

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
December 19, 2011
6:45 PM
or immediately following the Administration Committee
AGENDA**

A. CALL TO ORDER

B. ROLL CALL/EXCUSED ABSENCES

C. MINUTES TO APPROVE

1. [December 5, 2011](#)

D. ACTION ITEMS

1. [Change Order – City of Menasha Wastewater Collection System Rehabilitation Improvements – Phase 4 Project; Sanitary Sewer Rehabilitation; Contract E145-11-01A; Terra Engineering & Construction Corporation; Request a 30-Day Time Extension to Provide Close-Out Documentation \(Change Order No. 3\)](#)
2. [Change Order – City of Menasha Wastewater Collection System Rehabilitation Improvements – Phase 4 Project; Sanitary Manhole Lining; Contract E145-11-01C; Infrastructure Technologies, Inc; Request a 30-Day Time Extension to Provide Close-Out Documentation \(Change Order No. 2\)](#)

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
December 5, 2011
MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Taylor at 7:12 p.m.

B. ROLL CALL/EXCUSED ABSENCES

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

EXCUSED: Alderman Benner

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

C. MINUTES TO APPROVE

1. [November 21, 2011](#)

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

Motion carried on voice vote.

D. ACTION ITEMS

1. [Street Use Permit – 18th Annual First Eve Fox Cities; Saturday, December 31, 2011; 10:30 PM to 12:20 AM \(Community Forward\)](#)

Staff's concerns are making sure all businesses affected by the street closure are notified, information on fireworks be submitted to Fire Department, and proof of liability insurance with endorsement be submitted to the City Attorney for approval. A meeting was held with the event coordinator and he is aware of the concerns of staff and the requirements before the Street Use Permit will be granted.

Moved by Ald. Sevenich, seconded by Ald. Krueger to recommend to Common Council with the condition that all insurance and final fireworks information be submitted before going to Council.

General discussion on submitting information on a timely basis.

Motion carried on voice vote.

E. ADJOURNMENT

Moved by Ald. Krueger, seconded by Ald. Langdon to adjourn at 7:20 p.m.

Motion carried on voice vote.

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



Memorandum

DATE: December 15, 2011

TO: Board of Public Works

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

RE: Change Order No. 3; Terra Engineering and Construction Corporation; Project No. E145-11-01A; 30 Day Time Extension
Change Order No. 2; Infrastructure Technologies, Inc.; Project No. E145-11-01C; 30 Day Time Extension

Attached is Change Order No. 3 for Contract E145-11-01A involving sanitary sewer rehabilitation and Change Order No. 2 for Contract No. E145-11-01C involving sanitary manhole lining. Both change orders are for a 30 day time extension to provide project close-out documentation for this Clean Water Fund project. There are no contract price adjustments involved with these change orders.

Attachment

CHANGE ORDER NO. CO-1451101A-03 DATE December 1, 2011

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

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 30-day time extension to provide project close-out documentation.

ADDITIONAL NUMBER OF CONTRACT DAYS PROVIDED BY THIS CHANGE ORDER: 30 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 Date: 12/9/11
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: TERRA ENGINEERING & CONSTRUCTION
By: Randy Bieri Date: 12/5/11
Randy Bieri, Project Manager



Memorandum

DATE: December 15, 2011

TO: Board of Public Works

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

RE: Change Order No. 3; Terra Engineering and Construction Corporation; Project No. E145-11-01A; 30 Day Time Extension
Change Order No. 2; Infrastructure Technologies, Inc.; Project No. E145-11-01C; 30 Day Time Extension

Attached is Change Order No. 3 for Contract E145-11-01A involving sanitary sewer rehabilitation and Change Order No. 2 for Contract No. E145-11-01C involving sanitary manhole lining. Both change orders are for a 30 day time extension to provide project close-out documentation for this Clean Water Fund project. There are no contract price adjustments involved with these change orders.

Attachment

OWNER

CHANGE ORDER NO. CO-1451101C-02 DATE December 1, 2011

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

CONTRACTOR: INFRASTRUCTURE TECHNOLOGIES, INC. CONTRACT DATE: June 1, 2011
COMPLETION DATE: December 28, 2011
ADDRESS: 6268 Oak Run Road REVISED COMPLETION DATE: January 27, 2012
Rhineland, WI 54501

CONTRACT: E145-11-01C

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 30-day time extension to provide project close-out documentation.

ADDITIONAL NUMBER OF CONTRACT DAYS PROVIDED BY THIS CHANGE ORDER: 30 DAYS
Enclosures: Change Order Summary Table.

The changes result in the following adjustment of Contract Price:

Contract Price Prior to this Change Order	<u>\$42,370.00</u>
Net (Increase/Decrease) Resulting from this Change Order	<u>\$ 0.00</u>
Current Price, including this Change Order	<u>\$42,370.00</u>

The above changes are approved:

FOR THE ENGINEER: By: Taryn S. Nall Date: 12/12/11
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: INFRASTRUCTURE TECHNOLOGIES, INC.
By: Matt Huston Date: 12/8/2011
Matt Huston, Project Manager