



11333 N. Cedarburg Road
Mequon, WI 53092
Phone: 262-236-8145
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www.ci.mequon.wi.us

Public Works Department

PUBLIC WORKS COMMITTEE

Tuesday, October 10, 2023

6:00 PM

South Conference Room

Agenda

- 1) Call to Order, Roll Call
- 2) Consent Agenda Minutes/Reports
 - a. September 10, 2023 Minutes
 - b. **RESOLUTION 4073** A Resolution Awarding the 2024 Road Improvements Design Contract for Highland Road and Fiesta Lane to Clark Dietz, Inc., of Milwaukee, Wisconsin, in the Amount of \$58,000
 - c. Approval of a Streetlight at the Intersection of Highland Road and Highgate Court / Farmdale Road
 - d. Approval of Phase 1 of We Energies Streetlight Conversion to LED
 - e. Approval of the Trinity Lutheran School Sign Request with Reimbursement
 - f. Public Works Work Plan (10.10.23)
- 3) Discussion Items
 - a. Enterprise Fleet Management - Review of Performance Standards for Vehicle Leasing (Policy Statement 17)
- 4) Adjourn

Dated: October 10, 2023

/s/ Kathleen Schneider, Chair

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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, September 12, 2023
6:15 PM
South Conference Room

Minutes

1) Call to Order, Roll Call

Meeting called to order at 6:15 PM

Present:

Chair Kathleen Schneider
Alderman Jeffrey Hansher
Alderman Kelly Tolocko

Also present: Director of Public Works/City Engineer Lundeen, Assistant City Engineer McCraw, Deputy Director of Public Works Weyker, Fleet Superintendent Zeller, and Administrative Assistant Schlereth.

2) Approval of Minutes

a. June 13, 2023, Minutes

RESULT: **Approved by Voice Acclamation [Unanimous]**
MOVED BY: Alderman Hansher
SECONDED BY: Alderman Schneider

AYES:	Schneider, Hansher, Tolocko
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b. August 8, 2023, Minutes

RESULT: **Approved by Voice Acclamation [Unanimous]**
MOVED BY: Alderman Hansher
SECONDED BY: Alderman Schneider

AYES:	Schneider, Hansher, Tolocko
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Attachment: 9-12-23 PW Minutes (8862 : September 10, 2023 Minutes)

3) Resolutions

Action requested: review and recommend approval

- a. **RESOLUTION 4070** A Resolution Approving a State/Municipal Agreement for a Bicycle and Pedestrian Planning Study with the Wisconsin Department of Transportation

The Federal Government requires Qualifications-Based Selection (QBS) method of procuring professional architectural and engineering (A/E) services. QBS is a procedure whereby service providers are retained based on qualifications, rather than price factors.

Federal funding would cover up to the \$64,000.

A Memorandum of Understanding (MOU) between Mequon and Thiensville defining an intended cost share would be approved before the Request for Proposals would be released.

RESULT: **Approved by Voice Acclamation [Unanimous]**

MOVED BY: Alderman Hansher

SECONDED BY: Alderman Schneider

AYES: Schneider, Hansher, Tolocko

- b. **RESOLUTION 4071** A Resolution Approving the Purchase of a Replacement Compact Track Loader with Related Attachments from Fabick Cat, Milwaukee, Wisconsin in the Amount of \$89,750

RESULT: **Approved by Voice Acclamation [Unanimous]**

MOVED BY: Alderman Schneider

SECONDED BY: Alderman Hansher

AYES: Schneider, Hansher, Tolocko

4) Discussion Items

Discussion and Possible Action

- a. Public Works Work Plan (9.12.23)

5) Adjourn

- a. Motion to Adjourn at 6:32 PM

RESULT: **Approved by Voice Acclamation [Unanimous]**

MOVED BY: Alderman Hansher

SECONDED BY: Alderman Schneider

AYES: Schneider, Hansher, Tolocko

Respectfully Submitted,

Ren Schlereth
Administrative Assistant



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Office of Public Works

TO: Public Works Committee
FROM: Tim Weyker, Deputy Director of Public Works
DATE: October 10, 2023
SUBJECT: Approval of a Streetlight at the Intersection of Highland Road and Highgate Court / Farmdale Road

Background

The Department of Public Works has received a request to add a streetlight at the intersection of Highland Road and Farmdale Road/Highgate Court. In turn, the City submitted a street lighting request to We Energies to add a light to the existing power pole on the northeast corner of the intersection. This would be the typical metal arm with a LED fixture attached to the existing power pole in the northeast quadrant of this intersection as exist in 37 other locations within the City of Mequon.

Analysis

We Energies provided a cost letter, a construction sketch, a lighting record, and a lighting dispersion sketch. These documents are all attached.

In addition, staff sent a postcard to neighboring property owners closest to the proposed new streetlight location to see if there is any objection. As of the date of this memo, no objections were received. A map showing which properties received a postcard as well as a copy of the postcard are also attached.

Fiscal Impact

The up-front installation cost for the streetlight is \$933.97. The cost of the arm and fixture would be spread out over 7 years and added to the monthly streetlight billing to the City of Mequon in the amount of \$16.19/month for the first 7 years. After 7 years, the cost would be reduced to only the electrical usage charge for the LED light which is currently \$8.55/month.

There is adequate funding in the Roadway Lighting capital account 410798-469001-10052 to pay for the installation. Due to several previous LED lighting conversions, there is also adequate funding in the street lighting operating account to pay for the additional monthly charges.

Recommendation

The intersection of two main roads such as Highland Road and Farmdale Road typically have a streetlight. In addition, under current standards, when a new subdivision is built adjoining one of the main roads in Mequon, a streetlight is required for the development. Highgate Court was built in 2007 and a streetlight was not installed at that time. It appears to be an administrative oversight and that installation of a streetlight should have been required.

Staff recommends that the Public Works Committee approve the installation of a We Energies streetlight at the intersection of Highland Road and Farmdale Road/Highgate Court.

Attachments:

We Energies 4917779 Cost Letter (PDF)

We Energies 4917779 SKETCH (PDF)

We Energies 4917779 LTG RECORD (PDF)

Streetlight Dispersion Highland_Farmdale_Highgate (DOCX)

Streetlight Mailing List Map (DOCX)

Highgate Ct Streetlight Postcard (DOCX)



August 30, 2023

Cole D. McGraw, PE
Assistant City Engineer
City of Mequon
11333 N. Cedarburg Road
Mequon WI 53092

RE: 2024 Roadway Design Services

Dear Cole,

We are responding to the City's RFP for design services for the 2024 mill and overlay and ditch improvement work at Highland Road and Fiesta Lane.

As a municipal engineering firm, Clark Dietz specializes in type of work, most notably in those places where we are Village Engineers. The annual ditch improvement and roadway mill / overlay projects handled by our team in Bayside and River Hills are about a mile per year.

These two communities neighboring the City are the most relevant performance and price comparison points for your selection. In both cases, Clark Dietz has turned this annual roadway and ditch improvements to an art form and, for an untouchable price point.

Your RFP is asking for a slightly more involved scope, but still, we believe that we can produce bid documents for a mile of ditch and mill and overlay work at great prices. With your desired schedule, you will also be opening bids in the same week as Bayside and River Hills projects which will be almost identical in scope and content.

Our bid documents for this work have been honed and refined over more than a decade and, we believe we are able to get the best prices for the work from the mainly two bidders who usually win this work. We have great relationships with both of those companies and get top service to our communities.

Project Description

The two road segments are a total of about a mile of paving and ditching. As we mentioned above, this is about the same total length we have been improving in your neighboring villages to the south.

The Fiesta Lane project area (Grasslyn Road to Port Washington Lane) will generally include culvert replacement, improvements to the open-ditch drainage system, and pulverizing or mill and pave of the existing roadway.

- Assuming there is adequate base, we would prefer to mill, haul, and overlay. **We are sensitive to driveway approach grades due to raising the road if pulverized and graded.**



- We will make sure that any material needed to reshape the crown is not hauled away.
- There is a lot of landscape items along the road. **Our way is to respect folks' preferences on their frontage and work around those as much as possible.**
- We are also super sensitive to how the ditch ends up looking when regraded – especially in an intimate setting as Fiesta Lane. **Our way is to be as gentle as possible with grading.**
- **There are no shoulders, and we would keep it that way.** Our bid items would include grass restoration at the edge of roadway to make it look great after pavement activity.
- We would expect that Mequon residents are just as discerning and demanding of quality work as River Hills or Bayside residents. **Our approach to driveways, aprons, landscaping, and general disturbance is targeted towards a highly sensitive product.**

The Highland Road project area (Wauwatosa Road east to RR crossing) will generally include pulverizing or mill and pave, the addition of 4-foot paved shoulders on both sides, and evaluation of existing open-ditch drainage system.

- Highland is obviously much more flexible when it comes to design add-ons, like the paved shoulder. The north side looks very amenable to this, and any changes to ditch geometry. We do not see any resident challenges to reconfiguring the north ditch, based on the shoulder pavement.
- The south ditch is much more overgrown and has overhead utilities along the ROW line. The geometry for getting a 4-foot paved shoulder is also tighter.
- The topography makes helps with ditch improvements, so getting proper flow even with a narrower ditch look very feasible.
- Things get a little challenging on getting proper ditch slopes toward the railroad crossing, but getting drainage right does not seem unsurmountable.
- **We are also thinking that we can leverage the horizontal freedom available of the north side of the roadway to solve the challenges on the south side.** In short, we think that getting an additional 8 feet of pavement down on this road is quite feasible.
- **Though this segment has a completely different look and feel compared to Fiesta Lane, we would employ the same attention to detail when putting the ditches and culverts back. We would also be sensitive to the dense tree line to the south so the final product is does not present a jarring post-project look that you sometimes see along rural roads.**

Scope of Work

We read the task list and scope of work required for this project and take no exceptions to the scope items listed. Clark Dietz will perform all scope items as requested in the RFP.

Professional Services Fee / Task:

Task	Description	Highland Road Cost	Fiesta Lane Cost
Task 1	Survey	\$8,000	\$5,000
Task 2	Road / Drainage Design	\$7,500	\$5,000
Task 3	Preparation of Plans and Specifications	\$7,500	\$5,000
Task 4	Agency Approvals and Utility Coordination	\$1,000	\$1,000
Task 5	Bidding Assistance	\$1,000	\$1,000
Task 6	Meetings	\$1,250	\$1,250
Task 7	Construction Staking	\$3,500	\$3,000
SUBTOTALS:		\$29,750	\$21,250
TOTAL:			\$51,000

Total Estimated Not to Exceed Project Fee:

Based on the above level of effort the total fee to complete this assignment is **\$51,000**.

Our construction cost estimate for this project is \$875,000 to \$925,000. The proposed design fee is therefore between 5 and 6 percent of total construction value.

Fee adjustments (i.e., deductions or additions) will be made whenever changes to the project scope (additions or deletions) are requested.

Project Schedule

60% Plans: DEC 1, 2023
90% Plans: JAN 17, 2024
Ad for Bid: JAN 31, 2024
Bid Open: FEB 21, 2024
Award: MAR 12, 2024

Project Team

The project team members serving the City of Mequon for this project are all part of our Milwaukee engineering staff. Essential Clark Dietz Staff working on this project will be:

Mustafa Emir, PhD, PE	Principal in Charge
Emily Basalla PE, CFM	Project Manager
CJ Beyer, PE	Lead Designer

Respectfully Submitted

Clark Dietz, Inc.



Mustafa Emir, PhD, PE
Executive Vice President



ABOUT US

Clark Dietz, Inc. is a multi-disciplined consulting engineering firm operating from offices in Illinois, Indiana, Kentucky and Wisconsin. Our primary areas of service include civil and environmental infrastructure, transportation, structural, mechanical, and electrical engineering.

OUR PHILOSOPHY

As experienced consultants, we serve as trusted advisors to our clients. As partners, we become fully vested in achieving their goals. We believe in serving our clients to our utmost capacity, period. We operate with integrity, foster collaboration, and expect excellence in all we do. For more than 60 years we have built a reputation for the integrity of our work, our actions, and our results. With an unwavering commitment to our clients, we stand behind everything we do.

DIVERSITY

We are proud of our diverse professional staff. Approximately 30 percent of our workforce consists of minority or female employees; they also represent over 30 percent of our shareholders. Additionally, we have established annual scholarships for minorities with the University of Illinois at Urbana-Champaign, University of Illinois at Chicago, University of Wisconsin-Platteville, Purdue University-IN, and the Rose-Hulman Institute of Technology.

SUSTAINABILITY

Nature's most precious assets need our protection and we take this responsibility seriously. Our specialists in environmental science, green infrastructure, and our LEED Accredited professionals thoroughly assess the impact a design may have on energy consumption, waterways, habitat, vegetation, and water quality. At Clark Dietz, we are fully committed to optimizing the benefits of sustainability in every solution we design.

OUR HISTORY

Our roots go back to the 1940's to three University of Illinois Engineering professors; James Clark, Eugene Daily, and Jess Dietz. These three formalized their association by incorporating in 1953. By the late 1970s Clark Dietz was a recognized leader among Midwest-based civil engineering companies serving clients from seven regional offices. The original owners sold the firm and it was ultimately owned by CRS Serrine, one of the nation's largest engineering and architectural firms. Through an employee buy-out of the Champaign office and the name, Clark Dietz again became a privately held corporation in 1987. Employee ownership has been a key factor in the success of the firm, with approximately 30 percent of current employees now owning stock in the company and all employees participating through an ESOP. Today Clark Dietz employs more than 130 professionals in 11 offices.



OUR SERVICES

Infrastructure connects people, revitalizes communities, spurs economic growth, and protects the environment.

CIVIL
WATER, WASTEWATER, STORMWATER
ROADWAYS
ELECTRICAL
MECHANICAL
STRUCTURAL

OUR LOCATIONS

KENOSHA, WI

625 57th Street,
6th Floor
Kenosha, WI 53140
262.657.1550

MILWAUKEE, WI

759 N. Milwaukee Street,
Suite 624
Milwaukee, WI 53202
414.727.4990

WAUSAU, WI

500 N. 3rd Street,
Suite 703
Wausau, WI 54403
715.845.1333

CHAMPAIGN, IL

125 W. Church Street
Champaign, IL 61820
217.373.8900

CHICAGO, IL

118 S. Clinton Street,
Suite 570
Chicago, IL 60661
312.648.9900

OAKBROOK TERRACE, IL

1815 S. Meyers Road,
Suite 470
Oakbrook Terrace, IL 60181
630.413.4130

EVANSVILLE, IN

21 SE 3rd Street,
Suite 200
Evansville, IN 47708
812.471.4802

INDIANAPOLIS, IN

8900 Keystone Crossing,
Suite 475
Indianapolis, IN 46240
317.844.8900

NEW ALBANY, IN

120 West Spring Street,
Suite 400
New Albany, IN 47150
812.725.8595

LEXINGTON, KY

2333 Alexandria Dr.
Suite 127
Lexington, KY 40504
859.286.1140

LOUISVILLE, KY

312 S. Fourth Street,
Suite 700
Louisville, KY 40202
502.587.1748



TEAM QUALIFICATIONS



MUSTAFA EMIR, PHD, PE

Milwaukee Office

Mr. Emir is a highly respected Infrastructure Planning and Management Professional with over 30 years of hands-on engineering experience. He has authored dozens of long term municipal infrastructure management plans, including sewer collection, stormwater management, flood control, water distribution, open space and parks, etc. for governments throughout the Midwest.

Throughout his career, Mustafa has been involved in long range infrastructure planning for built-out communities. This effort includes assessing and defining ways to improve public facilities, including Village Halls, City Centers, Community Centers, Park Buildings, and Salt Sheds. Mustafa leads a diverse team that will advise local governments and guide the process of renewal.

Leader in Local Government Renewal

Mustafa has been involved in many of the Southeast Wisconsin communities' efforts to improve services to residents. He has led assessment and design efforts for the following initiatives:

- **Village Engineer - Bayside (present)**
- **Village Engineer - Whitefish Bay (2014 - present)**
- **Village Engineer - River Hills (2010 - present)**
- **City Engineer - Glendale (1994 - present)**
- **Permit and Development Review Engineer – Brown Deer (2023)**
- **Village Engineer - Random Lake - (present)**

EXPERIENCE

30 Years

EDUCATION

PhD, Engineering, Concordia University, Montreal, Canada
BS, Engineering, Concordia University, Montreal, Canada

REGISTRATIONS

Wisconsin Professional Engineer #E-34786

PROFESSIONAL AFFILIATIONS

American Council of Engineering Companies, Public Funding Committee
American Water Works Association
American Public Works Association, Wisconsin Chapter Diversity Committee
Wisconsin City/County Managers Association



EMILY BASALLA, PE, CFM

Milwaukee & Kenosha Offices

Ms. Basalla is a senior project manager with experience in civil, environmental, and municipal engineering projects. She takes a creative approach to every project with the goal of integrating functional roadway, drainage, and storm sewer designs with sustainable solutions in a community context.

Emily provides comprehensive solutions to drainage conveyance and maintenance issues, including permitting. She has experience in stormwater design, water main relocations, sanitary sewer design, wastewater treatment processes, pavement replacement, and roadway widening projects. Emily brings a strong background facilitating municipal permitting, designing for green infrastructure and is a Certified Floodplain Manager with a proven level of expertise in floodplain mapping, national and state level requirements.

Strong Local Municipal Relationships

Emily has developed strong working relationships with municipalities throughout Wisconsin and Illinois. She takes a thorough approach to understanding client needs and developing solutions that minimize community and environmental impacts.

Design Experience

Emily has experience in the design of a wide variety of projects. She understands that real solutions come from understanding the client's needs. Whether the goal is to increase capacity, maintain compliance, or achieve energy efficiencies, Emily works closely with her clients throughout the design process to ensure that comprehensive and efficient solutions are achieved for the long term.

EXPERIENCE

18 Years

EDUCATION

BS, Civil Engineering, University of Missouri, Columbia

REGISTRATIONS

Wisconsin Professional Engineer #E-41026
Indiana Professional Engineer #12100316
Multiple States
ASFPM Certified Floodplain Manager #US-17-09577

Illinois Professional Engineer #062.061744

PROFESSIONAL AFFILIATIONS

Wisconsin Association for Floodplain, Stormwater, and Coastal Management, Member
American Public Works Association, Member
American Council of Engineering Companies
Illinois Association of Floodplain and Stormwater Management, Member

TEAM QUALIFICATIONS



CHRISTOPHER (CJ) BEYER, PE

Milwaukee & Kenosha Offices

Mr. Beyer is a civil engineer with design and construction inspection experience for municipal roadway, water main and parking lot projects. Christopher (CJ) works closely with his clients throughout the design process to ensure that a long term and efficient solution is achieved. His detailed approach to preparing plans, specifications and estimates translates to time and cost savings over the project life cycle. His practical knowledge gained through site visits and construction inspection translates to more accurate design plans, minimizing construction changes and unseen obstacles.

Field Experience Means Efficient Designs

CJ's practical knowledge gained through construction inspection translates to more accurate design plans, minimizing construction changes and unseen obstacles. To guarantee that infrastructure projects are completed as smoothly as possible, CJ makes public involvement one of his key priorities. He is committed to ensuring a positive public outreach to the municipality's residents. He addresses feedback from residents in the project area and strives to remain open and available.

Municipal Engineering and Service to Community

CJ has strong roadway design experience, including complete road reconstruction and road resurfacing design, sanitary and storm sewer design, water main design, and incorporating green infrastructure improvements and other sustainable design elements. CJ's involvement includes both design engineering and project management on municipal projects for the Cities of Kenosha, Racine and Glendale, the Villages of Somers and Pleasant Prairie in Kenosha County, and the Villages of Shorewood and Whitefish Bay in Milwaukee County.

EXPERIENCE

7 Years

PROFESSIONAL AFFILIATIONS

American Public Works
Association, Member

EDUCATION

BS, Civil Engineering,
University of Wisconsin
Platteville

REGISTRATIONS

Wisconsin Professional
Engineer #47016-6

Illinois Professional Engineer
#062.071358



ANDREW ASHLEY, PE

Milwaukee Office

Mr. Ashley is a civil engineer with the ability to provide a broad array of planning, design, and construction observation services. He has developed a strong service base that provides street design, water main replacement, sanitary and storm sewer design, and construction management.

Municipal Engineering and Service to Community

Andy is a municipal engineer, adapting to the many needs of the communities he serves. In Whitefish Bay, he is the go-to consultant for roadway rehabilitation and traffic engineering. In Glendale, Andy is the lead designer of water main replacement projects that annually replace over 7,000 feet of water main.

Andy has strong roadway design experience, including road resurfacing and complete reconstruction design and bidding, traffic studies or warrant analysis, sanitary and storm sewer design, water main design, and incorporating green infrastructure improvements.

Grant Funding Supports Local Government

Andy has become an expert in identifying and creating successful applications for State and Federal grants for our local community clients. Most recently, we secured over \$400,000 for a trail project in Glendale. Additional grants from other State and Local agencies are being targeted as well. This is a great way to fund projects and relieve budget stress at the municipal level.

Comprehensive Outdoor Recreation Planning

Andy has been Clark Dietz's go-to planning professional for municipal park and trail planning. His vision and understanding of local conditions and constraints have helped create significant plans that guide city governments toward a higher quality of life and better health for residents.

EXPERIENCE

10 Years

PROFESSIONAL AFFILIATIONS

American Public Works
Association, Member

EDUCATION

BS, Civil Engineering,
University of Wisconsin
Milwaukee

REGISTRATIONS

Wisconsin Professional
Engineer #45780-6

Illinois Professional Engineer
#062.070457

TEAM QUALIFICATIONS



BRANDON FLUNKER, PE

Milwaukee Office

Mr. Flunker is a civil engineer who has developed a portfolio of municipal infrastructure experience with water main, storm and sanitary sewers, and road reconstruction projects. He understands that real solutions come from realizing clients' needs. Brandon works closely with his clients throughout the design process to ensure that a long term and efficient solution is achieved.

Field Experience Translates to Efficient Designs

Mr. Flunker's practical knowledge gained through construction inspection translates to more accurate and thoughtful design plans, minimizing construction changes and unseen obstacles. His detailed approach to preparing plans, specifications and estimates translates to time and cost savings over the project life cycle.

Certified Floodplain Manager

Brandon is a CFM serving the floodplain administration needs in the City of Glendale and the Village of River Hills. His understanding of the Local Codes, State and Federal law helps enforce the rules that protect property and assist residents in maintaining compliance with their FEMA sponsored flood Insurance policies.

Stormwater Management Planning

Brandon has started creating Municipal Stormwater Management Plans for suburban communities in the Milwaukee area. Many of his projects were partially funded by the DNR Nonpoint Source Management Grants. He provides advice on ordinances, relationships with regulating agencies, and developer requirements. In the last couple of years, Brandon authored municipal stormwater management plans for the communities of Shorewood, River Hills, and Glendale.

EXPERIENCE

10 Years

Illinois Professional Engineer
#062-071033

EDUCATION

BS, Civil Engineering-
Environmental /Water
Resources, University of
Wisconsin Milwaukee

PROFESSIONAL AFFILIATIONS

Wisconsin Association for
Floodplain, Stormwater, and
Coastal Management

American Public Works
Association, Member

REGISTRATIONS

Wisconsin Professional
Engineer #E-45347-6

Multiple States ASFP
Certified Floodplain Manager
#US-18-10739

Illinois Association of
Floodplain and Stormwater
Management, Member



KEVIN RISCH, PE

Kenosha Office

As a former Assistant City Engineer, Kevin has a deep appreciation for the importance of balancing residents' needs with infrastructure goals. He is our Lead Senior Municipal Engineer and is highly adept at navigating the complexities of multifaceted projects that incorporate public involvement. Mr. Risch joined Clark Dietz from the City of Kenosha where he was the Assistant City Engineer. He has been both a Municipal Engineer and Transportation/ Street Design Engineer. His experience includes project management, construction management, and traffic engineering. Additionally, Mr. Risch supervised and provided project assignments to Kenosha's public works engineering staff. In his many years with the City of Kenosha, Kevin has come to deeply understand the impact infrastructure projects have on communities.

Exceptional Project Management

Focused on his clients' objectives, Kevin leads his team through the design and management of analysis, coordination, public involvement, and sustainable solutions. Taking ownership from start to finish, the client is kept informed through regular project updates, informative public meetings, and a responsive team.

Excellence in Municipal Engineering

Mr. Risch has diverse experience given the many municipalities he has supported. His roadway design experience includes complete road reconstruction and resurfacing, LED street lighting layout including photometrics, traffic studies or warrant analysis, sanitary & storm sewer design, and water main design. His involvement includes design engineering and project management on municipal projects for Cities of Kenosha and Racine, the Villages of Somers and Pleasant Prairie and the Villages of Shorewood and Whitefish Bay in Milwaukee County.

EXPERIENCE

30 Years

PROFESSIONAL AFFILIATIONS

American Public Works
Association

American Council of
Engineering Companies

American Society of Civil
Engineers

EDUCATION

BS, Civil and Environmental
Engineering, University of
Wisconsin, Madison

REGISTRATIONS

Wisconsin Professional
Engineer #36446-6

Municipal Engineering



At Clark Dietz, we understand how vital infrastructure is to people. We never forget the importance of those who rely on it. As municipal engineers, our actions support our client's best interests, representing the values and the standards of the community at all times.

MUNICIPAL ENGINEER

- Board Meetings
- Staff Consultant
- Citizen's Contact
- Consultant Oversight
- Public Involvement

ASSISTING BUILDING DEPARTMENT AND PUBLIC WORKS DEPARTMENT

- Permitting Reviews
- Escrow Compliance
- Roadway Maintenance
- Ordinance Updates and Reviews
- Storm, Sewer and Water Main Maintenance
- Sanitary Sewer Collection Systems

DEVELOPMENT REVIEW

- Engineering Review
- Code/Ordinance Compliance
- Land Use Plan Compliance
- Escrow Requirements
- Permitting Requirements

CONSTRUCTION SERVICES

- Construction Letting
- Awards and Contracting
- Construction Observation
- Pay Request and Change Order Processing
- Preparation of Punch Lists and Assurance of Completion of Punch List Items
- Recommendations to Village for Acceptance of Improvements

REGULATORY COMPLIANCE AND REPORTS

- WDNR NR216 Reporting
- WDNR CMAR Reporting
- MMSD CMOM Reporting
- MMSD Chapter 13 Reporting
- WisDOT Local Program Funding
- WisDOT Roadway Inventory
- CDBG Funding

OVERVIEW OF OUR SERVICES

CIVIL ENGINEERING AND STORMWATER MANAGEMENT

Clark Dietz provides civil engineering services including site survey, engineering design and post design services such as staking and construction inspection. We provide these services to public and private clients, including local government, State Governments, and institutional entities such as School Districts, Park Districts and WEC.

Our stormwater services include reports, drainage studies, local code compliance, and local government permitting activities for construction.

ADA REQUIREMENTS

Nearly 100 percent of Clark Dietz's civil design products include ADA compliance, both within buildings and all outdoor facilities including sidewalks, walkways, park and recreation facility access points, building access points, recreational trails, boardwalks, and other facilities with non-vehicular access.

PARKING LOT – WORK YARD LAYOUT; TRAFFIC FLOW

Clark Dietz provides start-to-finish design products for government and institutional workspaces, including yards, parking lots, storage areas, salt sheds, bulk material handling areas, etc. Our services include both internal layout and design and access from nearby roadways, driveways, and traffic impact studies affecting public roads near facilities.

ASPHALT AND CONCRETE PAVEMENT DESIGN

As a roadway and highway design firm, Clark Dietz provides comprehensive asphalt and concrete pavement design services for anticipated use, loading, and wear conditions encountered in driving or storage surfaces.

EROSION CONTROL DESIGN

100 percent of our design products include an Erosion Control Plan, universally required for construction activity in all of our practice jurisdictions. In several of our offices, Clark Dietz personnel also enforce local Erosion Control codes – receiving, reviewing and enforcing erosion control ordinances ON BEHALF of the communities we serve. Clark Dietz staff have also authored about a dozen erosion control ordinances for use within our client communities in Wisconsin.

SITE SURVEYING

Clark Dietz provides full-service site survey, topographic mapping, property surveys, construction staking, and as-built survey services throughout our service geography.

STRUCTURAL ENGINEERING

Clark Dietz provides full structural engineering services for public and private clients. Our work includes bridges, retaining walls, underground storage tanks and vaults, water towers, cell phone antennas and similar.

ELECTRICAL ENGINEERING

Clark Dietz has a strong electrical engineering team with four individuals holding State Professional Engineering licensure. Our lighting services include work yard lighting, street lighting, athletic field lighting, and airport lighting. In this capacity, we serve local government as well as State agencies for education facilities and correctional institutions.

In addition to lighting, our services to the State of Wisconsin include the design of security systems in the context of correctional facilities such as Lincoln Hills and Green Bay Correctional. Many of our clients who procure fire stations, police stations, or municipal building also rely on Clark Dietz's security camera expertise.

COST ESTIMATING

Clark Dietz, as a consultant to local government, has a strong practice of capital budgeting, cost estimating and project planning services in infrastructure. Engineers in each of our locations are routinely and intimately involved in fiscal projection and planning activities for capital expenditures.

ENGINEERING PLANS AND SPECIFICATIONS

Nearly 100 percent of our professional products include construction ready plans and specifications used for public bidding purposes. In cases where public bidding is not used, Clark Dietz will produce construction ready documents for contracting purposes as directed by the owner. In these instances, it is customary to have the plan set tailored to the needs of the selected contractor and significant cost savings in engineering effort may be achieved.

CONSTRUCTION INSPECTION AND CONTRACT ADMINISTRATION

Clark Dietz construction services include combinations of full-time construction inspection, resident engineering, and contract administration services for local governments and public agencies including Illinois Department of Transportation, Tri-State Tollway Authority, and State of Wisconsin Facilities.

Clark Dietz provides these services with in-house staff, specially trained for this work, including necessary certifications where applicable.

PERMIT APPLICATIONS

One of Clark Dietz's strengths is our understanding and familiarity with local and state permit requirements in Wisconsin and Illinois. State highway access permits, natural resource permits, and erosion control permits are some of the most commonly encountered requirements.

Clark Dietz is your go-to consultant to navigate this sometimes complicated and always time-consuming phase of the project.

AS-BUILT DRAWINGS - RECORD DRAWINGS

When directed to do so, our field staff, including construction inspectors and surveyors, are familiar with the protocols and requirements of creating as-built and record drawings for the owner. Whenever we are assigned a construction management task, this step is almost always included, and Clark Dietz has the required expertise to deliver the as-built product.

Municipal Engineering Services

Southeastern Wisconsin

OWNER CONTACTS

Charlie Imig
Director of Public Works
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414.228.1746
c.imig@glendalewi.gov

Tammy LaBorde
Village Manager
Village of River Hills
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tlaborde@vil.river-hills.wi.us

John Edlebeck, PE
Director of Public Works
Village of Whitefish Bay
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j.edlebeck@wfbvillage.org

Andy Pederson
Village Manager
Village of Bayside
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apederson@bayside-wi.gov

Clark Dietz has a long-standing relationship with southern Wisconsin municipalities including the Village of Whitefish Bay, the Village of River Hills, the Village of Bayside, and the City of Glendale, providing municipal engineering design and construction management services related to infrastructure improvement programs.

Clark Dietz supports each Public Works Department by providing comprehensive infrastructure planning including feasibility studies, community design, zoning and ordinance review, agency compliance, needs assessments, impact fees, economic development, capital improvement, and public participation services. Specifically, we conduct cost estimation and engineering design for annual roadway improvements, LED street light conversions, sidewalk replacement, alley rehabilitation, streets, sewers, watermain, stormwater detention, and developer reviews among a host of other municipal engineering services as needed. Importantly, Clark Dietz offers grant and report writing to determine if the municipalities' projects might be eligible for a wide range of funding assistance programs including grants and low interest loans.

The municipalities value attention to detail and anticipation of needs to ensure a safe environment, well maintained public property, and high-quality public services that improve quality of life for its residents:

- Our commitment to the municipalities is evident in the way we approach problems: not every problem requires an engineering solution.
- We gain the trust of residents by clearly communicating the benefits of how their taxes are being utilized.
- We are community advocates, serving as the municipalities' legs, eyes, and ears to ensure projects happening in neighborhoods are executed with compliance and efficiency.
- When an engineering project arises, our commitment to the profession is apparent; our diverse in-house staff are highly trained in the specialized services we offer and provide straight-forward answers.
- Most importantly, we are flexible in our approach, adapting our style to deliver our services in the voice of the municipalities' governments.

CLARK DIETZ ADDED VALUE

Our understanding of the main requirements and characteristics of the Village Engineer position are as follows:

- The Engineer is a close ally and advisor to the Village President. In this capacity, the Engineer will make all efforts to be present and available whenever the elected officials require and ask for opinion, advice, or action.
- The Engineer has a close relationship with the Administration and supports their efforts in establishing governance structures and a general direction for staff to follow in their interactions with the elected officials and the Public.
- The Engineer will tactfully manage his interaction with the Administration and maintain a solid working relationship with them.
- The Engineer will be available to the public and respond respectfully and fully to residents' concerns. The Engineer will represent the Government in its effort to be open, accessible, and empathetic.
- The Engineer will join the Administration, the relevant Committees, and the elected officials in managing the Capital Improvement Program to fine tune or completely overhaul infrastructure renewal strategies.
- The Engineer understands and promotes that optimization is superior to prioritization.

ClarkDietz

MUNICIPAL INFRASTRUCTURE IMPROVES QUALITY OF LIFE

Clark Dietz brings more than 60 years of experience in the consulting engineering field. Our multi-disciplined staff work together providing strong technical expertise in a number of disciplines including civil, environmental, transportation, structural, electrical, mechanical, and construction. We have built a reputation on operating with integrity and standing behind everything we do. Our unwavering adherence to best practices, pride in the quality of our work, and our diligence to every detail ensures what is delivered is what is promised, every time.

Municipal engineering today is more than technical analysis. It is about people - residents, businesses, developers, contractors, local, county, and state agency officials, Village staff, and Board members - all of whom come to projects with differing needs and objectives. Municipal engineers must work in concert with staff and the Board to represent the Village's goals and interests. Clark Dietz has the capabilities and expertise to address the required services listed in the RFP.

MUNICIPAL ELEMENTS	City of Wausau	Village of Bayside	City of Glendale	Village of River Hills	Village of Whitefish Bay	City of New Berlin	City of Merrill
Permitting Reviews		•	•	•	•		•
Roadway Maintenance	•	•	•	•	•		•
Ordinance Updates and Reviews		•	•	•	•		•
Storm, Sewer and Water Main Maintenance	•	•	•	•	•		•
Sanitary Sewer Collection Systems	•	•	•	•	•	•	•
Lift Station Design	•	•	•	•	•	•	
Development Engineering Reviews		•	•	•	•		
Permitting	•	•	•	•	•	•	•
Grant Writing and Funding Assistance	•	•	•	•	•		•
System Planning Studies	•	•	•	•	•		•
Utility Coordination	•	•	•	•	•	•	•
Street Design and Coordination	•	•	•	•	•		•
Preparation of Final Plans and Specifications	•	•	•	•	•	•	•
Bidding Assistance	•	•	•	•	•	•	•
Final Estimates of Cost	•	•	•	•	•	•	•
Easements and Property Acquisition	•	•	•	•			
Construction Management	•	•	•	•	•	•	•
Construction Observation	•	•	•	•	•	•	•
Contract Close Out	•	•	•	•	•	•	•
Regulatory Compliance Reporting		•	•	•	•		•
Digital Mapping and GIS Services		•	•	•			•
WDNR MS4 Compliance		•	•	•	•		
MMSD Chapter 13 Reporting		•	•	•	•		

OUR STREET RECONSTRUCTION/ REHABILITATION CLIENTS INCLUDE:

City of Glendale
Village of Whitefish Bay
City of Kenosha
Village of River Hills
Village of Bayside
Village of Shorewood
Village of Weston
Town of Minocqua
Village of Pleasant Prairie
Village of Green Oaks
Village of Richton Park
Village of Harwood Heights
Village of Franklin Park

OUR DEVELOPER REVIEW CLIENTS INCLUDE:

City of Kenosha
City of Glendale
Village of Whitefish Bay
Village of River Hills
Village of Harwood Heights
Village of Franklin Park
Village of Richton Park
City of Bloomington

Street Reconstruction and Rehabilitation Design

For the last two decades, Clark Dietz has helped Wisconsin communities manage the quality and serviceability of their streets in the most economical and least disruptive manner. Clark Dietz has redesigned 4-lane concrete roadways in Kenosha or Shorewood for maximum durability. At the same time, we have designed and managed mill and overlay programs that result in significant quality of life and ride quality improvements in hundreds of miles of 24 foot wide residential streets in southeast Wisconsin.

Quality streets are essential to the economic vitality of our communities. Clark Dietz understands that roadways are one of the most visible components of local infrastructure and contribute to the overall perception of value and quality in a municipality.

Our Project Managers and Designers understand all the nuances and finer points of the value and meaning of street reconstruction consideration in our client communities. From drainage to the restoration of the surrounding front lawns and carriage ways, Clark Dietz engineers treat our street reconstruction and design assignments as if their own families will enjoy the benefits.

Developer and Residential Plan Reviews

Clark Dietz performs developer plan reviews for several municipalities where we are responsible for the correct and fair implementation of municipal codes and ordinances. This work is generally very time sensitive and politically sensitive as our staff needs to represent the City properly and appropriately in their review comments. The work we perform includes:

- Floodplain Ordinance compliance
- Stormwater Plan reviews
- Engineering reviews
- Erosion Control Plan reviews
- CSM submittal reviews
- Right of Way Permits

OUR STORMWATER CLIENTS INCLUDE:

City of Glendale
Village of Whitefish Bay
Village of Pleasant Prairie
Village of Shorewood
City of Plymouth
City of Port Washington
Village of River Hills
City of Kenosha
City of Elmhurst
Village of Caledonia

OUR CONSTRUCTION MANAGEMENT CLIENTS INCLUDE:

Village of Gurnee
City of Crystal Lake
City of Elmhurst
Village of Franklin Park
Village Harwood Heights
Village of Richton Park
City of Champaign
City of Glendale
Village of Whitefish Bay
Village of River Hills
City of Kenosha
North Shore Water Commission

Stormwater Management Planning and Drainage Design Services

Clark Dietz's Milwaukee Office is one of our corporate stormwater management service centers. Under Mustafa Emir's management, we have provided a wide variety of stormwater services, from traditional flood control facilities to the more recent green infrastructure installations that reduce runoff and improve water quality.

Perhaps most important, Mustafa has been intimately involved with the NR 216 permit process since its implementation in Wisconsin. Mustafa has worked hand-in-hand with the DNR NR 216 management staff in developing application materials, analysis methods, and various report formats. Your community will have Mustafa's full attention during the project, and his hands-on approach will help deliver clear, concise and complete solutions to your stormwater management needs.

Drainage analysis and flood control design are one of our strongest fields of expertise. Mustafa has authored over two dozen municipal stormwater management plans, including those for Shorewood, Glendale, Whitefish Bay, Bayside, Franklin, Port Washington, Pleasant Prairie, Caledonia, and several others.

Construction Management

Clark Dietz has a "customer centric" approach to the traditional construction management and inspection process. Our customers are the owner and residents.

As the owner, you should not be surprised by anything that happens in the field. Our staff is constantly watching for potential changes and provides timely alerts for upcoming potential changes that can affect the total cost. We make sure that change orders are minimized if they are additive, maximized if they are deductive. In any case, our change orders are below industry averages and we are committed to keeping it that way.

Clark Dietz is committed to public involvement and has started inviting our residents who may be impacted by construction projects to a neighborhood meeting BEFORE the start of the project. Our residents are first and foremost in our minds whenever we are in front of their houses and businesses. We are proud that our staff end up being on a first name basis with most of our project area residents.

WHAT CONTRACTORS HAVE TO SAY ...

"We have worked on a number of successful projects with Clark Dietz through the past years. They provide a good working relationship from the engineers in the office to the inspectors out in the field which is a rare thing these days. The project management teams have been very knowledgeable and fair to work with. They have a great deal of common sense and are always willing to listen to the contractor to help make a more cost effective and efficient project which helps everyone involved, especially the owners."

The projects we have been fortunate enough to work on with Clark Dietz have come in under budget and always ahead of schedule due to the good working relationship they always provide."

OUR SANITARY SEWER PLANNING AND DESIGN CLIENTS INCLUDE:

Village of Shorewood
Village of Whitefish Bay
Village of River Hills
City of Milwaukee
City of Wausau
Village of Weston
Village of Pleasant Prairie
City of Mequon

Inflow and Infiltration
Reduction Clients:
Village of Shorewood
Village of Whitefish Bay
Village of River Hills
City of Glendale
Village of Bayside

OUR WATER DISTRIBUTION SYSTEM CLIENTS INCLUDE:

North Shore Water Commission
City of Glendale
Village of Whitefish Bay
Kenosha Water Utility
Cudahy Water Utility
Mequon Water Utility
Village of Shorewood
Village of Whitefish Bay
City of Wausau
Village of Franklin Park
City of Elmhurst

Sanitary Sewer Planning and Design

Clark Dietz is one of the leading Inflow and infiltration reduction experts in Southeastern Wisconsin. Our approach is grounded in adaptability and flexibility. Our sewer expertise is a balanced approach to fixing and maintaining the old and giving you flexibility in building the new.

Clark Dietz has secured a significant funding from MMSD to perform Glendale's first ever Sanitary Sewer System Assessment Study. This study will guide future maintenance and improvement efforts for the next several years.

In many communities, we have been successful in implementing sewer system management plans that combine service improvements and reduced capital expenditures. To accomplish this, we combine system hydraulic improvements, aggressive maintenance of functional components, and planned replacement of ageing components.

Clark Dietz identifies the sewer system condition through CCTV inspections, flow monitoring, and identification of hydraulic bottlenecks through computer modeling. The result is a maintenance, rehabilitation, and replacement schedule for optimum service for residents.

Through modeling and field inspections, we develop a strategy for future inspections and sewer main rehabilitation that maintains high levels of service at minimal intervention and cost.

Water System Planning and Watermain Design

Clark Dietz's expertise in Comprehensive water distribution system planning and management has already paid huge dividends for Glendale's water system resiliency. Clark Dietz used a computer model to simulate critical failures in the distribution system and correctly identified two projects to address the vulnerabilities of the system. As a result, the Range Line Road standpipe pump was upgraded to better provide the necessary pressures and fire flow requirements. In addition, the modeling identified the Green Bay Road corridor as a supply bottleneck. The new transmission main provides the west side of the City with supply and pressure that eliminates system vulnerabilities.

Our planning expertise includes computer modeling of systems, cost estimating, water age analysis, water pressure distribution studies, and fire flow analysis for system optimization. Clark Dietz currently maintains a water system computer model for the City of Glendale.

School Neighborhood Street and Drainage Design

Weston, WI

CONSTRUCTION COST
\$2,100,000

PROJECT DURATION
11/1/2019 - 3/27/2020

PROJECT TEAM
Tonia Westphal, PE, LEED AP
Emily Basalla, PE, CFM
Christopher Beyer, PE

OWNER CONTACT
Michael Wodalski, PE
Deputy Director of Public
Works
Village of Weston
715.241.2636
mwodalski@westonwi.gov



The project involved the design and preparation of bidding documents for full construction and administration services for approximately 5,300 feet of urban roadway, water, sanitary sewer, ditches with underdrain, and sidewalks. The total project length is approximately 5,320 feet including portions of South Timber Street, Arrow Street, Sunset Street, Von Kane Street and Kennedy Avenue, bounded by Sternberg Avenue to the south and Ross/Corozalla to the north. The total project length is a rural section with 60-foot right-of-way, without consistently defined ditches and drainage facilities.

The project included evaluation of the existing conditions of the water main and sanitary sewer to determine if full replacement is necessary. Design included preparation of bidding documents to reconstruct roadway, water main, sanitary sewer, surface drainage and storm sewer within the project area.

Frederick Street and Drainage Design

Shorewood, WI

CONSTRUCTION COST
\$1,600,000

PROJECT DURATION
5/1/2015 - 3/1/2016

PROJECT TEAM
Emily Basalla, PE, CFM
Christopher Beyer, PE
Mustafa Emir, PhD, PE
Brandon Flunker, PE, CFM
Thomas Foley, PE
Kevin Risch, PE

OWNER CONTACT
Leeann Butschlick
Director of Public Works
Village of Shorewood
414.847.2653
lbutschlick@
villageofshorewood.org

This project included combined sewer improvements and Fredrick Avenue reconstruction. Our effort consisted of the combined sewer and street design, utility coordination, field survey, relevant locations of water system features, underground utilities, including electrical system for possible relocation, storm sewer manholes, inlets, catch basins for possible repairs or replacement, sidewalk grades to assure positive drainage in terrace and carriage walk areas in sufficient radius information to achieve smooth transitions to adjacent streets and coordination of necessary state permit requirements. Design for project included:

- Construction of approximately 760 feet of DIP water main, 11 service connections and 4 valves
- Construction of approximately 3,800 feet of PVC sanitary sewer pipe
- Common excavation of approx. 8,800 cubic yards
- 450 LF Storm Sewer, 14 Structures, 3,300 LF 8" PVC Terrace Drains
- Removal of approximately 24,000 SY of existing asphalt street with concrete base
- Placing approx. 18,000 SY of proposed HMA Street with 5,000 Ton aggregate base
- Construction of approximately 5,000 feet of concrete curb
- Removal & replacement of 680 SY concrete driveway approaches
- Landscape restoration of 6,400 SY terraces using sod & topsoil and planting of 22 trees.

Street Rehabilitation Design

Whitefish Bay, WI

CONSTRUCTION COST
\$192,707

SIZE
.70 Miles

PROJECT DURATION
10/1/2020 - 2/26/2021

PROJECT TEAM
Mustafa Emir, PhD, PE
Brandon Flunker, PE
Kevin Risch, PE
Mitchell Daharsh, EIT

OWNER CONTACT
John Edlebeck, PE
Director of Public Works
Village of Whitefish Bay
414.967.5128
j.edlebeck@wfbvillage.org

The 2021 Road rehabilitation project included the design & bidding for approximately .70 miles of various streets in Whitefish Bay. Our services included the design of roadway surface and pavement marking, review pavement condition to determine mill and overlay limits at intersecting streets, developed a traffic control and staging plan, developed pavement marking and signage plan as needed, preparation of construction drawings, bid documents and construction cost estimate, coordination of the bidding process, preparation of bid tab and letter of recommendation to award.

Blackthorne Place Street Design

Whitefish Bay, WI

CONSTRUCTION COST
\$ 535,000

PROJECT DURATION
4/1/2021 -
12/3/2021 (Est.)

PROJECT TEAM
Emily Basalla, PE, CFM
Christopher Beyer, PE
Brandon Flunker, PE, CFM
Mitchell Daharsh, EIT
Adam Latusek
Andrew Torola

OWNER CONTACT
John Edlebeck, PE
Director of Public Works
Village of Whitefish Bay
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j.edlebeck@wfbvillage.org



Design, public bidding, and construction inspection of the watermain replacement project on E. Blackthorne Place from N. Larkin St. to N. Bartlett Avenue. Our services include:

- Performed field survey and field investigations for the preparation of plans and specifications.
- Prepared drawings and maps, specifications, bidding documents, and an opinion of construction cost for the work.
- Provided updates to the Public Works Department for design status and design review and concurrence.
- Completed permit applications to obtain permits for the WDNR Water Main Extension permit.
- Published bid documents, advertisement notification, analyzed bids, and provided a recommendation for the award of the construction contract.
- Attended pre-construction meeting.
- Performed construction staking, inspection, and contract administration tasks until completion.

ClarkDietz

22nd Avenue Reconstruction Design

Kenosha, WI

CONSTRUCTION COST

\$713,000

PROJECT DURATION

12/2/2016 - 11/7/2017

1/9/2019 - 8/7/2019

PROJECT TEAM

Emily Basalla, PE, CFM

Andrew Ashley, PE

Christopher Beyer, PE

Scott Drabicki, PE

Kevin Risch, PE

Derek Tanner, PE

OWNER CONTACT

Shelly Billingsley, PE

Director of Public Works

City of Kenosha

262.653.4149

sbillingsley@kenosha.org



Clark Dietz was selected to provide design engineering services and creation of construction plans for the reconstruction of 22nd Avenue from 80th Street to 260 feet south of 75th Street. Design included full depth reconstruction of the roadway, removing and replacing concrete curb and gutter, removing and replacing hazardous concrete sidewalk and locations of ADA curb ramps for 12 locations including determining grades and removal limits to satisfy ADA requirements.

Additional design included crosswalks, concrete driveways, concrete pavement, and storm sewers. Clark Dietz provided plan sheets, completed light pole inspections, coordinated with the Kenosha Water Utility for utility adjustments, prepared quantities for all bid items, provided cost estimates, assisted in bidding and prepared bid tabulations and recommendation for project award.

Street Reconstruction and Drainage Design

Glendale, WI

CONSTRUCTION COST

\$400,000

PROJECT DURATION

1/1/2018 - 4/27/2018

PROJECT TEAM

Mustafa Emir, PhD, PE

Emily Basalla, PE, CFM

Andrew Ashley, PE

Christopher Beyer, PE

Thomas Foley, PE

Kevin Risch, PE

OWNER CONTACT

Charlie Imig

Director of Public Works

City of Glendale

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c.imig@glendalewi.gov



The 2018 Road Program for Glendale included the following:

- Reconstruction of Pierron Road
- Installation of watermain at N. River Road east to N. Jean Nicolet Road
- Watermain replacement at N. Braeburn Lane easterly to N. Atwahl Drive
- Street Resurfacing projects including 8 street segments in total length 7,400 feet

Clark Dietz provided design engineering services for all portions of the 2018 Road program. Specifically, our services included project management, road, storm sewer, and water main design, construction document preparation, and bid process. Clark Dietz also provided all Construction Inspection and project closeout administration.

ClarkDietz

Kenboern Drive Street Design

Glendale, WI

CONSTRUCTION COST
\$534,332

PROJECT DURATION
3/1/2018 - 5/25/2018

PROJECT TEAM
Emily Basalla, PE, CFM
Christopher Beyer, PE
Andrew Ashley, PE
Thomas Foley, PE
Kevin Risch, PE

OWNER CONTACT
Charlie Imig
Director of Public Works
City of Glendale
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c.imig@glendalewi.gov



Clark Dietz provided design and construction services for two road reconstruction projects; W. Kenboern Dr. and N. Glen Park Rd. W. Kenboern Dr. included 2,250 LF of 8" water main, 24 water lateral connections, 1,900 SY of pavement removal and replacement, traffic control, and restoration; N. Glen Park Rd. included full reconstruction of 1,850 SY of roadway, 740 LF of 30" Curb and Gutter, 240 SY of driveway removal and replacement, 100 LF of pavement markings, traffic control, and restoration. The Clark Dietz scope of work design activities included:

- Field survey activities to capture necessary and relevant data within the proposed sewer alignment.
- Coordination of necessary permit requirements for WDNR water main permit.
- Preparation of the necessary construction documents and support during the bid process.
- Construction inspection services of roadway improvements to ensure the project was built according to approved plans and specifications.
- Provided as-built drawings for the proposed sewer main construction.

Street Reconstruction and Rehabilitation Design

Whitefish Bay, WI

CONSTRUCTION COST
\$600,000

PROJECT DURATION
2/20/2020 - 9/25/2020

PROJECT TEAM
Mustafa Emir, PhD, PE
Emily Basalla, PE, CFM
Brandon Flunker, PE, CFM
Mitchell Daharsh, EIT

OWNER CONTACT
John Edlebeck, PE
Director of Public Works
Village of Whitefish Bay
414.967.5128
j.edlebeck@wfbvillage.org

The project included the design and bidding for the 2020 Roadway Rehabilitation Program which included the following locations:

Mill and Overlay of Santa Monica Blvd. from Henry Clay St. to School Rd.; Mill and Overlay of LRIP Streets; and Mill and Overlay of 6 Additional Streets; and Diamond Grinding of Hampton Ave. from Scheffield Ave. to STH 32.

Design services included review of pavement conditions to determine mill and overlay limits at intersecting streets; developed traffic control and staging plan; developed project schedule for each phase of rehabilitation and developed pavement marking and signage plan as needed.

Construction Document Preparation and Bid Process included preparation and printing of construction drawings and location maps; publication of appropriate notices; preparation of a construction cost estimate; coordination of the public bidding process including managing distribution of plan sets and bid documents, attended and conducted bid opening, prepared bid tab, and prepared a letter of recommendation to award.

N. Port Washington Road - Design of 2 Intersections

Glendale, WI



CONSTRUCTION COST
\$199,464

PROJECT DURATION
1/1/2020 - 4/24/2020

PROJECT TEAM
Mustafa Emir, PhD, PE
Emily Basalla, PE, CFM
Andrew Ashley, PE
Mitchell Daharsh, EIT
Adam Latusek
Kevin Risch, PE
Derek Tanner, PE

OWNER CONTACT
Charlie Imig
Director of Public Works
City of Glendale
414.228.1746
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This project included the reconstruction of two intersections on Port Washington Road found at the intersections of Port Washington Road and Henry Clay, and Port Washington Road and Lexington Blvd. in Glendale. Clark Dietz provided design, bidding support and construction inspection management for this improvement project.

Clark Dietz was assigned the redesign and improvements at two intersections in this busy Glendale commercial corridor. The intersections suffered from poor pavement condition and inadequate drainage. In addition, one of the intersections needed to be prepared for a proposed Chick-Fil-A restaurant that would add significant volumes to the traffic in the area.

Clark Dietz worked closely with area businesses to alleviate access impacts by carefully planning a staging sequence that left the maximum number of lanes open during peak business hours.

Clark Dietz worked closely with TAPCO – the City's traffic signal technical service provider to adjust timing and sequencing of the signals to help with construction and access requirements. New signal poles, pedestrian amenities, and redesigned crosswalks helped in improving the overall safety at both intersections.

During construction, Clark Dietz staff was an important part of communications with businesses and event planners who needed to be informed about schedules and impacts. At the end, the contractor was able to complete the project ahead of schedule and reduce the anticipated disruption in the project area.

ClarkDietz

Industrial Park Street Design

Kenosha, WI

CONSTRUCTION COST
\$1,100,000

PROJECT DURATION
4/9/2018 - 7/6/2018

PROJECT TEAM

Emily Basalla, PE, CFM
Christopher Beyer, PE
Andrew Ashley, PE
Kevin Risch, PE
Derek Tanner, PE
Tonia Westphal, PE, LEED AP

OWNER CONTACT

Brian Cater, PE
City Engineer
City of Kenosha
262.653.4146
bcater@kenosha.org

Clark Dietz was selected to provide design engineering services for the rehabilitation of 1.16 miles of roadway at the Industrial Park of Kenosha(IPOK). Our rehabilitation design effort included:

- Survey for of the above roadways segments 6,125 feet (1.16 miles).
- Creating base mapping for the all roadways for the rehabilitation project.
- Visual inspection of the roadway limits to determine if there are any changes to driveway approaches requiring modifications.
- Performed storm sewer visual inspections that included manhole, inlet, pipes and leads conditions.
- Designed storm sewer modifications to improve drainage and provide flood protection in the IPOK roadway corridor.
- Prepared plan and storm profile sheets for the reconstruction of any storm sewers in the IPOK roadway corridor with traffic control.

Bidding Services included preparing bidding and contract documents for public bidding; file of NR216 permit applications; provided cost estimates; responded to bidders questions; assisted in bid opening, preparation of bid tabulations and recommendation on contractor award.

Berkeley Boulevard Street Design

Whitefish Bay, WI

CONSTRUCTION COST
\$2,441,099

PROJECT DURATION
7/1/2015 - 3/30/2016

PROJECT TEAM

Mustafa Emir, PhD, PE
Emily Basalla, PE, CFM
Christopher Beyer, PE
Brandon Flunker, PE, CFM
Thomas Foley, PE
Kevin Risch, PE

OWNER CONTACT

John Edlebeck, PE
Director of Public Works
Village of Whitefish Bay
414.967.5128
j.edlebeck@wfbvillage.org



Clark Dietz was selected to provide design services for the complete reconstruction of .5 miles of Berkeley Boulevard in Whitefish Bay. Design services included design of concrete street, sanitary sewer, water main, and storm sewer reconfiguration design.

Duties included design services, utility coordination, field survey, relevant locations of water system features, underground utilities, including electrical system for possible relocation, storm sewer manholes, inlets, catch basins for repairs or replacement, sidewalk grades to assure positive drainage in terrace and construction document preparation and bid process.

Additionally, Clark Dietz initiated a utility coordination meeting, met with client to provide project status and facilitated a public information meeting. Clark Dietz also provided coordination of necessary state permitting.

Street Resurfacing and Drainage Design

Glendale, WI

CONSTRUCTION COST
\$1,400,000

PROJECT DURATION
10/1/2018 - 2/22/2019

PROJECT TEAM
Mustafa Emir, PhD, PE
Emily Basalla, PE, CFM
Andrew Ashley, PE
Scott Drabicki, PE
Thomas Foley, PE
Kevin Risch, PE

OWNER CONTACT
Charlie Imig
Director of Public Works
City of Glendale
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The 2019 Street and Water Main Reconstruction design project consisted of a 2-inch mill and overlay on Bender Rd. (3,060 ft), Ironwood Rd. (1,070 ft), Navajo Ave. (600 ft), and Kendall Ave. (800 ft) totaling 2,770 tons of HMA and 22,860 linear feet of pavement markings. Services included coordinating the design process including anticipated meetings with City staff and public. Additionally, we prepared the ad for bid, had attendance at the bid opening and created a tabulation of bid results with a recommendation of award of contract.

Our road, storm sewer and water main design services included conducting all design activities related to the reconstruction of project roads and the replacement of catch basin structures, leads, and water main with water services through the curb stop.

Additional services included coordination of all necessary state and county permit requirements. Clark Dietz also provided construction services including attend project meetings, provided design including field survey activities, prepared construction documents, managed distribution of bidding documents, prepared a recommendation and provided construction management support.

Lake Drive Resurfacing Design

Shorewood, WI

CONSTRUCTION COST
\$322,179

TOTAL PROJECT COST
\$334,543

PROJECT DURATION
2/1/2018 - 12/31/2018

PROJECT TEAM
Mustafa Emir, PhD, PE
Brandon Flunker, PE, CFM
Derek Tanner, PE
Andrew Torola

OWNER CONTACT
Leeann Butschlick
Director of Public Works
Village of Shorewood
414.847.2653
lbutschlick@villageofshorewood.org

Clark Dietz provided design and construction inspection services for the resurfacing of Lake Drive in Shorewood, WI. Design services included design of the roadway surface and pavement marking, including:

- Review pavement condition to determine mill and overlay limits at intersecting streets.
- Developed traffic control and staging plan.
- Developed pavement marking and signage plan.

Construction Document Preparation and Bid Process services included:

- Preparation and printing of construction drawings.
- Adaptation of Village standard specifications to project as necessary.
- Publication of appropriate notices.
- Preparation of a construction cost estimate.
- Coordinated public bidding process including managing distribution of plan sets and bid documents, conducted bid opening and prepared final bid tabulation and recommendation.

Construction Services included providing full-time inspection team to monitor contractor performance to specifications, and maintained daily work logs. Additional services included arranging and conducting a pre-construction meeting, reviewed contractor payment requests, reviewed and approved change orders, and generated substantial/final punch list.

Thackeray Trail Street and Drainage Planning

Oconomowoc, WI

CONSTRUCTION COST
\$650,000

PROJECT DURATION
8/1/2019 - 2/11/2020

PROJECT TEAM
Brandon Flunker, PE, CFM
Mitchell Daharsh, EIT
Scott Drabicki, PE

OWNER CONTACT
Mark Frye
Director of Public Works
City of Oconomowoc
262.569.2184
mfrye@oconomowoc-wi.gov



Thackeray Trail is a 2,800 foot long rural cross section street with a 100-foot right-of-way. There were two 20-foot wide drive lanes separated by a 20-foot wide grass median. The present street intersected with Summit Avenue and goes westerly 2,800 feet and terminates. Clark Dietz was selected to determine options for cross section, pedestrian facilities, stormwater management and to prepare preliminary design options for the reconstruction of the street. Our services included:

- Pre Design Meeting
- Infrastructure Cost Estimates
- Committee of the Whole Infrastructure Cost
- Preliminary Design
- Public Information Meeting
- Presentation to the Common Council including recommendation on final design option.

60th Street Reconstruction Design

Kenosha, WI

PROJECT DURATION
1/1/2019 - 4/26/2019

PROJECT TEAM
Emily Basalla, PE, CFM
Andrew Ashley, PE
Christopher Beyer, PE
Scott Drabicki, PE
Kevin Risch, PE
Derek Tanner, PE

OWNER CONTACT
Greg Holverson
Assistant City Engineer
City of Kenosha
262.653.4050
gholverson@kenosha.org

Clark Dietz provided engineering design services for the 60th Street, from 60th Ave. to 55th Ave. roadway reconstruction. Our services included:

- Storm Sewer design including design for new inlets with replacement of lead into existing or new manholes, or new sewer mains
- Lighting design including a complete roadway lighting layout, voltage drop calculations, provide lighting photometrics, lighting fixtures selection
- Intersection design including handicap ramps at all required locations, and detailed grading plan
- Traffic control and detour plan, design stage construction phasing and survey
- Subsurface investigations for determining extent of earthwork and paving design
 - Topographic survey & base mapping
 - Public involvement meetings
 - Utility coordination
- Complete Roadway design including roadway construction plans, contract specifications, bid quantities and cost estimation.

Lydell Avenue Reconstruction and Drainage Design

Glendale, WI

CONSTRUCTION COST
\$1,250,000

PROJECT DURATION
7/1/2019 - 2/28/2020

PROJECT TEAM
Mustafa Emir, PhD, PE
Emily Basalla, PE, CFM
Andrew Ashley, PE
Mitchell Daharsh, EIT
Evan Nickodem, PE
Kevin Risch, PE
Tania Tkachuk

OWNER CONTACT
Charlie Imig
Director of Public Works
City of Glendale
414.228.1746
c.imig@glendalewi.gov



Clark Dietz provided public infrastructure engineering design for the improvements of public infrastructure on Lydell Avenue. The street was reconstructed from Silver Spring Drive to the south to Montclair Avenue to the north. The cost of street reconstruction was split between the City of Glendale and the Village of Whitefish Bay. In addition, the City of Glendale installed a sanitary sewer service extension sufficiently to the north of Lake View Avenue to serve the newly proposed buildings on the Bayshore Town Center property along the west side of Lydell Avenue. Clark Dietz services included:

- Topographic survey needed to capture all necessary and relevant data within the City right-of-way including relevant location of all utilities.
- Design of a new roadway corridor using the existing curb grade on the east side of the road.
- Design new storm sewers to capture water in sumps and along the new proposed curb and gutter.
- Design new sanitary sewer to serve the newly proposed buildings on the Bayshore Town Center property.
- Coordinate with Glendale, Whitefish Bay, MMSD, Graef (Bayshore Developer), and WE Energies on the new proposed work.
- Applied for necessary permits.
- Assisted Glendale in bidding the project out to contractors.
- Construction documentation preparation and bid process.

Cramer Street Reconstruction and Drainage Design

Whitefish Bay, WI

CONSTRUCTION COST
\$300,000

PROJECT DURATION
12/8/2016 - 6/30/2017

PROJECT TEAM
Mustafa Emir, PhD, PE
Emily Basalla, PE, CFM
Brandon Flunker, PE, CFM
Andrew Ashley, PE
Thomas Foley, PE
Kevin Risch, PE

OWNER CONTACT
John Edlebeck, PE
Director of Public Works
Village of Whitefish Bay
414.967.5128
j.edlebeck@wfbvillage.org

The 4600 and 4700 blocks of Cramer Street in Whitefish Bay have suffered from surface ponding of runoff during heavy rains. This condition is particularly threatening to a number of residences that are located on the low parcels compared to the roadway. The surface ponding occurs despite the presence of storm sewers and a number of catch basins along the street. In order to reduce the frequency of ponding, Clark Dietz analyzed the potential causes of ponding using a computer model of the storm sewer system, and showed that the limiting factor in drainage at the 4600 and 4700 blocks of Cramer Street is the flow handling capacity of the storm sewers serving these two blocks. We also showed that, if the capacity of the storm sewers in these blocks is increased, downstream storm sewers have the adequate capacity to handle the increased flows. Accordingly, the solution we developed to reduce street ponding included the addition of storm sewer pipes, a length of approximately 850 feet. The existing storm sewer was left in place. We designed the Cramer Street storm sewer, specified pipe materials, elevations, and inlet locations along the alignment. The additional storm sewer sizes were 15-inch diameter and 18-inch diameter. New inlets were installed to allow for more runoff to enter the system. After completion, the parallel system increased drainage capacity by 80 percent and provided significant reductions in street ponding on Cramer Street.



11333 N. Cedarburg Road
Mequon, WI 53092-1930
Phone: 262-236-2913
Fax: 262-242-9655

www.ci.mequon.wi.us

Office of Public Works

TO: Public Works Committee
FROM: Tim Weyker, Deputy Director of Public Works
DATE: October 10, 2023
SUBJECT: Approval of Phase 1 of We Energies Streetlight Conversion to LED

Background

The City of Mequon pays for electricity for approximately 430 streetlights in the City of Mequon. Of that total, 154 of those streetlights are owned and maintained by the City of Mequon on City of Mequon light poles. The remaining 276 streetlights are on power poles and light poles owned and operated by We Energies. Additionally, the Wisconsin Department of Transportation owns and operates streetlights at signalized intersections of state highways in Mequon.

The two main types of streetlight fixtures currently in place are High Pressure Sodium (HPS) and Light-Emitting Diode (LED). The HPS streetlights were the standard prior to LED technology, and they use substantially more power to produce the same amount of light. HPS streetlight fixtures are typically 200 to 250-watt fixtures whereas LED streetlight fixtures are only 40 to 80-watt fixtures. On average, each HPS streetlight electricity cost is \$35.00/month, whereas each LED streetlight electricity cost averages \$8.70/month once the initial investment of the LED conversion is paid for. Of the 276 streetlights in Mequon owned and operated by We Energies, 170 have already been converted to LED over the years.

This memo concerns Phase 1 (37 fixtures) of a 2-phase proposal by city staff to replace the remaining 106 HPS streetlight fixtures with LED fixtures.

Analysis

Understandably, everyone would like to convert all of the HPS lighting with LED lighting, but the stumbling block is the up-front cost for the LED conversion. We Energies will replace the HSP fixtures with LED fixtures through normal maintenance of their facilities when the HPS fixtures burn out or otherwise need to be replaced.

We Energies will replace the working HPS fixtures with LED fixtures at the customer's request, but only if the customer pays for the conversion.

Staff is proposing Phase 1 of LED conversion to address replacing all HPS fixtures currently mounted on We Energies wood power poles at various intersections throughout Mequon. These fixtures have the lowest up-front cost to replace at \$227 each and would provide immediate reductions in monthly electricity charges. Once phase 1 is completed, phase 2 replacing the remaining HPS fixtures on fiberglass, aluminum, and steel light poles can be initiated. The up-front cost for the phase 2 LED conversions is \$644 each.

Fiscal Impact

Phase 1 of the LED conversion of We Energies streetlights has an up-front cost of \$8,400. The immediate monthly savings in energy costs after conversion is \$178.13. The total cost savings

after the LED conversion is shown below and on the attached We Energies spreadsheet. The payback period for the up-front cost is just less than 48 months.

- 7-year cost savings = \$14,963
- 10-year cost savings = \$30,467
- 15-year cost savings = \$56,307
- 20-year cost savings = \$82,147

There is adequate funding in the Roadway Lighting capital account 410798-469001-10052 to pay for the up-front costs for phase 1 of the We Energies LED conversion.

Included as attachments are the We Energies summary LED conversion spreadsheets for both Phase 1 and Phase 2 of this effort.

Recommendation

Staff is recommending the Public Works Committee approve moving forward with Phase 1 of the We-Energies conversion to LED streetlight fixtures at an estimated cost of \$8,400.

Attachments:

We Energies Authorization Letter (PDF)

Phase 1 Mequon_ Wood Pole Fixtures (PDF)

Phase 2 Mequon_Remaining Fixtures (PDF)



We Energies
 231 W. Michigan St.
 Milwaukee, WI 53203
www.we-energies.com

September 26, 2023

City of Mequon
 11333 N. Cedarburg Rd
 Mequon, WI 53092
 Attn: Timothy Weyker

Subject: Work Request 4880176; Lighting at The intersection of W. Highland Rd + N. Highgate Ct / Mequon, WI

Dear Mr. Weyker:

This letter details a work request for We Energies Outdoor Lighting. The upfront charge for this work, which expires 90 days from the date of this letter, is \$933.97, and does not include site restoration. Net monthly charges will initially increase by \$16.19, which is subject to future rate changes as approved by the Public Service Commission of Wisconsin.

Review the following prior to providing authorization and payment:

- Luminaires are controlled to provide dusk to dawn operation.
- Customer must contact We Energies for lighting maintenance.
- Fixtures are warranted until removed.
- Non-Standard poles and conductors are warranted for 15 years.
- Customer must locate private underground facilities and grant or obtain, without expense to We Energies, access to property, necessary permissions, easements, ordinance satisfaction and permits for installation, removal and maintenance of lighting facilities.
- Termination or change requests after installation and prior to conclusion of the initial term result in customer charges. Monthly rates for fixtures on the LED rate are reduced after the initial term.
- All applicable lighting tariff terms and conditions are available at we-energies.com.
- We Energies does not guarantee this installation meets AASHTO or the Illuminating Engineering Society's minimum recommended standards for lighting.

Please sign the enclosed documents and return them, along with payment for the upfront charge (payable to We Energies) in the envelope provided. Material will be ordered upon receipt of required authorizations and payment. Work request will be scheduled when all contingencies are met. If you have any questions, please call me at 262-502-6842. We look forward to working with you on your lighting project.

Sincerely,

Leah Westfahl
 Energy Service Consultant

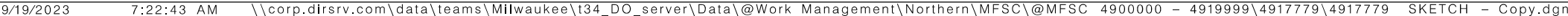
By signing this letter, you authorize us to do this work and acknowledge acceptance of the rates and conditions of the specified tariffs as approved by the Public Service Commission of Wisconsin.

Signature: _____ Date: _____

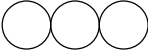
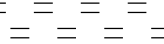
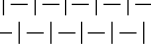
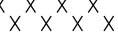
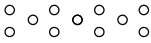
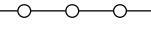
Print name: _____ Title: _____

Enclosures

Attachment: We Energies 4917779 Cost Letter (8826 : Approval of a Streetlight at Highland Rd. and Highgate Ct./Farmdale Rd. Intersection)



WE ENERGIES - ELECTRIC OPERATIONS CLEARANCE NOTES: -LOCATION OF OBSTRUCTIONS ARE FROM RECORDS AND MUST BE VERIFIED IN THE FIELD. -MAINTAIN 2' MIN. CLEARANCE BETWEEN OUTSIDE FACE OF MANHOLE & BELL OF PIPE. -THIS APPLIES TO GAS AND WATER MAINS. -MAINTAIN 2' MIN. VERTICAL CLEARANCE AT CROSSINGS OF SEWER OR WATER MAINS. -MAINTAIN 5' MIN. HORIZONTAL DIST. BETWEEN CONDUIT AND SEWER. -MAINTAIN 3' MIN. HORIZONTAL DIST. BETWEEN CONDUIT AND WATER MAINS. NOTE - CLEARANCES SHOWN ARE MINIMUM DISTANCES - REFERENCE PERMITS FOR SPECIFIC CLEARANCE REQUIREMENTS. ADDITIONAL UNDERGROUND INFORMATION ON EXCAVATION, BACKFILLING AND CLEARANCES CAN BE FOUND IN STD. 281-02.	OVERHEAD PRIMARY E, F, H, Q, R, W, X or Z Z1 #2 ACSR Z1 1 #1/0 ACSR Z2 1 #3/0 ACSR Z3 3 #2 ACSR Z4 3 #1/0 ACSR Z5 3 #3/0 ACSR Z7 3 #336 ACSR Z9 SPECIAL LIST ON SKETCH Z10 1 WIRE REMOVAL Z11 2 WIRE REMOVAL Z12 3WIRE REMOVAL STANDARD WIRE KEY DIRECT BURY PRIMARY - E, F, H, Q, R, W, X or Z Z13 1 #1 AL 25KV Z14 3 #1 AL 25KV Z15 3 #500 AL 28KV X16 1 #2 AL 15KV X17 3 #2 AL 15KV X18 3 #500 AL 15KV R19 3 #1/0 AL 35KV R20 3 #750 AL 35KV Z21 3 #750 AL 28KV X22 1 #2 Cu 15kV X23 3 #2 Cu 15kV Z24 1 #2 Cu 25kV Z25 3 #2 Cu 25kV X26 3 #500 Cu 15kV Z27 3 #500 Cu 28kV Z28 3 #750 Cu 28kV Z29 SPECIAL - LIST ON SKETCH	NEUTRAL N1-#2 ACSR N1 1-#1/0 ACSR N2 1-#3/0 ACSR N3 1-#4/0 AL N4 1-#336 ACSR N5 REMOVAL GUYING G 1/4" ARM GUY G1 5/16" ARM GUY G2 3/8" ARM GUY G3 5/16" POLE GUY G4 3/8" POLE GUY G5 7/16" POLE GUY	SECONDARY - 1PHASE S 6DX S1 4 TX S2 2 TX S3 1/0 TXR S4 3/0 TXR S5 350 TXR S6 750 TXR S7 1/0 TXF S8 4/0 TXF S9 336 TXR S10 750 TXF S11 3 WIRE REMOVAL S12 3 WIRE MAIN S14 6DX CIC S15 1/0TX CIC	SECONDARY - \$ 1/0 TXF \$1 4/0 TXF \$2 336 TXF \$3 3/0 TX \$4 350 TX \$5 750 TX \$6 1/0 QXF \$7 3/0 QXF \$8 350 QXR \$9 750 QXR \$10 3 WIRE REMOVAL \$11 3/0 QXR \$12 4 WIRE REMOVAL

EROSION CONTROL LEGEND	
	APPROXIMATE LOCATION FOR UNDERGROUND FACILITY EXCAVATION
	INLET PROTECTION, TYPE
	12" WATTLE or 12"/20" SEDIMENT LOG or 9.5"/20" EROSION EEL
	STONE DITCH CHECK
	ROCK BAG
	MULCH
	SOIL STABILIZER, TYPE B
	EROSION MAT CLASS I, TYPE A
	EROSION MAT CLASS I, TYPE B
	EROSION MAT CLASS I, TYPE A URBAN
	EROSION MAT CLASS I, TYPE B URBAN
	EROSION MAT CLASS II
	EROSION MAT CLASS III
	VEGETATIVE BUFFER
	TRACKING PAD
	TIMBER MAT
	SILT FENCE
	APPROXIMATE DEWATERING BASIN LOCATION
	SURFACE WATER FLOW

WE ENERGIES WORK REQUEST ENVIRONMENTAL NOTES (Notes 1 through 7 apply to ALL work requests)

General

- If WDNR and/or USACE permits were obtained for the project, all permit conditions shall be met during construction of the project.

Erosion Control

- If soil disturbance occurs on slopes or channels/ditches leading to wetlands or waterways, or within wetlands, the disturbed areas shall be stabilized and appropriate erosion control Best Management Practices (BMP's) shall be implemented.
- Erosion Control BMR's shall meet or exceed the approved WDNR Storm Watter Management Technical Standards (http://dnr.wi.gov/topic/stormwater/standards/const_standards.html). Refer to We Energies Construction Site Sediment and Erosion Control Standards.
- Inspect installed erosion control BMP's at least one time per week and after ½" rain events: repair as necessary.
- When temporary stabilization is required (e.g. for winter or short-term construction) prior to final restoration, soil stabilizer shall be installed wherever possible. Erosion mat shall be used temporarily only where appropriate, in accordance with state standards, and when approved by the Operations Supervisor.

Contaminated Soils

- Whenever soil exhibiting obvious signs of contamination (e.g., discoloration, petroleum or solvent odor, free liquids other than water, buried containers or tanks, or other obvious signs of environmental impacts) is encountered during excavation or installation, cease work immediately, take appropriate immediate precautions to ensure worker health and safety, and contact the Operations Supervisor or Inspector.

Spills

- If an oil spill occurs during construction, call the Environmental Incident Response Team (EIRT) at 414-430-3478:
 - Any quantity of oil is spilled into surface water;
 - Any oil spill greater than 50 ppm PCB into a sewer, vegetable garden, or grazing land;
 - Any oil spill containing greater than 500 ppm PCB;
 - Five gallons or more of oil spilled to the ground;
 - Any oil spill involving a police department, fire department, DNR, or concerned property owner.

Notes 8 through 27 apply as noted at speciflc points withln each work request:

Dewatering

- Dewatering of pits or trenches shall be done in accordance with state standards. Use an approved sediment bag, a straw bale dewatering basin, a combination of both, or equivalent.

Wetlands

- As much as practicable, the majorityof the work shall be staged from the public roadways and road shoulders, keeping equipment out of adjacent wetlands.
- All work shall be conducted to minimize soil disturance. No rutting will be allowed within the wetlands.
- If soils are not frozen or stable to a point that avoids rutting, timber mats, mud tracks, or equivalent shall be utilized to access pole locations.
- Excavated soils cannot be stockpiled in wetlands.

- All excess spoils shall be removed from wetlands and placed in a suitable upland location.
- Trenching and pit excavations within wetlands shall include soil segregation to facilitate restoration of pre-construction soil stratification, and restoration to pre-construction elevations.
- Poles scheduled to be removed, and that occur within wetland, shall be cut at the ground surface.

Waterways

- No work can be performed within the banks or below the ordinary high watermark of any navigable waterways/streams.
- No crossing of navigable waterways with equipment can occur. Foot traffic is allowed.
- Any disturbed soil within 75-feet of the ordinary high water mark of any navigable waterways/streams shall be stabilized within 24 hours of construction completion.

Threatened and Endangered Species

- Threatened or endangered species are known to occur in the work area. It is illegal to harass, harm, or kill a protected species under state and federal regulations. Proper precautions shall be taken to ensure harm to individuals is avoided.
- In order to protect the threatened or endangered species, work must be conducted between November 5 and March 15.
- Exclusion fencing must be installed at the work area prior to March 15.
- A qualified biologist must be present when conducting work at this location.

Invasive Species

- State regulated invasive species are known to occur in the work area. Reasonable precautions are legally required to prevent the spread of these species. The Wisconsin Council on Forestry Transportation and Utility Rights-of Way Best Management Practices should be followed: (<http://council.wisconsinforestry.org/invasives/transportation/>).

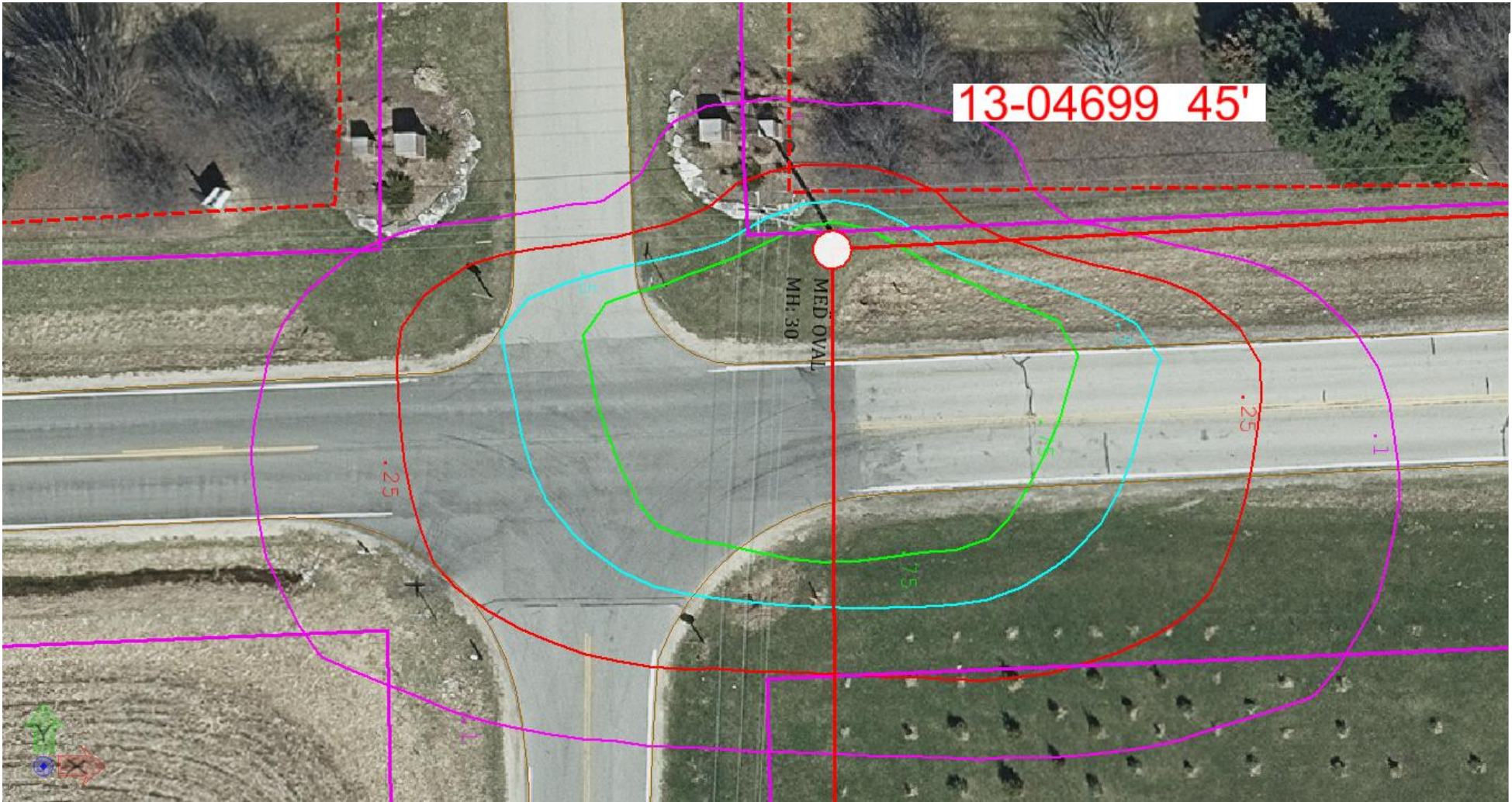
Cultural and Historical Resources, cont.

- The project is within or adjacent to an area that is identified by the State of Wisconsin as potentially having Native American artifacts, burial mounds or burial sites, which could be encountered during construction.
- If human bone or any artifacts are discovered during construction, work must cease immediately. Contact the Environmental Department who will contact the State Burial Sites Preservation Office and determine the next steps that must be taken in order to comply with state law. Work at that site MAY NOT PROCEED until the Environmental Department authorizes it.
- A "qualified archaeologist," as specified under Wis. Stats 157.70 (1) (i) and Wis. Admin. Code HS 2.04 (6), must be present to monitor all ground disturbing activities.

Frac-out Contingency Plan

- A frac-out contingency plan shall be on-site and implemented accordingly. The contingency plan shall incorporate the following components.
 - Continuously inspect the bore paths for frac-outs in order to respond quickly and appropriately.
 - Containment materials (e.g. silt fence, straw bales, sand bags, etc.) shall be on site and available should a frac-out occur.
 - A vac truck shall be accessible on short notice in order to respond quickly to a frac-out.





Attachment: Streetlight Dispersion Highland_Farmdale_Highgate (8826 : Approval of a Streetlight at



Dear Resident,

A request to the City of Mequon Department of Public Works has been made to add a streetlight at the intersection of Highland Road and Farmdale Road/Highgate Court. In turn, the City submitted a street lighting request to We Energies to add a light to the existing power pole on the northeast corner of the intersection. The We Energies proposal was received and will be recommended to the Public Works Committee at their October 10th, 6:00 PM public meeting in the City Hall South Conference Room located at 11333 N. Cedarburg Road, Mequon, WI 53092.

When complete, the agenda for the meeting will be posted on the city website at: www.ci.mequon.wi.us
If you have any questions or concerns relating to this proposal, please do not hesitate to contact me.

Timothy J. Weyker, Deputy Director of Public Works
phone: 262-236-8145 email: tweyker@ci.mequon.wi.us



11333 N. Cedarburg Road
Mequon, WI 53092-1930
Phone: 262-236-2913
Fax: 262-242-9655

www.ci.mequon.wi.us

Office of Engineering

TO: Public Works Committee
FROM: Kristen Lundeen, Director of Public Works/City Engineer
DATE: October 10, 2023
SUBJECT: Approval of the Trinity Lutheran School Sign Request with Reimbursement

Background

Trinity Lutheran School contacted the Department of Public Works (DPW) and the Police Department at the start of the school year regarding concerns with speeding on the streets alongside the school. The school implemented new traffic patterns during the construction work at the school. The Police Chief indicated that the Department's School Resource Officers had and would continue to work with Trinity to assist as time and resources permit. As you can imagine the department has been contacted by residents around all the schools and surrounding areas with similar concerns. The Police Chief further asked the School Resource Officers (SRO) to create a list of each school in Mequon with pick-up and drop-off times. This list will be provided to the Patrol Officers so they can focus efforts in the areas of concern at the appropriate times.

He further noted that speeding continues to be a complaint the department is working to address. The department had recently completed a few specific speeding enforcement deployments to assist with this. Specific to the Trinity Concern, the Department had a squad at Trinity on August 29th at dismissal and one at drop off the next day. The SRO was on site in the following days.

DPW staff offered several standard signing solutions, including the installation of flags on the school zone signs. The flags were installed, per communication with Trinity, and DPW crews also installed temporarily additional signing for the rerouted traffic due to construction.

The principal contacted Alderman Parrish and requested installation of new school zone signs that include timed LED flashing lights to correspond with drop-off and pick-up times.

Analysis

DPW staff worked with the principal at Trinity Lutheran School and ultimately secured quotes from TAPCO, a sign supplier, to facilitate the school's decision making. Ultimately the school requested the installation of a flashing beacon on the southbound school zone speed limit sign on Granville Road and a flashing beacon with radar feedback on the northbound school zone speed limit sign on Granville Road.

Flashing beacons and radar feedback signs are supplementary, non-regulatory signs. According to the Manual for Uniform Traffic Control Devices (MUTCD): changeable message signs with flashing beacons may be used for situations where greater emphasis of the special school speed limit is needed.

Similar to requests for "Check Your Speed" or "Keep Kids Alive, Drive 25mph" signs, requests

for signage not required per the MUTCD go to Committee for consideration. The City does not have a signage budget for supplementary signs, therefore the requesting party must also commit to paying for the sign and installation costs. Please note that if the sign is stolen or damaged, it will not be replaced by the City.

The proposed signs will include solar panels to provide the electricity required to operate the beacon and radar feedback.

Fiscal Impact

Staff requested proposals from TAPCO to facilitate the decision making process for Trinity Lutheran School. While several quotes were obtained for various sign options, Trinity Lutheran School requested the installation of the following signs:

- Flashing Beacon only: \$4,860 each
- Flashing Beacon with Radar Feedback: \$5,926.75 each

Trinity Lutheran School will also be responsible for the labor and equipment costs associated with installation. The signs will also require a concrete base and the material, labor and equipment fees will be included with the invoicing.

Recommendation

Historically, staff has not advocated for placement of specialized signage absent the generation of a policy for where such specialized signage should be placed, under what conditions and at who's request. However, staff previously advocated for speed feedback signs in school zones and flashing beacons existing on other signage in the City.

Contingent upon Trinity Lutheran Church's financial commitment for the signage and installation costs, staff recommends that the Public Works Committee authorize staff to install a flashing beacon on the southbound school zone speed limit sign on Granville Road and a flashing beacon with radar feedback on the northbound school zone speed limit sign on Granville Road. The total cost of the sign, DPW labor and equipment will be invoiced to Trinity Lutheran Church for payment upon completion.

Attachments:

Mequon DPW Signage (Fall 2023) (PDF)



We Energies
 231 W. Michigan St.
 Milwaukee, WI 53203
www.we-energies.com

September 26, 2023

City of Mequon
 11333 N Cedarburg Rd
 Mequon WI 53092

Subject: Lighting at City of Mequon Streets

Dear Customer:

This letter details work for We Energies Outdoor Lighting. The upfront charge for this work, which expires 90 days from the date of this letter, is \$8,400.00, and does not include site restoration. Net monthly charges will initially decrease by \$178.13, which is subject to future rate changes as approved by the Public Service Commission of Wisconsin. Your next steps are:

1. Review the following prior to providing authorization and payment:
 - Luminaires are controlled to provide dusk to dawn operation.
 - Customer must contact us for lighting maintenance.
 - Fixtures are warranted until removed.
 - Non-standard poles and conductors are warranted for 15 years.
 - Customer must locate private underground facilities and grant or obtain, without expense to us, access to property, necessary permissions, easements, ordinance satisfaction and permits for installation, removal and maintenance of lighting facilities.
 - Termination or change requests after installation and prior to conclusion of the initial term will result in customer charges. Monthly rates for fixtures on the LED rate are reduced after the initial term.
 - All applicable lighting tariff terms and conditions are available at www.we-energies.com.
 - We do not guarantee this installation meets AASHTO or the Illuminating Engineering Society's minimum recommended standards for lighting.

2. Remit payment, if applicable, using one of the following options. Reference the work request number shown below on your check or when paying via phone or online.
 - Personal check.
 - Online by visiting www.we-energies.com/payconstructionbill.
 - By phone at 855-570-0998.

3. Sign and return the enclosed documents to:

We Energies
 Essential Services A299
 PO Box 2046
 Milwaukee, WI 53201-9627

If returning via email send to Night-Aura-Outdoor-Ltg@wecenergygroup.com.

Attachment: We Energies Authorization Letter (8830 : We Energies Streetlight Conversion to LED)

Material will be ordered upon receipt of required authorizations and payment. Work will be scheduled when all contingencies are met. If you have any questions, please call me at #414-221-4454. We look forward to working with you on your lighting project.

Sincerely,

Andrea Hatton
Lighting Specialist
andrea.hatton@wecenergygroup.com

By signing this letter, you authorize us to do this work and acknowledge acceptance of the rates and conditions of the specified tariffs as approved by the Public Service Commission of Wisconsin.

Signature: _____

Date: _____

Print name: _____

Title: _____

Work request #: 4871712

Enclosures

Attachment: We Energies Authorization Letter (8830 : We Energies Streetlight Conversion to LED)

City of Mequon
WE Energies Street Lightin

Rate Code	POLE #	Pole Material	Pole Color	Wattage	LAMP	Fixture Color	FIXTURE	Pole Location	Current Monthly Cost	Recommended LED Fixture	LED Wattage	LED Upfront Install Cost	LED Payment for < 84 Months	LED Payment for > 84 Months
MS-3 WI	00-18803	Wood	Natural	100	HPS	Gray	Cobra-SCO	[69-27557] ES OF RANGE LINE RD - 1200 S OF HWY 167	\$15.05	Oval Low 3k	50	\$150.00	\$13.64	\$6.81
MS-4 WI	05-16753	Wood	Natural	200	HPS	Gray	Cobra-FCO	NW COR OF GAZEBO HILLS PKWY E OF DONGES BAY RD	\$20.59	Oval Medium 3k	80	\$630.00	\$11.13	\$8.55
MS-4 WI	05-16754	Wood	Natural	200	HPS	Gray	Cobra-FCO	NW COR OF GAZEBO HILLS PKWY W OF DONGES BAY RD	\$20.59	Oval Medium 3k	80	\$630.00	\$11.13	\$8.55
MS-4 WI	06-04195	Wood	Natural	150	HPS	Gray	COBRA-FCO	INTERSECTION OF W MEQUON RD & SUTTON RIDGE DR	\$10.86	Oval Low 3k	50	\$530.00	\$9.39	\$6.81
MS-4 WI	06-08822	Wood	Natural	150	HPS	Gray	Cobra-FCO	NW COR OF BURNING BUSH LN & DONGES BAY RD	\$10.86	Oval Low 3k	50	\$530.00	\$9.39	\$6.81
MS-4 WI	08-02121	Wood	Natural	250	HPS	Gray	Cobra-FCO	INTERS OF W HIGHLAND RD & HAWKS GLEN DR	\$25.72	Oval Medium 3k	80	\$630.00	\$11.13	\$8.55
MS-3 WI	08-02941	Wood	Natural	100	HPS	Gray	Cobra-SCO	[53-14538] 500' S OF FREISTADT ES OF GRANVILLE RD	\$15.05	Oval Low 3k	50	\$150.00	\$13.64	\$6.81
MS-3 WI	09-01245	Wood	Natural	200	HPS	Gray	Cobra-FCO	SE COR OF EVERGREEN RD & WAUWATOSA RD	\$20.46	Oval Medium 3k	80	\$175.00	\$16.19	\$8.55
MS-3 WI	10T11451	Wood	Natural	200	HPS	Gray	Cobra-SCO	[67-21342] SS FREISTADT AT GRANVILLE RD	\$20.46	Oval Medium 3k	80	\$175.00	\$16.19	\$8.55
MS-3 WI	11-14633	Wood	Natural	200	HPS	Gray	Cobra-FCO	[90-04131] SW COR SWAN RD & MEQUON RD	\$20.46	Oval Medium 3k	80	\$175.00	\$16.19	\$8.55
MS-3 WI	12-03309	Wood	Natural	200	HPS	Gray	Cobra-SCO	[66-12000] NE COR FREISTADT RD & RIDGE RD	\$20.46	Oval Medium 3k	80	\$175.00	\$16.19	\$8.55
MS-3 WI	14-11952	Wood	Natural	150	HPS	Gray	Cobra-FCO	[66-12222] ES WAUWATOSA RD AT WILLOW BROOK DR	\$17.52	Oval Low 3k	50	\$150.00	\$13.64	\$6.81
MS-3 WI	15-03891	Wood	Natural	200	HPS	Gray	Cobra-UNK	[68-21243] NW COR RIVER RD & GRACE AVE	\$20.46	Oval Medium 3k	80	\$175.00	\$16.19	\$8.55
MS-3 WI	19-14068	Wood	Natural	200	HPS	Gray	Cobra-FCO	[91-01160] NW COR OF 91 ST + CONCORD DR	\$20.46	Oval Medium 3k	80	\$175.00	\$16.19	\$8.55
MS-3 WI	58-8757	Wood	Natural	200	HPS	Gray	Cobra-UNK	SW COR FIESTA LANE & PT WASHINGTON RD	\$20.46	Oval Medium 3k	80	\$175.00	\$16.19	\$8.55
MS-3 WI	60-0501	Wood	Natural	150	HPS	Gray	Cobra-UNK	NE COR RANCHITO LANE & PT WASHINGTON RD	\$17.52	Oval Low 3k	50	\$150.00	\$13.64	\$6.81
MS-3 WI	65T3019	Wood	Natural	150	HPS	Gray	Cobra-SCO	NE COR DONGES BAY RD & COUNTRY CLUB DR	\$17.52	Oval Low 3k	50	\$150.00	\$13.64	\$6.81
MS-3 WI	68-27119	Wood	Natural	400	HPS	Gray	Cobra-SCO	SE COR OF GRANVILLE RD & BONNIWELL RD	\$30.89	Oval High	140	\$200.00	\$19.60	\$11.13
MS-3 WI	72-1812	Wood	Natural	200	HPS	Gray	Cobra-UNK	NW COR GREENVIEW DR & COUNTY LINE RD	\$20.46	Oval Medium 3k	80	\$175.00	\$16.19	\$8.55
MS-3 WI	77-14057	Wood	Natural	100	HPS	Gray	Cobra-UNK	SW COR FRIESTADT RD & VILLA GROVE RD	\$15.05	Oval Low 3k	50	\$150.00	\$13.64	\$6.81
MS-3 WI	82-32123	Wood	Natural	200	HPS	Gray	Cobra-UNK	SE COR INTER OF N SILVER AVE & W FREISTADT RD	\$20.46	Oval Medium 3k	80	\$175.00	\$16.19	\$8.55
MS-3 WI	88-00355	Wood	Natural	250	HPS	Gray	Cobra-UNK	[88-06355] NW COR OF N VEGA DR & W MEQUON RD	\$23.18	Oval Medium 3k	80	\$175.00	\$16.19	\$8.55
MS-3 WI	88-05167	Wood	Natural	200	HPS	Gray	Cobra-UNK	SE COR INTER OF N RIDGEWAY AVE & W FREISTADT RD	\$20.46	Oval Medium 3k	80	\$175.00	\$16.19	\$8.55
MS-3 WI	88-05765	Wood	Natural	200	HPS	Gray	Cobra-UNK	SE COR OF INTER OF N GREENVIEW DR & W DONGES BAY RD	\$20.46	Oval Medium 3k	80	\$175.00	\$16.19	\$8.55
MS-3 WI	88-05768	Wood	Natural	200	HPS	Gray	Cobra-UNK	SE COR OF INTERS OF N GRASSLYN RD & W DONGES BAY RD	\$20.46	Oval Medium 3k	80	\$175.00	\$16.19	\$8.55
MS-3 WI	88-10010	Wood	Natural	200	HPS	Gray	Cobra-UNK	SW COR WAUWATOSA RD AT SUNNYVALE RD	\$20.46	Oval Medium 3k	80	\$175.00	\$16.19	\$8.55
MS-3 WI	89-00028	Wood	Natural	200	HPS	Gray	Cobra-SCO	SW COR OF LANTERN LN & FREISTADT RD	\$20.46	Oval Medium 3k	80	\$175.00	\$16.19	\$8.55
MS-3 WI	89-07101	Wood	Natural	200	HPS	Gray	Cobra-UNK	[67-28607] NS FREISTADT RD AT VEGA AVE	\$20.46	Oval Medium 3k	80	\$175.00	\$16.19	\$8.55
MS-3 WI	90-04325	Wood	Natural	150	HPS	Gray	Cobra-SCO	[65-10274] MEADOWBROOK DR & NS MEQUON RD	\$17.52	Oval Low 3k	50	\$150.00	\$13.64	\$6.81
MS-3 WI	90-27504	Wood	Natural	200	HPS	Gray	Cobra-UNK	[87-10414] SE COR DONGES BAY RD & SWAN RD	\$20.46	Oval Medium 3k	80	\$175.00	\$16.19	\$8.55
MS-3 WI	91-01398	Wood	Natural	200	HPS	Gray	Cobra-SCO	NE COR OF WAWAUTOSA RD + LAFAYETTE PL	\$20.46	Oval Medium 3k	80	\$175.00	\$16.19	\$8.55
MS-3 WI	91-08562	Wood	Natural	200	HPS	Gray	Cobra-FCO	SW COR OF PORT WASHINGTON RD & BELMAR DR	\$20.46	Oval Medium 3k	80	\$175.00	\$16.19	\$8.55
MS-3 WI	92-01212	Wood	Natural	200	HPS	Gray	Cobra-FCO	SE COR OF WAUWATOSA RD + WILLOWBROOK CT	\$20.46	Oval Medium 3k	80	\$175.00	\$16.19	\$8.55
MS-3 WI	92-12687	Wood	Natural	200	HPS	Gray	Cobra-FCO	SE COR SOLARAU (77W) & FREISTADT RD (120N)	\$20.46	Oval Medium 3k	80	\$175.00	\$16.19	\$8.55
MS-3 WI	93-15144	Wood	Natural	200	HPS	Gray	Cobra-UNK	[66T1807] SE COR LE GRANDE BLVD & RIVER RD	\$20.46	Oval Medium 3k	80	\$175.00	\$16.19	\$8.55
MS-3 WI	95-16504	Wood	Natural	250	HPS	Gray	Cobra-FCO	NE COR N WAUWATOSA RD & MEQUON SQ DR	\$23.18	Oval Medium 3k	80	\$175.00	\$16.19	\$8.55
MS-3 WI	99-05279	Wood	Natural	250	HPS	Gray	Cobra-SCO	[88-06352] NE COR OF N SOLAR AVE & W MEQUON RD	\$23.18	Oval Medium 3k	80	\$175.00	\$16.19	\$8.55
7200									\$733.94		2750	\$8,400.00	\$555.81	\$303.27

Fixture Count	37				
Monthly	7 Years	10 Years	15 Years	20 Years	
Existing \$733.94	\$61,650.96	\$88,072.80	\$132,109.20	\$176,145.60	
Proposed LED \$555.81	\$46,688.04	\$57,605.76	\$75,801.96	\$93,998.16	
Savings \$178.13	\$14,962.92	\$30,467.04	\$56,307.24	\$82,147.44	
LED Upfront Installation Cost	\$8,400.00				

City of Mequon
We Energies Street Lighting

Rate Code	POLE #	Wattage	LAMP	FIXTURE	Pole Location	Current Monthly Cost	Recommended LED Fixture	LED Wattage	LED Upfront Install Cost	LED Payment for < 84 Months	LED Payment for > 84 Months
MS-4 WI	04-L-01116	200	HPS	Shoebox	300' NE OF W EXECUTIVE DR, ES OF NO NAME DR	\$21.13	Rectangular Medium	80	\$730.00	\$11.71	\$9.13
MS-4 WI	04-L-01957	200	HPS	Shoebox	85' NE OF W EXECUTIVE DR, SIDE OF ENTERPRISE CT	\$21.13	Rectangular Medium	80	\$730.00	\$11.71	\$9.13
MS-4 WI	04-L-01960	200	HPS	Shoebox	450' NE OF W EXECUTIVE DR, CENTER OF NO NAME DR	\$21.13	Rectangular Medium	80	\$730.00	\$11.71	\$9.13
MS-4 WI	04-L-01960	200	HPS	Shoebox	450' NE OF W EXECUTIVE DR, CENTER OF NO NAME DR	\$21.13	Rectangular Medium	80	\$730.00	\$11.71	\$9.13
MS-4 WI	04-L-01967	200	HPS	Shoebox	310' N OF DONGES BAY RD, CENTER OF N COMMERCE ST	\$21.13	Rectangular Medium	80	\$730.00	\$11.71	\$9.13
MS-4 WI	04-L-01967	200	HPS	Shoebox	310' N OF DONGES BAY RD, CENTER OF N COMMERCE ST	\$21.13	Rectangular Medium	80	\$730.00	\$11.71	\$9.13
MS-4 WI	04-L-01968	200	HPS	Shoebox	100' N OF DONGES BAY RD, CENTER OF N COMMERCE ST	\$21.13	Rectangular Medium	80	\$730.00	\$11.71	\$9.13
MS-4 WI	04-L-01968	200	HPS	Shoebox	100' N OF DONGES BAY RD, CENTER OF N COMMERCE ST	\$21.13	Rectangular Medium	80	\$730.00	\$11.71	\$9.13
MS-4 WI	04-L-01969	200	HPS	Shoebox	430' N OF DONGES BAY RD, ES OF N COMMERCE ST	\$21.13	Rectangular Medium	80	\$730.00	\$11.71	\$9.13
MS-4 WI	05-14776	200	HPS	Cobra-FCO	NS OF HIGHLAND RD 350' E OF RIVER RD	\$16.39	Oval Medium 3k	80	\$630.00	\$11.13	\$8.55
MS-4 WI	07-L-10908	250	HPS	Cobra-FCO	N PORT WASHINGTON RD (MEDIAN), 475' N OF MEQUON RD	\$72.03	Oval Medium 3k	80	\$630.00	\$11.13	\$8.55
MS-4 WI	07-L-10908	250	HPS	Cobra-FCO	N PORT WASHINGTON RD (MEDIAN), 475' N OF MEQUON RD	\$72.03	Oval Medium 3k	80	\$630.00	\$11.13	\$8.55
MS-4 WI	07-L-10909	250	HPS	Cobra-FCO	N PORT WASHINGTON RD (MEDIAN), 370' N OF MEQUON RD	\$72.03	Oval Medium 3k	80	\$630.00	\$11.13	\$8.55
MS-4 WI	07-L-10909	250	HPS	Cobra-FCO	N PORT WASHINGTON RD (MEDIAN), 370' N OF MEQUON RD	\$72.03	Oval Medium 3k	80	\$630.00	\$11.13	\$8.55
MS-4 WI	07-L-10910	250	HPS	Cobra-FCO	N PORT WASHINGTON RD (MEDIAN), 260' N OF MEQUON RD	\$72.03	Oval Medium 3k	80	\$630.00	\$11.13	\$8.55
MS-4 WI	07-L-10910	250	HPS	Cobra-FCO	N PORT WASHINGTON RD (MEDIAN), 260' N OF MEQUON RD	\$72.03	Oval Medium 3k	80	\$630.00	\$11.13	\$8.55
MS-4 WI	07-L-10911	250	HPS	Cobra-FCO	N PORT WASHINGTON RD (MEDIAN), 150' N OF MEQUON RD	\$72.03	Oval Medium 3k	80	\$630.00	\$11.13	\$8.55
MS-4 WI	07-L-10911	250	HPS	Cobra-FCO	N PORT WASHINGTON RD (MEDIAN), 150' N OF MEQUON RD	\$72.03	Oval Medium 3k	80	\$630.00	\$11.13	\$8.55
MS-3 WI	09-06923	250	HPS	Cobra-FCO	WS OF N PORT WASH RD 50' N OF N PORT WASH RD & VENTURE CT	\$23.18	Oval Medium 3k	80	\$175.00	\$16.19	\$8.55
MS-3 WI	10-01423	200	HPS	Cobra-FCO	62-8910][74T31044] SW COR EASTBROOK DR & N PORT WASHINGTON RD	\$20.46	Oval Medium 3k	80	\$175.00	\$16.19	\$8.55
MS-4 WI	10-L-17623	250	HPS	Cobra-FCO	IN MEDIAN 350' S OF N PORT WASH RD& GLEN OAKS LN	\$37.10	Oval Medium 3k	80	\$630.00	\$11.13	\$8.55
MS-4 WI	10-L-17624	250	HPS	Cobra-FCO	IN MEDIAN 450' S OF N PORT WASH RD& GLEN OAKS LN	\$37.10	Oval Medium 3k	80	\$630.00	\$11.13	\$8.55
MS-4 WI	10-L-17625	250	HPS	Cobra-FCO	IN MEDIAN 550' S OF N PORT WASH RD& GLEN OAKS LN	\$37.10	Oval Medium 3k	80	\$630.00	\$11.13	\$8.55
MS-4 WI	10-L-17626	250	HPS	Cobra-FCO	IN MEDIAN 1150' N OF N PORT WASH RD& W. EASTBROOK DR	\$37.10	Oval Medium 3k	80	\$630.00	\$11.13	\$8.55
MS-4 WI	10-L-17627	250	HPS	Cobra-FCO	IN MEDIAN 1050' N OF N PORT WASH RD& W. EASTBROOK DR	\$37.10	Oval Medium 3k	80	\$630.00	\$11.13	\$8.55
MS-4 WI	10-L-17627	250	HPS	Cobra-FCO	IN MEDIAN 1050' N OF N PORT WASH RD& W. EASTBROOK DR	\$37.10	Oval Medium 3k	80	\$630.00	\$11.13	\$8.55
MS-4 WI	10-L-17628	250	HPS	Cobra-FCO	IN MEDIAN 950' N OF N PORT WASH RD& W. EASTBROOK DR	\$37.10	Oval Medium 3k	80	\$630.00	\$11.13	\$8.55
MS-4 WI	10-L-17628	250	HPS	Cobra-FCO	IN MEDIAN 950' N OF N PORT WASH RD& W. EASTBROOK DR	\$37.10	Oval Medium 3k	80	\$630.00	\$11.13	\$8.55

Attachment: Phase 2 Mequon_Remaining Fixtures (8830 : We Energies Streetlight Conversion to LED)

City of Mequon
We Energies Street Lighting

Rate Code	POLE #	Wattage	LAMP	FIXTURE	Pole Location	Current Monthly Cost	Recommended LED Fixture	LED Wattage	LED Upfront Install Cost	LED Payment for < 84 Months	LED Payment for > 84 Months
MS-4 WI	10-L-17629	250	HPS	Cobra-FCO	IN MEDIAN 900' N OF N PORT WASH RD& W. EASTBROOK DR	\$37.10	Oval Medium 3k	80	\$630.00	\$11.13	\$8.55
MS-4 WI	10-L-17630	250	HPS	Cobra-FCO	IN MEDIAN 775' N OF N PORT WASH RD& W. EASTBROOK DR	\$37.10	Oval Medium 3k	80	\$630.00	\$11.13	\$8.55
MS-4 WI	10-L-17630	250	HPS	Cobra-FCO	IN MEDIAN 775' N OF N PORT WASH RD& W. EASTBROOK DR	\$37.10	Oval Medium 3k	80	\$630.00	\$11.13	\$8.55
MS-4 WI	10-L-17631	250	HPS	Cobra-FCO	IN MEDIAN 675' N OF N PORT WASH RD& W. EASTBROOK DR	\$37.10	Oval Medium 3k	80	\$630.00	\$11.13	\$8.55
MS-4 WI	10-L-17631	250	HPS	Cobra-FCO	IN MEDIAN 675' N OF N PORT WASH RD& W. EASTBROOK DR	\$37.10	Oval Medium 3k	80	\$630.00	\$11.13	\$8.55
MS-4 WI	10-L-17633	250	HPS	Cobra-FCO	IN MEDIAN 270' N OF N PORT WASH RD& W. EASTBROOK DR	\$37.10	Oval Medium 3k	80	\$630.00	\$11.13	\$8.55
MS-4 WI	10-L-17633	250	HPS	Cobra-FCO	IN MEDIAN 270' N OF N PORT WASH RD& W. EASTBROOK DR	\$37.10	Oval Medium 3k	80	\$630.00	\$11.13	\$8.55
MS-4 WI	10-L-17633	250	HPS	Cobra-FCO	IN MEDIAN 270' N OF N PORT WASH RD& W. EASTBROOK DR	\$37.10	Oval Medium 3k	80	\$630.00	\$11.13	\$8.55
MS-4 WI	10-L-17634	250	HPS	Cobra-FCO	IN MEDIAN APPROX. 50' N OF N PORT WASH RD& W. EASTBROOK DR	\$37.10	Oval Medium 3k	80	\$630.00	\$11.13	\$8.55
MS-4 WI	10-L-17635	250	HPS	Cobra-FCO	IN MEDIAN APPROX. 50' S OF N PORT WASH RD& W. EASTBROOK DR	\$37.10	Oval Medium 3k	80	\$630.00	\$11.13	\$8.55
MS-4 WI	10-L-17636	250	HPS	Cobra-FCO	IN MEDIAN APPROX. 370' N OF N PORT WASH RD,HOMESTEAD TR	\$37.10	Oval Medium 3k	80	\$630.00	\$11.13	\$8.55
MS-4 WI	10-L-17636	250	HPS	Cobra-FCO	IN MEDIAN APPROX. 370' N OF N PORT WASH RD,HOMESTEAD TR	\$37.10	Oval Medium 3k	80	\$630.00	\$11.13	\$8.55
MS-4 WI	10-L-17637	250	HPS	Cobra-FCO	IN MEDIAN APPROX. 270' N OF N PORT WASH RD,HOMESTEAD TR	\$37.10	Oval Medium 3k	80	\$630.00	\$11.13	\$8.55
MS-4 WI	10-L-17638	250	HPS	Cobra-FCO	IN MEDIAN APPROX. 160' N OF N PORT WASH RD,HOMESTEAD TR	\$37.10	Oval Medium 3k	80	\$630.00	\$11.13	\$8.55
MS-4 WI	10-L-17640	250	HPS	Cobra-FCO	IN MEDIAN APPROX. 50' N OF HOMESTEAD TR	\$37.10	Oval Medium 3k	80	\$630.00	\$11.13	\$8.55
MS-4 WI	10-L-17642	250	HPS	Cobra-FCO	IN MEDIAN APPROX. 588' N OF N PORT WASH RD & VENTURE CT	\$37.10	Oval Medium 3k	80	\$630.00	\$11.13	\$8.55
MS-4 WI	10-L-17643	250	HPS	Cobra-FCO	IN MEDIAN APPROX. 485' N OF N PORT WASH RD & VENTURE CT	\$37.10	Oval Medium 3k	80	\$630.00	\$11.13	\$8.55
MS-4 WI	10-L-17644	250	HPS	Cobra-FCO	IN MEDIAN APPROX. 180' N OF N PORT WASH RD & VENTURE CT	\$37.10	Oval Medium 3k	80	\$630.00	\$11.13	\$8.55
MS-4 WI	10-L-17644	250	HPS	Cobra-FCO	IN MEDIAN APPROX. 180' N OF N PORT WASH RD & VENTURE CT	\$37.10	Oval Medium 3k	80	\$630.00	\$11.13	\$8.55
MS-4 WI	10-L-17646	250	HPS	Cobra-FCO	IN MEDIAN APPROX. 1201' N OF MEQUON RD	\$37.10	Oval Medium 3k	80	\$630.00	\$11.13	\$8.55
MS-4 WI	10-L-17646	250	HPS	Cobra-FCO	IN MEDIAN APPROX. 1201' N OF MEQUON RD	\$37.10	Oval Medium 3k	80	\$630.00	\$11.13	\$8.55
MS-4 WI	10-L-17647	250	HPS	Cobra-FCO	IN MEDIAN APPROX. 1097' N OF MEQUON RD	\$37.10	Oval Medium 3k	80	\$630.00	\$11.13	\$8.55
MS-4 WI	10-L-17647	250	HPS	Cobra-FCO	IN MEDIAN APPROX. 1097' N OF MEQUON RD	\$37.10	Oval Medium 3k	80	\$630.00	\$11.13	\$8.55
MS-4 WI	10-L-17648	250	HPS	Cobra-FCO	IN MEDIAN APPROX. 994' N OF MEQUON RD	\$37.10	Oval Medium 3k	80	\$630.00	\$11.13	\$8.55
MS-4 WI	10-L-17648	250	HPS	Cobra-FCO	IN MEDIAN APPROX. 994' N OF MEQUON RD	\$37.10	Oval Medium 3k	80	\$630.00	\$11.13	\$8.55
MS-4 WI	10-L-17649	250	HPS	Cobra-FCO	IN MEDIAN APPROX. 894' N OF MEQUON RD	\$37.10	Oval Medium 3k	80	\$630.00	\$11.13	\$8.55
MS-4 WI	10-L-17649	250	HPS	Cobra-FCO	IN MEDIAN APPROX. 894' N OF MEQUON RD	\$37.10	Oval Medium 3k	80	\$630.00	\$11.13	\$8.55
MS-4 WI	10-L-17650	250	HPS	Cobra-FCO	IN MEDIAN APPROX. 791' N OF MEQUON RD	\$37.10	Oval Medium 3k	80	\$630.00	\$11.13	\$8.55
MS-4 WI	10-L-17650	250	HPS	Cobra-FCO	IN MEDIAN APPROX. 791' N OF MEQUON RD	\$37.10	Oval Medium 3k	80	\$630.00	\$11.13	\$8.55
MS-4 WI	10-L-17652	250	HPS	Cobra-FCO	IN MEDIAN APPROX. 682' N OF MEQUON RD	\$37.10	Oval Medium 3k	80	\$630.00	\$11.13	\$8.55
MS-4 WI	10-L-17652	250	HPS	Cobra-FCO	IN MEDIAN APPROX. 682' N OF MEQUON RD	\$37.10	Oval Medium 3k	80	\$630.00	\$11.13	\$8.55
MS-3 WI	11-02948	200	HPS	Cobra-SCO	[62-13240] NW COR FIELDWOOD RD & VILLE DU PARC	\$20.46	Oval Medium 3k	80	\$175.00	\$16.19	\$8.55
MS-3 WI	13-06796	200	HPS	Cobra-SCO	[70-20246] SS HIGHLAND RD AT W SHORELAND DR	\$20.46	Oval Medium 3k	80	\$175.00	\$16.19	\$8.55
MS-3 WI	62-8904	250	HPS	Cobra-FCO	SW COR N PORT WASH RD & HOMESTEAD TRAIL	\$23.18	Oval Medium 3k	80	\$175.00	\$16.19	\$8.55
MS-4 WI	69-24031	100	HPS	Coach	SE COR JACQUELINE CT & FLEUR DE LIS DR	\$12.31	Coach	40	\$1,030.00	\$12.04	\$9.46
MS-4 WI	69-24032	100	HPS	Coach	FLEUR DE LIS DR & LA BELLE CT	\$12.31	Coach	40	\$1,030.00	\$12.04	\$9.46
MS-4 WI	69-24033	100	HPS	Coach	LA BELLE CT	\$12.31	Coach	40	\$1,030.00	\$12.04	\$9.46
MS-4 WI	69-24035	100	HPS	Coach	FLEURDE LIS DR & JACQUELINE CT	\$12.31	Coach	40	\$1,030.00	\$12.04	\$9.46

Attachment: Phase 2 Mequon_Remaining Fixtures (8830 : We Energies Streetlight Conversion to LED)

City of Mequon
We Energies Street Lighting

2.d.c

Rate Code	POLE #	Wattage	LAMP	FIXTURE	Pole Location	Current Monthly Cost	Recommended LED Fixture	LED Wattage	LED Upfront Install Cost	LED Payment for < 84 Months	LED Payment for > 84 Months
MS-4 WI	72-1806	100	HPS	Coach	COLETTE CT	\$12.31	Coach	40	\$1,030.00	\$12.04	\$9.46
MS-4 WI	72-1807	100	HPS	Coach	FLEUR DE LIS DR & JOLIET CT	\$12.31	Coach	40	\$1,030.00	\$12.04	\$9.46
MS-4 WI	72-30682	100	HPS	Coach	FLEUR DE LIS DR	\$12.31	Coach	40	\$1,030.00	\$12.04	\$9.46
MS-3 WI	90-29968	150	HPS	Cobra-UNK	[E62-13239] SW COR OF N FIELDWOOD RD + YVONNE DR	\$17.52	Oval Low 3k	50	\$150.00	\$13.64	\$6.81
15450						\$2,404.03		5210	\$44,415.00	\$807.37	\$599.80

Fixture Count 69

	Monthly	7 Years	10 Years	15 Years	20 Years
Existing	\$2,404.03	\$201,938.52	\$288,483.60	\$432,725.40	\$576,967.20
Proposed LED	\$807.37	\$67,819.08	\$89,411.88	\$125,399.88	\$161,387.88
Savings	\$1,596.66	\$134,119.44	\$199,071.72	\$307,325.52	\$415,579.32

LED Upfront Installation Cost \$44,415.00

Attachment: Phase 2 Mequon_Remaining Fixtures (8830 : We Energies Streetlight Conversion to LED)



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Office of Engineering

TO: Public Works Committee
FROM: Kristen Lundeen, Director of Public Works/City Engineer
DATE: October 10, 2023
SUBJECT: Public Works Work Plan (10.10.23)

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

Attachments:
2023 Work Plan (10.10.23) (PDF)



CHURCH | SCHOOL | CHILDCARE

10729 WEST FREISTADT ROAD, MEQUON, WISCONSIN 53097

30-August 2023

Dear Brian Parrish,

Thank you for your support for Trinity Lutheran School. In the past five years, Trinity Lutheran School has experienced exponential growth. Together with our childcare, Trinity serves nearly 400 children. To account for the flood of new students and children in our childcare, we have begun a 22,000sq/ft expansion project that will open next summer (2024). We praise God for this historic moment and opportunity.

While under construction, we have minimal use of our parking lot and have established new drop-off and pick-up procedures that utilize our cemetery driveway, Church Place, and Granville Road. However, we are concerned about speeding traffic along Granville Road during the morning drop-off times of 0715 and 0800. To our east, parents have the option of parking in our limited south lot and walking along a coned-off parking lane along Granville Road. Some parents choose to park directly on Granville and walk to our driveway. Since moving to this procedure, we have noticed that most traffic has adhered to posted 20mph school zone speed limits, but some have not. This has caused a measurable concern within our community. I have spoken with Tim at DPW as well as our school resource officers, all of whom have provided some support (added flags on school signs and visible patrol vehicles when available). Yet, I believe we can do more for our kids.

We are requesting that the City of Mequon authorize new school zone signs that include timed LED flashing lights to correspond with drop-off and pick-up times. The school will pay for all signs and install work. We are happy to document and provide evidence of our challenging procedures, and I am happy to provide testimony to any committee if need be.

When completed, our new project will allow us to serve an additional 150 students in the school and childcare. Please consider all of these families as you digest this request, and for helping keep our community safe.

Respectfully,

Sam Seefeld, Ph.D.
School Principal



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Office of Public Works

TO: Public Works Committee
FROM: Tim Weyker, Deputy Director of Public Works
DATE: October 10, 2023
SUBJECT: Enterprise Fleet Management - Review of Performance Standards for Vehicle Leasing (Policy Statement 17)

Background

In June of 2022, the City of Mequon signed a Master Equity Lease Agreement with Enterprise Fleet Management for the passenger vehicle segment of the DPW fleet. At its base, the Enterprise program functions as follows:

- The Department of Public Works finalizes new vehicle orders for each year with Enterprise.
- While vehicles are on order, DPW will finalize aftermarket equipment needs for any necessary units.
- Old vehicles will be sold by Enterprise once new vehicles are set up and ready for use by the city. The City of Mequon is responsible for titling, licensing, registration, and insurance of the vehicles as stated in the Master Lease Agreement.
- Enterprise will meet with the City of Mequon twice per year based on manufacturer timelines and budget approval timelines to evaluate both owned and leased vehicle values and replacement strategies. Vehicles can be replaced at any point within the lease term. The City of Mequon has full control based on use and financial implications in doing so.
- Owned or leased resale equity is the full right of the City of Mequon and can be used to reduce future lease payments by rolling such into down payments for replacement vehicles or can be used to pay for future lease payments separately.

Analysis

In connection with the Master Equity Lease Agreement with Enterprise, the city also added Policy Statement 17 (attached) to the city's Financial Policy to formalize the framework for City staff's administration of vehicle lease agreements. In part, the policy statement addresses performance standards and annual reporting as follows:

Performance Standards:

The performance standards for the program shall be reviewed by the Public Works Committee on an annual basis. If city staff or the Public Works Committee identify parameters of this policy that require reconsideration or adjustment, it shall make such a recommendation to the Common Council. If at any time the program fails to meet the criteria of this policy, the Common Council shall be notified within 60 days.

Reporting:

The City's designated lease provider shall provide a report to the City at a minimum quarterly detailing the following data for each vehicle included in the scope:

- Capitalized Price of Vehicle
- Total Capitalized Amount
- Year-to-date and Term-to-date Total Monthly Rental Including Additional Services
- Reduced Book Value at Term
- Gain Achieved from Sale (post-sale)
- Estimated and Actual (post-sale) Cost per Mile of Each Vehicle
- Comparison Options for Fuel Alternate Options
- Check Points of Equity in Vehicles

The Enterprise Fleet Management web portal provides city staff with a client dashboard with details for all of the vehicles in the program and will provide more detail as the program continues.

Enterprise Representatives Jen Stiegman and Ben Walljasper are in attendance to give a short presentation reviewing the performance standards and required reporting as well as answering any questions by the committee. The basic outline of the report is attached. Jen and Ben will bring additional handouts to the meeting.

Fiscal Impact

To this point, six passenger vehicles in the DPW fleet have been replaced with new pickup trucks and are now leased through Enterprise. DPW staff directed Enterprise that our leasing costs shall not exceed \$50,000 per year. The 2023 Enterprise lease costs are estimated at \$45,432. We are scheduled to replace 3 Chevy Malibus with leased Chevy Equinoxes soon. The projected 2024 budget for leased vehicles through Enterprise is \$24,728 and the projected 2025 lease budget is \$45,432.

Recommendation

Staff is recommending continuation of the program with the appropriate annual review and reporting.

Attachments:

Policy Statement 17 Vehicle Leasing (PDF)

City of Mequon Annual Review 10.10.2023 (PDF)

Month	Agenda Topics
October	• Resolution: Design Fiesta Lane and Highland Road Drainage and Road Reconstruction Project • Authorization of the Installation of a Streetlight at Highgate • Authorization of Phase 1 of an LED Conversion Project for Streetlights • Authorization of Supplementary Signage at Trinity Lutheran School • Review of Performance Standards for Vehicle Leasing (Policy Statement 17)
November	• <i>Tentative:</i> Road Program Recap • <i>Tentative:</i> State/Municipal Maintenance Agreement (SMMA) for various WisDOT projects

Future Agenda Topics

- Drainage CIP Prioritization
- 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:

• 2022 Road Program Summary • 2023 Road Program Overview • Resolution: Highland Road Widening • Resolution: Update to Template MOU • Resolution: Bid Rejection for City Hall Roof Project • Contract Award: Construction Inspection • Contract Award: City Hall Roof Replacement • Contract Award: Field Management • Contract Award: Crack Filling • Contract Award: Road Improvements • Authorization Fiesta Lane Drainage CIP RFP Scope of Services • Resolution: Fee Schedule Amendment: Pool and Parks (Field Management) Fees • Resolution: State/Municipal Finance Agreement (SMFA) for Mequon Road Sidewalk (Wauwatosa Road west to Swan Road) • Resolution: TAP Grant Support (Bike Master Plan, Multimodal on Mequon Road, east of I-43) • Contract Award: Boiler Stack Replacement • Contract Award: Buntrock Sidewalk Extension • Contract Award: GSB-88 • Contract Award: Courtland Drainage Improvements • Contract Award: Fiesta Lane Drainage Study	• Resolution: Ratification of Emergency Repair and Authorization of Vendor Expenditure Exceeding \$25,000 – Dillett Mechanical • Resolution: Ratification of Emergency Repair, Authorization to Exceed \$25,000 for a Project and Authorization of Vendor Expenditure Exceeding \$25,000 – Gillitzer Electric • Fiesta Lane Drainage Study Conclusion • Resolution: Approving the Purchase of a Replacement Compact Track Loader and Related Attachments • Resolution: Approving SMA for a Bicycle and Pedestrian Planning Study with WisDOT
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Office of Engineering

TO: Public Works Committee
FROM: Kristen Lundeen, Director of Public Works/City Engineer
DATE: October 10, 2023
SUBJECT: RESOLUTION 4073 A Resolution Awarding the 2024 Road Improvements Design Contract for Highland Road and Fiesta Lane to Clark Dietz, Inc., of Milwaukee, Wisconsin, in the Amount of \$58,000

Background

Fiesta Lane and Highland Road are both proposed for road work in 2024. Fiesta Lane is a section of road between Grasslyn Road and Port Washington Lane, north of County Line Road. The Highland Road segment proposed for 2024 work is the section between Cedarburg Road and Wauwatosa Road and along with Fiesta Lane, both are part of the 5-Year Road Capital Improvement Program.

Fiesta Lane was added to the Major and Secondary Drainage project list in 2010 and is currently #2 on the prioritization list. Drainage work will be completed along with road reconstruction as part of the 2024 road program utilizing findings from a drainage study completed earlier this year by raSmith.

Highland Road was last paved in 1996 and originally planned for 2023 reconstruction, however, it was recommended by Common Council to include 4-foot paved shoulders as requested by the Joint Mequon-Thiensville Bike and Pedestrian Way Commission. With the additional work needed, it was determined to move the project to 2024 so that a design could be produced to include the addition of paved shoulders while considering areas of steep slopes and drainage needs along this portion of Highland Road.

Analysis

A Request for Proposals (RFP) was directly sent to five consultant firms and four responses were received. A summary of the proposal costs in below:

Consultant	Proposal Fee
Clark Dietz, Inc.	\$51,000.00
raSmith	\$81,618.00
North Shore Engineering	\$96,050.00
Kapur	\$148,390.00

All four firms are qualified to perform the work outlined in the proposal. The proposal for the recommended firm is attached. The submitted fee from Clark Dietz is \$51,000. Staff discussed the proposals with the two lowest firms to understand the ability of each and determine if any

additional tasks need to be added to the scope of work. During these discussions, staff requested costs for subsurface borings from firms as most did not include it in their scope. Clark Dietz replied that the borings would be \$5,000 or less. City staff is recommending that the award amount include the subsurface boring cost, which are standard to perform for street design projects. Staff also recommends adding a small contingency that would allow staff to authorize minor changes in scope related to unexpected field conditions. This is consistent with past contract awards.

Therefore, staff is recommending that the resolution approve an amount not-to-exceed \$58,000, which includes a contingency for additional authorized efforts.

Work on this contract can begin as soon as the contract is executed, and the RFP included a schedule with an anticipated ad for bid in January 2024.

Staff recommends that the Public Works Committee favorably endorse, and the Common Council approve the resolution awarding the contract for the 2024 Road Improvements Design Contract for Highland Road and Fiesta Lane.

Fiscal Impact

There is adequate funding available in the right-of-way asset management account. The proposal is recommended for award in the amount of \$58,000.

Recommendation

A recommendation is forthcoming from the Public Works Committee on October 10, 2023.

Attachments:

Clark Dietz - Highland and Fiesta Lane Design Proposal (PDF)

COMMON COUNCIL
OF THE
CITY OF MEQUON

RESOLUTION 4073

A Resolution Awarding the 2024 Road Improvements Design Contract for Highland Road and Fiesta Lane to Clark Dietz, Inc., of Milwaukee, Wisconsin, in the Amount of \$58,000

RECITALS

A. The City of Mequon Engineering Division has received proposals for 2024 Road Improvements Design Contract for Highland Road and Fiesta Lane.

B. Staff reviewed the various proposals and qualifications for the contract.

C. Staff has determined that the proposals received are reasonable and that adequate funds are available to accomplish the work, and on that basis, has made a recommendation to the Public Works Committee.

D. Adequate funds for this contract are available from the right-of-way asset management account.

E. To provide additional services that may result from additionally authorized efforts, the contract award amount shall be affirmed with a small contingency, for a total not-to-exceed cost of \$58,000.

F. If authorized, staff will enter into a contract with the recommended consultant.

BASED UPON THE FOREGOING RECITALS, IT IS RESOLVED by the Common Council of the City of Mequon, Wisconsin, that the above proposal, as recommended by the Public Works Committee, be accepted and that the proper City officials be authorized to sign the appropriate contract documents after review and approval of the same by the City Attorney.

Approved by: Andrew Nerbun, Mayor

Date Approved: October 10, 2023

I certify that the foregoing Resolution was adopted by the Common Council of the City of Mequon, Wisconsin, at a meeting held on October 10, 2023.

Caroline Fochs, City Clerk

POLICY STATEMENT 17 VEHICLE LEASING

General: The purpose of the vehicle leasing policy is to formalize the framework for City staff's administration of vehicle lease agreements. The policy is intended to be broad enough to allow City staff to function within the parameters of responsibility and authority, yet specific enough to adequately administer the City's fleet management needs.

Scope: This fleet management policy applies to vehicles within the Department of Public Works fleet. These vehicles include the following:

201	3/4 Ton Pickup Ext 4X4
202	3/4 Ton Pickup Crew 4X4
203	3/4 Ton Pickup Ext 4X4
207	3/4 Ton Pickup Reg 4X4
209	3/4 Ton Pickup Reg 4X4
400	1/2 Ton Pickup Crew 4X4
405	3/4 Ton Pickup Ext 4X4
406	3/4 Ton Pickup Reg 4X4
500	1/2 Ton Pickup Ext 4X4
501	Sedan or 4X4 Small SUV
502	Sedan or 4X4 Small SUV
503	Sedan or 4X4 Small SUV
504	Sedan or 4X4 Small SUV
505	Sedan or 4X4 Small SUV
506	Sedan or 4X4 Small SUV
512	3/4Ton Pickup Ext 4X4
514	Sedan or 4X4 Small SUV
516	Sedan or 4X4 Small SUV
520	½ Ton Pickup Ext 4X4

Objectives: The primary objectives of the fleet leasing program of the City of Mequon shall be the following:

- A. Safety
- B. Fuel Efficiency
- C. Low Maintenance
- D. Low Annual Expenditure

Approval Authority for Purchases: The Capitalized Price of the Vehicle, Total Capitalized Amount (Delivered Price), Individual Open-End (Equity) Lease Rate Quotes for the full term and the cumulative annual lease payments may exceed \$25,000. To allow for the efficiency of the fleet management program, the expenditures do not require Standing Committee or Common Council approval, provided the financial performance follows this policy statement. The Director of Finance is subsequently authorized to execute the lease agreements provided the annual budget allocates sufficient funds within the DPW Equipment Replacement – Leases or DPW Equipment Replacement capital account.

Orders: All vehicles require procurement through the state contract, in accordance with Policy Statement 11.

Make and Model:	The Fleet Superintendent and Deputy Director of Public Works shall select the make and model for each vehicle based upon the objectives outlined in this policy.
Term:	The Director of Finance shall select the term in the best fiscal interest of the City, which may vary from 36-60 months.
Total Options:	The Fleet Superintendent and Deputy Director of Public Works shall select the total options required for the ultimate purpose of the vehicle. Total options include, but are not limited to: decals, lighting bars, plows, truck bed caps, bed liners, tool boxes and other options required for the primary function and operation of the vehicle.
Contract Miles:	The Fleet Superintendent shall establish the Contract Miles based upon a historic average of the mileage for the individual vehicles.
Sale of Vehicle:	If authorized by the Director of Finance, with concurrence from the Fleet Superintendent, the City's designated lease provider shall be authorized to sell the vehicle on behalf of the City at or before the end of the lease term. The Director of Finance is authorized to execute the consignment documents associated with the sale.
Gain from Prior Unit:	The Gain from Prior Unit shall be applied to subsequent leases as a down payment or to reduce the monthly payments. Any excess Gains from Prior Unit shall be deposited into the non-lapsing DPW Equipment Replacement – Leases or DPW Equipment Replacement capital account and utilized for subsequent lease payments.
Depreciation Reserve Rate:	The Depreciation Reserve Rate shall not exceed 2.0%.
Reduced Book Value at Term:	The Reduced Value at Term included within the individual lease documents shall be a minimum of 40% for 36-month lease terms and a minimum of 15% for 60-month lease terms, with allowance for interpolation for lease terms between 36 and 60 months.
Monthly Lease Charge:	The interest rate for the monthly lease charge shall not exceed 7.0% without prior authorization from the Common Council. The interest rate in the Monthly Lease Charge under the fleet management program is the 3-Year Treasury Bill Interest Rate + 3%. The Management Fee is 0.12%.
Insurance:	The City of Mequon shall carry automobile insurance for each vehicle.
Performance Standards:	The performance standards for the program shall be reviewed by the Public Works Committee on an annual basis. If City staff or the Public Works Committee identify parameters of this policy that require reconsideration or adjustment, it shall make such a recommendation to the Common Council. If at any time the program fails to meet the criteria of this policy, the Common Council shall be notified within 60 days.

Reporting:

The City's designated lease provider shall provide a report to the City at a minimum quarterly detailing the following data for each vehicle included in the scope:

- Capitalized Price of Vehicle
- Total Capitalized Amount
- Year-to-date and Term-to-date Total Monthly Rental Including Additional Services
- Reduced Book Value at Term
- Gain Achieved from Sale (post-sale)
- Estimated and Actual (post-sale) Cost Per Mile of each Vehicle
- Comparison Options for Fuel Alternate Options
- Check Points of Equity in Vehicles

*This policy was adopted as Financial Policy No. 15 on June 14, 2022 under Resolution No. 3960.
It has been renumbered administratively to Policy No. 17.*

Annual Client Review

City of Mequon

October 10th, 2023

City of Mequon Annual Client Review

3.a.b

1. Annual Report Review (Spreadsheet)
2. Resale Review (Spreadsheet)
3. Alternative Fuel Options Comparison
4. Industry Update

City of Mequon Alternative Fuel Comparison

3.a.b



2023 Nissan LEAF S 4dr Hatchback



2024 Nissan LEAF S 4dr Hatchback



2024 Ford Maverick XL FWD SuperCrew 4.5 ft. box



2024 Chevrolet Blazer EV 2LT All-Wheel Drive

Lease Term	48 Months	48 Months	48 Months	48 Months
Annual Mileage	10,000	10,000	10,000	10,000
Vehicle Type	Electric	Electric	Compact Pickup	Electric
Engine	110kW AC Synchronous Motor	110kW AC Synchronous Motor	2.5L Hybrid	None (Electric Motors)
Combined EPA MPG			37	
Acquisition Cost	\$24,762	\$28,813	\$26,845	\$57,165
Total Actual Depreciation	\$17,762	\$21,813	\$11,845	\$36,665
Total Fuel Cost	\$0	\$0	\$3,853	\$0
Total Maintenance Cost	\$3,543	\$3,543	\$3,853	\$3,543
Monthly Payment with Tax	\$593	\$689	\$517	\$1,171
RBV at Term	\$2,179	\$2,536	\$9,449	\$16,006
Expected Sales Price at Term	\$7,000	\$7,000	\$15,000	\$20,500
Estimated Equity at Term	\$4,821	\$4,464	\$5,551	\$4,494
Cost Per Mile	\$0.71	\$0.83	\$0.70	\$1.40

*Vehicle resale can change as more EV and Hybrids get into the market.

*Recommendation subject to change as more vehicles come into the market

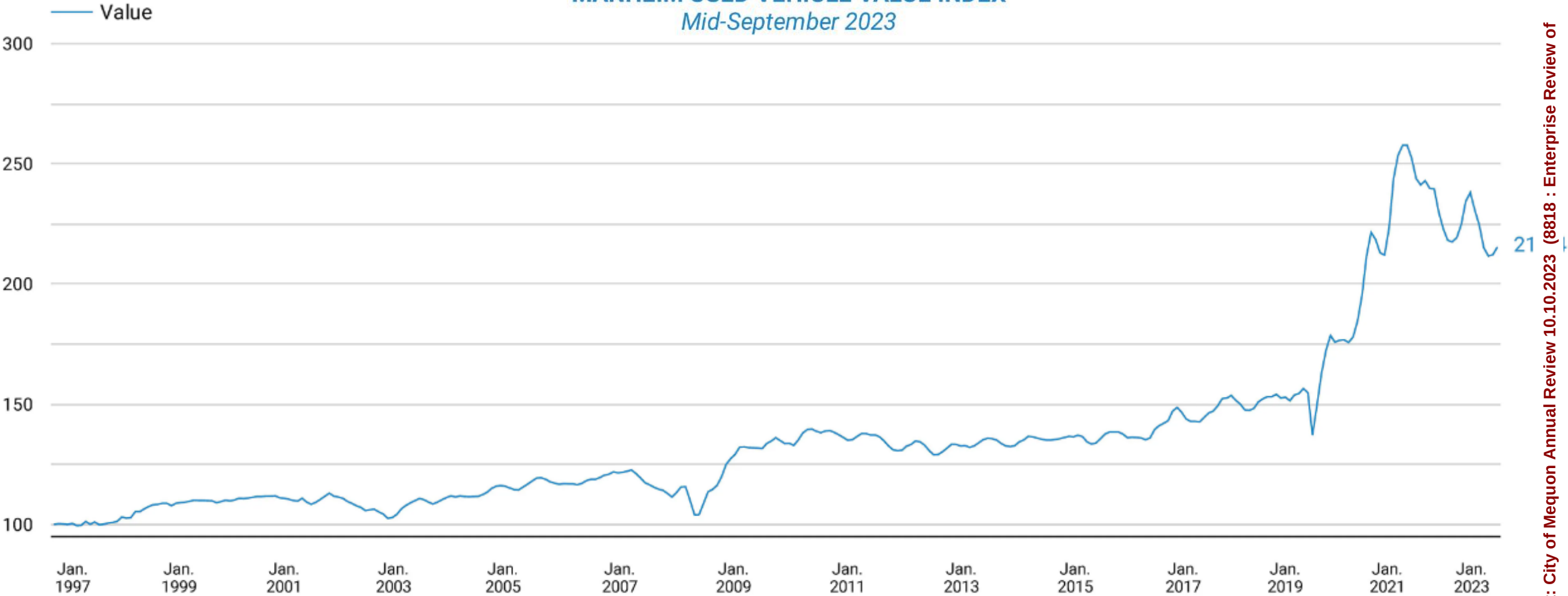
*Federal Tax credit may be available to the City of Mequon

*EV Maintenance expense is evolving and more tailored data for our analysis will be available in the near future

Attachment: City of Mequon Annual Review 10.10.2023 (8818 : Enterprise Review of

Industry Resale Update

MANHEIM USED VEHICLE VALUE INDEX
Mid-September 2023



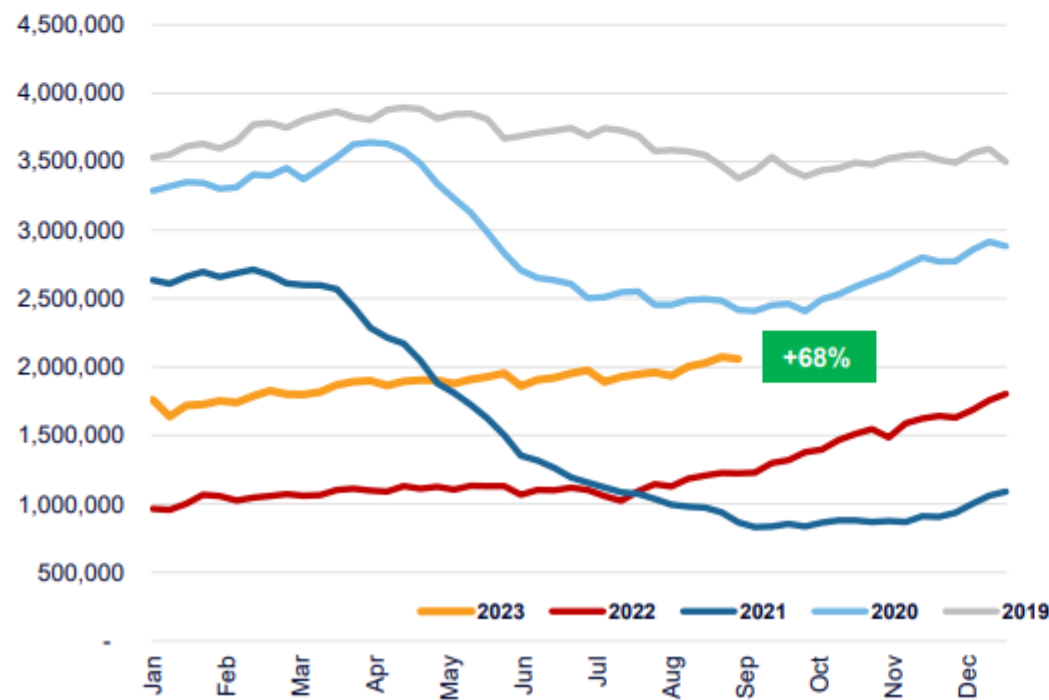
Attachment: City of Mequon Annual Review 10.10.2023 (8818 : Enterprise Review of

New Vehicle Inventory | Now Up 68% From Last Year

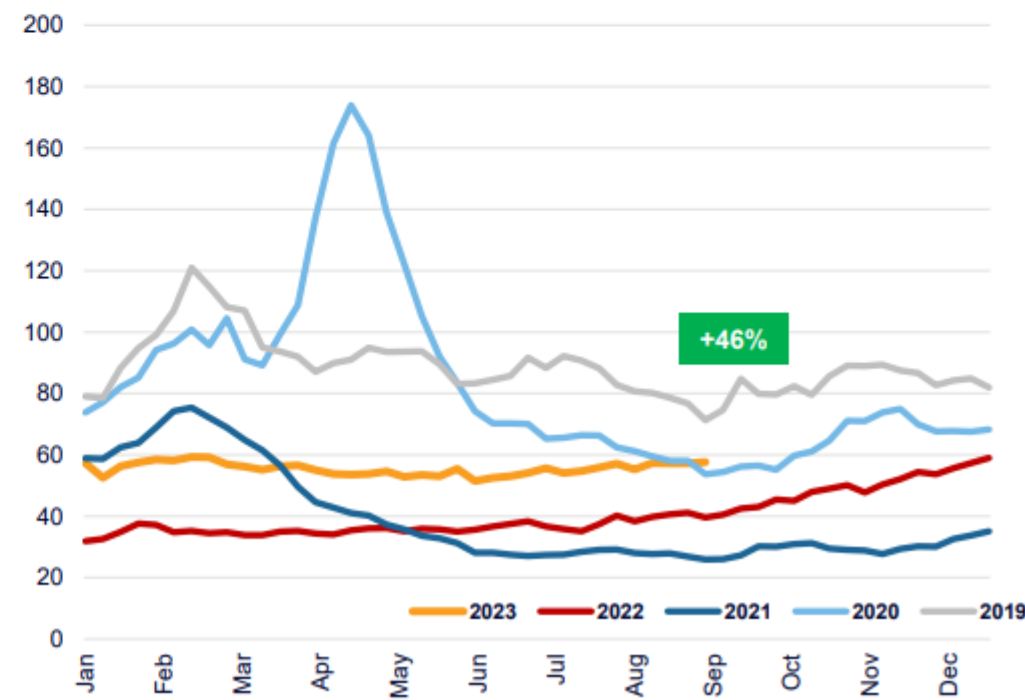
Currently 837K more units than last year, Days of Supply at 57.6 Days +46% y/y



Available Supply weekly



Days of Supply weekly



Thank you!

Senior Client Strategy Manager
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Senior Account Executive
Ben Walljasper
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