



Public Works Committee
Tuesday, March 14, 2023
6:00 p.m.
Municipal Building
Cravath Lakefront Conference Room - 2nd Floor
312 W. Whitewater St
Whitewater, WI 53190

AGENDA

1. Call To Order And Roll Call
2. Approval Of Minutes From February 14, 2023

Documents:

[PW MINUTES FEBRUARY 2023.PDF](#)

3. Hearing Of Citizen Comments
No formal Public Works Committee action will be taken during this meeting although issues raised may become a part of a future agenda. Participants are allotted a three minute speaking period. Specific items listed on the agenda may not be discussed at this time; however citizens are invited to speak to those specific issues at the time the Public Works Committee discusses that particular item.

4. New Business

- 4.a. Discussion And Possible Action Regarding Resolution Authorizing Submission Of Grant To Wisconsin Department Of Natural Resources For Storm Water Planning Purposes.

Documents:

[ITEM 4A.PDF](#)
[AUGHORIZNG RESOLUTION.PDF](#)

- 4.b. Discussion And Possible Action Regarding Payment To The Town Of Cold Spring For Reimbursement Of Repaving Portions Of Howard Rd Within The City Limits.

Documents:

[ITEM 4B.PDF](#)
[HOWARD ROAD MAP.PDF](#)

- 4.c. Discussion And Possible Action Regarding Strand Task Order 23-04 For The Design Of Water Main To Serve Johns Disposal.

Documents:

[ITEM 4C.PDF](#)
[STRAND TASK ORDER 23-04.PDF](#)

- 4.d. Discussion And Possible Action Regarding Granting An Easement To Johns Disposal For A Driving Aisle To Access Parking Stalls.

Documents:

[ITEM 4D.PDF](#)
[LETTER REQUESTING EASEMENT.PDF](#)
[SITE PLAN.PDF](#)

- 4.e. Discussion And Possible Action Regarding Strand Amendment To Task Order 22-05 For Performing Construction Related Services For The Installation Of The Southwest Water Main Extension.

Documents:

[ITEM 4E.PDF](#)
[STRAND TASK ORDER 22-05 AMENDMENT.PDF](#)

- 4.f. Discussion And Possible Action Regarding Strand Task Order 23-06 For The Design Of Walworth Avenue.

Documents:

[ITEM 4F.PDF](#)
[STRAND TASK ORDER 23-06.PDF](#)

- 4.g. Discussion And Possible Action Regarding Strand Task Order 23-05 For The Design Of Innovation Drive.

Documents:

[ITEM 4G.PDF](#)
[STRAND TASK ORDER 23-05.PDF](#)

- 4.h. Set New Date And Time For April Meeting.

5. Future Agenda Items

6. Adjournment

It is possible that members of, and possibly a quorum of members of, other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information over which they may have decision-making responsibility; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice. Anyone requiring special arrangements is asked to call the Office of the City Manager / City Clerk at least 72 hours prior to the meeting.



Public Works Committee
Tuesday, February 14, 2023
6:00 p.m.
Cravath Conference Room
Municipal Building - 2nd Floor
312 W Whitewater St
Whitewater, WI 53190

MINUTES

1. Call to order and roll call

The meeting was called to order at 6:00 p.m. The meeting was held at the Municipal Building, Cravath Conference Room, 2nd floor.

Present: Allen, McCormick, Gerber
Others: Brad Marquardt

2. Approval of minutes from January 10, 2023

A motion to approve the minutes from the January 10, 2023, meeting was made by Allen and seconded by Gerber.

AYES: All via voice vote (3) NOES: None. ABSENT: None.

3. Hearing of Citizen Comments

There were no citizen comments at that time.

4. New Business

a. Discussion and Possible Action regarding the installation of a street light near 210 Green Street on an existing WE Energies pole.

Marquardt indicated a request was received from the residents at 210 Green Street along with nearby residents for the installation of a street light near 210 Green Street. Other residents signing the request live at 239 E. Milwaukee Street, 305 E. Milwaukee Street, 555 Clay Street, 121 Green Street, and 224 Green Street. Marquardt stated when looking at the diagram provided, there does seem to be a gap on the north end of Green Street. There are currently two existing street lights on Green Street and one at the intersection of Clay and one at the intersection of Milwaukee. Marquardt stated he did not reach out to We-Energies yet, but based on past experience the cost of the installed fixture would be \$150 with an ongoing monthly charge of \$12.73 per month.

Based on this information, staff recommends the installation of a street light at the proposed location at 210 Green Street, if acceptable to WE Energies. If the light cannot be installed at this location due to the transformer on the pole, staff does not recommend an installation at a different location.

Gerber made a motion to install a street light at 210 Green Street providing We-Energies has no issue installing the light with the transformer on the pole, and seconded by Allen.

ABSTAIN: McCormick. AYES: Gerber, Allen. NOES: None. ABSENT:

b. Discussion and Possible Action awarding the Southwest Water Main Extension, Contract 1-2023 to the qualified low bidder.

The Southwest Water Main Extension Project was advertised for bids on January 26, and February 2, 2023. The project consists of extending the water main from the dead-end water main by the new water tower, east along the Highway 12 right of way, to another dead-end water main just west of the railroad tracks adjacent to Highway 59. The bid opening was at 1:00 p.m. on Tuesday February 14, 2023, and there was great participation. All seven qualified contractors submitted a bid. Marquardt stated the City did have an alternative bid on this project. The base bid was to install the water main with ductile iron. Because of past issues with Main Street last year where ductile iron was very hard to get and the cost was quite high, the City decided to include an alternative for PVC pipe. The base low bid (for ductile iron) was from Forest Landscape and Construction for \$451,700.00. The lowest bid for PVC appeared to be \$407,160 from Forest Landscape and Construction. However, some of the contractors did not do the alternative bid the correct way. Marquardt stated the City would like to go with ductile iron.

Marquardt noted the looping of the two dead-end water mains will help with consistent pressure, water quality and resilience in case of a water main break.

Dave Stone, 303 Ann St., asked if the City goes with the ductile iron is there a way to make it last longer? Marquardt stated soil samples were taken. They did not get any indication of corrosive soils in that area. In areas where there are corrosive soils, they do put a bag around the pipe.

Marquardt stated \$575,000 was included in the budget with \$520,000 coming from TID 13 and the remaining \$55,000 from water revenue bonds.

McCormick made a motion to award the Southwest Water Main Extension Contract 1-2023 to Forest Landscape and Construction for \$451,700.00 and seconded by Gerber.

AYES: Gerber, Allen, McCormick. NOES: None. ABSENT: None.

c. Discussion and Possible Action regarding an easement to WE Energies for the installation of electrical facilities at the Wastewater Treatment Facility.

WE Energies is requesting a 12-foot wide easement at the Wastewater Facility to extend underground facilities to the site of Walworth's County communication tower. The easement would follow the north/south portion of the driveway serving the Wastewater Facility. Marquardt stated there is no cost to the easement.

The attached easement includes a Temporary Exhibit A. The official Exhibit A will be prepared by a surveyor based on the exact location after the underground facilities are installed.

McCormick made a motion to approve the easement to WE Energies for the installation of electrical facilities at the Wastewater Treatment Facility and seconded by Gerber.

AYES: Allen, McCormick, Gerber. NOES: None. ABSENT: None.

d. Discussion and Possible Action regarding changes to downtown business employee permit parking. Marquardt stated that a downtown business owner recently inquired about being able to park for extended periods of time in front of his business instead of having to park in the designated areas for downtown employee permit holders.

Currently, employees who work in the downtown can purchase a permit which allows them to park longer than the 2-hour maximum in certain designated areas as indicated within the attached On-Street Brochure. These permits are intended to provide convenient parking options while preserving prime parking for

customers and visitors to the downtown. Marquardt thought it would be a good idea to have this information reviewed at a committee level.

Allen commented that if an owner wanted to load or unload in front of their business they could put their flashers on and wouldn't get a ticket. He feels it wouldn't take two hours to unload. He stated, typically business owners always park in the back of their parking, or away from their building, to save the front for their customers. And we as the City provide customer parking, not business or employee parking. Allen said he would not be in favor of allowing this. McCormick stated she agreed with Allen. We have to be very selfish about the very sparse parking area the City has, at this time, in the downtown area. McCormick also stated she was told that some business owners are violating the permit parking on Second St. She didn't think the CSOs would be responsible for enforcement of parking permits. She stated they are there all day with no parking permit, which is rightfully taking up a parking spot that they do not own. She just wanted to share the information that was told to her by a business owner. The business owner is very upset because they spend the money to have the permit. Marquardt stated he would make mention of the issue to the correct people.

McCormick made a motion that there be no changes to the downtown business employee permit parking request and seconded by Allen.

AYES: All via voice vote (3). NOES: None. ABSENT: None.

5. Future Agenda Items

There were no agenda items at that time.

6. Adjournment

McCormick moved to adjourn the Public Works Committee meeting at 6:17 p.m. and seconded by Gerber.

AYES: All via voice vote (3). NOES: None. ABSENT: None.

Respectfully submitted,

Alison Stoll, Administrative Assistant
Department of Public Works



Public Works Agenda Item

Meeting Date: March 14, 2023

Agenda Item: 4a. Resolution authorizing submission of DNR grant

Staff Contact (name, email, phone): Brad Marquardt, bmarquardt@whitewater-wi.gov, 262-473-0139

BACKGROUND

(Enter the who, what when, where, why)

The City has a Municipal Separate Storm Sewer System (MS4) permit from the DNR requiring the City to make improvements to the overall storm water system, in particular improving the water quality before it enters into the waters of the State. In 2015, the City received a Planning Grant from the DNR to develop a Stormwater Quality Management Plan and Report which was completed in 2017. The City has been using this Plan to help guide projects and improvements to help meet the requirements of the MS4 permit. With the help of Strand, the City is preparing an application for a planning grant to update the Management Plan to incorporate past projects, update our Total Suspended Solids (TSS) and Phosphorus removal percentages, incorporate new anticipated requirements from a new MS4 permit in 2024, update potential projects and update the storm sewer map.

PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS

(Dates, committees, action taken)

N/A

FINANCIAL IMPACT

(If none, state N/A)

There is no cost for submitting the application. If selected, the grant covers 50% of the cost. If selected and approved to move forward by the Council, money will be budgeted in the 2024 Stormwater Utility budget for work to begin in 2024.

STAFF RECOMMENDATION

The MS4 permit requires the City to make continual efforts to meeting the reduction goals of TSS and Phosphorus. Updating our Management Plan continues to meet this requirement and will help guide the City over the next fives on projects that can be implemented to achieve the MS4 goals. Staff recommends approval of the attached Resolution to be sent to the full Council for action.

ATTACHMENT(S) INCLUDED

(If none, state N/A)

1. Authorizing Resolution

**RESOLUTION AUTHORIZING GOVERNMENTAL RESPONSIBILITY
FOR URBAN NONPOINT SOURCE AND STORMWATER GRANTS**

WHEREAS, the City of Whitewater is interested in acquiring a Grant from the Wisconsin Department of Natural Resources for the purpose of implementing measures to control agricultural or urban storm water runoff pollution sources (as described in the application and pursuant to ss. 281.65 or 281.66, Wis. Stats., and chs. NR 151, 154 and 155); and

WHEREAS, a cost-sharing grant is required to carry out the project;

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Whitewater that the Common Council authorizes the City Manager for the City of Whitewater to act on behalf of the City of Whitewater to:

- Sign and submit an application to the State of Wisconsin Department of Natural Resources for any financial aid that may be available;
- Sign a grant agreement between the local government (applicant) and the Department of Natural Resources;
- Sign and submit reimbursement claims along with necessary supporting documentation;
- Sign and submit interim and final reports and other documentation as required by the grant agreement;
- Sign and submit an Environmental Hazards Assessment Form, if required; and
- Take necessary action to undertake, direct and complete the approved project.

BE IT FURTHER RESOLVED that the City of Whitewater shall comply with all state and federal laws, regulations and permit requirements pertaining to implementation of this project and to fulfillment of the grant document provisions.

Resolution introduced by Councilmember _____ who moved its adoption. Seconded by _____ . AYES: NOES: ABSENT: ADOPTED: _____

John Weidl, City Manager

Michele R. Smith, City Clerk



Public Works Agenda Item

Meeting Date: March 14, 2023

Agenda Item: 4b. Howard Road repaving

Staff Contact (name, email, phone): Brad Marquardt, bmarquardt@whitewater-wi.gov, 262-473-0139

BACKGROUND

(Enter the who, what when, where, why)

The Town of Cold Spring is planning on repaving Howard Road from STH 59 to the Walworth County line in the summer of 2023. They plan on advertising in late March with a bid opening in April. The majority of Howard Road is half in the City and half in the Township with pockets where the full right-of-way is in the Township. The City is responsible for the portions within the City limits. It makes sense from a construction stand point and fiscally that the City's portion is completed at the same time as the Township's.

PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS

(Dates, committees, action taken)

N/A

FINANCIAL IMPACT

(If none, state N/A)

The Town of Cold Spring has not bid this project out yet. An estimated cost is around \$340,000 with the City's estimated cost at \$170,000. There is sufficient funds in Fund 280-Street Repairs to pay for this improvement.

STAFF RECOMMENDATION

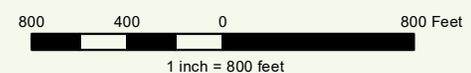
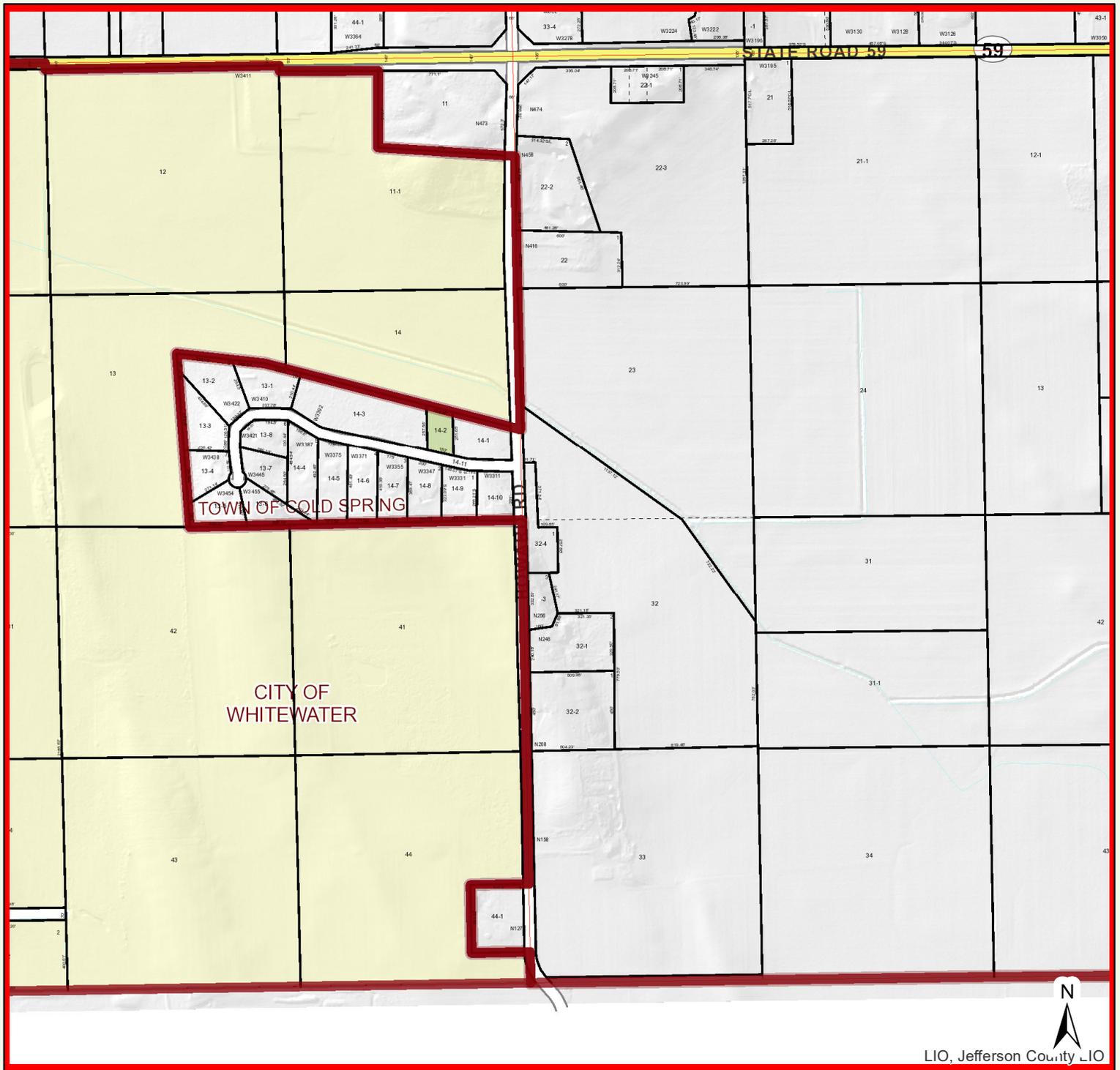
Staff had Howard Road on the street maintenance list based on its pavement condition. Based on a past agreement, the Township was responsible to initiate the timing of when the street would be repaved. Staff's recommendation is for approval to have staff work with the Town of Cold Spring on the repaving of Howard Road and authorize staff to reimburse the Town of Cold Spring for the City's prorated construction costs.

ATTACHMENT(S) INCLUDED

(If none, state N/A)

1. Howard Road Map

Jefferson County Land Information





Public Works Agenda Item

Meeting Date: March 14, 2023

Agenda Item: 4c. Stand Task Order 23-04 – Johns Disposal Watermain

Staff Contact (name, email, phone): Brad Marquardt, bmarquardt@whitewater-wi.gov, 262-473-0139

BACKGROUND

(Enter the who, what when, where, why)

With the recent fire at Johns Disposal and water quality issues with their well, Johns Disposal has requested water main be extended to their site. Strand's Task Order is to provide engineering services to design and provide bidding documents for approximately 2,300 feet of watermain. The project would tie into the watermain that feeds WE Energies (formerly LSP) on the west side of their property and extend the watermain to approximately the east property line of Johns Disposal.

PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS

(Dates, committees, action taken)

N/A

FINANCIAL IMPACT

(If none, state N/A)

The estimated fee based on an hourly rate plus expenses is not to exceed \$43,000. While money was not specifically budgeted for this project in 2023, money was already borrowed for the Vanderlip lift station project which was not awarded. Staff is in the process of trying to secure additional funding for that project. Funds for the Vanderlip project can be reallocated to this project. Johns Disposal and the Wastewater Facility will be responsible for a portion of the design and construction cost through special assessments.

STAFF RECOMMENDATION

Staff recommends to move forward with Task Order 23-04 and forward to Council for approval.

ATTACHMENT(S) INCLUDED

(If none, state N/A)

1. Stand Task Order 23-04



CLIENT REVIEW

Strand Associates, Inc.[®]
910 West Wingra Drive
Madison, WI 53715
(P) 608.251.4843
www.strand.com

DRAFT

Task Order No. 23-04
City of Whitewater, Wisconsin (OWNER)
and Strand Associates, Inc.[®] (ENGINEER)
Pursuant to Agreement for Technical Services dated December 30, 2020

Project Information

Project Name: North Side Water Main Extension

Project Description: Construction of new water main on north side of the city.

Services Description: Design and bidding-related services

Scope of Services

ENGINEER will provide the following services to OWNER.

Design Services

1. Provide topographic survey of the approximately 2,300-linear-foot corridor between the existing water main on the We Energies property and the northeast corner of the wastewater treatment plant facility property. Topographic survey will include existing features, property irons, and utilities (as located by others).
2. Assist OWNER with procuring geotechnical services for soil borings in the project corridor. OWNER shall contract directly with the geotechnical firm.
3. Design new water main in the corridor and prepare plan and profile drawings.
4. Assist OWNER with communication with utility companies regarding relocation or modification of existing utility infrastructure within the project corridor.
5. Prepare one easement description and exhibit for water main construction on the We Energies property. OWNER shall provide a current title search and provide services needed to obtain the required easement.
6. Prepare erosion control drawings. Submit an erosion control permit application to the Wisconsin Department of Natural Resources (WDNR) for approval.
7. Prepare Wetland Permit for temporary wetland disturbance and submit to WDNR using wetland delineation provided by OWNER.
8. Submit final drawings, technical specifications, and water main extension forms to WDNR for approval.
9. Participate in up to two meetings with OWNER to discuss the project.

CLIENT REVIEW

Strand Associates, Inc.®

City of Whitewater
Task Order No. 23-04
Page 2
DATE

DRAFT

10. Prepare Bidding Documents using Engineers Joint Contract Documents Committee C-700 Standard General Conditions of the Construction Contract, 2018 edition, technical specifications, and engineering drawings.
11. Submit Bidding Documents to OWNER for review and approval. Revise Bidding Documents to address OWNER's comments, as appropriate, and prepare final Bidding Documents.
12. Prepare a prebid opinion of probable construction cost and submit to OWNER.

Bidding-Related Services

1. Distribute Bidding Documents electronically through QuestCDN, available at www.strand.com and www.questcdn.com. Submit Advertisement to Bid to OWNER for publishing.
2. Prepare addenda and answer questions during bidding.
3. Attend bid opening, tabulate, and analyze bid results, and assist OWNER in the award of the Construction Contract.
4. Prepare up to three sets of Contract Documents for signature.

Compensation

OWNER shall compensate ENGINEER for Services under this Task Order on an hourly rate basis plus expenses an estimated fee not to exceed \$43,000.

Schedule

Services will begin upon execution of this Task Order, which is anticipated the week of March 20, 2023. Services are scheduled for completion on December 29, 2023.

TASK ORDER AUTHORIZATION AND ACCEPTANCE:

ENGINEER:

STRAND ASSOCIATES, INC.®

DRAFT

Joseph M. Bunker
Corporate Secretary

Date

OWNER:

CITY OF WHITEWATER

DRAFT

John Weidl
City Manager

Date



Public Works Agenda Item

Meeting Date: March 14, 2023

Agenda Item: 4d. Johns Disposal Easement

Staff Contact (name, email, phone): Brad Marquardt, bmarquardt@whitewater-wi.gov, 262-473-0139

BACKGROUND

(Enter the who, what when, where, why)

Johns is in the process of developing plans for an office expansion at their site located at 107 Highway U. They are requesting a 30-foot easement from the City (Wastewater Utility) in order to provide a driving aisle for parking associated with the office expansion. The encroachment is along the private driveway which is owned by the City (Wastewater Utility) but is shared by Johns Disposal and WE Energies. To be clear, the driveway is not located in public right-of-way. Please see the attached Letter Requesting Easement and Site Plan for more information.

PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS

(Dates, committees, action taken)

N/A

FINANCIAL IMPACT

(If none, state N/A)

Typically, there is no fee collected for the easement.

STAFF RECOMMENDATION

Johns routinely has vehicles parked along the edge of the private driveway. They mow and maintain their side of the private driveway from Highway U south to the Wastewater fence. While it should not be the norm for the City to provide easements for above ground improvements, staff does not see an issue with granting this easement. Staff would recommend granting the easement and sending to the full Council for approval, contingent upon any Plan Board approval that may be required.

ATTACHMENT(S) INCLUDED

(If none, state N/A)

1. Letter Requesting Easement
2. Site Plan



ANGUS-YOUNG

ARCHITECTS/ENGINEERS

Wednesday, March 8, 2023

Mr Brad Marquardt, Department of Public Works Director
City of Whitewater
312 W. Whitewater Street
Whitewater, WI 53190

Re: Johns Disposal
74560 Johns Disposal - Whitewater Office Building 2022

Page 1 of 1

Dear Brad:

Johns Disposal at 107 Highway U in Whitewater is in the process of developing plans to expand their offices by building an addition onto their current office building to the north. Their current office building is on the west side of the property along the private drive off of Highway U. The property's main entrance is just south of this office building and is the only vehicle entrance onto the property. The addition to the building itself is set back 30' from the property line, but Johns Disposal is seeking an easement to provide a drive aisle that encroaches on the property line. Please see drawing C101 attached that shows the proposed parking configuration on the site including the drive aisle that extends past the property line.

The new drive aisle would be an extension of the pavement that is already existing on the site and would extend approximately 17' beyond the property line and if screening is required for the parking then an additional 13' is requested for a total of 30'. This drive aisle would match the current edge of pavement that is currently existing on their parking lot immediately to the west of their current office building. The street in question that this drive aisle and parking would be visible from is a private drive that is maintained by the three entities on the drive in equal share. The current parking configuration will allow Johns Disposal to create a separate entrance for their employee's vehicles, so that safety is improved as it will separate out the large semi and garbage truck traffic from the employee vehicles. The location of the parking is important as it will provide much needed parking immediately adjacent to the new office to prevent unnecessary pedestrian traffic across the rest of the site where semis and garbage trucks are constantly driving. Johns Disposal's desired parking location is also dictated by the need for parking to remain out of the wetland areas on the site so that those areas are undisturbed.

Our goal is to maximize the parking to the north and west of the office building which is only possible if an easement is granted from the City of Whitewater for 30' beyond the property line for a drive aisle and screening. This easement would provide access to much needed parking on the site while improving both vehicle and pedestrian traffic. If you have any questions please contact myself at b.langfoss@angusyoung.com or (608) 756-2326.

Sincerely,

Britten Langfoss, Designer

Copy to: File



CALL TOLL FREE 1-800-242-8511
 MILWAUKEE AREA 414-259-1181
 FAX A LOCATE 1-800-338-3860
 TDD (HEARING IMPAIRED) 1-800-542-2289
 ONLINE: www.DiggersHotline.com

JOHNS
DISPOSAL
SERVICE, INC.

OFFICE ADDITION

107 HWY U
 WHITEWATER, WI 53190



ISSUANCES / REVISIONS

NO:	DESCRIPTION:	DATE:

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PROJECT NUMBER
 74560

APPROVED BY
 SJG

REVIEWED BY
 SJG

DRAWN BY
 SKS

SITE LAYOUT PLAN

C101

- GENERAL NOTES**
- CONSTRUCTION FENCING TO BE INSTALLED AROUND ENTIRE CONSTRUCTION SITE. COORDINATE WITH OWNER FOR FENCING AND GATE LOCATIONS AND APPROPRIATE SIGNAGE INSTALLATION.
 - TRUE NORTH MAY VARY FROM PROJECT NORTH.
 - CONTRACTOR PRACTICES, MEANS AND METHODS, AND JOB SITE SAFETY, SHALL REMAIN THE SOLE RESPONSIBILITY OF THE CONTRACTOR.
 - ALL WORK SHALL BE PERFORMED IN COMPLIANCE WITH THE FEDERAL OCCUPATIONAL HEALTH AND SAFETY ADMINISTRATION (OSHA), AND ALL FEDERAL, STATE, AND LOCAL CODES AND ORDINANCES AS THEY PERTAIN TO THIS PROJECT.
 - FIELD VERIFY ALL EXISTING UTILITIES, ELEVATIONS AND DIMENSIONS.
 - COORDINATE WITH THE AUTHORITY HAVING JURISDICTION AND UTILITY COMPANIES AS NECESSARY.
 - DIGGERS HOTLINE SHALL BE CALLED TO MARK UTILITIES PRIOR TO ANY LAND DISTURBANCE.

- SITE LAYOUT NOTES**
- BUILDING SHALL BE ORIENTED PARALLEL AND PERPENDICULAR TO EXISTING PROPERTY LINE AS SHOWN ON DRAWING.
 - ALL EXTERIOR CONCRETE SIDEWALKS AND YARD SLABS SHALL BE 4,000 PSI. ALL CONCRETE PAVEMENT SHALL BE 4,500 PSI UNLESS OTHERWISE NOTED.

- KEYNOTES**
- 01 NEW BITUMINOUS PAVEMENT. SEE DETAIL 01/C801.
 - 02 NEW CONCRETE SIDEWALK JOINING. TYP. SEE DETAIL 02/C801 AND 03/C801.
 - 03 NEW 4" PAINT STRIPING. TYP.
 - 04 NEW BARRIER-FREE PARKING STALL SIGNAGE. TYP. SEE DETAIL 04/C801.
 - 05 NEW FLAG POLE. SEE DETAIL XX/XXXX.
 - 06 NEW CONCRETE WHEEL STOP. TYP. SEE DETAIL XXX/XXX.
 - 07 NEW OUTDOOR COMMUNITY SPACE.
 - 08 NEW RECEIVER CURB AND GUTTER. SEE DETAIL XX/C801.
 - 09 NEW REJECT CURB AND GUTTER. SEE DETAIL XX/C801.

JOHNS DISPOSAL OFFICE ADDITION - SITE CALCULATIONS

Total Property	648,173 sf	14.88 ac
Total Disturbed Area	96,021 sf	2.20 ac
Zoning District:	M-1 General Manufacturing District	
Setbacks:	30'-0"	Front Yard
	15'-0"	Side Yard
	30'-0"	Rear Yard
	75'-0"	Shore Yard
Maximum Building Height:	3 Stories or 100'	
Use:	Office/Warehousing/Inside Storage	

Existing Site: Total Disturbed Area

Existing Buildings	4,923 sf	0.11 ac
Existing Pavement	10,345 sf	0.24 ac
Total Existing Impervious	15,268 sf	0.35 ac
Remainder Greenspace	80,753 sf	1.85 ac
		84%

Proposed Site: Total Disturbed Area

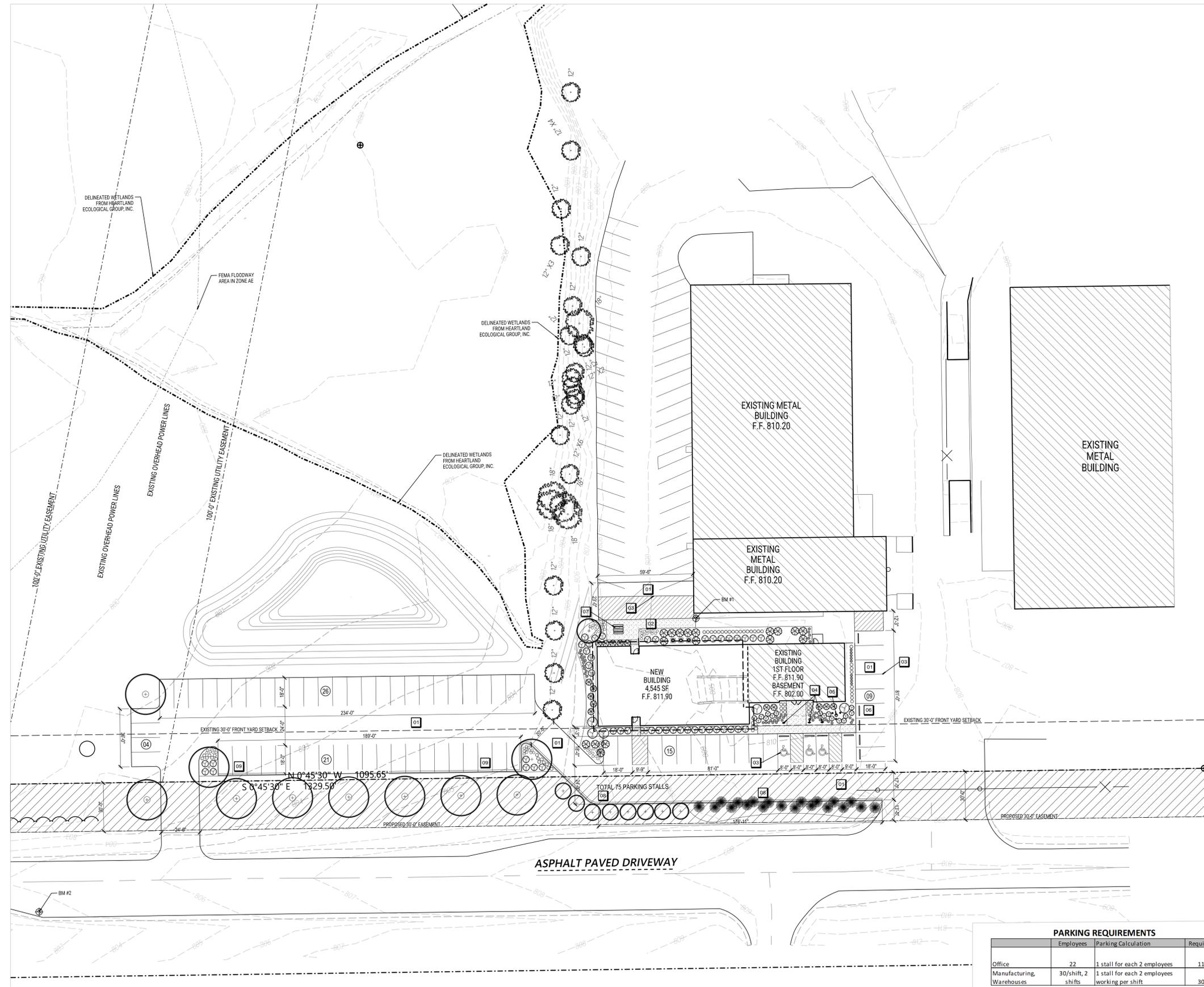
New Building	4,603 sf	0.11 ac
Existing and New Pavement	31,656 sf	0.73 ac
Total New & Existing Impervious	41,151 sf	0.94 ac
Remainder Greenspace	54,870 sf	1.26 ac
		57%

Total Additional New Impervious Area	25,883 sf
--------------------------------------	-----------

SITE SYMBOL LEGEND

	SIGN
	BOLLARD
	FIRE HYDRANT
	MANHOLE CATCH BASIN/INLET
	CURB INLET
	NEW FLARED END SECTION WITH RRPAP AND GUARD
	NEW SPOT ELEVATION (FEET)
	NEW TOP OF CURB ELEVATION (FEET)
	NEW BOTTOM OF CURB ELEVATION (FEET)
	NEW TOP OF STEP (FEET)
	NEW BOTTOM OF STEP (FEET)
	RIM OR INVERT ELEVATION (FEET)
	WATER VALVE OR GAS VALVE
	GAS METER
	LIGHT POLE
	UTILITY POLE
	GUY WIRE
	TRANSFORMER
	ELECTRIC METER AND CT CABINET
	NEW STRUCTURE OR ADDITION
	EXISTING STRUCTURE

ALL SYMBOLS MAY NOT BE USED IN THIS SET.
PRELIMINARY - NOT FOR CONSTRUCTION



PARKING REQUIREMENTS

	Employees	Parking Calculation	Required
Office	22	1 stall for each 2 employees	11
Manufacturing, Warehouses	30/shift, 2 shifts	1 stall for each 2 employees working per shift	30
Total Required:			41
Total Regular Stalls:			72
Total ADA Stalls:			3
Total Parking Provided:			75



SITE LAYOUT PLAN

1"=30'-0"



Public Works Agenda Item

Meeting Date:	March 14, 2023
Agenda Item:	4e. Amendment to Strand Task Order 22-05, Construction Services
Staff Contact (name, email, phone):	Brad Marquardt, bmarquardt@whitewater-wi.gov , 262-473-0139

BACKGROUND

(Enter the who, what when, where, why)

Strand Task Order 22-05 was for the design and bidding of the southwest watermain extension which is the extension of watermain from the new water tower east to the railroad tracks. The proposed amendment would be for Strand to attend the preconstruction meeting, provide staking, shop drawing review, provide construction inspection, review pay requests, and prepare record drawings.

PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS

(Dates, committees, action taken)

Strand Task Order 22-05 was approved at the Public Works Committee and Common Council in April 2022.

FINANCIAL IMPACT

(If none, state N/A)

The amendment raises the compensation from not to exceed \$34,200 to \$78,200. \$575,000 was budgeted for design, construction and inspection. The low bid for construction was \$451,700, combined with \$78,200 from this amendment, puts the overall project under the budgeted amount.

STAFF RECOMMENDATION

Staff recommends to move forward with the Amendment to Task Order 22-05 and forward to Council for approval.

ATTACHMENT(S) INCLUDED

(If none, state N/A)

1. Stand Task Order 22-05 Amendment



NFS TO OWNER

Strand Associates, Inc.®
910 West Wingra Drive
Madison, WI 53715
(P) 608.251.4843
www.strand.com

Amendment No. 1 to Task Order No. 22-05
City of Whitewater, Wisconsin (OWNER)
and Strand Associates, Inc.® (ENGINEER)
Pursuant to Agreement for Technical Services dated December 30, 2020

This is Amendment No. 1 to the referenced Task Order.

Project Name: Southwest Water Main Extension

Under Project Information, REPLACE Services Description in its entirety with the following:

“Design, Bidding-, and Construction-Related Services.”

Under Scope of Services, ADD the following:

Construction-Related Services

- 1. Provide contract administration Services including attendance at preconstruction conference, review of contractor’s shop drawing submittals, review of contractor’s periodic pay requests, periodic site visits, monthly construction progress meetings, and participation in project closeout.
2. Provide one iteration of construction staking for water main.
3. Provide resident project representative for up to 190 hours of full-time construction observation.
4. Prepare record drawings in electronic format from information compiled from contractor’s records. ENGINEER is providing drafting services only for record drawings based on the records presented to ENGINEER by contractor and OWNER. ENGINEER will not be liable for the accuracy of the record drawing information provided by contractor and OWNER..”

Under Compensation, CHANGE \$34,200 to “\$78,200.”

Under Schedule, CHANGE December 29, 2023, to “June 28, 2024.”

TASK ORDER AMENDMENT AUTHORIZATION AND ACCEPTANCE:

ENGINEER:

STRAND ASSOCIATES, INC.®

OWNER:

CITY OF WHITEWATER

Joseph M. Bunker
Corporate Secretary

Date

John Weidl
City Manager

Date

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Public Works Agenda Item

Meeting Date: March 14, 2023

Agenda Item: 4f. Strand Task Order 23-06 Walworth Ave

Staff Contact (name, email, phone): Brad Marquardt, bmarquardt@whitewater-wi.gov, 262-473-0139

BACKGROUND

(Enter the who, what when, where, why)

The City is receiving Federal funding through the Bipartisan Infrastructure Law for the repaving of Walworth Avenue from Janesville Street to the Rock/Walworth County line. Due to the Federal funding, the design of Walworth Avenue must follow the Wisconsin Department of Transportation's procedures for plans, specifications and estimates, known as the PSE package. Strand's Task Order includes work related to Design Reports, Environmental Documentation, Agency Review, Utility Coordination, Public Involvement, Surveys, Road Drawings, Temporary Limited Easement Acquisition, Meetings and the final PSE package, all of which are requirements.

PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS

(Dates, committees, action taken)

The Common Council approved the State Municipal Agreement at their February 7, 2023 meeting.

FINANCIAL IMPACT

(If none, state N/A)

The estimated, not to exceed, cost to complete the above required tasks is \$296,000. This project was not specifically listed in the 2022/2023 budget and therefore is not budgeted for at this time. However, there is sufficient money in Fund 280-Street Repairs to start to pay for the design. Future discussion on budgeting and possible TID involvement will take place during the upcoming budget discussions for 2024.

STAFF RECOMMENDATION

Staff recommends approval of Strand Task Order 23-06 and send to Council for final approval.

ATTACHMENT(S) INCLUDED

(If none, state N/A)

1. Strand Task Order 23-06



NFS TO OWNER

Strand Associates, Inc.®

910 West Wingra Drive

Madison, WI 53715

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www.strand.com

Task Order No. 23-06

City of Whitewater, Wisconsin (OWNER)

and Strand Associates, Inc.® (ENGINEER)

Pursuant to Agreement for Technical Services dated December 30, 2020

Project Information

Project Name: Walworth Avenue Reconstruction—Bipartisan Infrastructure Law (BIL)-Funded

Project Description: Street reconstruction of Walworth Avenue from 500 feet west of USH 12 to South Janesville Street.

Services Description: Design services for development of Wisconsin Department of Transportation (DEPARTMENT) plan, specification and estimate (PS&E) package for Walworth Avenue Reconstruction project.

Scope of Services

ENGINEER will provide the following services to OWNER.

Design Reports

1. Prepare a traffic forecast and submit to OWNER for approval.
2. Prepare a pavement design report in accordance with DEPARTMENT's Facilities Development Manual (MANUAL) and submit to OWNER for approval.
3. Prepare a Type 2 Transportation Management Plan (TMP) in accordance with the MANUAL for 60 percent approval by DEPARTMENT. Update the Type 2 TMP for 90 percent approval by DEPARTMENT.
4. Prepare a Perpetuation Design Study Report in accordance with the MANUAL and submit to OWNER for recommendation and to DEPARTMENT for concurrence.

Environmental Documentation

1. Prepare a categorical exclusion checklist (CEC) environmental document for the project in accordance with the MANUAL and Chapter TRANS 400 of the Wisconsin State Administrative Code. Submit the CEC to OWNER and DEPARTMENT for approval.
2. Prepare a technical memorandum summarizing Phase 1 hazardous materials assessment review for the project corridor. The technical memorandum will summarize the review of readily available online historical mapping and aerial photographs as well as Wisconsin Department of Natural Resources (WDNR) databases of remediation sites, contaminated sites, spills, storage tanks, and landfills. List sites of concern identified along the project corridor in a table. Prepare site summary forms for sites visited. Provide supporting documentation as attachments to the memorandum. Request direction from OWNER prior to conducting further evaluation studies,

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City of Whitewater
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March 7, 2023

if the Phase 1 assessment indicates further study is needed. Further studies shall be considered additional services.

OWNER acknowledges that ENGINEER is not, by virtue of this Task Order, the owner or generator of any waste materials generated as a result of the hazardous materials/contamination assessment services performed by ENGINEER under this Task Order.

Agency Communication

1. Prepare a tribal notification email in accordance with the MANUAL and submit to the DEPARTMENT for distribution.
2. Prepare an initial letter for WDNR and prepare and submit a final concurrence letter request to WDNR, in accordance with the MANUAL, including preparation of an electronic stormwater notice of intent using the WDNR ePermitting website.
3. Prepare United States Fishing and Wildlife Service Section 7 consultation materials.
4. Prepare a Bureau of Aeronautics notification email.
5. Prepare a Gutzmer S. Twin Oaks Airport notification email.

Utility Communication

Chapter Trans 220 of the Wisconsin State Administrative Code does not apply to this project.

1. Communicate with utility companies in the project vicinity on an ongoing basis, in accordance with the MANUAL, to establish mutual understanding of design features of the project that may affect utility facilities.
2. Correspond with utility companies to discuss that facility relocations/alterations have been adequately considered.
3. Review one iteration of utility work plans and provide comments to OWNER.

Public Involvement

1. Provide the following public involvement meeting (PIM)-related services:
 - a. Assist OWNER in holding two PIMs.
 - b. Prepare exhibits and supplementary handout material and provide the equipment to conduct the PIMs.
 - c. Discuss meeting schedules with OWNER's representative.
 - d. Make the appropriate arrangements for scheduling the PIMs and provide notices for OWNER's use.
 - e. Provide OWNER with copies of PIM-related correspondence.
 - f. Prepare meeting minutes.
 - g. Discuss with OWNER the comments received.

City of Whitewater
 Task Order No. 23-06
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2. Assist OWNER in answering questions received from the general public.

Surveys

1. Contact Diggers Hotline for buried utility locating.
2. Survey the location of sufficient Public Land Survey Systems (PLSS) corners and property corners to support the determination of existing property lines and existing right-of-way. It is estimated that approximately four existing PLSS corners and approximately 50 property corners will be located.
3. Visually survey the existing sidewalk and concrete curb and gutter in the project area, in consultation with OWNER. OWNER shall select spot sidewalk and concrete curb and gutter replacement locations.
4. Conduct an 8,000-linear-foot topographic survey of the following locations:
 - a. Intersection quadrants within the project area for curb ramp layout design purposes.
 - b. Existing centerline, every 50 feet, within the project limits.
 - c. Cross sections, every 200 feet, to ten feet beyond the right-of-way, to establish existing curb and sidewalk alignments.
 - d. Spot locations of sidewalk and concrete curb and gutter replacement locations selected by OWNER.
 - e. Raised median along Walworth Avenue east and west of USH 12.

Road Drawings

Prepare road drawings, in accordance with the MANUAL and the latest addition of the Standard Specifications for Highway and Structure Construction, for approximately 8,000 feet of roadway pavement replacement on Walworth Avenue. The following road drawings are anticipated.

1. Title sheet.
2. General notes.
3. Project overview.
4. Typical sections (existing and finished).
5. Plan drawings.
6. Construction detail drawings (including erosion control).
7. Curb ramp layout detail drawings (up to 25 curb ramps).
8. Plan detail and layout drawings.
9. Permanent signing and pavement marking.
10. Traffic control (advanced warning and overview, anticipated to be closed with posted detour).
11. Alignment detail.
12. Miscellaneous quantities.
13. Cross sections (rural section).

Temporary Limited Easement (TLE) Acquisition

1. Prepare up to 25 individual TLE acquisition exhibits at the curb ramp areas in accordance with the MANUAL and submit to OWNER for review and approval.

City of Whitewater
Task Order No. 23-06
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2. Provide TLE acquisition services for up to 25 parcels. Parcel acquisition will go through the nominal payment method and appraisals are not anticipated.

Meetings

1. Attend an operational planning meeting, scheduled by OWNER, to discuss the proposed project with DEPARTMENT and utilities.
2. Participate in OWNER-scheduled 30, 60, and 90 percent review meetings at OWNER's administrative building.
3. Participate in up to five property owner meetings on the project corridor with OWNER.

PS&E

Prepare PS&E in accordance with the MANUAL and submit to OWNER and DEPARTMENT by November 1, 2024.

Service Elements Not Included

In addition to those items specified in the associated Agreement for Technical Services, the following services are not included under this Task Order.

1. Attendance at a preconstruction meeting.
2. Bidding- and Construction-related Services.
3. Formal design justification.
4. Hazardous materials evaluation beyond the Phase 1 Hazardous Materials Memorandum.
5. Encroachment report.
6. Roadside hazard analysis.
7. Section 4(f) and 6(f) evaluations.
8. Wetland determination and delineation.
9. Property appraisals.
10. Right-of-way acquisition or condemnation services.

Compensation

OWNER shall compensate ENGINEER for Services under this Task Order on an hourly rate basis plus expenses an estimated fee not to exceed \$296,000.

Schedule

Services will begin upon execution of this Task Order, which is anticipated the week of April 3, 2023. Services are scheduled for completion on December 31, 2024.

City of Whitewater
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OWNER’s Responsibilities

In addition to those items listed in the associated Agreement for Technical Services, OWNER shall be responsible for the following:

1. Provide the State Municipal Agreement for the project.
2. Provide a utility contact list.
3. Provide title searches, title updates, and/or commitments necessary to determine property lines and current property ownerships.
4. Record TLE acquisition exhibits and provide property owner compensation for the TLEs.
5. Provide all soils and subsurface investigations, including the preparation of a geotechnical report. Classify the soils by pedological means to provide pavement design parameters.
6. Provide all historical and archaeological surveys and studies.
7. Send public notices and reserve a location for the PIMs.
8. Approve all utility work plans and issue utility work permits.
9. Retain archaeological and historical consultant for Section 106 investigation.

TASK ORDER AUTHORIZATION AND ACCEPTANCE:

ENGINEER:

STRAND ASSOCIATES, INC.®

OWNER:

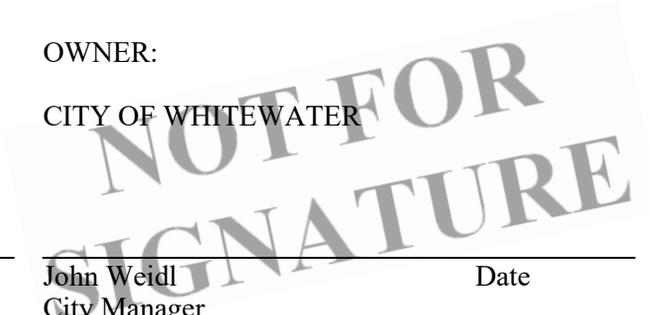
CITY OF WHITEWATER

Joseph M. Bunker
Corporate Secretary

Date

John Weidl
City Manager

Date





Public Works Agenda Item

Meeting Date: March 14, 2023

Agenda Item: 4g. Strand Task Order 23-05 Innovation Drive

Staff Contact (name, email, phone): Brad Marquardt, bmarquardt@whitewater-wi.gov, 262-473-0139

BACKGROUND

(Enter the who, what when, where, why)

The City is receiving Federal funding through the Bipartisan Infrastructure Law for the repaving of Innovation Drive from Technology Drive to Howard Road. Due to the Federal funding, the design of Innovation Drive must follow the Wisconsin Department of Transportation's procedures for plans, specifications and estimates, known as the PSE package. Strand's Task Order includes work related to Design Reports, Environmental Documentation, Agency Review, Utility Communication, Public Involvement, Surveys, Road Drawings, Meetings and the final PSE package, all of which are requirements.

PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS

(Dates, committees, action taken)

The Common Council approved the State Municipal Agreement at their February 7, 2023 meeting.

FINANCIAL IMPACT

(If none, state N/A)

The estimated, not to exceed, cost to complete the above required tasks is \$82,000. This project was not specifically listed in the 2022/2023 budget and therefore is not budgeted for at this time. However, there is sufficient money in Fund 280-Street Repairs to start to pay for the design. Future discussion on budgeting and possible TID involvement will take place during the upcoming budget discussions for 2024.

STAFF RECOMMENDATION

Staff recommends approval of Strand Task Order 23-05 and send to Council for final approval.

ATTACHMENT(S) INCLUDED

(If none, state N/A)

1. Strand Task Order 23-05



NFS TO OWNER

Strand Associates, Inc.®
910 West Wingra Drive
Madison, WI 53715
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Task Order No. 23-05
City of Whitewater, Wisconsin (OWNER)
and Strand Associates, Inc.® (ENGINEER)
Pursuant to Agreement for Technical Services dated December 30, 2020

Project Information

Project Name: Innovation Drive Resurfacing–Bipartisan Infrastructure Law (BIL)-Funded

Project Description: Street resurfacing of Innovation Drive from Technology Drive to Howard Road.

Services Description: Design services for development of Wisconsin Department of Transportation (DEPARTMENT) plan, specification and estimate (PS&E) package for Innovation Drive Resurfacing project.

Scope of Services

ENGINEER will provide the following services to OWNER.

Design Reports

1. Prepare a traffic forecast and submit to OWNER for approval.
2. Prepare a pavement design report in accordance with DEPARTMENT’s Facilities Development Manual (MANUAL) and submit to OWNER for approval.
3. Prepare a Type 1 Transportation Management Plan in accordance with the MANUAL for 60 and 90 percent approval by DEPARTMENT.
4. Prepare a Perpetuation Design Study Report in accordance with the MANUAL and submit to OWNER for recommendation and to DEPARTMENT for concurrence.

Environmental Documentation

1. Prepare a categorical exclusion checklist (CEC) environmental document for the project in accordance with the MANUAL and Chapter TRANS 400 of the Wisconsin State Administrative Code. Submit the CEC to OWNER and DEPARTMENT for approval.
2. Assist OWNER in preparing DEPARTMENT’s DT1030 Cultural Resources Screening submittal form. Submit the DT1030 to DEPARTMENT for review and inclusion on the Section 106 screening list for both archaeology and history.
3. Prepare a technical memorandum summarizing the Phase 1 hazardous materials assessment review for the project corridor. The technical memorandum will summarize the review of readily available online historical mapping and aerial photographs as well as Wisconsin Department of Natural Resources (WDNR) databases of remediation sites, contaminated sites, spills, storage tanks, and landfills. List sites of concern identified along the project corridor in a table. Prepare

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City of Whitewater
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site summary forms for sites visited. Provide supporting documentation as attachments to the memorandum. Request direction from OWNER prior to conducting further evaluation studies, if the Phase 1 assessment indicates further study is needed. Further studies shall be considered additional services.

OWNER acknowledges that ENGINEER is not, by virtue of this Task Order, the owner or generator of any waste materials generated as a result of the hazardous materials/contamination assessment services performed by ENGINEER under this Task Order.

Agency Communication

1. Prepare a tribal notification email in accordance with the MANUAL and submit to the DEPARTMENT for distribution.
2. Prepare initial and final concurrence letter requests for submittal to WDNR in accordance with the MANUAL.
3. Prepare United States Fishing and Wildlife Service Section 7 consultation materials.
4. Prepare a Bureau of Aeronautics notification email.
5. Prepare a Gutzmer S. Twin Oaks Airport notification email.

Utility Communication

Chapter Trans 220 of the Wisconsin State Administrative Code does not apply to this project.

1. Communicate with utility companies in the project vicinity on an ongoing basis, in accordance with the MANUAL, to establish mutual understanding of design features of the project that may affect utility facilities.
2. Correspond with utility companies to discuss that facility relocations/alterations have been adequately considered.
3. Review one iteration of utility work plans and provide comments to OWNER.

Public Involvement

Assist OWNER in answering questions received from the general public.

Surveys

1. Contact Diggers Hotline for buried utility locating.
2. Visually survey the existing concrete curb and gutter in the project area, in consultation with OWNER. OWNER shall select spot concrete curb and gutter replacement locations.
3. Conduct a 2,100-linear-foot topographic survey of the following locations:
 - a. Existing centerline, every 50 feet, within the project limits.
 - b. Cross sections, every 200 feet, to establish existing curb alignments.

City of Whitewater
Task Order No. 23-05
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- c. Spot locations of concrete curb and gutter replacement locations selected by OWNER.

Road Drawings

Prepare road drawings, in accordance with the MANUAL and the latest addition of the Standard Specifications for Highway and Structure Construction, for approximately 2,100 feet of roadway pavement replacement on Innovation Drive. The following road drawings are anticipated.

1. Title sheet.
2. General notes.
3. Project overview.
4. Typical sections (existing and finished).
5. Plan drawings.
6. Construction detail drawings (including erosion control).
7. Plan details (including alignment details, control point data, and pavement marking).
8. Traffic control (advanced warning).
9. Miscellaneous quantities.

Meetings

1. Participate in OWNER-scheduled 60 and 90 percent review meetings at OWNER's administrative building.
2. Participate in up to three property owner meetings on the project corridor with OWNER.

PS&E

Prepare PS&E in accordance with the MANUAL and submit to OWNER and DEPARTMENT by November 1, 2024.

Service Elements Not Included

In addition to those items specified in the associated Agreement for Technical Services, the following services are not included under this Task Order.

1. Attendance at a preconstruction meeting.
2. Bidding- and construction-related services.
3. Encroachment report.
4. Formal design justification.
5. Hazardous materials evaluation beyond the Phase 1 Hazardous Materials Memorandum.
6. Roadside hazard analysis.
7. Section 4(f) and 6(f) evaluations.
8. Wetland determination and delineation.
9. Public Informational Meetings.
10. Easement or right-of-way services.

