview of his report that was included in the packet.

Earle shared brush drop off will be open June 21st as an additional day.

Committee members and Earle discussed multiple topics included in the report.

**Street Superintendent Report**

Neil Waswo Public Works Superintendent, gave a brief overview of his report included in the packet.

Committee members and Waswo discussed City banners procedures.

**Parking Manager Report**

Beth Gehris-Padro Parking Manager explained her report that was included in the packet.

Committee members and Gehris-Padro further discussed Seminary Park parking lot.

Discussion ensued regarding Winterfest parking.

**Engineer Report**

Noami Rauch from Kapur, City Engineer, reviewed her memorandum that was included in the packet.

**Kapur:**

**Discussion/Recommendation regarding Approval of Task Order #44 Public Survey for Lake Geneva Blvd.**

Rauch explained Task Order #44 that was included in the packet.

Fesenmaier spoke about sidewalk additions near Kwik Trip on Williams Street and recommended no action on Task Order #44 be taken.

Discussion ensued regarding funding.

Rauch further explained the sidewalks on both sides of the street in the newer subdivisions,

**Discussion regarding Stop Sign Warrant**

Neil Syla Traffic Engineer explained Stop-Sign Warrant procedures, and the Wawutosa Stop Sign Placement

Policy that was included in the packet.

Fesenmaier and Slye further discussed different options for stop signs and pedestrian crossing visibility.

Slye further explained the process of identifying a detour route.

Waswo spoke about the cost of the trombone arm on the stop signs.

**Discussion/Recommendation regarding Ordinance revisions for Fire Lanes and Ordinance Language for Private Roads**

Motion to approve by Hoiland, Second by Powers.

Motion carried 4-0.

No further discussion.

**Discussion/Recommendation regarding reduction of speed limit along HWY 50 as recommended in Kapur Speed Study**

Syla explained Main Street/ STH 50 Speed study memorandum that was included in the packet.

Motion by Fesenmaier to recommend speed change to 25 mph as recommended in the Kapur study, Second by Powers.

Fesenmaier and Syla further discussed the benefit of lowering the speed to 25 mph.

Hoiland recommended reducing the speed limit to only 10 mph lower rather than reducing it to 15 mph lower.

Motion carried 3-1.

No further discussion.

**Discussion/Recommendation for change to 2025 Street Program on upgrading crosswalk signing at the Wells Street School Crossing to RFB**

Rauch spoke on the Rapid Flashing Beacons Memorandum that was included in the packet.

Committee members and Kapur further discussed the price of rapid flashing beacons and funding purposes.

Mayor Todd Krause shared installing Rapid Flashing Beacons at every appropriate pedestrian crossing .

Motion by Fesenmaier to recommend having cost for a separate project for the rapid flashing beacons. Second, by Powers.

Discussion ensued regarding cost.

Fesenmaier requested a design of the intersection to be included in the proposal.

Motion carried 4-0.

No further discussion.

**Discussion/Recommendation regarding contract changes to the construction contract with Cicchini Asphalt for Basketball & Tennis Courts Resurfacing**

Earle explained the changes with Tennis Court Resurfacing.

Motion by Hoiland to suspend rules to allow Cindy Yager Speak, Second by Powers.

Motion carried 4-0.

Committee members and Yager discussed the tennis court and pickleball court's potential location change.

Motion by Hoiland to accept contract changes to the construction with Cicchini Asphalt for the tennis courts and pickle ball courts restriping and resurfacing. Second by Fesenmaier.

Motion Carried 4-0.

Kapur explained the change order for the basketball courts that were included in the packet.

Discussion ensued regarding rebidding the basketball courts project.

Motion by Fesenmaier to reject the change order for basketball court construction by Cichhini Asphalt, Second by Hoiland.

Motion carried 4-0.

Fesenmaier shared the benefits of rebidding the basketball courts.

Earle further discussed the time impact on the project.

No further discussion.

**Future Agenda Items**

- Winterfest parking
- Rapid Flashing Beacons on Wells Street between Football Field and Badger High School
- Stop Sign Warrant

**Adjournment**

Motion by Hoiland to adjourn, Second by Powers.  
Motion carried 4-0.



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**To:** Public Works Committee  
**From:** Tom Earle, Director of Public Works  
**RE:** June 2025 Director's Report

**PUBLIC WORKS OFFICE & ADMINISTRATION**

**DOT.**

- Discuss Hwy 50 with LGUC and WisDOT several times, ongoing.
- Meet with DOT regarding LTE and PE's for Hwy 50. Meet with Engineer and DOT Review team.
- Research existing documents regarding Main St construction. Ongoing
- Meet with Driehaus Foundation regarding Driehaus Plaza rehab several times.
- Research MOU's with State and County regarding STH 120. Ongoing
- Meet with WisDOT regarding Hwy 120. Ongoing. Discuss possible signal and walks, SSIP Grant (approved)
- Discuss Dodge and Broad intersection with WisDOT for detour of Main St traffic
- DPW participated in DOT/County info exchange regarding CTH H, George St., ongoing

**DPW**

- DPW continues to work on ADA compliance areas, Main St. area. Grinding (complete) Looking at Resolution areas again in downtown area, weather permitting. More grinding in fall. (See DPW Super report)
- Had 2 heavy plow cab and chassis delivered, waiting to send to MTE
- Last ribbon light for Driehaus fountain was delivered, install scheduled this week.
- Research documents related to Driehaus Plaza and Fountain. Found limited copies.
- Meet with Admin regarding access to Disc Golf
- Meet regarding spillway lighting, ongoing
- Attend DRT meetings.
- Attend Staff meetings.
- Attend DPW seminar in Waukesha.
- Attend Administrator discussions COMPLETE
- Currently working on CIP projects
- Balcony for fuel delivery, monitoring issue begun, CIP, RFP soon
- Meet with designer/engineer on salt shed addition. Ongoing, scan complete, waiting on plan set, RFP out in June.
- North wall of 1070 building, material dropped off by Contractor last week, hopefully start soon. COMPLETE
- Assist City Engineer with multiple projects. Including 2024/25 Street Improvement, sea wall and spillway. WISLR 2025 paving, sealcoating, Oak Hill roads and drainage etc.
- Assisted Harbormaster with pier and wall RFP's, ongoing.
- Meet contractors regarding electrical for new TV's in Chambers at City Hall.
- Meet regarding LED lighting updates at City Hall.
- Summer Ops begin, in full swing.
- Assist with sealing at seepage cells, UC, postponed... COMPLETE



# City of Lake Geneva

Department of Public Works

1065 Carey St.  
Lake Geneva, WI 53147  
262.248.6644

- Begin CIP project of remodeling break room for DPW Staff. Floors and ceiling complete, HVAC and electric about 90% (complete), cabinets being prepared for install.
- Meet with Mayor concerning Vets Park buildings, waiting for Alliant Energy, ongoing, waiting for numbers
- Meet with Contractor regarding electrical service for new location of Vets Park storage building. Ongoing, waiting on numbers
- Meet with Alliant concerning Vets Park Storage building, see above Ongoing
- Consult with City Attorney on several issues. Ongoing
- Review ROW permits, meet with B&Z.
- Discuss daily issues with DPW Super
- Daily activities, signage, roads, salt allocation, salt application seminars, etc. Signage issues around town.
- Look into FROST camera system for winter ops with WalCo. City will participate
- Meet with PD on several items
- Meet with several sales execs regarding equipment, ERF, main loader and blower (complete, delivery scheduled),
- Investigate DEF issues on several pieces of equipment. 2 heavy plows. Ongoing, again, so far resolved.

## Cemeteries

- Oak Hill dump area being addressed, several patches completed. Survey complete. Working on logistics, roadways are a concern with heavy trucks. Cemetery Board aware. Meet with 2 Contractors. Apx 1400 cu/yards were removed by DPW Staff. Balance needs to be landfilled. Ongoing.
- Attend Cemetery Board in June. Updates on project, Kapur working on task order for Cemetery Board. Approved
- Several issues at Oak Hill are being resolved, ongoing, met with Sexton and several families, ongoing. Cemetery Board action. Continued due to new information received, discuss with Cemetery Board Chair. Many ownership issues lately, assisted numerous families for ownership issues.
- Address past errors in record keeping at Oak Hill, ongoing.....
- Meet with Cemetery Board at Oak Hill. Address unapproved items being placed on graves. Possible future additions. Uses for land, etc.
- DPW Admin Assistant scanning and documenting grave site ownership files. Huge project.
- Prepare and post RFP's for Oak Hill Chapel roof, project 2025-05, and Oak Hill Chapel windows, 2025-06.
- Tag along with Chris Brookes who led a tour of Oak Hill with Alder Fesenmaier.



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DPW June Operational Report

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**Streets**

Crews have been out, filling potholes.

Staff are out cleaning and inspecting Storm drain inlets.

Superintendent has been working with a contractor for some storm drain replacements.

Crews rectified a plugged storm drain on Sage St with help from the utility.

I have been working with city Engineer on the 2025 street program. Marking pavement limits.

The 2025 cracking filling project has been completed.

The 2025 street program is underway; Chip sealing and repainting of South Lakeshore Dr. is completed.

Sweepers have been out 5 days a week cleaning the downtown and residential areas.

Staff have been out replacing street signs, and installing speed limit signs.

Staff have been out doing utility locates daily.

DPW and Parking were able to get Seminary Park Parking lot repainted and signed.

Staff have been working on the new breakroom in the 1070 building, as weather permits.

Staff are doing downtown garbage pickup Mondays, Wednesdays, Fridays, Saturdays and Sundays.

DPW office have been getting a lot of visitors for the brush drop off and added an additional Saturday in June.

Staff have been out doing some traffic light and Pedestrian light replacement and repairs.

Staff have been out repairing some streetlights.

Staff also have been completing needed repairs to equipment.

Our mosquito sprayer has been calibrated, and the spraying notice has been published in the paper and the City website.



## **Parks**

Irrigation systems are up and running in Library Park, Riv, and City Hall.

Staff installed some new grills in Seminary and Donian.

Staff have been repairing and replacing benches downtown and in the Parks.

Crews are out every week mowing, weed eating the parks and green spaces.

Staff have been out with PD cleaning and painting over graffiti at the skate park.

Staff have been out dirtying and seeding Low spots and trip hazards in the park.

Staff have also been doing the necessary repairs to doors and locks on park beach buildings.

Well pump needed to be replaced at Cobb Park.

Crews are out emptying garbage cans in parks 5 days a week.

Seasonal help is maintaining the park restrooms and grounds daily. Hrs. 10am to 6pm.

Staff built 5 new benches for the Park Board.

Crews completed the boulder placement in Donian to help with erosion control.

Crew place a kart path bridge in the dis golf course.

Vets Park has been very busy with tournaments and other field events.

## **Forestry**

Crews have been out clearing and removing brush and debris in Hillmoore.

Staff have been out watering trees as needed.

Staff have been attending online Trainings.

The crew is out trimming trees. And cleaning up after storms.

## **Riviera**

Lights have been replaced in the Fountain.

Staff reinstalled the Angle on the Fountain.



## City of Lake Geneva

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We had to replace the heating and cooling unit in a lower level.

Upstairs has been very busy with 9 events.

Had the fire alarm panel, detection system and elevator annual inspections completed.

We are still working with MSA on some punch list / warranty items.



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## **Parking Operations Report June 2025**

### **Current Parking Permits:**

- 6,234 (5,762 Resident – 260 WalCo Resident - 212 Business)
- 32/40 Parking Lot Permits for 2025

### **2025 Revenue:**

<b>Month</b>	<b>Parkmobile-App</b>	<b>Flowbird-Kiosks</b>
2025-01	\$ -	\$ 1,016.72
2025-02	\$ 59,369.00	\$ 89,258.76
2025-03	\$ 69,120.00	\$ 105,650.17
Total Q1	\$ 128,489.00	\$ 195,925.65
	Q1 Grand Total	\$ 324,414.65
2025-04	\$ 65,362.00	\$ 100,489.71
2025-05	\$ 122,054.00	\$ 187,317.80
2025-06	\$ 72,125.00	\$ 133,129.46
Total Q2	\$ 259,541.00	\$ 420,936.97
	Q2 Grand Total	\$ 680,477.97

Information pulled 6/17/2025

### **Citations to date:**

Issued:15,577

Paid:10,339

Dismissed: 2,233

Sent to Collection: 218

Warning: 82

In Dispute: 73

Outstanding: 2,632

Information pulled 6/17/2025

### **Ongoing Plan for 2025:**

- LSV for Department
  - Received and paid for at Brown's Service

- Installing alert lights for visibility
- Estimated delivery: prior to 4<sup>th</sup> of July weekend
- Seminary Park Parking Lot F
  - Lot open for use
  - New Signs posted -in lot and on Lakeshore Drive & Baker St
  - Discussion for kiosk order ongoing
- Staffing- one turnover, last day June 26. Will be hiring 2 for Summer
- Sign Survey-
  - Identification of areas requiring more signs or signposts
    - Lake Shore Drive
    - Compact Spaces on Cook St
    - Disabled Parking Spaces-possible update
  - Compact Car signs-review language
- Staff discussion on use of 2 spaces west of mid-block crosswalk at Mill St on south side of Main St for possible safety concerns-ongoing
- Ongoing participation in Hwy 50 Construction Task Group

### **2025-Revenue Impact**

- Winterfest Jan 29-Feb 2, Impact -\$6,360
- Sunday Parking Placards, Impact -\$44,280
- YMCA 5k April 26, Impact -\$640
- Lake Geneva Food Pantry, Mon-Wed-Fri 9am-11:30a, Impact -\$4320
- Farmer's Market, Thursday's May 1-Oct 30, Impact -\$11,016

### Upcoming Events/Waived Fees:

- Concerts in the Park, Thursdays Jun 26-Aug 7, Impact -\$560
- MYA Concert, Jul 19, Impact -\$200
- Art in the Park Aug 8-Aug 10, Impact -\$8,160
- Venetian Festival Aug 12-Aug 18, Impact -est. \$21,752
- Fat Tire Charity Ride, Sept 13, Impact -TBD
- Walk to End Alzheimer's, Sept 20, Impact -\$400
- Dragon Days, Oct 3-5, Impact -\$480
- Oktoberfest, TBD

### **2024-Total Impact**

- **-\$148,022 of Parking Revenue from Waiver of Parking Fees**



## **Winterfest Parking**

### **Governed by City Ordinance:**

Sec. 74-221 Parking Meters

(e) Hours. The limited parking in the parking station zones shall apply from 9:00 a.m. to 7:00 p.m., Monday through Sunday.

[Amended 4-25-2016 by Ord. No. 16-03]

(1) Exceptions. Each year from November 15 until the end of January of the following year, free parking shall be established for all parking station zones except in the following zones where parking is free all year long.

[Amended 10-12-2020 by Ord. No. 20-15]

Please consider:

- Ordinance language would need to be amended to something like: Exceptions. Each year from November 15 until the end of January of the following year—concluding on the first Wednesday of the designated local winter event (Winterfest) or on January 31, whichever occurs earlier—free parking shall be established for all parking station zones, except in the following zones where parking is free year-round.
- The start of paid parking coincides with the biennial re-issue of resident parking stickers each even-numbered year.
- Establishing a consistent and clearly defined start date for paid parking each year will help reduce confusion and frustration among the public, particularly visitors, and will reinforce the perception that the policy is driven by operational consistency rather than revenue generation.

# MEMORANDUM TO THE CITY OF LAKE GENEVA

**To:** Neil Waswo, Tom Earle  
**From:** Bridget Barry, PE  
**CC:** Naomi Rauch, PE  
**Date:** June 18, 2025  
**Re:** Change Order #1 for 2025 Lake Geneva Street Program

Attached to this memo is a change order for the inclusion of additional curb and LED, solar powered, stop signs.

Item No.	Item Description	Unit	Bid Qty.	Bid Unit Price	Bid Total Price
CCO1.1	Concrete Curb & Gutter 18-Inch	LF	85	\$ 58.00	\$ 4,930.00
CCO1.2	R1-1 Stop Sign Traffic Flashing Beacon System, Solar	EA	4	\$ 4,300.00	\$ 17,200.00
SUBTOTAL				\$	22,130.00

The contract price increase is as follows:

Initial Contract Price	\$846,152.20
Change Order	\$22,130.00
<b>Updated Contract Price</b>	<b>\$868,282.20</b>

Please feel free to contact me if you have any questions.

Date of Issuance: \_\_\_\_\_ Effective Date: \_\_\_\_\_  
 Owner: **City of Lake Geneva** Owner's Contract No.: \_\_\_\_\_  
 Contractor: **Wolf Paving, Inc.** Contractor's Project No.: \_\_\_\_\_  
 Engineer: **Kapur and Associates Inc** Engineer's Project No.: **25.0249**  
 Project: **2025 Lake Geneva Street Program** Contract Name: **2025 Lake Geneva Street Program**

The Contract is modified as follows upon execution of this Change Order:

Description: This change order extends the curb line around the SE corner of the intersection of Wells and South Street. It also adds the installation of LED lit stop signs with corresponding solar panels.

Attachments: *CCOI Kapur Memo, Sheet 8.4, Wolf Paving Inc Cost Estimate*

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES <i>[note changes in Milestones if applicable]</i>
Original Contract Price: \$ <u>846,152.20</u>	Original Contract Times: Substantial Completion: _____ Ready for Final Payment: _____ days or dates
[Increase] [Decrease] from previously approved Change Orders No. ___ to No. ___: \$ - _____	[Increase] [Decrease] from previously approved Change Orders No. ___ to No. ___: Substantial Completion: _____ Ready for Final Payment: _____ days
Contract Price prior to this Change Order: \$ - _____	Contract Times prior to this Change Order: Substantial Completion: _____ Ready for Final Payment: _____ days or dates
[Increase] [Decrease] of this Change Order: \$ <u>22,130.00</u>	[Increase] [Decrease] of this Change Order: Substantial Completion: _____ Ready for Final Payment: _____ days or dates
Contract Price incorporating this Change Order: \$ <u>868,282.20</u>	Contract Times with all approved Change Orders: Substantial Completion: _____ Ready for Final Payment: _____ days or dates

RECOMMENDED:	ACCEPTED:	ACCEPTED:
By: _____ Engineer (if required)	By: _____ Owner (Authorized Signature)	By: _____ Contractor (Authorized Signature)
Title: _____	Title: _____	Title: _____
Date: _____	Date: _____	Date: _____

Approved by Funding Agency (if applicable)

By: \_\_\_\_\_ Date: \_\_\_\_\_  
 Title: \_\_\_\_\_



**WOLF PAVING CO., INC**  
 1320 Walnut Ridge Drive, Suite 100  
 Hartland, WI 53029

[WWW.WOLFPAVING.COM](http://WWW.WOLFPAVING.COM)

<b>To:</b>	Kapur & Associates, Inc	<b>Contact:</b>	Bridget Barry
<b>Address:</b>	7711 N. Port Washington Rd Milwaukee, WI 53217	<b>Phone:</b>	(262) 758-6008
<b>CO Name:</b>	18" Curb & Stop Signs	<b>CO ID:</b>	CO 1.0
<b>Project Location:</b>	Various Locations, Lake Geneva, WI	<b>CO Date:</b>	4/10/2025
<b>Attachments:</b>	LED Solar Stop Sign.png		

Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
CO 1.1	Concrete Curb & Gutter 18-Inch	85.00	LF	\$58.00	\$4,930.00
CO 1.2	R1-1 Stop Sign Traffic Flashing Beacon System, Solar	4.00	EACH	\$4,300.00	\$17,200.00

**Total Bid Price: \$22,130.00**

**Notes:**

- **Estimator Notes:** \*Existing stop sign post to remain in place for new stop sign installation  
\*Concrete curb includes prep and base under new 18" curb & gutter
- **Parties:** Wolf Paving Co., Inc./Wolf Paving & Excavating of Madison, Inc. ("Wolf" or "Wolf Paving") and the Customer (identified below) hereby mutually agree to be bound by these General Terms and Conditions ("Terms"), which are made part of and incorporated into the foregoing Proposal. These Terms and the Proposal are collectively referenced below as "the "Agreement" or "this Agreement".
- **Customer Obligations:** Customer shall be solely responsible for the following:
  - Providing Wolf with specifications and plans for the work to be performed by Wolf under this Agreement (the "Specifications"), and said Specifications shall be subject to Wolf's approval;
  - Back filling all edges of paved areas;
  - Notifying Wolf of the presence of any underground utilities or other concealed conditions that would not be identified by a Digger's Hotline search and identification and/or unusual conditions or restrictions during excavation;
  - Furnishing Wolf with a suitable subgrade/aggregate base having the ability to support the maximum axle loads transmitted from the heaviest construction and/or vehicle traffic anticipated as to not to cause any deformation to the subgrade/aggregate base;
  - Rough grading the subgrade within +/- 0.1' of the proposed plan subgrade elevations;
  - If the Proposal provides for completion of fine grading by Wolf, furnishing a subgrade to within +/- 0.1' of the proposed plan aggregate base course elevations;
  - Arranging for any changes in landscaping needed to insure proper drainage flow from the project site;
  - Securing all necessary permits and approvals required by any regulatory agencies to perform Wolf's work (collectively the "Permits"); and
  - All requirements imposed by any regulatory agency and/or pertaining to compliance with any such Permits.
- **Work of Others:** Prior to Wolf commencing its work, the work of all others shall be completed to an extent that it will not in any way conflict or interfere with Wolf's operations or timely completion of Wolf's work. In the event Wolf is directed to begin operations prior to completion of any other contractor's work, Customer shall pay Wolfs' costs related to any additional mobilizations or reduced productivity attributable to obstructions or delays caused by the failure to complete the work of others prior to commencement of Wolf's work.
- **Site Drainage:** Wolf reserves the right to refuse to perform the paving work unless minimum grades of 2.0% are attainable for surface drainage. If Customer directs construction with less than a minimum of grade of 2.0% or if the Specifications do not provide for 2.0% drainage in all directions, it is understood and agreed that water ponding may occur and that no warranty will attach to the paving work.
- **Fine Grading of Aggregate/Unforeseen Conditions:** If the surface to be paved is to be fine graded by Customer or others, Wolf may require additional work to said surface, at Customer's sole cost, to correct deficiencies in the surface for stability, surface drainage, slope, elevation and other matters. In addition, in the event that a proof roll conducted by Wolf identifies "soft spots" in the aggregate base of the project site, such aggregate base will need to be stabilized at the sole cost of Customer; provided, however, any additional work to provide aggregate base stabilization will not be performed without the Customer's written consent.

- **Limitations of Scope of Work:** Notwithstanding any other provision of the Agreement to the contrary, Wolf shall not be responsible for the following:
  - Damage, restoration and/or changes to landscaping as a result of project preparation, execution or completion or base course repairs of landscaping restoration;
  - Insuring the proper continuation of drainage flow from the project site;
  - Movement or damage to any concrete, retaining walls, pavers or other structures during excavation or compaction on or near the project site;
  - Pavement damage due to normal construction equipment traffic;
  - Damage to any unmarked underground utilities;
  - Redesigning of plan grades in order to establish a minimum grade of 2.0% for surface drainage.
- **Change Orders/Changed Conditions:** Any changes to the scope of Wolf's work or any changes to the project conditions which require adjustment in the price of Wolf's work under this Agreement must be documented in written change order signed by Customer and Wolf prior to commencement of any extra work by Wolf.
- **Acceptance of Materials:** All labor and materials are conclusively accepted as satisfactory unless written objection is submitted to Wolf within seven (7) days of performance.
- **Termination/Cancellation:** Customer has the right to unilaterally cancel performance of this Agreement by notifying Wolf within three (3) business days after executing this Agreement. If Customer terminates this Agreement at any time after said three (3) day period, Wolf shall be entitled to retain all payments made before the date written notice of termination is received by Wolf and to be paid all sums owed for all other portions of Wolf's work that has been performed but not yet paid for or invoiced, along with an administrative fee in the amount of 10% of the total price for Wolf's work.
- **No Liquidated Damages:** Wolf shall not be liable under any circumstances for actual, special, consequential and/or incidental damages of any kind should Wolf's progress be substantially delayed by unanticipated changes, omissions or additions, by fire or other unavoidable casualty, by unusually severe weather conditions, or by strikes, labor trouble or lockouts not caused by the acts of Wolf or any supplier of Wolf, by reason of acts, omissions, neglect or default of Customer, other subcontractors or any other third party, by any cataclysmic event or act of God, or by reason of any other events or caused beyond the direct control of Wolf or any supplier of Wolf. In such event or circumstance, Wolf shall have the right to extend the time to complete the work by the amount of any such delay caused by such events or circumstances.
- **Insurance:** Customer shall maintain any necessary property insurance coverage on the work. Wolf shall maintain Worker's Compensation insurance to the extent required by law. Wolf will meet the required insurance limits of liability by using a combination of primary insurance policies and umbrella/excess policies.
- **Indemnification:** To the fullest extent permitted by law, Customer shall indemnify, defend and hold Wolf and its shareholders, officers, employees, agents, subcontractors, and material suppliers harmless of, from and against any and all actions, causes of action, claims, demands, damages, injuries, losses, liabilities, loss of services, penalties, assessments, attorneys' fees, other professional fees, expenses and other costs and charges of every kind and nature (collectively, "Claims") resulting from or in any way relating to the negligence, misconduct, or violation of law by Customer in the performance of, or its failure to perform, any of Customer's obligations under the Agreement including, but not limited to, Claims attributable to (a) bodily injury, sickness, diseases or death; and/or (b) damage injury to or destruction of property (including, but not limited to, the loss of use of such property resulting therefrom).
- **Limited Warranty:** Wolf warrants to Customer that Wolf's work shall be in conformity with the Specifications and free from defects in workmanship and material for a period of one (1) year from the date of substantial completion of Wolf's work. Wolf shall not be liable for any breach of warranty unless Customer gives written notice to Wolf within fourteen (14) days of discovery of a claimed defect and said written notice is received by Wolf within one (1) year after substantial completion of the work. Customer shall permit Wolf the opportunity to examine or test the alleged defect as reasonably requested by Wolf. If Wolf in its reasonable discretion determines that the alleged defect was due to faulty workmanship or defective material and not due to other causes, Wolf in its sole discretion will repair or replace said defects at no cost to Customer. This Limited Warranty does not include or extend to: (a) remedies for defects or damages caused by work of Customer, other contractors or third parties; (b) errors or inaccuracies in the Specifications or defects in the design or engineering of Wolf's work; (c) normal wear and tear, including, without limitation, defects or damages caused by the natural expansion or contraction of the construction materials; (d) use for a purpose for which the work was not intended; (e) improper or insufficient maintenance; (f) modifications performed by Customer, other contractors or any other third party; (g) sealcoat damage from snow plows; (h) drainage problems on the project site including, but not limited, to standing water; (i) construction traffic; (j) pavement overlays due to the potential of reflective cracking or expansion joints; (k) abuse; or (l) acts of God, casualty, catastrophe or other force majeure. This Limited Warranty shall be in effect only if Wolf receives final payment in full of the total invoiced amount to Customer upon completion of Wolf's work. This Limited Warranty shall extend solely to Customer.  
THE EXPRESS WARRANTIES CONTAINED HEREIN ARE IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING ANY WARRANTIES OF MERCHANTABILITY, HABITABILITY, OR FITNESS FOR A PARTICULAR USE OR PURPOSE., ALL OF WHICH ARE HEREBY DISCLAIMED BY WOLF. THIS LIMITED WARRANTY ALSO EXCLUDES CONSEQUENTIAL AND INCIDENTAL DAMAGES.
- **Notice of Lien Rights:** AS REQUIRED BY WISCONSIN CONSTRUCTION LIEN LAW, WOLF HEREBY NOTIFIES OWNER (IF CUSTOMER IS OWNER OF THE PROPERTY ON WHICH WOLF'S WORK IS PERFORMED) THAT PERSONS OR COMPANIES PERFORMING, FURNISHING, OR PROCURING LABOR, SERVICES, MATERIALS, PLANS, OR SPECIFICATIONS FOR CONSTRUCTION ON OWNER'S LAND MAY HAVE LIEN RIGHTS ON OWNER'S LAND AND BUILDINGS IF NOT PAID. THOSE ENTITLED TO LIEN RIGHTS, IN ADDITION TO WOLF, ARE THOSE WHO CONTRACT DIRECTLY WITH THE OWNER OR THOSE WHO GIVE THE OWNER NOTICE WITHIN 60 DAYS AFTER THEY FIRST PERFORM, FURNISH, OR PROCURE LABOR, SERVICES, MATERIALS, PLANS OR SPECIFICATIONS FOR THE CONSTRUCTION. ACCORDINGLY, OWNER PROBABLY WILL RECEIVE NOTICES FROM THOSE WHO PERFORM, FURNISH, OR PROCURE LABOR, SERVICES, MATERIALS, PLANS, OR SPECIFICATIONS FOR THE CONSTRUCTION, AND SHOULD GIVE A COPY OF EACH NOTICE RECEIVED TO THE MORTGAGE LENDER, IF ANY. WOLF AGREES TO COOPERATE WITH THE OWNER AND THE OWNER'S LENDER, IF ANY, TO SEE THAT ALL POTENTIAL LIEN CLAIMANTS ARE DULY PAID.
- **Severability/Governing Law:** If any provision of this Agreement is determined to be invalid or unenforceable for any reason, such determination shall not affect the validity or enforceability of the remaining provisions of this Agreement. The validity, interpretation and performance of the parties hereunder shall be governed by the laws of the State of Wisconsin, without regard to the conflict of laws principles thereof.
- **Incorporation:** In the event any other agreement is entered into between the parties, these Terms shall be incorporated into any such agreement and shall supersede any conflicting terms contained therein unless otherwise expressly agreed in writing by Wolf and Customer. In the event of a conflict between the Proposal and these Terms, these Terms shall govern unless otherwise expressly agreed in writing by Wolf and Customer.

- **Acceptance:** Customer acknowledges and agrees that the prices and specifications set forth in the Proposal and these Terms are satisfactory and are hereby accepted. Customer authorizes Wolf to do the work as specified in the Proposal, subject to and in compliance with the Terms set forth above. The conditions of this proposal will be honored for **15 days**, after that time Wolf Paving Co., Inc. reserves the right to adjust the terms of this proposal. All agreements entered through this proposal/contract contingent upon strikes, accidents or delays beyond our control – Wolf Paving Co., Inc. reserves the right to adjust the terms of this contract if work is not completed within 14 days of authorization date or if the contract items are not completed within the stated time frame. Also, within the duration of the contract, Wolf Paving Co., Inc. reserves the right to pass along AC oil and other operation costs increases that occur prior to construction phase operations.
- **Pricing:** Prices are only good for work completed during the 2025 Construction Season. Work that is carried over to the 2026 season is subject to change based on oil prices.
- **Cold Weather Additives:** The addition of cold weather additives to the asphalt mix will be extra if required.
- **Mobilizations:** All work to be completed in one mobilization, unless otherwise noted. Additional mobilizations will \$2500.00 each.

**Payment Terms:**

**Payment:** Payment is due to Wolf upon substantial completion of the work, unless otherwise specified by the parties in writing. If performance of Wolf's work will extend beyond thirty (30) days, Wolf may issue progress billings on the project and each progress billing will be due and payable upon receipt of the progress billing. Any amounts remaining unpaid when due may be subject to late charges of 1.5% per month, 18% annually or the maximum interest rate permitted by law, whichever is less. Any credit card payments are subject to a 3% surcharge.

<p><b>ACCEPTED:</b> The above prices, specifications and conditions are satisfactory and hereby accepted.</p> <p><b>Buyer:</b> _____</p> <p><b>Signature:</b> _____</p> <p><b>Date of Acceptance:</b> _____</p>	<p><b>CONFIRMED:</b> <b>Wolf Paving Co., Inc.</b></p> <p><b>Authorized Signature:</b> _____</p> <p><b>Estimator:</b> Brian Gallick (608) 209-3484 Brian.Gallick@wolfpaving.com</p>
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**2025 Lake Geneva Street Program**

**Justification of Price for Contract Change Order #1**

Item CO 1.1

- A. Description: This work shall consist of all labor, equipment, and materials related to 85 LF of Concrete Curb & Gutter 18-Inch with increase curb head.
- B. Measurement: The work shall be measured as LF completed and accepted in accordance with the contract.
- C. Payment: The work under this item, measured as provided above, will be paid for at the unit price \$58.00, which price shall be full compensation for all work herein specified and for all labor, materials, and equipment; and for cleanup & incidentals necessary to complete the work in accordance with the Contract and all specifications that apply.
- D. Justification: Installing curb will allow the grade between the bike bath and road to be reduced.

Item CO 1.2

- A. Description: This work shall consist of all labor, equipment, and materials related to 4 R1-1 Stop Sign Traffic Flashing Beacon System, Solar installed on the existing stop sign posts.
- B. Measurement: The work shall be measured as EA completed and accepted in accordance with the contract.
- C. Payment: The work under this item, measured as provided above, will be paid for at the unit price \$4,300.00, which price shall be full compensation for all work herein specified and for all labor, materials, and equipment; and for cleanup & incidentals necessary to complete the work in accordance with the Contract and all specifications that apply.
- D. Justification: Replacing stop signs with LED signs per recommendation by DPW street superintendent.

PROJECT:  
**2025 LAKE GENEVA STREET PROJECT**

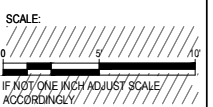
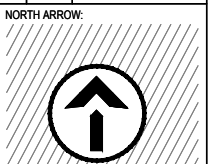
LOCATION:  
**CITY OF LAKE GENEVA, WISCONSIN**



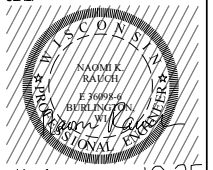
RELEASE:  
**CONSTRUCTION PLANS**

REVISIONS:

#	DATE	DESCRIPTION



IF NOT ONE INCH ADJUST SCALE ACCORDINGLY

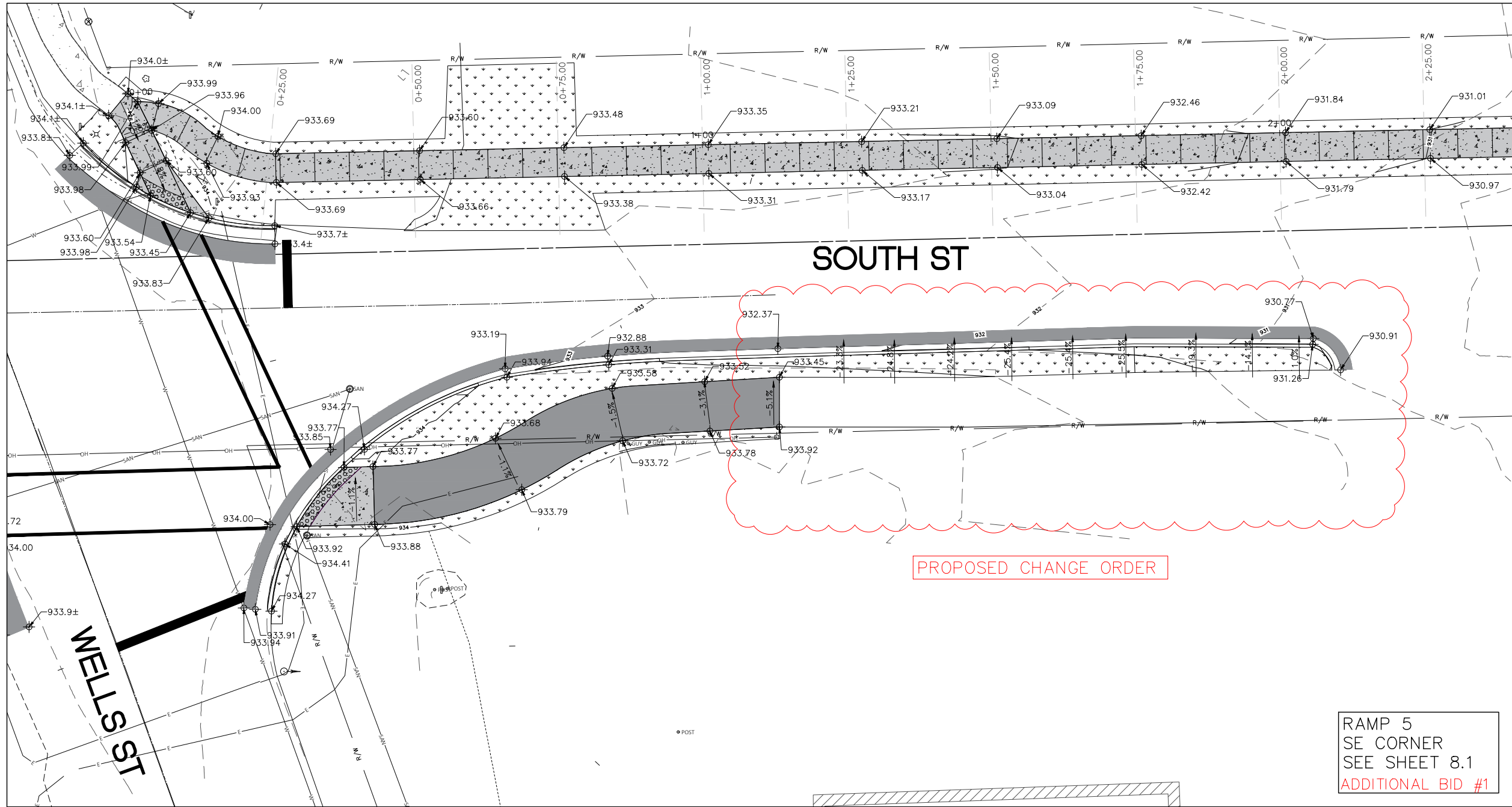


all in 5-16-25

SHEET:  
**SOUTH & WELLS CROSSWALK DETAILS**

PROJECT MANAGER: NR  
PROJECT NUMBER: 25.0249  
DATE: 05/16/2025

SHEET NUMBER:  
**8.4**



RAMP 5  
SE CORNER  
SEE SHEET 8.1  
ADDITIONAL BID #1

FILENAME: D:\Wellworth\_Co\Lake Geneva\_City\240166 2024\_Lake Geneva General Engineering\PHSE\_04\_South Street Crosswalks\Design\24.0166.04\_DESIGN.dwg

**LEGEND**

	EXISTING ASPHALT		SEEDING AND RESTORATION
	REPLACE ASPHALT		WHITE PAVEMENT MARKING 24" CROSS WALK LADDER, 18" STOP BAR, 6" CROSS WALK OR LANE DIVIDERS
	ADA DETECTABLE WARNING		PROPOSED FINISH ELEVATIONS
	CONCRETE CURB AND GUTTER		MATCH EXISTING ELEVATIONS
	EXISTING CONCRETE		PROPOSED CONTOUR ELEVATIONS
	REPLACE CONCRETE		EXISTING CONTOUR ELEVATIONS

- NOTES:**
1. LOCATION AND ACCURACY OF EXISTING UTILITY INFORMATION IS APPROXIMATE. CONTRACTOR SHALL FIELD VERIFY LOCATIONS OF UTILITIES PRIOR TO CONSTRUCTION.
  2. MATCH EXISTING PAVEMENT ELEVATION AT ALL SAWCUT & PAVING LIMIT LOCATIONS UNLESS OTHERWISE NOTED.
  3. ALL CURB & GUTTER, SIDEWALK, AND DRIVE APPROACH REPLACEMENTS ARE APPROXIMATE (TO BE FIELD DETERMINED). REMOVE TO NEAREST JOINT
  4. EXISTING WATER VALVE BOXES TO BE ADJUSTED. INCIDENTAL TO ASPHALT PAVING.
  5. TRAFFIC CONTROL TO BE MAINTAINED AT ALL TIMES. MAINTAIN ACCESS FOR LOCAL TRAFFIC AT ALL TIMES. ACCESS TO SOME SIDE ROADS MAY BE TEMPORARILY CLOSED AS APPROVED BY ENGINEER. EMERGENCY ACCESS AVAILABLE AT ALL TIMES.
  6. INSTALL INLET PROTECTION WITHIN REASONABLE PROXIMITY TO PAVING LIMITS.

# Form List

## Stop Sign Installation Form

The City of Wauwatosa has created a policy to establish a consistent and standardized process to evaluate requests for the installation of a stop sign within the City of Wauwatosa. The policy is intended to provide a procedure for the review and approval or denial of a stop sign request and is included on the [Stop Sign Installation Policy](#).

When considering making a request for a stop sign please first consider that your request must meet one of the conditions as outlined in the Manual on Uniform Traffic Control Devices (MUTCD). Under the current guidance within the MUTCD stop sign requests will be evaluated based on the following:

“.....the use of YIELD or STOP signs should be considered at the intersection of two minor streets or local roads where the intersection has more than three approaches and where one or more of the following conditions exist:

- A. The combined vehicular, bicycle, and pedestrian volume entering the intersection from all approaches averages more than 2,000 units per day;
- B. The ability to see conflicting traffic on an approach is not sufficient to allow a road user to stop or yield in compliance with the normal right-of-way rule if such stopping or yielding is necessary; and/or
- C. Crash records indicate that five or more crashes that involve the failure to yield the right-of- way at the intersection under the normal right-of-way rule have been reported within a 3-year period, or that three or more such crashes have been reported within a 2-year period.

YIELD or STOP signs should not be used for speed control.”

If you feel that the intersection you are concerned with meets one of these conditions you may request consideration from the City of Wauwatosa for installation of stop signs at an intersection by completing this form and returning it using the contact information on page two. If you have questions please contact Michael May, Senior Civil Engineer, at 414-479-8930 or [mmay@wauwatosa.net](mailto:mmay@wauwatosa.net).

### **Please fill out the following for to submit a request.**

Date

Aldermanic District #

Intersection Requested for Consideration

Contact Name(s)

Mailing Address

Zip Code

Contact's Phone  ext.

Contact's Email

Reason(s) for Request (Volume, Accident History, Vision Issue)

Any additional information you want to provide?

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To receive a copy of your submission, please fill out your email address below and submit.

**Email Address**

I'm not a robot reCAPTCHA  
[Privacy](#) - [Terms](#)

**SUBMIT**

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## Memo to City of Lake Geneva

**To:** Public Works Committee **Date:** June 18, 2025

**From:** Naomi Rauch  
Neal Styka

**CC:** Neil Waswo – Streets Superintendent  
Tom Earle – Director of Public Works

**Subject:** Stop Sign Warrant Discussion

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The public works committee has discussed stop sign placement at various locations throughout the City. To aid discussion on proper placement of stop signs the following recommendations per MUTCD are cited below. Additionally, it is common for municipalities to adopt policies and procedures to aid in evaluating requests for installation of stop signs and/or traffic calming measures.

<https://wisconsindot.gov/dtsdManuals/traffic-ops/manuals-and-standards/wmutcd/mutcd-ch02b.pdf>

### Section 2B.06 STOP Sign Applications

#### Guidance:

01 At intersections where a full stop is not necessary at all times, consideration should first be given to using less restrictive measures such as YIELD signs (see [Sections 2B.08](#) and [2B.09](#)).

02 The use of STOP signs on the minor-street approaches should be considered if engineering judgment indicates that a stop is always required because of one or more of the following conditions:

- A. The vehicular traffic volumes on the through street or highway exceed 6,000 vehicles per day;
- B. A restricted view exists that requires road users to stop in order to adequately observe conflicting traffic on the through street or highway; and/or
- C. Crash records indicate that three or more crashes that are susceptible to correction by the installation of a STOP sign have been reported within a 12-month period, or that five or more such crashes have been reported within a 2-year period. Such crashes include right-angle collisions involving road users on the minor-street approach failing to yield the right-of-way to traffic on the through street or highway.

#### Support:

03 The use of STOP signs at grade crossings is described in [Sections 8B.04](#) and [8B.05](#).

### Section 2B.07 Multi-Way Stop Applications

#### Support:

01 Multi-way stop control can be useful as a safety measure at intersections if certain traffic conditions exist. Safety concerns associated with multi-way stops include pedestrians, bicyclists, and all road users expecting other road users to stop. Multi-way stop control is used where the volume of traffic on the intersecting roads is approximately equal.





02 The restrictions on the use of STOP signs described in [Section 2B.04](#) also apply to multi-way stop applications.

Guidance:

03 The decision to install multi-way stop control should be based on an engineering study.

04 The following criteria should be considered in the engineering study for a multi-way STOP sign installation:

- A. Where traffic control signals are justified, the multi-way stop is an interim measure that can be installed quickly to control traffic while arrangements are being made for the installation of the traffic control signal.
- B. Five or more reported crashes in a 12-month period that are susceptible to correction by a multi-way stop installation. Such crashes include right-turn and left-turn collisions as well as right-angle collisions.
- C. Minimum volumes:
  1. The vehicular volume entering the intersection from the major street approaches (total of both approaches) averages at least 300 vehicles per hour for any 8 hours of an average day; and
  2. The combined vehicular, pedestrian, and bicycle volume entering the intersection from the minor street approaches (total of both approaches) averages at least 200 units per hour for the same 8 hours, with an average delay to minor-street vehicular traffic of at least 30 seconds per vehicle during the highest hour; but
  3. If the 85th-percentile approach speed of the major-street traffic exceeds 40 mph, the minimum vehicular volume warrants are 70 percent of the values provided in Items 1 and 2.
- D. Where no single criterion is satisfied, but where Criteria B, C.1, and C.2 are all satisfied to 80 percent of the minimum values. Criterion C.3 is excluded from this condition.

Option:

05 Other criteria that may be considered in an engineering study include:

- A. The need to control left-turn conflicts;
- B. The need to control vehicle/pedestrian conflicts near locations that generate high pedestrian volumes;
- C. Locations where a road user, after stopping, cannot see conflicting traffic and is not able to negotiate the intersection unless conflicting cross traffic is also required to stop; and
- D. An intersection of two residential neighborhood collector (through) streets of similar design and operating characteristics where multi-way stop control would improve traffic operational characteristics of the intersection.

City of Medford  
Public Works Department  
Traffic Engineering Division

LOCATION

\_\_\_\_\_ St.

INTERSECTION ANALYSIS

\_\_\_\_\_ St.

STOP SIGNS OR YIELD SIGNS

Requested By \_\_\_\_\_

(Not on Through Streets)

Investigated By \_\_\_\_\_  
Date \_\_\_\_\_

	CONDITIONS	WARRANTS		FACTUAL DATA	
		MINIMUM	PRIORITY POINTS	COUNTS	ASSIGNED POINTS
1.	ACCIDENTS  Number of accidents for one year, correctible by control		3 for each accident (Max of 9)		
2.	VISIBILITY  Where critical approach is on _____ St.	24 mph	1		
		22 "	2		
		20 "	3		
		18 "	4		
		16 "	5		
		14 "	6		
		12 "	7		
		10 "	8		
	8 "	9 Max.			
3.	TRAFFIC VOLUMES  3.1 Major Street Volumes - vpd (Both Directions)	500 to 750	1		
		750 - 1000	2		
		1000 - 1500	3		
		1500 - 2000	4		
		over 2000	5 Max.		
	3.2 Minor Street Volumes - vpd  Vehicles entering Major Street and pedestrians crossing minor street on each approach	25 to 50	1		
		50 - 100	2		
		100 - 200	3		
		over 200	4 Max.		
4.	SPECIAL CONDITIONS  4.1 School Area 4.2 Playground 4.3 Steep Hill Approach 4.4 _____		3 Max.		
5.	DISTANCE FROM NEAREST STOP SIGNS  5.1 On Major Volume St _____ & _____ 5.2 On Minor Volume St _____ & _____	(INFORMATION ONLY)			
18 POINTS WARRANT FOR STOP SIGN 12 POINTS WARRANT FOR YIELD SIGN					



Safe travels:

Traffic and Parking Control Co., LLC
5100 West Brown Deer Rd
Brown Deer, WI 53223
United States of America
Phone No.:800-236-0112
E-Mail: customerservice@tapconet.com

SALES QUOTE

SALES QUOTE DATE

6/4/2025

SALES QUOTE NUMBER

Q25009373

CUSTOMER NO.

C628

Page: 1

BILL TO

City of Lake Geneva
Neil Waswo
626 Geneva Street
DPWOFFICE@CITYOFFLAKEGENEVA.GOV
Lake Geneva, WI 53147
United States of America

SHIP TO

Outdoor Lighting Const.
Mary Pesich
Customer PU
Brown Deer, WI 53223
United States of America

Table with 5 columns: Ext. Document No., SHIP VIA, TERMS, SALESPERSON, VALID UNTIL. Row 1: RRFB, BEST RATE Free Shipping, Net 30 DAYS, Laurel Stringfellow, 7/7/2025

Main item table with 6 columns: Item/Description, U/M, Quantity, Unit Price, Total Price. Includes items like Ped. Xing - Solar, Radio, DS RRFB, iNX PB, on 4.5" OD Poles, Controller, 12V, 136921, Radio, Polara APS, 30W TOP, No Battery, Dual 22AH Battery Pack, etc.

All prices are listed in US Dollar (USD)
For terms and conditions, please visit https://tapconet.com/terms-conditions



Safe travels:

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5100 West Brown Deer Rd
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Main item table with 6 columns: Item/Description, U/M, Quantity, Unit Price, Total Price. Includes items like 2793-00001 (Post, Square, 2"x2"x14' 12 Gauge Full Punched Galvanized Steel) and 155813 (Service WorkIWS build/install/ concrete base)

Furnish only quote. Installation is not included.
Solar powered equipment requires no shading or obstructions
Estimated lead time: 4-6 Weeks

Summary table with 2 columns: Label, Amount. Rows: Subtotal: 17697.50, Invoice Discount: 0.00, Total Sales Tax: 0.00, Total: 17,697.50

All prices are listed in US Dollar (USD)
For terms and conditions, please visit https://tapconet.com/terms-conditions

**Kapur Associates, Inc.**  
**Summary of Staff Hours and Labor Costs for the City of Lake Geneva**



Task Order #40 Cemetery Roads/Drainage Phase 1

Classification	Project Engineer II		Staff Engineer II		Staff Engineer I		Project Surveyor		Survey Crew		Administrative Assistant		Total Labor	
	Average Hourly Wage (2025)		\$135.00		\$119.00		\$111.00		\$136.00		\$124.00		\$77.00	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
<b>Task Description</b>														
<b>Survey</b>														
Topographic Survey							4	\$544.00	24	\$2,976.00			28	\$3,520.00
Mapping							8	\$1,088.00					8	\$1,088.00
<b>Design/Plan Preparation</b>														
Pavement	4	\$540.00	32	\$3,808.00									36	\$4,348.00
Drainage	16	\$2,160.00	24	\$2,856.00									40	\$5,016.00
Title/Details	2	\$270.00	8	\$952.00									10	\$1,222.00
Traffic Control	2	\$270.00	8	\$952.00									10	\$1,222.00
Restoration	2	\$270.00	24	\$2,856.00									26	\$3,126.00
<b>Permitting</b>														
NOI	2	\$270.00	8	\$952.00									10	\$1,222.00
Historic Society	8	\$1,080.00	24	\$2,856.00									32	\$3,936.00
<b>Bidding</b>														
Bid Documentation Preparation			16	\$1,904.00									16	\$1,904.00
Bid Opening and Review			4	\$476.00									4	\$476.00
Meetings	4	\$540.00	8	\$952.00									12	\$1,492.00
<b>Construction Inspection</b>														
Pre Construction Meeting	2	\$270.00	4	\$476.00	2	\$222.00					4	\$308.00	12	\$1,276.00
Inspection					160	\$17,760.00							160	\$17,760.00
Punch List and Restoration Inspection	4	\$540.00	4	\$476.00	8	\$888.00							16	\$1,904.00
<b>Construction Administration</b>														
Pay Applications			8	\$952.00	8	\$888.00							16	\$1,840.00
<b>TOTALS</b>	<b>46</b>	<b>\$6,210.00</b>	<b>172</b>	<b>\$20,468.00</b>	<b>178</b>	<b>\$19,758.00</b>	<b>12</b>	<b>\$1,632.00</b>	<b>24</b>	<b>\$2,976.00</b>	<b>4</b>	<b>\$308.00</b>	<b>436</b>	<b>\$51,352.00</b>

Summary of Expenses
Estimated Expenses / Mileage (LS)
<b>Totals</b>

Units	Cost	Total
1	\$500.00	\$500.00
		<b>\$500.00</b>

<b>Expenses:</b>	<b>\$500</b>
<b>Project Total:</b>	<b>\$51,852</b>



<b>Oak Hill Cemetery: Engineer's Estimate</b>
City of Lake Geneva, Walworth County, Wisconsin
Date: January 21, 2025

OAK HILL CEMETERY PAVING - ESTIMATE		Engineer's Estimate
Project Phase		Estimated Price
Oak Hill Cemetery Paving - Phase 1		\$ 313,800.60
Oak Hill Cemetery Paving - Phase 2		\$ 262,530.00
Oak Hill Cemetery Paving - Phase 3		\$ 424,023.60
Oak Hill Cemetery Paving - Phase 4		\$ 235,710.71
Oak Hill Cemetery Paving - Phase 5		\$ 221,163.89
<b>OAK HILL CEMETERY PAVING - ESTIMATE</b>		<b>\$ 1,457,228.80</b>
<b>CONSTRUCTION INSPECTION &amp; ENGINEERING (15%)</b>		<b>\$ 218,584.32</b>
<b>OAK HILL CEMETERY PAVING TOTAL</b>		<b>\$ 1,675,813.12</b>

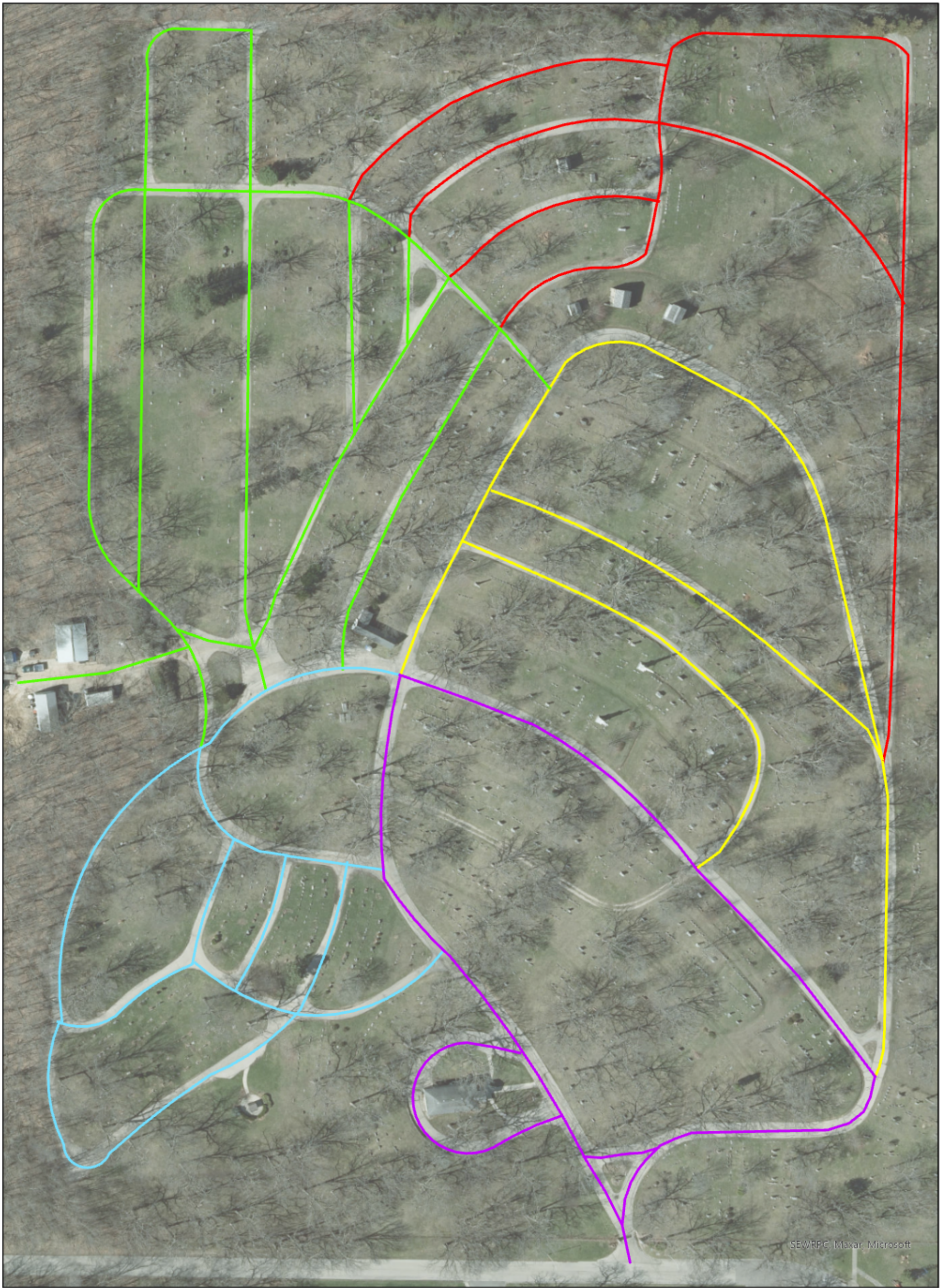
OAK HILL CEMETERY PAVING - PHASE 1				Engineer's Estimate	
Item No.	Item Description	Unit	Estimated Qty.	Bid Unit Price	Price
205.0100	Excavation Common - EBS (Undistributed)	CY	706	\$ 15.00	\$ 10,590.00
305.0120	Base Aggregate Dense 1 1/4-Inch - EBS (Undistributed)	TON	1412	\$ 30.00	\$ 42,360.00
325.0100	Pulverize and Relay (4" Pulverize)	SY	2545	\$ 5.00	\$ 12,725.00
460.5223	HMA Pavement Type 3LT 58-28 S (LIGHT LOAD - 12 TON MAX. PER TRUCK)	TON	346	\$ 120.00	\$ 41,520.00
460.5224	HMA Pavement Type 4LT 58-28 S (LIGHT LOAD - 12 TON MAX. PER TRUCK)	TON	360	\$ 150.00	\$ 54,000.00
628.1504	Silt Sock	LF	2600	\$ 2.00	\$ 5,200.00
690.0150	Sawing Asphalt	LF	206	\$ 3.00	\$ 618.00
SPV.0180.0	Geogrid Type NX750 - EBS	SY	3390	\$ 10.00	\$ 33,900.00
SPV.0180.0	Restoration of Disturbed Areas	SY	1210	\$ 8.75	\$ 10,587.50
	Drainage (Ditches, structures, etc)	LS	1	\$ 50,000.00	\$ 50,000.00
<b>SUBTOTAL</b>				<b>\$</b>	<b>261,500.50</b>
<b>CONSTRUCTION CONTINGENCY (20%)</b>				<b>\$</b>	<b>52,300.10</b>
<b>OAK HILL CEMETERY PAVING - PHASE 1 TOTAL</b>				<b>\$</b>	<b>313,800.60</b>

OAK HILL CEMETERY PAVING - PHASE 2				Engineer's Estimate	
Item No.	Item Description	Unit	Estimated Qty.	Bid Unit Price	Price
205.0100	Excavation Common - EBS (Undistributed)	CY	712	\$ 15.00	\$ 10,680.00
305.0120	Base Aggregate Dense 1 1/4-Inch	TON	1424	\$ 30.00	\$ 42,720.00
325.0100	Pulverize and Relay (4" Pulverize)	SY	1515	\$ 7.00	\$ 10,605.00
460.5223	HMA Pavement Type 3LT 58-28 S (LIGHT LOAD - 12 TON MAX. PER TRUCK)	TON	206	\$ 120.00	\$ 24,720.00
460.5224	HMA Pavement Type 4LT 58-28 S (LIGHT LOAD - 12 TON MAX. PER TRUCK)	TON	362	\$ 150.00	\$ 54,300.00
628.1504	Silt Sock	LF	2715	\$ 2.00	\$ 5,430.00
690.0150	Sawing Asphalt	LF	120	\$ 3.00	\$ 360.00
SPV.0180.0	Geogrid Type NX750	SY	3420	\$ 3.00	\$ 10,260.00
SPV.0180.0	Restoration of Disturbed Areas	SY	970	\$ 10.00	\$ 9,700.00
	Drainage (Ditches, structures, etc)	LS	1	\$ 50,000.00	\$ 50,000.00
<b>SUBTOTAL</b>				<b>\$</b>	<b>218,775.00</b>
<b>CONSTRUCTION CONTINGENCY (20%)</b>				<b>\$</b>	<b>43,755.00</b>
<b>OAK HILL CEMETERY PAVING - PHASE 2 TOTAL</b>				<b>\$</b>	<b>262,530.00</b>

OAK HILL CEMETERY PAVING - PHASE 3				Engineer's Estimate	
Item No.	Item Description	Unit	Estimated Qty.	Bid Unit Price	Price
205.0100	Excavation Common - EBS (Undistributed)	CY	1210	\$ 15.00	\$ 18,150.00
305.0120	Base Aggregate Dense 1 1/4-Inch	TON	2420	\$ 30.00	\$ 72,600.00
325.0100	Pulverize and Relay (4" Pulverize)	SY	2210	\$ 5.00	\$ 11,050.00
460.5223	HMA Pavement Type 3LT 58-28 S (LIGHT LOAD - 12 TON MAX. PER TRUCK)	TON	300	\$ 120.00	\$ 36,000.00
460.5224	HMA Pavement Type 4LT 58-28 S (LIGHT LOAD - 12 TON MAX. PER TRUCK)	TON	615	\$ 150.00	\$ 92,250.00
465.0310	Asphaltic Curb	LF	62	\$ 40.00	\$ 2,480.00
628.1504	Silt Sock	LF	4075	\$ 2.00	\$ 8,150.00
690.0150	Sawing Asphalt	LF	146	\$ 3.00	\$ 438.00
SPV.0180.0	Geogrid Type NX750	SY	5810	\$ 3.00	\$ 17,430.00
SPV.0180.0	Restoration of Disturbed Areas	SY	1530	\$ 8.50	\$ 13,005.00
	Drainage (Ditches, structures, etc)	LS	1	\$ 25,000.00	\$ 25,000.00
<b>SUBTOTAL</b>				<b>\$</b>	<b>296,553.00</b>
NEW ROAD OVER GRASS PATH					
205.0100	Excavation Common - EBS (Undistributed)	CY	150	\$ 15.00	\$ 2,250.00
305.0120	Base Aggregate Dense 1 1/4-Inch	TON	600	\$ 30.00	\$ 18,000.00
460.5223	HMA Pavement Type 3LT 58-28 S (LIGHT LOAD - 12 TON MAX. PER TRUCK)	TON	95	\$ 120.00	\$ 11,400.00
460.5224	HMA Pavement Type 4LT 58-28 S (LIGHT LOAD - 12 TON MAX. PER TRUCK)	TON	75	\$ 150.00	\$ 11,250.00
628.1504	Silt Sock	LF	425	\$ 2.00	\$ 850.00
SPV.0180.0	Geogrid Type NX750	SY	700	\$ 3.00	\$ 2,100.00
SPV.0180.0	Restoration of Disturbed Areas	SY	700	\$ 8.50	\$ 5,950.00
	Drainage (Ditches, structures, etc)	LS	1	\$ 5,000.00	\$ 5,000.00
<b>SUBTOTAL</b>				<b>\$</b>	<b>56,800.00</b>
<b>SUBTOTALS</b>				<b>\$</b>	<b>353,353.00</b>
<b>CONSTRUCTION CONTINGENCY (20%)</b>				<b>\$</b>	<b>70,670.60</b>
<b>OAK HILL CEMETERY PAVING - PHASE 3 TOTAL</b>				<b>\$</b>	<b>424,023.60</b>

OAK HILL CEMETERY PAVING - PHASE 4				Engineer's Estimate	
Item No.	Item Description	Unit	Estimated Qty.	Bid Unit Price	Price
205.0100	Excavation Common - EBS (Undistributed)	CY	864	\$ 15.45	\$ 13,348.80
305.0120	Base Aggregate Dense 1 1/4-Inch	TON	1728	\$ 30.90	\$ 53,395.20
325.0100	Pulverize and Relay (4" Pulverize)	SY	480	\$ 5.15	\$ 2,472.00
460.5223	HMA Pavement Type 3LT 58-28 S (LIGHT LOAD - 12 TON MAX. PER TRUCK)	TON	66	\$ 123.60	\$ 8,157.60
460.5224	HMA Pavement Type 4LT 58-28 S (LIGHT LOAD - 12 TON MAX. PER TRUCK)	TON	438	\$ 154.50	\$ 67,671.00
628.1504	Silt Sock	LF	1730	\$ 2.06	\$ 3,563.80
690.0150	Sawing Asphalt	LF	146	\$ 3.09	\$ 451.14
SPV.0180.0	Geogrid Type NX750	SY	4145	\$ 3.09	\$ 12,808.05
SPV.0180.0	Restoration of Disturbed Areas	SY	1062	\$ 9.00	\$ 9,558.00
	Drainage (Ditches, structures, etc)	LS	1	\$ 25,000.00	\$ 25,000.00
<b>SUBTOTAL</b>				<b>\$</b>	<b>196,425.59</b>
<b>CONSTRUCTION CONTINGENCY (20%)</b>				<b>\$</b>	<b>39,285.12</b>
<b>OAK HILL CEMETERY PAVING - PHASE 4 TOTAL</b>				<b>\$</b>	<b>235,710.71</b>

OAK HILL CEMETERY PAVING - PHASE 5				Engineer's Estimate	
Item No.	Item Description	Unit	Estimated Qty.	Bid Unit Price	Price
205.0100	Excavation Common - EBS (Undistributed)	CY	853	\$ 15.45	\$ 13,178.85
305.0120	Base Aggregate Dense 1 1/4-Inch	TON	1706	\$ 30.90	\$ 52,715.40
460.5224	HMA Pavement Type 4LT 58-28 S (LIGHT LOAD - 12 TON MAX. PER TRUCK)	TON	434	\$ 154.50	\$ 67,053.00
628.1504	Silt Sock	LF	1974	\$ 2.06	\$ 4,066.44
SPV.0180.0	Geogrid Type NX750	SY	4095	\$ 3.09	\$ 12,653.55
SPV.0180.0	Restoration of Disturbed Areas	SY	876	\$ 11.00	\$ 9,636.00
	Drainage (Ditches, structures, etc)	LS	1	\$ 25,000.00	\$ 25,000.00
<b>SUBTOTAL</b>				<b>\$</b>	<b>184,303.24</b>
<b>CONSTRUCTION CONTINGENCY (20%)</b>				<b>\$</b>	<b>36,860.65</b>
<b>OAK HILL CEMETERY PAVING - PHASE 5 TOTAL</b>				<b>\$</b>	<b>221,163.89</b>

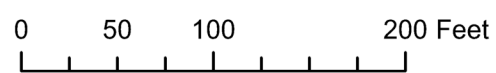


# CEMETERY PHASING PLAN

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- 2    — 5
- 3






FILENAME: D:\Walworth\_Co\Lake Geneva\_City\Gov\General Files\Lake Geneva\_Task Orders\Task Order\_40\_Cemetery Paving Phase 1\Oak Hill Cemetery Paving\CAD\Oak Hill Cemetery.dwg PLOT DATE/TIME: 1/22/2025 9:35 AM PLOTTED BY: BRIDGET BARRY



CEMETERY RD

### REPAIR METHODS

-  PULVERIZE 4"
-  OVERLAY
-  PAVE NEW



1224 S. Pine Street  
Burlington, Wisconsin  
53105

kapurinc.com

PROJECT:  
**OAK HILL CEMETERY**

LOCATION:  
**LAKE GENEVA,  
WALWORTH COUNTY  
WISCONSIN**

CLIENT:

RELEASE:  
**PLANNING**

REVISIONS:

#	DATE	DESCRIPTION



SCALE:  
0 75 150  
IF NOT ONE INCH ADJUST SCALE ACCORDINGLY

SEAL:  
all in

SHEET:  
**TREATMENT PLAN**  
PROJECT MANAGER: NKR  
PROJECT NUMBER: 25.000x  
DATE: 01/21/2025

SHEET NUMBER:  
**EX-1**

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## TASK ORDER NUMBER #40 CIVIL ENGINEERING SERVICES

This task order is made as of January 22, 2025, under the terms and conditions established in the MASTER AGREEMENT FOR ENGINEERING SERVICES, (the Agreement), between the **City of Lake Geneva** (Owner) and **Kapur & Associates, Inc.** (Engineer). This Task Order is made for the following purpose:

Provide civil engineering services for the design, specification preparation, bidding, and construction management for the Cemetery Paving Program, Phase 1. The City is proposing 2,150 LF of pulverizing and 550 LF of overlaying roads withing Oak Hill Cemetery. This task order also includes an evaluation of existing drainage concerns, stormwater runoff calculations, and sizing of drainage improvements. An additional task order will be required for additional phases or linear footage of improvements.

Phase I will begin in the Northeast quadrant of the Cemetery. Please see the attached Exhibit for exact locations.

### Section A. – Scope of Services

Engineer shall perform the following Services:

#### Drainage Evaluation/Calculations

1. Review existing drainage concerns within Phase 1 construction limits. Propose drainage improvements to reduce or eliminate erosion of drainage ditches and pavement areas while reducing ponding.
2. Size drainage structures as applicable to meet project goals. Structures will be sized for the 10-year runoff peak flow rate where possible.
3. Provide construction details for installation of proposed drainage improvements.

#### Construction Plans

4. Provide topographic survey and mapping, field reviews and plan preparation for the pulverize/relay and overlay of the selected roads.
5. Plans will include location and detail of pavement and asphalt removals, new asphaltic paving, and stormwater drainage improvements.
6. Provide construction plans to present the roads to be improved, limits of the resurfacing and type of resurfacing to be completed.
7. Provide utility coordination of all private utilities for all streets including utility location for survey of street improvements requiring grading or utility improvements/repairs.



8. Provide a summary table to present a breakdown of quantities as information to bidder. Information may include but not limited to the length, width, square yardage of repair, number of manholes, number of inlets, type of asphalt and length of curb replacement (if necessary).
9. Provide construction cost estimates for all road and storm improvements.
10. Provide utility coordination of all private utilities for all streets including utility location for survey of street improvements requiring grading or utility improvements/repairs.
11. Provide details as needed to complete work.
12. Prepare and provide Project Manual including but not limited to Advertisement for Bids, Instruction to Bidders, Bid Form, Bidder's Qualification Statement, Agreement, and General Conditions of Contract, Supplementary Conditions, and Special Provisions.
13. Prepare for and attend the bid opening.
14. Review project bids make recommendation for award, and coordinate notice of award, agreement, and notice to proceed documentation.
15. Attend meetings as required and provide update memos to the Department of Public Works.

#### **Construction Management Activities**

16. Provide administrative services to manage client coordination/invoicing, project schedules, contract change order documentation, establish project logs, formatting monthly contract quantity estimating and contractor invoicing and contract closeout documentation for base bid projects.
17. Provide construction survey staking for necessary items within the construction contract. This survey provides for a "one time" staking for a particular item. If the contractor damages any stakes, they shall be responsible for the cost to replace those damaged stakes.
18. Process payment requests from the contractor for their work and prepare recommendation for payment for City approval. **(This task is completed monthly and is completed for all work approved for the prior month.)** Complete final close out documentation and acceptance of improvements memorandum.
19. The Engineer will be responsible for notifying, scheduling, conducting, documenting, and distributing minutes of the preconstruction conference.
20. Prepare and provide project update memorandum and provide copies of the daily journal entries to City staff upon request.
21. Attend meetings and coordinate with adjacent property owners and business as needed.
22. Upon project completion, all utility data and as-built information will be transferred to the City GIS system for permanent records. In addition, as-builts, and AutoCAD information will be provided for City record.
23. It is anticipated the construction work under the Cemetery Phasing Program will begin in Summer 2025 and be completed Fall 2025. This schedule has been provided



for estimating purposes only. Engineer and construction services are estimated on the engineering and survey staff being on site as needed and completing project paperwork for a construction period of up to 3 weeks. Any additional time restrictions to the contractor (such as work restricted to before memorial day or after labor day) will result in extended construction period.

**Section B. – Compensation**

In return for the performance of the foregoing obligations, Owner shall pay to Engineer an amount not-to-exceed fifty-one thousand eight-hundred fifty-two dollars (\$51,852.00) payable according to the following terms:

A not-to-exceed amount based on the rates as listed in Attachment A of the Agreement, plus direct expenses. Cost plus services are limited to an agreed maximum figure unless amended.

Engineer may request a change to the billing hours if scope changes, beyond the control of the Engineer, resulting in an extension of the schedule or necessitates a change in personnel.

Compensation for Additional Services (if any) shall be paid by Owner to Engineer according to the hourly billing rates shown in Attachment A of the Agreement.

IN WITNESS WHEREOF, the Owner and Engineer have executed the Task Order.

For: City of Lake Geneva

Engineer: Kapur & Associates, Inc.

By: \_\_\_\_\_

By: Naomi Rauch

Signature: \_\_\_\_\_

Signature:  \_\_\_\_\_

Title: \_\_\_\_\_

Title: Project Engineer/Associate

Date: \_\_\_\_\_

Date: 01-22-2025