

**AGENDA
STORM WATER UTILITY
COMMITTEE**

**MONDAY, DECEMBER 7, 2009
ROOM 202
6:30 P.M.**

*G. John Ruffolo, Chairman
Donald K. Holland
Patrick Juliana*

*Ray Misner
Don L. Moldenhauer
Anthony Nudo*

A. APPROVAL OF MINUTES

A-1 Approval of minutes of special meeting held on November 10, 2009.

C. REFERRED TO COMMITTEE

C-1 Professional Services Agreement with H.R. Stewart, Inc.

C-2 Amendment #1 for Task Order #5 with HNTB Corporation.

C-3 Professional Services Agreement with HNTB Corporation for Task Order #7.

INFORMATIONAL: Yardwaste Coupon Update

CITIZENS COMMENTS RELATED ONLY TO JURISDICTION OF PUBLIC WORKS
COMMITTEE

ALDERMAN COMMENTS

IF YOU ARE DISABLED AND IN NEED OF ASSISTANCE CALL 653-4050 BEFORE NOON ON THE DATE INDICATED FOR THIS
MEETING.

NOTICE IS HEREBY GIVEN THAT A MAJORITY OF THE MEMEBERS OF THE COMMON COUNCIL MAY BE PRESENT AT
THE MEETING, AND ALTHOUGH THIS MAY CONSITUTE A QUORUM OF THE COMMON COUNCIL, THE COUNCIL WILL
NOT TAKE ANY ACTION AT THIS MEETING.

STORM WATER UTILITY COMMITTEE
- MINUTES -

TUESDAY, NOVEMBER 10, 2009
5:00 P.M.

G. John Ruffolo, Chairman
Donald K. Holland
Patrick Juliana

Ray Misner
Don L. Moldenhauer
Anthony Nudo

A special meeting of the Storm Water Utility Committee was held on Tuesday, November 10, 2009 in Room 204 of the Municipal Building. The following members were present: Chairman G. John Ruffolo, Aldermen Donald K. Holland, Patrick Juliana, Ray Misner, Don L. Moldenhauer and Anthony Nudo. The meeting was called to order at 6:51 pm. Staff members in attendance were Mayor Bosman, City Administrator, Frank Pacetti, Finance Director, Carol Stancato, Ron Bursek, Mike Lemens, Jan Schroeder, John Prijic and Sue Clouthier.

A-1 Approval of minutes of special meeting held October 5, 2009.

It was moved by Alderman Holland, seconded by Alderman Nudo to approve minutes. Motion passed 6-0.

C-1 Storm Water Utility CIP Budget

A public hearing was held, no one spoke.

Chairman Ruffolo noted that the mandate for the Storm Water Utility was moved back from 2013 to 2020.

It was moved by Alderman Holland, seconded by Alderman Nudo to approve. Motion passed 6-0.

C-2 Storm Water Utility 2010 Executive Budget

A public hearing was held, no one spoke.

Ron Bursek gave an overview of the budget. He explained several items that could be removed from the 2010 budget in order to comply with the zero percent increase requested by the Committee.

It was moved by Alderman Holland, seconded by Alderman Nudo to remove \$591,000 in items, and to add \$4,553 for a copier for a net decrease of \$586,447. Motion passed 6-0.

Alderman Nudo asked for an explanation on the debt service payments. Carol Stancato explained the process.

It was moved by Alderman Nudo, seconded by Alderman Misner to approve as amended. Motion passed 6-0.

Citizen Comments: No one spoke

Alderman Comments: No one spoke

There being no further business to come before the Storm Water Utility Committee, it was moved by Alderman Nudo, seconded by Alderman Juliana to adjourn at 7:25 PM. Motion passed 6-0.



ENGINEERING DIVISION
MICHAEL M. LEMENS, P.E.
DIRECTOR/CITY ENGINEER

STREET DIVISION
JOHN H. PRIJIC
SUPERINTENDENT

ASSISTANT CITY ENGINEER
SHELLY BILLINGSLEY, P.E.
STORMWATER UTILITY

Ronald L. Bursek, P.E., Director

Municipal Building · 625 52nd ST · RM 305 · Kenosha, WI 53140
Telephone (262) 653-4150 · Fax (262) 653-4056

November 24, 2009

To: G. John Ruffolo, Chairman
Public Works Committee
Stormwater Utility Committee

From: Ronald L. Bursek, P.E. 
Director Stormwater Utility

Subject: *Professional Service Agreement with H.R. Stewart, Inc.*

BACKGROUND INFORMATION

The Kenosha Stormwater Utility is televising storm sewers to identify illicit discharges and areas of concern as they relate to the condition of corrugated metal pipe leads within the 60th Street corridor. To complete this analysis the Kenosha Stormwater Utility will have to contract with a televising firm to conduct the actual televising of the storm sewer system. In working with HNTB, we requested four quotes from reputable companies and only one company returned the quote. H.R. Stewart Inc. is currently also under contract to complete the televising work under the Forest Park Sanitary and Storm Sewers Evaluation.

The company will submit the results from the televising to the Kenosha Stormwater Utility and in turn we will supply a copy to HNTB to document and report the condition of the storm sewers in the specified areas.

RECOMMENDATION

Approve the Agreement between the Kenosha Stormwater Utility and H.R. Stewart Inc. for \$16,000 to include their quote of \$15,155 with \$845.00 of contingency. The funding for this work will be paid for out of accounts 501-09-50102-219 (\$2,500) and 501-09-50103-219 (\$13,500).

Friday, November 13, 2009

Joel C Marshall
HTNB Corp
11414 West Park Place
Milwaukee WI. 53224-3526

Proposal Revision #1 Dated 11/16/2009

RE: Kenosha Stormwater Utility Storm Water Inspection Proposal 11-2009

Mr. Marshall,

H.R. Stewart Inc. is pleased to offer our proposal for the Storm Sewer cleaning and televising as per the RFP dated October 29, 2009. H.R. Stewart Inc. is currently televising approximately 19,000' of storm sewers in the village for another engineering firm. This project would be scheduled for completion before we de-mobilize from Kenosha, We would anticipate being completed by December 24th. We offer the latest in sewer inspection technology including LED lighting, Steerable crawlers and 100% digital recordings. We currently incorporate Pearpoint inspection equipment. Our firm has been in business for over 75 years and our televising division has been satisfying customers large and small for over 9 years. The project will be completed as follows:

Equipment- Procedure Scope

- Provide Vactor truck and operator for cleaning
- Light cleaning consists of 2 passes with appropriately sized jet head @ 2500 PSI @ 80 G.P.M.
- Provide mainline sewer inspection video system, color, tilt and zoom head with auxiliary lighting
- Pan and tilt all defects
- Provide Steerable inspection camera transporter
- Provide trained operators to perform inspection
- Televising each line as outlined in specifications and map provided to us
- Complete computer generated reports outlining the following:
 - All reports per PCAP format
 - Manhole numbers of line inspected
 - Pipe size and material type
 - Pipe length
 - Blind tie and lateral locations
 - Overall pipe condition and grade
 - Defect list
 - Graphic sketch
- Provide 2 copies of computer generated reports
- Provide 2 copies of digital images on DVD formatted disc's
- Reports and video's of major defects can be posted on-line for access 1 days after inspection problem lines, Still photo's can be emailed from the jobsite if needed

H. R. Stewart, Inc.
"Your Hometown Source"

52 W. Crystal Street - P.O. Box 8
Cary, Illinois 60013-2792

(847) 639-3331
(815) 356-9060
Fax: (847) 639-0738

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Pricing:

Task # 1 : (Inspection of up to 750 L.F. 6"-12")

- 6"-12" Inspection Prior to cleaning \$ 1.00 Per Foot (\$750.00)
- 6"-12" Sewer Cleaning \$ 1.00 Per Foot (\$700.00)
- 6"-12" Post Cleaning Inspection \$ 1.00 Per Foot (\$750.00)

Task # 2 : (Field/ Drain Tile Investigation and 60th Street Corridor Inlets)

Area 1:

- 12" Field Tile Cleaning, Inspection \$ 2.90 Per Foot (\$3,480.00)

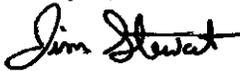
Area 2: (8"-15" Storm Sewer Inlet Cleaning, Inspection)

- 8"-15" Storm Sewer Inlet Cleaning, Inspection \$ 2.90 Per Foot (\$9,425.00)

Total bid based on footages provided \$ 15,155.00

*** Add the sum of \$ 290.00 per hour for heavy cleaning or root cutting. Heavy cleaning is needed and required when pipe is not sufficiently cleaned to allow for camera to pass following Light cleaning. Light cleaning consists of 2 passes with properly sized jet head. All cleaning that requires more than 2 passes will be considered Heavy. Heavy cleaning will only be performed following authorization.**

Thank you,



Jim Stewart/ V.P.

ACCEPTED BY: _____ DATE: _____ P.O.# _____



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November 24, 2009

To: G. John Ruffolo, Chairman
Public Works Committee
Stormwater Utility Committee

From: Ronald L. Bursek, P.E. 
Director of Public Works
Director of Stormwater Utility

Subject: *Amendment #1 to Task Order #5 with HNTB Corporation*

BACKGROUND INFORMATION

The Kenosha Stormwater Utility has requested an amendment to Task Order #5 which was awarded to HNTB. This amendment will allow the Kenosha Stormwater Utility to investigate the waste division storm sewer. The Kenosha Stormwater Utility will be installing a nutrient baffle box at this location as a requirement of the Stormwater Pollution Prevention Plan (SWPPP) that as approved by the Wisconsin Department of Natural Resources. To ensure that the storm sewer is functioning properly and discharging to the mainline storm sewer the Kenosha Stormwater Utility requested a modification to Task Order #5 to complete this investigation.

In addition to the contract with HNTB this project will require approximately \$2,500 to televise the storm sewer system to complete this investigation.

RECOMMENDATION

Amendment Task Order #5 in scope of work and reduce the purchase order by \$2,500 to complete the televising component of Amendment #1.

AMENDMENT NO.1
TASK ORDER NUMBER 5
Stormwater Management Plan
City of Kenosha

This Amendment, Number 1, to Task Order Number 5 is made effective as of the 1st day of April, 2009, under the terms and conditions established in the AGREEMENT FOR ENGINEERING SERVICES, dated May 1, 2000 (the Agreement), between the City of Kenosha (Owner) and HNTB Corporation (Engineer). This amendment is made for the following purpose, consistent with the Project defined in the Agreement:

Change the scope of services from illicit discharge investigation to storm sewer inspection.

The Scope of Services section is deleted and replaced with the following:

Section A. - Scope of Services

A.1. Engineer shall perform the following Services:

- a. Coordinate television inspection by others of up to 650 lf of non-submerged storm sewer at the City Waste Division site, including preparation of a Request for Proposal for inspection services, soliciting up to four quotes from inspection providers, and recommending an inspection service for selection.
- b. Prepare a letter report summarizing the inspection logs prepared by the inspection firm and including recommendations for repair or replacement.
- c. Provide to the Owner the television inspection digital video disks (DVDs), inspection logs and report described above.

The Schedule section is deleted and replaced with the following:

Section B. - Schedule

B.1. Engineer shall perform the Services and provide to the Owner the related submittals/deliverables within 30 days after receipt of the sewer inspection DVD's and logs.

The Compensation section is deleted and replaced with the following:

Section C. - Compensation

C.1. In return for the performance of the foregoing obligations, Owner shall pay to Engineer the not-to-exceed amount of \$9,800, payable according to the following terms:

- a. Direct labor times a multiplier of 3.0, plus
- b. Direct expenses

AMENDMENT NO.1
TASK ORDER NUMBER 5
Stormwater Management Plan
City of Kenosha

The Owner's Responsibilities section is deleted and replaced with the following:

Section D. - Owner's Responsibilities

D.1. Owner shall perform and/or provide the following in a timely manner so as not to delay the Services of Engineer. Unless otherwise provided in this Task Order Amendment, Owner shall provide to the Engineer, and bear all costs incident to, the following information:

- a. A map showing the location and sequence of pipes proposed to be televised.
- b. Access to the City Waste Division site.

Except to the extent modified herein, all terms and conditions of the Agreement shall continue in full force and effect.

Owner: City of Kenosha

Engineer: HNTB Corporation

By:

By: Patricia D. Spence, P.E.

Signature:

Signature: 

Title:

Title: Vice President

Date:

Date: 10/30/09



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November 24, 2009

To: G. John Ruffolo, Chairman
Public Works Committee
Stormwater Utility Committee

From: Ronald L. Bursek, P.E. 
Director of Public Works
Director of Stormwater Utility

Subject: *Professional Service Agreement with HNTB Corporation for Task Order #7*

BACKGROUND INFORMATION

The Kenosha Stormwater Utility has requested an evaluation of the corrugated metal pipe leads within the 60th Street corridor and the draitile in the Phil Sanders Nature Center for the wetland mitigation bank. This agreement will allow the Kenosha Stormwater Utility to investigate the storm sewer conditions at these locations. This year we had to perform an emergency repair of a failed corrugated metal pipe inlet lead within 60th Street due to its severe deterioration. Our records show that a majority of these pipes were installed in the 1970s.

In addition to the contract with HNTB this project will require approximately \$13,500 to televise the storm sewer system to complete this investigation.

RECOMMENDATION

Approve the scope of work for Task Order No. 7, authorize the Director of the Stormwater Utility to execute on behalf of the Stormwater Utility and award the contract for \$6,500. Funding for Task Order #7 is from 2009 Account Number 501-09-50103-219.

PRELIMINARY

TASK ORDER NUMBER 7 Stormwater Management Plan City of Kenosha

This Task Order, Number 7, is made effective as of the 16th day of November, 2009, under the terms and conditions established in the AGREEMENT FOR ENGINEERING SERVICES, dated May 1, 2000 (the Agreement), between the City of Kenosha (Owner) and HNTB Corporation (Engineer). This task order is made for the following purpose, consistent with the Project defined in the Agreement:

Task Order Number 7 is coordinating televised inspection of storm sewers, reporting on their condition and making recommendations for repair or replacement.

Section A. - Scope of Services

A.1. Engineer shall perform the following Services:

- a. Coordinate television inspection by others of up to 4,450 lf of non-submerged storm sewer, including preparation of a Request for Proposal for inspection services, soliciting up to four quotes from inspection providers, and recommending an inspection service for selection.
- b. Prepare a letter report summarizing the inspection logs prepared by the inspection firm and including recommendations for repair or replacement.
- c. Provide to the Owner the report described above.

Section B. - Schedule

B.1. Engineer shall perform the Services and provide to the Owner the related submittals/deliverables within 30 days after receipt of the sewer inspection DVD's and logs by others.

Section C. - Compensation

C.1. In return for the performance of the foregoing obligations, Owner shall pay to Engineer the not-to-exceed amount of \$6,500, payable according to the following terms:

- a. Direct labor times a multiplier of 3.0, plus
- b. Direct expenses

Section D. - Owner's Responsibilities

D.1. Owner shall perform and/or provide the following in a timely manner so as not to delay the Services of Engineer. Unless otherwise provided in this Task Order, Owner shall provide to the Engineer, and bear all costs incident to, the following information:

PRELIMINARY

TASK ORDER NUMBER 7 Stormwater Management Plan City of Kenosha

- a. A map showing the location and sequence of pipes proposed to be televised.

Except to the extent modified herein, all terms and conditions of the Agreement shall continue in full force and effect.

Owner: City of Kenosha

Engineer: HNTB Corporation

By:

By: Patricia D. Spence, P.E.

Signature:

Signature:

Title:

Title: Vice President

Date:

Date:



ENGINEERING DIVISION
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DIRECTOR/CITY ENGINEER

STREET DIVISION
JOHN H. PRIJIC
SUPERINTENDENT

FLEET MAINTENANCE
MAURO LENCI
SUPERINTENDENT

WASTE DIVISION
ROCKY BEDNAR
SUPERINTENDENT

PARK DIVISION
JEFF WARNOCK
SUPERINTENDENT

ADMINISTRATION SUPERVISOR
JANICE D. SCHROEDER

DEPARTMENT OF PUBLIC WORKS
RONALD L. BURSEK, P.E., DIRECTOR

MUNICIPAL BUILDING · 625 - 52ND ST · RM 305 · KENOSHA, WI 53140
TELEPHONE (262) 653-4050 · FAX (262) 653-4056

TO: G. John Ruffolo, Chairman
Public Works Committee

FROM: Jan Schroeder 

SUBJECT: INFORMATIONAL ITEM: Yardwaste Coupon Status

DATE: December 7, 2009

Distributed:

Number of yardwaste coupons distributed: 6000
(approximate: through Public Works / City Clerk / Kenosha Water Utility / Aldermen)

Number of hits for yardwaste coupons on website: 970
(approximate – four (4) coupons could be printed with each hit)

Redeemed:

As of most recent invoice from coupon processing service
On 11/19/2009: 1672

Amount paid to coupon processing service as of 11/19/2009: \$5,351.39
(Redemption, Admin, Retailer Incentive, Postage costs)