



CITY OF MARSHFIELD

MEETING NOTICE

AGENDA
BOARD OF PUBLIC WORKS
CITY OF MARSHFIELD, WISCONSIN
MONDAY, JUNE 16, 2014 at 5:30 PM
COUNCIL CHAMBERS, CITY HALL PLAZA

- 1. Call meeting to order – Chairman Feirer
2. Approval of minutes of June 2, 2014 Board of Public Works meeting
3. Citizen Comments
4. Construction Updates – Presented by Brian Panzer, Street Superintendent and Tom Turchi, City Engineer
5. Award bid for 2014 Seal Coat Program – Presented by Brian Panzer, Street Superintendent
6. Award bid for City Hall Penthouse Roof Project – Presented by Dick Pokorny, Building Services Supervisor
7. Set time and dates for July Board of Public Works meetings – Presented by Tom Turchi, City Engineer
8. Recommended items for future agendas
9. Adjournment

Posted this 13th day of June, 2014 at 4:00 PM by Daniel G. Knoeck, Director of Public Works

NOTE

It is possible that members of and possibly a quorum of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.
Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact Mary Anderson, Public Works Department at 630 South Central Avenue or by calling (715) 387-8424

## **BOARD OF PUBLIC WORKS BACKGROUND**

**06/16/14**

1. Call meeting to order – Chairman Feirer
2. Approval of minutes of June 2, 2014 Board of Public Works meeting
3. Citizen Comments
4. Construction Updates – Presented by Brian Panzer, Street Superintendent and Tom Turchi, City Engineer
5. Award bid for 2014 Seal Coat Program – Presented by Brian Panzer, Street Superintendent  
See attached memo and bid summary. **Recommend approval of the low bid submitted by Scott Construction, Inc. of Lake Delton, WI in an amount not to exceed the total bid price of \$98,591.57.**
6. Award bid for City Hall Penthouse Roof Project – Presented by Dick Pokorny, Building Services Supervisor  
See attached memo and bid summary. **Recommend approval of the low bid submitted by Maurer Roofing, Inc. of Marshfield, WI at a cost not to exceed \$57,200 and authorize execution of a contract. Further recommend approval of Budget Resolution No. 15-2014 and refer to the Common Council for consideration.**
7. Set time and dates for July Board of Public Works meetings – Presented by Tom Turchi, City Engineer  
**Because the first Monday of July is the day prior to the second Tuesday, recommend holding the first Board of Public Works meeting on July on Monday, June 30, 2014 and the second meeting of July on Monday, July 14, 2014, both at 5:30 PM.**
8. Recommended items for future agendas
9. Adjournment

**BOARD OF PUBLIC WORKS MINUTES**  
**OF JUNE 2, 2014**

Meeting called to order by Chairman Feirer at 5:33 PM in the Council Chambers of City Hall Plaza.

**PRESENT:** Mike Feirer, Tom Buttke, Gary Cummings and Ed Wagner

**EXCUSED:** Chris Jockheck

**ALSO PRESENT:** Alderperson Earll; City Administrator Barg; Director of Public Works Knoeck; City Engineer Turchi; Wastewater Superintendent Warp; the media; and others.

**PW14-85** Motion by Cummings, second by Wagner to recommend approval of the minutes of the May 19, 2014 Board of Public Works meeting.

**Motion Carried**

**Citizen Comments – None**

City Engineer Turchi presented an Engineering Division construction update.

**PW14-86** Motion by Wagner, second by Buttke to recommend approval of the Wastewater Compliance Maintenance Annual Report as presented and refer Resolution No. 2014-31 to the Common Council for consideration.

**Motion Carried**

**PW14-87** Motion by Buttke, second by Cummings to recommend approval of the following preliminary resolutions for 2014 special assessment projects and refer to the Common Council for consideration:

- a. Resolution No. 2014-32 – West 26<sup>th</sup> Street (Central Avenue to Wittman Avenue)
- b. Resolution No. 2014-33 – Hume Avenue (North of McMillan Street)

**Motion Carried**

**PW14-88** Motion by Cummings, second by Buttke to recommend approval of the contracts to maintain the Catholic and Lutheran cemeteries as presented, for a five year period from January 1, 2015 to December 31, 2019.

**Motion Carried**

**PW14-89** Motion by Buttke, second by Cummings to recommend approval of the plans for the following 2014 construction projects as presented, and authorize advertising for bids:

- a. West 26<sup>th</sup> Street (Central Avenue to Wittman Avenue)
- b. Hume Avenue (North of McMillan Street)

**Motion Carried**

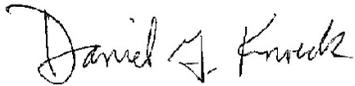
Director of Public Works Knoeck reviewed Public Works Policy No. 5.200 – Street Construction and Reconstruction, specifically the section that addresses conversion of ditched streets to curb and gutter with approval of 70% of the property owners. It was suggested at the May 27, 2014 Common Council meeting that staff should be recommending where curb and gutter conversion should be considered rather than the residents. Experience has shown that when surveyed, the majority of property owners choose to keep the ditches because special assessments are less. Knoeck pointed out that typically, staff would be recommending conversion to curb and gutter on narrow (less than 60 feet) right-of-way streets with sidewalk on one or both sides. 2014 projects that fit into this category include State Avenue (4<sup>th</sup> to Adler), Wisconsin Avenue (6<sup>th</sup> to Adler), and Hardacre Avenue (5<sup>th</sup> to 6<sup>th</sup>). Cummings stated that the more curb & gutter we do, the less we'll be able to spend on other streets. Wagner agreed with Cummings and also stated that he is not in favor of conversion to curb and gutter simply for aesthetic

purposes. There must be a compelling reason for curb & gutter. As an alternative, if there is really a desire to set a policy to get rid of all ditched streets then maybe it should be put to referendum that one mil of the tax rate for 10 years be targeted for street improvements, specifically curb & gutter. Consensus from the Board of Public Works was that 2014 projects should continue as planned with ditches but in the future, consideration should be given to curb and gutter conversion projects in the CIP where warranted. Turchi pointed out that ditches do provide a storm water management benefit by removing total suspended solids. Wagner also asked for an analysis of the cost to convert all streets to curb and gutter and how far one mil per year for 10 years would go.

**Recommended items for future agendas: None**

Motion by Cummings, second by Buttke that the meeting be adjourned at 6:14 PM.

**Motion Carried**

A handwritten signature in cursive script that reads "Daniel G. Knoeck".

Daniel G. Knoeck, Secretary  
BOARD OF PUBLIC WORKS

City of Marshfield  
Department of Public Works  
Street Division  
407 West 2<sup>nd</sup> Street  
Marshfield, Wisconsin 54449



**MARSHFIELD**  
The City in the Center

Brian G. Panzer  
Street Superintendent  
(715) 486-2081  
FAX: (715) 387-8669  
brian@ci.marshfield.wi.us

To: Michael Feirer, Chairman, Board of Public Works  
Members, Board of Public Works

From: Brian Panzer, Street Superintendent *Brian Panzer*

R.E.: B.O.P.W.'s Street Division Construction Update for June 16, 2014

Date: June 12, 2014

### Asphalt Mill-In-Place

Streets with ongoing work:

Carmen Drive – Waushara Drive to Upham St.: landscaping ongoing; asphalt paving scheduled for July 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup>

Debra Lane – Carmen Drive to Hume Ave.: landscaping ongoing; asphalt paving scheduled for July 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup>

Renee Lane – Debra Lane to Upham St.: landscaping ongoing; asphalt paving scheduled for July 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup>

This work includes: ditching, drain tile installation, culvert resets, re-landscaping, asphalt milling, new asphalt surface and shouldering on all streets

Streets to be scheduled:

Broadway Ave. – Upham St. to McMillan St.

Laird St. – Shawano Drive to St. Joe's Ave.

Shawano Drive – Upham St. to Broadway Ave.

Apple Ave. – 15<sup>th</sup> St. to 17<sup>th</sup> St.

Cherry Ave. – Cleveland St. to Edison St. (after sanitary sewer replacement)

Hardacre Ave. – 5<sup>th</sup> St. to 6<sup>th</sup> St.

State Ave. – 4<sup>th</sup> St. to Adler Road

Wisconsin Ave. – 6<sup>th</sup> St. to Adler Road

### Asphalt Overlays

Street(s) with ongoing prep work:

11<sup>th</sup> St. – Central Ave. to Oak Ave.: prep work complete; asphalt paving scheduled for June 25<sup>th</sup>

Doege St. – Peach Ave. to Palmetto Ave.: prep work ongoing

This prep work includes: storm water M.H., inlet and main repairs/replacements and resets, base concrete replacement, yard drain repairs/replacements, curb replacement, sidewalk and X-walk replacements and re-landscaping prior to a new asphalt surface being applied

Streets to be scheduled:

6<sup>th</sup> St. – Oak Ave. to Columbus Ave.

Adams Ave. – 5<sup>th</sup> St. to 8<sup>th</sup> St.

### Street Reconstruction with New Curb and Gutter and Asphalt

Park St. – 7<sup>th</sup> St. to Pine Ave.: reconstruction ongoing

### Street Reconstruction

Upham St. – Central Ave. to 300' east: to be scheduled

### Storm Sewer Maintenance/Construction

-Storm sewer main, M.H.'s and inlets with street reconstruction on Park St.: ongoing

-General storm water ditching with drain tile installation as required throughout the city: ongoing

-Storm water inlet, M.H. and main repairs/replacements with associated street restoration throughout the city: ongoing

-Installation of driveway culverts with related ditching throughout the city as required: ongoing

-X-culvert and inlet culvert replacements as required throughout the city: ongoing

-Storm sewer main at Renee Lane and Debra Lane: complete

(over)

**Sanitary Sewer Maintenance/Reconstruction**

- M.H. replacements/Mono-forming and main repairs on all asphalt mill-in-place and overlay streets as required: ongoing
- M.H. replacements or Mono-forming and main repairs from Clearwater Committee priority list: to be scheduled

**Street Maintenance/Construction**

- Crack sealing of concrete streets: complete
- Crack sealing of asphalt streets: complete
- Concrete patching: 4<sup>th</sup> St. – 8<sup>th</sup> St. west to the end: to be scheduled
- Specialized joint sealing on concrete streets: to be scheduled
- Slag sealing of asphalt streets: to be scheduled
- General asphalt patching, city wide as required: to be scheduled

City of Marshfield  
Public Works Department - Street Division  
407 West 2nd Street  
Marshfield, Wisconsin 54449-0727



BRIAN G. PANZER  
STREET SUPERINTENDENT  
(715) 486-2081  
Fax (715) 387-8669  
brian@ci.marshfield.wi.us

To: Mike Feirer, Chairman, Board of Public Works  
Members, Board of Public Works

From: Brian Panzer, Street Superintendent

R.E.: Slag Sealing Bids

Date: June 12, 2014

### Background

As part of the overall maintenance program of asphalt streets a process of sealing the existing asphalt surface is used. This process is called slag sealing. Bids were opened and read on June 11, 2014 in City Hall for this process.

### Analysis

Listed below are the bids that were received:

**Scott Construction, Inc.**

P.O. Box 340

Lake Delton, WI

67,390 S.Y. @ \$1.463/S.Y. = \$98,591.57

**Fahrner Asphalt Sealers, LLC**

2800 Mecca Drive

Plover, WI

67,390 S.Y. @ \$1.472/S.Y. = \$99,198.08

### Recommendation

I recommend the low bid of **Scott Construction, Inc.** for the slag sealing of the streets not to exceed the total bid price of **\$98,591.57**.

If you have any questions in advance of the meeting please feel free to contact me.

Thank you.

Concurrence:

Daniel G. Knoeck, Director of Public Works

Steve Barg, City Administrator



# City of Marshfield Memorandum

TO: Board of Public Works  
FROM: Dick Pokorny, Building Services Supervisor  
DATE: June 12, 2014

RE: Request for approval of bid for City Hall Plaza Penthouse Roof Project 1-14  
CIP BS-K-3944

**BACKGROUND** The City of Marshfield has owned the City Hall Plaza complex since the late 1980's and all the roofs were replaced back then. These old "built up" asphalt systems generally last about 20 years. This one has shown some small signs of leakage. The newer rubber type roofs last about 25 years, can be more easily patched, and make it easier to accommodate changes to components that are on these roofs (such as to air handlers or vent fans). The roof and walls of the mechanical penthouse provide lease space for those seeking a high location (approximately 100' tall) for antennas, associated equipment, and cabling. We currently have 15 such lease holders vying for this space. This roof also needs additional insulation to reduce energy costs.

About 6 years ago this project was envisioned as one of two projects in an overall scheme to incorporate a guardrail system during the roof's replacement. This rail assembly would help provide a place to mount the antennas, and also support the equipment and cabling that is on the roof deck. This assembly would help lessen the logistical nightmare for the next time the roof needs replacing and in doing so, reduce the cost. Unfortunately hidden costs nearly doubled the \$155,000.00 originally funded for this project. This project was then downscaled to an installation of a mechanically fastened rubber roof membrane.

**ANALYSIS** Bids were submitted by two companies for this project and were opened in the offices of the Building Services Supervisor on Thursday June 12, 2014. Please see the attached bid summary. These bids were solicited for removal of only the gravel portion of the existing roof, plus the installation of new insulation and a new rubber membrane. Only 1" of insulation can be added due to a cellular company's extremely heavy equipment platform, which cannot be easily removed or raised.

Please note that CIP BS-K-3944 is funded for \$66,000.00 and the guardrail portion of the combined project – BS-K-3943 is funded for \$90,000.00. We have spent approximately \$15,000 for initial engineering services out of the Guardrail Project. We also anticipate additional costs to the City of Marshfield for relocation of penthouse roof equipment, plumbing drain and vent work, asbestos removal, road closure costs, and a small guardrail adjacent to the roof hatch. These other items are anticipated to cost approximately \$27,800.00 including a small amount for contingency.

**RECOMMENDATION** I recommend approval of the low base bid from Maurer Roofing, Inc. at a cost not to exceed \$57,200.00 and authorize execution of a contract. I further recommend approval of Budget Resolution 15-2014 transferring \$19,000.00 from BS-K-3943 Penthouse Guardrail Project, to BS-K-3944 Penthouse Roof Project and refer this to the Common Council for consideration.

dp

Concurrence:

Daniel G. Knoeck  
Director of Public Works

Concurrence:

Steve Barg  
City Administrator

Concurrence:

Keith Strey  
Finance Director

**BID SUMMARY  
FOR  
CITY HALL PLAZA PENTHOUSE ROOF REPLACEMENT PROJECT 1-14**

<b>COMPANY NAME</b>	<b>BASE BID AMOUNT</b>	<b>UNIT PRICE – Add'l walkway pads Over Base Bid quantity of 120</b>	<b>BID BOND</b>
Quality Roofing Inc. 1507 Laemle Avenue Marshfield, WI 54449	\$82,800.00	\$35.00	Yes
Maurer Roofing, Inc. 10771 South Cherry Street Marshfield, WI 54449	\$57,200.00	32.50	Yes

BUDGET RESOLUTION NO. 15-2014

A resolution changing the 2014 budget of the City of Marshfield, Wisconsin.

BE IT RESOLVED by the COMMON COUNCIL of the CITY OF MARSHFIELD as follows:

1. That the sum of \$19,000 is hereby transferred within the Public Facilities Capital Outlay Fund, from the City Hall Penthouse Roof Guardrail Project a/c #4055574023.233943 to the City Hall Penthouse Roof Replacement Project, a/c #4055574023.233944.
2. That upon the adoption of this resolution by a two thirds vote of the entire membership of the COMMON COUNCIL, and within ten (10) days thereafter, the CITY CLERK publish notice of this change in the official newspaper.

ADOPTED \_\_\_\_\_  
\_\_\_\_\_  
Mayor

APPROVED \_\_\_\_\_  
\_\_\_\_\_  
Attest – City Clerk

PUBLISHED \_\_\_\_\_

DETAIL OF BUDGET RESOLUTION NO. 15-2014 BY OBJECT NUMBER

**TRANSFERRED FROM:**

<u>Public Facilities Capitol Outlay Fund, a/c# 4055574023.233943:</u>	
1 58830 – Buildings	\$19,000

**TRANSFERRED TO:**

<u>Public Facilities Capitol Outlay Fund, a/c# 4055574023.233944:</u>	
1 58830 – Buildings	\$ 19,000

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