



A G E N D A
CITY OF WAUPUN BOARD OF PUBLIC WORKS
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, March 10, 2020 at 4:30 PM

CALL TO ORDER

ROLL CALL

PERSONS WISHING TO ADDRESS THE BOARD OF PUBLIC WORKS--*State name, address, and subject of comments.*
(2 Minutes)

No Public Participation after this point.

FUTURE MEETINGS AND GATHERING INVOLVING THE BOARD OF PUBLIC WORKS

CONSIDERATION - ACTION

- [1.](#) Approve minutes of the February 11, 2020 meeting.
- [2.](#) Monroe Street pond amendment
- [3.](#) Monroe St. pond update from DNR
- [4.](#) Discuss / Approve / Recommend to Council Bid results for the 2020 Mill & Overlay Projects
- [5.](#) Directional Sign Panel Design and Quote
- [6.](#) Welcome to Waupun Monument sign design and quote.
- [7.](#) Welcome to Waupun sign base work estimates - approval to bid work out.

ADJOURNMENT

Upon reasonable notice, efforts will be made to accommodate disabled individuals through appropriate aids and services. For additional information, contact the City Clerk at 920-324-7915.



MINUTES

CITY OF WAUPUN BOARD OF PUBLIC WORKS
Waupun City Hall – 201 E. Main Street, Waupun WI
Tuesday, February 11, 2020 at 4:30 PM

CALL TO ORDER

Chairman Mielke called the meeting of the Board of Public Works to Order at 4:30pm.

ROLL CALL

Board members present on roll call are Chairman Mielke, Alderman Matoushek, Alderman Vossekui, Lt. Pfalzgraf, Chief Rasch, Public Works Director Daane, and City Clerk Hull. No members absent.

Common Council members in attendance are Mayor Nickel.

City Staff present is Administrator Kathy Schlieve.

No members in the audience are present.

PERSONS WISHING TO ADDRESS THE BOARD OF PUBLIC WORKS

No member of the public appeared before the Board.

FUTURE MEETINGS AND GATHERING INVOLVING THE BOARD OF PUBLIC WORKS

The next regularly scheduled meeting of the Board of Public Works is March 10, 2020 at 4:30pm in the City Hall Council Chambers, if needed.

CLOSED SESSION

Motion Matoushek, second Vossekui to adjourn in closed session under Section 19.85(1) (e) of the WI Statutes for land acquisition consideration for Monroe Street pond. Motion carried 6-0.

OPEN SESSION

Motion Vossekui, second Pfalzgraf to reconvene in open session under Section 19.85(2) of the WI Statutes. Motion carried 6-0.

ACTION FROM CLOSED SESSION

No action was taken.

CONSIDERATION - ACTION

2. Approve minutes of the January 14, 2020 meeting.

Motion Daane, second Vossekui to approve the minutes of the January 14, 2020 meeting. Motion carried 6-0.

3. Approve Spring yard waste pickup dates. (April 13 - May 3, 2020)

Motion Matoushek, second Vossekui to approve spring yard waste pickup dates of April 13 - May 3, 2020. Motion carried 6-0.

4. Zero Turn Riding Tractor Bid Results

Motion Hull, second Matoushek to approve the bid from Toro for a zero turn riding tractor in the amount of \$50,469. Motion carried 6-0 on roll call.

5. Monroe Street Pond Project - Soil Boring RFP Results

Bid results for Monroe Street Pond Soil Boring were received from Giles Engineering Associates (\$3,342.50), Intertek PSI (\$3,975.00), Soils & Engineering Services (\$4,080.00), and Nummelin Testing Services (\$4,325.00).

Motion to approve the Giles Engineering Associates bid for Monroe Street Pond Soil Boring in the amount of \$3,342.50, contingent upon staff's ability to negotiate successful land acquisition to accommodate the pond and to obtain additional DNR grant funds to support the larger pond requirement as outlined. Motion carried 6-0 on roll call.

6. Waupun Dam Bypass Concept Design Proposal- MSA - \$11,000

Due to flooding issues surrounding the dam, Daane is looking for a future bypass in that area. MSA will provide a Initial study and conceptual design for the amount of \$11,000. Daane spoke with the DNR and they will be contacting all the communities in our area to see how they are coping with the flooding and their dams.

Motion Matoushek, second Vossekul to approve \$11,000 to MSA for a Waupun Dam Bypass Concept Design. Motion carried 6-0 on roll call.

ADJOURNMENT

Motion Matoushek, Pfalzgraf second to duly call the meeting adjourned at 5:06pm. Motion carried 6-0.

Angie Hull, Clerk



Amendment No. 1

To: City of Waupun, Wisconsin
Jeff Daane, City D.P.W.
201 E. Main Street
Waupun, WI 53963

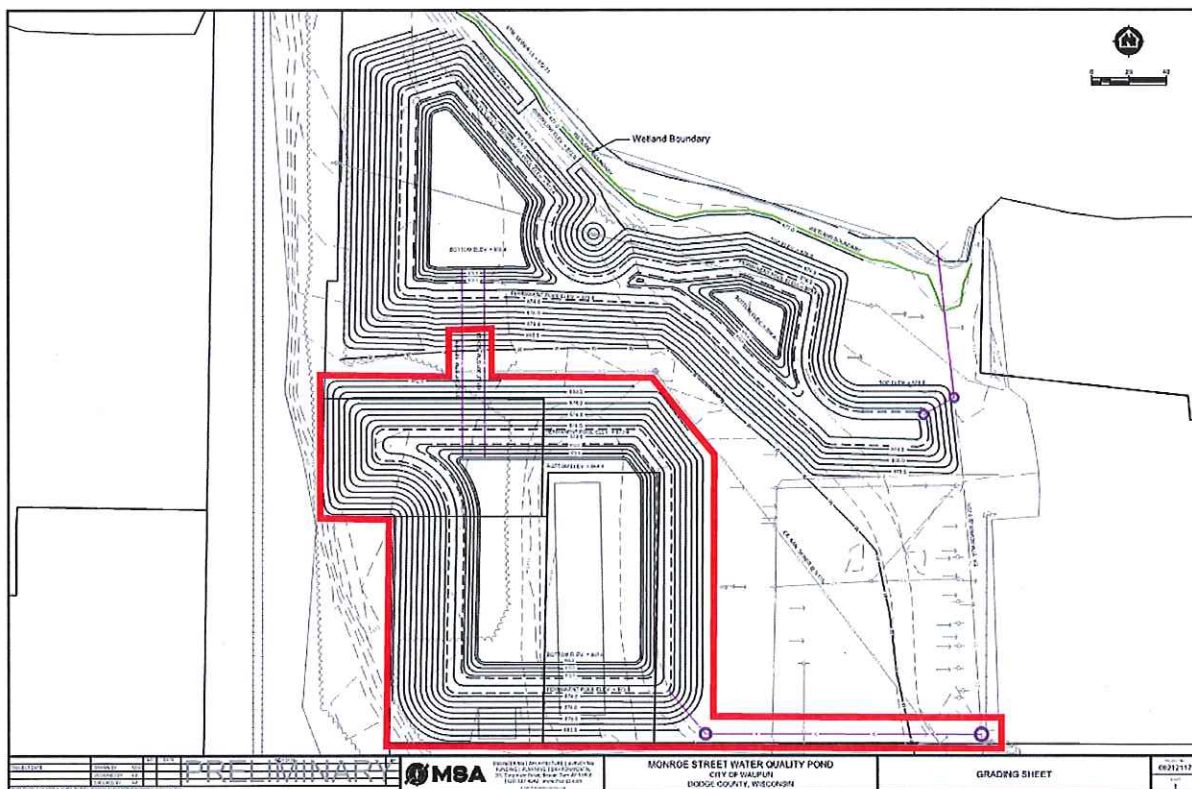
Date of Issuance: February 6, 2020

MSA Project No.: 00212110

This is an amendment to the Agreement dated January 15, 2019 and does acknowledge that MSA Professional Services, Inc. (MSA) is authorized to begin work on the following project amendment:

Project Name: Monroe Street Storm Pond, City of Waupun, Fond du Lac County, Wisconsin

The project scope has changed due to: City's desire to increase the size of the pond area to achieve more water quality treatment as shown on the preliminary exhibit below, which was based on the findings of MSA's feasibility study (MSA #00212117):



The scope of the work authorized is:

1. Additional Design Services: Includes additional design services and effort (plan preparation, calculations, details, design report, etc.) to incorporate the additional pond area and the more complex aspects (submerged culverts, storm manhole with overflow weir, bypass thru existing storm sewer, etc.) of the storm water management system into the original project.
2. WDNR Grant Amendment Submittal: Assist the City staff with submitting a grant amendment application into the WDNR to request additional project funding for the larger pond configuration and the need for additional property acquisition. MSA is not responsible for the outcome of this submittal to receive additional project funding.
3. Construction Site Observation: Per a discussion with Jeff Daane (City D.P.W.), the original project agreement shall be modified such that MSA shall assist with construction site observation for this project on a time and expense basis as directed by the City D.P.W. At this time, it is assumed that 5-days (10-hours per day) of full time site observation may be needed for this project; however, this timeframe may increase or decrease as directed by the City D.P.W. based on the site conditions and/or construction activities.

The estimated fee for the work:

<u>DESCRIPTION</u>	<u>ESTIMATED FEE</u>
1. Additional Design Services	\$ 5,550
2. WDNR Grant Amendment	\$ 1,000
3. Construction Site Observation	\$ 4,400

TOTAL ESTIMATED FEE

\$10,950

Authorization for the work described above shall amend the Agreement between MSA and OWNER. Any attachments or exhibits referenced in this Amendment are made part of the Agreement. Payment for these services will be on a time and materials basis.

Approval: MSA shall commence work on this project in accordance with your written authorization. This authorization is acknowledged by signature of the authorized representatives of the parties to this Amendment. A copy of this Amendment signed by the authorized representatives shall be returned for our files. If a signed copy of this Authorization is not received by MSA within seven days from the date of issuance, MSA may stop work on the project.

CITY OF WAUPUN, WI

MSA PROFESSIONAL SERVICES, INC.

Julie Nickel
City Mayor

Jason M. Laue
MSA Project Manager

Date: _____

Date: 2-6-2020

201 E. Main Street
Waupun, WI 53963
Phone: 920-324-7918

201 Corporate Drive
Beaver Dam, WI 53916
Phone: 920-887-4242

ATTACHMENT A: RATE SCHEDULE

<u>CLASSIFICATION</u>	<u>LABOR RATE</u>
Architects	\$115 – \$175/hr.
Clerical	\$ 60 – \$115/hr.
CAD Technician	\$ 95 – \$143/hr.
Geographic Information Systems (GIS).....	\$ 75 – \$143/hr.
Housing Administration	\$ 75 – \$120/hr.
Hydrogeologists	\$125 – \$155/hr.
Planners	\$ 85 – \$170/hr.
Principals.....	\$175 – \$275/hr.
Professional Engineers	\$ 86 – \$190/hr.
Project Manager.....	\$ 150 – \$238/hr.
Professional Land Surveyors	\$ 87 – \$165/hr.
Staff Engineers.....	\$ 80 – \$150/hr.
Technicians	\$ 65 – \$128/hr.
Wastewater Treatment Plant Operator.....	\$ 75 – \$ 95/hr.
 <u>REIMBURSABLE EXPENSES</u>	
Copies/Prints	Rate based on volume
Fax	\$1.00/page
GPS Equipment	\$40/hour
Mailing/UPS	At cost
Mileage – Reimbursement (currently \$0.575/mile).....	Rate set by Fed. Gov.
Mileage – MSA Vehicle (currently \$0.70/mile)	Rate set by Fed. Gov
Nuclear Density Testing	\$25.00/day + \$10/test
Organic Vapor Field Meter	\$100/day
PC/CADD Machine.....	Included in labor rates
Stakes/Lath/Rods	At cost
Total Station.....	Included in labor rates
Travel Expenses, Lodging, & Meals.....	At cost
Traffic Counting Equipment & Data Processing	At cost
Trimble Geodimeter.....	\$30/hour

* Labor rates represent an average or range for a particular job classification. These rates are in effect until January 1, 2021.

Kartechner Brothers LLC
N11829 County Rd I
Waupun, WI 53963
jordanvz@kartechnerbrothers.com

Northeast Asphalt
20 Camelot Dr
Fond du Lac, WI 54395
dmueller@neasphalt.com

Tri-County Paving
PO Box 394
DeForest, WI 53532
asackettcp@gmail.com

Item No	Item Description	Approx S.Y.	Mill Unit Price	Surface Unit Price	Total Price	Mill Unit Price	Surface Unit Price	Total Price	Mill Unit Price	Surface Unit Price	Total Price
1	2" Profile Mill										
	2" Blacktop Surface (4LT 58-28s)										
	Gateway Dr. (Main toward Fond du Lac St)	7490	\$1.40	\$7.95	\$70,031.50	\$1.50	\$7.80	\$69,657.00	\$1.65	\$8.95	\$79,394.00
	Beaver Dam St (Lincoln to Cth MM)	3274	\$1.40	\$8.07	\$31,004.78	\$1.62	\$7.83	\$30,939.30	\$2.05	\$9.35	\$37,323.60
	Woodland Dr (Cty M to RR Tracks – CITY)	3757	\$1.40	\$7.95	\$35,127.95	\$1.62	\$7.83	\$35,503.65	\$1.70	\$9.00	\$40,199.90
	Woodland Dr (Cty M to RR Tracks – TOWNSHIP)	2112	\$1.40	\$7.95	\$19,747.20	\$1.62	\$7.83	\$19,958.40	\$1.70	\$9.00	\$22,598.40
	TOTAL (Item 1)				\$155,911.43			\$156,058.35			\$179,515.90
2	Asphalt Surface Course (Milled butt joints at all tie-ins are incidental to pricing)	Thickness	SY	Surface Unit	Total Price	Surface Unit Price		Total Price	Surface Unit Price		Total Price
	Wilcox Park – Walk Path	2.5"	147	\$16.49	\$2,424.03	\$20.00		\$2,940.00	\$30.00		\$4,410.00
	Wilcox Park – Basketball Court	2.5"	69	\$16.49	\$1,137.81	\$34.00		\$2,346.00	\$30.00		\$2,070.00
	Tanner Park – Walk Path	2.5"	33	\$16.49	\$544.17	\$61.00		\$2,013.00	\$30.00		\$990.00
	Zoellner Park – Surface Course	2.5"	120	\$16.49	\$1,978.80	\$31.30		\$3,756.00	\$30.00		\$3,600.00
	Dodge Park – Walk Path	2.5"	13	\$16.49	\$214.37	\$104.00		\$1,352.00	\$30.00		\$390.00
	Dodge Park – Basketball Court	2.5"	69	\$16.49	\$1,137.81	\$34.00		\$2,346.00	\$30.00		\$2,070.00
	Fraser Ln – (Mayfair St going south)	1.5"	900	\$6.14	\$5,526.00	\$7.60		\$6,840.00	\$8.70		\$7,830.00
	Shaler Dr – (Mayfair St. going south)	1.5"	2420	\$6.14	\$14,858.80	\$7.60		\$18,392.00	\$8.70		\$21,054.00
	TOTAL (Item 2)				\$27,821.79			\$39,985.00			\$42,414.00
TOTAL PRICE (Item 1 & 2)			\$183,733.22			\$196,043.35			\$221,929.90		



N5528 Miranda Way
Fond du Lac, WI 54937
(920) 921-7181

ESTIMATE

ES-F-31364

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www.signarama.com

Payment Terms: Net 30

Created Date: 10/9/2019

DESCRIPTION: Wayfinding Signs

Bill To: City of Waupun
201 E Main St
Waupun, WI 53963
US

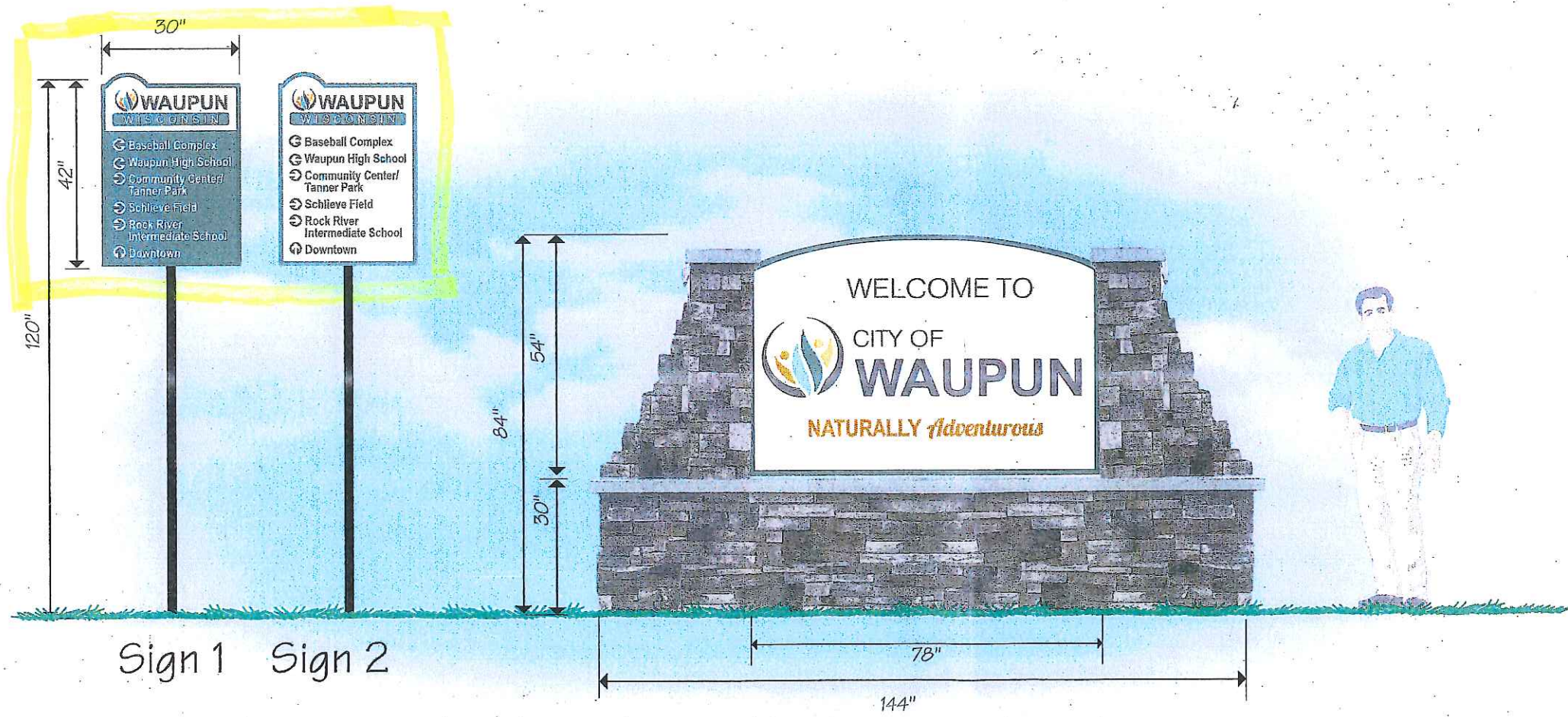
Installed: City of Waupun
201 E Main St
Waupun, WI 53963
US

Requested By: Jeff Daane
Email: jeff@cityofwaupun.org
Work Phone: (920) 324-7918

Salesperson: Lauren Herlache
Email: lauren@signarama-fdl.com
Cell Phone: 920-933-0591
Entered By: Lauren Herlache

NO	Product Summary	QTY	UNIT PRICE	AMOUNT
1	Directional Sign Panels	27	\$245.50	\$6,628.50
1.1	Layout / PRE-Estimate - Text: 30" x 42" Sign Panels: .125" aluminum, painted 1 color on 2 sides, digitally printed vinyl graphics on 1 side, holes for mounting. Install by customer.			
2	Monument Sign - Sign Face Only - Aluminum	4	\$739.50	\$2,958.00
2.1	Custom Exterior Sign - Part Qty: 1 Text: Non-illuminated Sign, single-sided. Provide sign face for customer installation. Customer will set pole and do stone work. Customer to install sign.			
3	Monument Sign - Sign Face Only - HDU	4	\$3,600.00	\$14,400.00
3.1	Custom Exterior Sign - Part Qty: 1 Text: Non-illuminated Sign, single-sided. Material: HDU Provide sign face for customer installation. Mounting provisions?? Customer will set pole and do stone work. Customer to install sign.			

Concept 2



- Specifications**
- Monument and directional sign concept
 - QTY: TBD
 - Material: TBD

Fond du Lac
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N5528 Miranda Way • Fond du Lac, WI 54937

www.Signarama-FDL.com

FLYWAY
SIGNS
& Lighting Service
A Division of Flyway, Inc.

Client _____

City of Waupun

Project _____
31364 Wayfinding Sign Design

Date: 10/21/2019
File Name: 31364 Wayfinding Sign Design
Page: 2
Version: 3
Scale: 1:10
File Drawn By: Jeff



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Fond du Lac, WI 54937
(920) 921-7181

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ESTIMATE

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Bill To: City of Waupun
201 E Main St
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Installed: City of Waupun
201 E Main St
Waupun, WI 53963
US

Requested By: Jeff Daane
Email: jeff@cityofwaupun.org
Work Phone: (920) 324-7918

Salesperson: Lauren Herlache
Email: lauren@signarama-fdl.com
Cell Phone: 920-933-0591
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Concept 2



Specifications

- Monument and directional sign concept
- QTY: TBD
- Material: TBD

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& Lighting Service
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Client _____

City of Waupun

Project _____
31364 Wayfinding Sign Design

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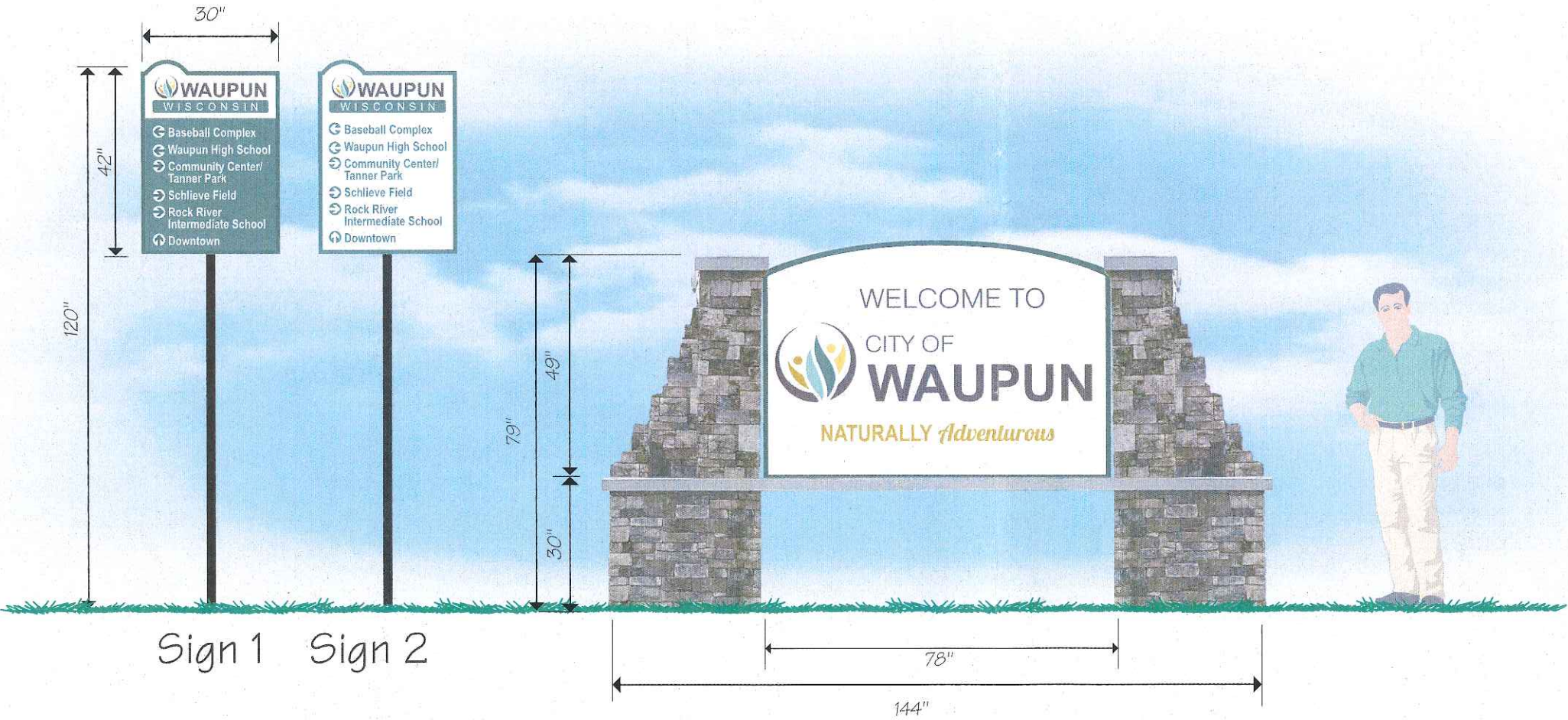


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Concept 3



Specifications

- Monument and directional sign concept
- QTY: TBD
- Material: TBD

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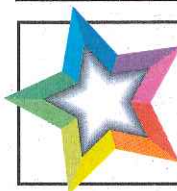
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& Lighting Service
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Client _____

City of Waupun

Project _____
31364 Wayfinding Sign Design

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