

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
September 19, 2016
6:30 PM
or immediately following the Common Council**

AGENDA

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
 - 1. [Board of Public Works, 9/6/16.](#)
- D. ACTION ITEMS
 - 1. [Street Use Application – Hometown Halloween, October 27, 2016, 3:00-7:00 p.m.](#)
 - 2. [Payment No. 3 – Northeast Asphalt, Inc.; New Street Construction and Reconstruction, Concrete Curb and Gutter, Concrete Sidewalk, Asphalt Pavement within Parking Area, 8' Wide Asphalt Trail and Storm Sewer; Sixth Street, Ninth Street, Grandview Avenue, Manitowoc / Plank Road \(8' Wide Asphalt Trail\), Menasha Utilities Office \(Parking Area Paving\), and Community Way; Contract Unit No. 2016-02; \\$92,038.75.](#)
- 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
September 6, 2016
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Chairman Krautkramer at 8:00 p.m.

B. ROLL CALL/EXCUSED ABSENCES

PRESENT: Aldermen Zelinski, Benner, Nichols, Krautkramer, Collier, Keehan.

EXCUSED: Aldermen Spencer, Taylor.

ALSO PRESENT: Mayor Merkes, CA Captain, PC Styka, FC Kloehn, ASD Steeno, CDD Buck, PPRD Tungate, PHD McKenney, Water Utility Manager Gosz, Clerk Galeazzi.

C. MINUTES TO APPROVE

1. [Board of Public Works, 8/15/16.](#)

Moved by Ald. Keehan seconded by Ald. Nichols to approve minutes.

Motion carried on voice vote.

D. ACTION ITEMS

1. [Street Use Application – Menasha High School Homecoming Parade; October 7, 2016; 5:30 PM – 6:15 PM.](#)

PC Styka explained the parade route is the same as previous years. Staff recommends approval.

Moved by Ald. Keehan seconded by Ald. Nichols to recommend to Common Council Street Use Application for Menasha High School Homecoming Parade on October 7, 2016 from 5:30 PM – 6:15 PM.

Motion carried on voice vote.

2. [Payment – Northeast Asphalt, Inc.; New Street Construction and Reconstruction, Concrete Curb and Gutter, Concrete Sidewalk, Asphalt Pavement within Parking Area, 8' Wide Asphalt Trail and Storm Sewer; Sixth Street, Ninth Street, Grandview Avenue, Manitowoc / Plank Road \(8' Wide Asphalt Trail\), Menasha Utilities Office \(Parking Area Paving\), and Community Way; Contract Unit No. 2016-02; \\$333,805.29 \(Payment No. 2\).](#)

Mayor Merkes explained the payment is for a portion of the work completed.

Moved by Ald. Benner seconded by Ald. Keehan to recommend to Common Council Payment to Northeast Asphalt, Inc. for new street construction and reconstruction, concrete curb and gutter, concrete sidewalk, asphalt pavement within parking area, 8' wide asphalt trail and storm sewer for Sixth Street, Ninth Street, Grandview Avenue, Manitowoc/Plank Road (8' wide asphalt trail), Menasha Utilities Office (parking area paving), and Community Way, Contract Unit No. 2016-02 in the amount of \$333,805.29. (Payment No. 2).

Motion carried on roll call 6-0.

3. [Recommendation to Award – Reservoir Membrane Roof System, Contract M0002-9-16-00217.00; Northeastern Roofing, Inc.; \\$97,750 \(Menasha Utilities\).](#)

Water Utility Manager Gosz explained the bid is for installing a rubber membrane roof over the high lift pump station on Manitowoc Street (Winz Park).

Moved by Ald. Keehan seconded by Ald. Nichols to recommend to Common Council Recommendation to Award for Reservoir Membrane Roof System, Contract M0002-9-16-00217.00 to Northeastern Roofing, Inc. in the amount of \$97,750 (Menasha Utilities). Motion carried on roll call 6-0.

4. [O-10-16 An Ordinance Regarding Restrictions on Parking \(Introduced by Mayor Merkes\).](#)

PC Styka reviewed the list of changes as outlined in his memo dated 8/16/16.

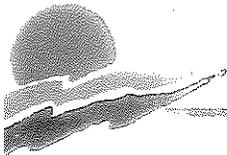
General discussion ensued on the changes to the parking code, signage, parking for employees of downtown businesses, parking on driveway aprons, and educating the public about the changes.

Moved by Ald. Keehan seconded by Ald. Nichols to recommend to Common Council O-10-16 An Ordinance Regarding Restrictions on Parking (Introduced by Mayor Merkes). Motion carried on roll call 6-0.

E. ADJOURNMENT

Moved by Ald. Keehan seconded by Ald. Benner to adjourn at 8:25 p.m.
Motion carried on voice vote.

Deborah A. Galeazzi, WCMC
City Clerk



Menasha

STREET USE APPLICATION

Event: Hometown Halloween

Sponsored by: City of Menasha FFM

Responsible Person: Stephanie Staeswell

Address: 140 Main Street
Menasha WI 54952

Street Use Date: Oct. 27, 2016
Start Time: 3:00 pm
End Time: 7:00 pm
Number of Units: _____
(Parades)

Email Address: scheslock@ci.menasha.wi.us Phone: (920) 967-3608

Street Route: Milwaukee + Main around Curtis Reed Square
Description of Use (attach map) Chute St (From C. Hall pkg lot) to Main St.

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

Date: 9-2-16 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. 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 April 3, 2015)

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

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

APPROVAL:
Police Dept. TS per email Fire Dept. VG verbal Public Works Dept. [Signature] City Attorney [Signature]

Hometown Halloween Street Closures



 Street Closure Areas



Certificate of Payment

Date: September 15, 2016

Payment Request: 3 (Three)

Contractor: Northeast Asphalt, Inc.

Address: W6380 Design Drive, Greenville, WI 54952

Contract Unit No.: 2016-02

Project Description: New Street Construction and Reconstruction, Concrete Curb and Gutter, Concrete Sidewalk, Asphalt Pavement, Asphalt Pavement within Parking Area, 8' Wide Asphalt Trail and Storm Sewer

Original Contract Amount \$ 893,042.04

Change Order No.: _____ Amount: \$ _____

Previous Change Order(s): \$ _____

Total Contract Amount (Including Change Orders) \$ 893,042.04

Total Earned to Date (Summary Attached) \$ 635,285.45

Less Retainage (2.5% of Original Contract) \$ 22,326.05

Amount Due \$ 612,959.40

Previous Payments \$ 520,920.65

Amount Due this Payment \$ 92,038.75

Estimate Period from August 11, 2016 to September 1, 2016

I certify that all bills for labor, equipment, materials and services are paid for which previous certificates for payment were issued.

Date: _____ By: _____

Lien Waivers from all subcontractors and suppliers shall accompany each Request for Payment. Affidavit of Compliance with Prevailing Wage Rates shall accompany Request for Final Payment.

Recommended for Payment

Corey Gordon, Public Works: _____ Date: _____

Don Merkes, Mayor: _____ Date: _____

Common Council Approval Date: _____

Finance Department

<u>Account Number</u>	<u>Budget</u>	<u>Charge to Account</u>
	\$	
	\$	
	\$	
	\$	

Itemized Bid Tabulation						
City of Menasha Contract Unit No. 2016-02						
New Street Construction and Reconstruction, Concrete Curb and Gutter, Concrete Sidewalk, Asphalt Pavement within Parking Area, (8' Wide Asphalt Trail), Menasha Utilities Office (Parking Area Paving) and Storm Sewer						
Sixth Street, Ninth Street, Grandview Avenue, Manitowoc / Plank Road (8' Wide Asphalt Trail), Menasha Utilities Office (Parking Area Paving), Keil Way						
Unit 2016-02 Menasha Utilities Parking Lot					Payment # 3 (Three)	
Item	Quantity	DESCRIPTION	UNIT PRICE		YTD Total	
			UNIT PRICE	ITEM TOTAL	Quantity	Total
		BASE BID				
1	7,000	Asphalt Pavement Removal/SY	\$ 1.15	\$ 8,050.00	7000.00	\$ 8,050.00
2	7,589	Fine Grading and Compaction/SY	\$ 1.25	\$ 9,486.25	7589.00	\$ 9,486.25
3	1	Utility Adjustment/Each	\$ 300.00	\$ 300.00	2.00	\$ 600.00
4	14	Sawcut/LF	\$ 1.75	\$ 24.50	14.00	\$ 24.50
5	764	Asphalt Binder Course Pavement 1 1/3" Thick Type E-0.3 (19 mm)/Ton	\$ 52.00	\$ 39,728.00	747.32	\$ 38,860.64
6	764	Asphalt Surface Course Pavement 1 3/4" Thick Type E-0.3 (12.5 mm)/Ton	\$ 55.50	\$ 42,402.00	790.84	\$ 43,891.62
7	1	Erosion Control/LS	\$ 1,050.00	\$ 1,050.00	1.00	\$ 1,050.00
8	1	Construction Mobile/Demobile; Project Coordination; all incidental utility and miscellaneous roadway work; and all other project work area restoration and clean-up to an equal and/or better preconstruction condition, as required and related to the overall Project/LS	\$ 4,700.00	\$ 4,700.00	1.00	\$ 4,700.00
Total Unit 2016-02 Menasha Utilities Parking Lot				\$ 105,740.75		\$ 106,663.01
Unit 2016-02 Manitowoc Road / Plank Road Trail						
1	6	Remove and Replace Inlet/Each	\$ 2,500.00	\$ 15,000.00	6.00	\$ 15,000.00
2	2	Remove Inlet and Abandon Storm Inlet Lead/Each	\$ 345.00	\$ 690.00	0.00	\$ -
3	1,235	Unclassified Excavation/CY	\$ 8.50	\$ 10,497.50	500.00	\$ 4,250.00
4	1,000	Recycled/Pulverized Stone Placement (10" Thick)/CY	\$ 11.00	\$ 11,000.00	0.00	\$ -
5	3,604	Fine Grading and Compaction/SY	\$ 2.25	\$ 8,109.00	0.00	\$ -
6	2,189	30" Concrete Curb & Gutter/LF	\$ 10.20	\$ 22,327.80	2200.00	\$ 22,440.00
7	8	30" Concrete Curb and Gutter (Remove and Replace)/LF	\$ 40.00	\$ 320.00	18.00	\$ 720.00
8	2,174	30" Concrete Curb and Gutter (Removal)/LF	\$ 2.00	\$ 4,348.00	2200.00	\$ 4,400.00
9	15	Utility Adjustment/Each	\$ 290.00	\$ 4,350.00	14.00	\$ 4,060.00
10	2,235	Sawcut/LF	\$ 1.75	\$ 3,911.25	1680.00	\$ 2,940.00
11	412	3" Thick Asphalt Trail Type E-0.3 (12.5 mm) Placed in One Lift/Ton	\$ 53.40	\$ 22,000.80	0.00	\$ -
12	743	4" Thick Asphalt Pavement (Remove & Replace) Type E-1 Placed in Two Lifts/SY	\$ 18.95	\$ 14,079.85	0.00	\$ -
13	80.00	Remove Existing Asphalt Trail and Driveway/SY	\$ 4.50	\$ 360.00	70.00	\$ 315.00
14	669	3" Thick Asphalt Driveway/Apron (Remove and Replace)/SY	\$ 17.85	\$ 11,941.65	0.00	\$ -
15	474	3" Thick Asphalt Apron/SF	\$ 3.75	\$ 1,777.50	0.00	\$ -
16	3	Handicap Ramp Curb Cut/Each	\$ 350.00	\$ 1,050.00	0.00	\$ -
17	531	6" Thick Concrete Handicap Ramp/SF	\$ 4.75	\$ 2,522.25	0.00	\$ -
18	87	4" Thick Concrete Sidewalk (Remove and Replace)/SF	\$ 6.00	\$ 522.00	0.00	\$ -
19	172	6" Thick Concrete Handicap Ramp (Remove and Replace)/SF	\$ 5.75	\$ 989.00	0.00	\$ -
20	2,546	Lawn and Terrace Restoration/SY				
21	1	Clearing and Grubbing/LS	\$ 4,500.00	\$ 4,500.00	0.00	\$ -
22	1	Temporary Mailbox/LS	\$ 475.00	\$ 475.00	0.50	\$ 237.50
23	1	Erosion Control/LS	\$ 1,050.00	\$ 1,050.00	0.50	\$ 525.00
24	1	Traffic Control/LS	\$ 2,250.00	\$ 2,250.00	0.50	\$ 1,125.00
25	1	Construction Mobile/Demobile; Project Coordination; all incidental utility and miscellaneous roadway work; and all other project work area restoration and clean-up to an equal and/or better preconstruction condition, as required and related to the overall Project/LS	\$ 7,100.00	\$ 7,100.00	0.50	\$ 3,550.00
Total Unit 2016-02 Manitowoc Road / Plank Road Trail				\$ 151,171.60		\$ 59,562.50
Unit 2016-02 Street Rehabilitation, Street Reconstruction; New Street Construction						
1	400	Topsoil Stripping/CY	\$ 4.00	\$ 1,600.00	400.00	\$ 1,600.00
2	1	Remove and Replace Inlet/Each	\$ 1,800.00	\$ 1,800.00	1.00	\$ 1,800.00
3	2	New Inlet/Each	\$ 1,500.00	\$ 3,000.00	2.00	\$ 3,000.00
4	15	10" HDPE Inlet Lead/LF	\$ 55.00	\$ 825.00	0.00	\$ -
5	190	15" SDR-35 PVC Storm Sewer Relay/LF	\$ 38.00	\$ 7,220.00	150.00	\$ 5,700.00
6	150	18" SDR-35 PVC Storm Sewer Relay/Each	\$ 45.00	\$ 6,750.00	0.00	\$ -
7	43	18" HDPE Culvert/LF	\$ 45.00	\$ 1,935.00	40.00	\$ 1,800.00
8	2	Endwall for 18" HDPE Culvert Pipe/Each	\$ 150.00	\$ 300.00	2.00	\$ 300.00
9	20	6" SCH-40 PVC Sanitary Sewer Lateral/LF	\$ 58.00	\$ 1,160.00	14.00	\$ 812.00

10	45	4" Under Pavement Drain/LF	\$ 18.00	\$ 810.00	0.00	\$ -
11	7.92	48" Diameter Storm Manhole/V.F.	\$ 210.00	\$ 1,663.20	0.00	\$ -
12	16,021	Pavement / Base Pulverizing/SY	\$ 0.50	\$ 8,010.50	16021.00	\$ 8,010.50
13	1,969.00	Unclassified Excavation of Pulverized Material/CY	\$ 8.50	\$ 16,736.50	1969.00	\$ 16,736.50
14	3,531	Unclassified Excavation/CY	\$ 8.60	\$ 30,366.60	3808.00	\$ 32,748.80
15	38	30" Concrete Curb and Gutter Removal Only/LF	\$ 2.50	\$ 95.00	30.00	\$ 75.00
16	687	Supply, Place and Compact Clean Fill/CY	\$ 8.95	\$ 6,148.65	687.00	\$ 6,148.65
17	1,767	3" Crushed Dense Aggregate Base Course Placement/CY	\$ 11.00	\$ 19,437.00	1767.00	\$ 19,437.00
18	870	Pulverized Stone Placement/CY	\$ 11.05	\$ 9,613.50	870.00	\$ 9,613.50
19	22,749	Fine Grading and Compaction/SY	\$ 1.20	\$ 27,298.80	22749.00	\$ 27,298.80
20	3,031	30" Concrete Curb and Gutter/LF	\$ 9.90	\$ 30,006.90	2728.00	\$ 27,007.20
21	1,265	30" Concrete Curb and Gutter Remove and Replace/LF	\$ 24.00	\$ 30,360.00	1139.00	\$ 27,336.00
22	2,920	No. 4 Epoxy Coated Rebar/LF	\$ 1.00	\$ 2,920.00	1460.00	\$ 1,460.00
23	79	Utility Adjustment/Each	\$ 290.00	\$ 22,910.00	27.00	\$ 7,830.00
24	30	Water Valve Adjustment/Each	\$ 30.00	\$ 900.00	1.00	\$ 30.00
25	978	Sawcut/LF	\$ 1.75	\$ 1,711.50	550.00	\$ 962.50
26	287	Asphalt Binder Course Pavement 2 1/4" Thick Type E1 (19 mm)/Ton	\$ 48.90	\$ 14,034.30	285.40	\$ 13,956.06
27	223	Asphalt Surface Course Pavement 1 3/4" Thick E1 (12.5 mm)/Ton	\$ 54.75	\$ 12,209.25	241.98	\$ 13,248.41
28	3,354	Asphalt Binder Course Pavement 3" Thick Type E1 (19 mm)/Ton	\$ 45.20	\$ 151,600.80	2419.86	\$ 109,377.67
29	2,236	Asphalt Surface Course Pavement 2" Thick Type E1 (12.5 mm)/Ton	\$ 51.25	\$ 114,595.00	1677.70	\$ 85,982.13
30	1,074	3" Thick Asphalt Driveway Apron Remove and Replace/SF	\$ 4.31	\$ 4,628.94	1016.00	\$ 4,378.96
31	1,533	6" Thick Concrete Driveway Apron Remove and Replace/SF	\$ 4.25	\$ 6,515.25	766.00	\$ 3,255.50
32	650	Various Thickness Asphalt Driveway Remove and Replace/SF	\$ 6.50	\$ 4,225.00	0.00	\$ -
33	548	Various Thickness Concrete Driveway Remove and Replace/SF	\$ 5.75	\$ 3,151.00	274.00	\$ 1,575.50
34	235	Various Thickness Concrete Service Walk/SF	\$ 5.00	\$ 1,175.00	117.00	\$ 585.00
35	1	Concrete Step/Each	\$ 350.00	\$ 350.00	1.00	\$ 350.00
36	5,493	4" Thick Concrete Sidewalk/SF	\$ 3.75	\$ 20,598.75	4120.00	\$ 15,450.00
37	3,159.00	4" Thick Concrete Sidewalk Remove and Replace/SF	\$ 4.70	\$ 14,847.30	1836.20	\$ 8,630.14
38	1,323	6" Thick Concrete Sidewalk/SF	\$ 4.25	\$ 5,622.75	993.00	\$ 4,220.25
39	801	6" Thick Concrete Sidewalk Remove and Replace/SF	\$ 5.25	\$ 4,205.25	400.00	\$ 2,100.00
40	316	6" Thick Concrete Handicap Ramp/SF	\$ 4.75	\$ 1,501.00	0.00	\$ -
41	601	6" Thick Concrete Handicap Ramp Remove and Replace/SF	\$ 5.75	\$ 3,455.75	268.50	\$ 1,543.88
42	417	Lawn and Terrace Restoration/SY	\$ 5.80	\$ 2,418.60	0.00	\$ -
43	1	Survey Monument Re-Establishment/LS	\$ 1,325.00	\$ 1,325.00	0.00	\$ -
44	1	Erosion Control/LS	\$ 1,050.00	\$ 1,050.00	0.40	\$ 420.00
45	1	Traffic Control/LS	\$ 4,200.00	\$ 4,200.00	0.40	\$ 1,680.00
46	1	Construction Mobile/Demobile; Project Coordination; all incidental utility and miscellaneous roadway work; and all other project work area restoration and clean-up to an equal and/or better preconstruction condition, as required and related to the overall Project/LS	\$ 6,500.00	\$ 6,500.00	0.40	\$ 2,600.00
Total Unit 2016-02 Street Rehabilitation, Street Reconstruction; New Street Construction				\$ 611,787.09		\$ 469,059.94
Grand Total of Menasha Utilities Parking Lot; Manitowoc Road / Plank Road Trail and Street Rehabilitation; Street Reconstruction; New Street Construction				\$ 868,699.44		\$ 635,285.45
Alternate Bid "A" Item						
A1	4,197	Lawn and Terrace Restoration Utilizing 2" Pulverized Top Soil/SY	\$ 5.80	\$ 24,342.60	0.00	\$ -
Total Alternate Bid "A" (Item A1)				\$ 24,342.60		\$ -
Alternate Bid "B" Item						
B1	1,767	3" Crushed Dense Aggregate Base Course Furnish/Placement/CY	\$ 14.85	\$ 26,239.95	0.00	\$ -
Total Alternate Bid "B" (Item B1)				\$ 26,239.95		\$ -
TOTAL AWARDED CONTRACT				\$ 893,042.04		\$ 635,285.45