

**VILLAGE OF WINDSOR
VILLAGE BOARD RESOLUTION 2019-101**

**AUTHORIZATION TO EXECUTE DESIGN WORK ORDER FOR CTH DM AND
CLINTON ROAD**

WHEREAS, Baxter & Woodman (the “Engineer”) has completed the additional Stormwater Drainage and Conceptual Additional Design items for the CTH DM and Clinton Road reconstruction project (the “Project”); and

WHEREAS, a new work order is needed to accommodate the changes in design on CTH DM and to combine the Clinton Road project into one final bid package; and

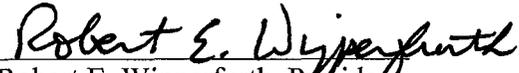
WHEREAS, the Engineer has provided Work Order Number 190918.40 for the above-referenced work in an amount not to exceed \$54,500.00; and

NOW THEREFORE, BE IT RESOLVED, by the Village Board of the Village of Windsor that it hereby resolves as follows:

1. The attached Work Order 190918.40 is approved for execution.

The above and foregoing Resolution was duly adopted at a regular meeting of the Village Board of the Village of Windsor on September 19, 2019, by a vote of 4 in favor and 0 opposed.

VILLAGE OF WINDSOR


Robert E. Wipperfurth, President

Attested by:


Christine Capstran, Clerk

Incorporated by Reference:

Baxter & Woodman Work Order 190918.40

Baxter & Woodman Memo dated September 10, 2019

**VILLAGE OF WINDSOR, WISCONSIN
CTH DM AND CLINTON ROAD FINAL DESIGN
ENGINEERING DESIGN SERVICES
WORK ORDER**

Engineer's Project No. 190918.40

Project Description:

The Project includes design for the reconstruction County Trunk Highway (CTH) DM from immediately east of the Morrisonville Road intersection to west of Bridge P-13-0920 (branch of Yahara River crossing); Clinton Road from County Highway DM to approximately 0.4 miles south; and Willow Street from Clinton Road to the southwest end.

- The Project will include removal of the roadway pavement and base, replacement with new base, geogrid as needed, and asphaltic pavement.
- The roadway cross section will utilize two 12-foot lanes, 2-foot concrete ribbon curb, 6' asphalt shoulder pavement on the south side of the roadway, sidewalk on the north side, and ditches.
- Drainage will be primarily conveyed via ditches and culverts, but curb & gutter with storm sewer will be added where possible as topographic conditions allow in order to improve drainage and minimize impacts.
- Water main improvements will include pipe replacement along with replacement of valves, hydrants, and water services along with curb boxes within the road right-of-way, including boring under the railroad.

Engineering Services:

The general provisions of this Work Order are enumerated in the Engineering Services Agreement between the Owner and Engineer dated March 20, 2019. Engineer shall provide the services set forth in Attachment A, attached hereto.

Compensation:

Compensation for the services will be in accordance with the Engineering Services Agreement dated March 20, 2019. The Owner shall pay the Engineer for the services performed or furnished under Attachment A, based upon the Engineer's standard hourly billing rates for actual work time performed plus reimbursement of out-of-pocket expenses including travel, which in total will not exceed \$54,500.

Submitted by: **Baxter & Woodman, Inc.**

By: *Gerald D. Groth*

Gerald D. Groth, PE

Title: Regional Manager

Date: _____

Approved by: **Village of Windsor, WI**

By: *Robert E. Wipperfurth*

Robert E. Wipperfurth

Title: Village President

Date: *September 19, 2019*

Attest: *Christine Capstran*

Christine Capstran, Clerk

Additional Comments and Conditions: Work does not include any additional geotechnical work including potential soil contamination verification or settlement investigations for boring under railroad.

Scope of Services

1. MANAGE PROJECT/MEETINGS

- a. Manage Project - Plan, schedule, and control the professional engineering activities that must be performed to complete the Project including budget, schedule, and scope. Coordinate with Village staff and project team to ensure the goals of the Project are achieved, and to review available data.
- b. Internal Meetings - Meet internally with project team to discuss project and coordinate design.
- c. Officials Meetings - Meet with Village staff/officials to discuss project, describe concepts and determine recommended concept to move forward.
- d. Public Meetings - Following a determination by Village staff/officials regarding recommended concept, hold public meeting to allow feedback from residents.

2. PERMIT APPLICATIONS

- a. Storm Water - Prepare and submit a permit application to the Wisconsin Department of Natural Resources for a Construction Site Storm Water Permit.
- b. Erosion/Site Disturbance - Prepare and submit a permit application to the Wisconsin Department of Natural Resources for a Notice of Intent (NOI) for Construction Projects and Dane County as needed. Initiate Endangered Resources Reviews for permitting package.
- c. Water Main - No additional WDNR Watermain Approvals are needed as WDNR Watermain Approvals have already been obtained.
- d. Railroad - Finalize permit application for the Canadian Pacific Railroad Pipeline Boring Permit.
- e. Permit fees and/or additional soil boring testing or investigations are not included in the Engineer's compensation and would be paid for separately by the Village of Windsor.

3. PLANS & SPECIFICATIONS

- Prepare contract documents consisting of a Project Manual and Drawings showing the general scope, extent, and character of construction work to be furnished and performed by the Contractor selected by the Village.
- Drawings to include typical cross-sections, construction details, erosion controls, traffic control, signing and pavement marking, plan & profile, and cross sections. The project design will be based on County road and State design standards.
- Engineer will coordinate the roadway reconstruction project with other project plans and details that may be developed for water main/sanitary sewers (Utility Project) and the Community Storm Sewer System Plan. The Village expects a complete and integrated project with regard to all infrastructure components.
- Analyze subgrade conditions to determine if geogrid or similar can be added to the typical to reduce excavation and aggregate. Include necessary provisions in the contract documents to handle the proper removal and disposal of unsuitable materials, if found.
- Modify and incorporate current Watermain plans into one plan set and bid package.

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4. PROJECT MANUAL - Prepare for review and approval by the Owner and its legal counsel the forms of construction contract documents consisting of the Notice and Instructions to Bidders, Bid Form, Agreement, Performance-Payment Bonds, General Conditions, and Supplementary Conditions, where appropriate, based upon documents prepared by the Engineers Joint Contract Document Committee (EJCDC). Prepare specifications in conformance with the format of the Construction Specification Institute.
 5. OPINION OF PROBABLE COST - Prepare summary of quantities, schedules of materials, and an Engineer's Opinion of Probable Cost.
 6. QA/QC - Prepare summary of quantities, schedules of materials, and an Engineer's Opinion of Probable Cost.
 7. SCHEDULE - The overall project schedule is based on construction occurring in 2020.
 - Approve Design Contract September 19, 2019
 - Public Information Meeting November 2019
 - Final Design December 2019
 - Advertise January 9, 2020
 - Bid Project February 4, 2020
 - Approve Construction Contract February 11, 2020
 - Construction Summer 2020

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Memo

To: Village of Windsor Public Works Committee

From: Jerry Groth, P.E.

Date: Meeting Date of September 10, 2019

Subject: Engineer's Report

Operations/Engineer's Report:

Attached please find a status update report for the various projects that we are working on with Windsor Public Works Department. This report covers Operation Items 5a to 5f.

Commission Action is requested for Items 5a and 5b.

5a) Bull Run Bike Path Updates and Change Order Request

Comment: Construction on the Bull Run Bike Path is nearly complete. A change order request has been requested from RT Voegeli Landscaping to allow for the lowering of existing sidewalk on the north side of Windsor Road that was too high in elevation to accommodate the new bike path and pedestrian ramp to meet ADA compliance and to remove a tree that was too close to the flashing pedestrian sign that would obstruct it from being seen. The total amount of the Change Order is \$2,880.00. This amount seems appropriate for the work involved. The initial bid for the project was \$63,810 and below our estimate for the work.

Commission Action is requested at this time to recommend approval of the Change Order from RT Voegeli Landscaping in the amount of \$2,880 for Village Board action.

5b) DM and Clinton Road Project Updates

Comment: We have completed the additional Stormwater Drainage Investigations and Conceptual Additional Design items for CTH DM. We met with Village staff on August 27th to discuss possible options and have agreed to pursue the following plan of action:

1. Approach Town of Vienna to help maintain their culvert crossing of DM on the west side of the intersection with Morrisonville/Ramsey Road.
2. Assist with snow plowing and ditch maintenance efforts during winter and spring on both sides of Ramsey Road, north of DM to improve drainage to the Yahara River.
3. Clean out the existing ditch behind 4718 DM to improve hydraulic flow from DM to Ramsey Road and eventually the Yahara River.
4. Approach owner of property currently behind 4718 DM to straighten out the ditch as it zig-zags its way to Ramsey Road and eventually the Yahara River.
5. Change cross section of DM to allow two 12' wide drive lanes, one 8' parking lane on south side of roadway and 5' wide sidewalk on the north side only with open ditches as shown in Alternative 4 (See Cross Section Attachment). The recommended cross section will fit in the existing ROW better, allow for improved storm drainage, replace and complete sidewalk on the north side of DM where most of it currently exists, and reduce impacts on private property, especially on the north side of DM.

A new work order to accommodate the changes in design on DM and to combine the Clinton Road project into one final bid package to meet Dane County bidding for early 2020 is attached for review and recommendation for Village Board action.

Commission Action is requested at this time to recommend the Work Order in the amounts of \$54,500 for the CTH DM and Clinton Road Final Design for Village Board action.

5c) Village Hall Drainage Project Update

Comment: Joe Daniels Construction is expected to start construction on the Village Hall Drainage Project the second week of September. Most of the disruption will be limited to the north side of Village Hall. Police Department will be alerted accordingly when they do need to install storm sewer on the west side parking lot.

No Commission Action is requested at this time.

5d) Community Center Drainage Update

Comment: The Neighborhood Community Center plan and cost to perform the work have been provided to Village for review. The drainage collection system is designed to intercept water from the downspout and roof drain and connect to a stormwater catch basin on the east corner of the Neighborhood Center with 4-inch PVC pipe. The estimated cost for the construction is estimated at \$8,500. Once the CDA approves the work, we will then solicit contractors for the work efforts.

No Commission Action is requested at this time.

5e) Well No. 3 Update

Comment: Both the PSC Construction Authorization Report and DNR Well Siting Study have been submitted, including response to an initial round of questions from PSC. Both approvals are expected in September. We have completed the well and test well drilling specifications and bidding documents. We will review the design with well drillers the week of September 9th. Finalization of the documents and bidding will follow the review with drillers and any potential DNR requests.

Well House Building Layout Options:

Initial layouts for the well and well house had the building several hundred feet north of the splash pad and parking lot. Review comments indicated that the well house should be moved closer to the parking lot, and as close to the eastern property boundary as possible. Several items dictate the location of the building and access as noted below.

1. The well must be at least 50' from nearest property boundary per DNR.
2. The well must be 200' away from sanitary sewer in Cradle Hill Drive per DNR.
3. The well house must have 25' back yard setback and 10' side yard setback per Village Ordinance.
4. We need driveway access to well head for well pump maintenance and various doors in front of and on side of the building.
5. Incorporation of a vehicular turnaround is desired to allow for Utility staff to not have to back up long distances in the park.

Several options were presented to Village staff and Park Commission. One alternative, Option 2B, received favorable comments from Village staff and Park Commission. This alternative develops a second parking lot that mimics the existing parking lot, which would then offer flexibility in providing additional parking or gating it off as necessary during periodic well maintenance.

No Commission Action is requested at this time.

5f) Windsor Crossing Village Center Update

Comment: Work on Windsor Crossing Village Center is expected to start earthwork starting early September. Work will include watermain, sanitary sewer, storm sewer and roadway for approximately 80% of the development. Baxter and Woodman, will observe the contractors work efforts.

No Commission Action is requested at this time.

Respectfully submitted,

BAXTER & WOODMAN, INC.
CONSULTING ENGINEERS



Gerald D. Groth, P.E.