

**SPECIAL JOINT MEETING AGENDA
PARKS & RECREATION COMMISSION & BOARD of PUBLIC WORKS
Tuesday, May 31, 2022 at 6:00 p.m.
Jackson Municipal Complex
Village Board Room
N168W19851 Main Street
Jackson, WI 53037**



1. Call to Order and Roll Call
2. Jackson Park Tennis/Pickleball/Basketball Court Bid - Review & Action
3. JCC Expansion Feasibility Report - Review & Action
4. Citizens/Village Staff to address the Board
5. Adjourn

Persons with disabilities requiring special accommodations for attendance at the meeting should contact the Village Hall at least one (1) business day prior to the meeting.

It is possible that members of the Village Board may attend the above meeting. No action will be taken by any governmental body at this meeting other than the governmental body specifically referred to in this meeting notice. This notice is given so that members of the Village Board may attend the meeting without violating the open meeting law.

STANDARD FORM OF
BID ANALYSIS

WHEREAS the Village of Jackson (hereinafter referred to as the OWNER) has received bids on the 26 day of May 2022 for the Jackson Park Tennis-Pickleball Courts, Contract A-22, (hereinafter referred to as the Project); and

WHEREAS Cedar Corporation (hereinafter referred to as ENGINEER) has been retained by the OWNER to prepare bid tabulations, analyze bid results and consult with the OWNER on the award of contracts.

The ENGINEER hereby consults as follows:

1. One (1) bid was received for the project. The base bid amount is \$543,720.50. A summary of the bid tabulation is attached.
2. Based upon ENGINEER's analysis of the bids received on the above PROJECT the responsive low bidder is:

Payne & Dolan, Inc.
N3 W23650 Badinger Road
Waukesha, WI 53186

Bid Amount: \$543,720.50

3. It is understood that by this analysis, that the ENGINEER does not guarantee the Contractor's performance which is covered by the Contractor's bond, but it is a statement by the ENGINEER that the ENGINEER has no information which would lead the ENGINEER to believe that the Contractor does not have the necessary equipment and personnel to complete the PROJECT in compliance with the drawings and specifications within reasonable tolerances generally accepted in the trade.
4. It is further understood that this analysis is not a representation that the ENGINEER has reviewed the proposal for possible legal irregularities which should be a function of the OWNER'S legal counsel, and at the option of the OWNER.
5. It is further understood that in the event that OWNER feels that the Contract should be awarded on some basis other than price, the OWNER should defer further action on this PROJECT until a thorough legal review can be made by OWNER'S legal counsel.

Cedar Corporation

Submitted by: Ron D. Dalton, P.E.

Date: May 27, 2022



BID TABULATION
JACKSON PARK TENNIS-PICKLEBALL COURT
CONTRACT A-22
VILLAGE OF JACKSON
WASHINGTON COUNTY, WI

BID DATE - May 26, 2022

PROJECT NAME: Jackson Park Tennis – Pickleball Courts				Payne & Dolan, Inc. N3 W23650 Badinger Road Waukesha, WI 53186							
PROJECT NO: Contract A-22											
ITEM NO.	ITEM DESCRIPTION	UNIT	QTY	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
BASE BID -											
1	Common Excavation, with Asphalt and Concrete Pavement Removal, with Subgrade Preparation	CY	1,100	\$33.00	\$36,300.00						
2	Remove & Salvage Existing Fence	LF	675	\$15.00	\$10,125.00						
3	Remove & Salvage Existing Benches	Each	4	\$100.00	\$400.00						
4	Remove & Salvage Existing Basketball Hoop Assembly	Each	2	\$200.00	\$400.00						
5	8-inch Base Aggregate - at Sidewalks and Courts	Tons	1,600	\$25.00	\$40,000.00						
6	3-inch HMA Pavement, 5 LT 58-28 S	Tons	642	\$285.00	\$182,970.00						
7	6-inch Concrete Bike Rack Pad	SF	96	\$48.00	\$4,608.00						
8	10-ft. Vinyl Coated Fence	LF	767	\$120.00	\$92,040.00						
9	4-ft. Vinyl Coated Fence	LF	79	\$90.00	\$7,110.00						
10	3-ft. Vinyl Coated Gate	Each	2	\$4,000.00	\$8,000.00						
11	Pickleball Net Posts/Ground Sleeves	Each	8	\$750.00	\$6,000.00						
12	Pickleball Nets/Center Strap & Anchors	Each	4	\$750.00	\$3,000.00						
13	Tennis Net Posts/Ground Sleeves	Each	4	\$800.00	\$3,200.00						
14	Tennis Net/Center Strap & Anchors	Each	2	\$750.00	\$1,500.00						
15	All Court and Asphalt Coatings with Linework, and Painting	LS	1	\$90,000.00	\$90,000.00						
16	Concrete Net Footings	Each	12	\$1,500.00	\$18,000.00						
17	Silt Fence	LF	730	\$2.00	\$1,460.00						
18	Lawn Restoration	SY	325	\$9.50	\$3,087.50						
19	Bike Rack	Each	2	\$2,000.00	\$4,000.00						
20	Basketball Goal Assembly	Each	3	\$10,000.00	\$30,000.00						
21	Saw Cut Curb Head	LF	6	\$170.00	\$1,020.00						
22	Saw Cut Asphalt Pavement	LF	10	\$50.00	\$500.00						
Base Bid Total:					\$543,720.50						
Alternate Bid Items:											
ALT 1	Additive Alternate Bid Item 1: 6-ft. Vinyl Coated Fence, (ADD)	LF	291	\$70.00	\$20,370.00						
ALT 2	Deductive Alternate Bid Item 2: 10-ft. Vinyl Coated Fence, (DEDUCT)	LF	291	(\$90.00)	(\$26,190.00)						
ALT 3	Additive Alternate Bid Item 3: Benches, (ADD)	Each	8	\$3,750.00	\$30,000.00						
PROJECT TOTAL - CONTRACT A-22:					\$567,900.50						

JACKSON PARKS & RECREATION



JACKSON COMMUNITY CENTER EXPANSION FEASIBILITY REPORT 2022



Building Overview



April 8, 2008

GROTH
DESIGN
GROUP

Jackson Community Center

JACKSON, WISCONSIN

OVERVIEW

The ultimate purpose of this report is to be approved to go out for RFP for the Design & Bid of the Jackson Community Center Expansion Project.

The Joint Parks & Recreation Dept. was formed in 2001 in a collaborative effort with the Village of Jackson, Town of Jackson and the Boys & Girls Club of Washington County (BGC). From 2001 to 2008, the department held programs and events in the local churches, schools and Village/Town Halls. It became very clear early on that a designed space was needed to serve the community properly.

In the fall of 2008, there was a ground-breaking for the construction of the new Jackson Community Center (JCC). This brought with it new partners in the Washington County Aging & Disability Resource Center (ADRC) and Kettlebrook Church (KC). And then eventually even included the West Bend School District (WBSD).

NEEDS ASSESSMENT

It became very clear, that the space was very much needed for the Community as a whole. The JCC soon became the “hub” for the Jackson. As the growth and revenue continue to grow so do the expectations and space requirements.

Most people in the Community that utilize the JCC witness the stresses of the rooms with multiple room uses. Examples are strong with our Early Learning Programs, where the Head Start Program uses the Art Room, and 3K uses the meeting room and Adult Lending Library. The 4K space also hosts many fitness programs in the evening including Yoga and Pilates. We are in a constant state of reshuffling the senior meal program from the Gathering Hall to accommodate meetings and other programs. This list could go on and on and on!

In 2016, the Village contracted with Cedar Corporation to complete a Space Needs Analysis for all Village Departments. The JCC was included in the analysis. Included is the summary page and below is the segment on Parks & Recreation Department from that document:

“Parks & Recreation Department

While the Community Center and the Parks and Recreation Department are not a focus of this analysis, we feel that it is important to note this group. The Community Center, as for mentioned, is out of space for the current programming they are offering to the public. In the event of relocating the Police Department, it could be considered to add additional Community Center function space within the existing Village facilities. This could also be considered along with a town square or event center that could become a focal point for the community and hold events such as Action in Jackson, Music in the Park, Sprechers Beer Garden and other community functions.

The Parks & Recreation Department is located at the Community Center at N165 W20330 Hickory Lane near the intersection of Hickory Lane and Jackson Drive and Hickory Lane Park. The Community Center was built in 2010 to house the Park & Recreation Department, Boys & Girls Club, Early Childhood Center, Senior Meals, and many other events. With the large amount of events and functions of the 26,000 square foot Community Center, staff is forced to use

spaces as multi-function spaces which were not originally designed for. With the addition of the 4K contract with the West Bend School District, it has become apparent that the Community Center is expanding its services to the community and is out of space.

In summary, additional consideration for future Community Center expansion and programing should be considered. The current facilities are utilized to and in some periods over their capacity.”

In the fall of 2019, the JPR Director met with the BGC Executive Director and the Pastor of the KC. The meeting was called by the (2) partner groups, and the topic was potential expansion. Discussions happened with the Village Administrator at the time and the JPR Director to explore if this would be something to continue discussing, and it was strongly felt that it was at the time. In February of 2020, the original team reconvened to discuss the concept deeper and identify what each group was envisioning. We got as far as an extremely preliminary design concept (included) with the help of Jim Blise and Design2Construct, who were the project managers for the construction of the JCC in 2008. Things were moving forward internally and then the COVID Pandemic hit, which brought the forward motion to a halt. It's definitely time to get back to it!

DESIGN SUMMARY

Several key needs were incorporated into that preliminary design. From KC, the most important was an auditorium type space with a stage and large storage areas that would be used for services and also considered “shared” space with the JCC as a whole. From the BGC, a separate and secured entrance area on the west portion of the building, which included their private office space and storage. The KC, BGC and JPR agreed (2) Family Type Restrooms were needed on the west end of the building. In addition to the restroom addition the JPR also identified the need to expand the fitness center along the gym and create an additional program space was needed. In addition, converting what is now being used for the BGC Teen Room back to a general meeting room and moving the adult lending library to that space would allow for the “Technology Room” to be converted to an early learning center (which is currently being used for the 3K during the day and meetings and library in the evenings). The project would allow for the finishing of the administrative office area, creating separate offices and file areas. Also included in the JPR discussion was incorporating the needed repairs and maintenance of an aging building. For example, painting of the exterior, which is discoloring and molding, carpet replacement, kitchen cabinet replacement (most are falling off the hinges). And most importantly, redesigning the front desk area to be a secured and safe space for staff.

Although, these key needs were discussed, it would take more detailed analysis to define exactly what the expansion would look like. However, this gives us a pretty good start with some very good stakeholder feedback and input.

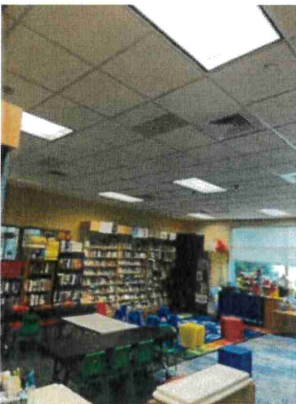
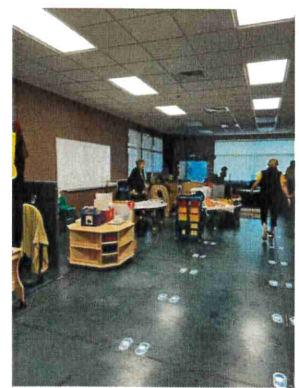
ECONOMICS

This project is a continued investment in quality of life in Jackson. In the last Parks, Recreation & Open Space Plan a survey was conducted and when asked in Question #5 to prioritize the need for amenities (JCC, Splash Park, Playgrounds, Walking/Hiking Trails, Biking Trails, Paved Trails, Sports Fields, Farmer’s

Market, Dog Park, Pavilions, and Main Street Beautification), the highest rated with 265 responses (out of 268) and a 77.74% rating was the Jackson Community Center.

The funding of the expansion would most likely be the responsibility of the Village. There may be opportunities for contributions from partner groups. What that would look like, would need to be further discussed during the Design & Bid phases.

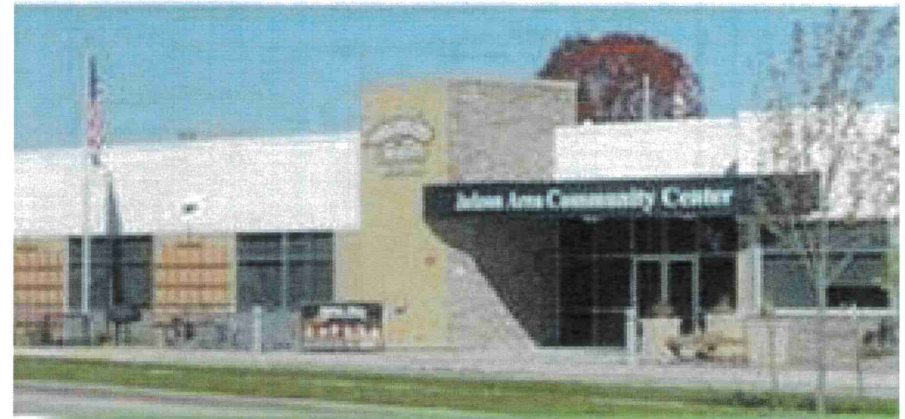
In 2019, along with the design concepts, D2C provided a rough estimate. The estimate came in at \$1,343,071 and when you add in the owner costs it jumped to approx. \$1,643,071, and then when you estimate building repairs and replacements, we were looking at a total of \$2 million. It's safe to assume that since 2019, these costs have all increased. But we won't know until we go out for formal Design & Bid.



Thank You

Existing Facility Summary – Community Center

- **Location:** N165 W20330 Hickory Lane, centrally located in Village
- **Age of Facility:** Built in 2010.
- **Available Square Footage:** Current Square Footage is 26,000 square feet
- **Available site:** 3 acres, 2 access points, with suitable parking, adjacent light industrial, residential, and park
- **Current Staff / equipment:**
 - * Parks & Recreation Department
 - * Boys and Girls Club
 - * Early Childhood Center
 - * Senior Meals
- **Facility Condition**
 - **Site** – Good location
 - **Accessibility** – Restrooms
 - **Structural** – New condition
 - **Building Systems** – Building has musty smell
 - **Technology** – New
 - **Energy Efficiency** – Roof leak
- **Primary Deficiencies**
 - Insufficient space
 - Roof leak
 - Finishes not durable
 - Gymnasium loud
- **Space Needs**
 - Separate spaces for functions





1 FIRST FLOOR PLAN
 SCALE: 1/8" = 1'-0"
 AREA OF ADDITION/ALTERATION: 12,97 S.F.

DESIGN
2
CONSTRUCT
 DEVELOPMENT CORPORATION

N173 W21010
 NORTHWEST PASSAGE WAY
 JACKSON, WI 53037

PHONE 262.677.9933
 FAX 262.677.9934
 info@design2construct.com

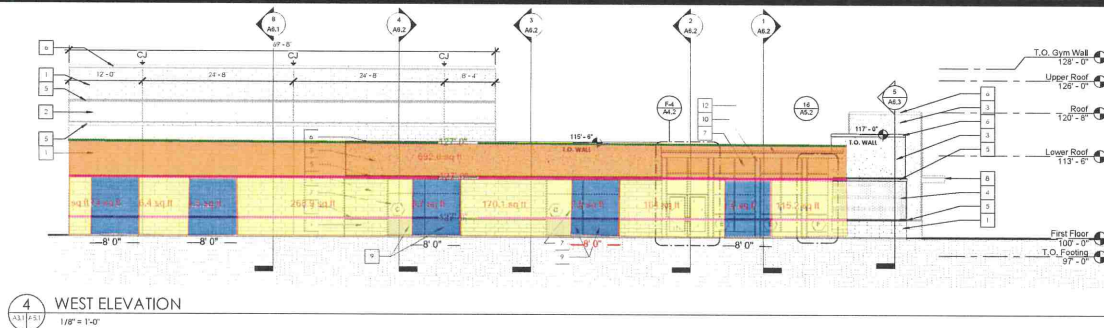
BUILDING DESIGN FOR:
PROPOSAL 20-00105

SHEET TITLE
 FIRST FLOOR PLAN

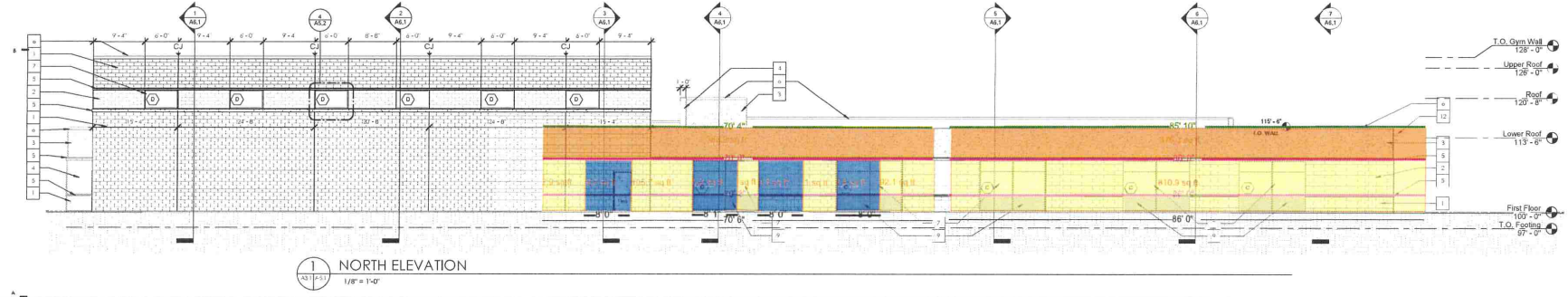
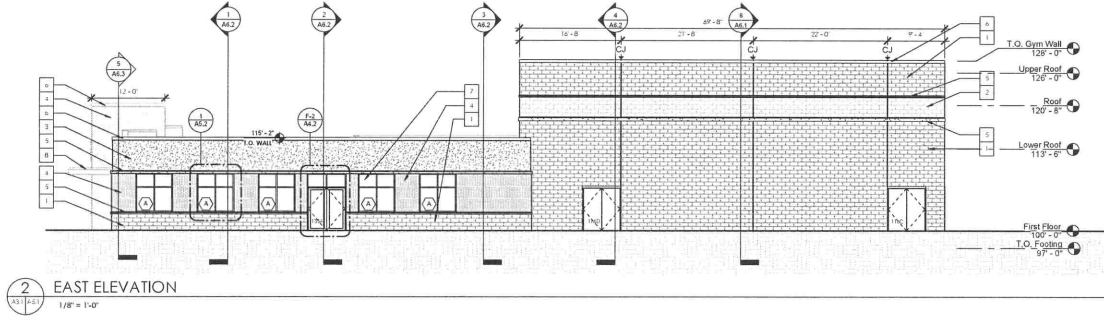
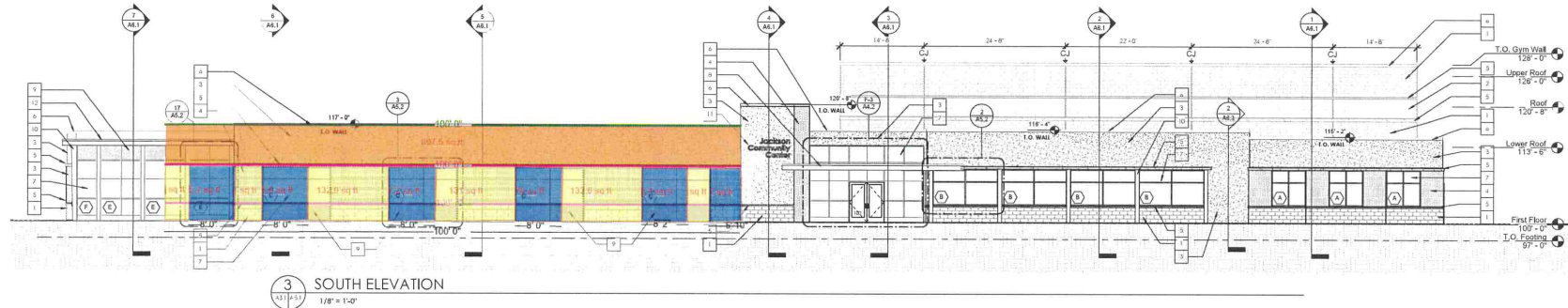
REVISIONS

PROJECT DATA	
DATE	02.14.2020
JOB NO.	20-00105
SHEET USE	PRELIMINARY
FILE NAME	E4-A2.1
DRAWN BY	SPS
SHEET NO.	

A2.1



KEYED NOTES - MATERIALS	
TAG #	DESCRIPTION
1	SPLIT FACE BLOCK
2	SMOOTH FACE BLOCK
3	EPS
4	BRICK
5	PRECAST CONCRETE
6	PREFINISHED ALUMINUM CAP
7	ALUMINUM STOREFRONT WINDOW
8	CANOPY
9	SPANDREL PANEL
10	PREFINISHED ALUMINUM COVERPLATE
11	SKIN
12	CANTILEVERED ROOF PANEL



**GROTH
DESIGN
GROUP**

118 W. 181 COLUMBIA RD.
P.O. BOX 122
CEDARBURG, WISCONSIN 53512
PH: (262) 277-0001
FX: (262) 277-0000

8317 EXCELSIOR DRIVE
SUITE 113
HADDONSBURY, WISCONSIN 53127
PH: (408) 438-1222
FX: (408) 438-1224

**JACKSON
COMMUNITY
CENTER**

NE CORNER OF
JACKSON DR.
& HICKORY LANE



DATE: 07/22/02
REV. DATE: 08/01/02
REV. DATE: 08/01/02

**PROGRESS
DOCUMENTS**

These documents reflect progress and
may be subject to change. They are not
final construction documents and should
not be used for final building or
construction-related purposes.

PROJECT
NO: 04/07/08
Project:
08.001
Drawn by:
DK

SHEET
TITLE
EXTERIOR BUILDING ELEVATIONS

1/8" = 1'-0"

A5.1

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DESIGN 2 CONSTRUCT DEVELOPMENT CORP.
ESTIMATE

Div. #	Job Code	Division & Sub-Division	Estimated Cost	Notes
	12490	Window Shades	\$ -	By Owner
13		SPECIAL CONSTRUCTION	\$ -	
	13700	Security Access & Surveillance	\$ -	By Owner
	13851	Fire Alarm System (Allowance)	\$ -	By Owner
15		MECHANICAL	\$ 108,685	
	15400	Plumbing	\$ 29,740.	
	15500	Fire Protection	\$ 22,475	
	15600	H.V.A.C.	\$ 56,470	
16		ELECTRICAL (no WE Energies included)	\$ 74,601	
	16001	Electrical	\$ 74,601	
	17001	ARCHITECTURAL COSTS	\$ 36,000	
	17002	ENGINEERING: GEOTECHNICAL, STRUCTURAL, CIVIL, etc.	\$ 15,000	
	17003	WI PERMIT FEE ALLOWANCE	\$ 800	
1		GENERAL CONDITIONS	\$ 79,515	
		SUB TOTAL	\$ 1,217,177	
	8%	Contractor Fee	\$ 97,374	
	0.7%	General Liability Insurance	\$ 8,520	
		Contingency	\$ 20,000	
		GRAND TOTAL	\$ 1,343,071	
ALTERNATES				
Alt. #	Description- Contractor Fee Included in Each Line Item		Estimated Cost	Notes
1			\$ -	0
2	0		\$ -	0
3	0		\$ -	0
4	0		\$ -	0
5	0		\$ -	0
6	0		\$ -	0
7	0		\$ -	0
8	0		\$ -	0
9	0		\$ -	0
10	0		\$ -	0
PARTIAL LIST OF OWNER DIRECT COST ITEMS				
1	Phone & Data Systems / Audio Visual System / Security System / Access Systems			
2	WE Energies costs			
3	Furniture and furnishings design, fees, cost and installation.			
4	Signage design, cost and installation.			
5	Municipal impact fees, bonds, etc.			
6	Builder's risk insurance.			
7	Work related to unsuitable or wet soils			
8	Temporary heat/temporary enclosures			
9	Municipal planning and plan review costs			
10	Cost Related to Municipal/County amplifiers for first responders			

@ \$300,000
\$ 1,643,071
Current Bldg. Repaint
outside paint, roof
flooring @ \$356,920
Total: \$2,000,000.00



DESIGN 2 CONSTRUCT DEVELOPMENT CORP. ESTIMATE

3,2020

Project Name:	Jackson Community Center Addition			
Project Location:	N165 W20330 Hickory LN, Jackson, WI			
Date:	Friday, December 6, 2019			
Estimator:	JK			
Square Footage:	12137			
Weeks:	22			
Div. #	Job Code	Division & Sub-Division	Estimated Cost	Notes
2		SITE CONSTRUCTION	\$ 159,364	
	2130	Asbestos Abatement	\$ 1,200	
	2220	Site Demolition	\$ 26,150	
	2310	Site Grading	\$ 32,043	
	2315	Excavating & Backfilling	\$ 26,597	
	2530	Site Sanitary Sewer	\$ 7,500	
	2630	Site Storm Sewer	\$ 27,494	
	2741	Paving & Surfacing	\$ 24,500	10' wide patch
	2775	Site Concrete	\$ 3,880	
	2905	Landscaping	\$ 10,000	
3		CONCRETE	\$ 127,435	
	3300	Cast in Place Concrete	\$ 124,935	
	3930	Concrete Sawcutting	\$ 2,500	
4		MASONRY	\$ 101,321	
	4200	Concrete Masonry Units	\$ 96,821	
	4910	Masonry Cut-In Openings	\$ 4,500	
5		METALS	\$ 98,940	
	5100	Structural Steel	\$ 59,768	
	5120	Steel Erection	\$ 39,172	
6		WOOD & PLASTICS	\$ 25,385	
	6060	Lumber	\$ 4,143	
	6100	Rough Carpentry	\$ 6,235	
	6200	Finish Carpentry	\$ 4,215	
	6220	Millwork	\$ -	
	6240	Plastic Laminate	\$ 739	
	6415	Solid Surface Tops	\$ 10,053	
7		ROOFING, THERMAL & MOISTURE PROTECTION	\$ 101,808	
	7100	Damproofing & Waterproofing	\$ 11,938	
	7210	Building Insulation	\$ 6,375	
	7240	Exterior Insulation Finish System	\$ 21,404	
	7500	Rubber Roofing	\$ 56,934	
	7600	Flashing & Sheet Metal	\$ 4,158	
	7900	Joint Sealers	\$ 1,000	
8		DOORS & WINDOWS	\$ 60,195	
	8100	Hollow Metal Doors & Frames	\$ 4,245	
	8200	Wood Doors	\$ 4,372	
	8360	Overhead Doors	\$ -	
	8415	Aluminum Entrances, Windows, & Storefronts	\$ 46,140	
	8700	Door Hardware	\$ 5,439	
9		FINISHES	\$ 227,440	
	9110	Steel Studs & Framing	\$ 47,880	
	9250	Gypsum Board	\$ 58,136	
	9310	Ceramic Tile	\$ 4,978	
	9510	Acoustical Ceiling Tile	\$ 45,712	
	9640	Wood Flooring / Rubber Flooring/ Turf	\$ 2,978	
	9653	Resilient Base	\$ 2,310	
	9680	Carpeting	\$ 45,961	
	9910	Painting	\$ 19,484	
10		SPECIALTIES	\$ 689	
	10522	Fire Extinguishers	\$ 211	
	10810	Toilet & Bath Accessories	\$ 477	
12		FURNISHINGS	\$ -	
	12485	Floor Mats	\$ -	By Owner