



MINUTES OF THE PARKS COMMITTEE

**WEDNESDAY, JANUARY 29, 2020, 5:00 PM
CITY HALL, ROOM 207**

A. ROLL CALL.

Present: Chris Wery, Jesse Brunette, Andy Nicholson, Brian Johnson

Others Present: Dan Ditscheit, Ald. Barbara Dorff, Greg Barta

B. APPROVAL OF THE AGENDA.

Moved by Ald. Andy Nicholson, seconded by Ald. Jesse Brunette to approve. Motion carried.

Yes- Chris Wery, Andy Nicholson, Jesse Brunette, Brian Johnson, No- None, Abstain- None

C. APPROVAL OF MINUTES.

Moved by Ald. Jesse Brunette, seconded by Ald. Andy Nicholson to approve. Motion carried.

Yes- Chris Wery, Andy Nicholson, Jesse Brunette, Brian Johnson, No- None, Abstain- None

D. REGULAR BUSINESS.

1. Consideration with possible action on the request from Wisconsin Public Service for a 12' wide utility easement at East River Optimist Park to provide an electric service to the new concession stand.

Moved by Ald. Andy Nicholson, seconded by Ald. Brian Johnson to approve. Motion carried.

Yes- Chris Wery, Andy Nicholson, Jesse Brunette, Brian Johnson, No- None, Abstain- None

2. Consideration with possible action on hiring the lowest responsible vendor to tighten bolts on the Zippin Pippin rollercoaster at Bay Beach Amusement Park.

Moved by Ald. Brian Johnson, seconded by Ald. Jesse Brunette to approve hiring MVR, Martin &

Vleminckx, to tighten bolts on the Zippin Pippin rollercoaster for a total cost of \$71,272, to include more information in future Request for Proposals as to the required tools and techniques recommended for this work and notify the low quote vendor why their proposal is incomplete. Motion carried.

Yes- Chris Wery, Andy Nicholson, Jesse Brunette, Brian Johnson, No- None, Abstain- None

E. INFORMATIONAL.

1. Staff presentation of the selection of the Bay Beach Wildlife Sanctuary as a participant in the Give BIG Green Bay fundraising campaign. - Informational Only

Moved by Ald. Brian Johnson, seconded by Ald. Jesse Brunette to receive and place on file. Motion carried.

Yes- Chris Wery, Andy Nicholson, Jesse Brunette, Brian Johnson, No- None, Abstain- None

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

Moved by Ald. Jesse Brunette, seconded by Ald. Brian Johnson to receive and place on file. Motion carried.

Yes- Chris Wery, Andy Nicholson, Jesse Brunette, Brian Johnson, No- None, Abstain- None

3. The next Park Committee is scheduled for February 12, 2020.

F. ADJOURNMENT.

Moved by Ald. Andy Nicholson, seconded by Ald. Jesse Brunette to adjourn. Motion carried.

Yes- Chris Wery, Andy Nicholson, Jesse Brunette, Brian Johnson, No- None, Abstain- None

VERBATIM MINUTES

- The Parks Committee will come to order, and we'll note that all members are present, Alderman Johnson, Alderman Nicholson, Alder Brunette, Alder Wery. Can I have an approval--?

- So moved.

- Of the agenda? So motioned by Alderman Nicholson, second by Alder Brunette, any changes? All those in favor?

- Aye.

- Opposed? Motion carried. That was the Agenda approval of the minutes. Motioned by Alder Brunette. Second by Nicholson. Any Changes? Those in favor?

- Aye.

- Opposed? Motion carried. Regular business. Number one: Consideration of the possible action on the request from Wisconsin public service for a twelve-foot wide utility easement at East River Optimist Park, to provide an electric service to the new concession stand. Director.

- All right so the parks department, we're in the process of completing a major renovation at East River Optimist Park. You'll see in the agenda packet that we do have a map in there on the proposed easement. So we recently expanded parking lots and also created some ABA accessible walks for all of the ball fields and the parking lot. And there is currently a donor group that we're working with who is funding the construction of the new concession stand and restrooms, and that is under construction as we speak. So the concrete slab is in place, the majority of the underground utilities are already to the stand, and now working with WPS to bring service, electric service to this stand and restrooms. So in order for WPS to do the work, they need the approval of an easement on our property which will allow them to bring service to that concession stand. So it's kind of a standard procedure with WPS. So I have the attached agenda in the packet as I mentioned. This is our standard draft language for other easements that have been in the parks department. The law department and public works have both reviewed the attached easement and we're all okay with it from a staff level. So what I'm seeking is approval-

- Motion to approve.

- Second.

- Motion to approve by Alderman Nicholson, second by Alder Johnson, any questions? Those in favor?

- Aye.

- Opposed? Motion carried. Number two. Consideration of possible action on hiring the lowest responsible vendor to take bolts on the Zippin Pippin rollercoaster at Bay Beach Amusement Park.

- Sounds kind of brave.

- All right so when the Zippin Pippin was built, we received a schedule of the recommended maintenance inspections and procedures for that inspection. Coaster was built in 2011, and per the manufacturer's recommendations, we are now due for routine bolt tightening throughout the entire ride. So as you can

imagine it's a wood rollercoaster with a lot of bolts. There's quite a few bolts on the coaster, and many of the bolts are not even accessible by machinery. Because the interior ones we can't get machinery in there to reach those bolts. So therefore, whichever contractor we select to tighten the bolts they'll be required to have the necessary skills of climbing the structure. Then in addition because this is a wood structure, there are strict guidelines for tightening the bolts. So the concern is you could get a contractor who doesn't what they're doing, they could over-tighten the bolt and actually cause damage to the wood structure. So there is procedure that has to be followed. So for that reason we worked with the purchasing department to initiate a request for proposals, instead of a request for quotes. And by doing that we are able to review the quotes on more than just the final cost. We then had a team of individuals who scored the companies, based on experience with similar type of work, their proposed execution and safety methods, references and finally the pricing attached to it. So I handed out a copy of the summaries of the proposals that we received. We did receive five proposals, I apologize this wasn't in the packet, we just received the folders on Monday, that's why it wasn't in the agenda packet. The prices range from \$51,025 to \$273, or \$273,400. As our staff were recommending that we award the contract to the company that received the highest score in the review process, and therefore were recommending MVR, which is Martin & Vleminckx. Their quoted price is \$71,272, and it's the second lowest quote. And as it turns out, this is also the company that manufactured the ride initially, and supplied the supervision for the construction of the site. For the construction of the ride. So they're very familiar with our rollercoaster, and means and methods. In addition, that company does specialize in rollercoaster construction, and they have constructed many wood rollercoasters. That being said, I invited Greg Barta, who is our lead mechanic, to talk to you a little more about the scoring system, and why we are recommending Martin & Vleminckx over the low quote. Because there are some significant reasons why we are choosing the second lowest quote. So step forward Greg.

- Mr. Barta come on down.

- Thank you.

- You're the next contestant.

- Thanks. First off, I'm Greg Barta. The reason we're going with Martin & Vleminckx over Northwest Coasters is, in the scope of work, they did not provide us with any, as far as number of technicians and time. They gave us three week time lead, but they did not give a start date or an end date. And part of the reason is we are updating the controls this year in the Zippin Pippin which is already approved. We have to have the cars on the track by the middle of April, to do the testing so we're open for May third or fourth opening. They also did not provide a project manager, where MVX is going to have a project manager with substantial experience. He's OSHA and AIM certified, and he's done this type of work before. They're also giving us a warranty through MVX, a one-year warranty, where there's no warranty through Northwest Coasters. They provide us with some tools that they were gonna use, but they're not the proper tools. They're going to use the torqueing method, which you cannot torque wood because you're just gonna keep squeezing in on the wood, and end up wrecking the wood if you try torqueing. And most of their work that Northwest has done has been done where they are supervised by the manufacturer of the ride. So with that being said, MVX is the manufacturer, they're not gonna send someone up here to supervise bolt tightening. So we'd feel much better with having MVR do it.

- Thank you Mr. Barta, any questions from the committee? Motion to approve

- Um.

- One moment there.

- [Man] Just a quick question, I just was wondering, making sure. I just was wondering how often you have to do this. I mean we haven't done this yet have we?

- We have done it ourselves approximately four times now.

- [Man] So every couple years?

- Every couple years. But we've only done parts, and parts that we can't get we have to have, we end up hiring a couple guys. For us the tricky part is that they'd come in and do some of it for us. But we need it done, per the manufacturer it's supposed to be done now.

- In the past we've done like a phased approach to tightening the bolts, and now we're to the point where we have to do them all at once. And it's much larger task than we can accomplish this year with the staff we have.

- Alder Brunette?

- Yes, I don't know who would be best to answer the question, but one of the minimum specifications when you have a scoring that's worth 20 points is execution of scope of work, safety program, number of people assigned, list of equipment, using timeline completion information, and there seems to be a whole lot. Whereas it would be nice to get a score on more narrow things. It seems like a lot of things have been lumped in and gentlemen, you have. What was your name?

- Greg.

- Greg. So you have mentioned the speed of the work being completed. Whereas for me, safety would be the highest priority. So if it takes longer, I mean ideally you'd want Zippin Pippin open, but if it's a point system of can this can done quicker so that it opens when the park opens, or is it safety first? Why so much lumped

- Yeah, so- one section.

- Yeah so how we set this up with the scoring system is 50 points all together is for experience in similar projects, and also you know safety recommendations. So how are they going to propose to do it, does it match with what we feel is the appropriate way to be safe for these type of things. The other 50 percent, 20 of it is references. Obviously it's important to be able to contact similar type facilities and see how these companies have handled similar projects. But also we thought that there might be a fairly difference, significant difference in price between the vendors. So we wanted enough points in that scoring system so that if there was a significant difference in price, we do take that into account. Because, you know some of the other companies that voted on it, definitely their price is much higher and I'm sure that they have similar skills sets. So as price meets a big part of it all.

- So to narrow my question a little bit more,

- Sure.

- Is that safety for me, obviously price is a consideration, but for me safety is number one. That would be for me the highest criteria for points. And my point is that it's lumped in with so many other things, and its 20 points. So I would have liked to see safety, and then, you know it's ten percent for example or ten points. And then I could judge this, I mean I know-

- That's a good point. I know you're professionally competent, and obviously I think you're confident in the lowest responsible bidder, and if that's the word, bidder. But anyways. Going forward, do you feel that safety was a high priority when you prepared

- Of course.

- Well I think in the end with how the point systems cumulatively worked out, I think that the company, that has proven to us in their proposal, that they have a safer history. Or I don't know if I'm phrasing that right, but at least they have approached it to us, and posed it to us, we feel confident that the company that secured the most points in the scoring system, also has a better proposed safety plan presented to us than the low bidder. So in this situation, although we may have structured it a little bit differently, we feel confident that the point system that we set up worked out and addressed our safety concerns with how it was set out, so.

- Okay. Thank you.

- They can look at doing it.

- Yeah, it's just looking at safety as a standalone.

- Yeah.

- As part of the committee, I was one of the three that, that was a strong suit that we looked at, because the general and the project manager has 30 hours of OSHA and AIM certification training. So that's also

- Part of safety. We definitely took that into consideration.

- Thank you. Alder Johnson?

- Thank you. Just a couple quick questions. One is in the request for proposal, did we indicate what the deadline was?

- April 15th.

- Okay so, the reason I bring that up is because, Director Ditscheit you had mentioned that they, this NWC couldn't guarantee that it would be done by then?

- They did not give us anything in their proposal as far as a start date. We asked for a start date and we gave them the finish date.

- Okay so if the finish date is April 15,

- Correct.

- They might take it as a joke

- If they can't honor that, I don't know if they can or not. They did not tell us.

- It was unclear in the proposal.

- Okay and then the other comment was about like the tools or technique that NWC is using is one that could potentially damage the product; do we dictate what tools and technique they have to use?

- No we do not.

- Is there a reason we didn't?

- Cause there's a lot of different tools that can be used with the tool they stated, does not work on a rollercoaster. On ours. It's more for a metal rollercoaster than a wood rollercoaster.

- Okay. So if this is something we put out to bid in the future, is that a modification we can make to the RFP so that way we can avoid even having them on the list? If they're not gonna bring the right tools?

- I mean I think it would be a worthwhile thing

- We could list it, yeah, to be clear upfront.

- Yeah.

- And then maybe this is just me not being a mechanic so. To me when I hear like these are the specifications, either you meet them or you don't. Is it not that black and white?

- As far as I don't understand.

- Like if you, so for example it seemed that we were giving a little bit more weight to NVR, and the reason of course I'm asking the question is because we are talking about a difference of \$20,000. To me it would be like it's nice that you manufactured the rollercoaster, but I don't know that it should give you any more credit in the scoring system. Because either you do the job right or you don't.

- Right. We did not take that into consideration that they were the original manufacturer. That was not brought up in any of our conversations.

- Okay.

- It's just the information they gave us, their scope of work was a lot more clear as to what they're going to do, compared to Northwest.

- Okay.

- Northwest has only been in business three years, and I think this is one of their first. I think this is the first time they're venturing into this field. They built a couple, they've done a lot of work on steel rollercoasters. They refurbished one wooden rollercoaster. That's all they've done so far. So I think they're trying to get into it, but.

- And I guess to kind of-

- In the future, they may give more experience and we may look at them then.

- Okay. Thank you for those explanations.

- And I guess one thing I wanted to add to that is one thing we did request in the proposal, is that they give us the information talking about number of employees that are gonna be working on it, how many supervisors, what their safety plan is, and we asked for all of that information to be provided in the proposal. And the low vendor Northwest Coasters did not provide the number of trained technicians in their proposal, they did not provide information on who the project manager is and what their expertise is. They did not provide any information on what equipment they're going to use for lifts, they did not provide a safety plan, and they did not provide a start date. They said it would take 21 days but they didn't tell us what day they were starting and what day they were going to complete. So their proposal was just more incomplete than MVR's, and it was a combination of those things we asked for, that they didn't provide, that really they scored lower than MVR. It wasn't the fact that MVR worked on our coaster.

- So I'll make a motion to approve staff recommendation, with maybe an add-on to that. That we make a couple modifications to the request for proposal in the future, to be a little bit more specific with the

technique and things of that nature. And to also give NWTC that feedback about why their proposal was incomplete. The reason I'm requesting that we do that is because if this is a company that we could potentially work with and could potentially save the taxpayers \$20,000 a year, it would be nice to give them that information so that they provide a complete bid next time.

- Would you be able to kind of clarify that motion and summarize it a little bit more for me?

- Yeah so my motion is to approve staff recommendation, add to the RFP the tools and technique that needs to be used for future proposals, and to tell NWTC why their application was incomplete.

- I'll second that.

- Motion by Alderman Johnson, second by Alder Brunette. Alder Johnson, were you referring to just the specific RFP for taking down the requirements just for when this goes out again, or are you referring to like all?

- I'm referring to this one simply because I haven't heard this level of feedback before, in terms of an incomplete submission. And again if it's a new, if this is a new company, and they haven't done a lot of bids like this but they're capable of doing the work, maybe they just need a little bit of feedback to ensure that they're meeting our request appropriately.

- Yeah. And we can definitely follow up with them.

- Okay. Well we have motion to second, any other discussion? Thank you.

- Thank you.

- Those in favor?

- Aye.

- Opposed? Motion carried. Information on staff presentation, this is number one of the Bay Beach Wildlife Sanctuary, and a participant in the Give BIG Green Bay fundraising campaign. Information only.

- Yeah so, we are very excited to announce that the Bay Beach Wildlife Sanctuary was named one of the 40 non-profit community-wide selected to participate in Give BIG Green Bay event. So this event is a 24-hour online bidding event, designated to or designed to rally our community around local nonprofits. So from noon on February 18th through noon on February 19th, the community will be asked to go online and show their support of the 40 pre-selected charities through donations. This is the third annual event, and it's sponsored by the Greater Green Bay Community Foundation, and there is a matching grant from the Green Bay Packer Foundation, which will help every dollar that people donate go a little bit further to these charities. So when people go online, they can select whichever of the 40 charities they want, and decide how much they wanna donate, and give to that charity. It's been very successful throughout the last three years or the last previous two years. We're very happy the sanctuary was selected for this process. So as you know, our mission at the sanctuary is to provide a place for wildlife rehabilitation, environmental education, recreation and refuge. So annually we rehab over 6,000 orphaned injured and ill animals. And due to increase in demand for helping these animals, the sanctuary has now grown to be the largest rehabilitation facility in the state of Wisconsin. So every year we grow a little bit more, we're currently the largest facility that rehabs animals. So as our demands grow, so do our necessity for updated facilities and having the resources to meet these demands. So all of the donations for this event will go directly to assist with the animal rehabilitation program. So we're very excited about it, we wanted you to be aware of it, we hope that you help spread the information that the sanctuary was selected as one of these and encourage people you know to go online and donate towards the sanctuary. And other charities, I mean there's a lot of good charities that were selected along with us.

- And did you or your office have to apply to the event, or?
- Yes. So our office applied for it, there was an application process, I don't know offhand how many applicants there were, but I do know that not every applicant was selected.
- Well whoever did the applying, give 'em a thanks.
- Thanks! It was Murray Bankson and I on the care.
- Is there a link online at all?
- There will be, so we'll be them out to the press out there in the next two weeks, and you know we'll do that in conjunction with the Greater Green Bay Community Foundation and the word will be out, there'll be a lot of press releases, a lot of news stories that they have the event, and we'll be advertising wherever we can.
- Course.
- And you'll be seeing that.
- If you could share that with us too, I'd like to share it our social media.
- Yeah. We will pass that information onto all of you always.
- Thank you. Questions gentlemen?
- Can I get a motion to receive and place on file?
- Second.
- Motion by Alder Johnson second by Alder Brunette. Discussion? Those in favor?
- Aye.
- Opposed, motion carried. Director's Report.
- All right, so ice rinks! So we've had some ice rinks out there but it's been a challenge this year. Once we get the ice rinks to where they're looking good, it snows and it sets us back a little bit. Or it gets warm and it sets us back a little bit. So we're still trying to evaluate, and try and get the ice rinks ready, but once it becomes early February it becomes increasingly more difficult to keep the ice rinks ready. Because what happens is the angle of the sun, although the temperatures might be there, the angle of the sun makes a difference. And it tends to melt the snow a little bit quicker. Or melt the ice quicker. So come early February, we reevaluate whether or not we put any effort into maintaining those ice rinks. So we still have a little bit of time left, but our time is short with the rinks. So we'll keep you updated on that. Tree removals. So now because the ground is frozen, we kind of moved into the parks, and we've been removing trees as we need to. We couldn't get in there in the fall and summer and spring very much because the ground was so wet. So right now, if you've been up to Badger Park you'll see that we've done a lot of clear cutting at Badger Park. The reason we clear cut it is because those were all ash trees and they were all infected with emerald ash borer. So what used to be kind of a heavenly forested park is now reopened! So we have a lot of green space now and open area for people to run, so. It looks different, that's the reason behind it.
- I notice Dan, right I used to live there, so I've driven by and I noticed that, and I know that park is used by the apartment complex across the street. Have you considered, is that now that it's cleared, maybe like a soccer field or something that.

- We are looking at that, we actually had a request to put in some soccer goals there, and we can fit a medium sized soccer field. So once we clear out the stumps, we'll evaluate how easy it would be to kind of grade it out to a soccer field and maintain grass. So we are looking at that, and the request came to us, so.

- Thank you.

- And then we are doing some clearing at the Beach amusement park right now, for our upcoming beach project, so that's working. Colburn pool. So renovation continues there, the building is about 95 percent complete, but the contractor has pulled offsite now until the spring. So most of the work that remains is outside work. And we have to wait for the snow to clear. Wait for the sun to warm up a little bit, and then they'll start work on the pool base and installing the liner. But the building is about 95 percent complete, along with the basement mechanical room.

- What's next?

- People are complimenting it, and see the name went up.

- Yeah, yeah. So it's definitely getting there. In addition, we recently put out an online survey, the parks department did, to gather community input on just the general service of our parks. So what we'll use that information for is to get more information on what parks are being used the most, or what the community members use in the parks the most, what facilities do they use, where do they feel we're lacking as a city in the parks. And we're gathering input on what they'd like to do differently. So we hope to utilize all of this information, compile it all, and update our outdoor rec plan. So we're required to update that every five years in order for us to qualify for DNR grant funding. So we are going to be updating it this year in 2020, so we're hopeful that this community survey will help us assist with determining what the community needs are for park planning in the city.

- Is that survey out already?

- It is out, it was out, we put it out about two weeks ago, and we'll be winding it down in about two more weeks. We can send the link, I know that some of the information has gone out. I know Alderman Wery sent it out to his constituents. We'll pass it on to everybody else for you to do the same, so.

- Culprit, culprit, culprit.

- I didn't even catch that when it came out, so.

- The last thing I wanna mention is Frosty Family Fun Night will be held on February 1st on Saturday. So this event will run from five to eight, it's held at the Bay Beach Wildlife Sanctuary, it's a great event, so we have you know treats, crafts, stone shoe hikes, horse-drawn wagon rides, live music. This year we're bringing in a food truck, we've never had a food truck out there. Our animal ambassadors will be up there making an appearance, and it's just a great event. So we decorate it with Christmas lights, and we try to make it very festive. We do candle lights along the nature trail so that people can do night hikes in a candle-lit environment. You have the bonfires, so it's a great event if you've never been there, we've got it all. You will enjoy it, it's well worth your time, so. That concludes my Director's Report.

- Questions?

- Motion to receive and place on file.

- Second.

- Motion to receive and place on file, Alder Brunette, Alder Johnson. Discussion. Those in favor?
- Aye.
- Opposed, motion carried. Tentatively next meeting February 12th.
- Motion to adjourn.
- Motion to adjourn?
- Second.
- Second. Those in favor?
- Aye.
- Opposed, motion carried. We're out. Just in time.