

BOARD OF PUBLIC WORKS MEETING
Monday, October 14, 2013
Lincoln Center – 1519 Water Street, Stevens Point, WI 54481

MINUTES

PRESENT:

Mayor Andrew Halverson, Comptroller/Treasurer (C/T) Corey Ladick, Director of Public Works Scott Schatschneider and Tricia Church; **Alderspersons:** George Doxtator(1st), JoAnne Suomi(2nd), Michael O’Meara(3rd), Tony Patton(8th) and Randal Stroik(9th).

ALSO PRESENT:

DIRECTORS: Michael Ostrowski – Community Development, Joel Lemke – Water, Wastewater and Transportation, Sally McGinty – Emergency Management, and Tom Schrader – Parks and Recreation.

ALDERPERSONS: Mike Wiza(4th), Mary Stroik(5th), Jeremy Slowinski(6th), Roger Trzebiatowski(7th), Mike Phillips(10th) and Jerry Moore(11th).

CITY STAFF MEMBERS: City Attorney A. Logan Beverage, City Clerk John Moe, Fire Department Chief Tracey Kujawa, Police Chief Kevin Ruder, Assistant Police Chiefs Martin Skibba and Tom Zenner, Mayoral Assistant Kelley Pazdernik, Superintendent of Streets Department Dennis Laidlaw, and Streets Department Staff Rick Zinda, Dale Schulfer, Cliff Bembeneck, Shane Tokarski, David Worzalla, Kenny Rozek, Richard Gawlik, Steve Louis, Ernie Quesada, Roger Skrzeczkoski, and Parks Department Tim Krutza.

OTHERS PRESENT: Brandi Makuski – Stevens Point City Times, Chris Jones – Stevens Point Journal, Nate Enwald – Portage County Gazette, Cole and Dan Racine – Belts Soft Serve, Bruce Gerland and Jeff Sandberg – AECOM, Sarah Wallace – Portage County Planning & Zoning, Steve Shepro and Nichole Tesch – Assessors’ from Green Bay, Barb Jacob – 1616 Depot Street, Bob Woehr – 727 Second Street, Allen Koerten – 2501 Church Street, Walter Lepper – 2849 Church Street, Cathy Dugan – 615 Sommers Street, MaryAnn Laszewski – 1209 Wisconsin Street, Tony Stulz – 5481 Hwy 66, Norm Barber – 2400 Church Street, John Knoke – 1809 Michigan Avenue, and Bob Fisch – 1033 Smith Street.

Mayor Andrew Halverson called the Board of Public Works meeting to order on October 14, 2013 at 6:00 P.M. The meeting was held at The Lincoln Center at 1519 Water Street in Stevens Point, WI 54481.

1. Consideration and possible action to award Fire Station Headquarters Remodel and Window Replacement Project #16-13 to Ellis Stone Construction Company.

Director Schatschneider explained the attachments in the packet. He said the bids came in close but a little higher than we anticipated. He asked if there were any questions.

Aldersperson Suomi asked what the training room is and if there were any plans to upgrade the technology in that room as well. Director Schatschneider said the training room is where the fire department groups can get together to go over training procedures and policies.

Mayor Halverson added that the information technology and projector equipment is already in place. If there would be any changes to technology it would be a city project and done as a whole through the IT Department and will most likely be done in 2015.

Mayor Halverson moved approval to award the base bid and all the alternates with the exception of excluding the window replacement for the project; seconded by Alderperson O'Meara.

Alderperson Stroik asked what the rational is for removing the windows from the bid. Mayor Halverson said it doesn't pay to invest \$70,000.00 in windows when there is no insulation in the walls.

Alderperson Suomi asked what the bottom line cost would be then. Director Schatschneider said our cost would be \$338,983.60 including the 10% contingency.

Ayes all; nays none; motion carried

2. Consideration and possible action to approve the purchase of a patrol truck for the Streets Department.

Director Schatschneider explained that the bid amounts were very close so we are making the recommendation to go with the Mack from Scaffidi Heavy Truck given the fact that we have had good luck with the Mack Trucks and only a few dollars more than the lowest bid.

Alderperson Stroik moved approval to award to purchase the 2014 Mack Truck from Scaffidi Heavy Truck; seconded by Alderperson Suomi.

Ayes all; nays none; motion carried

3. Consideration and possible action to accept the Director's Report and place it on file.

Alderperson Suomi asked if Director Schatschneider could expand upon the recognition of Michigan Avenue. Director Schatschneider said last year Michigan Avenue was our main construction project that we had designed in-house. It was the first concrete street project that the City of Stevens Point has done in over 40 years. The project was recognized by the Wisconsin Concrete Pavement Association and was then forwarded to the American Concrete Pavement Association. We won the gold award for Municipal Street and Intersection projects in the small urban category. This is a great recognition for our community and staff.

Alderperson Doxtator asked how the seawall project was going. Director Schatschneider said we are waiting for final invoicing from the general contractor and electrician before putting final costs together.

Mayor Halverson added that documentation is being submitted to FERC then to FEMA after FERC approval. After we receive approvals from FEMA, the amendment process will go before plan commission to redraw the flood maps. FEMA has 90 days to approve, that should put us in the first quarter of 2014.

Alderperson Stroik moved that we accept the Director's Report and place it on file; seconded by Alderperson O'Meara.

Ayes all; nays none; motion carried

4. Update and discussion regarding the Business 51 Project with AECOM.

Bruce Gerland and Jeff Sandberg with AECOM did a PowerPoint Presentation to update and explain the status with the Business 51 Project.

Due to the size of the presentation from AECOM, it is provided electronically on our website.

5. ADJOURNMENT: Mayor Andrew Halverson adjourned the October 14, 2013 Board of Public Works Meeting at 7:19 P.M.

City of Stevens Point
1515 Strong's Avenue
Stevens Point, WI 54481-3594



Public Works
Engineering Department

Phone: 715-346-1561
Fax: 715-346-1650

October 10th, 2013

TO: Finance Committee & Board of Public Works
FROM: Scott Schatschneider, Director of Public Works
RE: Fire Station # 1 Remodel and Window Replacement Project #16-13:

This memo serves as a cover sheet for the above mentioned project. The bid opening was Tuesday, October 1st at 1:00 p.m. A bid tabulation sheet and supporting documentation has been included to help explain the bid results regarding the fire station.

When the 2013 Capital Improvement Plan (CIP) was being created, improvements to Fire Station # 1 were included. As part of putting a budget number together, staff had architects and a general contractor preview the building in an attempt to help put together a budget number that would be accurate.

During the initial scoping process the different architects did state that attempting to pin down an absolute accurate cost on a project like this would be difficult until the project is completely designed and bid.

With that in mind, the project was designed with essential core improvements that were considered as part of the base bid and then four alternatives were created that could be added and/or deleted given the results of the bidding.

Included in the packet is supporting documentation explaining the base bid and alternatives and costs associated with all of them.

Sincerely,

A handwritten signature in black ink that reads 'Scott Schatschneider'.

Scott Schatschneider
Director of Public Works

BID TAB
CITY OF STEVENS POINT
STEVENS POINT FIRE STATION HEADQUARTERS REMODEL AND WINDOW REPLACEMENT PROJECT #16-13
SEALED BIDS OPENED 1:00 P.M., OCTOBER 1, 2013

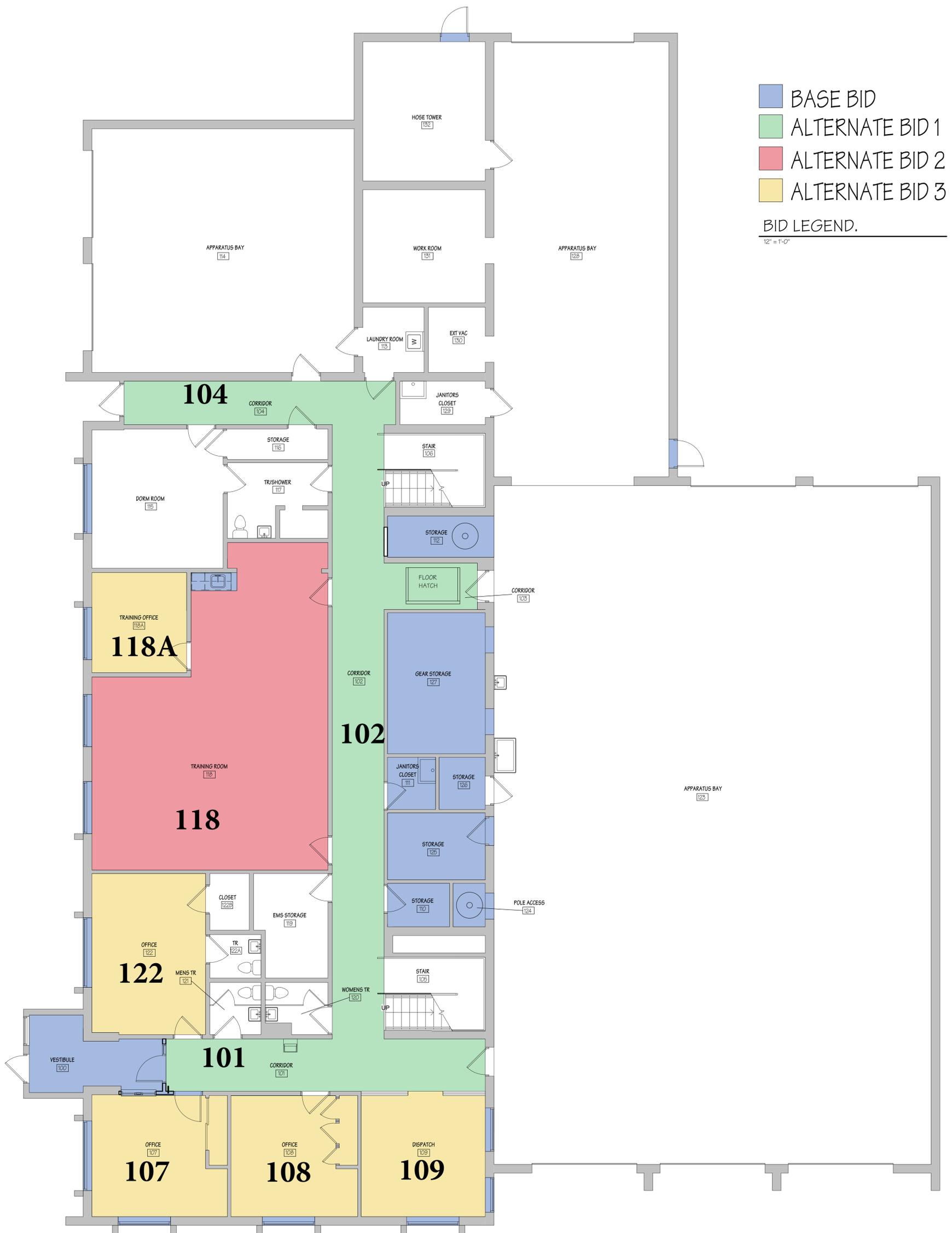
ITEM	DESCRIPTION	Ellis Stone Construction Co.	Altmann Construcion Co.	S.D. Ellenbecker Inc.
		Stevens Point, WI	Wisconsin Rapids, WI	Athens, WI
		TOTAL	TOTAL	TOTAL
Base Bid	This work is remodeling the second floor indoor to have improved bathroom/shower facilities and storage space. In addition this work includes window replacements and a secure reception area when you first walk into the fire station.	\$ 264,000.00	\$ 270,800.00	\$ 278,000.00
Alt. #1	Construction for rooms 101, 102 and 104: Install new ceiling tile & grid, flooring, base, paint walls throughout rooms. Provide new HVAC, Electrical and Plumbing equipment to accommodate new ceiling as indicated in the Construction Documents.	\$ 14,333.00	\$ 17,800.00	\$ 19,137.00
Alt. #2	Construction for room 118 (training room): Install new ceiling tile & grid, flooring, base, paint walls throughout room. Provide new HVAC, Electrical and Plumbing equipment to accommodate new ceiling as indicated in the Construction Documents.	\$ 16,907.00	\$ 18,000.00	\$ 17,954.00
Alt. #3	Construction for rooms 107, 108, 118A and 122: Install new ceiling tile & grid, flooring, base, paint walls throughout rooms. Provide new HVAC, Electrical and Plumbing equipment to accommodate new ceiling as indicated in the Construction Documents.	\$ 16,373.00	\$ 21,000.00	\$ 18,317.00
Alt. #4	Provide and install new 12" dimensional letters on the exterior of the building as indicated in the Construction Documents.	\$ 3,232.00	\$ 3,800.00	\$ 3,550.00
TOTAL BIDS:		\$ 314,845.00	\$ 331,400.00	\$ 336,958.00
10% CONTINGENCY		\$ 346,329.50	\$ 364,540.00	\$ 370,653.80

Base Bid
Estimated Cost Breakdown

	<u>Cost Item</u>	<u>Cost</u>
01 00 00	General Conditions	\$19,427
01 01 00	Design & Approvals	\$0
02 41 00	Demolition	\$9,614
02 41 00	Window Removal	\$0
	Temporary Window Enclosure	\$3,405
03 30 00	Concrete	\$1,252
06 10 00	Carpentry	\$1,267
06 41 00	Architectural Wood Casework	\$29,680
06 61 16	Solid Surface Fabrications	\$0
07 21 00	Insulation	\$0
07 90 05	Joint Sealers	\$168
08 11 13	Hollow Metal Doors & Frames	\$13,125
08 40 00	Aluminum Entrances & Glazing	\$66,854
09 21 16	Drywall	\$9,360
09 29 30	Steel Studs	\$8,681
09 30 00	Tiling	\$19,651
09 51 00	Acoustical Ceilings	\$4,053
09 68 13	Tile Carpeting	\$4,128
09 90 00	Painting & Coating	\$4,314
10 14 00	Signage	\$339
10 28 00	Toilet Accessories	\$3,870
22 00 00	Plumbing	\$24,471
23 00 00	HVAC	\$16,742
26 00 00	Electrical	\$23,601
	Totals:	\$264,002
	Contingency 10%	<u>\$26,400</u>
		\$290,402

Stevens Point Fire Station		
Remodeling Construction Bid Price (Base Bid): Provide labor, materials services, equipment necessary for completion of work as described in Drawings & Specifications.		\$ 264,000.00
Alternate Bid No. 1: Construction for rooms 101, 102 and 104 - Install new ceiling tile & grid, flooring, base, paint walls throughout rooms. Provide new HVAC, Electrical and Plumbing equipment to accommodate new ceiling as indicated in the Construction Documents.		\$ 14,333.00
Alternate Bid No. 2: Construction for room 118 (training room) - Install new ceiling tile & grid, flooring, base, paint walls throughout room. Provide new HVAC, Electrical and Plumbing equipment to accommodate new ceiling as indicated in the Construction Documents.		\$ 16,907.00
Alternate Bid No. 3: Construction for rooms 107, 108, 109, 118A and 122 - Install new ceiling tile & grid, flooring, base, paint walls throughout room. Provide new HVAC, Electrical and Plumbing equipment to accommodate new ceiling as indicated in the Construction Documents.		\$ 16,373.00
Alternate Bid No. 4: Provide and install new 12" dimensional letters on the exterior of the building as indicated in the Construction Documents.		\$ 3,232.00
	Total Bid:	\$ 314,845.00
Other Costs		
Asbestos Abatement		\$ 25,000.00
Contingency Fund	8.00%	\$ 25,187.60
	Total Remodel Cost:	\$ 365,032.60
ADG Architectural Fees		\$ 35,000.00
ADG Estimated Re-imbursable Costs		
Mileage, Printing, Mailing, Etc..		\$ 2,000.00
	State Approval Fees	\$ 1,500.00
	Asbestos Survey	\$ 2,305.00
	Total Project Costs:	\$ 405,837.60
Stevens Point Fire Station Cost Options		
Omit Alternate Bid No. 1		\$ 14,333.00
Omit Alternate Bid No. 2		\$ 16,907.00
Omit Alternate Bid No. 3		\$ 16,373.00
Omit Alternate Bid No. 4		\$ 3,232.00
Omit window replacement form the project		\$ 66,854.00
	Revised Project Costs:	\$ 288,138.60

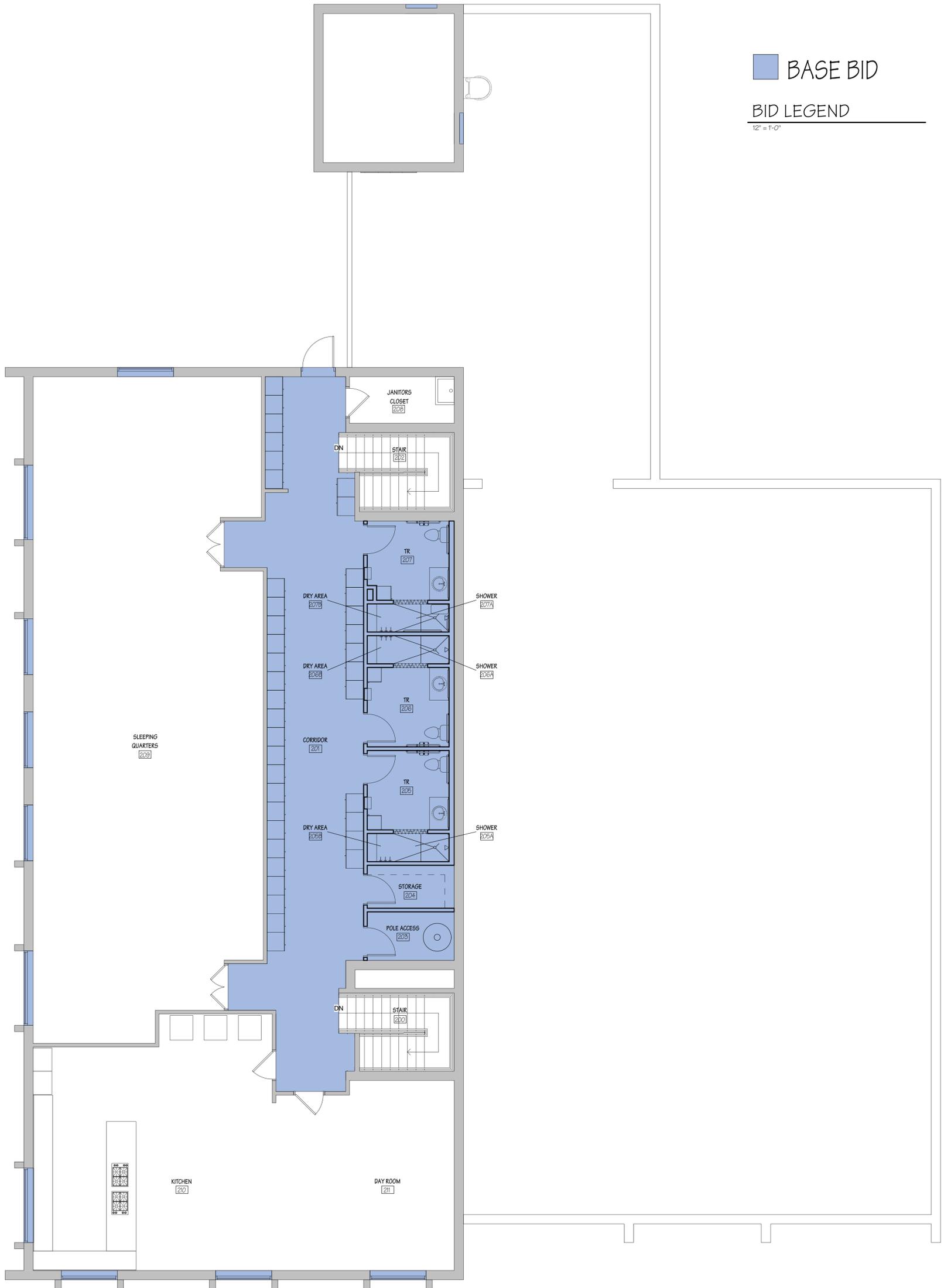
FIRST FLOOR



1 FIRST FLOOR
3/16" = 1'-0"



SECOND FLOOR



1 SECOND FLOOR
3/16" = 1'-0"



City of Stevens Point
1515 Strongs Avenue
Stevens Point, WI 54481-3594



**Department of
Public Works**
Engineering
Phone: 715-346-1561
Fax: 715-346-1650

To the Board of Public Works,

October 9, 2013

After requesting quotes for a Streets Department's Tandem Plow Truck, 3 were received. With the specified plow and spreader package from Truck Equipment of Wausau, the adjusted quotes are:

Mid-State Truck	2014 International 7600 SBA	\$192,923.00
Scaffidi Heavy Truck	2014 Mack GU713	\$192,937.00
V & H Trucks	2014 Western Star 4700 PRL-07T	\$195,210.00

Staff recommendation is to purchase the unit from Scaffidi Heavy Truck in the amount of \$192,937.00, funding to be from the allocated borrowing account.

Sincerely,

A handwritten signature in black ink that reads 'Dennis Laidlaw'.

Dennis Laidlaw
Superintendent of Streets
City of Stevens Point
715 346-1540



October 9th, 2013

DIRECTOR OF PUBLIC WORKS REPORT
Scott Schatschneider

1. Engineering Division

- **Business 51 Status Report:**

AECOM is presenting the next round of design alternatives at the October Board of Public Works. A Public Informational Meeting is being scheduled for Wednesday, November 20th at Jefferson Elementary starting at 5:30 p.m.

- **Ellis Street Construction:**

The project is completed. The project did take a little bit longer than expected. The delays were a result of a very tight work corridor and a schedule that may have been too aggressive.

- **Shopko Parking Lot (West Half) Re-Construction:**

The west half of the parking lot has been reconstructed. The project went smoothly, and only lasted in two and half weeks. The remainder of the lot is scheduled improvements in 2014.

- **E.M. Copps Extension:**

Work began the week of September 23rd and the works is progressing as scheduled.

- **Fire Station #1:**

Bid results will be brought forward at the October Board of Public Works Meeting.

- **Seawall Schedule Checklist**

AGENCY	TASK	APPROXIMATE DATES
<input checked="" type="checkbox"/> AECOM/GEI	Stability Analysis to FERC	Friday, Sept. 14 th (up to 90 days for review and approval)
<input checked="" type="checkbox"/> AECOM	CLOMR to DNR	2 nd half of Dec. (up to 90 days for review and approval)
<input checked="" type="checkbox"/> AECOM	CLOMR to FEMA	Monday, March 18 th (up to 90 days for review and approval)
<input checked="" type="checkbox"/> NewPage (Tom Witt)	QCIP back to FERC	June 14 th (up to 60 days for review and approval)
<input checked="" type="checkbox"/> City/NewPage	City accepts/allocates Construction money and Bidding/awarding of Contracts with NewPage and construction begins	August 5 th (up to 10 weeks)
<input checked="" type="checkbox"/> NewPage	Final drawings/"asbuilts" Submitted to FERC for Federal/licensing	October 11 th (Completion)

We are currently working with Tom Witt and the contractors to get final costs compiled. As soon as all of the construction costs are put together they will be reported on. In addition the project As-Builts are being finalized and the corresponding documentation that needs to be submitted to FERC is being put together. FERC will have 90 days to review the documentation.

- **Michigan Avenue:**

The Michigan Avenue project from last year has been recognized by the Wisconsin Concrete Pavement Association. As a result was forwarded on as a project at the national competition level within the American Concrete Pavement Association. At the national level we were selected as the Gold Winner for Municipal Streets and Intersections (< 30,000 SY) category. I would like to recognize Joel Lemke and the entire Engineering Department for an excellent project. I would like to particularly recognize Alex Saunders who put in a lot time and effort from the design aspect, making sure that the first concrete street that the City of Stevens Point had done exclusively on their own in 40 years was a success. Well done Alex.

- **Additional Ongoing Director\City Engineer\City Surveyor Projects**
 - The Engineering Department has been working on a number of items and helping assist other departments in regards to design and project delivery:
 1. 2014 Capital Improvement Plan discussions with staff.
 2. 2014 Budget Preparations.
 3. Washington Terrace Subdivision.
 4. Finalizing 2013 construction projects.
 5. E. M. Copps Dr. extension startup.
 6. Strong's Parking Lot construction startup.

2. Streets

- **Street work**
 - Continued Garbage and Recycling operations.
 - Sign work continued.
 - Street lamp maintenance continued.
 - Pit operations continued.
 - Patching continued.
 - Crackfilling completed.
 - Curb Repairs continued.
 - Sidewalk repairs continued.
 - Street Sweeping continued.
 - Painting operations continued.
 - Blowout repairs continued.

- **Equipment maintenance/garage**

There were a total of 97 repair orders completed in the month of Sept. When broken down by department there were;

Engineering	1
Police	13
Parks	19
Fire	4
Streets	60
Water/Waste water	0

- **Signs, posts, barricades, and flags**
 - 48 signs were replaced or added, 5 because of accidents, 25 for usual maintenance, 12 new signs were put up and 6 because of vandalism.
 - 8 poles were replaced or added, 7 because of accidents and 1 because of vandalism.
 - Barricades were put up and taken down for Harvest Festival.

- **Garbage/recycling/yard waste/drop-off**
 - Garbage and recycling carts repaired/replaced/distributed as needed.
 - Regular solid waste collection completed.
 - Regular recycling collection completed.
 - City drop-off operations were completed.

- **Leave**
 - 8 floating holidays, 19 days .5 hours sick, 57 days 5 hours vacation and 2 days of work comp. were utilized.