

**Public Works Committee/**

Ryan Austin, Chairperson
Sheri Evanson, Secretary
Dennis Polach
Mayor Blaser

Notice is hereby given of a meeting of the Public Works Committee to be held in the **Council Chambers** at City Hall, 444 West Grand Ave, Wisconsin Rapids **4:45 pm on Tuesday, June 21st, 2022**. **The public may listen to the meeting by calling 1-312-626-6799 Access code: 827 5550 8440**. The meeting will also be streamed LIVE on the City of Wisconsin Rapids Facebook page. This meeting is also available after its conclusion on the City's Facebook page and Community Media's YouTube page, which can be accessed at www.wr-cm.org. If a member of the public wishes to submit comments to the Public Works Committee regarding an agenda item and does not wish to be present in person, please contact Committee chair Ryan Austin via email at raustin@wirapids.org before the meeting.

Agenda

1. Call to order
2. Review the bid results for the West Riverview Expressway Traffic Signal Improvement project and consider awarding the contract to the low, qualified bidder.
3. Review and approve the conditions for a street privilege permit for Mead Witter Foundation, Inc.
4. Review referral list
5. Set Next Meeting Date
6. Adjourn

Ryan Austin, Chairperson

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The City of Wisconsin Rapids provides access to meetings to all citizens. If access to this meeting through video or audio means is not possible due to a disability, notification to the City's IT Manager at 715-421-8288 at least 48 hours prior to the scheduled meeting is encouraged to request accommodations.



Public Works Committee

Date of Request: 6/10/22

Requestor: Joe Eichstadt, City Engineer

Request/Referral: Review the bid results for the West Riverview Expressway Traffic Signal Improvement project and consider awarding the contract to the low, qualified bidder.

Background information:

January 2022 – MSA & CBS Squared firms were selected to design the signal improvements along the Expressway at Chase St, Grand Ave and High St.

The DOT Grant is funding ~\$535,000 at a 90/10 split for the upgrade of the traffic signals along the Expressway at Chase St, W Grand Ave and High St.

The engineering fees are \$71,355.

The project design is complete and has been out for bid for several weeks. Bid results are due June 17th.

Results will be reviewed ahead of the meeting and a staff recommendation will be provided at the meeting along with a summary of the bid results.

Options available: Award to the low, qualified bidder or deny bids.

Action you are requesting the committee take: Recommended action will be presented at the meeting.

How will the item be financed? The project is financed through the 2022 Traffic Control Budget and 90% of the costs will be reimbursed by the DOT.



Public Works Committee

Date of Request: 6/14/22

Requestor: Joe Eichstadt and Sue Schill on behalf of Mead Witter Foundation

Request/Referral: Review and approve the conditions for a street privilege permit for Mead Witter Foundation, Inc.

Background information:

The Mead Witter Foundation has continued to dispute the previously approved conditions and have cited some rational and complicating factors that both the City Attorney and City Engineer acknowledge. Due to the unique nature of this issue, conversations have continued in hopes of arriving at a point that is agreeable with staff and the Mead Witter Foundation. Also, at the time of the Public Works Meeting, the list of conditions and fees were not able to be reviewed completely by the Mead Witter Foundation and the Committee.

The Mead Witter Foundation agrees to the conditions as outlined below.

The proposed conditions are as follows:

- 1) Insurance is required per the Street Privilege requirements. Applicant must submit a Certificate of Insurance providing proof of a commercial general liability insurance policy, written on an occurrence basis for bodily injury, personal injury, and property damage, with a minimum limit of liability of \$1,000,000 per occurrence/general aggregate.
- 2) Compensation for the street privilege shall be \$500.00.
- 3) Degradation Fees need to be paid in the amount of \$2,350.16. This amount is considered a joint-and-several obligation of Van Ert and Togstad. We do not care who pays it; it needs to be paid. We cannot issue a permit for a property if outstanding permit fees are owing for work on the property. Those fees will need to be paid before the Street Privilege is issued.
- 4) Irrigation and Electric Conduits shall be properly abandoned to avoid further damage to other infrastructure in the following circumstances:
 - a. Line is damaged and cannot be repaired
 - b. Line needs to be relocated due to other public utility needs

Excavations for abandonment cannot occur within the ROW. All abandonment shall occur using water and soil tight plugs/caps.



- 5) Tracer wire is required.
- 6) The City will not be marking the conduit for Digger's Hotline purposes.
- 7) As-built records shall be provided on City drawings. This shall include sufficient vertical and horizontal information across the ROW for sharing with utilities that are planning for infrastructure improvements. A location and depth shall be recorded every 5 feet along the conduit length.
- 8) 240-volt power cannot be installed inside the conduit crossing West Grand Avenue.

Conditions that are either removed or reduced are as follows:

- Remove cost of potential future liabilities due to borehole. Amount was set at \$13,055.
- Mead Witter Foundation does not need to file with Diggers Hotline and mark their private utility.

ATTACHMENTS:

- 1) 8/17/2021 Public Works Minutes
- 2) Street Privilege Conditions provided to the Mead Witter Foundation post 8/17/2021.

Options available: Consider the modified conditions.

Action you are requesting the committee take:

How will the item be financed? N/A

REPORT OF THE PUBLIC WORKS COMMITTEE

Ryan Austin

Matt Zacher

Patrick Delaney

Date of Meeting: 8/17/21
Reported to Council: 8/17/21

The Public Works Committee met on Tuesday, August 17, 2021 in the Common Council Chambers and via remote videoconference. Ryan Austin, Matt Zacher, and Patrick Delaney were in attendance. Others attending are on file in the Clerk's office.

1. Call to order

The meeting was called to order at 5:00 pm

2. Review an administrative appeal requested from the Mead Witter Foundation resulting from a denial of street privilege. The Mead Witter Foundation wishes to install private conduits in the West Grand Ave public street right-of-way.

Motion by Zacher second by Austin to approve the appeal with the conditions presented by the engineering department wherein only low voltage power and water can exist. Said conditions include:

1. Insurance is required per the Street Privilege requirements. Insurance certificates must be updated on an annual basis. The city shall be a certificate holder so that the city is notified of any cancellation/nonpayment.
2. The bore occurred with a 6-inch borehole and two conduits within the same borehole leaving a significant amount of soil settlement that could damage pavement and other infrastructure. Payment in lieu of remediation of void space and settlement is required. Value to be determined.
3. Degradation Fees need to be paid and concrete panels replaced for three pothole locations per the deadline to contractors.
4. 10-day notice of termination is required per the Street Privilege Requirements
5. Applicant is liable and responsible for all damages and injury.
6. File with Diggers Hotline to be notified of locate requests in the vicinity of this line and promptly mark this facility to avoid damage / injury. Must have a long-term contract with the utility locator to make sure that this line gets marked.
7. Irrigation and Electric Conduits shall be properly abandoned to avoid further damage to other infrastructure in the following circumstances:
 - a. Line is damaged and requires repair
 - b. Line needs to be relocated due to other public utility needs
 - c. Line becomes unsafe to continue operations within the public right-of-way.
 - d. Excavations for abandonment cannot occur with the ROW. All abandonment shall occur using water and soil tight plugs/caps.
 - e. City requires abandonment / termination as determined to be in the best interests of the city.
8. Tracer wire is required.

9. As-built records shall be provided on City drawings. This shall include sufficient vertical and horizontal information across the ROW for sharing with utilities that are planning for infrastructure improvements. A location and depth shall be recorded every 5 feet along the conduit length.

Motion carried (3-0)

3. Adjourn

Motion by Delaney second by Zacher to adjourn. Motion carried

The meeting was adjourned at 5:48 pm

Respectfully submitted, Joseph M. Terry

Others in attendance:

Aldersperson Tom Rayome
Aldersperson Dean Veneman
Aldersperson Jay Bemke
Mayor Shane Blaser
Sue Schill
Joe Terry
Joe Eichsteadt
Sean Johnston
Susan Feith
Jerry Feith
Bill Clendenning



ENGINEERING DEPARTMENT
444 West Grand Avenue
Wisconsin Rapids, WI 54495-2780
Engineering (715) 421-8205 FAX (715) 421-8291

August 26, 2021

Shawn Johnston, President
Mead Witter Foundation
P.O. Box 39
Wisconsin Rapids, WI 54495-0039

As you are likely aware, the City Council repealed the Street Privilege Denial as identified in the August 6th, 2021 letter at Public Works and Council on August 17th. This repeal came with a list of conditions that need to be met in order for a Street Privilege to be granted. Once these conditions are met a Right-of-Way Occupancy Permit for Street Privilege will be granted.

The Street Privilege Conditions are as follows:

1. Insurance is required per the Street Privilege requirements. Insurance certificates must be updated on an annual basis. The city shall be a certificate holder so that the city is notified of any cancellation/nonpayment.
2. The bore occurred with a 6-inch borehole and two conduits within the same borehole leaving a significant amount of soil settlement that could damage pavement and other infrastructure. **Payment in lieu of remediation of void space and settlement is \$13,055.** This is the cost to replace concrete panels directly above conduit line less the three panels that will be replaced due to core holes.
3. Degradation Fees need to be paid and concrete panels replaced for three pothole locations per the deadline to contractors. **Degradation Fees = \$2,350.16 *** payment is required prior to repair work which is required by September 17th, 2021 (see attached letter to Van Ert). All concrete repair requirements specified in the July 26th letter to Van Ert and Togstad shall be followed.**
4. 10-day notice of termination is required per the Street Privilege Requirements
5. Applicant is liable and responsible for all damages and injury.
6. File with Diggers Hotline to be notified of locate requests in the vicinity of this line and promptly mark this facility to avoid damage / injury. Must have a long-term contract with the utility locator to make sure that this line gets marked.
7. Irrigation and Electric Conduits shall be properly abandoned to avoid further damage to other infrastructure in the following circumstances:
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 - d. Excavations for abandonment cannot occur with the ROW. All abandonment shall occur using water and soil tight plugs/caps.
 - e. City requires abandonment / termination as determined to be in the best interests of the city.
8. Tracer wire is required.
9. As-built records shall be provided on City drawings. This shall include sufficient vertical and horizontal information across the ROW for sharing with utilities that are planning for infrastructure improvements. A location and depth shall be recorded every 5 feet along the conduit length.

The Public Works Committee approved the appeal with the aforementioned conditions wherein only low voltage power and water can exist. **The 240 volt power line cannot be installed inside the conduit crossing W Grand Ave.**

To reiterate, the conditions listed must be satisfied prior to issuance of a Right-of-way Occupancy Permit for Street Privilege. Use of the conduits prior to satisfaction of these conditions **and** permit issuance constitute a violation of Ch. 6 Street and Sidewalks, 6.24 Right-of-way Management and subject to a citation. A citation amount would be a minimum of \$100 for the offense along with a \$213 administrative and court cost. Each day constitutes a separate offense.

Sincerely,

A handwritten signature in black ink that reads "Joe Eichstadt". The signature is written in a cursive style with a large, stylized initial "J" and "E".

Joe Eichstadt, P.E.
City Engineer

REPORT OF THE PUBLIC WORKS COMMITTEE

Ryan Austin

Matt Zacher

Patrick Delaney

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Motion carried (3-0)

3. Adjourn

Motion by Delaney second by Zacher to adjourn. Motion carried

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Respectfully submitted, Joseph M. Terry

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Mayor Shane Blaser
Sue Schill
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Susan Feith
Jerry Feith
Bill Clendenning



ENGINEERING DEPARTMENT
444 West Grand Avenue
Wisconsin Rapids, WI 54495-2780
Engineering (715) 421-8205 FAX (715) 421-8291

July 26, 2021

Terry Sobczak
Van Ert Electric Co. Inc.
7019 Stewart Ave
Wausau, WI 54401

Richard Togstad
Togstad Construction
N3221 Papp Rd
Weyauwega, WI 54983

Subject: Work without a Permit and Remediation of Illegal Boring

This letter is a follow-up to an initial letter provided to you dated June 21st.

As previously mentioned, a permit is required prior (in accordance with 6.24 (8)) to performing work in the right-of-way. Unfortunately, private use of the right-of-way is not allowed by Chapter 6 – Streets & Sidewalks (Right-of-way Management) and no permit can be issued for the work.

As such, the contractor(s) will be subject to repair of the right-of-way and remediation of the damage (& future damage) that could be caused by the annular space of the bore. Based on review of the work there appears to be 2 acceptable options for remediation of the boring as follows:

Concrete repairs

6.24(11) requires the right-of-way to be repaired. This repair will require removal of full concrete panels at each of the three excavation locations and reinstalled to the specifications and conditions of approval as provided in this transmittal. The repair timeline previously provided was 45 days from June 21st. Given the nature of contractor schedules this summer we can allow additional time for the repair; however, a contractor needs to be scheduled by August 5th to perform these concrete repairs no later than September 17th, 2021.

- **Notification of a licensed and bonded concrete contractor and schedule of work shall come via concrete permit application to the Engineering Dpt by August 5th or sooner.**
- **All concrete repairs shall be complete by September 17th, 2021.**

All repairs shall be performed in accordance with the provisions of Ch. 6 and the following details <https://wisconsindot.gov/rdwy/sdd/sd-08d05.pdf> and <https://wisconsindot.gov/rdwy/sdd/sd-13c09.pdf>.

Remediation of the boring work

Option 1 – inject a cementitious grout in the annular space between the two conduits and the 6-inch bore hole. The two conduits shall be suitably capped / plugged to keep soil from moving into the conduit lines.

Option 2 – remove both conduits from the right-of-way and inject a cementitious grout to fill the bore hole.

In both options the cementitious grout shall be approved by the Engineering Dpt prior to use. The work shall be scheduled a minimum of 48 hours in advance of performing the work, with traffic control and and Engineering inspector onsite during the work.

Remediation shall be complete by September 17th, 2021. Contractor shall notify the City Engineer which remediation option is being pursued prior to the work along with date that work is occurring.

Fees

6.24(10) requires the contractor to pay fees for the administration and degradation costs. Additionally, 6.24(19) requires that work occurring without a permit is subject to double the fees.

Administrative Cost = \$50 permit fee x 2 = **\$100**

Degradation Cost = [(8'x7' conc. pvmt = \$393.62) + (11'x8.5' conc. pvmt = \$657.21) + (4.5'+6' Sidewalk = \$74.25)] x 2 = **\$2,250.16**

Total Fees = \$2,350.16 * payment is required prior to repair work.**

Citations will be issued for a violation of Ch. 6 Street and Sidewalks, 6.24 Right-of-way Management upon failure to comply with the dates and requirements set forth in this notice. A citation amount would be a minimum of \$100 for the offense along with a \$213 administrative and court cost. Each day constitutes a separate offense. The City will forego the issuance of a citation with cooperation and compliance with the requirements set forth in this letter.

In accordance with Ch. 6 (18) (c) Appeals. Any person aggrieved by a decision of the department revoking, suspending, refusing to issue or refusing to extend a permit may file a request for review with the Public Works Committee. A request for review shall be filed within ten (10) days of the decision being appealed. Following a hearing, the Common Council may affirm, reverse or modify the decision of the department.

Sincerely,



Joe Eichsteadt, P.E.
City Engineer

Encl: concrete & boring specifications and conditions

Cc: Mayor Blaser, Sue Schill, Joe Terry

1. Contractor shall be responsible for cleaning up all material tracked onto public streets at the end of each work day. Streets shall be swept and/or scraped (not flushed) periodically to remove soil, dirt, and dust.
2. All pavement markings disturbed shall be restored by Contractor or by City at Contractor's cost.
3. Traffic control shall be in accordance with the latest edition of the Work Zone Safety Manual.
4. Only full panels of concrete sidewalk and concrete pavement panels should be removed/replaced. Use full-depth sawcuts at concrete joints. **Contractor shall submit concrete mix design a minimum of 5 working days prior to pouring any concrete for sidewalk or pavement.** Curb ramps, if applicable, shall be replaced per WisDOT standard detail drawings and shall include detectable warning fields (truncated domes). New sidewalk sections shall consist of 6" concrete sidewalk over 6" CABC in driveway areas and 4" concrete over 6" CABC in all other areas. Concrete pavement shall be 9" concrete over 6" CABC. Concrete pavement shall be installed according to WisDOT standard details.
5. All work shall occur in the presence of an inspector from the Engineering Dpt. **Contractor shall notify City in advance (2 working days minimum) of start of repair and remediation work. Call 715-421-8205 for scheduling.**
6. **Contractor shall provide the City with an approximate work schedule and shall provide updates or revisions to schedule as needed.**
7. **See attached DOT Details and bore hole abandonment specification.**

PUBLIC WORKS COMMITTEE REFERRAL LIST:

2022

1. Request from Alderperson Tom Rayome to discuss the future of 8th St S. (2016)
2. Request by Alderperson Cattanach to reconsider the City's overnight parking ordinance (2021)
3. ~~Request by Alderperson Austin to consider developing a Responsible Bidder Ordinance~~
4. ~~Request by Alderperson Kellogg to study traffic speed along Chestnut from 8th Street to Hill Street and make recommendations (2020)—study was done when there were no school-related activities. Will continue study when school is in session and will report back to committee.~~
5. ~~Request by Alderperson Evanson to review parking ordinance for any inconsistencies between ordinance language and signage throughout the City (2021)~~
6. ~~Request by Alderperson Bemke to perform an intersection analysis and determine sign warrants, if any, for 12th St S and Chestnut St.~~
7. Request by Alderperson Austin to consider a feasibility study for reducing noise and vehicle delays due to railroad tracks along the west side of the City at and between crossing from Gaynor Ave to High St.
8. ~~Request by residents along Smith St and Cherry St to not reinstall sidewalk along these road projects.~~
9. Review and approve the conditions for a street privilege permit for Mead Witter Foundation, Inc.
10. Review the bid results for the West Riverview Expressway Traffic Signal Improvement project and consider awarding the contract to the low, qualified bidder.