

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
First Floor Conference Room
100 Main Street
October 7, 2019
6:45 PM**

or immediately following the Administration Committee Meeting

AGENDA

- A. CALL TO ORDER
- B. ROLL CALL
- C. MINUTES TO APPROVE
 - 1. September 16, 2019
- D. DISCUSSION / ACTION ITEMS
 - 1. Payment – MCC, Inc. Contract Unit 2019-04; New Street Construction & Reconstruction – Various Locations; \$107,575.77 (Payment No. 1)
 - 2. WisDOT 2020-2025 STP – Urban Grant – Racine Street
 - 3. Street Use Application – Hometown Halloween; October 24, 2019; 3:00PM – 7:00PM (Menasha Farm Fresh Market)
 - 4. Equipment Purchase - Wheeled End Loader
- 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
First Floor Conference Room
100 Main Street
September 16, 2019
MINUTES

A. CALL TO ORDER

Meeting called to order by Chairman Krueger at 7:33 p.m.

B. ROLL CALL

PRESENT: Aldermen James Taylor, Stan Sevenich, Mark Langdon, Steve Krueger, Tom Grade, Ted Grade, Randy Ropella, Rebecca Nichols.

ALSO PRESENT: Mayor Merkes, CA Captain, PC Styka, ASD Jacobs, CDD Schroeder, DPW Alix, PHD McKenney, ES Gordon, Clerk Galeazzi.

C. MINUTES TO APPROVE

1. September 3, 2019

Moved by Ald. Langdon seconded by Ald. Ted Grade to approve minutes.

Motion carried on voice vote.

D. DISCUSSION / ACTION ITEMS

1. Street Use Application – MHS Homecoming Parade; October 11, 2019; 5:30 PM – 6:30PM (Menasha High School)

Moved by Ald. Langdon seconded by Ald. Ropella to recommend to Common Council Street Use Application for MHS Homecoming Parade on October 11, 2019, 5:30PM-6:30PM (Menasha High School).

DPW Alix explained this is an annual event and everything is in order.

Motion carried on roll call 8-0.

2. Street Use Application – Bazaar After Dark; November 9, 2019; 9:00AM – 8:00 PM (Fox Cities Chamber of Commerce)

DPW Alix explained this year's event will be held on Main Street from Racine Street to Chute Street. This is a shorter area than previous years.

Moved by Ald. Langdon seconded by Ald. Tom Grade to recommend to Common Council Street Use Application for Bazaar After Dark on November 9, 2019, 9:00AM-8:00PM (Fox Cities Chamber of Commerce).

Motion carried on roll call 8-0.

3. Change Order – MCC, Inc. Contract Unit 2019-04; New Street Construction & Reconstruction – Various Locations; Add \$42,548.25 (Change Order No. 1)

ES Gordon explained sanitary sewer extension and installation of sewer and water laterals to service four additional residential lots in the Chrystella Drive area for an additional \$42,548.25. Staff is recommending the additional amount be added to the contract to service the additional lots that can then be sold and additional tax base created. ES Gordon stated there are funds available in the TIF #12 budget to cover the additional costs of the contract.

Moved by Ald. Langdon seconded by Ald. Ted Grade to recommend to Common Council Change order for MCC, Inc. Contract Unit 2019-04 for new street construction and reconstruction of various locations, Add of \$42,548.25 (Change Order No. 1).

Motion carried on roll call 8-0.

E. ADJOURNMENT

Moved by Ald. Ted Grade seconded by Ald. Ropella to adjourn at 7:40 p.m.
Motion carried on voice vote.

Deborah A. Galeazzi, WCMC
City Clerk

Certificate of Payment

Date: 10/2/2019

Payment Request: 1 (One)

Contractor: MCC, Inc.

Address: 2600 Roemer Rd / PO Box 1137, Appleton, WI 54912-1137

Contract Unit No.: City of Menash Street Construction Unit No. 2019-04

Project Description: New Street Construction & Reconstruction - Various Locations

	Original Contract Amount:		\$ 529,879.90
Change Order 1:	\$ 42,548.25	Total Change Orders:	\$ 42,548.25
Change Order 2:		Total Contract Amount (Including Change Orders):	\$ 572,428.15
Change Order 3:		Total Earned to Date (Summary Attached):	\$ 113,237.65
Change Order 4:		Less Retainage: 5.0%	\$ 5,661.88
		Amount Due:	\$ 107,575.77

- Payment 1
- Payment 2
- Payment 3
- Payment 4
- Payment 5
- Payment 6
- Payment 7

Current Payment **\$ 107,575.77**

I certify that all bills for labor, equipment, materials and services are paid for which previous certificates for payment were issued. (Lien Waivers from all subcontractors and suppliers shall accompany each Request for Payment.)

Date: 10/2/19

BY: *Ridge Lidzic*

Recommended for Payment

Adam Alix, Director of Public Works: _____

Common Council Approval Date: _____

Finance Department	
Account Number	Amount



Memorandum

To: Board of Public Works

From: Adam Alix, Director of Public Works
Corey Gordon, Engineering Supervisor

Date: October 1, 2019

RE: WisDOT 2020-2025 STP- Urban Grant- Racine Street

BACKGROUND

For a number of years the City has submitted a Wisconsin DOT STP-Urban grant application for funding the reconstruction of Racine Street from Third to Ninth Street without success. At the September 19th, 2019 meeting of Fox Cities MPO Transportation Advisory Committee the Racine Street project was one of four regional projects to have been selected to be funded with construction to be completed in 2025. Historically the funding for this program has been at an 80/20 split with the local municipalities making up the 20 percent. However with the funding available for this cycle's selected projects will result in an approximate 72/28 split. We need to notify the committee of our acceptance or rejection of this grant funding.

Analysis/Fiscal Impact

The estimated cost of design and construction of the project, factoring in inflation out to 2025 and at Wisconsin DOT standards, is \$5,124,600. At the current grant funding levels of 28%, the City's share of the cost is expected to be \$1,411,117 which we estimate to be significant less should we elect to fund the project ourselves without the aid of this grant.

Recommendation

We are recommending that we accept the Wisconsin DOT 2020-2025 STP-Urban grant for the reconstruction of Racine Street at the 72/28 split in the approximate amount of \$3,713,483.



Date of Event: Oct 24, 2019
Start Time: 3pm
End Time: 7pm
Number of Units (Parades): N/A

Street Use Application

Name of Event: Hometown Haloween

Sponsoring Organization: Menasha Farm Fresh Market

Organization Address: 100 Main St. Menasha, WI 54952

Responsible Person: Megan Sackett

Email Address: msackett@ci.menasha.wi.us Phone Number: 920-967-3047

Street Route/Description of Use (please attach map):
Milwaukee St & Main St. around Curtis Road Sq. up to alley, quite St. from old City Hall parking lot to Main St; Main St from west of Mill St and east of Center St.

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

Name of Insurance Company: CIVMC Policy Number: _____

Applicant's Signature: Mega L. Sackett Date: 9/19/2019

Permit Fee: A Street Use Application Fee of \$25 plus a \$25 Special Event Administrative Fee (if applicable) must be submitted with the application at least 60 days prior to your event. 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 also appear before the Parks and Recreation Board.

To Be Completed By City Staff (Revised February, 2019)

Scheduled Board of Public Works Review Date: _____
 Approved Denied

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

Scheduled Common Council Review Date: Oct 21, 2019
 Approved Denied

Approval:
Police Dept. CS Fire Dept. [Signature] Public Works Dept. AA City Attorney PAC



Memorandum

To: Board of Public Works

From: Thad Brown, Deputy Director of Municipal Operations

Date: October 1, 2019

BACKGROUND

Last month we had the transmission go out on unit #12, a 2003 wheel loader with 10,819 hours of run time on it. We have received a quote to repair the transmission from Airing Equipment of \$56,282 with a core charge of \$16,785 for a total anticipated cost of \$39,497. Without repairing the loader it would be worth \$12,000 and with the repaired transmission it is only worth about \$38,000. With this quote being more than the unit is worth we looked into a lease to own option.

The loader is a vital piece of equipment for municipal operations, especially our winter operations. We've looked exclusively at Volvo loaders due to the fact that we need to be able to hook up to our all our attachments. Airing Equipment, our local Volvo dealer, has offered us a proposal to lease a 2019 L90H for \$10,200 for the months of November and December with the purchase finalized in January 2020 from our equipment replacement fund. The money paid for the lease will be taken off of the price of the loader.

Airing's proposed purchase price for the new L90H loader is \$181,450 which includes all hydraulic set up to operate our current attachments. They have offered us \$12,000 trade in for our unit #12 for a net cost of \$169,450.

FISCAL IMPACT

The City's general fund will have no impact with the cost of the lease and/or outright purchase will come out of our Equipment Replacement Fund with us adjusting our planned equipment purchases for 2020 and beyond to accommodate for this catastrophic transmission failure. There are sufficient funds to make this purchase outright now.

RECOMMENDATION

To purchase the new L90H wheel loader from Airing Equipment for a net cost of \$169,450 using planned equipment replacement funds in advance of 2020.