

**Village of Holmen  
Public Works Committee  
June 9, 2011**

Committee Chairman Forde called the Public Works Committee meeting to order at 6:30 PM on Thursday June 9, 2011. Present were committee members Dunham, Olson, and Asst. Director of Public Works Spanel

**Action Items**

Motion by Olson, seconded by Forde to remove from the table award of the traffic impact study contract for TID #2. Carried unanimously.

The Committee discussed the traffic study Request for Proposal scoring. Spanel reported that Yaggy-Colby had the highest score followed by Traffic Analysis & Design, Inc. Spanel explained that the RFP did not require the traffic study to meet the requirements of the WI DOT; however if any roadwork is going to be done in the TID #2 a study meeting the requirements would need to be submitted to WI DOT. The Committee felt it would be advantageous to complete this study to meet WI DOT requirements rather than amending it at a later time. Spanel informed the Committee that the proposal submitted by Traffic Analysis & Design met WI DOT standards. Spanel had tried to contact Yaggy-Colby to obtain a cost to amend their proposal to meet WI DOT standards, but did not receive any information prior to the meeting. Spanel explained that the Village received a grant from the La Crosse Area Planning Commission for the traffic study. Motion by Olson, seconded by Dunham to recommend to the Village Board awarding the TID #2 traffic impact study contract to Traffic Analysis & Design, Inc. of Cedarburg, WI at a cost of \$25,645.19. Carried unanimously.

Motion by Olson, seconded by Dunham to adjourn at 6:45 PM. Carried unanimously.

Ben Spanel  
Asst. Director of Public Works