

TASK ORDER 2025-01
2025 Columbus Street Maintenance & WISLR Ratings

Task Order

This is Task Order No. 2025-01, consisting of 6 pages.

In accordance with paragraph 1.1 of the Master Professional Service Agreement between the City of Columbus (City) and Ruekert and Mielke, Inc. (R/M) for Professional Services – Task Order Edition dated March 19, 2019 (“Agreement”), City and R/M agree as follows:

1. Specific Project Data

A. Phase 1 - Street Maintenance

- Phase 1 will include design, bidding and construction services for the 2025 Street Maintenance Program for the City of Columbus. Roadway crack sealing and slurry sealing will be included in this project.
- The work described above will be separated into two distinct construction contracts to obtain the most reasonable pricing from contractors. The two contracts are as follows: Crack Sealing and Slurry Sealing.
- The crack sealing and slurry sealing is estimated to exceed \$25,000, and therefore is required to be publicly bid and awarded to the lowest responsible bidder.
- Assist with the county aid project, coordination and construction related items.

B. Phase 2 – WISLR Update

- Phase 2 will update street inventory ratings in the Wisconsin Information System for Local Roads (WISLR) as required by WisDOT to receive street funding. Updates are required to occur in a two-year cycle of which 2025 is a required update year.
- Project location will encompass the entire 28 miles of City Streets located within the City of Columbus.
- Upon completion and review of data R/M will submit final data before deadline to WisDOT

C. Phase 3 – LRIP Grant Application – WisDOT

This grant is for the FFY 2025-2027 solicitation. The grant provides up to 50% state funding for eligible local roads for the discretionary grant and a set amount for the entitlement determined by the county. RM will target the 2026 reconstruction of West School Street for both the grants. If one grant is awarded the other will be required to be declined, but applying for both is allowed. The following services are planned for both the entitlement and discretionary grants along with online submission.

- Preparation of the grant documentation.
- File grant application through online system

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2. Services of R/M

A. PHASE 1 - STREET MAINTENANCE

Field Inventory

- Site investigation to confirm street condition and determine project limits.
- Photograph streets and surfaces scheduled for maintenance.
- Develop scope of work for each street and surface.

Plan Design

- Prepare project drawings.
- Prepare project specifications.
- Determine quantities and develop opinion of probable construction cost.
- Prepare project summary tables, including project limits and estimated lengths and widths.
- Prepare project limits descriptions.

Bidding

Crack Sealing

- Project administration.
- General coordination with potential bidders.
- Attend bid opening.
- Review bids and prepare bid tabulation.
- Make formal award recommendation to owner.
- Review contractor information (insurance, agreement, bonding, etc.).
- Draft pre-construction agenda/meeting minutes.
- Contract coordination with contractor and client.
- Attend pre-construction meeting.

Slurry Sealing

- Project administration.
- General coordination with potential bidders.
- Attend bid opening.
- Review bids and prepare bid tabulation.
- Make formal award recommendation to owner.
- Issue notice of award to contractor.
- Review contractor information (Insurance, agreement, bonding, etc.).
- Issue notice to proceed.
- Draft pre-construction agenda/meeting minutes.
- Contract coordination with contractor and client.
- Attend pre-construction meeting.

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Construction Administration

- Identify project limits with paint on the streets and surfaces.
- Periodic construction review.
- Pay request review and recommendation.
- Technical support and administration.
- Substantial completion inspection.
- Develop punch list/review punch list.
- Final completion inspection.
- Project closeout documentation.

B. PHASE 2 – WISLR Update

- Review program and identify areas targeted for updates.
- Review and update street maintenance unit costs in database.
- Perform field street ratings for all streets (approx. 28 miles).
- Identify ambiguities with street components and update master file.

C. PHASE 3 – LRIP Grant Application

- Meet with City staff to identify the project location and scope of project.
- Prepare a project location map showing the project location.
- Answer questions from City staff during the application process.
- Document existing facility design and prepare project description.
- Prepare project location map and identify average daily/year traffic.
- Prepare project justification for incorporation into Application.
- Identify project improvements and prepare technical information for the Application.
- Review and determine if any environmental or cultural issues are present in project area.
- Identify any miscellaneous issues of concern to note in Application.
- Prepare cost estimate, project priority, and scheduling for the “Confidential Information” section of the Application.
- Assist City in completing the Application and submission to WisDOT.
- Assist City in addressing any requests from the WisDOT for revised or additional information needed to resolve any eligibility issues.

3. City’s Responsibilities

City shall have those responsibilities set forth in Section II of Agreement, subject to the following:

- A. City shall confirm attendance to meetings prior to attendance.
- B. Provide approval of selected maintenance methods and locations.
- C. Provide existing maps or drawings with information for the project.
- D. Provide timely review of plans.

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4. Items Excluded

- A. The following items are excluded from the Scope of Services:
- Follow-up site visits, meetings, and certifications not included in the above scope.
 - Creation or update of any street plan or spreadsheet ranking that consider utility condition.
 - County Aid funding application or finance support.
 - Contaminated site investigations, coordination, and/or remediation design.
 - Historical, environmental, or archeological investigations, coordination, and/or mitigation.
 - Alternatives analysis.
 - Environmental impact statements or site assessments.
 - Title searches.
 - Record drawings.
 - Boundary survey or property survey.
 - Real estate appraisal/acquisition.
 - Easement preparation or CSM.
 - Permitting.
 - Public hearings.

5. Times for Rendering Services

- A. Schedules are subject to change due to activities beyond the control of R/M. In general, the tentative schedule Phase 1 – Street Maintenance is as follows:

Authorization to Proceed	03/04/25
Preliminary Design	03/27/25
Final Design and Advertise	04/20/25
Bids Due on Project	05/10/25
Start Construction	06/01/25
Final Completion	08/03/25
Project Closeout	08/21/25

- B. Phase 2 will be completed by after bids for phase 1 are awarded to confirm streets that will have changes to surface ratings in 2025. All work will be completed by October 1, 2025 and ready for city review. Final submissions will be completed by November 1, 2025.
- C. Phase 3 will be completed by the grant deadline as set by the new program. Submission of grant is projected to be no later than November 1, 2025.

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6. Payments to R/M

A. City shall pay R/M for services rendered as follows:

<i>Category of Services</i>	<i>Compensation Method</i>	<i>Estimate of Compensation for Services</i>
Street Maintenance	Lump Sum	\$15,900
WISLR Update	Lump Sum	\$4,925
Grant Preparation	Lump Sum	\$5,500
	TOTAL =	\$19,425

B. Terms and Conditions: Execution of this Task Order by City and R/M shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. R/M is authorized to begin performance upon its receipt of a copy of this Task Order signed by City.

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The Effective Date of this Task Order is March 4, 2025.


City of Columbus:

Ruekert and Mielke, Inc.:

By:

By:

Jason P.
Lietha

 Digitally signed by Jason
P. Lietha
Date: 2025.02.12
08:44:20 -06'00'

Name:

Name:

Jason P. Lietha, P.E.

Title:

Title:

Senior Vice President

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

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Name:

Heidi Jeninga, P.E.

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