

CITY OF WASHBURN
119 Washington Avenue
P.O. Box 638
Washburn, WI 54891



715-373-6160
715-373-6161
FAX 715-373-6148

To: President: Carl Broberg
VP: John Baregi
Maryann Edholm

Vacant Broberg
Nick Suminski
City Administrator

Candace Kolenda
Rodger Reiswig
Marina Manager

NOTICE OF HARBOR COMMISSION MEETING

DATE: Thursday, September 19, 2019
TIME: 6:00 P.M. (Or Immediately Following the Plan Commission, whichever is later)
LOCATION: Washburn City Hall – 119 Washington Avenue

Agenda

- A. Call to Order – Roll Call
- B. Approval of Minutes of the August 21, 2019 Meeting
- C. Public Comments
- D. Treasurer's Report
 - 1. Payment of Invoices
- E. Slip Transfers – None
- F. Marina Manager's Report
 - 1. August Financial Reports
 - 2. Discussion on Travelift Inspection
- G. Discussion & Action on Replacement of Marina Entrance Navigation Lights and Discussion on Breakwall Lights
- H. Discussion & Action on Pier 1 Electric, Water, & Decking Project Bid Documents
- I. Discussion & Action on Marina Inspection
- J. Discussion & Action on Picnic Gazebos at the Heads of Piers 1 and 3
- K. Discussion & Action on Proposed 2020 Harbor Commission Budget and Slip Maintenance Fees
- L. Discussion & Action on Proposed 2019 Harbor Commission Budget Amendment
- M. Update on Repairs to Concrete in Lift Pad Area
- N. Update on Coal Dock Rehabilitation Project
- O. Adjourn

Cc: Posted Ashland Daily Press File

AUGUST 21, 2019 HARBOR COMMISSION MEETING

5:30 P.M. WASHBURN CITY HALL – 119 N WASHINGTON AVENUE

Commission Members Present: President Carl Broberg, John Baregi, Candace Kolenda, and Rodger Reiswig.

Commission Members Not Present: Maryann Edholm; Nick Suminski,

Municipal Personnel Present: Scott Kluver, City Administrator/Clerk, and Michelle Shrider, Marina Manager.

Call to Order – President Carl Broberg called the meeting to order at 5:33 p.m.

Approval of Minutes of the July 19, 2019 Meeting – Kolenda moved to approve and place on file the July 19, 2019 Meeting Minutes and Baregi seconded. Motion carried 4-0.

Public Comment – None

Treasurer's Report – Baregi made a motion to accept and place on file the Harbor Passbook and Marina Operating Account reports and Reiswig seconded. Motion carried 4-0.

1. **Payment of Invoices** – Kolenda moved, and Baregi seconded, to approve the John Cook invoice for concrete in the amount of \$375.00, Todd's Redi-Mix invoice #103-2320 for \$482.40, Washburn Hardware invoice for \$446.91 and payment for credit card invoice for life rings in the amount of \$698.00. Motion carried 4-0. Kolenda moved to approve for payment Bayfield County invoice for mapping services in the amount of \$333.75 and Baregi seconded. Motion carried 5-0. Kluver explained the Smithgroup invoices are for the West End Boat Ramp Project which is being run through the Harbor Commission account for financial reasons. No Harbor Commission dollars, except for leftover dollars from the Coal Dock Project borrowing, will be utilized. Transfers from other funds will come in to cover this project. Baregi moved to approve for payment Smithgroup invoice #0140104 for \$4,450 and Invoice #0140640 in the amount of \$1,780 and Kolenda seconded. Motion carried 4-0.

Slip Transfers – A completion report for slip #106 was noted.

Marina Manager's Report –

1. **July Financial Reports** – Shrider reported that financials are on track and the marina is going well. The marina is 22 percent ahead of this time last year. Reiswig moved and Baregi seconded to accept the financial report and to place on file. Motion carried 4-0.

Discussion and Action on Repairs to Concrete in Lift Pad Area – A proposal in the amount of \$9,977.20 was received to address concrete issues on the Travelift pad. Shrider reported that this would address the rising of the manhole cylinder and address the crumbling of the concrete in certain places by use of an epoxy. This company was recommended by the firm that treats the concrete floor within the building. Kluver reported this project will need to be noticed. Baregi moved and Kolenda seconded to authorize staff to proceed with this project assuming no other proposals are received after it is noticed. Motion carried 4-0.

Report on Repairs to Grinder Pump at Bathrooms/Fish Cleaning Station- Broberg reported that the junction box was redone and placed on a pedestal outside of the well, and the floats were replaced with a transducer. The pump was set to turn on sooner, and it appears to be working well. In addition, the alarm will be modified so any issues will be better noticeable. Shrider reported that she is happy at the moment, but will continue to monitor the situation to make sure it stays working. If further issues develop, it may be necessary to change the pump to a duplex system. It was suggested that operational manuals be obtained for all of the equipment.

Report on Wisconsin Commercial Ports Association Meeting – Kluver reported that water levels were discussed. Expect them to remain high going into the next year. Foreign trade zones were discussed. It was interesting, but did not directly apply to us. Cruise ships were discussed. Milwaukee had 11 different vistists scheduled this year with 3000 people. With the upgrade to the Sault Locks, Superior can expect to be included in more cruise ship operations in the coming years. They prefer to have Seaway Max facilities, but can anchor off shore and boat passengers to shore. Looking for a mix of big city and small town activities. Public relations were also discusses, and we need to promote events and activities, economic impact, success stories, and history in order to develop and keep good relations with the community and get help when we need it. Washburn will host the conference next year, and details are being arranged.

Adjourn – Baregi moved and Kolenda seconded motion to adjourn. Motion carried 4-0 at 6:27 p.m.

Respectfully Submitted,
Scott J. Kluver, City Administrator

Marina Operating Account 2019

12/31/2018 Balance Carried Forward		204,781.42
7-Jan Ck# 732	Washburn Marina	-16,206.00
14-Jan	Deposit	56,643.19
14-Jan Ck# 733	Washburn Marina	-16,206.00
21-Jan Ck# 734	Washburn Marina	-18,115.45
24-Jan	Deposit	14,179.75
28-Jan Ck# 735	Washburn Marina	-16,206.00
18-Jan	Deposit	14,813.27
31-Jan	Interest	1.79
4-Feb Ck# 736	Washburn Marina	-16,457.00
8-Feb	Deposit	22,002.73
11-Feb Ck# 737	Washburn Marina	-16,457.00
18-Feb Ck# 738	Washburn Marina	-16,457.00
	Sales Tax	-3,152.41
19-Feb Ck# 739	Washburn Marina	-16,458.00
21-Feb	Deposit	56,494.51
28-Feb	Interest	1.67
4-Mar Ck# 740	Washburn Marina	-15,955.00
8-Mar	Deposit	6,047.61
11-Mar Ck# 741	Washburn Marina	-15,955.00
11-Mar	Deposit	33,582.64
15-Mar Ck# 742	Washburn Marina	-15,955.00
22-Mar Ck# 743	Washburn Marina	-15,956.00
	Sales Tax	-3,322.67
22-Mar	Deposit	30,373.92
31-Mar	Interest	1.96
1-Apr Ck# 744	Washburn Marina	-12,116.00
5-Apr	Deposit	23,444.64
8-Apr Ck# 745	Washburn Marina	-12,116.00
12-Apr	Deposit	34,553.85
15-Apr Ck# 746	Washburn Marina	-12,116.00
	Sales Tax	-3,590.29
17-Apr	Deposit	38,918.58
22-Apr Ck# 747	Washburn Marina	-12,116.00
26-Apr	Deposit	14,519.88
29-Apr Ck# 748	Washburn Marina	-12,116.00
30-Apr	Deposit	22,471.09
30-Apr	Interest	2.18
3-May	Deposit	56,553.74
6-May Ck# 749	Washburn Marina	-23,956.00
10-May Ck# 750	Washburn Marina	-31,006.00
17-May	Deposit	24,407.74
20-May Ck# 751	Marina Management Profit Share	-118,420.00
20-May Ck# 752	Washburn Marina (2 Draws & Sales Tax)	-56,447.92
20-May Ck# 753	Washburn Harbor Commission Profit Share	-127,113.00
23-May	Deposit	19,908.35

31-May	Interest	1.98
3-Jun Ck# 754	Washburn Marina	-21,336.00
4-Jun	Deposit	16,540.58
10-Jun Ck# 755	Washburn Marina	-21,336.00
14-Jun	Deposit	42,267.78
17-Jun Ck# 756	Washburn Marina (Draw & sales Tax	-28,966.40
18-Jun	Deposit	22,784.09
18-Jun Ck# 757	Washburn Marina-Slip rental disbursment	-48,622.50
21-Jun	Deposit	10,733.77
24-Jun Ck# 758	Washburn Marina	-21,336.00
28-Jun	Deposit	27,663.20
30-Jun	Interest	0.29
1-Jul Ck# 759	Washburn Marina	-17,876.00
5-Jul	Deposit	39,238.62
8-Jul Ck# 760	Washburn Marina	-17,876.00
12-Jul	Deposit	23,623.79
15-Jul Ck# 761	Washburn Marina	-17,876.00
19-Jul Ck# 762	Washburn Marina	-17,876.00
	Sales Tax	-3,257.47
19-Jul	Deposit	21,795.41
29-Jul Ck# 763	Washburn Marina	-17,876.00
29-Jul	Deposit	10,669.83
31-Jul	Interest	0.32
5-Aug Ck# 764	Washburn Marina	-21,831.00
9-Aug	Deposit	49,445.00
12-Aug Ck# 765	Washburn Marina	-21,831.00
15-Aug	Deposit	20,360.46
19-Aug Ck# 766	Washburn Marina	-21,831.00
19-Aug Ck# 767	Washurn Marina Sales Tax	-4,408.35
21-Aug	Deposit	9,094.21
23-Aug	Deposit	11,818.44
26-Aug Ck# 768	Washburn Marina	-21,830.00
30-Aug	Deposit	22,515.82
31-Aug	Interest	0.33
3-Sep Ck# 769	Washburn Marina	-19,699.00
9-Sep Ck# 770	Washburn Marina	-19,699.00
9-Sep	Deposit	24,598.19

Balance as of 9/11/19

37,521.16

Harbor Pass Book - 2019

12/31/2018 Balance Carried Forward	\$454,140.46
24-Jan Bremer Band - Loan Payment	-8,509.85
Jan Office Fringe	-95.62
Smithgroup	-22,127.00
Smithgroup	-18,541.00
31-Jan Interest	153.71
8-Feb Deposit -Grant Draw	398,867.63
13-Feb Jan Payroll	-768.20
Walkie's Diesel & Marine Service	-1,067.26
Wis. Harbor Towns Association	-250.00
Smithgroup	-25,327.00
Feb Office Fringe	-95.62
26-Feb Michels Foundation-Draw 2	-580,599.83
28-Feb Interest	304.45
8-Mar Deposit-Nelson Dock Rent	1,152.00
11-Mar Deposit-Pearl Beach Dock Rent	4,055.78
15-Mar Trust Fund Loan	-18,381.46
13-Mar March Office Fringe	-95.62
Chamber Dues	-85.00
Smithgroup	-22,386.00
February Payroll	-756.70
28-Mar Lake Effect Builders	-17,910.00
29-Mar Interest	59.75
12-Apr Deposit Grant	619,549.37
17-Apr Bremer Bank - Loan Payment	-5,031.10
17-Apr Smithgroup	-3,815.00
Complete Computer Solutions, Inc.	-1,059.00
Washburn Marina	-3,054.86
March Payroll	-1,173.61
17-Apr Slip Fees	8,252.40
Sales Tax	473.12
Annual Fee	350.00
26-Apr Slip Fees	13,977.60
Sales Tax	796.26
Annual Fee	500.00
30-Apr Slips	12,651.60
Sales Tax	720.58
Annual Fee	450.00
Slip # 59 Transfer	100.00
30-Apr Interest	871.91
3-May Slip Fees	29,203.20
Sales Tax	1,446.66
Annual Fee	1,100.00
9-May Lake Effect Builders	-46,496.00
16-May Michels Foundation-Draw 3	-409,617.00
Washburn Marina	-315.39
Smithgroup	-2,289.00
Fast Lane Motor Sports	-4,301.49
Lake Effect Builders	-54,088.73
Pier Genius Dock Systems	-1,159.31
Smithgroup	-2,289.00
Office Fringe April & May	-191.24
16-May Slip Fees	27,102.40
Sales Tax	1,542.87
Annual Fee	950.00
17-May April Sales Tax	-1,989.96
23-May Profit Share	127,113.00
Slips	16,894.80

	Annual Fee	650.00
	Sales Tax	1,116.31
31-May	Interest	1,094.23
4-Jun	Slip Fees	9,526.40
	Annual Fee	350.00
	Sales Tax	543.20
10-Jun	April Payroll	-795.25
	May Payroll	-833.79
	Smithgroup	-1,526.00
	Office Fringe June	-95.64
	May Sales Tax	-4,649.04
14-Jun	Slip Fees	7,862.40
	Annual Fee	350.00
	Sales Tax	451.67
	Slip# 91 transfer fee	100.00
21-Jun	Slips	8,460.40
	Annual Fee	300.00
	Sales Tax	481.82
28-Jun	Slip # 26 Transfer	100.00
30-Jun	Interest	882.53
8-Jul	Slip Transfer Fee #63	100.00
	Nelson Dock Rent	825.00
10-Jul	June Payroll	-756.77
	July Fringe	-95.64
	Smithgroup	-22,250.00
	Cady Plumbing	-1,115.00
	Spray Foam Insulation LLC	-3,500.00
	Den Hartog Industries	-4,981.48
	Wis. Commerical Ports Association	-250.00
	C&W Trucking	-2,175.00
12-Jul	Sale of Gang Way	6,500.00
31-Jul	Interest	885.99
15-Aug	July Payroll	-833.79
	Washburn Hardware	-446.91
	August Fringe	-95.64
	June Sales Tax	-862.10
	John Cook	-375.00
	C & W Trucking	-725.00
	Washburn Marina	-775.00
	Washburn Marina	-420.00
	Bayfield Co. Land Records	-333.75
	Smithgroup	-4,450.00
	Todd's Redi-Mix	-482.40
	Cabinet w/life rings	-698.00
21-Aug	Slip #106 transfer	100.00
29-Aug	Grant	217,089.00
30-Aug	Interest	837.00
9-Sep	Bal of slip fees & sales tax	286.06

Balance as of 9/11/19

\$674,283.51

Wiikwaibaan Inini, Inc.

808 Winter Street
Superior, WI 54880

Invoice

Date	Invoice #
8/26/2019	53269

Bill To
City of Washburn Harbor Commission 502 West Bayfield Street Washburn, WI 54891


082519
210-00-55510-342-000

P.O. No.	Terms	Project
	Net 30	

Quantity	Description	Rate	Amount
7	Field Labor: Install new control panel and transducer at marina.	200.00	1,400.00
1	SJ Rhombus 230 volt Control Panel w/Transducer	1,350.00	1,350.00T
1	Misc. Post, conduit and wire	75.00	75.00T
	Sales Tax	0.00%	0.00
Total			\$2,825.00

C&W Trucking company of Bayfield, Inc.
85540 County Highway J
Bayfield, WI 54814

Invoice

Invoice #: 20508
Invoice Date: 8/30/2019
Due Date: 8/30/2019
Project:
P.O. Number:

Bill To:
CITY OF WASHBURN
119 WASHINGTON AVE
PO BOX 638
WASHBURN, WI 54891

Description	Hours/Qty	Rate	Amount
3/4 GRAVEL- COAL DOCK	60	29.00	1,740.00
<i>OK</i> <i>[Signature]</i> <i>090919</i> <i>210-00-53540-000-0000</i>			

Total	\$1,740.00
Payments/Credits	\$0.00
Balance Due	\$1,740.00

From: Michelle Shrider <michelle@washburnmarina.com>
Sent: Tuesday, August 27, 2019 12:38 PM
To: 'Scott Kluver'; 'Carl Broberg'
Subject: FW: Final Results
Attachments: Z-7582 150AMO Washburn Marina Final Results 8.23.19.pdf

Greetings:

Attached is the "final" version of the Travelift inspection report. This one has a summary of the repair recommendations along with parts & labor pricing. For further clarification see the summary on pages 2-3 and my notes below:

1. Weld to wheel – I will be getting a price from Joe Pezderek for this repair. It will also require the service of Zifco Tires to remove the wheel and the tire from the wheel and reinstall. We will attempt to facilitate this repair during the week of 9/9/19.
2. The inspection of the possible weld issues can be done in house. As discussed previously, the unit needs to be repainted in its entirety. Carl had asked if it can be done inside and it cannot – it does not fit in the service bay door.
3. Spreader capacity decals – we can get those in house
4. As has been the case in the past, we do not purchase the slings through Travelift because we can get them at a significantly lower price elsewhere. Therefore they will not inspect them.
5. ITEMS #5-16 can be looked at and taken care of in-house for the most part, with the exception of #9, which we can look at when the wheel is off for the repair #1. As you will note on the parts pricing at the end of the report – parts for #9 add up to quite a large number (\$5,714.98).

Sincerely,
Michelle Shrider, CMM, General Manager
Washburn Marina
1 Marina Drive
Washburn, WI 54891
715-373-5050
www.washburnmarina.com

Live Webcam at the Marina – [Click Here!](#)
Join us on [Facebook](#)

From: MTI Customer Care / Service [mailto:customer@marinetraavelift.com]
Sent: Monday, August 26, 2019 2:38 PM
To: michelle@washburnmarina.com
Subject: Final Results

Hello Michelle,

Attached are the final results of the inspection performed Friday. Let me know if you have any questions on the final results, a hard copy is being mailed to you and you should receive it in a few days. Feel free to contact CustomerCare or the Parts Dept. directly to place an order for parts.

CustomerCare (service)- customer@marinetraavelift.com
Parts Dept.- parts@marinetraavelift.com

Thank you,

Dan Sternard | Aftermarket Parts Sales / Technical Support Advisor
Phone +1.920.743.6202 | Direct +1.920.746.4241
49 E. Yew Street, Sturgeon Bay, WI 54235 USA

Marine Travelift, Inc. | www.marinetravelift.com |    
"Trusted Name, Proven Value"

Shuttlelift | www.shuttlelift.com |    
"Innovative Lifting Solutions"



The banner features a dark blue background on the left with white and light blue text. It includes logos for Marine Travelift and Shuttlelift CustomerCare. The main text reads "25% OFF Hydraulic Cylinders" and "Now - August 31, 2019". On the right, there is a photograph of a blue hydraulic cylinder mounted on a piece of machinery.

DISCLAIMER: This e-mail and any attachments to it contain confidential and proprietary material of Marine Travelift Inc., Exactech Inc., its affiliates and is solely for the use of the intended recipient. Any review, use, disclosure, distribution or copying of this transmittal is prohibited except by or on behalf of the intended recipient. If you have received this email unintentionally, please notify the sender and destroy this e-mail and any attachments.

MARINE  TRAVELIFT®

2019 Marine Travelift Inspection Report

MODEL 150AMO
Mobile Boat Hoist

Z-7582
S/N 1766-482

MARINE  TRAVELIFT®
CustomerCare
SERVICE • SUPPORT • SOLUTIONS





August 26, 2019

Michelle Shrider

Washburn Marina
1 Marina Dr.
Washburn, WI 54891

RE: Z-7582 150 AMO Machine Inspection Dated 23 August 2019

Dear Michelle,

On August 23, 2019, one of our service technicians conducted an inspection of your 150 AMO machine, serial number 1766-482 Z-7582.

The following list of discrepancies was found during the inspection. Items 1-4, marked in red, are safety items. Marine Travelift, Inc., recommends the machine not be used until the safety items are addressed. If you chose to do so, Marine Travelift, Inc., will not accept any liability should anything happen.

1. Repair broken weld to right front inboard wheel in accordance with (IAW) AWS D1.1 standards, contract with a certified welder to perform temporary repairs until a new wheel can be installed. Contract with a local tire company and/or crane company to remove/replace wheel. Appendix 15-16 SAFETY
2. Remove paint to inspect for possible cracked welds on left rear column upper flange and right rear column, if needed repair IAW AWS D1.1 standards, contract with a certified welder to perform repairs if needed. Marina personnel are to touch up paint as needed once completed. Appendix 17-19 SAFETY
3. Install spreader capacity decals to each side of spreaders. SAFETY
4. Replace slings (current set are not MTI with 5:1 safety rating and 75,000 lbs.), chine and keel pads IAW the maintenance section of your Operation and Maintenance Manual (O&M). Both one and two piece slings with disconnect pins will be on quote. Appendix 22-23 SAFETY
5. Recommend to add engine coolant IAW the maintenance section of your O&M.
6. Recommend to repair possible oil leak at oil filter, might be loose, missing O-ring, old O-ring may not have been removed when changed last, needs a new filter or issue with filter adaptor. Recommend marina personnel to have a new filter onsite before removing existing filter. If the issue is with the adaptor, recommend to contact a local mechanic to advise needed repairs and parts. Appendix 11
7. Recommend to adjust and lube drive chains IAW the maintenance section of your O&M, right side chains are a little loose but not too bad at time of inspection. Remove all excess grease to slow premature wear to chains and sprockets. If wear continues the chains and small sprockets will need to be replaced. Appendix 12-14
8. Recommend to adjust tire pressure from current setting to 150 psi IAW the general section of your O&M.



9. Recommend to replace worn steering spindle bearings on both sides. Contract with a local crane company to assist in this repair.
10. Recommend to clean L2, L3, R3 and L1 hoist areas to monitor leaks. Recommend to replace gasket between L2 motor and brake. Drain plug for L3 possibly needs to be replaced. R3 appears to be covered in old oil. L1 needs to be resealed, customer has parts ordered and repairing locally. Remove all leaking limit switches and shafts, then tap and plug shaft hole. Rewire dash indicator light switch. Appendix 20-21
11. Recommend to adjust left block adjust cable IAW the maintenance section of your O&M.
12. Recommend to drain all hydraulic fluid from tank and lines, clean tank and replace hydraulic filters and fluid IAW the maintenance section of your O&M. Appendix 24 and 30
13. Recommend to replace broken return filter gauge. Appendix 25
14. Recommend to continue replacing tube blocks, all blocks on upper side beams need to be replace. Appendix 26-29
15. Recommend to replace worn/damaged right front wheel frame drive hose to prevent costly downtime. Appendix 31
16. Recommend to replace leaking R1 test port.

Attached is a quote for recommended replacement parts and return service.

Standard part prices and lead times are indicated on quote.

As a result of the inspection, the customer will receive a 10% parts discount

If you have any questions, please don't hesitate to contact us at CustomerCare@Marinetraavelift.com.

Sincerely,

A handwritten signature in black ink, appearing to read 'Dan Sternard'. The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Dan Sternard
CustomerCare Technical Support Advisor
Marine Travelift, Inc.

Washburn Marina / 150 AMO

Marine Travelift Inspection

Complete

Inspection score	Failed items	Created actions
87.13%	0	0

Document No. 000153
Customer Company Name Washburn Marina
Customer Mailing Address 1 Marina Dr. Washburn, WI 54891
Machine Model 150 AMO
Conducted on <input type="checkbox"/> 23rd Aug, 2019 <input type="checkbox"/> 8:04 AM CDT
Service Technician Andrew Kalenske
Distributor House
Distributor Address Home

Machine / Customer Information

Machine Location 1 Marina Dr. Washburn, WI 54891
S.O Number 131189
Model 150 AMO
Serial No. 1766-482
Serial Number
- Photos  Photo 1
Unit Number Z-7582
Rated Capacity 300,000 lbs
Hour Meter 2589.1
Hour Meter Photo - Photos  Photo 2

Machine Photos - Front / Right Side / Left side

— Photos



Photo 3



Photo 4



Photo 5

Power Unit

80.00%

Engine Manufacture Allis Chalmers
Model 670 I
Serial Number 70-22065
Serial Number
- Photos  Photo 6
Oil Filter P/N See picture
Oil Filter
- Photos  Photo 7  Photo 8
Fuel Filter P/N See picture

Fuel Filter

— Photos



Photo 9

Air Filter P/N

See picture

Air Filter

— Photos



Photo 10

Air Intake System

Safe

Air Filter

Safe

Engine Oil Level

Safe

Engine Coolant Level

At Risk

— Notes

Low

Pump Drive Coupling / Oil Level

Safe

Engine Idle RPM

Safe

Engine Full Speed RPM

Safe

Fan / Serpentine Belt /s

Safe

Exhaust System	Safe
Engine Performance	At Risk
<p>– Notes</p> <p>Engine is leaking oil from one of the oil filters</p> <p>– Photos</p>  <p>Photo 11</p>	
<p>General Comments</p> <p>Unanswered</p>	

Operator Cab

100.00%

Access - Grab handles / steps / Safety Devices	Safe
Heater / Defroster / AC	N/A
Seat / Seat Belt	Safe
Fire Extinguisher	Safe
Cab Glass	Safe
Windshield Wipers	N/A
Verify Control Functions	Safe
Decals - Safety / Operation Present	Safe
Verify Load Gauge function	Safe
Verify Parking Brake	Safe
Verify Service Brake	Safe
Operation / Maintenance Manual Present	Yes
Comments Unanswered	

Electrical

87.50%

Battery Terminals /Cables	Safe
Battery Voltage VDC	Safe
Alternator Charging	Yes
Gauge / Instrument / Switch Functions	Safe
Wire Harness and Enclosure condition	Safe
Verify Hoist Wire Rope Cut-Outs	Safe
Verify Travel Alarms / Strobes	At Risk
<p>– Notes</p> <p>Not working has toggle switch</p>	
Verify Horn	Yes
Verify Overload Alarm	N/A
Verify Emergency Stops	N/A
Drive & Work Lights Working	N/A
Verify G11 Connection (Update If Prompted)	N/A
<p>General Comments</p> <p>Unanswered</p>	

Drives & Wheels

80.00%

Gear Reducer Oil Level / Appearance	Safe
Verify Drive Brake Function	Safe
Check Drive Chain Adjustment	No
<p>– Notes</p> <p>Chains on right side are a little loose but not to bad yet. Customer should monitor and adjust as needed Chains are dry and need to lubed</p>	
Drive Gear External Leaks	No
Drive Chain & Sprocket Wear	At Risk
<p>– Notes</p> <p>Excessive grease build up on sprockets is causing the chains to wear on the insides and premature sprocket wear. All excess grease should be removed, and chains properly lubed. If the wear gets much worse the chains and small sprockets will need to be replaced.</p> <p>– Photos</p> <div style="display: flex; justify-content: space-around;">    </div> <div style="display: flex; justify-content: space-around; margin-top: 5px;"> Photo 12 Photo 13 Photo 14 </div>	
Wheel Bearings	Safe
Wheel Trunions	Safe
Tire Condition	Safe

Wheel Condition	At Risk
<p>– Notes</p> <p>Right front inboard wheel has a broken weld all the the way around the hub. I was told the machine is still safe to operate but no where near full capacity. Customer will need to get a certified weld to try and repair. Wheel would need to be disassembled before welding as to not affect the bearing assembly, or replace wheel assembly. Contact Customer Care for lead time and pricing of wheel assembly.</p> <p>– Photos</p> <div style="display: flex; justify-content: space-around;">   </div> <p>Photo 15 Photo 16</p>	
Wheel Lug Nut Torque (ft/lbs)	N/A
Tire Air Pressure (PSI)	Safe
<p>– Notes</p> <p>Fronts are 145psi Rears are 140psi 150psi is recommend setting</p>	
<p>General Comments</p> <p>Unanswered</p>	

Structure

80.95%

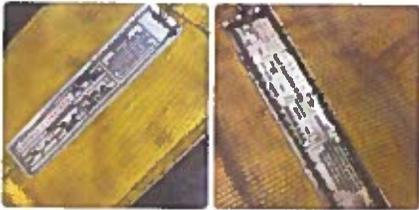
Top Beam	Safe
Pivot Trunion	Safe
Right Upper Side Beam	Safe
Left Upper Side Beam	Safe
Left Rear Column	At Risk
<p>– Notes</p> <p>Possible crack starting on upper flange. Might just be paint cracking. Paint should be removed and further inspected.</p> <p>– Photos</p>  <p>Photo 17</p>	
Left Front Column	Safe
Right Front Column	Safe
Right Rear Column	At Risk
<p>– Notes</p> <p>Possible cracks. Paint needs to be removed and further inspected</p> <p>– Photos</p>   <p>Photo 18 Photo 19</p>	
Left Lower Side Beam	Safe

Right Lower Side Beam	Safe
Wheel Frame Assemblies	Safe
Steering Linkage	Safe
Steering Spindle / Slew Bearings	At Risk
<p>– Notes</p> <p>Both sides have play in bearings</p>	
Machine Capacity Decals	Yes
Lower Block Capacity / Identification Decals	Yes
Spreader Capacity Decals	No
<p>– Notes</p> <p>Spreaders are never removed and lower blocks have decals</p>	
Structure Bolt Torque (ft/lbs)	Safe
Structure Bolt Condition	Safe
Operators Compartment	Safe
Machine Lubrication	Safe
Engine Compartment	Safe
<p>General Comments</p> <p>Unanswered</p>	

Hoist & Rigging

100.00%

Cracked / Worn Sheaves	No
Cracked / Worn Drum	No
Hoist Drum / Wire Rope Reeving	Safe
Sheave Bearings	Safe
Rope Guides & Pins	Safe
Gear Reducer Oil Level / Appearance	Safe
External Oil Leaks	Yes
<p>— Notes</p> <p>L2 has small leak starting between motor and brake gasket. Should monitor and replace if get worse. L3 has leak possibly at drain plug for gear reducer. Should clean and monitor R3 is covered in old oil. Should pressure wash and monitor. L1 has a leaking hydraulic motor. Customer has seals on order All limit switches seem to be leaking</p> <p>— Photos</p> <div style="display: flex; justify-content: space-around;"> <div style="text-align: center;">  <p>Photo 20</p> </div> <div style="text-align: center;">  <p>Photo 21</p> </div> </div>	
Hoist Chain Adjustment	Safe
Chain & Sprocket Wear	Safe
Block Adjust Slide Bearings	N/A
Verify Hoist Brake Function	Safe
Hoist #1 Rope Condition	Safe
Hoist #2 Rope Condition	Safe

Hoist #3 Rope Condition	Safe
Hoist #4 Rope Condition	Safe
Hoist #5 Rope Condition	Safe
Hoist #6 Rope Condition	Safe
Hoist #7 Rope Condition	N/A
Hoist #8 Rope Condition	N/A
Block Adjust Cylinders	Safe
Block Adjust Cables / Rigging	Safe
-- Notes Left side a little loose	
Block Adjust Sheaves	Safe
Sling Manufacturer Not MTI	
Date of Manufacture Unanswered	
Sling Condition	N/A
Sling Tag Picture	
-- Photos 	
Photo 22	Photo 23
Sling Part Numbers N/A	
Sling Lengths N/A	

Sling Capacity N/A	
Chine & Keel Pads	N/A
Sling Connecting Links	Safe
Hooks, Pins, Shackles	Safe
Spreaders	Safe
General Comments Unanswered	

Hydraulic System

71.43%

Hydraulic Oil Level / Appearance	At Risk
<p>— Notes</p> <p>Low and black in color. Should be drained and replaced</p> <p>— Photos</p>  <p>Photo 24</p>	
Hydraulic Filter Indicator	At Risk
<p>— Notes</p> <p>One return gauge broken</p> <p>— Photos</p>  <p>Photo 25</p>	
Tube / Block Condition	At Risk
<p>— Notes</p> <p>Customer is making and replacing as needed All blocks on upper side beams need to be replaced</p> <p>— Photos</p>     <p>Photo 26 Photo 27 Photo 28 Photo 29</p>	

Hose / Fitting Condition	At Risk
<p>– Notes</p> <p>Suction line filters leaking at tank. Drive hose on right front wheel frame has abrasion and should be replace before it blows out</p> <p>– Photos</p> <div style="display: flex; justify-content: space-around;">   </div> <p>Photo 30 Photo 31</p>	
Pump / Motor / Valve Leaks	Yes
<p>– Notes</p> <p>Pressure test port leaking on R1</p>	
Drive Relief	Safe
<p>Drive Relief PSI</p> <p>2200</p>	
Block Adjust Relief	Safe
<p>Block Adjust PSI</p> <p>1800</p>	
Steering Relief	Safe
<p>Steering Relief PSI</p> <p>2200</p>	
Hoist #1 Relief	Safe
<p>Hoist #1 PSI</p> <p>1900</p>	
Hoist #2 Relief	Safe
<p>Hoist #2 PSI</p> <p>1900</p>	
Hoist #3 Relief	Safe

Hoist #3 PSI 1900	
Hoist #4 Relief	Safe
Hoist #4 PSI 1900	
Hoist #5 Relief	Safe
Hoist #5 Relief 1900	
Hoist #6 Relief	Safe
Hoist #6 PSI 1900	
Hoist #7 Relief	N/A
Hoist #7 PSI Unanswered	
Hoist #8 Relief	N/A
Hoist #8 PSI Unanswered	
Pilot Pressure N/A	
Charge Pressure 500	
General Comments Unanswered	

Operational Test

100.00%

Travel Forward and Reverse	Safe
Verify Steering Performance / Modes	Safe
Verify Steering Alignment	Safe
Verify Hoist Synchronization	Safe
<p>– Notes</p> <p>Speeds all checked in low speed</p>	
Hoist #1 Speed (ft/min)	3.5
Hoist #2 Speed (ft/min)	3.5
Hoist #3 Speed (ft/min)	3.5
Hoist #4 Speed (ft/min)	3.5
Hoist #5 Speed (ft/min)	3.5
Hoist #6 Speed (ft/min)	3.5
Hoist #7 Speed (ft/min)	Unanswered
Hoist #8 Speed (ft/min)	Unanswered
Test Load Weight	Unanswered
JIB Crane Option Function Test	N/A
JIB Crane Condition	N/A
Full JIB Crane Analysis Performed? (Customer Option)	N/A

Machine Measurement Front (bolting Flange To Flange)

432" frame to frame

Machine Measurement Rear (bolting Flange To Flange)

432"

Radio Remote Control

Transmitter & Receiver Identification N/A	
Remote serial number tags (receiver and transmitter) Unanswered	
Radio Remote - Condition / Appearance	N/A
Verify Function Operation	N/A
Verify Engine Start-up	N/A
Verify E-Stop Function	N/A
Verify Engine Shut Down	N/A
Operational Decals Present	N/A
General Comments Unanswered	

Comments

Comments Unanswered
Unanswered

Signatures

100.00%

MTI extends no warranty to Customer for or relating to its work under this agreement. Customer acknowledges that neither MTI nor any person on MTI's behalf has made or makes any express or implied representation or warranty to Customer whatsoever, including any warranties of merchantability or fitness for a particular purpose, whether arising by law, course of dealing, course of performance, usage of trade or otherwise, all of which are expressly disclaimed by MTI. Customer further acknowledges that it has not relied on any representation or warranty made by MTI or any other person on MTI's behalf.

Disclaimer

The assessors believe the information contained within this risk assessment report to be correct at the time of printing. The assessors do not accept responsibility for any consequences arising from the use of the information herein. The report is based on matters which were observed or came to the attention of the assessors during the day of the assessment and should not be relied upon as an exhaustive record of all possible risks or hazards that may exist or potential improvements that can be made.

Information on the latest workers compensation and OHS / WHS laws can be found at the relevant State WorkCover / WorkSafe Authority.

Confidentiality Statement

In order to maintain the integrity and credibility of the risk assessment processes and to protect the parties involved, it is understood that the assessors will not divulge to unauthorized persons any information obtained during this risk assessment unless legally obligated to do so.

Review Proper Maintenance

Review Proper Operation

Customer Printed Name & Signature



Michelle Shrider

23rd Aug, 2019 12:27 PM CDT

23rd Aug, 2019 12:26 PM CDT

Inspector Printed Name & Signature



Andrew Kalenske

23rd Aug, 2019 12:27 PM CDT

23rd Aug, 2019 12:27 PM CDT

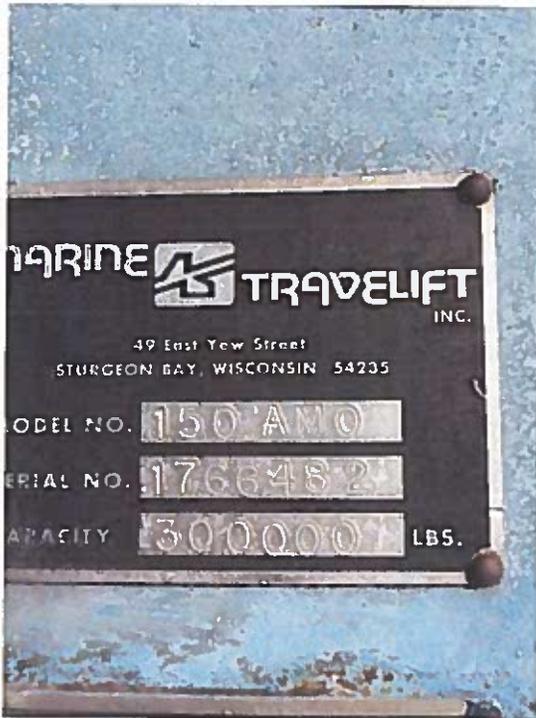


Photo 1

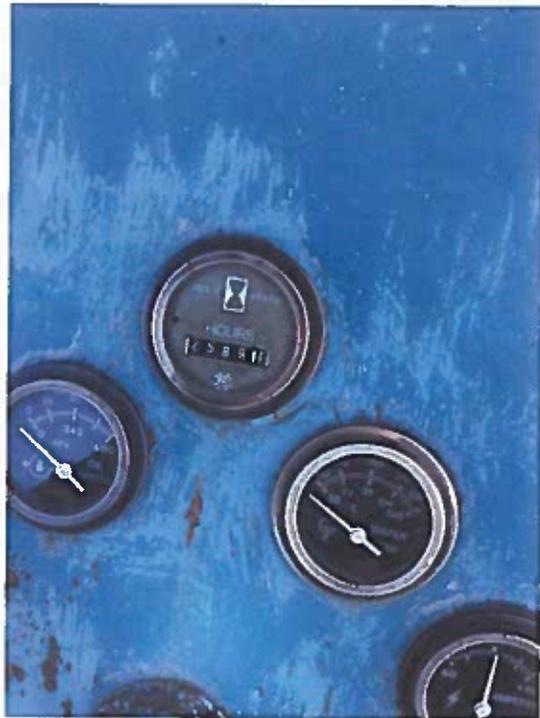


Photo 2

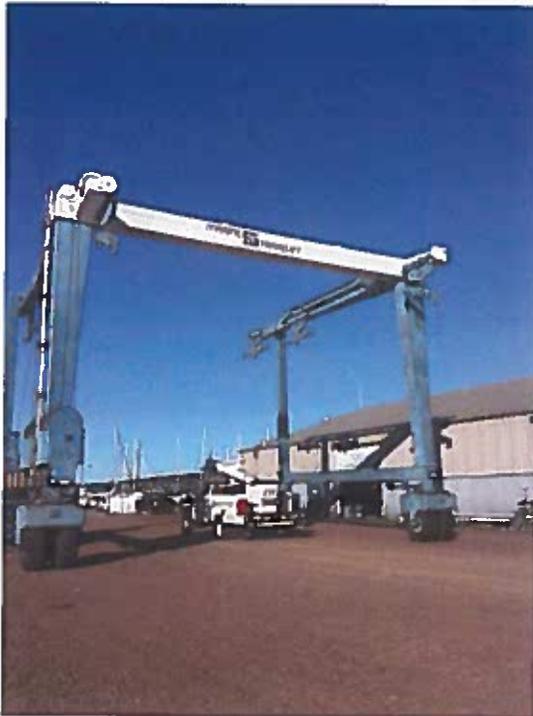


Photo 3

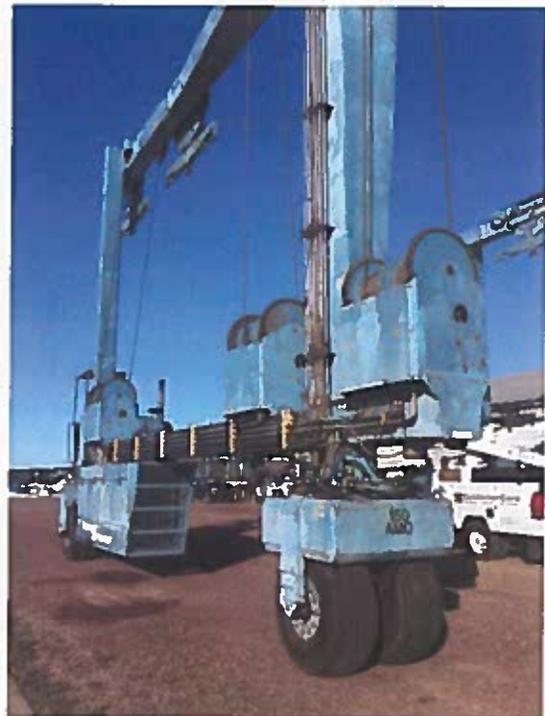


Photo 4



Photo 5



Photo 6



Photo 7



Photo 8



Photo 9



Photo 10



Photo 11



Photo 12



Photo 13



Photo 14



Photo 15



Photo 16



Photo 17



Photo 18



Photo 19

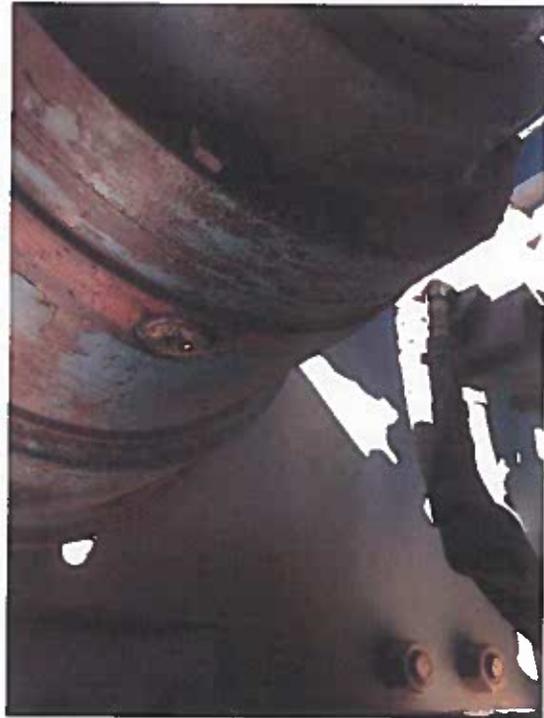


Photo 20

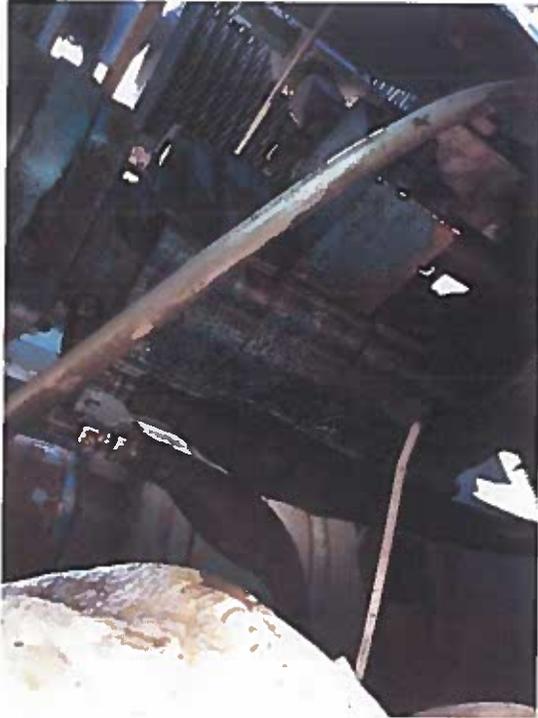


Photo 21



Photo 22

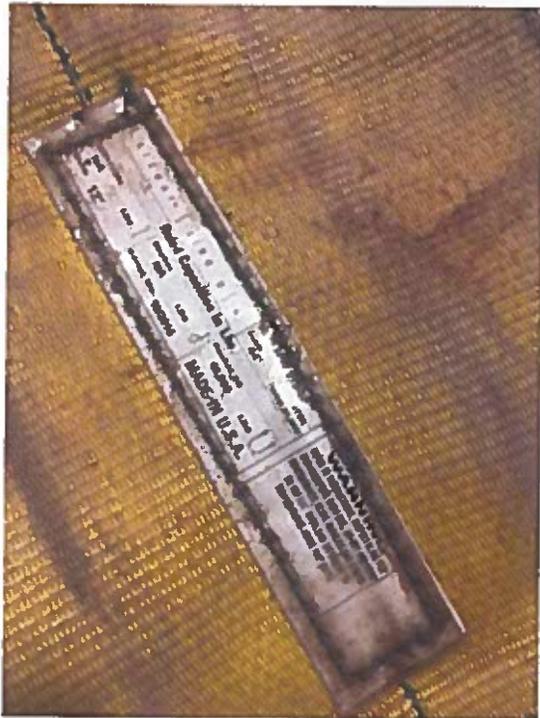


Photo 23



Photo 24



Photo 25



Photo 26

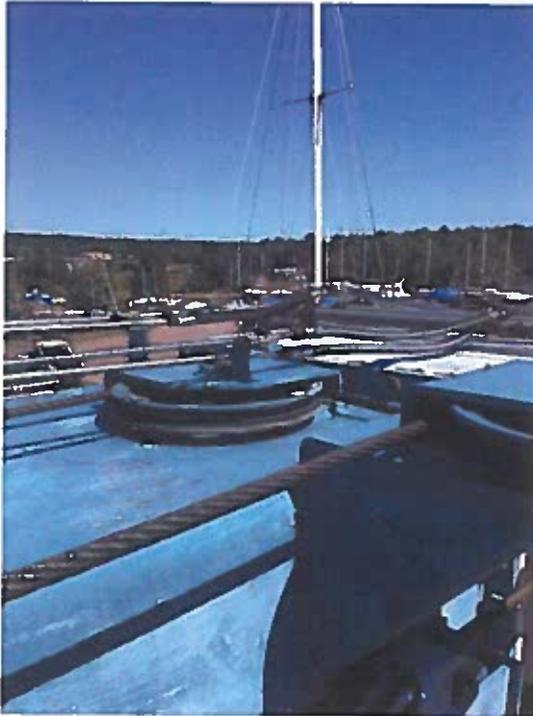


Photo 27

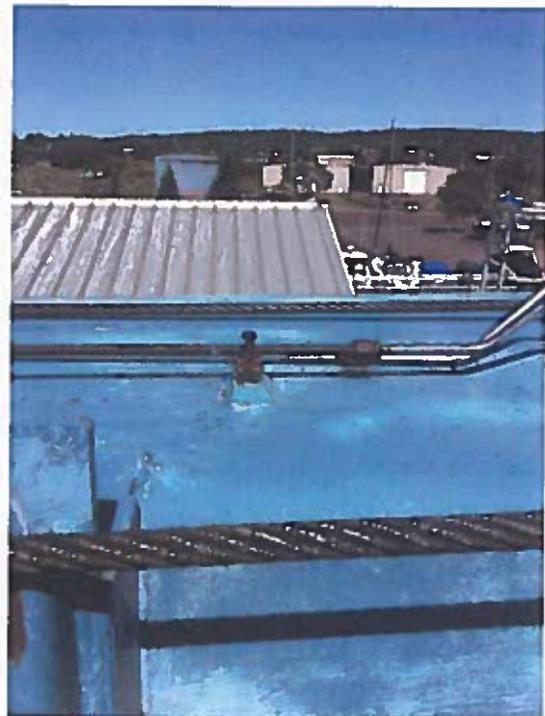


Photo 28

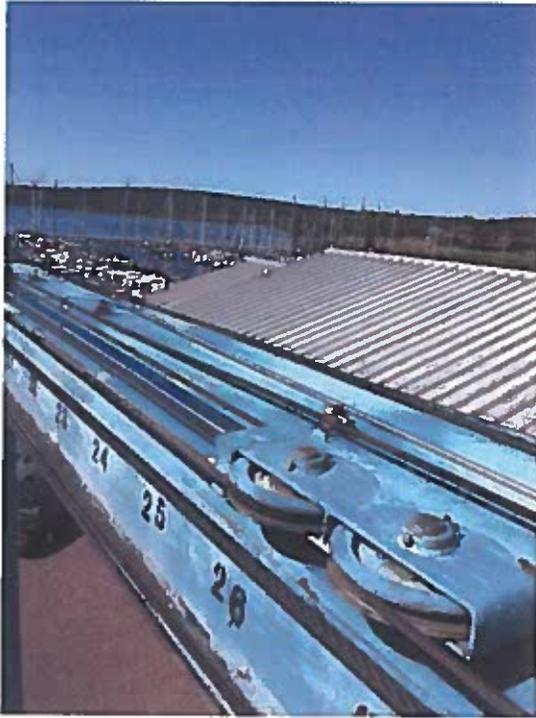


Photo 29



Photo 30



Photo 31



ORDER QUOTATION/PROFORMA INVOICE

49 E Yew St
Sturgeon Bay, WI 54235

Phone: 920-743-6202
Email: parts@marinetraavelift.com
https://marinetraavelift.com

Order #	131475
Date	8/26/2019

-Quote valid one month from the quote date -Sales tax not included -Freight quote and proforma invoice available on request

Sold to: WASHBURN MARINA
1 MARINA DR
WASHBURN WI 54891

Ship to: WASHBURN MARINA
1 MARINA DR

WASHBURN WI 54891

Order Date	Cust #	Loc	Rep	Customer PO	Job #	Ship Via	Col/PPD	Terms
8/26/2019	M49093	40	192	2019 INSPECTION QUOTE		TO ADVISE	PREPAID	TBD

STANDARD PART PRICES AND LEAD TIMES ARE INDICATED ON QUOTE.
AS A RESULT OF THE INSPECTION, THE CUSTOMER WILL RECEIVE A 10% PARTS DISCOUNT.
SERVICE LABOR TIMES ARE ESTIMATED, ACTUALL TO BE CHARGED.
APPLICABLE TAXES NOT INCLUDED.

- ***LABOR DOES NOT INCLUDE***
- SERVICE CALL FEE \$250
- TRAVEL LABOR \$75/HR
- LODGING AND PER DIEM IF REQUIRED
- FLIGHT IF REQUIRED
- CAR RENTAL IF REQUIRED

Line	Item/Description	U/M	Qty Ord	Qty B/O	Promise	Unit Price	Extended Price
1	800517 WHEEL ASSY	EA	1	0	10/7/2019	\$10,990.00	\$10,990.00
	Your Item #			Disc%:	0 0 0		
					ITEM #1 SAFETY		
2	1010629 FLANGE,WHEEL,20"	EA	2	0	10/7/2019	\$400.00	\$800.00
	Your Item #			Disc%:	0 0 0		
					ITEM #1 SAFETY		
3	607846 TUBE,TIRE,14X20	EA	1	0	8/29/2019	\$79.90	\$79.90
	Your Item #			Disc%:	0 0 0		
					ITEM #1 SAFETY		
4	601734 FLAP,TIRE,20 X 14	EA	1	0	8/29/2019	\$74.20	\$74.20
	Your Item #			Disc%:	0 0 0		
					ITEM #1 SAFETY		

Unless otherwise specified, freight terms for all parts orders are FOB factory for US shipments and FCA for shipments outside of US

5	601903	EA	1	0	8/29/2019	\$11.90	\$11.90
	EXTNSN,VALVE,TIRE,4.0"				ITEM #1 SAFETY		
	Your Item #			Disc%:	0	0	0
6	701641	EA	1	0	9/9/2019	\$25.22	\$25.22
	CLOSURE ASSY,VALVE SLOT,5.00				ITEM #1 SAFETY		
	Your Item #			Disc%:	0	0	0
7	1105850	EA	12	0	8/28/2019	\$15.00	\$180.00
	DECAL,CAP,LWR BLC,25T				ITEM #3 SAFETY		
	Your Item #			Disc%:	0	0	0
8	MTI SERVICE	EA	1	0	8/26/2019	\$125.00	\$125.00
	SERVICE LABOR ITEM 3						
	Your Item #			Disc%:	0	0	0
9	12-1-44.0-0-0.0-0-0.0-N-0-Y	EA	10	0	9/9/2019	\$947.39	\$9,473.90
	SLING,NY,12"X44',W/O,NO EYE				ITEM #4 SAFETY		
	Your Item #			Disc%:	0	0	0
10	12-B-19.0-0-0.0-N-0-Y	EA	10	0	8/29/2019	\$490.30	\$4,903.00
	SLING HALF,NY,12"X19',NO EYE				ITEM #4 OPTIONAL		
	Your Item #			Disc%:	0	0	0
11	12-A-25.0-0-0.0-N-0-Y	EA	10	0	8/29/2019	\$569.07	\$5,690.70
	SLING HALF,NY,12"X25',NO EYE				ITEM #4 OPTIONAL		
	Your Item #			Disc%:	0	0	0
12	800393	EA	10	0	8/28/2019	\$108.42	\$1,084.20
	PIN,SLG DISC,2",W/HAIRP**(VA)				ITEM #4 OPTIONAL W/2 PC SLINGS		
	Your Item #			Disc%:	0	0	0
13	1010891-120	EA	20	0	8/28/2019	\$274.77	\$5,495.40
	CHINE PAD,12"X120"				ITEM #4 SAFETY		
	Your Item #			Disc%:	0	0	0
14	603448-40	EA	20	0	8/28/2019	\$49.71	\$994.20
	CORD,ELASTIC				ITEM #4 SAFETY		
	Your Item #			Disc%:	0	0	0

Unless otherwise specified, freight terms for all parts orders are FOB factory for US shipments and FCA for shipments outside of US

15	604145-4	EA	20	0	8/28/2019	\$4.89	\$97.80
	CHAIN,PROOF,1/4,4 LINKS				ITEM #4 SAFETY		
	Your Item #			Disc%:	0	0	0
16	1013290-72.0	EA	10	0	8/29/2019	\$488.99	\$4,889.90
	KEEL PAD,72",BLACK				ITEM #4 SAFETY		
	Your Item #			Disc%:	0	0	0
17	MTI SERVICE	EA	2	0	8/26/2019	\$125.00	\$250.00
	SERVICE LABOR ITEM 4						
	Your Item #			Disc%:	0	0	0
18	MTI SERVICE	EA	2	0	8/26/2019	\$125.00	\$250.00
	SERVICE LABOR ITEMS 7 AND 8						
	Your Item #			Disc%:	0	0	0
19	601041	EA	2	0	10/28/2019	\$188.30	\$376.60
	SEAL,BEARING				ITEM #9		
	Your Item #			Disc%:	0	0	0
20	601037	EA	2	0	10/28/2019	\$708.96	\$1,417.92
	CONE,BEARING				ITEM #9		
	Your Item #			Disc%:	0	0	0
21	601042	EA	2	0	10/28/2019	\$188.30	\$376.60
	SEAL,BEARING				ITEM #9		
	Your Item #			Disc%:	0	0	0
22	601038	EA	2	0	8/28/2019	\$282.14	\$564.28
	CUP,BEARING				ITEM #9		
	Your Item #			Disc%:	0	0	0
23	601035	EA	2	0	8/28/2019	\$627.06	\$1,254.12
	CONE,BEARING				ITEM #9		
	Your Item #			Disc%:	0	0	0
24	601036	EA	2	0	8/28/2019	\$537.20	\$1,074.40
	CUP,BEARING				ITEM #9		
	Your Item #			Disc%:	0	0	0

Unless otherwise specified, freight terms for all parts orders are FOB factory for US shipments and FCA for shipments outside of US

25	601039	EA	2	0	8/28/2019	\$123.05	\$246.10
	WASHER,LOCK,BEARING,TIMKIN*		ITEM #9				
	Your Item #			Disc%:	0 0 0		
26	601040	EA	2	0	8/28/2019	\$202.48	\$404.96
	NUT,LOCK,BEARING*		ITEM #9				
	Your Item #			Disc%:	0 0 0		
27	MTI SERVICE	EA	16	0	8/26/2019	\$125.00	\$2,000.00
	SERVIE LABOR ITEM 9						
	Your Item #			Disc%:	0 0 0		
28	600868	EA	2	0	8/28/2019	\$7.14	\$14.28
	GASKET,WINCH ADAPTER		ITEM #10				
	Your Item #			Disc%:	0 0 0		
29	221-843	EA	1	0	8/28/2019	\$0.40	\$0.40
	PLUG,HEX-SKT,PM,06,Z		ITEM #10				
	Your Item #			Disc%:	0 0 0		
30	MTI SERVICE	EA	4	0	8/26/2019	\$125.00	\$500.00
	SERVICE LABOR ITEM 10						
	Your Item #			Disc%:	0 0 0		
31	601076	EA	2	0	9/16/2019	\$71.78	\$143.56
	SCREEN,SUCTION		ITEM #12				
	Your Item #			Disc%:	0 0 0		
32	601074M1	EA	2	0	9/6/2019	\$30.05	\$60.10
	ADAPTER,TANK FILTER		ITEM #12				
	Your Item #			Disc%:	0 0 0		
33	601252-010.50	EA	3	0	9/3/2019	\$24.58	\$73.74
	HOSE,SUCTION,3" X 10.50		ITEM #12				
	Your Item #			Disc%:	0 0 0		
34	601252-009	EA	1	0	9/3/2019	\$21.20	\$21.20
	HOSE,SUCTION,3" X 09.00		ITEM #12				
	Your Item #			Disc%:	0 0 0		

Unless otherwise specified, freight terms for all parts orders are FOB factory for US shipments and FCA for shipments outside of US

35	600906-005.12	EA	6	0	9/3/2019	\$9.54	\$57.24
	HOSE,SUCTION,1-1/2 X 5.12				ITEM #12		
	Your Item #			Disc%:	0	0	0
36	214-352	EA	12	0	8/28/2019	\$9.50	\$114.00
	CLAMP,HOSE,T,#34,1.94,2.25,2"				ITEM #12		
	Your Item #			Disc%:	0	0	0
37	214-358	EA	8	0	8/28/2019	\$10.88	\$87.04
	CLAMP,HOSE,T,#80,3.38,3.69				ITEM #12		
	Your Item #			Disc%:	0	0	0
38	600970	EA	2	0	8/28/2019	\$10.20	\$20.40
	ELEMENT,FILTER,OIL CARTRIDGE				ITEM #12		
	Your Item #			Disc%:	0	0	0
39	MTI SERVICE	EA	4	0	8/26/2019	\$125.00	\$500.00
	SERVICE LABOR ITEMS 11 AND 12						
	Your Item #			Disc%:	0	0	0
40	601952	EA	1	0	8/29/2019	\$34.50	\$34.50
	GAUGE,PRESS,0-60PSI,2.5,OFILTR				ITEM #13		
	Your Item #			Disc%:	0	0	0
41	702913-038	EA	1	0	9/3/2019	\$296.58	\$296.58
	HOSE ASSY,JIC,1-1/4,FXF				ITEM #15		
	Your Item #			Disc%:	0	0	0
42	1003589	EA	1	0	10/21/2019	\$23.75	\$23.75
	COUPLING,PRES TEST,W/CAP				ITEM #16		
	Your Item #			Disc%:	0	0	0
43	602610	EA	1	0	8/29/2019	\$29.70	\$29.70
	ADAPTER,GAUGE,DIRECT				ITEM #16		
	Your Item #			Disc%:	0	0	0
44	MTI SERVICE	EA	1	0	8/26/2019	\$125.00	\$125.00
	SERVICE LABOR ITEMS 13,15 & 16						
	Your Item #			Disc%:	0	0	0

Unless otherwise specified, freight terms for all parts orders are FOB factory for US shipments and FCA for shipments outside of US



a xylem brand

Tideland Signal

North American Region

Date: 9/11/2019
To: Washburn Harbor Marine
Attn : Carl Broberg
Your Re: Nova65 SC
Ultimate Destination: Wisconsin
Quote No.: Steel Platform Replacement lanterns

Tideland Signal Corporation is pleased to quote you as follows:

Item	Qty.	Description	U. Price	Ext. Price
1	2	<i>Nova65 SC Self Contained Marine Lantern</i> <i>P/N: 0101.209-04</i> <i>Lantern includes solar panels and battery for remote operation. NM range of up to 6 Miles</i> <i>One Lantern in Red and One Lantern in Green</i>	\$ 2,450.00	\$ 4,900.00
				\$ 4,900.00

Tideland Signal Corporation

Quotation Terms and Conditions

PRICES

All prices are Ex-Works, Houston, Texas and are in US Dollars unless otherwise stated in the offer.
No duties or taxes are included.

Tideland Signal requires a \$350 minimum order before freight charges.



Tideland Signal

North American Region

a xylem brand

VALIDITY

All prices are valid for 30 days from the date of the quotation unless otherwise stated in the quotation.

DELIVERY PERIOD

Ex Works delivery for the quoted equipment will be between four (4) to six (6) weeks from receipt of purchase order or from receipt of engineering information and/or approval of drawings/engineering documents, whichever is the later, unless otherwise stated in the offer. No delivery penalty is accepted unless confirmed at order stage. Lead time valid only for 30 days and will be confirmed at time of order.

PAYMENT TERMS: CASH IN ADVANCE

Payment to be made by any major credit card.

Transaction fees as follows;

US based customers MC/Visa/Discover: 3%

US based customers Amex: 5%

Credit Cards issued outside US: 8%

WIRE TRANSACTIONS

INTERNATIONAL WIRES

From Banks outside of United States:

Name of Bank: JP MORGAN CHASE

SWIFT CODE for wires: CHASUS33

Account Number: 150088315

DOMESTIC WIRES

From Banks within United States:

ABA Routing Number: 021000021

Account Number: 150088315

ACH TRANSACTIONS

From Banks within United States:

ABA Routing Number: 021000021

Account Number: 150088315

Customer is responsible for all wire, banking, and credit cards processing fees.

COUNTRY OF ORIGIN

Country of origin is USA, EU, BRAZIL, CANADA OR CHINA

STANDARD DOCUMENTATION

Tideland's standard installation & operating manuals are included in the price. Product manuals are also



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Tideland Signal North American Region

available on our web-site. Additional documentation to meet any specific requirements may be made available for an additional charge. Tideland will deem documents approved if we do not receive communication from the client within 14 days of delivery to client. Tideland further reserves the right to charge for document changes received after this period.

SHIPMENTS

We reserve the right to fulfil this order by making full or partial shipments from the USA, EU or other locations as may be specified in our offer.

COMMISSIONING AND INSTALLATION

No commissioning or installation work is included in our offer unless specifically quoted under Tideland Master Service Agreement.

WARRANTY

The equipment is guaranteed for 24 months from the date of delivery. This guarantee does not cover improper use, vandalism, acts of God, normal wear and tear and/or neglect due to non-maintenance. Tideland warranty is limited to the repair or replacement of the defective part, Ex Works, Houston. Except as expressly stated above, all other warranties, conditions and representations, express or implied, statutory or otherwise are hereby excluded and Tideland shall not be liable in contract or otherwise for any loss, damage expense or injury of any kind whatsoever, consequential or otherwise, replacement labor cost arising out of, or in connection with, the installation, use or failure of the components (save as mentioned above) or any defect in them or from any other cause and whether or not due to the acts or omissions of the Tideland, its servants, agents or contractors.

CANCELLATION/RESTOCKING

Orders cancelled before or after 30 days are subject to a 15% restocking fee for Tideland stock items. Orders cancelled up to 30 days *for specially purchased or non-stock items* are subject to a 50% restocking fee, after 30 days the restocking fee will be 100% of the equipment value.

FULL TERMS AND CONDITIONS

This pricing is Proprietary and Confidential information. Neither this document nor its contents may be revealed or disclosed to unauthorized persons or sent outside the institution without prior permission from Xylem Inc. This quotation is subject to the Standard Terms and Conditions of Sale – Xylem Americas effective on the date the order is accepted which terms are available at;

<http://www.xylem.com/en-us/Pages/terms-conditions-of-sale.aspx>

and incorporated herein by reference and in part of the agreement between the parties.

Thank you for your inquiry.

Scott Wolf - Sales Regional Manager
Canada, North America & Caribbean
Telephone: 281.254.5719 (Mobile)



a **xylem** brand

EMAILS:

Scott.Wolf@Xyleminc.com

Scott.Wolf@tidelandsignal.com

Tideland Signal

North American Region

**CITY OF WASHBURN HARBOR COMMISSION BID SPECIFICATIONS
PIER 1 ELECTRIC, WATER, & DECKING PROJECT
SEPTEMBER 19, 2019**

**INVITATION TO BID
Modifications of Electric and Replacement of Water and Decking to
Pier 1 at the Washburn Marina**

OWNER:

**City of Washburn Harbor Commission
119 Washington Avenue
Washburn, WI 54891**

PROJECT LOCATION:

**1 Marina Drive
Washburn, WI 54891**

ITEMS TO BE BID:

The work consists of modifying the existing electrical service per electrical code, and removal of the existing water service and decking and replacing the existing water service as specified per plumbing code for a marina pier and replacing the decking as specified.

BID DOCUMENTS:

Bidding documents may be obtained on, or after September 19, 2019, at the Washburn City Hall at 119 Washington Ave. Washburn, WI 54891, telephone number 715-373-6160 ext. 4.

BID GUARANTEE: Each bid shall be accompanied by a Bid Bond, Certified Check, Cashier's Check, Bank Check or Money Order, (no personal checks) in the amount of ten percent (10%) of the bid price, payable to the City of Washburn as a guarantee that if the bid is accepted, the bidder will execute the project contract and bonds within the time set by the Owner or the bid guarantee will be forfeited.

BID SUBMISSIONS:

**City of Washburn
Attn: City Clerk
Washburn City Hall
PO Box 638
119 Washington Ave.
Washburn, WI 54891**

Note: Bids shall be marked "Sealed Bid – Washburn Marina Pier 1 Project".

BID OPENING: Notice is hereby given that sealed bids will be received by the City of Washburn until 2:00 P.M., Thursday October 10, 2019, according to the clock on the wall at the Washburn City Hall. The Bids will be publicly opened and read aloud, for the furnishing of all labor and

material for the replacement of the electrical service, water service, and decking on Pier 1 at the Washburn Marina.

PROJECT START AND COMPLETION DATE:

START DATE: November 1, 2019

COMPLETION March 15, 2020

PENALTY: Liquidated damages will be established in the amount of One hundred dollars (\$100.00) per calendar day after the agreed completion date that the Work is not fully certified by the City Administrator as being Substantially Complete, as is defined in the Conditions of the Contract. All of the Contract Work must be completed on or before March 15, 2020.

PERFORMANCE AND PYAMENT BONDS: 100% of contract price.

BIDDERS QUALIFICATIONS:

Only pre-qualified General contractors may submit bids on this project work.

The City of Washburn Harbor Commission reserves the right to reject any and all bids or to accept any bid deemed to be in the best interests of the City, and waive any formalities in bidding. All bidders accept the process outlined in the bidding instructions in submitting a bid.

All bids remain subject to acceptance for forty-five (45) days after the day of the bid opening, but the owner may, in its sole discretion, release any bid and return it prior to that date.

SECTION ONE

INSTRUCTIONS TO BIDDERS

1-1. Bids

All bids must be submitted on the forms furnished by the City of Washburn ("City") for this purpose. The bidder shall specify unit prices and a total price for each of the separate items called for in the Bid form and the gross sum for all the work specified. All writing shall be done in ink. No proposal will be considered which is not complete and which is not made out on forms furnished by the City.

1-2. Bid Security

Bid security in the form of a bid bond or certified check, cashiers check, bank check, or bank money order shall accompany each bid, made payable to the City of Washburn in an amount not less than ten (10%) percent of the total bid, as a guarantee that if the bid is accepted, the bidder will execute the Contract and deliver the required performance and payments bonds within ten (10) days after receiving the Notice of Award. If bid security is furnished in the form of a bid bond, the bond shall be issued by a surety licensed or authorized to do business in Wisconsin. Upon the successful bidder's execution of the contract and delivery of the required bonds, and performance of any other conditions set forth in the Notice of Award, the bid guarantee will be returned. If the successful bidder fails to execute the contract, deliver the bonds, and perform any other conditions set forth in the Notice of Award, the City may annul the Notice of Award, and the bid security shall be forfeited to the City as liquidated damages. Bid security of other bidders whom the owner believes to have a reasonable chance of receiving the award may be held by the owner until the earlier of seven days after the effective date of the Contract, or 61 days after bid opening, whichever is earlier. Bid security of other bidders whom the owner believes do not have a reasonable chance of receiving the award shall be returned to the bidder within seven days after the bid opening.

1-3. Requirements for Signing Bids

- (a) The full name and business address of each bidder must be entered in any and all bids submitted. Each proposal shall be signed in the space provided therefor by written signature of the person or persons properly authorized to sign.
- (b) A bid submitted by an individual shall be signed by the bidder or an authorized agent.
- (c) A bid submitted by a limited liability company, a firm, or a partnership shall be signed by a member or an authorized agent thereof; if by joint adventurers the bid shall be signed by each of their authorized agents.
- (d) Bids which are signed by an attorney-in-fact for individuals, firms, partnerships or joint ventures shall have attached thereto a power-of-attorney evidencing authority to sign the

bid.

- (e) A bid submitted by a corporation shall be signed by an authorized officer or agent of such corporation. Such corporation must be licensed to do business in the State of Wisconsin before a proposal to do the work embraced in the bid can be received.

1-4. Submission of Bid

The bid and the bid security shall be placed in an envelope or in separate envelopes which shall be sealed. On the envelope shall be plainly written the date of opening bids, name of bidder, and the type and location of the work. Such envelopes shall be addressed and delivered to the Office of the City Clerk, Washburn City Hall, Washburn, Wisconsin, before the time specified in the Official Notice.

1-5. Withdrawal of Bids

Any bid may be withdrawn by the bidder at any time prior to the scheduled time for the receipt of bids, provided the request in writing is in the hands of the City Clerk by the time set in the Official Notice for opening bids.

1-6. Quantities

The estimated quantities of the work are the result of careful calculations but are not be considered as final, and will be used as a basis for determining the lowest bidder. After the contract is awarded the quantity of work listed under any item, or all items, may be increased or decreased not to exceed 15% at the discretion of the City Administrator, without in any way invalidating the bid price. This is pursuant to Chapter 62.15 (1c), Wisconsin Statutes.

1-7. Contract Documents

Plans, Specifications and Bid Forms are on file at the City Clerk's office, City of Washburn and are open to inspection by bidders.

1-8. Rejection of Bids

The City reserves the right to reject any and all bids or to accept any bid deemed in the best interests of the City, and to waive any formalities in bidding.

1-9. Examination of Site and Contract Documents

The bidders are required to meet with the City Administrator to examine carefully the site of the work, the Bid, Plans, Specifications, General Conditions and Special Provisions, Agreement Forms, these Instructions and any other Contract Documents for the work contemplated. The submission of a bid shall be considered conclusive evidence that the bidder has made such examination and is satisfied as to all the conditions, contingencies, provisions, and requirements of the Contract

Documents.

1-10. Interpretation of Contract Documents

Should any question arise concerning the meaning of any part of the Contract Documents, the bidder may submit to the City Administrator a written request for an interpretation thereof. An interpretation so requested will be made in the form of an addendum and either mailed or delivered to all bidders who may later receive Contract Documents. Any addenda issued during the time of bidding shall be included with the Proposal and will become part of the final Contract.

1-11. Interpretation of Estimates

(a) The estimated quantities listed in the Proposal blanks, although stated with as much accuracy as is possible in advance, are only approximate and are given merely for the purpose of comparing bids. The quantities on which payment will be made to the contractor are to be determined by measurements of the work actually performed by the Contractor as specified in the Contract.

(b) Bidders must determine for themselves the scope of work that will be required by such means as they may prefer, and shall assume all risks as to variations of the quantities of the different items of work actually performed under the Contract.

(c) Bidders shall not at any time after the submission of their bid dispute or complain of the aforesaid schedule or quantities or assert that there was any misunderstanding in regard to the amount or character of the work to be done, and shall not make any claim for damages or loss of profits because of a difference between the quantities of work assumed for a comparison of bids and the quantities of work actually performed. The City reserves the right to increase or decrease quantities or omit items without limitation.

1-12. Subcontractors

The Contractor shall include in the bid a list of all intended subcontractors and equipment suppliers, and the class of equipment to be performed or furnished by each. Such list shall not be added to nor altered without the written consent of the City. The City reserves the right to approve any and all subcontractors, and no subcontractor shall be allowed to do work unless listed in the Contractor's bid or in a subsequent written statement to the City.

The Contractor shall not under any circumstances be relieved of its liabilities and obligations by virtue of the existence of a subcontract. All transactions of the City pursuant to the Contract shall be with the Contractor. Subcontractors shall be recognized only in such capacity.

1-13. Award of Contract

The Contract shall be deemed awarded when a written Notice of Award is delivered to the address of the bidder given in the bid. The bid will remain subject to acceptance for 45 days after the day of bid opening, unless the bidder agrees to a longer period.

1-14. Execution of Contract

(a) Within 10 calendar days from the date appearing upon the written Notice of Award by the City Clerk to the successful bidder, the said bidder is required to execute 4 copies of the Contract form, to which Contract an approved licensed surety corporation, as surety, shall be bound according to the provisions of the Contract documents, and have same delivered to the City Clerk at the Washburn City Hall. Such Contract when signed by the Harbor Commission President and attested by the City Clerk, and approved as to form and execution by the City Attorney; and certified as to adequate financial provisions by the City Treasurer shall be a part of the Contract documents.

(b) In case of failure to have delivered such properly executed copies of the Contract within the said 10 days, or such extension thereto as the City in its sole discretion may deem reasonable, said bidder will thereupon be considered in default to the City to the full amount of his bid deposit, it being distinctly understood and agreed by the party tendering the bid that such bid deposit represents the damages to which the City will be subjected by reason of the bidder's default in acceptance of contract or failure to either properly execute the contract forms or deliver same within the specified time of such extension.

1-15. Performance and Payment bonds

The City requires a Performance and Payment Bond at the time of executing the Agreement. The bonds will be in the amount of 100% of the contract price and shall be issued by a surety licensed to do business in Wisconsin, upon forms as approved by the City.

1-16. Starting Work Before Notification

No work shall be started under the Contract and no materials or equipment shall be brought upon the site of the work prior to the date named in the City Administrator's written Notice to Proceed with the work.

1-17. Omission and Discrepancies

Bidders shall immediately report any omissions, errors or discrepancies in the plans or specifications to the City Administrator who may issue an addendum as per Section 1-1 .

SECTION TWO
PROPOSAL TO CITY OF WASHBURN HARBOR COMMISSION
Pier 1 Electric, Water, and Decking Project

Harbor Commission Members
City Hall
Washburn, WI 54891

Harbor Commission Members:

The undersigned certifies that, having reviewed the local conditions affecting the cost of the work and the Contract Documents, including Official Notice, Instruction to Bidders, Form of Proposal, Special Provisions, Form of Contract, Specifications including General Conditions, and Addenda issued and attached to the specifications on file in the Office of the City Clerk of the City of Washburn, Wisconsin, the undersigned hereby proposes to do all work to be performed and to provide and furnish all of the labor, materials, necessary tools, expendable equipment and all utility and transportation services necessary to perform and complete in a workmanlike manner all of the work required for the Pier 1 Electric, Water, and Decking project within the City of Washburn in accordance with the specifications as prepared by the City Administrator of Washburn, Wisconsin for the unit prices stated in the schedule that appears on the next page.

BID FORM

TO: City of Washburn Harbor Commission
119 Washington Ave
Washburn, WI 54901
Hereinafter called "Owner"

Unit Bid Prices

Pier 1 Electric, Water, and Decking

Application of Materials
Pursuant to Specifications

Base Bid

1	Electric, Water, Decking Labor Cost Lump Sum	= \$ _____
2	Electric, Water, Decking Material Cost Lump Sum	= \$ _____
TOTAL COST		= \$ _____

(Written Bid Amount)

2. The undersigned understands and agrees to comply with and be bound by all the Project Documents issued for this work.

3. The undersigned acknowledges receipt of addenda numbers: _____
() BIDDER: _____
NAME: _____
ADDRESS: _____

(Corporate Seal) BY: _____
(Authorized Signature)

(Title)

Bid dated this _____ day of _____ 2019.

2-1. Rejection

The City reserves the right to reject any bid in which the above items are not properly filled out.

2-2. Quantities

The bidder understands that quantities listed in the Proposal are approximate estimates only, and that the actual amounts required may be less or more, and proposed to do the work and to furnish such actual amounts as increased or decreased in accordance with the General Conditions at the Unit Prices stated.

2-3. Acceptance

The bid will remain subject to acceptance for 45 days after the day of bid opening, unless the bidder agrees to a longer period.

2-4. Extra Work

The Bidder agrees to do any and all extra work, as defined in the General Conditions, which may be ordered and to accept as full compensation therefore such prices as are determined pursuant to the provisions of the General Conditions.

2-5. Sign Contract

The Bidder agrees to execute the Contract and furnish the Performance and Payment Bonds within ten days after the Notice of Award of the Contract.

2-6. Completion

The Bidder agrees to begin the above described work within 10 days after Notice of the Award of Contract, and to complete the same in accordance with the schedule set forth in the Special Provisions section of the Specifications.

2-7. Subcontractor Listing

The Bidder agrees to employ the following listed subcontractors for the following enumerated classes of work and not to alter or add to such list without the written consent of the City.

Subcontractor

Class of Work

1. _____

2. _____

3. _____

In witness thereof, this Proposal is executed this _____ day of _____, 2019. (Note: Attach any necessary Power of Attorney as required.)

(Company Name)

BY _____

Address _____

SECTION THREE

GENERAL CONDITIONS

3-1. DEFINITION OF TERMS - wherever any of the following listed terms appear in the contract documents, they shall be accepted as having the meaning herewith set forth opposite each.

- a. **ADDENDA** - all revisions of and supplements to the plans and specifications incorporated in or attached to and becoming an integral part of the contract document.
- b. **CONTRACT DOCUMENTS** - all the integral documents of the Contract, comprised of Official Notice, General Conditions, Specifications, Plans, Proposal, Contract, Special Provisions, Addendum, Performance Bond, Insurance Certificate and Instruction to Bidders.
- c. **CITY** - the City of Washburn, a municipal corporation of the State of Wisconsin, located in the County of Bayfield.
- d. **CITY ADMINISTRATOR** - the City Administrator of the City of Washburn acting personally or through an assistant duly authorized for such act.
- e. **BIDDER** - the person, persons, firm, company, partnership, or corporation, contracting with the Contractor to perform a substantial part or all of the contract.
- f. **CONTRACTOR** - the party designated as "Contractor" in the contract or his or its heirs, executors, administrators, successors or assigns.
- g. **SUBCONTRACTOR** - any person, persons, firm, company, partnership, or corporation, contracting with the Contractor to perform a substantial part or all of the contract.
- h. **SURETY** - the approved surety corporation licensed to do business in the State of Wisconsin, bound with and for the contractor to insure the acceptable performance of the contract and for his payment for all obligations under the contract.
- i. **PLANS** - all contract drawings, including reproductions and revisions thereof, pertaining to work covered by the contract.
- j. **SPECIAL PROVISIONS** - the special body of directions and requirements prepared to cover proposed work on a particular project not otherwise provided for in the plans and specifications.
- k. **WORK** - all material, equipment, labor and everything necessary to meet the requirements of the contract documents.
- l. **EXTRA WORK** - additional work and material ordered by the City to be performed by the Contractor in connections with the project, excluding any items of work or materials

appearing on the Proposal or Agreement accompanied by estimated quantities and until prices and excluding any items of work or material included under the prices bid for other items in the contract.

- m. **GENERAL CONDITIONS** - the body of directions, provisions and requirements prepared to cover contracts in a general way.
- n. **INSPECTOR** - the authorized representative of the City assigned to make detailed inspection of any or all portions of the work or material therefor.
- o. **PROJECT** - the work proposed by the City to be constructed in part or in whole pursuant to the Contract.
- p. **PROPOSAL** - used interchangeably with "bid" or "bid proposal"; the written offer of the Contractor to perform the work for a stated consideration.
- q. **PERFORMANCE BOND** - the approved form of security, required to be furnished by the Contractor and his Surety as guarantee of good faith and ability on the part of the Contractor to execute the work in accordance with the terms of the Contract and pay claims there under.
- r. **PLANS** - all official drawings or reproductions of drawings pertaining to the work provided for in the Contract.

3-2 LIEN LAW - all provisions of Chapter 779 Statutes of Wisconsin entitled liens, and all if any, subsequent amendments thereto, shall be binding upon the Contractor.

3-3 WORKER'S COMPENSATION INSURANCE - the Contractor shall take out and maintain during the life of the contract Worker's compensation insurance for all of the Contractor's employees employed on work under this contract, and in case any work is sublet the Contractor shall require the subcontractor similarly to provide worker's compensation for all of the latter's employees employed under the contract, unless such employees are covered by the protection afforded by the Contractor. In case any class of employees is not protected under the Worker's Compensation Statute, the Contractor shall provide, and shall cause each subcontractor to provide, adequate insurance coverage for the protection of those employees not otherwise protected.

3-4 HOURS OF LABOR - the regular workday shall be eight hours, and the work week forty hours. The contractor shall advise the City Administrator of any changes in both his schedule and the length of the work week.

3-5 NECESSARY NOTICES AND PERMITS

(a) **NOTICE TO PROCEED WITH WORK** - the City Administrator will notify the Contractor of the date to commence work covered by the Contract. Upon receipt of such notice the Contractor shall comply with all notice requirements set forth below and in specifications.

(b) NOTICE OF SUSPENSION OF WORK- the City shall have the authority to suspend the work, fully or in part, for such period of time as it may deem necessary due to conditions unfavorable for the satisfactory prosecution of the work, or to conditions which in the opinion of the City Administrator warrant such action, or for such time as may be necessary by reason of failure on the part of the Contractor. No additional compensation will be paid or extension of time made to the Contractor because of such suspension, except when it is ordered for reasons not resulting from the Contractor's fault or weather conditions. The Contractor shall not suspend work without written notice from the City Administrator.

(c) PERMITS- the Contractor shall take out, at the Contractor's own expense, all necessary permits and licenses required.

(d) WATER PERMIT- the Contractor must obtain permission from the Washburn Water Utility for the use of City water.

(e) PERMISSION FOR STREET CLOSING- When it is necessary to close any street to traffic, the Contractor must obtain approval from the City Administrator.

3-6 CONTROL OF WORK AND MATERIALS

(a) PLANS AND SPECIFICATIONS TO BE AVAILABLE- the Contractor shall keep a legible copy of the plans and specifications at the site of the work.

(b) SUPERINTENDENCE: SUPERVISION- the Contractor shall keep on the work during its progress a competent superintendent capable of reading and understanding the Plans and Specifications and any necessary assistants, all satisfactory to the City Administrator. The superintendent shall represent the Contractor in the Contractor's absence as the Contractor's agent on the work and all directions given to the superintendent shall be as binding as if given to the Contractor. The superintendent shall have full authority to execute the orders or directions of the City Administrator without delay and to supply promptly such materials, tools, plant equipment and labor as may be required. If the Contractor, in the course of the work, finds any discrepancy between the drawings or the layout as given by points and instructions, it shall be the Contractor's duty to immediately inform the City Administrator in writing, and the City Administrator shall promptly clarify or correct the same.

3-7 PERFORMANCE OF WORK- all work to be performed must be in accordance with the contract documents and subject to the supervision, approval and acceptance of the City Administrator.

3-8 MATERIALS, LABOR, EQUIPMENT, ETC.- all construction materials to be used on the work, all materials to be incorporated into the work, and all labor, equipment, plant, tools, appliances, or methods to be used on the work, shall be subject to the inspection and approval or rejection by the City Administrator. When called for in the proposal, the Contractor shall identify his intended suppliers of all materials listed on the form. Material from other suppliers will not be allowed without consent of the City Administrator.

3-9 DECISIONS OF THE CITY ADMINISTRATOR- the decisions of the City Administrator shall be considered final in all matters relating to labor, materials, equipment, plant, tools, appliances, methods, measurements, character of work performed, rate of progress of the work, and the amount earned under the contract. All questions as to the meaning of the contract documents and all questions as to the interpretations of any orders or directions which may have been issued in connection with the work will be decided by the City Administrator whose decisions shall be considered final.

3-10 ORDER OF WORK- the place of commencement, the sequence of operations and the prosecution of the work may be determined by the City Administrator as the City Administrator shall deem fit to best serve the needs and the convenience of the public for the proper and timely completion of the contract.

3-11 RIGHT TO INSPECT AND TEST MATERIALS- all materials to be used in the work are subject to the inspection, testing and approval of the City Administrator or authorized representatives, at the site of the work, or other location and before use, or before, during or after the incorporation of such materials into the work. The Contractor shall, at all times, afford the necessary facilities for the City Administrator and has representatives to examine or sample all materials and to inspect the work, plant, equipment, methods and finished work comply with the requirements of the contract documents.

3-12 INSPECTION- all work under the contract shall be inspected by the City Administrator or representatives, but the presence or absence of the City Administrator or representative, shall in no way relieve the Contractor of responsibility for all work under the contract document.

3-13 SOURCE OF SUPPLY- the City Administrator reserves the right to prohibit the use of material from any source when such material is known by the City Administrator to be inferior or questionable and from any plant when its mode of operation is known by the City Administrator to be such as to make improbable the supplying of reasonably uniform materials.

3-14 NON-COMPLIANCE WITH CONTRACT DOCUMENTS- in case the City Administrator points out to the Contractor any defective work, neglect or disregard of the plans, specifications, or other requirements of the contract documents, the Contractor must immediately remove such faulty work, discontinue such procedure and exercise proper care in complying with the plans, specifications and other requirements of the contract documents. The right of final acceptance or rejection of the work, however, will not in any way be waived by reason thereof.

3-15 INSPECTION AND REJECTION OF COMPLETE WORK- the City Administrator reserves the right by himself or his representatives to inspect any portion of the completed work, and it shall be the duty of the Contractor to take such steps as may be necessary to open such portions of the work to inspection even to the removal of certain portions of the completed work, when necessary. Should such inspection disclose defective work, the contractor must replace at his own expense, not only the defective work but all other work that was removed for the purpose of inspection. Should no defective work be disclosed as a result of such inspection, the City will

reimburse the Contractor for the necessary uncovering, removal and the satisfactory replacement of all "completed work" which may have been disturbed or removed, such reimbursement to be made on the basis of payment for "Extra Work" subject to any specific exceptions contained in the specifications. Any portion of the work of any material incorporated into the work, which may have become damaged during the progress of the work, must be removed and replaced at the expense of the Contractor prior to final inspection and acceptance of the work.

3-16 RIGHT OF ENTRY- The City Administrator reserves the right to entry to any portion of the site of the work for inspections, and also to City forces, utilities, contractors for the purpose of construction collateral work or making emergency repair. The Contractor shall not be entitled to any damages for delays or hindrances resulting from such work.

3-17 DEFAULT AND COMPLETION OF WORK-

(a) The City Administrator has the right, in case of the improper or imperfect performance of the work, to suspend the work at any time and to order the entire reconstruction of the same, or to recommend to the City that the contract be let to some other competent party. The City has the right, in case the work shall not be prosecuted with such diligence, and with such number of employees to insure its completion within the time limited by the contract documents, to suspend such work and re-let the same to some other competent party or employ employees and secure material for the completion of the same, and charge the costs thereof to the Contractor.

(b) When the Contractor or Surety, or both if locally available, are notified that the City has elected to suspend the work, the Contractor shall cease to have the right to occupancy of the work site, and the City Administrator as agent for the City, shall have the right forthwith to take possession of any materials, tools, equipment or plant delivered thereon for work under the contract.

(c) The Surety shall have the right to complete the contract, but in the event that performance has not been commenced within 10 days from the date of the notice of suspension, the City Administrator has the right to continue in the possession of and utilize, for the completion of the contract, any and all materials, tools, equipment and plant which the Contractor has had delivered upon the site of the work and to prosecute the work to completion either by force account or by contract.

(d) Expenditures made by the City Administrator in completing the work under the contract and in payment of valid claims arising under the terms of the contract, shall be deducted from monies due or which would have become due the Contractor upon completion of the contract. No claims for "Extras" arising from the City Administrator action in completing the work will be entertained. The Contractor and Surety shall be liable and shall reimburse the City for any cost, in excess of the contract amount, required to complete the work.

3-18 ASSUMPTION OF CONTROL OF WORK NOT A WAIVER- Neither an extension of time for any reason beyond that time fixed in the contract for the completion of the work, nor the performance nor acceptance of any portion of the work as called for in the contract documents, nor

any partial payment made on account of work done, nor the use of any portion of the work by the City, shall be deemed a waiver by said City of its right to assume control of the work done in the manner set forth, nor be any excuse for the Contractor or his Surety to fail to fulfill all the stipulations set forth or reasonably implied in the contract documents.

3-19 QUALITY OF MATERIALS- Unless otherwise specified, it is the intent of the specifications that new first class materials shall be used throughout the work, and that they shall be incorporated in such a manner as to produce completed construction which is workmanlike and acceptable in every detail. Only materials which conform to the requirement of the specifications shall be incorporated in the work.

3-20 INSPECTION OF MATERIALS- All material may be inspected by the City Administrator. The Contractor shall give sufficient advance notice of placing an order to permit tests to be completed before the materials are incorporated in the work, and he shall afford such facilities as the City Administrator may require for collecting and forwarding samples and making inspections. All samples shall be furnished without charge to the City. The Contractor shall not make use of or incorporate in the work materials represented by the samples until tests have been made and the materials found to be in accordance with the requirements of the specifications. Where the Contractor is specifically required to, he shall retain a certified testing laboratory to perform tests on materials at no charge to the City.

3-21 SCOPE OF WORK AND SPECIFIC INSTRUCTIONS

(a) CORRELATION AND INTENT OF THE CONTRACT DOCUMENTS- The Contract Documents are complementary and what is called for in one shall be binding as if called for in all. The intention of the documents is to include all labor and materials, equipment and transportation necessary for the proper execution of the work. Materials or work described in words which so applied have a well-known technical or trade meaning shall be held to refer to such recognized standards.

(b) In case of inconsistencies or discrepancies in the Contract Documents, interpretation shall be guided by the following rules unless a manifestly absurd or illegal result is produced; figure dimensions shall govern over scaled dimensions; Specifications and General Conditions shall govern over plans; quantities shown on Proposal shall govern over those shown on the plans; and in general provisions used on all contracts of the City. Heading and titles are for convenient identification and so do not control meaning.

(c) The intent of the Plans and Specifications is to prescribe a complete outline of work which the Contractor undertakes to do in full compliance with the Contract. The Contractor shall perform all construction as may be necessary to complete the work in an acceptable manner. He shall furnish all required materials, equipment, tools, labor and incidentals unless otherwise provided in the Contract and shall include the cost of these items in the Contract unit prices for the units of work.

3-22 CONTRACTOR'S UNDERSTANDING- It is understood and agreed that the Contractor

has by careful examination been satisfied as to the nature and location of the Work, the conformation of the ground, the character, quality and quantity of materials to be encountered, the character of equipment and facilities needed preliminary to and during the prosecution of the work, the general and local conditions, and all other matters which can in any way affect the Work under this Contract. No verbal agreement or conversation with any officer, agent, or employee of the City of Washburn, either before or after the execution of this Contract, shall affect or modify any of the items or obligations herein contained. The Contractor shall in writing apply for clarification of any question and an addendum will be issued.

3-23 CLEANING OF WORK SITE-

(a) The Contractor shall at all times keep the site of the work, including streets, alleys, and all private or public property involved in or adjacent to the work free from any rubbish, surplus or waste materials that have been deposited by his employees or which have accumulated as a result of the work.

(b) The Contractor must remove all surplus materials, tools, equipment or plant, leaving the site of the work and all portions of the finished work clean, unobstructed and ready for use before the work will be considered completed, unless the detail specifications provide otherwise. The City Administrator may have removed from the site of the work all rubbish, surplus or waste materials which the Contractor has neglected or refused to remove and deduct the costs of such removal from any monies due the Contractor.

3-24 OMISSIONS, DISCREPANCIES AND CORRECTIONS- It is the intent of the Contract documents that all performance under the Contracts be in accordance with the best practice. The Contractor shall carefully check the plans both before commencing and throughout the work. He shall immediately call the City Administrator's attention to any errors, omissions or discrepancies that he may discover in the plans before proceeding with the work affected. The City Administrator reserves the right to make such corrections as he may deem necessary for the fulfillment of the true intent of the contract documents.

3-25 WORK TO BE DONE AT CONTRACTOR'S RISK- All work to be done under the contract documents from the commencement until the final acceptance of such work shall be done entirely at the Contractor's risk. No partial payment for, or partial acceptance of any part of the work shall absolve the contractor from such risk.

3-26 GUARANTEE- The Contractor shall be liable for the acceptable condition of all work under the contract. Contractor warrants that all work will be done in accordance with the Contract Documents and will not be defective.

3-27 CONSIGNMENT AND DELIVERY OF MATERIALS- The materials for the work shall be consigned to the Contractor, and he shall be responsible for the delivery of all materials required for the completion of the contract.

3-28 PAYMENT

(a) **REVISION OF PLANS-** In case the City Administrator deems it advisable or necessary in the execution of the work to make any alteration which will increase or diminish the quantity of labor or material or the expense of the work, such alteration shall not annul or vitiate the contract nor release the Surety. Quantities of required construction may be increased not to exceed 15% of the original contract price. (Wisconsin Statutes 62.15(1)(c).) The Contractor shall furnish the necessary labor and materials, originally specified or as extended by the City Administrator. The difference in cost of the work so altered shall be added to or deducted from the amount otherwise due the Contractor, as the case may be, and shall be determined in accordance with methods described later in this section.

(b) **AUTHORITY FOR ALTERED WORK-** No alteration in the work under the contract shall be made without a written order from the City Administrator. No verbal suggestion or order of any employee of the City or of any other person shall be construed as authorizing any claims on the part of the Contractor for extra compensation for labor, materials or other items pertaining to such work, or for damages or for any other expense because of the Contractor's compliance therewith.

Verbal orders and suggestions as to the performance of the work may be given from time to time by representatives of the City Administrator, but when, in the opinion of the Contractor, such orders or suggestions involve extra work for which he should receive added compensation, he must request a written order from the City Administrator authorizing such work. In the event of any disagreement as to the amount of work involved under any authorized order for extra work, it is hereby agreed by all parties hereto, that the decision of the City Administrator shall be binding and conclusive.

(c) **MEASUREMENT OF QUANTITIES-** All work acceptable completed under the Contract shall be measured by United States standard measures in accordance with well recognized engineering practices and quantities of work performed shall be computed from such measurement.

(d) **SCOPE OF PAYMENTS-** The Contractor shall receive and accept the compensation as herein provided, in full payment for:

1. Furnishing all materials, labor, tools, transportation, and equipment necessary to the completed work.
2. Performing all work contemplated and embraced under the Contract.
3. Losses or damages arising from the nature of the work, or from action of the elements, or from any unforeseen difficulties or obstructions which may arise or be encountered during the prosecution of the work until its final acceptance by the City Administrator.
4. All risks of every description connected with the prosecution of the work.
5. All expenses incurred in the consequence of the suspension or discontinuance of the work as herein specified.
6. Completing the work according to the Plans and Specifications.

The payment of any partial progress payment, prior to final acceptance of the work by the City of

Washburn Harbor Commission shall in no way constitute an acknowledgement of the acceptance of the work, nor in any way prejudice or affect the obligation of the Contractor, at his expense, to repair, correct or renew or replace any defects or imperfections in the construction or in the strength or quality of the materials used in or about the construction of the work and its appurtenances, nor any damage due or attributable to any such defects, imperfections or damage and the Contractor shall be liable to the City for failure to correct the same as provided herein.

(d) **PAYMENT WITHHELD-** The City may withhold or, on account of subsequently discovered evidence, nullify the whole or a part of any payment to such extent as may be necessary to protect the City from loss on account of:

1. Defective work not remedied.
2. Failure of the Contractor to make payments properly to subcontractors or for material or labor.

When the above grounds are removed, payment shall be made for the amount withheld because of them and not used to remedy the same. The Contractor will be required to furnish notarized waivers of lien when making final request for payment certifying that all indebtedness under this Contract has been paid.

(e) **ACCEPTANCE AND FINAL PAYMENT-** Whenever in the opinion of the City Administrator, the Contractor shall have completed the Work in an acceptable manner and in accordance with the terms of the Contract Documents, the City Administrator shall make a final inspection of the work and upon completion of it shall, as soon as the necessary measurements and computations can be made, determine whether all parts of the work have been completed satisfactorily. Upon completion of the City Administrator's determination, if the Contractor shall have furnished the City with a notarized waiver of lien certifying that all indebtedness under this contract has been paid, the City shall then accept such Work and order the final payment to be made therefor.

The making and acceptance of the final payment shall constitute a waiver and release of the City by the Contractor of an from any and all claims arising under the Contract, but shall in no event relieve the Contractor of liability and responsibility to the City for unsettled claims of subcontractors, under all indemnity provisions of the Contract Documents and guarantee provisions, if any, or for faulty materials or workmanship.

3-29 CHANGES IN WORK

(a) **DUTY OF CONTRACTOR-** Such change or extra work orders shall not in any way annul or vitiate the Contract, nor release the Surety thereon, nor operate as a waiver of any of the provisions of the Contract, nor invalidate any portion thereof; and the Contractor shall furnish the necessary labor and materials to completely perform the Contract as changed and all extra work ordered as if originally so called for in the Contract Documents.

(b) **PAYMENT IN THE EVENT OF CHANGES-** When change or extra work orders

are made, adjustments, if any, in the amount to be paid to the Contractor by reason thereof, shall be determined as follows:

Where changes increase or decrease the quantities of work, labor and material or construction for which unit or separate lump sum prices have been bid, including the entire deduction or cancellation of one or more unit price items, or of one or more separately priced items, payment shall be made and accepted by the Contractor for the actual quantities or item of work, labor, materials or construction done or furnished at the unit or item prices stated in the Agreement and no allowance shall be made for any supposed damage, delays, increased expense, loss of expected reimbursement or loss of anticipated profits suffered or claimed by the Contractor resulting either directly from such changes or indirectly from the unbalanced allocation of overhead expense among the contract items on the part of the Contractor and subsequent loss of expected reimbursement therefore, or from any other cause.

3-30 USE OF COMPLETED PORTIONS- The City shall have the right to take possession of and use any completed portions of the Work notwithstanding the fact that the time for completing the entire work or such partially completed portions of the Work may not have expired, but such taking of possession and use shall not be deemed an acceptance of the Work.

3-31 CONTRACTOR'S RESPONSIBILITY-

(a) The Work shall be under the charge and care of the Contractor until acceptance by the Administrator.

(b) The Contractor shall be responsible for his Work, and every part thereof and for all materials, tools, appliances and property of every description used in connection therewith. He shall specifically and distinctly assume and does so assume all risks of damage or injury to property or persons used or employed on or in connection with the Work, and of all damage or injury to any persons or property wherever located resulting from any section of operation under the Contract or in connection with the Work, and undertakes and promises to protect and defend the City against all claims on account of any such damage or injury.

(c) The Contractor assumes all risks, hazards and conditions in connection with the performance of the Contract, and even if the performance of the Contract involves a greater expenditure of money than the Contractor expected at the time of bidding, no allowance will be made on account thereof, and the Contractor shall continue with and complete the work.

3-32 SAFEGUARDING THE WORK AND THE WORK SITE- Whenever in the judgment of the City Administrator the work site is not sufficiently safeguarded, the City Administrator may order additional protection, or in the event that there is not sufficient time for the Contractor to provide such safeguards, the City Administrator may have the work and work site safeguarded.

3-33 PROPERTY SAFEGUARDS-

(a) The Contractor shall safeguard from and be solely responsible for all damage

resulting from his Work operations to manholes, hydrants, valve and stop boxes, light poles, traffic and street signs, mailboxes or any other privately or publicly owned existing installation or structure. Street signs, stop signs or other traffic control signs that are in the way of construction shall be delivered by the Contractor to the Washburn Marina or shall be safeguarded until reset by the Contractor in positions designated by the City Administrator. Any damage caused by the Contractor in removing, storing, transporting or setting the above signs will be charged to the Contractor and deducted from payments due him.

(b) The Contractor shall also safeguard from and be solely responsible for damage to pavements, sidewalks, curbs, gutters, trees, shrubbery or lawns, except in such cases where the removal without replacement has been authorized in the contract documents or by the City Administrator. The Contractor shall contact the owner of any private property and secure his permission to trespass, before operating or storing any equipment or materials on private property. The cost of all safeguarding shall be included in the price bid for work under the contract.

3-34 MAINTENANCE OF PUBLIC AND PRIVATE UNDERGROUND STRUCTURES AND APPURTENANCES- Free access must always be maintained to fire hydrants, water valves, catch basins, and sewer, water, utility and other manholes. Whenever free access to any such structure shall have been obstructed or interfered with during the progress of the work, the Contractor must immediately remove at his own expense such obstruction or interference.

3-35 ENVIRONMENTAL PROTECTION- The Contractor agrees to conduct all work in compliance with all the requirements of Section 114 of the Clean Air Act, i, 42,USC 1857c-9 and Section 308 of the Federal Water Pollution Control Act.33 USC 1318, and all applicable regulations issued under said Acts.

3-36 SUBCONTRACTORS- the Contractor shall be fully responsible for the acts and omissions of any subcontractors, of anyone employed directly or indirectly by either himself or any subcontractor, and this contract obligation shall be in addition to the Contractor's legal liability.

3-37 LAWS AND REGULATIONS- the Contractor, his agents and employees, shall abide by all laws, ordinances and regulations affecting labor, materials, or the conduct of the work, and all orders or bodies having authority over the same. Upon discovery, the Contractor shall report in writing to the City Administrator any apparent conflict between the contract documents and any such law, ordinance, regulation or order. He shall protect and save harmless the City, its officers and representatives against any claim or liability arising from the violation of any such law, ordinance, regulations, or order.

3-38 FINAL PAYMENT TO TERMINATE LIABILITY OF CITY- The acceptance by the Contractor of the "Final Payment" provided for in the contract shall operate as, and shall be a release to the City and its representatives from all claims by the Contractor for anything done or furnished for or relating to the work, or for any action or any neglect of the City or City officer.

3-39 THE CITY'S RIGHT TO TERMINATE THE CONTRACT-

(a) If the Contractor shall be adjudged bankrupt, or if it should make a general assignment for the benefit of his creditors, or if a receiver should be appointed on account of its insolvency, or if it should refuse or should fail, except in cases for which extension of time is provided, to supply enough properly skilled workmen or property materials, or if it should fail to make prompt payment to subcontractors or for material or labor, or disregard statutes, ordinances, regulations, orders, or the instructions of the City Administrator, or otherwise fail to perform any provision of the contract, then the City may without prejudice to any other right or remedy and after giving the Contractor and the Surety ten days written notice, terminate the employment of the Contractor and take possession of the premises and of all materials, tools, equipment and plant thereof and finish the work by whatever method the City may deem expedient.

(b) The Surety shall have the right to complete the Contract, but in event that performance has not commenced within ten (10) days from the date of the notice of suspension, then the City has the right to continue in possession of and utilize for the completion of the Contract, any and all materials, tools, equipment and plant which the Contractor had delivered upon the site of the work and to prosecute the Work to completion as the City may deem expedient.

In case the City completes the Work, the Contractor shall not be entitled to receive any further payment until the Work is finished. If the unpaid balance of the Contract prices shall exceed the expense of finishing the Work, including compensation for additional managerial and administrative services, such excess shall be paid to the Contractor. If such expense shall exceed such unpaid balance, the Contractor shall pay the differences to the City.

3-40 CONTRACTOR'S RIGHT TO STOP WORK OR TERMINATE THE CONTRACT- If the Work should be stopped under an order of any court, or any other public authority, for a period of 90 days through no act or fault of the Contractor or of anyone employed by the Contractor, or if the City shall fail without cause for 70 days to make any progress payment, then the Contractor may, upon seven days written notice to the City Administrator, terminate this Contract and recover from the City payment for all Work executed.

3-41 CONTRACT SECURITY- The contractor who is awarded the contract shall furnish performance and payment surety bonds with a company licensed to do business in the State of Wisconsin and approved by the City, each in an amount at least equal to 100 percent for the contract price as security for the faithful performance of this contract, and as security for the payment of all persons performing labor and furnishing materials in connection with this contract, and for the satisfactory repair or replacement of any portion of the work becoming defective during the guarantee period.

3-42 CONTRACTOR'S INSURANCE- The Contractor shall not commence work under this contract until all insurance required under this paragraph and the insurance coverage schedule has been obtained in the amounts prescribed by the schedule and such insurance has been approved by the City, nor shall the Contractor allow any subcontractor to commence work on a subcontract until all similar insurance required of the subcontractor has been so obtained and approved.

(a) Worker's Compensation Insurance- The Contractor shall take out and maintain

during the life of this contract Worker's Compensation insurance for all employees employed at the site of the project and in case work is sublet the Contractor shall require the subcontractor similarly to provide Workmen's Compensation Insurance for all of the latter's employees unless such employees are covered by the protection afforded by the Contractor. In case any class of employees are engaged in hazardous work under this contract at the site of the project is not protected under the Worker's Compensation statute the Contractor shall provide and shall cause each subcontractor to provide adequate insurance for the protection of his employees not otherwise protected.

(b) **Personal Injury and Property Damage Liability Insurance-** The Contractor shall take out and maintain during the life of this contract such Personal Injury and Property Damage Liability insurance as will provide protection for claims for damages for personal injury, including accidental death, as well as from claims for property damages, which may arise from the work under this contract (including automobile liability), whether such claim be based on an act or omission by the contractor for by any subcontractor or by anyone directly or indirectly employed by either of them and the amount of such insurance shall be as set forth in the Special Provisions.

(c) **Property Insurance.** The Contractor shall purchase and maintain property insurance upon the work at the site at the full replacement value therefor, insuring against all risks, including but not limited to losses from fire, lightning, theft, vandalism, earthquake, collapse, and water damage (other than flood), which shall include coverage for all expenses incurred in the repair and replacement of any insured property (including but limited to architect's and engineer's fees and costs, and testing).

(d) **Auto Insurance:** The Contractor shall purchase and maintain auto insurance upon all vehicles used in the course of project.

(e) The Contractor shall require subcontractors, if any, not protected under the Contractor's insurance policies to take out and maintain insurance as above stated.

(f) All insurance shall:

1. Include the City as additional insured.
2. Contain a provision that the insurance shall not be cancelled without at least 30 days written notice to the City, which provision shall be specifically indicated in the certificates of insurance required under subsection (f).
3. Include liability insurance covering the Contractor's indemnity obligation as set forth in section 3-44.
4. Remain in effect until final payment, and at all times when Contractor may be performing any work subsequent to final payment.

(g) The Contractor shall file Certificates of Insurance with the City Clerk's Office indicating that the Contractor has the required insurance coverages. The Certificates of Insurance

shall be incorporated into this Contract Document.

3-44. INDEMNIFICATION. Contractor covenants at all time to indemnify and save the City harmless from any and all loss, liability, cost or damages that may occur with respect to any person or property resulting from any negligent act or omission by or through the Contractor, its agents, employees, invitees, or subcontractors, and any and all loss, cost, liability or expense resulting therefrom.

3-45. BID BOND- No bid shall be received unless accompanied by a certified check or bid bond equal to 10 percent of the bid, payable to the City as guarantee that if the bid is accepted the bidder will execute and file the proper contract and bond within 10 days from the date the lowest responsible bidder's bid is accepted.

SECTION FOUR
SPECIAL PROVISIONS - PROJECT SPECIFICATIONS
PEIR 1 ELECTRICAL, WATER, and DECKING PROJECT

4-1. General:

It is the intent of these specifications to define requirements for materials and construction practices for this Pier 1 Electrical, Water, and Decking Project.

4-2. Existing Materials and Similar Materials Removal & Disposal:

The Contractor shall be responsible for the removal and disposal of the designated existing materials on this project except for scrap metal and wiring. Scrap metal and wire will be kept in a designated area for the City to recycle.

4-3. Electrical and Water Systems:

Installation of electrical and water systems shall comply with all applicable state and federal codes.

4-4. Equipment: The Contractor shall supply all equipment necessary for producing, handling, transporting, and installing the material. The weight, type, capacity, and method of operation shall be such that no damage will result to the existing roads.

4-5. Scope of Payment: The Contractor shall accept the compensation, as herein provided, as full payment for furnishing all materials, labor, tools, and equipment necessary for performing all work required; also for loss or damage arising from the nature of the work or from the action of the elements, or from any unforeseen difficulties which may arise during the prosecution of the work until the final acceptance; and for all insurance costs, expenses and risks of every description connected with the prosecution of the work. No monies otherwise payable under the contract shall become due and payable if the Engineer so elects until the Contractor shall satisfy the Engineer that he has fully settled or paid for all material used in or upon the work and labor done in connection therewith.

4-6. Contract Completion: All work shall be completed by March 15, 2020. Liquidated damages of \$100 per calendar day will be deducted from the contractor's final estimate if work is not completed prior to expiration of the time limit specified above or of all extensions granted by the City.

4-7. Insurance: The Contractor shall not commence work under this contract until all insurance required under this section and attachments has been obtained and such insurance has been

approved by the City. Likewise, the Contractor shall not allow any subcontractor to commence work on his subcontract until all similar insurance required of the subcontractor has been obtained and approved. The following insurance shall be required.

4-8 Insurance Schedule – Minimum Limits of Liability:

- a. Worker's Compensation: Statutory coverage.
- b. Personal Injury and Property Damage Liability Insurance: \$1,000,000.00. occurrence/aggregate.
- c. Property insurance. Replacement value.
- d. Auto Insurance: \$1,000,000 combined single limit.

4-9. Attachments:

Attachment A: Decking, electrical, and water specifications

Attachment B: Washburn Marina Pier Layout

Attachment C: Washburn Marina Pier 1 Structural Design (Floatation Pier B and C)

Attachment A

City of Washburn Harbor Commission

1 Marina Drive
Washburn, WI 54891

Washburn Marina Pier 1 Electrical, Water and Decking Project
Scope of Project:

Decking:

1. Remove mooring fixtures, safety ladders and fire extinguisher cabinets. Save fire extinguisher cabinets for re-installation.
2. Remove and, after new decking is placed, re-install "International Dock Products" utility pedestals in the same position each was removed from.
3. Remove existing wood decking, wood skirting and potable water service. Disposal of removed material and debris shall be the responsibility of the Contractor.
4. Any existing structural support damage or decay identified during the project must be repaired at the time of installation of new decking material. The cost of such additional repair shall be at the cost approved by the Washburn Harbor Commission or it's designated representative.
5. All drilling and cutting of steel shall be painted with zinc dust content paint. All new welds shall be cleaned and coated with cold galvanizing compound.
6. Provide and install approximately 3582 lineal feet of 2"x4" of "Number 1 Pressure Treated Wood" as "Furring Strips" on the top side surface of the existing "MEECO" manufactured structural support. "Furring Strips" shall be through bolted to structural support using galvanized fasteners and be counterbored.
7. Provide and install approximately 7024 square feet of 2" X 6" "Number 1 Pressure Treated Wood" with radius edges installed with pitch pockets and cupped side down with galvanized screws (not nails) on the Pier 1 main dock, fingers and ramp. Screws shall be uniformly placed so

that the heads do not protrude from the surface without splintering.

8. Provide and install approximately 2680 lineal feet of 2" X 6" "Number 1 Pressure Treated Wood" side skirting on Main Pier and all Fingers (all perimeter) with counterbored galvanized fasteners.
9. Provide and install approximately 2680 lineal feet of UV stabilized black rub strips and molded corner guards on top edges of Main Pier and all Fingers (all dock perimeter). Rub strips shall be non-marring, minimum of 2 inches across consisting of extruded vinyl or PVC tear resistant and flexible to 10 degrees Fahrenheit.
10. Install four (4) 10" mooring fixtures provided by the Washburn Harbor Commission for each boat slip using galvanized fasteners through bolted to the "MEECO" metal frame.
11. Install two (2) (Almetek Industries #DS-4x5:5x4x125 Ply BK/WHT 304 CH2 HL) "Slip Numbers" provided by the Washburn Harbor Commission using galvanized fasteners. One is to be placed on the skirting at the end of each slip so as to be visible to an approaching vessel and one is to be placed on the Main Pier just to the side of the Slip Finger.
12. Install ten (10) (Scandia Marine "Up N Out Ladder #SL1628) provided by the Washburn Harbor Commission at the end of the following "Slip Fingers": 5/7, 6/8, 13/15, 14/16, 21/23, 22/24, 29/31, 30/32, 37/39 and 38/40.
13. Re-install fire extinguisher cabinets on steel posts so that the bottom of the cabinet is no less than 3 feet from the decking and no more than 5 feet above the decking.

Potable Water Service:

1. Install 1" CANPEX UV PLUS (with sleeving) or high density polyethylene pipe or PEX (in UV rated conduit) water supply lines from the head of Pier 1 the length of Pier 1 and connect to facets on twenty-one (21) "International Dock Products" utility pedestals.
2. Provide and install flexible coupling and valve to municipal water supply exiting the bin wall at the head of Pier 1.

Electrical Service:

1. Remove and re-install "International Dock Products" utility pedestals as necessary to permit re-decking of Pier 1. (See "Decking Number 2" above.)
2. Remove "Sealtite" conduit from bin wall to dock panel located at the shoreside end of Pier 1. Provide and install chaff and UV protected flexible power supply cable that will accommodate changes in water level to floating Pier 1. Installation shall meet all current electrical codes.

END

Attachment B

Attachment C

Inspected by: M. SHRIPER
 Date: 8-28-19

WASHBURN MARINA INSPECTION CHECKLIST

DOCKS AND BREAK WALLS (Southwest) - Green light to Harbor View Events Ctr

	NA	Damaged	Poor	Fair	Average	Good	Excellent	Status Comments
Plumbing	✓							
Piping	✓							
Fixtures	✓							
Electrical Lines						✓		
Cleats/Bollards					✓			
Steel Facing					✓			
Wood Facing					✓			
Cribbing	✓							
Rock Ballast	✓							
Concrete Surface						✓		
Sidewalk Surface						✓		
Gravel Surface	✓							
Navigational Lights						✓		

DOCKS AND BREAK WALLS (Southeast)-Coal dock to red light

	NA	Damaged	Poor	Fair	Average	Good	Excellent	Comments
Plumbing						✓		
Piping					✓			unknown but functional
Fixtures							✓	NEW IN 2018
Electrical Lines					✓			UNKNOWN - FUNCTIONAL
Cleats/Bollards					✓			SOME CLEATS NEED TO BE RESECURED.
Steel Facing						✓		
Wood Facing					✓			SOME HAVE BEEN TORN OFF BY ICE
Cribbing	✓							
Rock Ballast	✓							
Concrete Surface					✓			
Sidewalk Surface					✓			WATER DOESN'T DRAIN PROPERLY AT BULKHEAD SLIPS
Gravel Surface						✓		
Navigational Lights						✓		
Harbor Entr. Depth				✓				NEEDS MAINTENANCE DREDGING
Hrbr Apprch Depth				✓				" " "
Fenders		✓						SEE BELOW
Ladders						✓		1 OF 7 IS BENT - HIT BY A BOAT

FENDERS: 13 ARE SOUND & IN PLACE
 2 ARE LOOSE & IN PLACE
 14 FELL OFF AND HAVE STUDS MISSING
 " " " " " " " " " " " "

Inspected by: M. SARDER
 Date: 8-28-19

WASHBURN MARINA INSPECTION CHECKLIST

PIERS AND SLIPS

Fuel Dock/Launch Well

	NA	Damaged	Poor	Fair	Average	Good	Excellent	Comments
Plumbing & Fixtures						✓		
Back Flow Fixtures						✓		
Cement Surface		✓	✓					NEEDS MULTIPLE REPAIRS - SCHEDULED FOR 9/9/19
Gravel Surface						✓		
Lights						✓		
Steel Frame/Edging					✓			NEEDS REPAIR - SE SIDE BENT
Cleats						✓		
Signs					✓			
Pump Out Equip						✓		
Fenders/Rollers		✓				✓		ROLLERS KEEP GETTING BROKE OFF BY BOATERS.

Fuel Tanks and Pumps

	NA	Damaged	Poor	Fair	Average	Good	Excellent	Comments
Fuel Storage Tanks						✓		
Fuel Piping						✓		
Lighting at Pump						✓		
Fuel Pump/Dispens						✓		NEW IN 2015
Emergency Shut Off						✓		
Pollution Control						✓		
Electrical Service						✓		
Fuel Logs/Reports						✓		
Leak Detection						✓		
Transition Wells				✓				KEEPS FLOODING DUE TO HIGH H ₂ O

Bulkhead & Boardwalk

	NA	Damaged	Poor	Fair	Average	Good	Excellent	Comments
Decking Condition					✓			
Gazebo Condition						✓		
Electrical Service						✓		
Lighting						✓		
Picnic Areas					✓			WILL NEED NEW GRILLS & PICNIC TABLES SOON
Dock Carts/Racks						✓		7 QTY

Inspected by: M. SHRIDER
 Date: 8-28-19

WASHBURN MARINA INSPECTION CHECKLIST

Pier 1

	NA	Damaged	Poor	Fair	Average	Good	Excellent	Comments
Pedistals						✓		NEW - 2010
Electrical Svc/Lights						✓		" "
Plumbing						✓		" "
Back Flow Fixtures						✓		
Decking			✓	✓				TO BE REPLACED 2019-20
Steel Framework					✓			ORIGINAL
Floats						✓		APPEARS TO HAVE BEEN REFLOATED 8-4 200.
Cleats					✓			
Ramp/Approach				✓				CROOKED & MAY NEED EXTENSION
Anchor Poles					✓			
Signs/Dock #s						✓		
Safety Equipment						✓		
Ladders						✓		NEED MORE WHEN RE DECKING
Other		✓						ELEC CONDUIT @ RAMP
Basin Area Depth								

Pier 2

	NA	Damaged	Poor	Fair	Average	Good	Excellent	Comments
Pedistals						✓		NEW - 2012
Electrical Svc/Lights						✓		" "
Plumbing						✓		" "
Back Flow Fixtures						✓		
Decking						✓		NEW 2012
Steel Framework					✓			ORIGINAL
Floats					✓			REFLOATED ~ 10 IN 2019
Cleats						✓		
Ramp/Approach					✓			
Anchor Poles					✓			
Signs/Dock #s						✓		
Safety Equipment						✓		
Ladders						✓		
Other		✓						ELEC CONDUIT @ RAMP IN H2O
Basin Area Depth					✓			

Inspected by: M. SHRIJES
 Date: 8/28/19

WASHBURN MARINA INSPECTION CHECKLIST

Pier 3

	NA	Damaged	Poor	Fair	Average	Good	Excellent	Comments
Pedistals							✓	NEW 2019
Electrical Svc/Lights							✓	" "
Plumbing							✓	" "
Back Flow Fixtures							✓	
Decking							✓	NEW 2019
Steel Framework					✓			ORIGINAL
Floats					✓			REFLOATED N 20 IN 2019
Cleats							✓	
Ramp/Approach						✓		
Anchor Poles					✓			
Signs/Dock #s							✓	
Safety Equipment							✓	
Ladders							✓	
Other		✓						ELEC. CONDUIT @ RAMP IN H2O
Basin Area Depth					✓			

Pier 4

	NA	Damaged	Poor	Fair	Average	Good	Excellent	Comments
Pedistals							✓	NEW 2017
Electrical Svc/Lights							✓	↓
Plumbing							✓	
Back Flow Fixtures							✓	
Decking							✓	
Steel Framework							✓	
Floats							✓	
Cleats							✓	
Ramp/Approach							✓	
Anchor Poles				✓				NOT SECURE ON BOTTOM
Signs/Dock #s							✓	
Safety Equipment							✓	
Ladders							✓	
Other								
Basin Area Depth					✓			

Inspected by: M. SHRIDER
 Date: 8/28/19

WASHBURN MARINA INSPECTION CHECKLIST

Launch Ramp

	NA	Damaged	Poor	Fair	Average	Good	Excellent	Comments
Concrete						✓		
Blacktop		X					✓	NEW 2017 - 1 AREA NEEDS REPAIR
Signs							✓	
Collection Box					✓			
Lighting					✓			
Basin Area Depth					✓			

SITE (ROADS & GROUNDS)

	NA	Damaged	Poor	Fair	Average	Good	Excellent	Comments
Blacktop Pkg Area			✓	✓				SIGNIFICANT DECAY
Gravel Parking Area:								
NW Area-Storage Bldgs						✓		
NE Area-Behind Svc Bay					✓			SINK HOLE NEAR COAL DOCK
SE Area-Along Bldg						✓		
Adjacent to Blacktop						✓		
Parking Lot Drainage						✓		
Blacktop Driving Surfaces					✓			
Lighting in Parking Areas				✓				SEVERAL ARE NON-FUNCTIONAL
Elec Svc Panel-NE Area						✓		
Elec Svc to Outlets		✓						
Water Service		✓						
Landscaping						✓		
Trees/Shrubs						✓		
General Housekeeping					✓			

MARINA BUILDING - STRUCTURE

	NA	Damaged	Poor	Fair	Average	Good	Excellent	Comments
Foundations/Footings				✓				SOME RUST
Steel Trusses/Girders					✓			
Exterior Siding								
Repair Area					✓			
Office Area					✓			
Bathrooms					✓			

Inspected by: M. SHRODER
 Date: 8/28/19

WASHBURN MARINA INSPECTION CHECKLIST

Roof Panels

Repair Area					✓			
Office Area					✓			
Bathrooms					✓			

Insulation

Roof			✓					NOT MUCH THERE
Walls			✓					
	NA	Damaged	Poor	Fair	Average	Good	Excellent	Comments

Entrance Doors

Paint				✓				
Knobs					✓			
Locks/Strikes					✓			
Closers					✓			
Frames/Wthr Strip			✓					

Overhead Door - Large

Frame					✓			
Track					✓			
Panels			✓					BENT - NEEDS PAINT
Opener/Switches					✓			
	NA	Damaged	Poor	Fair	Average	Good	Excellent	Comments

Overhead Door - Small

Frame					✓			
Track					✓			
Panels			✓					BENT - NEED PAINT
Opener/Switches					✓			

Thermal Pane Windows-1st Fl

Windows				✓				
Frames			✓					NW WINDOW IN STORE LEAKS
Weather Stripping				✓				
Storm Window			✓					

Thermal Pane Windows-2nd Fl

Windows					✓			
Frames					✓			
Weather Stripping					✓			
Storm Window					✓			

Inspected by: M. SHARPER
 Date: 8-28-79

WASHBURN MARINA INSPECTION CHECKLIST

Deck

	NA	Damaged	Poor	Fair	Average	Good	Excellent	Comments
Stairs-Exterior					✓			
Railing					✓			COULD USE A LOWER RAIL FOR KIDS.
Decking					✓			NOT INSTALLED CORRECTLY
Super Structure					✓			
Furniture					✓			

Floor Coatings

Concrete					✓			
Tile					✓			
Carpet					✓			

NA Damaged Poor Fair Average Good Excellent Comments

Heating System-Radiant

Overhead Pipes					✓			
Reflectors					✓			
Hanger Frames					✓			
Gas Valves					✓			
Vents					✓			
Burners					✓			
Blowers					✓			
Controls					✓			
Thermostats					✓			

Forced Air System - A/C

Controls						✓		
Fresh Air Intake						✓		
A/C Unit						✓		
Exhaust Blower						✓		
Vents					✓			

Hot Water Boiler

In Ground Piping	✓							BY-PASSED
Basebd Radiators				✓				
Gas Valves						✓		
Intake Vents						✓		
Circulatn Pumps						✓		
Controls						✓		
Hot H2O Heater						✓		

Inspected by: M. SHRDER
 Date: 8-28-19

WASHBURN MARINA INSPECTION CHECKLIST

Water Main

	NA	Damaged	Poor	Fair	Average	Good	Excellent	Comments
Meters						✓		
Valves						✓		
Locks						✓		
Checkvalve						✓		
Backflow Preventor						✓		

Restroom - Inside Hall

Toilets						✓		
Lighting/Fans						✓		
Electrical						✓		
Sinks/Base Cabinet					✓			
Faucets						✓		
Walls/Paint					✓			
Floor					✓			

Shower Facilities-Women's

Lighting/Fans					✓			
Electrical					✓			
Toilets						✓		
Sinks/Base Cabinet					✓			
Faucets					✓			
Walls/Paint					✓			
Floor					✓			
Shower Stall/Doors					✓			
Shower Faucet					✓			
Shower Drain					✓			
Hooks/Benches					✓			

Inspected by: MI SHRIDER
 Date: 8-28-19

WASHBURN MARINA INSPECTION CHECKLIST

	NA	Damaged	Poor	Fair	Average	Good	Excellent	Comments
Shower Facilities-Men's								
Lighting/Fans					✓			
Electrical					✓			
Toilets						✓		
Sinks/Base Cabinet					✓			
Faucets					✓			
Walls/Paint					✓			
Floor					✓			
Shower Stall/Doors					✓			
Shower Faucet					✓			
Shower Drain					✓			
Hooks/Benches					✓			

	NA	Damaged	Poor	Fair	Average	Good	Excellent	Comments
Tool Room								
Floors					✓			
Walls					✓			
Lighting						✓		
Electrical					✓			
Benches					✓			
Storage Areas					✓			
Marina Owned Tools					✓			

	NA	Damaged	Poor	Fair	Average	Good	Excellent	Comments
Service Bay								
Floors					✓			
Walls				✓				
Lighting					✓			REPLACING W/ LED FIXTURES.
Electrical					✓			
Benches					✓			
Storage Areas					✓			
Marina Owned Tools					✓			

Sewage Lift Pump								
Macerator						✓		
Lift Pump						✓		
Controls						✓		
Alarm System				✓				ADDING AUDIO ALARM

WASHBURN MARINA INSPECTION CHECKLIST

Inspected by: _____

Date: _____

Public Restrooms - NEW - Men & Women

Building condition							✓	
Toilets/Urinals							✓	
Lighting/Fans						✓		WOMEN'S MOTION SENSOR FAILED
Electrical							✓	
Sinks & faucets							✓	
Doors						✓		
Walls/Paint							✓	
Floor							✓	

Public Restrooms - Old - STORAGE

Building condition					✓			
Dump Station					✓			
Other								

ELECTRICAL

	NA	Damaged	Poor	Fair	Average	Good	Excellent	Comments
Service Panels						✓		
Service Bay					✓			
Ship Store					✓			
Administration					✓			
Ext Ltg on Bldg				✓				

HEAVY EQUIPMENT

	NA	Damaged	Poor	Fair	Average	Good	Excellent	Comments
Travelift - 150 Ton								
Wheels/Tires		X			✓			NEEDS WELD REPAIR - SCHEDULED 9/9/19
Brakes					✓			
Frame				✓				NEED TO ✓ FOR CRACKS - REPAINT
Hydraulics					✓			
Engine					✓			
Cables					✓			
Controls					✓			
Steering					✓			
Sheaves/Lift Mech					✓			
Straps					✓			

WASHBURN MARINA INSPECTION CHECKLIST

Inspected by: _____
 Date: _____

Loader - John Deere 544a

	NA	Damaged	Poor	Fair	Average	Good	Excellent	Comments
Wheels/Tires					✓			
Brakes					✓			
Frame					✓			NEEDS REPAINT
Hydraulics					✓			
Engine					✓			
Controls					✓			
Steering					✓			
Accessories					✓			

Crane - Pettibone

	NA	Damaged	Poor	Fair	Average	Good	Excellent	Comments
Wheel/Tires				✓				
Brakes					✓			
Frame					✓			
Hydraulics			✓					BLOWS LINES/FITTINGS FREQUENTLY
Engine					✓			
Controls					✓			
Boom/Hoist/Cables					✓			
Steering				✓				
Accessories					✓			

Genie Lift

	NA	Damaged	Poor	Fair	Average	Good	Excellent	Comments
Wheel/Tires		✓						NEEDS NEW
Brakes					✓			
Frame					✓			NEEDS REPAINT
Hydraulics					✓			
Engine					✓			
Controls					✓			
Boom/Hoist					✓			
Steering					✓			

WASHBURN MARINA INSPECTION CHECKLIST

Inspected by: _____
 Date: _____

	NA	Damaged	Poor	Fair	Average	Good	Excellent	Comments
--	----	---------	------	------	---------	------	-----------	----------

Marine Travelift Hydraulic Trailer - 12 Ton

Wheels/Tires					✓			
Frame					✓			NEEDS REPAINT
Hydraulics				✓				
Cables					✓			
Engine					✓			
Controls					✓			
Beams						✓		

Con-O-Lift Hydraulic Trailer - 35 Ton (Blue)

Wheels/Tires						✓		
Frame						✓		
Hydraulics						✓		
Cables						✓		
Engine						✓		
Controls						✓		
Pads						✓		

Con-O-Lift Hydraulic Trailer - 12 Ton (Silver)

Wheels/Tires				✓				
Frame				✓				
Hydraulics				✓				
Cables				✓				
Engine					✓			
Controls					✓			
Pads				✓				

Ratliff Construction
Paul Ratliff
1509 Woodbury Lane
Ashland, WI 54806

PROPOSAL NO.
SHEET NO.
DATE 8/16/19

PROPOSAL SUBMITTED TO: WORK TO BE PERFORMED AT:

NAME Coal Braebury	ADDRESS Washburn MARINA
ADDRESS 915 Cty C	
Washburn, WI	DATE OF PLANS
PHONE NO.	ARCHITECT

We hereby propose to furnish the materials and perform the labor necessary for the completion of BUILD PICNIC SHELTERS. FORM + POUR 2 12'x16' x 4" CONCRETE SLABS. BUILD 2 SHELTERS 12'x16' SIMILAR TO EXISTING SHELTER TO CONSIST OF 6"x6" CORNER POSTS, 4/12 PITCH TRUSSES, GABLE STYLE ROOF + ARCHITECTURAL SHINGLES. ALSO TO INCLUDE TONGUE & GROOVE CEILING AND ALL POSTS, BEAMS, ETC COVERED WITH CEDAR LUMBER.

LABOR + MATERIALS (EACH \$7500.00) \$15,000.00

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workmanlike manner for the sum of _____ Dollars (\$ 15,000.00) with payments to be made as follows.

PAYMENT WHEN JOB COMPLETED.

Any alteration or deviation from above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control.

Paul Ratliff

Respectfully submitted _____
Per _____
Note — this proposal may be withdrawn by us if not accepted within 30 days.

ACCEPTANCE OF PROPOSAL

The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above.

Signature _____
Date _____ Signature _____

CITY OF WASHBURN
119 Washington Avenue
P.O. Box 638
Washburn, WI 54891



715-373-6160
715-373-6161
FAX 715-373-6148

To: Harbor Commission Members
From: Scott J. Kluver, Administrator
Re: Proposed 2020 Budget ^{SSK} - Draft #1
Date: September 5, 2019

Attached is the proposed 2020 Harbor Commission budget for your review. Please note the following points:

Revenues:

1. PEFCO Tank Removal Grant – This is actually a grant from the Recreational Boating Fund for the West End Project, but for the time being, I have placed it in this line item.
2. Slip Fee/Annual Fee – Amount reflects current rates, no changes anticipated at this time. I have included information on how the fees compare with the current rental rates. Discussion can be had on this.
3. Sales Tax – This amount is the same on the expense side, so it is a wash.
4. Slip Transfers – This figure reflects an average of four (4) transfers per year at \$100 each (\$30 each to record at the Register of Deeds office).
5. Interest on Investment – A slight increase in revenue is anticipated because of the healthy fund balance and higher interest rates. Last year's interest is higher because of the interest on loan proceeds.
6. Rent – I have not budgeted any proceeds from Dock usage as it is highly variable.
7. Unclassified – This is an anticipated transfer in from the Capital Fund and Park Designated Fund in the amount of \$50,000 each for the West End Boat Ramp Project
8. Fund Cash Balance Applied – It is anticipated that \$195,800 will be left over from the Coal Dock borrowing for the West End Boat Ramp Project. An additional \$100,000 is anticipated at this time for the Pier 1 Electric, Water, and Decking Project. The Harbor Commission has a goal of leaving at least \$75,000 in the fund balance in the bank at the lowest cash time of year which would be March 31st (before slip revenues come in). It appears at this time, with many variables still outstanding, that we will be close to maintaining that level.

Expenses:

1. Base Salary and Benefits – Reflects seven percent (7%) each of the Administrator and Deputy Clerk/Treasurer. Wage and benefit amounts have not been finalized yet by the City Council.
2. Insurance – No anticipated changes at this time. Still waiting on final policy.
3. Repairs & Maintenance – Dollars for Travelift and other repairs and maintenance at the Marina.
4. Capital Projects – I have budgeted for the West End Boat Ramp Project without using any revenues from the Harbor Commission besides the remaining Coal Dock Loan proceeds. At this time, I am

anticipating that the Pier 1 project will come in at \$100,000. You will note that based on this projection, there is \$33,104 that is anticipated to go into the fund balance. The Harbor Commission can do that, or if it is needed for the Pier 1 Project or another project, it can do so. I recommend not making any final decisions on that until the bids are returned for Pier 1.

5. Principle and Interest Payments – Boat Ramp Loan \$15,469 in principle and \$2,912 in interest. Coal Dock loan \$30,241 in principle and \$13,018 in interest. Final figures should be available within a month.
6. Unclassified – This is a miscellaneous account that has historically paid for the picnics and any travel expenses of the Harbor Commission. As Washburn will be hosting the Wisconsin Commercial Ports Association conference next year, I have placed an additional \$1,000 in this line for expenses related to that.

Draft #1

9/05/2019

10:18 AM

Proposed Budget Overview - Detail
Fund: 210 - MARINA OPERATIONS-HARBOR COM.

Page: 1
ACCT

Account Number		2018 Actual Year-End	2019 Projected Year-End	2019 Budget	2020 Proposed Budget	% Change In Budget
210-00-43524-000-000	PEFCA TANK REMOVAL GRANT	5,919.32	0.00	0.00	254,200.00	999.99
210-00-43525-000-000	COAL DOCK GRANT	442,075.14	0.00	0.00	0.00	0.00
INTERGOVERNMENTAL REVENUES		447,994.46	0.00	0.00	254,200.00	999.99
210-00-46371-000-000	SLIP FEES	132,683.20	0.00	132,683.00	132,683.00	0.00
210-00-46372-000-000	ANNUAL FEE	5,000.00	0.00	5,000.00	5,000.00	0.00
210-00-46373-000-000	MARINA SALES TAX COLLECTED	7,565.22	0.00	7,573.00	7,573.00	0.00
210-00-46374-000-000	SLIP TRANSFER FEE	700.00	0.00	400.00	400.00	0.00
PUBLIC CHARGES FOR SERVICES		145,948.42	0.00	145,656.00	145,656.00	0.00
210-00-48100-000-000	INTEREST ON INVESTMENTS	3,104.33	0.00	600.00	700.00	16.67
210-00-48111-000-000	INTEREST ON LATE PAYMENTS	0.00	0.00	0.00	0.00	0.00
210-00-48200-000-000	RENT - COAL DOCK	6,620.78	0.00	0.00	0.00	0.00
210-00-48201-000-000	WINTER STORAGE FEES	0.00	0.00	0.00	0.00	0.00
210-00-48900-000-000	UNCLASSIFIED	2,497.05	0.00	0.00	100,000.00	999.99
OTHER FINANCING SOURCES		12,222.16	0.00	600.00	100,700.00	999.99
210-00-49100-000-000	PROCEEDS FROM LONG TERM DEBT	750,000.00	0.00	0.00	0.00	0.00
210-00-49300-000-000	FUND CASH BALANCE APPLIED	0.00	0.00	0.00	295,800.00	999.99
210-00-49400-000-000	SALES OF GENERAL FIXED ASSETS	0.00	0.00	0.00	0.00	0.00
210-00-49401-000-000	SALE OF SLIPS	0.00	0.00	0.00	0.00	0.00
210-00-49402-000-000	MARINA PROFITS	111,143.18	0.00	0.00	0.00	0.00
TRANSFER FROM OTHER FUNDS		861,143.18	0.00	0.00	295,800.00	999.99
Total Revenues		1,467,308.22	0.00	146,256.00	796,356.00	444.49

Drct #7

9/05/2019

10:18 AM

Proposed Budget Overview - Detail
Fund: 210 - MARINA OPERATIONS-HARBOR COM.

Page: 2
ACCT

Account Number		2018 Actual Year-End	2019 Projected Year-End	2019 Budget	2020 Proposed Budget	% Change In Budget
210-00-51450-312-000	MARINA	0.00	0.00	0.00	0.00	0.00
GENERAL GOVERNMENT		0.00	0.00	0.00	0.00	0.00
210-00-53540-000-000	DOCKS & HARBORS COMMISSION	14,169.08	0.00	0.00	0.00	0.00
210-00-53540-110-000	BASE SALARY/WAGES	8,796.75	0.00	8,764.00	8,939.00	2.00
210-00-53540-111-000	PER DIEM	0.00	0.00	0.00	0.00	0.00
210-00-53540-151-000	FICA EXPENSE	647.59	0.00	673.00	686.00	1.93
210-00-53540-152-000	BENEFITS	1,857.95	0.00	1,869.00	1,963.00	5.03
210-00-53540-158-000	WORKMENS COMP	150.00	0.00	150.00	150.00	0.00
210-00-53540-160-000	INSURANCE	5,400.00	0.00	5,400.00	5,400.00	0.00
210-00-53540-210-000	OPER. PAYMENTS/DOCK FEE SPLIT	0.00	0.00	0.00	0.00	0.00
210-00-53540-249-000	PECFA CLEAN UP COST	4,512.72	0.00	0.00	0.00	0.00
210-00-53540-321-000	MEMBERSHIPS	535.00	0.00	535.00	600.00	12.15
210-00-53540-322-000	NEWS PAPER ADV.	0.00	0.00	300.00	300.00	0.00
210-00-53540-323-000	MANAGER LOAN PAYMENTS	0.00	0.00	0.00	0.00	0.00
210-00-53540-342-000	REPAIRS & MAINT.	10,845.92	0.00	24,000.00	24,000.00	0.00
210-00-53540-343-000	MARINA RFP-EXPENSE	0.00	0.00	0.00	0.00	0.00
210-00-53540-591-000	SALES TAX PAYMENTS	7,565.22	0.00	7,573.00	7,573.00	0.00
210-00-53540-800-000	COAL DOCK PROJECT	747,611.13	0.00	0.00	0.00	0.00
210-00-53540-805-000	WE BOAT LAUNC PROJECT	0.00	0.00	0.00	550,000.00	999.99
210-00-53540-810-000	CAPITAL PROJECT	71,682.28	0.00	21,502.00	100,000.00	365.07
210-00-53540-820-000	CAPITAL IMPROVEMENT	11,940.00	0.00	0.00	0.00	0.00
PUBLIC WORKS		885,713.64	0.00	70,766.00	699,611.00	888.63
210-00-58100-000-000	PRINICIPAL	31,112.88	0.00	57,705.00	45,710.00	-20.79
210-00-58200-000-000	INTEREST AND FISCAL CHARGES	5,077.06	0.00	16,785.00	15,931.00	-5.09
LOAN/LEASE PAYMENT		36,189.94	0.00	74,490.00	61,641.00	-17.25
210-00-59119-000-000	UNCLASSIFIED	409.00	0.00	1,000.00	2,000.00	100.00
210-00-59200-000-000	TRANSFER TO TID	0.00	0.00	0.00	0.00	0.00
210-00-59210-000-000	TRANSFER TO GENERAL FUND	0.00	0.00	0.00	0.00	0.00
210-00-59230-000-000	TRANSFER TO DEBT SERVICE	0.00	0.00	0.00	0.00	0.00
210-00-59241-000-000	TRANSFER TO WATERFRONT DEVEL	0.00	0.00	0.00	0.00	0.00
GASB 75 EXPENSE		409.00	0.00	1,000.00	2,000.00	100.00
Total Expenses		922,312.58	0.00	146,256.00	763,252.00	421.86
Net Totals		544,995.64	0.00	0.00	33,104.00	999.99

washburnadmin@cityofwashburn.org

From: Michelle Shrider <michelle@washburnmarina.com>
Sent: Tuesday, August 27, 2019 10:52 AM
To: washburnadmin@cityofwashburn.org
Cc: 'Carl Broberg'
Subject: RE: Rental Rates/Slip Fees
Attachments: 2019 Maint Fee v Slip Rental.xlsx

See the attached spreadsheet.

Sincerely,
Michelle Shrider, CMM, General Manager
Washburn Marina
1 Marina Drive
Washburn, WI 54891
715-373-5050
www.washburnmarina.com

*Live Webcam at the Marina – [Click Here!](#)
Join us on [Facebook](#)*

From: washburnadmin@cityofwashburn.org [mailto:washburnadmin@cityofwashburn.org]
Sent: Tuesday, August 27, 2019 8:31 AM
To: 'Michelle Shrider'
Cc: 'Carl Broberg'
Subject: Rental Rates/Slip Fees

Michelle,

What is your opinion of where the slip fees are at in relation to rental rates?

Scott J. Kluver, Administrator
City of Washburn
P.O. Box 638
119 Washington Ave.
Washburn, WI 54891
Phone – 715-373-6160 Ext. 4
Fax – 715-373-6148
<http://www.cityofwashburn.org/>

The City of Washburn is an equal opportunity provider, employer, and lender.

Size	Total Maint Fee Per Unit	Rental Rate	Maint Fees as a % of Rental
12 x 24	842.73	1,435.00	59%
12 x 28	974.40	1,950.00	50%
13 x 28	1,051.20	1,950.00	54%
14 x 24	974.40	1,435.00	68%
14 x 32	1,281.61	2,350.00	55%
14 x 36	1,435.22	2,650.00	54%
15 x 32	1,369.39	2,350.00	58%
15 x 36	1,533.97	2,650.00	58%
15 x 42	1,780.84	3,475.00	51%
17 x 42	2,011.25	3,475.00	58%
17 x 46	2,197.78	3,825.00	57%
17 x 50	2,384.30	4,000.00	60%
Ttl			

8/27/2019

City of Washburn
Resolution No. 2019-009

2019 Harbor Commission Budget Amendment No. 1

WHEREAS, the 2019 Harbor Commission budget was approved prior to final Coal Dock Rehabilitation Project costs for 2019 being known; and

WHEREAS, the 2019 Harbor Commission budget was approved prior to the Pier 3 Rehabilitation Project costs being known; and

WHEREAS, the 2019 Harbor Commission budget was approved prior to the West End Launch Project being approved,

NOW THEREFORE, The Common Council for the City of Washburn, Wisconsin, acting at its regular monthly meeting of October 14, 2019, resolves to amend the 2019 Harbor Commission Budget as follows:

<u>Account Number</u>	<u>Description</u>	<u>Amount Approved With Adoption of the 2019 Budget</u>	<u>Amount Approved With Adoption of 2019 Budget Amendment No. 1</u>	<u>Difference</u>
210-00-43525-000	Coal Dock Grant	\$0	\$700,000	\$700,000
210-00-49102-000	Transfer from Capital	\$0	\$40,500	\$40,500
210-00-49300-000	Fund Cash Balance	\$0	\$381,000	\$381,000
210-00-49402-000	Marina Profits	\$0	\$127,113	\$127,113
210-00-53540-800	Coal Dock Project	\$0	(\$1,100,000)	(\$1,100,00)
210-00-53540-805	WE Boat Project	\$0	(\$40,500)	(\$40,500)
210-00-53540-810	Capital Project -Pier 3	\$21,502	(\$129,615)	(\$108,113)
	TOTAL	\$0	(\$0)	(\$0)

Richard Avol, Mayor

STATE OF WISCONSIN)
)
COUNTY OF BAYFIELD)

I hereby certify that the foregoing resolution is a true, correct and complete copy of Resolution 2019-009 duly and regularly passed by the Common Council for the City of Washburn on the 14th day of October, 2019 and that said resolution has not been repealed or amended, and is now in full force and effect.

Scott J. Kluver, Clerk

Dated this 14th day of October, 2019

**Project Budget (Draft 090919)
Coal Dock Rehabilitation Project**

Revenues:	Budgeted	Actual To Date
Loan	\$ 750,000	\$ 750,000.00
Harbor Assistance Grant	\$1,299,480	\$1,234,506.00
Total Revenues:	\$2,049,480	\$1,984,506.00
Expenses:		
Contract with Contractor (Inc. Alternates 1& 2)	\$1,582,370.00	\$1,542,810.75
Contingency (14%)	\$ 215,010.00	\$ 3,742.31
Engineering		
Pre-Engineering	\$ 40,000.00	\$ 40,000.00
Final Engineering & Permitting	\$ 135,800.00	\$ 135,800.00
Construction Administration	\$ 76,300.00	\$ 76,300.00
Total Expenses	\$2,049,480.00	\$1,798,671.06

Change Orders:

#1 – Add \$641 for sign, Add \$11,737 for ladders, Add \$3,061.07 for additional aggregate (Grand total added to contract with contractor - \$15,439.07)

Contingency Costs:

1. Labor for concrete for light base – John Cook \$375
2. Concrete – Todd's - \$482.40
3. Light Parts \$446.91
4. Life Rings - \$698
5. Extra Gravel (C&W) for Nelson Spot - \$1,740