

BOARD OF PUBLIC WORKS

Date of Meeting: November 4, 2014, at 10:30 a.m. in the Birch Room.

Members Present: Jacobson, Groat.

Also Present: Mayor Tipple, Lenz, Wesolowski; Rick Binder and Rick Schmidt of Stantec by phone.

In compliance with Chapter 19, Wisconsin Statutes, notice of this meeting was posted and received by the *Wausau Daily Herald* in the proper manner.

Approve minutes of the October 28, 2014 meeting

Jacobson moved to approve the minutes of the previous meeting, noting a typographical error under the item regarding the Downtown Snow Removal Contract. Groat seconded.

Pay Request from Stantec: Professional Services for period ending September 19, 2014; 1st Street Extension. (This item was tabled from the October 13, 2014 meeting.)

This item was tabled from the October 13th meeting as Alfonso had asked staff to look into the original contract and verify that the work was completed within the contract amount. Lenz indicated the contract amount is \$79,800 and including this invoice, the City has been billed approximately \$64,600. Wesolowski stated the \$15,000 remaining in the contract is for construction administration. There is still work to be done on the plans and the design budget has been used. Binder noted that design of landscaping needs to be done and potentially the landscaping may be enhanced. Wesolowski added that \$8,800 was included for streetscaping, which also has been used. Binder stated that was for trees on the east side and general landscaping. During recent meetings, landscaping enhancements have been talked about, but have been tabled in terms of getting done this year. Wesolowski said that the City needs to know how much more money is needed to finish the plans. There is an issue of where the landscaping for the entire site will come out of. Groat stated that task orders have been approved for that design.

At this time, the committee agreed to move on to other items on the agenda until Rick Schmidt of Stantec could join by phone.

Stormwater Day Lighting & Cover System Construction – Riverfront Redevelopment Area: James Peterson Sons, Inc., Pay Estimate #3

This item was taken out of agenda order.

Wesolowski stated that he and Schmidt reviewed this pay estimate and the work has been completed. Jacobson moved to approve Pay Estimate #3 in the amount of \$235,598.57. Groat seconded.

Stormwater Day Lighting & Cover System Construction – Riverfront Redevelopment Area: James Peterson Sons, Inc., Change Order #2

This item was taken out of agenda order.

Wesolowski stated that he and Schmidt reviewed this change order, which is for the extension of storm sewer, diversion channel costs, and bridge staining. He added that Change Order #1 was a deduction of over \$200,000 and this change order would be an increase of approximately \$92,000. Groat questioned if the change order includes the cap and railing. Wesolowski replied the railing was included. Jacobson moved to approve Change Order #2 in the amount of \$92,610.60. Groat seconded.

At this time, Schmidt joined the meeting by phone and the committee continued with Agenda Item #2.

Pay Request from Stantec: Professional Services for period ending September 19, 2014; 1st Street Extension. (This item was tabled from the October 13, 2014 meeting.)

Wesolowski stated that a project billing summary has been received which shows the design money has been used. There is approximately \$15,000 remaining in the contract, which is for construction administration. He questioned if a task order would be forthcoming for the work remaining on the plans. Schmidt indicated that the plans will need to be revised to reflect the parking surface area. He does not believe the entire \$15,000 will be needed for construction administration. Some of that money could be set aside for minor items on the design. Groat moved to approve the pay request from Stantec in the amount of \$8,475.25. Jacobson seconded.

Review and make recommendation regarding Task Orders No. 7.1, 7.2, 7.3, 7.4, 7.5 and 12.5 for Stantec for professional services regarding the Riverfront Redevelopment area

Lenz explained that all of the task orders relate to the Riverfront project and that there are a few different properties and grants involved. Task Order 7.1 relates to the WDNR cleanup grant. This task order is for investigation, reporting, and grant preparation for a new round of grant funding from the EPA and WDNR. Binder explained that there are three cleanup grants (2 from the EPA and 1 from the DNR) focusing on the riverbank area. Investigation work has been completed along the trail and bank, but a report has not been submitted to the DNR. Reports need to be submitted to apply for the grant. This task order includes applying for the grant and writing investigation results. Jacobson questioned if this would be completed between now and year end. Binder confirmed. Groat moved to approve Task Order No. 7.1 in the amount of \$14,150. Jacobson seconded.

Jacobson noted that Task Order No. 7.2 is not to exceed \$10,450 and includes services to review WDNR case files and to provide a summary report. Lenz stated there is contamination that could be migrating from the former Hammerblow site onto the Eye Clinic site. The river edge trail south of the pedestrian bridge is also included in this task order. This area is not technically part of the east riverfront, but adjacent to it. Binder stated they would review DNR files of previous investigations along the properties. Additional investigations warranted would be done under the County assessment grant. Stantec would complete a work plan and report. Jacobson moved to approve Task Order No. 7.2 in the amount of \$10,450. Groat seconded.

Jacobson stated that Task Order No. 7.3 is in the amount of \$5,053 and is regarding contaminated soil stockpile relocation coordination. Wesolowski further explained that a request was received to move the contaminated soil from the James Peterson Sons project site to the Dakota project site. There is an excess amount of fill on the Peterson project site and a need for fill on the Dakota project site. The soil would be moved from one site to the other rather than hauled to the landfill. This would require additional sampling and reporting to the DNR and a DNR fee, which Stantec would coordinate. Groat moved to approve Task Order No. 7.3 in the amount of \$5,053. Jacobson seconded.

Task Order No. 7.4 is for additional out of scope services relating to the Hammerblow site. Lenz stated the task order is regarding discovering hot spots and an underground storage tank on the Hammerblow site. The out of scope work includes treating the contamination with chemicals rather than digging out the hot spots. Jacobson questioned if a budget adjustment is needed to complete the project. Groat responded this still falls within the budget adopted by the Council. Groat moved to approve Task Order No. 7.4 in the amount of \$56,000. Jacobson seconded.

Task Order No. 7.5 is in the amount of \$11,000 and is for out of scope services regarding the stream area. Lenz explained changes have been requested based upon things happening in the field. There were changes in grading, relocation of the bridge, and other services not within the original scope of work. Groat questioned why the City should have to pay for Item No. 7 of the task order when it was Contech's error and not the City's. Schmidt explained that Contech had a contract with the City to supply the bridge. It was part of James Peterson Sons'

contract to install the bridge. It was Contech's mistake by not accounting for the installation of the waterfall feature. Groat stated it does not seem right for the City to pay since the contractor made the mistake and the contractor had the construction drawings. Schmidt confirmed that Contech had all the right information. Wesolowski asked if a final payment has been made to Contech and Wunsch confirmed. Groat asked if it was possible to determine the cost related to Contech's error so the City could invoice Contech and Schmidt confirmed. Groat moved to approve Task Order No. 7.5 in the amount of \$11,000 with Schmidt to provide the hours and cost of Item No. 7 relating to Contech's error so that an invoice can be issued to Contech. Jacobson seconded.

Task Order No. 12.5 is not to exceed \$3,500 and relates to professional services regarding the US EPA Brownfields Area-Wide Planning Grant. Lenz explained that this came forward as investigation of the site showed contamination along the riverbank. Stantec will look at treatments to the riverbank for remediation and stabilization, including the costs of different options. This task order is to develop an overall plan for the riverbank so the River Edge Trail can be designed. Groat questioned if this task order includes the section south of the pedestrian bridge to the Scott Street Bridge. Wesolowski replied that Task Order 7.2 is for investigating this area first. Groat moved to approve Task Order No. 12.5 not to exceed \$3,500. Jacobson seconded.

Pay Request from Stantec: Professional Services for period ending October 13, 2014; Wharf Public Dock Preliminary Design

Lenz is in receipt of the preliminary design. Schmidt indicated the original task order for \$10,000 was for the schematic design with a variety of alternatives and to tie into the trail system. There was initial work on different alternatives before the preliminary alternative was decided upon. The next step is to coordinate with the trail and talk further with the DNR to make sure the design is permissible. Then they will move onto the final design. Lenz stated the billing summary shows about 80% of the project is invoiced and another \$2,100 is left in the contract. He questioned if there was room in the contract for DNR discussions and coordination of the trail. Schmidt replied there is room for feedback from the DNR and to get consensus before a revised task order is created. Groat moved to approve the pay request in the amount of \$665.50. Jacobson seconded.

Pay Request from Stantec: Professional Services from July 19 through October 17, 2014; US EPA Brownfields Cleanup Grant Project; former Cloverbelt Coop Services Site at 1202 1st Street

Lenz explained that Task 220 of the pay request is regarding remedial documentation and reporting. He noted the billing summary and how there is only a small amount remaining in the contract. However, the project is winding down. Binder indicated the DNR documentation needs to be completed and going forward they still have to get the waterfall running. Work on the stream will be completed within the existing budget and Task Order No. 7.5. Groat questioned the billing when the water system will not be running until next year. Wesolowski stated it will be tested this year with a generator. Landscaping will be completed this week and the contractor wants to be off the project by the end of the week. Groat moved to approve the pay request in the amount of \$12,006.75. Jacobson seconded.

Pay Request from AECOM: Professional Services through October 17, 2014; Thomas Street Project

Lenz explained this pay request is for continued work on the Thomas Street design. AECOM has been asked to breakdown their fees more and include hourly rates. It has been suggested that staff and AECOM meet to discuss the contract as the original contract was for a different design. Wesolowski noted the need to determine a new scope of work and revise the project agreement. Groat moved to approve the pay request in the amount of \$4,420.62. Jacobson seconded.

Discussion and possible action on the Mailbox Replacement Policy

Jacobson explained that the previous policy approved reimbursement up to \$25. The policy was revised in February with a reimbursement up to \$75 to include labor and materials, and a claim could be filed for any amount above \$75. CVMIC has suggested revising the policy to include a cap and removing the notation of filing

a claim. Groat stated when the policy was revised to include payment for labor, it was intended to pay an outside source and added that \$75 for reimbursement seems reasonable. Jacobson believes \$75 is high. Mayor Tipple added it all depends upon the type of structure (wood or iron post, etc.). Groat looks at it as we want an attractive community. If a lower amount is put into the policy, residents may decide to downgrade their mailbox. Jacobson feels it may work the other way and residents with a lower-quality mailbox would upgrade. Mayor Tipple suggested leaving the reimbursement amount at \$75. Groat moved to revise the mailbox policy by removing statements relating to filing a claim, and by adding copies of receipts are needed for materials and for labor from a 3rd party, vendor or contractor. Jacobson seconded.