

A Quorum of the Administration Committee, Board of Public Works, Personnel Committee, Plan Commission, Redevelopment Authority, and other City bodies may attend this meeting, though no official action of these bodies will be taken.



BOARD OF PUBLIC WORKS MEETING AGENDA

Monday, August 18, 2025 at 6:45 PM

**First Floor Conference Rooms
100 Main Street, Menasha, WI**

or immediately following the Administration Committee meeting

A. Call to Order

B. Roll Call

C. Public Comments on Any Matter Listed on the Agenda
(5 minute time limit for each person)

D. Minutes to Approve

1. Board of Public Works, 8/4/25

E. Discussion / Action Items

1. Payment - Sommers Construction Co., Inc.; Contract Unit No. 2025-02; Street Construction and Rehabilitation - Various Locations; \$109,560.33 (Payment No. 2)
2. Racine Street Reconstruction Project Update

F. Adjournment

"Menasha is committed to its diverse population. Our Non-English speaking population and those with disabilities are invited to contact the Menasha City Clerk at 967-3603 24-hours in advance of the meeting for the City to arrange special accommodations."



BOARD OF PUBLIC WORKS MINUTES

Monday, August 4, 2025 at 6:30 PM

First Floor Conference Rooms
100 Main Street, Menasha, WI

A. CALL TO ORDER

Meeting called to order by District 8 Alderperson Ropella at 6:50pm.

B. ROLL CALL

Present: Aids. Rand, Hale, Perkins, Lewis, Marshall, Grade, Ropella

Absent: Ald. Eisenach

Also Present: FD Sassman, DPW Merten, PRD Sackett, PC Thorn, FC Teesch, LD Kopetsky, CA Struve, Mayor Hammond, Clerk Snyder, DC Janet

C. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

D. MINUTES TO APPROVE

Motion by District 6 Alderperson Marshall seconded by District 7 Alderperson Grade to approve. Motion carried on voice vote.

1. Special Board of Public Works, 7/21/25

E. DISCUSSION / ACTION ITEMS

1. High Cliff Connection – Woodlands West Segment Design and Engineering Services Contract Award to JT Engineering, Inc.

Motion by District 6 Alderperson Marshall, seconded by District 4 Alderperson Perkins to approve.

Motion carried 7-0 on roll call.

Staff advised that this is the next step for the High Cliff Connection project. This concerns the design and engineering for the segment between Kernan Avenue and Lake Park Road on the north side of Highway 10/114. This is fully funded by the Community Foundation, and will connect to some preexisting trails. No real estate acquisition is necessary for this segment.

2. Street Use Application - Labor Day Parade; Monday, September 1, 2025; 9:00 a.m. to 11:00 a.m.; Fox Valley Labor Council

Motion by District 6 Alderperson Marshall, seconded by District 3 Alderperson Hale to approve.

Motion carried 7-0 on roll call.

F. ADJOURNMENT

Motion by District 6 Alderperson Marshall seconded by District 5 Alderperson Lewis

to adjourn the Board of Public Works meeting at 6:57 pm. Motion carried on voice vote.

Minutes submitted by Deputy City Clerk Evan Janet.

Itemized Bid Tabulation
City of Menasha Contract Unit No. 2025-02
Street Construction & Rehabilitation

Street Construction - Canvasback Dr. & Cygnet Ct.

Item	Quantity	Description	Payment 2			
			Unit Price	Item Total	Quantity	Total
		Base Bid				
1	4,664	Pavement / Base Pulverizing	\$ 0.65	\$ 3,031.60	4664.00	\$ 3,031.60
2	510	Unclassified Excavation	\$ 9.85	\$ 5,023.50	510.00	\$ 5,023.50
3	4,572	Fine Grading & Compaction	\$ 1.00	\$ 4,572.00	4572.00	\$ 4,572.00
4	2,666	30" Concrete Curb & Gutter	\$ 15.45	\$ 41,189.70	2665.00	\$ 41,174.25
5	1,280	No. 4 Epoxy Coated Rebar	\$ 1.00	\$ 1,280.00	920.00	\$ 920.00
6	17	Utility Adjustment	\$ 550.00	\$ 9,350.00	17.00	\$ 9,350.00
7	3	Water Valve Adjustment	\$ 150.00	\$ 450.00	0.00	\$ -
8	84	Sawcut	\$ 5.00	\$ 420.00	84.00	\$ 420.00
9	592	Asphalt Binder Course Pavement	\$ 63.90	\$ 37,828.80	509.08	\$ 32,530.21
10	460	Asphalt Surface Course Pavement	\$ 71.80	\$ 33,028.00	420.56	\$ 30,196.21
11	6,156	6" Thick Concrete Trail, Handicap Ramp or Apron	\$ 6.45	\$ 39,706.20	6096.00	\$ 39,319.20
12	3,100	Lawn and Terrace Restoration	\$ 7.95	\$ 24,645.00	2530.00	\$ 20,113.50
13	1	Temporary Mailboxes	\$ 300.00	\$ 300.00	1.00	\$ 300.00
14	1	Erosion Control	\$ 450.00	\$ 450.00	1.00	\$ 450.00
15	1	Traffic Control	\$ 2,500.00	\$ 2,500.00	1.00	\$ 2,500.00
16	1	Construction mobile/demobile; Project coordination; All incidental utility and misc. roadway work; and all other project work area restoration and clean-up to an equal and/or better preconstruction condition as required and related to the overall project.	9900	\$ 9,900.00	1.00	\$ 9,900.00
Total Base Bid (Items 1 - 16)				\$ 213,674.80		\$ 199,800.47

Street Rehabilitation - Olde Pulley Ln., Harding St. & Wilson St.

Item	Quantity	Description	Payment 2			
			Unit Price	Item Total	Quantity	Total
		Base Bid				
1	8,787	Pavement / Base Pulverizing	\$ 0.55	\$ 4,832.85	8787.00	\$ 4,832.85
2	972	Unclassified Excavation	\$ 9.85	\$ 9,574.20	972.00	\$ 9,574.20
3	8,787	Fine Grading & Compaction	\$ 1.00	\$ 8,787.00	8787.00	\$ 8,787.00
4	20	Utility Adjustment	\$ 550.00	\$ 11,000.00	20.00	\$ 11,000.00
5	1	Water Valve Adjustment	\$ 150.00	\$ 150.00	0.00	\$ -
6	1,150	No. 4 Epoxy Coated Rebar	\$ 1.00	\$ 1,150.00	1140.00	\$ 1,140.00
7	445	Sawcut	\$ 3.50	\$ 1,557.50	350.00	\$ 1,225.00
8	1,137	Asphalt Binder Course Pavement 2 1/4" Thick	\$ 61.90	\$ 70,380.30	1168.23	\$ 72,313.44
9	885	Asphalt Surface Course Pavement 1 3/4" Thick	\$ 69.80	\$ 61,773.00	983.03	\$ 68,615.49
10	1	Erosion Control	\$ 928.00	\$ 928.00	1.00	\$ 928.00
11	1	Traffic Control	\$ 4,000.00	\$ 4,000.00	1.00	\$ 4,000.00
12	1	Construction mobile/demobile; Project coordination; All incidental utility and misc. roadway work; and all other project work area restoration and clean-up to an equal and/or better preconstruction condition as required and related to the overall project.	9900	\$ 9,900.00	1.00	\$ 9,900.00
Total Base Bid (Items 1 - 12)				\$ 184,032.85		\$ 192,315.98

Item	Quantity	Description	Payment 2			
			Unit Price	Item Total	Quantity	Total
		Mandatory Alternate Bid B				
1	253	30" Concrete Curb & Gutter, Remove & Replace	\$ 54.00	\$ 13,662.00	186.00	\$ 10,044.00
2	1,499	30" Concrete Curb & Gutter, Remove & Replace Slip Form	\$ 21.90	\$ 32,828.10	1700.00	\$ 37,230.00
3	853	4" Thick Concrete Sidewalk, Remove & Replace	\$ 8.15	\$ 6,951.95	1246.86	\$ 10,161.91
4	2,358	6" Thick Concrete Sidewalk, Ramp & Apron, Remove & Replace	\$ 8.15	\$ 19,217.70	1951.00	\$ 15,900.65
5	829	Lawn & Terrace Restoration	\$ 9.95	\$ 8,248.55	1031.00	\$ 10,258.45
Total Mandatory Alternate Bid B (Items 1 - 4)				\$ 80,908.30		\$ 83,595.01
Total Base Bid + Mandatory Alternate Bid B				\$ 478,615.95		\$ 475,711.46



MEMORANDUM

DATE August 14, 2025
TO Board of Public Works
FROM James Merten, Director of Public Works
RE Racine Street Reconstruction Project Update

Chairman Ropella requested an update of the Racine Street reconstruction project (between Third Street and Ninth Street) be presented to the Board.

While the contract completion date for the project is October 31, 2025, the project is nearing completion, very much ahead of schedule. Given that the roadway pavement work is nearly finished, there is finishing work that remains to be completed: terracing, asphalt driveway tie-ins, pavement markings, and traffic signal installation. It should also be noted that the City also has its own work related to the project, including pavement and traffic signal work at the Third Street & Racine Street intersection and terrace tree installations (scheduled for Spring 2026). Most of this work will be completed by Labor Day, however traffic signal work is likely to occur afterwards, due to the resulting changes in scheduling. Therefore, the road will likely not be fully open until early/mid September.

Weekly updates will continue to be posted on the City's website under the ["Latest News" section](#). I've attached the most recent update to this memorandum.



Local Program



WEEKLY CONSTRUCTION UPDATE

Please return this form to the Sponsor, WisDOT Project Manager, & WisDOT Supervisor, and NE Region Communication Specialist, Mark Kantola (mark.kantola@dot.wi.gov) no later than noon on Thursday updating work activities for the current week and upcoming week for each of your NE Region Local Program project(s).

Dates Covered (*example: April 2 – April 13*): August 11 to August 22

Project ID: 4992-00-60

Project Name: C Menasha, Racine Street

Schedule: Completion Day Contract of October 31st, Start Date April 21st

Project Cost: \$4,142,995.65

Location/terminals: Third Street to Ninth Street, City of Menasha, Winnebago County

Description of overall work: Racine Street will be reconstructed from the Third Street intersection to just south of the Ninth Street intersection. Improvements include storm sewer replacement, concrete pavement, curb & gutter, curb ramp replacement, new pavement markings, new traffic signals, and permanent signing.

This week's work (*be specific*): Crews completed pouring concrete sidewalk and driveways between the railroad tracks and Sixth Street. All concrete work for the project has been completed other than several curb & gutter patches. The contractor continued work cleaning up in the terrace and prepping for topsoil placement. The landscapers plan to begin topsoil placement on the west side of Racine Street between Seventh Street and Eighth Street next to Menasha High School

Next week's work (*be specific*): Landscaping crews will continued placing topsoil throughout the project, seeding, fertilizing, and placing protective erosion mat. The asphalt paving contractor will be onsite to pave asphalt driveways throughout the project. General clean up and removal of excess and waste material in the terrace and roadway will be completed.

Traffic impacts (*include detour map as separate attachment*): Racine Street is closed to thru traffic from Third Street to Ninth Street. A signed detour directs motorists to follow WIS 114, US 10, to US 441 to bypass the work zone. Access to businesses and residences within the project limits will be maintained, and the contractor will notify property owners in advance of any changes or impacts to access their work operations may have.

Special information of interest needed by the public concerning this project:

Name of person providing Weekly Construction updates AND photographs of project bi-monthly once the project begins (*including e-mail address and phone #*)

Name: Luke Hardinger

E-mail: luke.hardinger@questllc.biz

Phone #: 715-323-1306

The pictures below, taken on Monday August 11 and Tuesday August 12, show the contractor completing concrete sidewalk on the west side of Racine Street between Third Street and the railroad tracks.

