

Our intention is to have in-person meetings going forward. For the time being, we will hold the City Committee Meetings, Plan Commission, Council and most others at the Community Room at 933 Michigan Avenue. This in-person location will meet the legal requirement for our open meetings.

We will have a virtual option available, but the technology for the hybrid style meeting may not be reliable all of the time.

CITY OF STEVENS POINT BOARD OF PUBLIC WORKS MEETING

September 13, 2021 - 6:35 PM

(or immediately following previously scheduled meeting)

Community Room

933 Michigan Avenue, Stevens Point, WI

OR

Zoom Teleconferencing

Meeting ID: 816 7436 6956 | Passcode: 140296

By Computer:

<https://us02web.zoom.us/j/81674366956?pwd=ZVIQeU4rUENJZzd1OTZXNnRhUFJCQT09>

By Phone: +1-312-626-6799 (US Chicago)

(A quorum of the City Council may attend this meeting)

AGENDA

Roll Call

Informational

1. Director's Report
 - a. 2021 Streets Improvement Project
 - b. 2021 Fall Paving Project
 - c. Additional Miscellaneous Projects

Discussion and Possible Action

2. To award the Fox Theater Parking Lot Project to Wildcard Worx in the amount not to exceed \$52,868.95.
3. To accept the Ordinance Amendments in Section 9.05 as it relates to parking.
4. To accept the Ordinance Amendment in Chapter 9.19 as it relates to ATV/UTV Routes.
5. To accept the design proposal from Strand Associates for the 2022 Street Improvement Project.
6. To accept the recommended alternative for the Business 51 Project as presented by AECOM so that AECOM may proceed to the 30 percent design phase.

Adjourn

Meeting Rider

Any person who has special needs while attending this meeting or needing 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, TDD # 346-1556 or by mail at 1515 Strongs Ave., 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 4:00p.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

September 7, 2021

DIRECTOR OF PUBLIC WORKS REPORT
Scott Beduhn

1. Engineering Division

- **Sidewalk Continuation**
 - Staff has completed the finalization of a sidewalk prioritization model and is working to finalize a draft of the Sidewalk Continuation Plan report.
 - At this time staff is working with the Finance Dept. on refining the funding source as per Council's direction and evaluating if that will have any impact on anticipated future projects.
- **Stanley Street at North Point Drive Intersection Improvements:**
 - AECOM has completed a speed study at the intersection to confirm vehicle speeds. Staff is currently reviewing the study report. The study was intended to see if the speeds may have changed after the installation of the north bound interstate ramp signals which may impact the recommendations of the Intersection Control Evaluation report.
- **TAP Grant**
 - All contracted work related to the TAP Grant is complete.
 - Staff has requested a change order for some minor adjustments to markings along Maria Drive and Michigan Avenue to address some concerns that have surfaced after observing the current use of the facilities.
 - Staff continues to work on finalizing the project, including working with the DOT on reimbursements.
- **East Park Commerce Center**
 - With another expansion of Lineage being planned, Staff are working with our consultant Ruekert/Mielke on the next extension of E.M. Copps Drive.
 - The next extension of E.M. Copps is being advertised this week for a bid opening later in September.
- **Country Club Drive**
 - The City has been coordinating with the Town of Hull on preventative maintenance activities to help ensure the life of the existing pavement.
 - Discussions regarding the future resurfacing of Country Club Drive will likely begin later this summer or fall.

- **Business 51 (Division and Church Streets) Reconstruction**
 - Staff is working on an STP-Urban grant application for a portion of the south segment. The County's pseudo MPO will be meeting very soon to consider if the project is acceptable for submission to the state.
- **2020 Street Improvement Project**
 - Staff is working with the contractor to close out the contract. The contractor is currently addressing restoration and should be complete very soon.
- **2020 Road Resurfacing Project**
 - Staff is working with the contractor to close out the contract. The contractor is currently addressing restoration and should be complete very soon.
- **McDill Monitoring and Control Project**
 - Nothing new to report at this time.
- **2020 Alley Improvement Project**
 - The 2020 Alley Improvement Project was combined with the 2021 Fall Paving Project for the purpose of bidding and administration.
- **2021 Road Resurfacing Project**
 - Utility work on Coye is complete and the road is being prepared for paving.
 - Utility work will be wrapping up in the next couple weeks on both Borham and Heffron and the contractor will be preparing the roads for paving which should be complete in early October.
- **2021 Streets Improvement Project**
 - Final paving has been completed on First Street near Pacelli Catholic Middle School to remove tripping hazards at the gutter and move construction activities away from the school.
 - Initial paving has been completed on Bukolt Avenue and two blocks of Forest Avenue.
 - Concrete work is anticipated on Forest Avenue between Fourth and Bukolt after which the contractor will prepare the road for paving.
 - Utility work continues along First Street and Fifth Avenue.
 - Due to delays in material supply and unexpected quantities and difficulties blasting bedrock, the Contractor has indicated that portions of the project may not be completed in this calendar year.
 - Staff is working with the contractor on a revised construction schedule.
- **2021 Pavement Maintenance Project**
 - Fahrner Asphalt has completed this year's chip sealing. Sealcoating of last years pavement projects will begin Monday, September 13, 2021.
- **2021 Fall Paving Project**
 - The Streets Department has completed pavement removals and preparation of the road for repaving on West Gates Drive, Echo Dells Avenue, Miller Court and Gilkey Street.
 - Staff is coordinating with American Asphalt on the first round of paving which is anticipated to begin on or around September 16th with final grading.
 - Paving will likely begin the week of September 20th.

- Pavement removals will begin on alleys the week of September 13, 2021.
- **Plover River Crossing Trail Project**
 - Rettler continues the design phase of the work.
- **Additional Miscellaneous Projects:**
 - Engineering Staff continues gathering survey data and researching right of way for proposed 2022 roadway projects.
 - Over the past few years staff have been actively working on replacing older energy consuming street lighting and that effort continues in 2021.
 - Staff has identified several areas for LED lighting upgrades which should be completed later this year.
 - Staff has been working with the County on pavement maintenance activities at the ARDC.
 - City staff provided the necessary crack filling and Fahrner will perform sealcoating of the parking lots.
 - Engineering staff has been working with University staff on several fronts to improve the University environment. These include:
 - Discussions related to the future of North Division Street as part of the Business 51 planning study.
 - Discussions in conjunction with Community Development on the future of the old Maytag lot.
 - Discussions regarding the redevelopment of Fourth Avenue through campus which is tentatively scheduled for reconstruction in 2026.
 - Discussions and planning to update the existing street signs within the University area to reflect UWSP branding.
 - After numerous iterations the University and Engineering Department have agreed to a sign template and locations of such signs.
 - The University will purchase the signs for the City to install.
 - Examples of the signs are included with this report for visual reference.



Qty: 7



Qty: 2



Qty: 7



Qty: 3



Qty: 3



Qty: 2

SIGN: SNS	SIZE: 30" X 9" / Single Sided	LEGEND: Pantone 109C & 123C	MESSAGE: 4" Highway B	RADIUS: 3/4"
QTY: 24 Total	SHEETING: Prismatic High Intensity	BACKGROUND: Pantone 267C	SUBSTRATE: .080" Aluminum	MARGIN: N/A
BORDER: 1/2"				



Qty: 4



Qty: 6



Qty: 10



Qty: 5



Qty: 10



Qty: 5



Qty: 2



Qty: 9



Qty: 4



Qty: 2

SIGN: SNS	SIZE: 36" X 9" / Single Sided	LEGEND: Pantone 109C & 123C	MESSAGE: 4" Highway B	RADIUS: 3/4"
QTY: 57 Total	SHEETING: Prismatic High Intensity	BACKGROUND: Pantone 267C	SUBSTRATE: .080" Aluminum	MARGIN: N/A
BORDER: 1/2"				Page 7 of 23

NOTE: ALL SIGNING DETAILS CONFORM TO LATEST WIS D.O.T. STANDARD SIGN PLATE SPECIFICATIONS - REFERENCE WIS D.O.T. STANDARD SPECIFICATION FOR HIGHWAY & STRUCTURE CONSTRUCTION LATEST EDITION

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

September 8, 2021

To: Board of Public Works

From: Scott Beduhn, Director of Public Works 

Re: Contract Award Recommendation
Fox Theater Parking Lot Project
Project 21-12

Bids for the Fox Theater Parking Lot Project were received on August 31, 2021. Two bids were received for the work. A bid tabulation is attached for reference.

Although the bids are starkly different from one another, the Wildcard Worx bid being approximately 50 percent of the Stuczynski bid, the results are not surprising given the unique relationship Wildcard has with this project. As the owner of the adjacent Fox Theater, Wildcard is ultimately responsible for the cost of the proposed parking lot improvements as per their developer's agreement. While all of Wildcard's bid prices are lower than Stuczynski's, most are comparable and would likely not include any overhead and profit. Approximately one half of the difference in the bids is found solely in the mobilization.

As the work has been designed by City staff and the City will have oversight of construction to ensure that City standards for quality and craftsmanship are met, it is staff's recommendation that the project be awarded to Wildcard Worx in an amount not to exceed \$52,868.95, including a 15 percent contingency. In addition, Wildcard, as the adjacent property owner, has a vested interest in delivering a quality project.

If there are any questions, please do not hesitate to contact me.

Thank you.

Z:\90 - MEETINGS\2021 - MEETINGS\09 - SEPTEMBER\Memo - Award Fox Theater Parking Lot Project 21-12.doc

2021 Fox Theater Parking Lot Project (#7974906)

Owner: Stevens Point WI, City of

Solicitor: Stevens Point WI, City of

08/31/2021 11:00 AM CDT

Line Item	Item Code	Item Description	UofM	Quantity	Wildcard Corp.		Stuczynski Trucking	
					Unit Price	Extension	Unit Price	Extension
1	204.01	Removing Pavement	S.Y.	30	\$1.00	\$30.00	\$10.00	\$300.00
2	204.015	Removing Curb and Gutter	L.F.	35	\$1.00	\$35.00	\$10.00	\$350.00
3	204.0155	Removing Concrete Sidewalk	S.Y.	50	\$1.00	\$50.00	\$10.00	\$500.00
4	205.01	Excavation Common	C.Y.	210	\$21.00	\$4,410.00	\$30.00	\$6,300.00
5	209.11	Backfill Granular	C.Y.	70	\$27.00	\$1,890.00	\$20.00	\$1,400.00
6	211.01	Prepare Foundation for Asphaltic Paving (Project)	L.S.	1	\$1,000.00	\$1,000.00	\$2,120.00	\$2,120.00
7	213.01	Finishing Roadway (Project)	L.S.	1	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
8	305.012	BAD (1-1/4-Inch)	TON	335	\$22.00	\$7,370.00	\$35.00	\$11,725.00
9	460.6244	HMA Pavement Binder 4 MT 58-34 S	TON	32	\$61.00	\$1,952.00	\$166.00	\$5,312.00
10	460.6244	HMA Pavement Surface 4 MT 58-34 S	TON	32	\$63.00	\$2,016.00	\$175.00	\$5,600.00
11	602.0405	Concrete Sidewalk 4-Inch	S.F.	250	\$10.50	\$2,625.00	\$7.00	\$1,750.00
12	602.0415	Concrete Sidewalk 6-Inch	S.F.	300	\$12.50	\$3,750.00	\$9.00	\$2,700.00
13	602.0515	Curb Ramp Detectable Warning Field Natural Petina	S.F.	16	\$46.50	\$744.00	\$75.00	\$1,200.00
14	608.3012	Storm Sewer Pipe Class III-A 12-Inch	L.F.	40	\$31.00	\$1,240.00	\$100.00	\$4,000.00
15	611.123	Catch Basin 2x3-FT	EACH	1	\$1,080.00	\$1,080.00	\$3,500.00	\$3,500.00
16	611.811	Adjusting Manhole Cover	EACH	1	\$300.00	\$300.00	\$750.00	\$750.00
17	619.1	Mobilization	L.S.	1	\$1.00	\$1.00	\$25,000.00	\$25,000.00
18	628.7015	Inlet Protection Type C	EACH	2	\$40.00	\$80.00	\$100.00	\$200.00
19	646.832	Marking Parking Stall Epoxy	L.F.	54	\$10.00	\$540.00	\$12.00	\$648.00
20	SPV.0035.01	Undercut	C.Y.	20	\$36.00	\$720.00	\$50.00	\$1,000.00
21	SPV.0060.01	Drain Basin (24-Inch)	EACH	1	\$750.00	\$750.00	\$2,500.00	\$2,500.00
22	SPV.0060.02	Abandon Existing Vault	EACH	1	\$2,000.00	\$2,000.00	\$2,500.00	\$2,500.00
23	SPV.0060.03	Connect to Existing Storm Sewer	EACH	1	\$250.00	\$250.00	\$800.00	\$800.00
24	SPV.0060.04	Relocate Pedestrian Street Light and Base	EACH	1	\$2,000.00	\$2,000.00	\$4,000.00	\$4,000.00
25	SPV.0090.01	Concrete Curb and Gutter 18-Inch Type D	L.F.	270	\$30.00	\$8,100.00	\$32.00	\$8,640.00
26	SPV.0090.02	Concrete Curb and Gutter 24-Inch Type D	L.F.	60	\$34.00	\$2,040.00	\$37.00	\$2,220.00
		Base Bid Total:				\$45,973.00		\$96,015.00
		Base Bid with 15% Contingency:				\$52,868.95		\$110,417.25

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

September 7, 2021

To: Board of Public Works

From: Scott Beduhn, Director of Public Works

Re: Ordinance Amendments

The ordinance amendment of Sections 9.05(ag)13, 14, 15, 16, 17, 18, 19, 20, and 21, creating Two Hour Parking 7:00 A.M. to 5:00 P.M., the amendment of Sections 9.05(d)32, 42, 49, 50, 51, 52, 55, 66, 67, and 72, repealing Two Hour Parking, and the amendment of Section 9.05(g)110, repealing No Parking are all the result of continued efforts organizing and streamlining the ordinances, and to be more consistent with a unified time restriction.

The ordinance amendment of Section 9.05(u)12, amending Accessible Parking is the result of no longer having the need for multiple Accessible Parking stalls.

The ordinance amendment of Section 9.05(d)48, repealing Two Hour Parking, the amendment of Section 9.05(g)230, repealing No Parking, and the amendment of Section 9.05(j)173, creating No Parking Here To Corner are the result of a request made by the Stevens Point Police Department.

If there are any questions, please do not hesitate to contact me.

Thank you,

**ORDINANCE AMENDING THE REVISED MUNICIPAL CODE OF THE
CITY OF STEVENS POINT, WISCONSIN**

The Common Council of the City of Stevens Point do ordain as follows:

SECTION I: That subsection 13 of Section 9.05(ag) of the Revised Municipal Code, **Two Hour Parking 7:00 A.M. to 5:00 P.M.** is hereby **created** to read as follows:

9.05(ag) 13. On the east side of Church Street from the Court Street to Brawley Street, except Saturdays, Sundays and Holidays.

SECTION II: That subsection 14 of Section 9.05(ag) of the Revised Municipal Code, **Two Hour Parking 7:00 A.M. to 5:00 P.M.** is hereby **created** to read as follows:

9.05(ag) 14. On the east and west sides of Strongs Avenue between Court Street and Brawley street, except Saturdays, Sundays and holidays.

SECTION III: That subsection 15 of Section 9.05(ag) of the Revised Municipal Code, **Two Hour Parking 7:00 A.M. to 5:00 P.M.** is hereby **created** to read as follows:

9.05(ag) 15. On the east side of Strongs Avenue from Ellis Street to a point 65 feet north of Arlington Place, except Saturdays, Sundays, and holidays.

SECTION IV: That subsection 16 of Section 9.05(ag) of the Revised Municipal Code, **Two Hour Parking 7:00 A.M. to 5:00 P.M.** is hereby **created** to read as follows:

9.05(ag) 16. On the west side of Strongs Avenue from a point 102 feet south of Ellis Street to a point 184 feet south of Ellis Street, except Saturdays, Sundays and holidays.

SECTION V: That subsection 17 of Section 9.05(ag) of the Revised Municipal Code, **Two Hour Parking 7:00 A.M. to 5:00 P.M.** is hereby **created** to read as follows:

9.05(ag) 17. On the east and west sides of Second Street North from North Point Drive to Edgewood Avenue, except Saturdays, Sundays and holidays.

SECTION VI: That subsection 18 of Section 9.05(ag) of the Revised Municipal Code, **Two Hour Parking 7:00 A.M. to 5:00 P.M.** is hereby **created** to read as follows:

9.05(ag) 18. On the north and south sides of North Point Drive from West Street North to Second Street North, except Saturdays, Sundays and holidays.

SECTION VII: That subsection 19 of Section 9.05(ag) of the Revised Municipal Code, **Two Hour Parking 7:00 A.M. to 5:00 P.M.** is hereby **created** to read as follows:

9.05(ag) 19. On the north side of Johns Drive from Second Street North to a point 250 feet west of First Street, Monday through Friday.

SECTION VIII: That subsection 20 of Section 9.05(ag) of the Revised Municipal Code, **Two Hour Parking 7:00 A.M. to 5:00 P.M.** is hereby **created** to read as follows:

9.05(ag) 20. On the south side of Johns Drive from Second Street North to a point 250 feet west, Monday through Friday.

SECTION IX: That subsection 21 of Section 9.05(ag) of the Revised Municipal Code, **Two Hour Parking 7:00 A.M. to 5:00 P.M.** is hereby **created** to read as follows:

9.05(ag) 21. On the east side of Second Street from Clark Street to a point 122 feet north of Clark Street.

SECTION X: That subsections 32, 42, 48, 49, 50, 51, 52, 55, 66, 67, and 72 of Section 9.05(d) of the Revised Municipal Code, **Two Hour Parking** are hereby **repealed**:

SECTION XI: That subsection 12 of Section 9.05(u) of the Revised Municipal Code, **Accessible Parking** is hereby **amended** to read as follows:

9.05(u) 12. On the west side of Strongs Avenue from a point 18 feet north of Park Street to a point 40 feet north of Park Street.

SECTION XII: That subsections 110 and 230 of Section 9.05(g) of the Revised Municipal Code, **No Parking** are hereby **repealed**:

SECTION XIII: That subsection 173 of Section 9.05(j) of the Revised Municipal Code, **No Parking Here To Corner** is hereby **created** to read as follows:

9.05(j) 173. On the south side of Franklin St. from Second St. to a point 40 feet east.

SECTION XIV: These ordinance changes shall take effect upon passage and publication:

Approved: _____
Mike Wiza, Mayor

Attest: _____
Kari Yenter, City Clerk

Dated: September 8, 2021
Approved: September 20, 2021
Published: September 24, 2021



CLARK ST.

ELLIS ST.

ARLINGTON PL.

AVE.

COURT ST.

CHURCH ST.

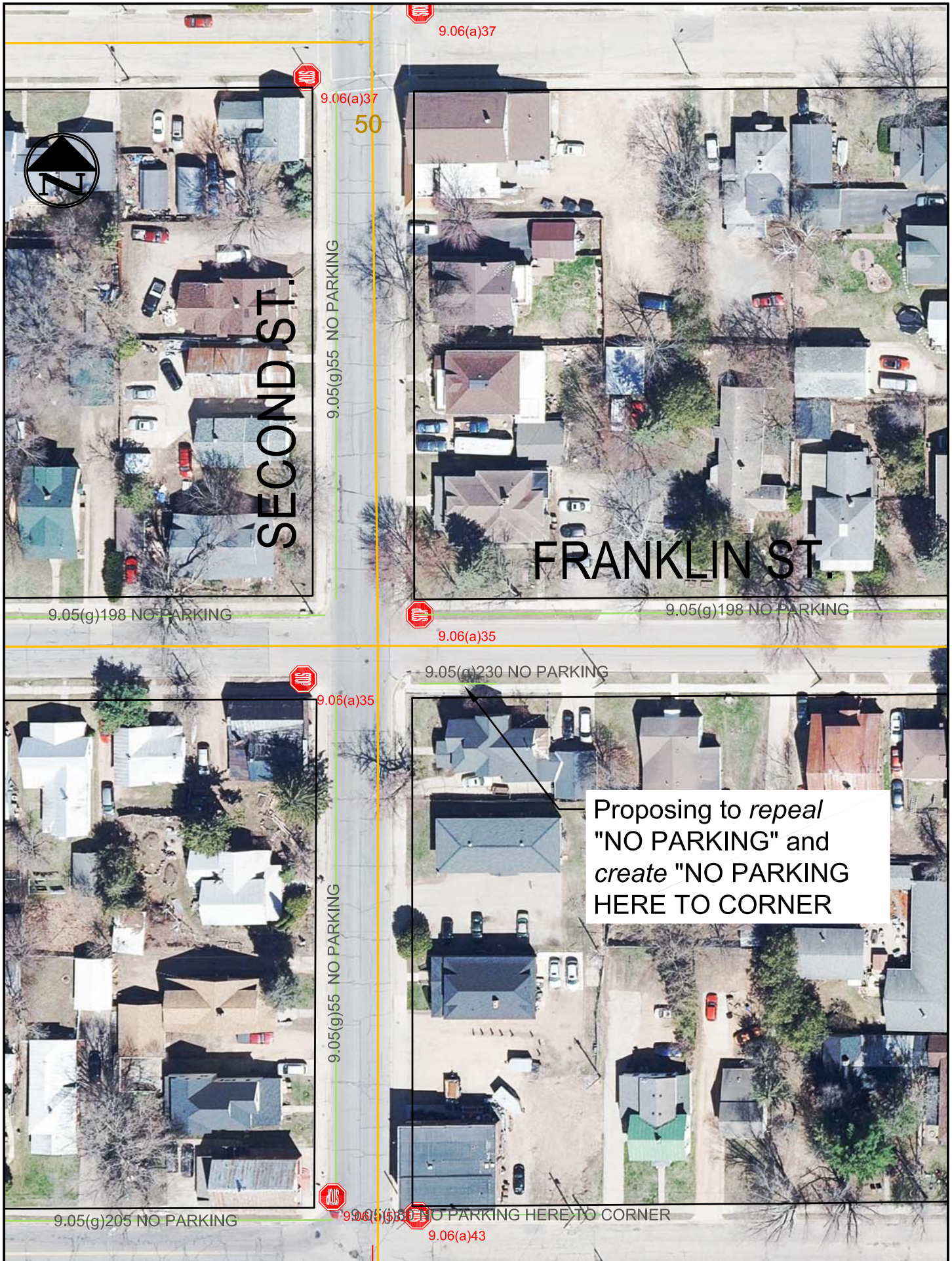
BRAWLEY ST.

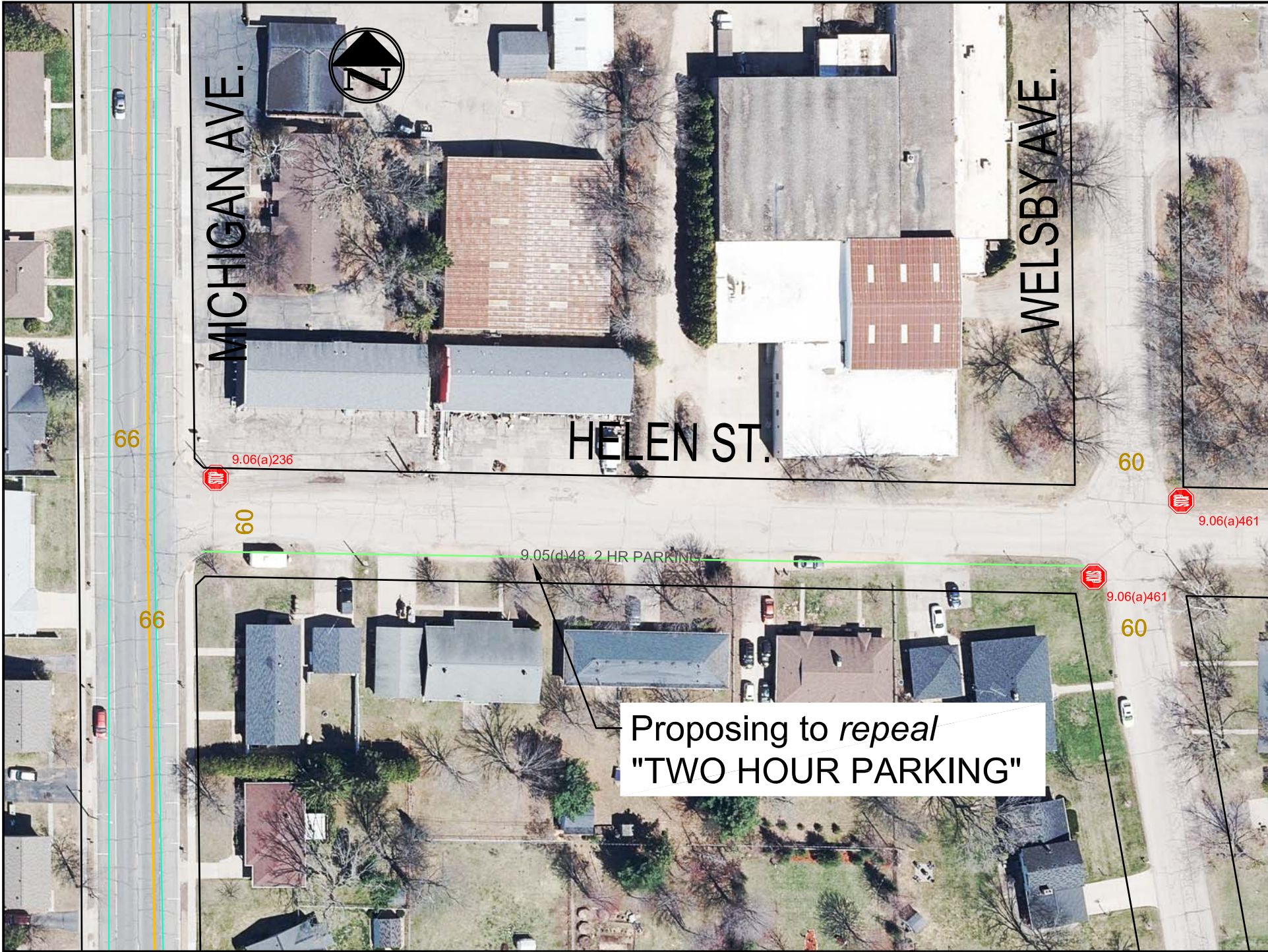
Proposing to *repeal*
"TWO HOUR PARKING"
and create "TWO HOUR
PARKING 7:00 A.M. to 5:00
P.M."

Proposing to *repeal*
"TWO HOUR PARKING"
and create "TWO HOUR
PARKING 7:00 A.M. to 5:00
P.M."









TO: Common Council
FROM: Alderman Jeremy Slowinski
DATE: September 7, 2021
RE: ATV/UTV route proposal

As you know, the State of Wisconsin recently change the law to allow municipalities to determine whether or not to allow ATV/UTV access on roads with a speed limit of 35 m.p.h. or less. All other requirements would still be in place regarding the operation of the vehicle.

Almost all of our surrounding municipalities have discussed the use and many have passed ordinances allowing it. When this was discussed at committee and council in April, concerns were raised on a few items. Additional research has provided some additional information and so a narrowed request is being considered.

The request is for only West River Drive at this time and includes a review after one year to determine success. This area would allow users outside the city to get in and across the city boundary from the west and southern areas to connect existing routes outside the city. A map is included.

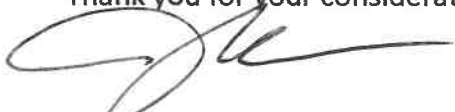
I've attached the crash and incident information that had previously been provided to council. Other concerns raised were the ability for someone with a suspended driver license to operate an ATV/UTV on the road. While state laws currently allow this, there are no bars or taverns on the proposed route and operating an ATV or UTV under the influence is still against the law.

Insurance requirements were another concern. We cannot enforce an insurance requirement, but ATV/UTVs will be required to have insurance if there is a loan on them or are covered under the homeowner's policy.

Helmets and age of drivers was brought up as concerns, too. State law already requires drivers and riders under 18 years of age to wear a helmet. Those over 18 are not required, similar to motorcycle riders. While the state also allows riders as young as 12 to complete a safety course and be able to use an ATV, they are NOT allowed to do so on roadways.

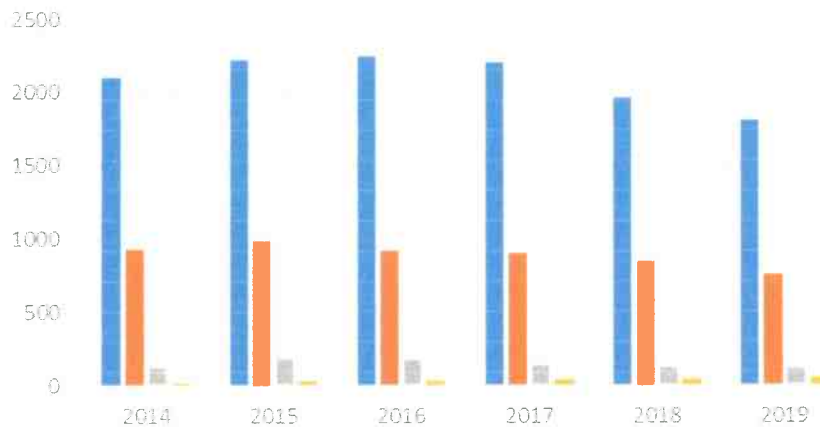
Jennifer Barden, a certified instructor will also be on hand to answer any additional questions and to help clear up some of the more technical points.

Thank you for your consideration,

A handwritten signature in black ink, appearing to be 'J. Slowinski', written over a horizontal line.

Alderman Jeremy Slowinski

Crash/Incidents Statistics 2014-2019



	2014	2015	2016	2017	2018	2019
Motorcycles	2101	2221	2250	2206	1967	1806
Bicycle	925	987	918	906	852	759
ATV	129	189	176	144	125	114
UTV	16	28	31	43	36	49

Sources:

Final year-end crash statistics

<https://wisconsindot.gov/Pages/about-wisdot/newsroom/statistics/final.aspx>

Wisconsin Recreation Vehicle Safety Education & Enforcement

<https://widnr.widen.net/s/sdns6klfnl/2019-recreational-vehicle-annual-report>

Listed below are municipalities and comments about their ATV/UTV ordinances:

Municipalities	Comments / Links to ordinances
Town of Alban	https://www.townofalban.com/files/ordinances/ATV-UTV.pdf
Town of Almond	Attached is a draft copy; still considering looking at 3 adjoining roads
Town of Amherst	https://townofamherst.org/wp-content/uploads/2020/10/ATV-UTV-Ordinance-06-17-2020.pdf
Town of Buena Vista	Attached is a copy; only on a couple roads Patterson lake road, town line on west side
Town of Carson	Attached a copy of ordinance; passed in March 2021
Town of Dewey	http://www.townofdeweywi.com/atv_utv_info/
Town of Hull	http://www.townofhull.us/pdf/ATV%20Ordinance.pdf
Town of Plover	https://townofplover.com/wp-content/uploads/2016/06/2016-0302-ATV-UTV-ORDINANCE.pdf
Town of Sharon	https://townsharon.com/files/ordinances/ATV-UTV.pdf
Town of Stockton	https://townofstockton.com/wp-content/uploads/2020/08/Town-of-Stockton-ATV-UTV-Ordinance-O-20-01-2.pdf

**ORDINANCE AMENDING THE REVISED MUNICIPAL CODE OF THE CITY OF
STEVENS POINT, WISCONSIN**

The Common Council of the City of Stevens Point do ordain as follows:

SECTION I: That Subsection 9.19 of the Revised Municipal Code, ATV/UTV Routes, is hereby **created** to read as follows:

9.19 ATV/UTV ROUTES

(1) Pursuant to Wis. Stats. § 23.33(11), the operation of all-terrain vehicles and utility terrain vehicles is authorized upon the following sections of roadway within the City of Stevens Point

(i) West River Drive from the West city limits to Rocky Run Road.

(2) This Section shall expire on September 24, 2022 unless renewed by the Common Council prior to that date.

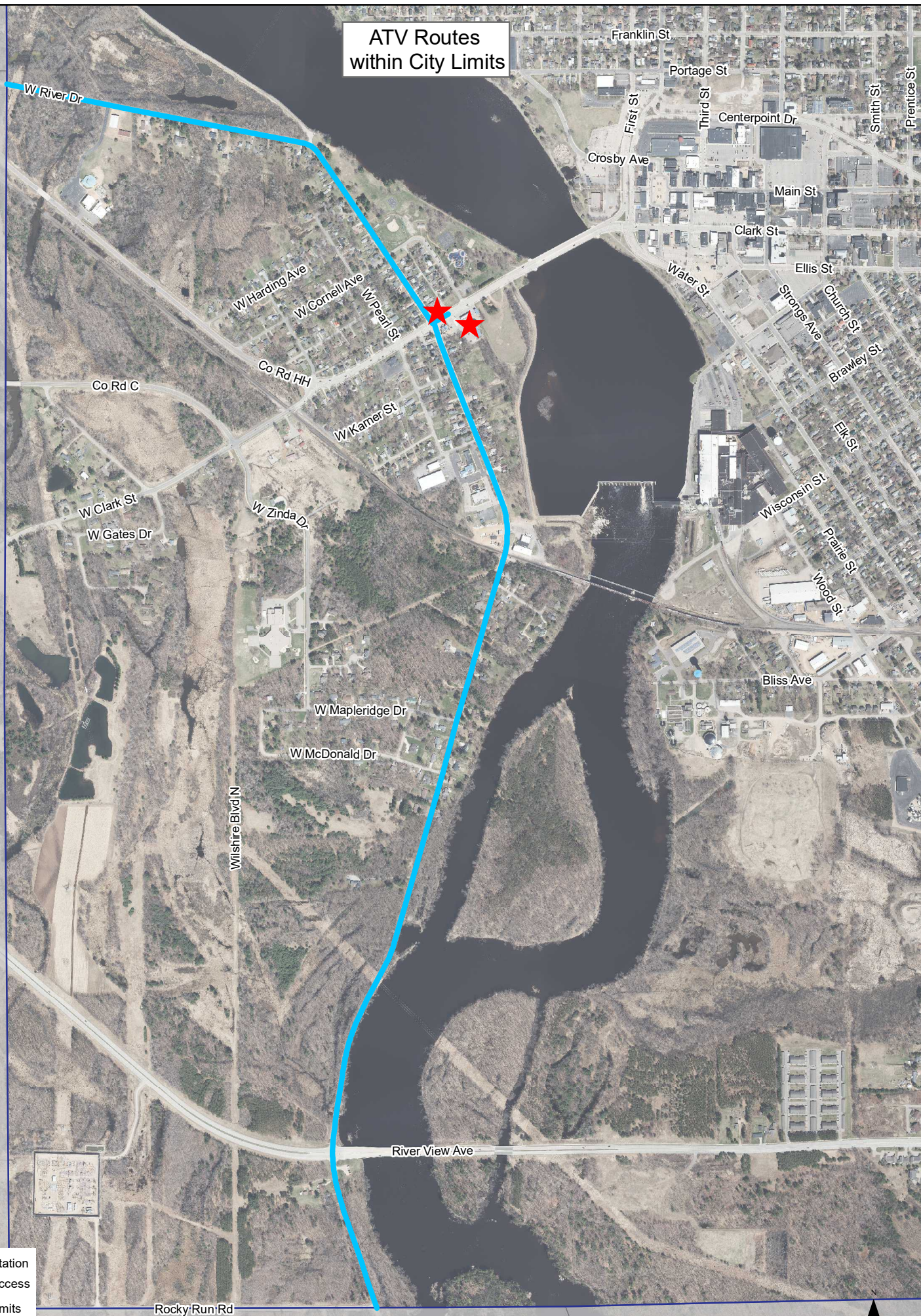
SECTION II: This ordinance shall take effect upon passage and publication, as provided by law.

APPROVED: _____
Mike Wiza, Mayor

ATTEST: _____
Kari Yenter, City Clerk

Dated: September 7, 2021
Approved: September 20, 2021
Published: September 24, 2021

ATV Routes
within City Limits



- ★ Gas Station
- ATV Access
- City Limits

City of Stevens Point
1515 Strong's 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

September 8, 2021

To: Board of Public Works

From: Scott Beduhn, Director of Public Works

Re: Consultant Selection
Design Services and Transitional Assistance
2022 Street Improvement Project 22-01

SB

While it is ultimately the intent of staff to perform the engineering as it relates to the City's reoccurring civil/municipal services inhouse, we recognize that several years of transition will likely be necessary to properly take on that substantial role. Therefore, we will once again be looking to an outside firm to assist us with the design for the annual Street Improvement Project. This will likely be something that we do for the next 2 to 3 years. The goal is to work with this selected consultant to not only design the project but to assist staff with establishing new and updated standards for design content and quality. One specific goal is to transition from WisDOT based contract documents to the Engineers Joint Contract Documents Committee (EJCDC) contract documents. The EJCDC documents are widely used in the industry and most contractors are more familiar with them than the documents the City currently uses. The EJCDC documents are also more adaptable to use with non-civil projects such as the recent PD and Willett roofing projects.

This year staff reviewed the work products of the most recent firms that have assisted us to determine who may be best suited to help us with this transition. The two firms we evaluated were Gremmer & Associate, Inc. out of Stevens Point and Strand Associates, Inc. out of Madison.

While both work products are very good, ultimately, staff chose Strand Associates and feel that Strand is better poised to work with City Staff in a transitional role to self-sufficiency. Therefore, staff recommends awarding design of the 2022 Street Improvement project to Stand Associates. A copy of their proposal is included for reference.

If there are any questions, please don't hesitate to contact me.

Thank you.

Z:\90 - MEETINGS\2021 - MEETINGS\09 - SEPTEMBER\2022 Street Imp Consultant Selection Memo.doc



Strand Associates, Inc.®
910 West Wingra Drive
Madison, WI 53715
(P) 608.251.4843

September 8, 2021

Mr. Scott Beduhn, P.E.
Director of Public Works
City of Stevens Point
1515 Strongs Avenue
Stevens Point, WI 54481

Re: Request for Proposal (RFP) – 2022 Street Improvements

Dear Mr. Beduhn:

On behalf of Strand Associates, Inc.®, thank you for the opportunity to submit our proposal to the City of Stevens Point for the 2022 Street Improvements project. We are excited about the opportunity to further assist the City with our services. We were hired by the City in November 2019 to complete the 2020 Street Improvements project. That project consisted of full street and utility reconstruction for about 1.1 miles covering 8 city blocks within or surrounding the University of Wisconsin-Stevens Point (UWSP). Many streets had substandard slopes with insufficient stormwater management, undersized deteriorating storm sewers, water main, and substandard slopes and deteriorating sanitary sewer main. We coordinated with the City to reduce street widths while also providing sidewalk and curb ramp accessibility for the corridor.

Project Understanding

The City is requesting engineering services for its 2022 Street Improvements project that consists of street and utility reconstruction for the following streets:

- **Portage Street between First Street and Smith Street**
 - Replace the existing 6-inch water main with an 8-inch water main
 - Replace the existing 8-inch, 24-inch, and 30-inch sanitary sewer main in-kind
 - Replace the existing storm sewer and provide new storm sewer laterals
 - Replace the existing street structure and sidewalks
- **Smith Street between Center Point Drive and Fourth Avenue**
 - Replace the existing 8-inch water main in-kind.
 - Replace the existing 8-inch sanitary sewer main in-kind
 - Provide storm sewer piping and new storm sewer laterals as needed
 - Replace the existing street structure and sidewalks
- **Washington Avenue between Second Street and Pulaski Place**
 - Replace the existing 6-inch water main with an 8-inch water main
 - Replace the existing 8-inch sanitary sewer main in-kind
 - Provide storm sewer piping and new storm sewer laterals as needed
 - Replace the existing street structure and sidewalks
- **Meadow Street between Portage Street and Fourth Avenue**
 - Replace the existing 2-inch water main with an 8-inch water main
 - Replace the existing 8-inch sanitary sewer main in-kind
 - Replace the existing storm sewer main and provide new storm sewer laterals
 - Replace the existing street structure and sidewalks
- **Third Street between Center Point Drive and Fourth Avenue**
 - Replace the existing 6-inch water main with an 8-inch water main
 - Replace the existing 8-inch sanitary sewer main in-kind
 - Replace the existing storm sewer main and provide new storm sewer and laterals as needed
 - Replace the existing street structure and sidewalks



Design for appropriate driveway slopes is critical.



Traffic control and detouring will be critical at Portage Street and Second Street.



Possible street narrowing to provide for terrace trees and eliminate small retaining structures.



Maintaining accessibility to business and limiting construction impacts are crucial.



Design elements on Third Street will need to be investigated for incorporation into future development.



Street narrowing will provide additional space for incorporating Type 2 curb ramps.

Project Approach

Our approach will address elements previously discussed with City staff during our walk-thru of the site on August 17, 2021. We offer the following details.

Phase A – Design

- **Preliminary Investigations** – Our initial efforts will be focused on data collection. We will review the City-supplied topographical survey, utility information, GIS information, record drawings from past projects in and around the current project corridors, and other mapping provided by the City. We will review and discuss known conditions and issues with City staff. We will communicate with

the City concerning information desired from the City's geotechnical consultant, additional supplementary survey, or existing structure inspection reports that may be needed.

- **Design** – We will begin with City-supplied topographic and control survey and structure inspection reports, including material type, depth, and pipe sizes to obtain the necessary field information to complete the preliminary design. We will engage private Utilities and communicate with them during the design process. Design drawings will be prepared in AutoCAD Civil 3D electronic format using our standard title blocks and formatting. We will use the City standard symbols, line weight, and color system for the drawings. Drawings will include a Cover Sheet, Index Sheet, Street and Utility Plan and Profile Sheets, Street Cross Sections, Erosion Control Sheets, Pavement Marking and Signage Sheets, and Traffic Control Sheets. Additional details will be provided, as necessary.

It is our understanding that the City will complete any special assessments, procurement of easements or contracting with a geotechnical consultant for the project. Street lighting will not be included in this project.

We will include plan and profiles for the street centerlines; typical sections for each street; cross sections every 50 feet; cross sections at center of driveway aprons, carriage walks, and sidewalks leading to houses; intersection details for curb ramps; and storm sewer, sanitary sewer, and water main plan and profiles, where appropriate. The design will evaluate the need for temporary grading easements – to be obtained by the City – and tree impacts. The City will provide sizing for the sanitary sewer mains and water mains to be replaced. We will provide a storm sewer design to size the storm sewer mains, inlet leads, and inlet capacity for the 10-year storm event. The inlet capacity design will be based on a Neenah R-3067 grate or a different grate the City would prefer. The design of the storm sewer mains will be based on one of two possible design starting points. This would either be the assumption of the existing downstream 84-inch storm sewer starting tailwater elevation as flowing half full at the project storm sewer connection points, or using a City supplied stormwater model of the storm sewer system that includes the existing 84-inch storm sewer connection points for the project storm sewer mains.

The City's arborist will provide evaluation and recommendations on any necessary removal and replacement of trees and plantings within the project limits based on the design drawings. During the 50 percent and 90 percent design reviews, we will provide an opinion of probable construction cost. We will attend two design review meetings on-site with the City to discuss review comments. We understand City staff will provide written design review comments prior to attending the design review meetings. We will provide the City review copies in PDF format scaled to fit on 11- by 17-inch paper. We will attend one public information meeting to discuss the project with concerned stakeholders.

Phase B – Project Manual

- **Drawings and Specifications** – Following design reviews by the City, we will develop the project bid documents. We will prepare bid documents using the *Engineers Joint Contract Documents Committee C-700 Standard General Conditions of the Construction Contract, 2018 edition*, Strand Associates, Inc.® technical specifications and engineering drawings. We will use our standard specifications with project-specific special provisions to modify standard specification language, as necessary.
- **Permits** – At the final review stage, we will prepare submittal applications for the following permits:
 - Wisconsin Department of Natural Resources (WDNR) – Construction Site Stormwater Runoff
 - WRAPP submittal – City will submit the application and provide necessary permit application fees
 - WDNR Water Main Extension Approval
 - WDNR Plan Approval for Sewerage Systems Improvements

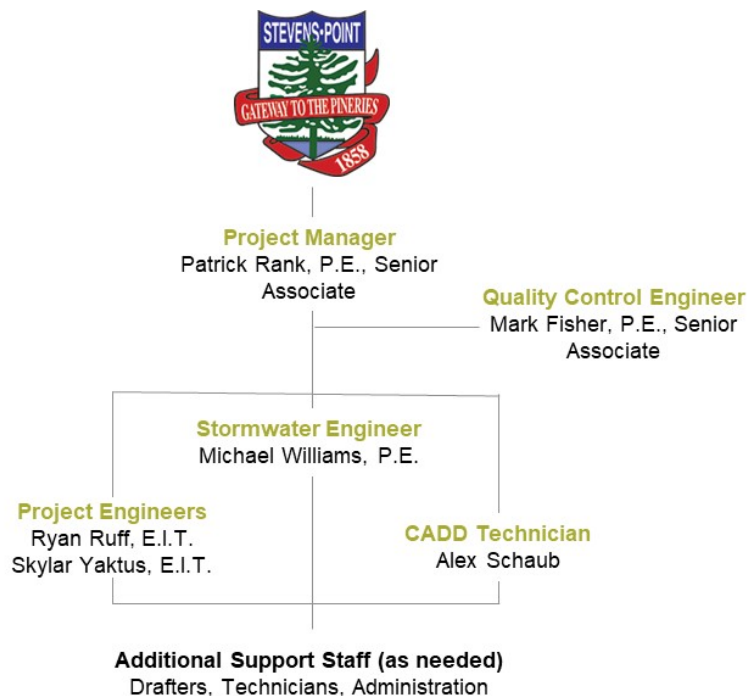
- **Deliverables** – In accordance with the scope of services described above, the following deliverables are anticipated:
 - 50 percent design submittal with opinion of probable construction cost (OPCC)
 - 90 percent design submittal with OPCC
 - Final design submittal with OPCC
 - Final project manual and drawings issued for bid

Phase C – Bidding- and Construction-Related Services

It is our understanding that bidding-related services are not a part of this proposal. Should such services be requested by the City, we will provide a task order to match the scope of services desired. It is our understanding that construction-related services will be limited to on-site attendance at a monthly construction progress meeting and construction observation on-site during the same visit. It is assumed there will be a total of four site visits. Should additional visits or services be requested by the City, we will provide a task order to match the scope of the services desired.

Project Team

This section provides information on the experience and designated responsibilities of our proposed project team. We have selected a team of qualified individuals with experience on similar municipal street and utility design projects. Our team will be responsive to the City's needs and provide clear and effective communication. **The team below is the same one that completed the City's recent 2020 Street Improvements project.** Below is an organizational chart of our team, followed by a brief description of each team member and their role.



Project Manager

Patrick Rank, P.E., Senior Associate, will serve as the Project Manager and will be responsible for communication with the City, staff coordination, design, and project administration. Pat has more than 33 years of municipal engineering experience and brings a tremendous amount of expertise and leadership to this role. Pat's success is due in large part to his ability to lead teams effectively, propose creative solutions to challenging issues, recognize concerns before they become critical, maintain a high professional standard, and communicate effectively with project stakeholders.



Pat's leadership and engineering skills have been utilized in large-scale engineering projects throughout his career. These projects have included expansive business parks, extensive street and utility reconstruction projects, site developments with mass grading, large-scale concrete box culvert storm sewers, horizontal drilling force main under the Wisconsin River, and projects in environmentally sensitive areas.

Pat has served as Project Manager for numerous communities throughout Wisconsin and has built strong relationships with many municipal staff. Pat's many successful projects have included projects in Stevens Point, Wisconsin Rapids, New Glarus, Dubuque, Iowa, Onalaska, Whitewater, Waukesha, and Mount Horeb, to name a few. Pat has completed many projects for the University System that have very congested utility corridors throughout campuses, including the Universities of Wisconsin-Madison, -Milwaukee, -Whitewater, and -Platteville. Pat understands the importance of designing for pedestrian movements and the necessity of providing accessibility for all capabilities.

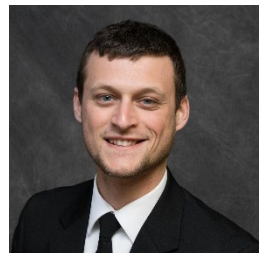
Quality Control Engineer

Mark Fisher, P.E., Senior Associate, has more than 31 years of experience in the municipal engineering field, including designing and constructing roadways, sanitary sewers, storm sewers, water mains, pumping stations, and stormwater management facilities. Additionally, he serves as the City Engineer for several municipalities, including Whitewater and Stoughton. Mark will provide quality control services for the City. In this role, he will be available to the project team as an experienced technical resource and will be responsible for reviewing design criteria and documents at predetermined levels of completion.

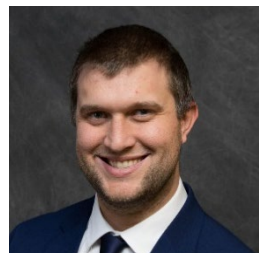


Project Engineers

Ryan Ruff, E.I.T., has been with our firm for 6 years and serves as a project engineer within our municipal group. Ryan has a Bachelor of Science degree in Civil Engineering from Bradley University. He has provided Project Engineering services for the City of Stevens Point, Village of New Glarus, City of Dubuque, Iowa, Village of Prairie du Sac, and the City of Monona. Ryan has served as the Lead Resident Project Representative (RPR) in the field for projects in the Village of Prairie du Sac and the City of Whitewater. Ryan has experience providing complete site civil design, utility and infrastructure layout and design, and preparing permit applications for local, state, and federal agencies, as well as stormwater analyses. Ryan has extensive knowledge in AutoCAD Civil 3D, StormCAD, and HydroCAD.



Skylar Yaktus, E.I.T., has been with our firm for 7 years and serves as a project engineer within our municipal group. Skylar has a Bachelor of Science degree in Civil Engineering from University of Wisconsin-Milwaukee. He has provided engineering services for the cities of Stevens Point, Oshkosh, and Lindenhurst and Naperville, Illinois. In the past, Skylar has served as the Lead RPR for the City of Fitchburg's Quarry Vista and Fahey Fields projects. Skylar has extensive knowledge of AutoCAD Civil 3D, StormCAD, and HydroCAD.



Stormwater Engineer

Michael Williams, P.E., has 20 years of experience in stormwater plan development and management, including hydrologic/hydraulic modeling, watershed plan development and management, streambank restoration and design, stormwater detention basin design and rehabilitation, and designing Best Management Practice (BMP) measures. Mike has developed stormwater management plans using programs such as XPSWMM (1D and 2D), StormCAD, HEC-HMS, HydroCAD, and HEC-RAS. Mike will provide in-depth analysis, design, and preparation of drawings and specifications for stormwater management, storm sewer design, and green infrastructure where needed on the project.



CADD Technician

Alex Schaub has been with our firm for more than 9 years. Alex has an associate degree in Civil Engineering Technology from Madison College. He has extensive knowledge of Autocad Civil 3D, including creating TIN surfaces from surveys, 3D pipe networks for design of all utilities, and creation of Plan and Profile and Street Cross Section sheets. Alex served as Lead Drafter for the Stevens Point project and all design teams (storm sewer, roadway, structural, and channel) for the \$110 million MSD Lick Run, Cincinnati, Ohio, project completed in AutoCad Civil 3D software. Alex was also the lead drafter for the I-39/STH 11 Interchange project in Janesville. Alex coordinated with all team members to create detailed sets of drawings, including roadway design, storm sewer design, and traffic control details, in accordance with WisDOT AutoCad standards.



Project Schedule

Assuming a notice to proceed can be issued by October 1, 2021, we propose the following schedule. If the City wants an alternate schedule, we would be happy to discuss options.

Task Item	Date
Project Award	October 1, 2021
Kick-Off Meeting	October 4, 2021
50 Percent Design Submittal	November 15, 2021
50 Percent Design Review Meeting with the City	November 30, 2021
90 Percent Design Submittal	January 7, 2022
Permit Application Submittals	January 10, 2022
90 Percent Design Review Meeting with the City	January 21, 2022
Public Informational Meeting	February 2, 2022
Bid Documents	February 10, 2022

Project Fee

The total lump-sum fee for engineering services for this project is \$214,900.

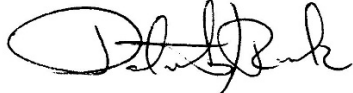
We are committed to meeting and exceeding the City of Stevens Point's expectations for this project and trust that the above information clearly shows that our firm will successfully execute this project. We

Mr. Scott Beduhn, P.E., DPW
City of Stevens Point
Page 7
September 8, 2021

value our relationship with the City of Stevens Point and appreciate the opportunity to submit this letter proposal. If there are any questions, please do not hesitate to call me.

Sincerely,

STRAND ASSOCIATES, INC.®

A handwritten signature in black ink, appearing to read 'Patrick J. Rank', written over a horizontal line.

Patrick J. Rank, P.E., Senior Associate
Project Manager

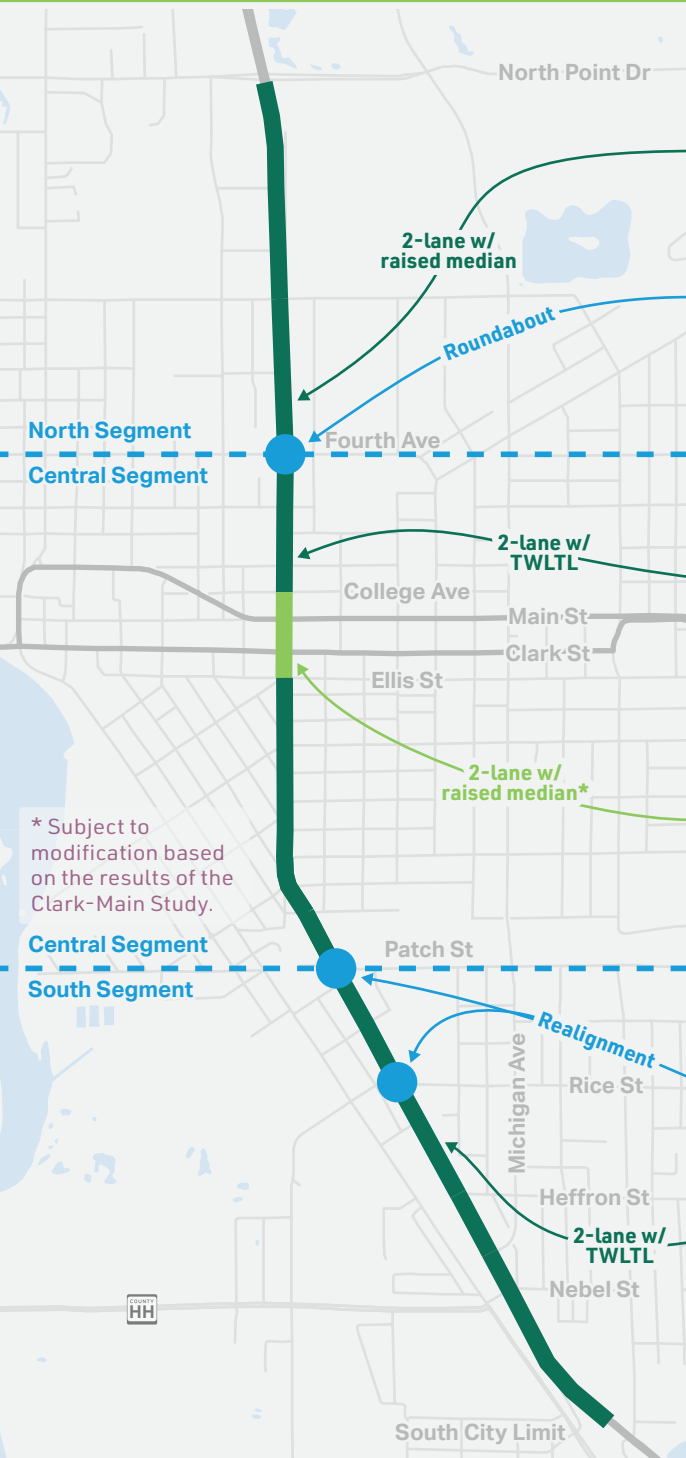
P210.851/PJR:dek



Business 51

Recommended Alternatives

September 2021



* Subject to modification based on the results of the Clark-Main Study.



Location: north of Fourth Ave

Fourth Ave to North Point Dr 2-lane w/ raised median

- Least expensive alternative
- Safer east-west crossings for pedestrians
- Allows for a buffered bicycle lane
- Reduces roadway footprint

Fourth Ave intersection: Roundabout

- Similar cost and right-of-way needs as the signalized option
- Includes refuge islands for pedestrians and bicycles
- Slows speeds through the intersection
- Improved aesthetics



Location: Fourth Ave



Location: near Portage St

Patch St to Ellis St and College Ave to Fourth Ave 2-lane w/ two-way-left-turn-lane

- Best utilizes the existing right-of-way and does not require any relocations
- Includes a 6' grass terrace
- Allows for pedestrian islands

Ellis St to College Ave 2-lane w/ raised median*

- Similar cost and right-of-way needs as the 2-lane with no raised median nor grass terrace alternative
- Includes a 6' grass terrace
- Controls access in congested area



Location: between Clark and Main St

Rice Street and Patch Street Intersections

- Realignment is recommended at both intersections because the anticipated gains in safety (for all modes), roadway connectivity, and traffic operations at these locations offset the additional cost, right-of-way, and relocations needed.



Location: north of Heffron St

South City Limit to Patch Street 2-lane w/ two-way-left-turn-lane

- Least expensive alternative
- Best utilizes the existing right-of-way and does not require any relocations
- Safer east-west crossings for pedestrians

Impacts Snapshot:



3.85 total acres of right-of-way required



7 total buildings required



\$48.5 million estimated total cost (2025)

Next Steps:

Fall 2021 - Approval from Common Council

Fall 2021 - Begin Design

Summer 2022 - 30% Design Plans Complete

TBD - Final Design

2024 at the earliest - Begin Construction

Contact Information:

Scott Beduhn
Director of Public Works
City of Stevens Point
sbeduhn@stevenspoint.com

Amy Canfield
Project Manager
AECOM
amy.canfield@aecom.com