

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**  
**January 19, 2009**  
**6:45 PM**  
**or immediately following the Administration Committee**  
**AGENDA**

A. CALL TO ORDER

B. ROLL CALL/EXCUSED ABSENCES

C. MINUTES TO APPROVE

1. [January 5, 2009](#)

D. ACTION ITEMS

1. [Change Order – Coenen Mechanical, LLC; Water Treatment Plant Modifications; Contract Unit No. M002-940266.02; ADD: \\$9,157.65 \(Recommended by Utilities Commission 12/17/08\) \(Held 1/5/09\)](#)
2. [Change Order – Insituform Technologies USA, Inc.; City of Menasha Wastewater Collection System Rehabilitation Improvements Project – Phase 3; Contract No. E145-07-01A; Sanitary Sewer Lining; 38-Day Time Extension \(Change Order No. 1\)](#)
3. [Payment – Infrastructure Technologies, Inc.; City of Menasha Wastewater Collection System Rehabilitation Improvements Project – Phase 3, Contract No. E145-07-01D; Sanitary Manhole Lining; \\$15,819.12 \(Payment No. 10 and Final\)](#)

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  
January 5, 2009  
Minutes

A. CALL TO ORDER

Meeting called to order by Chairman Pack at 7:49 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Ald. Michalkiewicz, Benner, Pamerter, Taylor, Wisneski, Pack, Hendricks,  
Zelinski

ALSO PRESENT: Mayor Merkes, CA/HRD Brandt, PC Stanke, DPW Radtke, CDD Keil,  
C/T Stoffel, Clerk Galeazzi.

C. MINUTES TO APPROVE

1. [December 15, 2008](#)

Moved by Ald. Wisneski, seconded by Ald. Michalkiewicz to approve minutes  
Motion carried on voice vote.

D. ACTION ITEMS

1. [Change Order – Coenen Mechanical, LLC; Water Treatment Plant Modifications; Contract Unit No. M002-940266.02; ADD: \\$9,157.65 \(Recommended by Utilities Commission 12/17/08\)](#)

Mayor Merkes explained a pipe needed to be re-routed for safety reasons. The work was completed by Coenen Mechanical, LLC. It was unsure in which part of the building this work was done. There were questions of liability on the design engineering firm's part.

Moved by Ald. Benner, seconded by Ald. Hendricks to hold for more information.

2. [Change Order – Infrastructure Technologies, Inc.; City of Menasha Wastewater Collection System Rehabilitation Improvements Project – Phase 3; Contract No. E145-07-01D; Sanitary Manhole Lining; 30-Day Time Extension \(Change Order No. 2\)](#)

DPW Radtke explained this is to extend the completion date of the project.

Moved by Ald. Wisneski, seconded by Ald. Pamerter to recommend approval to Common Council.

Motion carried on voice vote.

3. [Change Order – Infrastructure Technologies, Inc.; City of Menasha Wastewater Collection System Rehabilitation Improvements Project – Phase 3; Contract No. E145-07-01D; Sanitary Manhole Lining; DEDUCT: \\$516.68 \(Change Order No. 3\)](#)

Moved by Ald. Wisneski, seconded by Ald. Michalkiewicz to recommend approval to Common Council.

Motion carried on voice vote.

4. [Authorization to Execute County/Municipal Recycling Agreement Extension](#)

Moved by Ald. Pamerter, seconded by Ald. Wisneski to recommend approval to Common Council.

Motion carried on voice vote.

5. [O-2-09 An Ordinance Relating to Unpaid Utility Bills](#)

CA/HRD Brandt explained this ordinance clarifies some recent amendments to the original ordinance.

Moved by Ald. Zelinski, seconded by Ald. Wisneski to recommend approval to Common Council.

Motion carried on voice vote.

6. [O-21-08 An Ordinance Relating to Cross Connection Control](#)

CA/HRD Brandt explained the former Utilities General Manager requested this ordinance. Wisconsin Dept. of Natural Resources is in the final stages of revising the cross connection control code requirement. Utility staff is requesting waiting on making changes to the cross connection control until the DNR has finalized the State requirement.

Moved by Ald. Wisneski, seconded by Ald. Benner to table.

Motion carried on voice vote.

E. ADJOURNMENT

Moved by Ald. Michalkiewicz, seconded by Ald. Benner to adjourn at 8:03 p.m.

Motion carried on voice vote.

Respectfully submitted by  
Deborah A. Galeazzi, City Clerk

# Memorandum

To: Mark Radtke

From: Gerald Sturm, Menasha Water Plant Supervisor

Date: January 13, 2009

Subject: Menasha Utilities Water Treatment Facility Plumbing Modifications Change Order

After the piping was fabricated and the installation had begun, it was realized the elevation in the walkway was too low. A new rout was selected and work proceeded. One must realize, without doing extensive three-dimensional drawings of the entire project, substantially increasing the cost of engineering, a problem of this nature may come into play. The additional cost of engineering would have far outweighed the cost of this modification.



**MEMORANDUM**

TO: Mark Radtke, Director  
Public Works

FROM: Melanie Krause   
Manager of Business Operations

DATE: December 19, 2008

SUBJECT: Recommendation for Coenen Mechanical Change Order

At the Regular Meeting of the Menasha Utilities Commission today, a motion was approved requesting the Board of Public Works recommend to the Common Council approval of Coenen Mechanical Change Order, in the amount of \$9,157.65 for the Water Treatment Plant Piping Modifications.

Money is available from the Safe Water Drinking funds to pay for this change order out of the contingency. A copy of the Additional Work Authorization form is attached for your reference.

# ADDITIONAL WORK AUTHORIZATION

**Coenen Mechanical, LLC**  
W2662 Sievert Road Seymour, WI  
54165 Ph. (920) 788-9710  
Fax (920) 788-9720

AWA NO. 28391

PROJECT NO. 28302

PROJECT TITLE: Menasha Water Treatment Facility

CUSTOMER: Menasha Utility

PROJECT LOCATION: Menasha

DATE: 12-4-08

CONT. P.O. #

REQUESTED BY: McMahon / Jerry at plant

**DESCRIPTION OF CHANGE:** Include reasons, drawings affected, line nos., equipment nos., etc.

After the piping was fabricated and the installation had begun, it was realized the elevation in the walk-way was a bit too low. It was mentioned to Tim, and Pete, and I then mentioned to Mr. Mark Stoeger we needed to review this. We located a new route and agreed on a location for the floor penetrations. We will also do some demo of pipe and existing hangers, for access for the new pipe route as discussed.

Labor	Material	Mark-up	Equip.	Consume	TOTAL	
ForeMH 40	\$2,784.00 fittings	\$ 375.00	\$ 56.25	\$ -	\$ 75.00	\$10,430.25
JourMH 120	\$7,140.00	\$ -				
<b>Insulation</b>						\$ 468.00
<b>Painting</b>						\$ 325.00
Labor for piping in basement included in BASE BID.						
ForeMH 16	\$1,113.60					\$ 2,065.60
JourMH 16	\$ 952.00					

Total Change Order \$ 9,157.65

**EFFECT ON SCHEDULE:** Add 1-2 weeks possibly.

Above work to be performed under same conditions as specified in original contract unless otherwise stipulated!

C.M. AUTHORIZATION: \_\_\_\_\_

DATE: 12-4-08

CLIENT AUTHORIZATION: \_\_\_\_\_

DATE: \_\_\_\_\_

CHANGE ORDER NO. CO-1450701A-01 DATE November 17, 2008

KAEMPFER & ASSOCIATES, INC. PROJECT: WASTEWATER COLLECTION SYSTEM  
 Consulting Engineers REHABILITATION IMPROVEMENTS PHASE 3  
 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.: \_\_\_\_\_ ENGINEER'S PROJECT NO.: E145-05.11

CONTRACTOR: INSITUFORM TECHNOLOGIES CONTRACT DATE: November 14, 2007  
 USA, INC. COMPLETION DATE: December 8, 2008  
 REVISED COMPLETION DATE: January 15, 2009

ADDRESS: 12897 Main Street  
 Lemont, Illinois 60439

CONTRACT: E145-07-01A, Sanitary Sewer Lining

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 38-day time extension to complete punch list items, for processing change order for revised quantities, and completion all closeout documentation.

ADDITIONAL NUMBER OF CONTRACT DAYS PROVIDED BY THIS CHANGE ORDER: 38 DAYS

Enclosures: Insituform Technologies USA, Inc. letter dated November 12, 2008

The changes result in the following adjustment of Contract Price:

Contract Price Prior to this Change Order	<u>\$1,582,723.00</u>
Net ( <del>Increase/Decrease</del> ) Resulting from this Change Order	<u>0.00</u>
Current Price, including this Change Order	<u>\$1,582,723.00</u>

The above changes are approved:

FOR THE ENGINEER: By: Taryn S. Nall Date: 11/25/08  
 Taryn S. Nall, P.E.

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

The above changes are accepted:

FOR THE CONTRACTOR: INSITUFORM TECHNOLOGIES USA, INC.

By: Michael A Smyth Date: 11/21/08  
 Michael Smyth, Project Manager

**Kaempfer & Associates, Inc.**

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**From:** "Mike Smyth" <msmyth@insituform.com>  
**To:** "Kaempfer & Associates, Inc." <engineers@kaempferassociates.com>  
**Sent:** Wednesday, November 12, 2008 3:18 PM  
**Attach:** SCAN1454\_000.pdf  
**Subject:** City of Menasha Project - For Taryn

Taryn,

I spoke with Matt Huston and Richard Quast about the progress they have made on the lateral grouting. Based on what has been completed to date we are looking at being finished just after the new year so the attached letter is a request for additional time. As a side note, Richard expects to have the first round of TV reports ready to go next week.

(See attached file: SCAN1454\_000.pdf)

Thanks,  
Mike Smyth  
Senior Project Manager

Insituform Technologies USA, Inc.  
12897 Main Street  
Lemont, IL 60439  
Office - (630) 243-6943  
Cell - (630) 842-6073  
Fax - (630) 257-9712



Worldwide Pipeline  
Rehabilitation

12897 Main Street  
Lemont, IL 60439

Tel: (630) 257-2200  
Fax: (630) 257-9712

Mr. Taryn S. Nall, P.E.  
Kuempfer & Associates, Inc.  
650 E. Jackson Street  
Oconto Falls, WI 54154

November 12, 2008  
via e-mail

**Re: City of Menasha  
Wastewater Collection System Rehabilitation Improvements, Phase 3  
Request for Contract Time Extension**

Dear Mr. Nall,

As you know the cured-in-place sewer lining portion of the project has been completed. In addition, crews from our subcontractor Infrastructure Technologies are well into the completion of the lateral grouting portion of the project. The expected completion of this work, which would complete the project is approximately January 15, 2009. The current completion date of the project is December 8, 2008. Insituform and Infratech are committed to providing the City of Menasha the most cost effective solution for lateral grouting so there has been time required to identify laterals for grouting. Given this process, we respectfully request that the completion date of the project be extended to January 15, 2009.

Thank You,  
INSITUFORM TECHNOLOGIES USA, INC.

  
Michael A. Smyth  
Sr. Project Manager

MONTHLY STATEMENT OF UNIT PRICE CONTRACT AMOUNT

Request for: FINAL Payment No. PR-1450701D-10 Date: December 29, 2008  
 (Partial/Final)

Project: Wastewater Collection System Rehabilitation Improvements, Phase 3

Owner: City of Menasha

Contractor: Infrastructure Technologies, Inc. E145-05.11

Original Contract Amount as Bid:	\$312,491.00
*(ADD)(DEDUCT) by Revised Quantities:	(\$516.68)
*Amount Added by Change Order:	\$0.00
*Amount Deducted by Change Order:	(\$5,760.00)
TOTAL CONTRACT THIS DATE:	\$306,214.32
Value of Work Completed to Date:	\$306,214.32
Less <u>0</u> Per Cent Retainable: OF TOTAL CONTRACT THIS DATE	\$0.00
Net Total:	\$306,214.32

Project on Schedule:  X  YES   NO  100  % Complete

Record of Previous Payments:

1	<u>\$32,983.37</u>	<u>1/14/08</u>	6	<u>\$23,493.85</u>	<u>8/27/08</u>	11	<u> </u>	<u> </u>
2	<u>\$30,495.91</u>	<u>5/13/08</u>	7	<u>\$39,097.98</u>	<u>9/29/08</u>	12	<u> </u>	<u> </u>
3	<u>\$19,350.57</u>	<u>6/9/08</u>	8	<u>\$50,944.78</u>	<u>10/27/08</u>	13	<u> </u>	<u> </u>
4	<u>\$27,059.63</u>	<u>7/9/08</u>	9	<u>\$45,873.92</u>	<u>12/5/08</u>	14	<u> </u>	<u> </u>
5	<u>\$21,095.19</u>	<u>8/1/08</u>	10	<u> </u>	<u> </u>	15	<u> </u>	<u> </u>

Amount Previously Paid: \$290,395.20

AMOUNT DUE THIS REQUEST: \$15,819.12

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  
 K:\E145\0511\PR\INFRA\TECH\#10.doc

Unit Price Contract  
 E145-07-01D Sanitary Manhole Lining  
 December 22, 2008

PROJECT: Wastewater Collection System Rehabilitation Improvements Phase 3  
 OWNER: City of Menasha  
 CONTRACTOR: Infrastructure Technologies, Inc.

ITEM NO.	DESCRIPTION	UNITS	UNIT PRICE	BID QTY.	BID TOTAL	PREVIOUSLY REQUESTED		CURRENT REQUEST		REVISED * QUANTITY	TOTAL	ADD (+) DEDUCT (-)	
						QTY.	TOTAL	QTY.	TOTAL				
1D	Manhole concrete lining	VF	\$226.00	972	\$219,672.00	944.98	\$213,565.48	24.84	\$5,613.84	969.82	\$219,179.32	-\$492.68	
2D	Sanitary sewer pipe connection	EA	\$75.00	268	\$20,100.00	257	\$19,275.00	6	\$450.00	263	\$19,725.00	-\$375.00	
3D	Manhole flow channel construction to springline	EA	\$367.00	72	\$26,424.00	74	\$27,158.00	1	\$367.00	75	\$27,525.00	\$1,101.00	
4D	Manhole flow channel construction to 1-inch above crown of pipe	EA	\$580.00	39	\$22,620.00	35	\$20,300.00	2	\$1,160.00	37	\$21,460.00	-\$1,160.00	
5D	Internal/external manhole chimney seal	EA	\$280.00	31	\$8,680.00	31	\$8,680.00	0	\$0.00	31	\$8,680.00	\$0.00	
6D	Urethane chimney seal	EA	\$210.00	31	\$6,510.00	12	\$2,520.00	0	\$0.00	12	\$2,520.00	-\$3,990.00	
7D	Butyl and urethane chimney seal	EA	\$260.00	31	\$8,060.00	15	\$3,900.00	0	\$0.00	15	\$3,900.00	-\$4,160.00	
8D	Butyl chimney seal	EA	\$50.00	18	\$900.00	21	\$1,050.00	0	\$0.00	21	\$1,050.00	\$150.00	
	Deduct alternative bid item 1D for lining Manhole 614	EA	-\$475.00	1	-\$475.00	1	-\$475.00	0	\$0.00	1	-\$475.00	\$0.00	
<b>TOTAL, PART D ITEMS 1D THROUGH 8D</b>													
<b>CHANGE ORDER #CO-1450701D-01</b>						<b>\$312,491.00</b>		<b>\$295,973.48</b>			<b>\$7,590.84</b>	<b>-\$8,926.68</b>	
6D	Urethane chimney seal	EA	\$210.00	-26	-\$5,460.00	0	\$0.00	0	\$0.00	0	\$0.00	\$5,460.00	
7D	Butyl and urethane chimney seal	EA	\$260.00	-14	-\$3,640.00	0	\$0.00	0	\$0.00	0	\$0.00	\$3,640.00	
9D	Provide temporary concrete pavement restoration in place of permanent concrete restoration at manholes	EA	\$50.00	-30	-\$1,500.00	-22	-\$1,100.00	0	\$0.00	-22	-\$1,100.00	\$400.00	
5D	Internal/external manhole chimney seal	EA	\$280.00	13	\$3,640.00	8	\$2,240.00	2	\$560.00	10	\$2,800.00	-\$840.00	
8D	Butyl chimney seal	EA	\$50.00	24	\$1,200.00	19	\$950.00	0	\$0.00	19	\$950.00	-\$250.00	
<b>TOTAL CHANGE ORDER #CO-1450701D-01</b>						<b>-\$5,760.00</b>		<b>\$2,090.00</b>			<b>\$560.00</b>	<b>\$8,410.00</b>	
<b>TOTAL CONTRACT AMOUNT TO DATE</b>						<b>\$306,731.00</b>		<b>\$298,063.48</b>			<b>\$8,150.84</b>	<b>\$306,214.32</b>	<b>-\$516.68</b>
<b>CHANGE ORDER #CO-1450701D-02</b>													
	Revised quantities			1	-\$729.68		\$0.00		\$0.00		\$0.00	\$516.68	
<b>TOTAL CHANGE ORDER #CO-1450701D-02</b>						<b>-\$516.68</b>		<b>\$0.00</b>			<b>\$0.00</b>	<b>\$516.68</b>	
<b>TOTAL CONTRACT AMOUNT TO DATE</b>						<b>\$306,214.32</b>		<b>\$298,063.48</b>			<b>\$8,150.84</b>	<b>\$306,214.32</b>	<b>\$0.00</b>

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