



CITY OF WAUWATOSA

BOARD OF PUBLIC WORKS

MINUTES • AUGUST 3, 2015

Regular Meeting

Committee Room #1

8:30 AM

7725 West North Avenue, Wauwatosa, WI 53213

BOARD OF PUBLIC WORKS ITEMS

Attendee Name	Title	Status	Arrived
Carla Ledesma	City Clerk	Present	
John Ruggini	Finance Director	Present	
Alan Kesner	City Attorney	Present	
Paulette Enders	Development Director	Present	
John Dubinski	Alderman	Excused	
William Mainus	Building Inspector	Excused	
William Porter	Public Works Director	Present	
William Wehrley	City Engineer	Present	
Michael Steiner	Asst. City Engineer	Present	

1. Board of Public Works meeting minutes from July 20, 2015

Ms. Enders stated that in Item #8 of the meeting minutes from 7/20/15, the vote was 4 - 2 (Dubinski/Enders).

Moved by Ms. Enders, seconded by Mr. Ruggini to approve the minutes with the correction noted. Ayes: 4

RESULT:	APPROVE [UNANIMOUS]
MOVER:	Paulette Enders, Development Director
SECONDER:	John Ruggini, Finance Director
AYES:	Ledesma, Ruggini, Kesner, Enders
EXCUSED:	Dubinski, Mainus

2. Request by Cheryl Boden, Baskin Robbins, 1417 Wauwatosa Avenue, for the use of Root Common Park for a 20th anniversary celebration to be held on August 8th from noon until 8:00 p.m. to include games, face painting and give aways

The Board reviewed a request by Cheryl Boden, Baskin Robbins, 1417 Wauwatosa Avenue, for the use of Root Common Park for a 20th anniversary celebration to be held on August 8th from noon until 8:00 p.m. to include games, face painting and give-aways.

Ms. Camacho, representative for Baskin Robbins, stated that there will be an ice cream cart at this event and would like to request permission to use the electrical outlet for a period of about 3 hours. Atty. Kesner responded that this would be permitted.

Atty. Kesner also requested that Ms. Camacho leave cell phone numbers of contact individuals to be forwarded to the Alderpersons in case there are questions or issues related to the event.

Moved by Mr. Ruggini, seconded by Ms. Ledesma to approve the request by Cheryl Boden, Baskin Robbins, for the use of Root Common Park for an event to be

held on August 8, 2015 from noon until 8:00 p.m.
Ayes: 4

RESULT:	APPROVE [UNANIMOUS]
MOVER:	John Ruggini, Finance Director
SECONDER:	Carla Ledesma, City Clerk
AYES:	Ledesma, Ruggini, Kesner, Enders
EXCUSED:	Dubinski, Mainus

3. *Proposed second amendment to the lease/tower agreement with Verizon Wireless for the Burleigh Water tower

The Board reviewed a proposed second amendment to the lease/tower agreement with Verizon Wireless for the Burleigh Water tower located at 11525 W. Burleigh Street. This amendment will provide additional ground space for the installation of a back-up generator. The annual rent due under the lease shall be increased by an additional \$4,800.00 per year.

Moved by Ms. Ledesma, seconded by Ms. Enders to recommend to Council approval of the proposed second amendment to the lease/tower agreement with Verizon Wireless for the Burleigh Water Tower. Ayes: 4

RESULT:	RECOMMENDED FOR APPROVAL [UNANIMOUS]	Next: 8/4/2015 6:30 PM
TO:	Common Council	
MOVER:	Carla Ledesma, City Clerk	
SECONDER:	Paulette Enders, Development Director	
AYES:	Ledesma, Ruggini, Kesner, Enders	
EXCUSED:	Dubinski, Mainus	

4. *Proposed second amendment to the lease/tower agreement with Verizon Wireless for the Glenview water tower

The Board reviewed a proposed second amendment to the lease/tower agreement with Verizon Wireless for the Glenview Water Tower located at 108 N. Glenview Avenue. This amendment will provide additional ground space for the installation of a back-up generator and to modify equipment on the tower. Verizon Wireless will make a one-time payment to the City in the amount of \$91,924 which represents the entirety of the costs and expenses for the installation and modifications. The annual rent due under the lease shall be increased by an additional \$4,800.00 per year.

Moved by Ms. Ledesma, seconded by Ms. Enders to recommend to Council approval of the proposed second amendment to the lease/tower agreement with Verizon Wireless for the Glenview Water Tower. Ayes: 4

RESULT: RECOMMENDED FOR APPROVAL [UNANIMOUS] Next: 8/4/2015 6:30 PM
TO: Common Council
MOVER: Carla Ledesma, City Clerk
SECONDER: Paulette Enders, Development Director
AYES: Ledesma, Ruggini, Kesner, Enders
EXCUSED: Dubinski, Mainus

- 5. *Request by the Assistant City Engineer to approve change order to Contract 15-02 for Concrete Path Installation on the north side of Burleigh Street from US 45 to Railroad Overpass

The Board reviewed a request by the Assistant City Engineer for a Contract Amendment to Contract 15-02 in the amount of \$90,000.00 to construct a concrete multi-use path with striping, markings, and signage in lieu of the asphalt path specified in the contract.

Mr. Steiner commented that this request has gone to the Transportation Committee twice and received approval at the last meeting of July 28, 2015. The request is for the north side of Burleigh Street only.

Moved by Mr. Ruggini, seconded by Ms. Ledesma to recommend to Council approval of a change order for Contract 15-02/Project 7003 B Burleigh Street Utilities and Street Reconstruction in the amount of \$90,000.00 to construct a concrete multi-use path with striping, markings, and signage on the north side of Burleigh Street from US 45 to the Railway overpass in lieu of the asphalt path specified in the contract. Ayes: 4

RESOLUTION

BE IT FURTHER RESOLVED, by the Board of Public Works of the City of Wauwatosa, Wisconsin that the proper City Officer 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 billable amounts for authorized work to be completed as indicated on the Attached Exhibits pursuant to the terms of the contract noted.

<u>Contractor</u>	<u>Change Order</u>	<u>Contract No.</u>	<u>Amount</u>
	1	15-02 / 7003B Burleigh Street Utilities and Street Reconstruction	\$90,000.00

RESULT: RECOMMENDED FOR APPROVAL [UNANIMOUS] Next: 8/4/2015 6:30 PM
TO: Common Council
MOVER: John Ruggini, Finance Director
SECONDER: Carla Ledesma, City Clerk
AYES: Ledesma, Ruggini, Kesner, Enders
EXCUSED: Dubinski, Mainus

- 6. Request by the Director of Public Works for approval of plans and specifications for Contract 15-77, Tosa Room, Muellner Building HVAC Improvements

Mr. Jaeckels, Construction Communication Liaison, stated that Contract 15-77 is to put in a new HVAC system at the Tosa Room in the Muellner Building. The current system does not meet air fresh air requirements.

Moved by Mr. Ruggini, seconded by Ms. Enders to approve the Board resolution approving plans and specifications and authorizing the City Clerk to advertise for bids on Contract 15-77 Tosa Room, Muellner Building HVAC Improvements. Ayes: 4

RESOLUTION

WHEREAS, it is the sense of the Board of Public Works of the City of Wauwatosa that it is necessary upgrade the HVAC system in the Tosa Room of the Hart Park Muellner Building in the City of Wauwatosa and work incidental thereto under Contract 15-77, Tosa Room, Muellner Building HVAC Upgrades.

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 Tosa Room, Muellner Building HVAC Upgrades and work incidental thereto, be and the same are hereby approved.

Section 2. That the work is intended to be done during the 2015 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 therefore.

Section 4. That the City Clerk be and she is hereby authorized and instructed to advertise for bids for Contract 15-77 on August 13 and 20, 2015 bids are to be opened on August 27, 2015, 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 provision of the Wisconsin Statutes.

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

RESULT:	APPROVED [UNANIMOUS]
MOVER:	John Ruggini, Finance Director
SECONDER:	Paulette Enders, Development Director
AYES:	Ledesma, Ruggini, Kesner, Enders
EXCUSED:	Dubinski, Mainus

- 7. *Memo from the Director of Public Works requesting award of Contract 15-04 / Project 1015, Green Alley Reconstruction

Mr. Steiner stated that two bids were submitted and the low bid was from D.C. Burbach, Inc., in the amount of \$180,907.00.

Mr. Ruggini requested Mr. Wehrley find out how the reimbursement procedure works and get back to him.

Moved by Mr. Ruggini, seconded by Ms. Ledesma to recommend to Council award of Contract 15-04/Project 1015 Green Alley Reconstruction to D.C. Burbach Inc., in the amount of \$180,907.00 being the lowest and best bid.
Ayes: 4

RESULT:	RECOMMENDED FOR APPROVAL [UNANIMOUS]	Next: 8/4/2015 6:30 PM
TO:	Common Council	
MOVER:	John Ruggini, Finance Director	
SECONDER:	Carla Ledesma, City Clerk	
AYES:	Ledesma, Ruggini, Kesner, Enders	
EXCUSED:	Dubinski, Mainus	

8. *Memo from the Director of Public Works requesting award of Contract 15-09 / Project 1015, 2015 Street and Utility Improvements

Mr. Steiner stated that Contract 15-09 is for the remaining road project for 2015 with additional street lighting and sanitary sewer work. Two bids were received with American Sewer Services, Inc., being the lowest bid.

Moved by Mr. Ruggini, seconded by Ms. Ledesma to recommend to Council award of Contract 15-09 / Project 1015 2015 Street and Utility Improvements in the amount of \$2,252,868.72 being the lowest and best bid.
Ayes: 4

RESULT:	RECOMMENDED FOR APPROVAL [UNANIMOUS]	Next: 8/4/2015 6:30 PM
TO:	Common Council	
MOVER:	Carla Ledesma, City Clerk	
SECONDER:	John Ruggini, Finance Director	
AYES:	Ledesma, Ruggini, Kesner, Enders	
EXCUSED:	Dubinski, Mainus	

9. *Application for an encroachment onto City property by Vesna Madunic, Firefly Urban Bar & Grill, for planters, outdoor dining tables and chairs abutting 7754 Harwood Avenue

The Board reviewed an application for encroachment onto City property by Vesna Madunic, Firefly Urban Bar and Grill, for planters, outdoor dining tables and chairs abutting 7754 Harwood Avenue. The original plan that was approved in 2012 resulted in the tables and chairs being seated with their backs into the sidewalks. The new plan will provide clearance for a walking path down the sidewalk.

The City Attorney stated that the original request was to include markings to indicate a clear walking zone and installation of planters and/or ropes so people do not back into the walk area. There is also additional concern that there has been times in which parking cones have been placed in the street in front of the seating area. This cannot continue.

Moved by Mr. Ruggini, seconded by Ms. Ledesma to recommend to Council approval of the encroachment subject

to execution of the necessary Hold Harmless Agreement with the following conditions:

- maintain a four foot right-of-way
- mark boundaries with planters and/or rope
- no obstructions for parking

Ayes: 4

RESULT:	RECOMMENDED FOR APPROVAL [UNANIMOUS]	Next: 8/4/2015 6:30 PM
TO:	Common Council	
MOVER:	John Ruggini, Finance Director	
SECONDER:	Carla Ledesma, City Clerk	
AYES:	Ledesma, Ruggini, Kesner, Enders	
EXCUSED:	Dubinski, Mainus	

10. Partial payments

Atty. Kesner informed the Board that there is an additional partial payment included with the packet. The partial payment is for Ray Stadler Construction, Inc. For Contract 13-28 / 8010 2014 Hart Park Improvements - 68th to 70th Streets in the amount of \$191,584.47.

Moved by Mr. Ruggini, seconded by Ms. Enders to approve the Board resolution subject to Finance Department review.

Ayes: 4

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 subject to finance approval 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/Project No.</u>	<u>Amount</u>
Advance Construction, Inc.	2	15-06 / 4006 & 7005 N. 104 th Street and W. Fisher Parkway Improvements	\$459,128.11
Globe Contractors, Inc.	11	14-07 / 1100 Milwaukee Avenue and Ridge Court Utility and Street Reconstruction	\$639,230.93
D.C. Burbach, Inc.	2	15-19 / 2015 Concrete Sidewalk Repair	\$108,568.09
Ray Stadler Construction, Inc.	11	13-28 / 8010 2014 Hart Park Improvements - 68 th to 70 th Streets	\$191,584.47

RESULT:	APPROVED [UNANIMOUS]
MOVER:	John Ruggini, Finance Director
SECONDER:	Paulette Enders, Development Director
AYES:	Ledesma, Ruggini, Kesner, Enders
EXCUSED:	Dubinski, Mainus

11. Memo from the Director of Public Works requesting final payment for Contract 14-81, City Fueling System Replacement

Moved by Ms. Enders, seconded by Mr. Ruggini to approve final payment for Contract 14-81 City Fueling System Replacement pending Finance Department Review. Ayes: 4

RESOLUTION

WHEREAS, the Board of Public Works has accepted the work of City Fueling System Replacement and work incidental thereto in the City of Wauwatosa under Contract 14-81 / Project 6211 and the same is ready for final payment.

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

Section 1. That the work of City Fueling System Replacement under Contract 14-81 / Project 6211 is hereby accepted.

Section 2. That the proper City officers be and they are hereby authorized and directed to draw and sign a City order in the sum of one thousand dollars and no cents (\$1,000.00) in favor of Walt’s Petroleum, Inc. as the final payment under said contract, upon receipt of waivers of lien and for labor and materials furnished under said contract, and upon receipt of an affidavit stipulating compliance with wage rate requirements.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Paulette Enders, Development Director
SECONDER:	John Ruggini, Finance Director
AYES:	Ledesma, Ruggini, Kesner, Enders
EXCUSED:	Dubinski, Mainus

12. *Request for approval of the 2014 Compliance Maintenance Annual Report for the Wisconsin Department of Natural Resources

Mr. Wehrley stated that this is an annual report required by the Department of Natural Resources. Wauwatosa received a grade of a 4.0 which is very good.

Moved by Mr. Ruggini, seconded by Ms. Ledesma to recommend to Council for approval of the 2014 Compliance Maintenance Annual Report for the Wisconsin Department of Natural Resources. Ayes: 4

RESULT:	RECOMMENDED FOR APPROVAL [UNANIMOUS]	Next: 8/4/2015 6:30 PM
TO:	Common Council	
MOVER:	John Ruggini, Finance Director	
SECONDER:	Carla Ledesma, City Clerk	
AYES:	Ledesma, Ruggini, Kesner, Enders	
EXCUSED:	Dubinski, Mainus	

13. Contract Updates

Mr. Steiner reported that the storm sewer installation has begun on Wellauer Drive and is completed on Grand Parkway; Center Street, jacking and boring are complete and the contractor is putting in pipes today; temporary signals are all operating on Burleigh Street; installation of electric, sidewalks, crosswalks are under way; and the UWM Innovation Campus infrastructure starts today.

Meeting adjourned at 8:50 a.m.

Carla A. Ledesma, CMC, City Clerk