

AECOM

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April 16, 2009

«Business_Name»

«Name»

«Address»

Subject: **CTH HH/Business Park Drive Improvements
AECOM Project No. 107219**

Dear «Salutation»:

As you are aware, Travel Guard will be moving into their new Corporate Headquarters in the Stevens Point Business Park in July of 2009. This will significantly impact traffic at the CTH HH/Business Park Drive/Crossroads Drive intersection. As a result, improvements are required to handle the increased traffic. A map depicting the final lane configuration is enclosed. Utility relocations have commenced with initial roadway improvements to follow starting the week of April 20, 2009.

Traffic and staging of the work is summarized as follows:

A. TRAFFIC

CTH HH – One lane of traffic will be maintained in each direction at all times, with daytime lane closures allowed with flagging operations as needed. Times of lane closures and flagging must be approved by the engineer.

Business Park Drive – Business Park Drive from CTH HH to Vern Holmes Drive will be closed to through traffic for the duration of construction. There will be no posted detour.

Crossroads Drive – Access to Crossroads Drive will be maintained at all times, except that short-term closures may be allowed with approval of the engineer.

B. STAGING

The project will be constructed in four stages as follows:

1. Stage 1 – Approximately May 11, 2009 to May 19, 2009

Business Park Drive will be closed.

CTH HH westbound lanes will be open and the eastbound outside lane will be closed.

Crossroads Drive northbound inside left turn lane will be closed.

Work during stage one will include setting up of temporary signals and work necessary to reconfigure the median nose on Crossroads Drive. The concrete contractor will be expected to mobilize to pour the curb for the median on Crossroads Drive during this stage.

2. Stage 2 – Approximately May 20, 2009 to May 29, 2009

Business Park Drive will remain closed.

CTH HH eastbound and westbound inside lanes will be closed.

Crossroads Drive northbound inside left turn lane will be closed.

Work during stage two will consist of removing existing curb, irrigation, trees, and topsoil necessary to construct the temporary crossovers. There are also two street lights that need to be salvaged, one at each crossover location. The temporary crossovers can then be constructed and preparations made for Stage 3.

3. Stage 3 – Approximately June 1, 2009 to July 17, 2009

Business Park Drive will remain closed.

CTH HH eastbound and westbound traffic will be two-way on the existing eastbound lanes. Westbound CTH HH traffic will be using the newly constructed crossovers. Left turns for westbound CTH HH to Crossroads Drive will be restricted.

Crossroads Drive northbound inside left turn lane will be closed.

Work during stage three includes all work on CTH HH and Business Park Drive north of the existing eastbound lanes.

4. Stage 4 – Approximately July 20, 2009 to July 31, 2009

Business Park Drive will remain closed.

CTH HH eastbound and westbound inside lanes will be closed.

Crossroads Drive northbound inside left turn lane will remain closed.

Work includes removing the westbound crossover on the west end of the project and finishing the curb and sidewalk work in the median. The crossover on the east end of the project can be left in-place for use during construction of the CTH R and CTH HH intersection improvements planned in 2010.

Your cooperation is appreciated during these times to ensure safe working conditions, safety for the traveling public and timely completion of the project.

I will be the on-site engineer overseeing the construction of this project, and can be reached at (715) 340-4215 anytime, or Project Manager, David Hansen at (715) 340-2544. We will be happy to answer any questions you may have.

Yours sincerely,

AECOM

A handwritten signature in cursive script that reads "Bob Buerger".

Bob Buerger
Project Engineer

Enclosures: As Noted

c/enc: Andrew Halverson, City of Stevens Point
Don Popoff, City of Stevens Point
Bill Weronke, Portage County
Dan Schlutter, Village of Plover
Dan Mahoney, Village of Plover

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