Project Description (based on 9/7/11 WisDOT scoping meeting and subsequent discovery of Plat of Survey)

Project ID 6996-05-69/70
City of Portage, East Haertel Street
(New Pinery Road to East Albert Street)
Local Street
Columbia County

General:

1. Urban reconstruction project for 0.38 miles
   a. No work anticipated at New Pinery Road (USH 51)
   b. Maintain same configuration at East Albert Street

2. Construction estimate = $690,000 including 15% E&C; 80% federal aid up to $552,000

3. Trans 75 need to provide bicycle and pedestrian accommodations, assumes bike lanes and sidewalk on two sides
   a. Need to review sidewalk adjacent to marsh

4. ADT = 3,200 (2008)

5. Typical section to be determined
   a. Assume Design ADT < 4,500
   b. Urban 2a with no parking, 36 feet face of curb to face of curb

6. Road closed with detour route

7. Signing, pavement marking and lighting

8. Retaining walls

9. Municipal utilities only at intersections

10. Two major storm sewer crossings requiring hydrology, permitting and structure design

Services:

1. Surveys (west to east)

2. Road Plans
   a. Title Sheet
   b. Typical Cross Sections and General Notes
   c. Special Details
   d. List of Standard Detail Drawings (provided on Excel spreadsheet, not in plans)

e. Engineering Estimate (provided via Trans*port)
f. Miscellaneous Quantities
g. Plan and Profile Sheets
h. Computer Earthwork and Mass Diagrams
i. Cross Sections
j. Traffic Control Plan, including Detour Plan
k. Erosion Control Plan
l. Project Overview Map
m. Marking and Signing Plans
n. Lighting Plans
o. Storm Sewer Plans
p. Generally developed with three submittals:
    i. 30% associated with the Operational Planning Meeting
    ii. 60% associated with the Environmental Report and Design Study Report
    iii. 90% associated with the PS&E

3. Environmental Documentation
    a. Environmental Report (2C-ER)
    b. Section 106 with archaeological surveys
        i. History screening to be requested
        ii. Native American notification through Kjohnson Engineers
    c. Phase 1 Hazardous Materials Assessment
        i. Part built on a former dumpsite
    d. Wetland delineation
    e. Agency coordination and permits
        i. Department of Natural Resources
        ii. Army Corp of Engineers
        iii. Bureau of Aeronautics

4. Reports
    a. Concept Definition Report – Department to provide
    b. Pavement Design Report – Design ADT > than 4,500 then Life Cycle Cost Analysis also required
        i. Soils Report
    c. Design Study Report with Traffic Management Plan

5. Utility Coordination
    a. Non Trans 220

6. Public Involvement
    a. Need to hold at least one information meeting before the Environmental Report is prepared

7. Meetings
    a. Operational Planning Meeting, with utilities and DNR
    b. Pre-construction Meeting

c. Progress meetings (optional)
d. Utility coordination meetings (optional)
e. Final plan review meeting (optional)

8. PS&E:
   a. Plans: Electronically submitted as pdf file
   b. Specifications or Documents: Plan Letter; Sample Proposal with the Highway Work Proposal and Special Provisions; Recommendation to Governor for Contract and Bond Approval Form; Utility Status Report; Certificate of Right of Way; Contract Time for Completion; News Release; Notes to Construction; and the Wetland Impact Tracking Form prepared using Microsoft Word 2007
   c. Estimate: Should be prepared in Estimator for conversion to Trans*port
   d. Apply for State of Wisconsin Prevailing Wage Rate Determination

9. Department required manuals: Facilities Development Manual, Guide to Utility Coordination, Standard Specifications and Wisconsin Bicycle Facility Handbook

10. Schedule (see Attachment 3):
    a. Preliminary Design through submittal of Environmental Report and Design Study Report: Assume 6 to 9 months
    b. Report Approval Process: Assume 3 to 6 months
    c. Final Design through submittal of PS&E: Assume 3 to 6 months
    d. Total Design Time: 12 months to 21 months

11. Bidding
    a. Provide and distribute up to 40 copies of contract documents to potential bidders
    b. Prepare and distribute addenda to clarify intent of plans and/or specifications
    c. Prepare the bid tabulation
    d. Prepare a letter of recommendation regarding award of the construction contract