

## MEMO

TO: Chairperson Steven Board and Commission Members  
FROM: Andrew Beyer, P.E.  
DATE: July 3, 2024  
RE: Public Works Commission Agenda Narrative for July 9, 2024

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Agenda Item:

Review and take possible action: Change Order No. 1 to Contract #6-24 Bituminous Surfacing for \$168,808.25

### BACKGROUND

Clasen Quality Chocolate (CQC) approached the City of Watertown regarding roadway improvements to Endres Lane and portions of E. Horseshoe Road. After review of roadway conditions, discussions with CQC, and review of TID 4 closure, the City of Watertown and CQC are agreeable to a 50/50 cost share to resurface the roadways in anticipation of the upcoming TID closure, eligible in 2026. There is adequate funding in the TID #4 fund balance to fund the city's portion of the work. At its July 8, 2024 meeting, the Finance Committee will be taking action to create and fund a TID 4 revenue account in the amount of \$102,900.63, the amount to be invoiced to CQC following completion of resurfacing project. A TID 4 expense account shall also be created and funded in the amount of \$205,801.27, the estimated construction cost for the resurfacing project. The difference between the created expense account and revenue account being the city's project cost share. A change order to the 2024 bituminous surfacing contract is needed to add necessary milling and paving work to said contract to complete the resurfacing project.

Attached is the draft change order along with draft resolution, the bid tab for bituminous surfacing, and a site map for your use.

### Attachments:

- Change Order No. 1
- Draft Resolution
- 2024 Annual Streets Bituminous Surfacing bid tab
- Site Map