



**City of Neenah**  
**Board of Public Works Agenda**  
**Tuesday, December 19, 2023 at 10:00AM**  
**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 28, 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 5-23, Street, Curb & Gutter, Sidewalks, and Apron Construction for Arthur Plat, Cardinal Plat, Integrity Acres, and Liberty Heights, to MCC, Inc., in the amount of \$752,615.65. (Distributed at meeting)
    2. Final Pay Request, Contract 11-23, Street Construction on Brookwood Dr., Fairwood Dr., Hunt Ave, to Northeast Asphalt, Inc., in the amount of \$71,239.02. (Distributed at meeting)
- VI. Any announcements/questions for the Board.
- VII. 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](mailto: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 28, 2023 at 1:00 PM**

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

**ALSO PRESENT:** Building Maintenance Supervisor Benson and City Clerk Nagel.

**CALL TO ORDER:** Mayor Lang called the meeting to order at 1:06 PM.

I. Approval of the minutes of the November 7, 2023 meeting. (Minutes can be found on the city website)  
**MSC Hillstrom/Lendrum to approve the meeting minutes as presented, all voting aye.**

II. Appearances.  
None.

III. Unfinished Business.  
None.

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)  
**MSC Rashid/Rasmussen to approve Final Pay Request, Contract 8-23 as presented, all voting aye.**

Discussion: The project came in approximately \$20,000 under budget and all work is satisfactorily completed.

V. Any announcements/questions for the Board.  
None.

VI. Adjournment.

**MSC Rasmussen/Hillstrom to adjourn, all voting aye. Meeting adjourned at 1:08 PM.**

Respectfully Submitted,

*Charlotte K. Nagel*

Charlotte Nagel  
City Clerk

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

Contractor Name: MCC Inc.		Contract No. 5-23	
Address 2600 Roemer Rd		Contract Amount \$2,776,445.00	
City Appleton WI 54911			
Name of Project	Street Construction, Curb & Gutter, Sidewalk, and Apron		
Location of Project	Arthur Plat, Cardinal Plat, Integrity Acres, and Liberty Heights		
Pay Request No.	<b>FINAL</b>	For Period	August 28, 2023 to November 3, 2023

**CONTRACT SUMMARY**

Original Contract Amount		\$2,776,445.00
Net Amount of Change Order	<u>1 &amp; 2</u>	\$212,690.00
Adjusted Contract Amount		<u>\$2,989,135.00</u>

**WORK PERFORMED TO DATE**

Work Performed to Date		\$2,640,213.91
Less Retainage of 5%. If different indicate here		\$0.00
Net Amount Earned to Date		\$2,640,213.91
Less Previous Payments		\$1,887,598.26

**BALANCE DUE THIS PAYMENT** \$752,615.65

**CONTRACT BREAKOUT**

	Account Numbers	Budget Total	Contract Breakdown	Due This Estimate	Paid to Date
Street Construction-Arthur Plat	012-4629-743-0236	\$129,000.00	\$94,093.00	\$5,963.34	\$76,191.63
Street Construction-Cardinal Plat	012-4630-743-0236	\$363,000.00	\$272,842.00	\$17,502.99	\$188,916.72
Street Construction-Integrity Acres	012-4628-743-0236	\$743,000.00	\$479,047.00	\$46,317.36	\$400,089.64
Street Construction-Liberty Heights	012-4627-743-0236	\$2,031,000.00	\$1,765,463.00	\$479,195.40	\$1,098,605.81
Sidewalk Construction-Integrity Acres	012-5351-743-0236	\$118,000.00	\$118,000.00	\$3,926.30	\$74,599.62
Sidewalk Construction-Cardinal Plat	012-5352-743-0236	\$47,000.00	\$47,000.00	\$2,589.20	\$49,194.84
CO#1 Oakridge Rd Overlay	012-4346-743-0236	\$29,250.00	\$29,250.00	\$29,250.00	\$0.00
CO#2 Sidewalk Freedom Acres	012-0000-313-1503	\$80,600.00	\$80,600.00	\$76,580.52	\$0.00
CO#2 Sidewalk Homes at Freedom Meadows	012-0000-313-1603	\$105,000.00	\$102,840.00	\$91,290.54	\$0.00
		<u>\$3,645,850.00</u>	<u>\$2,989,135.00</u>	<u>\$752,615.65</u>	<u>\$1,887,598.26</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: 12/15/23
Certified by Public Works	Date: 12-18-2023
Certified by Water Utility	Date:
Certified by Contractor	Date: 12/5/2023
Approved BPW	Date:
Approved Common Council (Final Payments Only)	Date:

City of Neenah Contract 5-23  
Street, Curb Gutter, Sidewalk, Apron  
Arthur Plat, Cardinal Plat,  
Integrity Acres and Liberty Heights

	Item Code	Item Description	UofM	QTY	Unit Price	Contract Total	Change Order 1 & 2		New Contract Total	Quantity Completed to Date	Pay Request No 4				Pay Request FINAL			
							Add/Delete	Unit Price			Contractor Completed This Period		Retainage Due this Period	Due this Estimate	Contractor Completed This Period		Retainage Owed this Period	Due this Estimate
										QTY	\$			QTY	\$			
1	405.1	Sawcut Existing Bituminous Pavement	Lin. Ft.	1,200	\$1.65	\$1,980.00	0.00	\$0.00	\$1,980.00	1,210.00	400.00	\$660.00	\$33.00	\$627.00	0.00	\$0.00	\$99.83	\$99.83
2	402.2.6.1	Pulverize existing 2-inch HMA pavement	Sq. Yd.	31,000	\$0.50	\$15,500.00	0.00	\$0.00	\$15,500.00	31,000.00	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$775.00	\$775.00
3	403.2.5.1	Remove Concrete Curb and Gutter	Lin. Ft.	80	\$4.00	\$320.00	0.00	\$0.00	\$320.00	40.00	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$8.00	\$8.00
4	404.4.4	Remove Concrete Sidewalk/Driveway Apron	Sq. Ft.	70,000	\$0.41	\$28,700.00	0.00	\$0.00	\$28,700.00	60,463.19	2,463.19	\$1,009.91	\$50.50	\$959.41	0.00	\$0.00	\$1,239.50	\$1,239.50
5	402.1.7.4	Unclassified Excavation	Cu. Yd.	6,650	\$12.40	\$82,460.00	0.00	\$0.00	\$82,460.00	107.00	0.00	\$0.00	\$0.00	\$0.00	7.00	\$86.80	\$62.00	\$148.80
6	402.1.4.11	Furnish and Install Geogrid	Sq. Yd.	2,000	\$2.00	\$4,000.00	0.00	\$0.00	\$4,000.00	200.00	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$20.00	\$20.00
7	401.1.1	Furnish and Install Base Crushed Aggregate Base	Ton	18,250	\$13.00	\$237,250.00	0.00	\$0.00	\$237,250.00	5,151.30	0.00	\$0.00	\$0.00	\$0.00	1,601.30	\$20,816.90	\$2,307.50	\$23,124.40
8	403.2.1.7	Furnish & Install 30-inch Concrete Curb and Gutter (continuous)	Lin. Ft.	30,000	\$14.60	\$438,000.00	0.00	\$0.00	\$438,000.00	29,179.95	1,535.95	\$22,424.87	\$1,121.24	\$21,303.63	0.00	\$0.00	\$21,301.36	\$21,301.36
9	404.4.1	Furnish & Install 4-inch Concrete Sidewalk Repair	Sq. Ft.	19,000	\$6.57	\$124,830.00	22,000.00	\$6.57	\$269,370.00	35,666.13	-1,545.20	-\$10,151.96	-\$507.60	-\$9,644.37	21,211.33	\$139,358.44	\$4,748.40	\$144,106.84
10	404.4.2	Furnish & Install 6-inch Concrete Sidewalk/Driveway Apron Repair	Sq. Ft.	77,000	\$7.78	\$599,060.00	5,000.00	\$7.78	\$637,960.00	78,513.20	5,217.19	\$40,589.74	\$2,029.49	\$38,560.25	3,832.81	\$29,819.26	\$29,050.67	\$58,869.93
11	105.2	Adjust sewer manhole	Each	155	\$725.00	\$112,375.00	0.00	\$0.00	\$112,375.00	158.00	63.00	\$45,675.00	\$2,283.75	\$43,391.25	0.00	\$0.00	\$5,727.50	\$5,727.50
12	203.1.6	Adjust Water Valve Box	Each	55	\$100.00	\$5,500.00	0.00	\$0.00	\$5,500.00	54.00	13.00	\$1,300.00	\$65.00	\$1,235.00	0.00	\$0.00	\$270.00	\$270.00
13	306.6	Furnish and install Chimney Seal	Each	73	\$835.00	\$60,955.00	0.00	\$0.00	\$60,955.00	73.00	0.00	\$0.00	\$0.00	\$0.00	73.00	\$60,955.00	\$0.00	\$60,955.00
14	305.7	Adjust Storm Catch Basin	Each	82	\$550.00	\$45,100.00	0.00	\$0.00	\$45,100.00	80.00	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$2,200.00	\$2,200.00
15	308.2.3	Install & Maintain Catch Basin Protection Type C	Each	88	\$55.00	\$4,840.00	0.00	\$0.00	\$4,840.00	77.00	0.00	\$0.00	\$0.00	\$0.00	42.00	\$2,310.00	\$96.25	\$2,406.25
16	9999	Fine grade road base	Sq. Yd.	48,000	\$1.30	\$62,400.00	0.00	\$0.00	\$62,400.00	48,033.00	30,033.00	\$39,042.90	\$1,952.15	\$37,090.76	0.00	\$0.00	\$3,122.15	\$3,122.15
17	402.2.3.1	Furnish & Install HMA Pavement (4-inch)	Ton	10,550	\$70.00	\$738,500.00	0.00	\$0.00	\$738,500.00	10,732.66	2,710.00	\$189,700.00	\$9,485.00	\$180,215.00	3,747.66	\$262,336.20	\$24,447.50	\$286,783.70
18	402.1.5.1	Furnish and Install 1/2-inch rods	Lin. Ft.	2,100	\$1.50	\$3,150.00	0.00	\$0.00	\$3,150.00	2,000.00	-400.00	-\$600.00	-\$30.00	-\$570.00	575.00	\$862.50	\$106.88	\$969.38
19	403.2.4.7	Furnish & Install Detectable Warning Fields (Furnished by City)	Each	30	\$100.00	\$3,000.00	0.00	\$0.00	\$3,000.00	24.00	-3.00	-\$300.00	-\$15.00	-\$285.00	0.00	\$0.00	\$120.00	\$120.00
20	505.1	Furnish & Install Terracing, Fertilize, Seed & Hydromulch	Sq. Yd.	40,000	\$4.95	\$198,000.00	0.00	\$0.00	\$198,000.00	34,311.77	9,600.00	\$47,520.00	\$2,376.00	\$45,144.00	21,711.77	\$107,473.26	\$3,118.50	\$110,591.76
21	706.1	Install and Maintain Traffic Control	LS	1	\$10,525.00	\$10,525.00	0.00	\$0.00	\$10,525.00	1.00	0.30	\$3,157.50	\$157.88	\$2,999.63	0.00	\$0.00	\$526.25	\$526.25
CO#1	CO #1	Oakridge Rd Mill But Joints and Overlay	LS				1.00	\$29,250.00	\$29,250.00						\$29,250.00	\$0.00	\$29,250.00	
		<b>Total Bid</b>				<b>\$2,776,445.00</b>			<b>\$2,989,135.00</b>			<b>\$380,027.95</b>	<b>\$19,001.40</b>	<b>\$361,026.55</b>		<b>\$653,268.36</b>	<b>\$99,347.28</b>	<b>\$752,615.65</b>

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

Contractor Name: Northeast Asphalt, Inc.		Contract No.	11-23
Address: W6380 Design Dr		Contract Amount	\$486,851.00
City Greenville WI 54942			
Name of Project	Street Construction		
Location of Project	Brookwood Dr, Fairwood Dr and Hunt Ave		
Pay Request No.	FINAL	For Period	September 30, 2023 to November 3, 2023

**CONTRACT SUMMARY**

Original Contract Amount	\$486,851.00
Net Amount of Change Order	\$0.00
Adjusted Contract Amount	<u>\$486,851.00</u>

**WORK PERFORMED TO DATE**



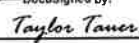
Work Performed to Date	\$416,237.08
Less Retainage of 5%. If different indicate here	\$0.00
Net Amount Earned to Date	\$416,237.08
Less Previous Payments	\$344,998.06

**BALANCE DUE THIS PAYMENT****\$71,239.02****CONTRACT BREAKOUT**

	Account Numbers	Budget Total	Contract Breakdown	Due This Estimate	Paid to Date
Storm Sewer Various	049-5203-743-0236	\$227,000.00	\$9,784.00	\$5,800.00	\$3,800.00
Sanitary Sewer-Variou Repairs	046-5001-743-0236	\$180,000.00	\$7,252.00	\$3,780.80	\$8,451.20
Street Constr-Brookwood Dr	012-4345-743-0236	\$95,900.00	\$94,000.00	\$ 12,136.42	\$66,575.57
Street Constr-Fairwood Dr	012-4344-743-0236	\$174,200.00	\$174,000.00	\$ 22,465.29	\$123,235.64
Street Constr-Hunt Ave	012-4343-743-0236	\$200,500.00	\$201,815.00	\$ 27,056.51	\$142,935.65
		<u>\$877,600.00</u>	<u>\$486,851.00</u>	<u>\$71,239.02</u>	<u>\$344,998.06</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: 12/18/23
Certified by Public Works		Date: 12-18-2023
Certified by Water Utility		Date:
Certified by Contractor	DocuSigned by:  EFAC1837DB28494	Date: 12/18/2023
	Approved BPW	Date:
	Approved Common Council (Final Payments Only)	Date:

Contract 11-23  
Street Construction  
Brookwood, Fairwood and Hunt Ave

Original Bid							Qty To Date Completed	Pay Request No.2			Pay Request FINAL				
Item Code	Item Description	UofM	QTY	Unit Price	Extension	Contractor Completed This Period QTY		Retainage Due this Period \$	Due to Contractor This Period \$	Contractor Completed This Period QTY	Retainage Owed this Period \$	Due to Contractor This Period \$			
11	105.2	Adjust sewer manhole	Each	16	\$556.00	\$8,896.00	22.00	16.00	\$8,896.00	\$444.80	\$8,451.20	6.00	\$3,336.00	\$444.80	\$3,780.80
<b>Sanitary Total</b>						\$8,896.00			\$8,896.00	\$444.80	\$8,451.20		\$3,336.00	\$444.80	\$3,780.80
12	203.1.6	Adjust Water Valve Box	Each	4	\$250.00	\$1,000.00	4.00	0.00	\$0.00	\$0.00	\$0.00	4.00	\$1,000.00	\$0.00	\$1,000.00
<b>Water Total</b>						\$1,000.00			\$0.00	\$0.00	\$0.00		\$1,000.00	\$0.00	\$1,000.00
13	306.6	Furnish and install Chimney Seal	Each	7	\$480.00	\$3,360.00	10.00	0.00	\$0.00	\$0.00	\$0.00	10.00	\$4,800.00	\$0.00	\$4,800.00
14	305.7	Adjust Storm Catch Basin	Each	10	\$400.00	\$4,000.00	12.00	0.00	\$0.00	\$0.00	\$0.00	2.00	\$800.00	\$200.00	\$1,000.00
15	308.2.3	Install & Maintain Catch Basin Protection Type C	Each	12	\$65.00	\$780.00	0.00	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$0.00	\$0.00
<b>Storm Water Total</b>						\$8,140.00			\$0.00	\$0.00	\$0.00		\$5,600.00	\$200.00	\$5,800.00
1	405.1	Sawcut Existing Bituminous Pavement	Lin. Ft.	200	\$0.90	\$180.00	100.00	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$4.50	\$4.50
2	402.2.6.1	Remove Existing Bituminous Pavement	Sq. Yd.	9500	\$1.90	\$18,050.00	9,500.00	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$902.50	\$902.50
3	403.2.5.1	Remove Concrete Curb and Gutter	Lin. Ft.	300	\$3.50	\$1,050.00	207.50	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$36.31	\$36.31
4	404.4.4	Remove Concrete Sidewalk/Driveway Apron	Sq. Ft.	3000	\$1.50	\$4,500.00	715.46	0.00	\$0.00	\$0.00	\$0.00	114.00	\$171.00	\$45.11	\$216.11
5	402.1.7.4	Unclassified Excavation	Cu. Yd.	5900	\$10.00	\$59,000.00	4,212.13	212.13	\$2,121.30	\$106.07	\$2,015.23	0.00	\$0.00	\$2,106.07	\$2,106.07
6	402.1.4.11	Furnish and Install Geogrid	Sq. Yd.	9500	\$2.10	\$19,950.00	9,816.44	316.44	\$664.52	\$33.23	\$631.29	0.00	\$0.00	\$1,030.73	\$1,030.73
7	401.1.1	Furnish and Install Base Crushed Aggregate Base	Ton	8000	\$14.80	\$118,400.00	6,819.82	286.37	\$4,238.28	\$211.91	\$4,026.37	1,533.45	\$22,695.06	\$3,911.91	\$26,606.97
8	403.2.1.8	Furnish & Install 30-inch Concrete Curb and Gutter (repair)	Lin. Ft.	300	\$71.55	\$21,465.00	207.50	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$742.33	\$742.33
9	404.4.1	Furnish & Install 4-inch Concrete Sidewalk Repair	Sq. Ft.	2000	\$9.80	\$19,600.00	254.40	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$124.66	\$124.66
10	404.4.2	Furnish & Install 6-inch Concrete Sidewalk/Driveway Apron Repair	Sq. Ft.	1000	\$12.80	\$12,800.00	356.06	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$227.88	\$227.88
17	402.2.3.1	Furnish & Install HMA Pavement (4-inch)	Ton	2100	\$77.30	\$162,330.00	2,061.05	1,800.00	\$139,140.00	\$6,957.00	\$132,183.00	261.05	\$20,179.17	\$6,957.00	\$27,136.17
18	402.1.5.1	Furnish and Install 1/2-inch rods	Lin. Ft.	300	\$2.00	\$600.00	300.00	0.00	\$0.00	\$0.00	\$0.00	50.00	\$100.00	\$25.00	\$125.00
19	403.2.4.7	Furnish & Install Detectable Warning Fields (Furnished by City)	Each	4	\$400.00	\$1,600.00	1.00	-6.00	(\$2,400.00)	(\$120.00)	(\$2,280.00)	0.00	\$0.00	\$20.00	\$20.00
16	9999	Fine grade road base	Sq. Yd.	9500	\$2.40	\$22,800.00	9,500.00	9,500.00	\$22,800.00	\$1,140.00	\$21,660.00	0.00	\$0.00	\$1,140.00	\$1,140.00
20	505.1	Furnish & Install Terracing, Fertilize, Seed & Hydromulch	Sq. Yd.	200	\$18.00	\$3,600.00	105.00	0.00	\$0.00	\$0.00	\$0.00	0.00	\$0.00	\$94.50	\$94.50
21	706.1	Install and Maintain Traffic Control	Lump Sum	1	\$2,890.00	\$2,890.00	1.00	0.50	\$1,445.00	\$72.25	\$1,372.75	0.00	\$0.00	\$144.50	\$144.50
<b>Street Total</b>						\$468,815.00			\$168,009.10	\$8,400.46	\$159,608.64		\$43,145.23	\$17,513.00	\$60,658.22
<b>Total Bid</b>						<b>\$486,851.00</b>			<b>\$176,905.10</b>	<b>\$8,845.26</b>	<b>\$168,059.84</b>		<b>\$53,081.23</b>	<b>\$18,152.80</b>	<b>\$71,239.02</b>