

VILLAGE OF MCFARLAND

Joint Meeting of Public Works and Public Utilities Committees Minutes

Tuesday, March 8, 2022 - 6:00 PM

1. CALL TO ORDER, ROLL CALL.

Village Trustee Ed Wreh called the joint meeting of the Public Works and Public Utilities Committees to order at 6:00 PM in the Community Room of the Municipal Center. This meeting was held via Zoom webinar.

Members present: Marv Meyers, Jerry Adrian, Chris St. Clair, Ed Wreh, Carrie Nelson, Pauline Boness, Marc Nielsen, Eric Kryzenske

Members not present: Chris Fredrick, Justin Rupert

Staff Present: Village Administrator Matt Schuenke, Public Works Director Jim Hessling, Streets and Utilities Superintendent Lee Igl, Assistant to the Public Works Director Aimee Irwin, Utility Clerk Phil McDade, Tim Stieve and Brian Berquist with Town and Country Engineering.

2. PUBLIC APPEARANCES.

- a. *This is an opportunity for members of the public to address the Village Board. Please remember this is a virtual meeting conducted through the Zoom online meeting platform. Zoom meeting attendees wishing to address the board may do so using the Question and Answer feature within the Zoom online meeting platform. You may state your name, address, and provide your comments to the board for their consideration. Members of the public who are present in person and wish to address the board should fill out a public comment form and turn into the meeting chairperson. Members of the public may speak during public appearances or during their selected agenda item as they designate on the public comment form. Please adhere to the 3-minute time limit. Additionally, you may send your public comments to aimee.irwin@mcfarland.wi.us to be included as part of the meeting.*

None.

3. BUSINESS.

- a. *Discussion and action to make a recommendation to the Village Board regarding the award of Contract A for the 2022 Terminal Drive Reconstruction Project including supplemental bid for the 2022 Sidewalk Replacement Project.*

Tim Stieve of Town and Country Engineering provided an overview of the Terminal Drive project and bid results. Town and Country received twenty-eight requested sets of plans, specifications and bidding documents with six contractors submitting bids. Of the bids received, Town and Country recommends the award of contract to Raymond P. Catell Inc. of Madison for the base bid plus supplemental bids excluding the sidewalk work.

- Eric Kryzenske asked if there was any discount offered if a contractor bid on two of the three contracts. Tim Stieve responded that no discount was presented for bidding on two contracts, only if all three were bid on. Kryzenske asked for

clarification about utilizing a 7.5% contingency versus 10%. Stieve stated during staff discussions regarding the contingency, staff felt that 7.5% contingency was adequate for this project. Matt Schuenke added that full reconstruction involves less variability.

- Pauline Boness asked if there are ordinance requirements that would need to utilize a 10% contingency. Brian Berquist stated there are no specific percentage requirements.

Motion by Village Trustee Chris St. Clair, seconded by Village Trustee Carrie Nelson, to recommend to the Village Board to award Contract A to Raymond P. Cattell, Inc. of Madison in the amount of \$1,337,433 for the base bid and supplemental bid approving the total project cost of \$1,553,148 including the railroad crossing, contingency, and engineering expenses. Furthermore, the optional supplemental bid for additional sidewalk replacement is rejected and the Village Engineer will solicit direct quotations for this work to be reviewed and approved by the Village Board upon recommendation of the Committee. Motion carries 8- 0 - 0.

b. Discussion and action to make a recommendation to the Village Board regarding the award of Contract B for the 2022 Street & Utility Improvements project(s).

Tim Stieve of Town and Country Engineering provided an overview of the 2022 Street and Utility Improvements project(s) and bid results. Town and Country received twenty-two requested sets of plans, specifications and bidding documents with two contractors submitting bids. Of the bids received, Town and Country recommends the award of contract to Wolf Paving & Excavating of Madison for the base bid plus supplemental bid. Stieve stated that Wolf Paving & Excavating provided that they plan to use Monona Plumbing for the water main work.

- Ed Wreh asked if any contractors provided why they did not bid on the project. Tim Stieve responded that some contractors did not bid due to the responsible bidder ordinance. However, a majority did not bid due to the scope of work on Card Avenue. Wreh asked about Town and Country's experience of working with Wolf Paving & Excavating. Stieve stated they have experience working with Wolf Paving as a paving contractor and he feels that Monona Plumbing is a qualified subcontractor for the utility work.

Motion by Village Trustee Chris St. Clair, seconded by Village Trustee Ed Wreh, to recommend to the Village Board the award of Contract B to Wolf Paving and Excavating of Madison in the amount of \$921,559 for the base alternate, and supplemental bids approving the total project cost of \$1,100,000 including contingency, engineering, and miscellaneous expenses.

Motion by Village Trustee Chris St. Clair, seconded by Village Trustee Ed Wreh to amend the motion to the amount of \$925,302.80 for the base alternate and supplemental bid and approving the increased total project costs of an additional \$4,000 dollars. The motion to amend the motion carries 8-0-0. Motion to approve the amended motion carries 8-0-0.

c. Presentation of the Public Works Director's monthly report.

Hessling provided the Public Works monthly report for the month of February. There were no questions from committee members.

d. Discussion and action to adjourn the Public Works Committee portion of the joint meeting.

Motion by Village Trustee Chris St. Clair, seconded by Marv Meyers, to adjourn the Public Works Committee portion of the joint meeting. Motion passes 3-0-0.

e. Discussion and action to make a recommendation to the Village Board regarding the award of Contract C for the 2022 Stormwater Improvement Project(s).

Tim Stieve of Town and Country Engineering provided an overview of the Stormwater Improvement Projects and bid results. Town and Country received nineteen requested sets of plans, specifications and bidding documents with two contractors submitting bids. Of the bids received, Town and Country recommends the award of contract to R & T Voegeli Excavating, LLC for the base bid. Stieve stated that due to the bid amount being substantially different than the bid estimate, a discussion occurred with R & T Voegeli Excavating to clarify that their bid amount is accurate.

Motion by Village Trustee Ed Wreh, seconded by Eric Kryzenske, to recommend to the Village Board the award of Contract C to R & T Voegeli of Monroe in the amount of \$49,970 for the base bid approving the total project cost of \$58,965 including contingency and engineering. Motion carries 5 - 0 - 0.

f. Discussion and action to make a recommendation to the Village Board regarding the award of contract for meter replacement installation services.

Aimee Irwin provided background related to the meter replacement project. An RFP was issued to seek proposals for meter replacement installation services. Of the three companies the RFP was emailed to, proposals were received from Midwest Testing and HydroCorp. Staff recommend award of contract to HydroCorp due to total project costs and for providing a complete proposal as outlined in the RFP.

- Ed Wreh asked for clarification regarding the estimated total project cost and the cost presented. Irwin stated that after receiving the proposal from HydroCorp, the installation costs were lower than estimated and therefore the overall project cost totaled less than estimated. Wreh asked if there would be any financial impact if we chose to combine years two and three. Irwin responded that the suggestion to combine years two and three is to mitigate any potential equipment cost increases that may occur and the total project costs within the amounts budgeted in 2022 and 2023.
- Carrie Nelson asked for clarification between a two-year and three-year approach. Irwin responded that the possibility of shortening the project is due to the total financial project costs. Schuenke added that we will learn a lot during year one about the installation process and, if successful, it could be decided to combine years two and three.

Motion by Village Trustee Ed Wreh, seconded by Village Trustee Carrie Nelson, to recommend to the Village Board to award the proposal from HydroCorp of Brookfield for meter replacement installation services at an estimated amount of \$351,175.50 with a total project cost including contingency for \$387,000. Motion carries 5 - 0 - 0.

g. Discussion and action to make a recommendation to the Village Board regarding the award of contract for Forcemain locating services.

Jim Hessling provided background related to forcemain locating services. An RFP was issued on Quest CDN and one proposal was received from Utility Mapping Services, Inc. of St. Cloud, Minnesota. Staff's recommendation is to accept the proposal as presented by Utility Mapping Services, Inc.

- Ed Wreh asked how long it took in the past to find a forcemain location. Hessling responded that the department only located part of the pipe, approximately a quarter of the pipe. Wreh asked if the contractor would be expected to locate all of the forcemain locations within the contract. Hessling stated there is a timeline within the contract to complete the locating work. Berquist explained that the contract is set for per foot of forcemain located.

Motion by Village Trustee Ed Wreh, seconded by Pauline Boness, to recommend to the Village Board to approve the proposal from Utility Mapping Services, Inc. of St. Cloud, MN in the amount of \$10.25 per lineal foot not to exceed a total project cost of \$100,000 for forcemain locating services. Motion carries 5 - 0 - 0.

h. Discussion and action to make a recommendation to the Village Board regarding the award of contract for storm sewer cleaning and televising services.

Jim Hessling provided background related to storm sewer cleaning and televising services. An RFP was emailed to six vendors and three proposals were received. The low bidder, Green Bay Pipe & TV, LLC submitted a price of \$1.48 per foot for services. Staff's recommendation is to accept the proposal as presented by Green Bay Pipe & TV.

- Marc Nielsen asked about the status of the Inflow and Infiltration (I & I) study. Hessling explained that the I & I study focuses on the sanitary sewer system. Berquist added that we are still awaiting a significant rain event to complete the study. Nielsen asked what the televising will show. Hessling responded that televising could show cracks, status of joints, and overall pipe condition. Lee Igl added that these services will also assist in helping to locate pipes that the department has questions about.

Motion by Village Trustee Ed Wreh, seconded by Village Carrie Nelson, to recommend to the Village Board the award of contract to Green Bay Pipe & TV, LLC for storm sewer cleaning and televising services at the cost of \$1.48 per square foot.

Motion by Village Trustee Ed Wreh, seconded by Village Trustee Carrie Nelson to amend the motion to the cost of \$1.48 per lineal foot. The motion to amend the motion carries 5-0-0. Motion to approve the amended motion carries 5-0-0.

i. Discussion and action to make a recommendation to the Village Board regarding the

MS4 permit and plan.

Jim Hessling reviewed the draft 2021 annual report for the Municipal Separate Storm Sewer System (MS4) to be approved then filed with the DNR. The permit governs storm water management practices in the Village and allows our discharge to area waterways. Tim Stieve explained that the Village is required to adhere to requirements that are from the EPA and WI DNR.

- Ed Wreh asked for clarification regarding an Urban Nonpoint Source Grant funding deliverable as listed on page one of the annual report. Stieve explained that annually there are Urban Nonpoint Source grants available for a community who is planning or completing a project that would reduce the total suspended solids. Currently, the village is not utilizing a grant for any projects.

Motion by Village Trustee Ed Wreh, seconded by Village Trustee Carrie Nelson, to recommend approval to the Village Board regarding the MS4 permit and plan. Motion carries 5 - 0 - 0.

j. Discussion regarding funding allocation to the utilities funds associated with street projects.

Aimee Irwin provided a brief synopsis regarding the history for discussion related to the allocation of the utilities funds. Included within the packet is data from comparable municipalities as well as questions provided by committee member Marc Nielsen that have been answered by staff, engineers and auditors. Marc Nielsen reviewed the data provided within the packet, including his example of costs that could be calculated using the Excel example from N. Autumn Lane. Committee members discussed the data provided. Matt Schuenke explained that staff would agree to review allocation on a project by project basis. Committee members would like to continue discussion of this approach during the next meeting.

4. SCHEDULE NEXT MEETING DATE.

- a. Public Works Committee--Tuesday, April 12, 2022 at 6:00 pm*
Public Utilities Committee--Tuesday, April 19, 2022 at 6:00 pm

5. ADJOURNMENT.

Motion by Village Trustee Ed Wreh, seconded by Village Trustee Carrie Nelson, to adjourn at 7:45 p.m.

Pursuant to law, written notice of this meeting was given to the public and posted on the public bulletin boards in accordance with Open Meetings Law.

Respectfully submitted,
Aimee Irwin
Assistant to the Public Works Director