



## Memorandum

DATE: May 3, 2012

TO: Menasha Board of Public Works

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

RE: Update on Midway Road Sidewalk Project

Since our last update in March, the following has occurred relative to the proposed Midway Road walk construction project.

We prepared an estimate of engineering design services for the Town of Menasha's portion of walk along Midway Road. The Town accepted our proposal and Engineering Supervisor Tim Montour completed the preliminary design work for the Town. We will be meeting with the Town in the near future to finalize their design.

The design of the City's portion of the project has been completed. Necessary easements have been identified and the easement descriptions will be placed on the right of way plat. When that has been accomplished, the City will acquire the easements and proceed with the special assessment process for the walk improvements. I anticipate the easement acquisition process and subsequent special assessment process to be completed by early August. The Town of Menasha is responsible for securing its own easements and conducting its own special assessment process.

If the Town and City are able to secure the easements without significant delays, and the respective governing bodies approve the project, I expect bidding to occur in August or September with completion by the end of October. I will be available for questions at Monday's meeting.

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