



# VILLAGE OF WINNEBAGO

## MEMORANDUM

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**Prepared By:** Joseph Dienberg, Village Administrator  
Chad Insko, Public Works Director

**To:** Village Board of Trustees

**Date:** June 4, 2025

**Subject:** Proposal for Professional Services Agreement for West Main Street Widening Project

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### Overview

This memo outlines the staff proposal to move forward with the West Main Street Widening Project, which includes widening the roadway between North Benton Street and the driveway of 209 West Main Street to facilitate on-street parking, as well as performing a mill-and-overlay from North Swift Street to North Benton Street. The total estimated project cost is \$224,582.50, including engineering, construction, and contingency.

### Background and Justification

Recent developments have shifted the Village's capital improvement priorities for 2025. The following factors contributed to this reallocation:

- The Westfield Road Box Culvert Project, originally slated for 2025 MFT funding, has been delayed to 2026 due to environmental study requirements.
- The Church and Goodling Street water main loop was completed without the need for reconstruction on South Church. However, Goodling Street still requires full reconstruction and will now serve as the Village's 2025 MFT project.
- The Village no longer expects to receive State Revolving Loan Fund (SRLF) assistance for a separate water project, further affecting project planning and prioritization.

Additionally, the 2025 budget included \$240,000 for street projects that will not be pursued this year due to the above adjustments. As a result, those funds are now available for reallocation to address other pressing infrastructure needs.

In light of these changes, Village staff has redirected focus to the West Main Street corridor. This section of roadway is a designated Class 2 highway, which ensures year-round delivery access to local businesses. Over a decade ago, the Four Rivers Sanitary Authority (FRSA) completed a major sewer project in this area. Since then, trench settlement has caused pavement deterioration, creating risks for vehicular damage and impacting overall traffic efficiency and safety.

### **Engineering Scope and Cost**

Fehr Graham has submitted a proposal to provide engineering and bidding services for the project in the amount of \$21,550. The scope includes:

- Topographic surveying
- Final design and preparation of construction documents
- Bid packaging and support
- Construction targeted for Fall 2025

The Engineer's Opinion of Probable Cost (EOPC) estimates construction at \$176,550, with an additional 15% contingency (\$26,482.50), bringing the total estimated project cost to \$224,582.50. Should bids come in under budget, the Village may consider extending resurfacing work to nearby alleyways within the downtown district.

### **Recommendation**

Staff recommends proceeding with the West Main Street Widening Project as a strategic reallocation of budgeted capital funds. This project addresses deteriorating infrastructure in a critical downtown corridor and takes advantage of available funding that would otherwise go unused in 2025. Approval is requested to authorize Fehr Graham to begin engineering services in the amount of \$21,550, with bidding targeted for late summer and construction in Fall 2025.