



CITY OF WAUWATOSA
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BOARD OF PUBLIC WORKS

Regular Meeting – Monday, April 5, 2010 – 8:30 a.m.

PRESENT: Mr. Kesner, City Atty.; Ms. Ledesma, City Clerk; Mr. Wheaton, Chief Bldg. Official -3

EXCUSED: Mr. Braier, Ms. Welch

ALSO W. Kappel, Public Works Dir.; W. Wehrley, City Eng.; J. Bembenek, Purch. Mgr.;
PRESENT: Chief D. Redman, Fire Dept.

Mr. Kesner in the Chair called the meeting to order at 8:30 a.m.

The Chair requested any additions or corrections to the minutes of the previous meeting.

Moved by Mr. Wheaton, seconded by Ms. Ledesma to accept the minutes as printed. Ayes: 3

Use of Parking Lot at 10001 Innovation Drive for Invitation-Only Event. The Board reviewed a request by Nicole Frkol of Wild Impact Marketing, 10001 Innovation Drive, for authorization to use a portion of their parking lot in connection with an invitation-only product fair and open house from 4:00 to 8:00 p.m. on Thursday, June 10. Ms. Frkol stated that the event would be the same as in previous years. There will be a live band from 5-7:30 p.m. They are aware of the need to secure a tent permit from the Fire Department.

Moved by Mr. Wheaton, seconded by Ms. Ledesma to approve the requested use of the parking lot at 10001 Innovation Drive. Ayes: 3

Appeal of Decision to Deny Use of “Hug and Go” Signs on Existing Standards at Madison School.

Jason Kauflin, 4124 N. 110th Street, outlined his request to install “Hug and Go” signs on existing standards on the east side of N. 100th Street adjacent to Madison Elementary School, 9925 W. Glendale Avenue. The signs would encourage only drop-off parking in this area where drivers often double park or park for a longer amount of time. The idea originated from the school principal and is based on similar signs in Whitefish Bay.

Mr. Kappel said that he applauds the intent of the program but believes it would be best to install signs behind the sidewalk rather than on the existing parking sign standards at the roadway. In a memo to the Board, he cited language in the Manual on Uniform Traffic Control Devices as the basis for his denial. He also noted that the signs would have no meaning to anyone other than Madison parents.

Mr. Wheaton said that Mr. Kappel's recommendation is consistent with similar situations that the Board has addressed in the past. While supporting the signs as a good idea, he agreed with the idea of separate standards on the other side of the sidewalk.

Moved by Mr. Wheaton, seconded by Ms. Ledesma to deny the appeal –

Ms. Ledesma asked about the option of a portable/folding sign. Mr. Kauflin said that option was considered; but based on snow and other issues, it would be easier to have a permanent sign.

The Chair strongly endorsed the concept, noting that there are probably similar situations at most Wauwatosa schools, but he favored either temporary signs or a standard behind the sidewalk. From a legal standpoint, he explained, there also is concern about creating a public forum. Allowing some messages in the right-of-way may make it difficult to deny others. He encouraged Mr. Kauflin to explore other possibilities.

Vote on the motion, Ayes: 3

Farmers Market in Little Red Store Parking Lot. Maureen Millmann, 1839 N. 69th Street, and Lisa Tyre, 2034 N. 81st Street, representing Tosa Farmers Market, outlined their request for use of a portion of the Little Red Store parking lot for a farmers market on Saturday mornings from June 5 through October 30 (with the exception of July 3 and September 11). They have coordinated with the Village Business Improvement District (BID) and the Wauwatosa Historical Society and are renting the Little Red Store for use of restrooms.

Mr. Kappel said that his concern is that, with other events, he has always required that the lot be accessible for parking. With Café Hollander serving as many as 200 people on Saturday mornings, there will be a parking problem if the lot is closed entirely, as requested. He recommended requiring the organizers to work with the engineering office on issues related to parking and traffic flow, perhaps by sectioning off the corridor with the farmers' vehicles.

Kathy Ehley, Village BID Executive Director, said the BID is very supportive of the market but is somewhat concerned about potential increased parking demand. Chief Redman noted that the opening of the new fire station is planned for the market's first day, June 5, also contributing to traffic volume.

Ms. Millman said that they are very willing to work with the city, the Village BID, and the Historical Society to find the safest option. Ms. Tyre noted that some vendors need access to electrical service, and the only source is close to the building; there is none on the western end of the lot.

Mr. Wehrley indicated that the Hart's Mill parking lot improvements should be complete prior to the start of the market based on incentives built into the contract.

The Chair reported that his office is working on a new farmers market licensing ordinance that should help streamline the process.

Moved by Mr. Wheaton, seconded by Ms. Ledesma to approve the requested seasonal use of the Little Red Store parking lot contingent upon working with city staff to resolve parking and traffic flow issues.
Ayes: 3

Historical Society Events in Little Red Store Parking Lot. Ken Loeffel, representing the Wauwatosa Historical Society, listed the events and dates for which the Historical Society is requesting use of the Little Red Store parking lot:

May 1	Little and Big Red Ride, kick-off of ongoing bike rental program
July 10	Quick Paint event in connection with Plein Air Affair
July 16-17	Silent auction and other activities related to Plein Air Affair

In addition, the Historical Society requests replacement of a few all-day spaces with limited parking for people who stop at the Little Red Store's information center, are renting bikes for a short time, or are briefly visiting Village businesses. Janel Ruzicka, Executive Director of the Wauwatosa Historical Society, added that short-term spaces will allow for safely unloading a vehicle in the vicinity of the Little Road Store without blocking traffic flow.

Mr. Kappel indicated that he is considering 30-minute spaces for quick drop-in or unloading and some three-hour spaces as an alternative to all-day spaces in the main part of the lot. He will work with the Historical Society and Police Department to set aside an area where bikes can be stored, probably west of the handicapped spaces, which cannot be moved.

Mr. Loeffel said that the Historical Society has had considerable discussions with the Tosa Farmers Market and plans to work with them on compatible events.

Moved by Ms. Ledesma, seconded by Mr. Wheaton to approve use of the Little Red Store parking lot for Wauwatosa Historical Society events and activities as outlined with the provision that they work with city staff on the location of the bike storage area, retaining ADA compliant parking, and generally making traffic workable –

In further discussing ADA requirements, Mr. Kappel indicated that that the number of required handicapped parking spaces will change as portions of the lot are shut down. He is aware of the need to monitor the location and size of the designated spaces.

Vote on the motion, Ayes: 5

Surplus Equipment. Mr. Bembenek requested that the following equipment be declared surplus for disposal in a manner most advantageous to the city. Both units have been replaced by new equipment.

#R-25 – 1994 MT5 Trackless
#T-41 and T-42 – 2999 GMC cab/chassis with a mounted 1999 Schwarze A400 sweeper

Moved by Ms. Ledesma, seconded by Mr. Wheaton to declare the aforementioned equipment surplus for disposal in a manner most advantageous to the city. Ayes: 3

Prequalification of Roofing Contractors. Mr. Bembenek, Purchasing Manager, reported on a solicitation for prequalification statements and pricing for performing minor and emergency roofing repairs estimated at \$25,000 or less on an as-needed basis. Three contractors responded: Langer Roofing and Sheet Metal, Inc.; M.M. Schranz Roofing, Inc.; and Winding Roofing. Mr. Bembenek recommended approval of all three for use as needed over a three-year period based on price, convenience, and availability.

Moved by Ms. Ledesma, seconded by Mr. Wheaton to recommend to Council approval of retaining the aforementioned contractors for use on an as-needed basis over a three-year period based on price, convenience, and availability for minor and emergency roofing repairs estimated at \$25,000 or less. Ayes: 3

Village Popcorn Wagon. The Board reviewed a request by Markus and Gail Poschung-Sauter, W277 N1320 Spring Hill Drive, Pewaukee, for authorization and lease approval to locate a popcorn wagon on city-owned property at the south end of the village pedestrian bridge adjacent to 7707 Harwood Avenue. Mr. Kappel reported that the wagon is similar in size and arrangement to the one formerly at this site. The same lease terms would be appropriate. The applicants should work with WE Energies to secure electrical service.

Moved by Mr. Wheaton, seconded by Ms. Ledesma to recommend to Council approval of the use of city right-of-way and execution of a lease agreement for locating a popcorn wagon at the south end of the village pedestrian bridge adjacent to 7707 Harwood Avenue. Ayes: 3

Contract 09-75 Fire Station #1 and Administrative Offices - Change Orders #18-26, 28. Jack Bluhm , Project Architect, Zimmerman Architecture Studios, reviewed details of the change orders presented for approval.

Board Resolution

BE IT RESOLVED, By the Board of Public Works of the City of Wauwatosa, Wisconsin that the proper City Officers be and they are hereby authorized and directed to issue City orders in favor of the contractor listed below in the amount listed in the column headed "Amount" as partial payment for work completed as indicated on the attached Exhibit pursuant to the terms of the contract noted.

<u>Contractor</u>	<u>Change Order No.</u>	<u>Contract No.</u>	<u>Amount</u>
J.P. Cullen & Sons, Inc.	18 RQ #062 Revised data cabling plus A.V. equipment in contract instead of owner purchase	09-75 Fire Station #1 and Administrative Offices	\$ 6,526.00
J.P. Cullen & Sons, Inc.	#19 RFI #037 Correction for elevation difference	09-75 Fire Station #1 and Administrative Offices	\$ 367.00
J.P. Cullen & Sons, Inc.	#20 RQ #093 Revise cabinets and add dishwasher for training, conference and break room	09-75 Fire Station #1 and Administrative Offices	\$ 1,786.00
J.P. Cullen & Sons, Inc.	#21 RQ #067 CB #12 Revised finish materials, revised cabinetry in lieu of furniture, relocate HVAC from roof to apparatus bay ceiling	09-75 Fire Station #1 and Administrative Offices	\$33,526.00
J.P. Cullen & Sons, Inc.	#22 RQ #074 Change in aluminum entrance door hardware	09-75 Fire Station #1 and Administrative Offices	\$ 925.00
J.P. Cullen & Sons, Inc.	#23 RQ #099 Credit for eliminating analog security cameras. Security system now by others.	09-75 Fire Station #1 and Administrative Offices	(\$4,135.00) credit
J.P. Cullen & Sons, Inc.	#24 RQ #098 Provide video projection in training	09-75 Fire Station #1 and Administrative Offices	\$ 2,787.00

J.P. Cullen & Sons, Inc.	room instead of owner purchase #25 RQ #024 Changes necessary due to CB #10. Change in tower detail. Revised dispatch alerting and fire alarm systems.	09-75 Fire Station #1 and Administrative Offices	\$31,104.00
J.P. Cullen & Sons, Inc.	#26 RQ #118 Credit for basement floor defect and acceptance of other fixes	09-75 Fire Station #1 and Administrative Offices	(\$1,000.00) credit
J.P. Cullen & Sons, Inc.	#28 RQ #110 RFI #125 Removal of beam for bifold door clearance	09-75 Fire Station #1 and Administrative Offices	\$ 407.00

Moved by Ms. Ledesma, seconded by Mr. Wheaton to approve the foregoing. Ayes: 3

Contract 09-75 Fire Station #1 and Administrative Offices - Partial Payment #9. Jack Blume, Project Architect, Zimmerman Architural Studios, reported that the project is more than 70% complete and on track for the June 5 ribbon cutting ceremony. Dry wall has been installed, and all mechanical and most electrical work is complete. The previously withheld amount of \$45,641.44 for the lower level parking pour is included in this payment since the issue has been resolved. The contractor will grind the high spots and clean the floor, which will help facilitate inspection. Some divots will be repaired. A test area was found to be satisfactory.

Board Resolution

BE IT RESOLVED, By the Board of Public Works of the City of Wauwatosa, Wisconsin that the proper City Officers be and they are hereby authorized and directed to issue City orders in favor of the contractor listed below in the amount listed in the column headed "Amount" as partial payment for work completed as indicated on the attached exhibit pursuant to the terms of the contract noted. This pay amount reinstates a hold back of \$45,641.44 from payment #8 based on resolve of defects in installation of a portion of the parking level floor.

<u>Contractor</u>	<u>Payment No.</u>	<u>Contract No.</u>	<u>Amount</u>
J.P. Cullen & Sons, Inc.	9	09-75 Fire Station #1 and Administrative Offices	\$384,316.02

Moved by Mr. Wheaton, seconded by Ms. Ledesma to approve the foregoing. Ayes: 3

Contract 10-08 Hart's Mill Parking Lot Improvements - Award of Bid. Mr. Wehrley reported that six contractors submitted bids on Contract 10-08 Hart's Mill Parking Lot Improvements. He recommended award to Wilkomm Excavating & Grading, Inc., at their bid price of \$237,595.00, this being the lowest and best bid. The engineer's estimate was \$290,000, and \$275,000 was budgeted.

Moved by Mr. Wheaton, seconded by Ms. Ledesma to recommend to Council award of Contract 10-08 to Wilkomm Excavating & Grading, Inc., at their bid price of \$237,595. Ayes: 3

Contract 10-18 Aggregate Sealcoating – Plans and Specifications. Mr. Wehrley reported that the program will work in the southwest portion of the city this year. Due to an anticipated increase in prices, the area to be covered was significantly reduced. If bids are favorable, a change order would bring additional work back into the project.

Board Resolution

WHEREAS, It is the sense of the Board of Public Works of the City of Wauwatosa that it is necessary to sealcoat various streets in the City of Wauwatosa and work incidental thereto under Contract 10-18 Aggregate Sealcoating;

NOW, THEREFORE, BE IT RESOLVED, By the Board of Public Works of the City of Wauwatosa, Wisconsin as follows:

Section 1. That the plans and specifications and form of contract and bond, together with the contract documents submitted therewith for furnishing all labor, material and equipment for aggregate sealcoating and work incidental thereto, be and the same are hereby approved.

Section 2. That the work is intended to be done during the 2010 construction season in the City of Wauwatosa, all in accordance with said plans and specifications.

Section 3. That the work is to be let to the lowest responsible bidder following competitive bidding therefor.

Section 4. That the City Clerk be and she is hereby authorized and instructed to advertise for bids for Contract 10-18 Aggregate Sealcoating on April 15th and 22nd, 2010; bids are to be opened on April 29, 2010; and to provide in so doing that bids may be submitted with a contract and bond, with sureties, as prescribed by the form furnished, complete with the exception of the signatures on the part of the city; and in lieu of the foregoing provision that the bidder may accompany his bid with a certified check equal to five (5) percent of the bid, payable to the city as a guarantee that if his bid is accepted, he will execute and file the proper contract and bond within ten (10) days after the award, all in accordance with the provisions of the Wisconsin Statutes.

Section 5. That the Wage Scale in the contract documents be and the same is hereby accepted.

Moved by Mr. Wheaton, seconded by Ms. Ledesma to approve the foregoing. Ayes: 3

Contract 10-19 Concrete Sidewalk Repair – Plans and Specifications. Mr. Wehrley reported work under the annual sidewalk repair contract will be done on the west side of the city.

Board Resolution

WHEREAS, It is the sense of the Board of Public Works of the City of Wauwatosa that it is necessary to sealcoat various streets in the City of Wauwatosa and work incidental thereto under Contract 10-19 Concrete Sidewalk Repair;

NOW, THEREFORE, BE IT RESOLVED, By the Board of Public Works of the City of Wauwatosa, Wisconsin as follows:

Section 1. That the plans and specifications and form of contract and bond, together with the contract documents submitted therewith for furnishing all labor, material and equipment for concrete sidewalk repair and work incidental thereto, be and the same are hereby approved.

Section 2. That the work is intended to be done during the 2010 construction season in the City of Wauwatosa, all in accordance with said plans and specifications.

Section 3. That the work is to be let to the lowest responsible bidder following competitive bidding therefor.

Section 4. That the City Clerk be and she is hereby authorized and instructed to advertise for bids for Contract 10-18 Aggregate Sealcoating on April 15th and 22nd, 2010; bids are to be opened on April 29, 2010; and to provide in so doing that bids may be submitted with a contract and bond, with sureties, as prescribed by the form furnished, complete with the exception of the signatures on the part of the city; and in lieu of the foregoing provision that the bidder may accompany his bid with a certified check equal to five (5) percent of the bid, payable to the city as a guarantee that if his bid is accepted, he will execute and file the proper contract and bond within ten (10) days after the award, all in accordance with the provisions of the Wisconsin Statutes.

Section 5. That the Wage Scale in the contract documents be and the same is hereby accepted.

Moved by Ms. Ledesma, seconded by Mr. Wheaton to approve the foregoing. Ayes: 3

Contract Updates, Partial Payments. Mr. Wehrley reported on the status of various projects including the Hart Park bandshell and Burleigh Street water main.

Board Resolution

BE IT RESOLVED, By the Board of Public Works of the City of Wauwatosa, Wisconsin that the proper City Officers be and they are hereby authorized and directed to issue City orders in favor of the contractor listed below in the amount listed in the column headed "Amount" as partial payment for work completed as indicated on the attached Exhibit pursuant to the terms of the contract noted.

<u>Contractor</u>	<u>Payment No.</u>	<u>Contract No.</u>	<u>Amount</u>
American Sewer Services, Inc.	1	10-52 Burleigh Street Watermain Relay	\$163,009.60

Moved by Mr. Wheaton, seconded by Ms. Ledesma to approve the foregoing. Ayes: 3

The meeting adjourned at 9:10 a.m.

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Secretary to the Board