

# CITY OF STEVENS POINT

## BOARD OF PUBLIC WORKS MEETING

Monday, April 11, 2016 – 7:40 p.m.

(or immediately following previously scheduled meeting)

Lincoln Center – 1519 Water Street

Stevens Point, WI 54481

## AGENDA

[A quorum of the City Council may attend this meeting]

### CONSIDERATION AND POSSIBLE ACTION ON THE FOLLOWING:

1. To accept the Director's Report and place it on file.
2. To approve the Wisconsin Department of Transportation's recommendations to authorize the removal of the existing traffic signal at STH 66/CenterPoint Drive and Church Street intersection.
3. To approve the Preliminary Resolution for Special Assessments for the Sixth Avenue Reconstruction Project.
4. To award the Bituminous Patching Project #16-02 to American Asphalt of Wisconsin in the amount not to exceed \$76,723.40.
5. To award the Street Seal Coating Program #16-04 to \_\_\_\_\_ in the amount not to exceed \$\_\_\_\_\_. (bid results to be distributed at meeting).
6. To award the E.M. Cops/CTH R Project to \_\_\_\_\_ in the amount not to exceed \$\_\_\_\_\_. (bid results to be distributed at meeting).
7. To approve Change Order #1 for the E.M. Cops Drive/CTH R Intersection Project.
8. To approve Change Order #1 for the Coye Drive/Hoover Road Intersection Project.
9. To adjourn into closed session pursuant to Wis. Stats. 19.85(1)(e) deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session to approve the price offering reports for the Hoover Road Grade Separation Project.

Roll Call: Mayor Wiza, C/T Ladick, Alderpersons Ryan, Doxtator, McComb, Kneebone, Oberstadt.

10. To reconvene into open session Pursuant to Wis Stats. 19.85(2).

Roll Call: Mayor Wiza, C/T Ladick, Alderpersons Ryan, Doxtator, McComb, Keebone, Oberstadt.

11. Adjournment.

Any person who has special needs while attending this meeting or needs agenda materials for this meeting should contact the City Clerk as soon as possible to ensure a reasonable accommodation can be made. The City Clerk can be reached by telephone at (715) 346-1569, or by mail at 1515 Strongs Avenue, Stevens Point, WI 54481

Copies of ordinances, resolutions, reports, and minutes of the committee meetings are on file at the office of the City Clerk for inspection during normal business hours from 7:30 A.M. to 4:00 P.M.

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



**Public Works**  
Engineering Department:  
Phone: 715-346-1561  
Fax: 715-346-1650  
  
Streets Department:  
Phone: 715-346-1537  
Fax: 715-346-1687

April 6, 2016

DIRECTOR OF PUBLIC WORKS REPORT  
Scott Schatschneider

## 1. Engineering Division

- **Brilowski Road & E.M. Copps Intersection Design:**  
The bid opening was held on Monday, April 11<sup>th</sup> at 11:00 a.m. Bid results will be distributed out at the Board of Public Works Meeting. The tentative start date for the project is early May with a substantial completion date of Friday, June 24<sup>th</sup>.
- **Coye Drive and Hoover Road Intersection Design:**  
At last month's meeting the Relocation Order and the R/W Plat were approved and a contract with MSA Professional Services was signed. Work is now being done to complete the real estate acquisition process. Design should be finished by mid-summer with construction occurring in the fall.
- **Worth Court Extension:**  
Nothing to report at this time.
- **Sixth Avenue Reconstruction:**  
The design process is wrapping up and the project will be going out for bids in April with a bid opening in early May.

WPS has started with relocating/replacing power poles and light poles within the project limits. As mentioned last month, WPS has agreed to replace the existing lighting with LED lighting. Currently the LED lighting is on a substantial back order and may be a couple of months before the lights arrive. WPS will also be replacing gas main and services.

- **Business 51 Project:**  
Nothing to report at this time.

- **Crushing Project at the Whiting Avenue Pit:**  
The Whiting Avenue Pit is City owned land the City uses it to dispose of asphalt and concrete. Currently a pile of material exists that is approximately 30,000 cubic yards. The City has been approached by a local contractor to crush the existing pile of concrete and asphalt. The local contractor would then want a portion of the crushed material as payment. Having this waste material crushed and turned into a useable product and having a clean area within the pit would also be advantageous. City staff will be preparing construction bid documents and will allow other contractors to bid as well; as we would any other type of construction project.
- **Hoover Grade Separation Project:**  
Nothing to report at this time.
- **St. Michael's Hospital Construction Project:**  
Work has begun and, up to this point, the Engineering Office has not received any complaints regarding the lane modifications on Illinois Avenue. As a result of the extremely tight working conditions, a request has been made to locate a job trailer within the right of way on the west side of Illinois Avenue for the duration of the project. This may; however, cause a temporary closure of the sidewalk. I will perform a field visit with the contractor to see if this is a plausible solution.
- **Additional Ongoing Director\City Engineer\City Surveyor Projects:**
  - Staff has been approached by UWSP to allow Miron Construction's staff vehicles (light duty pickups) to park on Stanley Street between Fremont St. and Reserve St. Staff has done a field review and this should not be an issue.
  - Attended a meeting between staff and elected officials to start discussing City Hall space needs.
  - The RRFB hardware for the Division and Franklin Street intersection has arrived. Staff will begin with assembly and then work towards an installation date with the manufacturer.

## 2. Streets Division

- **Street work**
  - Continued Garbage and Recycling operations.
  - Sign work continued.
  - Street lamp maintenance continued.
  - Building maintenance and repair.
  - Snow and Ice Control Operations continued.
  - Patching Resumed
  - Plow Damage Repairs Began
- **Equipment maintenance/garage**
  - There were a total of 177 repair orders completed in the month of March. When broken down by department there were;

Engineering	3
Inspection	1
Police	22
Parks	44
Fire	6
Streets	96
Water/Waste water	5

- **Signs, posts, barricades, and flags**

- 75 signs were replaced, added or repaired, 4 because of accidents, 63 for usual maintenance, 4 new signs were added and 4 because of vandalism.
- 7 poles were replaced, added or repaired, 3 because of accidents, 1 was repaired and 3 because of vandalism.
- Set out barricades, barrels and cones for the Point Bock Run.

- **Garbage/recycling/yard waste/drop-off**

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

- **Leave**

- 5 floating holidays, 4 funeral days, 58 days 4.5 hours sick and 37 days of vacation were utilized.

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April 6, 2016

To: Board of Public Works

From: Scott Schatschneider, Director of Public Works

Re: Process of Removal of Signals at STH 66/Centerpoint Drive and Church Street

On March 28<sup>th</sup>, the City of Stevens Point received an email from WisDOT indicating their agreement with the City's findings in terms of removing the existing traffic signal for this intersection.

The process to remove the signals is rather lengthy and a number of steps will need to be taken.

Those steps include:

1. Issuing a press release.
2. A letter to the High Rise Manor explaining the process and what to expect.
3. Signage for West Bound Centerpoint traffic and Northbound Church Street traffic stating "TRAFFIC SIGNAL UNDER STUDY FOR REMOVAL".
4. STOP Sign for northbound traffic at Church Street with "Traffic from Right Does Not Stop".

After these steps have been completed the signals will go into a yellow flash mode for westbound Centerpoint Drive traffic and red flash mode for northbound Church Street traffic. The signals will be in this flash mode for a minimum of thirty days.

The next step will be to de-energize the signals and physically bag the signals (cover up the signal heads, so traffic can't see them) for an additional sixty days.

During this ninety day trial period staff will be working with the police department to monitor the intersection. And if after the ninety day trial period, we are satisfied with the results, the signals will be removed as well as the existing pavement marking and then re-painting the intersection.

If there are any questions, please don't hesitate to contact me.

Thank you.

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1515 Strongs Avenue  
Stevens Point, WI 54481



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April 6<sup>th</sup>, 2016

To: Board of Public Works

From: Scott Schatschneider, Director of Public Works

Re: Preliminary Resolution Special Assessment for the Sixth Avenue  
Reconstruction Project

Enclosed with this memo is a copy of the preliminary resolution for special assessment in regards to the reconstruction of Sixth Avenue. The preliminary resolution explains how the process works and what the next steps in the process will be.

After the project bids are received, staff will be able to associate costs with the work relating to the special assessment items.

If there are any questions regarding this item, please don't hesitate to contact me.

Thank you.

## PRELIMINARY RESOLUTION

**RESOLVED**, by the Common Council of the City of Stevens Point, Wisconsin:

**SECTION I.** The Common Council of the City of Stevens Point hereby declares its intention to exercise its police power under Section 66.0703(1) (a), Wisconsin Statutes, to levy special assessments upon property within the following described area for special benefits conferred upon such property by improvement to such areas:

- A. FOR REPLACEMENT OF NON-STANDARD WATER SERVICES - PROJECT # 16-01.
  - 1) All property fronting upon both sides of **SIXTH AVENUE** from its intersection with Front Street to its intersection with Second Street.  
(Project # 16-01)
- B. FOR REPLACEMENT OF NON-STANDARD SANITARY SEWER LATERALS - PROJECT # 16-01.
  - 1) All property fronting upon both sides of **SIXTH AVENUE** from its intersection with Front Street to its intersection with Second Street.  
(Project # 16-01)
- C. FOR INSTALLATION OF STORM SEWER LATERALS AND REPLACEMENT OF EXISTING NON-STANDARD STORM SEWER LATERALS - PROJECT # 16-01.
  - 1) All property fronting upon both sides of **SIXTH AVENUE** from its intersection with Front Street to its intersection with Second Street.  
(Project # 16-01)

### SECTION II.

- A. The public improvement described in Section I.A shall include the replacement of existing water services constructed of galvanized or other non-standard materials in said street or portion thereof. The public improvement does not include replacement of services between the right of way line and the house; this part of the service is located on private property and is not included in the assessment. The public improvement does include reconnecting the new service to the existing service at the right of way line/property line.

- B. The public improvement described in Section I.B shall include the replacement of existing sanitary sewer laterals that are constructed of clay or other non-standard materials in said street or portion thereof. The public improvement does not include replacement of laterals between the right of way line and the house; this part of the lateral is located on private property and is not included in the assessment. The public improvement does include reconnecting the new lateral to the existing lateral at the right of way line/property line.
  
- C. The public improvement described in Section I.C shall include the installation of storm sewer laterals and the replacement of existing storm sewer laterals that are constructed of clay or other non-standard materials in said street or portion thereof. The public improvement does not include installation or replacement of laterals between the right of way line and the house; this part of the lateral is located on private property and is not included in the assessment. The public improvement will terminate the lateral at the right of way line/property line, and does include reconnecting the new lateral to the existing lateral at the right of way line/property line.

**SECTION III.** The total amount assessed against the properties in the defined assessment district shall not exceed 100% of the cost of the improvement. The Common Council determines that the improvement constitutes an exercise of the police power and the amount assessed against each parcel shall be based on actual cost.

**SECTION IV.** The manner and method of payment will be determined in the final resolution.

**SECTION V.** The Board of Public Works will prepare a report which shall consist of:

- A. Preliminary Plans and specifications for the improvements.
- B. The estimated cost of the proposed improvements.
- C. Schedule of proposed assessments.

**SECTION VI.** When the report is completed, the Board of Public Works shall file a copy of the report with the City Clerk.

**SECTION VII.** Upon receiving the Report of the Board of Public Works, the Clerk shall cause notice to be given stating the nature of the proposed improvements, the general boundary lines of the proposed assessment district, the time and place at which the report may be inspected, and the time and place of the public hearing in the matters contained in the preliminary resolution and the report. This notice shall be published as a Class I notice and a copy shall be mailed, at least ten (10) days before the hearing to every interested party.

**SECTION VIII.** The hearing shall be held in the Council Chambers in the County-City Building at a time set by the City Clerk in accordance with Section 66.0703(7) (a), Wisconsin Statutes.

APPROVED: \_\_\_\_\_  
Mike Wiza, Mayor

ATTEST: \_\_\_\_\_  
John Moe, City Clerk

Dated: April 4, 2016  
Adopted: April 18, 2016  
Publish: April 22, 2016

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



**Public Works**

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April 6<sup>th</sup>, 2016

To: Board of Public Works  
From: Scott Schatschneider, Director of Public Works  
Re: Bituminous Patching Contract

Enclosed you will find the bid results from this year's bituminous patching contract.

Every year the City lets a bituminous (asphalt) patching contract. The contract is very important over the course of a construction season especially given the number of street repairs that inevitability come up.

If there are any questions regarding this item, please don't hesitate to contact me.

Thank you.

**BID TAB  
CITY OF STEVENS POINT  
BITUMINOUS PATCHING PROJECT #16-02  
SEALED BIDS OPENED 9:00 A.M., APRIL 5, 2016**

ITEM NO.	EST. QUAN.	UNIT	DESCRIPTION	American Asphalt Mosinee, WI		Mid-State Asphalt New London, WI	
				UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
204.0100	50	S.Y.	Removing Pavement	\$ 8.00	\$ 400.00	\$ 4.50	\$ 225.00
305.0120	20	TON	Base Aggregate Dense (1-1/4 Inch)	\$ 10.00	\$ 200.00	\$ 15.00	\$ 300.00
390.0203	1,360	S.Y.	Base Patching Asphalt (> 10 sq. yds.)	\$ 41.10	\$ 55,896.00	\$ 41.25	\$ 56,100.00
390.0203	200	S.Y.	Base Patching Asphaltic (< or = 10 sq. yds.)	\$ 41.10	\$ 8,220.00	\$ 42.25	\$ 8,450.00
690.0150	2,000	L.F.	Sawcutting Asphalt	\$ 1.00	\$ 2,000.00	\$ 2.00	\$ 4,000.00
<b>Total Bid:</b>					<b>\$ 66,716.00</b>		<b>\$ 69,075.00</b>
<b>Total Bid with Contingency:</b>					<b>\$ 76,723.40</b>		<b>\$ 79,436.25</b>

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April 6<sup>th</sup>, 2016

To: Board of Public Works  
From: Scott Schatschneider, Director of Public Works  
Re: Street Seal Coating Bid Award (Chip Sealing)

Due to a change in the bid documents resulting from a discussion with Portage County Highway, staff was required to open bids after the Board of Public Works packet was sent out. Therefore, the bid results will be sent electronically after they are tabulated and finalized. A hard copy will be handed out at the meeting.

As reference, this year's seal coating project will be the streets associated with the Portage County Business Park (north of CTH HH and west of CTH R).

If there are any questions regarding this item, please don't hesitate to contact me.

Thank you.

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April 6<sup>th</sup>, 2016

To: Board of Public Works

From: Scott Schatschneider, Director of Public Works

Re: E.M. Copps and CTH R Intersection Improvement Project

Due to a change in the bid documents resulting from a discussion with Portage County Highway, staff was required to open bids after the Board of Public Works packet was sent out. Therefore, the bid results will be sent electronically after they are tabulated and finalized. A hard copy will be handed out at the meeting.

If there are any questions regarding this item, please don't hesitate to contact me.

Thank you.

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April 6<sup>th</sup>, 2016

To: Board of Public Works

From: Scott Schatschneider, Director of Public Works

Re: E.M. Cops and CTH R Intersection Improvement Project & Worth Court Extension Design Amendment / Contract Modification

Included with this memo is a copy of Change Order #1.

**Background:**

The original design contract for the E.M. Cops Drive and CTH R intersection was \$69,400. When the project initially began the idea of installing signals at this intersection was part of the initial scope of the project. During the design process and after further consideration, signals were omitted from the design. However, as part of the compromise with Skyward, the extension of Worth Court was approved.

The initial contract with ARCOM was only for a TIA and design of the intersection and, similar to the Coye Drive project, a fair amount of uncertainty existed on what would eventually be approved and built. Therefore, the initial design contract did not include a design for Worth Court nor did it include any type of construction fees did not include any type of construction services beyond design and the idea of adding Worth Court was not thought of.

**Current:**

The City has a clear direction on what improvements need to be made and the City will require assistance to complete not only the design of Worth Court, but the construction administration (specifications and bidding documents), staking /layout and construction management.

An important aspect to this change order is the design of Worth Court and construction administration items are Time & Material based and if the hours are not used, the City will not be charged.

Original Contract Amount:	\$ 69,400.00
Traffic Signal and R/W Plat Deduct:	-\$ 10,300.00
Worth Court Design & PCHD:	\$ 15,000.00
Construction Admin. (E.M. Copps & Worth Crt.):	\$ 6,000.00
Construction Staking (E.M. Copps & Worth Crt.):	\$ 8,000.00
Construction Observation (E.M. Copps & Worth Crt.):	<u>\$ 32,800.00</u>
<b>Total:</b>	<b><u>\$120,900.00</u></b>

If there are any questions, please don't hesitate to contact me.

Thank you.

## CHANGE ORDER NUMBER 1

In accordance with the Design Engineering Services Agreement dated April 21, 2015, between the City of Stevens Point, Wisconsin ("Client"), and AECOM Technical Services, Inc., a California corporation, ("AECOM"), this Change Order, with an effective date of April 18, 2016 modifies that Agreement as follows:

### 1. Changes to the Services:

Modify Exhibit A, SERVICES as follows:

#### A. Add the following to Phase 1 – TIA

9. Perform a peak hour traffic count of the Lands End Way and County Road R intersection. Counts will be taken between 6:30 AM and 9:30 AM, and between 3:00 PM and 6:00 PM.
10. Develop AM and PM peak hour turning movement projections based on the traffic counts and growth projections provided by the Client.
11. Update the TIA report to present findings, results, and recommendations for the intersection of Lands End Way and County Road R.

#### B. Revise Phase 2 – Design as follows:

Delete Item 12 – CSM; Item 13(g) – Traffic Signals; and Item 16 – Signal Timing Plans. Add the following:

19. Prepare final construction drawings and specifications for the extension of Worth Court from the current Cul-Da-Sac to Clems Way, including:
  - a. Title sheet
  - b. Typical sections
  - c. Construction details
  - d. Erosion control
  - e. Pavement marking and signing
  - f. Traffic control
  - h. Plan and profile sheets
  - i. Cross sections with distance and elevation information
20. Complete Items 2, 5, 6, 15, and 17 of the original agreement in conjunction with the extension of Worth Court.

#### C. Add the following: Phase 3 – Construction Related Services.

##### **Construction Contract Administration – EM Copps/County R Intersection**

1. Assist the Client in assembling the contract documents for execution by the Client and the contractor; and furnish one copy each of the executed contract documents to the Client, AECOM, and the contractor.
2. Assist the Client in conducting a Preconstruction Conference with Client representatives, contractor, affected utilities, and AECOM. Prepare an agenda and record minutes for the Preconstruction Conference.

3. Provide ongoing coordination between the Client and Portage County Highway Department (PCHD).
4. Review monthly applications for payments submitted by the contractor and recommend payment to the Client.
5. Assist the Client in change order and field order preparations.
6. Revise the original drawings upon completion of the project in accordance with the contractor's construction records, and supply the Client and Portage County Highway Department with a copy of the revised drawings.
7. Before AECOM issues the Certificate of Substantial Completion, submit to the contractor a list of observed items (punch list) requiring completion or correction.
8. Issue a Certificate of Substantial Completion.
9. Assist Client in closing out the project, including construction tasks, payment, contractor closeout documents, and resolution of issues.

**Task 07.11 – Construction Observation EM Copps/County Road R and Worth Court**

10. Furnish a project representative who will visit the sites at intervals appropriate to the stage of construction to become generally familiar with the progress and quality of the work, and to determine, in general, if the work is proceeding in accordance with the contract documents. During such visits, AECOM shall endeavor to keep the Client informed of the progress of the work, shall endeavor to guard the Client against defects and deficiencies in the work of the contractor, and will reject work found not in conformance with the contract documents (8 weeks of part time, 5 hours per day, construction observation is included for the EM Copps intersection and 8 weeks of part-time inspection, 3 hours per day, is included for the Worth Court extension).

**Task 07.12 – Construction Staking**

11. Provide stakes for construction, including:
  - a. Slope staking
  - b. Storm sewer
  - c. Base aggregate dense
  - d. Curb and gutter
- D. Add the following to Assumptions/Conditions:
  12. The construction duration is anticipated to last 8 weeks for the EM Copps and County Road R intersection in May/June 2016. The construction duration is anticipated to last 8 weeks for the Worth Court extension in September/October 2016.
  13. The Worth Court project will be bid and constructed in conjunction with the Coye Drive project.

2. **Change to Deliverables:**

None

3. **Change in Project Schedule** (attach schedule if appropriate):

EM Copps/County Road R Construction – May/June 2016

Worth Court Construction – September/October 2016

4. **Change in Consultant’s Compensation:**

The Services set forth in this Change Order will be performed on the following basis:

Time and Materials with a Not- to-Exceed amount of this Change Order is \$51,500. A contract summary follows:

<b>Description</b>	<b>Fee</b>
Contract Price prior to this Change Order	\$ 69,400
Estimated Cost Increase by the is Change Order	\$ 51,500
Revised Estimated Contract Price including this Change Order	\$120,900

Therefore, the total authorized Compensation, inclusive of the Change Order is \$120,900.

5. **Project Impact:**

None

6. **Other Changes** (including terms and conditions):

None



- 7. All other terms and conditions of the Agreement remain unchanged.
- 8. Each Party represents that the person executing this Change Order has the necessary legal authority to do so on behalf of the respective Party.

**AECOM Technical Services, Inc.**

**CLIENT: City of Stevens Point, Wisconsin**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

Kevin R. Hagen, P.E.  
\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Printed Name

Transportation Manager  
\_\_\_\_\_  
Printed Title

\_\_\_\_\_  
Printed Title

Address  
AECOM  
200 Indiana Avenue  
Stevens Point, Wisconsin 54481

Address  
City of Stevens Point  
1515 Strongs Avenue  
Stevens Point, Wisconsin 54481

[End of Agreement]

City of Stevens Point  
1515 Strongs Avenue  
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April 6, 2016

To: Board of Public Works  
From: Scott Schatschneider, Director of Public Works  
Re: Coye Drive and Hoover Road Intersection Improvement Project – Design Amendment/Contract Modification

Included with this memo is a copy of Change Order #1.

**Background:**

The original design contract for the Coye Drive and Hoover Road Project was \$97,550. When this project initially started the idea of extending Heffron Street to the east was being considered. As a result, the initial design contract included design fees for extending Heffron Street to the east.

Due to the uncertainty of what improvements would eventually be decided upon, there were no construction administration design fees associated with the contract.

**Current:**

The City has a clear direction on what improvements will be made and the City will requires assistance to complete the construction administration (specifications and bidding documents), staking /layout and construction management. An important aspect to this change order is the additional construction items are Time & Material based and if the hours are not used, the City will not be charged.

Original Contract Amount:	\$ 97,550.00
Heffron Design Deduct:	-\$ 19,400.00
Construction Admin.:	\$ 11,000.00
Construction Staking:	\$ 7,750.00
Construction Observation:	\$ 25,900.00
<b>Total:</b>	<b><u>\$122,800.00</u></b>

If there are any questions, please don't hesitate to contact me.

Thank you.

## CHANGE ORDER NUMBER 1

In accordance with the Design Engineering Services Agreement dated June 16, 2015, between the City of Stevens Point, Wisconsin ("Client"), and AECOM Technical Services, Inc., a California corporation, ("AECOM"), this Change Order, with an effective date of April 18, 2016 modifies that Agreement as follows:

### 1. **Changes to the Services:**

Modify Exhibit A, SERVICES as follows:

- A. Delete references to preliminary and final design of Heffron Avenue.
- B. Add the following: Construction Related Services.

#### **Construction Contract Administration – Coye Drive/Hoover Road Intersection**

- 1. Provide ongoing Project Management and business owner coordination.
- 2. Assist the Client in assembling the contract documents for execution by the Client and the contractor; and furnish one copy each of the executed contract documents to the Client, AECOM, and the contractor.
- 3. Assist the Client in conducting a Preconstruction Conference with Client representatives, contractor, affected utilities, and AECOM. Prepare an agenda and record minutes for the Preconstruction Conference.
- 4. Review monthly applications for payments submitted by the contractor and recommend payment to the Client.
- 5. Assist the Client in change order and field order preparations.
- 6. Revise the original drawings upon completion of the project in accordance with the contractor's construction records, and supply the Client with a copy of the revised drawings.
- 7. Before AECOM issues the Certificate of Substantial Completion, submit to the contractor a list of observed items (punch list) requiring completion or correction.
- 8. Issue a Certificate of Substantial Completion.
- 9. Assist Client in closing out the project, including construction tasks, payment, contractor closeout documents, and resolution of issues.

#### **Task 07.11 – Construction Observation**

- 10. Furnish a project representative who will visit the sites at intervals appropriate to the stage of construction to become generally familiar with the progress and quality of the work, and to determine, in general, if the work is proceeding in accordance with the contract documents. During such visits, AECOM shall endeavor to keep the Client informed of the progress of the work, shall endeavor to guard the Client against defects and deficiencies in the work of the contractor, and will reject work found not in conformance with the contract documents (8 weeks of part time, 5 hours per day,

construction observation is included).

**Task 07.12 – Construction Staking**

11. Provide stakes for construction, including:

- a. Subgrade staking
- b. Storm sewer
- c. Base aggregate dense
- d. Curb and gutter

D. Add the following to Assumptions/Conditions:

- 12. The construction duration is anticipated to last 8 weeks in September/October 2016.
- 13. The Worth Court project will be bid and constructed in conjunction with the Coye Drive project.

**2. Change to Deliverables:**

None

**3. Change in Project Schedule** (attach schedule if appropriate):

Construction – September/October 2016

**4. Change in Consultant’s Compensation:**

The Services set forth in this Change Order will be performed on the following basis:

Time and Materials with a Not- to-Exceed amount of this change order is \$25,250. A contract summary follows:

<b>Description</b>	<b>Fee</b>
Contract Price prior to this Change Order	\$ 97,550
Estimated Cost Increase by the is Change Order	\$ 25,250
Revised Estimated Contract Price including this Change Order	\$122,800

Therefore, the total authorized Compensation, inclusive of the Change Order is \$122,800.

**5. Project Impact:**

None

**6. Other Changes** (including terms and conditions):

None



- 7. All other terms and conditions of the Agreement remain unchanged.
- 8. Each Party represents that the person executing this Change Order has the necessary legal authority to do so on behalf of the respective Party.

**AECOM Technical Services, Inc.**

**CLIENT: City of Stevens Point, Wisconsin**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

Kevin R. Hagen, P.E.  
\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Printed Name

Transportation Manager  
\_\_\_\_\_  
Printed Title

\_\_\_\_\_  
Printed Title

Address  
AECOM  
200 Indiana Avenue  
Stevens Point, Wisconsin 54481

Address  
City of Stevens Point  
1515 Strongs Avenue  
Stevens Point, Wisconsin 54481

[End of Agreement]