

# AGENDA

CITY OF MONONA  
PUBLIC WORKS COMMITTEE  
City Hall Conference Room  
WEDNESDAY, August 1, 2012  
6:30 P.M.

1. Call To Order
2. Roll Call
3. Approval of Minutes from June 6, 2012
4. Appearances
5. Old Business
  - A. Consider replacing Yield sign with Stop sign on Bridge Rd. at Panther Trail intersection. ( Tabled June 6, 2012)
6. New Business
  - A. Review the need for Stop Sign on Royal Avenue (Planning Commission)
  - B. 2013 Capital Budget – Initial Review
7. Miscellaneous Business
  - A. 2012 Road Maintenance – Review Road Patching Bid Results
  - B. 2012 Generator Project – Review Generator Equipment Bid Results
  - C. Public Works Operations Report
  - D. Questions or topics for future discussion
8. Next Scheduled Meeting: Wednesday, September 5, 2012.
9. Adjournment

NOTE: Upon reasonable notice, the City of Monona will accommodate the needs of disabled individuals through auxiliary aids or services. For additional information or to request this service, contact Joan Andrusz at (608) 222-2525 (not a TDD telephone number), FAX (608) 222-9225, or through the City Police Department TDD telephone number 222-2535. The public is notified that any final action taken at a previous meeting may be reconsidered pursuant to the City of Monona ordinances. A suspension of the rules may allow for final action to be taken on an item of New Business. It is possible that members of and a possible quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information or speak about a subject, over which they 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.

# PUBLIC WORKS COMMITTEE

June 6, 2012

## Draft Minutes

The regular monthly meeting of the Public Works Committee for the City of Monona was called to order at 6:30p.m. by Chairperson Thomas.

Present: Alderperson Thomas, Mr. Stolper, Mr. McConnell, Mr. Franklin, Mr. Podell, Ms. Busse

Excused: Alderman Speight, Mr. Besch, Mr. Turino

Also Present: DPW Director Stephany, Mark Kane and Mike Bewick from L.W. Allen,

### APPROVAL OF MINUTES

A motion by Ms. Busse, seconded by Mr. Franklin to approve the Public Works Committee minutes of May 2, 2012 was carried.

### APPEARANCES

None

### OLD BUSINESS

5A: Consider replacing the Yield sign with a Stop sign on Bridge Street at Panther Trail –

A motion was made by Mr. Stolper, seconded by Ms. Busse to remove from the table, was carried.

This topic was discussed at the May meeting. For the June meeting, Mr. Podell asked the Director to research the double black arrow sign on yellow background, sign W1-7 of the Manual on Uniform Traffic Control Devices (MUTCD), to see if it can be used in this scenario. The Director reported that if used, the sign shall be installed on the far side of the "T" intersection, and should be visible for a sufficient distance to provide the road user with adequate time to react to the intersection configuration. The committee inquired on how far off the ground this sign would be installed. MUTCD guidelines call for this sign to be placed 7' off the ground in this example. The Director will provide MUTCD guidelines on sign height and smaller size for the next meeting.

A motion by Mr. Podell, seconded by Ms. Busse to table this issue for future discussion, was carried.

### NEW BUSINESS

6A: Review of Draft Water Disconnection Policy – the Director presented a draft water disconnection policy to address the ongoing issue of non-payment of utility bills. As of this meeting, to date for 2012 there is over \$80,000 due to the utilities that is more than 90 days past due. It is expected that the first few rounds of water service shut off that we will have a high number to be shut off. Once the program is in place and established it is expected that the number of shut offs will significantly drop. It is also a policy that will assist the landlords with tenant utility payments. Existing staff will be used to implement this policy.

Mr. Franklin asked how the billing goes for mid-month tenant move-out. For Monona, the meter is read on the date the tenant moves out. The committee would like language inserted in the policy that states we will not shut off the water service from December 15<sup>th</sup> – March 15<sup>th</sup> of each year. The utility staff would provide information on the utility bill, newsletter, and website to help educate the customers.

A motion was made by Mr. Stolper, seconded by Ms. Busse to recommend approval of the policy was carried.

6B: Review of Annual Road Maintenance List – The Director provided an update on the 2012 road maintenance list. Focus will be put on road patching this year to address sections with alligator cracking, potholes, and bumps. The work will consist of full depth milling, road base repair as needed, and new asphalt applied. Public works will also complete City Hall parking lot seal coating this summer. The Director discussed the micro-surface maintenance treatment and potential areas that we could do this treatment.

Mr. Stolper mentioned that there is an area on Winnequah Road, near the same maintenance areas of last year that need to be looked at. Mr. Franklin mentioned a section on the north end of Tonyawatha Trail that needs to be considered for future maintenance.

7A: 2012 Capital Projects Review, SCADA System – Mike Bewick and Mark Kane from LW Allen presented on the topic of SCADA and provided a summary overview and presentation of what SCADA can do for the City. Mr. Bewick and Mr. Kane also provided explanation on their SCADA Phase I Upgrade bid proposal received on May 23, 2012 for \$59,800. A second proposal was received by Energenees Inc. for \$134,750. It is noted that bids were submitted based on the same brand name equipment specified.

A motion was made by Mr. Franklin, seconded by Ms. Busse to accept the LW Allen SCADA bid proposal of \$59,800 was carried.

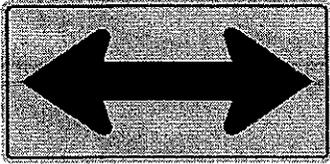
7B: The Director provided an explanation on the solid waste and recycle program to date with our new contract with Veolia Environmental.

NEXT SCHEDULED MEETING: Wednesday, August 1, 2012.

ADJOURNMENT

A motion was made by Ms. Busse, seconded by Mr. Podell to adjourn was carried (7:53pm).

Daniel Stephany  
Director of Public Works



## W1-7

### Manual on Uniform Traffic Control Devices - MUTCD

#### Section 2C.47 Two-Direction Large Arrow Sign (W1-7)

##### Standard:

- 01 The Two-Direction Large Arrow (W1-7) sign (see Figure 2C-9) shall be a horizontal rectangle.
- 02 If used, it shall be installed on the far side of a T-intersection in line with, and at approximately a right angle to, traffic approaching from the stem of the T-intersection.
- 03 The Two-Direction Large Arrow sign shall not be used where there is no change in the direction of travel such as at the beginnings and ends of medians or at center piers.
- 04 The Two-Direction Large Arrow sign directing traffic to the left and right shall not be used in the central island of a roundabout.

##### Guidance:

- 05 The Two-Direction Large Arrow sign should be visible for a sufficient distance to provide the road user with adequate time to react to the intersection configuration.

~~48" x 24"~~

18" X 36"

## Section 2A.18 Mounting Height

### Standard:

01 The provisions of this Section shall apply unless specifically stated otherwise for a particular sign or object marker elsewhere in this Manual.

### Support:

02 The mounting height requirements for object markers are provided in Chapter 2C.

03 In addition to the provisions of this Section, information affecting the minimum mounting height of signs as a function of crash performance can be found in AASHTO's "Roadside Design Guide" (see Section 1A.11).

### Standard:

04 The minimum height, measured vertically from the bottom of the sign to the elevation of the near edge of the pavement, of signs installed at the side of the road in rural areas shall be 5 feet (see Figure 2A-2).

05 The minimum height, measured vertically from the bottom of the sign to the top of the curb, or in the absence of curb, measured vertically from the bottom of the sign to the elevation of the near edge of the traveled way, of signs installed at the side of the road in business, commercial, or residential areas where parking or pedestrian movements are likely to occur, or where the view of the sign might be obstructed, shall be 7 feet (see Figure 2A-2).

### Option:

06 The height to the bottom of a secondary sign mounted below another sign may be 1 foot less than the height specified in Paragraphs 4 and 5.

### Standard:

07 The minimum height, measured vertically from the bottom of the sign to the sidewalk, of signs installed above sidewalks shall be 7 feet.

08 If the bottom of a secondary sign that is mounted below another sign is mounted lower than 7 feet above a pedestrian sidewalk or pathway (see Section 6D.02), the secondary sign shall not project more than 4 inches into the pedestrian facility.

### Option:

09 Signs that are placed 30 feet or more from the edge of the traveled way may be installed with a minimum height of 5 feet, measured vertically from the bottom of the sign to the elevation of the near edge of the pavement.

### Standard:

10 Directional signs on freeways and expressways shall be installed with a minimum height of 7 feet, measured vertically from the bottom of the sign to the elevation of the near edge of the pavement. All route signs, warning signs, and regulatory signs on freeways and expressways shall be installed with a minimum height of 7 feet, measured vertically from the bottom of the sign to the elevation of the near edge of the pavement. If a secondary sign is mounted below another sign on a freeway or expressway, the major sign shall be installed with a minimum height of 8 feet and the secondary sign shall be installed with a minimum height of 5 feet, measured vertically from the bottom of the sign to the elevation of the near edge of the pavement.

11 Where large signs having an area exceeding 50 square feet are installed on multiple breakaway posts, the clearance from the ground to the bottom of the sign shall be at least 7 feet.

### Option:

12 A route sign assembly consisting of a route sign and auxiliary signs (see Section 2D.31) may be treated as a single sign for the purposes of this Section.

13 The mounting height may be adjusted when supports are located near the edge of the right-of-way on a steep backslope in order to avoid the sometimes less desirable alternative of placing the sign closer to the roadway.

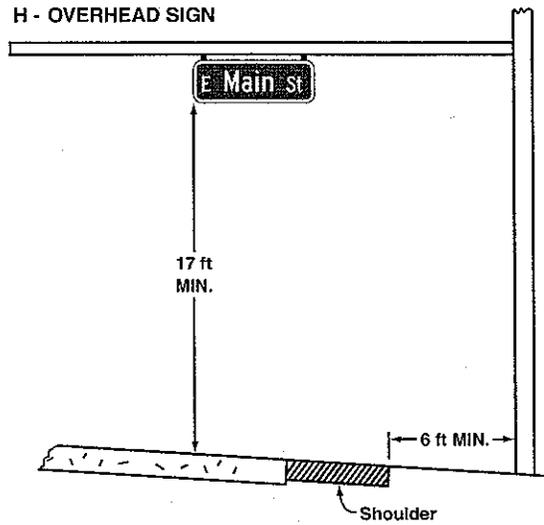
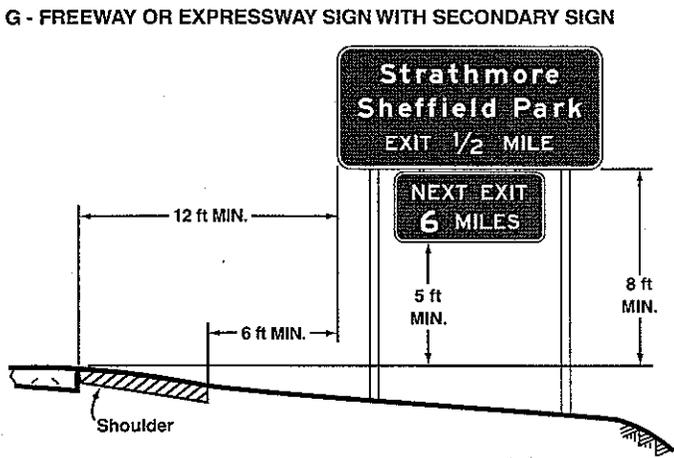
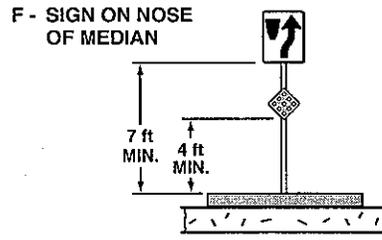
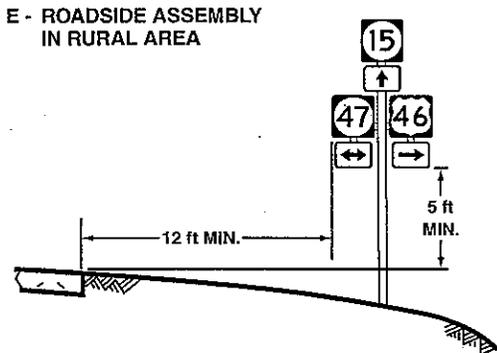
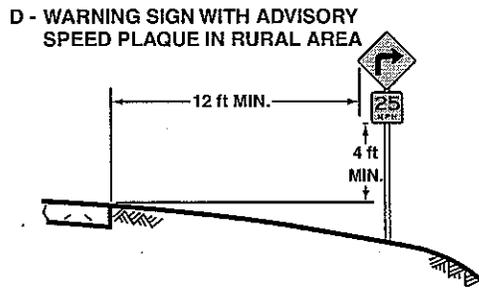
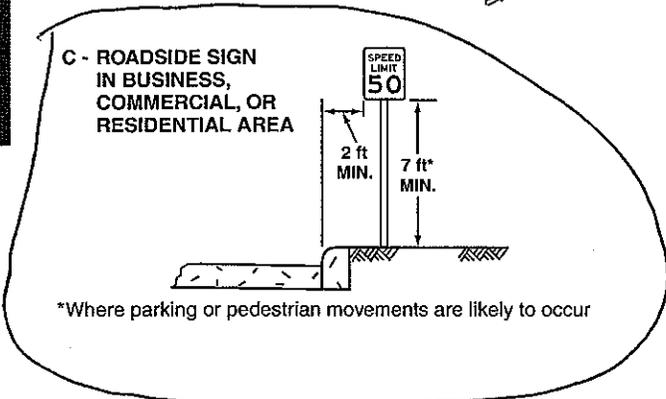
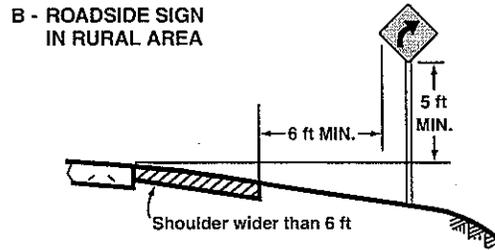
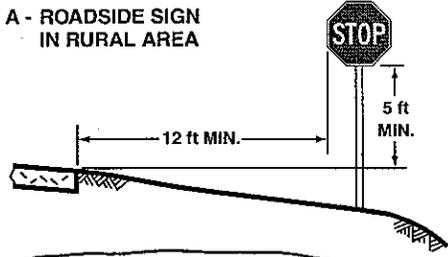
### Standard:

14 Overhead signs shall provide a vertical clearance of not less than 17 feet to the sign, light fixture, or sign bridge over the entire width of the pavement and shoulders except where the structure on which the overhead signs are to be mounted or other structures along the roadway near the sign structure have a lesser vertical clearance.

### Option:

15 If the vertical clearance of other structures along the roadway near the sign structure is less than 16 feet, the vertical clearance to an overhead sign structure or support may be as low as 1 foot higher than the vertical clearance of the other structures in order to improve the visibility of the overhead signs.

Figure 2A-2. Examples of Heights and Lateral Locations of Sign Installations



Note:  
See Section 2A.19 for reduced lateral offset distances that may be used in areas where lateral offsets are limited, and in business, commercial, or residential areas where sidewalk width is limited or where existing poles are close to the curb.



Strand Associates, Inc.<sup>®</sup>  
910 West Wingra Drive  
Madison, WI 53715  
(P) 608-251-4843  
(F) 608-251-8655

July 26, 2012

Mr. Dan Stephany, Director of Public Works  
City of Monona  
5211 Schluter Road  
Monona, WI 53716

Re: Speedway Redevelopment–Stop Sign Investigation

Dear Mr. Stephany:

At the request of the public works department, the following letter investigates the planning commission's suggestion to add a stop sign along Royal Avenue at the location shown in the enclosed Figure 1.

According to information from the planning commission, the proposed stop sign would be installed for southbound Royal Avenue as it curves to the west. This curve is also where Walmart's westerly private drive access is located, which currently has a stop sign.

Our understanding is that this location has not exhibited any significant crash or congestion issues and the addition of the stop sign is being suggested as part of the reconstruction/expansion of the current Speedway gas station located in the northwest quadrant of the subject curve.

Based on this information, the following is a brief summary that focuses on the qualitative elements of the roadway operations at this location.

Although somewhat unconventional, the current Walmart driveway, located at a 90 degree corner of Royal Avenue, does not appear to exhibit any operational or crash concerns. Some minor queuing can be observed on the Walmart driveway during heavy travel times, but these queues have not demonstrated any significant impacts to the operations of City of Monona surface streets. A concern is that since this is a private driveway, it would be unconventional to stop traffic for one of the two directions on a public surface street in order to yield right-of-way to a driveway entrance.

Typically, stop-controlled intersections fall under two general categories, minor-street stop-controlled and all-way stop-controlled. Minor-street stop-controlled intersections typically consist of free-flow movements on the mainline approaches and stop-controlled access on the side-road approaches (or minor business accesses, in this case). In all-way stop-controlled intersections, drivers are often focused on determining who will be next to enter the intersection or roadway. Although rare, vehicle crashes at these types of intersections (in low speed urban local roadways) are often minor and rarely have injuries associated with them.

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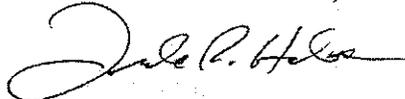
Mr. Dan Stephany, Director of Public Works  
City of Monona  
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July 26, 2012

In contrast, the mindset of drivers in minor-street stop-controlled intersections are focused on finding gaps in the mainline traffic. The concern with adding a southbound stop sign at this location is that it introduces both elements of all-way stop-controlled intersections and minor-street stop-controlled intersections. This could introduce confusion to drivers since in addition to finding gaps in traffic along the free-flow surface street, they now need to also concern themselves with who will be next to enter the roadway.

Based on these reasons and on standard traffic engineering principles, introducing a southbound stop sign at this location does not appear to be warranted at this time and has the potential to add confusion to the roadway operations. If the desire is to change operations at this location (i.e., make the east-west movement the free-flow movement), further investigation into purchasing the private driveway right-of-way to convert this to a public street and intersection should be considered.

Sincerely,

STRAND ASSOCIATES, INC.®



Luke R. Holman, P.E.

Enclosure

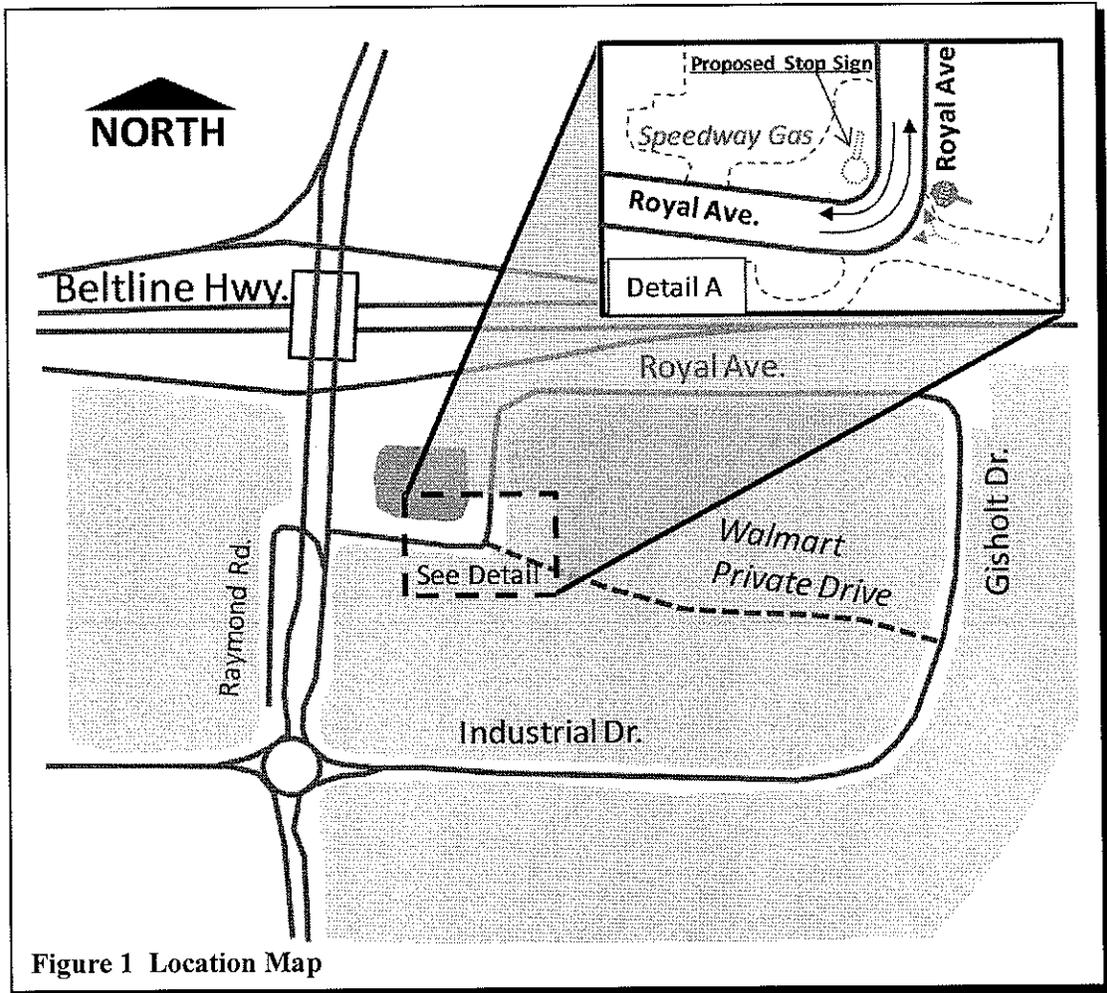


Figure 1 Location Map

**2013  
CAPITAL PROJECT SUMMARY**

	TOTAL		TIF	SEWER BONDS	OTHER REVENUES	STORM WATER BONDS	WATER BONDS
	GO BONDS						
<b>Public Works, Water &amp; Sewer Utilities</b>							
Monona Drive Reconstruction - Phase III - Conr	\$ 4,100,000	\$ 2,000,000	\$ -	\$ 1,000,000	\$ -	\$ -	\$ 1,100,000
2013 Street Repair and Maintenance Program	132,000	132,000	-	-	-	-	-
Copps Avenue Repaving	43,000	43,000	-	-	-	-	-
Tree Replacement Program	15,000	15,000	-	-	-	-	-
Parking Lot Maintenance All Dept	20,000	20,000	-	-	-	-	-
2013 Sidewalk Improvements Program	8,000	8,000	-	-	-	-	-
Monona Drive Phase III Utility Construction Inst	110,000	-	-	55,000	-	-	55,000
Well #2 VFD	40,000	-	-	-	-	-	40,000
Chemical Room Engineering	55,200	-	-	-	-	-	55,200
Well No. 2 Reservoir Expansion Engineering	60,000	-	-	-	-	-	60,000
Pumping Station VFD	105,000	-	-	-	-	-	105,000
Well #1 Pump Rebuild	20,000	-	-	-	-	-	20,000
Phase II SCADA	40,000	-	-	30,000	-	-	10,000
Cove Channel Storm Main Outfall Replacement	150,000	-	-	-	-	-	150,000
Wyldhaven Catch Basin Replacement Engineer	10,000	-	-	-	-	-	10,000
General Storm Sewer Repairs	65,000	-	-	-	-	-	65,000
<b>Total</b>	\$ <del>4,978,200</del> 5,033,200	\$ 2,218,000	\$ -	\$ 1,085,000	\$ -	\$ 235,000	\$ <del>1,435,200</del> 1,495,200
<b>PUBLIC WORKS - EQUIPMENT</b>							
Mower JD 1600	\$ 35,000	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ -
Pickup Truck	12,000	12,000	-	-	-	-	-
Boom Truck	75,000	75,000	-	-	-	-	-
<b>Total</b>	\$ 122,000	\$ 122,000	\$ -	\$ -	\$ -	\$ -	\$ -

*Water Meter Replacement*  
*tentative*

*\$ 60,000*      *\$ 60,000*

City of Monona  
Changes made to the Department 2013 Capital Budget Request

Item Purposed by Department Head	Original Amount Proposed	Saving (Add) Dollar Change to Budget	Revised Amount	Comments
2012 Facilities Rehabilitation	\$ 125,000	\$ 50,000	\$ 75,000	
Fuel Tank Demolition	25,000	25,000	-	
Tree Replacement	30,000	15,000	15,000	
Bike Path Connection-South Towne	25,000	25,000	-	
Parking Lot Maintenance All Depts	40,000	20,000	20,000	
Cold Storage Building	130,000	130,000	-	
Chemical Room	460,000	404,800	55,200	
Well No. 2 Expansion	500,000	440,000	60,000	
One-Ton Dump Truck/Flat Bed	45,000	45,000	-	
Mower JD 1435	17,000	17,000	-	
Boom Truck	100,000	25,000	75,000	
Pickup Truck-Director	20,000	8,000	12,000	

















**CITY OF MONONA  
CAPITAL IMPROVEMENTS REQUEST FORM**

1. **Project Name:** Well No. 2 Reservoir Expansion Engineering

2. **Year Proposed:** 2013 **Rank:**

3. **Requested By:** Public Works Committee

4. **Prepared By:** Dan Stephany, Director of Public Works

5. **Project Description/Justification (briefly indicate the size, location, type of projects or purchases, and time schedule involved in implementation.)**

This item is for engineering and construction administration services for Well 2 Reservoir Expansion. The project will address the expansion of the reservoir at Well No. 2 to reduce the shortage of storage in the water system. The system current daily maximum day pumpage of 2.3 mgd is greater than the existing reliable capacity of 1.8 mgd. The existing reservoir at Well No. 2 has a nominal capacity of 120,000 gallons. Located at Bridge Road Park, there is opportunity to expand the reservoir without the acquisition of property.

This project will also include asphalt paving the entrance drive to the well and installing a well flushing hydrant and isolation valve.

6. **Total Project Cost:** \$60,000







**CITY OF MONONA  
CAPITAL IMPROVEMENTS REQUEST FORM**

1. **Project Name:** Cove Channel Storm Main and Outfall Replacement

2. **Year Proposed:** 2013 **Rank:**

3. **Requested By:** Public Works Committee

4. **Prepared By:** Dan Stephany, Director of Public Works

5. **Project Description/Justification (briefly indicate the size, location, type of projects or purchases, and time schedule involved in implementation.)**

This program consists of engineering and replacement of a catch basin, storm main, and outfall for the storm main line that enters the Cove Channel from Winnequah Road. The catch basin has shifted and the main line outfall has completely deteriorated. The earth at the outfall has sunken to reveal the problem areas.

6. **Total Project Cost:** \$150,000





**CITY OF MONONA  
CAPITAL IMPROVEMENTS REQUEST FORM**

1. **Project Name:** Water Meter Replacement/Upgrade to Auto Read System

2. **Year Proposed:** 2013 **Rank:**

3. **Requested By:** Public Works Committee

4. **Prepared By:** Dan Stephany, Director of Public Works

5. **Project Description/Justification (briefly indicate the size, location, type of projects or purchases, and time schedule involved in implementation.)**

This program consists of the conversion of existing water meters to the Orion Automated Meter Reading System (Badger Meter). This system enables the water meters to be read remotely by drive-by vehicle, eliminating the need for a direct read by a meter reader on foot. In addition, this system provides real time monitoring of the water usage at each residence, enabling staff to pinpoint periods of abnormal water usage and provide this information to the customer. This system requires the installation of a transmitter on existing newer water meters and the replacement of older meters with a new meter and transmitter. The replacement of older meters is part of ongoing meter replacement program. Approximately 75% of the water system has newer water meters.

This system is used in many communities throughout Wisconsin. In addition, if WIFI becomes a reality in Monona, transmitter nodes could be piggy-backed on the WIFI transmitters, allowing remote reader reading from City Hall (computer with WIFI connection). This system is also compatible with the current utility billing software.

The proposed program implements the installation of the Orion equipment over a period of seven years (initially 5 years). Currently, there are approximately 2,841 meters in the water system. Of these 2,123 are equipped with the Orion equipment, leaving 718 meters to be modified. The program has been averaging 425 meters switched each year for the past five years.

The program started in 2007. If funding continues we will complete the meter switchover in 2014.

6. **Total Project Cost:** \$60,000

**Monona Public Works  
Replacement Rating System**

**General Vehicle/Equipment Information**

VIN# TC1600TD40014  
 DPW ID# 69  
 Model Year 2005  
 Make John Deere  
 Model WAM 1600  
 Purchase Price \_\_\_\_\_

Engine 4TNE84T 4cyl diesel  
 Transmission Hydrostatic  
 Drive Train \_\_\_\_\_

Point System Rating		
	Data	Points
Age	2005	7
Miles /		
Hours	1776	2
Type of Service	mowing	5
Condition (Int. & Ext.)	dents	2
Est. Repair & Maintenance Cost		1
Reliability		3
Point Total		20

**Vehicle/Equipment Summary:**

- This mower was bought new in 2005 the problems we have had with it have been mostly in the rear end, the hydraulics and electrical control board.

Things that have been replaced have been O-ring seals, solenoid valves, safety switches, hydraulic mower motor, machine control board (warranty), rear end parts ~~more~~ a few times, battery, engine belts, & other wear items

- Future problems could be more of the same plus mower deck spindle bearings, mower deck belts, wheel bearings on decks and will need bearings & seals in steering column

(summarize vehicle history, down time, new issues, overall condition, etc...)

## Points Allocation System

Equipment is evaluated by six criteria: age, mileage, type of service, general overall condition, maintenance cost and reliability. Each vehicle is scored as follows to determine which units are eligible for replacement consideration.

- 1) **Year of Vehicle:**  
One (1) point is assigned for each year of chronological age, based on "in-service date" of the vehicle.
- 2) **Mileage/Hours:**  
One (1) point is assigned for each 10,000 miles of operation, or for each 750 hours of use.
- 3) **Type of Service:**  
One, three, or five (1, 3, 5) points are assigned based on type of service that vehicle receives. For example, a police squad car would be assigned a five (5) because it is a severe duty service vehicle. An administrative sedan would be assigned a one (1) because of light duty service.
- 4) **General Overall Condition:**  
This category takes into consideration the condition of the body, rust, interior condition, vehicular accidents status, anticipated repairs, etc... A scale from one (1) to five (5) is used, with five (5) being extremely poor condition.
- 5) **Maintenance Cost:**  
Points are assigned on a scale of one (1) to five (5) based on the total cost factor. The maintenance cost figure includes all repair and maintenance costs minus any costs associated with accident repairs. A five (5) would be equal to or greater than the original purchase price, while a one (1) would be equal to 20% or less of the original purchase price.
- 6) **Reliability:**  
Points are assigned as one (1), three (3), or five (5) depending on frequency that a vehicle is in the shop for non-routine repair. A five (5) would be assigned to a vehicle that is in the shop two or more times per month on average, while a one (1) would be assigned to a vehicle in the shop an average of once every three months or less.

### POINT RANGES FOR REPLACEMENT CONSIDERATION

<u>SCORE:</u>	<u>CONDITION:</u>
Less than 18 points	Excellent
18 - 22 points	Good
23 - 27 points	Qualifies for Replacement
Above 28 points	Needs Immediate Replacement

### Process of Selecting Units to be Replaced: (Discussion from APWA - Vehicle Replacement Guide)

The fact that a vehicle has reached an age and usage threshold beyond which it is a candidate for replacement does not mean that it automatically should be replaced. Some vehicles do not wear out as quickly as others, however, some vehicles should be replaced sooner than others because they experience above average wear and tear.

In addition to having replacement cycle guidelines the organization should have a decision making process in place to determine which specific vehicles should be replaced. Such processes help to set replacement priorities and to ensure that the most deserving vehicles are replaced with the level of funding available.

Replacement cycles are planning parameters, and as such are predictive criteria used to establish funding requirements. While they are also often used to identify potential candidates for replacement, additional factors need to be considered when developing the list of units that are most deserving of being replaced. These additional factors should include items such as maintenance and repair costs, reliability, type of use, vehicle condition, etc...

**Rating Guidelines:**

**Excellent:** Vehicle is in exceptional mechanical, exterior and interior condition with no visible wear; it requires no reconditioning. Paint will have a glossy appearance. Vehicle has no mechanical and/or cosmetic problems and has a clean engine compartment. Exterior and interior are free of any damage. Tires are in nearly new condition. (0-18)

**Good:** Vehicle shows some normal wear but has no major mechanical and/or cosmetic problems. Paint still has a glossy finish and may have slight scratches or dings. Some reconditioning may be needed. Interior will have minimal fading and wear. Tires have substantial tread remaining. (19-22)

**Poor - Rough (qualification for replacement):** Vehicle may have a few to several mechanical and/or cosmetic problems and may require a considerable amount of reconditioning. Exterior paint has some dullness and interior need significant repairs. Vehicle may have a considerable amount of scratches or dings. Interior material is slightly worn and faded. Tires have some unstable tread remaining. (23-27)

**Damaged (needs replacement):** Vehicle has major mechanical and/or body damage that may render it in non-safe running condition. Exterior and interior is damaged or worn. Major components are failing and need to be replaced.

**Comments:** Machine look decent & runs well right now but will take some work for another season. I'm more concerned about past problems with hydraulics, rear end, & control boards reoccurring plus the wear items that are coming up.

- The new Wam 1600 has seem to address & improved on past problems different motors, valving, oil filtration and so on.

- Point system says good but I think we should keep the motors ~~rotating~~ rotating while they still have good value & hopefully avoid major repair cost

## Monona Public Works Replacement Rating System

### General Vehicle/Equipment Information

VIN# 1FAFP52U3XG209615  
 DPW ID# 75  
 Model Year 1999  
 Make Ford  
 Model Taurus  
 Purchase Price \_\_\_\_\_

Engine 3.0  
 Transmission automatic  
 Drive Train \_\_\_\_\_

Point System Rating		
	Data	Points
Age	1999	13
Miles /	65 088	6
Hours		<del>7</del>
Type of Service	administrative car	1
Condition (Int. & Ext.)	very rusty underneath	3
Est. Repair & Maintenance Cost		1
Reliability		1
Point Total		25

### Vehicle/Equipment Summary:

- This car started out in the police department then brought into the public works.

- Since in public works repairs done have been batteries, tires, belts, brakes, brake lines, alternator

- Biggest issues with the car is with terribly rusty fuel & brake lines that I haven't replaced. Because of the age some of these lines are very specialized & getting hard to find & expensive if you can get them.

(summarize vehicle history, down time, new issues, overall condition, etc...)

## Points Allocation System

Equipment is evaluated by six criteria: age, mileage, type of service, general overall condition, maintenance cost and reliability. Each vehicle is scored as follows to determine which units are eligible for replacement consideration.

- 1) **Year of Vehicle:**  
One (1) point is assigned for each year of chronological age, based on "in-service date" of the vehicle.
- 2) **Mileage/Hours:**  
One (1) point is assigned for each 10,000 miles of operation, or for each 750 hours of use.
- 3) **Type of Service:**  
One, three, or five (1, 3, 5) points are assigned based on type of service that vehicle receives. For example, a police squad car would be assigned a five (5) because it is a severe duty service vehicle. An administrative sedan would be assigned a one (1) because of light duty service.
- 4) **General Overall Condition:**  
This category takes into consideration the condition of the body, rust, interior condition, vehicular accidents status, anticipated repairs, etc... A scale from one (1) to five (5) is used, with five (5) being extremely poor condition.
- 5) **Maintenance Cost:**  
Points are assigned on a scale of one (1) to five (5) based on the total cost factor. The maintenance cost figure includes all repair and maintenance costs minus any costs associated with accident repairs. A five (5) would be equal to or greater than the original purchase price, while a one (1) would be equal to 20% or less of the original purchase price.
- 6) **Reliability:**  
Points are assigned as one (1), three (3), or five (5) depending on frequency that a vehicle is in the shop for non-routine repair. A five (5) would be assigned to a vehicle that is in the shop two or more times per month on average, while a one (1) would be assigned to a vehicle in the shop an average of once every three months or less.

### POINT RANGES FOR REPLACEMENT CONSIDERATION

<u>SCORE:</u>	<u>CONDITION:</u>
Less than 18 points	Excellent
18 - 22 points	Good
23 - 27 points	Qualifies for Replacement
Above 28 points	Needs Immediate Replacement

### Process of Selecting Units to be Replaced: (Discussion from APWA - Vehicle Replacement Guide)

The fact that a vehicle has reached an age and usage threshold beyond which it is a candidate for replacement does not mean that it automatically should be replaced. Some vehicles do not wear out as quickly as others, however, some vehicles should be replaced sooner than others because they experience above average wear and tear.

In addition to having replacement cycle guidelines the organization should have a decision making process in place to determine which specific vehicles should be replaced. Such processes help to set replacement priorities and to ensure that the most deserving vehicles are replaced with the level of funding available.

Replacement cycles are planning parameters, and as such are predictive criteria used to establish funding requirements. While they are also often used to identify potential candidates for replacement, additional factors need to be considered when developing the list of units that are most deserving of being replaced. These additional factors should include items such as maintenance and repair costs, reliability, type of use, vehicle condition, etc...

**Rating Guidelines:**

**Excellent:** Vehicle is in exceptional mechanical, exterior and interior condition with no visible wear; it requires no reconditioning. Paint will have a glossy appearance. Vehicle has no mechanical and/or cosmetic problems and has a clean engine compartment. Exterior and interior are free of any damage. Tires are in nearly new condition. (0-18)

**Good:** Vehicle shows some normal wear but has no major mechanical and/or cosmetic problems. Paint still has a glossy finish and may have slight scratches or dings. Some reconditioning may be needed. Interior will have minimal fading and wear. Tires have substantial tread remaining. (19-22)

**Poor - Rough (qualification for replacement):** Vehicle may have a few to several mechanical and/or cosmetic problems and may require a considerable amount of reconditioning. Exterior paint has some dullness and interior need significant repairs. Vehicle may have a considerable amount of scratches or dings. Interior material is slightly worn and faded. Tires have some unstable tread remaining. (23-27)

**Damaged (needs replacement):** Vehicle has major mechanical and/or body damage that may render it in non-safe running condition. Exterior and interior is damaged or worn. Major components are failing and need to be replaced.

Comments: The car looks good as far as body + interior whats  
under it is the concern

- This car is qualified for replacement.

**Monona Public Works  
Replacement Rating System**

**General Vehicle/Equipment Information**

VIN# 1GBK34F6XF0219823  
 DPW ID# 41  
 Model Year 1999  
 Make Chevy  
 Model 3500 HD  
 Purchase Price \_\_\_\_\_

Engine 6.5 diesel  
 Transmission automatic  
 Drive Train \_\_\_\_\_

Point System Rating		
	Data	Points
Age	1999	13
Miles /	81755	8
Hours		
Type of Service	boom truck	3
Condition (Int. & Ext.)		2
Est. Repair &		
Maintenance Cost		1
Reliability		1
Point Total		28

**Vehicle/Equipment Summary:**

- Things that have been worked on or replaced are - alternator, starter, truck battery, belts, fuel pumps, fuel solenoid driver, door handles, hoses, turbo valve
- Future needs will be brakes including hoses, calipers + rotors, radiator hoses, seat, boom batteries, electrical switches, inverter box
- Main concerns are truck springs seem to be getting weaker, it has more sway when boom is up. Truck doesn't have down riggers
- Hoses on the boom are getting old + probably will start failing there is many of them & it is quite the task to replace any of them. More concern with safety + not blowing a hose.

(summarize vehicle history, down time, new issues, overall condition, etc...)

## Points Allocation System

Equipment is evaluated by six criteria: age, mileage, type of service, general overall condition, maintenance cost and reliability. Each vehicle is scored as follows to determine which units are eligible for replacement consideration.

- 1) **Year of Vehicle:**  
One (1) point is assigned for each year of chronological age, based on "in-service date" of the vehicle.
- 2) **Mileage/Hours:**  
One (1) point is assigned for each 10,000 miles of operation, or for each 750 hours of use.
- 3) **Type of Service:**  
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Points are assigned on a scale of one (1) to five (5) based on the total cost factor. The maintenance cost figure includes all repair and maintenance costs minus any costs associated with accident repairs. A five (5) would be equal to or greater than the original purchase price, while a one (1) would be equal to 20% or less of the original purchase price.
- 6) **Reliability:**  
Points are assigned as one (1), three (3), or five (5) depending on frequency that a vehicle is in the shop for non-routine repair. A five (5) would be assigned to a vehicle that is in the shop two or more times per month on average, while a one (1) would be assigned to a vehicle in the shop an average of once every three months or less.

### POINT RANGES FOR REPLACEMENT CONSIDERATION

<u>SCORE:</u>	<u>CONDITION:</u>
Less than 18 points	Excellent
18 - 22 points	Good
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Above 28 points	Needs Immediate Replacement

#### **Process of Selecting Units to be Replaced:** (Discussion from APWA - Vehicle Replacement Guide)

The fact that a vehicle has reached an age and usage threshold beyond which it is a candidate for replacement does not mean that it automatically should be replaced. Some vehicles do not wear out as quickly as others, however, some vehicles should be replaced sooner than others because they experience above average wear and tear.

In addition to having replacement cycle guidelines the organization should have a decision making process in place to determine which specific vehicles should be replaced. Such processes help to set replacement priorities and to ensure that the most deserving vehicles are replaced with the level of funding available.

Replacement cycles are planning parameters, and as such are predictive criteria used to establish funding requirements. While they are also often used to identify potential candidates for replacement, additional factors need to be considered when developing the list of units that are most deserving of being replaced. These additional factors should include items such as maintenance and repair costs, reliability, type of use, vehicle condition, etc...

**Rating Guidelines:**

**Excellent:** Vehicle is in exceptional mechanical, exterior and interior condition with no visible wear; it requires no reconditioning. Paint will have a glossy appearance. Vehicle has no mechanical and/or cosmetic problems and has a clean engine compartment. Exterior and interior are free of any damage. Tires are in nearly new condition. (0-18)

**Good:** Vehicle shows some normal wear but has no major mechanical and/or cosmetic problems. Paint still has a glossy finish and may have slight scratches or dings. Some reconditioning may be needed. Interior will have minimal fading and wear. Tires have substantial tread remaining. (19-22)

**Poor - Rough (qualification for replacement):** Vehicle may have a few to several mechanical and/or cosmetic problems and may require a considerable amount of reconditioning. Exterior paint has some dullness and interior need significant repairs. Vehicle may have a considerable amount of scratches or dings. Interior material is slightly worn and faded. Tires have some unstable tread remaining. (23-27)

**Damaged (needs replacement):** Vehicle has major mechanical and/or body damage that may render it in non-safe running condition. Exterior and interior is damaged or worn. Major components are failing and need to be replaced.

Comments: Truck has done good for us main concern is the  
safety & reliability of it coming up.

The truck under the point system is qualified for  
replacement

**City of Monona Department of Public Works**

**BID TABULATION**

Project Name: 2012 Annual Roadway Maintenance

Owner: City of Monona Public Works

Bid Opening Place: Monona City Hall

Bid Opening Date: 16-Jul-12

Bid Opening Time: 1:00pm

Bid Item Ref. No.	Specification Item No.	Description	Units	Contract Quantity	Low Bidder		Bartelt Enterprise Inc.		Tri-County Paving Inc.	
					Payne & Dolan Inc. Unit Price	Bid Price	Unit Price	Bid Price	Unit Price	Bid Price
1	SPV.1000	Asphaltic Rehabilitation	SY	4,725	\$15.35	\$72,528.75	\$16.80	\$79,380.00	\$17.38	\$82,120.50
2	SPV.2000	Road Base Repair	SY	180	\$23.00	\$4,140.00	\$12.22	\$2,199.60	\$19.00	\$3,420.00
Total =					\$76,668.75	Total =	\$81,579.60	Total =	\$85,540.50	

**Resolution No. 12-08-1874  
Monona Common Council**

**AWARD OF CONTRACT FOR 2012 ROAD MAINTENANCE PROGRAM**

**WHEREAS**, the 2012 Capital Plan includes a program for repair and maintenance of streets, with such program consisting of full depth mill, base repair and hot mix asphalt patch; and,

**WHEREAS**, upon approval, contract documents will be prepared for the aforementioned road repair improvements to sections of Schofield Street, Outlook Street, Cardinal Crest, and Gateway Green, and bids were solicited for the construction of said improvements; and,

**WHEREAS**, the Director of Public Works received bids on July 16, 2012 from three contractors for the construction of the aforementioned road repair improvements and prepared bid tabulation; and,

**WHEREAS**, the Public Works Committee reviewed the bid tabulation at the August 1, 2012 meeting and has recommended the award of bid for the construction of the aforementioned road repair improvements to Payne & Dolan, Inc. in the amount of \$76,668.75; and,

**NOW, THEREFORE, BE IT RESOLVED**, by the Common Council of the City of Monona, that the contract to perform the work as described in the contract documents and recommended by the Public Works Committee for the 2012 Road Repair Program be awarded to Payne & Dolan, Inc. in the amount of \$76,668.75 is hereby approved and the Director of Public Works is authorized to administer the execution of said contract.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_ 2012.

BY ORDER OF THE CITY COUNCIL  
CITY OF MONONA, WISCONSIN

\_\_\_\_\_  
Robert E. Miller  
Mayor

ATTEST:

\_\_\_\_\_  
Joan Andrusz  
City Clerk

Requested By: Daniel Stephany, Director of Public Works

Council Action:

Date Introduced: \_\_\_\_\_

Date Approved: \_\_\_\_\_

Date Disapproved: \_\_\_\_\_

**City of Monona**  
**POLICY AND FISCAL NOTE**

<input checked="" type="checkbox"/> Original	<input type="checkbox"/> Update	Substitute No. _____ Resolution No. <b>12-08-1874</b> Ordinance Amendment No. _____
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**Title:**  
 Award of Bid for 2012 Annual Roadway Maintenance Program

**Policy Analysis Statement:**

**Brief Description Of Proposal:**  
 Award of Bid for the 2012 Annual Roadway Maintenance Program to Payne & Dolan, Inc. for full depth mill, base repair, and hot mix patching improvements to sections of Schofield Street, Outlook Street, Cardinal Circle, and Gateway Green.

**Current Policy Or Practice:**  
 This work will be completed as part of the five-year capital improvements plan for the annual Street Maintenance Repair and Maintenance Program.

**Impact Of Adopting Proposal:**  
 The sections of roads being repaired have alligator cracking, dips, potholes, and base failure. The completion of this street maintenance project will extend the overall life the roads being repaired and potentially reduce future maintenance costs.

The bid submitted by Payne & Dolan, Inc. is in the amount of \$76,668.75. The 2012 Capital Budget for the Annual Street Repair & Maintenance Program is \$175,000.

**Fiscal Estimate:**

<p><b>Fiscal Effect (check/circle all that apply)</b></p> <p><input checked="" type="checkbox"/> No fiscal effect</p> <p><input type="checkbox"/> Creates new expenditure account</p> <p><input type="checkbox"/> Creates new revenue account</p> <p><input type="checkbox"/> Increases expenditures</p> <p><input type="checkbox"/> Increases revenues</p> <p><input type="checkbox"/> Increases/decreases fund balance _____ Fund</p>	<p><b>Budget Effect:</b></p> <p><input checked="" type="checkbox"/> Expenditure authorized in budget            No change to budget required</p> <p><input type="checkbox"/> Expenditure not authorized in budget            Budget amendment required</p> <p><b>Vote Required:</b></p> <p><input checked="" type="checkbox"/> Majority</p> <p><input type="checkbox"/> Two-Thirds</p>
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**Narrative/assumptions About Long Range Fiscal Effect:**

**Expenditure/Revenue Changes:**

Budget Amendment No.				No Budget Amendment Required <input checked="" type="checkbox"/>				
Account Number				Account Name	Budget Prior to Change	Debit	Credit	Amended Budget
Fund	CC	Account	Object					
400	57	57330	903	Street Repair & Maintenance Program	\$175,000			\$175,000

**Prepared By:**

Department: Public Works Prepared By: Daniel Stephany, Dir Public Works Reviewed By: Marc Houtakker, Finance Director	Date: July 24, 2012 Date: July 25, 2012
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402 Cardinal Crest to 5906 Cardinal Circle



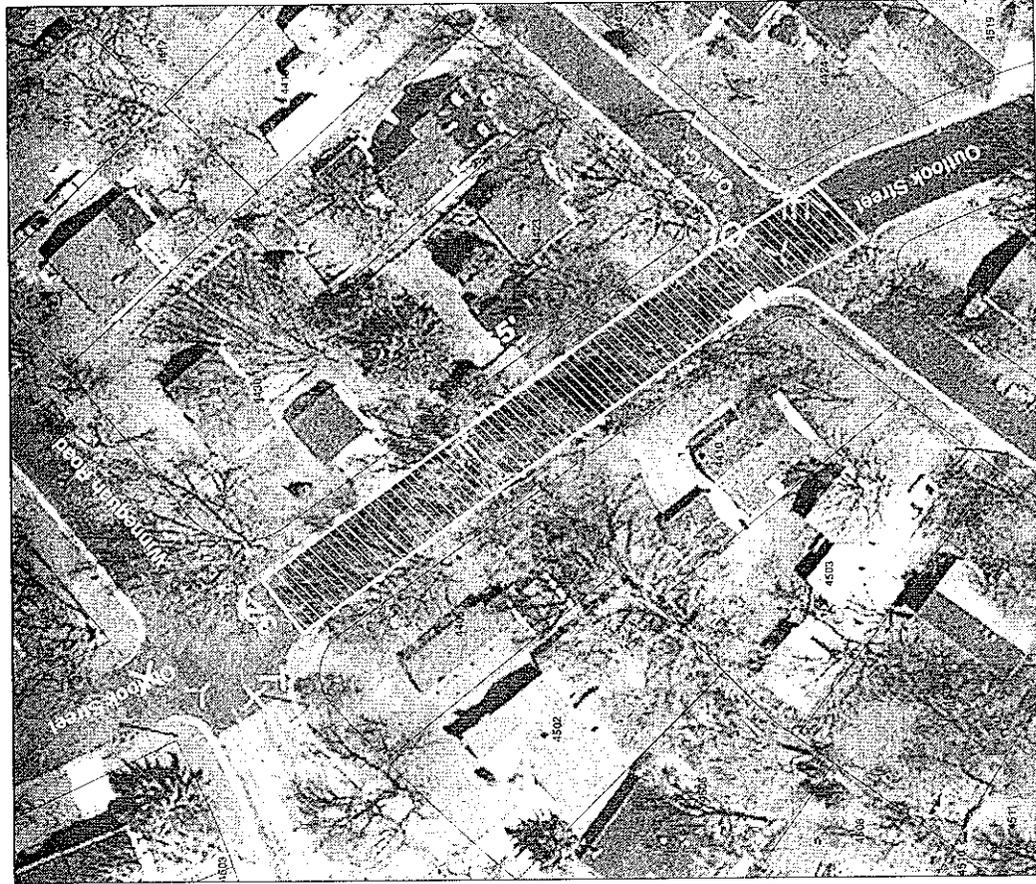
6017 Gateway Green to 6107 Gateway Green



City of Monona  
2012 Annual Road Maintenance  
Paving Special Provisions



Date: 6/25/12  
Revised: 6/27/12



**Outlook Street, Winnequah Rd. to Oak Ct.**



**4506 Schofield St. to Shore Acres Rd.**

**City of Monona  
2012 Annual Road Maintenance  
Paving Special Provisions**

Date: 6/25/12  
Revised: 6/27/12



# SCS BT SQUARED

# BIDDING

Project Name: 2012 Emergency Generator Equipment Purchase  
 Owner: City of Montana  
 Bid Opening Place: 3211 Schuller Road Monona WI - City Hall

Bid Opening Date: 18-Jul-12 Time: 1:00 PM

Bid Item Ref. No.	Description	Units	Contract Quantity	Low Bidder		Total Energy Systems		Cummins Npower, LLC	
				Unit Price	Item \$	Unit Price	Item \$	Unit Price	Item \$
1	Kohler 25 REZG (or equal generator)	EACH	1.00	\$13,991.00	\$13,991.00	\$16,545.00	\$16,545.00	\$12,971.00	\$12,971.00
2	Kohler 30 REZG (or equal generator)	EACH	2.00	\$14,328.50	\$28,657.00	\$33,950.00	\$33,950.00	\$13,562.00	\$27,124.00
3	Kohler 200 REZG (or equal generator)	EACH	1.00	\$74,641.00	\$74,641.00	\$67,475.00	\$67,475.00	\$89,488.00	\$89,488.00
				Total =	\$117,289.00	Total =	\$118,000.00	Total =	\$129,553.00

**SCS BT SQUARED**

July 19, 2012  
File No. 25212084.02

**MEMORANDUM**

**TO:** Dan Stephany  
**FROM:** Brad Schultz  
**SUBJECT:** 2012 Emergency Generator Equipment Purchase Recommendation

Dan,

Below are bidding results from the three submitted bids opened on July 18, 2012.

Bid Item Ref. No.	Description	Units	Contract Quantity	Leete Generators		Total Energy Systems		Cummins Npower, LLC	
				Unit Price	Item \$	Unit Price	Item \$	Unit Price	Item \$
1	Kohler 25 REZG (or equal generator)	EACH	1.00	\$13,991.00	\$13,991.00	\$16,545.00	\$16,545.00	\$12,971.00	\$12,971.00
2	Kohler 30 REZG (or equal generator)	EACH	2.00	\$14,328.50	\$28,657.00	\$16,990.00	\$33,980.00	\$13,562.00	\$27,124.00
3	Kohler 200 REZXB (or equal generator)	EACH	1.00	\$74,641.00	\$74,641.00	\$67,475.00	\$67,475.00	\$89,458.00	\$89,458.00
				<b>Total =</b>	<b>\$117,289.00</b>	<b>Total =</b>	<b>\$118,000.00</b>	<b>Total =</b>	<b>\$129,553.00</b>

Although Total Energy Systems was not the low bidder on the project, SCS is recommending the City of Monona accept Total Energy System's bid for \$118,000, and rejecting the low bid from Leete Generators.

Leete Generators provided a quote that was low by \$711.00. Leete's submitted bid would assume the generators quoted were Kohler make, as they did not provide any additional information for an "or equal" generator. In our evaluation and verification of the actual bids provided by the contractors, we verified the following:

- Make and model of the generators and Automatic Transfer Switches to be supplied
- Who performs the diagnostic checks to make sure the generators are performing correctly upon delivery
- Responsiveness and ability to take care of any issues with the generators



As part of our verification process, Brad Schultz has made several attempts to ask for more information from Leete Generators' contact person (three by phone and two emails) and has talked with the receptionist, and finally received a response from their contact person. The generators are Kohler brand and shipped directly from Kohler to the job site. Leete is also located in Santa Rosa, California, so servicing generators purchased from Leete in the event something needed to be adjusted would need be directed from Leete back to a certified Kohler representative, and Leete would not be doing any of the repair work.

The generators were bid out separately because of the higher material cost and in an effort to save money on taxes (municipal purchase of materials does not pay sales tax). The generators being supplied will be part of another project contract currently being bid out to prepare a pad and install the generators, along with LW Allen supplying the SCADA system for the generators. In the event there were any problems with the operation of the generators supplied, there are two other contractors that would need assistance in a reasonable amount of time so they are not held up waiting. Response time from Milwaukee would be quicker than from a Kohler representative via California.

The City currently has a 5-year generator maintenance contract with Total Energy (Milwaukee, WI) to service the three existing emergency generators. Total Energy is providing Kohler brand generators, and we have verified that the generators go to Total Energy for diagnostic checks prior to shipping them to the site. Leete would have the generators shipped from Kohler directly to the project site and not perform any diagnostic checks to make sure they are meeting generator specifications. Leete leaves the responsibility of generator performance up to the Kohler manufacturer.

The Automatic Transfer Switches provided by Leete would be 3R (painted steel), and Total Energy's switches are 4X (stainless steel), which is about a \$3,000 difference in cost not including any future maintenance due to weathering and corrosion.

Looking beyond just supplying the emergency generators for this project, accepting Total Energy's bid to supply the generators would mean they would be performing maintenance on a generator they supplied rather than a generator supplied by another company. Total Energy would also have the original diagnostic information of the supplied generators for this project for use when performing work under their 5-year maintenance contract. Work under the Total Energy's maintenance contract is "time and expense." If Leete provides the four new generators, any additional time needed by Total Energy to get initial diagnostic data for the four new generators would be paid by the City under the maintenance contract, and ultimately taking away from the savings between Leete's and Total Energy's bid to supply the generators.

In talking with Dan Stephany about the performance of Total Energy's work to date, there have been no issues with their work. Total Energy has a great reputation and also supplied the three existing generators the City of Monona currently has.

MEMORANDUM  
July 19, 2012  
Page 3

For the reasons listed above, SCS feels the bid from Total Energy should be accepted and would be in the best interest of the City when considering maintenance and service of the generators after being supplied.

BS/lmh/GB

U:\Projects\25212128.02\Specifications\Generator Equipment\Bidder Recommendation.doc



**Resolution 12-08-1875  
Monona Common Council**

**2012 EMERGENCY GENERATOR PURCHASE**

**WHEREAS**, the 2012 Capital Plan includes the purchase of four emergency Stand-By Generators for City utilities; and,

**WHEREAS**, generators are required to provide power for pumping operations during power failures; and,

**WHEREAS**, the three sanitary sewer lift stations with the highest daily flows in the collection system will receive permanent emergency stand-by generators; and

**WHEREAS**, in the event of a power failure without stand-by power raw sewage could back up into nearby structures and create unsanitary conditions; and,

**WHEREAS**, Well 2 will receive a permanent emergency generator; and,

**WHEREAS**, in the event of a power failure without stand-by power the water supply system could lose the pressure required to provide safe drinking water which could result in public notification; and,

**WHEREAS**, the Director of Public Works received bids on July 18, 2012 from three contractors for the purchase of four emergency stand-by natural gas generators with automatic switchover; and,

**WHEREAS**, the Public Works Committee reviewed the bid tabulation at the August 1, 2012 meeting and has recommended the award of bid for the purchase from Total Energy Systems in the amount of \$118,000.00.

**NOW, THEREFORE, BE IT RESOLVED**, by the Common Council of the City of Monona, that the contract to purchase four generators as described in the contract documents and recommended by the Public Works Committee for the 2012 Generator Purchase be awarded to Total Energy Systems in the amount of \$118,000.00 is hereby approved and the Director of Public Works is authorized to administer the execution of said contract.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_ 2012.

BY ORDER OF THE CITY COUNCIL  
CITY OF MONONA, WISCONSIN

\_\_\_\_\_  
Robert E. Miller  
Mayor

ATTEST:

\_\_\_\_\_  
Joan Andrusz  
City Clerk

Requested By: Daniel Stephany, Director of Public Works

Council Action:

Date Introduced: \_\_\_\_\_

Date Approved: \_\_\_\_\_

Date Disapproved: \_\_\_\_\_

DRAFT

**City of Monona**  
**POLICY AND FISCAL NOTE**

<input checked="" type="checkbox"/> Original	<input type="checkbox"/> Update	Substitute No. _____
		Resolution No. <b>12-08-1875</b>
		Ordinance Amendment No. _____

**Title:**  
Award of Bid for 2012 Generator Equipment

**Policy Analysis Statement:**

**Brief Description Of Proposal:**

Award of Bid for the 2012 Generator Equipment to Total Energy Systems. The generators will provide emergency stand-by power in the event of mainline power failure. Generators would be placed at Well 2 for the water supply system, and in the collection system at Squaw Circle, Winnequah Rd. at Vogt Ln, and Midmoor Rd.

**Current Policy Or Practice:**

This work will be completed as part of the five-year capital improvements plan for the 2012 Generator Project.

**Impact Of Adopting Proposal:**

Providing emergency stand-by power will ensure the water supply and distribution system will continue to have adequate supply and pressure in the event of a power failure, and will ensure that our three largest lift stations in the collection system will continue to pump the waste and not back up into structures at these locations.

The bid submitted by Total Energy Systems is for the amount of \$118,000 (equipment only). The Capital Budget has a total allocation for this project of \$350,000.

**Fiscal Estimate:**

<b>Fiscal Effect (check/circle all that apply)</b> <input checked="" type="checkbox"/> No fiscal effect <input type="checkbox"/> Creates new expenditure account <input type="checkbox"/> Creates new revenue account <input type="checkbox"/> Increases expenditures <input type="checkbox"/> Increases revenues <input type="checkbox"/> Increases/decreases fund balance _____ Fund	<b>Budget Effect:</b> <input checked="" type="checkbox"/> Expenditure authorized in budget No change to budget required <input type="checkbox"/> Expenditure not authorized in budget Budget amendment required
	<b>Vote Required:</b> <input checked="" type="checkbox"/> Majority <input type="checkbox"/> Two-Thirds

**Narrative/assumptions About Long Range Fiscal Effect:**

**Expenditure/Revenue Changes:**

Budget Amendment No.				No Budget Amendment Required				X	
Account Number				Account Name		Budget Prior to Change	Debit	Credit	Amended Budget
Fund	CC	Account	Object						
400	57	57330	950	Street Repair & Maintenance Program		\$250,000			\$250,000
400	57	57330	944	Well 2 Generator		\$100,000			\$100,000

**Prepared By:**

Department: Public Works Prepared By: Daniel Stephany, Dir Public Works Reviewed By: Marc Houtakker, Finance Director	Date: July 25, 2012 Date: July 25, 2012
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# City of Monona – Department of Public Works

5211 Schluter Road  
Monona, Wisconsin 53716  
Phone: 608-222-2525  
Fax: 608-222-9225  
Website: [www.mymonona.com](http://www.mymonona.com)



## DEPARTMENT PROGRESS REPORT – July 25, 2012

### MONONA DRIVE RECONSTRUCTION

#### Phase I –

- The spring 2012 landscape inspection has been done, and the contractor has completed a few replacements. Trees that are distressed will be looked at again in the fall and replaced within the warranty. A final walk-through inspection will occur in the fall of 2012. The landscape contractor has completed an inspection of the median rain garden at Monona Drive/Broadway intersection. The garden plantings are adequate and according to design.
- DPW staff and tree supplier has been watering the trees during the recent stretch of hot weather.

#### Phase II –

- The second phase of Monona Drive reconstruction encompasses the section of Monona Drive from Winnequah Road north to Cottage Grove Road. Reconstruction is now underway. For timely updates please see [WWW.MYMONONA.COM](http://WWW.MYMONONA.COM). We will provide updates as we are made aware of the news, and after each progress meeting on Tuesday of each week.
- Foth Infrastructure and Environment is the engineering design consultant for the project, R.G. Huston is the primary contractor, and Strand Associates the project manager.
- All the sanitary and water main installation and reconstruction for Monona is complete except for the connection with Madison Water Utility. This work will take place during the third stage of construction.

#### Phase III - *updated*

- The third phase of Monona Drive reconstruction encompasses the section of Monona Drive from Nichols/Pflaum Road north to Winnequah Road, with construction tentatively set to occur in 2013.
- The Ad Hoc Monona Drive Advisory Committee last met May 18, 2012. Discussion items focused on the project schedule, deliverables, real estate acquisition, corridor lighting, and landscaping plan.
- Two LED test lights will be installed by the first week in August at the last black Shepherds Crook pole at Monona Drive/Nichols intersection, and the very next post to the south, on the Monona side of the street.
- Phase III is at 90% design. PS&E and Utility review is scheduled for June 28, 2012.

### 2012 DREDGING PROJECT – *updated*

- August 2, 2012, is the date for the dredging preconstruction meeting and the last public information meeting with the affected residents and contractor. The public information meeting will be held at the Monona Community Center beginning at 5:30pm. This meeting will mainly be a Q&A between the residents and Contractor.
- The dredging project is scheduled to begin on September 4, 2012. Site preparation for sediment storage at Winnequah Park, just north of Nichols Road next to the Blue Park equipment, is scheduled to begin August 20, 2012.
- The City Council approved low bidder, Veit & Company, at the April 16, 2012 Council meeting.
- The City received bids for the project on February 9, 2012, with results posted on the City website.
- The Council approved the 2012 Dredging Project on March 19, 2012.
- The City has received the Chapter 30 Permit for the Cove Circle Lagoon and Belle Isle area channels of the project.

### PUBLIC WORKS – OPERATIONS – *updated*

- Staff is currently refreshing the pavement markings throughout the City.
- Staff recently assisted with the new park equipment and landscaping at Frost Woods Park, and the installation of a new guard rail at Lottes Park.
- Tree trimming is ongoing.
- Street sign maintenance is ongoing.
- Staff has begun another round of catch basin cleaning throughout the City.
- Street sweeping is ongoing.
- Curbside brush chipping is ongoing.
- Spring flushing has been completed.
- All City Fleet vehicles are now using fuel from Landmark Fuel, just behind Menards. The fuel tanks at the public works facility will be phased out with demo planned for 2013.
- Friday, July 13, 2012 we posted a voluntary water restriction for City water customers due to record water use as a result of the extreme drought conditions in our area. Our normal July average usage is 894,000 gallons per day. Residents topped out at 1,488,000 gallons, which is a 40% increase in water use. Water use dropped to 755,000 on July 19<sup>th</sup> after two rain events. A near 50% drop in water use. Staff has recorded a drop in aquifer levels and recovery, and is monitoring the levels to ensure adequate supply.

#### **GIS MAPPING**

- Phases I & II Layers: GIS Web training for public works and general staff is complete
- Phase III Scope: water and storm water layers will be further developed, images of all street improvement and utility project as-builts will also be added.
- Additional future layers may include additional Planning Dept. info, Monona Express/Lift routes, Bike Routes, PD & FD routes/statistics, and additional water services, meter data, and valve data.

#### **MISCELLANEOUS PUBLIC WORKS MANAGEMENT AND ENGINEERING – updated**

- *Lake Edge Sedimentation Basin* – The City of Madison held the project preconstruction meeting on July 19<sup>th</sup>. Repair work on the basin is scheduled to begin on July 30<sup>th</sup> and is expected to take up to thirty days to complete.
- *Monona Sail Entry Feature* – We are moving forward with installing the blue wave sign and lighting on the west wall at the sail entry feature. All work is expected to start the week of July 16<sup>th</sup>, and complete by the end of July.
- *Storm Sewer Outfall Inspection* – Staff has started inspecting all storm sewer outfalls in the City. We will update the database with photos and inspection log. This data will be used to create a storm water capital projects priority, and maintenance list. This will be a topic that needs to be addressed, as our outfalls and storm mains are in need of repairs.
- *Water Interconnect* – the water interconnect with the City of Madison is set to begin the week of August 13<sup>th</sup>. Corex Excavating & Construction of Sun Prairie provided the lowest bid price for \$15,984.00.
- *Annual Road Maintenance 2012* – we received bids for road patching work to be completed at Outlook Street; Schofield Street, just before Shore Acres; Cardinal Crest, around the curve; and Gateway Green, at Woody Lane. Payne & Dolan provided the low bid for this work for the amount of \$76,668.75. Payne & Dolan will be in the City completing the paving on Phase II of the Monona Drive project.
- *City Hall Parking Lot* – the City Hall parking lot will be receiving a double layer of sealcoat, new striping, and crack filling during the month of August. American Pavement Solutions provided the lowest price proposal for this work for the amount of \$1,858.
- *Crack Filling Annual Road Maintenance* – We will be completing crack filling this year on approximately 25,000' of roads, which is currently out for bid. The target area for this work is mainly in the commercial areas of City streets at the SouthTowne shopping center, and the City roads south of the Beltline in SouthTowne Industrial Center. There will be crack filling in residential areas of the City as well. There will be no micro-surfacing in the City this year, as the road maintenance listed above will require the majority of approved capital funding.
- August 2, 2012, Generator Site Work bid opening.
- August 10, 2012, Water Valve Exercise Machine bid opening.
- *SCADA Phase I Upgrade* – LW Allen is working on the Phase I upgrades to the SCADA system. All work is to be completed by November 19, 2012.
- *Generator Equipment Bid* – The Generator Equipment bid opening was held on July 18<sup>th</sup>. The low bidder was Leete Generators from the state of California for the amount of \$117,289 for the four generators. The second lowest bid was from Total Energy from the Milwaukee area for the amount of \$118,000 (difference of \$711). Total Energy is the same supplier of the Belle Isle neighborhood generators. The engineer's review recommends purchasing the generators from Total Energy, which staff supports.