

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
May 6, 2013
7:00 PM**

or immediately following the Administration Committee

AGENDA

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
 - 1. [April 16, 2013](#)
- D. ACTION ITEMS
 - 1. [Street Use Application – Communityfest-Parade of Lights; Wednesday, July 3, 2013; 9:00 PM – 10:15 PM \(Cities of Neenah and Menasha\)](#)
 - 2. [Street Use Application – Otto Grunski Runski; Saturday, August 10, 2013; 6:00 AM – 11:00 AM \(City of Menasha\)](#)
 - 3. [Change Order – Pieper Electric, Inc, Contract No. M0002-910283-B, High Lift Pumping Station; ADD: \\$5,641.00 \(Change Order No. 2\)](#)
- 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
April 16, 2013
MINUTES

A. CALL TO ORDER

Meeting called to order by DPW Radtke at 9:46 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Nichols, Taylor, Sevenich, Langdon, Keehan, Zelinski, Englebert, Benner

ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Styka, FC Auxier, DPW Radtke, CDD Keil, Dpty Treasurer Sassman, PHD Nett, PRD Tungate, LD Lenz, Clerk Galeazzi

C. MINUTES TO APPROVE

1. [April 1, 2013](#)

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

Motion carried on voice vote.

D. ACTION ITEMS

1. Election of Chairman

Moved by Ald. Sevenich, seconded by Ald. Zelinski to nominate Ald. Taylor as Chairman.

Having no other nominations the clerk was directed to cast a unanimous ballot for Ald. Taylor as Chairman.

Ald. Taylor took over as Chairman

2. Election of Vice-Chairman

Moved by Ald. Zelinski, seconded by Ald. Englebert nominated Ald. Sevenich as Vice-Chairman

Having no other nominations the clerk was directed to cast a unanimous ballot for Ald. Sevenich as Vice-Chairman.

E. ADJOURNMENT

Moved by Ald. Sevenich, seconded by Ald. Langdon to adjourn at 9:49 p.m.

Motion carried on voice vote.

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



STREET USE APPLICATION

Event: Communityfest - Parade of Lights
 Sponsored by: Neenan & Menasha
 Responsible Person: Brian Tungate
 Address: 140 Main St.
Menasha, WI 54952
 Email Address: btungate@ci.menasha.wi.us

Street Use Date: July 3, 2013
 Start Time: 9:00 p.m.
 End Time: 10:15 p.m.
 Number of Units: 30+
 (Parades)

Phone: _____

Street Route: Starts in Neenah, north on Washington to Main St. (Menasha)
 Description of Use (attach map) East on main to Milwaukee, north on Milwaukee to First. East on First. Ends near Library

Liability Insurance has been secured in the amount of \$ N/A with the City of Menasha named as the additional insured. This is primary insurance.
 Insurance Company CIUMIC Policy No. _____
 (Attached are samples of the certificate of insurance and endorsement; each naming the City of Menasha as additional insured)

Date: 4-16-13 Applicant's Signature: Brian Tungate

Permit Fee: Each application for a Street Use Permit shall be accompanied by a fee of \$25.00 along with a Special Event Fee of \$25.00. Please make checks payable to City of Menasha.

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 February 4, 2013)

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

Scheduled Common Council Review Date: _____
 Approved: _____ Denied: _____

APPROVAL:
 Police Dept. [Signature] Fire Dept. [Signature] Public Works Dept. MR* City Attorney [Signature]

* Milwaukee Street north of Broad Street is scheduled to be resurfaced in June. If project is delayed, parade may need to turn east at Broad Street.



STREET USE APPLICATION

Event: Otto Grunski Runski

Sponsored by: City of Menasha

Responsible Person: Brian Tunge

Address: 140 main st.
Menasha

Email Address: btunge@ci.menasha.wi.us

Street Route: See 4 attached maps
Description of Use (attach map)

Street Use Date: 8-10-13
Start Time: 6:00 a.m.
End Time: 11:00 a.m.
Number of Units: 400
(Parades) Humans

Phone: _____

Liability Insurance has been secured in the amount of \$ _____ with the City of Menasha named as the additional insured. This is primary insurance.

Insurance Company CIVIC Policy No. _____
(Attached are samples of the certificate of insurance and endorsement; each naming the City of Menasha as additional insured)

Date: 4-16-13 Applicant's Signature: [Signature]

Permit Fee: Each application for a Street Use Permit shall be accompanied by a fee of \$25.00 along with a Special Event Fee of \$25.00. Please make checks payable to City of Menasha.

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.

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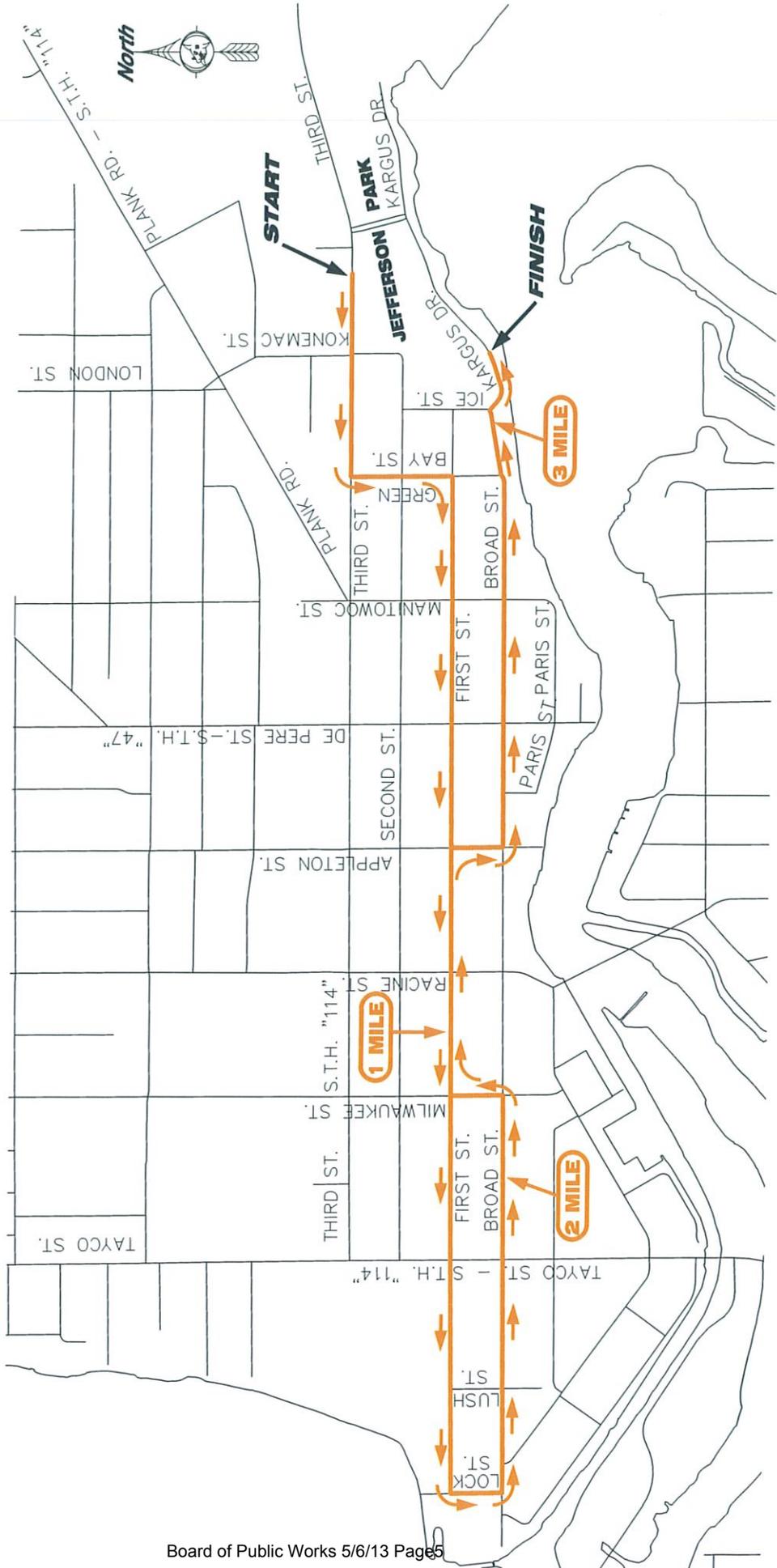
APPROVAL:

Police Dept. [Signature] Fire Dept. [Signature] Public Works Dept. MR* City Attorney PAC

*Melissa Street scheduled for resurfacing this summer but should be completed prior to 8-10.

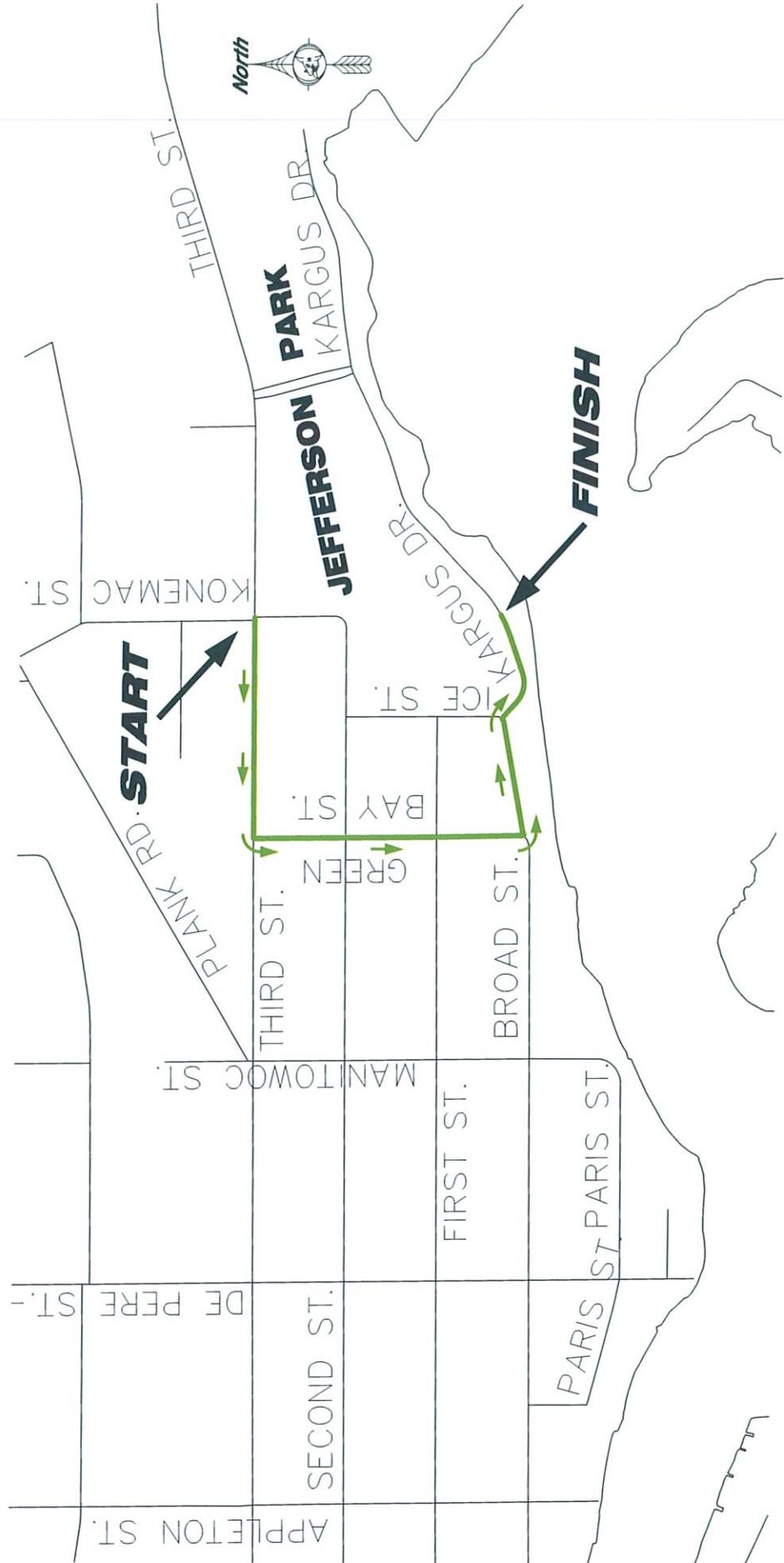
GRUNSKI RUNSKI RACE MAP

5K RACE



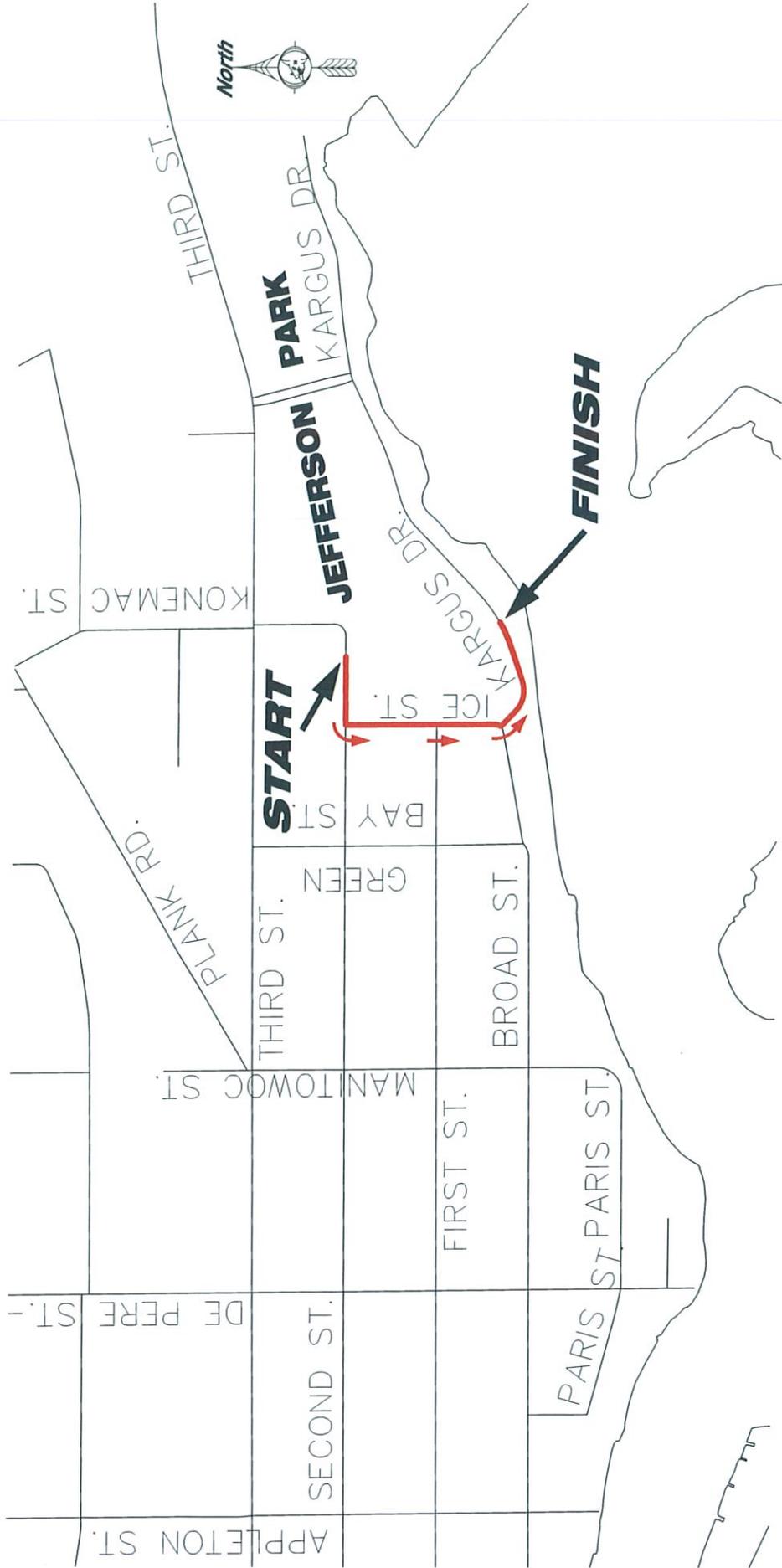
KID'S FUN RUNSKI MAP

1/2 MILE RACE



KID'S FUN RUNSKI MAP

1/4 MILE RACE





MEMORANDUM

TO: Mark Radtke, Director
Public Works

FROM: Melanie Krause, Interim General Manager
Tim Gosz, Water Plant Supervisor

DATE: April 26, 2013

SUBJECT: Change Order Approval

At the Regular Meeting of the Menasha Utilities Commission motions were approved requesting the Board of Public Works recommend to the Common Council authorization of Change Order #2 for Pieper Electric in the amount of \$5,641.00. The change order is requested due to discoveries uncovered during the pump #3 rebuild that were not in the scope of the bid. This project is funded with Safe Drinking water funds and after this change order \$24,481 still remains of contingency funds plus some from the River Crossing project that came in under budget.

Copies of supporting documents are attached.

McMAHON

ENGINEERS ARCHITECTS

February 26, 2013

Melanie Krause
Menasha Utilities
321 Milwaukee Street
P.O. Box 340
Menasha, WI 54952-0340

Re: Menasha Utilities
High Lift Pumping Station
Standby Generator & Motor Control Modifications
Change Order #2 | Pieper Electric, Inc.
Contract No. M0002-910283-B
McM. No. M0002-910283.04

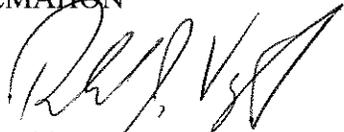
Enclosed are five copies of Change Order #2 for the above referenced project. This change is an increase to the Contract in the amount of +\$5,641.00. The new Contract Price is \$618,539.00.

Please review and sign in the space provided. **Return all copies to our office**, and we will distribute accordingly.

Should you have any questions, please contact our office at your convenience.

Very truly yours,

McMAHON



Donald J. Voogt, P.E., BCEE
Associate / Senior Project Engineer

DJV:smdt

Enclosure: Change Order #2

(Contractor)
PIEPER ELECTRIC, INC.
 5070 North 35th Street
 Milwaukee, WI 53209

Contract No. M0002-910283-B / Base Bid #2
 Project File No. M0002-910283.04
 Change Order No. Two (2)
 Issue Date: February 15, 2013
 Project: Menasha Utilities - High Lift Pump Station
 Standby Generator & Motor Control Mod.

You Are Directed To Make The Changes Noted Below In The Subject Contract:

	(Item Description)	(Price)
2.1	Replace Old, Corroded & Worn Parts on Pump #3, Which Was Discovered During Pump Rebuild, Per Owner's Request ADD	+ \$5,641.00
	TOTAL	+ \$5,641.00

The Changes Result In The Following Adjustments:

	CONTRACT PRICE	TIME
Prior To This Change Order	<u>\$612,898.00</u>	<u> </u> days
Adjustments Per This Change Order	<u>+ \$5,641.00</u>	<u> </u> days
Current Contract Status	<u>\$618,539.00</u>	<u> </u> days

Recommended:
McMAHON
 Neenah, Wisconsin

Accepted:
PIEPER ELECTRIC, INC.
 Milwaukee, Wisconsin

Authorized:
MENASHA UTILITIES
 City Of Menasha, Wisconsin

By:
 Date: 2/15/13

By:
 Date: 2-20-13

By: _____
 Date: _____

- OWNER Copy
- CONTRACTOR Copy
- ENGINEER Copy (Contract Copy)
- AGENCY COPY
- FILE COPY

Four Copies Should Accompany This Change Order
Execute And Return To ENGINEER For Distribution



CHANGE ORDER SUMMARY

<p>McMahon Engineering _____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p style="text-align: center;">ATTENTION : Don Voogt</p>	<p>JOB NAME: Menasha High Lift PS</p> <p>CHANGE ORDER NUMBER: 5</p> <p>REVISION NUMBER:</p> <p>DATE: 1/29/2013</p> <p>JOB NO: 12090</p> <p>CONTRACT NO: M0002-910283-B</p> <p>AMOUNT OF C/O: \$5,641</p>
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REGARDING YOUR REQUEST FOR QUOTATION:
 Additional work required per Crane Engineering condition report dated 1/23/13

SUMMARY:	A. LABOR	\$0
	B. MATERIALS	\$0
	C. DJE	\$0
	SBO: NO	
	D. SUBCONTRACTS	\$5,372
	SUBTOTAL	\$5,372
	OVERHEAD & PROFIT 5.00%	\$269
	SUBTOTAL	\$5,641
	BOND	\$0
	INSURANCE	\$0
	GRAND TOTAL	\$5,641
	ADDITIONAL CALENDAR DAYS EXTENDED TO CONTRACT COMPLETION DATE:	0

THIS AMOUNT ONLY COVERS THE DIRECT COSTS IN LABOR, MATERIALS, SUBCONTRACTS AND EQUIPMENT NECESSARY TO EXECUTE THE CHANGED WORK DESCRIBED IN THE PROPOSAL. AT THE PRESENT TIME, WE CANNOT ASSESS OR EVALUATE THE OVERALL IMPACT OF THE CHANGED WORK ON OUR ORIGINAL CONTRACT SCOPE OF WORK. WE THEREBY RESERVE OUR RIGHTS TO CLAIM FOR ANY INDIRECT COSTS WHICH MAY ARISE IN THE FUTURE AS A RESULT OF DELAYS TO THE WORK, OUT OF SEQUENCE WORK, INEFFICIENCIES, EXTENDED CONTRACT COMPLETION, LABOR AND MATERIAL ESCALATION AND/OR ACCELERATION AND EXTENDED WARRANTIES.

This price is valid for 14 days. This form was approved:

JOB	NUMBER	C.O. NO.	DATE	REVISION
Menasha High Lift PS	12090	5	29-Jan-13	

A. LABOR

*SUPER INTENDENT	0 HRS @	\$89.70	TOTAL	\$0.00
** SUPERVISOR	0 HRS @	\$81.34	TOTAL	\$0.00
*** SAFETY	0 HRS @	\$79.29	TOTAL	\$0.00
ELECTRICIAN	0 HRS @	\$75.07	TOTAL	\$0.00
ESTIMATOR	0 HRS @	\$58.62	TOTAL	\$0.00
ENGINEER	0 HRS @	\$50.00	TOTAL	\$0.00
	@		TOTAL	\$0.00
	@		TOTAL	\$0.00
	@		TOTAL	\$0.00
TRAVEL	@		TOTAL	\$0.00
SUBSISTENCE	@		TOTAL	\$0.00
PREMIUM COSTS			TOTAL	\$0.00
			LABOR TOTAL	\$0.00

B. MATERIALS

MATERIAL PER "TAKE-OFF"			TOTAL	\$0
MISCELLANEOUS MATERIAL & WASTE	3.00%		TOTAL	\$0
			<i>SUBTOTAL</i>	<i>\$0</i>
FREIGHT AND HANDLING			TOTAL	\$0
SPECIAL EXPEDITING			TOTAL	\$0
SALES TAX	5.6%		TOTAL	\$0
			MATERIAL TOTAL	\$0

*SUPER INTENDENT - 6% OF TOTAL MAN HOURS
 ** SUPERVISOR - 12 % OF TOTAL MAN HOURS
 *** SAFETY - 3 % OF TOTAL MAN HOURS

TS11A



AUGUST WINTER & SONS, INC. MECHANICAL CONTRACTORS

2323 NORTH ROEMER ROAD * APPLETON, WI 54911
PO BOX 1896 * APPLETON, WI 54912
PHONE: 920-739-8881 * FAX: 920-739-2230

January 25, 2013

Pieper Electric
Justin Curler

1

CHANGE ORDER PRICE AND BREAKDOWN

Project/Job#: 290213 Menasha High Lift Pump Station

Description: Misc. recommended repairs to turbine pump after inspection

Our change order price and breakdown follows:

August Winter

Material.....	\$	-
Labor..... 0 hrs	\$	-
Direct Costs.....	\$	-
Equipment Rental.....	\$	-
Indirect Costs.....	\$	-
Subtotal.....	\$	-
Overhead.....	\$	-
Total.....	\$	-

Subcontracts

Total Subcontractor Costs.....	\$	4,884
Subcontractor Markup.....	\$	488
Total Subcontractor Costs w/overhead.....	\$	5,372
Total AWS/Subcontractor Costs.....	\$	5,372
Profit/Bond.....	\$	-

Change Order Total..... \$ 5,372

Time extension required is 0 days.

This quotation based upon acceptance within 30 days.

Exclusions: 0

Kurt Van Grinsven

August Winter & Sons, Inc.
PH: 920-739-8881 FX: 920-739-2230

VISIT OUR WEB SITE AT WWW.AUGUSTWINTER.COM

Branch Office: 5613 Schofield Avenue * Schofield, WI 54476 * PH: 715/355-7555 * FAX: 715/355-9048
HVAC * PLUMBING * TANK FABRICATION * PROCESS PIPING * IND. SHEETMETAL
SPECIALTY METAL FAB. * ASME PRESSURE VESSELS * ASME CODE WELDING * 24 HR. SERVICE * ENGINEERING
STATE OF WISCONSIN LICENSED MASTER PLUMBERS, LICENSE NUMBER 227170

Justin Carter
Proper Etc

On January 18, 2013 we removed High Lift Pump #3 from service. We later dis-assembled the pump and performed an inspection of the components. The following information is a summary of our findings.

The existing pump is a Goulds 20GLC – 3 stage. Design Conditions were 5,500 gpm @ 160 feet TDH. The unit was driven by a 300 Hp 1,800 rpm, 460V/3ph Vertical Hollow Shaft Motor.

Pictures were taken after the pump was dis-assembled and are shown on the following pages.

Specification Requirements:

- **Replace bowl assembly** - A new Goulds 20RCLC – 1 stage Pump is being provided. Design Condition is 2,800 gpm @ 160 feet TDH
- **Replace motor** – A new 150 Hp, 1,200 rpm, 460V/3ph Vertical Hollow Shaft Motor is being provided.
- **Column Pipe is being Sand Blasted and Coated** – Blast Inside/Outside SP-10. Prime Coat Tnemec Series 1 @ 3 mils DFT. Two (2) Coats Tnemec Series 140 @ 4-5 mils DFT per coat.
- **Replace Motor Shaft** – Provide new 416 SS Motor Shaft to accommodate new motor.
- **Replace Stuffing Box Bearing** – Provide new Bronze stuffing box bearing.
- **Replace Mechanical Seal** – Provide new John Crane 5610 mechanical seal.

Recommended Items not Specified:

- **Replace line shaft** - Existing shafting is Carbon Steel. It is corroded and out of tolerance. Recommend installing new 1 15/16" diameter line shaft made of 416 SS. Additional Cost \$1,588.00 ✓
- **Replace Bronze Bearings in Spiders** – Existing bearings are worn out of tolerance. Provide new Bronze bearing inserts. Additional Cost \$454.00 (\$227.00/each) ✓
- **Replace Lines Shaft couplings** – Existing couplings are Carbon Steel. We recommend new 416 SS couplings. Additional Cost \$349.00 (\$174.50/each) ✓
- **Replace Suction Basket** – Existing basket is corroded and in rough shape. We recommend a new 416 SS Basket. Additional Cost \$1,582.00 ✓
- **Replace Nuts and Bolts** – Existing bolts were Carbon Steel. They were extremely corroded and are not re-usable. We recommend new 316 SS Nuts and Bolts. Additional Cost \$911.00 ✓

#11884

