

It is expected that a Quorum of the Personnel Committee, Administration Committee, and Common Council will be attending this meeting: (although it is not expected that any official action of any of those bodies will be taken)

**CITY OF MENASHA
Board of Public Works
Third Floor Council Chambers
140 Main Street, Menasha
March 5, 2012
7:00 PM
or immediately following the Administration Committee
AGENDA**

A. CALL TO ORDER

B. ROLL CALL/EXCUSED ABSENCES

C. MINUTES TO APPROVE

1. [February 20, 2012](#)

D. ACTION ITEMS

1. [Street Use Application – Memorial Day Parade; Monday, May 28, 2012; 8 AM – 10:30 AM \(American Legion Post 152\)](#)
2. [Payment – Terra Engineering & Construction Corporation; City of Menasha Wastewater Collection System Rehabilitation Improvements, Phase 4 Project; Sanitary Sewer Rehabilitation; Contract E145-11-01A; \\$41,857.26 \(Payment No. 2\)](#)
3. [Recommendation to Award – Menasha Utilities Water Main Replacement; Contract M0002-910578.08; Donald Hietpas & Sons; \\$829,133.35](#)
4. [Preliminary Resolution R-5-12 Declaring Intent to Exercise Special Assessment Powers Under Section 66.0703, Wisconsin Statutes – Woodland Hills Subdivision/Kelly Lake Drive](#)
5. [Update on Midway Road Sidewalk Project \(Ald. Sevenich\)](#)

E. ADJOURNMENT

"Menasha is committed to its diverse population. Our Non-English speaking population and those with disabilities are invited to contact the Menasha City Clerk at 967-3603 24-hours in advance of the meeting for the City to arrange special accommodations."

CITY OF MENASHA
Board of Public Works
Third Floor Council Chambers
140 Main Street, Menasha
February 20, 2012
MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Taylor at 7:30 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Sevenich, Langdon, Krueger, Zelinski, Englebert, Benner, Klein, Taylor

ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Styka, FC Auxier, DPW Radtke, CDD Keil, C/T Stoffel, Clerk Galeazzi, and the Press

C. MINUTES TO APPROVE

1. [February 6, 2012](#)

Moved by Ald. Krueger, seconded by Ald. Langdon to approve minutes.

Motion carried on voice vote.

D. ACTION ITEMS

1. [Change Order – City of Menasha Wastewater Collection System Rehabilitation Improvements – Phase 4 Project; Sanitary Sewer Rehabilitation; Contract E145-11-01A; Request a 60-Day Time Extension to Complete Punch List Items and Provide Project Close-Out Documentation \(Change Order No. 4\)](#)

DPW Radtke explained the change order is for a 60 day extension to correct some defects found upon review of the sanitary sewer rehabilitation work and to complete reports per the Clean Water Fund. There is no extra charge for the corrections.

Moved by Ald. Krueger, seconded by Ald. Langdon to recommend to Common Council.
Motion carried on voice vote.

2. [Update on Midway Road Sidewalk Project \(Ald. Sevenich\)](#)

DPW Radtke reported the City and Town of Menasha have been working together on the preliminary engineering and land surveying services for the Midway Road sidewalk project. The City has proceeded with the preliminary design work of the sidewalk. It is anticipated the City will do the design work for both the Town and City portions of the project. City staff will be meeting with the Town staff in the near future to assess the project and work out an inter-municipal agreement for the design work.

It was requested that staff provide an update of the meeting with the Town of Menasha at the next meeting.

3. [Update on Wayfinding Signage \(Ald. Taylor\)](#)

DPW Radtke reported the City received a grant from the Fox Cities Convention and Visitors Bureau to assist with the purchase and installation of wayfinding signage in the City. Request for Proposals will be sent to approved sign manufacturing companies in early March with selection of a company by March 31, 2012. Public Works staff will be installing the signs. The City has until December 31, 2012 to complete the project.

It was requested that staff give an update on the progress of the project at the first meeting in April.

E. ADJOURNMENT

Moved by Ald. Krueger, seconded by Ald. Langdon to adjourn at 7:50 p.m.
Motion carried on voice vote.

Respectfully submitted by Deborah A. Galeazzi, WCMC, City Clerk



STREET USE APPLICATION

Event: Memorial Day Parade
 Sponsored by: American Legion Post 152
 Responsible Person: Vice Commander Michael E Taylor
 Address: 545 Broad Street
Menasha, WI. 54952
 Phone: 725-5380
 Email Address: _____

Street Use Date: 28 May 2012
 Start Time: 8:00 am Lineup
 End Time: 10:30 am
 Number of Units: 100

Street Route: (Attach Map) Parade starts at Second & Milwaukee Street To Main St,
 Description of Use West on Main St. To Taylor St., South on Taylor St. Continue on
To Washington St., into the City of Neenah on N. Commercial St.

Liability Insurance has been secured in the amount of \$ 1,000,000.00 with the City of Menasha named as the additional insured. This is primary insurance.
 Insurance Company Colony Insurance Company Policy No. AR6360142
 (Attached is a copy of the certificate of insurance).

Date: 1-9-12 Applicant's Signature: Michael E Taylor Vice Commander
American Legion Post 152

*Red of #1's
314023145*

Permit Fee: Each application for a Street Use Permit shall be accompanied by a fee of Twenty-Five Dollars (\$25.00). Make checks payable to City of Menasha. See highlighted portion of the attached City of Menasha Municipal Code.

Note to events planning to use City Parks and/or greenspace: Any multi-day event or event which plans to sell beer and/or wine to the public must appear before the Parks and Recreation Board.

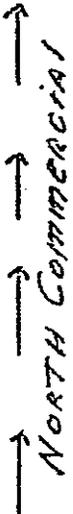
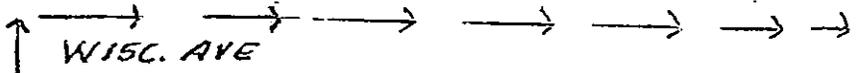
 TO BE COMPLETED BY CITY STAFF (Revised May 2010)

Scheduled Park & Recreation Board Review Date: _____
 Not Required: Approved: _____ Denied: _____

Scheduled Common Council Review Date: 3-19-12
 Approved: _____ Denied: _____

APPROVAL:
 Police Dept. (Signature) Fire Dept. (Signature) Public Works Dept. MR City Attorney (Signature)

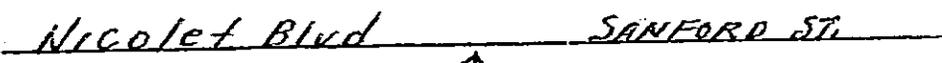
PARADE ENDS →



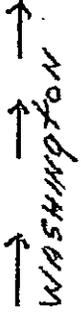
MEMORIAL DAY PARADE ROUTE

28 May 2012

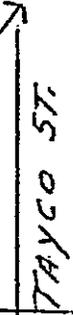
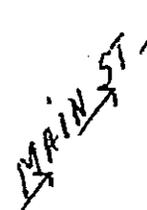
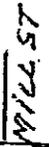
NEENAH



MENASHA



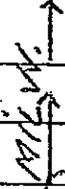
8:00 AM
WATER
FRONT
SERVICE



BROAD ST

FIRST ST

Second ST



PARADE START 9:00 AM

**CERTIFICATE OF INSURANCE
SPECIAL EVENT LIABILITY GROUP INSURANCE TRUST, A RISK PURCHASING GROUP**

		Certificate #	33536
FACILITY OWNER: (Additional Insured)		PRODUCER:	
City of Menasha J Main St. Menasha, WI 54952		CA License #0757776	
		HUB International Insurance Services Inc. P.O. Box 4047 Concord, CA 94524-4047 PH: 925 609 6500 FX: 925 609 6550 specialevent@hubinternational.com	

EVENT HOLDER: (Named Insured)	EVENT INFORMATION		
Menasha-Neenah Veterans American Legion Post 152-Menasha 545 Broad St. Menasha, WI 54952 Contact: American Legion Vice Commander Michael Taylor	TYPE OF EVENT:	Parade	
	EVENT DATE(S):	5/28/2012	
	EVENT LOCATION:	Milwaukee St to Main St. to Tayco St. (Menasha) to Washington St. to N. Commercial St. to Wisconsin Ave. to Main St. (Neenah)	
	ATTENDANCE:	475	CLASS: II

This is to certify that the policies of insurance listed below have been issued to the insured named above for the event date(s) indicated above. Notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain, the insurance afforded by the policies described herein is subject to all the terms, exclusions and conditions of such policies.

INSURER A:		COLONY INSURANCE COMPANY				
INSR LTR	Type of Insurance	Policy Number	Effective	Expiration	Policy Limits	
A	Commercial General Liability	AR6360147	1/1/2012	1/1/2013	Each Occurrence	\$1,000,000
					General Aggregate	\$2,000,000
					Personal & Advertising Injury	\$1,000,000
					Products/Completed Operations Aggregate	\$2,000,000
					Damage to Premises Rented to You	\$500,000
					Medical Payments	\$5,000
					Liquor Liability Each Occurrence	
					Liquor Liability Aggregate	

COVERAGE TERMS:

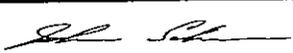
Occurrence Form (CG 0010) Host Liquor Liability <u>Included.</u> Full Liquor Liability Included <u>when a separate premium has been charged.</u> All participants in athletic activities are <u>required</u> to sign Release and Waiver of Liability forms.	The coverage afforded by this insurance is primary and not contributing with any insurance held by the "ADDITIONAL INSURED", WHEN REQUIRED BY WRITTEN CONTRACT. The limits of insurance apply separately to each event insured by this policy as if a separate policy of insurance has been issued for that event. Who is an insured is amended to include as an additional insured the "Facility Owner - Additional Insured" above and any person or organization shown in the schedule below. This insurance does not apply to: any "occurrence" which takes place after the event holder ceases to be a tenant in that premises. This insurance applies only to: an "occurrence" which takes place during the dates indicated under "Event Information" above.
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COVERAGE EXCLUSIONS: (REFER TO POLICY FOR COMPLETE LISTING OF EXCLUSIONS)

-- Sexual Abuse & Molestation	Specific Events are excluded from coverage. Please see second page for list of excluded events.
-- Terrorism	On behalf of the Risk Purchasing Group and each Member, the Trustee has declined coverage for the Terrorism Risk Insurance Act (TRIA).

OTHER ADDITIONAL INSURED:

CANCELLATION: Should the above described policy(s) be canceled before the expiration date thereof, the issuing company will endeavor to mail 30 days written notice to the insured event holder and additional insureds listed.

AUTHORIZED REPRESENTATIVE:		DATE ISSUED:	1/11/2012
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CERTIFICATE OF INSURANCE
SPECIAL EVENT LIABILITY GROUP INSURANCE TRUST, A RISK PURCHASING GROUP

Second Page of Certificate

Certificate #

33536

SPECIFIC EVENT EXCLUSIONS

The following types of events are specifically excluded and no coverage for them exists on the policies listed on the front page of this Certificate of Insurance:

Aircraft / Aviation
All Terrain Boarding
Ballooning or Balloon Rides
Base Jumping
Bouldering events
Boxing, Wrestling, Hockey, Contact Karate, Martial Arts events
Bungee Jumping
Carnival Rides
Circuses
Concerts with performances exceeding 6 hours of performance time
Contact Sports
Diving
Football (except passing camps with no contact drills)
Hang Gliding
Jousting
Kayaking, Rafting or Canoeing in greater than Class 3 rapids
Lacrosse and Rugby
Mechanical Amusement Rides or Services
Motorized Sporting Equipment
Mosh Pits
Mountain Biking
Power Boat Racing
Professional Sporting Activity; Games, Races, Contests of a professional nature
Pyrotechnics and Explosives
Rap or Heavy Metal Concerts
Raves
Rock Climbing
Rodeo and/or Roping Events (including practice)
Scuba Diving
Sky Diving
Tractor / Truck Pulls

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – DESIGNATED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
SCHEDULE

Named of Additional Insured Person(s) or Organization(s)

CITY OF MENASHA
140 MAIN STREET
MENASHA, WI 54952

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

Section II – Who Is An Insured is amended to include as additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for “bodily injury”, “property damage” or “personal and advertising injury” caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

- A. In the performance of your ongoing operations;
or
- B. In connection with your premises owned by or rented to you.

MONTHLY STATEMENT OF UNIT PRICE CONTRACT ACCOUNT

Request for: Partial Payment No. PR-1451101A-02 Date: February 28, 2012
(Partial/Final)

Project: Wastewater Collection System Rehabilitation Improvements, Phase 4

Owner: City of Menasha

Contractor: Terra Engineering & Construction Corporation E145-10.09

Original Contract Amount as Bid:	<u>\$528,640.50</u>
* (ADD) (DEDUCT) by Revised Quantities:	<u>\$0.00</u>
* Amount Added by Change Order:	<u>\$43,397.00</u>
* Amount Deducted by Change Order:	<u>(\$57,511.00)</u>
TOTAL CONTRACT THIS DATE:	<u>\$514,526.50</u>
Value of Work Completed to Date:	<u>\$512,947.60</u>
Less <u>2.5</u> Percent Retainable: (Of Total Contract This Date)	<u>(\$12,863.16)</u>
Net Total:	<u>\$500,084.44</u>

Project on Schedule: X YES _____ NO 100 % Complete

Record of Previous Payments:

1	<u>\$458,227.18</u>	<u>11/11/11</u>	6	_____	_____	11	_____	_____
2	_____	_____	7	_____	_____	12	_____	_____
3	_____	_____	8	_____	_____	13	_____	_____
4	_____	_____	9	_____	_____	14	_____	_____
5	_____	_____	10	_____	_____	15	_____	_____

Amount Previously Paid:	<u>\$458,227.18</u>
AMOUNT DUE THIS REQUEST:	<u>\$41,857.26</u>

This is to certify that, in accordance with the terms of the Contract, the Contractor is entitled to a payment in the amount requested.

Engineer's Approval for Payment

Owner's Approval for Payment

BY: Taryn S. Nall
Taryn S. Nall, P.E.
KAEMPFER & ASSOCIATES, INC.

BY: _____
Mark Radtke, P.E., Dir. of Public Works
CITY OF MENASHA

* See Unit Price Contract Spreadsheet
K:\E145110109\PR\TERRA\02.doc

Unit Price Contract												
PROJECT: Wastewater Collection System Rehabilitation Improvements Phase 4												
OWNER: City of Menasha												
CONTRACTOR: Terra Engineering & Construction Corporation												
ITEM NO.	DESCRIPTION	UNITS	UNIT PRICE	BID QTY.	BID TOTAL	PREVIOUSLY REQUESTED		CURRENT REQUEST		REVISED * QUANTITY	TOTAL	ADD (+) / DEDUCT (-)
						QTY.	TOTAL	QTY.	TOTAL			
1A	18-inch sanitary sewer CIPP lining	LF	\$59.50	2,331	\$150,594.50	1,861.7	\$110,771.15	394.0	\$23,443.00	2,255.7	\$134,214.15	-\$16,380.35
2A	15-inch sanitary sewer CIPP lining	LF	\$61.00	271	\$16,531.00		\$0.00		\$0.00		\$0.00	-\$16,531.00
3A	12-inch sanitary sewer CIPP lining	LF	\$33.50	5,255	\$176,042.50	4,426.2	\$148,277.70		\$0.00	4,426.2	\$148,277.70	-\$27,764.80
4A	10-inch and 12-inch transition sanitary sewer CIPP lining on Elm Street between MH 168 and MH 169	LF	\$34.00	333	\$11,322.00	335.0	\$11,390.00		\$0.00	335	\$11,390.00	\$68.00
5A	10-inch sanitary sewer CIPP lining	LF	\$26.50	2,696	\$71,444.00	2,905.8	\$77,003.70		\$0.00	2,905.8	\$77,003.70	\$5,559.70
6A	8-inch sanitary sewer CIPP lining	LF	\$23.50	3,565	\$83,777.50	3,628.3	\$85,265.05		\$0.00	3,628.3	\$85,265.05	\$1,487.55
7A	Pressure inject grouting lateral connection	EA	\$683.00	10	\$6,830.00		\$0.00	21.0	\$14,343.00	21	\$14,343.00	\$7,513.00
8A	Pressure inject grout material for lateral connections, as specified in Article C2.19	GAL	\$10.00	100	\$1,000.00		\$0.00	73.7	\$737.00	73.7	\$737.00	-\$263.00
9A	Pressure inject grouting joints and cracks in 18-inch diameter sanitary sewer	EA	\$368.00	3	\$1,104.00		\$0.00	4.0	\$1,472.00	4	\$1,472.00	\$368.00
10A	Pressure inject grouting joints and cracks in 8-inch diameter sanitary sewer	EA	\$97.00	35	\$3,395.00		\$0.00	35.0	\$3,395.00	35	\$3,395.00	\$0.00
11A	Pressure inject grout material for joints and cracks, as specified in Article C2.19	GAL	\$10.00	400	\$4,000.00		\$0.00	39.1	\$391.00	39.1	\$391.00	-\$3,609.00
12A	15-inch sanitary sewer CIPP spot lining on Naymut Street between MH 155 and MH 156	LF	\$650.00	4	\$2,600.00		\$0.00	4.0	\$2,600.00	4	\$2,600.00	\$0.00
TOTAL - ITEMS 1A THROUGH 12A					\$528,640.50		\$432,707.60		\$46,381.00		\$479,088.60	-\$49,551.90
CHANGE ORDER #CO-1451101A-01												
13A	18-inch sanitary sewer CIPP lining	LF	\$59.50	-322	-\$19,159.00		\$0.00		\$0.00		\$0.00	\$19,159.00
14A	15-inch sanitary sewer CIPP lining	LF	\$61.00	-271	-\$16,531.00		\$0.00		\$0.00		\$0.00	\$16,531.00
15A	12-inch sanitary sewer CIPP lining	LF	\$33.50	-628	-\$21,038.00		\$0.00		\$0.00		\$0.00	\$21,038.00
16A	Pressure inject grouting lateral connection	EA	\$683.00	-1	-\$683.00		\$0.00		\$0.00		\$0.00	\$683.00
17A	Pressure inject grout material for lateral connection	GAL	\$10.00	-10	-\$100.00		\$0.00		\$0.00		\$0.00	\$100.00
18A	8-inch PVC sanitary sewer CIPP lining	LF	\$23.50	135	\$3,172.50	140.0	\$3,290.00		\$0.00	140	\$3,290.00	\$117.50
19A	Pressure inject grouting lateral connection	EA	\$683.00	3	\$2,049.00		\$0.00		\$0.00		\$0.00	-\$2,049.00
20A	Pressure inject grout material for lateral connection	GAL	\$10.00	30	\$300.00		\$0.00		\$0.00		\$0.00	-\$300.00
TOTAL CHANGE ORDER #CO-1451101A-01					-\$51,989.50		\$3,290.00		\$0.00		\$3,290.00	\$55,279.50
CHANGE ORDER #CO-1451101A-02												
21A	12-inch sanitary sewer CIPP lining on Chute Street between MH 201 and MH 104	LF	\$33.50	297	\$9,949.50	298.0	\$9,983.00		\$0.00	298	\$9,983.00	\$33.50
22A	10-inch and 12-inch transition sanitary sewer CIPP lining on Manitowish Street between MH 483 and MH 469	LF	\$34.00	329	\$11,186.00	329.0	\$11,186.00		\$0.00	329	\$11,186.00	\$0.00

* This estimate based on: X Estimated Quantity _____ Field Measured Quantity
K E:\45110100\EMAIL\SPREADSHEET 02

Unit Price Contract
 E145-11-01A Sanitary Sewer Rehabilitation
 November 15, 2011

ITEM NO.	DESCRIPTION	UNITS	UNIT PRICE	BID QTY.	BID TOTAL	PREVIOUSLY REQUESTED		CURRENT REQUEST		REVISED * QUANTITY	TOTAL	ADD (+) DEDUCT (-)
						QTY.	TOTAL	QTY.	TOTAL			
23A	Pressure inject grouting lateral connection	EA	\$683.00	10	\$6,830.00		\$0.00		\$0.00		\$0.00	-\$6,830.00
24A	Pressure inject grout material for lateral connections, as specified in Article C2.19	GAL.	\$10.00	100	\$1,000.00		\$0.00		\$0.00		\$0.00	-\$1,000.00
25A	Set-up for manhole grouting	EA	\$95.00	18	\$1,710.00		\$0.00	20.0	\$1,900.00	20	\$1,900.00	\$190.00
26A	Grout lifting hole	EA	\$75.00	4	\$300.00		\$0.00	5.0	\$375.00	5	\$375.00	\$75.00
27A	Grout barrel crack	EA	\$300.00	2	\$600.00		\$0.00	2.0	\$600.00	2	\$600.00	\$0.00
28A	Grout pipe connection	EA	\$225.00	9	\$2,025.00		\$0.00	13.0	\$2,925.00	13	\$2,925.00	\$900.00
29A	Grout barrel joint	EA	\$225.00	19	\$4,275.00		\$0.00	16.0	\$3,600.00	16	\$3,600.00	-\$675.00
TOTAL CHANGE ORDER #CO-1451101A-02					\$37,875.50		\$21,169.00		\$9,400.00		\$30,569.00	-\$7,306.50
TOTAL CONTRACT AMOUNT TO DATE					\$514,536.50		\$457,166.60		\$55,781.00		\$512,947.60	-\$1,578.90



321 Milwaukee Street • P.O. Box 340 • Menasha, WI 54952-0340 •
www.menashautilities.com

MEMORANDUM

TO: Mark Radtke, Director
Public Works

FROM: Melanie Krause, Dick Sturm
Co-General Managers

DATE: March 1, 2012

SUBJECT: Recommendation for Award

At the Menasha Utilities Commission Meeting on March 1, motions were approved requesting the Board of Public Works recommend to the Common Council award of Contract M0002-910578.08 Water Main Replacements to the low bidder, Donald Hietpas & Sons, in the amount of \$829,133.35.

The Water Main Replacements include 8th Street, Grove Street, Ida Street, Arthur Street and Paris Street. The financing for the main replacement will be from the Safe Drinking Water Fund (SDWF) with the exception of Paris Street. The Paris Street project will be funded from operations. The SDWF financial assistance agreement for the main project will be on a future council agenda.

Copies of the bid tabulations, maps and recommendations from McMahon Engineers/Architects are attached.

McMAHON

ENGINEERS ARCHITECTS

January 20, 2012

Melanie Krause, Co-General Manager / Business Operations
Menasha Utilities
321 Milwaukee Street
P.O. Box 340
Menasha, WI 54952-0340

Re: Menasha Utilities
Water Main Replacement Projects
8th Street, Grove Street, Ida Street, Arthur Street and Paris Street
Letter Of Recommendation
McM. No. M0002-910578.08

On January 19, 2012, bids were received at Menasha Utilities for the above referenced project. Nine (9) bids were received, ranging in price from \$829,133.35 to \$1,076,410.30 (bid tabulation enclosed).

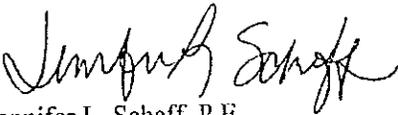
Based upon the bids received, we recommend awarding Contract M0002-910578 to the low bidder, Donald Hietpas & Sons, Inc., in the amount of \$829,133.35. This award is contingent upon Wisconsin Safe Drinking Water loan approval.

If you agree with our recommendation, please date and sign the enclosed Notices of Award, and return all copies to our office for incorporation into the contract documents.

If you have any questions, please feel free to contact me.

Very truly yours,

McMAHON



Jennifer L. Schaff, P.E.
Project Engineer

JLS:car

Enclosures: Notice of Awards (4 copies each)
Bid Tabulation

NOTICE OF AWARD

Dated: _____

To: DONALD HIETPAS & SONS, INC.
1450 East North Avenue
P.O. Box 166
Little Chute, WI 54140

Contract No. M0002-910578

Project: WATER MAIN REPLACEMENT PROJECTS
8th Street, Grove Street, Ida Street, Arthur Street and Paris Street
MENASHA UTILITIES | Winnebago County, Wisconsin

You are notified that your bid dated January 19, 2012 for the above contract has been considered. You are the apparent successful bidder and have been awarded a contract for the Water Main Replacement Projects for Menasha Utilities, Winnebago County, Wisconsin. This award is contingent upon Wisconsin Safe Drinking Water loan approval.

The Contract Price of your contract is Eight Hundred Twenty-nine Thousand One Hundred Thirty-three & 35/100 Dollars (\$829,133.35).

You must comply with the following conditions precedent within 15-days of the date of this Notice of Award, that is by _____.

1. You must deliver to the OWNER three (3) fully executed counterparts of the agreement including all the contract documents.
2. You must deliver with the executed agreement the contract security (bonds) as specified in the Instructions to Bidders, General Conditions (paragraph 5.1) and Supplementary Conditions (Section 00 73 00).
3. You must deliver insurance certification complying with the General Conditions and Supplemental Conditions (Section 00 7 3 00) of the contract documents.

Failure to comply with these conditions within the time specified will entitle OWNER to consider your bid abandoned, to annul this Notice of Award and to declare your Bid Security forfeited.

Within 15-days after you comply with those conditions, one fully signed counterpart of the agreement with the contract documents attached will be returned to you.

OWNER: MENASHA UTILITIES | Winnebago County, Wisconsin

(Authorized Signature)

(Title)

Witness: _____

MENASHA UTILITIES

(FROM LONDON TO GROVE)

EIGHTH STREET

(FROM SEVENTH TO CLOVIS)

GROVE STREET

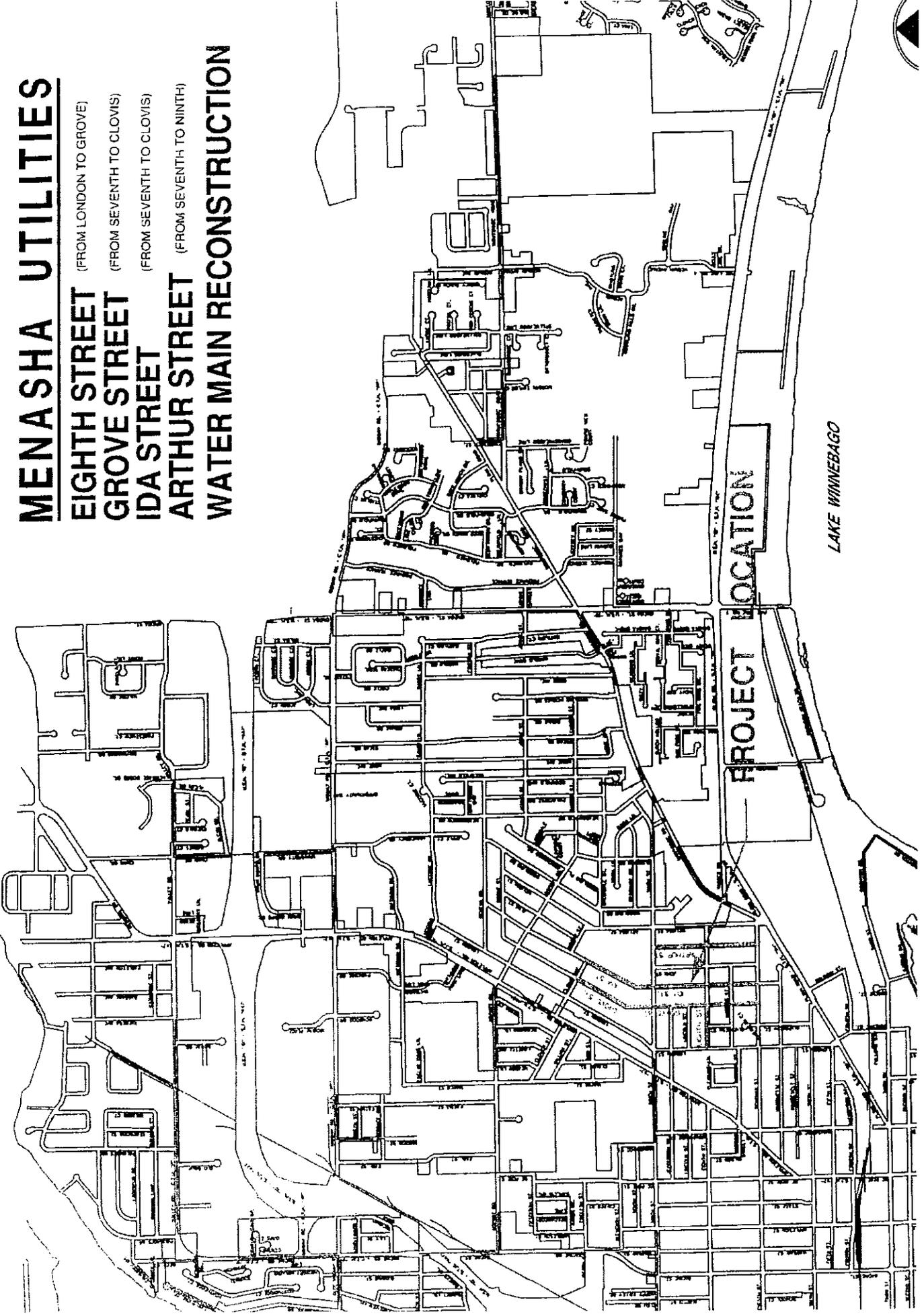
(FROM SEVENTH TO CLOVIS)

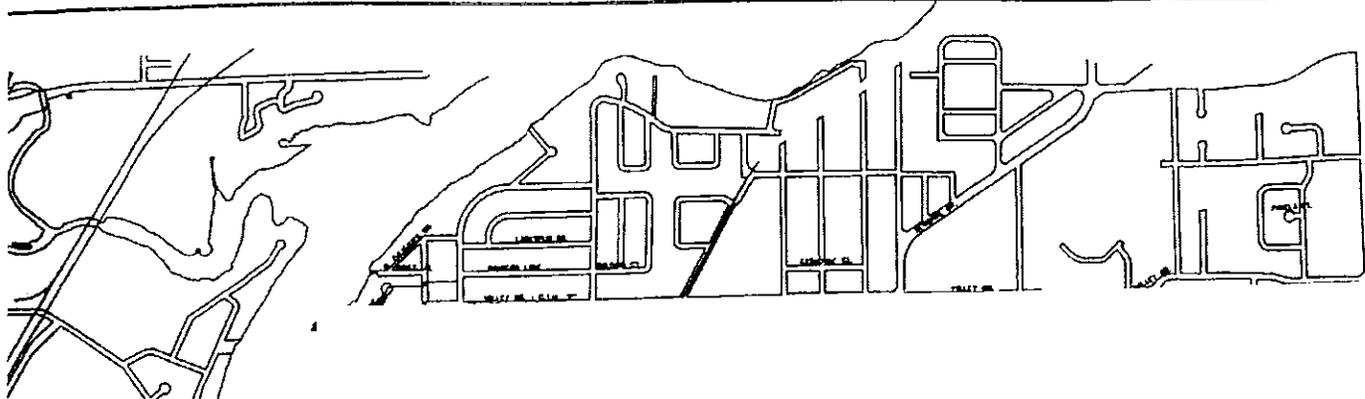
IDA STREET

(FROM SEVENTH TO NINTH)

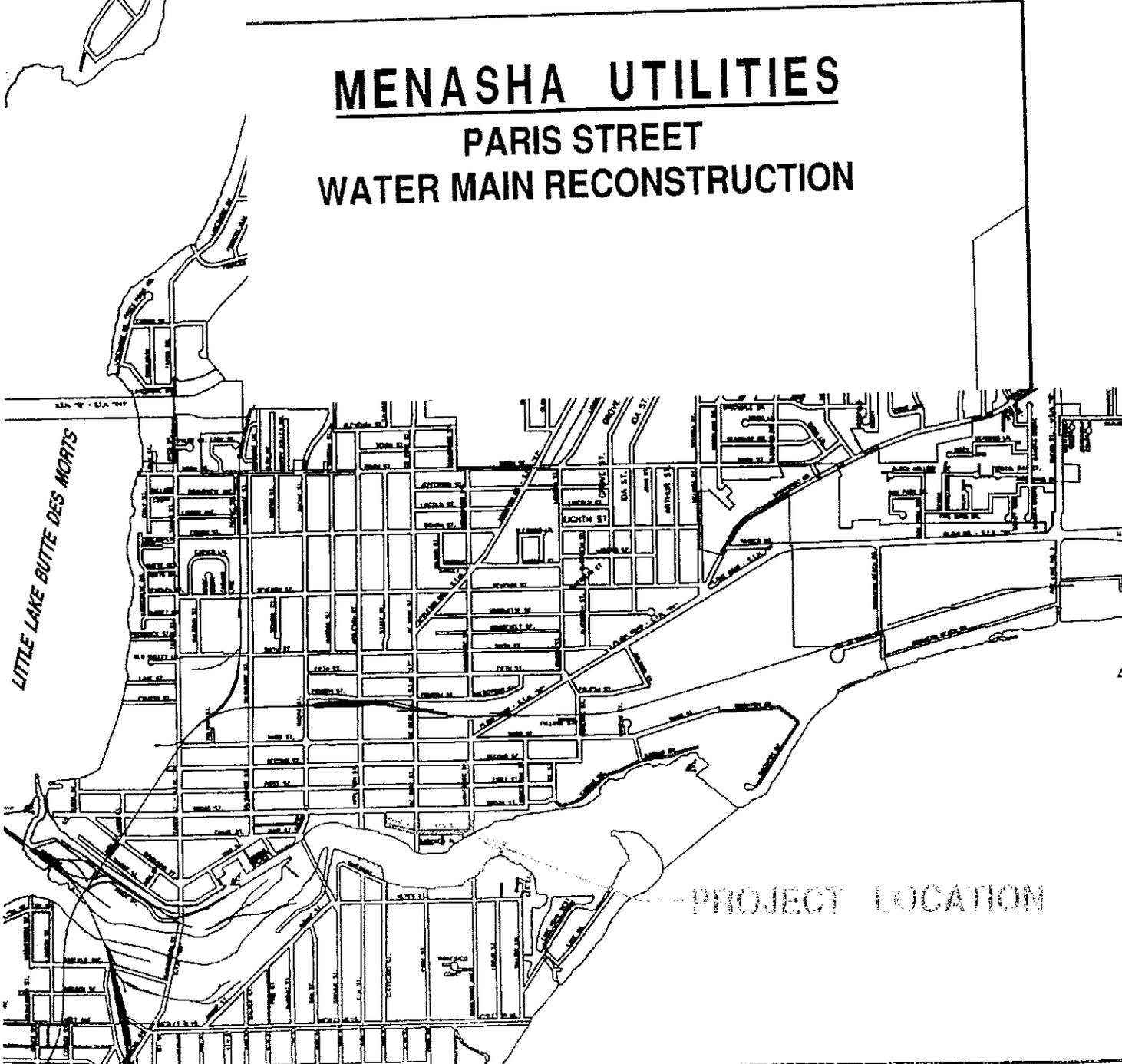
ARTHUR STREET

WATER MAIN RECONSTRUCTION





MENASHA UTILITIES
PARIS STREET
WATER MAIN RECONSTRUCTION



LITTLE LAKE BUTTE DES MORTS

PROJECT LOCATION

RESOLUTION R-5-12

A PRELIMINARY RESOLUTION DECLARING INTENT TO EXERCISE SPECIAL ASSESSMENT POWERS UNDER SECTION 66.0703, WISCONSIN STATUTES

Introduced by Alderman Taylor

RESOLVED, by the Common Council of the City of Menasha, Wisconsin:

1. The Common Council hereby declares its intention to exercise its powers under Section 66.0703, Wisconsin Statutes, to levy special assessments upon property within the following described area for benefits conferred upon such property by improvement of the following:

A. Improvements

1. Concrete Curb & Gutter Construction
2. 4" Asphaltic Concrete Pavement Construction
3. Concrete Walk (Kernan Avenue and Gosling Way)
4. Various Associated Items

B. Location of Improvements

1. Kelly Lake Drive
2. Kernan Avenue Fronting Woodland Hills Subdivision Lots 8-16, 18-28

2. The total amount assessed against such improvements shall not exceed the total cost of the improvements. The Common Council determines that such improvements shall be made under the police power, and the amount assessed against each parcel shall be on a cost per front foot, area, or unit cost basis.

3. That the assessment against any parcel shall be paid in accordance with Section 3-2-14 of the Menasha Municipal Code.

4. The Board of Public Works is directed to compile a report consisting of:

- A. Plans and Specifications of said improvements
- B. A summary of the allotted cost of the said improvements
- C. A schedule of proposed assessments showing the properties which are benefited by the improvement

Upon completing such report, the Board of Public Works is directed to file a copy thereof in the City Clerk's Office for public inspection.

5. Upon receiving the report of the Board of Public Works, the City Clerk is directed to give notice of a public hearing on such report as specified in Section 66.0703(7)(a), Wisconsin Statutes. The hearing shall be held in the Council Chambers at the City Hall at a time set by the City Clerk in accordance with Section 66.0703(7)(a), Wisconsin Statutes.

6. The notice and hearing requirements under paragraph 5 do not apply if they are waived, in writing, by all the owners of property affected by the special assessment, as specified in Section 66.0703(7)(b), Wisconsin Statutes.

Passed and approved this day of , 2012.

Donald Merkes, Mayor

Attest: _____
Deborah A. Galeazzi, City Clerk



Memorandum

DATE: March 1, 2012

TO: Menasha Board of Public Works

FROM: Mark Radtke, Director of Public Works *MR*

RE: Update on Midway Road Sidewalk Project

On February 22nd Engineering Supervisor Tim Montour and I met with Town of Menasha Street Superintendent Randy Gallow and WisDOT representatives to discuss the status of the Midway Road walk project. The Town is still interested in joining the City of Menasha to construct new concrete sidewalk along portions of the Midway Road corridor from Racine Street to Home Avenue.

The following determinations were made at the meeting:

1. The City intends to construct walk from RR Donnelly's easternmost driveway to STH 47 on the north side of Midway Road and from its western limits east of Fatima Street to its eastern limits west of Home Avenue on the south side,
2. The Town intends to construct walk from Fatima Street east to match our limits (1/2 block), through the former Jo to Go property, and from our limits at United Way to Home Avenue, all on the south side of Midway Road,
3. The Town and City agreed we would not include segments on the north side from BJ Clancy's westerly due to severe grade challenges at Clancy's,
4. The City will provide the Town with an estimate cost of engineering design services for the Town's portion of the project, including an option for the Town to extend walk from Fatima Street to Mission Street and will draft a proposed inter-municipal agreement for this project. The City will act as lead agent because of having the larger share of the project, and
5. WisDOT is preparing design options for the Midway Road interchange within the STH 441 expansion project. The interchange options could impact Midway Road as far east as Mission Street so it was decided to forego walk construction west of Mission Street as part of our Town/City walk project. These segments can be included in WisDOT's 441 project. The WisDOT plans will include provisions for both pedestrian and bike facilities.

Following our meeting with the Town, we contacted WisDOT Traffic Section to inquire about STH 47 issues regarding adding crosswalks to three legs of the intersection. Due to regulation revisions made several years ago, there will be a requirement to install poles on which are mounted the necessary pedestrian push buttons for crossings at the intersection. This cost would be shared with the Town of Menasha.

Our next action will be to prepare an estimate of engineering design services costs for the Town and, upon expected subsequent approval from the Town to proceed, draft the necessary inter-municipal agreement for consideration by the Town Board and Common Council. I would expect this to be done in April if we receive a timely response from the Town to proceed.

Upon approval and execution of the agreement, both communities would pursue the necessary easements and initiate the special assessment hearing process. This will make for a tight schedule, but it is still anticipated the walk can be constructed in 2012. I will be available for questions at Monday's meeting.