



AGENDA  
HEALTH AND HUMAN SERVICES COMMITTEE  
HUMAN SERVICES BOARD  
**SPECIAL MEETING**  
**WEDNESDAY, APRIL 5, 2023 – 8:00 AM**  
**ADMINISTRATION CENTER - ROOM A-200**  
121 W. MAIN STREET, PORT WASHINGTON, WI 53074

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- 1. CALL TO ORDER**
- 2. PROPER NOTICE**
- 3. PUBLIC COMMENT**
- 4. ACTION ITEMS**
  - a. Award Construction Bid for Subrecipient Advocates Shelter
- 5. ADJOURNMENT**

A quorum of members of committees or the full County Board of Ozaukee County may be in attendance at this meeting for purposes related to committee or board duties, however, no formal action will be taken by these committees or the board at this meeting.

Persons with disabilities requiring accommodations for attendance at this meeting should contact the County Clerk's Office at 262-284-8110, twenty-four (24) hours in advance of the meeting.

## Health and Human Services Committee

### AGENDA INFORMATION SHEET

**AGENDA DATE:** April 5, 2023  
**DEPARTMENT:** Administrator  
**DIRECTOR:** Jason Dzwinel  
**PREPARER:** Jason Wittek

**Agenda Summary** Award Construction Bid for Subrecipient Advocates Shelter

**BACKGROUND INFORMATION:** Ozaukee County's CDBG subrecipient Advocates has received two responsive and responsible bids for the construction of the domestic shelter expansion. The CDBG program requires award of contract to the lowest responsive and responsible bidder. Please see the three bids below:

| Construction Contractor  | Lump Sum Bid \$ |
|--------------------------|-----------------|
| Mike Koenig Construction | \$847,000       |
| J.H Hassinger            | \$892,367       |
| Altius                   | \$849,900       |

**ANALYSIS:** Staff recommends approving subrecipient Advocates of Ozaukee making award to the lowest, responsive and responsible bidder, Mike Koenig Construction for \$847,000. This amount is just under the CDBG CV grant budget of \$848,500.

**FISCAL IMPACT:**

Balance Current Year: \$847,000

Next Year's Estimated Cost: \$0

**FUNDING SOURCE:**

County Levy: \$0

Non-County Levy: \$847,000

Indicate source: CDBG CV

**RECOMMENDED MOTION:** Approve Advocates Award of Bid to Mike Koenig Construction in the amount of \$847,000.

**ATTACHMENTS:**

- Bid MikeKoenigConstruction (PDF)

HEALTH AND HUMAN SERVICES COMMITTEE

# ADVOCATES OF OZAUKEE SHELTER ADDITION

## BID PROPOSAL

**TO: Advocates of Ozaukee – Shelter Addition**  
**C/o Advocates of Ozaukee**  
**2360 Dakota**  
**Grafton, WI 53224**

The undersigned having become familiar with the local conditions effecting the cost of the work and with the Contract Documents including the form of Proposal, Form of Contract, Plans, Drawings, Special Provisions, Specifications, and Addenda and Exhibits issued and attached to the Official Contract Document on file in the office of Advocates of Ozaukee, hereby proposes to perform everything required to be performed and to provide and furnish all of the labor, materials, necessary tools, equipment, expendable and otherwise and all utility and transportation services necessary to perform and complete in a workmanlike manner all of the work required for and the work described in the following Bid Schedule, in accordance with the following listed Contract Drawings and specifications as prepared by Advocates of Ozaukee including Addenda Nos. 1, 2, 3, and     , issued thereto for the sums set forth in the following Proposal Schedule.

**I. BASE BID #1 LUMP SUM**

State the amount to provide all labor and material to construct and addition to Advocates shelter and the related work of other trades described herein.

BASE BID #1 LUMP SUM

\$ 847,000.00

**II. BID CONDITIONS:**

**(1) TOTAL BID PRICE:**

It is expressly understood and agreed that the basis for award will be the Lump Sum Bid Price for Base Bid #1 or the Total Lump Sum Bid Price for Base Bid #1.

The Undersigned has carefully checked the above Bid Price Schedule against the provisions of the Project Document, Contract Drawings, and Specifications before preparing this Bid and accepts as correctly listing the complete work to be done in accordance with Project Document, Plans, and Specifications.

(2) BID SECURITY (FOR BASE BID #1 and ALTERNATE BID #2  
TOTAL LUMP SUM BID PRICE)

Accompanying this Bid is a (Certified Check) (Bank Draft) **Bid Bond** in the amount

of \$ 5% DOLLARS (\$ \_\_\_\_\_) payable to (which protects) the Owner, and which it is agreed, will be retained by the Owner as liquidated damages if the undersigned fails to execute the Contract in conformance with the form of Contract incorporated in the Contract Documents, and furnish a Performance Bond as specified within ten (10) days from the notification of the award of the Contract to the undersigned.

In submitting this Bid, it is understood and agreed by the undersigned, that the right is reserved by the Owner to reject any or all Bids. It is further understood and agreed that this Proposal may not be withdrawn for a period of sixty (60) days from the opening thereof.

(3) STARTING AND COMPLETION

If awarded a contract under this proposal, the undersigned agrees to commence work on the project within ten (10) days after receipt of formal notice to proceed from Advocates of Ozaukee. Advocates of Ozaukee anticipates awarding this contract on April 5th, 2023, and anticipates issuing the formal notice to proceed after April 5th, 2023. All work shall be substantially completed by September 30, 2023 with final completion by October 31, 2023.

(4) SUBCONTRACTOR LISTING

The undersigned proposes to employ the following listed subcontractors for the following enumerated classes of work and not to alter or add to such a list without the written consent of the Owner.

| Class of Work  | Subcontractor/Supplier Name | Percent (%) Value of Total Proposal Price |  |
|----------------|-----------------------------|-------------------------------------------|--|
| 1. Foundations | Oostburg Concrete           | 5%                                        |  |
| 2. Carpentry   | Mike Koenig Construction    | 20%                                       |  |
| 3. Plumbing    | Haucke Plumbing             | 4%                                        |  |
| 4. HVAC        | J&H Heating                 | 6%                                        |  |
| 5. Electrical  | S miller Electric           | 11%                                       |  |

I hereby certify that all statements are made on behalf of Mike Koenig Construction Co., Inc.

Name of Co. Submitting Bid

\_\_\_\_\_, State of Wisconsin \_\_\_\_\_, that I have examined and carefully prepared this proposal from the specifications and have checked same in detail before submission; that I have full authority to make such statements and proposal in (its, their, my) behalf, and that said statements are true and correct.

Signed By:  Date: March 30, 2023

Title: President

Company: Mike Koenig Construction Co., Inc.

Attachment: Bid MikeKoenigConstruction (Review/Approve Construction Bid for Subrecipient Advocates Shelter)

# Division of Energy, Housing and Community Resources

## Lobbying Certification

GRANTEE/UGLG NAME: Advocates of Ozaukee  
 DEHCR GRANT AGREEMENT #: CDBG 22-08

## LOBBYING CERTIFICATION

FROM THE

☐ Municipality/UGLG: \_\_\_\_\_  
☒ Contractor/Sub-Contractor  
☐ Other: \_\_\_\_\_

The undersigned certifies, to the best of his/her knowledge and belief, that:

1. No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.
2. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-contracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Mike Koenig Construction Co., Inc.

Name of Municipality/UGLG/Business/Firm

Pete Schmol  
 Signature of the Chief Elected Official, Owner, or Chief Executive Officer

President  
 Title

3/30/23  
 Date Signed

Pete Schmol  
 Printed Name of the Chief Elected Official, Owner, or Chief Executive Officer

# Division of Energy, Housing and Community Resources

## Pre-Construction Checklist for Contractors

GRANTEE/UGLG NAME: Advocates of Ozaukee  
 DEHCR GRANT AGREEMENT #: CDBG 22-08

## PRE-CONSTRUCTION CHECKLIST FOR CONTRACTORS

### MEETING LABOR STANDARDS CONTRACT REQUIREMENTS

#### INTRODUCTION:

The following checklist has been prepared to assist contractors and sub-contractors in meeting contractual labor standards responsibilities. All major administrative and procedural activities have been covered in the sequence they will occur as the construction project proceeds. Careful attention to and the use of this checklist should result in a minimum number of problems with respect to labor standards.

#### EXPLANATORY NOTES:

The word "recipient" as used below refers to the entity (e.g., the Unit of General Local Government [UGLG]) that was awarded the federal grant funds. The word "employer" as used below refers to the project contractor, each sub-contractor, or each lower-tier sub-contractor. Payrolls and other documentary evidence of compliance are required to be sent to the recipient for review (all to be submitted through the project contractor). The delivery procedure is as follows:

1. Each lower-tier sub-contractor, after careful review, submits the required documents to the respective sub-contractor.
2. Each sub-contractor, after checking their own and those of each lower-tier sub-contractor (if applicable), submits the required documents to the contractor.
3. The contractor, after reviewing all payrolls and other documentation, including their own, and correcting violations where necessary, submits payrolls to the recipient.

All employers should check each of the following statements as being true. If any statement is not true, the contractor or his representative should contact the recipient for special guidance.

### EMPLOYER PRE-CONSTRUCTION CHECKLIST & ACKNOWLEDGEMENT

**Complete the information below for numbers 1 through 6, sign this sheet, keep a copy for file records, and submit the original to the designated project supervisor. This should be done 21 days before the work begins.**

#### BEFORE CONSTRUCTION BEGINS THE EMPLOYER HAS:

1. Not been debarred or otherwise made ineligible to participate in any federally-assisted project. ☒
2. Received appropriate contract provisions covering labor standards requirements. ☒
3. Reviewed and understands all labor standards contract provisions. ☒
4. Received the applicable Wage Decision(s) as part of the contract. ☒
5. Requested from the recipient through the Additional Classification request process and received the minimum required wage rate (hourly wage plus fringe benefits value) for any classification to be worked that is not included on the applicable Wage Decision(s) for the project. ☐
6. Requested and received certification from the state Bureau of Apprenticeship and Training (recognized by USBAT) for any apprentice and/or trainee program in which the employer participates, and submitted a copy thereof to the recipient prior to the apprentice(s)/trainee(s) working on the project. ☐

  
 (Contractor Signature)

President  
 (Title)

March 30, 2023  
 (Date)

Graton, Ozaukee County, Wisconsin  
 (Location of Project: City, County, State)

(Contract Number)

**SELECTIVE**  
BE UNIQUELY INSURED<sup>SM</sup>

Selective Insurance Company of America  
40 Wantage Avenue  
Branchville, New Jersey 07890  
973-948-3000

BondNo.B 1278972

### POWER OF ATTORNEY

**SELECTIVE INSURANCE COMPANY OF AMERICA**, a New Jersey corporation having its principal office at 40 Wantage Avenue, in Branchville, State of New Jersey ("SICA"), pursuant to Article VII, Section 1 of its By-Laws, which state in pertinent part:

The Chairman of the Board, President, Chief Executive Officer, any Executive Vice President, any Senior Vice President or any Corporate Secretary may, from time to time, appoint attorneys in fact, and agents to act for and on behalf of the Corporation and they may give such appointee such authority, as his/her certificate of authority may prescribe, to sign with the Corporation's name and seal with the Corporation's seal, bonds, recognizances, contracts of indemnity and other writings obligatory in the nature of a bond, recognizance or conditional undertaking, and any of said Officers may, at any time, remove any such appointee and revoke the power and authority given him/her.

does hereby appoint **Jason A Braatz**

, its true and lawful attorney(s)-in-fact, full authority to execute on SICA's behalf fidelity and surety bonds or undertakings and other documents of a similar character issued by SICA in the course of its business, and to bind SICA thereby as fully as if such instruments had been duly executed by SICA's regularly elected officers at its principal office, in amounts or penalties not exceeding the sum of: **\$10,000,000.00**

Signed this 16th day of March, 2023

SELECTIVE INSURANCE COMPANY OF AMERICA

By: \_\_\_\_\_

Brian C. Sarisky

Its SVP, Strategic Business Units, Commercial Lines

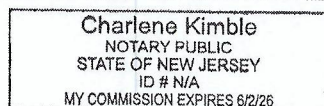


STATE OF NEW JERSEY :

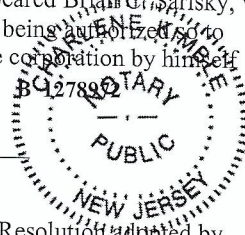
:ss. Branchville

COUNTY OF SUSSEX :

On this 16th day of March, 2023 before me, the undersigned officer, personally appeared Brian C. Sarisky, who acknowledged himself to be the Sr. Vice President of SICA, and that he, as such Sr. Vice President, being authorized to do, executed the foregoing instrument for the purposes therein contained, by signing the name of the corporation by himself as Sr. Vice President and that the same was his free act and deed and the free act and deed of SICA.



*Charlene Kimble*  
Notary Public



The power of attorney is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of SICA at a meeting duly called and held on the 6th of February 1987, to wit:

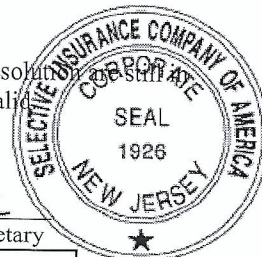
"RESOLVED, the Board of Directors of Selective Insurance Company of America authorizes and approves the use of a facsimile corporate seal, facsimile signatures of corporate officers and notarial acknowledgements thereof on powers of attorney for the execution of bonds, recognizances, contracts of indemnity and other writing obligatory in the nature of a bond, recognizance or conditional undertaking."

### CERTIFICATION

I do hereby certify as SICA's Corporate Secretary that the foregoing extract of SICA's By-Laws and Resolution is true in force and effect and this Power of Attorney issued pursuant to and in accordance with the By-Laws is valid.

Signed this 16th day of March, 2023.

*Michael H. Lanza*  
Michael H. Lanza, SICA Corporate Secretary



Important Notice: If the bond number embedded within the Notary Seal does not match the number in the upper right-hand corner of this Power of Attorney, contact us at 973-948-3000.

B91 (4-14)

CERTIFIED COPY

Attachment: Bid MikeKoenigConstruction (Review/Approve Construction Bid for Subrecipient Advocates Shelter)

Bond No.: B 1278972

Selective Insurance Company of America  
40 Wantage Avenue  
Branchville, New Jersey 07890  
973-948-3000

## AIA Document A310 BID BOND

**KNOW ALL MEN BY THESE PRESENTS**, that we  
**Mike Koenig Construction Co., Inc.**

**3502 Behrens Pkwy Sheboygan, WI 53081**

(Here insert full name and address or legal title of contractor)

as Principal, hereinafter called the Principal, and Selective Insurance Company of America

a corporation duly organized under the laws of the State of New Jersey  
as Surety, hereinafter called the Surety, are held and firmly bound unto  
**Ozaukee County**

**121 W. Main Street, P.O. Box 994 Port Washington, WI 53074-0994**

(Here insert full name and address or legal title of owner)

as Obligor, hereinafter called the Obligor, in the sum of

**5 % Percent of the Total Bid**

( \$ **5 % Percent** )

for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

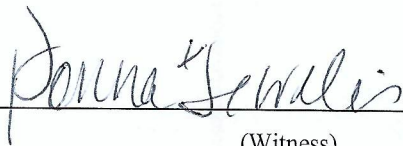
WHEREAS, the Principal has submitted a bid for

**Advocates of Ozaukee County Shelter Addition**

(Here insert full name and address and description of project)

NOW, THEREFORE, if the Obligor shall accept the bid of the Principal and the Principal shall enter into a Contract with the Obligor in accordance with the terms of such bid, and give such bond or bonds as may be specified in the bidding or Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such bond or bonds, if the Principal shall pay to the Obligor the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Obligor may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect.

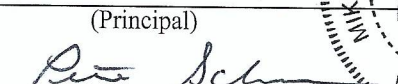
Signed and Sealed this **16th** day of **March** **2023**



(Witness)

**Mike Koenig Construction Co., Inc.**

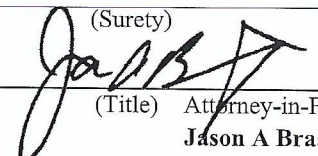
(Principal)

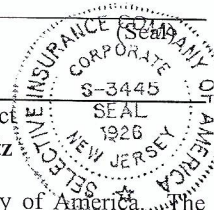
  
(Title) **Pete Schmol, President**



**SELECTIVE INSURANCE COMPANY OF AMERICA**

(Surety)

  
(Title) **Attorney-in-Fact**  
**Jason A Braatz**



"Printed in cooperation with the American Institute of Architects (AIA) by the Selective Insurance Company of America. The language in this document conforms exactly to the language used in AIA Document A310, February 1970 edition."

**AIA DOCUMENT A310•BID BOND•AIA ® • FEBRUARY 1970 ED•THE AMERICAN INSTITUTE OF ARCHITECTS, 1735 N.Y. AVE., N.W., WASHINGTON, D.C. 20006**

B-203 (12/92)

Attachment: Bid MikeKoenigConstruction (Review/Approve Construction Bid for Subrecipient Advocates Shelter)