CITY OF MARSHFIELD

MEETING NOTICE

AGENDA
BOARD OF PUBLIC WORKS
CITY OF MARSHFIELD, WISCONSIN
MONDAY, March 5, 2012 AT 5:30 PM
COUNCIL CHAMBERS, CITY HALL PLAZA

1. Call meeting to order – Chairman Feirer

2. Approval of minutes of February 20, 2012 meeting

3. Citizen Comments

4. Award quotations for City Hall Plaza Improvements – Presented by Dick Pokorny, Building Services Supervisor
   a. City Hall Plaza Water Damage Repair
   b. City Hall Plaza Electric Panel Replacement

5. Presentation of Random Rapid Flashing Beacon Signage as part of a Safe Routes to School Grant – Presented by Tom Turchi, City Engineer

6. Closed Session: Pursuant to Wisconsin Statute Chapter 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.
   - City Hall Plaza Leases

7. Reconvene in Open Session

8. Action on matter discussed in closed session, if appropriate

9. Recommended items for future agendas

10. Adjournment

Posted this 2nd day of March, 2012 at 4:00 PM by Daniel G. Knoeck, Director of Public Works

NOTE

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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.

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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)

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BOARD OF PUBLIC WORKS BACKGROUND
03/05/12

1. Call meeting to order – Chairman Feirer

2. Approval of minutes of February 20, 2012 meeting

3. Citizen Comments

4. Award quotations for City Hall Plaza Improvements – Presented by Dick Pokorny, Building Services Supervisor
   a. City Hall Plaza Water Damage Repair
      See attached quotation summary and memo. **Recommend approval of the low quotation of Merkel Company, Inc. including Alternate 1, at a cost not to exceed $18,125 and authorize execution of a contract.**
   b. City Hall Plaza Electric Panel Replacement
      See attached quotation summary and memo. **Recommend approval of the low quotation of Merkel Company, Inc. in the amount of $10,975 and authorize execution of a contract.**

5. Presentation of Random Rapid Flashing Beacon Signage as part of a Safe Routes to School Grant – Presented by Tom Turchi, City Engineer
   This is an information item only.

6. Closed Session: Pursuant to Wisconsin Statute Chapter 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.
   - City Hall Plaza Leases

7. Reconvene in Open Session

8. Action on matter discussed in closed session, if appropriate

9. Recommended items for future agendas

10. Adjournment

BOARD OF PUBLIC WORKS MINUTES
OF FEBRUARY 20, 2012

Meeting called to order by Chairman Feirer at 5:30 PM in the Council Chambers of City Hall Plaza.

PRESENT: Mike Feirer, Tom Buttke, Dave LaFontaine, Gary Cummings and Ed Wagner
EXCUSED: None
ALSO PRESENT: Alderman Earll; Director of Public Works Knoeck; City Engineer Turchi; Assistant City Engineer Cassidy; Street Superintendent Panzer; Wastewater Superintendent Warp; Parks & Recreation Director Englehart; Bill Penker; the media; and others.

PW12-12 Motion by LaFontaine, second by Cummings to recommend approval of the minutes of the February 6, 2012 Board of Public Works meeting.
All 'Ayes' Motion Carried

Citizen Comments – None

PW12-13 Motion by Buttke, second by Wagner to recommend rejecting all quotations received for a wheel loader purchase for the Street Division, revising the specifications and soliciting new quotations.
All 'Ayes', Motion Carried

PW12-14 Motion by LaFontaine, second by Cummings to recommend approval of a budget carryover in the amount of $3,000 from the 2011 budget to the 2012 budget to fund remodeling costs on first floor of City Hall Plaza and refer to the Common Council for consideration.
All 'Ayes', Motion Carried

PW12-15 Motion by Wagner, second by Buttke to recommend approval of the plans for Contract 2012-01 as presented and authorize advertising for bids:

- 2nd Street & Chestnut Avenue Municipal Park Lot
- Alley – Central to Chestnut, 1st to 2nd
- Alley – Central to Maple, 4th to 5th
- Peach Avenue & 4th Street Traffic Signal Improvement

All 'Ayes', Motion Carried

Director of Parks & Recreation Englehart presented information regarding upcoming meeting days for Wildwood Station Trail project. A property owner meeting will be held on February 29th and a public informational meeting will be held on March 14. Both meetings will be held at the Wildwood Station Building from 6:00 PM. to 8:00 PM. This was an information item only.

City Engineer Turchi informed the Board of Public Works that bids will be opened for the sanitary sewer lining contract at 4:05 PM on Monday, February 27, 2012 in the Public Works office. An award recommendation will be presented to the Board of Public Works at their meeting of Monday, March 5, 2012.

Recommended items for future agendas – None

Motion by LaFontaine, second by Cummings that the meeting be adjourned at 5:50 PM.
All 'Ayes' Motion Carried

Daniel G. Knoeck, Secretary
BOARD OF PUBLIC WORKS

City of Marshfield

Memorandum

TO: Board of Public Works
FROM: Dick Pokorny, Building Services Supervisor
DATE: February 28, 2012

RE: Request for approval of quote for City Hall Plaza Panel Replacements (6) CIP BS-K-3951

BACKGROUND Six electrical panels have safety concerns that have resulted from prior remodels and alterations making them unsafe. Recent visits by the Fire Department have resulted in orders to fix the safety issues associated with these panels. The panels have far surpassed their life expectancy and the most feasible way to fix the safety issues of these panels is to replace them.

ANALYSIS Quotes were submitted by three electrical contractors for this project. Quotes were received and reviewed on February 24, 2012. Please see the attached quote summary. The work includes removal of existing panels and the installation of a new panels in the exact location or as near as practical.

The Electrical Requirements for this project made it clear that all work was to be done after City Hall's tenants working hours and coordinated with the tenant and the owner in order to make this panel replacement as undisruptive as possible. Panels to be replaced on this project included two panels on the 4th floor, two on the 3rd, one on the 2nd, and one in the basement air handler room.

The three electrical contractors that have submitted quotes have done work here at City Hall and throughout the community. All three are highly qualified and capable of completing this project. Please note that CIP BS-K-3951 is funded for $23,000.00

RECOMMENDATION I recommend approval of the low quote from Merkel Electric, at a cost not to exceed $10,975.00 and authorize execution of the work to be started.

dp

Concurrence:

Daniel G. Knoeck
Director of Public Works

Concurrence:

Steve Barg
City Administrator

QUOTE SUMMARY
FOR
CITY HALL PANEL REPLACEMENTS (6)

COMPANY NAME	BID AMOUNT
MERKEL COMPANY INC 1111 W. VETERANS PARKWAY MARSHFIELD, WI 54449	$10,975.00
MCMILLAN ELECTRIC 2106 S HUME MARSHFIELD, WI 54449	$11,122.00
TOTAL ELECTRIC SERVICE 1807 W VETERANS PKWY MARSHFIELD, WI 54449	$13,214.00

City of Marshfield
Memorandum

TO: Board of Public Works
FROM: Dick Pokorny, Building Services Supervisor
DATE: February 28, 2012

RE: Request for approval of a quote for City Hall Plaza Water Damage Repair CIP Project BS-K-3953

BACKGROUND Many portions of City Hall Plaza had suffered from water entry through the brick exterior surfaces. The most visible portions of this damage have shown up in the south stairwell of the tower portion and the windows on the adjacent upper floors. The 2011 brick repair and waterproofing project (CIP BS-K-3932) allowed the city to hire a contractor who repaired mortar joints, replaced brick as needed, and waterproofed the exterior concrete and brick surfaces. Water entry issues have now been minimalized and the interior of the building needs to be fixed so loose plaster doesn't fall on persons. This will also allow us to monitor these areas further problems if they occur.

ANALYSIS Quotes were submitted by three companies for the project. These three companies have provided excellent work throughout the community and for the City of Marshfield. Quotes were opened at the Building Services Division office on Friday February 24, 2012. Please see the attached bid summary.

The base quote of this proposed project will repair plaster that is bubbled up or falling off of walls, ceilings, and around windows in the tower's south stairwell. Alternate #1 is for repairing similar plaster issues around 32 windows located on 5th, 6th, or 7th floors. All areas repaired will then be painted.

Please note that CIP BS-K-3953 is funded at $23,000.00.

RECOMMENDATION I recommend approval of the low quote from Merkel Companies, Inc. at a cost not to exceed $18,125.00, and authorize execution of a contract.

dp

Concurrence:

Daniel G. Knoeck
Director of Public Works

Concurrence:

Steve Barg
City Administrator

QUOTE SUMMARY
FOR
CITY HALL PLAZA SOUTH TOWER STAIRWELL & WINDOW REPAIRS

COMPANY NAME	BASE QUOTE	ALERNATE #1
SCHUELLER CONSTRUCTION PO BOX 310 MARSHFIELD, WI 54449	$14,950.00	$6,850.00
DON NIKOLAI CONSTRUCTION 8867 E 29TH ST MARSHFIELD, WI 54449	$17,491.00	$3,386.00
MERKEL COMPANY INC PO BOX 246 MARSHFIELD, WI 54449	$12,875.00	$5,250.00