

CITY OF RICHLAND CENTER - AGENDA ITEM DATA SHEET

Agenda Item: Agreement for Warning System Annual Inspection & Preventative Maintenance

Requested & Presented by: Darcy Perkins, Municipal Services Specialist

Meeting Date: Common Council on 03-30-2026

Committee Review: Public Works Committee on 03-19-2026 – *Motion by Walters to recommend to the Common Council the approval of a 4-Year Agreement for Warning System Annual Inspection & Biennial Preventative Maintenance with Sheboygan Warning Systems, LLC at a cost not to exceed \$12,500.00. Seconded by Schultz. Motion carried unanimously by voice vote.*

Background: The City maintains an outdoor warning siren system used to notify residents during severe weather and emergency events. Annual inspection and preventative maintenance are required to ensure system reliability and identify faults or communication issues.

Pursuant to Section 3 of the City’s Financial Policy, budgeted expenditures exceeding \$3,000 may be procured through the quote process and brought to Council for action. A Request for Bids was issued to five (5) known contractors; two (2) responses were received:

Vendor	1-Year Agreement	3-Year Agreement	5-Year Agreement
Emergency Communication Systems (ECS)	\$3,325.00	\$9,975.00 (~\$3,325.00/yr.)	\$16,625.00 (~\$3,325.00/yr.)
Vendor	1-Year Agreement	2-Year Agreement	4-Year Agreement
Sheboygan Warning Systems, LLC (SWS)	N/A	\$5,901.00 (~\$2,950.50/yr.)	\$11,802.00 (~\$2,950.50/yr.)

Both proposals provide comparable core inspection and preventative maintenance services but differ in cost, scope, and approach. ECS, the City’s long-time provider, offers a standard annual program at \$3,325/year with up to a 5% annual escalation. SWS proposes a structured biennial model with annual inspections and alternating full head maintenance, averaging ~\$2,950/year with no escalation. SWS also includes limited corrective maintenance, enhanced diagnostics, and a proactive lifecycle-based approach aimed at reducing long-term failures. Staff requested and reviewed multiple positive references from comparable Wisconsin municipalities to support this transition. Based on cost, service depth, and long-term value, staff recommend transitioning to SWS.

Department Recommendation: Staff recommend approval of a 4-Year Agreement for Warning System Annual Inspection & Biennial Preventative Maintenance with Sheboygan Warning Systems, LLC at a cost not to exceed \$12,500.00.

Financial Impact: Total 4-year cost of \$11,802.00 (some replacement parts & equipment billed separately).

Funding Source: 10-52500-480 – Siren/Maintenance Agreements

Requested Action:

COUNCIL: Motion to approve the execution of a 4-Year Agreement for Warning System Annual Inspection & Biennial Preventative Maintenance with Sheboygan Warning Systems, LLC at a cost not to exceed \$12,500.00.

Attachment(s):

- 2026 Proposed ECS Agreement
- 2026 Proposed SWS Agreement