

**City of Portage  
Municipal Services and Utilities Committee Meeting  
Thursday March 12, 2015, 6:45 p.m.  
Municipal Building, 115 West Pleasant Street, Conference Room One  
Minutes**

**Members Present:** Doug Klapper, Chairperson; Mary E. Hamburg; Jeffrey F. Monfort; Bill Kutzke; Rick Dodd.

**Others Present:** Robert Redelings, Public Works Director; Shawn Murphy, City Administrator; Erin Salmon, Engineer Technician; Jean Mohr, Director of Finance; Richard Lynn, Alderperson

**1. Roll Call**

The meeting was called to order at 6:47 p.m.

**2. Approval of meeting minutes from previous meeting from 3/5/15.**

**Motion by Dodd second by Hamburg to approve minutes from March 5, 2015.  
Roll call 5-0 Passed.**

**3. Discussion and possible action on 2015 street and utility project.**

Klapper stated the committee needs to make a motion to accept the bid from Ptaschinski Construction.

Redelings stated that we are under a timeline and need to come to an agreement on awarding the project. The Contractor needs to get bonding, the pre-con meeting is scheduled for March 20<sup>th</sup>, 2015 and they plan to start construction on March 23<sup>rd</sup>, 2015.

Redelings discussed the memo referencing some of the areas that came in over budget. There will need to be modifications to the contract and/or to the 2015 Capital projects to meet the financial constraints. Change Order 1A which was previously discussed at the March 5<sup>th</sup>, 2015 meeting and new concept, Change Order 1B which would be keeping all the other 2015 Capital projects intact, but eliminating E. Albert St. from East of Hamilton St.

Kutzke asked why this section of E. Albert St. would be eliminated from the contract. City Administrator, Shawn Murphy indicated the intersection of HWY 33 and E. Albert St. will be reconfigured as part of the WisDOT project. Kutzke indicated that the WisDOT project could be 10 years away.

Murphy indicated that if we proceed with Change Order 1A, the project would still be over budget by \$25,000.

Klapper suggested to set up an additional meeting to discuss the option of Change Order 1A or Change Order 1B. Committee decided to set this meeting for Monday March 23<sup>rd</sup>, 2015 at 5:30 PM. Redelings indicated the committee still needs to award the contract to Ptaschinski Construction at the original contract amount so the Contractor can get bonding in place to start the project on March 23<sup>rd</sup>, 2015.

**Motion by Dodd to award the 2015 Street and Utility Project to Ptaschinski Construction in the original contract amount of \$1,450,754.59, second by Monfort.**

**Roll Call. Passed Unanimously 5-0.**

## **5. Adjournment**

**Move to adjourn at 6:56 p.m. by Dodd and second by Monfort.  
Roll call. Passed 5-0.**

Prepared by Erin Salmon, Engineer Tech.