



AGENDA
PUBLIC WORKS COMMITTEE
REGULAR MEETING
THURSDAY, OCTOBER 17, 2024 – 8:00 AM
HIGHWAY DEPARTMENT - MEETING ROOM
410 SOUTH SPRING STREET, PORT WASHINGTON, WI 53074

The public can access the meeting by viewing the live stream at the link which will be opened five minutes before the call to order:

[Public Works Committee Live Stream](#)

*The public can submit comments here: [Public Comment Form](#)
[Public Comment Policy](#) & [Instructions For Submitting Public Comments Online](#)*

- 1. CALL TO ORDER**
- 2. PROPER NOTICE**
- 3. PUBLIC COMMENTS/CORRESPONDENCE/COMMUNICATIONS**
- 4. APPROVAL OF MINUTES**
 - a. September 19 & October 2, 2024
- 5. HIGHWAYS**
 - a. *Discussion Items:*
 1. Planning & Parks Department Future Workload
- 6. FACILITIES MANAGEMENT**
 - a. *Management/Financial/Informational Reports*
 1. Facilities Financials - Oct 2024
- 7. TRANSIT SERVICES**
 - a. *Discussion Items:*
 1. Transit Ridership - Oct 2024
 - b. *Management/Financial/Informational Reports*
 1. Transit Financials - Oct 2024
- 8. HIGHWAYS (CONT.)**
 - a. *Action Items:*
 1. Ordinance: Amending Section 3.07 (3) of the Ozaukee County Code of Ordinances Pertaining to All-Terrain Vehicle and Utility-Terrain Vehicle Routes/Connections
 2. CTH LL & CTH KK Engineering Addendum
 - b. *Management/Financial/Informational Reports*
 1. Hwy Financials - Oct 2024
- 9. NEXT MEETING DATE**

November 21, 2024
- 10. ADJOURNMENT**

A quorum of members of committees or the full County Board of Ozaukee County may be in attendance at this meeting for purposes related to committee or board duties, however, no formal action will be taken by these committees or the board at this meeting.

Persons with disabilities requiring accommodations for attendance at this meeting should contact the County Clerk's Office at 262-284-8110, twenty-four (24) hours in advance of the meeting.

Public Works Committee**AGENDA INFORMATION SHEET**

AGENDA DATE:	October 17, 2024
DEPARTMENT:	County Clerk
DIRECTOR:	Karen Niemuth
PREPARER:	Lisa Henning

Agenda Summary September 19 & October 2, 2024

September 19, 2024

https://www.ozaukeecounty.gov/AgendaCenter/ViewFile/Minutes/_09192024-3471

October 2, 2024

https://www.ozaukeecounty.gov/AgendaCenter/ViewFile/Minutes/_10022024-3476

PUBLIC WORKS COMMITTEE

Public Works Committee**AGENDA INFORMATION SHEET**

AGENDA DATE:	October 17, 2024
DEPARTMENT:	Facilities Management
DIRECTOR:	Jon Edgren
PREPARER:	Jon Edgren

Agenda Summary Facilities Financials - Oct 2024

ATTACHMENTS:

- Facilities Financials - Oct 2024 (PDF)

PUBLIC WORKS COMMITTEE

Ozaukee County Committee Report

General Fund Facilities Management

For the Nine Months Ending Monday, September 30, 2024
 Profit and Loss Statement ACTUAL TO AMENDED BUDGET

	Current Month Actual	2024 YTD Actual	2024 Amended Budget	Budget Balance	% Budget YTD
Revenues					
Interdepartmental Charges	\$6,074	\$54,664	\$74,386	\$19,722	73.49%
Other Revenue	\$455	\$500	-	(\$500)	0.00%
Total Revenues	\$6,529	\$55,164	\$74,386	\$19,222	74.16%
Expenditures					
Salaries	\$54,656	\$563,224	\$724,702	\$161,478	77.72%
Fringe Benefits	\$18,870	\$211,794	\$177,445	(\$34,349)	119.36%
Travel/Training	-	\$319	\$100	(\$219)	319.00%
Supplies	\$7,576	\$73,497	\$115,265	\$41,768	63.76%
Purchased Services	\$39,686	\$373,565	\$427,378	\$53,813	87.41%
Interdepartment Charges	\$1,792	\$59,303	\$41,116	(\$18,187)	144.23%
Other Expenses	-	\$2,465	\$2,270	(\$195)	108.59%
Total Operating Expenditures	\$122,580	\$1,284,167	\$1,488,276	\$204,109	86.29%
Capital Outlay					
Total Expenditures	\$122,580	\$1,284,167	\$1,488,276	\$204,109	86.29%
Net Increase (Decrease)	(\$116,051)	(\$1,229,003)	(\$1,413,890)	(\$184,887)	86.92%

E q u i t y:

Attachment: Facilities Financials - Oct 2024 (Facilities Financials - Oct 2024)

Ozaukee County Committee Report

Special Revenue Fund Fair Grounds

For the Nine Months Ending Monday, September 30, 2024
Profit and Loss Statement ACTUAL TO AMENDED BUDGET

	Current Month Actual	2024 YTD Actual	2024 Amended Budget	Budget Balance	% Budget YTD
Revenues					
Taxes	\$9,918	\$89,263	\$119,017	\$29,754	75.00%
Public Charges for Services	\$72,243	\$175,154	\$212,634	\$37,480	82.37%
Interest Revenue	\$3,238	\$3,238	\$10,000	\$6,762	32.38%
Other Revenue	(\$41)	-	\$3,000	\$3,000	0.00%
Total Revenues	\$85,358	\$267,655	\$344,651	\$76,996	77.66%
Expenditures					
Salaries	\$9,499	\$46,999	\$82,276	\$35,277	57.12%
Fringe Benefits	\$3,569	\$9,609	\$39,677	\$30,068	24.22%
Travel/Training	-	\$562	\$500	(\$62)	112.40%
Supplies	\$2,436	\$17,711	\$24,675	\$6,964	71.78%
Purchased Services	\$15,396	\$158,750	\$179,800	\$21,050	88.29%
Interdepartment Charges	\$298	\$20,167	\$11,473	(\$8,694)	175.78%
Other Expenses	-	\$5,250	\$6,250	\$1,000	84.00%
Total Operating Expenditures	\$31,198	\$259,048	\$344,651	\$85,603	75.16%
Capital Outlay					
Total Expenditures	\$31,198	\$259,048	\$344,651	\$85,603	75.16%
Net Increase (Decrease)	\$54,160	\$8,607	-	(\$8,607)	0.00%
<i>Equity:</i>					
Governmental Fund Balance	-	(\$204,265)	-	\$204,265	0.00%

Attachment: Facilities Financials - Oct 2024 (Facilities Financials - Oct 2024)

Public Works Committee**AGENDA INFORMATION SHEET**

AGENDA DATE:	October 17, 2024
DEPARTMENT:	Transit
DIRECTOR:	Jon Edgren
PREPARER:	Jon Edgren

Agenda Summary Transit Ridership - Oct 2024

ATTACHMENTS:

- PWC - Transit Ridership - OCTOBER 2024 (PDF)

PUBLIC WORKS COMMITTEE

2024 OZ CO EXPRESS BUS				
MONTH	SERVICE DAYS IN MONTH	PAX	COST/ TRIP	NET COST/ TRIP
January	22	803	\$58.25	\$53.52
February	21	797	\$56.02	\$51.89
March	21	676	\$66.05	\$59.89
April	22	704	\$66.44	\$62.84
May	22	527	\$88.76	\$85.25
June	20	448	\$94.92	\$91.92
July	22			
August	22			
September	20			
October	23			
November	20			
December	21			

2024 OZ CO SHARED RIDE TAXI				
MONTH	SERVICE DAYS IN MONTH	TOTAL TRIPS	COST/ TRIP	NET COST/ TRIP
January	30	7,447	\$21.78	\$16.82
February	29	7,748	\$20.06	\$19.84
March	31	7,387	\$21.51	\$22.43
April	30	8,082	\$20.48	\$18.83
May	30	7,823	\$21.14	\$19.31
June	30	7,082	\$21.96	\$19.96
July	30	7776	\$22.65	\$19.85
August	31	7930	\$21.97	\$19.06
September	29	7982	\$19.96	17.02
October	31			
November	29			
December	30			

MONTH	TOTAL TRIPS	HOURS	INVOICE	LESS FARES
January	7,447	4,930	\$162,197.00	\$125,276.50
February	7,748	4,725	\$155,452.50	\$153,686.25
March	7,387	4,830	\$158,907.00	\$165,707.25
April	8,082	4,930	\$162,197.00	\$149,155.15
May	7,823	4,930	\$162,197.00	\$147,555.00
June	7,082	4,625	\$152,162.50	\$138,282.95
July	7,776	4,930	\$172,057.00	\$150,790.85
August	7930	4991	\$174,185.90	\$151,161.20
September	7982	4564	\$159,283.60	\$135,836.67
October				
November				
December				
TOTAL	69,257	43,455	\$1,458,639.50	\$1,317,451.82

Express Bus Ridership Report														
Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals	Average
2011	7,812	7,181	8,740	7,810	7,731	7,559	6,826	7,608	7,776	7,933	7,868	7,051	91,895	7,658
2012	7,446	8,197	8,178	7,652	8,103	7,608	7,222	8,184	7,559	8,716	7,700	7,011	93,576	7,798
2013	7,680	7,704	7,737	7,834	8,217	7,110	7,432	7,120	7,562	8,490	7,249	6,872	91,007	7,584
2014	7,292	6,570	7,229	7,495	7,442	7,224	6,890	6,787	7,135	7,135	7,974	6,759	85,932	7,161
2015	6,774	6,110	6,859	6,629	5,875	6,756	5,985	6,335	6,525	6,798	6,271	6,063	76,980	6,415
2016	6,255	6,798	7,273	6,779	6,525	6,549	6,150	7,190	6,806	7,058	6,859	6,359	80,601	6,717
2017	6,829	6,495	7,525	6,595	7,003	6,087	5,068	5,615	5,710	6,236	5,471	4,727	73,361	6,113
2018	6,018	5,560	5,917	5,595	5,540	4,852	4,748	5,538	4,916	5,789	4,805	3,889	63,167	5,264
2019	4,062	4,568	4,927	4,804	4,515	3,876	3,934	4,213	4,176	4,855	3,830	3,529	51,289	4,274
2020	4,420	4,400	2,171										10,991	3,664
2021								44	526	577	596	471	2,214	443
2022	89		544	811	907	1,028	976	1,068	920	1,042	941	671	8,997	818
2023	631	529	634	553	542	517	486	519	449	833	730	713	7,136	595
2024	803	797	676	704	527	448							3,955	659
Same month 2024 vs 2023	27.3%	50.7%	6.6%	27.3%	-2.8%	-13.3%								
Same month 2023 vs 2022	609.0%		16.5%	-31.8%	-40.2%	-49.7%	-50.2%	-51.4%	-51.2%	-20.1%	-22.4%	6.3%		
Same month 2023 vs 2019	-84.5%	-88.4%	-87.1%	-88.5%	-88.0%	-86.7%	-87.6%	-87.7%	-89.2%	-82.8%	-80.9%	-79.8%		

Shared Ride Taxi (SRT) Ridership Report														
	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Totals	Average
2010 Monthly Ridership	5,820	5,665	6,795	6,251	5,803	5,858	5,928	5,666	6,353	6,870	6,870	6,709	74,588	6,216
2011 Monthly Ridership	6,479	5,819	7,561	6,724	6,786	6,433	5,850	6,775	6,872	6,997	6,854	6,736	79,886	6,657
2012 Monthly Ridership	7,780	7,901	7,811	7,240	7,721	6,875	6,769	7,511	7,193	8,807	7,869	7,274	90,751	7,563
2013 Monthly Ridership	8,343	7,809	8,221	8,148	8,403	7,356	7,619	7,612	7,727	8,778	8,202	8,102	96,320	8,027
2014 Monthly Ridership	8,238	9,244	10,091	10,203	10,106	9,204	8,983	8,475	9,004	9,863	8,461	8,719	110,591	9,216
2015 Monthly Ridership	8,900	8,835	9,812	9,523	9,208	9,030	8,611	8,496	9,070	9,613	8,578	8,837	108,513	9,043
2016 Monthly Ridership	9,448	9,601	9,968	9,830	9,282	9,172	8,642	9,374	9,345	9,915	9,547	9,445	113,569	9,464
2017 Monthly Ridership	10,218	9,810	10,512	9,399	9,732	9,222	8,773	9,934	9,543	10,338	9,584	9,214	116,279	9,690
2018 Monthly Ridership	10,143	9,513	10,122	9,565	9,764	8,805	8,376	9,173	8,746	10,245	9,259	8,424	112,135	9,345
2019 Monthly Ridership	8,816	9,252	9,921	10,021	9,648	8,337	8,056	8,798	8,609	9,667	8,535	8,046	107,706	8,976
2020 Monthly Ridership	9,024	8,706	6,011	2,549	2,717	4,275	5,135	5,205	5,926	6,155	5,308	5,456	66,467	5,539
2021 Monthly Ridership	5,568	6,103	6,443	6,396	5,814	6,140	5,770	6,022	5,970	6,083	5,924	6,194	72,427	6,036
2022 Monthly Ridership	6,091	6,263	5,783	6,429	6,097	6,328	5,924	7,163	7,134	7,248	6,852	6,453	77,765	6,480
2023 Monthly Ridership	7,326	6,853	7,678	6,926	7,499	6,761	6,251	7,035	6,714	7,412	6,929	6,535	83,919	6,993
2024 Monthly Ridership	7,447	7,748	7,387	8,082	7,823	7,082	7,776	7,930	7,982				69,257	7,695
Same month 2023 vs 2024	1.7%	13.1%	-3.8%	16.7%	4.3%	4.7%	24.4%	12.7%	18.9%	-100.0%	-100.0%	-100.0%		
Same month 2024 vs 2019	-15.5%	-16.3%	-25.5%	-19.3%	-18.9%	-15.1%	-3.5%	-9.9%	-7.3%	-100.0%	-100.0%	-100.0%		

Shared Ride Taxi (SRT): Cross-County Trips														
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals	Average
2021	N/A	N/A	N/A	82	80	136	156	125	102	132	126	93	1,032	115
2022	149	140	191	201	201	179	159	211	198	208	165	182	2,184	182
2023	215	202	212	169	181	182	183	231	239	219	195	210	2438	203
2024	158	156	166	145	164	124	142	131	133				1319	147
Same month 2023 vs 2024	-27%	-23%	-22%	-14%	-9%	-32%	-22%	-43%	-44%	-100%	-100%	-100%		

Attachment: PWC - Transit Ridership - OCTOBER 2024 (Transit Ridership - Oct 2024)

Public Works Committee**AGENDA INFORMATION SHEET**

AGENDA DATE:	October 17, 2024
DEPARTMENT:	Transit
DIRECTOR:	Jon Edgren
PREPARER:	Jon Edgren

Agenda Summary Transit Financials - Oct 2024

ATTACHMENTS:

- Transit Financials - Oct 2024 (PDF)

PUBLIC WORKS COMMITTEE

Ozaukee County Committee Report

Special Revenue Fund Transit Services

For the Nine Months Ending Monday, September 30, 2024
 Profit and Loss Statement ACTUAL TO AMENDED BUDGET

	Current Month Actual	2024 YTD Actual	2024 Amended Budget	Budget Balance	% Budget YTD
Revenues					
Taxes	\$20,736	\$186,621	\$248,828	\$62,207	75.00%
Intergovernmental Revenues	-	\$599,587	\$2,262,417	\$1,662,830	26.50%
Public Charges for Services	\$2,040	\$255,650	\$524,500	\$268,850	48.74%
Intergovernmental Charges	-	\$1,721	-	(\$1,721)	0.00%
Fines/Forfeitures/Penalties	-	-	\$6,300	\$6,300	0.00%
Interest Revenue	\$583	\$6,528	-	(\$6,528)	0.00%
Other Revenue	(\$1)	\$15,395	\$883,086	\$867,691	1.74%
Total Revenues	\$23,358	\$1,065,502	\$3,925,131	\$2,859,629	27.15%
Expenditures					
Salaries	\$8,556	\$81,589	\$111,628	\$30,039	73.09%
Fringe Benefits	\$2,461	\$24,010	\$17,885	(\$6,125)	134.25%
Travel/Training	-	\$1,947	\$6,500	\$4,553	29.95%
Supplies	\$173	\$282,448	\$273,009	(\$9,439)	103.46%
Purchased Services	\$3,163	\$1,623,209	\$2,998,515	\$1,375,306	54.13%
Interdepartment Charges	\$4,565	\$147,861	\$184,980	\$37,119	79.93%
Other Expenses	\$7,429	\$53,373	\$39,364	(\$14,009)	135.59%
Total Operating Expenditures	\$26,347	\$2,214,437	\$3,631,881	\$1,417,444	60.97%
Capital Outlay					
Equipment & Furniture	\$170,267	\$444,565	\$293,250	(\$151,315)	151.60%
Total Capital Outlay	\$170,267	\$444,565	\$293,250	(\$151,315)	151.60%
Total Expenditures	\$196,614	\$2,659,002	\$3,925,131	\$1,266,129	67.74%
Net Increase (Decrease)	(\$173,256)	(\$1,593,500)	-	\$1,593,500	0.00%
<i>Equity:</i>					
Governmental Fund Balance	-	(\$2,311,924)	-	\$2,311,924	0.00%

Attachment: Transit Financials - Oct 2024 (Transit Financials - Oct 2024)

ORDINANCE NO. (ID # 10333)

AMENDING SECTION 3.07 (3) OF THE OZAUKEE COUNTY CODE OF ORDINANCES
PERTAINING TO ALL-TERRAIN VEHICLE AND UTILITY-TERRAIN VEHICLE
ROUTES/CONNECTIONS

An Ordinance amending Section 3.07 (3) of the Ozaukee County Code of Ordinances pertaining to the All-Terrain Vehicle Code.

The County Board of Supervisors of the County of Ozaukee does ordain that Section 3.07 (3) of the Ozaukee County Code of Ordinances be revised as follows:

3.07 OZAUKEE COUNTY ALL-TERRAIN VEHICLE CODE

3) Routes/connections...

b) Town of Fredonia *& Village of Fredonia*

1. [CTH A: Washington County Line to Country Lane; 1.5-miles](#)
- ~~1.~~ ~~2.~~ CTH A: CTH Y to 0.3-miles east of CTH H; 0.8-miles
3. [CTH A/H \(Fredonia Avenue\): Upper County Park Drive to STH 57; 1.2-miles](#)
- ~~2.~~ ~~4.~~ CTH E: CTH H to Belgium-Kohler Rd; 0.1-miles
5. [CTH H: Washington County Line to Kohler Drive; 0.6-miles](#)
- ~~3.~~ ~~6.~~ CTH H: Little Kohler (East Limits) to Kohler Rd; 0.1-miles
4. ~~7.~~ CTH H: Waubeka (North Limits) to Fredonia-Kohler Rd; 0.3 miles
- ~~5.~~ ~~8.~~ CTH I: Belgium-Kohler Rd (East) to Belgium-Kohler Rd (West); 0.5-miles
- ~~6.~~ ~~9.~~ CTH I (Jay Rd): CTH I (North) to CTH I (South); 0.3-miles
- ~~7.~~ ~~10.~~ CTH K: 0.2-miles east of STH 57 to Kay K Rd; 0.8-miles
- ~~8.~~ ~~11.~~ CTH Y: River Park Road (East) to CTH A; 1.2-miles
- ~~9.~~ ~~12.~~ CTH Y: River Park Road (West) to River Park Rd (East); 0.4-miles

c) Town of Port Washington

1. CTH B: ~~CTH LL~~ [Mink Ranch Road](#) to Willow Rd; 1.~~30~~-miles
2. CTH H: Hawthorne Drive to Lovers Lane Rd; 0.7-miles

d) Town of Saukville

1. CTH Y: River Park Rd (West) to River Park Rd (East); 0.4-miles
- ~~2. CTH O: West Center Rd to Deerfield Rd; 1.3-miles~~

This Ordinance shall take effect upon enactment and publication.

Dated at Port Washington, Wisconsin, this 6th day of November, 2024.

SUMMARY: Amending Section 3.07 of the Ozaukee County Code of Ordinances pertaining to all-terrain vehicle routes/connections.

VOTE REQUIRED: Majority

PUBLIC WORKS COMMITTEE

Public Works Committee
AGENDA INFORMATION SHEET

AGENDA DATE:	October 17, 2024
DEPARTMENT:	Highway
DIRECTOR:	Jon Edgren
PREPARER:	Jon Edgren

Agenda Summary Amending Section 3.07 (3) of the Ozaukee County Code of Ordinances Pertaining to All-Terrain Vehicle and Utility-Terrain Vehicle Routes/Connections

BACKGROUND INFORMATION: On April 3rd, 2024, the Ozaukee County Board of Supervisors amended Ordinance 3.07 - All-Terrain Vehicle Code to allow All-Terrain Vehicles (ATV) & Utility-Terrain Vehicles (UTV) on a selection of County Highways tying together various roadways that multiple Towns had already approved for ATV/UTV usage.

The selection of highways was based upon a collaboration between the Ozaukee County Sheriff's Department and the Lakeshore ATV-UTV Club.

Over the last six (6) months, operations of ATV & UTVs have generated recognition of highways that should've been approved to allow for tying together additional highway links, there have been some concerns in specific locations and the Village of Fredonia has approved ATV/UTV usage. Therefore, we need to make some small revisions to the ordinance.

ANALYSIS: Below are the requested revisions with the general basis for each change:

- 1) CTH A from Washington County Line to Country Lane

This link will allow residents on Hickory Drive to get to Country Lane, which then connects with the remainder of the Town of Fredonia.

- 2) CTH A/H (Fredonia Avenue) from Upper County Park Drive to STH 57

The Village of Fredonia has approved ATV/UTV usage within the Village Limits, but they specifically reference County Highways needing to be included in the County Ordinance. Since the Village hadn't approved any ATV/UTV roadways at the time of the original ordinance, we didn't include CTH A/H through the Village. However, now that they've approved ATV/UTV usage, inclusion of CTH A/H would connect all of their roadways.

- 3) CTH H from Washington County Line to Kohler Drive

This link will connect the unincorporated area known as Little Kohler to CTH H in Washington County, which is approved for ATV/UTV usage.

- 4) CTH B from CTH LL to Mink Ranch Road

This link is being eliminated as it's a dead-end segment that doesn't serve any residences.

5) CTH O from Center Road to Deerfield Road

This link is being eliminated based upon concerns brought to the Ozaukee County Sheriff's Department due to the curvy nature of the roadway in this area.

The Highway Department has no concerns over the requested revisions, and sent the revisions to the Ozaukee County Sheriff's Department and Lakeshore ATV-UTV Club with no comments.

FISCAL IMPACT: Balance Current Year: -- Next Year's Estimated Cost: --

FUNDING SOURCE: County Levy: -- Non-County Levy: --

Indicate source: --

RECOMMENDED MOTION: Approve the Ordinance revisions to Section 3.07 - All-Terrain Vehicle Code as submitted.

Public Works Committee

AGENDA INFORMATION SHEET

AGENDA DATE: October 17, 2024
DEPARTMENT: Highway
DIRECTOR: Jon Edgren
PREPARER: Jon Edgren

Agenda Summary CTH LL & CTH KK Engineering Addendum

BACKGROUND INFORMATION: As part of the Highway Department's 2025 Capital Improvement Plan (CIP), we have proposed to reconstruct the CTH LL & CTH KK Intersection in concrete.

The project was originally part of a larger concrete project involving CTH LL from STH 32 to Highland Lane and CTH H from I-43 to CTH KW, which were constructed in 2020. However, we didn't have enough funds available at the time, so we removed this intersection from the bid.

Gremmer & Associates was hired to perform the concrete pavement design for the entire project, and has already designed this intersection as part of the original bid. However, in order to re-bid this small section, the construction documents need to be reviewed for any updates to WisDOT specifications, update any necessary items and oversee the bidding process. Therefore, I requested an addendum (attached) to the original contract for Gremmer & Associates.

Additionally, our concrete reconstruction projects have typically used County Highway Improvement Program (CHIP) funds, which reimburse the County up to 50% for the design & construction costs, and require the projects to be publicly bid.

We have roughly up to \$275,000 in CHIP funds applied to this project, but about \$90,000 expire at the of June, 2025. Therefore, we plan to bid the project over winter, and construct in spring.

ANALYSIS: Based upon Gremmer & Associates past work with Ozaukee County and original design of the CTH LL & CTH KK Intersection, Highway staff recommends approving the amendment as submitted.

FISCAL IMPACT: Balance Current Year: \$9,800 Next Year's Estimated Cost: --

FUNDING SOURCE: County Levy: X (\$4,900) Non-County Levy: X (\$4,900)

Indicate source: WisDOT CHIP funds

RECOMMENDED MOTION: Authorize Public Works Director to approve Gremmer's CTH LL & CTH KK Design amendment subject to approval in the 2025 budget.

ATTACHMENTS:

- CTH LL-CTH KK Proposal-Gremmer & Associates, Inc (PDF)

PUBLIC WORKS COMMITTEE



September 18, 2024

Ozaukee County Highway Department
410 South Spring Street
Port Washington, WI 53074

Attention: Mr. Jon Edgren
Public Works Director

Subject: Proposal for Engineering Services
CTH LL & CTH KK Intersection

Dear Mr. Edgren:

Thank you for the opportunity to propose on the CTH LL & CTH KK pavement replacement project in Ozaukee County.

The following is our proposal to provide engineering services for the project. Herein after the Ozaukee County Highway Department will be referred to as the OWNER/COUNTY, and Gremmer & Associates, Inc. as the ENGINEER.

SCOPE OF SERVICES

The general scope of work for the project is to provide design services for the replacement of the existing asphalt pavement with concrete pavement for approximately 300-feet along each leg of the intersection.

The project was previously designed and let as an alternative as part of the CTH LL and CTH H project in 2020, but was ultimately removed from the scope due to available funding. The current proposal is required to revise/create plans sheets and bid documents for a stand-alone project as well as review and update the design to meet current standards, specifications and bid items.

The project will be locally bid and is anticipated to utilize County Highway Improvement Discretionary (CHID) and local funding. The project is tentatively scheduled for construction to be completed prior to June 30, 2025. A more detailed scope of work is as follows. Items not specifically mentioned below shall be considered additional services.

Attachment: CTH LL-CTH KK Proposal-Gremmer & Associates, Inc (CTH LL & CTH KK Engr Addendum)

1. Survey
 - a. Field verification of project control and bench marks.
2. Roadway & Plans
 - a. Review and verification of previous intersection design.
 - b. Preparation/revision of the following plan sheets:
 - i. Title Sheet
 - ii. General Notes
 - iii. Typical Sections
 - iv. Construction Details
 - v. Pavement Details
 - vi. Signing & Pavement Marking
 - vii. Traffic Control
 - viii. Detour
 - ix. Plan and Profile
 - c. Preparation of quantities and opinion of probable costs.
3. Utility Coordination
 - a. Re-coordinate with utility companies to determine utility conflicts and associated relocation plans.
4. WisDOT Coordination
 - a. Re-submittal of WisDOT detour permit.
5. Meetings
 - a. Meet with the COUNTY as necessary during the design of the project.
6. Specifications and bid documents
 - a. Preparation of specifications and bid documents.
 - b. Scope assumes the project will utilize Quest CDN electronic bidding.
 - c. Bid review and notice of award.

COMPENSATION

ENGINEER will be compensated by the OWNER for Design Services under this CONTRACT, a lump sum of \$9,800.

Additional services, at the request of the OWNER, will be billed according to the attached Professional Services Fee Schedule, dated May 1, 2024 to April 30, 2025, labeled Exhibit A.

The ENGINEER shall prepare monthly invoices based upon percent complete for the project. Invoices shall be paid by the OWNER within 30 days of OWNER's receipt of said invoice.

OWNER'S RESPONSIBILITY

1. Payment of any governmental review/permit fees.
2. Acquisition of any necessary construction permits, easements or right-of-way.
3. Review and approval of final design/plans.

ADDITIONAL SERVICES

1. Preparation of construction permits, easements or right-of-way documents/descriptions.
2. Storm sewer or culvert pipe design.
3. Overhead sign support design.
4. WDNR permitting/coordination, including post-construction stormwater management planning.
 - a. Submittal of a WDNR Notice of Intent for Stormwater Discharges (NOI) is required if the total ground disturbance of the project exceeds 1-acre. The scope of this proposal assumes the project will be within the existing pavement limits and disturb less than 1-acre, therefore an NOI submittal is not included in the scope.
5. Wetland delineation or mitigation planning/design.
6. Historical/archaeological literature search or surveys.
7. Hazardous materials investigations.
8. Pre-construction meeting, construction staking or construction inspection/assistance.

GENERAL TERMS AND CONDITIONS

The attached General Terms and Conditions dated May 1, 2024 to April 30, 2025, and labeled Exhibit B are incorporated into this agreement.

TENTATIVE SCHEDULE AND AUTHORIZATION

Design = November 2024 to February 2025
 Bidding = March 2025
 Construction = April 2025 to June 2025

A receipt of a signed copy of the CONTRACT shall be considered as authorization to proceed with the services described.

For the ENGINEER



Jeffrey Chvosta, Vice President
 Gremmer & Associates, Inc.

9/18/2024

Date

Accepted by the OWNER

Jon Edgren
 Ozaukee County Director of Public Works

Date

Attachment: CTH LL-CTH KK Proposal-Gremmer & Associates, Inc (CTH LL & CTH KK Engr Addendum)

Exhibit A

**PROFESSIONAL SERVICES FEE SCHEDULE (FY2025)****May 1, 2024 to April 30, 2025**

Project Manager.....	\$165.00/hour
Project Engineer	\$140.00/hour
Civil Engineer V	\$125.00/hour
Civil Engineer IV / Engineering Specialist V	\$115.00/hour
Civil Engineer III / Engineering Specialist IV	\$105.00/hour
Civil Engineer II / Engineering Specialist III / Civil Engineering Technician V	\$100.00/hour
Civil Engineer I / Engineering Specialist II / Civil Engineering Technician IV	\$90.00/hour
Engineering Specialist I / Civil Engineering Technician III	\$85.00/hour
Civil Engineering Technician II	\$75.00/hour
Civil Engineering Technician I	\$65.00/hour
Professional Land Surveyor / Survey Crew Chief.....	\$120.00/hour
Accountant	\$115.00/hour
Office Services	\$70.00/hour
Mileage	Current IRS rate
Meals, lodging, air travel, telephone, supplies, postage.....	At Cost
Printing Services (In-house)	
Photocopies-letter size (black & white).....	\$0.10/impression
Photocopies-letter size (color).....	\$0.25/impression
Large Format Plots (black & white)	\$1.00/S.F.
Large Format Plots (color).....	\$2.00/S.F.
Printing Services (Outside Service)	At Cost
Expert Witness	\$300.00/hour

Note: Office Services and Civil Engineering Technicians are paid time and one-half their actual wage for overtime. The respective billed rate will be approximately 19% higher than the published rate to account for the overtime rate.

Attachment: CTH LL-CTH KK Proposal-Gremmer & Associates, Inc (CTH LL & CTH KK Engr Addendum)

Exhibit B

**GENERAL TERMS AND CONDITIONS**

1. This agreement, upon execution by both parties hereto, can be amended only by written instrument signed by both parties. As the project progresses, facts uncovered may reveal a change in direction, which may alter the scope. Gremmer & Associates, Inc., will promptly inform the Owner in writing of such situations so that changes in this agreement can be negotiated as required. In the event the Owner orders additional work to be performed and a written instrument is not executed by both parties, the Owner shall be responsible for all costs associated with the additional work.
2. Costs and schedule commitments shall be subject to renegotiation for delays caused by the Owner's failure to provide specified facilities or information, or for delays caused by unpredictable occurrences, including without limitation, fires, floods, riots, strikes, unavailability of labor or materials, delays or defaults by suppliers of materials or services, shutdowns, acts of God or the public enemy, or acts or regulations of any governmental agency. Temporary delay of services caused by any of the above, which results in additional costs beyond those outlined, may require renegotiation of this agreement.
3. Payment is due to Gremmer & Associates, Inc., upon 30 days of receipt of the invoice for professional services rendered. Failure to make any payment when due is a breach of this Agreement and will entitle Gremmer & Associates, Inc., at its option, to suspend or terminate the Agreement and the provisions of the Scope of Work. Interest of 1.5 percent per month (18 percent per annum) will accrue on accounts overdue by 30 days.
4. The Owner shall make available to Gremmer & Associates, Inc., all relevant information or data pertaining to the project which is required to perform the Scope of Work.
5. Gremmer & Associates, Inc., will provide and exercise the standard of care, skill and diligence required by customarily accepted professional practices normally provided in the performance of the services at the time and the location in which the services were performed.
6. Gremmer & Associates, Inc., will maintain insurance coverage no less than the following amounts:

Worker's Compensation	Statutory
General Liability	
General Aggregate	\$2,000,000
Operations / Injury	\$1,000,000
Automobile Liability	
Liability / Injury	\$1,000,000
Property Damage	Value or Repair
Professional Liability Insurance	\$1,000,000
Umbrella Liability Insurance	\$2,000,000

7. Termination of the agreement by the Owner or Gremmer & Associates, Inc., shall be effective upon seven (7) days written notice to the other party. The written notice shall include the reasons and details for termination. Gremmer & Associates, Inc., will prepare a final invoice showing all charges incurred through the date of termination. The Owner agrees to pay Gremmer & Associates, Inc., for the services performed to the date of termination.
8. Gremmer & Associates, Inc., intends to serve as the Owner's professional representative for those services as defined in this agreement and to provide advice and consultation to the Owner as a professional. Any opinions of probable project costs, approvals, and other decisions made by Gremmer & Associates, Inc., for the owner are rendered on the basis of experience and qualifications and represent our professional judgment. The Owner recognizes that Gremmer & Associates, Inc., does not have control over the costs of labor, materials or equipment, or over competitive bidding methods. Accordingly, Gremmer & Associates, Inc., does not make any commitment or assume any duty to assure that bids or negotiated prices will not vary from any cost opinions prepared by Gremmer & Associates, Inc.
9. This agreement shall not be construed as giving Gremmer & Associates, Inc., the responsibility or authority to direct or supervise construction means, methods, techniques, sequence, or procedures of construction selected by contractor or subcontractors, or the safety precautions and programs incident to the work of the contractors or subcontractors.
10. The Owner releases Gremmer & Associates, Inc., from any liability and agrees to defend, indemnify and hold Gremmer & Associates, Inc., harmless from any and all claims, damages, losses, and/or expenses, direct or indirect, or consequential damages, including but not limited to attorney's fees and charges, and court and arbitration costs, arising out of, or claimed to arise out of, the performance of the services, except liability arising from the negligence of Gremmer & Associates, Inc.

Public Works Committee**AGENDA INFORMATION SHEET**

AGENDA DATE:	October 17, 2024
DEPARTMENT:	Highway
DIRECTOR:	Jon Edgren
PREPARER:	Jon Edgren

Agenda Summary Hwy Financials - Oct 2024

ATTACHMENTS:

- Highway Financials - Oct 2024 (PDF)

PUBLIC WORKS COMMITTEE

Ozaukee County Committee Report
Special Revenue Fund County Roads and Bridges
 For the Eight Months Ending Saturday, August 31, 2024
 Profit and Loss Statement ACTUAL TO AMENDED BUDGET

	Current Month Actual	2024 YTD Actual	2024 Amended Budget	Budget Balance	% Budget YTD
Revenues					
Taxes	\$276,291	\$2,210,327	\$3,315,491	\$1,105,164	66.67%
Intergovernmental Revenues	-	\$1,451,989	\$1,751,975	\$299,986	82.88%
Total Revenues	\$276,291	\$3,662,316	\$5,067,466	\$1,405,150	72.27%
Expenditures					
Interdepartment Charges	\$410,388	\$3,525,668	\$5,612,552	\$2,086,884	62.82%
Total Operating Expenditures	\$410,388	\$3,525,668	\$5,612,552	\$2,086,884	62.82%
Capital Outlay					
Total Expenditures	\$410,388	\$3,525,668	\$5,612,552	\$2,086,884	62.82%
Other Finance (Sources)	-	-	(\$545,086)	(\$545,086)	0.00%
Net Other Financing Sources/Uses	-	-	(\$545,086)	(\$545,086)	0.00%
Net Increase (Decrease)	(\$134,097)	\$136,648	-	(\$136,648)	0.00%
<i>Equity:</i>					
Governmental Fund Balance	-	(\$757,070)	-	\$757,070	0.00%

Attachment: Highway Financials - Oct 2024 (Hwy Financials - Oct 2024)

Ozaukee County Committee Report
Internal Service Fund Highway Department
 For the Eight Months Ending Saturday, August 31, 2024
 Profit and Loss Statement ACTUAL TO AMENDED BUDGET

	Current Month Actual	2024 YTD Actual	2024 Amended Budget	Budget Balance	% Budget YTD
Revenues					
Taxes	\$11,083	\$88,667	\$133,000	\$44,333	66.67%
Intergovernmental Revenues	-	-	\$87,610	\$87,610	0.00%
Intergovernmental Charges	\$993,188	\$5,088,613	\$7,006,355	\$1,917,742	72.63%
Interdepartmental Charges	\$217,545	\$1,626,011	\$2,932,021	\$1,306,010	55.46%
Licenses & Permits	\$32,414	\$114,300	\$394,022	\$279,722	29.01%
Other Revenue	\$1,477	\$77,575	\$107,376	\$29,801	72.25%
Total Revenues	\$1,255,707	\$6,995,166	\$10,660,384	\$3,665,218	65.62%
Expenditures					
Salaries	\$289,326	\$2,297,564	\$3,422,402	\$1,124,838	67.13%
Fringe Benefits	\$135,386	\$1,012,132	\$1,335,903	\$323,771	75.76%
Travel/Training	\$2,289	\$6,730	\$16,300	\$9,570	41.29%
Supplies	\$1,167,560	\$4,143,719	\$6,354,634	\$2,210,915	65.21%
Purchased Services	\$29,566	\$222,385	\$272,531	\$50,146	81.60%
Interdepartment Charges	(\$607,245)	(\$1,543,646)	(\$2,242,541)	(\$698,895)	68.83%
Depreciation	\$84,795	\$678,360	\$1,133,724	\$455,364	59.83%
Grants	\$44,333	\$140,058	\$133,000	(\$7,058)	105.31%
Other Expenses	\$6,133	\$260,959	\$194,531	(\$66,428)	134.15%
Total Operating Expenditures	\$1,152,143	\$7,218,261	\$10,620,484	\$3,402,223	67.97%
Capital Outlay					
Equipment & Furniture	-	\$233,980	\$39,900	(\$194,080)	586.42%
Total Capital Outlay	-	\$233,980	\$39,900	(\$194,080)	586.42%
Total Expenditures	\$1,152,143	\$7,452,241	\$10,660,384	\$3,208,143	69.91%
Net Increase (Decrease)	\$103,564	(\$457,075)	-	\$457,075	0.00%
<i>Equity:</i>					
Retained Earnings	-	(\$563,551)	-	\$563,551	0.00%

Attachment: Highway Financials - Oct 2024 (Hwy Financials - Oct 2024)