

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**

**April 2, 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. [March 19, 2012](#)

D. ACTION ITEMS

1. [Change Order - Terra Engineering & Construction Corporation; City of Menasha Wastewater Collection System Rehabilitation Improvements, Phase 4 Project; Sanitary Sewer Rehabilitation; Contract E124-11-01A; 60-Day Time Extension to Complete Punch List Items and Provide Project Close-Out Documentation \(Change Order No. 5\)](#)
2. [Payment – Terra Engineering & Construction Corporation; City of Menasha Wastewater Collection System Rehabilitation Improvements, Phase 4 Project; Sanitary Sewer Rehabilitation; Contract E124-11-01A; \\$12,489.75 \(Payment No. 3\)](#)
3. [Tabulation of Proposals for Wayfinding Signage](#)

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  
March 19, 2012  
MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Taylor at 9:15 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Krueger, Zelinski, Englebert, Benner, Klein, Taylor, Sevenich, Langdon  
ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Styka, FC Auxier, DPW Radtke,  
CDD Keil, C/T Stoffel, PHD Nett, Nick VandeHey (McMahon), Clerk Galeazzi, and the Press

C. MINUTES TO APPROVE

1. [March 5, 2012](#)

Moved by Ald. Krueger, seconded by Ald. Langdon to approve minutes.  
Motion carried on voice vote.

D. COMMUNICATIONS

1. [Report on 2012 Snow Removal Budget](#)

DPW Radtke gave an update on the status of the 2012 snow and ice control budgets. Budgets are positioned well for this time of the year. General discussion ensued on the equipment fund.

E. ACTION ITEMS

1. [Resolution R-6-12 Declaring Intent to Submit an Urban Non-Point Source & Storm Water Planning Grant Application](#)

DPW Radtke explained this resolution supports submittal of an Urban Non-Point Source and Storm Water Planning Grant Application to the Wisconsin Department of Natural Resources for planning activities.

Nick Vandehey, from McMahon Inc., explained the grant funds will be used to reduce urban non-point source water pollution and improve storm water quality.

Moved by Ald. Krueger, seconded by Ald. Langdon to recommend to Common Council Resolution R-6-12

Motion carried on voice vote.

2. [Resolution R-7-12 Authorizing the Submittal and Execution of Various Applications, Forms and Agreements Involved with Wisconsin Department of Natural Resources Storm Water Management Implementation Grants](#)

Nick Vandehey explained this resolution is required as part of the grant application process. This authorizes the Director of Public Works to submit required documentation to the DNR with the grant application.

Moved by Ald. Krueger, seconded by Ald. Langdon to recommend to Common Council Resolution R-7-6

Motion carried on voice vote.

F. ADJOURNMENT

Moved by Ald. Krueger, seconded by Ald. Langdon to adjourn at 9:45 p.m.  
Motion carried on voice vote.

CHANGE ORDER NO. CO-1451101A-05 DATE March 27, 2012

KAEMPFER & ASSOCIATES, INC. PROJECT: WW COLL. SYSTEM REHAB. IMPR'S PHASE 4  
Consulting Engineers  
Post Office Box 150 OWNER: CITY OF MENASHA  
650 East Jackson Street 140 Main Street  
Oconto Falls, WI 54154 Menasha, WI 54952

OWNER'S PROJECT NO.: E145-11-01A ENGINEER'S PROJECT NO.: E145-10.09

CONTRACTOR: TERRA ENGINEERING & CONSTRUCTION CORPORATION CONTRACT DATE: June 1, 2011  
COMPLETION DATE: December 28, 2011  
ADDRESS: 2201 Vondron Road REVISED COMPLETION DATE: January 27, 2012  
Madison, WI 53718-6795 REVISED COMPLETION DATE: March 27, 2012  
REVISED COMPLETION DATE: May 26, 2012

CONTRACT: E145-11-01A

You are directed to make the changes noted below in the above contract and this Change Order becomes a part of your contract, subject to all the conditions thereof;

NATURE OF CHANGE: The Contractor is granted a 60-day time extension to complete punchlist items and provide project close-out documentation.

ADDITIONAL NUMBER OF CONTRACT DAYS PROVIDED BY THIS CHANGE ORDER: 60 DAYS

The changes result in the following adjustment of Contract Price:

Contract Price Prior to this Change Order	<u>\$514,526.50</u>
Net (Increase/Decrease) Resulting from this Change Order	<u>\$ 0.00</u>
Current Price, including this Change Order	<u>\$514,526.50</u>

The above changes are approved:

FOR THE ENGINEER: By: Taryn S. Nall, P.E. Date: \_\_\_\_\_

FOR THE OWNER: By: Mark Radtke, P.E., Director of Public Works Date: \_\_\_\_\_

The above changes are accepted:

FOR THE CONTRACTOR: TERRA ENGINEERING & CONSTRUCTION  
By: Randy Bieri, Project Manager Date: \_\_\_\_\_

MONTHLY STATEMENT OF UNIT PRICE CONTRACT ACCOUNT

Request for: Partial Payment No. PR-1451101A-03 Date: March 23, 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) ( <del>DEDUCT</del> ) by Revised Quantities:	<u>\$12,810.00</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>\$527,336.50</u>
Value of Work Completed to Date:	<u>\$525,757.60</u>
Less <u>2.5</u> Percent Retainable: (Of Total Contract This Date)	<u>(\$13,183.41)</u>
Net Total:	<u>\$512,574.19</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	<u> </u>	<u> </u>	11	<u> </u>	<u> </u>
2	<u>\$41,857.26</u>	<u>2/28/12</u>	7	<u> </u>	<u> </u>	12	<u> </u>	<u> </u>
3	<u> </u>	<u> </u>	8	<u> </u>	<u> </u>	13	<u> </u>	<u> </u>
4	<u> </u>	<u> </u>	9	<u> </u>	<u> </u>	14	<u> </u>	<u> </u>
5	<u> </u>	<u> </u>	10	<u> </u>	<u> </u>	15	<u> </u>	<u> </u>

Amount Previously Paid:	<u>\$500,084.44</u>
AMOUNT DUE THIS REQUEST:	<u>\$12,489.75</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  
Mark Radtke, P.E., Dir. of Public Works  
CITY OF MENASHA

\* See Unit Price Contract Spreadsheet  
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Unit Price Contract  
 E:145-11-01A Sanitary Sewer Rehabilitation  
 March 23, 2012

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	\$99.50	2,531	\$150,594.50	2,255.7	\$134,214.15		\$0.00	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	210.0	\$12,810.00	210	\$12,810.00	-\$3,721.00
3A	12-inch sanitary sewer CIPP lining	LF	\$33.50	5,235	\$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	21.0	\$14,343.00		\$0.00	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	73.7	\$737.00		\$0.00	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	4.0	\$1,472.00		\$0.00	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	35.0	\$3,395.00		\$0.00	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	39.1	\$391.00		\$0.00	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	4.0	\$2,600.00		\$0.00	4	\$2,600.00	\$0.00
<b>TOTAL ITEMS 1A THROUGH 12A</b>					<b>\$528,640.50</b>		<b>\$479,088.60</b>		<b>\$12,810.00</b>		<b>\$491,898.60</b>	<b>-\$36,741.90</b>

<b>CHANGE ORDER #CO-1451101A-01</b>												
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
<b>TOTAL CHANGE ORDER #CO-1451101A-01</b>					<b>-\$51,989.50</b>		<b>\$3,290.00</b>		<b>\$0.00</b>		<b>\$3,290.00</b>	<b>\$55,279.50</b>

<b>CHANGE ORDER #CO-1451101A-02</b>												
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 Manitowoc 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 Δ Estimated Quantity \_\_\_\_\_ Field Measured Quantity  
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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	ADDITIONAL 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	20.0	\$1,900.00		\$0.00	20	\$1,900.00	\$190.00
26A	Grout lifting hole	EA	\$75.00	4	\$300.00	5.0	\$375.00		\$0.00	5	\$375.00	\$75.00
27A	Grout barrel crack	EA	\$300.00	2	\$600.00	2.0	\$600.00		\$0.00	2	\$600.00	\$0.00
28A	Grout pipe connection	EA	\$225.00	9	\$2,025.00	13.0	\$2,925.00		\$0.00	13	\$2,925.00	\$900.00
29A	Grout barrel joint	EA	\$225.00	19	\$4,275.00	16.0	\$3,600.00		\$0.00	16	\$3,600.00	-\$675.00
<b>TOTAL CHANGE ORDER #CO-1451101A-02</b>					<b>\$37,875.50</b>		<b>\$30,569.00</b>		<b>\$0.00</b>		<b>\$30,569.00</b>	<b>-\$7,306.50</b>
<b>TOTAL CONTRACT AMOUNT TO DATE</b>					<b>\$514,526.50</b>		<b>\$512,947.60</b>		<b>\$12,810.00</b>		<b>\$525,757.60</b>	<b>\$11,231.10</b>

\*This estimate based on ... Estimated Quantity ... Field Measured Quantity  
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## Memorandum

DATE: March 29, 2012

TO: Menasha Board of Public Works

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

RE: Tabulation of Wayfinding Signage Proposals

Enclosed is the tabulation of proposals received for the manufacture and supply of the City of Menasha wayfinding signs per plans and specifications approved by the Fox Cities Convention and Visitors Bureau (FCCVB). The low price proposal from United Sign includes a qualifier for additional costs associated with the provision of aluminum extrusions on the back of the signs as an aid for installation. We need to submit the proposals to FCCVB so they can review the submittals for conformance to prescribed standards. Final acceptance of the best qualifying proposal will be made by the City upon confirmation of compliance from FCCVB.

Enclosure

## Tabulation of Proposals

City of Menasha

Fox Cities Regional Wayfinding Signage

Name	Address	Total Price
1. United Sign	DePere, WI	\$12,108.00*
2. Tapco	Brown Deer, WI	\$14,200.00
3. Sign Country	Appleton, WI	\$14,988.00

\* To include (3) preplaced 2" x 4'0" aluminum extrusion mounted with 3M 2 sided tape as recommended on backs for installation add additional \$195 each per sign for a Total Price of \$15,813.00.