



City of Neenah
Board of Public Works Agenda
Tuesday, November 28, 2023 at 1:00PM
Hauser Room
Neenah City Hall
211 Walnut Street

NOTICE IS HEREBY GIVEN, pursuant to the requirements of Wis. Stats. Sec. 19.84, that a majority of the Neenah Common Council may be present at this meeting. Common Council members may be present to gather information about a subject over which they have decision-making responsibility. This may constitute a meeting of the Neenah Common Council and must be noticed as such. The Council will not take any formal action at this meeting.

- I. Approval of the minutes of the November 7, 2023 meeting. (Minutes can be found on the city website)
- II. Appearances.
- III. Unfinished Business.
- IV. New Business.
 - A. Public Works
 1. Final Pay Request, Contract 8-23, Repair Roof at City Municipal Garage Building, to JT Rams, LLC, in the amount of \$61,061.00. (Attachment)
- V. Any announcements/questions for the Board.
- VI. Adjournment.

In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), the City of Neenah will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. If you need assistance, or reasonable accommodation in participating in this meeting or event due to a disability as defined under the ADA, please call the Clerk's Office (920) 886-6100 or e-mail clerk@neenahwi.gov at least 48 hours prior to the scheduled meeting or event to request an accommodation.

**Minutes of the Board of Public Works Meeting
Tuesday, November 7, 2023 at 11:00am**

MEMBERS PRESENT: Mayor Lang, Director of Finance Rasmussen, Director of Public Works Kaiser, Director of Community Development & Assessment Haese, City Attorney Rashid, and Aldermen Hillstrom and Lendrum.

ALSO PRESENT: Water Utility Director Mach, Civil Engineer Kummerow, and City Clerk Nagel.

CALL TO ORDER: Mayor Lang called the meeting to order at 11:06am.

I. Approval of the minutes of the October 31, 2023 meeting. (Minutes can be found on the city website)
MSC Haese/Rasmussen to approve the meeting minutes as presented, all voting aye.

II. Appearances.
Newly hired Communications Specialist Holly Engelman was introduced to the Board.

III. Unfinished Business.
None.

IV. New Business.

A. Public Works

1. Pay Request No.4, Contract 2-23, Sewer, Water Main and Street Construction on Brantwood Dr., Brantwood Ct., Charles Ct., Hughes Ct., Memorial Ct., and Patrick Ct., to David Tenor Corporation, in the amount of \$213,421.05. (Attachment)
MSC Kaiser/Hillstrom to approve Pay Request No. 4, Contract 2-23 as presented, all voting aye.

Discussion: This pay request is for all street construction relating to the project. Paving is complete on the project.

2. Change Order No.2, Contract 7-21, Harrison Street Stormwater Pond, to MCC, Inc., for additional row under retaining wall, additional Ledge stone, extra gravel, and 24-inch concrete apron end section, in the amount of \$68,116.64. (Attachment)
MSC Kaiser/Lendrum to approve Change Order No. 2, Contract 7-21 on the Neenah Creek Bridge Project as presented, all voting aye.

Discussion: Items 2 and 3 were discussed together. The change order is mostly for work on the retaining wall.

Trees and shrubs will be replanted next year. Being late fall, weather conditions are not favorable for the replanting to take place this year.

Extra stone from the retaining wall will be used for seeding blocks along the warehouse berm. The remainder of the rock will be repurposed either on site in future landscaping or on other pond projects in the city.

The water feature pond is being pumped out in order to install the water feature pumps on the bottom. This installation is weather dependent. The pump has been on back order.

There was much discussion regarding options for the tulip beds. The consensus was to keep the tulip beds but supplement the beds with complementary plantings for when the tulips are no longer in bloom. There was also discussion on landscaping maintenance.

3. Pay Request No.8, Contract 7-21, Harrison Street Stormwater Pond, to MCC Inc., in the amount of \$79,910.52. (Attachment)

Info. Only

Info. Only

Info. Only

MSC Kaiser/Hillstrom to approve Pay Request No. 8, Contract 7-21 on the Neenah Creek Bridge Project as presented, all voting aye.

See item 2 for discussion.

B. Water Utility

1. Final Pay Request Contract 1-23W Cecil Street Water Tower Repainting to Fedewa, Inc., Hastings, Michigan in the amount of \$15,100.00. (Attachment)

MSC Haese/Hillstrom to recommend Water Commission approve the Final Pay Request for Contract 1-23W as presented, all voting aye.

Discussion: Director Mach explained the extra inspections. The contractor scheduled inspections at certain points throughout the project. The contractor was not able to complete the required work for those inspections, therefore, the contractor paid for the extra inspections.

V. Any announcements/questions for the Board.

There was discussion on the sidewalk complaint on N. Park Avenue. The only remaining issue is the small piece of irrigation pipe that is sticking out of the ground. Public works will remove the small piece of pipe.

The first lift of asphalt was installed on Chestnut Street. The street will remain in that state throughout the winter. All the manhole covers were ramped up so the street can be plowed. There will be an about an inch lip where the driveway apron meets the roadway until the second lift is installed.

VI. Adjournment.

MSC Kaiser/Rasmussen to adjourn, all voting aye. Meeting adjourned at 11:30am.

Respectfully Submitted,



Charlotte Nagel
City Clerk

WC Action Only

**City of Neenah
Department of Public Works
Contractor Request for Payment**

Contractor Name: JT Ramas, LLC		Contract No.	8-23
Address: 350 S Tower St		Contract Amount	\$61,061.00
City: Saukville WI 53080			
Name of Project	Repair Roof at City Garage Municipal Building		
Location of Project	1495 Tullar Road		
Pay Request No.	FINAL	For Period	

CONTRACT SUMMARY

Original Contract Amount	\$61,061.00
Net Amount of Change Order	\$0.00
Adjusted Contract Amount	<u>\$61,061.00</u>

WORK PERFORMED TO DATE

Work Performed to Date	\$61,061.00
Less Retainage of 5%. If different indicate here	\$0.00
Net Amount Earned to Date	\$61,061.00
Less Previous Payments	\$0.00
	<u>\$61,061.00</u>

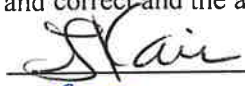

BALANCE DUE THIS PAYMENT

CONTRACT BREAKOUT

	Account Numbers	Budget Total	Contract Breakdown	Due This Estimate	Paid to Date
Facility Improvement	013-7526-743-0236	\$81,000.00	\$61,061.00	\$61,061.00	\$0.00
		<u>\$81,000.00</u>	<u>\$61,061.00</u>	<u>\$61,061.00</u>	<u>\$0.00</u>

CERTIFICATION OF CONTRACTOR:

I certify that the foregoing is just and correct and the amount claimed is legally due after showing all just credits

Certified by Engineer		Date: 11/14/23
Certified by Public Works		Date:
Certified by Water Utility		Date:
Certified by Contractor		Date:
	Approved BPW _____	Date:
	Approved Common Council (Final Payments Only)	Date:

JT Rams LLC
 350 S, Tower St.
 Saukville, WI 53080
 Phone: (262) 268-2749
 Fax: (262) 284-6078

RECEIVED
 NOV 09 2023
 FINANCE



INVOICE #10472

BILL TO: City of Neenah
 211 Walnut St
 Neenah, WI 54956

REMIT PAYMENT TO: JT Rams LLC
 350 S. Tower Street, Suite 2
 Saukville, WI 53080

INVOICE #	CLIENT PO#	JOB	TERMS	DATE	DATE DUE
10472		PRJ #2330:City of Neenah Office Re-Roof	Due Upon Receipt	11/06/2023	11/06/2023

JOB SITE:
 City of Neenah Office Building , 1495 Tullar Rd, Neenah, WI 54956 USA

WORK PERFORMED:
 Work completed for Re-Roof Office Area, Neenah City Services Building, 1495 Tullar Road Quest Project # 8556131

ITEM CODE	ITEM TYPE	DESCRIPTION	QTY	UNIT COST	TOTAL COST
	other	Work completed for Re-Roof Office Area, Neenah City Services Building, 1495 Tullar Road Quest Project # 8556131	1.0	\$61,061.00	\$61,061.00
		Labor			\$0.00
		Materials			\$0.00
		Others			\$61,061.00
		Subtotal			\$61,061.00
		Tax			\$0.00
		Gross Invoice Amount			\$61,061.00
		Retention:			\$0.00
		BALANCE DUE			\$61,061.00

DEPARTMENT maint

EXT. BY P.B. APPR. BY _____

DATE 11-13-23

DISTRIBUTION

ACCT. NO.	AMOUNT
_____	_____
_____	_____
_____	_____

DESCRIPTION _____