

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
March 3, 2014
6:45 PM**

or immediately following the Administration Committee

AGENDA

- A. CALL TO ORDER
- B. ROLL CALL/EXCUSED ABSENCES
- C. MINUTES TO APPROVE
 - 1. [February 17, 2014](#)
- D. ACTION ITEMS
 - 1. [Recommendation to Award; London Street Watermain Replacement Project M0002-940117; Donald Hietpas & Sons, Inc.; \\$ 274,220.00 \(Menasha Utilities\)](#)
 - 2. [Reconfiguration of London Street/Plank Road Intersection](#)
- 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
February 17, 2014
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Chairman Taylor at 7:40 p.m.

B. ROLL CALL/EXCUSED ABSENCES

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

ALSO PRESENT: Mayor Merkes, CA/HRD Captain, PC Styka, DPW Radtke, CDD Keil, ASD Steeno, PRD Tungate, Clerk Galeazzi.

C. MINUTES TO APPROVE

1. [January 20, 2014](#)

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

Motion carried on voice vote.

D. DISCUSSION/ACTION ITEMS

1. [Ordinance O-3-14 Assessable Components for New Street Construction \(Forestry-Street Trees\) \(Introduced by Ald. Langdon\)](#)

DPW Radtke explained this ordinance would add street tree planting as part of the special assessment for any new street construction.

General discussion ensued regarding: consideration of giving property owners additional options for street frontage tree planting, the City's current tree planting policy, and establishing procedure to notify new property owner of City policy or ordinance.

Moved by Ald. Benner, seconded by Ald. Sevenich to table Ordinance O-3-14 Assessable Components for New Street Construction (Forestry-Street Trees)
Motion carried on roll call 7-1. Ald. Nichols voted no.

2. [Preliminary Resolution R-5-14 Declaring Intent to Exercise Special Assessment Powers under Section 66.0703, Wisconsin Statutes \(Gambsky Grove, 1st Addition to Southfield\) \(Introduced by Ald. Taylor\)](#)

DPW Radtke explained the area for new street construction would be Harold Drive, Grassy Plains Drive, Grassymeadow Lane, a portion of Ridgecrest Lane and Prairie View Court. The special assessment of street trees will need to be removed as Ordinance O-3-14 was tabled.

Moved by Ald. Sevenich, seconded by Ald. Keehan to recommend to Common Council Preliminary Resolution R-5-14 Declaring Intent to Exercise Special Assessment Powers under Section 66.0703, Wisconsin Statutes (Gambsky Grove, 1st Addition to Southfield).
Moved by Ald. Sevenich, seconded by Ald. Keehan to amend to eliminate street trees from the improvements.

Motion on amendment carried on roll call 7-1. Ald. Nichols voted no.

Original motion as amended carried on roll call 8-0.

3. [Racine Street/STH 441 Interchange Improvements – Roundabout Jurisdiction, Landscaping and Amenities](#)

DPW Radtke explained the Department of Transportation has informed the City and Town of Menasha that four new roundabouts will be constructed as part of the STH 441 expansion project. The cost for the construction of the roundabouts will be paid by DOT. They are asking the City and Town to take ownership and maintain the roundabouts after they are completed. It is proposed that the City be responsible for the two roundabouts south/east of STH 441. The City will need to negotiate a maintenance agreement with DOT. Each municipality is being asked to determine the landscaping and amenities level. Staff recommends going with a Level 3 landscaping, red-brick style stamped concrete and the selection of eligible decorative light fixture for two of the roundabouts, one at Racine Street/CTH P and one at Appleton Road/STH 47.

Moved by Ald. Sevenich, seconded by Ald. Keehan to recommend to Common Council roundabout landscaping and eligible amenities of a Level 3 at the Racine Street/CTH P interchange and the Appleton Road/STH 47 interchange
Motion carried on roll call 8-0.

E. ADJOURNMENT

Moved by Ald. Langdon, seconded by Ald. Sevenich to adjourn at 8:26 p.m.
Motion carried on voice vote.

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



321 Milwaukee Street • P.O. Box 340 • Menasha, WI 54952-0340 www.menashautilities.com

MEMORANDUM

TO: Mark Radtke, Director
Public Works

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

DATE: February 26, 2014

SUBJECT: Recommendation for Award

At the Regular Meeting on February 26 the Menasha Utilities Commission passed a motion for the Board of Public Works to recommend to the Common Council authorization of award of the London Street Water Main Replacement project contract M0002-940117 to the low bidder, Donald Hietpas & Sons, Inc., in the amount of \$274,220.00. This project is for water main reconstruction on London Street from Ninth Street to the Fifth Street/Plank Road – STH '114' intersection. This is a budgeted project.

Copies of supporting documents are enclosed.

McMAHON

ENGINEERS ARCHITECTS

February 25, 2014

Melanie Krause, Manager of Business Operations
Menasha Utilities
321 Milwaukee Street
P.O. Box 340
Menasha, WI 54952

Re: Menasha Utilities
Water Main Reconstruction | London Street
Letter Of Recommendation
McM. No. M0002-940117

On February 25, 2014, bids were received at Menasha Utilities offices for the above referenced project. Ten (10) bids were received, ranging in price from \$274,220.00 to \$495,565.00 (bid tabulation enclosed).

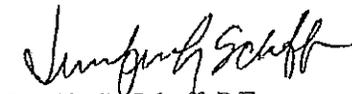
Based upon the bids received, we recommend awarding Contract M0002-940117 to the low bidder, Donald Hietpas & Sons, Inc., in the amount of \$274,220.00.

If you agree with our recommendation, please date and sign the enclosed Notices of Award, and return all copies to our office for incorporation into the contract documents.

If you have any questions, please feel free to contact me.

Very truly yours,

McMAHON



Jennifer L. Schaff, P.E.
Project Engineer

JLS:car

Enclosures: Notice of Awards (3 copies each)
Bid Tabulation

SECTION 00 51 00.00

NOTICE OF AWARD

Dated: _____

To: DONALD HIETPAS & SONS, INC.
1450 East North Avenue
P.O. Box 166
Little Chute, WI 54140

Contract No. M0002-940117

Project: WATER MAIN RECONSTRUCTION | LONDON STREET
For MENASHA UTILITIES | Winnebago County, Wisconsin

You are notified that your Bid, dated February 25, 2014, for the above contract has been considered. You are the apparent successful Bidder and have been awarded a contract for the Water Main Reconstruction, London Street for Menasha Utilities, Winnebago County, Wisconsin.

The Contract Price of your contract is Two Hundred Seventy-four Thousand Two Hundred Twenty & no/100 Dollars (\$274,220.00).

You must comply with the following conditions precedent within 15-days of the date of this Notice of Award, that is by _____.

1. You must deliver to the OWNER three (3) fully executed counterparts of the Agreement including all the contract documents.
2. You must deliver with the executed Agreement the Contract Security (bonds), as specified in the Instructions to Bidders, General Conditions (Paragraph 5.1) and Supplementary Conditions.
3. You must deliver insurance certification complying with the General Conditions and Supplemental Conditions of the Contract Documents.

Failure to comply with these conditions within the time specified will entitle OWNER to consider your Bid abandoned, to annul this Notice of Award and to declare your Bid Security forfeited.

One fully signed counterpart of the Agreement with the Contract Documents attached will be returned to you within 15-days after you comply with the above noted conditions.

OWNER: MENASHA UTILITIES
Winnebago County, Wisconsin

(authorized signature)

(title)

Witness: _____

BID TABULATION

Owner: MENASHA UTILITIES | CITY OF MENASHA
 Project Name: Water Main Reconstruction | London Street
 Contract No. M002-940117
 Bid Date: February 23, 2014
 Bid Time: 11:30 a.m., local time
 Project Manager: Jennifer L. Schaff, P.E.

Engineer: MICHAEL
 1445 McMillan Drive
 P.O. Box 1025
 Neenah, WI 54956 / 54957-1025

DAVID TENOR CORP.
 2759 Dewey Decker Drive
 Green Bay, WI 54313

DON E. PARKER EXC., INC.
 N2573 Highway 15
 Hortonville, WI 54944

CARL BOWERS & SONS
 CONST. CO., INC.
 N7644 Maloney Road
 Kaukauna, WI 54130

KRUCZEK CONSTRUCTION, INC.
 1450 East North Avenue
 3936 Keweenaw Road
 Green Bay, WI 54311

DONALD HIETPAS & SONS, INC.
 P.O. Box 168
 Little Chute, WI 54140

Item	Qty	Unit	Description	Unit Price	Total						
1.	2,100	S.F.	Concrete Apron Replacement	\$5.00	\$11,130.00	\$5.80	\$11,760.00	\$4.90	\$10,290.00	\$4.75	\$9,875.00
2.	200	L.F.	Curb and Gutter Replacement	\$0.00	\$0.00	\$30.00	\$6,000.00	\$25.05	\$5,010.00	\$7.50	\$1,500.00
3.	800	S.F.	Concrete Sidewalk Replacement	\$0.00	\$0.00	\$5.40	\$3,240.00	\$4.70	\$2,820.00	\$4.35	\$2,610.00
4.	1	L.S.	Turf Restoration	\$4,650.00	\$4,650.00	\$5,000.00	\$5,000.00	\$5,100.00	\$5,100.00	\$5,350.00	\$5,350.00
5.	3,600	L.F.	8 inch PVC Water Main	\$41.50	\$149,400.00	\$53.50	\$192,600.00	\$64.15	\$230,940.00	\$62.00	\$223,200.00
6.	22	L.F.	8 inch Valve	\$1,550.00	\$34,100.00	\$1,575.00	\$34,650.00	\$1,625.00	\$35,950.00	\$1,600.00	\$35,200.00
7.	25	L.F.	6 inch Hydrant Lead	\$50.00	\$1,250.00	\$48.00	\$1,200.00	\$58.95	\$1,472.75	\$45.00	\$1,125.00
8.	3	Ea.	Hydrant with Auxiliary Valve	\$4,100.00	\$12,300.00	\$4,500.00	\$13,500.00	\$3,190.00	\$9,570.00	\$4,350.00	\$13,050.00
9.	3	Ea.	Hydrant	\$2,985.00	\$8,955.00	\$3,600.00	\$10,800.00	\$4,500.00	\$13,500.00	\$4,350.00	\$13,050.00
10.	35	Ea.	Long Side Service Connect	\$750.00	\$26,250.00	\$800.00	\$28,000.00	\$983.50	\$34,422.50	\$1,225.00	\$42,875.00
11.	29	Ea.	Short Side Service Connect	\$1,995.00	\$57,855.00	\$2,000.00	\$58,000.00	\$700.00	\$20,300.00	\$925.00	\$26,825.00
12.	1	L.S.	Erosion Control	\$2,500.00	\$2,500.00	\$4,000.00	\$4,000.00	\$1,620.00	\$1,620.00	\$1,000.00	\$1,000.00
13.	1	L.S.	Traffic Control Plan & Devices	\$2,500.00	\$2,500.00	\$4,500.00	\$4,500.00	\$4,500.00	\$4,500.00	\$1,500.00	\$1,500.00
TOTAL (Items 1 through 13, Inclusive)					\$274,220.00		\$358,075.00		\$275,907.25		\$379,735.00

Bid Security	10% Bid Bond	Yes - #1
Addendum Acknowledgment	10% Bid Bond	Yes - #1

BID TABULATION

Owner: MENASHA UTILITIES | CITY OF MENASHA
 Project Name: Water Main Reconstruction | London Street
 Contract No. M0002-940117
 Bid Date: February 23, 2014
 Bid Time: 11:30 a.m., local time
 Project Manager: Jennifer L. Schaff, P.E.

DORNER, INC.
 E609 Luxemburg Road
 P.O. Box 129
 Luxemburg, WI 54217

VAN STRATEN CONST CO., INC.
 2117 S. Onelda Street
 Green Bay, WI 54304

WOOD SEWER & EXC., INC.
 E9238 County Road X
 New London, WI 54891

ROGER BOWERS CONST., INC.
 W1488 Keiso Road
 P.O. Box 348
 Kaukauna, WI 54130

JOSSART BROTHERS, INC.
 1882 Swan Road
 De Pere, WI 54115

Item	Qty	Unit	Description	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
1.	2,100	S.F.	Concrete Apron Replacement	\$5.60	\$11,760.00	\$6.80	\$12,660.00	\$6.80	\$12,660.00	\$6.80	\$12,660.00	\$6.80	\$12,660.00
2.	200	L.F.	Curb and Gutter Replacement	\$29.18	\$5,836.00	\$28.00	\$5,600.00	\$30.00	\$6,000.00	\$30.00	\$6,000.00	\$36.50	\$7,300.00
3.	800	S.F.	Concrete Sidewalk Replacement	\$4.25	\$2,550.00	\$6.00	\$3,600.00	\$6.00	\$3,600.00	\$4.75	\$2,850.00	\$6.00	\$3,600.00
4.	1	L.S.	Turf Restoration	\$10,000.00	\$10,000.00	\$5,500.00	\$5,500.00	\$9,800.00	\$9,800.00	\$5,000.00	\$5,000.00	\$8,000.00	\$8,000.00
5.	3,600	L.F.	8 inch PVC Water Main	\$1,785.00	\$6,426,000.00	\$2,200.00	\$7,920,000.00	\$84.30	\$303,480.00	\$1,550.00	\$5,580,000.00	\$69.00	\$248,400.00
6.	22	Ea.	8 inch Valve	\$31.00	\$682.00	\$48,400.00	\$1,064,800.00	\$38.00	\$836.00	\$1,250.00	\$27,500.00	\$1,675.00	\$36,850.00
7.	25	L.F.	6 inch Hydrant Valve	\$5,000.00	\$125,000.00	\$15,000.00	\$375,000.00	\$4,100.00	\$102,500.00	\$4,200.00	\$105,000.00	\$50.00	\$1,250.00
8.	3	Ea.	Hydrant	\$3,500.00	\$10,500.00	\$3,500.00	\$10,500.00	\$3,000.00	\$9,000.00	\$3,000.00	\$9,000.00	\$3,000.00	\$9,000.00
9.	3	Ea.	Long Slide Service Connect	\$1,300.00	\$3,900.00	\$1,500.00	\$4,500.00	\$900.00	\$2,700.00	\$850.00	\$2,550.00	\$3,300.00	\$9,900.00
10.	35	Ea.	Shock Slide Service Connect	\$1,200.00	\$42,000.00	\$26,700.00	\$934,500.00	\$990.00	\$34,650.00	\$950.00	\$33,250.00	\$1,450.00	\$50,750.00
11.	29	Ea.	Erosion Control	\$1,500.00	\$43,500.00	\$1,000.00	\$29,000.00	\$2,700.00	\$78,300.00	\$1,500.00	\$43,500.00	\$3,000.00	\$87,000.00
12.	1	L.S.	Traffic Control Plan & Devices	\$2,250.00	\$2,250.00	\$5,000.00	\$5,000.00	\$3,600.00	\$3,600.00	\$3,600.00	\$3,600.00	\$3,600.00	\$3,600.00
13.	1	L.S.	Traffic Control Plan & Devices	\$2,250.00	\$2,250.00	\$5,000.00	\$5,000.00	\$3,600.00	\$3,600.00	\$3,600.00	\$3,600.00	\$3,600.00	\$3,600.00
TOTAL (Items 1 through 13, Inclusive)					\$381,235.00		\$382,075.00		\$388,450.00		\$396,580.00		\$499,585.00

Bid Security	10% Bid Bond	10% Bid Bond	10% Bid Bond
Yes - #1	Yes - #1	Yes - #1	Yes - #1



Memorandum

DATE: February 27, 2014

TO: Board of Public Works

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

RE: Reconfiguration of London Street/Plank Road Intersection

BACKGROUND INFORMATION

The City of Menasha 2014 Budget includes funds for the rehabilitation of London Street from Plank Road to Ninth Street. In reviewing the project, we studied the intersection configuration at London Street and Plank Road and realized safety improvements could be made by eliminating one of the street access points onto Plank Road. The current configuration results in three separate intersections located in close proximity, which creates many potential conflict points.

We are requesting the Board's approval of eliminating one of the street legs onto Plank Road, creating one intersection, with London Street in line with Konemac Street to the south of Plank Road. The Police Department was solicited for its input and a memo from Chief Styka in support of the reconfigured intersection is enclosed.

ANALYSIS

When designing intersections and analyzing traffic concerns, one of the more important safety parameters is the number of conflict points present at the intersection. There are 58 conflict points for vehicular traffic with the current configuration and 41 conflict points with the proposed configuration. Also, of similar importance in this vicinity, given the limited routes to Jefferson Park and Jefferson School, the number of pedestrian/vehicle conflict points is reduced by 11 with the proposed layout.

The proposed configuration provides all right angle views for motorists, bicyclists and pedestrians, a much safer situation than having to look over your shoulder for any approaching traffic, which occurs with the existing layout. The proposed layout meets the turning radius requirements for our Fire Department equipment, a concern of NMFR. The crossing guard at the intersection also would only need to be concerned with the one intersection rather than all sides of the existing island.

The proposed configuration will result in approximately 3,100 square feet of green space versus the 1,000 square feet present with the current layout. I would suggest planting the area similar to the traffic island located at Third Street and Plank Road, which is attractive but low maintenance. The Plank Road/London Street intersection would then tie in with the adjacent Third Street intersection and also present a strong visual appeal at this prominent intersection.

FISCAL IMPACT

The proposed layout results in additional curb and gutter and sidewalk, but reduces the amount of asphalt pavement needing replacement. The net estimated increase in project costs for the street construction items is \$3,150. If the resultant green space were planted similarly as the Third Street island, we estimate the cost of materials to be \$5,000. If it were to be simply seeded (matching the current island) the approximate cost would be \$1,500. Because of the intent to utilize City work force for some of the advance work along the entire London Street project corridor, we expect the funds in the 2014 Budget are sufficient to cover the anticipated cost increase.

RECOMMENDATION

We are recommending the reconfiguration of the London Street/Plank Road intersection per the enclosed drawing. In our opinion, this layout will provide a safer intersection for motorists, bicyclists and pedestrians alike. We also would recommend a landscaping plan similar to that of the Third Street/Plank Road traffic island for the City owned green space resulting from the intersection reconfiguration.

Enclosure

Mark Radtke

From: Tim Styka
Sent: Wednesday, February 26, 2014 2:09 PM
To: Alan Conger
Cc: Mark Radtke
Subject: RE: London St. Rehab

Hi Al,

Thanks for sharing the intersection proposal. The Police Department overall would be in favor of the redesigned intersection. The cleaner X intersection will be easier for pedestrians to cross Plank Rd as there would no longer be traffic movements on both sides of the existing crosswalk on off of the island to the southwest corner. In addition, we have always been concerned about the uncontrolled nature of the area just north of the island. Another benefit would be currently when a vehicle is east on Plank and is waiting to turn left (north) onto London St. traffic will often pass in the bike lane to go around the stopped vehicle. This movement is illegal and can be dangerous for a person using the bike lane in the east direction. Finally, any unusual street configurations can cause confusion. Because this is s State Highway, there is a higher volume of non-regular commuter traffic, or people unfamiliar with the area and this can cause issues. With this being a heavier use area for bikes and pedestrians in the summer, creating a simpler more standard intersection I believe would be a benefit.

Our only concern is how eastbound Plank Rd traffic which turns north onto London St. currently only has to contend with westbound traffic to complete their movement. There is no conflict with southbound traffic on London St. Under the new plan there is the potential of conflict of London St. traffic going south onto Konemac or east on Plank.

Overall we believe this new configuration would be a positive improvement to the intersection.

Please let me know if you have any questions,

Tim Styka

Chief Timothy J. Styka
Menasha Police Department
430 First St.
Menasha, WI 54952
920.967.3500



From: Alan Conger
Sent: Wednesday, February 26, 2014 11:04 AM
To: Tim Styka
Cc: Mark Radtke
Subject: London St. Rehab

Hi Tim –

Attached you will find a PDF of the proposed changes to the Plank Rd/London St. intersection.

An aerial photograph of a road intersection. The image shows a multi-lane road crossing another road. A yellow rectangular box is overlaid on the lower-left portion of the intersection, containing the text "EXISTING INTERSECTION CONFIGURATION". The surrounding area includes some greenery and buildings.

**EXISTING INTERSECTION
CONFIGURATION**



FIFTH S

REMOVE 30" CI

SANITARY MATCH EXISTING

EXISTING

SCALE - FEET

North

720

LONDON STREET

904

PARK/GREEN AREA

ONLY

SANITARY MATCH EXISTING

BENCHMARK
HYD TAG BOLT
ELEV. = 753.89

PROPOSED INTERSECTION
CONFIGURATION

883

PLANK ROAD