



11333 N. Cedarburg Road  
Mequon, WI 53092  
Phone: 262-236-8145  
Fax: 262-242-9655

[www.ci.mequon.wi.us](http://www.ci.mequon.wi.us)

Public Works Department

## **PUBLIC WORKS COMMITTEE**

**Tuesday, February 14, 2023**

**6:00 PM**

**South Conference Room**

### **Agenda**

- 1) Call to Order, Roll Call
- 2) Approval of Minutes
  - a. December 13, 2022 Minutes
- 3) Discussion and Possible Action
  - a. **RESOLUTION 4018** A Resolution Rejecting a Bid for the City Hall Roof Replacement Project from Noffke Roofing of Mequon, Wisconsin, Due to a Bidder's Error
  - b. **RESOLUTION 4019** A Resolution Awarding the 2023 City Hall Roof Replacement Contract to Alois Roofing and Sheet Metal, of West Allis, Wisconsin, in an Amount Not-to-Exceed \$335,995
  - c. **RESOLUTION 4020** A Resolution Authorizing Supplemental Inspection Services in Excess of \$25,000 During the 2023 Construction Season with the Following Engineering Firms: GRAEF, Kapur & Associates, R.A. Smith, Ruekert-Mielke and SEH
  - d. **RESOLUTION 4016** A Resolution Amending the Template Memorandum of Understanding for Private Water Trusts Operating in the Public Right-of-Way, to Reference the City's Standard Specifications for Land Development
  - e. 2023 Road Program Items Overview
  - f. 2022 Road Improvements Contract Summary
  - g. 2023 Road Maintenance - Funding
  - h. **RESOLUTION 4017** A Resolution Authorizing Installation of Widened Paved Shoulders Along Highland Road from Wauwatosa Road to the Railroad Crossing West of Cedarburg Road
  - i. 2023 Annual Road Program

j. 2023 Work Plan (2.14.23)

4) Adjourn

*Dated: February 14, 2023*

*/s/ Jeffrey Hansher, Chair*

.....  
Notice is hereby given that a quorum of other governmental bodies may be present at this meeting to present, discuss and/or gather information about a subject over which they have decision-making responsibility, although they will not take formal action thereto at this meeting.

Persons with disabilities requiring accommodations for attendance at this meeting should contact the City Clerk's Office at 262-236-2914, twenty-four (24) hours in advance of the meeting.

Any questions regarding this agenda may be directed to the Public Works Department at 262-236-2913, Monday through Friday, 7:00 AM – 3:30 PM.



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Public Works Department

## **PUBLIC WORKS COMMITTEE**

**Tuesday, December 13, 2022**

**6:00 PM**

**South Conference Room**

### **Minutes**

#### 1) Call to Order, Roll Call

**Present:**

Chair Jeffrey Hansher  
 Alderman Mark Gierl  
 Alderman Dale Mayr

Also present: City Attorney Brian Sajdak (6:00 - 6:06PM), Director of Public Works/City Engineer Kristen Lundeen, Assistant City Engineer Cole McCraw and Administrative Assistant Schlereth.

#### 2) Approval of Minutes

a. Public Works Committee - Special Meeting - Oct 26, 2022 6:30 PM

**RESULT:** **Approved by Voice Acclamation [Unanimous]**  
**MOVED BY:** Alderman Mayr  
**SECONDED BY:** Alderman Gierl

|              |                      |
|--------------|----------------------|
| <b>AYES:</b> | Hansher, Gierl, Mayr |
|--------------|----------------------|

#### 3) Resolutions

**Action requested: review and recommend approval**

a. **RESOLUTION 4003** A Resolution Releasing a Septic System Deed Restriction for the Property Located at Approximately 8435 W. Highland Road (Tax Parcel No. 14-016-02-003.00)

The deed restriction was placed on the property when the land was divided, but no soil test was completed prior to recording. The current homeowner had a soil test done and the results support a mound system could be built on the property. Therefore, the homeowner is seeking the deed restriction be lifted to allow them to use the property to build a new single-family

Attachment: 12-12-22 Mins\_Public Works (8151 : December 13, 2022 Minutes)

home.

Clarification was made that the city's role is to validate that the soil testing has been done and determine if the deed restriction will be lifted. The County would be the one that then would determine if locations acceptable for a mound or septic.

**RESULT:** Approved by Voice Acclamation [Unanimous]  
**MOVED BY:** Alderman Mayr  
**SECONDED BY:** Alderman Gierl

**AYES:** Hansher, Gierl, Mayr

#### 4) Discussion Items

##### Discussion and Possible Action

##### a. Review of Standard Specifications for Land Development - 12th Edition

The Engineering Division made no major changes to the 12<sup>th</sup> edition manual. Updates that were made related to grammar, technology standards and clarification of existing policy.

**RESULT:** Approved by Voice Acclamation [Unanimous]  
**MOVED BY:** Alderman Mayr  
**SECONDED BY:** Alderman Gierl

**AYES:** Hansher, Gierl, Mayr

##### b. 2022 Work Plan (12.13.22)

#### 5) Adjourn

##### a. Motion to Adjourn at 6:20 PM

**RESULT:** Approved by Voice Acclamation [Unanimous]  
**MOVED BY:** Alderman Gierl  
**SECONDED BY:** Alderman Mayr

**AYES:** Hansher, Gierl, Mayr

Respectfully Submitted,

*Ren Schlereth*  
 Administrative Secretary



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Office of Building Maintenance

**TO: Public Works Committee**  
**FROM: Justin Bodoh, Building Superintendent**  
**DATE: February 14, 2023**  
**SUBJECT: RESOLUTION 4018 A Resolution Rejecting a Bid for the City Hall Roof Replacement Project from Noffke Roofing of Mequon, Wisconsin, Due to a Bidder's Error**

### **Background**

On January 12, 2023, the Buildings Division advertised for the replacement of the City Hall Roof. The City Hall Roof project contained 3 base bids: Base Bid A containing the bid items for replacing the roof of the older section of City Hall, Base Bid B containing the bid items for replacing the roof of the newer office section of City Hall, and Base Bid A+B containing the bid items to replace all of the roofing on both sections of City Hall.

### **Analysis**

Staff held a pre-bid conference on January 17, 2023, which was attended by only one potential bidder, Avondale Roofing of Janesville, WI.

A bid opening was conducted on February 1, 2023, and staff received three bids, one from Roofed Right America of Milwaukee, one from Alois Roofing and Sheet Metal of West Allis and one from Noffke Roofing of Mequon. The low bidder for Base Bid A was Alois Roofing at \$127,300, the low bidder for Base Bid B was Alois Roofing at \$164,870 and the low bidder for Base Bid A+B was Noffke Roofing at \$263,400.

Staff notified Noffke Roofing that they were the apparent low bid for Base Bid A+B and the City was going to award the contract to them. Noffke Roofing indicated that the bid was in error. The bid was submitted with duplicate pricing for Base Bid A and Base Bid A+B. Noffke Roofing also indicated that their Base Bid A+B should have been \$475,600 (see attached communication from Noffke Roofing).

The State's bidding statute contemplates errors in public bidding. Because these bids had been opened prior to the bidder identifying the error, the statute requires the bidder to "immediately and without delay give written notice" of the error. Noffke has further indicated that they would not execute the contract for the work. Accordingly, the statute calls for the forfeiture of the bid security as liquidated damages. The bidder may seek recovery of the forfeited security in a court action. Based upon Noffke's statement that would not execute the contract, staff recommends the rejection of Noffke Roofing's bid, due to this identified error.

**Fiscal Impact**

In rejecting the bid, the City can still award the project to Alois Roofing. The corrected bid for Noffke Roofing of \$475,600 is approximately 38% higher than the lowest bid. The bid security in this case was \$23,780. Under the statute, this sum constitutes liquidated damages for the breach of contract represented by the bid. In this case, the security amount would be deposited in the City-wide Building Repairs Capital Account for use to partially offset the difference between the amount of the failed bid (\$263,400) and the next lowest bid (\$335,995).

**Recommendation**

Staff recommends that the Public Works Committee favorably endorse, and the Common Council approve the resolution rejecting the bid from Noffke Roofing.

Attachments:

Noffke Letter (PDF)

COMMON COUNCIL  
OF THE  
CITY OF MEQUON

RESOLUTION 4018

A Resolution Rejecting a Bid for the City Hall Roof Replacement Project from Noffke Roofing of Mequon, Wisconsin, Due to a Bidder's Error

**RECITALS**

A. The City of Mequon Buildings Division has advertised and received bids for the 2023 City Hall Roofing Project.

B. Staff has reviewed the various bids and contractor qualifications for the contracts.

C. Noffke Roofing was the apparent low bidder for the work, but Noffke has advised the City that there was an error in its bid.

D. Noffke Roofing has further indicated that they would not execute the contract for the work at the bid amount, based upon the error.

E. The bid security will be deposited into the City-wide Building Repairs Capital Account to offset the final contract award amount for the project.

BASED UPON THE FOREGOING RECITALS, IT IS RESOLVED by the Common Council of the City of Mequon, Wisconsin that the bid for the City of Mequon's City Hall Roof Project from Noffke Roofing is rejected, and the bid security shall be forfeited in accordance with law and deposited in the City-wide Building Repairs Capital Account to offset the additional cost in completing the roofing project with the second lowest bidder.

\_\_\_\_\_  
Approved by: Andrew Nerbun, Mayor

Date Approved: February 14, 2023

I certify that the foregoing Resolution was adopted by the Common Council of the City of Mequon, Wisconsin, at a meeting held on February 14, 2023.

\_\_\_\_\_  
Caroline Fochs, City Clerk

# NOFFKE ROOFING CO., LLC

10341 N. GRANVILLE ROAD – MEQUON, WI 53097 262-242-5320

*Established 1952*

February 7, 2023

**CITY OF MEQUON**  
**11333 N. CEDARBURG RD.**  
**MEQUON WI. 53092**  
**JUSTIN BODAH 414-807-3085 jbodah@ci.mequon.wi.us**

**RE: 2023 CITY HALL ROOF REPLACEMENT**

Dear Justin,

Due to a mistake/error in my completing the bid form, the total for A & B should be \$474,600.00. A = \$263,400.00. B=\$212,200.00

We cannot complete the two roof sections for \$263,400.00

I apologize for this mistake/error.

*Ken Noffke*

**PRICE SCHEDULE – BASE BID “A” ITEMS**  
City Hall Original Roof

| ITEM NUMBER                            | ITEM                                                                                                                               | UNIT   | EST. QUANTITY | UNIT BID PRICE | TOTAL   |
|----------------------------------------|------------------------------------------------------------------------------------------------------------------------------------|--------|---------------|----------------|---------|
| 1                                      | Remove of Existing Estimated 4,300 S.F. of membrane and disposal off property                                                      | LS     | 1             | 735            | 50,000. |
| 2                                      | Removal of Existing Estimated 3,600 S.F. of shingles and underlayment                                                              | LS     | 1             | 500            | 15,000. |
| 3                                      | Supply / Install Estimated 4300 S.F. of 1/2" HD ISO Insulation                                                                     | LS     | 1             | 588            | 40,000. |
| 4                                      | Supply / Install Estimated S.F. of 60 mil EPDM Rubber Membrane, fasten with termination bars with butyl tape to masonry side walls | IS     | 1             | 1029           | 70,000. |
| 5                                      | Supply / Install New 24-gauge Steel Flashing for EPDM Roof per manufacture's Specifications                                        | LS     | 1             | 73             | 5,000.  |
| 6                                      | Supply / Install Uncured EPDM for flashing around all outside corners and hand - flashed penetrations                              | LS     | 1             | 73             | 5,000.  |
| 7                                      | Supply / Install Estimated 3,600 S.F. of Tyvec Protec 200 Underlayment or Similar Product                                          | LS     | 1             | 166            | 5,000.  |
| 8                                      | Supply / Install Ice & Water Shield to lower 6ft. Perimeter Edge and all pipe locations                                            | LS     | 1             | 166            | 5,000.  |
| 9                                      | Supply / Install new 24-gauge steel flashing in all shingle roofing areas per manufacture's specifications                         | LS     | 1             | 166            | 5,000.  |
| 10                                     | Supply / Install new LEAD plumbing stack flashings to replace existing                                                             | LS     | 1             | 33             | 1,000.  |
| 11                                     | Supply / Install 40-year architectural shingles per manufactures specifications. (City to pick out color)                          | Square | 36            | 667            | 20,000. |
| 12                                     | Removal /Supply / Installation of Damaged Decking, decking material should match or be similar product to original.                | Square | 22            | 433            | 43,400. |
| Total Base Bid "A" Items 1 through 12: |                                                                                                                                    |        |               | \$ 263,400.00  |         |

**PRICE SCHEDULE – BASE BID “B” ITEMS**  
City Hall Addition Roof

| ITEM NUMBER                             | ITEM                                                                                                                                                                  | UNIT   | EST. QUANTITY | UNIT BID PRICE | TOTAL   |
|-----------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|---------------|----------------|---------|
| 13                                      | Remove ballast and estimated 20,000 S.F. of existing membrane. Material will be removed off premises                                                                  | LS     | 1             | 205            | 30,000. |
| 14                                      | Removal of estimated 1,400 S.F. of existing shingles and underlayment                                                                                                 | LS     | 1             | 833            | 10,000. |
| 15                                      | Supply / Install estimated 20,000 S.F. of new 1/2" fiberboard over existing insulation, fasten per roofing specifications                                             | LS     | 1             | 342            | 50,000. |
| 16                                      | Supply / Install estimated 20,000 S.F. of 60 mil EPDM rubber membrane with ballast<br>(See ballast specs. below)                                                      | LS     | 1             | 342            | 50,000. |
| 17                                      | Supply / Install 34-gauge Kynar fluoropolymer coated perimeter edge flashing. (Standard color)                                                                        | LS     | 1             | 65             | 10,000. |
| 18                                      | Supply / Install a layer of ice and water shield at the top edge of the new rubber membrane                                                                           | LS     | 1             | 250            | 3,000.  |
| 19                                      | Supply / Install uncured rubber flashing to seal off all flashing, etc., and further seal with EPDM sealant.                                                          | LS     | 1             | 34             | 5,000.  |
| 20                                      | Supply / Replace the existing concrete walk pads (2' x2' x 2"), with an additional layer of rubber roofing membrane beneath them to serve as a protective slip sheet. | LS     | 1             | 34             | 5,000.  |
| 21                                      | Supply / Install Tyvec Protec 200 Underlayment or Similar Product                                                                                                     | LS     | 1             | 250            | 3,000.  |
| 22                                      | Supply / Install Ice & Water Shield to lower 6ft. Perimeter Edge and all pipe locations                                                                               | LS     | 1             | 250            | 3,000.  |
| 23                                      | Supply / Install new LEAD plumbing stack flashings to replace existing                                                                                                | LS     | 1             | 250            | 3,000.  |
| 24                                      | Supply / Install 40-year architectural shingles per manufactures specifications. (City to pick out color)                                                             | Square | 14            | 833            | 10,000. |
| 25                                      | Removal /Supply / Installation of Damaged Decking, decking material should match or be similar product to original.                                                   | Square | 20            | 191            | 30,200. |
| Total Base Bid "B" Items 13 through 25: |                                                                                                                                                                       |        |               | \$ 212,200.00  |         |
| Total Base Bid "A" + "B" Items 1-25:    |                                                                                                                                                                       |        |               | \$ 263,400.00  |         |

**Should be \$475,600.00**

Attachment: Noffke Letter (RESOLUTION 4018 : Noffke Roofing Bid Rejection)



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Office of Public Works

**TO: Public Works Committee**  
**FROM: Justin Bodoh, Building Superintendent**  
**DATE: February 14, 2023**  
**SUBJECT: RESOLUTION 4019 A Resolution Awarding the 2023 City Hall Roof Replacement Contract to Alois Roofing and Sheet Metal, of West Allis, Wisconsin, in an Amount Not-to-Exceed \$335,995**

### **Background**

In 2018, EMG completed a Facilities Condition Assessment (FCA) of City-owned facilities. Included in the recommendations was the replacement of the roofing at City Hall. FCA Section 6.3 for roofing at City Hall is attached. The older portion of City Hall was originally built in 1936, and an office space annex was built in 1996 at which time the roof on the original building was also replaced. The FCA Replacement Reserves Report recommended replacement of the roofing of both buildings in 2021 for an estimated total cost of \$325,339. The FCA also recommended replacement of the skylights in 2025 for an additional \$4,829. Since the time of the study in 2018, roofing leaks at City Hall have become more prevalent, even after patching of known leaks. While repairing roof leaks at City Hall, two air handlers were also discovered to be contributing to these leaks at City Hall.

While this proposed contract award is for the replacement of the roofing on City Hall, several other projects noted in the FCA will require attention in the coming years, as listed below:

- Replacement of two vintage 1936 air handler units - est. \$220,000
- Replacement of 1936 sanitary sewer lateral under older building - est. TBD
- Replacement of interior ceiling in Common Council Chambers - est. \$30,000
- Replacement of vinyl tile floor / carpeting covering in older building - est. \$105,000
- Boiler Stack replacement at Public Safety Building - est. \$26,000

### **Analysis**

In January of this year, the Building Maintenance Division advertised to have the City Hall roofs replaced in 2023. Staff held a pre-bid conference on January 17, 2023, which was attended by only one potential bidder, Avondale Roofing of Janesville.

A bid opening was conducted on February 1 and staff received two bids, one from Alois Roofing and Sheet Metal of West Allis, and one from Roofed Right America of Milwaukee. The low bid is approximately 25% less than the FCA estimated total cost.

The roofing on City Hall is a combination of primary, secondary, and tertiary roofs. The primary (office space annex) roofing is ethylene propylene diene monomer (EPDM) with aggregate

ballast. The secondary (flat roofing on the original building) is EPDM only. The tertiary roofing on both buildings is asphalt shingles on the hipped portions of the roofs.

The total Base Bid A+B is for complete roofing replacement on both buildings with like materials. Base Bid A is for roof replacement of the older portion of City Hall only which has been experiencing more leaking than the newer office annex portion. Base Bid B is for roof replacement of the annex addition portion of City Hall.

The low bid proposal for the total Base Bid A+B is from Alois Roofing and Sheet Metal, of West Allis totals \$292,170.

### **Fiscal Impact**

The FCA estimated cost was with 2018 prices. If an average 4% increase for inflation was applied each year, the estimate from the FCA is projected to be approximately \$396,000 (using 2023 prices).

The low bid of \$292,170 is approximately 25% lower than the FCA estimate (using 2023 prices). With a 15% contingency, the low bid comes in at \$335,995, which is 15% lower than the FCA estimate (using 2023 prices).

The City-wide Building Repairs Capital Account has sufficient funds on hand to pay for the cost of the recommended City Hall roof replacement.

As a result of several recent contract awards, the Public Works Committee and Common Council have requested adding a contingency to the award amounts. Therefore, staff is recommending that the resolution approve an amount not-to-exceed \$335,995, which includes a contingency of 15% for additionally authorized efforts. The contingency provides for additional services that may result from unknown field conditions.

### **Recommendation**

Staff recommends that the Public Works Committee favorably endorse, and the Common Council approve the resolution awarding City Hall roof replacement Base Bid A+B to Alois Roofing and Sheet Metal of West Allis, Wisconsin, in an amount not-to-exceed \$335,995.

Attachments:

EGM Facility Condition Assessment section 6.3 (PDF)

Roofing Bidder Summary 2023 (PDF)

COMMON COUNCIL  
OF THE  
CITY OF MEQUON

RESOLUTION 4019

A Resolution Awarding the 2023 City Hall Roof Replacement Contract to Alois Roofing and Sheet Metal, of West Allis, Wisconsin, in an Amount Not-to-Exceed \$335,995

**RECITALS**

A. The Department of Public Works' Buildings Division advertised and received bids for the replacement of three (3) roof sections at City Hall.

B. Staff has reviewed the various quotes and contractor qualifications for the contract.

C. Staff has determined that the bids received are in accord with previous estimates and that the contractor qualifications have been met, and on that basis has made a recommendation to the Committee of Public Works.

D. The Committee of Public Works at its meeting on February 14, 2023, approved staff's recommendation.

BASED UPON THE FOREGOING RECITALS, IT IS RESOLVED by the Common Council of the City of Mequon, Wisconsin that:

1. The Agreement for City Hall Roof Replacement, as let for bid, is approved and awarded to Alois Roofing and Sheet Metal of West Allis, Wisconsin, in an amount not-to-exceed \$335,995, subject to any clerical, technical and/or legal changes deemed necessary and appropriate by the City Attorney.

2. The Mayor and the City Clerk are authorized and directed to execute and deliver the same.

\_\_\_\_\_  
Approved by: Andrew Nerbun, Mayor

Date Approved: February 14, 2023

I certify that the foregoing Resolution was adopted by the Common Council of the City of Mequon, Wisconsin, at a meeting held on February 14, 2023.

\_\_\_\_\_  
Caroline Fochs, City Clerk

## FACILITY CONDITION ASSESSMENT

Final Draft

CITY HALL  
11333 NORTH CEDARBURG ROAD  
MEQUON, WISCONSIN 53092

EMG PROJECT NO: 127475.17R000-001.017

## 6.3 ROOFING

| Primary Roof         |                               |                |                            |
|----------------------|-------------------------------|----------------|----------------------------|
| Type / Geometry      | Flat or low-sloping           | Finish         | Single-ply EPDM w/ ballast |
| Maintenance          | Outside contractor            | Roof Age       | 22 years                   |
| Flashing             | Flashings match main membrane | Warranties     | No                         |
| Parapet Copings      | Sheet metal                   | Roof Drains    | Edge drainage to ground    |
| Fascia               | None                          | Insulation     | Rigid board                |
| Soffits              | None                          | Skylights      | Yes                        |
| Attics               | No                            | Ponding        | No                         |
| Ventilation Source-1 | None                          | Leaks Observed | No                         |
| Ventilation Source-2 | --                            | Roof Condition | Fair                       |

The primary roof is located on the addition.

| Secondary Roof       |                               |                |                         |
|----------------------|-------------------------------|----------------|-------------------------|
| Type / Geometry      | Flat or low-sloping           | Finish         | Single-ply EPDM         |
| Maintenance          | Outside contractor            | Roof Age       | 22 years                |
| Flashing             | Flashings match main membrane | Warranties     | No                      |
| Parapet Copings      | Sheet metal                   | Roof Drains    | Scuppers and downspouts |
| Fascia               | None                          | Insulation     | Could not be determined |
| Soffits              | None                          | Skylights      | No                      |
| Attics               | Yes                           | Ponding        | No                      |
| Ventilation Source-1 | Gravity vents                 | Leaks Observed | No                      |
| Ventilation Source-2 | Gable end vents               | Roof Condition | Fair                    |

The secondary roof is located on a portion of the original facility.

| Tertiary Roof   |                               |            |                  |
|-----------------|-------------------------------|------------|------------------|
| Type / Geometry | Hipped                        | Finish     | Asphalt shingles |
| Maintenance     | Outside contractor            | Roof Age   | 22 years         |
| Flashing        | Flashings match main membrane | Warranties | No               |

## FACILITY CONDITION ASSESSMENT

Final Draft

CITY HALL  
11333 NORTH CEDARBURG ROAD  
MEQUON, WISCONSIN 53092

EMG PROJECT NO: 127475.17R000-001.017

| Tertiary Roof        |             |                |                         |
|----------------------|-------------|----------------|-------------------------|
| Parapet Copings      | Sheet metal | Roof Drains    | Edge drainage to ground |
| Fascia               | None        | Insulation     | Rockwool                |
| Soffits              | None        | Skylights      | No                      |
| Attics               | Yes         | Ponding        | No                      |
| Ventilation Source-1 | Ridge vents | Leaks Observed | No                      |
| Ventilation Source-2 | --          | Roof Condition | Poor                    |

The tertiary roof is located on a portion of the original facility, screen walls and entry parapet of the addition.

**Anticipated Lifecycle Replacements:**

- Parapet wall copings
- Skylights
- Membrane and Shingle roofs
- Metal roof over vent cupola

**Actions/Comments:**

- The roof finishes were reportedly installed in 1996 are original to the expansion and replacements on the original facility. The roofs are no longer covered under a warranty. The roofs are maintained by an outside contractor.
- According to the POC, roof leaks have occurred in the past year. The leaks have since been repaired, and no active roof leaks are evident.
- There is no evidence of roof deck or insulation deterioration. The roof substrate and insulation should be inspected during any future roof repair or replacement work. Per Scott Schowalter, the alternate POC, at least one area of roof decking on the flat area next to the hipped roof failed in the past while performing roof maintenance.
- Roof drainage appears to be adequate. Clearing and minor repair of drain system components should be performed regularly as part of the property management's routine maintenance and operations program.
- The attics are not accessible (could be observed from one end) and it could not be determined if there is moisture, water intrusion, or excessive daylight in the attics.
- The field of the secondary roofs have significant areas that are pulling tight and some that are showing deterioration at the glue joints. At the south window access to the roof, above the south break room, the membrane is pulled up off the roof decking. The roof membranes require replacement. Installation of a patch on the south roof may extend the life. These areas would be above the south Breakroom and the north second level restrooms.
- During severe wind storms, roofing aggregate (ballast) may become wind-borne and may harm nearby persons or may damage surrounding properties or building or site elements of the subject property. National, regional, and local building codes vary widely in the treatment of this issue and should be consulted during any future roofing repairs or replacements.
- The field of the tertiary roofs have damaged shingles these are easily seen on the south side of the hipped roof above the council chambers. The aggregate from the tiles can be seen near the transfer drain on the ballasted roof of the addition. The entire roof and screen wall shingles require replacement. Since the roofing is proposed in the future the missing shingles should be replaced.
- The roof sheathing has had an area of previous sheathing failure. The roof decking was repaired at that time. It is recommended that when the roof is replaced on the hipped roof over the council chambers, that the decking is inspected for additional damage. No costs have been included for any repair at this time.
- The roof insulation has significant areas of missing or inadequate insulation in the attic above the council chambers. This area could only be observed from the old balcony hatch. Inconsistent presence of rolled roofing material was observed.

# City of Mequon City Hall 2023 Roof Project

11333 N. Cedarburg Road Mequon, WI 53092

## Bidders List



3.b.b

| Company Name                | Contact Name    | Company Address                 | Email Address                                                    | Phone Number | Base Bid "A" | Base Bid "B" | Base Bid "A+B" | Prequalification & Bid Bond   |
|-----------------------------|-----------------|---------------------------------|------------------------------------------------------------------|--------------|--------------|--------------|----------------|-------------------------------|
| Roofed Right America LLC    | Khary Penebaker | 429 W Boden St, Milwaukee, WI   | <a href="mailto:khary@roofedright.com">khary@roofedright.com</a> | 414-769-0100 | \$212,350.00 | \$265,350.00 | \$477,700.00   | Prequalification and Bid Bond |
| Alois Roofing & Sheet Metal | Micheal Pum     | 2149 S 116th St, West Allis, WI | <a href="mailto:mpum@aloisroofing.com">mpum@aloisroofing.com</a> | 414-727-6100 | \$127,300.00 | \$164,870.00 | \$292,170.00   | Prequalification and Bid Bond |



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www.ci.mequon.wi.us

Office of Public Works Committee

**TO: Public Works Committee**  
**FROM: Cole McCraw, Assistant City Engineer**  
**DATE: February 14, 2023**  
**SUBJECT: RESOLUTION 4020 A Resolution Authorizing Supplemental Inspection Services in Excess of \$25,000 During the 2023 Construction Season with the Following Engineering Firms: GRAEF, Kapur & Associates, R.A. Smith, Ruckert-Mielke and SEH**

### **Background**

Several developments are planning for public infrastructure work in the 2023 construction season. There are potential overlapping construction timelines that may require inspection and review services beyond the availability of City staff. Potential projects slated for 2023 construction include: Torrey Drive, Swan Ridge Farms, Highland Meadows, and others. City staff will also need to accommodate inspection for the Mequon Road-OIT Crossing Improvements City project, so staff capacity will be limited while that project is underway. The specific construction schedules have not been determined for any of the proposed development projects.

### **Analysis**

City staff requested five firms provide construction service rates for the 2023 construction season: GRAEF, Kapur & Associates, R.A. Smith, Ruckert-Mielke, and SEH. All five firms have provided services to the City of Mequon in the past and are qualified to perform inspection services. The construction service rates were used to compare the cost of inspection services between each of the three firms.

As developments request inspection or plan review services, City staff will contact the firms on a case-by-case basis for inspections services if the services cannot be provided by City staff. The consultant with the lowest rates will be contacted first when services are needed. If the lowest-rate consultant cannot perform the services, the consultant with the next lowest rates will be contacted until one can perform the services.

### **Fiscal Impact**

The development inspection and review services are a pass-through cost to developers, so there is no fiscal impact to the City of Mequon. With a potential that the contracts may total more than \$25,000, staff is seeking Common Council approval.

### **Recommendation**

A recommendation is forthcoming from the Public Works Committee on February 14, 2023.

Attachments:

2023 Inspection Rates (PDF)

COMMON COUNCIL  
OF THE  
CITY OF MEQUON

RESOLUTION 4020

A Resolution Authorizing Supplemental Inspection Services in Excess of \$25,000 During the 2023 Construction Season with the Following Engineering Firms: GRAEF, Kapur & Associates, R.A. Smith, Ruekert-Mielke and SEH

**RECITALS**

A. Private developments in the City of Mequon are required to have construction inspections related to public infrastructure and erosion control and obtain civil and stormwater management plan approval from the City of Mequon Engineering Division.

B. There are potential overlapping construction timelines that may require inspection services beyond the availability of City staff.

C. The City of Mequon Engineering Division received construction service rates from five qualified firms.

D. Staff has reviewed the construction service rates and found all firms to be qualified to perform the inspection services.

E. The total expenditures for individual consultants may exceed \$25,000, requiring Common Council approval.

F. The fees for the inspections and reviews are billed to the developer.

G. The consultant with the lowest rates will be contacted first when services are needed. If the lowest-rate consultant cannot perform the services, the consultant with the next lowest rates will be contacted until one can perform the services. When appropriate, consistent consultants will be utilized across multiple phases of the same project.

BASED UPON THE FOREGOING RECITALS, IT IS RESOLVED by the Common Council of the City of Mequon, Wisconsin that the above proposal rates, as recommended by the Public Works Committee, be accepted and that the proper City officials be authorized to sign the appropriate contract documents with GRAEF, Kapur and Associates, R.A. Smith, Ruekert-Mielke or SEH.

\_\_\_\_\_  
Approved by: Andrew Nerbun, Mayor

Date Approved: February 14, 2023

I certify that the foregoing Resolution was adopted by the Common Council of the City of Mequon, Wisconsin, at a meeting held on February 14, 2023.

---

Caroline Fochs, City Clerk



R.A. Smith, Inc.  
16745 W. Bluemound Road  
Brookfield, WI 53005-5938  
(262) 781-1000 | [rasmith.com](http://rasmith.com)

October 20, 2022

Mr. Bob Beilfuss, PLS  
Engineering Field Coordinator  
City of Mequon  
11333 N. Cedarburg Rd.  
Mequon, WI 53092

Re: Proposal for Professional Construction Services 2022-2023

Dear Mr. Beilfuss:

Thank you for allowing raSmith to provide you with a proposal for 2022-2023 professional services. We strive to develop a long-term, mutually beneficial relationship with our clients and are committed to understanding your challenges and developing solutions that meet your needs. We look forward to working with the City of Mequon.

### Scope of Services

raSmith will provide construction services associated with construction related activities. Construction inspector and manager will be available as needed for project needs. We will be available to compile punch lists, perform record drawings and/or as-builts as directed by the City.

GPS data collection will be employed to locate sanitary sewer, water and storm sewer systems at the direction of the City.

Our activities will be documented on a daily basis in electronic reports.

### Completion Schedule

Work is anticipated during the 2022 and 2023 construction seasons.

### Professional Fees

The above-described services will be provided on an hourly and expense basis. Fees will be invoiced monthly as the project proceeds. For the 2022 construction season a Resident Inspector will be available at a rate of \$95 per hour. As required, a Construction Manager is available at a rate of \$170 per hour, and a CADD Technician at a rate of \$120 per hour. For the 2023 construction season a Resident Inspector will be available at a rate of \$99 per hour. As required, a Construction Manager is available at a rate of \$175 per hour and a CADD Technician at a rate of \$125 per hour.

Usual and customary expenses such as mileage, postage, delivery, and applicable taxes will be invoiced at cost.

### Client Responsibilities/Assumptions

- A. The terms and conditions set forth herein are valid for 180 days from the date of this proposal and are conditioned upon our completion of all services within 18 months from the date of authorization.
- B. The professional fee hourly rates are subject to change on an annual basis.
- C. No Geotechnical or Materials Testing work is included in this proposal.



Mr. Bob Beilfuss, PLS  
Engineering Field Coordinator  
Page 2 / October 20, 2022

If you would like to authorize raSmith to proceed with your project, please sign the attached Professional Services Agreement between Client and Professional, and forward a signed copy of the entire Agreement to our office. Once received, we will execute and return a copy for your records. We look forward to working with the City of Mequon.

Sincerely,  
raSmith

A handwritten signature in black ink, appearing to read 'Paul S. Schafer'.

Paul S. Schafer, P.E.  
Director of Construction Services

Enclosure: Professional Services Agreement (Contract)

I:\Proposals\2022\Mequon\EP 221019 Beilfuss 22-23 rates.docx

Attachment: 2023 Inspection Rates (RESOLUTION 4020 : 2023 Consulting Engineering Services for Developments Contracts)

## GRAEF

**2022 RATES**

|                          |              |
|--------------------------|--------------|
| Construction Supervisor  | \$ 145.00/HR |
| INSPECTOR I              | \$75.00/HR   |
| INSPECTOR II             | \$91.00/HR   |
| INSPECTOR III            | \$105.00/HR  |
| CADD Tech                | \$110.00/HR  |
| SURVEY CREW (two-person) | \$200.00/HR  |
| SURVEY CREW (one-person) | \$147.00/HR  |



November 9, 2022

Mr. Bob Beilfuss  
Engineering Field Coordinator  
City of Mequon  
11333 North Cedarburg Road  
Mequon, WI 53092-1930

Re: 2022/2023 CRT Inspection Rates

Dear Mr. Beilfuss:

Per our phone conversation on November 7, 2022, we are happy to provide you with our 2022 and 2023 Construction Review Technician (CRT) rates.

We hope to have either of these CRT classifications available for the Enclave Phase 6 project work, but that could change depending upon the final start date of the project.

If you approve of the rates and would like us to provide inspection services for this project, please sign and return the contract to me at [mhallada@ruekert-mielke.com](mailto:mhallada@ruekert-mielke.com) at your earliest convenience.

| Classification                        | 2022 Rates | 2023 Rates |
|---------------------------------------|------------|------------|
| Construction Review Technician 2      | \$99/hour  | \$105/hour |
| Senior Construction Review Technician | \$115/hour | \$122/hour |

Overtime rates will be 120% of standard rate for construction review services.

Also, if you happen to have any questions at all, please feel free to contact me at 262-397-7468. Thank you again for allowing us to provide you with these rates for construction inspection services.

The above described professional services will be provided to you in accordance with the attached two page **RM Standard Terms & Conditions (Engineering)** dated June 17, 2014, which are made part of this agreement by reference. Please indicate your acceptance of this agreement by having the appropriate authorized official(s) affix their signature(s) where indicated and returning one fully executed copy to our office.

Respectfully,

RUEKERT & MIELKE, INC.

Michael T. Hallada, CISEC  
Construction Services Team Leader  
[mhallada@ruekert-mielke.com](mailto:mhallada@ruekert-mielke.com)

MTH:sjs  
Enclosure(s)

## 2023 MUNICIPAL RATE SCHEDULE

| Title                      | Description                                                                                    | Rate  |
|----------------------------|------------------------------------------------------------------------------------------------|-------|
| Principle                  | Company Supervisor                                                                             | \$210 |
| Project Manager            | Oversees project and personnel                                                                 | \$180 |
| Project Engineer III       | PE and 12 years of experience or equivalent, meetings, project coordination, plan reviews      | \$160 |
| Project Engineer II        | PE and 8 years of experience or equivalent, meetings, project coordination, plan reviews       | \$130 |
| Project Engineer I         | PE and 4 years of experience, general engineering                                              | \$115 |
| Staff Engineer II          | Engineer, 6 years of experience, general engineering                                           | \$120 |
| Staff Engineer I           | Engineer, general engineering                                                                  | \$105 |
| Tech III                   | 12 years of experience in drafting, GIS or construction inspection                             | \$110 |
| Tech II                    | 8 years of experience in drafting, GIS or construction inspection                              | \$100 |
| Tech I                     | Drafting, GIS or construction inspection                                                       | \$90  |
| Project Surveyor           | PS & 8 years of experience or equivalent, survey start-up, research, crew scheduling, platting | \$150 |
| Survey Crew                | Field surveyor                                                                                 | \$140 |
| Environmental Scientist II | 8 years of experience, Erosion control, plan review, Phase I, Phase II                         | \$125 |
| Environmental Scientist I  | Erosion control, plan review, Phase I, Phase II                                                | \$100 |
| Landscape Architect        | Design and plan reviews                                                                        | \$130 |
| Administrative Assistant   | Office tasks                                                                                   | \$80  |

Attachment: 2023 Inspection Rates (RESOLUTION 4020 : 2023 Consulting Engineering Services for Developments Contracts)

SEH

Kevin, the requested current FY 23 hourly rates for our Delafield staff are as follows:

Construction Supervisor \$139/HR (Rob Malzahn)  
INSPECTOR I \$108/HR (Steve Yoss)  
INSPECTOR II \$110/HR (Ole Hanson)  
INSPECTOR III \$111/HR (Logan Ketelhut)  
CADD Tech \$102/HR (Zach Hochevar)  
SURVEY CREW (one-person) \$162/HR (Buffalo Big Mountain, including vehicle and equipment)

Please call me at 920/287-0828 if you have any questions. Thanks!

Al Bush, PE\*, BCEE, ENV SP  
Senior Professional Engineer  
Short Elliott Hendrickson Inc.  
809 North 8th Street, Suite 205  
Sheboygan, WI 53081  
920.287.0828 direct office | 651.490.2000 main  
www.sehinc.com  
Building a Better World for All of Us®

\*Professional Registration in AR, CA, IA, FL, NM, ND, OH, OK, PA, SD, TX, & WI



11333 N. Cedarburg Road  
 Mequon, WI 53092  
 Phone: 262-236-2913  
 Fax: 262-242-9655

[www.ci.mequon.wi.us](http://www.ci.mequon.wi.us)

Office of Public Works Committee

**TO: Public Works Committee**  
**FROM: Jeremy Dandy, Engineering Technician**  
**DATE: February 14, 2023**  
**SUBJECT: RESOLUTION 4016 A Resolution Amending the Template Memorandum of Understanding for Private Water Trusts Operating in the Public Right-of-Way, to Reference the City's Standard Specifications for Land Development**

### **Background**

In February 2021, the Common Council approved a resolution establishing a template Memorandum of Understanding (MOU) for private water trusts. The document is intended to memorialize the rights and responsibilities of private water trusts operating in the public right-of-way. The goal is to define the City's role and responsibility for the road infrastructure and the role and responsibility for the private water trust operating in that public right-of-way. This document protects a private water trust's investment in the water distribution system and the City's investment in the road infrastructure.

New developments which include, or impact public infrastructure are typically approved with a governing Development Agreement which defines both the developer's and the City's responsibility for the initial construction of the development, and obligations related to operation and maintenance upon project completion. Additional legal documents may also be required to define utility responsibility or other responsibilities.

Over time, many properties within the City of Mequon have developed with private water trusts. These community systems serve entire subdivisions or business developments from a single well. Typically, the distribution system is located within the City's right-of-way. For most of these developments, there are no existing legal documents which define the rights and responsibilities of the private utility operating within the public right-of-way.

Staff is providing an updated version of the template MOU, which was amended to reference the recently updated City of Mequon Standard Specifications for Land Development (SSLD). This revision has resulted in a shortened version of the previously approved template. Accordingly, the technical specifications removed from the template are now incorporated within the latest version of the SSLD and are thus referenced in this revision.

### **Analysis**

As mentioned, the key change to the template is the removal of the SSLD language and replacement with a reference to the current SSLD. The update will prevent the need to update the MOU template whenever the SSLD is updated, which occurs approximately every two years.

Pending Council approval, City staff will reach out to private water trusts and request copies of

their capital plans, so that staff can utilize these in the City's implementation of its annual road program. When appropriate, but at a minimum prior to administering a road program project that impacts a private water trust, City staff will introduce the template MOU to memorialize the relationship between the two capital programs.

One project tentatively programmed for the 2023 road program is in a subdivision with a private water trust. Approval of this document is recommended prior to the administration of this effort.

Since the template was implemented, there have been three other water trusts that have executed the template prior to the City reconstructing the roads in their areas. These trusts executed the MOU as approved by the City.

### **Fiscal Impact**

Utility work that impacts asphalt pavement leads to premature deterioration of a roadway, which either increases the frequency and/or the cost of the City's annual road program. Repairing roads more frequently than programmed results in an inefficiency that slows the progress of the program. The City annually invests \$1.7M in its road system, and this agreement provides a mechanism to protect that investment.

The proposed MOU should not have an impact on private water trusts, as the regulations memorialized in the agreement are already required by the City's Standard Specifications for Land Development.

### **Recommendation**

Staff recommends that the Public Works Committee endorse, and the Common Council approve, the resolution updating the template memorandum of understanding for private water trusts operating in the public right-of-way.

#### **Attachments:**

Memorandum of Understanding Between the City of Mequon and Water Trust - Proposed  
Template (PDF)

Memorandum of Understanding Between the City of Mequon and Water Trust - Red Lined  
Version (PDF)

COMMON COUNCIL  
OF THE  
CITY OF MEQUON

RESOLUTION 4016

A Resolution Amending the Template Memorandum of Understanding for Private Water Trusts  
Operating in the Public Right-of-Way, to Reference the City's Standard Specifications for Land  
Development

**RECITALS**

A. Private water trusts operate water distribution infrastructure within the City of Mequon's rights-of-way.

B. The City of Mequon maintains Standard Specifications for Land Development, a document which defines pavement repair requirements for work within these rights-of-way.

C. Many private water trusts developed prior to the City of Mequon's introduction of a standard process to require development agreements that define the roles and responsibilities of private water trusts and the City as it relates to the City's public rights-of-way.

D. Staff recommends that the City adopt an amended template memorandum of understanding to reference the technical specifications outlined in the Standard Specifications for Land Development.

E. The Public Works Committee reviewed the updated template memorandum of understanding at its February 14, 2023, meeting.

BASED UPON THE FOREGOING RECITALS, IT IS RESOLVED by the Common Council of the City of Mequon, Wisconsin, that a template memorandum of understanding for private water trusts operating in the public right-of-way in the form as attached is adopted for use within the City of Mequon.

\_\_\_\_\_  
Approved by: Andrew Nerbun, Mayor

Date Approved: February 14, 2023

I certify that the foregoing Resolution was adopted by the Common Council of the City of Mequon, Wisconsin, at a meeting held on February 14, 2023.

\_\_\_\_\_  
Caroline Fochs, City Clerk

**MEMORANDUM OF UNDERSTANDING  
BETWEEN THE CITY OF MEQUON AND  
\_\_\_\_\_ WATER TRUST**

This Agreement is made and entered into this \_\_\_ day of \_\_\_\_\_, 20\_\_\_, by and between the City of Mequon, a Wisconsin municipal corporation (the “City”) and \_\_\_\_\_ (the “Trust”).

**RECITALS**

1. The Trust owns and maintains infrastructure associated with a private water distribution system within City right-of-way.
2. The City is responsible for maintenance of the road infrastructure and drainage facilities located above and over the water infrastructure within City right-of-way.
3. Both Parties have a vested interest in the infrastructure investment and proper protection thereof.

**THEREFORE**, in consideration of these Recitals, the mutual agreements, benefits and responsibilities outlined herein, and other good and valuable consideration, receipt or sufficiency of which is hereby acknowledged, the parties agree:

1. Except as is otherwise provided for herein, any operation, maintenance, repair and/or replacement of private water infrastructure by the Trust within City right-of-way is subject to a City right-of-way permit in accordance with the City’s Standard Specifications for Land Development in effect at the time of permit issuance.
2. For routine operation and maintenance by the Trust, such as flushing hydrants or exercising valves, the City will not require a right-of-way permit.
3. For operation, maintenance and repair by the Trust which will disturb the pavement, shoulder or turf, or which will require traffic management within the City right-of-way, the Trust agrees to obtain a City right-of-way permit prior to commencing the work and to contact Digger’s Hotline prior to any underground work.
4. In cases of a private water infrastructure emergency within City right-of-way that necessitates disturbing the pavement, shoulder or turf, or which will require traffic management within the City right-of-way, the Trust agrees to:
  - a. Notify the City of the emergency within 12 hours of discovering the emergency.
  - b. Apply for an after-the-fact City right-of-way permit, subject to the conditions outlined in this Agreement.
  - c. Restore the City right-of-way, in accordance with the City’s Standard Specifications for Land Development in effect at the time of permit issuance.
  - d. Comply with the provisions of Wis. Stat. § 182.0175 relating to Digger’s Hotline.

- e. Permit requirements for pavement repair will be as set forth in the requirements of the City's Standard Specifications for Land Development in effect at the time of permit issuance.
5. Expansion, repairs, and replacement of existing private water infrastructure are subject to the bedding, cover and backfill requirements as outlined in Section 5.3 of the Standard Specifications for Land Development in effect at the time of permit issuance.
  6. Prior to any City-administered project within the right-of-way, except for any emergency work necessary, the City will notify the private utility at least 10 business days prior to the start of work to have the private water infrastructure field located.
  7. When a City-administered project will impact the Trust's private water infrastructure, the City will notify the private utility at least 30 business days prior to the start of work so that the Trust will have a reasonable opportunity to evaluate the impact of the project. The cost for any such evaluation will be borne solely by the Trust and the Trust understands that there could be costs associated with City administered projects that may have to be borne by the Trust in accordance with the statutes, administrative code, ordinances, duly adopted rules or policies adopted by regulatory agencies (MMSD, SEWRPC, etc.), and/or the common law that may exist at that time.

**CITY OF MEQUON****TRUST**

By \_\_\_\_\_  
**NAME, Mayor**

By \_\_\_\_\_  
**NAME, Trustee**

By \_\_\_\_\_  
**NAME, City Clerk**

Approved at to Form:

\_\_\_\_\_  
 NAME, City Attorney

STATE OF WISCONSIN     )  
                                           ) SS  
 OZAUKEE COUNTY    )

Personally came before me, this \_\_\_\_ day of \_\_\_\_\_, 20\_\_, the above named **NAME**, Mayor and **NAME**, City Clerk, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

\_\_\_\_\_  
 \_\_\_\_\_

Notary Public, Ozaukee County, Wisconsin  
 My Commission (expires) (is)\_\_\_\_\_

STATE OF WISCONSIN       )  
                                           ) SS  
 OZAUKEE COUNTY    )

Personally came before me, this\_\_\_\_\_day of\_\_\_\_\_, 20\_, the above named  
 \_\_\_\_\_, to me known to be the person who executed the foregoing  
 instrument and acknowledged the same.

\_\_\_\_\_  
 Notary Public, Ozaukee County, Wisconsin  
 My Commission (expires) (is)\_\_\_\_\_

**MEMORANDUM OF UNDERSTANDING  
BETWEEN THE CITY OF MEQUON AND  
\_\_\_\_\_ WATER TRUST**

This Agreement is made and entered into this \_\_\_ day of \_\_\_\_\_, 20\_\_\_, by and between the City of Mequon, a Wisconsin municipal corporation (the "City") and \_\_\_\_\_ (the "Trust").

**RECITALS**

1. The Trust owns and maintains infrastructure associated with a private water distribution system within City right-of-way.
2. The City is responsible for maintenance of the road infrastructure and drainage facilities located above and over the water infrastructure within City right-of-way.
3. Both Parties have a vested interest in the infrastructure investment and proper protection thereof.

**THEREFORE**, in consideration of these Recitals, the mutual agreements, benefits and responsibilities outlined herein, and other good and valuable consideration, receipt or sufficiency of which is hereby acknowledged, the parties agree:

1. Except as is otherwise provided for herein, any utility operation, maintenance, repair and/or replacement of private water infrastructure by the Trust within City the right-of-way is subject to a City right-of-way permit in accordance with the City's Standard Specifications for Land Development, as duly adopted from time to time in effect at the time of permit issuance.
2. For routine operation and maintenance by the Trust, such as flushing hydrants or exercising valves, the City will not require a right-of-way permit.
3. For operation, maintenance and repair by the Trust which will disturb the pavement, shoulder or turf, or which will require traffic management within the City right-of-way, the Trust agrees to obtain a City right-of-way permit prior to commencing the work and to contact Digger's Hotline prior to any underground work, except with regard to a water infrastructure emergency. The Trust will contact Digger's Hotline prior to any underground work.
4. In cases of a private water infrastructure emergency within City right-of-way that necessitates disturbing the pavement, shoulder or turf, or which will require traffic management within the City right-of-way, the Trust agrees to:
  - a. Notify the City of the emergency within 12 hours of discovering the emergency.
  - b. Apply for an after-the-fact City right-of-way permit, subject to the conditions outlined in this Agreement.
  - c. Restore the City right-of-way, in accordance with the City right of way permit and the City's Standard Specifications for Land Development, as duly adopted

~~from time to time~~ in effect at the time of permit issuance, ~~current edition~~.

~~e.d.~~ Comply with the provisions of Wis. Stat. § 182.0175 relating to Digger's Hotline.

5. ~~Permit requirements for pavement repair will be as set forth in include, but are not limited to, the current requirements of the City's Standard Specifications for Land Development, as duly adopted from time to time in effect at the time of permit issuance. As of the date of this agreement, such requirements include:~~

a. ~~Installation Date~~

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i. ~~April 15 – November 15: The resulting asphalt section shall be comprised of HMA conforming to Section 3.11.1D on 3" of compacted Base Aggregate Dense ¾" on slurry backfill.~~

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ii. ~~November 16 – April 14: Pavement shall be replaced with 8" concrete high early concrete designed for cold weather conditions in accordance with WisDOT Standard Specifications Section 415.3.13. Concrete shall be placed on slurry backfill.~~

iii. ~~If a concrete patch is installed in accordance with Section 3.11.1A.2 after April 15 but no later than June 15, the concrete shall be removed and replaced with asphalt. An additional right-of-way permit is required for the replacement of the pavement patch.~~

b. ~~Pavement and curb and gutter shall be sawcut prior to removal. The areas of Pavement Repair shall be marked in the field for review and acceptance by the City. These areas shall be saw cut prior to removing the pavement to provide a uniform joint to butt the new asphaltic concrete pavement repair material.~~

c. ~~The Contractor shall remove and dispose of all the old asphalt pavement, and as much of the granular base as necessary, to provide for an asphalt patch with the same thickness as the surrounding asphalt pavement, or a minimum of 4", whichever is greater~~

d. ~~Materials~~

i. ~~The Asphaltic Concrete Pavement used for Pavement Repair shall conform to the requirement of State Specifications, Section 450, 455, and 460.~~

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ii. ~~The type & grade of asphalt used shall be based on traffic volume as listed below:~~

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a) ~~MT – Truck route or average daily traffic (ADT) of 3500 or more vehicles per day and Main collector road or arterial road with an ADT of less than 3500~~

b) ~~LT – Local residential streets~~

e. ~~Grade – The grade of the asphalt shall be based on the layer and thickness being paved as listed below:~~

i. ~~19mm – Lower layers between 2.25 and 4.0 inches thick~~

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ii. ~~12.5mm – Lower layers between 1.75 and 2.25 inches thick or Upper layers over 2.0 inches thick~~

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- iii. ~~9.5mm~~ Upper layers between 1.5 and 2.0 inches thick
- f. ~~Tack Coat~~ The Tack Coat material shall meet the requirements of the State Specifications, Section 455.3.2.
- g. ~~Construction~~
- i. ~~After these patch areas have been prepared and inspected by the City, the Contractor shall clean and apply a tack coat to the vertical faces of the existing pavement.~~
- ii. ~~The patch areas shall be paved and compacted according to State Specifications, Section 450.~~
- iii. ~~The finished patches shall be co-planer with the existing pavement.~~
- h. ~~Curb and gutter shall be replaced in kind with High Early 8 bag mix. Drill and install #6 Deformed 24" long tie bars into existing curb and gutter section.~~
- i. ~~Inspection~~
- i. ~~The City will require full time inspection of the pavement repair.~~
- ii. ~~The City requires inspection of the marked area of repair prior to saw cutting and requires full time inspection of the base compaction and asphalt paving.~~
- iii. ~~Provide the Engineering Division minimum of 24 hour notice for the inspection of the marked area, and minimum of 3 working day notice for base compaction and paving inspection.~~
- 6. ~~Where the impact to the pavement is within a single lane of the roadway, the pavement patch as outlined in Section 5 shall include the entire width of the travel lane (typically 11-12 feet), and shall be a minimum of 6 feet wide, or more as required to address the repair.~~
- 7. ~~Where the impact to the pavement includes both lanes, or where the impact crosses over the centerline of the pavement, the pavement patch as outlined in Section 5 shall include the entire width of the pavement (typically 22-24 feet), and shall be a minimum of 6 feet wide, or more as required to address the repair.~~
- 8. ~~Where the impact to the pavement may consume multiple locations in close proximity, the pavement patch as outlined in Section 4 shall encompass both or all locations, subject to Sections 5 and 6. Close proximity shall include all pavement impacts within 10 or less feet of one another.~~
- 9.5. ~~Where the impact is to soft surfaces, such as turf grass, restoration shall be completed in kind and match the existing grade, including establishment of vegetation, as applicable.~~
- 10.6. ~~Expansion, repairs and replacement of existing private water utility infrastructure are subject to the bedding, cover and backfill requirements as outlined in Section 5.3 of the Standard Specifications for Land Development in effect at the time of permit issuance.~~
- 11.7. ~~Prior to any City-administered project within the right-of-way, except for any emergency work necessary, the City will notify the private utility at least 10 business days prior to the~~

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start of work to have the private water infrastructure field located ~~and to enable the Trust to notify its residents.~~

~~12.8.~~ When a City-administered project will impact the Trust's private water ~~utility infrastructure~~, the City will notify the private utility at least 30 business days prior to the start of work so that the Trust will have a reasonable opportunity to evaluate to have the impact of the ~~project-utility addressed~~. ~~The cost for any such evaluation will be borne solely by the Trust and the Trust understands that there could be costs associated with City administered projects that may have to be borne by the Trust in accordance with the statutes, administrative code, ordinances, duly adopted rules or policies adopted by regulatory agencies (MMSD, SEWRPC, etc.), and/or the common law that may exist at that time. The impact and cost for any such evaluation adjustments required and of any adjustments to the private water infrastructure required because of the project shall be borne solely by the Trust.~~

CITY OF MEQUON

TRUST OWNER

By \_\_\_\_\_  
NAME, Mayor

By \_\_\_\_\_  
NAME, Trustee ~~FILE~~

~~(In official capacity, not individually)~~

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By \_\_\_\_\_  
NAME, City Clerk

Approved at to Form:

\_\_\_\_\_  
NAME, City Attorney

STATE OF WISCONSIN     )  
                                          ) SS  
OZAUKEE COUNTY    )

Personally came before me, this \_\_\_\_ day of \_\_\_\_\_, 20\_\_, the above named NAME, Mayor and NAME, City Clerk, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

\_\_\_\_\_  
Notary Public, Ozaukee County, Wisconsin  
My Commission (expires) (is) \_\_\_\_\_

STATE OF WISCONSIN       )  
                                          ) SS  
OZAUKEE COUNTY    )

Personally came before me, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_, the above named \_\_\_\_\_, to me known to be the person who executed the foregoing instrument and acknowledged the same.

\_\_\_\_\_  
Notary Public, Ozaukee County, Wisconsin  
My Commission (expires) (is) \_\_\_\_\_

Approved by: \_\_\_\_\_  
\_\_\_\_\_  
NAME, City Attorney



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Office of Public Works Committee

**TO: Public Works Committee**  
**FROM: Jeremy Dandy, Engineering Technician**  
**DATE: February 14, 2023**  
**SUBJECT: 2023 Road Program Items Overview**

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The purpose of this item is to detail the subsequent Road Program items on the agenda and describe the relationships between them. The intent of this memo is to provide a background and overview of information within the items, with the goal of efficient discussion regarding each item.

Every year, staff presents the Road Program to the Public Works Committee to first receive authorization to bid and again for award.

Engineering staff has provided information for each discussion to be provided to the Public Works Commission for consideration. Currently, the City is in the second year of a three-year borrowing utilized for road improvements.

On an annual basis, staff completes a rating of the almost 214 miles of roads that are owned and maintained by the City. These ratings are used to determine what roads must receive maintenance such as crack sealing and GSB-88 seal. In addition, the ratings are used to determine which roads should receive major projects such as mill and overlay, overlay, or pulverize and pave. Once the roads have been selected for each project, staff develops estimates based on the needs of each road selected to determine how much can be completed based on the available budget.

The following items follow this discussion on the agenda:

- ***2022 Road Program Summary***  
Annually, Staff provides a summary of the previous year's Road Program including the miles of road addressed within the contracts and the actual expenditures at project completion.
- ***2023 Road Maintenance Funding***  
Currently, if all the roads in need of crack sealing and GSB-88 were bid out and awarded, the current estimate is approximately \$366,000 for crack sealing approximately \$393,000 for GSB-88. The current allocation for maintenance is \$350,000 annually.

As the City continues to improve roads, the need for maintenance will increase. Maintenance on roads is essential to increase the useful life of City-owned streets and to delay the need for re-construction. Furthermore, investing in maintenance is crucial to reducing long-term costs of maintaining the City's roadway infrastructure. In the past several years, the miles of crack sealed roads were 52 (2019), 48 (2020), 37 (2021), and 16 (2022).

In 2023, the mileage in need of crack sealing is 43 miles. The need for crack sealing will continue to vary, year to year as will the need for GSB-88. Staff anticipates a request to transfer funds from the right-of-way asset management capital account to cover the additional current need for maintenance. Further details are included in the following *2023 Road Maintenance - Funding* item.

- ***Highland Road Shoulder Widening***

At the last Bikeway Commission meeting in January, the committee voted to affirm the original recommendation of the 2010-2030 plan that Highland Road have 4-foot paved shoulders. Currently, the proposed section does not have paved shoulders and would require significant modification to accommodate this request. If Highland Road was constructed to replace its current layout, the estimated cost is \$259,649. If the 4-foot paved shoulders were requested and approved, the estimated cost would be \$531,192 for the improvements with additional costs for beam guard and ROW acquisitions that would be necessary to complete the improvement. If the decision is to include 4-foot paved shoulders on Highland Road, the project would be pushed to 2024 or later as design would have to be requested later in 2023. The increased cost to Highland Road may impact which roads could be worked on in the future based on the remaining budget. Further details and the resolution for widening are included in the following *Highland Road Shoulder Widening* item.

After the decision for Highland Road, staff would be seeking authorization to advertise and bid the road program for an anticipated award in March.

- ***2023 Annual Road Program Authorization***

There are a total of 16 roads being considered for construction in 2023, these roads include Highland Road (pending the shoulder widening determination), River Road, Maryhill Court, Grace Court, Shoreland Parkway, Helen Drive, Phillip Drive, Rael Drive, St James Court, Trillium Road, Trillium Court, Woodlyn Drive, Ash Court, Post Court, Dalewood Lane, and White Oak Way. The current estimate to work on the entire list is approximately \$1.9 million. Further details are included in the following *2023 Annual Road Program* item.



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Office of Public Works Committee

**TO: Public Works Committee**  
**FROM: Jeremy Dandy, Engineering Technician**  
**DATE: February 14, 2023**  
**SUBJECT: 2022 Road Improvements Contract Summary**

---

### **Background**

The Annual Road Program addresses both road reconstruction/rehabilitation and road maintenance. This memo provides an overview of the proposed 2022 program and the current estimates.

In 2022, the following were reconstructed/rehabilitated:

- Granville Rd. (Bonniwell Rd. to Pioneer Rd.)
- Bonniwell Rd. (Granville Rd. to Wasauke Rd.)
- Cheverny Dr.
- Highland Ridge Subdivision
- Miller Ct., Mequon Business Park (Phase 1)
- Birch Creek Rd.
- Vintage Estates Subdivision
- Legacy Hills Dr.
- Pool/Library parking lot

Additionally, 16 miles of roadway were crack sealed, and 20 miles of roadway were treated with GSB-88 sealant.

The project included a total of 5.87 miles of repaved road. From this total, 3.39 miles were milled and repaved and 2.48 miles were pulverized and paved. Drainage improvements, crossroad culverts, curb & gutter, and shouldering were also included.

### **Analysis**

The Road Improvements contract was awarded to Payne & Dolan, Inc. The project included a completion date of September 16, 2022. Some punch list items were completed after the completion date. There was one balancing change order for a reduction of \$248,121. The change order equated to 10.2% of the contract award amount.

The contract for crack sealing was issued to National Industrial Maintenance and GSB-88 was issued to Fahrner Asphalt Sealers. Both contracts included all base and additive items which was possible based on the bid amounts received.

Crack sealing and GSB-88 finished on schedule for the contract award amount.

### **Fiscal Impact:**

On February 8, 2022, Common Council approved a \$5 million bond issuance for a 3-year borrowing for the road program. The 2022 program was the first year of the aforementioned three-year program funded by long term bonding.

The program shown on the chart below is the total costs for 2022:

|                                                                                                                                                                                                                                                      | Cost Estimate      | Award Amount       | Actual Cost        |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|--------------------|--------------------|
| Rehabilitation –<br>Granville Rd, Bonniwell Rd,<br>Cheverny Dr, Highland Ridge<br>Subdivision, Miller Ct, Mequon<br>Business Park (Phase 1), Birch Creek<br>Rd, Vintage Estates Subdivision,<br>Legacy Hills Dr, and the<br>Pool/Library parking lot | \$2,270,605        | \$2,429,069        | \$2,180,947        |
| County Line Box Culvert                                                                                                                                                                                                                              | \$210,050          | \$273,086          | \$275,243          |
| Hawthorne Road Repairs                                                                                                                                                                                                                               |                    |                    | \$7,187            |
| Mequon Business Park Signs                                                                                                                                                                                                                           |                    |                    | \$7,745            |
| DPW<br>Landscaping/Drainage/Paint/Signs                                                                                                                                                                                                              |                    |                    | \$83,309           |
| Advertising for Bids                                                                                                                                                                                                                                 |                    |                    | \$1,759            |
| Maintenance (Crack Seal)                                                                                                                                                                                                                             | \$64,268           | \$63,550           | \$63,253           |
| Maintenance (GSB-88)                                                                                                                                                                                                                                 | \$251,586          | \$289,926          | \$289,926          |
| <b>Totals</b>                                                                                                                                                                                                                                        | <b>\$2,796,509</b> | <b>\$3,055,631</b> | <b>\$2,909,369</b> |

The remaining balance of the road improvements capital account will be utilized in the coming years. The remaining balance of this capital account is anticipated to be \$3.6 million.

### **Recommendation**

Staff has provided the summary for information only; no action is needed.



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Office of Public Works Committee

**TO: Public Works Committee**  
**FROM: Jeremy Dandy, Engineering Technician**  
**DATE: February 14, 2023**  
**SUBJECT: 2023 Road Maintenance - Funding**

---

### **Background**

Maintenance contracts include crack sealing and GSB-88 bituminous seal. These projects generally address roads with SCR ratings of 6-8. Crack sealing, however, is performed on a variety of roads with SCR ratings ranging from 6-10. Maintenance projects prolong the pavement's useful service life. Proper balance of reconstruction/rehabilitation and maintenance is required to maintain the entire system in the most cost-efficient manner long term.

Crack sealing should be complete prior to GSB-88 bituminous seal because in some cases, both treatments are on the same road, and it is better to have the GSB-88 bituminous seal cover the entire pavement including the sealed cracks. Staff intends to release the Crack Seal contract for bidding in February with a March award, and the GSB-88 contract for bidding in March with an April Award.

Staff is requesting permission to release contracts that exceed the amount budgeted for road maintenance.

### **Analysis**

Based on the current recommended list for Crack Seal and GSB-88, the total estimate is more than the budgeted \$350,000. To best utilize available funds, staff has reviewed the lists to determine which roads would receive Crack Seal and GSB-88. After reviewing these lists, it was determined that staff will request that the bid for Crack Seal will be opened in February, with award in March. Once bids have been received, staff will determine what funds would be necessary for GSB-88. This contract would be opened for bid in March, with award in April.

Due to the amount of roads in need of each treatment, staff is requesting permission to transfer from the road program funding to cover the additional cost needed for maintenance. The anticipated amount that would be needed to cover the necessary Crack Seal and GSB-88 would be approximately \$225,000 above the budgeted \$350,000. At the time of award for GSB-88, staff will provide details on which accounts would be used to allow this maintenance to be completed.

The need for additional maintenance funds is in part due to the mileage of City roads that have a rating of 7 or higher, which amounts to 128.4 of the City's 213.7 miles of road. To keep these roads in good condition, maintenance is a cost-effective process to increase the life of a road and reduce long-term costs. Crack sealing and GSB-88 seal the road surface, diminishing the penetration of water in the road base and minimizing the impacts of the freeze/thaw cycle.

It is anticipated that the budgeted amount for maintenance will continue to increase as the city proceeds with the annual road improvement projects. The amount required may vary year to year as the need for crack seal and GSB-88 maintenance treatments will also vary based on the

surface condition ratings of the City as a whole.

Currently, the total amount of mileage recommended for 2023 Crack Seal is 43.3 miles and GSB-88 is 20.3 miles.

### **Fiscal Impact**

The current available budget for road maintenance is \$350,000, which is self-funded through the capital budget. Based on the list of roads recommended for Crack Seal and GSB-88 maintenance, the budgeted amount will not cover the total cost. With contract award, Staff will request to transfer funds from the right-of-way asset management capital account to supplement the additional estimated amount of \$225,000 to treat the recommended roads. The transfer requests will occur with award of each maintenance contract. As mentioned, it is anticipated that the Crack Seal contract will be awarded in March and the GSB-88 contract awarded in April.

If it is decided to not increase spending in 2023 for road maintenance, the amount that would have been transferred will remain in the right-of-way asset capital fund and be used to either award additional additive items in 2023 or be utilized in 2024 on additional road projects.

The City is in Year 2 of a three-year borrowing and has a balance of approximately \$3.7 million.

### **Recommendation**

Staff recommends that the Public Works Committee authorize staff to release maintenance contracts in excess of \$350,000. If approved, the transfer of funds from the right-of-way asset capital fund will be requested with the contract award.



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Office of Public Works Committee

**TO: Public Works Committee**  
**FROM: Jeremy Dandy, Engineering Technician**  
**DATE: February 14, 2023**  
**SUBJECT: RESOLUTION 4017 A Resolution Authorizing Installation of Widened Paved Shoulders Along Highland Road from Wauwatosa Road to the Railroad Crossing West of Cedarburg Road**

### **Background**

When formulating the recommendations for the roads to be included in the City's annual road program, staff reviews the Bikeway 2010-2030 Plan recommendations. While exclusive capital funding for bicycle lanes no longer exists, the former local road program capital account was expanded to include assets within the City's rights-of-way. One of those assets includes bicycle and pedestrian facilities.

At the January Bikeway Committee meeting, the Bikeway Committee voted to affirm the recommendation of 4-foot paved shoulders on a 0.55-mile portion of Highland Road from Wauwatosa Road, east to the railroad crossing that runs parallel with Cedarburg Road. The recommendation is consistent with the Bikeway 2010-2030 Plan recommendations.

Highland Road east of the railroad tracks to Port Washington Road includes 4-foot paved shoulders.

### **Analysis**

Staff completes road ratings every year. Staff evaluates the road ratings to structure a recommendation to the Public Works Committee for the projects to be included in the 2023 road program. That recommendation typically goes to the Public Works Committee in February, for authorization of issuance of requests for bids.

Highland Road from Wauwatosa Road east to the railroad is recommended for reconstruction. Due to the impact of the scope of the project to accommodate the widening of the paved shoulders, staff is requesting that the Common Council provide affirmation of the scope.

The scope of the base project would be to pulverize and overlay this section of road at the same width as the existing road. Widening the road to accommodate wider paved shoulders would require significant drainage improvements to move the ditches back to accommodate the widened pavement. The City owns limited right-of-way in this section, therefore acquisition of right-of-way would be required.

In addition, if it is decided to include 4-foot paved shoulders, this portion of Highland Road would not be part of the 2023 road program as planning and design would need to be completed

prior to construction. This would place Highland Road on the road program in 2024 or later. If it is determined that the paved shoulders will not be included, construction of this road can be completed in 2023 using the current estimates for construction and replacing the road in-kind.

### **Fiscal Impact**

Based upon current estimates of a pulverize and overlay project, the base project for the reconstruction of Highland Road without 4-foot paved shoulders would be \$259,649. Due to site constraints, implementing 4-foot paved shoulders is estimated to cost at least an additional \$271,543, bringing the total estimate to \$531,192. This does not include right-of-way acquisition costs or beam guard costs. A more detailed breakdown is shown below:

- Estimate to regrade and re-ditch: approximately \$117,262
- Estimate for additional asphalt and base cost: \$129,281
- Estimate for consultant design fee: \$15,000 - \$25,000

For reference, \$271,543 at 2023 estimated unit costs would fund:

- 32 miles of crack sealing, or
- 14 miles of GSB-88 bituminous sealing, or
- 0.65 miles of pulverize and 4-inch asphalt paving

The paved shoulders would increase the project cost by approximately 105%. Right-of-way (ROW) acquisition would also be required as almost 50% of the parcels on the portion of Highland Road have properties that extend to the center line of the road. ROW acquisition is estimated at approximately \$28,000, which was calculated using the average square foot cost of each property where ROW would need to be acquired. Beam guard may also be required, but the additional cost would need to be determined during design. Beam guard costs approximately \$85 per linear foot and \$4,000 for each end treatment.

While the City maintains a 5-year plan for the road program, staff cannot speculate as to which projects would be eliminated if funding is designated for the construction of 4-foot paved shoulders. However, staff requires direction from the Common Council as to whether the 4-foot paved shoulders should be constructed, in order to move forward with the design of the road section. Given the varied section of road due to 4-foot paved shoulder construction and varied slopes on each side, staff requires an understanding as to whether the widened shoulders should be included.

### **Recommendation**

The Joint Mequon-Thiensville Bike and Pedestrian Commission recommends that the Common Council authorize the widening of Highland Road from Wauwatosa Road east to the railroad.

If the Common Council determines that widened paved shoulders should not be installed with the project, it should vote to deny the resolution. Denial of the resolution will result in staff pursuing the base project of pulverize and overlay as a project within the 2023 road program.

Attachments:

Highland Road Area Map (PDF)

COMMON COUNCIL  
OF THE  
CITY OF MEQUON

RESOLUTION 4017

A Resolution Authorizing Installation of Widened Paved Shoulders Along Highland Road from  
Wauwatosa Road to the Railroad Crossing West of Cedarburg Road

**RECITALS**

A. The City of Mequon Engineering Division has analyzed the installation of 4-foot paved shoulders along Highland Road from Wauwatosa Road, east to the railroad.

B. The Joint Mequon-Thiensville Bike and Pedestrian Way Commission has set the recommendation for installation of the lanes, consistent with the 2010-2030 plan.

C. The Appropriations Committee eliminated bicycle lane funding and the capital account balance requiring the installation of bike lanes to be funded through the right-of-way asset account.

D. Engineering staff has found installation of paved shoulders to be an estimated additional cost of \$271,543, excluding real estate acquisition costs.

E. The Common Council finds that the installation of paved shoulders to be an acceptable alternative to full bicycle and pedestrian lanes.

BASED UPON THE FOREGOING RECITALS, IT IS RESOLVED by the Common Council of the City of Mequon, Wisconsin, that the City's Engineering Division is hereby authorized to proceed with the installation of paved shoulders on Highland Road from Wauwatosa Road, east to the railroad during reconstruction of the roadway.

\_\_\_\_\_  
Approved by: Andrew Nerbun, Mayor

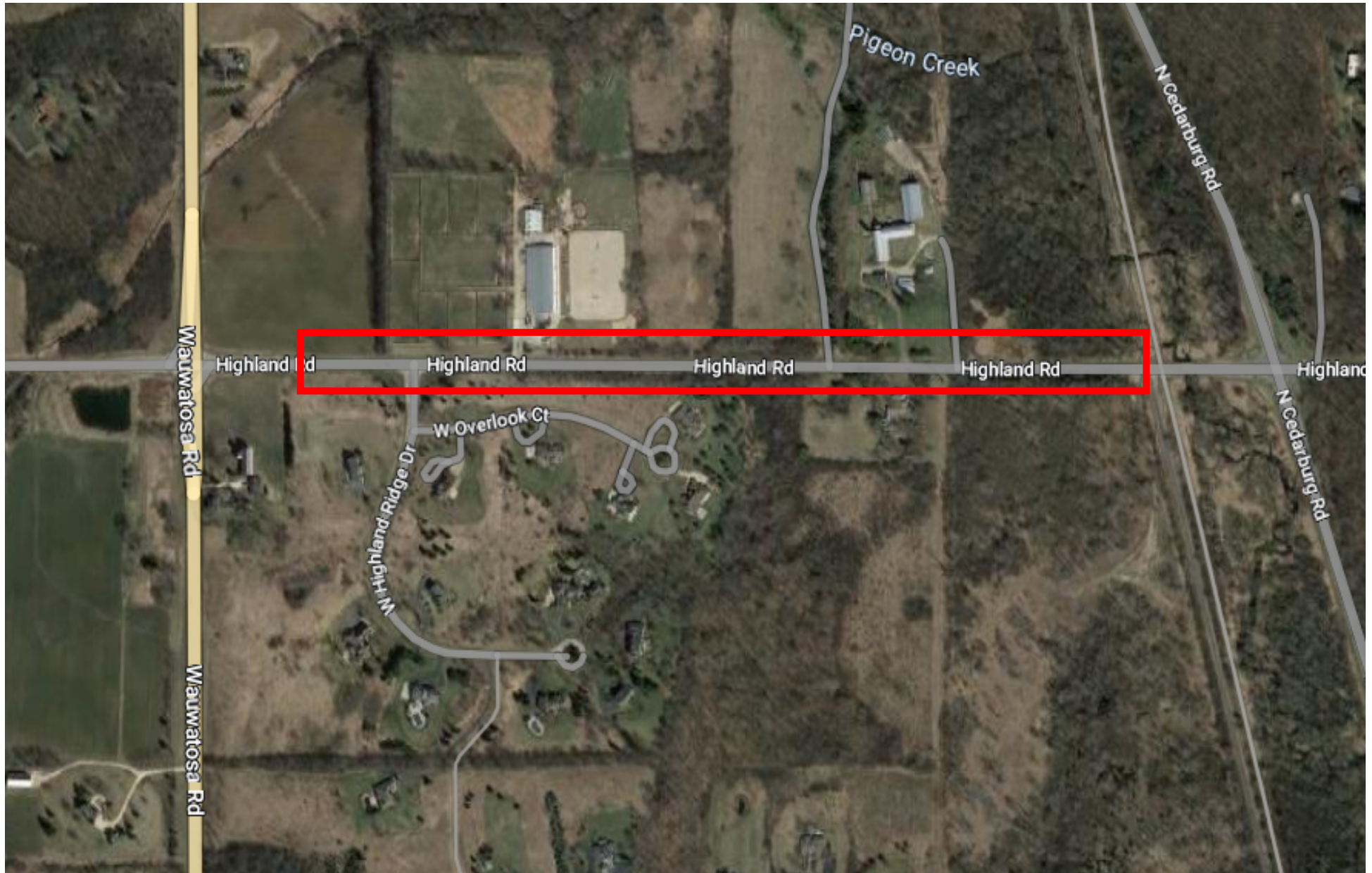
Date Approved: February 14, 2023

I certify that the foregoing Resolution was adopted by the Common Council of the City of Mequon, Wisconsin, at a meeting held on February 14, 2023.

\_\_\_\_\_  
Caroline Fochs, City Clerk

# Proposed Section of Highland Road

3.h.a



Attachment: Highland Road Area Map (RESOLUTION 4017 : Highland Road Shoulder Widening)



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Office of Public Works Committee

**TO: Public Works Committee**  
**FROM: Jeremy Dandy, Engineering Technician**  
**DATE: February 14, 2023**  
**SUBJECT: 2023 Annual Road Program**

---

### **Background**

The Annual Road Program addresses both road reconstruction/rehabilitation and road maintenance. This memo provides an overview of the proposed 2023 program and the current estimates.

### **Analysis**

The City's annual road program is supported by the issuance of multiple contracts.

Reconstruction/Rehabilitation - Reconstruction/Rehabilitation projects are included in the Road Improvements contract and typically include treatments such as widening, pulverize & pave, mill & pave, and asphalt overlays. These projects address roads with surface condition ratings (SCR) of 2-5.

City staff is considering the following roads for rehabilitation in 2023 (see attached map):

- Highland Road (Wauwatosa Road to OIT)
- River Road (Highland Road to Freistadt Road)
- Maryhill Court
- Shoreland Parkway
- Helen Drive, Phillip Drive, Rael Drive
- St James Court
- Grace Court
- Trillium Drive, Trillium Court (Park Place)
- Woodlyn Drive, Ash Court, Post Court, Dalewood Lane, White Oak Way (Ravine Farm)
- Hunt Club Court

This list will comprise the base and additive bid items. The Road Improvements contract is funded through the Right-of-Way Asset Management capital account. The contract utilizes available funding from the 2022-2024 borrowing (Year 2 of 3). See attached area map for roads being considered in 2023.

The Ravine Farm Subdivision also includes a private water trust that manages the water services to the residents. The water lines are within the road reconstruction area and a memorandum of understanding will need to be executed prior to the reconstruction of the roadway to protect the City and residents during the reconstruction. Ravine Farm Subdivision will be included as additive bid items so that it can be added should the agreement be executed prior to the contract award. The update to the private water trust memorandum of understanding template is based upon negotiations with the private water trust.

In addition, staff is recommending work to be completed to repair large areas of road with patch work. Large patch repairs on Grace Avenue between Austin and River Roads, Willowbrooke Court, Valley Hill Drive, Burning Bush Lane, and the bike path connection to the OIT in Whitetail Woods Subdivision will be considered.

Maintenance - Maintenance contracts include crack sealing and GSB-88 bituminous seal. These projects generally address roads with SCR ratings of 6-8. Crack sealing, however, is performed on a variety of roads with SCR ratings ranging from 6-10. Maintenance projects are meant to prolong the pavement's useful service life. Proper balance of reconstruction/rehabilitation and maintenance is required to maintain the entire system in the most cost-effective manner. Staff intends to release the maintenance contracts for bidding in February, with award in March.

Crack sealing should be complete prior to GSB-88 bituminous seal because in some cases, both treatments are on the same road, and it is better to have the GSB-88 bituminous seal cover the entire pavement including the sealed cracks. Staff intends to release the maintenance documents for bidding the projects in February, with award in March.

### **Fiscal Impact**

The remaining balance of the 2022-2024 borrowing is approximately \$3.7 million to be used for 2023 and 2024, and the \$350,000 of funding from the general levy for road maintenance.

The intent is to utilize the remaining funding for 2023-2024 through the next two years. Additive bidding will be utilized, when possible, to maximize yearly expenditures. Staff is preparing additive bids which can be used in any combination to maximize the funds available. Staff anticipates the target amount for 2023 road projects to be \$1,900,000, which will be utilized based on received bid amounts.

Amounts shown for rehabilitation include the estimates for pulverize or mill, base repair, repaving, and drainage. Cost for shouldering and signs are in addition to and shown below.

In 2023 there are no proposed parking lot improvements, however improvements for parking lots such as River Barn, Katherine Kearney west lot, and the safety building are currently being reviewed for consideration at a later date.

It is anticipated that there will be an additional expense incurred by the right-of-way asset capital account for traffic signal replacement at Buntrock Ave and Mequon Rd in the amount of \$360,000. This expense is not a re-occurring expense and it is anticipated in coming years to be less for repairs and replacement as necessary for City owned traffic signals and lighting.

The program shown on the chart below is the considered costs for 2023:

|                                                           | Miles | Cost Estimate |
|-----------------------------------------------------------|-------|---------------|
| Rehabilitation - Highland Rd (Wauwatosa east to railroad) | 0.59  | \$ 259,649    |
| Rehabilitation - River Rd (Highland to Freistadt)         | 1.00  | \$ 503,687    |
| Rehabilitation - Maryhill Ct                              | 0.11  | \$ 82,512     |
| Rehabilitation - Shoreland Pkwy                           | 0.40  | \$ 270,844    |
| Rehabilitation - Helen Dr, Phillip Dr, Rael Dr            | 0.48  | \$ 158,016    |
| Rehabilitation - St James Ct                              | 0.05  | \$ 29,912     |
| Rehabilitation - Grace Ct                                 | 0.23  | \$ 82,573     |
| Rehabilitation - Trillium Dr, Trillium Ct                 | 0.42  | \$ 182,617    |

|                                               |              |                    |
|-----------------------------------------------|--------------|--------------------|
| Rehabilitation - Ravine Farm                  | 1.03         | \$ 279,390         |
| Rehabilitation - Hunt Club Ct                 | 0.15         | \$ 45,627          |
| Rehabilitation - Shouldering and Street Signs |              | \$ 88,800          |
| Road Patch / Repairs                          |              | \$ 26,456          |
| Maintenance (Crack Seal)*                     | 43.32        | \$ 365,767         |
| Maintenance (GSB-88)*                         | 20.28        | \$ 211,813         |
| <b>City Totals</b>                            | <b>68.06</b> |                    |
| <b>Net Total (Considered)</b>                 |              | <b>\$2,587,663</b> |

\*Pending Public Works Committee approval of the additional expenditure.

### **Recommendation**

Staff is providing the road program descriptions for information and discussion. Award of each of the contracts will come back before the Common Council following each bidding cycle. Additive bids will be included with the Road Improvements contract, the GSB-88 contract and Crack Seal contract that can be added at the time of award if funding allows.

Attachments:

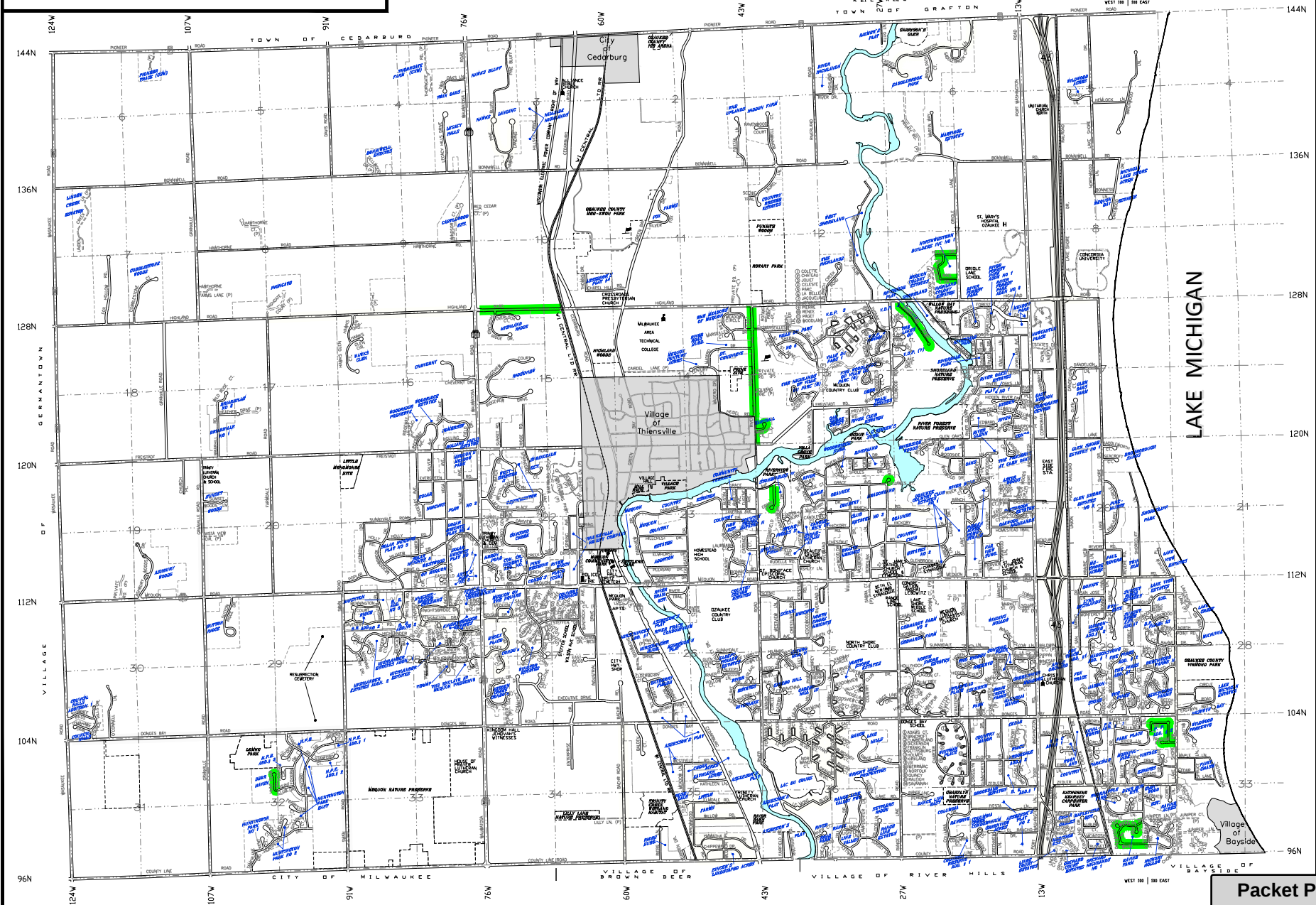
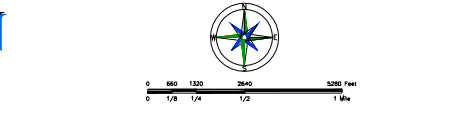
2023 Proposed Road Projects-Model (PDF)

2023 Proposed Road Projects



# CITY OF MEQUON

## 2023 Proposed Road Projects





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**Office of Engineering**

**TO: Public Works Committee**  
**FROM: Kristen Lundeen, Director of Public Works/City Engineer**  
**DATE: February 14, 2023**  
**SUBJECT: 2023 Work Plan (2.14.23)**

---

Attached for the Board's review is a copy of the proposed work plan for 2023.

Attachments:  
2023 Work Plan (2.14.23) (PDF)

**Public Works Committee  
2023 Work Plan (February 14, 2023)**

3.j.a

| Month    | Agenda Topics                                                                                                                                                                                                                                                                                                                                                                            |
|----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| February | <ul style="list-style-type: none"> <li>• 2022 Road Program Summary</li> <li>• 2023 Road Program Overview</li> <li>• Resolution: Highland Road Widening</li> <li>• Resolution: Update to Template MOU</li> <li>• Resolution: Bid Rejection for City Hall Roof Project</li> <li>• Contract Award: Construction Inspection</li> <li>• Contract Award: City Hall Roof Replacement</li> </ul> |
| March    | <ul style="list-style-type: none"> <li>• Fee Schedule Amendment: Pool and Parks (Field Management) Fees</li> <li>• State/Municipal Agreement (SMA) for Mequon Road Sidewalk (Wauwatosa Road west to Swan Road)</li> <li>• Contract Award: Field Management</li> <li>• Contract Award: Crack Filling</li> <li>• Contract Award: Road Improvements</li> </ul>                              |
| April    | <ul style="list-style-type: none"> <li>• Contract Award: Courtland Drainage Improvements</li> <li>• Contract Award: Buntrock Sidewalk Extension</li> <li>• Contract Award: GSB-88</li> </ul>                                                                                                                                                                                             |

**Future Agenda Topics**

- Policy language for structures (i.e. Little Free Library) within the building setback
- Discussion regarding path/sidewalk on Range Line Road south of Mequon Road – incorporated into RFP by the Bikeway Commission

**2023 Completed Items:**

|  |  |
|--|--|
|  |  |
|--|--|

Attachment: 2023 Work Plan (2.14.23) (8159 : 2023 Work Plan (2.14.23))