

**VILLAGE OF WINDSOR
VILLAGE BOARD RESOLUTION 2019-91**

**APPROVAL OF BAXTER & WOODMAN WORK ORDER FOR CTH DM AND
CLINTON RD CONCEPTUAL DESIGN ENGINEERING DESIGN SERVICES**

WHEREAS, in designing the Clinton Rd/DM reconstruction project, the Engineer has determined the necessity to develop preliminary/conceptual design concepts for CTH DM from immediately east of the Morrisonville Road intersection to west of Bridge P-13-0920 (branch of Yahara River crossing); and,

WHEREAS, the roadway cross section options developed will be presented to Village based on the results of the CTH DM Drainage Study (190918.31); and,

WHEREAS, the Engineer has provided Work Order Number 190918.32 to complete the conceptual design concepts, develop preliminary cost estimates and design benefit/drawbacks for each concept, and continue coordination with utilities toward final design attached hereto as Exhibit A; and,

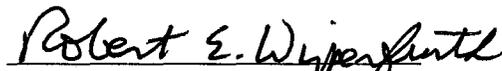
WHEREAS, the Village wishes to approve the Work Order and proceed with the Conceptual Design Engineering Design Services, as set forth herein.

NOW THEREFORE, BE IT RESOLVED, by the Village Board of the Village of Windsor as follows:

1. The attached Work Order 190918.32 is approved for execution. The Village President, Village Attorney and Staff are authorized to execute same on behalf of the Village.

The above and foregoing Resolution was duly adopted at a regular meeting of the Village Board of the Village of Windsor on August 15, 2019, by a vote of 5 in favor and 0 opposed.

VILLAGE OF WINDSOR


Robert E. Wipperfurth, President

Attested by:


Christine Capstran, Clerk

Incorporated by Reference:

Exhibit A: Baxter & Woodman Work Order 190918.32
Engineering Services Agreement dated March 20, 2019

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

Engineer's Project No. 190918.32

Project Description:

The Project includes developing preliminary/conceptual design concepts for 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). The roadway cross section options will be presented to Village based on the results of the CTH DM Drainage Study (190918.31).

- Develop preliminary cost estimates and design benefits/drawbacks for each concept
- Begin and continue coordination with utilities toward final design
- Field verify existing conditions and impacts of each design concept
- Meetings with Village staff/officials as well as the public to describe preliminary concepts

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 \$19,900.

<p>Submitted by: Baxter & Woodman, Inc.</p> <p>By: <u>Gerald D. Groth</u> Gerald D. Groth, PE</p> <p>Title: Regional Manager</p> <p>Date: <u>July 31, 2019</u></p>	<p>Approved by: Village of Windsor, WI</p> <p>By: <u>Robert E. Wipperfurth</u> Robert E. Wipperfurth</p> <p>Title: Village President</p> <p>Date: <u>8-15-19</u></p> <p>Attest: <u>Christine Capstran</u> Christine Capstran, Clerk</p>
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Additional Comments and Conditions: None.

Project Description

The Project includes developing preliminary/conceptual design concepts for 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). The roadway cross section options will be presented to Village based on the results of the CTH DM Drainage Study (190918.31).

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. **UTILITY COORDINATION** – Obtain utility company system maps. Confer on an ongoing basis with all utility facility owners in the project vicinity to establish mutual understanding on design features of the Project affecting utility facilities. Keep the Village informed of all such coordination activities.
3. **DEVELOP CONCEPTS** – Develop roadway design concepts based on results of the CTH DM Drainage Study (190918.31). Provide combination of rural ditches, culverts, curb and gutter, storm sewer, parking, and sidewalk that provides the greatest drainage benefits with the least impact to adjacent properties.
4. **COST ESTIMATE** - Prepare a preliminary cost estimate as well as design benefits/drawbacks for each concept.
5. **SCHEDULE** - The overall project schedule is based on construction occurring in 2020. Conceptual designs to be completed in August 2019.

PROFESSIONAL SERVICES ESTIMATE

Team Member BAXTER & WOODMAN CONSULTING ENGINEERS		Project: 190918.32 - WINDS - CTH DM Conceptual Road Design					Date: 7/25/2019	Reimb. Expense	Totals	Comments
Discipline: Transportation		Title	Professionals							
Prepared by: RW	Approved By	Grade	Sr Engineer	Engineer	Jr Engineer	GIS Spec	Admin			
Rate			\$145	\$110	\$90	\$110	\$80	----		
Task Description		Hrs	Hrs	Hrs	Hrs	Hrs	Hrs	----		
Manage Projects/Meetings										
Manage Project		5	10							
Internal Meetings (2x)		8	6	6						
Officials Meetings (2x)		2	8					\$200		
Public Meetings (1x)		2	4	4				\$200		
Sub-Total Hours		17	28	10				----	55	
Sub-Total Costs		\$2,465	\$3,080	\$900				\$400	\$6,845	
Utility Coordination										
Obtain utility maps			2	4						
Coordinate utility locations			2	15						
Coordinate utility re-location			4	10						
Sub-Total Hours			8	29				----	37	
Sub-Total Costs			\$880	\$2,610					\$3,490	
Develop Design Concepts										
Develop Cross Sections		2	4	15						
Field Evaluations			5	5				\$100		
Determine Property Impacts		2	5	10						
Create typicals and exhibits		2	4	15						
Sub-Total Hours		6	18	45				----	69	
Sub-Total Costs		\$870	\$1,980	\$4,050				\$100	\$7,000	
Cost Estimate										
Create baseline estimate			4	12						
Develop general costs and pros/cons of alternatives			2	8						
Sub-Total Hours			6	20				----	26	
Sub-Total Costs			\$660	\$1,800					\$2,460	
Total Hours		23	60	104				----		
Total Cost		\$3,335	\$8,600	\$9,360				\$500	\$19,795	