

CITY OF STEVENS POINT

BOARD OF PUBLIC WORKS MEETING

Monday, May 12, 2014 – 7:10 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. Update/Discussion regarding the Business 51 Project.
2. To approve the City's change in transportation infrastructure focus from Business 51 Project to the Hoover Road/Country Club Drive Grade Separation Project and selection of preferred design alternative.
3. Authorization for Mayor, Director of Public Works, and AECOM to prepare and present "next step" options for the Business 51 Project:
OPTION 1. Select a preferred alternative, completion of existing design contract.
OPTION 2. Stop work on Business 51 and transfer of existing design monies to the Grade Separation Project.
4. To approve the development of an RFP outlining the goals and objectives pertaining to multi-space parking analysis and procurement.
5. Discuss sidewalk with future development.
6. To approve purchasing a Ford F150 and a Ford Explorer from EWALD Automotive Group in the amount of \$70,570.48.
7. To accept the Director's Report and place it on file.
8. 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, TOD #346-1556, 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

May 6th, 2014

To: Board of Public Works
From: Scott Schatschneider, Director of Public Works
Re: Business 51 Update

At the March Board of Public Works there was discussion regarding meeting with WisDOT officials in order to pursue exceptions to Trans 75. On Wednesday, March 19th AECOM and staff met with WisDOT to not only review the status of the project, but to re-visit the key components of the design up to this point. Those key components included: Purpose and Need, Alternative(s) Development, Public and Council reaction to alternatives and the incorporation of bike lanes and the exception process.

WisDOT has taken all of these key components into account and has considered the uniqueness of the Bus. 51 corridor and the City does not qualify for any exceptions for the majority of the corridor. There may be an area between Clark Street and Main Street where exceptions to Trans 75 would be granted.

Lynn Saeger from WisDOT will be explaining why from their standpoint the project does not qualify for exceptions and Bruce Gerland from AECOM will be presenting what that means going forward as far as the design is concerned.

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

May 6th, 2014

To: Board of Public Works
From: Scott Schatschneider, Director of Public Works
Re: Hoover Road/Country Club Drive Grade Separation

In the last month there has been a significant amount discussion regarding this project.

This agenda item is before the Board of Public Works to discuss the desire to change the transportation infrastructure priority of the City of Stevens Point *from* Business 51 Project (Environmental Assessment and 30 % Design from the South City Limits to the CN Underpass) *to* the Hoover Road/Country Club Drive Grade Separation Project and to select a preferred design alternative. The design alternatives to select from would be either an underpass option vs. an over pass option and then to determine if the selected option would have retaining walls or earth slopes. I have included a summary sheet regarding the alternatives.

I have been in discussion with WisDOT a number of times since early April to get an accurate opinion from them in regards to the City requesting a onetime substitution/transfer of STP Urban funds from the Bus. 51 project to the Grade Separation. I have included an email that I received from WisDOT on Thursday, May 1 that support the City's intention to basically switch projects. The email states we have a green light to do the transfer as long as we have approval from the Stevens Point Urban Group. The STP Urban Group consists of Stevens Point, Village and Town of Plover, Village of Whiting, Village of Park Ridge, Town of Hull and Portage County Highway representative.

I don't foresee the STP Urban Group not giving us their blessing given the regional impact of this project. I am currently working with Sarah Wallace from Portage County Planning and Zoning to setup a meeting with the STP Urban Group to formalize the change in projects.

As far as selecting a design alternative, the two alternatives to pick from would be either the underpass option vs. the overpass option.

Comparison Factor	Road Under (Walls)	Road Under (Slopes)	Road Over (Walls)	Road Over (Slopes)
Total Project Cost	\$20,700,000	\$17,400,000	\$15,700,000	\$12,300,000
New Right of Way (Acres)	6.87	7.19	4.19	7.20
Temp. Easements (Acres)	1.06	1.16	1.07	1.29
Project Length (ft)	2,300	2,300	2,500	2,500
Cut/Fill Length (ft)	1,500	1,500	2,200	2,200
Lift Station	Yes	Yes	No	No
Railroad Shoo-fly	Yes	Yes	No	No
Impact to Railroad	Moderate	Moderate	Low	Low

From: Benbenek, Joseph - DOT [<mailto:joseph.benbenek@dot.wi.gov>]
Sent: Thursday, May 01, 2014 2:10 PM
To: Scott Schatschneider
Cc: Saeger, Lynn - DOT; Lysne, Nichole - DOT; Gaber, Brian - DOT; dennis.mack@cedarcorp.com
Subject: RE: Project I.D. # 6998-11-00: Hoover Grade Separation

Hello Scott,

I heard from Our WisDOT Central Office that after discussing this project substitution they have no objection to the proposal to transfer the STP Urban funds that Steven Points had received for the Bus. 51 project to the Hoover Grade Separation project, though they cannot give a final approval until a request is submitted.

I will sending you some forms later to complete.

Also because the original application came from Sarah Wallace, Portage County Planning and Zoning Department, I will need a notification that the committee approves this change to move these funds from the Stevens Point Urban Group.

Please call if you have any questions.

Joe

From: Scott Schatschneider [<mailto:sschatschneider@stevenspoint.com>]
Sent: Monday, April 07, 2014 8:26 AM
To: Benbenek, Joseph - DOT
Cc: Saeger, Lynn - DOT; Lysne, Nichole - DOT; Gaber, Brian - DOT; dennis.mack@cedarcorp.com
Subject: Project I.D. # 6998-11-00: Hoover Grade Separation

Joe;

This email is in response to our conversation that we had on Thursday, April 3rd regarding Business 51 and STP Urban dollars and the introduction of the Hoover Grade Separation Project. The City would like to request a onetime substitution. We would like to be able to transfer the STP Urban funds that we had received for the Bus. 51 project to the Hoover Grade Separation project.

The City understands this is a significant change in direction. However, after new cost estimates indicate that a road over the railroad instead of going under is financially within the City's reach we would like to fully explore the option of a onetime substitution.

Joe, if you have any questions for me, please let me know. AECOM will be presenting an update to the City's Board of Public Works on Monday, April 14th and following their presentation the City will have a broad discussion on the potential change in direction as far as projects are concerned.

Thank you in advance.

Scott Schatschneider, P.E.
Director of Public Works
City of Stevens Point
sschatschneider@stevenspoint.com
P: 715.346.1561
F: 715.346.1650

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

May 6th, 2014

To: Board of Public Works
From: Scott Schatschneider, Director of Public Works
Re: Moving Forward with the Business 51 Corridor Project

Given the recent developments of the grade separation project in relation to the Business 51 Project, a discussion regarding what to do with Business 51 needs to take place.

This discussion will need to consider what work has already gone into Business 51, what work and additional money is still needed to complete the initial EA & 30% Design Contract (this is the contract that we currently have with AECOM).

The discussion will also need to consider future concerns regarding Business 51. For example, the task of keeping the actual pavement condition at a level of acceptance and serviceability and what costs are associated with these efforts. Or in terms of giving business and property owners an answer for their future plans?

The other option the City may explore is to take the remaining design dollars and dedicate them towards the grade separation project.

There are a number of questions requiring consideration. The goal would be to work through those questions and present alternatives to hopefully be able to make decisions at the June Board of Public Works.

BOARD OF PUBLIC WORKS MEETING
Monday, September 10, 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(1st), JoAnne Suomi(2nd), Michael O’Meara(3rd), Tony Patton(8th), and Randal Stroik(9th).

ALSO

PRESENT: **DIRECTORS:** Joel Lemke, Michael Ostrowski, Tom Schrader and Sally McGinty.
CITY STAFF MEMBERS: City Clerk John Moe, City Assessor Jim Siebers, Streets Superintendent Dennis Laidlaw, Deputy C/T Carrie Freeberg, Mayoral Assistant Kelley Pazdernik, and Assistant Police Chiefs Tom Zenner and Martin Skibba.
ALDERPERSONS: Mike Wiza(4th), Mary Stroik(5th), Jeremy Slowinski(6th), Mike Phillips(10th), and Jerry Moore(11th).
OTHERS PRESENT: Brian Kawalski – Stevens Point Journal, Barb Jacob – 1616 Depot Street, George Hanson – 1901 Clark Street, Corey Ladick – 6th District.

Mayor Andrew Halverson called the Board of Public Works meeting to order on September 10, 2012 at 6:22 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 the 2012 Bicycle Trail Project #18-12 (handout bid tabulation to show American Asphalt out of Mosinee, WI was the only bidder).

Director Schatschneider explained that the money that is funding these projects is money that was left over from other construction projects this year. This is not new money it is money left over from our capital improvement plan from 2012. These projects are to resurface our multi use trails. The first trail being along Hwy 66 that begins in front of the Hilltop and the BP Station going west to the Park Ridge limits. The second trail is along Hoover Road beginning at Herrschners and going south to County Road HH.

Aldersperson O’Meara asked how the bid from American Asphalt compared with other bids received from them. Director Schatschneider said it was very similar to previously received.

Mayor Halverson explained that this is not a total reconstruct but heavy maintenance work on current trails with black night, which is lighter weight asphalt with a 1” overlay. If you have walked or ridden your bike along either of those paths, the original emulsion has eroded exposing the aggregate. They should have a lot more done then this but given that they are trails and the fact that \$30,000.00 could be used in a lot of other ways. The black night, considering the length we can get out of it and the strong fix it will be, we feel this will be acceptable.

Aldersperson Beverage mentioned that just a couple weeks ago he rode his bike along the section by Iverson Park and thought to himself that the trail is not in good shape at all. He actually felt that if you were carrying any amount of speed, the seams in the current asphalt are severe enough that he feels you could actually damage a wheel on a bike.

C/T Schlice moved approval of the bids to American Asphalt.

Mayor Halverson said we have a motion to award the bid to American Asphalt in the amount of \$31,079.20.

Aldersperson Beverage seconded the motion.

Ayes all; nays none; motion carried.

2. Consideration and possible action to purchase ten (10) 2013 model year trucks from Scaffidi Motors in the amount not to exceed \$250,000.00 with equipment as needed.

Aldersperson O'Meara moved to accept the quote from Scaffidi Motors; seconded by Aldersperson Beverage.

Aldersperson Beverage asked if it was correct to assume that the bids from Scaffidi Motors is for Ford trucks and the bid from Len Dudas is for Chevrolet trucks and seeing that the difference in the bids is a small amount asked if we had any estimate on the difference in cost of ownership between the two brands when it comes to parts and maintenance or warranties.

Dennis Laidlaw, Superintendent of the Streets Department said that we don't get that information as part of the bid package for pickups. We are somewhat suspect anyway in the way we use equipment in that right now we are going to be replacing 2001 trucks that have large holes rusted through. We use the vehicles up so the residual value, if it is a part of the question asked, is negligible anyway.

Ayes all; nays none; motion carried.

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

Director Schatschneider added that there was a supplemental update that was handed out with the bid tabulation for item #1. The update was on the status report for Business 51 project. There was a large change on that project to include a full blown environmental assessment which will add approximately \$200,000.00 to the cost of the project.

Mayor Halverson added that our project consultants from AECOM did the best they could in working with the DOT as well as Federal Highways to justify the abbreviated environmental assessment but unfortunately that was unsuccessful. Federal Highways will be requiring a full environmental of that entire corridor. There is a great deal of Federal and State money involved and the requirements flow with the project.

Aldersperson Beverage mentioned that he gave out Director Schatschneider and Mayor Halverson's name as response to an e-mail he received from a Director at UWSP asking about student pedestrian safety issues in and around the campus.

Aldersperson Stroik moved approval; seconded by Aldersperson Patton to accept the Director's Report and place it on file.

Ayes all; nays none; motion carried

4. **ADJOURNMENT:** Mayor Andrew Halverson adjourned the September 10, 2012 Board of Public Works Meeting at 6:29 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

May 6th, 2014

To: Board of Public Works
From: Scott Schatschneider, Director of Public Works
Re: RFP's for Multi- Space Parking Analysis and Procurement

For the last year there has been discussions regarding the introduction of installing parking meters in certain areas of the City. The discussion up to this point has been generally broad without a certain level of specifics.

The amount of information and technology that goes into establishing a long term parking management program is significant. There are multiple ways the City could move forward on setting up a parking management program. Staff feels that it would be very beneficial to create an RFP process and receive proposals from firms that do this type work to assist the City in establishing a good set of potential solutions to pick from.

At the June Board of Public Works staff would present the goals and the objectives of the RFP and make modifications as necessary.

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

May 6th, 2014

To: Board of Public Works

From: Scott Schatschneider, Director of Public Works

Re: Sidewalk and Future Spot Development and Subdivision Development

Staff has recently been working with developers/builders at a concept level in determining the feasibility of potential subdivisions. A topic that continues to surface, from the developers/builders is their concerns with the cost of sidewalk installation.

Staff is being told the cost of sidewalk makes the subdivision development to expensive. Consequently staff is being asked if sidewalks can be eliminated.

Staff would like to begin the discussion of establishing a policy pertaining to sidewalk installation and development.

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



Department of Public Works

Engineering
Phone: 715-346-1561
Fax: 715-346-1650
Streets/Fleet
Phone: 715-346-1537
Fax: 715-346-1687

To The Board of Public Works,

May 5, 2014

Quotes were requested for one pickup and one small SUV for our Fire Department. Responses were as follows:

Holz Motors, Watertown	Chevrolet 1500 and Traverse	\$74,526.48
EWALD Automotive Group	Ford F150 and Explorer	\$70,570.48
Neuville Motors, Waupaca	RAM 155 and Durango	\$68,085.48

As our Fleet is 90 % Fords, we are requesting approval for the purchases of one 2014 Ford F150 and one 2015 Ford Explorer from Ewald Automotive Group, LLC. In the amount of 70,570.48, net of equipment. This will be covered by the 2014 borrowing.

Sincerely,

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

Dennis Laidlaw

Superintendent of Streets

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 7th, 2014

DIRECTOR OF PUBLIC WORKS REPORT
Scott Schatschneider

1. Engineering Division

• **Business 51 Status Report:**

This will be a separate agenda item.

• **Bukolt Avenue - (Front Street – Second Street):**

As discussed at the April Board of Public Works, the project schedule has been modified. Construction will begin after the July 4th weekend and be completed in October. A number of items went into the decision to modify the construction schedule.

- WPS was not able to perform their underground work in advance of the City's contract beginning and having WPS and the City's contractor both trying to work in the same place would not be advantageous.
- The idea of having Bukolt Avenue under construction for the 4th of July weekend seemed unpopular.
- There is still enough time to complete the project with modifying the schedule

• **Fire Station #1:**

The project is finished and miscellaneous punch list items are being wrapped up.

• **Strong's Parking Lot:**

The contractor is on site to finish the project. Depending on weather the project is scheduled for completion by Friday, June 13th.

- **North Second Street and Maria Drive Property Acquisition:**

This will be covered on the Finance Committee Agenda.

- **Seawall Schedule Checklist**

<u>AGENCY</u>	<u>TASK</u>	<u>APPROXIMATE DATES</u>
<input checked="" type="checkbox"/> City/NewPage	City accepts/allocates Construction money and Bidding/awarding of contracts in conjunction with NewPage.	Began Construction: August 5 th Construction Complete: October 11 th
<input checked="" type="checkbox"/> NewPage/ AECOM/EDC	Submission of Construction Report (39 pages) and "As-Built Drawings" to FERC for Federal Licensing.	Thursday, October 31 st (up to 60 days for review and approval)
<input checked="" type="checkbox"/> FERC	Approval of construction report and as-built drawings.	Approval January 10 th
<input type="checkbox"/> AECOM	Preparation and submission of LOMR.	Submission is anticipated no later than mid-March.

- **From speaking with AECOM, this is the anticipated timeline for the remaining phases of the Seawall Project.**

1. AECOM will submit the LOMR: Usually within 90 days, FEMA will mail an approval letter to Stevens Point. (Please note, it can be longer than 90 days if FEMA asks for more info.)
2. FEMA publishes a notice in the local paper twice (about 2 weeks apart). (FEMA typically does the notice or they may ask us to do the notice, which is fine).
3. There is a 90 day public comment period that begins after the second notice is published.
4. If no reasonable reconsiderations are brought up the revised mapping becomes effective.
5. It is then up to the City to update residents and provide proof of the flood plan or references to the effected panels.

- **Hoover Road – Country Club Rail Grade Separation:**

This is a separate agenda item.

- **Additional Ongoing Director\City Engineer\City Surveyor Projects:**

1. Working with Portage County Highway as far as the City's signalized intersections on CTH HH at Business Park Drive and CTH R for the upcoming Farm Tech Days taking place on August 12th, 13th and 14th.
2. Staff has been busy re-tasking duties until open positions are filled.

2. Streets Division

- **Street work**

- Continued Garbage and Recycling operations.
- Sign work continued.
- Patching continued.
- Crack Filling continued.
- Street lamp maintenance continued.
- Building maintenance and repair.
- Snow/Ice operations completed (hopefully).
- Street Sweeping began.
- Crushing Operation completed.

- **Equipment maintenance/garage**

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

Inspection	2
Police	15
Parks	18
Fire	10
Streets	51
Water/Waste water	1

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

- 83 signs were replaced or added, 11 because of accidents, 12 for usual maintenance, 57 new signs were added, 2 replaced because of vandalism and 1 sign because of ordinance change.
- 13 poles were replaced or added, 8 because of accidents and 5 for usual maintenance.
- Provided barricades, barrels and cones for the Take a Step 5K run.

- **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**

- 2 floating holidays, 23 days sick, 31 days 6 hours vacation time and 2 days 6.75 hours of worker's compensation time were utilized.