

Town of Russell
35900 State Highway 13
Bayfield, Wisconsin 54814
(715) 779-5338 or Fax (715) 779-0249

townofrussell@centurytel.net

www.townofrussell.org

Brian Goodwin
Chairman

Judy Meierotto
Deputy Clerk/Treasurer

Dave Good
Clerk/Treasurer

SPECIAL TOWN BOARD & ROADS COMMITTEE MEETING

May 31, 2017 – 6:00 p.m.

Town Garage – 35900 State Highway 13

Any person wishing to attend who, because of a disability, requires special accommodations, should contact the Town Clerk at 715 779-5338, at least 24 hours before the scheduled meeting time, so appropriate arrangements can be made.

1. Call to order meeting and roll call.
2. Pledge of Allegiance.
3. Set the Agenda for Public Input (3 minute limit-maximum 15 minute's total) for now or the end of the agenda.

OLD BUSINESS

4. Review proposals received engineering services for Old County K Road Re-construction Project****.
5. Evaluate proposals utilizing revised Consultant Rating Sheet FDM8-5 Attachment 20.1****.
6. Establish prioritized list of Consultants and complete WI DOT Form DT1515****.
7. Chairman, Supervisor and Clerk/Treasurer reports.
8. Items for next Town Board Meeting agenda.
9. Next Regular Town Board Meeting scheduled for 7 p.m., June 13, 2017 at the Community Center.
10. Adjourn

The Town of Russell Board reserves the right to take action on any agenda item and to call upon individuals to address the Board regarding specific agenda items in which they may be named or have direct responsibility. **** denotes attachments.

Posted May 31, 2017 at 11:00 a.m. David L. Good – Clerk/Treasurer.

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Paul "Rocky" Tribovich-Chairman

Dave Good-Clerk/Treasurer

April 18, 2017

**REQUEST FOR PROPOSALS
FOR
ENGINEERING DESIGN SERVICES
FOR THE RECONSTRUCTION OF OLD COUNTY K
(Little Sand Bay Road to Intersection of Rowley/Peterson Hill Roads)
TOWN OF RUSSELL
BAYFIELD COUNTY
ID 8357-01-03/73**

GENERAL – The Town of Russell is in need of engineering design services for the reconstruction of Old County K Road (section described above) consisting of adding 3 foot paved shoulders and the re-pavement of the road in the Town of Russell, Bayfield County, Wisconsin. Both the design and construction of the project are being funded through the Wisconsin Department of Transportation administered, federally funded 206-FLAP.

SUBMITTALS – If you are interested in working with the Town of Russell on this very important project, please submit the following information at a minimum:

1. Name, address and brief description of firm.
2. Statements as to firm's particular abilities and qualifications related to this project.
3. Resumes of key personnel to be assigned to this project.
4. Provide examples of knowledge and expertise related to this scope of work and type of project.
5. Identify other similar projects completed by this firm, and key personnel's experience on similar projects. Include reference contact information for completed and /or current projects.
6. You may include a one page subjective statement regarding your interest in and understanding of this project.
7. A description of how the project will be approached including the identification of all major work elements and unique concepts that might be employed.
8. Schedule for completion of the design work including each major task to be completed.

TIME – All submittals (electronic preferred) should be made to the Town of Russell, 35900 State Highway 13, Bayfield, WI 54814 by 4:00 PM, May 15, 2017. Questions can be directed to Town Chairman, Paul Tribovich by phone at (715) 779-5546 or (715) 209-4809.

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Paul "Rocky" Tribovich Chairman

Dave Good - Clerk/Treasurer

Engineering Firms Roster Listing – April 2017

Mark Peterson, PE
AYRES ASSOCIATES
3433 Oakwood Hills Parkway
Eau Claire, WI 54701
nelsonr@ayresassociates.com

Russell Kiviniemi, PE
CEDAR CORPORATION
608 Wilson Avenue
Menomonie, WI 54751
Russ.kiviniemi@cedarcorp.com

Michael J. Foley, PE
COLEMAN ENGINEERING CO.
635 Circle Drive
Iron Mountain, MI 49801
mfoley@coleman-engineering.com

Scot Balsavich, PE
COOPER ENGINEERING
2600 College Drive
P. O. Box 230
Rice Lake, WI 54868
sbalsavich@cooperengineering.net

Becher-Hoppe Associates, Inc,
330 4th Street
PO Box 8000
Wausau, WI 54402-8000

Heather Harrington, PE
NORTH WISCONSIN BASED ENGINEERS (NWBE)
P. O. Box 328
Hayward, WI 54843
heather@cheqnet.net

Dan Gustafson, PE
S.E.H. INC.
10 North Bridge Street
Chippewa Falls, WI 54729
dgustafson@sehinc.com

(over)

Aron Palmer, PE
WESTBROOK ASSOCIATED ENGINEERS, INC.
419 East Hoxie Street
P. O. Box 429
Spring Green, WI 53588
rmlund1@charter.net

Stephen G. Schraufnagel
C&S DESGIN & ENGINEERING
803 Lakeshore Drive West
P. O. Box 636
Ashland, WI 54806
csdesign@ncis.net

Chad Schroeder
MSA PROFESSIONAL SERVICES, INC.
1835 North Stevens Street
Rhineland, WI 54501
cschroeder@msa-ps.com

**TOWN OF RUSSELL
 OLD COUNTY K ROAD RECONSTRUCTION
 ENGINEERING CONSULTANT EVALUATIONS**

Rating Scale 1 to 10 with 10 being Exceptional

CRITERIA

- 1 Resources to do the job**
- 2 Project Manager/Engineer**
- 3 Current Variance (meeting schedules)**
- 4 Work Load Remaining (Capacity)**
- 5 Public Involvement**
- 6 Environemtal Issues**
- 7 Right-of-Way & Utility Issues**
- 8 Knowledge of Job**
- 9 Identify Problems Proactively for Client**
- 10 Accomodating Public & Agency Concerns**
- 11 Schedule**

TOTALS	0	0	0	0	0	0	0	0	0
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RANK



LOCAL DESIGN SELECTION APPROVAL CHECKLIST

Wisconsin Department of Transportation
DT1515 10/2014

State Project ID	Highway/Street	Estimated Contract Cost
Description of Work		

Municipality Contact	Name	
Title	(Area Code) Telephone Number	Email Address

Municipality Selection Committee *(List at least 3 voting members in the selection process, including the chairperson)*

Name	Title	(Area Code) Telephone Number
1		
2		
3		
4		
5		

Detailed estimate of hours and costs for the project was developed by <input type="checkbox"/> Municipality <input type="checkbox"/> Central Office Office <input type="checkbox"/> WisDOT Region	Solicitation of Interest was published by: <i>(check all that apply)</i> <input type="checkbox"/> Notifying entire WisDOT Eligible Roster of Consultants <input type="checkbox"/> Using WisDOT Internet site for design solicitation <input type="checkbox"/> Local Internet site <input type="checkbox"/> Justified Sole Source <input type="checkbox"/> Newspaper Advertisement <input type="checkbox"/> Small Purchase Procedure (see FDM 8-5-10) <input type="checkbox"/> Notifying entire municipally maintained roster of interested and qualified firms (minimum of 10). Solicitation method must be documented in the project file.
Were objective criteria developed and used in short-listing the preferred consultants? <input type="checkbox"/> Yes <input type="checkbox"/> No	Number of firms contacted:
Did the selection committee conduct interviews with the potential consultants? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, how many firms were interviewed?	Final short list of consulting firms in order of rank in the project: 1 2 3 4 5
A copy of the objective criteria can be found at the following location <input type="checkbox"/> Central Office Office <input type="checkbox"/> WisDOT Region Region project file <input type="checkbox"/> Municipality Project File	
DOT Estimate Attached <input type="checkbox"/> Yes <input type="checkbox"/> No	

Approval for selecting the following preferred consultant is requested:		
Municipality	Prepared By <i>(name and title)</i>	Date <i>(choose)</i> Date

WisDOT Use Only		* CARS Required Values	
*Contract Phase	Date of Request	Date	
*Status Status	*Contract Function	Function	
*Project Limits	*Program Code	Program Code	
	*Federal Funding %	%	
	*ARRA	<input type="checkbox"/> Yes <input type="checkbox"/> No	
*County County List	*DBE % Goal	%	
*Region/Bureau Region/Bureau	*DBE Waiver	<input type="checkbox"/> Yes <input type="checkbox"/> No	

Selection for Design by Local Government Contract Approved by See FDM 8-5-20.5 Contracts \$50,000 or more – Statewide Consultant Engineer / Contracts under \$50,000 – Region		Assigned Fixed Fee %
Approval Signature <i>(Brush Script font)</i>		Date <i>(choose)</i> Date

For Statewide Consultant Engineer's Approval, send form to DOTConsultantServicesApproval@dot.wi.gov