



AGENDA OF THE PARKS COMMITTEE

**WEDNESDAY, FEBRUARY 27, 2019, 5:00 PM
CITY HALL, ROOM 207**

**(Immediately following Improvement & Services Committee
which begins at 4:00 PM.)**

A. Roll Call.

B. Approval of the Agenda.

C. Approval of Minutes.

D. Regular Business.

1. Consideration with possible action on the request to purchase a Walk-in-Freezer including installation for the Wildlife Sanctuary from John's Refrigeration for \$25,656.
2. Consideration with possible action on the request to hire Stantec to provide engineering services for the East River Trail/Main Street Plaza and Saint George Street canoe/kayak launch for a total cost of \$83,400.
3. Consideration with possible action on accepting a donation from the Redevelopment Authority of Parcel 5-1150 (236 Gray Street) to the City of Green Bay for the expansion of Fisk Park.

E. Informational.

1. Staff update on the fundraising efforts for the 9-11 Memorial.
2. Director's Report on updates and recent activities of the Parks, Recreation and Forestry Department.
3. The next Park Committee is scheduled for March 13, 2019.

F. Adjournment.

- 1) THIS MEETING IS RECORDED: THE VIDEO OF THIS MEETING AND MINUTES ARE AVAILABLE ONLINE AT www.greenbaywi.gov
- 2) ACCESSIBILITY: Any person wishing to attend who requires special accommodation because of a disability, should contact the City Safety Manager at 920-448-3125 at least 48 hours before the scheduled meeting time so that arrangements can be made.
- 3) QUORUM: Please take notice that a majority or quorum of the Common Council will attend this Parks Committee meeting and will constitute a meeting of the Common Council for purposes of discussion and information gathering relative to this agenda.
- 4) REPRESENTATION: The party requesting the communication, or their representative, should be present at this meeting.



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

February 27, 2019

PREPARED BY

AGENDA ITEM # D.I.

Consideration with possible action on the request to purchase a Walk-in-Freezer including installation for the Wildlife Sanctuary from John's Refrigeration for \$25,656.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. 2-27-19 PARKS Freezer



CITY OF GREEN BAY - PURCHASING DIVISION

TO: Parks Committee
 FR: Rick Jensen, Purchasing Manager
 DT: February 27, 2019
 RE: Purchasing Report
 Cc: Dan Ditscheit, Diana Ellenbecker

Report of the Purchasing Manager:

1. Request approval to purchase a Walk-in Freezer including installation for the Wildlife Sanctuary from John's Refrigeration for \$25,656.

The following items were openly and competitively offered:

Parks Committee - Report of the Purchasing Manager				
DESCRIPTION and TERM IF A CONTRACT	FUNDING SOURCE	AWARDED VENDOR	RESPONSES	\$ AMOUNT
Walk in Freezer for WLS	Park & Rec Acquisition 410600-54001	John's Refrigeration	3	\$25,656

CITY OF GREEN BAY QUOTE SUMMARY				
RFQ #3124				
Commercial Walk-In Freezer at WLS				
Dept: Parks	Req #14	VENDOR #1	VENDOR #2	VENDOR #3
Planholders: 6 Vendors	CC #740	JOHN'S REFRIGERATION	REFRIGERATION SERVICES OF GREEN BAY	CERTIFIED REFRIGERATION & MECHANICAL
Issued: 1/25/19	Due: 2/20/19	Green Bay	Green Bay	Fond du Lac
DESCRIPTION		PRICE	PRICE	PRICE
Supply, full assembly, construction, installation and electrical work for the complete installation of commercial walk in freezer per specifications:		\$ 25,656	\$ 28,551	\$ 33,950
Brand Model:		Crown Tonka, Bohn	Crown Tonka, Heatcraft	Carroll Coolers, Heatcraft
Warranty:	1 Year	5-Yrs Parts Only See Crown Tonka spec sheets	1 Year	
Lead Time	5-6 Weeks	4-5 Weeks	6 Weeks	
Payment Terms Net 30 Early Payment Discount:	Net 30	Net 30	Net 30	
Accepts credit card payments:	No	No	No	

Recommendation: Award to the lowest responsive, responsible vendor John's Refrigeration for \$25,656.



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AGENDA ITEM # D.2.

Consideration with possible action on the request to hire Stantec to provide engineering services for the East River Trail/Main Street Plaza and Saint George Street canoe/kayak launch for a total cost of \$83,400.

BACKGROUND

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- I. ER Trail Consultant Summary

EAST RIVER TRAIL DEVELOPMENT

Engineering Services

Ayres Associates		Stantec	
\$59,181	Part A	\$32,800	Part A
\$4,000	Stormwater Alternate A	\$6,500	Stormwater Alternate A
\$49,019	Part B	\$30,400	Part B
\$4,000	Stormwater Alternate B	\$6,500	Stormwater Alternate B
Included Above	Part C Geotechnical	\$2,200	Part C Geotechnical
Included Above	Construction Administration	\$5,000	Construction Administration
\$116,200	Total	\$83,400.00	Total

NOTES:

The RFP for Engineering Services for the East River Trail Development was sent to five consulting firms.

A \$50,000 WI Coastal Management Grant will fund Part A engineering.

A \$200,000 NRDA Grant will fund engineering and construction for Part B.

Award Recommendations:

Both consultants are qualified for this project.

Staff recommendation is to award the project to Stantec, which is the low quote.



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AGENDA ITEM # D.3.

Consideration with possible action on accepting a donation from the Redevelopment Authority of Parcel 5-1150 (236 Gray Street) to the City of Green Bay for the expansion of Fisk Park.

BACKGROUND

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- I. 236 Gray Street Map

City of Green Bay Web Map



Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swisstopo, © OpenStreetMap contributors, and the GIS User Community



Report to the
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AGENDA ITEM # E.I.

Staff update on the fundraising efforts for the 9-11 Memorial.

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None



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AGENDA ITEM # E.2.

Director's Report on updates and recent activities of the Parks, Recreation and Forestry Department.

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- I. Director's Report 022719

PARKS, RECREATION, & FORESTRY COMMITTEE
DIRECTOR'S REPORT
WEDNESDAY, February 27, 2019

PARK DIVISION

- The frequent snows have kept us busy removing the snow from walks, lots and rinks. After the last big snow we have to go around and push the snow back to make room for more snow to come.
- In mid-February the sun gets higher in the sky making it harder to keep the ice rinks smooth despite the temperatures. We will keep any rinks we can as long as it makes sense.
- Some Showmobile repair and refurbishing is underway at the Park Shop.
- Remodeling work at Colburn Pool continues.

FORESTRY DIVISION

- Tree Removal along streets and in parks continues, our crew is taking advantage of frozen ground to remove 53 infested ash trees in Perkins Park.

DESIGN & DEVELOPMENT DIVISION

- **Baird Creek Greenway – Pedestrian Bridge**
 - AECOM has begun preliminary design work on the proposed bridge.
- **Bay Beach Amusement Park – Beach, Pier and Boardwalk Engineering**
 - The consultant continues to work on the engineering detailing for the pier.
- **Bay Beach Amusement Park – Ferris Wheel**
 - The pier construction including platform, wheel foundations, piling, and limestone wall work is 100% complete. The site work is approximately 45% complete.
 - The ferris wheel manufacturer has contracted with Lunda Construction, Co. to assemble and install the ferris wheel. The manufacturer will send a representative to supervise the installation of the wheel.
 - Three semi loads containing sections of the ferris wheel will arrive on Monday, February 25. The ride installation will begin shortly after it arrives.

- **Colburn Pool**

- The engineering consultant submitted the revised set of construction plans. The City is in the process of the final review of the plans and specifications before this project goes out to bid.
- The final pool plans were submitted to the State of Wisconsin for their review. The review is still in process.
- Park staff continues to work on the bathroom renovations as time allows.

- **East River Trail Expansion**

- The City received 2 proposals for the engineering associated with the East River Trail/Main Street plaza design and the St. George Street canoe/kayak launch.
- Staff will collaborate with members from the Olde Main Street District to form a committee to review the conceptual design for the proposed Main Street plaza.

RECREATION DIVISION

- Open Gyms are available on the following days:
 - Mondays – Fort Howard, Eisenhower, John F Kennedy, and Beaumont Schools.
 - Thursdays – Baird, Chappell, and Wilder Schools.
 - Saturdays – Franklin School (grade 7-12)
- Hockey/Ice Skating Rink attendance has been very good. People really enjoy their time outdoors when the weather permits.
- Contacts are being made for the 17th Annual Kids' Day. The event will be held on June 25th.
- Offer letters have been sent by email to all seasonal rehires. New seasonal worker interviews will begin in March.
- Recreation staff will be providing a Health Fair Booth at City Hall on Wednesday, March 20th from 11 a.m.-2:30 p.m.
- Staff will be attending the YWCA Career Fair on Thursday, March 21st.
- Plans are being finalized for the 2019 Summer Playground Program.
- Planning is underway for the 5th Annual **FIT In the Parks** series. This year, classes will take place for 7 weeks: July 8-August 22. Staff is securing sponsorships and putting together this year's class schedule.
- The 2018-2019 Youth Dance Program is underway. Classes are busy preparing their final routines for their Dance Recital on March 5 at West High School. 87 participants learned a variety of dance this year including, tap, ballet, jazz, poms and

hip hop. They are excited to showcase all they have learned.

- The winter table tennis league is being held on Wednesday evenings January 9 – February 27 at Franklin Middle School. There are 10 players registered.
- The adult basketball leagues are being held on Wednesday evenings at various school locations through February 27. There are 30 teams registered.
- We are currently taking registration for our Youth Soccer Skills Program. The program will be held at Edison Middle School beginning March 11. We currently have 10 participants registered.
- The youth softball and baseball programs have submitted their league permits for the spring/summer season.

AQUATICS

- Southwest and Edison Pool continue to be utilized 5 days/week for local swim team practices and other community rentals.
- The final session of indoor swim lessons at Edison Pool is underway. Most of our classes are full this session. We are offering levels 1A, 1B, 2-5.
- The next session of indoor swim lessons will take place at Southwest Pool. Registration is currently open and classes begin February 21.
- Staff is beginning application reviews and the re-hire process for summer aquatics staff.
- A Seasonal Staff Job Fair will take place at Bay Beach Amusement Park on Saturday, March 23 from 9:30-2:00 p.m. Interviews will be held on site for Aquatics and Bay Beach positions.

BAY BEACH

- Implementation of the Jolt Employee Management software continues.
- Applications for the Facilities Supervisor position have been reviewed and interviews began on 2/19. We hope to have this position filled and joining our team in early to mid-March.
- Seasonal staff have been contacted about returning for summer employment.
- Seasonal interviews will begin in early March. We will be looking to hire roughly 150 new staff members.
- A seasonal Park and Recreation job fair will be held in the Bay Beach pavilion on March 23 from 9:30 am – 2 pm.

- We are in the process of converting a baseball scoring shed into a first aid center to be placed in a prominent place within the park.

METRO BOAT LAUNCH

- All docks have been removed from the water.

TRIANGLE SPORTS AREA

- With all of the snow we have received in recent weeks TSA operations are going strong 7 days a week.
- Saturday Feb 16th was our best attended day of the season so far.
- Staff is in the process of planning events to increase summer use not related to disc golf.

WILDLIFE SANCTUARY

- The ski and tea program is scheduled for February 26 and 28. A naturalist will lead a 45-60 minute cross country ski session and then go inside for a warm beverage.
- Animal stories for preschoolers is a free session that is held every Monday at 10:00 AM.
- The contractor is currently working on the concrete footings and slab along with the underground utilities.
- The seasonal Wildlife Sanctuary Education Specialist and Rehabilitation Specialist positions are currently being advertised.



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AGENDA ITEM # E.3.

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