



11. Review and consideration of pump repairs at Well #7 and #8
  12. Review and consideration of professional engineering services for design of iron and manganese removal facility at Well #9
  13. Review and consideration of change order number one for 2013 Sand lake Road project
  14. Pay Estimates: Strand Associates, Short Elliot Hendrickson Inc., MSA Professional Services, Inc., Mathy Construction, Haas Sons, Winona Mechanical, A-1 Excavating, Wapasha Construction, State of Wisconsin Department of Transportation and any other contractor/developer.
  15. ~~Adjournment~~
-

# **STAFF REVIEW SUMMARY**

## CITY OF ONALASKA BOARD OF PUBLIC WORKS

January 7, 2013

**Agenda Item:**

**#4**

**Project/Item Name:**

Solid waste/recycling services

**Location:**

Citywide

**Requested Action:**

Discussion of automated cart size

**Staff Report/Description:**

The Common Council has authorized property owners for a one time choice of automated cart size. Discussion will be needed on the notification of this choice, choice of cart size after one time change out, and costs for change out. Costs will be received from City contractor and distributed at meeting for discussion.

**Attachments:**

Notification letter and proposed timeline



## CITY OF ONALASKA

415 MAIN STREET  
ONALASKA, WISCONSIN 54650-2953  
[www.cityofonalaska.com](http://www.cityofonalaska.com)

**Engineering/Public Works Dept.**  
PHONE: (608) 781-9537  
FAX: (608) 781-9506

# DRAFT

February xx, 2014

Dear Property Owner:

The City of Onalaska has recently moved to automated cart collection for solid waste services. Your property was delivered a 65 gallon automated cart for refuse (Brown) and a 65 gallon automated cart for recycling (Blue) in December of 2013. The City of Onalaska Common Council has authorized a one-time change of automated cart size at no charge. Property owners can request a smaller 35 gallon or larger 95 gallon cart for either refuse or recycling. Please be advised that both carts do not need to be the same size and/or that you may keep one of the existing carts and request an alternate size for the other cart.

Property owners should be aware that if the 35 gallon cart is overfilled or materials are compressed, it may not completely empty during the pickup process. If this occurs the contracted Hauler will not be providing a second pick up of the cart.

Please return the enclosed postcard if you wish to change the size of your automated carts. Requests for change of size must be made by **April 2, 2014** after which a charge will be levied for any cart size changes.

It is anticipated the cart change out will occur in June of 2014. A follow up letter with instructions and specific timing will be mailed to those participating prior to the delivery.

We apologize for any inconveniences and ask for your patience as the cart size transition is made. If you have any further questions please call the Recycling Hotline at 608-781-9500.

Sincerely,

C Jarrod Holter, P.E.  
City Engineer

## Automated cart size change

### Timeline

- January 7, 2014 Board of Public Works approval of notification and costs
- January 14, 2014 Common Council approval of notification and costs
- February 17, 2014 Notification of cart size choice sent to property owners
- April 2, 2014 Deadline for property owners to notify City of request for alternate cart size
- Mid April 2014 Cart order placed
- First week of June 2014 Carts delivered

# **STAFF REVIEW SUMMARY**

## CITY OF ONALASKA BOARD OF PUBLIC WORKS

January 7, 2013

**Agenda Item:** #5

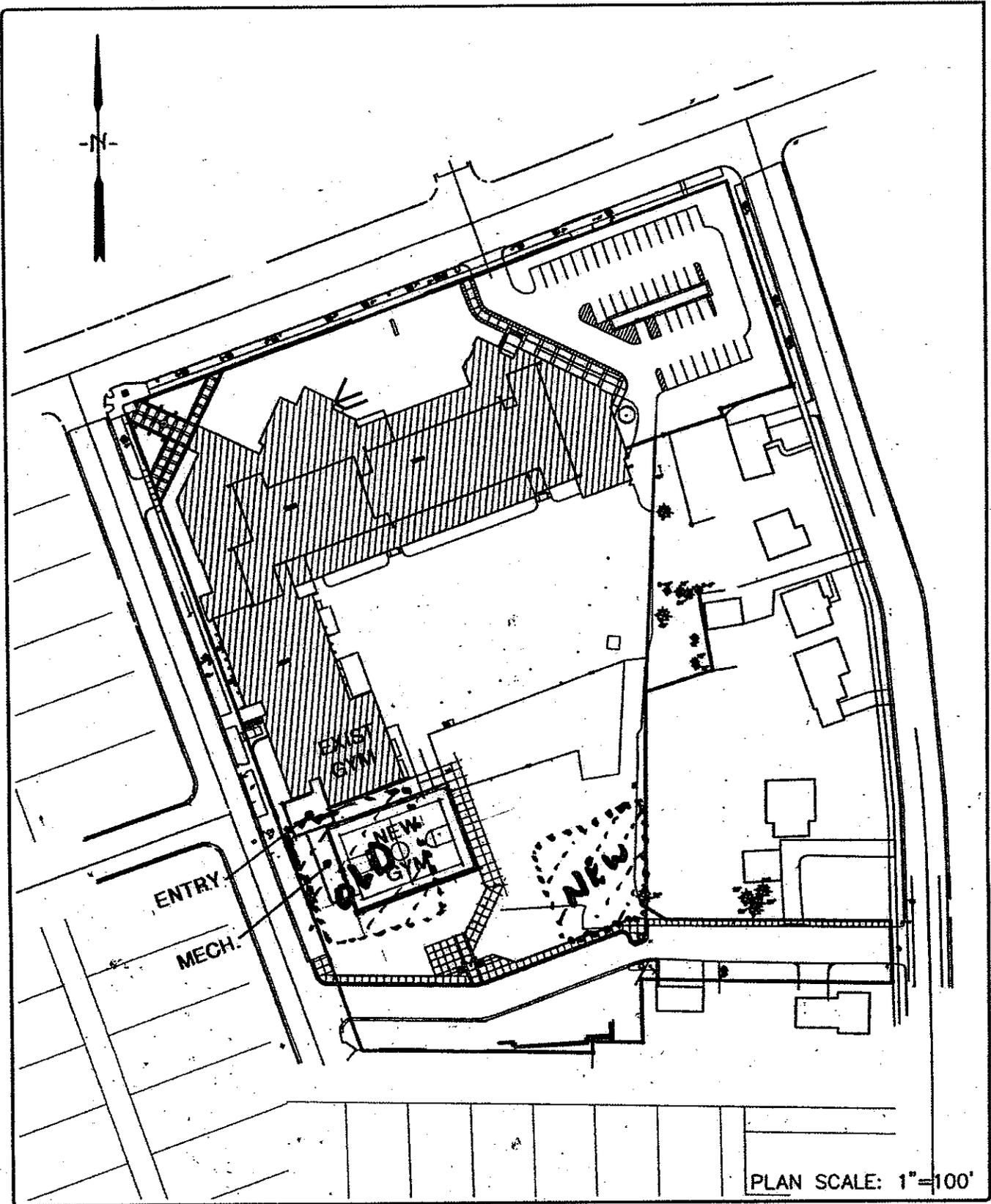
**Project/Item Name:** Irving Pertzsch School future well site

**Location:** 200 block 5<sup>th</sup> Ave. South

**Requested Action:** Discussion of future well site

**Staff Report/Description:** Currently a 100 foot by 100 foot future well site is laid out at the Irving Pertzsch school. Proposed future additions to the school would encroach upon the outlined area. Another suitable area is available on the school site to the East. City staff feel the alternate site could be used for a future well.

**Attachments:** Map



PLAN SCALE: 1"=100'

**PERTZSCH SCHOOL**  
**ONALASKA, WISCONSIN**  
**DATE: 11/25/2013**

**PARAGON ASSOCIATES**  
 Environmental Design & Consulting  
 CIVIL ENGINEERING · LANDSCAPE ARCHITECTURE · SURVEYING  
 632 COPELAND AVENUE, LA CROSSE, WI 54603  
 Tel. 608.781.3110 Fax. 608.781.3197 Paragon-Associates.biz

# **STAFF REVIEW SUMMARY**

## **CITY OF ONALASKA BOARD OF PUBLIC WORKS**

January 7, 2013

**Agenda Item:** #6

**Project/Item Name:** Safe Routes to School

**Location:** Northern Hills and Onalaska Middle Schools

**Requested Action:** Approval of revised State/Municipal agreement

**Staff Report/Description:** Revised agreement will move surplus monies designated for project design to project construction.

**Attachments:** State/Municipal agreement



**REVISION #3**

**STATE/MUNICIPAL AGREEMENT  
FOR A LOCAL LET SAFE ROUTES  
TO SCHOOL (SRTS) PROJECT**

*This agreement supersedes the agreement signed by the Project Sponsor on November 13, 2012 and approved by the State on November 19, 2012.*

Subprogram #: 217

Program Name: Safe Routes to School

Revised Date #3: November 21, 2013

Revised Date #2: November 5, 2012

Revised Date #1: March 12, 2010

Original Date: April 1, 2009

I.D.: 5991-02-46/48

Project Title: City of Onalaska, Pedestrian Improvements

Location/Limits (as applicable): Quincy Street to Troy Street

Project Length (if applicable): N/A

Project Sponsor: City of Onalaska

County: La Crosse County

MPO Area: La Crosse

The signatory, City of Onalaska, hereinafter called the Project Sponsor, through its undersigned duly authorized officers or officials, hereby requests the State of Wisconsin Department of Transportation, hereinafter called the State, to initiate and effect the transportation project hereinafter described.

Wisconsin Statute 85.029 authorizes the State to administer a program to award grants of assistance to any political subdivision or state agency for infrastructure related projects and to any state agency, county, local government unit, Indian tribe or private non-profit organization for non-infrastructure-related activities, consistent with federal law promulgated under PL 109-59, section 1404.

The authority for the Project Sponsor to enter into this agreement with the State is provided by Sections 86.25(1), (2), and (3) and Section 66.0301 of the Statutes.

**NEEDS AND ESTIMATE SUMMARY:**

All components of the project must be defined in the environmental document if any portion of the project is federally funded. The Project Sponsor agrees to complete all participating and any non-participating work included in this improvement consistent with the environmental document. No work on final engineering and design may occur prior to approval of the environmental document.

Proposed Project - Nature of work: Sidewalk and drop-off lane construction and sign installation.

Need for or Benefits of Project – summarize reasons for request: This project will provide safer travel for students by adding sidewalk and designated drop off area.

Describe non-participating work included in the project and other work necessary to completely finish the project that will be undertaken independently by the Project Sponsor. Please note that non-participating components of a project/contract are considered part of the overall project and will be subject to applicable federal requirements: None.

The Project Sponsor agrees to the following Calendar Year 2008 Safe Routes to School Program project funding conditions:

The subject project is funded with 100% federal funding up to a maximum of \$116,194 for all federally-funded project phases when the Project Sponsor agrees to provide funds in excess of the \$116,194 federal funding maximum, in accordance with Safe Routes to School program guidelines. Non-participating costs are 100% the responsibility of the Project Sponsor. Any work performed by the Project Sponsor prior to federal authorization is not eligible for federal funding. The Project Sponsor will be notified by the State when each project phase or ID is authorized and available for charging.

This project is subject to a DBE goal assessment of 15% of the construction project cost. The DBE goal is waived if the Project Sponsor constructs the project under an approved Local Force Account (LFA) Agreement. The Catalogue of Federal Domestic Assistance (CFDA) number for this project is 20.205 – Highway Planning and Construction.

**The subject project must be completed by June 30, 2014, and the Project Sponsor must submit a project completion certificate to WisDOT central office on or before the same date.**

In the summary funding table below, the federal share of the total estimated cost distribution indicates the maximum amount of federal funding available to the project, to be distributed across federally-funded project phases. The final Project Sponsor share is dependent on the final federal participation, and the actual costs will be used in the final division of costs for billing and reimbursement.

PHASE	SUMMARY OF COSTS				
	Total Est. Cost	Federal Funds	%	Project Sponsor Funds	%
<b>ID 5991-02-46</b>					
Design	\$24,931	\$24,931	100%*	\$0	BAL*
State Review #	\$11,000	\$11,000			
<b>ID 5991-02-48</b>					
Participating Construction	\$74,694	\$74,694	100%*	\$0	BAL*
Non-Participating Construction	\$0	\$0	0%	\$0	100%
State Review #	\$5,569	\$5,569	100%	\$0	BAL*
<b>Total Est. Cost Distribution</b>	<b>\$116,194</b>	<b>\$116,194</b>	<b>MAX</b>	<b>\$0</b>	<b>N/A</b>

\*This project has a Safe Routes to School Program federal funding maximum of \$116,194. This maximum is cumulative for all federally funded project phases.

# Review costs are administered and paid for by WisDOT. The Project Sponsor will be billed for any required local match and for costs beyond the cumulative federal or state funding.

This request is subject to the terms and conditions that follow (pages 3–9) and is made by the undersigned under proper authority to make such request for the designated Project Sponsor and upon signature by the State shall constitute agreement between the Project Sponsor and the State. No term or provision of neither this State/Municipal Agreement nor any of its attachments may be changed, waived or terminated orally but only by an instrument in writing duly executed by both parties to this State/Municipal Agreement.

Signed for and in behalf of: City of Onalaska (please sign in blue ink.)

Name	Title	Date
------	-------	------

Signed for and in behalf of the State:

Name	Title	Date
------	-------	------

## **GENERAL TERMS AND CONDITIONS:**

1. All projects must be in an approved Transportation Improvement Program (TIP) or State Transportation Improvement Program (STIP) prior to requesting authorization.
2. Work prior to federal authorization is ineligible for federal funding. The Project Sponsor will be notified by the State when each project phase or ID is authorized and available for charging.
3. The initiation and accomplishment of the project will be subject to the applicable federal and state regulations, as referenced in the document *A Sponsor's Guide to Non-Traditional Project Implementation*. The Project Sponsor, throughout the entire project, commits to comply with and promote all applicable federal and state laws and regulations that include, but are not limited to, the following:
  - a. Environmental requirements, including but not limited to those set forth in 23 U.S.C. 139 and the National Environmental Policy Act (42 U.S.C. 4321 et seq.).
  - b. Equal protection guaranteed under the U.S. Constitution, WI Constitution, Title VI of the Civil Rights Act and Wis. Stat. 16.765. The Project Sponsor agrees to comply with and promote applicable Federal and State laws, Executive Orders, regulations, and implementing requirements intended to provide for the fair and equitable treatment of individuals and the fair and equitable delivery of services to the public. In addition the Project Sponsor agrees not to engage in any illegal discrimination in violation of applicable Federal or State laws and regulations. This includes but is not limited to Title VI of the Civil Rights Act of 1964 which provides that "no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance." The Project Sponsor agrees that public funds, which are collected in a nondiscriminatory manner, should not be used in ways that subsidize, promote, or perpetuate illegal discrimination based on prohibited factors such as race, color, national origin, sex, age, physical or mental disability, sexual orientation, or retaliation.
  - c. All DBE requirements that the State specifies.
  - d. Federal and state statutes that govern the Safe Routes to School Program, including but not limited to PL 109-59 and Wis. Stat. 85.029.
4. Additional applicable state and federal requirements may include, but are not limited to, the following:
  - a. Prevailing wage requirements, including but not limited to 23 U.S.C. 113 and Wis. Stat. 103.50.
  - b. Buy America Provision and its equivalent state statutes, set forth in 23 U.S.C. 313 and Wis. Stat. 16.754.
  - c. Competitive bidding requirements set forth in 23 U.S.C. 112 and Wis. Stat. 84.06.

## **STATE RESPONSIBILITIES AND REQUIREMENTS:**

5. Funding for the project is subject to inclusion in Wisconsin's approved Safe Routes to School program. Federal funding will be limited to participation in the costs of the following items, as applicable to the project:
  - a. The grading, base, pavement, and curb and gutter, sidewalk, and replacement of disturbed driveways in kind.
  - b. Storm sewer mains necessary for the surface water drainage.
  - c. Catch basins and inlets for surface water drainage of the improvement, with connections to the storm sewer main.

- d. Construction engineering incident to inspection and supervision of actual construction work (except for inspection, staking, and testing of sanitary sewer and water main).
  - e. Signing and pavement marking, including marking of detour routes. Detour routes and haul roads are not eligible on local projects.
  - f. New installations or alteration of street lighting and traffic signals or devices.
  - g. Landscaping.
  - h. Preliminary Engineering.
  - i. Management Consultant and State Review Services.
6. Project items purchased with federal funding are for the primary use of the Safe Routes to School program.
7. State Disbursements:
- a. Payment by the State to the Project Sponsor shall be made on a regular basis upon presentation of vouchers for expenditures incurred during prior periods of the project duration subject to the allowable maximum payment. Exceptions to this schedule will be made as appropriate. In general, State reimbursements will be made after sufficient proof of payment is sent to the state.
  - b. A final adjustment of state payments will be made upon completion of the State's audit of the project. If the State's audit establishes that the State paid more than its share of the eligible project costs, the Project Sponsor shall refund to the State upon demand a sum equal to the overpayment.

**PROJECT SPONSOR RESPONSIBILITIES AND REQUIREMENTS:**

8. Work necessary to complete the Safe Routes to School Program project to be financed entirely by the Project Sponsor or other utility or facility owner includes the items listed below, when applicable to the project.
- a. New installations of or alteration of sanitary sewers and connections, water, gas, electric, telephone, telegraph, fire or police alarm facilities, parking meters, and similar utilities.
  - b. Damages to abutting property after project completion due to change in street or sidewalk widths, grades or drainage.
  - c. Detour routes and haul roads. The Project Sponsor is responsible for determining the detour route.
  - d. Conditioning, if required and maintenance of detour routes.
  - e. Repair of damages to roads or streets caused by reason of their use in hauling materials incident to the improvement.
  - f. All work related to underground storage tanks and contaminated soils.
  - g. Street and bridge width in excess of standards, in accordance with the current WisDOT Facilities Development Manual (FDM).
  - h. Real estate for the improvement.
9. The work eligible for federal and state participation will be administered by the Project Sponsor. The project sponsor is an eligible recipient of these grant funds pursuant to Section 1404(e) of SAFETEA-LU.
10. Where applicable, all contracts will be let by competitive bid and awarded to the lowest responsible bidder in accordance with the requirements set forth in 23 U.S.C. 112 and Wis. Stat. 84.06. Where applicable, all

contracts for design related services shall be awarded and administered in accordance with the requirements of 23 CFR 172 and procedures published in the Wisconsin Department of Transportation Facilities Development Manual (FDM), Chapter 8, Consulting Services.

11. The project, in accordance with its scope, must employ the services of a registered professional engineer, architect or landscape architect, to be responsible for design and construction engineering and related activities.
12. A copy of the plans, specifications, and estimates containing the engineer's, architect's, or landscape architect's seal as prepared for bidding purposes (in accordance with project scope) must be provided to the State for approval prior to advertising the project for bids.
13. The improvement will take place in accordance with the appropriate standards unless an exception to standards is granted by the State prior to construction. The entire cost of the construction project, not constructed to standards, will be the responsibility of the Project Sponsor unless such exception is granted.
14. Work to be performed by the Project Sponsor without Federal funding participation, necessary to ensure a complete improvement acceptable to the Federal Highway Administration and/or the State may be done in a manner at the election of the Project Sponsor but must be coordinated with all other work undertaken during construction.
15. The Project Sponsor is responsible for financing administrative expenses related to Project Sponsor responsibilities.
16. Under Section 1404(j) of P.L. 109-59 Act Aug. 10, 2005 SAFETEA-LU, all Safe Routes to Schools projects shall be treated as projects on a Federal-aid system under chapter 1 of Title 23, United States Code. Section 1404 is included in Title 1 of SAFETEA-LU and is therefore subject to the Federal Disadvantaged Business Enterprise program authorized by Section 1101(b) (2) of SAFETEA-LU. The Project Sponsor will assume all responsibility for complying with the applicable Disadvantaged Business Enterprise (DBE) goal assigned to this project. This project is subject to a DBE goal assessment of 15% of the construction project cost. The DBE goal is waived if the Project Sponsor constructs the project under an approved Local Force Account (LFA) Agreement
17. The Project Sponsor will not proceed with any contract revisions without first receiving prior approval from the State. A contract change order must be executed for revisions to the contract prior to the Project Sponsor's request for reimbursement for the revisions.
18. If reviews or audits show any of the work to be ineligible for Federal funding, the Project Sponsor will be responsible for any withdrawn costs associated with the ineligible work.
19. If the Project Sponsor should withdraw the project, it will reimburse the State for any costs incurred by the State on behalf of the project.
20. The Project Sponsor is required to conduct pre and post project/activity surveys using the SRTS Parent Survey and Student Tally Sheets. The results will be provided to the State at the conclusion of the project.
21. The Project Sponsor will assume all responsibility for retaining a complete project file that includes not only construction documentation but also copies of letting documents, all local and State submittals and approvals contained in these instructions, and other pertinent documents to support project procurement, development, implementation and cost and any other item required by 49 CFR part 18 and submitting such information, upon request, in order to receive reimbursement. The Project Sponsor will keep all project records and have them available for inspection by representatives of the Federal Government and the State and will furnish copies thereof when requested.

22. Federal Single Audits of the Project Sponsor:

- a. The Project Sponsor shall have a single organization audit performed by a qualified independent auditor if required to do so under Federal law and regulations. (See Federal Office of Management and Budget (OMB) Circular No. A-133).
- b. This audit shall be performed in accordance with federal OMB Circular No. A-133 and State single audit guidelines issued by the Wisconsin Department of Administration (DOA).
- c. The Project Sponsor will keep records of costs of construction, inspection tests, and maintenance done by it to enable the Federal Government and the State to review the amount and nature of the expenditure for those purposes. Such accounting records and any other related records shall be retained for three years from the date of final payment. If any litigation, claim, or audits are started before the expiration of the three year period, the records shall be retained until all litigations, claims or audit findings involving the records have been resolved.

23. In connection with the performance of work under this State/Municipal Agreement, the Project Sponsor agrees not to discriminate against any employee or applicant for employment because of age, race, religion, color, handicap, sex, physical condition, developmental disability as defined in S. 51.01(5), sexual orientation or national origin. This provision shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. Except with respect to sexual orientation, the Project Sponsor further agrees to take affirmative action to ensure equal employment opportunities. The Project Sponsor agrees to post in conspicuous places, available for employees and applicants for employment, notices to be provided by the employment officer setting forth the provisions of the nondiscrimination clause.

24. The Project Sponsor will include in all contracts executed by them a provision obligating the contractor not to discriminate against any employee or applicant for employment because of age, race, religion, color, handicap, sex, physical condition, developmental disability as defined in s. 51.01 (5), sexual orientation as defined in s. 111.32 (13m), or national origin.

25. When applicable to the project, the Project Sponsor will at its own cost and expense:

- a. Maintain all portions of the project that lie within its jurisdiction (to include, but not limited to, cleaning storm sewers, removing debris from sumps or inlets, and regular maintenance of the catch basins, curb and gutter, parking lanes, bicycle lanes, trails, and other facilities, sidewalks and other pedestrian facilities, and other project infrastructure) for such maintenance through statutory requirements in a manner satisfactory to the State, and will make ample provision for such maintenance each year. The Project Sponsor will ensure that facilities are available in all weather conditions, including clearing snow from sidewalks and multi-use trails.
- b. Regulate [or prohibit] parking at all times in the vicinity of the proposed improvements during their construction.
- c. Regulate [or prohibit] all parking at locations where and when the pavement area usually occupied by parked vehicles will be needed to carry active traffic in the street.
- d. Assume general responsibility for all public information and public relations for the project and to make fitting announcement to the press and such outlets as would generally alert the affected property owners and the community of the nature, extent, and timing of the project and arrangements for handling traffic within and around the projects.
- e. Use the *WisDOT Utility Accommodation Policy* unless it adopts a policy, which has equal or more restrictive controls.
- f. Provide maintenance and energy for lighting.

- g. Provide proper care and maintenance of all landscaping elements of the project including replacement of any plant materials damaged by disease, drought, vandalism or other cause.

26. It is further agreed by the Project Sponsor that:

- a. The Project Sponsor assumes full responsibility for the design, installation, testing and operation of any sanitary sewer and water main infrastructure within the improvement project and relieves the State and all of its employees from liability for all suits, actions, or claims resulting from the sanitary sewer and water main construction under this State/Municipal Agreement.
- b. The Project Sponsor assumes full responsibility for the plans and special provisions provided by their designer or anyone hired, contracted or otherwise engaged by the Project Sponsor. The Project Sponsor is responsible for any expense or cost resulting from any error or omission in such plans or special provisions. The Project Sponsor will reimburse the State if the State incurs any cost or expense in order to correct or otherwise remedy such error or omission or consequences of such error or omission.
- c. The Project Sponsor will be 100% responsible for all costs associated with utility issues involving the Contractor, including costs related to utility delays.
- d. All signs and traffic control devices and other protective structures erected on or in connection with the project including such of these as are installed at the sole cost and expense of the Project Sponsor or by others, will be in conformity with such "Manual on Uniform Traffic Control Devices" as may be adopted by the American Association of State Highway and Transportation Officials, approved by the State, and concurred in by the Federal Highway Administration.

**27. The subject project must be completed by June 30, 2014, and the Project Sponsor must submit a project completion certificate to WisDOT central office on or before the same date.**

#### **LEGAL RELATIONSHIPS:**

28. Responsibility for Damage and Tort Claims: The Project Sponsor and the Project Sponsor's surety shall indemnify and save harmless the State, its officers and employees, from all suits, actions or claims of any character brought because of any injuries or damages received or sustained by any person, persons or property on account of the operations of the Project Sponsor; or on account of or in consequence of any neglect in safeguarding the work; or because of any act or omission, neglect or misconduct of the Project Sponsor; or because of any claims or amounts recovered for any infringement by the Project Sponsor of patent, trademark or copyright; or from any claims or amounts arising or recovered under the Worker's Compensation Act, relating to the Project Sponsor's employees; or any other law, ordinance, order or decree relating to the Project Sponsor's operations. So much of the money due the Project Sponsor under and by virtue of the contract as shall be considered necessary by the State for such purposes, may be retained for the use of the State; or, in case no money or insufficient money is retained, the Project Sponsor's surety may be held until such suit or suits, action or actions, claim or claims for injuries or damages as aforesaid shall have been settled and suitable evidence to that effect furnished to the State; except that money due the Project Sponsor will not be withheld when the Project Sponsor produces satisfactory evidence that the Project Sponsor is adequately protected by public liability and property damage insurance. The Project Sponsor also shall comply with all of the above requirements indemnifying and saving harmless the county, town, or municipality in which the improvement is made and each of them separately or jointly and officers and employees.

The State shall not be liable to the Project Sponsor for damages or delays resulting from work by third parties. The State also shall be exempt from liability to the Project Sponsor for damages or delays resulting from injunctions or other restraining orders obtained by third parties except where the damage or delay is a direct result of an injunction or restraining order obtained by a citizen's action alleging violations of 42 U.S.C. 4331 - 4332, 23 U.S.C. 138 or Public Law 91-646.

It shall be the Project Sponsor's responsibility to see that all of the contract operations incident to the completion of the contract are covered by public liability and property damage liability insurance so the general public or any representative of the contracting authority may have recourse against a responsible

party for injuries or damages sustained as a result of the contract operations. This requirement shall apply with equal force, whether the work is performed by the Project Sponsor, by a subcontractor or by anyone directly or indirectly employed by either of them.

It is the express intent of this provision that a Project Sponsor that is a county, town or municipality may and should contractually pass on this entire Responsibility for Damage and Tort Claims provision to any public and private entities with which it may subcontract any of the work covered by this agreement.

- a. The word, "surety" in the above paragraphs refers to the issuer of a payment and performance bond under section 779.14 Wis. Stats. (1997 - 98).
- b. Nothing in this section should be construed as a waiver of any statutory defenses that may be available to any governmental party.

29. The Project Sponsor, also known as the primary participant, as that term is defined in 49 CFR Part 29, certifies to the best of its knowledge and belief, that it and its principals, as that term is defined in 49 CFR Part 29:

- a. Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded by any State of Wisconsin or Federal department or agency;
- b. Have not, within a three year period preceding this State/Municipal Agreement, been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public (Federal, State or Local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- c. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated above;
- d. Have not within a three-year period preceding this agreement had one or more public transactions (Federal, State or local) terminated for cause or default; and
- e. That all grantees, contractors, and suppliers, including what is also known as lower tier participants as that term is used in 49 CFR Part 29 and the Appendix to Part 29 -- Covered Transactions, have certified in writing that neither they or their principals are presently debarred, suspended, proposed for debarment or suspension, have been declared ineligible, or have voluntarily been excluded from participating in this or any other Federal, state or local transaction by any Federal, State or local department, agency or official.

30. Contract Modification: This State/Municipal Agreement can only be modified by written instruments duly executed by both parties. No term or provision of neither this State/Municipal Agreement nor any of its attachments may be changed, waived or terminated orally.

31. Binding Effects: All terms of this State/Municipal Agreement shall be binding upon and inure to the benefits of the legal representatives, successors and executors. No rights under this State/Municipal Agreement may be transferred to a third party. This State/Municipal Agreement creates no third-party beneficiary rights to be held by any person or entity who is not a party to this State/Municipal Agreement. Nor does it accord on any non-party the right of enforcement.

32. Choice of Law and Forum: This State/Municipal Agreement shall be interpreted and enforced in accordance with the laws of the State of Wisconsin. The Parties hereby expressly agree that the terms contained herein and in any deed executed pursuant to this State/Municipal Agreement are enforceable by an action in the Circuit Court of Dane County, Wisconsin.

33. Nothing in this State/Municipal Agreement shall be construed as a waiver of the State's sovereign immunity.

## PROJECT FUNDING CONDITIONS

34. The Project Sponsor agrees to the following Calendar Year 2008 Safe Routes to School program project funding conditions:
- a. ID 5991-02-46: Design and any related review costs are funded with 100% federal funding. This phase includes Plan Development, Management Consultant Review, and State Review. The work includes project review, approval of required reports and documents and processing the final PS&E document for award of the contract. These costs are subject to the cumulative project federal funding cap.
  - b. ID 5991-02-48: Construction:
    - i. Costs for participating construction items and any related review costs are funded with 100% federal funding. These costs are subject to the cumulative project federal funding cap.
  - c. The maximum participation of federal funding will be limited to 100% of the actual eligible project cost or the total cost distribution of Transportation Safe Routes to School program funds shown on page 2 of this State/Municipal Agreement, whichever is less. The project federal/earmark funding maximum of **\$116,194** is cumulative for all federal/ earmark funded project phases. **This State/Municipal Agreement revision #3 transfers \$3,736 in federal funding from design ID 5991-02-46 state review to construction ID 5991-02-48 state review; and includes the completion date of 6/30/14.**

[End of Document]

# **STAFF REVIEW SUMMARY**

## CITY OF ONALASKA BOARD OF PUBLIC WORKS

January 7, 2013

Agenda Item: #7

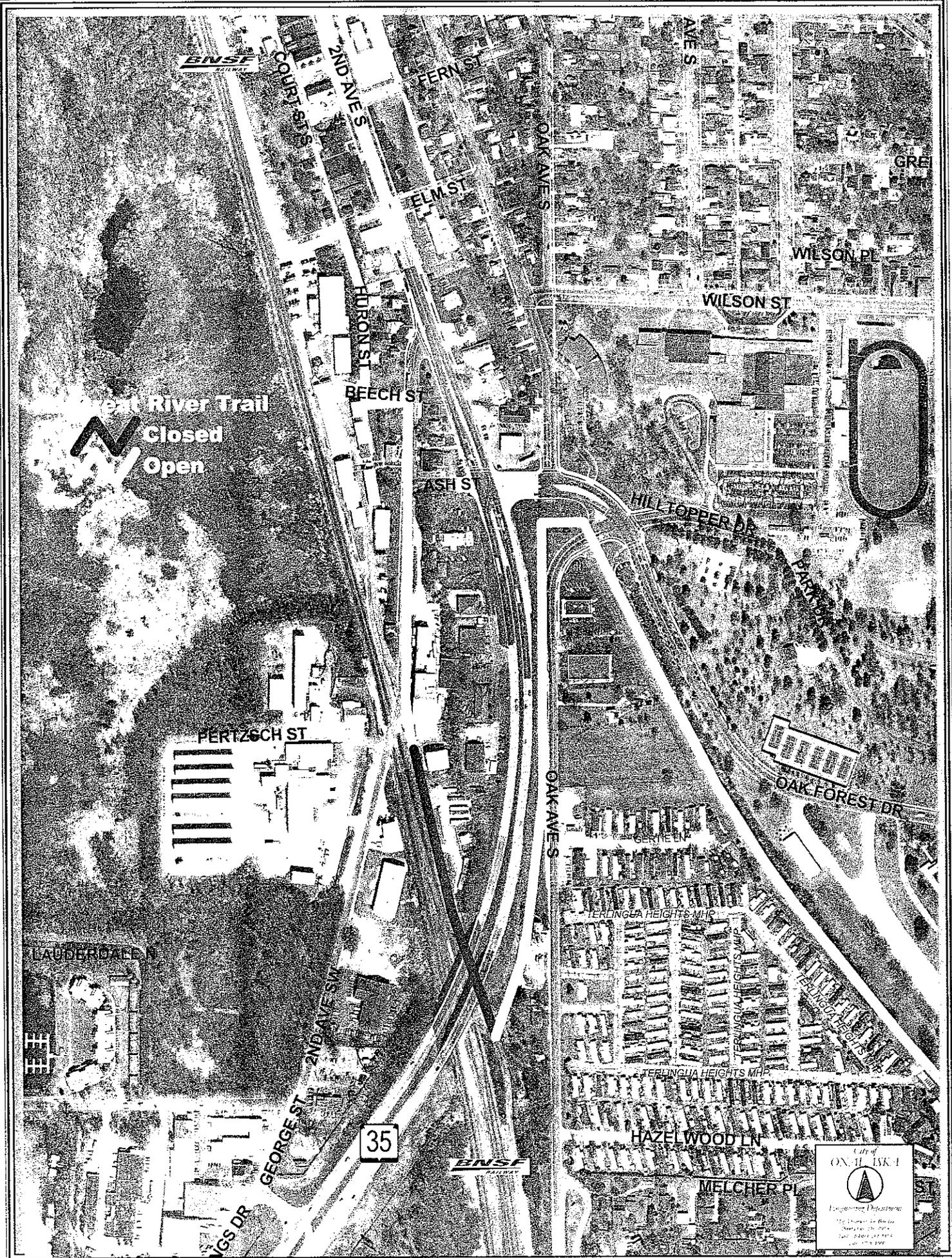
Project/Item Name: Snowmobile trail

Location: STH 35 and Oak Forest Drive

Requested Action: Discussion on snowmobile trail alignment

Staff Report/Description: Snowmobile trail under STH 35 has been closed at railroad tracks. Snowmobile club is looking at alternate routes.

Attachments: Map



Great River Trail  
Closed  
Open

BNSF

BNSF

35

City of  
**ON. IL. ISK-1**  
Engineering Department  
150 Chambers St. Suite 200  
Lisle, IL 60532  
630.329.1000

# **STAFF REVIEW SUMMARY**

## CITY OF ONALASKA BOARD OF PUBLIC WORKS

January 7, 2013

Agenda Item: #8

Project/Item Name: East Main Street reconstruction Project

Location: East Main Street

Requested Action: Discussion on project

Staff Report/Description: Staff is looking at bidding this project for summer construction. Items of discussion are driveway closures, pedestrian improvements, center turn lane, public involvement, etc.

Attachments: Letter to businesses, plan sheets



## **CITY OF ONALASKA**

415 MAIN STREET  
ONALASKA, WISCONSIN 54650-2953  
[www.cityofonalaska.com](http://www.cityofonalaska.com)

**Engineering/Public Works Dept.**  
PHONE: (608) 781-9537  
FAX: (608) 781-9506

December 20, 2013

Dear Resident/Property Owner/Business Owner:

The City of Onalaska Board of Public Works and Engineering Department, wishes to advise you of the 2014 East Main Street Reconstruction project being proposed for construction in the summer of 2014. The project is currently being designed and is scheduled to be publicly bid in early 2014. The proposed construction will take place from the HWY 53 interchange to Esther Drive, and will include a widening of the existing roadway to accommodate a new center two way left turn lane from Green Coulee Road to Esther Drive. The project will also include storm sewer utility work, concrete curb and gutter, roadway reconstruction and asphalt pavement, concrete driveway aprons, spot concrete sidewalk repair, and site restoration.

During the proposed construction, traffic will be reduced from four lanes to two lanes, with one lane of traffic in each direction. Under two lane traffic access to driveways along the construction route will be limited to right turns in and right turns out, there will be no left turns allowed into or out of a driveway along the construction route. Access to Grand View Boulevard will be limited to right turns in and right turns out for the duration of the construction project. Turning movements at Green Coulee Road will be dependent on the construction phase. For the duration of the project both right turns on to and from Green Coulee will be permitted. Left turns onto Green Coulee will be permitted throughout the construction project, with times during the construction project that left turns from Green Coulee on to East Main Street will not be permitted. Esther Drive access will be right in and right out for the duration of the project.

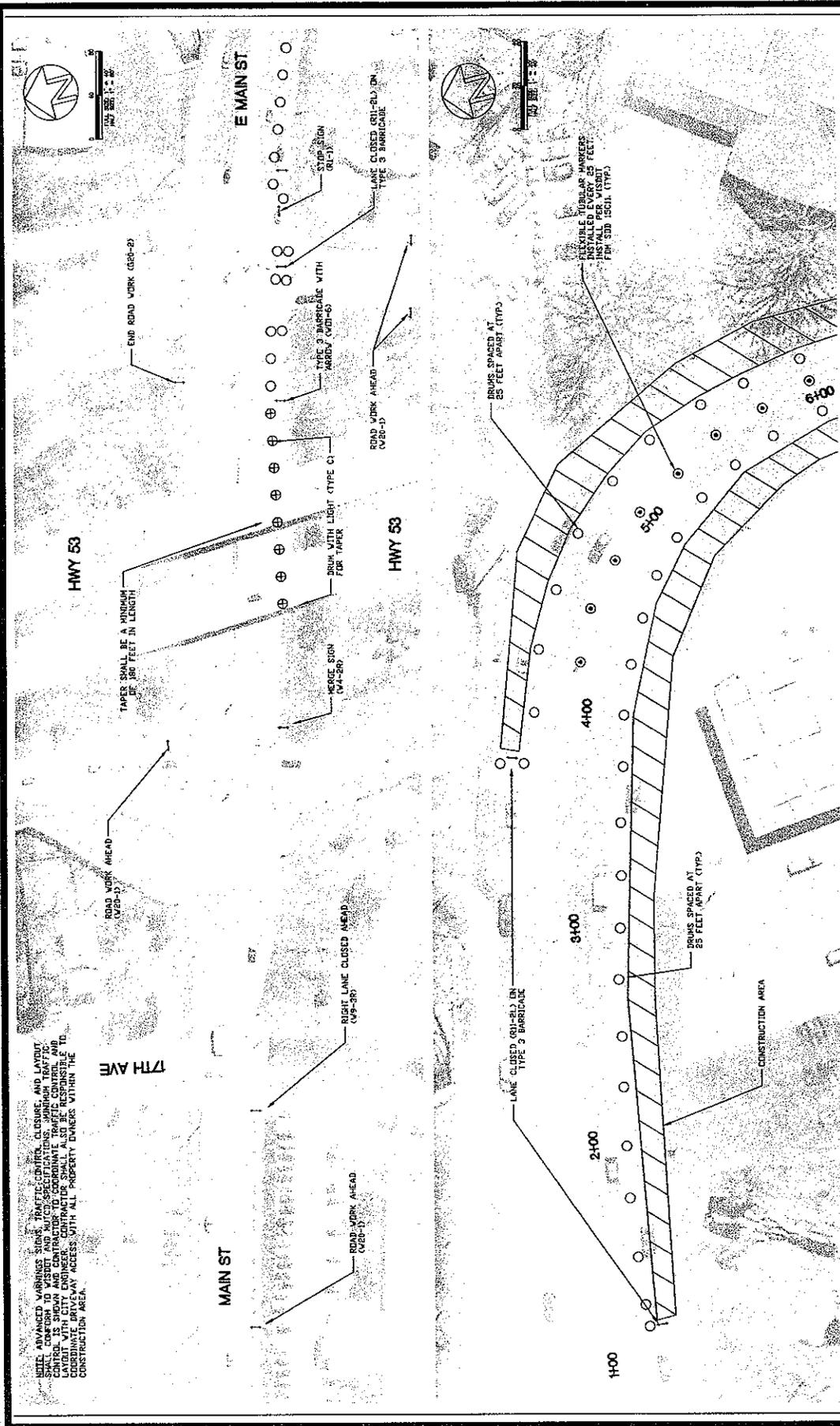
Along with the limited traffic lanes during construction, there will also be construction activities that will affect driveway access to all properties along the construction route. We will work closely with property/business owners during construction to limit driveway access disruptions, but because of the nature of the project installing new concrete curb and gutter and driveway aprons there could be times when driveways will be closed.

We realize that your property or business operation could be greatly affected during this construction project and therefore we would like to work closely with you to resolve any problems, which may be encountered during the project. A draft copy of the proposed construction plans is available to view in the Engineering department at City Hall during normal business hours and you may contact us at 781-9537.

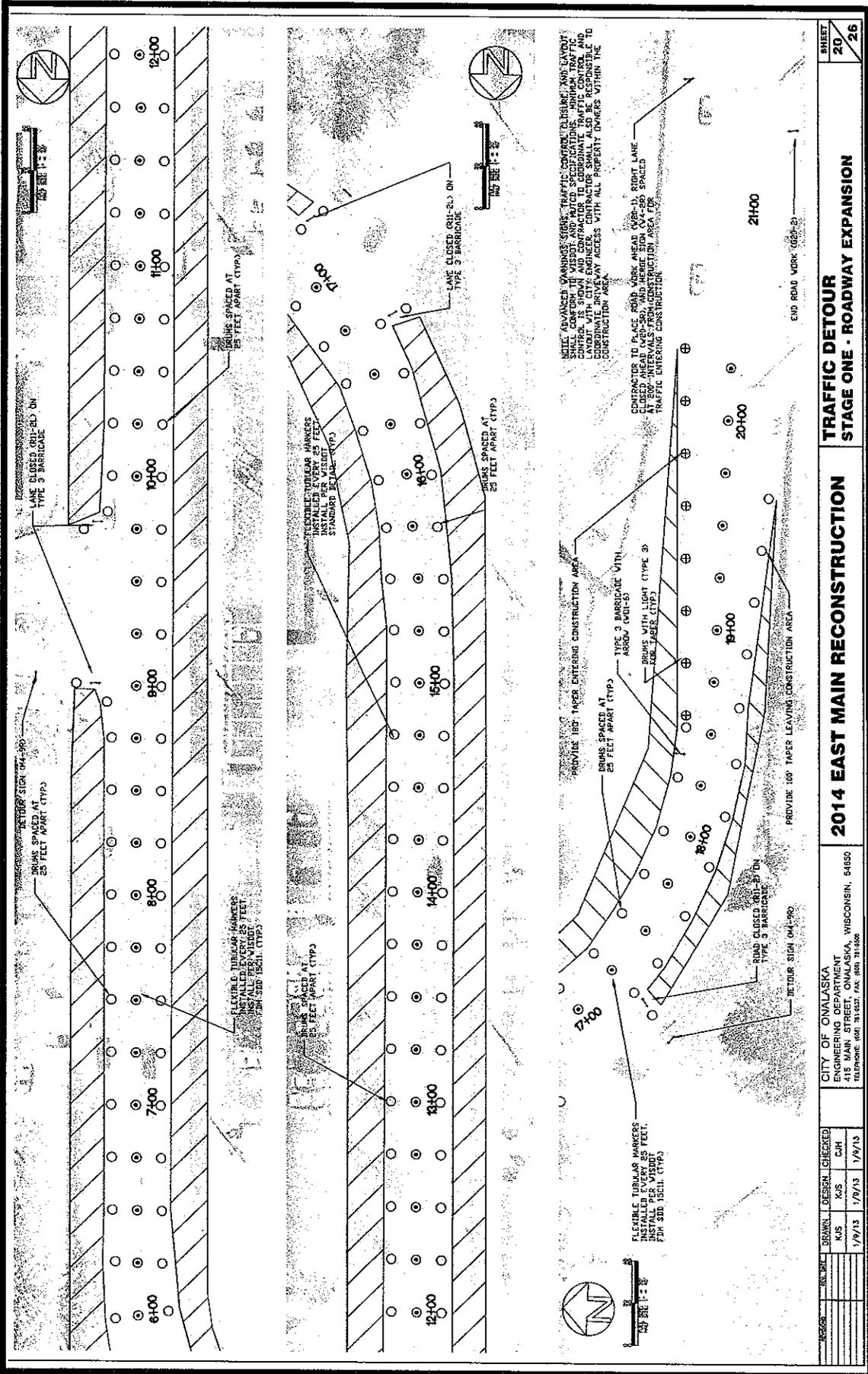
Sincerely,

Kevin Schubert, P.E.  
Assistant City Engineer

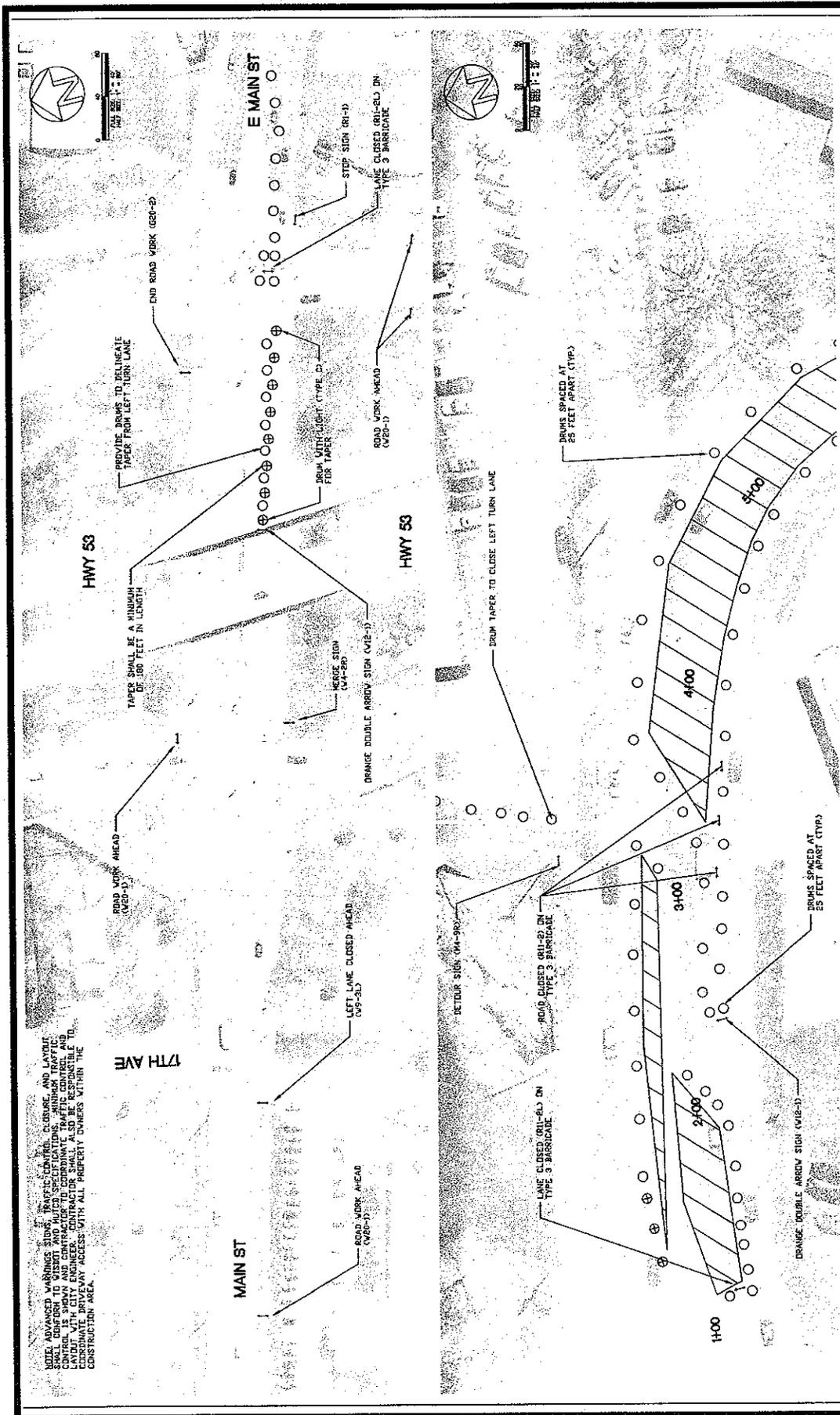
NOTE: ADVANCED WARNING SIGNS, TRAFFIC CONTROL, CLOSURE, AND LAYOUT CONTROL SIGNS SHALL BE INSTALLED AND MAINTAINED BY THE CONTRACTOR. THE CONTRACTOR SHALL BE RESPONSIBLE FOR TRAFFIC CONTROL AND LAYOUT WITH CITY ENGINEER. CONTRACTOR SHALL ALSO BE RESPONSIBLE TO MAINTAIN ACCESS WITH ALL PROPERTY OWNERS WITHIN THE CONSTRUCTION AREA.



CITY OF ANALASKA ENGINEERING DEPARTMENT 415 MAIN STREET, ANALASKA, WISCONSIN, 54850 TELEPHONE: (909) 781-8227, FAX: (909) 781-2506				SHEET 19 26	
2014 EAST MAIN RECONSTRUCTION				TRAFFIC DETOUR	
STAGE ONE - ROADWAY EXPANSION					
NO.	DATE	DRAWN	DESIGN	CHECKED	
1	1/9/13	KJS	KJS	CAH	1/9/13



NOTE: CONTRACTOR SHALL MAINTAIN ACCESS TO ALL PROPERTIES WITHIN THE CONSTRUCTION AREA. CONTRACTOR SHALL MAINTAIN ACCESS TO ALL PROPERTIES WITHIN THE CONSTRUCTION AREA. CONTRACTOR SHALL MAINTAIN ACCESS TO ALL PROPERTIES WITHIN THE CONSTRUCTION AREA.

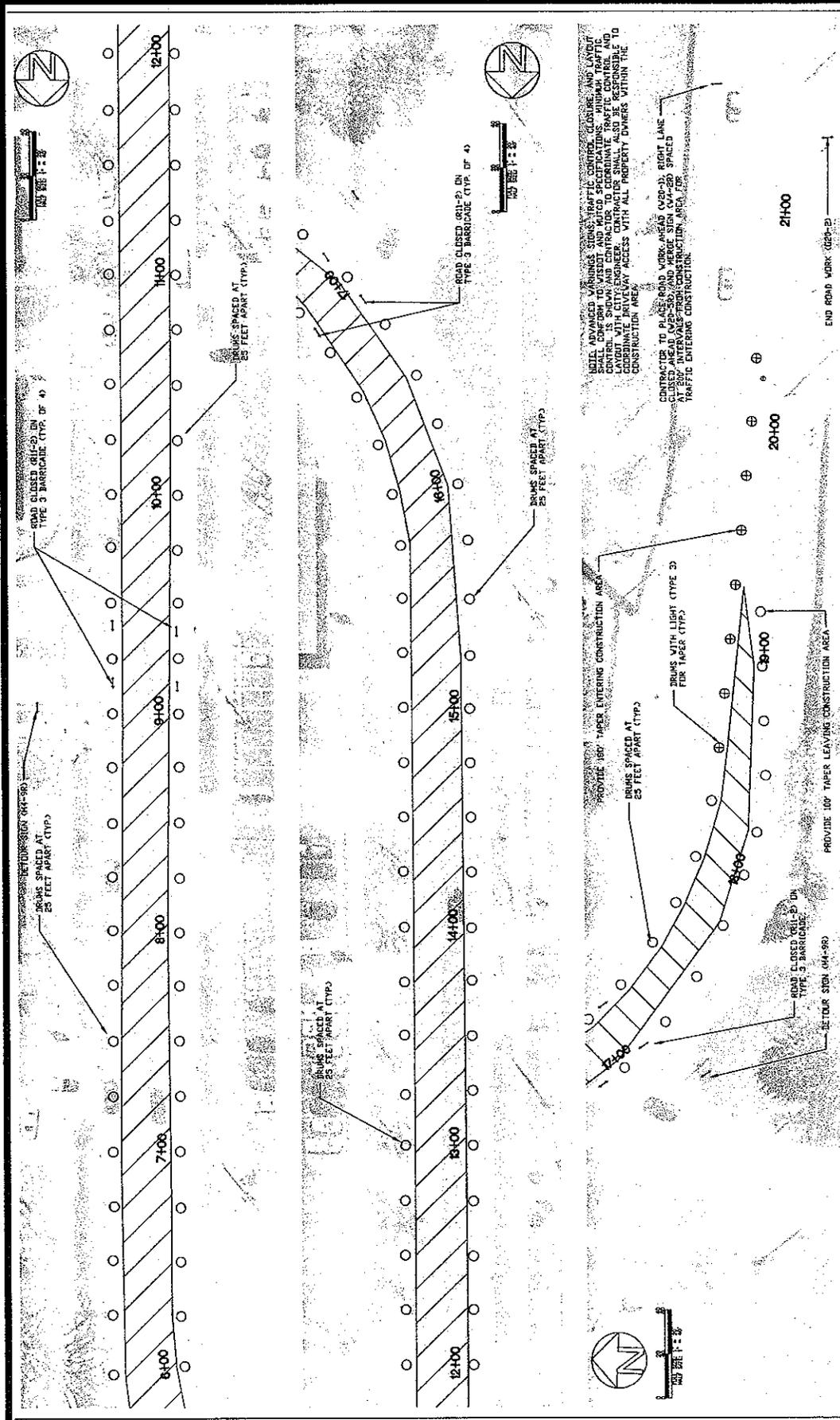


TRAFFIC DETOUR  
STAGE TWO - TURN LANE CONSTRUCTION

2014 EAST MAIN RECONSTRUCTION

CITY OF ONALASKA  
ENGINEERING DEPARTMENT  
117 MAIN STREET, ONALASKA, ALASKA 99574  
TELEPHONE (907) 233-5251 FAX (907) 233-5252

NO.	DATE	DRAWN	DESIGN	CHECKED
1	1/9/13	KJS	MJS	CJH
2	1/9/13			



SHEET		22	26
TRAFFIC DETOUR		STAGE TWO - TURN LANE CONSTRUCTION	
2014 EAST MAIN RECONSTRUCTION		CITY OF ONALASKA ENGINEERING DEPARTMENT 415 MAIN STREET, ONALASKA, WISCONSIN 54650 TELEPHONE: (608) 781-5507, FAX: (608) 781-6006	
NO. REV.	DRAWN	DESIGN	CHECKED
	KJS	KJS	CJH
	1/9/13	1/9/13	1/9/13

# **STAFF REVIEW SUMMARY**

## CITY OF ONALASKA BOARD OF PUBLIC WORKS

January 7, 2013

Agenda Item: #9

Project/Item Name: Emerald Ash Borer plan

Location: Citywide

Requested Action: Approval of updating plan

Staff Report/Description: Existing Emerald Ash Borer (EAB) plan was approved in 2008. With confirmed finding of EAB within the City of Onalaska, staff is requesting an update to the plan. The update will include a presentation to the Board of Public Works to assist with decisions on EAB.

Attachments: EAB press release, proposal and EAB plan(2008)



# CITY OF ONALASKA

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415 MAIN STREET  
ONALASKA, WISCONSIN 54650-2953  
FAX (608) 781-9506

PLANNING/ZONING  
(608) 781-9590

## Memo

Date: 12/17/2013  
To: Common Council  
Cc: Mayor Chilsen; Jarrod Holter; Dan Wick  
From: Brea Grace, Land Use & Development Director  
Re: Emerald Ash Borer

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The City of Onalaska has been notified by the Wisconsin Department of Natural Resources (WDNR) that the Emerald Ash Borer has been confirmed as being found in the city of Onalaska on ash trees at 1707, 1711, and 1719 Hickory Street. This find of the Emerald Ash Borer (EAB) is the first documented find in the city of Onalaska. As such the State of Wisconsin, through the Department of Agriculture and Consumer Protection (DATCP) is required to send out a press release when EAB is first found in a municipality because EAB is regulated as wood borne pest/invasive species.

I am writing to notify you of this documented find and of DATCP's upcoming press release. I will provide you with a copy when it is issued on Friday, 12/20/13.

In the months ahead, staff will be engaging the Board of Public Works in discussions about management of ash trees in the City of Onalaska. We will prepare options for consideration and a recommendation about: (a) how to manage the City's boulevard trees; and (b) what level of involvement the City will have with private ash trees. The Parks and Recreation Board will also continue to discuss the City's strategy for ash tree management in City parks.

Please feel free to contact me with any questions.



## **CITY OF ONALASKA URBAN FORESTRY PROPOSAL**

### **INTRODUCTION & STATEMENT OF UNDERSTANDING**

*Bluestem Forestry Consulting, Inc.* understands the City of Onalaska would like assistance from a consultant to develop an emerald ash borer (EAB) action plan.

Onalaska's action plan will enable the City to begin EAB related activities as soon as possible. The plan will address concerns specific to Onalaska. The plan will effectively serve as a step by step guide for City officials and staff to follow now that EAB has been confirmed in Onalaska. The plan will include the following items:

- ✓ detail personnel responsibilities
- ✓ identify equipment needs
- ✓ discuss marshaling site needs
- ✓ ordinance update recommendations
- ✓ education/outreach plans
- ✓ replanting guidelines
- ✓ potential grant funding opportunities
- ✓ treatment/removal recommendations
- ✓ wood waste options

The plan will be based upon current tree data resulting in a very finite plan that addresses specific tree populations and actions with precise locations.

Upon completion of the project Bluestem can present findings and recommendations to the City. A Board of Public Works meeting is scheduled for March 4<sup>th</sup> and a Common Council meeting is scheduled for March 11<sup>th</sup>. A presentation can be made at one or both of these.

### **TIMELINE**

Anticipated schedule of project completion:

January	Pre-plan project meeting & plan development.
February	Plan review. Final plan on or before February 24 <sup>th</sup> .
March	Presentation scheduled for March 4 <sup>th</sup> and/or March 11 <sup>th</sup> .

### **QUALIFICATIONS/RESUME**

**Kelli Tuttle**, President of Bluestem Forestry Consulting Inc. will provide the bulk of services related to this project. Kelli holds a B.S. in Urban Forestry from Purdue University. Her experience includes all aspects of municipal forestry and community involvement as well as consulting. Since

1997 she has been providing consulting services for communities throughout Wisconsin. Her consulting services include: tree inventories, management plans, EAB readiness plans, ordinance preparation, public relations and staff training to mention just a few. She inventories, on average, approximately 15,000 trees per year and works with 3-4 communities a year. Typically, Kelli completes all aspects of the work, so you can be assured that the management plan is tailored to your community and tree population. Bluestem Forestry Consulting Inc. has also established ongoing relationships with communities that contract for work to be completed annually, including: tree removal and pruning supervision, tree planting plans and supervision and hosting Arbor Day Celebrations. In these cases, Bluestem is essentially hired as the 'City Forester' and schedules day-to-day operations.

The City of Duluth, MN employed Kelli as a tree inspector for nearly five years. Duluth has a tree population of 17,000 trees and has 30 parks. This provided her with a solid understanding of the working and challenges faced by all City Forester's and Parks Directors.

Kelli has been an ISA Certified Arborist (MN-0215) since 1997 and regularly attends courses on topics ranging from construction damage to hazard tree identification. She is a former member of the National Urban and Community Forestry Advisory Committee (NUCFAC) in Washington DC. NUCFAC acts as an advisor to the Secretary of Agriculture and administers one million dollars in grant projects annually. Kelli is past-chair of the Wisconsin Urban Forestry Council and is also a member of the International Society of Arboriculture, Society of Municipal Arborists and the Wisconsin Arborist Association.

#### **REFERENCES for Bluestem Forestry Consulting Inc.**

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- A. City of Hudson  
Tom Zueli, Public Works Director  
505 Third Street, Hudson, WI 54016  
tomzeuli@ci.hudson.wi.us  
715-386-4767

Bluestem completed a GIS based inventory of Hudson's park & street tree population. Tree & planting sites totaled approximately 6,500. A management plan and EAB readiness plan were also completed and Hudson has begun implementing many recommendations. Hudson's ash population is approximately 25% and is in very good health. Preserving and protecting this valuable resource was a primary goal for Hudson.

- B. City of Marshfield  
Ed Englehart, Director of Parks & Recreation  
P.O. Box 727, Marshfield, WI 54449  
ed@ci.marshfield.wi.us  
715-486-2081

A GIS based inventory of Marshfield's approximately 5,500 street trees was completed in 2008. An additional 1,800 park trees were inventoried in 2010. Digital photo capture was also completed on each tree inventoried. A management plan was developed from inventory data. Marshfield utilizes

an in-house GIS department for inventory database management. Bluestem continues to work with Marshfield on an annual basis including providing educational workshops, completing risk tree assessment and inventorying newly planted trees.

C. Village of Rothschild  
Rex Zemke, Village Forester  
211 Grand Avenue, Rothschild, WI 54474  
rzemke.rothschild@yahoo.com  
715-359-7218

A tree inventory was completed for Rothschild in 2012. An EAB plan was also completed as well as street re-construction recommendations.

### **CONTRACTOR LOCATION**

Bluestem Forestry Consulting Inc. has the resources to carry out the project proposed in a professional and timely fashion. Bluestem will maintain an open line of communication and provide regular updates on the progress of the project. Bluestem Forestry Consulting's office is located at:

49910 South Loop Road  
Drummond, WI 54832  
(715) 739-6831 e-mail: bluestemforest@cheqnet.net

### **FEE SUMMARY**

The fee to complete all phases of the work described in the proposal is listed below.

<b>EAB Action Plan</b>	<b>\$ 3,100.00</b>
<b>Presentation (per meeting price)</b>	<b>\$ 600.00</b>

Thank you for the opportunity to bid on Onalaska's tree inventory project.

Respectfully submitted by:

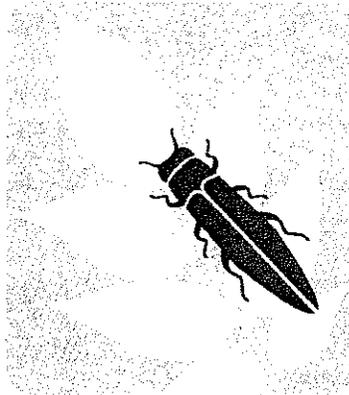
*Kelli Tuttle*

Signature	President	12/20/2013
(Bluestem Forestry Consulting Inc.)	Title	Date

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# EMERALD ASH BORER READINESS PLAN

## CITY OF ONALASKA



Adopted by Common Council  
January, 2008



***This document was funded in part by an urban forestry grant from the State of Wisconsin Department of Natural Resources Forestry Program as authorized under s. 23.097, Wis. Stat.***

## ***Table of Contents***

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Community EAB Mission Statement.....	3
Purpose.....	3
EAB Readiness Plan Definitions.....	4
Administration.....	5
Executive Summary.....	5
Authority to Control EAB.....	6
Public Ash Trees.....	7
Treatment Options.....	9
Monitoring.....	8
Marshalling Yards and Wood Disposal/Utilization.....	8
Public Education and Communication.....	10

### ***Tables***

Table 1. Projected Public Tree Removal Costs.....	5
Table 2. Projected Public Tree Replanting Costs.....	6

### ***Appendices***

- A. Confirmed Emerald Ash Borer Locations
- B. Federal, State and Local Authority Regarding EAB
- C. Suggested Replacement Species List
- D. Specific Treatment Options for EAB
- E. Emerald Ash Borer and Ash Tree Identification
- F. Public Outreach Examples

## ***Community Emerald Ash Borer Mission Statement***

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It is the mission of this program to maintain and enhance the urban forest maximum long term benefits to the community. The goal is to minimize the impact of the emerald ash borer and potential loss of ash trees to the health of our urban forest using the best scientific advice and lowest cost to the community.

### ***Purpose***

---

The emerald ash borer, (*Agrilus planipennis* Fairmaire) is a very small, (1/2 inch long, 1/8 inch wide) metallic green beetle native to Asia. Though it was first found in Michigan in 2002, it was likely that a beetle population had been established in the Detroit area for up to 12 years prior. It probably arrived in America on solid wood packing material carried on ships and planes. Emerald ash borer was positively identified in Ozaukee County, Wisconsin in July, 2008. It has been detected in Ohio, Illinois, Indiana, Virginia, Maryland, Michigan, Missouri, West Virginia, Pennsylvania, Virginia and Ontario, Canada. More than 20 million ash trees have been killed since its arrival in North America.

With the discovery of emerald ash borer (EAB) in Wisconsin, it is become increasingly important that the City of Onalaska develop a readiness plan for possible infestation. See Appendix A for a map of emerald ash borer positive identification sites. A proactive EAB readiness plan will allow the City to:

- Train Street's and Park Department personnel to look for EAB
- Locate possible marshalling yards (holding facilities) for large quantities of wood waste
- Develop procedures for handling infested material
- Find outlets for ash wood utilization
- Develop community education materials
- Keep local officials updated as EAB moves closer to or into Wisconsin
- Establish guidelines for replacement trees – ash alternatives

By taking a proactive approach to EAB, the City of Onalaska will be able to address the needs of the community in a timely and effective manner. The City will venture to distribute the costs of tree loss, removal and replanting over a manageable time period, as well as reduce the environmental, social, and economic impact that a loss of thousands of ash trees will have on the community.

The aspects of this plan will apply to all ash trees on public property but will also address risk trees on private property which threaten the life, health, safety and welfare of the public or any public property.

## ***Emerald Ash Borer Readiness Plan Definitions***

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**dbh** – diameter at breast height; represents a standard measure of tree size, and is a tree trunk diameter measured in inches at a height of 4½ feet above the ground; a basis for estimating or identifying tree volume, value, management needs and costs, utilization options, etc.

**delimit** – to establish geographic limits or boundaries; emerald ash borer quarantine areas are determined after ***delimiting*** an area of infestation.

**EAB** – the emerald ash borer insect; adult beetles measure ½ inch long and a 1/8 inch wide and are metallic green in color. Larvae can reach a length of about 1" long and are white to cream colored, have a 10 segmented abdomen with a pair of brown pincer-like appendages on the last segment.

**EAB readiness team** – a group of people responsible for all aspects of preparing for emerald ash borer within a particular jurisdiction/municipality: team members have specific roles and tasks.

**EAB readiness plan** – a document delineating local EAB readiness activities and processes: includes scope and purpose, authority, responsibility, policies & procedures, actions/tasks, available resources, forms & contracts, technical references & support information (such as surveying and reporting protocols), and similar content.

**eradication** – total elimination; according to national science panel recommendations, Wisconsin's planned response to a positive emerald ash borer find will be ***eradication***; this involves removing all ash trees within the EAB infested area as well as all ash trees within ½ mile of the outer edge of the known infested area.

**infestation** – area where ash trees has been positively identified as having a population of EAB.

**marshalling yard** – a fenced-in location within a quarantine area where infested or quarantine-area trees are collected and held for further handling.

**quarantine area** – a defined geographic area from which goods may not be transported; ***quarantines*** will be established by federal or state agencies to restrict ash wood movement out of infested areas to avoid emerald ash borer infestation of new areas: ***quarantines*** can be applied to an individual property, township, county or entire state.

## ***Administration***

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This plan is to be administered through the City Engineer and the elected City Mayor.

C. Jarrod Holter, City Engineer  
City of Onalaska  
415 Main Street  
Onalaska, WI 54650  
(608) 781- 9537

## ***Executive Summary***

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The City of Onalaska has recognized that their urban tree resources provides important aesthetic, beautification, economic, ecological, and environmental benefits that significantly improve the quality of urban life. In order to protect this valuable natural tree resource, the city contracted ACRT to conduct a street and park arboricultural resource assessment and to develop a comprehensive management plan. This assessment and management plan will assist Onalaska in its development of a proactive and cost-effective urban forestry program.

This report includes the findings of the arboricultural resource assessment and inventory that was performed in the summer of 2001 by ACRT urban forestry field staff and indicates the following results:

- A total of 3,689 trees were inventoried along Onalaska's public rights-of-way.
- A total of 2,285 trees were inventoried in Onalaska's parks.
- 51 different species of trees are located on the streets of the city. These are distributed among 32 different genera. Nearly 73% of the street tree population is ash and maple (70% of the maples are Norway maples while 46% of the ash trees are green ash).
- There are 40 species of trees in the parks. These are distributed among 29 genera. Pine and ash make up approximately 40% of the park tree population.
- The majority of the street trees (57%) and park trees (47%) were evaluated in fair condition, while 27% of street trees and 33% of park trees were rated in good condition.
- To address priority safety issues, maintenance recommendations include removal of a total of 181 street trees and 174 park trees. Priority One pruning is recommended for 55 street trees and 135 park trees.

Urban forestry policy recommendations, maintenance schedules, and budget requirements are presented to help Onalaska's tree care maintenance planning over the next five years. Financial and volunteer assistance programs are proposed to help maintain and increase support for the public tree management program. A Tree Ordinances Resource list is attached to assist in writing ordinance for Onalaska.

Implementation of the management plan will ensure that the condition of the Onalaska urban/community forest will improve. A sustainable number of healthy trees in all size classes will be achieved in the future. The results will provide the City of Onalaska with the maximum economic, aesthetic, and environmental benefits from its urban forest, ensuring that it is a desirable place to live and work for many years to come.

### ***Authority to Control EAB***

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The City of Onalaska should be commended for its current tree and shrub ordinance. It contains language for abatement of public nuisances on private and public property including authority to have trees removed on private property if infected that would cause a nuisance to the public or other trees growing in the City. For instance, if EAB is suspected on private property, the Staff Forester does have the authority to inspect all premises to determine if a public nuisance exists. It does not specifically mention emerald ash borer but refers to any deleterious tree diseases or insect pests or vectors, which would include EAB.

The previous policy for the Department of Agriculture, Trade, and Consumer Protection (DATCP) of the State of Wisconsin was eradication of all ash trees within 1/2 mile radius of the outer most infected area. The current EAB plan has been modified based on information from other states that eradication may not be the answer. To date, DATCP has issued quarantines for Ozaukee, Fond du Lac, Sheboygan, Kenosha, Vernon and Crawford Counties to restrict the movement of EAB and infested host material from the affected area while federal quarantines are in place for the entire states of Illinois, Michigan, Indiana and Ohio. To determine the extent of the infestation a delimiting survey is currently being conducted, which involves intense surveying techniques. Based on the results of the survey, a plan of action will be developed to mitigate the impact of the infestation. The DATCP policy will supersede any municipal tree ordinance or policy. Since state eradication efforts have been suspended based on the size of the known infestations, our municipal tree ordinance would govern EAB management and removal of ash trees within the City.

Appendix B provides language for control of EAB and establishes authority in the removal of all dead, dying, or diseased trees:

Federal Laws and Regulations  
Wisconsin State Statutes Providing State Authority

***Public Ash Trees***

The City will use an inventory of all public trees to manage the removal of all species of ash. A street and park tree inventory was completed in 2001 by ACRT, Inc. as part of an urban forestry grant that the City received from the Wisconsin Department of Natural Resources (WI DNR). The inventory provides information on species, size, condition, pruning requirements, obstructions, such as power lines, and location using Global Positioning System coordinates to name a few. However, the inventory is to be updated in 2008 as part of an urban forestry grant through the WI DNR since the condition and size of trees is not static. There has also been much development occurring within the City leading to the addition of approximately 1000 new trees. The inventory will be used to establish a budget and a timeframe for removals. Prioritization of the removals will be based on risk abatement, nuisance, and budget. Critical Risk and High Risk trees will be prioritized and removed first within the City's budget.

According to the 2001 inventory, there are 5,922 public trees within the City. Of the inventory, there are 1,679 ash trees, which represent 28% of the entire tree population. It is recommended that no single genus (a genus is a group of closely related species) should comprise more than 15% of the total population. Furthermore, no one species should account for 10% of the total population. One reason for such a high percentage of ash is that after Dutch elm disease swept through the area, people were looking for a hardy tree to replace the elm. Carefully increasing the species diversity in our urban forest will be critical to guard against the possibility of large-scale devastation by pests.

***Table 1. Projected Public Tree Removal Costs\****

<b>DBH</b>	<b>Cost/Tree</b>	<b>Number</b>	<b>Tree Removal Cost</b>
1" - 3"	\$25	728	\$18,200
4" - 6"	\$105	515	\$54,075
7" - 12"	\$220	340	\$74,800
13" - 18"	\$355	90	\$31,950
19" - 24"	\$525	2	\$1,050
25" - 30"	\$845	3	\$2,535
31" - 36"	\$1,140	1	\$1,140
	<b>TOTAL</b>	<b>1679</b>	<b>\$183,750</b>

\*DBH and number of trees based on information collected during 2001 street and park tree inventory.

As can be seen in Table 1, the removal of all ash trees from an EAB infestation will be an expensive undertaking by the City. The tree removal cost listed above does not include stump removal. It is estimated that the stump removal would be an additional \$20,000.

**Table 2. Projected Public Tree Replanting Costs**

Caliper	Purchase Cost	Planting Cost	Trees	Total Planting Cost
1"-1.75"	\$110	\$40	1700	\$255,000

As shown in Table 2, the replanting of ash trees lost to EAB will be substantially higher than removal. This will be completed as the budget allows. The loss of over 1700 public trees as well as over 1000 private trees will have a negative aesthetic, environmental and economic impact on the City. Replanting as soon as possible as removal will help regreen our community. Replacement requirements could be developed to increase species diversity in our urban forest. Appendix C suggests alternative replacement species for ash.

The removals could be completed with Street and Park personnel while the stump grinding and tree replacement/replanting would be contracted services. To reduce the strain that EAB will place on budgets and personnel, the City may want to remove ash trees that currently pose an elevated risk to the public due to structural defects or are in declining health.

For healthy trees that are structurally sound, the City must decide what management approach is beneficial based on its resources. The management approach can be either proactive or reactive. Once the City is infested with EAB, there is typically a 2-3 year period when the trees begin to decline and die. This leaves an enormous burden dealing with nearly 2000 public trees as well as an estimated 1500 private trees within the City. Some communities (i.e. Bowling Green, OH, Wilmette, IL) have taken the approach of preemptively removing a portion of their non-infested ash trees annually as a way of minimizing these impacts over time. Others are reluctant or not financially capable of doing so and, therefore, remove only infested or dead ash trees. Following are details for each approach, including pros and cons.

**Proactive Removal** – Removing ash trees that are not infested with EAB.

*Pros:*

- Opportunity to spread removal cost over a longer timeframe
- Reduces problems of dealing with many dead and/or hazardous ash trees at one time
- Opportunity to start replanting/recovery process right away
- Greater flexibility in organizing removal and routine work schedules
- Ability to utilize ash wood for products or use it as a local source of firewood

*Cons:*

- Immediate impacts to tree canopy and aesthetics
- Removing healthy ash may create negative feelings within the community
- Does not take into account that research may find an effective control for EAB

***Reactive Removal*** – removing ash trees which are either infested with EAB or are dead.

*Pros:*

- Delayed impacts to tree canopy and aesthetics
- No negative public perception of removing healthy trees
- Delayed budgetary impacts until EAB hits
- Further EAB research may offer effective control, minimizing need for removals

*Cons:*

- Budget impacts can be severe once EAB is in the community
- Replanting fund may not be available due to extreme removal costs

## ***Treatment Options***

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Currently, there are no treatment options that have proven to be 100% effective. Research out of Michigan State University has shown that annual systemic treatments of *imidacloprid* followed by foliar treatments have proven to be effective against EAB in healthy trees. Appendix D addresses specific treatment options. However, chemical treatments would be an expensive option for the City and may only be advantageous to treat historic or trees of a significant size.

Research is also ongoing using natural enemies of EAB from China. Small insects, called parasitoids, attack different stages of EAB as do different fungi and bacteria. The results have been promising but more research is needed to make sure it is safe for our ecosystem and non-target insects.

## ***Monitoring***

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The emerald ash borer beetle is capable of flight and naturally travels up to 1/2 mile per year in search of new territory. However, the majority of the spread of EAB in America has not come from the natural flight patterns of the insect but instead from human

transport. The most common way EAB is spread is from the movement of firewood either long distances or even locally. The Wisconsin Department of Natural Resources recently enacted a rule that no firewood could be transported onto State-owned property from more than 50 miles away and/or outside the state of Wisconsin.

Movement of nursery stock, pallets, logs or any ash product that contains bark also spreads EAB. The City will make every effort to inform garden centers, nurseries, firewood dealers, and any other importation source and also inspect new residential and commercial developments and recreational areas to detect for the presence of EAB. By focusing our monitoring efforts in areas where these articles are transported and/or stored will make the best use of the City's resources.

The Wisconsin Department of Agriculture, Trade and Consumer Protection have marked ash trees around the City as trap trees to monitor for EAB. A trap tree is an ash tree that has been girdled meaning that a band of bark has been removed. This interrupts the trees ability to transport carbohydrates – food needed by the tree. Girdled trees become increasingly stressed over the summer months and emit different chemicals that attract the beetle. It has been shown in university tests that the EAB lays more eggs in a stressed tree than a healthy one. To date there is no more effective trap to lure EAB than a girdled ash tree.

The City of Onalaska is divided into 5 pruning zones. The City Streets Department prunes one zone per year during winter months so they regularly have access to the upper portions of the tree where most EAB activity is taking place. The Streets Department will receive training to identify ash trees and how to detect and identify the emerald ash borer. Residents of the City will be receiving information on EAB as a stuffer in their April, 2008 utility bill and online at [www.cityofonalaska.com](http://www.cityofonalaska.com). In other instances, EAB was first identified by residents so the City needs to continue to expand and enhance its public outreach programs. Appendix E gives information on EAB and ash tree identification and Appendix F are sample public outreach documents.

### ***Marshalling Yards & Wood Disposal/Utilization***

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In the event that the emerald ash borer is detected in Onalaska, it will be critical that the infested wood and debris be handled properly. A marshalling yard, or disposal site, will act as a staging site for wood processing, such as chipping, debarking and sawing, grinding and related market activities as well as prevent logs and wood waste infested with EAB from being transported out the quarantine area. There will be a tremendous number of trees that will need to be removed quickly so the marshalling yard will also serve as a holding facility until the trees are processed.

The marshalling yard can be located on public or private property within the quarantined area. The size requirement of the yard depends on the potential wood volume, proximity to other yards on the area, and merchandising activities that will take place. If other sites are nearby and the site will only be used for grinding, a smaller site of 3 to 5 acres is likely plenty. However, if there is no other disposal site in the area it would need to handle a larger volume of wood so a site of approximately 10 acres would better accommodate processing and storage. The property would need to be fenced and supervised to prevent drop-off of items other than wood and as a safety precaution to prevent the public from accessing dangerous equipment.

Wood utilization will be an important part of the disposal process. However, there will be a huge demand for removal, coupled with a short timeline. The following are barriers that the City may face regarding urban ash wood utilization:

- Lack of existing viable urban wood industry
- Perception of "no value" and lack of interest from tree firms and mills
- Transportation
- Huge removal demand, very short timeline
- Difficult collection and marketing
- Coordinating levels of government

The main uses of urban ash are firewood and mulch, but ash can be milled into lumber at the marshalling yard or on-site using a portable saw mill. Other uses for ash include railroad ties, paneling, flooring, cabinetry, pallets, baseball bats and handles for tools. Ash can also be used by the City to reduce the cost of purchasing lumber to construct picnic tables, survey stakes, sideboards for pickups, and trail signage to name a few.

Wisconsin has many companies across the state that use or process wood or wood products either in round wood form or as a secondary use. The primary users include sawmills, veneer plants, particle board plants, log cabin, pulp mills and chip plants. The secondary users are makers of furniture, pallets, moldings and kitchen cabinets. Thirdly, there are the wood residue brokers that buy sawdust, bark and shavings and market it to manufacturers. There are directories available online to access databases of users of these products and what raw material they need.

The City will need to investigate local outlets for its ash trees, including possible waste-to-energy using wood chips along with primary, secondary and wood residue brokers interested in urban lumber. These outlets will reduce the City's disposal cost, build and strengthen local wood industries and create positive outcomes from disaster.

## ***Public Education and Communication***

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Public outreach will be a key component in how the City handles an EAB infestation. Appendix \*\*\* has a copy of the brochure that will be sent to each household in the April, 2008 utility bill as well as examples of sample press releases and EAB information. The City is encouraged to use the list as a proactive approach to public outreach.

- Educate internal departments first. Provide staff training to Streets, Park and Recreation, and Public Works Departments as well as other local tree groups.
- Develop a local EAB Team- including a team leader, public relations officer, community forest manager, etc.
- Develop a public education component that informs them of state and federal authority.
- Develop a public education component for emerald ash borer and ash tree identification
- Stay networked by attending meetings and workshops
- Strategies for alerting the public without panic concerning EAB
- Develop a communications plan with local media if/when EAB reaches the City.

Additional information can be found at the following website:

<http://www.emeraldashborer.info>

# **STAFF REVIEW SUMMARY**

## CITY OF ONALASKA BOARD OF PUBLIC WORKS

January 7, 2013

Agenda Item: #10

Project/Item Name: Bucket truck repairs

Location: Citywide

Requested Action: Discussion on bucket truck repairs

Staff Report/Description: The City bucket truck was hit by a non-city vehicle in a public parking lot thereby requiring an inspection for damages and to certify the vehicle for service. The inspection did not find any damage from the accident but did find maintenance items that must be fixed prior to certifying return to service. Since the bucket truck has been purchased it has been highly used by a variety of City departments.

Attachments: Service estimate

# Altec Service Estimate

5202 E 36 HWY  
Saint Joseph, MO, 64507  
US

Customer				Service Request	
Estimate #	230638			Service Request #	2020986
Customer	CITY OF ONALASKA			Unit Information	
Account #	156421	Payment Terms	COD	Customer Vehicle #	ST131
Contact	NICK CARLSON			Model	
Email				Chassis VIN #	
Phone	608--780-2715	Fax		Mileage	
Mobile				Unit Serial #	200210880
Altec Representative				Assy Serial #(FA)	200210880
Contact	Chad WAYNE Sprague			In-Service Date	
Email	Chad.Sprague@altec.com				
Phone		Fax			
<b>This Estimate Expires: 14-FEB-2014</b>					
Notes:					

Item	Description	Hours	Labor	Material	Expenses	Total
1	REPLACE LEVELING CABLES	24.00	\$2,304.00	\$0.00	\$1,691.78	\$3,995.78
2	REPLACE COMPENSATING CHAINS	10.00	\$960.00	\$0.00	\$5,360.49	\$6,320.49
3	REPLACE PLATFORM LINER	0.50	\$48.00	\$0.00	\$697.98	\$745.98
4	REPLACE HYDRAULIC FILTER	0.50	\$48.00	\$0.00	\$151.84	\$199.84
5	REPLACE UPPER CONTROL PLACARDS	0.50	\$48.00	\$0.00	\$6.21	\$54.21
6	FREIGHT ESTIMATE	0.00	\$0.00	\$0.00	\$664.29	\$664.29
7	SUPPLIES AND ENVIRONMENTAL DISPOSAL FEES	0.00	\$0.00	\$0.00	\$177.50	\$177.50
8	TRAVEL CHARGES TO PERFORM REPAIRS AT THE CUSTOMER LOCATION	3.00	\$288.00	\$0.00	\$0.00	\$288.00
<b>Totals</b>		<b>38.50</b>	<b>\$3,696.00</b>	<b>\$0.00</b>	<b>\$8,750.09</b>	<b>\$12,446.09</b>

\*This estimate is provided with the understanding that items may be discovered during the repair process that may require additional labor and/or materials to repair. Examples would include, but are not limited to, hidden damages or items that were not clearly visible or known at the time of estimate, damaged internal components, fasteners and pins that may be rusted, seized or broken.

\*\*This estimate does not include City, County, State or Federal taxes.

\*\*\*Transportation or towing of the vehicle is not included in the estimate unless specified.

\*\*\*\*Freight charges are estimated and may be adjusted to reflect the actual cost incurred on the invoice.

Please sign below to authorize this estimate		
Printed Name:	P.O.	Date:
Signature:	Would you like to keep salvageable parts removed from the unit?	
	Yes	No

# **STAFF REVIEW SUMMARY**

## CITY OF ONALASKA BOARD OF PUBLIC WORKS

January 7, 2013

Agenda Item: #11

Project/Item Name: Well #7 & #8 pump repairs

Location: Well #7 & #8

Requested Action: Approval of pump repairs

Staff Report/Description: Vibrations were seen in Well #7 pump thereby necessitating a contractor pulling the pump. It is currently getting reviewed for repairs that will be needed.

Attachments: None

# **STAFF REVIEW SUMMARY**

## CITY OF ONALASKA BOARD OF PUBLIC WORKS

January 7, 2013

Agenda Item: #12

Project/Item Name: Well #9 iron & manganese removal facility

Location: Well #9

Requested Action: Discussion on engineering services

Staff Report/Description: Included within the 2014 Capital Improvements budget is the design of Well #9 iron and manganese removal. Staff is requesting moving forward with the first phase of engineering design. Moving forward with this project will ensure quality water from this well and allow more frequent use.

Attachments: SEH proposal of services



Building a Better World  
for All of Us™

December 27, 2013

RE: Agreement for Professional Services  
City of Onalaska Water Treatment Plant  
(WTP) for Existing Well No. 9  
SEH No. P-ONALA 125881 14.00

Jarrold Holter  
City Engineer  
City of Onalaska  
415 Main Street  
Onalaska, WI 54650

Dear Mr. Holter:

Thank you for the opportunity to provide you this proposal for the iron and manganese removal facility for existing well no. 9. Since this well was constructed in 1986 water quality at well no. 9 has had many complaints relating to high iron and manganese levels which can cause staining of clothes, and plumbing fixtures for customers. During the fall of 2013 the City completed a pilot study that showed excellent filtration removal capabilities. Multiple combinations of media and chemicals were successfully tested to achieve the removal of iron and manganese to levels below EPA standards. With improved water quality at well no. 9 the Utility will be able to provide its customers with high quality water while improving efficiencies and pumping reliability.

The following scope of services was put together at the conclusion of the Pilot Study for Well No. 9 and outlines the primary tasks that will be performed, assisting the City of Onalaska in implementing the recommendations for iron and manganese removal as follows:

#### **SCOP OF SERVICE**

##### **Task 1 – Conceptual/Preliminary Design Services**

1. Project kickoff meeting will be held to discuss project details.
2. Gather and compile all necessary data required from City and La Crosse County records, and from field reconnaissance.
3. Provide a topographic and boundary survey of existing Well No. 9 lot and the two neighboring adjacent lots one of which is the Onalaska School District lot.
4. Develop a map for the City of Onalaska to assist in the purchase or easement of a portion of the adjacent school property.
5. Prepare a Quality Assurance/Quality Control Plan that will be reviewed and approved by the City. The plan shall include periodic checks to control project costs to stay within budget.
6. Assist the City in preparing a Communication Plan, and Public Participation Plan.
7. Assist the City in procuring a geotechnical engineer for site specific soil borings and geotechnical report to aid in determining proposed locations of the building and underground reservoir.

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 312 South 3rd Street, La Crosse, WI 54601-4007

SEH is an equal opportunity employer | [www.sehinc.com](http://www.sehinc.com) | 608.782.3161 | 888.908.8166 fax

8. Prepare for and attend one (1) pre-design/work shop meeting with key City staff. This workshop will take into account previous conceptual designs from the most current pilot study and provide a more in depth understanding of process flow diagrams, interior process piping, filtration equipment, pumping plans, and other specific water treatment options that the City can review and evaluate. With the conclusion of this meeting, two architectural alternatives will be developed, a complimenting civil site design and landscape options.
9. Prepare for and attend one (1) architectural/workshop meeting with key City staff. This workshop will demonstrate the two different alternatives and will incorporate any unique architectural features the City wants to include and incorporate water treatment needs as demonstrated from the pre-design/workshop meeting. Other architectural features will include blending the building and site layout features into the surrounding neighborhood and choosing materials that are preferred by the community and City. Each conceptual design concept will be prepared with the following in mind:
  - a. Site coordination and location for: gas, electric, telephone, cable, fiber optics, storm sewer sanitary sewer, water main.
  - b. Environmental issues pertaining to local, state and federal laws.
  - c. Planning, zoning ordinances in accordance with the City requirements
  - d. Grading and storm water concepts will be consistent with requirements of the City of Onalaska's storm water management planning.
  - e. Basic landscape components will be incorporated into the existing surrounding features such as existing trees, sidewalks, lighting and streetscaping into an attractive new design that blend together the neighborhood features while keeping in mind, low maintenance, safety and subtle screening the facility.
  - f. Architectural building and landscape features will be illustrated in sufficient detail to review probable layouts for consideration and will consider:
  - g. Building layout, interior and exterior treatments, process equipment, piping layouts while being considerate of general maintenance and operations for the new facilities.
  - h. Building will meet all local, state and federal guidelines for ADA compliance, energy conservation, and sound control
  - i. Electrical, mechanical and plumbing will review each alternative for compliance with local and state permitting, and will be consistent with the City of Onalaska plan review and approvals.
  - j. Constructability, cost estimating and schedule are an important part of the preliminary concepts. Each alternative will be provided with a one page technical memo describing these three key components to help the City to make informed decisions.
10. Assist the City in notifying identified stakeholders, residents, and property owners within the vicinity by preparing updated mapping, building plans, process flow diagrams to aid in communicating the actions being considered for improvements.
11. Assist the City in conducting up to one (1) public meeting presenting the need for project, issues, regulatory approval process.
12. From the workshops, pre-design meetings and public input a preferred alternative will be chosen. Our team will assist City staff to obtain all City of Onalaska approvals and make presentations as required, meeting the requirements of Planning and Zoning and the presenting to the Board of Public Works. Upon written authorization from the City, SEH will then proceed to Final Design Services.

*Subtotal \$29,600*

## Task 2 – Final Design Services

1. Upon approval of the preferred conceptual plan SEH will prepare an Engineering Report consistent with the requirements of WDNR NR 811.
2. Prepare and coordinate a PSC report and construction authorization approval.
3. Prepare final plans, specifications, and permits required to obtain regulatory agency approvals, necessary for the construction of a new WTP facility for Well No. 9. Review of plans and opinion of probable cost with the Project Team will be coordinated at approximately the 50% and 90% completion levels. Final plans and specifications will be prepared from the preferred conceptual design and include:
  - a. Demolition plan of existing Well House No. 9 and its foundations.
  - b. Site plan design including a new driveway entrance, turn around and storm water management.
  - c. Basic landscape components will be incorporated into the surrounding materials from the neighborhood
  - d. Coordination with on site utilities including, electric, phone, cable, water, sanitary, storm water.
  - e. Architectural requirements: interior space layout meeting ADA requirements; building material schedules; window and door schedules; room finish schedules; exterior architectural features to blend into the surrounding neighborhood.
  - f. Process piping layout for the iron and manganese removal treatment processes. Includes equipment such as meters, valves, pumps, and other process piping equipment necessary.
  - g. Well rehabilitation plans for well no. 9 for the removal of iron bacteria, and improved pump performance. Design shall also consist of reusing the existing motor and vertical turbine pumping equipment.
  - h. Structural design of footings, foundations and underground backwash tank.
  - i. Structural review/design of interior building lintels, roof truss system, and equipment moving systems.
  - j. Pressure filter design and coordination with City approved vendors.
  - k. Gas chlorination equipment design, future ph adjustment chemical feed design, fluoride equipment design and oxidation chemical equipment design.
  - l. Coordinate operations for the water facility operations with LW Allen the utilities preferred SCADA provider and their communication system
  - m. Plumbing design
  - n. Electrical design: VFD's; SCADA coordination with City's preferred vendor; New MCC cabinets; onsite interior generator with automatic transfer switch
  - o. HVAC design
4. Prepare four copies of a 50% and 90% complete set of plans specifications and opinion of probable cost, and construction schedule. Meet with the Project Team to review. Obtain the City's approval to proceed with bidding.
5. Provide the City with two (2) complete hard copy sets and one (1) electronic set of all final plans, specifications; bid documents significant reports, and correspondence. Submit plans and specifications to regulatory agencies for review and approval.

*Subtotal \$162,700*

**Task 3 – Bidding Services**

1. Assist City with preparation of advertisement for bids, solicit/coordinate the bid process.
2. Prepare bidding forms, conditions of the contract, and the form of agreement between the Contractor and the City.
3. Participate in a pre-bid meeting with prospective contractors explaining the project concepts and goals and answering questions that come up.
4. Respond to bidders' questions and prepare addenda as necessary.
5. Attend bid opening and assist the City in evaluating the bids and recommending an award.

*Subtotal \$4,500*

**Task 4 – Construction Administration/Observation and Start Up Services**

Construction administration, on site observation and start up services will be negotiated with the City at a later date after a successful bid and recommendation of award is complete.

**Additional Services**

These services are not included in the estimated fee. If requested by the City, SEH will complete them on a time and materials basis at SEH's applicable employee rates at the time of request. All costs will be approved by the City before any additional services are performed.

1. Certified survey map
2. Historical/archeological review
3. Groundwater under the influence of surface water design methods
4. Electrical design of SCADA/integration for existing master panel
5. Wisconsin Department of Natural Resources SDWL Grant Application or Administration of Grant
6. Construction administration
7. Construction observation
8. WTP start up services
9. As built drawings

**Schedule**

Our experienced water treatment team can begin work on this project after the City has given notice to proceed with the services listed above.

**Description**

Kickoff Meeting  
 GIS and County Land Records Review  
 Topographic Survey/CSM  
 Pre-Design Workshop  
 Architectural Workshop  
 Public Informational Meeting  
 Board of Public Works Approval of Conceptual Design  
 WDNR Engineering Report  
 Final Design Review 50%  
 Final Design Review 90%  
 WDNR Approval  
 Bid Contract Final Plans and Specs

**Milestones 2014**

February  
 March  
 March  
 March  
 April  
 April  
 April  
 May  
 July  
 September  
 October  
 November  
 December

**Description**

Award Contract  
 Begin Construction  
 End Construction

**Milestones 2015**

January  
 April  
 December

**Engineering Fees**

Our fees are based on an hourly basis for each task listed above. Each task will be approved by the City prior to proceeding to the next task. Tasks 1-3 listed above will not exceed those amounts unless authorized by the City. The total of task 1-3 listed above will not exceed \$196,800 including equipment and expenses.

This Agreement for Professional Services, attached General Conditions of the Agreement for Professional Services (General Conditions Rev. 08.03.11), Exhibits and any Attachments (collectively referred to as the "Agreement") supersedes all prior contemporaneous oral or written agreements and represents the entire understanding between Client and Consultant with respect to the services to be provided by Consultant hereunder. In the event of a conflict between the documents, this document and the attached General Conditions shall take precedence over all other Exhibits unless noted below under "Other Terms and Conditions". The Agreement for Professional Services and the General Conditions (including scope, schedule, fee and signatures) shall take precedence over attached Exhibits. This Agreement may not be amended except by written agreement signed by the authorized representatives of each party.

**Other Terms and Conditions:** Other or additional terms contrary to the General Conditions that apply solely to this project as specifically agreed to by signature of the Parties and set forth herein:  
None.

We look forward to working with you and your staff on this important water project. Please contact me at 608.782.3161 or e-mail [rsanford@sehinc.com](mailto:rsanford@sehinc.com) if you have any questions or if you need additional information.

Sincerely,

SHORT ELLIOTT HENDRICKSON INC.



Randy Sanford  
Principal | Office Manager

rjs

Attachments

**SHORT ELLIOTT HENDRICKSON INC**

**CITY OF ONALASKA**

By: \_\_\_\_\_  
Randy Sanford  
Title: La Crosse Office Manager |Principal

By: \_\_\_\_\_  
Joe Chilson and Cari Burmaster  
Title: Mayor and City Clerk

 Wells

RIDERS CLUB RD

53

EAST AVEN

QUINCY ST

SAND LAKE RD

GREEN COULEE RD

MAIN ST

CORD OS

12TH AVE

WILSON ST

35

90

CORD SS

157

16

CITY  
of  
ONALASKA



GISDepart

Map Designer: Joe Barstow  
Print Date: 2013  
Data Update: Oct 2013  
Scale: 1" = 2000

# **STAFF REVIEW SUMMARY**

## CITY OF ONALASKA BOARD OF PUBLIC WORKS

January 7, 2013

Agenda Item: #13

Project/Item Name: Sand Lake Road Sidewalk

Location: Sand Lake Road

Requested Action: Approval of change order #1

Staff Report/Description: Change order is for the extension of storm sewer pipe that was not included within the bid.

Attachments: Change order #1

## 2013 Sand Lake Road Sidewalk

### CHANGE ORDER # 1

Contract Date: May 21, 2013

Owner: City of Onalaska  
 Contractor: Haas Sons Inc.  
 Contract/Project: 2013 Sand Lake Road Sidewalk

You are directed to make the following changes in the Contract Documents:

**Description:**

- a) Extend existing WI DOT 30" CMP culvert that was discovered on project at HWY 53 interchange.

**Reason for Change Order:**

- a) WI DOT 30" CMP culvert pipe had to be extended for construction of new sidewalk at proposed grades.

**Change Order Request**

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES:
Original Contract Price \$ 347,933.00	Original Contract Times: Contract Substantial Comp: August 30, 2013
Net Increase from previous Change Orders: none	Net change from previous Change Orders: Contract Substantial Comp: 0 days
Contract Price prior to this Change Order: \$ 347,933.00	Contract Times prior to this Change Order: Contract Substantial Comp: August 30, 2013
Net Increase of this Change Order: \$ 2,324.00	Net Increase this Change Order: Contract Substantial Comp: 0 days
Contract Price with all approved Change Orders: \$ 350,257.00	Contract Times with all approved Change Orders: Contract Substantial Comp: August 30, 2013

APPROVED:  
City of Onalaska

By: \_\_\_\_\_  
(Authorized Signature)

Date:

ACCEPTED BY:  
Haas Sons, Inc.

By: \_\_\_\_\_  
(Authorized Signature)

Date: \*

*This Effective Date of this Change Order is the date when approved by all parties.*

**BOARD OF PUBLIC WORKS  
MONTHLY ESTIMATES  
January 7, 2014**

<u>Contractor</u>	<u>Original Contract Amount</u>	<u>Change Orders</u>	<u>Paid to Date</u>	<u>Due this Estimate</u>
1. <b>STRAND ASSOCIATES (01321)</b> Storm Lift Electrical troubleshooting Estimate #2	\$ -	\$ -	\$ 662.69	\$ 747.73
2. <b>STRAND ASSOCIATES (01321)</b> Pond 17 Dredging Design Estimate #8	\$ 14,500.00	\$ 10,000.00	\$ 22,090.00	\$ 2,410.00
3. <b>SEH INC. (01375)</b> Private Watermain Loop Design Estimate #6	\$ 16,000.00	\$ -	\$ 13,453.58	\$ 1,601.31
4. <b>SEH INC.</b> Solid Waste Public Education and Outreach Estimate #3	\$ 7,000.00	\$ -	\$ 2,800.00	\$ 840.00
5. <b>AYRES ASSOCIATES (02632)</b> I-90 Sanitary Sewer Design Estimate #6	\$ 35,000.00	\$ -	\$ 26,660.22	\$ 3,605.05
6. <b>SEH INC. (01375)</b> Old City Shop Environmental Sample collection & Wis. DNR Estimate #3	\$ 9,900.00	\$ -	\$ 4,701.73	\$ 480.85
7. <b>LA CROSSE BACKHOE SERVICE INC.</b> Theater Rd Traffic Signal Midwest Drive Estimate #1	\$ -	\$ -	\$ -	\$ 15,153.50
8. <b>HAAS SONS INC (01167)</b> 2013 Sand Lake Rd Sidewalk Project Construction Estimate #5 - FINAL	\$ 372,923.00	\$ -	\$ 301,478.75	\$ 47,393.46

**BOARD OF PUBLIC WORKS  
MONTHLY ESTIMATES  
January 7, 2014**

<u>Contractor</u>	<u>Original Contract Amount</u>	<u>Change Orders</u>	<u>Paid to Date</u>	<u>Due this Estimate</u>
9. <b>HAAS SONS INC. (01167)</b> 2013 Utility Project Construction Estimate #6	\$ 1,073,982.25	\$ 17,721.53	\$ 960,323.18	\$ 110,554.48
10. <b>SEH INC. (01375)</b> Water System Evaluation Study Estimate #8	\$ 30,000.00	\$ -	\$ 27,918.03	\$ 2,081.97
11. <b>MSA (01748)</b> Safe routes to school Construction/engineering Estimate #3	\$ 5,000.00	# \$ -	\$ 3,952.44	\$ 896.26
12. <b>MATHY CONSTRUCTION</b> 2013 Pavement Project Construction Estimate #5 - FINAL	\$ 346,718.50	\$ -	\$ 297,926.19	\$ 24,914.79
13. <b>STATE OF WI - DOT</b> STH 35 - 2nd Ave SW to Poplar St Enhancement Project - Construction (5991-02-52) Estimate #5	\$ 269,406.00	\$ -	\$ 180,063.63	\$ 78.38
14. <b>STATE OF WI - DOT</b> STH 35 / Main St - Bicycle Enhancement Design (5991-02-49) Estimate #4	\$ 24,040.00	\$ -	\$ 488.32	\$ 201.98
15. <b>STATE OF WI - DOT</b> 2nd Ave / STH 35 - Design (7190-05-00) Estimate #22	\$ 125,000.00	\$ 50,000.00	\$ 176,433.87	\$ 1,305.01

**BOARD OF PUBLIC WORKS  
MONTHLY ESTIMATES  
January 7, 2014**

<u>Contractor</u>	<u>Original Contract Amount</u>	<u>Change Orders</u>	<u>Paid to Date</u>	<u>Due this Estimate</u>
16. STATE OF WI - DOT STH 35 - 2nd Ave SW to Poplar St Community Sensitive Design / Lighting Match - Construction (7190-05-71) Estimate #2	\$ 50,176.00	\$ -	\$ 33,794.64	\$ 5,893.08
17. STATE OF WI - DOT Sand Lake Rd / CTH S Construction (5991-02-21) Estimate #9	\$ 1,874,345.00 (Bid) + 25,000.00 (Project Change Orders) - 1,121,134.00 (STP Grant) = 778,211.00 (Total) + 200,000.00 (Constr. Engineering) \$ 978,211.00 + 25,000.00 (Utilities) \$ 1,003,211.00	\$ -	\$ 974,940.03	\$ 2,380.73