

**City of Lake Geneva
Public Works Department**

**2017 White River Disc Golf Course Pedestrian Bridge Replacement Project
BID OPENING DATE: 10/20/17 10:00 AM**

COMPANY		Sonrise Construction		Forward Construction Group		Concrete Structures, Inc		Humphreys Contracting LLC	
ADDRESS		W5172 Memorial Park Drive		1011 Elmwood Ave		3006 Bond Place		P.O. Box 444	
CITY/STATE		Elkhorn, WI 53121		Beloit, WI 53511		Janesville, WI 53548		Lake Geneva, WI 53147	
BID BOND (YES/NO)		YES / NO		YES / NO		YES / NO		YES / NO	
PREQUALIFIED (YES/NO)		YES / NO		YES / NO		YES / NO		YES / NO	
ITEM NO.	DESCRIPTION	QTY.	TOTAL	QTY.	TOTAL	QTY.	TOTAL	QTY.	TOTAL
1	Erosion Control Measures	LS	\$400.00	No breakdown given		LS	\$4,000.00	LS	\$2,810.00
2	Demo & remove existing crossing offsite - existing footings to remain	LS	\$2,000.00			LS	\$2,000.00	LS	\$4,970.00
3	Conduct Geotechnical Investigation; (design by structural PE) & construct 2 new reinforced concrete footings for the pedestrian bridge	LS	\$12,000.00			LS	\$74,500.00	LS	\$17,515.00
4	Design, supply & construct 1 40' long pedestrian crossing as specified	LS	\$19,316.00			LS	\$30,000.00	LS	\$27,556.00
5	Pave 2 asphalt ramps to match existing pathway	LS	\$10,000.00			LS	\$9,200.00	LS	\$6,730.00
6	Restore all disturbed areas and remove all remaining erosion control measures following complete restoration	LS	\$2,000.00			LS	\$3,000.00	LS	\$2,960.00
			\$45,716.00		\$ 69,286.00		\$122,700.00		\$62,541.00

COMPANY		Glen Fern Construction		NuGen Johnson LLC					
ADDRESS		705 Madison Street #101		P.O. Box 148					
CITY/STATE		Lake Geneva WI 53147		Sussex, WI 53089					
BID BOND (YES/NO)		YES / NO		YES / NO		YES / NO		YES / NO	
PREQUALIFIED (YES/NO)		YES / NO		YES / NO		YES / NO		YES / NO	
ITEM NO.	DESCRIPTION	QTY.	TOTAL	QTY.	TOTAL	QTY.	TOTAL	QTY.	TOTAL
1	Erosion Control Measures	LS	\$1,925.00	LS	\$550.00	LS		LS	
2	Demo & remove existing crossing offsite - existing footings to remain	LS	\$982.00	LS	\$1,000.00	LS		LS	
3	Conduct Geotechnical Investigation; (design by structural PE) & construct 2 new reinforced concrete footings for the pedestrian bridge	LS	\$10,580.00	LS	\$86,342.00	LS		LS	
4	Design, supply & construct 1 40' long pedestrian crossing as specified	LS	\$28,380.00	LS	\$25,000.00	LS		LS	
5	Pave 2 asphalt ramps to match existing pathway	LS	\$3,343.00	LS	\$8,200.00	LS		LS	
6	Restore all disturbed areas and remove all remaining erosion control measures following complete restoration	LS	\$1,720.00	LS	\$4,300.00	LS		LS	
			\$46,930.00		\$125,392.00				

16. a.

AC



City of Lake Geneva and Chicago Title Escrow Agreement for TID 4 Funds

Contractor's/Vendor's/Grantee's Application For Payment No.

6

Application Period:		Application Date: 7/11/2017
To (Owner): City of Lake Geneva	From (Contractor/Vendor/Grantee): Kapur & Associates	Via (City Official/Engineer) Director of Public Works
Project: 10) Main Street Widening	Contract/Quote: Engineering Contract	

Application for Payment - Change Order Summary

Number	Additions Due From City	Deductions (Unused)
Total		

1. Current Contract/Quote/Grant Amount	45,676.00
2. Less Previous Non Escrow Payments	17,606.08
3. Balance of Escrow	28,069.92
4. Less Previous Escrow Payments	10,201.50
5. Plus/Less Change Orders	-
6. Balance Available	17,868.42
7. Amount Due this Application	17,868.42

CERTIFICATION The undersigned Contractor/Vendor/Grantee certifies that: (1) all previous progress payments received from Owner on account of Work done under the Contract/Quote/Grant have been applied on account to discharge Contractor's/Vendor's/Grantee's legitimate obligations incurred in connection with Work covered by prior Applications for Payment; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Liens, security interest or encumbrances); and (3) all Work covered by this Application for Payment is in accordance with the Contract/Quote/Grant Documents and is not defective.

Approved by: _____
City Official/Engineer Date

Approved by: _____
Owner Date

Approved by: _____
Bank (if applicable) Date

By: _____ Date: _____

Approved by: _____
Escrow Agent Date

CONTRACT CHANGE ORDER

Change Order: #1 Date: September 3, 2017
 Name of Project: Main Street Widening
 OWNER: City of Lake Geneva
 CONTRACTOR: Kapur & Associates, Inc.
 ENGINEER: Kapur & Associates, Inc.

The following changes are hereby made to the Contract Documents: **See attached documentation.**

Justification: (See attached)

Change to CONTRACT PRICE-	<u>\$ 2,847.08</u>
Original CONTRACT PRICE -	<u>\$ 45,676.00</u>
Current CONTRACT PRICE adjusted by previous CHANGE ORDERS -	<u>\$ 45,676.00</u>
The CONTRACT PRICE due to this CHANGE ORDER will be (increased) (decreased) by -	<u>\$ 2,847.08</u>
The new CONTRACT PRICE including this CHANGE ORDER will be -	<u>\$ 48,523.08</u>

The ENGINEER and OWNER hereby agree that the compensation to the ENGINEER effected hereby constitutes full settlement of the claims of the ENGINEER under this contract arising out of or incident to the changes effected hereby.

This document will become a supplement to the contract and all provisions will apply hereto.

Accepted by the ENGINEER: *Gregory L. Governatori* Date 9-3-2017
 Name: Gregory L Governatori
 Title: Project Manager

Approved by the OWNER: *Tom Earle* Date 03 Oct 2017
 Name: Tom Earle
 Title: Director of Public Works

FLAT IRON PARK VISITOR'S CENTER
201 WRIGLEY DRIVE, LAKE GENEVA, WI

BIDS DUE: 10:00 A.M 11/15/17

GENERAL CONTRACTOR	BID BOND	BASE BID	G.C. COST	PLUMBING	MECHANICAL	ELECTRICAL				COMMENTS / TOTALS
GLEN FERN CONSTRUCTION	Y	\$156,000.00	\$88,000.00	\$21,270.00	30,100.00	\$16,655.00				
SCHERRER CONSTRUCTION, INC	Y	177,690.00	-	\$35,000.00	15,000.00	19,000.00				
GILBANK CONSTRUCTION	Y	236,000.00	135,000.00	41,000	25,000.00	35,000.00				
FORWARD CONSTRUCTION GROU	Y	273,346.63	186,156.63	38,900.00	26,890.00	21,400.00				
J. H. HASSINGER	Y	285,000.00	184,000.00	34,000.00	40,000.00	27,000.00				
HUMPHREYS CONSTRUCTION	Y	292,100.00	148,800.00	46,850.00	57,500.00	38,950.00				
MAGILL CONSTRUCTION	Y	297,000.00	205,645.00	42,000.00	32,600.00	16,755.00				

**LAKE GENEVA VISTOR CENTER TOILET ROOM
REMODELING
LAKE GENEVA, WI**



CONSTRUCTION ESTIMATE REPORT

11/15/2017 REVISED 11/21/2017

WORK DESCRIPTION	SUMMARY COST	CITY OF LAKE GENEVA	VISIT LAKE GENEVA
GENERAL CONDITIONS			
1 DIRECT PROJECT RELATED COSTS	4,369.00	3,276.75	1,092.25
CATEGORY TOTALS	4,369.00		
SITework			
2 DEMOLITION	9,568.00	7,176.00	2,392.00
CATEGORY TOTALS	9,568.00		
CONCRETE			
3 CONCRETE	2,980.65	2,700.00	280.65
CATEGORY TOTALS	2,980.65		
MASONRY			
3 MASONRY	8,494.86	8,494.86	-
CATEGORY TOTALS	8,494.86		
MISCELANOUS STEEL			
3 STEEL	150.00	150.00	-
CATEGORY TOTALS	150.00		
CARPENTRY AND WOODWORK			
6 ROUGH AND FINISH CARPENTRY	8,946.70	4,900.00	4,046.70
6 CASEWORK	6,845.00	3,800.00	3,045.00
CATEGORY TOTALS	15,791.70		
THERMAL AND MOISTURE PROTECTION			
7 SOUND INSULATION AND SEALANTS	1,053.80	632.28	421.52
CATEGORY TOTALS	1,053.80		
STEEL DOORS AND WINDOWS			
8 H.M. DOORS, WOOD DOORS, HARDWARE	2,810.00	2,100.00	710.00
CATEGORY TOTALS	2,810.00		
FINISHES			
9 GYPSUM BOARD	5,307.71	2,900.00	2,407.71
9 HARD TILE	6,566.63	900.00	5,666.63
9 VINYL TILE	866.25	-	866.25
9 EPOXY FLOORING	2,193.00	2,193.00	-
9 PAINTING	3,735.00	1,750.00	1,985.00
CATEGORY TOTALS	18,668.59		
SPECIALTIES			
10 TOILET ACESSORIES AND SIGNAGE	3,590.00	3,590.00	-
10 TOILET PARTITIONS	4,750.00	4,750.00	-
CATEGORY TOTALS	8,340.00		
PLUMBING			
22 PLUMBING	21,270.00	16,000.00	5,270.00
22 INFLOOR HEATING	-	-	-
CATEGORY TOTALS	21,270.00		
HVAC			
23 HVAC	30,100.00	27,000.00	3,100.00
23 INFLOOR HEATING	IN ABOVE		
CATEGORY TOTALS	30,100.00		
ELECTRICAL			
16 ELECTRICAL	16,655.00	11,000.00	5,655.00
CATEGORY TOTALS	16,655.00		
SUBTOTAL	140,251.59	103,312.89	36,938.70
CONTRACTOR MANAGEMENT FEE	11,647.13	8,579.57	3,067.56
BOND FEE	4,101.27	4,101.27	-
TOTAL CONSTRUCTION COST	\$ 156,000.00	\$ 115,993.73	\$ 40,006.26
		74%	26%

11



705 Madison St. #101
Lake Geneva, WI 53147

16 e.

Office: (262) 203-7034
gregodden@glen-fern.com
www.glen-fern.com

November 20, 2017

McCormack + Etten Architects
400 Broad Street
Lake Geneva, WI 53147

Re: Proposal for Flat Iron Park Visitor's Center Building

Dear Ken,

We have received the revised Construction Documents for the project dated 11/13/2017. The drawings have been forwarded to affected contractors for their review and response.

We have received a proposal from Adams Electric dated 11/20/2017. Changes relative to the plumbing do not have any cost impact to the project. (Deletion of non-related specifications).

The cost breakdown for their change is as follows:

1. Adams Electric Request for Change dated 11/20/2017.	\$1,692.00
2. Glen Fern Construction Payment and Performance Bond	\$42.00
3. <u>Glen Fern Construction Overhead and Profit @10%.</u>	<u>\$173.00</u>
Total Cost for this change:	\$1,907.00

If this is acceptable this change will be incorporated onto the total contract for the project.

Thank you for allowing us to be a part of the project.

Sincerely,

Gregory E. Odden
Glen-Fern Construction



REQUEST FOR CHANGE

PROJECT INFORMATION

TO	Glen-Fern Construction 705 Madison St Lake Geneva, WI 53147	JOB TYPE	Commercial (Contract)	PREPARED ON	11/20/17 <i>This proposal valid for 15 days.</i>
PHONE	262.203.7034	JOB LOCATION	201 Wrigley Drive Lake Geneva, WI 53147	PREPARED BY	Adam Peters
CELL	0	JOB NAME	Flat Iron Park Visitors Center	REQUEST FOR CHANGE #	1
FAX	0				
EMAIL	0				

REQUEST FOR CHANGE ITEMS

DESCRIPTION OF CHANGES FROM ORIGINAL PROPOSAL:

- E1 - Add new Handryer in Men's restroom - Changed from (PN) to (new)
- E1 - Add new Handryer in Woman's restroom - Changed from (PN) to (new)
- E2 - Change F3 fixture to F5 exit/emg fixture at front door
- E2 - Add (1) F1 recessed can light in Men's bathroom
- E2 - Add (1) F5 exit/emg fixture at back door
- E2 - Panel schedule changed to confirm panel-1 to remain as-is - already included in base bid no charge
- E2 - Panel schedule changed to confirm panel-2 to be 1PH not 3PH - already included in base bid-no charge

**NOTES:

We propose hereby to furnish material and labor - complete in accordance with the above specifications, for the sum of: \$ 1,692.00

PAYMENT TERMS:

- 50% of payment is due upon signing this contract.
- Full payment is to be made on completion of work, or as invoiced with the following terms:
 - Invoice Terms: 30 days.
 - Late Fees: 1.5% (18% per annum) monthly interest fee (finance charge) will be added.

All material is guaranteed to be as specified. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above this estimate/proposal. All agreements contingent upon strikes, accidents, weather or delays beyond our control. Owner to carry fire, tornado and other necessary insurances. Our workers are fully covered by the Workers' Compensation Insurance.

THIS NOTICE IS TO COMPLY WITH WISCONSIN CONSTRUCTION LIEN LAW NOTIFICATION REQUIREMENTS s. 779.02:

Acceptance of this proposal and contracting for the improvements described above may subject your property listed above and any contiguous property to be liened if we are not paid in full. A copy of this notice should be provided to any bank or mortgage holder which may be providing funds for this project.

ACCEPTANCE OF REQUEST FOR CHANGE PROPOSAL

The above changes, prices, specifications and conditions are satisfactory and are hereby accepted. Adams Electric, Inc. is authorized to do the work as specified. Scheduling for this project will begin after a signed copy of this proposal with any required deposits are received at the Adams Electric office.

OWNER SIGNATURE

DATE ACCEPTED

504 A Nathan Lane Elkhorn, WI 53121
PH:262-723-6565 Fax:262-723-6568



16. f.

Memorandum

To: Chairman Kordus & Public Works Committee

CC: Blaine Oborn, City Administrator

From: Sylvia Mullally, Parking Manager

Re: FY18 APT Maintenance Agreement

Date: November 16, 2017

Background:

The City and the company Automated Parking Technologies, L.L.C (APT) has had an ongoing annual maintenance agreement since May 17, 2013. FY18 year's agreement will cover (68) Luke II meters at 100% warranty parts, labor, and software. It is a continual agreement and invoiced annually; payment constitutes acceptance of the agreement for each year.

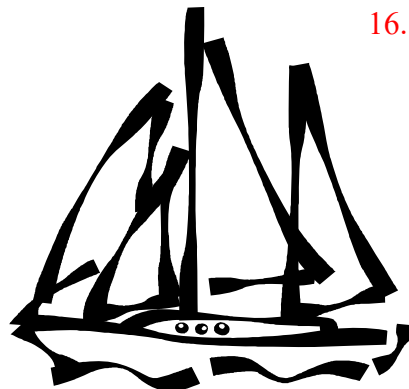
Recommendation:

Staff recommends renewing the agreement as invoiced. The maintenance agreement is a crucial part of the City's parking operations. The meters are proprietary equipment with exclusive software, hardware and firmware. The agreement gives staff accessibility to parts, labor and updates to software and firmware throughout the year.

Budget Source:

Staff budgets the agreement annually from the Parking fund-Support Contracts line item. The total agreement is not to exceed \$62,900.00.

City of Lake Geneva
626 Geneva St
Lake Geneva, WI 53147
262-248-3673
262-248-4715(Fax)



Room Tax Receipts Monthly Report

Business Name: _____

Business Address: _____

Permit No: _____

Month Ending: _____

Gross Receipts: _____

Gross Tax: _____
(5 % of Gross)

Less 2 % Retention: _____

Balance Due: _____

of Rooms Rented _____

Date: _____

Signature: _____

Email Address: _____

- Note: This Monthly Report must be returned to the City Treasurer on or before last day of the following month.

Receipt No. _____

Receipt Date: _____

CITY OF LAKE GENEVA

626 Geneva Street
Lake Geneva, WI 53147
(262) 248-3673
www.cityoflakegeneva.com

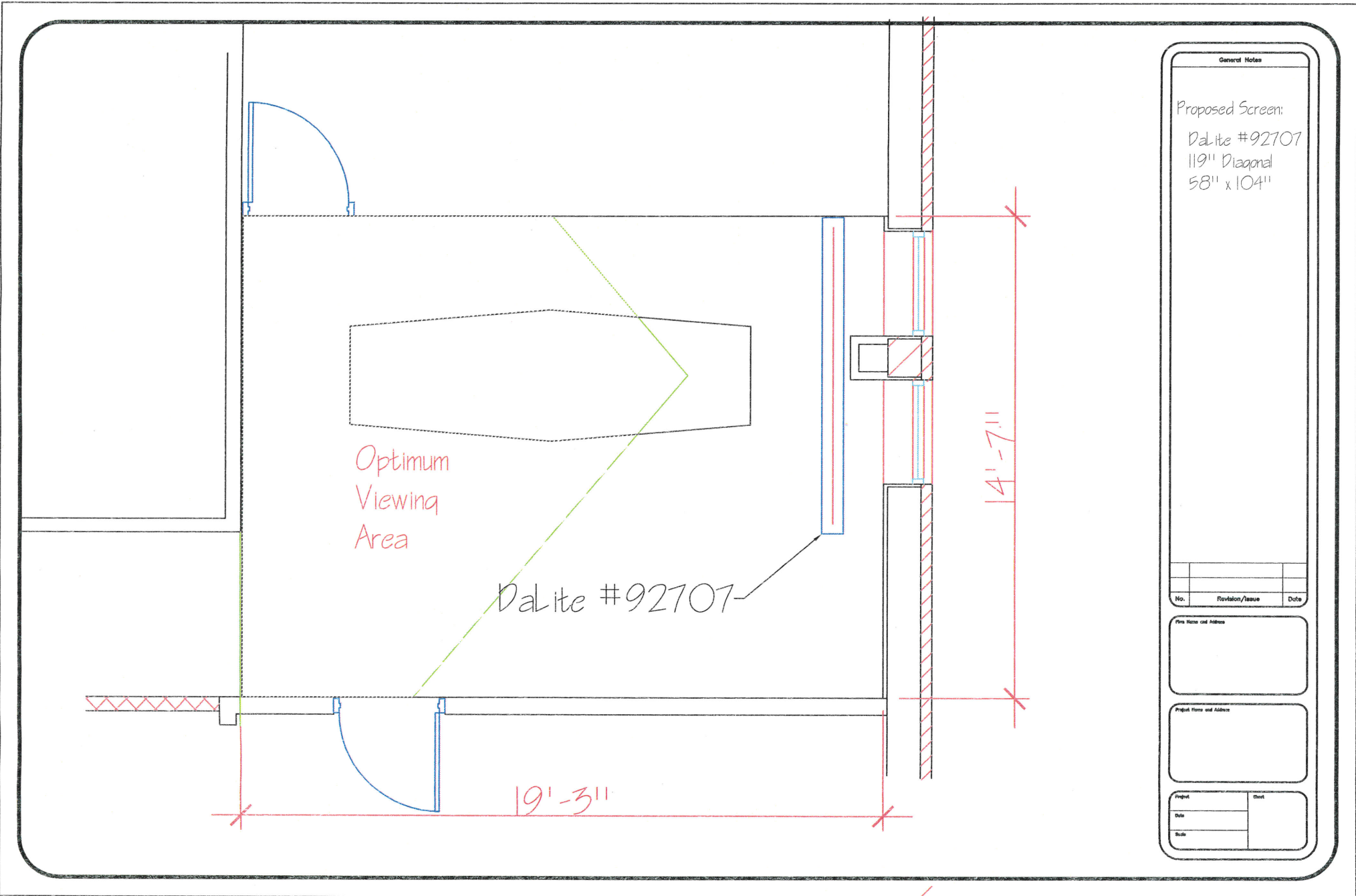


Memorandum

Date: November 17, 2017 16. h.
To: Finance, License, and Regulation Committee
From: Blaine Oborn, City Administrator
Subject: Discussion/Recommendation of City Hall Office Changes not to exceed \$7,000 for Projector/Screen and office furniture from 2017 Capital Projects Fund

There was discussion but no approval for City Hall Office Changes Funding in the 2017 Capital Projects Fund. The Mayor has requested a Projector/Screen for the City Hall, First Floor, Administrative Meeting Room with the cost estimated at \$2,000, see attached plans. With the increase in staff, there is a need for another work station. Attached is the estimate to furnish the Assistant City Clerk and Benefits Clerk office with the cost estimated at \$5,000. The other option for going from 3 desks to 4 desks at the front counter was considered, but it is felt that the area would be too crowded and create an unproductive work environment. The effort for a proposal to add a Projector and Screen in Room 2A is ongoing.

I recommend approval of City Hall Office Changes not to exceed \$7,000 for Projector/Screen and office furniture from 2017 Capital Projects Fund



Optimum
Viewing
Area

Dalite #92707

19'-3"

4'-7"

General Notes

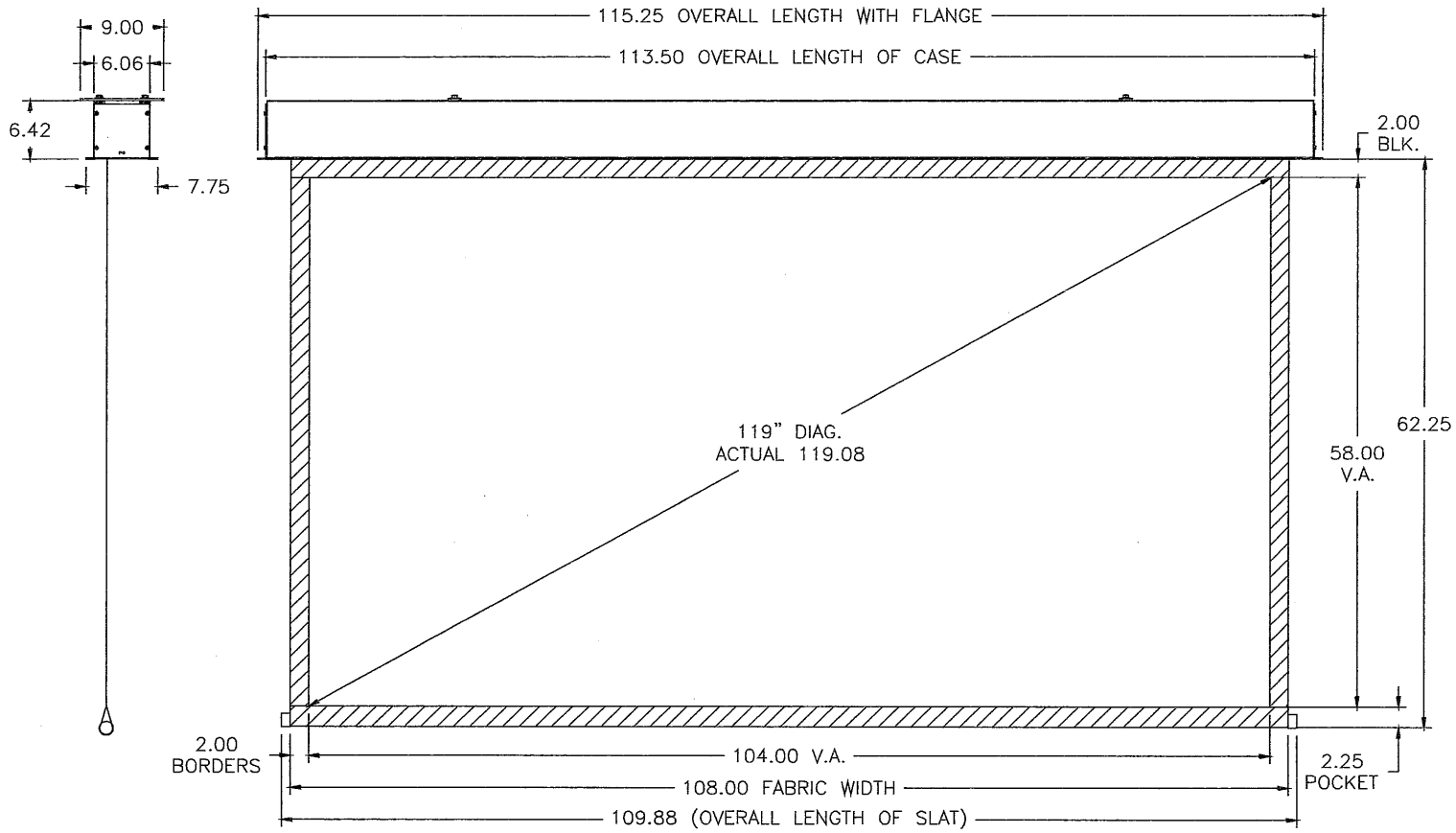
Proposed Screen:
 Dalite #92707
 119" Diagonal
 58" x 104"

No.	Revision/Issue	Date

Fire Name and Address

Project Name and Address

Prep'd	Drawn
Date	
Scale	

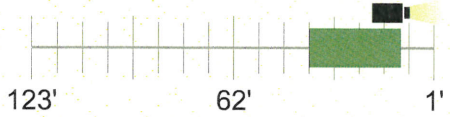


-
-
-

Primary Use:
 Presentations
 Data/Text
 Home Theater

Recommended Seating: 11' 3" - 39'
At Throw Distance: 10' 3"

Max Room Lighting
 51% (19 fc)



Calculate Using Economy Lamp Mode (2900 lumens)

InFocus IN119HDx Projection Calculator

\$540²¹

Zoom: 1.26x

Throw Range

Diagonal Range
 Throw Range

Scale: -10', -11' 3", -13'

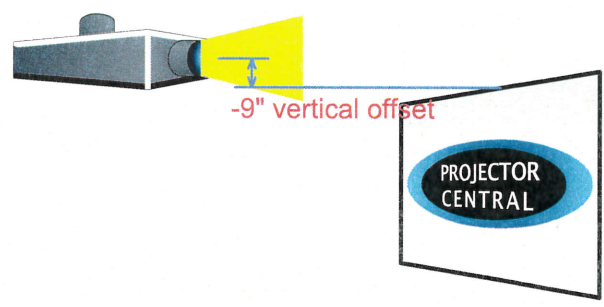


Image Brightness: 75 fL

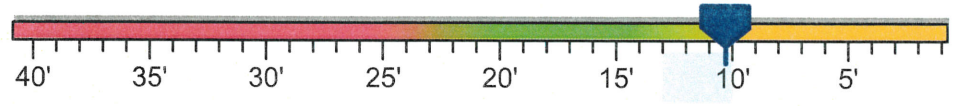
Lens:
 Throw Ratio: 1.15 - 1.50, Zoom Ratio: 1.3

Mount:
 Ceiling Floor

Aspect Ratio:
 4:3 16:9 2.39 :1

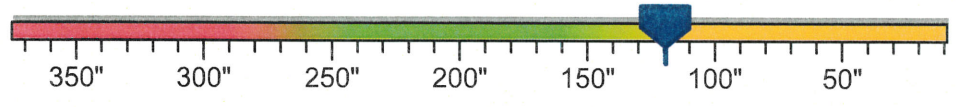
Screen Gain:

Throw Distance ft in m cm



Recommended image brightness for rooms with ambient light
 Greater room light requires a brighter image.

Image Diagonal ft in m cm



Advantage Manual with CSR

Designed to eliminate the extra step of finishing the screen with trim, the Advantage line of projection screens is designed with ceiling trim already in place. Once the screen is installed, the screen's trim conceals the rough opening eliminating the need to complete additional trim work.

Sliding installation brackets make it easy to attach the screen housing to the structure above the drop ceiling.

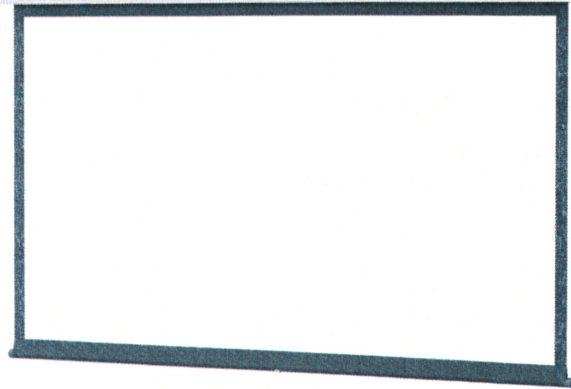
The Advantage® Manual screen features simple in ceiling installation that can be done in two stages. The screen case can be installed during the rough-in construction stage and the fabric assembly can be completed during the finishing stage. Screens with CSR ensure a quiet and controlled return to the case, and must be fully extended during use.

Features

- UL Plenum rated case
- Quiet, controlled screen return to case
- Includes pull cord
- Standard black backing retains projected brightness
- White powder-coated case for a clean aesthetic

Optional Accessories:

- Green Laser Pointers
- Pull Rod
- Red Laser Pointers
- RF PowerPoint Remote with Green Laser Pointer
- Tilt Lock



16:9 HDTV Format

Viewing Area (H x W)		Nominal Diagonal		Overall Case Length	
in.	cm	in.	cm	in.	cm
45" x 80"	114 x 203	92"	234	89½"	227
52" x 92"	132 x 234	106"	269	101½"	258
54" x 96"	137 x 244	110"	279	105½"	268
58" x 104"	147 x 264	119"	302	113½"	288
65" x 116"	165 x 295	133"	338	125½"	319
78" x 139"	198 x 353	159"	404	149½"	380
90" x 160"	229 x 406	184"	467	184¼"	405

16:10 Wide Format

Viewing Area (H x W)		Nominal Diagonal		Overall Case Length	
in.	cm	in.	cm	in.	cm
50" x 80"	127 x 203	94"	239	89½"	227
57½" x 92"	146 x 234	109"	277	101½"	258
60" x 96"	152 x 244	113"	287	105½"	268
65" x 104"	165 x 264	123"	312	113½"	288
69" x 110"	175 x 279	130"	330	119½"	304
72½" x 116"	184 x 295	137"	348	125½"	319
87" x 139"	221 x 353	164"	417	149½"	380
100" x 160"	254 x 406	189"	480	185¼"	471

4:3 Video Format

Viewing Area (H x W)		Nominal Diagonal		Overall Case Length	
in.	cm	in.	cm	in.	cm
43" x 57"	109 x 145	72"	183	65½"	166
50" x 67"	127 x 170	84"	213	75½"	192
60" x 80"	152 x 203	100"	254	89½"	227
69" x 92"	175 x 234	120"	305	101½"	258
87" x 116"	221 x 295	150"	381	125½"	319
105" x 140"	267 x 356	180"	457	149½"	380
120" x 160"	305 x 406	200"	508	169½"	430

Full Compass Systems, Ltd

9770 Silicon Prairie Parkway
MADISON, WI 53593
608-831-7330
Fax: 608-831-6330

Bill to:

City of Lake Geneva
Accounts Payable
626 Geneva St

LAKE GENEVA, WI 53147

Ship to:

City of Lake Geneva
262 Geneva St.
LAKE GENEVA, WI 53147

Quotation

Confirmation #	SOC2642396-1
Page	1 of 1
Date	7/28/2017
Sales order	SOC2642396
Purchase order #	verbal
Ordered By	Jeff Miskie
Salesperson	Tate Fuhrman
Payment	Net 30 days
Customer account	CUC0174294
FOB	FOBO

Manf. ID	Item number	Description	Quantity Ordered	Unit	Ship via	Unit Price	Extended Price
IFS	IN119HDX	Projector DLP 3200lm 1080p	1	EA	FedExG rnd	521.64	521.64
PRG	MAG-PRO	Mount,Univ Projector Polaris	1	EA	FedExG rnd	71.28	71.28
DAL	92707	Advantage Manual Projection Screen With CSR, 58 x 104"	1	EA	FedExG rnd	895.76	895.76

Sales subtotal amount:	1488.68
Shipping & Handling:	82.16
Net amount:	1570.84
Sales tax:	86.39
Total:	1657.23
Prepaid:	0.00
Balance due:	1657.23



Quote Number: 87110949

www.henricksen.com

3070 Gateway Road
 Brookfield, Wisconsin 53045
 P: 262.781.9090 F: 262.781.4334

Date: 11/16/2017

Quoted To:

CITY OF LAKE GENEVA
 626 GENEVA STREET
 LAKE GENEVA, WI 53147

Ship To:

CITY OF LAKE GENEVA
 626 GENEVA STREET
 LAKE GENEVA, WI 53147

Salesperson

TERRY K HALKOWITZ
 T.HALKOWITZ@HENRICKSEN.COM

Customer Support

LISA WEED
 l.weed@henricksen.com

CITY OF LAKE GENEVA

Ln#	Qty	Model#	Description	Unit Sell	Ext Sell
1	2	H38935 \$(L1STD) .G2 \$(CORE) .S	38000 72"W 30"D 29-1/2"H Modular Desk Shell Grd L1 Standard Laminates LAM: Patterned Gray PAINT: Select Core Paint PAINT: Charcoal	\$ 439.12	\$878.24
2	1	H38944L \$(L1STD) ~ ~	38000 Series Return Left 48"W 24"D 29-1/2"H Grd L1 Standard Laminates Undecided LAMINATE Option Undecided PAINT Option	\$ 314.16	\$314.16
3	1	H38943R \$(L1STD) ~ ~	38000 Series Return Right 48"W 24"D 29-1/2"H Grd L1 Standard Laminates Undecided LAMINATE Option Undecided PAINT Option	\$ 314.16	\$314.16
4	2	H105327K \$(L1STD) .S S	10500 Series 78x37 1/8 Stack-On Storage 4-Dr Locking ETA Grd L1 Standard Laminates Overhead bins LAM: Charcoal LAM: Charcoal	\$ 501.16	\$1,002.32
5	2	HH870960	Tasklight 60W	\$ 79.20	\$158.40
6	2	H19723N .L \$(CORE) .S	Flagship Series Pedestal "N" Pull Freestanding B/B Standard Random Key Lock PAINT: Select Core Paint PAINT: Charcoal	\$ 214.17	\$428.34
7	2	H19817N .L \$(CORE) .S	File/file 28"Hx16 7/8"Dx14 15/16"W Standard Random Key Lock PAINT: Select Core Paint PAINT: Charcoal	\$ 198.66	\$397.32
8	2	H105857 ...	10500 Series Back enclosure for 78"W Stack on Storage Skipped Option Overhead bins	\$ 104.72	\$209.44
9	2	H90057 ...	10500 Series Tckbd for 78"W Stack on Strg Bck Enclosure Skipped Option Tack board	\$ 127.16	\$254.32
				Subtotal:	\$3,956.70
Ln#	Qty	Model#	Description	Unit Sell	Ext Sell
10	1	FREIGHT	FREIGHT INCLUDED	\$ 0.00	\$0.00
11	1	INSTALL	INSTALLATION - BID #3820	\$ 905.00	\$905.00
				Subtotal:	\$905.00
Sales Tax				\$ 267.39	\$267.39

Total: \$5,129.09

w/o Tax 4861.70



16. i.

OFFICE OF THE CITY ZONING ADMINISTRATOR & BUILDING INSPECTOR

FRED WALLING
626 Geneva Street
Lake Geneva, WI 53147
262.248.3911 • bzadmin@cityoflakegeneva.com

Memorandum

Date: November 8, 2017
To: Chairman Kordus and Finance, License & Regulation Committee
From: Fred Walling, Zoning Administrator & Building Inspector
Re: Kyocera Printer 5 Year lease option for City Hall

Summary: Review of the proposed 5 year lease and evaluation of a proposed printer for a back up to the main printer in addition to a primary printer for administrative offices by Building and Zoning.

Objective: I have evaluated the proposal from Rhyme Business Products who is our current copy machine vendor. Of two possible units reviewed for proposals, the decision was to go with the Kyocera.

This machine is a basic model with essential operations only. That being said the unit is Black & White only, 8 ½" X 11" & 11" X 17", with staple capabilities and costs for the units without stapling. The unit selected is a minimally sufficient unit to conduct day to day operations and if necessary, is a sufficiently equipped unit to back up the primary copier should it breakdown.

Currently the City Hall office does not have a sufficient copier backup that could handle any substantial task. We have desktop units without a standalone backup for the primary copy machine.

As compared to the second unit request - Sharp model MX-M365N that has the exact functions which is a savings of \$42.80 per month, **this equates to a savings of \$2,855.40 W/O staple & \$2560.00 w/ stapling** at the end of the 5 year contract agreement for a comparably equipped unit.

Recommendation: Secure the 5 year contract as a lease option; with Rhyme Business Products for the Kyocera/Copystar Model CS 3011i with stapling at \$118.74 per month to include service and supplies (excluding paper and staples) as identified on the proposal provided dated November 2, 2017.



City of Lake Geneva Building Inspection
Fred Walling
626 Geneva St
Lake Geneva, WI 53147
Friday, November 10, 2017

Proposed New Equipment Kyocera/Copystar Option

<u>Qty</u>	<u>Model</u>	<u>Description</u>
1	CS 3011i	<ul style="list-style-type: none"> ● Crisp Black and White Output up to 30 Pages per Minute ● Customizable 9" Color Touch Screen with Intuitive, Tablet-like Home Screen ● Robust Portfolio of Business Applications to Optimize Document Workflow ● Flexible Media Support and Paper Sizes up to 11" x 17" ● Standard USB Host Interface for On-the-Go Printing and Scanning ● Convenient Wireless Printing and Scanning ● Efficient Color Scanning up to 160 ipm Includes: 270 Sheet Dual Scan Document Processor, Copier Stand

Lease Option		Lease Option Without Stapling	
<u>Term</u>	<u>Lease Payment</u>	<u>Term</u>	<u>Lease Payment</u>
60	\$118.74	60	\$100.15

Monthly Payment includes equipment, service and supplies (excluding paper and staples)

Black/White:	3,084	<i>(0.0099 per page)</i>
Color:	0	<i>(0 per page)</i>

Additional Options or Services:

Sincerely,
Matt Gates
Rhyme Business Products Inc.

Customer Approval:

City of Lake Geneva Building Inspection



City of Lake Geneva Building Inspection
Fred Walling
626 Geneva St
Lake Geneva, WI 53147
Friday, November 10, 2017

Proposed New Equipment Sharp Option

<u>Qty</u>	<u>Model</u>	<u>Description</u>
1	MX-M365N	<ul style="list-style-type: none"> ● Large 10.1" high resolution touch-screen with tilt view ● Real-time image preview with flick, tap, slide, pinch and zoom capabilities ● Standard network ready PCL 6 and true Adobe PostScript 3 printing systems ● Action menus provide users with feature specific guidance ● Standard 256 bit data encryption and 7x overwrite protection ● Energy efficient belt fusing lowers power consumption ● Standard out-of-box wireless networking ● Scan both sides of a document in a single pass at up to 170 IPM with the standard 150-sheet duplexing document feeder ● 1200 x 1200 dpi print resolution produces razor-sharp monochrome documents ● Available 500 + 2,000-sheet Tandem Paper Drawer that fits within the standard footprint of the MFP Includes: 1 X 500 Sheet Paper Drawer

Lease Option		Lease Option Without Stapling	
<u>Term</u>	<u>Lease Payment</u>	<u>Term</u>	<u>Lease Payment</u>
60	\$161.54	60	\$147.74

Monthly Costs \$147.74

Monthly Payment includes equipment, service and supplies (excluding paper and staples)

Black/White:	4,500	(0.011 per page)
Color:	0	(0 per page)

Additional Options or Services:

Sincerely,
Matt Gates
Rhyme Business Products Inc.

Customer Approval:

City of Lake Geneva Building Inspection



OFFICE OF THE CITY ZONING ADMINISTRATOR & BUILDING INSPECTOR

16.j.

FRED WALLING
626 Geneva Street
Lake Geneva, WI 53147
262.248.3911 • bzadmin@cityoflakegeneva.com

Memorandum

Date: November 8, 2017
To: Chairman Kordus and Finance, License & Regulation Committee
From: Fred Walling, Zoning Administrator & Building Inspector
Re: iWorQ Building Inspection & Zoning Software

Summary: iWorQ Systems is web-based solutions software that tracks and logs property tax parcel permitting, zoning, & inspections allowing modern flexibility to connect to the application with any device that can connect to the internet.

Objective: I have evaluated the proposal from iWorQ Systems in comparison to the Civic System module that they utilize in our new municipal contract for accounting and other front office areas.

Unfortunately, Civic Systems is primarily for specializing in financial type uses and is not solidly utilized for Building & Zoning type applications at this time. This is their first year at providing a module whereas iWorQ has been identified as the leading provider for these services since 2001.

The cost comparison between the two modules has been reviewed with the iWorQ proposal leading the review on several platforms including initial cost.

	<u>iWorQ Systems</u>	<u>Civic Systems</u>
Software	\$4,000	\$8,000
Code Enforcement	FREE	\$3,000
Setup	\$3,000	\$2,100
Training	FREE	\$2,400 per day (2 day recommendation)
Annual fee	\$4,000	\$2,200
Support	FREE	unknown - <u>not included extra cost for support</u>
	<u>iWorQ Systems</u>	<u>Civic Systems</u>
Initial Setup	\$7,000	\$15,500
Annual yearly fee	\$4,000	\$2,200

Findings: Upon several inquiries within the building inspection associations that utilize the iWorQ software it has been 100% satisfaction. They are in multiple communities throughout the nation and the largest inspection software based company used in Wisconsin. In my inquiries I spoken with Ken Robers who uses daily the iWorQ's program and stated it is years ahead of what currently is being used by the City of Lake Geneva understandably why we are upgrading our systems in city wide.

Costs after 5 years:
iWorQ's - \$23,000
Civic Systems - \$24,300

Recommendation: Secure the contract with iWorQ Systems as identified on the proposal provided dated November 7, 2017.

The background of the slide features a close-up, grayscale image of a silver ballpoint pen resting on a technical drawing or blueprint. The drawing contains various lines, dimensions, and text, though it is out of focus. A vertical orange bar is positioned on the left side of the slide.

**Proposal for
The City of Lake Geneva
Wisconsin**



Community Development & Public Works Software

Executive Summary

Thank you for considering iWorQ Systems, we have been providing government software solutions since 2001 and serve more than 1,000 customers throughout the United States and Canada, which we believe demonstrates long-term viability and commitment to our customer base. iWorQ Systems leads the industry in delivering hosted web-based solutions and was the first vendor in this market to provide a fully web-based solution for local governments.

Since governments normally have limited capital budgets, we lease our applications so that our clients are not confronted with large initial capital investments and our annual support and maintenance fees do not increase year to year. We have found that this model allows city governments to plan for growth in a cost-conscious way and enables us to provide best in class products and continuing services to our clients.

To access iWorQ all you need is an internet connection and your choice of device including desktops, laptops, smartphones (iPhone, Android) and tablet devices (iPad, Galaxy, etc.) The system's graphical user interface, including all screens and dashboards, is natively touch screen enabled allowing your staff the flexibility to determine which device to utilize inside the office or in the field.

We are confident in providing a solution that can improve your internal communication as well as increase your responsiveness to your citizens and customers while reducing the time and effort from your staff. We do this by streamlining your processes through our applications inside the office, out in the field, and provide additional access through our Citizen Engagement mobile app and web portal for internal staff and citizens.

We will follow up with you to review any questions you may have about this proposal and the next steps in our consultative sales process.

Best Regards,

Scott Jardine

VP | Sales & Marketing

Lake Geneva	Quote creation: 11/7/2017
626 Geneva Street Lake Geneva, WI 53147	Prepared by: Troy Thompson

1. QUOTE

Lake Geneva- hereafter known as "Customer", enters into the following Service Agreement with iWorQ Systems, "iWorQ", headquartered in Logan, UT. Customer will pay an annual fee for the services and a one-time setup fee detailed below:

Population: 7,148

<u>Community Development Applications and Services</u>	<u>Package Price</u>	<u>Billing</u>
Community Development Package - Available on any computer, tablet, or mobile device using Chrome browser - Code enforcement with OpenStreetMap - Permit Management with OpenStreetMap - Quarterly parcel upload - Contractor portal - Up to 25 custom forms/permits/letters	\$4,000.00	Annual
ANNUAL TOTAL	\$4,000.00	

Set up and data conversion	\$3,000.00	Once
Grand total due	\$7,000.00	

1.1 Product Descriptions

Code Enforcement

This easy-to-use application allows agencies to create and schedule activities, inspections, and track the progress of each violation. Violations are tracked by category and sub-category. The violations can be tied to a defendant, property address, and a complainant. iWorQ assigns each violation/problem a case number. Each case number can be assigned to an employee/inspector, and the progress is documented by date, activity, description of the activity, status, and completion date.

Features of Code Enforcement include:

- Upload pictures from mobile devices from phone or PC
- Access application in the office or out in the field
- Schedule activities and inspections
- Customizable fields
- Ability to upload parcels to virtual map

Permit Management

Effective community development requires regular tracking and enforcing. Track your entire permit process from any Internet-capable device with our cloud-based, mobile-friendly community development applications. No more wasting paper, time, and money on tracking disparate pieces of the process by hand, with spreadsheets, and filing cabinets.

Features of Permit Management include:

- Integration of agency's current letters and forms
- Storage contractor and owner information
- Customization of fields
- Ability to upload parcels to virtual map
- Reporting and file upload
- State Integration with the State of Wisconsin

1.2 Pricing Notes

- 1- Invoices for amount will be sent out 2 weeks after signature. Terms of the invoicing is Net 30 days.
- 2- Invoices may be prorated upon customer request.
- 3- This quote is provided at the customer's request and is good for 30 days.
- 4- This quote cannot be disclosed or used to compete with other companies.

2. ADDITIONAL SERVICES

iWorQ provides additional applications and services that can be purchased as part of the Community Development solution. These can be added to the customer's annual cost, upon request. The services listed below may already be included in the quote in Section 1.

iWorQ Citizen Engagement - Drive citizen satisfaction, streamline communication between citizens and city/county leadership, and reduce overhead costs with a self-service public portal and a mobile application for Android and iOS.	Price based on Population	Annual
Licensing - track business, animal, liquor, rental, and other license types. Includes customized automated reminder letters and online renewal.	Price based on Population	Annual
Premium Data Package - 25 MB file upload size and 100 GB total storage.	\$1000	Annual
Plans Review and Annotation - Requires premium data package to use. Draw and annotate on plans; save data in layers on plans; and place watermarks on plans.	\$1000	Annual
Onsite Backup - iWorQ will send a *.BAK on a scheduled basis to an FTP server maintained by the customer.	\$500	Annual

Monthly Parcel Update – iWorQ will import an electronic file on a scheduled basis from a file stored on an FTP server maintained by the Customer.	\$500	Annual
Interactive Voice Response (IVR) – used by contractors to schedule inspections via telephone.	\$1000	Annual
iTransact Card Processing – setup merchant account and gateway, so card payments can be received/recorded in iWorQ. Includes public portal and up to 5 customized forms/links on customer website for citizens and contractors to submit permit requests, license requests, and make payments.	\$1000	Annual
Additional letters/forms/permits.	\$100 each	Annual

A project quote must be requested for any custom development outside of iWorQ existing features and functions. Project timelines, scope, and cost vary depending upon the request.

3. GUIDELINES

3.1 Getting started

iWorQ will assign an account manager to your account to begin the setup and training process upon contract signature.

Send the signed service agreement to iWorQ Systems:

Email: sales@iworq.com

Fax: 1 (866) 379-3243

Mailing address:

PO Box 3784

Logan, UT 84323

Physical address:

1125 W. 400. N. Suite 102

Logan, UT 84321

3.2 Billing information

iWorQ will invoice Customer on an annual basis. Customer reserves the right to cancel service at any time by providing iWorQ a 30-day written notice.

3.3 Data conversion

As part of the project set up, iWorQ provides a data conversion service. This service consists of importing data, sent by the Customer, in an electronic (relational database) format. iWorQ provides contact information and an upload site where the electronic data can be sent. Additional costs apply for data that does not meet the criteria listed above.

4. SERVICES and SUPPORT

4.1 Data ownership

All customer data remains the property of the customer. Customer can request data electronically or on disk, upon cancellation of Service Agreement.

4.2 FREE training

iWorQ provides FREE training and support. iWorQ provides webinars, phone support, written manuals, web videos, documentation and help files. Training is available to any Customer with a login.

4.3 FREE updates

All updates, bug fixes, and upgrades are FREE to the Customer. iWorQ is a web-based application. Customer only needs to login to get any updates to the applications.

4.4 FREE support

Customer support and training are FREE and available from 8:00 A.M. to 5:00 p.m. Mountain Standard Time.

4.5 FREE data back up

iWorQ does back-ups twice weekly and offsite once weekly.

4.6 Proprietary letters/forms

Letters and forms, including permits, certificates, or other documents must be owned by the customer and have a clear copyright.

4.7 Data upload and storage limits

Standard data plan includes uploads of up to 3 MB per file and 10 GB total storage. iWorQ offers a premium data plan available for an additional annual cost.

5. SET-UP & BILLING INFORMATION

5.1 Implementation information

Primary Contact(s) _____

Phone _____ Cell _____ Email _____

5.2 Billing information

Billing Contact _____ Phone _____ Cell _____

Email _____ Prefer to receive invoice by email? Yes No

Billing Address _____

City _____ State _____ Zip _____

PO# _____ (if required) Tax exempt ID# _____

6. SIGNATURE

Signature of this Agreement is based on the understanding and acknowledgement of the terms and conditions stated within this Service Agreement.

_____	_____	_____
(Phone)	(Mobile)	(Email)
_____	_____	_____
(Signature)	(Print Name & Title)	(Date)