



MEMO

Engineering Department

To: Board of Public Works
From: John Neumeier, Director of Public Works/City Engineer
Date: 3/17/2025
Re: **2a)** Recommendation to Award Project 6-25, Kaukauna Public Library Office Improvements

Background information:

See attached bid tabulation and award recommendation from the architect, Short, Elliot Hendrickson (SEH) The work under this contract includes construction of 5 new office spaces, installation of utilities to prepare for the proposed sorting machine, and construction of an optional meeting room. The building owner and management team were consulted during the design process and have approved the renovations in writing; also attached.

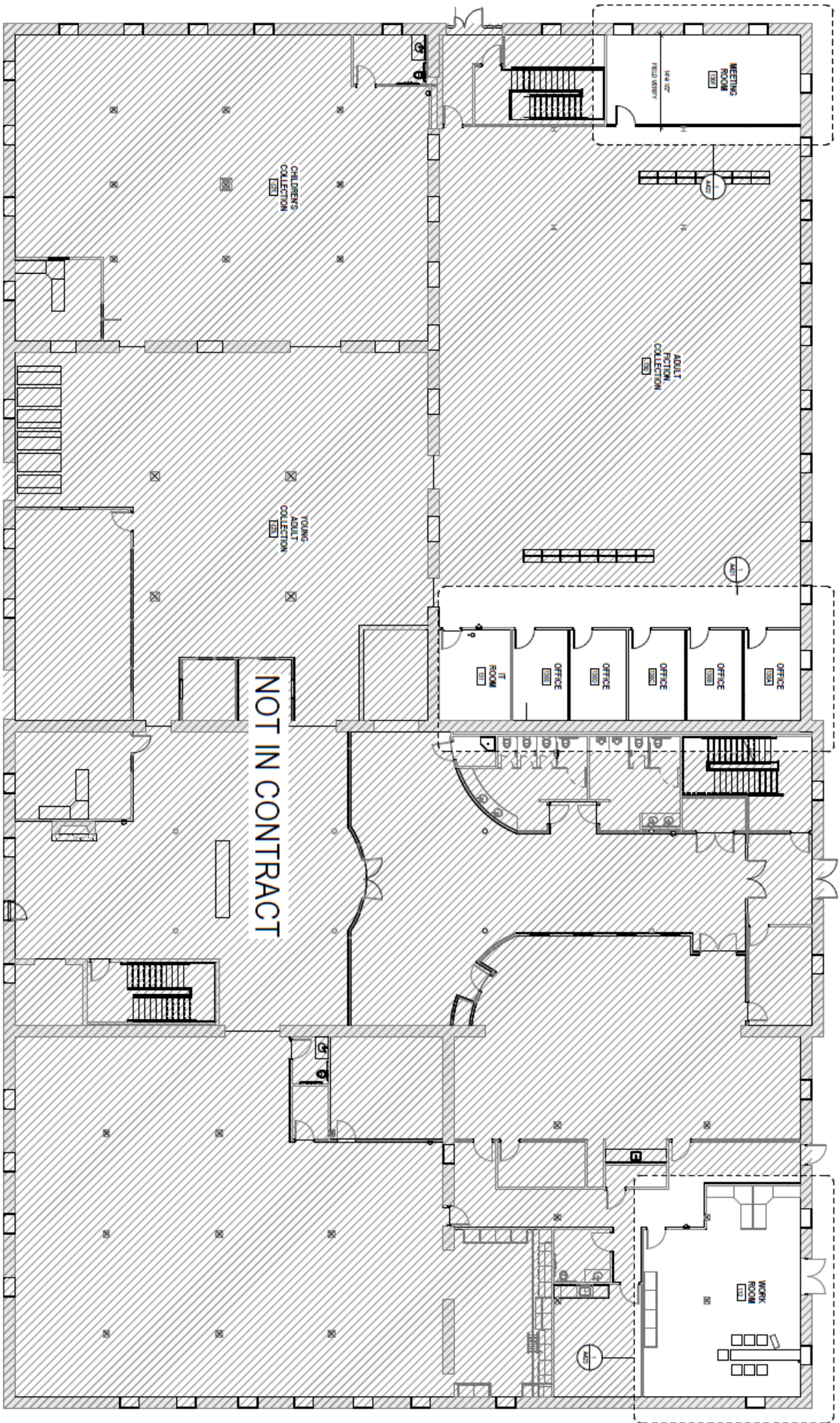
Strategic Plan: This project will help improve workplace culture in offering staff proper areas to complete their work. Further, the separate meeting room, if authorized, helps us in creating our community of choice, as gathering spaces are important to thriving communities for engagement.

Budget: Estimated construction budget was \$125,000. The office improvements total base bid is \$73,082.00 and the option for adding a meeting room is \$10,525.00. Recommended contract amount of \$83,607.00. In addition, we recommend extending the SEH service agreement through the construction administration phase for \$3,000.

Staff Recommended Action:

- Award Project 6-25, Kaukauna Public Library Office Improvements to Milbach Construction Services for the total base bid and alternate bid #1 for a total contract amount of \$83,607.00.
- Authorize Director of Public Works to amend the SEH agreement to include construction administration for \$3,000.

1 FLOOR PLAN - LEVEL 1



Bid Opening: March 12, 2025 at 4:00 P.M. Central Standard Time
Project: 6-25 - Kaukauna Public Library Improvements
Project Location: KPL Thilmany Road, Kaukauna, WI
Owner: City of Kaukauna

Bidder	Bid Bond	Base Bid	Alternate #1	Total Cost
	(Y / N)		Dollars	Dollars
Milbach Construction Services	Y	\$ 73,082.00	\$ 10,525.00	\$ 83,607.00
Cardinal Construciton	Y	\$ 89,386.00	\$ 14,166.00	\$ 103,552.00
RJM Construction	Y	\$ 94,450.00	\$ 17,500.00	\$ 111,950.00
IEI GC	Y	\$ 100,798.00	\$ 11,803.00	\$ 112,601.00
SMA Construction Services	Y	\$ 135,000.00	\$ 21,000.00	\$ 156,000.00



Building a Better World
for All of Us®

March 13, 2025

RE: Kaukauna, WI
Library Renovation Project
SEH No. KAUKC 182234

Mr. John Neumeier, P.E.
City of Kaukauna
144 W. Second Street
Kaukauna, WI 54130

On Wednesday, March 12, 2025, Five (5) bids was received for the above-referenced project. The bids ranged from the low bid of \$83,607.00 to the high bid of \$156,000.00.

The bid documents were structured to ascertain the value of the base bid (office and interior improvements costs) as well as an alternate for an additional feature to build out a conference room.

Milbach Construction Services was the apparent low bidder.

Therefore, it is our recommendation that the City of Kaukauna enter a contract with Milbach Construction Services for a base bid contract in the amount of \$73,082.00 and accept the alternate bid of \$10,525.00 for a total contract amount of \$83,607.00

In reliance on the materials and information provided by the contractor, and a phone call discussion with John Meshke, the estimator at Milbach Construction responsible for developing and submitting the bid, we have determined that 1) they met the requirements for pre-qualification as established by the City of Kaukauna; 2) they submitted a complete bid per the instructions to bidders, 3) they have a sufficient understanding of the project and construction materials, means and methods to perform the construction for which it bid; and 4) according to their bonding agent they presently have the financial ability to complete the project as bid.

If you have any questions regarding this determination, please contact me directly.

SEH makes no representation or warranty as to the actual financial viability of the contractor or its ability to complete its work.

Sincerely,

A handwritten signature in black ink, appearing to read "T. Frank", with a horizontal line extending to the right and a vertical line extending downwards from the end.

Trevor M. Frank, AIA
Architect in WI, AZ, FL, GA, IA, IL, IN, KY, MI, MN, NC, ND, OH, RI, SD, TN, VA

Project Manager

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Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 425 West Water Street, Suite 300, Appleton, WI 54911-6058

920.380.2800 | 888.413.4214 | 888.908.8166 fax | sehinc.com

SEH is 100% employee-owned | Affirmative Action–Equal Opportunity Employer



February 6, 2025

Ashley Thiem-Menning
Director
Kaukauna Public Library

Dear Ashley:

As you have requested, I am pleased to write to you approving the construction work in the Kaukauna Public Library as documented in SEH Project 182234. If you need further assistance regarding the Landlord's approval of the alterations in the Library please do not hesitate to ask.

Sincerely,

A handwritten signature in black ink, appearing to read "R. Stadtmueller".

Randall Stadtmueller
President
Grand Kakalin, LLC