

**BOARD OF PUBLIC WORKS MEETING**  
**Monday, November 12, 2012**  
**Lincoln Center – 1519 Water Street, Stevens Point, WI 54481**

**MINUTES**

**PRESENT:** Mayor Andrew Halverson, Comptroller/Treasurer (C/T) John Schlice, Director of Public Works Scott Schatschneider and Administrative Assistant Tricia Church; **Alderspersons:** A. Logan Beveridge(1<sup>st</sup>), JoAnne Suomi(2<sup>nd</sup>), Michael O’Meara(3<sup>rd</sup>), Tony Patton(8<sup>th</sup>), and Randal Stroik(9<sup>th</sup>).

**ALSO**

**PRESENT:** **DIRECTORS:** Joel Lemke, Michael Ostrowski and Tom Schrader.  
**CITY STAFF MEMBERS:** City Attorney Louie Molepske, City Clerk John Moe, City Assessor Jim Siebers, Deputy C/T Carrie Freeberg, Mayoral Assistant Kelley Pazdernik and Assistant Chief of P.D. Tom Zenner.

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

**OTHERS PRESENT:** Steve Lindsley – WPCN/Muzzy Broadcasting, Corey Ladick – 6<sup>th</sup> District, Brandi Makuski – Stevens Point City Times, David Glodowski – Gremmer & Associates, and Scott Groholski – Point of Beginning.

*Mayor Andrew Halverson called the Board of Public Works meeting to order on November 12, 2012 at 6:20 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 accept the Gremmer & Associates, Inc. Proposal for engineering services for the Ellis Street Project.**

Director Schatschneider added that through an RFP Process that was done, there were three proposals that were returned. One from SEH, one from Point of Beginning and the one from Gremmer & Associates that is included in the packet. Point of Beginning came back the lowest at \$38,600.00; SEH was the highest at \$105,300.00 and Gremmer & Associates in the middle with \$94,436.00. After going through the proposals with staff, it was recommended going with Gremmer & Associates for the engineering services for Ellis Street. The City has done very little work with Point of Beginning and the big price difference raised a lot of concerns with staff. We speculated if we would end up experiencing a variety of change orders during construction or end up experiencing trouble down the road because of poor work.

Mayor Halverson said he had a phone conversation with Scott Groholski with Point of Beginning and was very surprised at his response to questions asked. He was asked specifically why their price was so low and if they understood the scope of the project with the complexity of the water and sewer design. Mr. Groholski’s response for proposing so low was because of their willingness to want to work with the City of Stevens Point. He said they were willing to drop their prices to get the job and show that they can do it well in hopes to get more jobs with the city in the future.

Aldersperson O’Meara stated that a proposal for engineering services has two components, one is the description of the work they are proposing to do and how long it will take to do it and the other is how much it will cost. It is hard only having the proposal from Gremmer & Associates to look at and judge. The best measure to have a comparison of what it should cost is to take our

professional staff in hours to do the work with the appropriate amount of care compared to what is being proposed.

Director Schatschneider said that him along with Director Lemke and City Engineer Alex Saunders were the ones that reviewed the proposals. All of the proposals as far as understanding the scope of work that needed to be done with timelines were all consistent with each other. Two of the firms that have done this type of work for us came within a couple thousand dollars of each other and then there was the one that was super low. It caused concern amongst staff and the thought was that it looked too good to be true, and sometimes that may be the case. We just did some work with Gremmer & Associates on the Frontage Road Project and that project went well. We felt more comfortable going with them for peace of mind.

Aldersperson O'Meara agrees that Point of Beginning is a good firm but stated that he doesn't like the idea of having a company buy jobs. He feels it is scary because if someone thinks they are losing money, they may end up cutting corners.

Aldersperson Suomi stated that she thought we normally did take the lowest bidder. Mayor Halverson clarified the difference between a bid and a quote and that most of the time we do go with the lowest bidder but there may be good enough reasons and we felt justified in our decision we may choose to go with a higher bid. Especially when it comes to professional services, there may be a number of reasons from a staff level that are looked at such as familiarity and comfort level or previous track record.

Aldersperson O'Meara added that also this is a proposal, not a bid and there is a big difference between the two.

Scott Groholski with Point of Beginning apologized stating that he talked to Director Schatschneider this afternoon and was told that they were the low bidder but didn't received the project. He got off the phone with the director and proceeded to call Mayor Halverson to find out why. He stated that at this point they don't want the project for more than one reason. First reason is he fully respects the decisions made by city staff and is good with the decision made. Another reason is Dave Glodowski with Gremmer & Associates is a good friend and good respected company and he has no doubt that we will be happy with our decision. He explained that Mayor Halverson asked him to come to the meeting tonight so felt that he should at least show up. The reasoning for their low proposal was mainly due to knowing who they were running up against and Point of Beginning doesn't have the history the other firms do with the city so they cut all their pricing down by about 20% in hopes to get the job and get established with the City. He stated that reputation is way too important to propose a project (especially with the City) and then flounder on it. As a business, you would never be able to recover from something like that. He stated that they would like to be considered for future projects.

*Aldersperson O'Meara moved to accept the recommendation from staff for Gremmer & Associates; seconded by Aldersperson Beverage.*

Aldersperson O'Meara added that he feels that Point of Beginning would do a good job but doesn't feel they should buy a job because it doesn't help them or us. He feels we should pay what the honest price for the work needed and not a penny more. If we accept this, we are also allowing people to drive others out of business. He recommended that we consider inviting Point of Beginning to quote on any future proposals.

C/T Schlice asked what percent of a project are the engineering fees. Director Schatschneider said it varies from 8 to 10 and sometimes 12 to 15 depending on how special it is.

Alderson Patton added that there is also a very big difference concerning buying a job when it comes to a private business and government business.

Mayor Halverson stressed that we need to be very clear that we are not trying to draw parallels with Point of Beginning and any other company.

Alderson Patton questioned what was ultimately said by Scott Groholski with Point of Beginning even if we rejected this proposal and the Council agreed on Point of Beginning, they wouldn't take the job anyway. Mayor Halverson agreed the proposal from Point of Beginning was withdrawn and as a result, doesn't want to job, so it is what it is.

*Ayes majority; nays Alderson Patton; motion carried.*

**2. Consideration and possible action to accept Traffic Study #TS-04-12; Chapter 9 Ordinance changes for Stop Signs and No Parking Signs on the newly developed Third Street.**

Director Schatschneider explained that Third Street will be finished this week Thursday and this traffic study is for the No Parking and Stop Signs needed to complete the roadway.

*Alderson Beverage moved approval; seconded by Alderson Suomi to accept the Traffic Study for No Parking and Stop Signs.*

*Ayes all; nays none; motion carried*

**3. Consideration and possible action to purchase a thermal camera for the Stevens Point Municipal Airport.**

*Alderson Patton moved approval; seconded by Alderson Beverage to accept the Director's Report and place it on file.*

Mayor Halverson stated that out of available dollars and a security prospective, it makes complete sense prior to the fencing.

Alderson O'Meara asked who would be responsible for doing the monitoring. Director Lemke said that airport staff would be doing the monitoring. He went on to explain that it is a handheld device so it gives them flexibility to move around with it. A lot of the times after hour flights have to call staff in so they end up being there after hours quite a bit. Especially if there is low visibility situation and someone is flying under instrument rules and want the field checked, that is what airport staff is there for.

Alderson O'Meara asked if there was training included in the price. Director Lemke said it is for the most part self explanatory if you know how to use a recorder.

*Ayes all; nays none; motion carried*

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

Mayor Halverson pointed out that this is where the handout that relates to the Business 51 Tiered Environmental Assessment gets added in.

*C/T Schlice moved approval of the report to place it on file; seconded by Mayor Halverson.*

Alderson Phillips asked how many years we have left to go before we can see something moving forward on the Hoover Road Grade Separation Project. Mayor Halverson said at best we have at least 5 years before construction would start.

Alderson Suomi appreciated the signs that were replaced on Simonis Street and Michigan Avenue fairly quick. She asked what the steps and criteria needed to get more cones out that read 'Pedestrian Crossing Yield State Law' that were placed at the intersection at Division Street and Franklin Street and on Fourth Avenue by UWSP. Director Schatschneider explained that those signs were the result of a meeting with Ryan Specht from UWSP for the safety of those crossings. In an attempt to help out, we ordered and installed the signs. Unfortunately, the signs at Division and Franklin have been removed because of the turning radius of the fire trucks coming out and going into the fire station. By state Statute the signs can't be offset, they have to be installed right at the crosswalks.

Alderson Suomi stressed her concerns at the intersection of Stanley Street and Minnesota Avenue. She said that people are not yielding to the 35 mph speed limit. She would like take the first step towards the criteria to have that intersection looked at. Mayor Halverson thought it could be looked at with staff and Police Department to determine the width and if there is enough pedestrian movement to warrant it there.

*Ayes all; nays none; motion carried*

- 5. ADJOURNMENT: Mayor Andrew Halverson adjourned the November 12, 2012 Board of Public Works Meeting at 6:53 P.M.**

## **PROJECT STATUS REPORT**

**Business 51 Tiered EA  
Project ID 6998-13-00  
Church Street and Post Road  
Minnesota Avenue to IH 39  
Stevens Point, Wisconsin  
AECOM Project No. 60239982**

**November 7, 2012**

### **Completed tasks within last month:**

- Mailed notification letter of upcoming field surveys to property owners
- Initiated Field survey (historical, archaeological, hazardous materials, natural environment and topographic)
- Initiated mapping of alternative impacts
- Completed QC review of Traffic & Safety Operations Report.

### **Current Tasks in November:**

- Finalize and submit Traffic & Safety Operations Report
- Continue Field surveys (historical, archaeological, hazardous materials, geotechnical, topographic)
- Prepare Project Purpose & Need
- Prepare for meeting with City Staff
- Request meeting to review Purpose & Need with WisDOT and FHWA
- Continue with preparing mapping of alternative impacts

November, 2012

TS-04-12

## **TRAFFIC STUDY**

To the Board of Public Works:

The completion of Third Street between Main Street and Centerpoint Drive requires revisions to the Revised Municipal Code. The newly created intersection of Third Street and Centerpoint Drive and the intersection of Third Street and Main Street will require stop controls to be placed on the Third Street approach to each intersection. The Police Department and the Engineering Division of the Public Works Department recommend that a stop sign be placed at the new intersection of Third Street and Centerpoint Drive to stop north bound traffic before entering Centerpoint Drive and that a stop sign be placed at the new intersection of Third Street and Main Street to stop south bound traffic before entering Main Street. It is recommended that the following subsections of Chapter 9, Section 9.06(a) be created:

### **Section 9.06(a) Stop Signs**

**795.** For north bound traffic on Third Street at Centerpoint Drive.

**796.** For south bound traffic on Third Street at Main Street.

In addition, the roadway width for Third Street between Main Street and Centerpoint Drive is not large enough to safely accommodate parking on either side of the roadway with the exception of the 5 parking stalls directly west of the former Dunham's Building. The Police Department and the Engineering Division of Public Works recommend that parking be restricted on Third Street between Main Street and Centerpoint Drive, except at the location previously mentioned and the following subsections of Chapter 9, Section 9.05(g) be created:

## **Section 9.05(g) No Parking**

**311.** On the west side of Third Street from Main Street to Centerpoint Drive.

**312.** On the east side of Third Street from Main Street to a point 440 feet north of Main Street.

**313.** On the east side of Third Street from Centerpoint Drive to a point 95 feet south of Centerpoint Drive.

Scott Schatschneider  
Director of Public Works

Thomas Zenner  
Assistant Chief  
Police Department

**ORDINANCE AMENDING THE REVISED MUNICIPAL CODE OF THE  
CITY OF STEVENS POINT, WISCONSIN**

The Common Council of the City of Stevens Point do ordain as follows:

**SECTION I:** That subsection 311 of Chapter 9, Section 9.05(g) of the Revised Municipal Code, No Parking is hereby created to read as follows:

9.05(g) 311. On the west side of Third Street from Main Street to Centerpoint Drive.

**SECTION II:** That subsection 312 of Chapter 9, Section 9.05(g) of the Revised Municipal Code, No Parking is hereby created to read as follows:

9.05(g) 312. On the east side of Third Street from Main Street to a point 440 feet north of Main Street.

**SECTION III:** That subsection 313 of Chapter 9, Section 9.05(g) of the Revised Municipal Code, No Parking is hereby created to read as follows:

9.05(g) 313. On the east side of Third Street from Centerpoint Drive to a point 95 feet south of Centerpoint Drive.

**SECTION IV:** That subsection 795 of Chapter 9, Section 9.06(a) of the Revised Municipal Code, Stop Signs is hereby create to read as follows:

9.06(a) 795. For north bound traffic on Third Street at Centerpoint Drive.

**SECTION V:** That subsection 796 of Chapter 9, Section 9.06(a) of the Revised Municipal Code, Stop Signs is hereby created to read as follows:

9.06(a) 796. For south bound traffic on Third Street at Main Street.

**SECTION VI:** These ordinance changes shall take effect upon passage and publication.

APPROVED: \_\_\_\_\_  
Andrew Halverson, Mayor

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

Dated: November 5, 2012  
Approved: November 19, 2012  
Published: November 23, 2012