



N64W23760 Main Street
Sussex, Wisconsin 53089
Phone (262) 246-5200
FAX (262) 246-5222
Email: info@villagesussex.org
Website: www.villagesussex.org

**PUBLIC WORKS COMMITTEE
VILLAGE OF SUSSEX
6:00 P.M. TUESDAY, MARCH 1, 2022
SUSSEX CIVIC CENTER- VILLAGE BOARD ROOM 2nd FLOOR
N64W23760 MAIN STREET**

Pursuant to Section 19.84, Wis. Stats., notice is hereby given of a meeting of the Sussex Public Works Committee, at which a quorum of the Village Board may attend in order to gather information about a subject which they have decision making responsibility. The meeting will be held at the above noted date, time and location. Notice of Village Board Quorum: (Chairperson to announce the following if a quorum of the Village Board is in attendance at the meeting: Please let the minutes reflect that a quorum of the Village Board is present and that the Village Board members may be making comments if the rules are suspended to allow them to do so.)

1. Roll call.
2. Consideration and possible action on minutes of the February 1, 2022 Public Works meeting.
3. Comments from Citizens
4. Consideration and possible action on bills for payment.
5. Consideration and possible action on Utility Items:
 - A. Water Model Update Contract Award
6. Consideration and possible action on Sidewalk and Street Items:
 - A. 2023 Road Program Design and Video Inspection Award
 - B. Update on the Proposed Road Diet for Flintlock Court and Maize Court as part of the 2023 Road Program
7. Consideration and possible action on Other Public Works Items:
8. Staff report, update and issues, and possible action regarding subdivision, developments, and projects:
 - A. Engineer's Report
9. Other discussions for future agenda topics
10. Adjournment.

Scott Adkins
Chairperson

Jeremy Smith
Village Administrator

Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact the Village Clerk at 246-5200.

**DISCLAIMER- THE FOLLOWING ARE DRAFT MINUTES FROM
THE PUBLIC WORKS COMMITTEE AND ARE
SUBJECT TO CHANGE UPON APPROVAL**

**VILLAGE OF SUSSEX
SUSSEX, WISCONSIN**

**Minutes of the Public Works Committee of
February 1, 2022**

1. Roll Call:

The meeting was called to order by Chairman Adkins at 6:00 p.m.

Members present: Trustee Scott Adkins, Trustee Lee Uecker, Trustee Benjamin Jarvis, and Keith Markano.

Also present: Village Administrator Jeremy Smith, Assistant Village Administrator Kelsey McElroy-Anderson, Village Engineer/Public Works Director Judith Neu, Public Works Foreman Schott Ascher, Public Works Staff member Adam Peschek, Village President Anthony LeDonne, Michael Carlson and members of the Public.

A quorum of the Village Board was present at the meeting.

2. Consideration and possible action on minutes:

A motion by Jarvis, seconded by Uecker to approve the January 4, 2022 meeting minutes as presented.

Motion carried 4-0

3. Comments from Citizens:

There was no one present who wished to be heard.

4. Consideration and possible action on bills for payment:

A motion by Markano, seconded by Jarvis to recommend to the Village Board approval of bills for payment in the amount of \$5,359.64.

Motion carried 4-0

5. Consideration and possible action on Utility Items:

A. CTH VV (Main Street) and Plainview Road Water Main Project Award

A motion by Markano, seconded by Uecker to recommend to Village Board to award the contract, including Alternate #1, be awarded to Globe Construction, Inc., at the unit prices specified in their bid for work actually performed. We further recommend a 10% contingency fund (\$91,792.05) be included for a total allocation not to exceed \$1,009,712.55.

Motion carried 4-0

B. Hydrant Easement in Highlands Business Park

A motion by Jarvis, seconded by Markano to recommend to Village Board to approve the easement with Adron Tool Corp.

Motion carried 4-0

C. Purchase of Raw Sewage Pump

A motion by Markano, seconded by Uecker to recommend to Village Board the repair of Raw Sewage Pump #3 with approved funds in the 2022 budget, not to exceed \$95,000.00.

Motion carried 4-0

6. Consideration and possible action on Sidewalk and Street Items:

A. Purchase of Metal Press Plow

A motion by Markano, seconded by Uecker to recommend to Village Board the purchasing of the Metal Press plow from Brooks Tractor for \$40,900.00.

Motion carried 4-0

7. Consideration and possible action on Other Public Works Items:

None.

8. Staff Reports, update and issues, and possible action regarding subdivision, developments, and projects:

A. Engineer's Report

Mrs. Neu summarized the Engineer's Report included in the meeting packet.

9. Other discussion for future agenda topics

None

10. Adjournment

A motion by Adkins seconded by Jarvis to adjourn the meeting at 6:45 p.m.

Motion carried 4-0

Respectfully submitted,

Kelsey McElroy-Anderson
Assistant Village Administrator

DRAFT

VILLAGE OF SUSSEX
PUBLIC WORKS COMMITTEE
BILLS FOR PAYMENT

03/01/222

VENDOR	AMOUNT		%COMPLETED	NOTES
R A SMITH	\$ 264.18	VISTA RUN PHASE 1 - PROF. SERV. 12/1-31/2021	ONGOING	BILL TO DEVELOPER - NEUMANN - PREPAID 2021 EXPENSE
R A SMITH	\$ 254.22	WOODLAND TRAILS S/D PHASE 1 - PROF. SERV. 12/1-31/2021	ONGOING	BILL TO DEVELOPER - NEUMANN - PREPAID 2021 EXPENSE
RUEKERT & MIELKE, INC.	\$ 423.00	GIS ANNUAL SERVICE - PROF. SERV. 12/1-31/2021	100%	BILL TO DEVELOPER - SAWALL - PREPAID 2021 EXPENSE
SIGMA GROUP, INC.	\$ 3,680.00	CTH VV WATER MAIN - PROF. SERV. THRU 1/31/2022	86.2%	
TOTAL	\$ 4,621.40			



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MEMORANDUM

To: Public Works Committee
From: Judith A. Neu, Village Engineer
Date: February 23, 2022
Re: Water Model Update Contract Award

Staff recommends entering into the attached contract with Ruckert|Mielke to complete a major update to our water distribution system model in a new software system. The model is an integral part of the information available to staff thru our GIS system which is housed at, and maintained by, Ruckert|Mielke. We choose Ruckert|Mielke for the water modeling to ensure that the information would be compatible with and easily integrated into our GIS system.

Our current water model was created by Ruckert|Mielke and was last updated in 2016. Advances in software make it necessary to set up a completely new model of our system. Our current model does not reflect the major water system improvements installed for radium treatment, nor does it reflect the new well #8 or removal of wells 1, 2 and 3. There has also been significant growth in the Village since 2016 along with changes in water use throughout the system that is not reflected in the current model.

One of the stated goals in the Strategic Plan is to monitor our water system to ensure adequate flow and pressure for future growth. Having an accurate and up to date water distribution model is one piece of the puzzle that helps us to understand the working pressures, and the flows available throughout the system under various scenarios, including average and peak day demands. It further helps us to understand how those flow rates and pressures change over time based on various pumping scenarios and will allow us to have Ruckert|Mielke run various “what if” scenarios if needed in the future to help us to continue to meet this goal as the water distribution system changes. Moving forward, we intend to have the model updated every 1-3 years depending on distribution system changes on the infrastructure and user sides. The cost of these maintenance updates will be significantly less than this major update.

Staff recommends approving the attached contract with Ruckert|Mielke for the water model update, including all phases listed in the proposal, for a total cost of \$32,700. We do not anticipate the need for contingency funding. The Village Board authorized \$32,000 in the 2022 budget for this project.

February 22, 2022

Mrs. Judith Neu, P. E.
Village Engineer/Director of Public Works
Village of Sussex
N64 W23760 Main Street
Sussex, WI 53089

Re: Water Distribution System Model Creation

Dear Ms. Neu:

Based on our recent conversations, it is our understanding that the Village would like to update their existing hydraulic water distribution system model. We understand the Village will perform flow testing in the spring of 2022. R/M will provide assistance to the Village as needed during your spring flow testing on a time and expense basis based on the attached standard rates.

The reliability of the model is dependent on the accuracy of the infrastructure and water demands used to create the model as well as the accuracy of the information used to calibrate the model. The level of effort required to update the model is based on the accuracy the Village would like to obtain with the model. The following are itemized budgetary costs for updating the water system model. The total budgetary costs will be dependent on which options the Village selects.

To update the Village's water distribution system model, R/M is purposing that the following work be performed:

Phase 1 –Create Hydraulic Model

R/M's existing hydraulic water model of the Village of Sussex's water system was last updated in 2013 and 2016 using InfoWater Software. Currently, R/M uses Bentley WaterGEMS CONNECT for hydraulic water system modeling. In Phase 1, a hydraulic model will be created using the new software and the infrastructure in the model will be updated based on current GIS data.

Updates to the model will include the following:

- Add water mains to the model based on current GIS information.
- Add valves and hydrants based on current GIS information.
- Add elevated storage tank facilities based on current GIS information and hydraulic grade information provided by the Village.
- Assign elevations to modeled elements using current topology data if elevation data is not present in GIS information.
- Run the model to verify operation and to compare the model output to expected results.

We will perform the above work for a lump sum fee of \$7,200.00. We propose to complete this phase by September 30, 2022.

Phase 2 – Demand Allocation

This phase includes updating demands into the model. Water demands can be applied based on several methods. The method for updating water demands being proposed is either allocating demands based

on the top 10 water users and assuming uniform distribution throughout the model for the remaining demand or allocating demands based on current billing records.

Allocating demands based on the top 10 water users and assuming uniform distribution throughout the model for the remaining demand is the least accurate method. In reality, water demands can vary depending on location and land use. The demands used in this method would be based on annual pumping records obtained from the Wisconsin Public Service Commission (WPSC) and top user information provided by the Village.

We will perform the above work for a lump sum fee of \$1,800.00.

Or

Customer consumption records taken from the Village's billing software will be used to assign demands throughout the system. This improves the accuracy of predicted flows far beyond that of globally allocated demands. Prior to completing the work, we will need to review the reports available from the Village's billing software to determine how and/if this data can be incorporated into the model.

If requested by the Village, we will complete this work for a total lump sum fee of \$5,100.00. We propose to complete this phase by September 30, 2022.

Phase 3 – Model Calibration

To ensure the models accuracy, it is recommended that all models be calibrated based on field testing. Once the model is created and demands are allocated, the model will be calibrated to static system conditions by comparison to flow tests performed by the Village. R/M will provide 20 flow and pressure test locations and forms to fill out with the required information during field testing.

We will perform the above work for a lump sum fee of \$7,700.00. We propose to complete this phase by September 30, 2022.

It is possible that the field test results will not match the model results due to inaccurate field tests or because of valves in the system are inadvertently closed or partially closed. If needed, additional flow testing coordination and model calibration would be performed on a time and expense basis. If additional flow and pressure testing is required, it will be completed by the Village in October 2022. If this is the case, we propose to extend the deadline for this phase to complete the calibration by October 31, 2022.

Phase 4 – Update Operating Scenarios

This phase includes updating average day demand and maximum day demand operating scenarios in the model to generate system pressures and available fire flows under these conditions. Updated available fire flow and system pressure data will also be published to the Village's GIS site to replace existing model data.

We will perform the above work for a lump sum fee of \$2,100.00. We propose to complete this phase by September 30, 2022. If the calibration is delayed due to additional required flow testing, we will complete this phase by October 31, 2022.

Optional Phase 5 – Perform an Extended Period Simulation

An extended period simulation is a dynamic analysis of the water distribution system that helps provide insight on whether or not adequate flow rates and pressures are maintained over time throughout the distribution system. To complete this phase the following tasks would be performed:

- Obtain relevant information from the Village needed to perform the extended period simulation including pump information, well information, treatment system information, SCADA information and operation sequencing, etc.
- Obtain information on and add water supply facilities to model.
- Develop time of day demand curve (if sufficient information exists).
- Perform extended period simulation using the new model.

R/M will review information listed above provided by the Village to determine if an extended period simulation can be developed. If additional work is needed to obtain information necessary to develop the extended period simulation outside of what is provided by the Village, this will be completed on a time and materials basis.

We will perform this task for a lump sum fee of \$10,600.00. We propose to complete this phase by December 31, 2022.

The above-described professional services will be provided to you in accordance with the attached three-page **Standard Terms & Conditions** dated May 6, 2016, which are made part of this proposal by reference. Please indicate your acceptance of this agreement by having the appropriate authorized official(s) affix their signature(s) where indicated and returning one fully executed copy to our office.

We appreciate this opportunity and are looking forward to working with the Village on this project. If you happen to have any questions at all, please feel free to contact me.

Respectfully,

RUEKERT & MIELKE, INC.



Maureen A. Schneider, E.I.T.
Project Engineer
mschneider@ruekert-mielke.com

MAS:sjs
Enclosure

cc: Steven C. Wurster, P.E., Ruekert & Mielke, Inc.
David W. Arnott, P.E., Ruekert & Mielke, Inc.

Mrs. Judith Neu, P. E.
Village of Sussex
Proposal for Water Distribution System Model Update
February 22, 2022
Page 4

CLIENT NAME:

Village of Sussex

By: _____

Title: _____

Date: _____

ATTEST:

By: _____

Title: _____

Date: _____

Designated Representative:

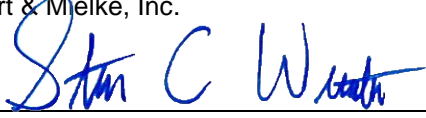
Name: Judith A. Neu

Title: Village Engineer/Assistant
Public Works Director

Phone Number: (262) 246-5229

ENGINEER:

Ruekert & Mielke, Inc.

By: 
Steven C. Wurster, P.E.

Title: Senior Vice President/COO

Date: February 22, 2022

Designated Representative:

Name: Maureen A. Schneider, E.I.T.

Title: Project Engineer

Phone Number: 262-542-5733

RUEKERT & MIELKE, INC.
2022 RATE SCHEDULE – Effective 1/1/22

ENGINEERING SERVICES	RATE
Christopher L. Epstein, P.E.	\$162.00
PROFESSIONAL CONSULTING SERVICES	
Maureen A. Schneider, E.I.T.	\$145.00

A. Standards of Performance

The standard of care for all professional engineering and related services performed or furnished by Engineer under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. Engineer makes no warranties, express or implied, under this Agreement or otherwise, in connection with any services performed or furnished by Engineer.

B. Authorized Representative

With the execution of this Agreement, Engineer and Owner shall designate specific individuals to act as Engineer's and Owner's representatives with respect to the services to be performed or furnished by Engineer and duties and responsibilities of Owner under this Agreement. Such individuals shall have authority to transmit instructions, receive information, and render decisions relative to the Assignment on behalf of the respective party whom the individual represents.

C. Payments to Engineer

Invoices will be prepared in accordance with Engineer's standard invoicing practices and will be submitted to Owner by Engineer monthly, unless otherwise agreed. Invoices are due and payable within 45 days of receipt. If Owner fails to make any payment due Engineer for services and expenses within 45 days after receipt of Engineer's invoice therefore, the amounts due Engineer will be increased at the rate of 1.0% per month (or the maximum rate of interest permitted by law, if less) from said forty fifth day. In addition, Engineer may, after giving seven days written notice to Owner, suspend services under this Agreement until Engineer has been paid in full all amounts due for services, expenses, and other related charges. Hourly rates are subject to annual adjustment on a calendar year basis.

D. Ownership and Reuse of Documents

Reuse of any documents pertaining to this Agreement by Owner shall be at Owner's sole risk; and Owner agrees to indemnify, defend, and hold Engineer harmless from all claims, damages, and expenses including attorney's fees arising out of such reuse of documents by Owner or by others acting through Owner.

E. Construction Review

Engineer will observe the work as agreed to for general compliance with the construction documents. Engineer shall not at any time supervise, direct, control, or have authority over any contractor's work, nor shall Engineer have authority over or be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any contractor, or the safety precautions and programs incident thereto, for security or safety at the Project site, nor for any failure of a contractor to comply with Laws and Regulations applicable to that contractor's furnishing and performing of its work. Engineer shall not be responsible for the acts or omissions of any contractor. Engineer has no stop work authority.

F. Environmental

Engineer assumes no liability for the detection or removal of any hazardous substances found at or adjacent to the Project site.

G. Owner Provided Information

Engineer shall have the right to rely on the accuracy of any information provided by Owner. Engineer will not review this information for accuracy.

H. Permits and Approvals

It is the responsibility of the Owner to obtain all necessary permits and approvals for the Project. Engineer will assist the Owner as mutually agreed to in writing.

I. Access

Owner shall arrange for safe access to and make all provisions for Engineer and Engineer's consultants to enter upon public and private property as required for Engineer to perform services under this Agreement.

J. Limit of Liability

To the fullest extent permitted by law, the total liability, in the aggregate, of Engineer and Engineer's officers, directors, partners, employees, agents, and consultants, or any of them to Owner and anyone claiming by, through, or under Owner, for any and all injuries, losses, damages and expenses, whatsoever arising out of, resulting from, or in any way related to this Agreement from any cause or causes including but not limited to the negligence, professional errors or omissions, strict liability or breach of contract or warranty, express or implied, of Engineer or Engineer's officers, directors, partners, employees, agents, and consultants, or any of them, shall not exceed the total amount of \$2,000,000.

K. Insurance

Engineer will maintain insurance coverage for Workers' Compensation, General Liability, Automobile Liability, Professional Liability and Excess Liability and will add the Owner, where applicable, as an additional insured. Engineer will provide certificates of insurance to Owner upon request.

L. Termination of Contract

Either party may at any time terminate this Agreement with 7 days written notice for cause in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party. Owner may terminate this Agreement for convenience with 30 days written notice, or the Project may be suspended by Owner with 30 days written notice. In the event of suspension or cancellation for convenience by Owner, Owner shall pay to Engineer all amounts owing to Engineer under this Agreement, for all work performed up to the effective date of notice. In such event, upon payment of any amounts properly due Engineer, all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs, reports or other materials related to Engineer's Services prepared by Engineer under this agreement shall be delivered to the Owner.

In the event of suspension or cancellation for cause by Owner, Engineer shall not be relieved of liability to the Owner for damages sustained by Owner, and Owner may withhold any payments to Engineer for the purpose of set off until such time as the exact amount of damages due the Owner from the Engineer is determined.

M. Indemnification and Allocation of Risk

1. To the fullest extent permitted by law, Engineer shall indemnify and hold harmless Owner, Owner's officers, directors, partners, and employees from and against costs, liability, losses, and damages (including but not limited to fees and charges of engineers, architects, attorneys, and other professionals, and court or arbitration or other dispute resolution costs) caused solely by the negligent acts, errors or omissions of Engineer or Engineer's officers, directors, partners, employees, consultants and sub-consultants in the performance of Engineer's services under this Agreement.

2. To the fullest extent permitted by law, Owner shall indemnify and hold harmless Engineer, Engineer's officers, directors, partners, employees, and consultants from and against costs, liability, losses, and damages (including but not limited to fees and charges of engineers, architects, attorneys, and other professionals, and court or arbitration or other dispute resolution costs) caused solely by the negligent acts, errors or omissions of Owner or Owner's officers, directors, partners, employees, consultants and sub-consultants with respect to this Agreement.

3. To the fullest extent permitted by law, Engineer's total liability to Owner and anyone claiming by, through, or under Owner for any injuries, losses, damages and expenses caused in part by the negligence of Engineer and in part by the negligence of Owner or any other negligent entity or individual, shall not exceed the percentage share that Engineer's negligence bears to the total negligence of Owner, Engineer, and all other negligent entities and individuals.

4. The indemnification provision of paragraph M.1. is subject to and limited by the provisions agreed to by Owner and Engineer in paragraph J. "Limit of Liability," of this Agreement.

5. Neither party will be responsible to the other for consequential damages including, but not limited to, loss of profit, loss of investment or business interruption.

N. Independent Contractor

All duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of Owner and Engineer and not for the benefit of any other party. Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either Owner or the Engineer. Engineer's services under this Agreement are being performed solely for the Owner's benefit, and no other entity shall have any claim against Engineer because of this Agreement or the performance or nonperformance of services hereunder.

O. Force Majure

Engineer shall not be liable for any loss or damage due to failure or delay in rendering any service called for under this Agreement resulting from any cause beyond Engineer's reasonable control.

P. Severability and Waiver of Provisions

Any provision or part of the Agreement held to be void or unenforceable under any Laws or Regulations shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Owner and Engineer, who agree that the Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision. Non-enforcement of any provision by either party shall not constitute a waiver of that provision, nor shall it affect the enforceability of that provision or of the remainder of this Agreement.

Q Dispute Resolution

Owner and Engineer agree that they shall first submit any and all unsettled claims, counterclaims, disputes, and other matters in questions between them arising out or relating to this Agreement or the breach thereof ("disputes") to mediation as a condition precedent to litigation.

R. Public Records

Engineer agrees to comply with the requirements of Wisconsin Statutes Sections 19.32 to 19.39 and Sections 19.81 to 19.98 – Wisconsin Public Records Law and Open Meetings Law.

1. Owner and Engineer recognize that applying Wisconsin public records laws to particular records requests can be difficult, in light of copyright and other confidentiality protections. To ensure that applicable laws are followed, both with regard to private rights, and with regard to public records laws, Owner and Engineer agree as follows. When Owner receives public records requests for matters that Owner believes might be proprietary or confidential information, Owner will notify Engineer of the request. Within three (3) days of such notification (subject to extension of time upon mutual written agreement), Engineer shall either provide Owner with the record that is requested, for release to the requestor; or Engineer shall advise Owner that Engineer objects to the release of the requested information, and the basis for objection. If for any reasons Owner concludes that Owner is obligated to provide a record to a requestor that is in Engineer's possession, Engineer shall provide such records to Owner immediately upon Owner's request. Engineer shall not charge for work performed under this

paragraph, except for the "actual, necessary, and direct" charge of responding to the records request, as that is defined and interpreted in Wisconsin law.

2. In addition to, and not to the exclusion or prejudice of, any provisions of this agreement or documents incorporated herein by reference Engineer shall indemnify and save harmless and agrees to accept tender of defense and to defend and pay any and all legal, accounting, consulting, engineering and other expenses relating to the defense of any claim asserted or imposed upon the Owner, its officers, directors, partners, employees, and consultants caused by (i) Owner's denial of a records request, based upon objections made by Engineer, or (ii) Engineer's failure to provide records to Owner upon Owner's request, or (iii) Owner's charges made to a records requestor, based upon reimbursement of costs Engineer charged to Owner in responding to a records request; or (iv) Owner's lack of timely response to a records request, following Engineer's failure to timely respond to Owner as required herein; or (v) Owner's provision of records, with the limitations of this clause being to the provision of the record itself, to the requestor that were provided to Owner by Engineer in response to a records request, not the contents of said records. Engineer's claim of proprietary rights, or any other copyright of confidentiality claims, shall be waived such that Owner may provide all requested documents, programs, data, and other records to the requestor, upon failure by Engineer to defend, indemnify or hold harmless the Owner as required herein, and/or upon judgment of a court having jurisdiction in the matter requiring release of such records. Engineer's total liability shall not exceed the limits provided under paragraph J. or paragraph M. of this Exhibit.

END OF DOCUMENT



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MEMORANDUM

To: Public Works Committee
From: Judith A. Neu, Village Engineer
Date: February 24, 2022
Re: 2023 Road Program – Design & Video Inspection Services Award

Design Service Proposals for the 2023 Road Program project were received and opened on February 15, 2021. Seven (7) proposals were received and are summarized below. A committee of the Village Staff reviewed and ranked the proposals. Cost proposals were then opened and final points tallied.

Consultant	City and State	Final Ranking (1-7)	Proposal Cost
Graef-USA	Milwaukee, WI	1	\$34,400.00
Ayres Associates	Waukesha, WI	2	\$34,744.53
Kapur, Inc.	Milwaukee, WI	3	\$57,126.00
The Sigma Group, Inc.	Milwaukee, WI	4	\$67,520.00
Baxter & Woodman, Inc.	Burlington, WI	5	\$75,245.00
raSmith	Brookfield, WI	6	\$123,255.00
M Squared Engineering, LLC	Cedarburg, WI	7	\$171,954.00

The costs listed are “Not to Exceed” costs, so the consultant will be paid for time and materials used in the design process up to the amount listed, if the project scope does not change. However, if there is a justifiable change in scope, additional charges could be approved. Staff recommends that the Village enter into contract with **Graef-USA** to complete the design services for this project, including Alternate #1 and Alternate #2 in the amount of **\$34,400.00**.

The project will include repair and/or replacement of portions of the sanitary, storm and water systems; spot repair and/or replacement of curb and gutter; repair and/or replacement of sidewalks and driveways (only as necessary); the resurfacing or replacement of roadway pavements; and, if necessary, the survey and design for the redesign of two cul de sacs to reduce their sizes; all within and around the Prides and Sussex Heights Neighborhood.

The design consultant will use the research completed by Village Staff on storm, sanitary, and water structures, pavement and curb & gutter, as the basis for the construction plan preparation. Having Staff do the research and recommendations will save taxpayers an estimated \$75,000 to \$85,000 vs. having a consultant do this work.

The consultant will complete minimal surveying and design, drafting, prepare the plans, specifications, and contract documents for the project; prepare cost estimates; obtain all necessary permits; ensure compliance with LRIP requirements; coordinate with utilities; prepare

and distribute bid documents and advertisement; and attend the preconstruction conference. The project will be ready to bid by December 14, 2022.

Video Inspection Services Proposals for the 2023 Road Program were received and opened on February 15, 2022. Four (4) proposals were received and are listed below. The project costs are based on prices per lineal foot for nearly 13 miles of sanitary and storm sewer pipe video inspections along with pipe cleaning and inspection documentation. Staff has reviewed the references and the examples of deliverables for Green Bay Pipe & TV and find them to be of good quality. As a result, Staff recommends that the Village enter into contract with **Green Bay Pipe & TV** to complete the cleaning and televising services for this project based on unit prices for an estimated total cost of **\$93,002.50**.

Televising Contractor	City, State	Total Cost
Green Bay Pipe & TV	Green Bay, WI	\$93,002.50
Visu-Sewer	Pewaukee, WI	\$108,857.50
The Expeditors	Dousman, WI	\$109,896.80
National Power Rodding	Chicago, IL	\$310,960.00

The combined contract amounts for these two proposals is **\$127,402.50**. Staff recommends that a 10% contingency (**\$12,740.25**) be included for a total allocation of **\$140,142.75** for the design and video inspection services for the 2023 Road Program project. The Village Board authorized \$266,000 in the 2022 budget for this project.



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MEMORANDUM

To: Public Works Committee
From: Judith A. Neu, Village Engineer
Date: February 24, 2022
Re: Update on Proposed Road Diet for Flintlock Court and Maize Court

During our discussion on the 2023 Road Program in January, the Committee requested that we solicit opinions of residents impacted by the Road Diet proposal to assist in making the policy decision on this issue. Letters were sent to 6 property owners on Maize Court and 4 property owners on Flintlock Court explaining the potential downsizing and requesting a meeting to discuss the proposal and to hear their opinions. The sketches that were part of the January Committee packet were sent to the residents and are again included in the packet.

To date, we have received the following responses:

Maize Court – 2 responses:

- A very enthusiastic yes, make it smaller.
- Would rather we didn't make it smaller because they enjoy more parking (center of cul de sac), better functionality, and believe that their resale value will be higher due to the larger pavement.

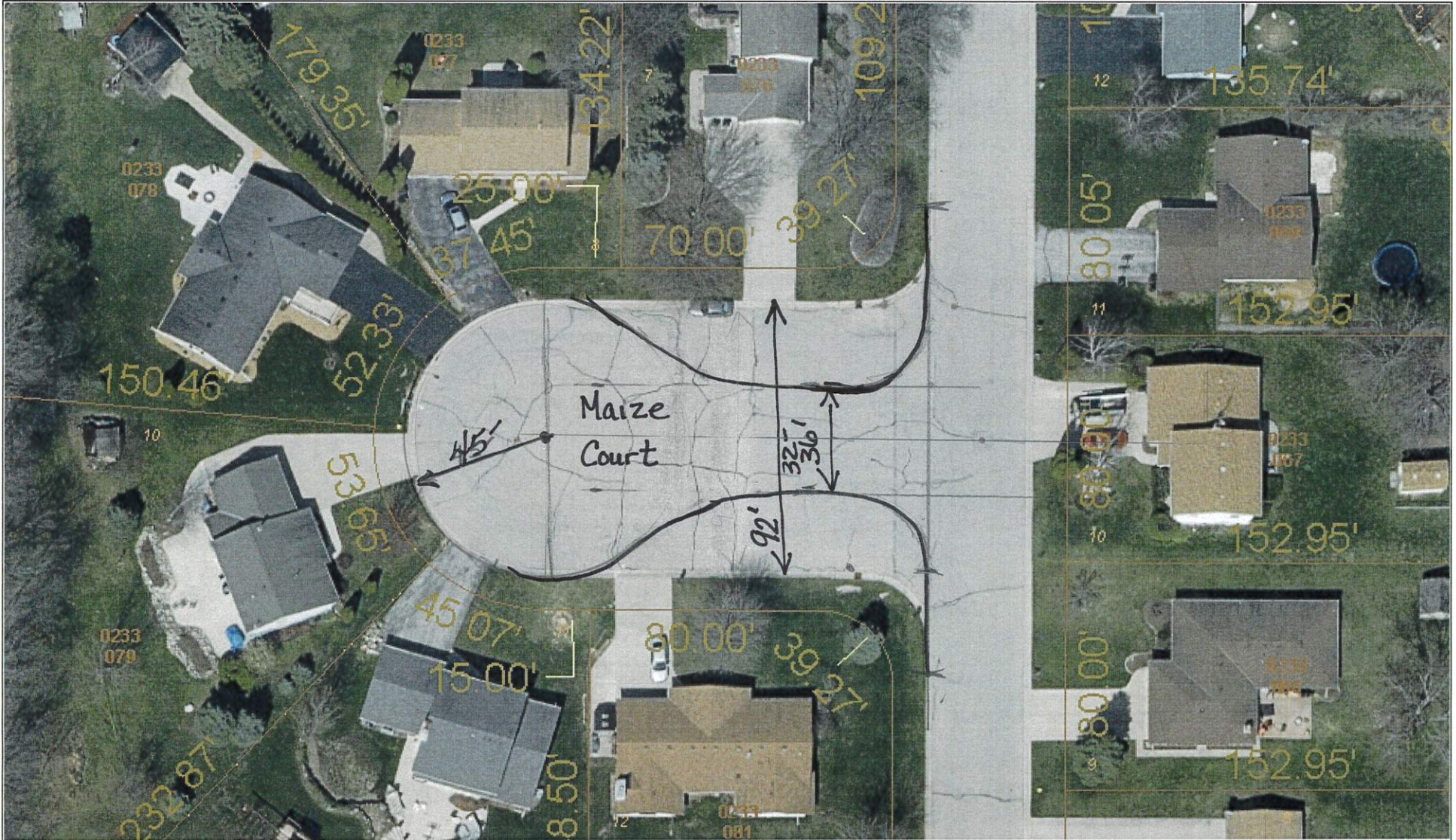
Flintlock Court - 1 response:

- All for it (making it smaller) if we can address the possible issue of the driveway sliver. We assured the resident that the minimum concrete width on his driveway replacement would be 5 feet.

A third sketch is included in the packet showing a center island design option for Maize Court as requested by Trustee Adkins. Staff's concerns with this option is the additional staff time and costs associated with the maintenance and weekly mowing of this island. The Village Board heard from residents during a Community Chat at Ridgeview Park requesting a higher level of service for the medians within their subdivision. Maintenance of medians has been a challenge for the Village because it can be time intensive and often the standards of residents living in the area are higher than what the Village is able to provide with existing resources.

Recall that the reasons for the "Road Diet" for these two cul de sacs include a lower cost of pavement maintenance long term, decreased amounts of snow removal and storm water runoff, and more green space for some front yards.

Policy Question: Should staff proceed with the design of the "Road Diet" at Flintlock Court and Maize Court?



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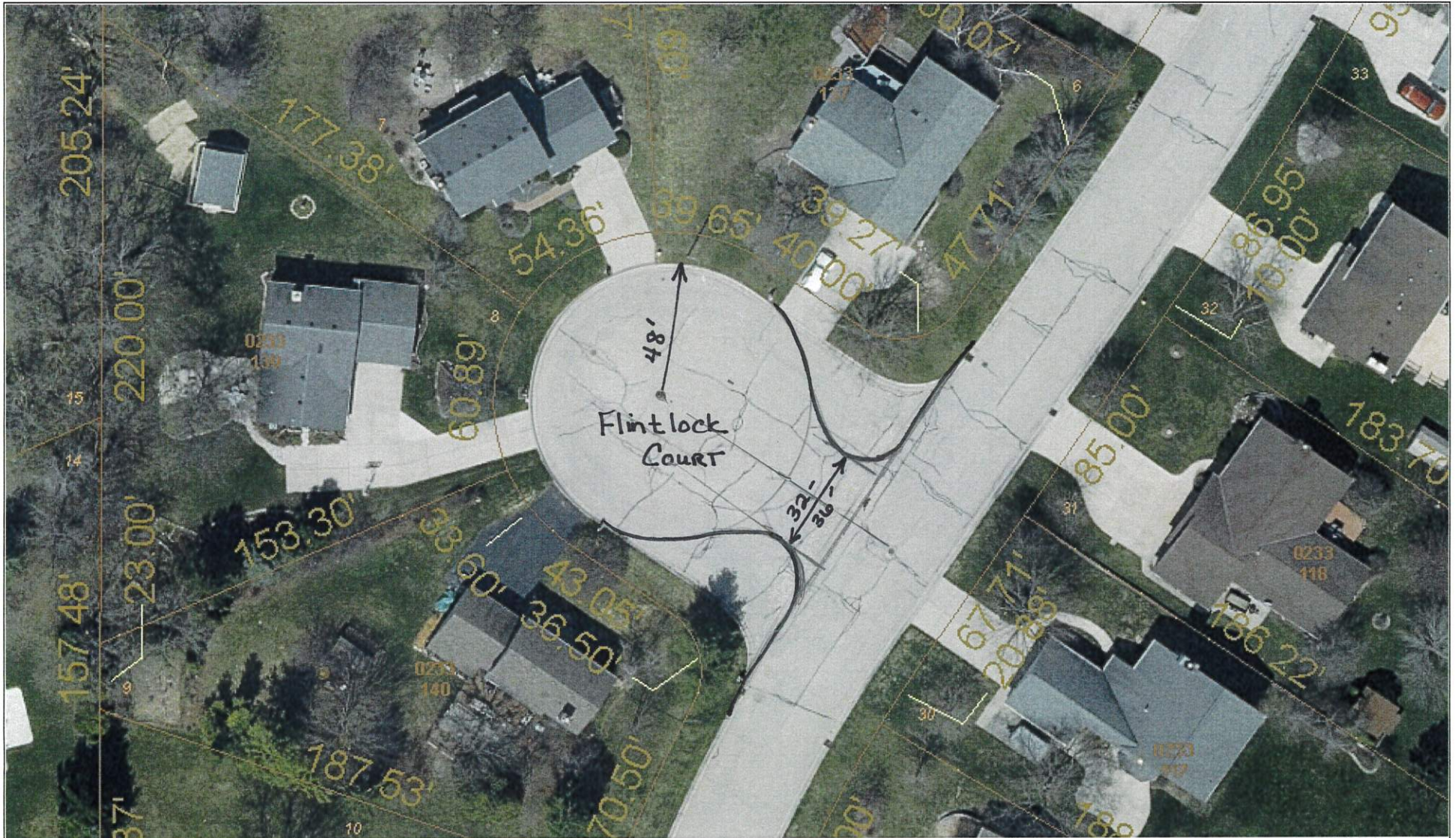
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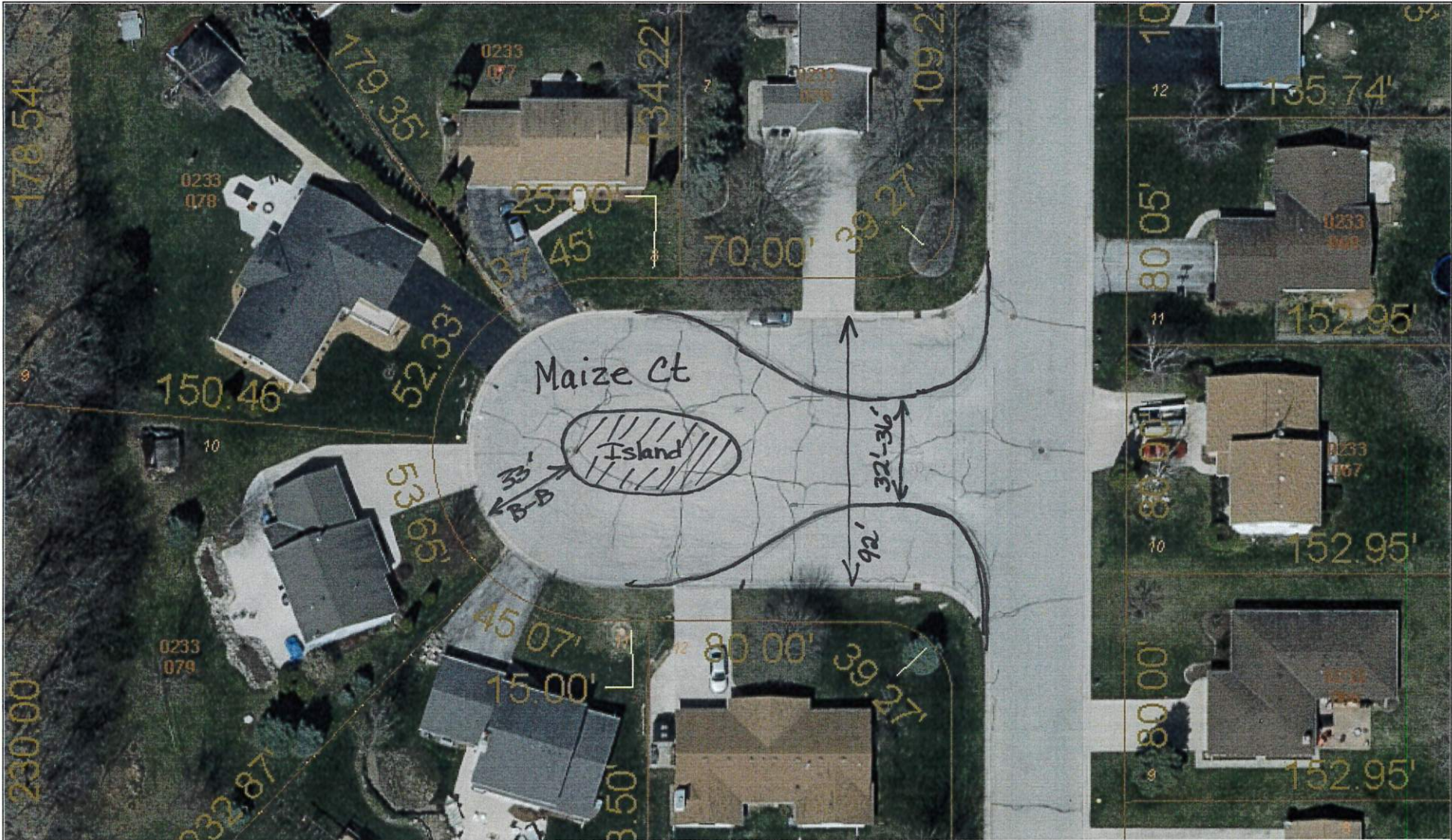


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MEMORANDUM

To: Public Works Committee
From: Judith A. Neu, Village Engineer
Date: February 25, 2022
Re: Engineering Monthly Report – March 2022

CTH VV and Plainview Water Main:

- The preconstruction meeting was held this week. The contractor plans to start the water main installation on Plainview on March 3rd while there is still frost in the ground in an effort to minimize disturbance. Work on Plainview will take about 2 weeks. Plainview will be closed to through traffic during the water main installation.
- CTH VV water main installation west of STH 164 will follow the Plainview work and is expected to start in mid-March.

Miscellaneous:

- Bids for the Northeast Sanitary Interceptor Sewer Repair Contract came in over budget. Staff is discussing options.
- Staff continues to monitor DOT notices for information regarding the Bipartisan Infrastructure Law funding programs for local projects. Eligibility requirements for the grant solicitation for 2023 – 2026 construction projects have not yet been finalized by DOT. Once known, staff will analyze eligible projects. The grants will be highly competitive, but it would be a mistake not to apply. These grants are generally 80/20 programs with federal funds covering 80% of the project. However, possible higher and lower cost share percentages for some of the programs have been floated by DOT.
- County DPW has announced that they plan to replace a culvert under CTH K between Executive Drive and Swan Road during the summer of 2022. CTH K will be closed to facilitate the installation and a detour will be posted.
- The Village's garbage and recycling contract expires at the end of 2022. Staff will be soliciting proposals for those services around mid-year. We expect that costs will be significantly higher moving forward.
- Staff is working on the final pricing for the Solar Blinking Pedestrian Signs for the Bugline crossings at the Public Safety Building and Silver Spring Drive. Delivery lead times will likely impact the timing of the installation.
- Spring Weight Restrictions for all roads in the Village will be put in place sometime in March. Each year, staff works with surrounding communities on the timing of putting the limits in place. Based on the long range temperature forecast, it looks like we might be at least 2 weeks out from the start.

Developments:

- Vista Run: Plans for phase 2 were reviewed and comments returned to the developer's engineer.
- Lisbon TIF (Lied's) Water Main: Plans for the water main construction through the Hamilton School District property are ready for approval.
- Highlands Business Park – Phase 2: The road and utility work and the remainder of the grading will be completed in Spring. We are expecting updated plans in late February.