



11333 N. Cedarburg Road
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Public Works/Engineering
Taped and Televised

SEWER UTILITY DISTRICT COMMISSION
Tuesday, August 8, 2023
7:15 PM or immediately following Water
Christine Nuernberg Hall

Agenda

- 1) Call to Order, Roll Call
- 2) Approval of Meeting Minutes
Action requested: review and approve
 - a. June 13, 2023 Minutes
- 3) Resolutions
Action requested: review and recommend approval
 - a. **RESOLUTION 4067** A Resolution Awarding a Contract to Rehabilitate Seven (7) Sewer Laterals from External Clean-Outs in the Riverland Drive Lift Station "H" Area to Aqualis of Green Bay, Wisconsin in the Amount of \$123,027
 - b. **RESOLUTION 4068** A Resolution Approving Award of a Contract for the Completion of MMSD Post-Sewer Lateral Rehabilitation Reporting Requirements in the Riverland Drive "H" and Riverdale Park "F" Lift Station Areas to raSmith of Brookfield, Wisconsin, in an Amount Not-to-Exceed \$39,062
 - c. **RESOLUTION 4069** A Resolution Awarding a Contract for the Inspection of 218 Sanitary Sewer Laterals in the Ranch Road "E" Lift Station Area to raSmith of Brookfield, Wisconsin, in an Amount Not-to-Exceed \$186,804
- 4) Adjourn

Dated: August 8, 2023

/s/ Andrew Nerbun, Mayor

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 City Administrator's Office at 262-236-2941, Monday through Friday, 8:00 AM – 4:30 PM



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SEWER UTILITY DISTRICT COMMISSION

Tuesday, June 13, 2023

7:30 PM

Christine Nuernberg Hall

Minutes

1) Call to Order, Roll Call

Commissioner Nerbun called the meeting to order at 7:47 PM.

Present:

Commissioner Andrew Nerbun
 Commissioner Robert Strzelczyk
 Commissioner Kelly Tolocko
 Commissioner Dale Mayr
 Commissioner Jeffrey Hansher
 Commissioner Gregg Bach
 Commissioner Brian Parrish
 Commissioner Kathleen Schneider
 Commissioner William Gebhardt

2) Approval of Meeting Minutes

a. April 11th, 2023, Minutes

RESULT: Approved by Voice Acclamation [Unanimous]

MOVED BY: Commissioner Hansher

SECONDED BY: Commissioner Strzelczyk

AYES:	Nerbun, Strzelczyk, Tolocko, Mayr, Hansher, Bach, Parrish, Schneider, Gebhardt
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Attachment: 6-13-23 Sewer Min.pdf (8653 : June 13, 2023 Minutes)

3) Resolutions

Action requested: review and recommend approval

- a. **RESOLUTION 4053** A Resolution Authorizing Staff to File the City of Mequon's Compliance Maintenance Annual Report (CMAR) for Calendar Year 2022, in Accordance with Requirements Under Wisconsin Administrative Code NR208

RESULT: **Approved by Roll Call Vote [Unanimous]**
MOVED BY: Commissioner Mayr
SECONDED BY: Commissioner Strzelczyk

AYES: Nerbun, Tolocko, Mayr, Hansher, Bach, Parrish, Schneider, Gebhardt Strzelczyk

- b. **RESOLUTION 4054** A Resolution Approving Award of a Contract to Complete Inspections of 1,011 Sanitary Sewer Manholes in Various Locations to the Sigma Group of Milwaukee, Wisconsin in the Amount Not-to-Exceed \$48,496

c.
RESULT: **Approved by Roll Call Vote [Unanimous]**
MOVED BY: Commissioner Hansher
SECONDED BY: Commissioner Gebhardt

AYES: Nerbun, Tolocko, Mayr, Hansher, Bach, Parrish, Schneider, Gebhardt Strzelczyk

- d. **RESOLUTION 4055** A Resolution Approving the Award of Two (2) Contracts for the Rehabilitation of Seventy-Nine (79) Sanitary Manholes with Grout to Great Lakes TV & Seal, Inc. of Green Bay, Wisconsin in the Amount of \$70,235; and for the Rehabilitation of Thirty-Seven (37) Sanitary Manholes with Epoxy to Visu-Sewer, Inc. of Pewaukee, Wisconsin in the Amount of \$170,566

e.
RESULT: **Approved by Roll Call Vote [Unanimous]**
MOVED BY: Commissioner Parrish
SECONDED BY: Commissioner Hansher

AYES: Nerbun, Strzelczyk, Tolocko, Mayr, Hansher, Bach, Parrish, Schneider, Gebhardt

- d. **RESOLUTION 4056** A Resolution Authorizing a Sanitary Service Deferral Agreement for the Property Located at 12204 North Fieldwood Road

Staff provided background information on the property, stating that as a condition of issuing a building permit, the previous owner of the property and the City entered an agreement requiring connection to the public sanitary sewer system. A building permit was issued, but connection was never made.

The property has been sold and the new owners are seeking a deferral from the requirement to connect.

The deferral would allow the property owners to seek a sanitary permit through Ozaukee County to replace the holding tank. The property owners would still pay the capital charges for MMSD which is standard for City deferral agreements.

Staff clarified that the Commissioners were being asked to either approve or deny the deferral. An approval would move onto the Common Council meeting for approval. A denial of the referral would uphold the original agreement. The deferral runs with the property whether the current structure is brought up to compliance or a new structure is constructed. The current owners are seeking an answer on whether the property needs to connect to the sanitary sewer or if they maintain a private system.

Discussion ensued on the condition of the current single-family home on the property not being a conforming structure and located within the flood plain. The current home is 575 feet away from the nearest sewer service connection. Policy states that if the distance to connection is greater than 200 feet the property owner can apply for a deferral.

The Commissioners discussed the idea of approving the deferral contingent upon the property owners bringing the current structure into compliance within a specific timeframe. City Attorney advised against that approach and recommended that the Commission either approve or deny the deferral.

Commissioner Strzelczyk made a motion to deny.

Commissioner Gebhardt seconded the motion to deny.

Commissioner Nerbun stated that if the goal of the City is to have the property in compliance, the Commissioners should vote in such a way that the current owners could achieve compliance. He stated the sanitary sewer system is just one of the many non-compliance issues with the current structure.

Commissioner Parrish stated he would vote no to deny the deferral. He would like to see a motion made to approve the deferral if the structure is brought to compliance within a year.

Discussion ensued about an idea of the Commission give a deadline to the property owners to provide a plan including legitimate detailed cost for the property before a decision would be made.

City Attorney requested clarification as to whether the Commissioners want to make the

decision or if they prefer that staff make the determination. If they would like staff to approve a plan submitted by the property owners, then a motion could be made to conditionally approve the deferral request contingent upon the property owners submitting a detailed plan for bringing the property into compliance.

Commissioner Strzelczyk withdrew his motion to deny.

Director Lundeen requested clarification from the Commission as to what it was trying to accomplish with the conditional approval. Director Lundeen further indicated that the Commission could grant the deferral, but require that the detailed compliance plan be accepted by staff prior to authorization of the holding tank agreement, and therefore building permit.

The possibility of including a timeline was discussed and declined.

Commissioner Strzelczyk made a motion to approve the deferral but withhold action on any application for a holding tank agreement until such time the property owner provides staff a plan to bring the property into building code compliance.

Commissioner Tolocko seconded the motion.

RESULT: Approved as Amended by Voice Acclamation [Unanimous]
MOVED BY: Commissioner Strzelczyk
SECONDED BY: Commissioner Tolocko

AYES: Nerbun, Strzelczyk, Tolocko, Mayr, Hansher, Bach, Parrish, Schneider, Gebhardt

4) Adjourn

a. Motion to Adjourn at 8:45 PM

RESULT: Approved by Roll Call Vote [Unanimous]
MOVED BY: Commissioner Strzelczyk
SECONDED BY: Commissioner Hansher

AYES: Nerbun, Strzelczyk, Tolocko, Mayr, Hansher, Bach, Parrish, Schneider, Gebhardt

Respectfully Submitted,

Ren Schlereth



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Office of Sewer

TO: Sewer Utility District Commission
FROM: Kevin Driscoll, Deputy Director of Utilities
DATE: August 8, 2023
SUBJECT: RESOLUTION 4067 A Resolution Awarding a Contract to Rehabilitate Seven (7) Sewer Laterals from External Clean-Outs in the Riverland Drive Lift Station "H" Area to Aqualis of Green Bay, Wisconsin in the Amount of \$123,027

Background

The 2023 Sanitary Sewer budget adopted on October 27, 2022, includes a continuation of previous years' improvements to the City's sanitary sewers as pipes age and deteriorate. The budget includes work in the Riverland Drive Lift Station "H" area to rehabilitate laterals and reduce leaks and infiltration. The sewer lateral work is part of the City's Private Property Inflow and Infiltration (PPI/I) reduction program, and that includes multiple facets. These include televising and cleaning laterals in addition to: (1) rehabilitation and grouting from mains; (2) locating laterals; (3) installation of external clean-outs; and (4) rehabilitation and grouting from external clean-outs.

In the Riverland Drive "H" Lift Station Area, the first three components have been completed. Work on Part (4) remains. Accordingly, contract documents were advertised for bid in June for Part (4): rehabilitation and grouting from external clean-outs.

Analysis

In June, contract documents to test and seal 7 building sewer laterals were advertised for bidding. Six (6) contractors pre-registered for this specialized work. However, four contractors indicated they are booked up and did not submit bids. Two bids were received and opened on Thursday, June 29, 2023, and are summarized below. Detailed costs are also included in Exhibit A.

Contractor	Amount
Aqualis	\$ 123,027
NPR	\$ 771,295

Approximately \$29,500 is the amount for the testing, sealing and CCTV for these 7 laterals, and that amounts to \$4,200 for each lateral. The remainder of the contract budget contains "If Authorized" items for preparation work such as cleaning the laterals of roots and deposits to allow the equipment to seal properly, in addition to allowances such as final adjustments to make the clean-outs at grade and for any necessary lawn restoration. See Exhibit A for details.

On July 11, the MMSD Program Manager transmitted correspondence in support of awarding

this contract to test and seal laterals with grout. Additional sewer lateral rehabilitation work is planned and includes but is not limited to rehabilitation work on 23 more laterals in the Riverland Drive LS “H” Area. Also, City staff has been in contact with MMSD staff regarding funding agreement deadlines and budget. Staff anticipates continued collaboration with MMSD for common objectives to reducing I&I and overflows.

Following this contract work, staff plans to provide an update to the Sewer Utility District Commission to address future deadlines and a schedule of the completion of such work with respect to the City’s funding agreement with MMSD and contractor availability. This follow up is anticipated to be in conjunction with the additional sewer lateral contract awards anticipated for bid later this year.

Fiscal Impact

Funding is available to rehabilitate seven building sewer laterals in the Riverland Drive Lift Station "H" area, based on reimbursable PPI/I Account 610669-740006. MMSD has allocated funds to Mequon each year since 2010 for eligible expenses to complete work that reduces leaks, infiltration and clear water inflow from entering into the sanitary sewer collection system. Additional sewer lateral contracts have been prepared and are anticipated for bids continuing later this year and into 2024.

In 2023, the Mequon allocation from MMSD is \$226,307 (\$3,044 less than in 2022). Also, MMSD released a competitive funding application due August 1, and staff anticipates applying again for any work that may exceed future budget allocations. However, competitive funding is not guaranteed, as MMSD’s preference is to fund full lateral replacement. Staff anticipates scheduling a policy discussion to address this at a future meeting of the Sewer Utility District Commission.

Recommendation

A recommendation is forthcoming from the Sanitary Utility District Commission on August 8, 2023.

Attachments:

Exhibit A - Bid Item Details (PDF)

COMMON COUNCIL
OF THE
CITY OF MEQUON

RESOLUTION 4067

A Resolution Awarding a Contract to Rehabilitate Seven (7) Sewer Laterals from External Clean-Outs in the Riverland Drive Lift Station "H" Area to Aqualis of Green Bay, Wisconsin in the Amount of \$123,027

RECITALS

A. The City of Mequon has the ability through the Milwaukee Metropolitan Sewerage District (MMSD) to be reimbursed for eligible expenses that reduce infiltration and inflow from entering sanitary sewer building laterals.

B. On August 26, 2021, the City of Mequon established a Funding Agreement with the Milwaukee Metropolitan Sewerage District (MMSD) in the amount of \$888,000 to implement sewer lateral work that reduces infiltration and inflow into building sewer laterals.

C. On October 27, 2022, a number of sewer projects were identified as part of the FY2023 Sanitary Sewer Budget adopted by the Common Council.

D. On June 29, 2023, the City of Mequon Engineering Division received and reviewed various bids from qualified contractors to test and seal seven laterals from external clean-outs in the Riverland Drive Lift Station "H" Area.

E. On July 11, 2023, MMSD staff supported award of the contract to test and seal laterals from external clean-outs in the Riverland Drive Lift Station "H" Area.

F. Staff recommends that Sewer Lateral Rehabilitation work to test seven laterals and seal with grout from external clean-outs in the Riverland Drive Lift Station "H" Area be awarded to Aqualis of Green Bay, Wisconsin in the amount of \$123,027.

G. The Sewer PPI/I Account 611669-740006 is a reimbursable account and the funding agreement with MMSD has a sufficient balance to fund this project.

H. The Sanitary Utility District Commission at its meeting on August 8, 2023, endorsed staff's recommendation.

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

1. The contract for Sewer Lateral Rehabilitation work to test existing sanitary building sewer laterals from external clean-outs and seal with grout in the Riverdale Park Lift Station "H" Area in the amount of \$123,027 is approved and awarded to Aqualis of Green Bay,

Wisconsin, subject to any clerical, technical and/or legal changes deemed necessary and appropriate by the City Attorney.

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

Approved by: Andrew Nerbun, Mayor

Date Approved: August 8, 2023

I certify that the foregoing Resolution was adopted by the Common Council of the City of Mequon, Wisconsin, at a meeting held on August 8, 2023.

Caroline Fochs, City Clerk

Sanitary Building Sewer Lateral Rehabilitation in Riverland Drive Lift Station "H" Area - Project #1 (#8544727)
 Owner: City of Mequon
 Solicitor: raSmith
 06/29/2023 11:00 AM CDT

Section Title	Line Item	Item Code	Item Description	UofM	Quantity	Engineer Estimate Unit Price	Extension	AQUALIS Unit Price	Extension	National Power Rodding Corp Unit Price	Extension
Base Bid							\$0.00		\$105,026.54		\$753,295.00
	1		1 Traffic Control	LS	1			\$2,500.00	\$2,500.00		\$75,000.00
	2		2 Equipment Setup for Sanitary Building Sewer Lateral Preparation Work	EA	7			\$3,500.00	\$24,500.00		\$35,000.00
	3		3 Sanitary Building Sewer Lateral Mineral Deposit Removal - 3 or Less Locations	EA	4			\$3,900.00	\$15,600.00		\$5,000.00
	4		4 Sanitary Building Sewer Lateral Mineral Deposit Removal - More Than 3 Locations	EA	1			\$4,500.00	\$4,500.00		\$15,000.00
	5		5 Sanitary Building Sewer Lateral Root Removal - 5 or Less Locations	EA	5			\$2,900.00	\$14,500.00		\$5,000.00
	6		6 Sanitary Building Sewer Lateral Root Removal - More Than 5 Locations	EA	1			\$3,500.00	\$3,500.00		\$5,000.00
	7		7 Equipment Setup for Sanitary Building Sewer Lateral Joint Testing and Sealing Operations	EA	7			\$2,150.00	\$15,050.00		\$15,000.00
	8		8 Testing and Sealing Sanitary Building Sewer Laterals with Grout from External Cleanouts	LF	367			\$13.62	\$4,998.54		\$300.00
	9		9 Grout	GAL	381			\$14.50	\$5,524.50		\$25.00
	10		10 Post Rehabilitation Sanitary Building Sewer Lateral CCTV Televising	LF	367			\$10.50	\$3,853.50		\$10.00
	11		11 Adjustment of Existing External Cleanout to Below Grade - 1 or 2 Cleanout Stacks Per Location	EA	7			\$750.00	\$5,250.00		\$25,000.00
	12		12 Lawn Restoration	SY	70			\$75.00	\$5,250.00		\$2,500.00
Allowances							\$18,000.00		\$18,000.00		\$18,000.00
	13		13 ALLOWANCE, Turf Restoration	LS	1	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00
	14		14 ALLOWANCE, Pavement Restoration	LS	1	\$5,500.00	\$5,500.00	\$5,500.00	\$5,500.00	\$5,500.00	\$5,500.00
	15		15 ALLOWANCE, Spot Repair of Sanitary Sewer Lateral	LF	20	\$500.00	\$10,000.00	\$500.00	\$10,000.00	\$500.00	\$10,000.00
Base Bid Total:							\$18,000.00		\$123,026.54		\$771,295.00



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Office of Sewer

TO: Sewer Utility District Commission
FROM: Kevin Driscoll, Deputy Director of Utilities
DATE: August 8, 2023
SUBJECT: RESOLUTION 4068 A Resolution Approving Award of a Contract for the Completion of MMSD Post-Sewer Lateral Rehabilitation Reporting Requirements in the Riverland Drive "H" and Riverdale Park "F" Lift Station Areas to raSmith of Brookfield, Wisconsin, in an Amount Not-to-Exceed \$39,062

Background

The 2023 Sanitary Sewer budget adopted October 27, 2022, includes a continuation of previous years' improvements to the City's sanitary sewers as pipes age and deteriorate. The budget includes work on sanitary building sewer laterals to reduce leaks, infiltration and clear water inflow, as per Mequon Municipal Code, the municipality is responsible for the portion of the lateral in the right-of-way.

The 2023 Sanitary Sewer Utility Budget identified funding for rehabilitation of sanitary building sewer laterals, as a reimbursable expense by MMSD. This work includes clear water compliance inspections to verify down spouts and sump pumps are not connected to the domestic sanitary wastewater collection system, and other methods identified in the City's policy to remove inflow and infiltration, especially during wet weather events.

In December 2022, a contract for Inspection Services was awarded to Bloom Consultants and that work has been ongoing and anticipated for completion in Spring 2023 to adhere with funding agreement deadlines. Additional consultant services are necessary for MMSD's reporting requirements. This includes review of post-CCTV exams and documentation of the completed work, to identify if there is "No Further Action" or if additional "Work Required" along with any final punch list action items.

Analysis

In June, staff received two proposals for this work to provide Consultant Services in the Riverland Drive Lift Station "H" and Riverdale Park Lift Station "F" Areas. This includes completing close-out reports for up to 140 laterals; 30 in the "H" Area and 110 in the "F" Area. The consultant's estimated hours to complete the post rehabilitation reporting and contract close-out services is on a time-and-materials basis and in a not-to-exceed amount without further written authorization. Fees are summarized in the table below and additional details are included in Exhibit A.

Firm	Hours	Amount
raSmith	304	\$35,511
Bloom	550	\$54,193

Three other firms qualified to perform this type of work (Arcadis, Brown and Caldwell, and OTIE) all expressed that they currently have a full backlog of projects and declined submitting a proposal. Accordingly, staff recommends a contract award to raSmith.

Fiscal Impact

The 2023 Sanitary Sewer Utility Budget includes funds for the rehabilitation of sanitary building sewer laterals, as a reimbursable expense by MMSD. Funding is available for consultant services to complete final review and reports of the sewer lateral work in the Riverland Drive Lift Station “H” and Riverdale Park Lift Station “F” Areas in Mequon, including a 10% project contingency amount of \$3,551 (total not to exceed \$39,062), in the private property inflow and infiltration reduction capital account 610669-740006. MMSD has allocated funds to Mequon each year since 2010 for eligible expenses to complete work that reduces leaks, infiltration and clear water inflow. Additional sewer lateral contracts are anticipated for bid this summer and fall.

In 2023, the Mequon allocation from MMSD is \$226,307 (\$3,044 less than in 2022). Also, MMSD released a competitive funding application due August 1, and staff anticipates applying again to fund additional projects that may exceed future budget allocations. However, competitive funding is not guaranteed, as the Program’s preference is to fund full lateral replacement. Staff anticipates scheduling a policy discussion to address this at a future meeting of the Sewer Utility District Commission.

Recommendation

A recommendation from the Sewer Utility Commission is forthcoming on August 8, 2023.

Attachments:

Exhibit A - raSmith Proposal (PDF)

COMMON COUNCIL
OF THE
CITY OF MEQUON

RESOLUTION 4068

A Resolution Approving Award of a Contract for the Completion of MMSD Post-Sewer Lateral Rehabilitation Reporting Requirements in the Riverland Drive "H" and Riverdale Park "F" Lift Station Areas to raSmith of Brookfield, Wisconsin, in an Amount Not-to-Exceed \$39,062

RECITALS

A. The City of Mequon has the ability through the Milwaukee Metropolitan Sewerage District (MMSD) to be reimbursed for eligible expenses that reduce infiltration and inflow from entering sanitary sewer building laterals.

B. On August 26, 2021, the City of Mequon established a Funding Agreement in the amount of \$888,000 with the Milwaukee Metropolitan Sewerage District (MMSD) to implement sewer lateral work that reduces infiltration and inflow into building sewer laterals in the Riverland Drive Lift Station "H" and Riverdale Park Lift Station "F" Areas.

C. On October 27, 2022, the City of Mequon approved the 2023 Sewer Utility Budget, which included funding for sanitary building sewer lateral work to reduce infiltration and inflow from entering the sanitary collection system.

D. On June 27, 2023, City staff received proposals from multiple qualified consulting firms and recommends that a contract to complete MMSD post-rehabilitation reporting requirements for 140 building sewer laterals be awarded to raSmith of Brookfield, Wisconsin on a time-and-materials basis, and in an amount not-to-exceed \$39,062.

E. The Private Property Inflow and Infiltration Reduction Account 610669-740006 was established for the reimbursable building sewer lateral work, and the funding agreement has a sufficient fund balance for this work.

F. The Sewer Utility District Commission at its meeting on August 8, 2023, favorably endorsed staff's recommendations.

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

1. City staff is authorized to execute a contract to complete MMSD post-rehabilitation reporting requirements for 140 building sewer lateral locations with raSmith of Brookfield, Wisconsin on a time-and-materials basis in an amount not-to-exceed \$39,062, subject to any clerical, technical and/or legal changes deemed necessary and appropriate by the City Attorney.

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

Approved by: Andrew Nerbun, Mayor

Date Approved: August 8, 2023

I certify that the foregoing Resolution was adopted by the Common Council of the City of Mequon, Wisconsin, at a meeting held on August 8, 2023.

Caroline Fochs, City Clerk



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

June 27, 2023

Mr. Kevin Driscoll, P.E.
Deputy Director of Utilities
City of Mequon
11333 N Cedarburg Road
Mequon, WI 53092

SENT VIA EMAIL

Re: Proposal for Consultant Services for Sewer Lateral Work and Inspection Services (#3566-23) and Flow Metering (#3630-23)

Dear Mr. Driscoll:

raSmith appreciates the opportunity to work with the City of Mequon on Project 1 – LS H & F Post-Rehabilitation Close Out, Project 2 – LS E Investigation, and Project 3 – Procure & Install Flow Meters with Quarterly Reporting for 3 Years. As your trusted advisor, we have a unique understanding of the project area(s) and the work that will be competed.

Relevant Company Experience

Ben High will lead the raSmith project team and offers the City of Mequon a significant expertise in the design and construction of public and private sanitary sewer rehabilitation projects. Ben has over 15 years of design and construction-related experience in sanitary sewer trenchless rehabilitation methods and has administered similar projects with other MMSD communities, and directly with the MMSD itself. raSmith's experience working directly with the MMSD on the development of rehabilitation standards, private property design and construction should give the City confidence in our ability to successfully administer this project for them, and ability to meet the expectations of the MMSD as well.

raSmith has completed the following relevant projects for the City of Mequon:

- 2022 - Sanitary Lateral Grouting Work from Mains and Manholes in the Riverdale Park Lift Station "F" Area and Riverland Drive Lift Station "H" Area (3566-22-G1)
- 2022 – Sanitary Building Sewer Lateral Cleanout Installation in Riverdale Park Lift Station "F" Area and Riverland Drive Lift Station "H" Area (3566-22-C)
- 2022 – Sanitary Building Sewer Lateral Rehabilitation in Riverdale Park Lift Station "F" Area and Riverland Drive Lift Station "H" Area (3566-22-G2)
- 2020 to Present – East Trunk Sewer Flow Monitoring and MMSD Data Analysis

raSmith has worked on the following relevant projects:

- 2021 to 2022 – Village of Butler Lateral Grouting Project
 - Cleaning and televising of 47 lateral locations, open cut spot repairs at two lateral locations, and the grouting of 41 lateral locations within the Village.
 - raSmith was the prime design and construction engineer.



Mr. Kevin Driscoll, P.E.
Deputy Director of Utilities, City of Mequon
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- 2018 to Present – MMSD PPII
 - Provided assistance to the MMSD and project team for all PPII-related work including, developing standard specifications for investigation and rehabilitation work, developing work plans, and provide construction oversight of MMSD project in various communities. Recent work includes designing PPII rehabilitation projects for MMSD satellite communities and inspecting CIPP lining investigation work.
 - raSmith is a sub-consultant for both OTIE and Brown & Caldwell Teams.
- 2020 to 2023 – West Allis Private Property Improvement Projects
 - Performed Construction Administration and Inspection services for the installation and rehabilitation of lead service water laterals (directional drilling), sanitary sewer lateral rehabilitation (pipe bursting and CIPP lining), and retrofitting of sump pumps in place of existing foundation drain systems in pre-1955 homes. Performed all project administration and inspection services, which included the coordination of permits between the City Plumbing and Building Inspection Department.
 - raSmith was the prime construction engineer.
- 2022 to Present – New Berlin PPII Reduction Program
 - Pipe bursting of 83 sanitary sewer laterals in the City. Laterals were selected based on 2013 and 2022 sewer dye testing and lateral inspections completed by the City.
 - raSmith is the prime design and construction engineer.
- 2022 to Present – Greendale PPII Reduction Program
 - Pipe bursting of 39 sanitary sewer laterals in the Village. Laterals were selected based on 2013 sewer dye testing and lateral inspections completed by the Village.
 - raSmith is the prime design and construction engineer.
- 2018 – Village of Brown Deer Sanitary Sewer Lateral Rehabilitation
 - Cured-in-place pipe lining of approximately 75 private sanitary sewer laterals in the Village. Laterals were selected based on the results of a 2015 sanitary sewer dye water testing project completed in the Village. Laterals selected were prioritized for rehabilitation to have the largest impact on I/I reduction for the Village. The lateral rehabilitation included the full lining of the mainline to lateral interface, extending up to the foundation of the properties with one-piece lining.
 - raSmith was the prime design and construction engineer.
- 2009 to Present – Ongoing Flow Monitoring Efforts
 - Performed meter installation, maintenance, and data analysis for various communities within the MMSD service area (Greendale, West Milwaukee, Butler, New Berlin, etc.).
 - raSmith is the prime analysis and field engineer.

Scope of Services

Project 1 – LS H & F Post-Rehabilitation Close Out (#3566-23-F & #3566-23-H)

Per the request for proposal, we understand that you are requesting raSmith to review CCTV televising videos for 140 laterals in the Lift Station H and F areas, determine if any further rehabilitation is required at the laterals reviewed, and document the findings of the televising review. The following tasks follow the request for proposal.



Mr. Kevin Driscoll, P.E.
Deputy Director of Utilities, City of Mequon
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Task I. Data Gathering – Collect Exams

raSmith plans to have a hard drive readily available for collecting the CCTV televising data and then storing the videos on the raSmith servers for ease of access for the reviewers.

Task II. Review Post-Rehabilitation Exams

raSmith plans to utilize the existing GIS lateral data that has been created for the 140 laterals as a part of the previous Mequon lateral rehabilitation projects to update the defect data for each lateral reviewed.

Task III. Reporting

raSmith plans to complete the following items as a part of this task:

- a. The determination of “no further action” or “more work needed” at each of the lateral locations reviewed. The results of these determinations will be tracked in an excel spreadsheet that is sorted by address. Comments on the determination and if required, the necessary rehab work will also be entered into the excel spreadsheet.
- b. raSmith will complete the MMSD as-built spreadsheet based on the rehabilitation work completed.
- c. raSmith, with the help of City of Mequon staff, will complete the MMSD summary report to satisfy the requirements of the City’s funding agreement with MMSD.

Project 2 – LS E Investigation (#3566-23-E)

Per the request for proposal, we understand that you are requesting raSmith to perform construction inspection for the grouting of 218 laterals in the Lift Station E area, collect the CCTV televising data from the grouting work, review the collected televising data, determine if any further rehabilitation is required at the laterals reviewed, and document the findings of the televising review. The following tasks follow the request for proposal.

Task I. Inspection Service

raSmith plans to have a qualified inspector onsite for the grouting work and provide the City with property specific information within a timely manner.

Task II. Data Gathering

raSmith plans to have a hard drive readily available during the grouting inspection work to get daily televising data from the contractor if possible. The data will then be stored on the raSmith servers for ease of access for the reviewers and the uploading of data to the City’s GIS system.

Task III. Review Investigative Exams

The CCTV televising data will be reviewed by qualified personnel and the results of the reviews will be tracked in an excel spreadsheet.



Mr. Kevin Driscoll, P.E.
Deputy Director of Utilities, City of Mequon
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Task IV. Reporting

Based on the reviews completed as a part of Task 3, raSmith will make a “Work Required” or “No Further Action” determination for each lateral reviewed. Along with these determinations, potential rehab work will be identified using the rehab techniques identified in the RFP. The location of the rehab work will also be identified. This data will be tracked in an excel spreadsheet that will be organized by property address for easy review.

Task V. If Authorized, Generate Site Map

If authorized, raSmith will follow the same process as was followed for the past City of Mequon projects for creating GIS property exhibits and overview exhibits that display the locations and extents of the identified defects.

Task 6. If Authorized, GIS Data Entry

If authorized, raSmith will enter lateral pipe ratings (1-5) into the City’s GIS system. raSmith will plan on reviewing the ratings with the City to make sure that we are in agreement on pipe ratings. The ratings for each lateral reviewed will be tracked in an excel spreadsheet along with the rest of the lateral data.

Project 3 – Procure and Install Six (6) Flow Meters and Provide Quarterly Reporting for 3 Years

Per the request for proposal, we understand that you are requesting raSmith to procure six Isco DuraTracker meters with sensors and sensor mounting materials, install procured meters, maintain and collect data from a total of 10 Mequon owned meters, provide a quarterly report on the data collected along with MMSD data, and compare pre-construction flows to post construction flows. The following tasks follow the request for proposal.

Task I. Procure Meters

raSmith plans to utilize Isco DuraTracker meters and equipment from the local Isco product line representative. The meter procurement cost includes the cost of the meters, necessary equipment, and raSmith personnel time.

Task II. Install Meters

raSmith will investigate each proposed meter installation site prior to installs to confirm that the proposed sites will provide good data. If alternate sites are needed, raSmith will communicate that need to the City. Upon approval of the metering sites, the meters will be installed.

Task III. Maintaining Meters and Data Collection for 3 Years

raSmith will plan on visiting the installed metering sites once every other week. During these visits the data will be downloaded, batteries will be changed if necessary, and any adjustments needed will be completed.

Task IV. Quarterly Reporting for Six New Flow Monitoring Sites

Based on the reviews completed as a part of Task 3, raSmith will make a “Work Required” or “No Further Action” determination for each lateral reviewed. Along with these determinations, potential rehab work will be identified using the rehab techniques identified in the RFP. The location of the rehab



Mr. Kevin Driscoll, P.E.
Deputy Director of Utilities, City of Mequon
Page 5 / June 27, 2023

work will also be identified. This data will be tracked in an excel spreadsheet that will be organized by property address for easy review.

Task V. If Authorized, Provide Maintenance of Four Existing ETS Meters and Quarterly Reporting for 29 Metering Sites for 3 Years.

If authorized, raSmith will continue to maintain the four existing ETS flow meters and provide the City with a quarterly report, following the same format as already established, of the 4 ETS meters and a total of 29 MMSD flow meters for the next three years.

Task VI. Pre-Construction vs Post-Construction Report

raSmith will prepare a report that compares the pre-construction flows to the post-construction flows, for the sites shown on the exhibit in the RFP, to see if the rehabilitation efforts performed to date are reducing the amount of infiltration and inflow into the City's sanitary sewer system. The flow monitoring data to be analyzed begins with the data from 2019.

This proposal does not include any services beyond those described in the above scope of services.

Completion Schedule

All work with these projects are anticipated to be completed by the dates as outlined in the request for proposal produced by the City of Mequon.

Professional Fees

The above services will be provided based on a time and materials basis not to exceed the following amounts for each project:

- | | |
|-----------------------|---------------------|
| • Project #1 - | \$35,511.00 |
| • Project #2 - | \$176,472.00 |
| • Project #3 - | \$156,837.00 |

A breakdown of the fees as described in the RFP produced by the City can be seen in Attachment A.

Services will be billed each month based on the work completed.

Usual and customary expenses such as mileage, printing, delivery, and postage are not included in the fee and will be billed at cost as a reimbursable expense.

Client Responsibilities/Assumptions

The terms and conditions set forth herein are valid for 120 days from the date of this proposal and are conditioned upon our completion of all services within 365 days.

If you would like to authorize raSmith to proceed with your project, please contact us at 262-317-3273 or ben.high@rasmith.com. We are available to answer any questions you may have about your project. If we do



Mr. Kevin Driscoll, P.E.
Deputy Director of Utilities, City of Mequon
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not hear back from you within three to five business days, we will follow up with you to determine your interest in having us prepare a contract. Thank you again for your consideration of raSmith to work on your project.

Sincerely,
raSmith

A handwritten signature in blue ink, appearing to read 'Ben High', followed by a smaller, stylized signature.

Benjamin G. High, P.E.
Project Manager

Enclosure: Attachment A – Cost Breakdown

bth:H:\2235358\Contract\EP 061923 Driscoll 2023 & 2024 Work.docx

ATTACHMENT A

Project #1			
Task	Description	Hours	Fee
I	Data Gathering - Collect Exams	19	\$2,451
II	Review Exams for 140 Laterals	72	\$8,322
III	Deliver Final Report	125	\$14,478
Subtotal (Project 1 - Tasks I to III)		216	\$25,251
IV	If Authorized, GIS Tool Data Entry	74	\$8,550
V	If Authorized, Final Site Map	14	\$1,710
Project #1 Totals (Tasks I to V)		304	\$35,511

Project #2			
Task	Description	Hours	Fee
I	Inspection Services	1000	\$113,000
II	Data Gathering - Collect Exams	13	\$1,653
III	Review Exams for 218 Laterals	110	\$12,597
IV	Deliver Final Report	129	\$14,877
Subtotal (Project 1 - Tasks I to IV)		1,252	\$142,127
V	If Authorized, Generate Site Map	224	\$20,000
VI	If Authorized, GIS Data Entry	66	\$7,695
Project #2 Totals (Tasks I to VI)		1,542	\$169,822

Project #3			
Task	Description	Hours	Fee
I	Procure 6 Isco DuraTracker Meters	3	\$50,641
II	Install 6 Isco Dura Tracker Meters	20	\$2,234
Subtotal (Project 3 - Tasks I to II)		23	\$52,875
III	Maintain 6 Flow Meters for 3 Years (36 Months post installation)	468	\$46,098
Subtotal (Project 3 - Task III)		468	\$46,098
IV	Provide Quarterly Reporting of 6 New Flow Meters	72	\$8,892
V	If Authroized, Provide Quarterly Reporting of 29 Existing Flow Meters	396	\$40,992
VI	Pre-Construction Vs Post-Construction Comparison Report	68	\$7,980
Subtotal (Project 3 - Tasks IV to VI)		536	\$57,864
Project #3 Totals (Tasks I to VI)		1,027	\$156,837

Staff Rates:
Senior Project Manager = \$183/hour
Project Manager = \$171/hour
Civil Engineer = \$114/hour
Engineering Tech = \$83/hour

Attachment: Exhibit A - raSmith Proposal (RESOLUTION 4068 : Contract for Consultant Services to Prepare Close-out Reports for Sewer Lateral Work)



11333 N. Cedarburg Road
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Office of Sewer

TO: Sewer Utility District Commission
FROM: Kevin Driscoll, Deputy Director of Utilities
DATE: August 8, 2023
SUBJECT: RESOLUTION 4069 A Resolution Awarding a Contract for the Inspection of 218 Sanitary Sewer Laterals in the Ranch Road "E" Lift Station Area to raSmith of Brookfield, Wisconsin, in an Amount Not-to-Exceed \$186,804

Background

The 2023 Sanitary Sewer budget adopted October 27, 2022, included a continuation of previous years' improvements to the City's sanitary sewers as pipes age and deteriorate. In March 2023, the Sewer Utility District Commission awarded a contract to Test and Seal 218 Sanitary Sewer Laterals in the Ranch Road Lift Station "E" Area to Visu-Sewer, and this work is anticipated to begin this fall. Thereafter, MMSD requires inspection of this work for it to be eligible for reimbursement.

In June, staff requested proposals for inspection services in addition to consultant services to adhere with MMSD funding agreement requirements. Three firms with experience and qualifications for this type of work (Arcadis, Brown and Caldwell, and OTIE) expressed that they currently have a backlog of projects and declined to submit a proposal.

Analysis

In June, staff received two proposals for this work on 218 sanitary building sewer laterals. The consultant's work includes Inspection, CCTV Exam review, preparation and delivery of a Final Report with Findings and Recommendations, in addition to Site Mapping and updates to GIS records. The estimated hours to complete these inspections and additional consultant services are on a time-and-materials basis, including a not-to-exceed amount. Fees are summarized in the table below. Additional details are also provided in Exhibit A.

Firm	Hours	Amount
raSmith	1,542	\$169,822
Bloom	1,824	\$171,153

Fiscal Impact

The 2023 Sanitary Sewer Utility Budget includes funds for the rehabilitation of sanitary building sewer laterals, as a reimbursable expense by MMSD. Funding is available for inspection services in the Ranch Road Lift Station "E" Area, including a 10% project contingency of \$16,982 (for a total not-to-exceed contract amount of \$186,804) in the private property inflow and infiltration reduction capital account 610669-740006. MMSD has allocated funds to Mequon each year since 2010 for eligible expenses to complete work that reduces leaks, infiltration and clear water

inflow. In 2023, the Mequon allocation from MMSD is \$226,307 (\$3,044 less than in 2022) and budget is available for this work.

Recommendation

A recommendation from the Sewer Utility Commission is forthcoming on August 8, 2023.

Attachments:

Exhibit A - raSmith Proposal (LS E Inspection) (PDF)

COMMON COUNCIL
OF THE
CITY OF MEQUON

RESOLUTION 4069

A Resolution Awarding a Contract for the Inspection of 218 Sanitary Sewer Laterals in the Ranch Road "E" Lift Station Area to raSmith of Brookfield, Wisconsin, in an Amount Not-to-Exceed \$186,804

RECITALS

A. The City of Mequon has the ability through the Milwaukee Metropolitan Sewerage District (MMSD) to be reimbursed for eligible expenses that reduce infiltration and inflow from entering sanitary sewer building laterals.

B. In July 2022, the City of Mequon established a Funding Agreement with the Milwaukee Metropolitan Sewerage District (MMSD) to implement sewer lateral work that reduces leaks, infiltration and clear water inflow into building sewer laterals in the Ranch Road Lift Station "E" Area.

C. On October 27, 2022, a number of sewer projects, including this sewer lateral work, were included as part of the FY2023 Sanitary Sewer budget adopted by the Common Council.

D. On June 27, 2023, the City's Engineering Division received and reviewed multiple proposals from consulting firms with qualified staff to inspect the rehabilitation of laterals in the Ranch Road Lift Station "E" Area, and to provide consultant services including a report on findings with any recommendations for necessary follow up work.

E. Construction inspection is necessary for sewer projects including the Sanitary Sewer Lateral Rehabilitation work in the Ranch Road Lift Station "E" Area.

F. Staff recommends that the Inspection of the Sewer Lateral Rehabilitation work, including testing and sealing of 218 sanitary building sewer laterals in the Ranch Road Lift Station "E" Area, in addition to delivery of a report with findings and recommendations report, be awarded to raSmith of Brookfield, Wisconsin on a time-and-materials basis in an amount not-to-exceed \$186,804.

G. The Private Property Inflow and Infiltration Reduction Account 610669-740006 was established for this work on sanitary building sewer laterals, and this work is eligible for reimbursement, and contingent upon an increase in the funding agreement with the MMSD.

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

1. The City staff is authorized to execute a contract to inspect 218 sanitary building sewer laterals and provide a recommendations report with mapping and GIS updates with raSmith of Brookfield, Wisconsin, on a time-and-materials basis in an amount not-to-exceed \$186,804, contingent upon an increase in funding and subject to any clerical, technical and/or legal changes deemed necessary and appropriate by the City Attorney.
2. The Mayor and the City Clerk are authorized and directed to execute and deliver the same.

Approved by: Andrew Nerbun, Mayor

Date Approved: August 8, 2023

I certify that the foregoing Resolution was adopted by the Common Council of the City of Mequon, Wisconsin, at a meeting held on August 8, 2023.

Caroline Fochs, City Clerk

ATTACHMENT A

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Staff Rates:
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Project Manager = \$171/hour
Civil Engineer = \$114/hour
Engineering Tech = \$83/hour

Attachment: Exhibit A - raSmith Proposal (LS E Inspection) (RESOLUTION 4069 : Contract for Inspection Services in LS E Area)