

MEETING: REGULAR MEETING OF THE PUBLIC WORKS & HIGHWAYS COMMITTEE

DATE & TIME: Wednesday, April 2, 2025 at 5:30 PM

**LOCATION: Germantown Village Hall Board Room
N112 W17001 Mequon Road**

Any member of the body and/or citizen may attend the meeting virtually through the WebEx platform, Meeting #: **2555 672 0428** Password: **ZNmFyjsD343** which can be accessed by phone at 408-418-9388 or by logging on at: <https://villageofgermantown.my.webex.com/villageofgermantown.my/j.php?MTID=mc28ed9f85300bb8f63267a15d2f40b55>

Citizens not wishing to attend the meeting personally or virtually may submit any public comments by sending an email to comments@germantownwi.gov by 4 p.m. on the day of the meeting so that it can be provided to the members of the body for their consideration.

Previously recorded Village Board Meeting Videos can be viewed at https://www.youtube.com/channel/UCOYp0EgELzTCa9X_iCohyhQ.

AGENDA

- I. **CALL TO ORDER:** *This meeting has been given public notice in accordance with Section 19.83 and 19.84, Wis. Stats, in such form that will apprise the general public and news media of subject matter that is intended for consideration and action.*
- II. **ROLL CALL:**
- III. **APPROVAL OF MINUTES:**
 - A. March 5, 2025
 - B. March 17, 2025
- IV. **PUBLIC COMMENT:** *Please be advised per State Statute Section 19.84(2), information will be received from the public. It is the policy of this municipality that there be a three-minute time period, per person, with time extensions per the Chief Presiding Officer's discretion; be further advised that there may be limited discussion on the information received, however, NO ACTION will be taken under public comments.*
- V. **UNFINISHED BUSINESS:**
- VI. **NEW BUSINESS:**
 - A. Award of a professional service agreement to Foth Infrastructure to prepare bid documents for Well 7 rehabilitation for an amount not to exceed \$37,200.00.
 - B. Award of a contract to the Southeastern Wisconsin Watersheds Trust (SWWT) in the amount of \$20,250.00 for education and outreach services.
 - C. Award of annual tree planting contract to Dan Larsen Landscaping for an amount not to exceed \$29,250.00.
 - D. Approval of application for the Wisconsin DOT Signals and ITS Standalone Program (SISP) grant for signal traffic control improvements to County Line Road and Appleton Ave.
 - E. Report on the 2025-2026 WISDOT-Municipal Salt Agreement.
 - F. Report on Parks and Wastewater truck purchases.
- VII. **DIRECTOR'S REPORT:**

A. April Director's Report

VIII. NEXT MEETING DATE:

IX. ANNOUNCEMENTS:

X. ADJOURNMENT:

UPON REASONABLE NOTICE, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, please contact the Village Clerk at (262)250-4745 at least 2 days prior to the meeting.

Notice is given that a majority of the Village Board may attend this meeting to gather information about an item over which they have decision-making responsibility. This may constitute a meeting of the Village Board per State ex rel. Badke v Greendale Village Board, even though the Village Board will not take formal action at this meeting.

MEETING:	REGULAR MEETING OF THE PUBLIC WORKS & HIGHWAYS COMMITTEE
DATE AND TIME:	Wednesday, March 5, 2025 5:30 PM
LOCATION:	Germantown Village Hall Board Room N112 W17001 Mequon Road

MINUTES

I. CALL TO ORDER:

Chairperson Kaminski called the Public Works and Highways Committee meeting to order at 5:31PM.

II. ROLL CALL:

Present: Trustee Terri Kaminski, Trustee Rick Miller, Trustee Jan Miller

Excused: Trustee Robert Warren

III. APPROVAL OF MINUTES:

A. February 5, 2025

Motion: Approve as presented

Motioned By: Rick Miller

Seconded By: Terri Kaminski

Yes: Terri Kaminski, Rick Miller, Jan Miller

No: None

Abstain: None

Motion Passed (Yes 3, No 0, Abstained 0)

IV. PUBLIC COMMENT:

None

V. UNFINISHED BUSINESS:

VI. NEW BUSINESS:

A. Award of a contract for High Point Pass construction to Vinton Construction in the amount of \$2,396,440.

Director of Public Works, Matt Mortwedt, explained High Point Pass will extend south from the intersection of Holy Hill Road and 48th Street to a point 1400 feet south of Holy Hill Road and terminate near the Wisconsin Southern Railroad. This project will be funded by TID 8 and was approved through the TID amendment process and by resolution of the Village Board on April 15th, 2024. In addition, the construction of High Point Pass satisfies the conditions of development agreements with Truck Country and MLG. Only two bids came in and staff is recommending to award the contract to Vinton Construction with a ten percent contingency.

Motion: Approve as presented

Motioned By: Rick Miller

Seconded By: Jan Miller

Yes: Terri Kaminski, Rick Miller, Jan Miller

No: None

Abstain: None

Motion Passed (Yes 3, No 0, Abstained 0)

- B. Award of a professional services agreement to raSmith for construction inspection services on High Point Pass for an amount not to exceed \$173,970.

Director of Public Works, Matt Mortwedt, described the work raSmith has done in the High Point Pass planning process and road construction in the TID 8 area. Based on this relationship, staff is recommending the award of a professional services agreement to raSmith to provide a scope of services for Construction Management, Construction Inspection and Construction Staking, on a time and materials basis, to successfully complete the High Point Pass Road Construction project. This work is anticipated to begin in April, with final completion in August 2025.

Motion: Approve as presented

Motioned By: Rick Miller

Seconded By: Jan Miller

Yes: Terri Kaminski, Rick Miller, Jan Miller

No: None

Abstain: None

Motion Passed (Yes 3, No 0, Abstained 0)

- C. Award of a professional services agreement for storm water modeling to Graef in the amount of \$26,600.

Director of Public Works, Matt Mortwedt, explained the Public Works Highways Committee recommended approval for Graef to complete the Permit Application for 2025-2029 Department of Natural Resources Wisconsin Pollution Discharge Elimination System (WPDES) to Graef in June of 2024. During the course of this work, and in coordination with Village staff and WDNR staff, the WDNR identified that previous storm water modeling efforts did not meet their requirements. To meet the WDNR permit requirements and update historic storm water modeling, staff requested Graef to provide an amendment to their scope of services. However, that exceeded staff's authorization limit, so staff requested additional proposals to adhere with the Village's procurement policy. Of the three proposals received, staff is recommending the award of a professional services agreement for storm water modeling to Graef in the amount of \$26,600.00.

Motion: Approve as presented

Motioned By: Jan Miller

Seconded By: Rick Miller

Yes: Terri Kaminski, Rick Miller, Jan Miller

No: None

Abstain: None

Motion Passed (Yes 3, No 0, Abstained 0)

- D. Award of the Kinderberg Park Splash Pad painting and restoration contract to MACORP LLC for an amount not to exceed \$31,692.00.

Director of Public Works, Matt Mortwedt, explained funds were allocated as part of the 2025 Parks Department non-borrowed capital budget in the amount of \$31,000.00 to complete the splash-pad surface treatment project. Staff solicited pricing from area vendors and is recommending the award of the Kinderberg Park Splash Pad painting and restoration contract to MACORP LLC for an amount not to exceed \$31,692.00.

Motion: Approve as presented

Motioned By: Jan Miller

Seconded By: Rick Miller

Yes: Terri Kaminski, Rick Miller, Jan Miller

No: None

Abstain: None

Motion Passed (Yes 3, No 0, Abstained 0)

VII. DIRECTOR'S REPORT:

- A. March Director's Report

Director of Public Works, Matt Mortwedt, presented his March Director's Report to the board. The report highlighted plans to begin the work on High Point Pass soon to finish by August to meet the deadline for Truck Country, work with Well 7 RFP in the Water Department, possible proposals on condition assessment and coding in the Wastewater Department, completion of 2024 sewer lining, the grant for traffic signal improvements at County Line and Appleton to begin in 2027, Safety Working Groups conducting safety talks every other week, Equipment Group has categorized all equipment on one spreadsheet, and the plans for the ARIP grant for Rockfield Rd. and Pleasant View Rd.

VIII. NEXT MEETING DATE:

The next Public Works and Highways Committee Meeting will be held April 2, 2025 at 5:30PM.

IX. ANNOUNCEMENTS:

There were no announcements.

X. ADJOURNMENT:

Chairperson Kaminski adjourned the meeting at 6:11PM.

MEETING:	SPECIAL MEETING OF THE PUBLIC WORKS & HIGHWAYS COMMITTEE
DATE AND TIME:	Monday, March 17, 2025 6:30 PM
LOCATION:	Germantown Village Hall Board Room N112 W17001 Mequon Road

MINUTES

I. CALL TO ORDER:

Chairperson Kaminski called the Public Works and Highways Committee meeting to order at 6:39PM.

II. ROLL CALL:

Present: Trustee Terri Kaminski, Trustee Rick Miller, Trustee Robert Warren

Absent: None

Excused: None

III. PUBLIC COMMENT:

There were no public comments.

IV. NEW BUSINESS:

- A. Award of a contract for the 2025 Road Program construction to Wolf Paving in the amount of \$1,176,115.

Director of Public Works, Matt Mortwedt, recalled the annual road program which was approved by the Village Board in January 2025. The Village of Germantown staff advertised and opened bids for the 2025 Annual Road Program and staff recommends awarding the contract to Wolf Paving who came in with the lowest bid with a 10% contingency for a total amount of \$1,293,726.50.

Motion: Approve as presented

Motioned By: Rick Miller

Seconded By: Robert Warren

Yes: Terri Kaminski, Rick Miller, Robert Warren

No: None

Abstain: None

Motion Passed (Yes 3, No 0, Abstained 0)

- B. Award of a contract to reconstruct Rockfield Road to Payne and Dolan in the amount of \$931,369.

Director of Public Works, Matt Mortwedt, recalled the Public Works and Highway Committee and Village Board approved the application for and receipt of WISDOT Agricultural Road Improvement Program (ARIP) grant funds. Additionally, the reconstruction of Rockfield Road was approved by the Village Board as part of the

2025 Road Program. Following those approvals, the Village of Germantown advertised and opened bids for the reconstruction of Rockfield Road from STH 145 to Pleasant View Drive. Staff recommends awarding the contract to Payne and Dolan who came in with the lowest bid with a 10% contingency totaling \$1,024,505.90.

Motion: Approve as presented

Motioned By: Robert Warren

Seconded By: Rick Miller

Yes: Terri Kaminski, Rick Miller, Robert Warren

No: None

Abstain: None

Motion Passed (Yes 3, No 0, Abstained 0)

V. DIRECTOR'S REPORT:

VI. NEXT MEETING DATE:

The next Public Works and Highways Committee Meeting will be held on Wednesday, April 2, 2025 at 5:30PM.

VII. ANNOUNCEMENTS:

There were no announcements.

VIII. ADJOURNMENT:

Chairperson Kaminski adjourned the meeting at 6:44PM.

BUSINESS OF THE PUBLIC WORKS & HIGHWAYS COMMITTEE

MEETING DATE: April 2, 2025

PLACEMENT: Action Item

ITEM TITLE: Award of a professional service agreement to Foth Infrastructure to prepare bid documents for Well 7 rehabilitation for an amount not to exceed \$37,200.00.

SUBMITTED BY: Kevin Driscoll, Village Engineer

SUMMARY EXPLANATION:

As part of the 2025 budget, the Village Water Utility has identified priority projects, including the rehabilitation of Well 7. This rehabilitation project will ensure that the pump, motor, valves and meters are adequately sized to continue efficient operation. This project is prioritized to address critical infrastructure that is aging, where the pump and well casing were installed nearly 20 years ago and are approaching their useful life. The rehabilitation work includes mechanical systems upgrades and chemical rehabilitation of the well.

Staff requested proposals from three qualified consultants and the fees and hours are summarized in the table.

Firm	Hours	Amount
Foth	197	\$37,200
Ruekert-Mielke	271	\$49,777

**Note: MSA declined to submit a proposal due to workload and schedule.*

Schedule:

The schedule for the projects is to complete the bid documents this summer of 2025, and advertise for bid this fall of 2025, to complete the work in winter 2025-2026.

ATTACHMENT:

1. Germantown WI_Well 7 Rehabilitation Proposal_FOTH_3-14-25_

STAFF RECOMMENDATION:

Award of a professional service agreement with Foth Infrastructure to prepare bid documents for Well 7 rehabilitation for an amount not to exceed \$37,200.00.

ACTION BY Committee:



REHABILITATION OF WELL NO. 7

Engineering Services

**Project Manager/
Client Contact**

Eve Schnell, PE
414.336.7914
Eve.Schnell@Foth.com

Lead Designer

Ryan Schultz, PE
262.623.4379
Ryan.Schultz@foth.com

Project Design/Oversight

Dale Broeckert, PE
608.628.3163
Dale.Broeckert@Foth.com



**Foth Infrastructure &
Environment, LLC**

Ballpark Commons
Office Building
7044 South Ballpark Drive
Ste 200
Franklin, WI 53132
Ph: (414) 336-7900

www.Foth.com

March 14, 2025

Subject: Request for Proposals—Engineering Services for
Well No. 7 Rehabilitation

Dear Mr. Mortwedt, Mr. Driscoll, and Selection Committee Members:

On behalf of our team, thank you for the opportunity to submit our qualifications for the Well No. 7 Rehabilitation Project. With experience working on your system, and the similar services recently completed for Germantown Well No. 5, we believe this project is the perfect fit.

From our previous work with the Village and WQI, we've developed technical abilities that will transfer well to this project. We also offer you the following:

Customized Team. Ryan Schultz will lead, bringing with him a wealth of experience in assessing, designing, and rehabilitating wells. Our team will also include Eve Schnell, who has managed several projects with the Village. Eve is extremely versed in the Village's Bidding/Contract documents process. Eve has been a longstanding resource for the Village, working through challenging projects and contractors. She has proven herself to be a true extension of the Village staff, looking out for their best interests at every turn. The Foth team is rounded out with Dale Broeckert, who will provide design/project oversight to Ryan and Eve. Dale has an extensive background in dealing with bid strategies, contractors, vendors, and specialty equipment. Specifically, he is very proficient with well pump selections, controls, and SCADA needs. Team partner, Grindeland Engineering, will provide electrical reviews and oversight to the team as needed.

Collectively, we bring more than 60 years of experience to this project, with 5 of those years being spent together at Foth, and with the Village. This experience makes for a team that is both skilled and cohesive.

Immediate Availability. Our staff is ready and able to start on this project right away, with the focus of bringing the project to bid in August. Team members will be dedicated to the project for the duration, providing committed service throughout every stage.

Local Commitment. Being part of the Southeast WI community is essential to who we are and what we do. Our office is located nearby and we can be available in-person when you need us. Because our staff live around the Village, they have a strong sense of ownership and attention to this project.

Thank you for your consideration of our team. If you have any questions or require additional information, please do not hesitate to reach out at 608.628.3163 or Dale.Broeckert@Foth.com.

Sincerely,

Dale Broeckert, PE
Project Design/Oversight

Eve Schnell, PE
Project Manager/Client Contact

ABOUT FOTH

ORGANIZATIONAL STRUCTURE

Founded in 1938 in Green Bay, Wisconsin, Foth offers a tradition of personalized, client-centered service and smart solutions to a variety of governmental, industrial, and commercial clients. Our more than 700 employee members deliver technical excellence in three main areas: Infrastructure, Environment, and Production Solutions.

INFRASTRUCTURE SERVICE LINES



WATER



CONSTRUCTION



GEOSPATIAL



PLANNING



TRANSPORTATION



AVIATION

3 Wisconsin-Based Offices with 25+ additional Nationwide

Delivering results from a foundation of personalized service and viewing challenges through the unique lens of each project and program.



MADISON
OFFICE



DE PERE, WI
HEADQUARTERS



VILLAGE
OF GERMANTOWN



FRANKLIN
OFFICE

Technologically driven, we use advanced tools to enhance project deliverables, and propose efficient methods and solutions. For example, our in-house Mobile LiDAR scanning (MLS) enables us to gather accurate data quickly and provide detailed 3D surface models as deliverables.

Our clients will attest to our ability to function as an extension of your staff and we at Foth are very proud of that. Our engineers, technicians, and specialists have expertise in all areas of municipal infrastructure projects. Integrating our services into your system is fundamental, and understanding the Village of Germantown's needs is key.

Foth has a long history of municipal work throughout Wisconsin, and members of our Franklin office are committed to building our relationship with the Village. In addition, should additional expertise be required for any Village projects, our network of staff can quickly assist.

PROJECT SCOPE, APPROACH, AND DESIGN

Preliminary Design: Site Scoping & Preliminary Plans/Specs & Cost Estimate

1. Attend project kick-off meeting with Owner.
2. Perform site inspection with Owner to verify site improvements & project scope.
3. Prepare preliminary plans & specifications through 90% including:
 - a. Well Rehabilitation - Rehabilitation Plan and Geophysical Investigation (specifications and bid form structure, including optional cost items, provided by WQI. Foth to incorporate into bidding documents):
 - i. Base Bid: Mechanical and chemical rehabilitation plan (WQI)
 - ii. Base Bid: Post rehabilitation televising (WQI)
 - iii. Optional Bid Item: liner install (WQI)
 - iv. Optional Bid Item: plumbness and alignment testing (WQI)
 - v. Optional Bid Item: miscellaneous well construction modifications (WQI)
 - vi. Optional Bid Item: well performance pumping/testing (WQI)
 - vii. Optional Bid Item: miscellaneous well hydraulic investigations (WQI)
 - b. New pump & column pipe assembly, both to be epoxy coated and lined.
 - i. Note: discussions with WQI and the Village have indicated lining of the existing cased area of the well is likely during this project. If not now, it will likely be needed in the future. A liner, whether installed now or later, will reduce the inner diameter of the cased well. The existing well casing is noted to have an inner diameter of 15.25 inches and the existing pump bowl size is 12.4 inches. The liner & grout will likely take up 2-4" of the cased opening. This means that the same pump will no longer fit down the existing well once a liner is installed. **To overcome this issue with the pending liner decision, Foth has included the efforts to proactively select a pump with a smaller bowl diameter. The same well hydraulics and operating point of 1,200 gpm at 240 ft of TDH will be the basis of the selection. We believe this pro-active approach of utilizing a smaller pump selection as part of the base design is in the best interest of the Village to avoid potential change orders during the project. This means that the new smaller diameter pump, with the same target hydraulics, would be installed during this project regardless of the liner decision.**
 - c. Discharge piping modification including (if necessary):
 - i. New motor – **we are planning for the inspection/rebuilding of the existing motor to be part of the base bid, with an optional bid form ADD cost for installing a new motor. This strategy can be discussed further at kick-off.**
 - ii. Flow meter.
 - iii. Piping, valves, recycle line, etc.
 - d. Electrical modifications/devices – flow meter, submersible level transducer.
 - e. Epoxy floor rehabilitation per Village specifications
 - f. Prepare preliminary construction cost estimates



Design Phase Notes, Assumptions, and Exclusions:

1. This scope and estimate are based on the assumption that the well's specific capacity will not be reduced after the rehabilitation and reconstruction, thus not requiring updated hydraulic calculations and a re-evaluation of the pump/system design.
2. This scope and estimate are based on the assumption that Well #5 is hydraulically connected to Well #7, and Well #5 will be offline during the chemical rehabilitation phase of Well #7 to minimize interference.
3. As indicated by the schedule, the rehab work is planned to take place sometime at the end of September and go into October 2025. Drought conditions may affect the start of the work, aquifer conditions will be monitored.
4. Following the potential liner install, WQI's spec will require post-liner alignment/plumbness testing. This testing is to ensure the reduced diameter casing will still allow a line shaft style pump to be installed (with considerations given to the smaller diameter pump selection). If the alignment/plumbness will no longer allow a line shaft style pump, a redesign to a submersible style well pump be required. Such re-design efforts (including other potential mechanical/well head/piping/control/electrical/etc. needs) would be outside of this scope and additional engineering efforts would be negotiated, as needed.
5. Following the post rehabilitation televising, if any other well modification/reconstruction efforts are recommended by WQI (such as additional lining outside of the cased area and/or filling parts of the well) these could affect the specific capacity/performance of the well. The test pumping would confirm the potential change of performance or not. If the well hydraulics/performance do change as a result, a pump re-design and additional re-section would be needed to maintain the same target flow. Such re-design/selection efforts (including other potential mechanical/well head/piping/control/electrical/etc. needs) would be outside of this scope and additional engineering efforts would be negotiated, as needed.

Finalize Plans/Specs

1. Finalize Plans & Specification and Review with Owner/WQI.
2. Complete and submit required DNR permitting items including:
 - a. DNR Forms to Apply for WPDES permit.
 - b. DNR Review and Approval of Plans & Specifications.
3. Implement any DNR comments.
4. Finalize engineers cost estimate.

Bidding

1. Advertise bidding documents & post on Quest CDN.
2. Pre-bid mandatory site visit.
3. Respond to bidder questions.
4. Issue Addendums as needed.
5. Tabulate bid results.

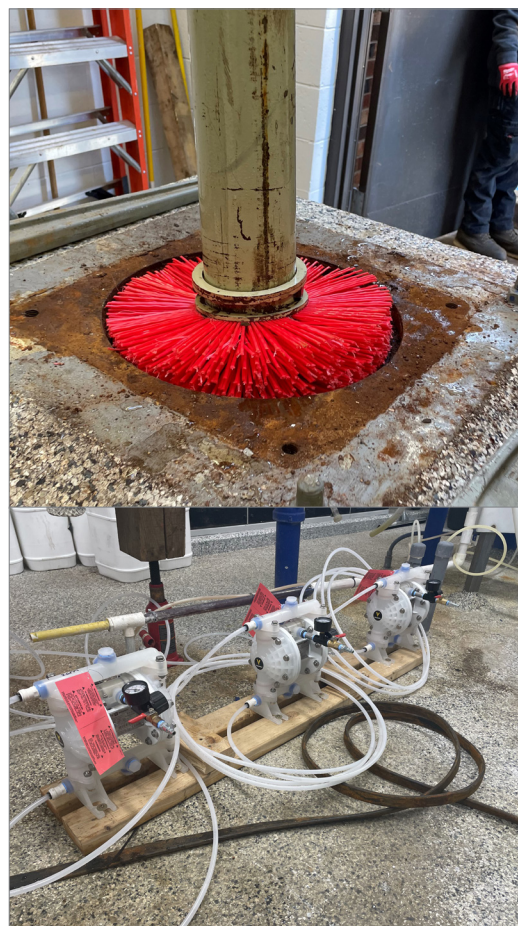


Construction Administration & Closeout

1. Preparation of Contract Documents and distribution to Contractor.
2. Issue Notice to Proceed.
3. Coordinate and attend pre-construction meeting.
4. Coordinate SCADA programming changes, if needed with Ruekert and Mielke.
5. Work with water utility on the project timing for WPDES discharge monitoring. (Germantown will do the sample testing and post results to DNR.)
6. Review of shop drawings and submittal review with Owner.
7. Issuing change orders (if needed).
8. Review pay applications.
9. Perform Site Inspections based on
 - a. On-site inspections (5 site trips for a total of 40 hours total):
 - i. Verify delivery of materials follows specifications.
 - ii. Witness pipe removal and photograph.
 - iii. Attended on-site viewing of pre and post cleaning video.
 - iv. Witness chemical rehabilitation phase at start up and mid cleaning to verify the Contractor is following WQI rehab protocol and properly document.
 - v. The Contractor will contact both WQI and Engineer for adherence to the rehabilitation procedures.
 - vi. Witness pipe installation procedures and photograph.
 - vii. Attend well & motor start-up and chemical injection start-up
 - viii. Verify flushing set up to waste and monitor and photograph
 - ix. Perform site visit for project close out.
 - x. (Note: Outside the 40 hours will be upon request)
10. Provide an evaluation of geophysical data (both WQI and Foth).
11. Provide an evaluation of pre and post televising (both WQI and Foth).
12. Process final pay request and closeout documentation.
13. Process O&M manuals from Contractor/Supplier on all new equipment:
 - a. Provide two (2) hard copies in a 3-ring binder.
 - b. Provide one (1) pdf copy on a flash drive.
14. Coordinate Owner training (if needed)
15. Provide a project summary binder.

Provide the following alternate investigations/ recommendations:

1. Motor performance check (see base bid and alternate bid ADD strategy regarding motor described in the design phase).



KEY FACTORS & ADDED VALUE

WELL NO. 7 REHABILITATION



We believe that the following key factors and added value will ensure project success:

Local Availability

- Ryan Schultz (Lead Designer) and Eve Schnell (PM/Client Contact) **live within 15 minutes of the Village**
- Foth's Franklin office is located **within 25 miles of the site.**
- The close proximity allows us to be on-site in a timely manner for any urgent project or client needs.

Knowledge of the Site, Water System, and Aquifer

- The core project team has extensive experience with the Village's water system and staff.
- Previous project work has given Foth an **excellent grasp of system demands, pressures, and operations.**
- Foth has **first-hand experience with interactions and challenges between Well No. 5 and Well No. 7.**
- Foth has **previously obtained a DNR discharge permit for Well No. 5 Rehabilitation**, providing specific regulatory knowledge for this project.

Importance of Minimizing Downtime

- Well No. 5 and No. 7 are significant sources of supply for the Village. As a result, **Foth understands that minimizing the time the wells are offline** for chemical rehabilitation is critical for the project to ensure the water systems reliability.

Awareness of Potential Overlap and Coordination with Well No. 7 Generator Work

- Eve Schnell is currently working as project manager on the Well No. 7 generator project and will be project managing the proposed work. **Having the same project manager will ensure necessary coordination of potential conflicts** such as delays in equipment shipment.

Excellent Communication and Relationships

- The Team has built strong relationships with Village staff. This will **ensure excellent communication** throughout this project.
- The Team has worked with WQI on several projects, valuing their knowledge and experience. We will **collaborate closely with WQI** to achieve the best results for the Village.

EXPERIENCE & QUALIFICATIONS



Well No. 5 Rehabilitation, Village of Germantown, WI

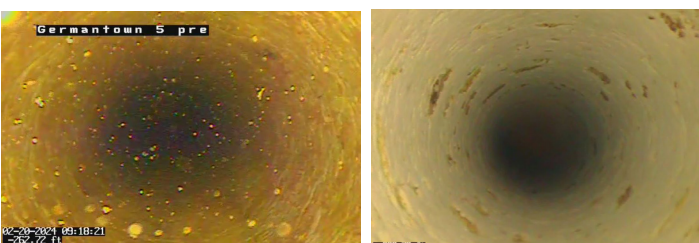
In 2024, Foth successfully completed the rehabilitation of Well No. 5 for the Village of Germantown. This project's major components included well capacity increase design, rehabilitation scoping assistance, piping modifications, pump and column pipe re-selection, WDNR permitting, bid/contract documents, bidding services, and construction administration. This project closely mirrors the scope of the the Well No. 7 project. Additionally, Well No. 5 and Well No. 7 are located on the same property, allowing for shared site knowledge and a common WDNR discharge permit, which Foth helped obtain for the Village.

Throughout the project, Foth collaborated closely with Village staff and WQL, as we would for this project. The rehabilitation involved mechanical and chemical treatments, televising, replacement of the column pipe and pump with epoxy-coated products, monitoring/record keeping of chemical use and residuals, and assistance adhering to the WDNR discharge permit.

Challenges arose due to the proximity of the shallow aquifer wells, leading to hydraulic cross-connections that interfered with the chemical rehabilitation process. The team worked diligently to address these issues and successfully meet the chemical treatment requirements. The experience gained from this project, including lessons learned about well cross-connections and the WDNR discharge permit, will prove valuable on this project.

Reference: Paul Haugen, Water Superintendent Germantown Water Utility 262-253-8254 phaugen@germantownwi.gov

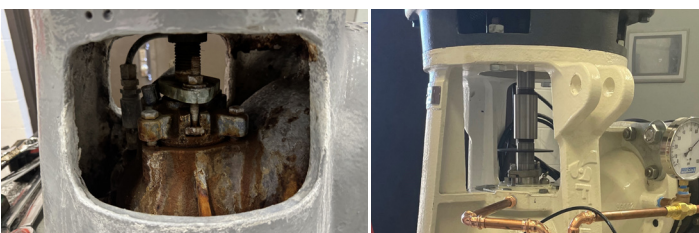
Well Rehab Televising - Before & After



Column Pipe and Pump - Before & After



Well Head - Before & After



Other Foth Well projects in the past 5 years:

Germantown, WI - Well No. 12 Siting & Construction (2021-Current)
Salem Lakes, WI - Well No. 2 Siting & Construction (2021-2024)
Black River Falls, WI - Correction Center - Wells No. 2 Rehab. (2023-2024)
Black River Falls, WI - Correction Center - Wells No. 3 Rehab. (2023-2024)
Elkhorn, WI - Well No. 4 Rehab. (2024)
Elkhorn, WI - Well No. 6 Rehab. (2024)
Elkhorn, WI - Well No. 7 Rehab. (2023)

We would be happy to share detailed information regarding individual project scopes, fees, and construction costs upon request.

PROJECT TEAM



RYAN SCHULTZ, PE

LEAD DESIGNER

Ryan has 22 years of experience in the areas of municipal engineering, focusing on preliminary design, hydraulic modeling, design, and construction inspection, management and administration for water supply, water distribution and water treatment systems. He has been involved in some capacity with water supply work with numerous communities throughout Wisconsin including, Village of Slinger, Village of Germantown, City of Fond du Lac, City of Peshtigo, City of Pewaukee, Village of Mukwonago, City of Muskego, Racine Water and Wastewater Utility, Kenosha Water Utility, and the City of Elkhorn.

Ryan has recently work with the Village of Germantown as a lead civil engineer for the following projects:

Well No. 5 Rehabilitation | Well Station No. 12 | Goldendale Road Booster Station | Wells No 2 and 7 Generator Replacements | Well No. 7 Electrical Improvements | Water Tower No. 4 Construction | Water Tower No. 3 Rehabilitation

BS Civil Engineering
Years Experience: 22



EVE SCHNELL, PE

PROJECT MANAGER
CLIENT CONTACT

Eve has 18 years of experience in the areas of project management, civil engineering, construction administration and management, and municipal engineering with a focus on water and wastewater systems. She has been involved in the design and construction of various components of water and wastewater systems in SE Wisconsin; namely working with the City of Sheboygan, City of Elkhorn, Village of Mount Pleasant, and the Village of Caledonia. Additionally, she has coordinated with DNR on multiple aspects of the design, construction, and funding of projects.

Recently, Eve has worked with the Village of Germantown as a project manager and construction lead for the following projects:

Well No. 5 Rehabilitation | Well Station No. 12 | Goldendale Road Booster Station | Wells No 2 and 7 Generator Replacements | Well No. 7 Electrical Improvements | Water Tower No. 4 Construction | Water Tower No. 3 Rehabilitation

BS Civil Engineering, MS Engineering Management
Years Experience: 18



BRUCE GRINDELAND, PE

ELECTRICAL & CONTROLS
DESIGN

Bruce has 40 years of experience in the water/wastewater industry as a PE licensed in Wisconsin and Iowa. Prior to forming Grindeland Engineering, Bruce worked at a systems integration company for 20 years. Prior to that, Bruce was an electrical engineer for a Wisconsin engineering consulting firm.

Bruce's projects include treatment plants, lift stations, elevated storage tanks, well houses, booster stations, and other various process facilities. He has experience with countless lift station custom control panels with standby generators, including zero arc-flash provisions. Bruce is fully aware of and comfortable with the city/MMSD custom panel and electrical needs on this project.

BS Electrical Engineering
Years Experience: 40
Sub to Foth on All Municipal Wastewater Projects



DALE BROECKERT, PE

PROJECT/DESIGN OVERSIGHT

Dale has 21 years of experience in the areas of civil engineering, construction estimating and management, hydraulic calculations, pump station design, and engineered pump and control systems. He has been involved in some capacity with work on more than 60 pump stations.

In addition to his consulting work, Dale spent several years in the construction, pump, controls, and SCADA industries. As a result of these experiences, he brings a unique understanding of the contractor, engineer, owner, and vendor perspectives to projects and bidding. Dale is also involved throughout the water and wastewater industry in the upper Midwest.

BS Civil Engineering
Years Experience: 21

FEE BREAKDOWN & SCHEDULE

Fee Summary Information

Task	Description	Hours	Costs
1	Preliminary Design: Site Scoping & Preliminary Plans, Specs, Estimate	60	\$11,500
2	Final Plans & Specifications with Updated Estimate	27	\$5,250
3	Bid Assistance	22	\$4,200
4	Construction Administration and Closeout	85	\$15,550
	SubTotal (Items 1-4)	194	\$36,500
5	If Authorized, Alternative Investigations	3	\$700
	Total (Items 1-5)	197	\$37,200

Schedule Information

(Note: Matches Proposed Schedule in RFP)

Issue Request for Proposal	February 24, 2025
Proposals due to the Village of Germantown	March 14, 2025
Contract Recommendation by PWHC	April 2, 2025
Contract Award by VB	April 14, 2025
Kick-off Meeting	May 2025
Preliminary Drawings	June 30, 2025
Final Plans, Specifications and Estimate	July 24, 2025
Bid Opening	August 28, 2025
Bid Award (PWHC/VB)	September 3 / 15, 2025
Notice for Contractor to Proceed	October 2025

BUSINESS OF THE PUBLIC WORKS & HIGHWAYS COMMITTEE

MEETING DATE: April 2, 2025

PLACEMENT: Action Item

ITEM TITLE: Award of a contract to the Southeastern Wisconsin Watersheds Trust (SWWT) in the amount of \$20,250.00 for education and outreach services.

SUBMITTED BY: Kevin Driscoll, Village Engineer

SUMMARY EXPLANATION:

As part of the Wisconsin Department of Natural Resource's five-year permit cycle for the Wisconsin Pollution Discharge Elimination System (WD PES) Municipal Separated Storm Sewer System (MS4) permit, the Village is required to implement various storm water management aspects including Education and Outreach.

In the 2025 budget, storm water management fees were included to cover the costs of continuing Education and Outreach by the Southeastern Wisconsin Watersheds Trust (SWWT). The SWWT has successfully completed education and outreach for the Village in previous years, as required for the WDNR permit. This request for approval is a continuation of previous efforts, and to complete the annual permit requirements in Germantown. In addition to Germantown, the SWWT provides Education and outreach to other municipalities in the Milwaukee River TMDL Area, that includes municipalities in Waukesha County, Washington County, Sheboygan County, Ozaukee and Milwaukee Counties. A link to the SWWT Website and outreach materials are enclosed as Exhibits.

ATTACHMENT:

1. 2025 Pledge_1760_from_Southeastern_Wisconsin_Watersheds_Trust_Inc

STAFF RECOMMENDATION:

Approve a Contract with the Southeastern Wisconsin Watersheds Trust (SWWT) of Milwaukee, WI in the amount of \$20,250 for Education and Outreach services in 2025 to adhere with the Wisconsin Department of Natural Resource (WDNR) and Wisconsin Pollution Discharge Elimination System (WD PES) Municipal Separated Storm Sewer System (MS4) permit requirements against account 10561000-593300.

ACTION BY Committee:

A motion to support authorize staff and a vote "Aye" is in the affirmative to support the contract approval.



Southeastern Wisconsin Watersheds Trust, Inc.
600 E Greenfield Ave
Milwaukee, WI 53204
+12627162211
<http://www.swwtwater.org>

Invoice 1760

BILL TO

Attn: Kevin Driscoll
Village of Germantown
N112 W17001 Mequon Rd
PO Box 337
Germantown, WI 53022

DATE
03/11/2025

PLEASE PAY
\$20,250.00

DUE DATE
04/10/2025

ITEM DESCRIPTION	QTY	RATE	AMOUNT
2025 MS4 Program: Education and Outreach, Respect Our Waters	1	4,550.00	4,550.00
2025 MS4 Program: Volunteer Program, Adopt Your Drain	1	2,300.00	2,300.00
2025 MS4 Program: Individual Activity Requirement, Technical Education	1	13,400.00	13,400.00

TOTAL DUE

\$20,250.00

THANK YOU.

BUSINESS OF THE PUBLIC WORKS & HIGHWAYS COMMITTEE

MEETING DATE: April 2, 2025

PLACEMENT: Action Item

ITEM TITLE: Award of annual tree planting contract to Dan Larsen Landscaping for an amount not to exceed \$29,250.00.

SUBMITTED BY: Scott Anderson, Superintendent

SUMMARY EXPLANATION:

Each year trees around Germantown are removed for various reasons which include vehicle damage, storm damage and disease. Germantown currently has an estimated 306 “vacant” planting sites, as reflected in GIS. While it would be cost-prohibitive to replace every tree at one time, staff work to maintain the urban tree canopy by planting a portion of these vacant sites annually. The proposed planting will be completed in accordance with the Comprehensive Tree Plan, and as reflected in the approved 5-year planting maps. This season's planting will focus on the section outlined as “year-2” in the Comprehensive Tree Plan. Staff solicited pricing from multiple area contractors to plant on 90 vacant sites this spring.

ATTACHMENT:

1. Germantown 2025 Planting_Tabulation Summary

STAFF RECOMMENDATION:

Award of annual tree planting contract to Dan Larsen Landscaping for an amount not to exceed \$29,250.00. If approved, funds shall be allocated from the parks department capital account: 40562000-592100.

ACTION BY Committee:

Village of Germantown 2025 Tree Planting Tabulation

Tabulation Summary

Contractor	Total
ESI LTD	\$ 37,930.00
Dan Larsen Landscaping, Inc.	\$ 29,250.00
Century Landscaping, Inc.	\$ 45,548.00
Your Personal Gardner, LLC	\$ 85,500.00
Property Solutions	\$ 30,470.00

ESI LTD

Scientific Name	Common Name	Estimated Quantity
<i>Celtis occidentalis</i> 'Chicagoland'	Chicagoland Hackberry	7
<i>Gleditsia triancanthos</i> 'Skycole'	Skyline Honeylocust	4
<i>Ginkgo biloba</i> 'Princeton Sentry'	Princeton Sentry Ginkgo	8
<i>Gymnocladus dioicus</i> 'Espresso'	Espresso Kentucky Coffeetree	7
<i>Nyssa sylvatica</i>	Black Tupelo	5
<i>Liriodendron tulipifera</i>	Tuliptree/Yellow Poplar	12
<i>Ostrya virginiana</i>	Ironwood	8
<i>Platanus acerifolia</i> 'Exclamation'	Exclamation London Planetree	6
<i>Quercus bicolor</i>	Swamp White Oak	5
<i>Quercus x schuettei</i>	Swamp x Bur Oak Hybrid	7
<i>Syringa reticulata</i> 'Ivory Silk'	Ivory Silk Tree Lilac	5
<i>Tilia tomentosa</i>	Silver Linden	5
<i>Ulmus japonica x wilsoniana</i> 'Morton'	Accolade Elm	6
<i>Ulmus</i> 'New Horizon'	New Horizon Elm	5

Dan Larsen Landscaping, Inc.

Scientific Name	Common Name	Estimated Quantity
<i>Celtis occidentalis</i> 'Chicagoland'	Chicagoland Hackberry	7
<i>Gleditsia triancanthos</i> 'Skycole'	Skyline Honeylocust	4
<i>Ginkgo biloba</i> 'Princeton Sentry'	Princeton Sentry Ginkgo	8
<i>Gymnocladus dioicus</i> 'Espresso'	Espresso Kentucky Coffeetree	7
<i>Nyssa sylvatica</i>	Black Tupelo	5
<i>Liriodendron tulipifera</i>	Tuliptree/Yellow Poplar	12
<i>Ostrya virginiana</i>	Ironwood	8
<i>Platanus acerifolia</i> 'Exclamation'	Exclamation London Planetree	6
<i>Quercus bicolor</i>	Swamp White Oak	5
<i>Quercus x schuettei</i>	Swamp x Bur Oak Hybrid	7
<i>Syringa reticulata</i> 'Ivory Silk'	Ivory Silk Tree Lilac	5
<i>Tilia tomentosa</i>	Silver Linden	5
<i>Ulmus japonica x wilsoniana</i> 'Morton'	Accolade Elm	6
<i>Ulmus</i> 'New Horizon'	New Horizon Elm	5

Century Landscaping, Inc.

Scientific Name	Common Name	Estimated Quantity
<i>Celtis occidentalis</i> 'Chicagoland'	Chicagoland Hackberry	7
<i>Gleditsia triacanthos</i> 'Skycole'	Skyline Honeylocust	4
<i>Ginkgo biloba</i> 'Princeton Sentry'	Princeton Sentry Ginkgo	8
<i>Gymnocladus dioicus</i> 'Expresso'	Expresso Kentucky Coffeetree	7
<i>Nyssa sylvatica</i>	Black Tupelo	5
<i>Liriodendron tulipifera</i>	Tuliptree/Yellow Poplar	12
<i>Ostrya virginiana</i>	Ironwood	8
<i>Platanus acerifolia</i> 'Exclamation'	Exclamation London Planetree	6
<i>Quercus bicolor</i>	Swamp White Oak	5
<i>Quercus x schuettei</i>	Swamp x Bur Oak Hybrid	7
<i>Syringa reticulata</i> 'Ivory Silk'	Ivory Silk Tree Lilac	5
<i>Tilia tomentosa</i>	Silver Linden	5
<i>Ulmus japonica x wilsoniana</i> 'Morton'	Accolade Elm	6
<i>Ulmus</i> 'New Horizon'	New Horizon Elm	5

Your Personal Gardner

Scientific Name	Common Name	Estimated Quantity
<i>Celtis occidentalis</i> 'Chicagoland'	Chicagoland Hackberry	7
<i>Gleditsia triacanthos</i> 'Skycole'	Skyline Honeylocust	4
<i>Ginkgo biloba</i> 'Princeton Sentry'	Princeton Sentry Ginkgo	8
<i>Gymnocladus dioicus</i> 'Expresso'	Expresso Kentucky Coffeetree	7
<i>Nyssa sylvatica</i>	Black Tupelo	5
<i>Liriodendron tulipifera</i>	Tuliptree/Yellow Poplar	12
<i>Ostrya virginiana</i>	Ironwood	8
<i>Platanus acerifolia</i> 'Exclamation'	Exclamation London Planetree	6
<i>Quercus bicolor</i>	Swamp White Oak	5
<i>Quercus x schuettei</i>	Swamp x Bur Oak Hybrid	7
<i>Syringa reticulata</i> 'Ivory Silk'	Ivory Silk Tree Lilac	5
<i>Tilia tomentosa</i>	Silver Linden	5
<i>Ulmus japonica x wilsoniana</i> 'Morton'	Accolade Elm	6
<i>Ulmus</i> 'New Horizon'	New Horizon Elm	5

Property Solutions Contracting

Scientific Name	Common Name	Estimated Quantity
<i>Celtis occidentalis</i> 'Chicagoland'	Chicagoland Hackberry	7
<i>Gleditsia triacanthos</i> 'Skycole'	Skyline Honeylocust	4
<i>Ginkgo biloba</i> 'Princeton Sentry'	Princeton Sentry Ginkgo	8
<i>Gymnocladus dioicus</i> 'Expresso'	Expresso Kentucky Coffeetree	7
<i>Nyssa sylvatica</i>	Black Tupelo	5
<i>Liriodendron tulipifera</i>	Tuliptree/Yellow Poplar	12
<i>Ostrya virginiana</i>	Ironwood	8
<i>Platanus acerifolia</i> 'Exclamation'	Exclamation London Planetree	6
<i>Quercus bicolor</i>	Swamp White Oak	5
<i>Quercus x schuettei</i>	Swamp x Bur Oak Hybrid	7
<i>Syringa reticulata</i> 'Ivory Silk'	Ivory Silk Tree Lilac	5

Tilia tomentosa	Silver Linden	5
Ulmus japonica x wilsoniana 'Morton'	Accolade Elm	6
Ulmus 'New Horizon'	New Horizon Elm	5

Unit Price 2"-2.5" Caliper	Extended Amount
\$ 470.00	\$ 3,290.00
\$ 390.00	\$ 1,560.00
\$ 550.00	\$ 4,400.00
\$ 390.00	\$ 2,730.00
\$ 480.00	\$ 2,400.00
\$ 390.00	\$ 4,680.00
\$ 390.00	\$ 3,120.00
\$ 390.00	\$ 2,340.00
\$ 440.00	\$ 2,200.00
\$ 440.00	\$ 3,080.00
\$ 400.00	\$ 2,000.00
\$ 390.00	\$ 1,950.00
\$ 380.00	\$ 2,280.00
\$ 380.00	\$ 1,900.00
	\$ 37,930.00

Unit Price 2"-2.5" Caliper	Extended Amount
\$ 329.00	\$ 2,303.00
\$ 269.00	\$ 1,076.00
\$ 479.00	\$ 3,832.00
\$ 339.00	\$ 2,373.00
\$ 339.00	\$ 1,695.00
\$ 279.00	\$ 3,348.00
\$ 329.00	\$ 2,632.00
\$ 269.00	\$ 1,614.00
\$ 329.00	\$ 1,645.00
\$ 419.00	\$ 2,933.00
\$ 289.00	\$ 1,445.00
\$ 279.00	\$ 1,395.00
\$ 269.00	\$ 1,614.00
\$ 269.00	\$ 1,345.00
	\$ 29,250.00

*Substituted 1.75" caliper due to limited

Unit Price 2"-2.5" Caliper	Extended Amount
\$ 498.00	\$ 3,486.00
\$ 511.00	\$ 2,044.00
\$ 485.00	\$ 3,880.00
\$ 504.50	\$ 3,531.50
\$ 602.00	\$ 3,010.00
\$ 511.00	\$ 6,132.00
\$ 504.50	\$ 4,036.00
\$ 459.00	\$ 2,754.00
\$ 504.50	\$ 2,522.50
\$ 634.50	\$ 4,441.50
\$ 504.50	\$ 2,522.50
\$ 485.00	\$ 2,425.00
\$ 433.00	\$ 2,598.00
\$ 433.00	\$ 2,165.00
	\$ 45,548.00

*Substituted 1.5" caliper

Unit Price 2"-2.5" Caliper	Extended Amount
\$ 950.00	\$ 6,650.00
\$ 950.00	\$ 3,800.00
\$ 950.00	\$ 7,600.00
\$ 950.00	\$ 6,650.00
\$ 950.00	\$ 4,750.00
\$ 950.00	\$ 11,400.00
\$ 950.00	\$ 7,600.00
\$ 950.00	\$ 5,700.00
\$ 950.00	\$ 4,750.00
\$ 950.00	\$ 6,650.00
\$ 950.00	\$ 4,750.00
\$ 950.00	\$ 4,750.00
\$ 950.00	\$ 5,700.00
\$ 950.00	\$ 4,750.00
	\$ 85,500.00

Unit Price 2"-2.5" Caliper	Extended Amount
\$ 335.00	\$ 2,345.00
\$ 335.00	\$ 1,340.00
\$ 375.00	\$ 3,000.00
\$ 335.00	\$ 2,345.00
\$ 335.00	\$ 1,675.00
\$ 335.00	\$ 4,020.00
\$ 335.00	\$ 2,680.00
\$ 335.00	\$ 2,010.00
\$ 335.00	\$ 1,675.00
\$ 335.00	\$ 2,345.00
\$ 335.00	\$ 1,675.00

\$	335.00	\$	1,675.00
\$	335.00	\$	2,010.00
\$	335.00	\$	1,675.00
		\$	30,470.00

l inventory

BUSINESS OF THE PUBLIC WORKS & HIGHWAYS COMMITTEE

MEETING DATE: April 2, 2025

PLACEMENT: Action Item

ITEM TITLE: Approval of application for the Wisconsin DOT Signals and ITS Standalone Program (SISP) grant for signal traffic control improvements to County Line Road and Appleton Ave.

SUBMITTED BY: Matthew Mortwedt, Public Works Director

SUMMARY EXPLANATION:

Staff are requesting approval to apply for a Wisconsin Department of Transportation (WisDOT) Signals and ITS Standalone Program grant for traffic signal improvements on County Line Road and Appleton Ave. On connecting highways (like STH 175) there is a 90% reimbursement to the local municipality. The project is estimated to cost \$693,876.00. Germantown's 10% share would be \$69,387.60. This project would be managed by Germantown and reimbursed by WisDOT.

Germantown had previously applied for this grant, and in the transition between DPW Directors, was unaware that they had been awarded the project. After learning of this history, staff consulted with WisDOT on how to best get the project back on track. WisDOT staff suggested reapplying in which case there would be a high degree of likelihood that the project would be awarded on this next cycle.

The application and an explanation of the SISP program are attached to this agenda item.

ATTACHMENT:

1. Germantown 175-Q Spring 2022 SISP App March 2025
2. SISP General Info

STAFF RECOMMENDATION:

Approval of application for the Wisconsin DOT Signals and ITS Standalone Program (SISP) grant for signal traffic control improvements to County Line Road and Appleton Ave.

ACTION BY Committee:

Wisconsin Department of Transportation (WisDOT)
Signals and ITS Standalone Program Project Application Form
GENERAL INSTRUCTIONS

MUNICIPAL APPLICATIONS DUE TO REGIONAL LIAISON: April 4, 2025

****Municipalities may submit a maximum of two applications per calendar year.****

REGIONAL APPLICATIONS DUE: April 25, 2025

The following application will be used to evaluate and determine award of Signals and ITS Standalone Program projects to be funded as budget permits. Each applicant requesting funds from the Signals and ITS Standalone Program must submit the following information:

- ☐ Completed Signals and ITS Standalone Program Project Application Form (one for each project request).
- ☐ Any supporting materials deemed necessary by the Region or municipalities.

Project Application Form:

- 1 Project Identification – Fill in the areas applicable to the proposed project.
- 2 Project Type – Identify the proposed project type.
- 3 Project Information – Describe the proposed project in as much detail as possible. Detailed descriptions explaining how the project will address the identified need(s) are essential for application review and evaluation.
- 4 Project Cost and Schedule – Provide the project costs in the requested fiscal year. When developing project estimates account for additional costs associated with accessible pedestrian signals (APS), traffic signal detection, and emergency vehicle preemption (EVP) systems if your project is proposing them. Provide anticipated project schedule and proposed resources to accomplish implementation. Geometric improvements must not exceed 50% of the TOTAL COST funded by this appropriation.
****Maximum project award is limited to \$1,250,000.****
****Municipal projects require 10% funding commitment from the requesting agency. Requesting municipal agency will also be responsible for any project costs more than the approved appropriation funding amount asked for in this application.****
****Award of new SISP projects is subject to timely performance on previous awards.****
- 5 Additional Project Information – Answer the questions as they relate to the proposed project.
- 6 Contact Information and Signature – Provide contact information. Application must be signed by the WisDOT Regional Operations Chief (WisDOT managed projects only) or the Municipal Sponsor to certify application and commit funds.

Supporting Materials: Each completed application shall include the following, *if applicable*:

- Map of location or general sketch of project proposal or site photo(s). *An adequate sketch is the minimum requirement. Preliminary plan layout sheets or study reports should be provided if available.*
- Completed Project Evaluation Factor (PEF) worksheet and/or Interactive Highway Safety Design Model (IHSDM) benefit-cost analysis.
- TSMO-TIP package (one for each project request as required based on project type).
- New Traffic Signal – Warrant Documentation, required **only** for proposals to install new traffic signals (example worksheet available upon request. Ref: Manual on Uniform Traffic Control Devices [MUTCD], Chapter 4C). Approved Traffic Control Signal Approval Request [Form DT1199](#) (Required with application for all proposals to install new traffic signals on the State Trunk Highway System, including Connecting Highways and ramp terminals).
- New Pedestrian Hybrid Beacon – Warrant Documentation, required **only** for proposals to install new pedestrian hybrid beacons (example worksheet available upon request. Ref: Manual on Uniform Traffic Control Devices [MUTCD], Chapter 4F). Approved Pedestrian Hybrid Beacon Approval Request [Form DT1196](#) (Required with application for all proposals to install new pedestrian hybrid beacons on the State Trunk Highway System, including Connecting Highways).
- Systems Engineering Analysis (SEA) – *An SEA may be needed for certain types of projects funded by this Program.*

Submittal Instructions and General Questions:

Program Contact – Todd Szymkowski, PE, PTOE, PMP | Bureau of Traffic Operations | todd.szymkowski@dot.wi.gov | 414-227-3125
Projects requested by a municipality should be coordinated with and submitted to their Regional liaisons (found at link below):
(<https://wisconsin.gov/Pages/doing-bus/local-gov/astnce-pgms/highway/sisp.aspx>).

Wisconsin Department of Transportation (WisDOT)
Signals and ITS Standalone Program
Project Application Form

1. Project Identification

PROJECT NAME (consistent with TSMO-TIP documentation if applicable) STH 175/Appleton Avenue with CTH Q/County Line Road Intersection			
FUNDING REQUEST TOTAL \$ 624,489 (\$693,876 total cost - local match of \$69,387 = \$624,489)			
COUNTY Washington/Waukesha	CITY/TOWN Village of Germantown (sponsor) / Village of Menomonee Falls	REGION Southeast	
STATE TRANSPORTATION IMPROVEMENT PROGRAM (STIP) ELIGIBLE (Is this project eligible to be integrated with an existing STIP project?)			☐ YES ☒ NO
MUNICIPAL* ☒ YES ☐ NO Germantown		MUNICIPAL PRIORITIES (If two (2) applications are submitted, select priority)	☐ 1 ST ☐ 2 ND
*Municipal projects require a 10% funding commitment from the requesting agency. The requesting municipal agency will also be responsible for any project costs more than the approved appropriation funding amount based on this application.			

2. Project Type

Identify the proposed project type: Check boxes that apply below.	
☐ 1. New Signal Installation*	Install new traffic signal.
☐ 2. Signal Rehabilitation*	Upgrade or replace existing signal infrastructure (poles, wiring, detection, cabinet, controller, etc.); Construct minor geometric improvements.
☒ 3. Signal Retrofit*	Install monotubes, flashing yellow arrows, or other safety improvements at existing traffic signal, Install adaptive signal systems; replacement of TS 1 cabinets, controllers, etc.
☐ 4. Signal and Ramp Meter Retiming	Collect and evaluate data; Develop timing plan; Develop and implement corridor coordination plan. <i>Municipal owned signals not eligible for this project type per Form DT1199.</i>
☐ 5. Intersection Communication	Construct and integrate fiber communication for signals; Install and integrate wireless communication, including cellular modems and radios for signals.
☐ 6. New ITS Device Installation	Install new ITS infrastructure including cameras, backbone fiber, network equipment, etc.
☐ 7. ITS Device Rehabilitation	Upgrade, install or replace existing detection, controllers, battery backup, cameras, ramp meter LED's, etc.
☐ 8. System Software and Data	Develop, upgrade, install or replace software including ongoing licensing fees and data subscriptions.
☐ 9. Life-Cycle Replacement	Replace existing end-of-life signals and/or ITS equipment including cameras, controllers, LED's, etc. <i>Municipal owned signals not eligible for this project type per Form DT1199.</i>
☐ 10. Crosswalk Technology Improvements*	Rectangular rapid flashing beacons (RRFB), accessible pedestrian signals (APS), and pedestrian hybrid beacons.
☐ 11. Other	Examples include: - Performance Measures Applications - Research and Development Projects - CAV Deployments and Applications - Studies, Plans, and Evaluations
*Items not covered by SISP program funds: all lighting infrastructure, decorative signal poles, decorative cabinets, and decorative signal infrastructure. Other items may also not be covered as deemed appropriate by the SISP evaluation committee.	

3. Project Information

3a. Project Description

Project description should include location specific information.

☐ See attached TSMO-TIP Application

The project is located at the intersection of STH 175 with CTH Q in the Village of Germantown, WI. The proposed improvements include replacing select traffic signal infrastructure and adding additional equipment to improve the safety, operations, and efficiency of this intersection. The improvements include:

- New poles and signal heads to provide signal heads over each approach lane
- Reflective backplates
- New street lighting
- Flashing yellow arrows
- Re-installation of video vehicle detection
- Install emergency vehicle preemption
- Replacing conduit/wiring/pull boxes
- Temporary traffic signals during construction
- Updated pavement marking/signing

A project location map and a conceptual drawing of the proposed improvements are shown in the attachments.

3b. Mobility Improvements

In some detail, describe the anticipated mobility improvements of the proposed project and how they will be measured (e.g., detector data will be used to determine before and after peak hour delay).

☐ See attached TSMO-TIP Application, if applicable.

Indicate your expected benefits below and provide documentation to support your analysis.

☐ Annual mobility benefits are expected to be greater than the capital cost of the project.

☐ Annual mobility benefits are expected to be greater than half of the capital cost of the project.

☒ Annual mobility benefits are expected to be greater than \$0.

☐ No expected mobility improvements.

The replacement of five-section protected-permitted left-turn indications with four-section indications (with flashing yellow arrow) will enable more flexibility with timing/phasing plans. The signal will operate actuated-coordinated to allow for efficient operations during peak and non-peak periods. The intersection will continue to be coordinated with nearby WisDOT signals using available fiber/radio connectivity.

According to the Institute of Transportation Engineers (ITE), traffic signal improvements reduce travel time by 8 to 25 percent. Cited by SRINIVASA SUNKARI, P.E. in the ITE Journal, April 2004.

3c. Operations and Maintenance Impacts

In some detail, describe how the proposed project is anticipated to impact operations and maintenance funds. For example, is the project replacing infrastructure that has been regularly out-of-service and has required increased maintenance?

☐ See attached TSMO-TIP Application, if applicable.

☒ There is a demonstrated history of maintenance issues that will be corrected with this project.

Include specific number of knockdowns, service calls, outages, etc., below.

☐ Maintenance may be reduced due to this project.

☐ No expected operations and maintenance impacts.

The current signal system has an annual operation and maintenance cost of \$2,385. This includes \$900 in power costs, \$1,110 in material costs, and \$375 in labor costs (annual servicing). Maintenance and operational costs of the existing infrastructure are expected to increase as their deterioration continues. For instance, a footing was recently replaced due to the base rusting. The bill, which was \$5,550 is included in the attachments and was averaged out over 5 years for the material cost estimate of \$1,110 annually.

New signal equipment is expected to have a total annual operation and maintenance cost of \$750 (\$500 for power, \$250 for maintenance), which is a 68.5% reduction.

3d. Existing Conditions

Describe the conditions of the existing infrastructure. For example, condition of current infrastructure could be described as fair, disrepair, or out of commission. List any components NOT meeting current WMUTCD standards. Existing age of the current infrastructure could be described as 5 years past end-of-life, within 5 years past end-of-life, within 3 years of expected end-of-life, or current/new installation. Typical lifecycles of common infrastructure include communications (20 years), signal poles (25 years), controller (16 years), cabinet (20 years), DMS (20 years), CCTV (10 years), and detection (10 years).

The existing traffic signal heads and poles are approximately 35 years old and are 10-years past their end-of-life. The signal poles in the medians, which no longer would be needed with the proposed solution, have been struck at least twice in the past five years adding to maintenance costs.

The controller and vehicle detection infrastructure are approximately 4-5 years old and will be adapted to work with the proposed signal equipment.

The existing 40 degree skew of the intersection limits the ability to make high-impact, relatively low-cost modifications aside from the proposed signal improvement changes.

3e. Energy and Environmental Impacts

In some detail, describe the anticipated energy and environmental impacts of the proposed project. For example, is the proposed project expected to replace existing infrastructure that may be accessed from a central location rather than driving to the field location for manual access?

☐ See attached TSMO-TIP Application, if applicable.

Indicate your expected benefits below.

☐ Annual energy and environmental benefits are expected to be greater than the capital cost of the project (provide documentation).

☒ Annual energy and environmental benefits are expected to be greater than \$0.

☐ Project is not expected to impact the natural environment.

☐ Project is expected to negatively impact the natural environment.

Updating the traffic signal equipment, developing new timings, enhancing actuation capability, adding emergency vehicle preemption and maintaining the ability to coordinate with nearby signals are expected to reduce travel time, fuel consumption, and vehicle emissions. LED signal indications will also reduce energy consumption.

According to the Institute of Transportation Engineers (ITE), traffic signal improvements reduce travel time by 8 to 25 percent. The reduction in travel time also reduces fuel consumption and emissions. Cited by SRINIVASA SUNKARI, P.E. in the ITE Journal, April 2004.

No negative environmental impacts are expected.

3f. Safety Improvements

In some detail, describe current safety concerns and the anticipated safety improvements of the proposed project.

☐ See attached TSMO-TIP Application, if applicable.

☐ No expected safety impacts.

The intersection observed 62 crashes in the past five years (2016-2020) and has a crash rate of 1.07 crashes per million entering vehicles. There are patterns of left-turn angle crashes, right-angle crashes, and rear-end crashes.

The proposed improvements are anticipated to improve the visibility of signal heads and improve the operations of the signal system.

Signal visibility improvements include LED signal heads over each approach lane and installing retroreflective backplates. Flashing yellow arrow indications will be added to improve left-turn operations. Converting a signal to a signal with monotubes with signal head per lane indications can result in a 23.2% reduction in right-angle crashes and a 3.1% reduction in rear-end crashes. The addition of retroreflective backplates can result in a 15% reduction in all crashes. Additional safety improvements proposed include emergency vehicle preemption.

Overall, it is estimated that over a 15% crash reduction could be achieved with the proposed improvements using CMFs for retro-reflective backplates (.85 all crashes) and installing flashing yellow arrow (0.922 all crashes).

4. Project Cost and Schedule

List major construction items and associated estimates such as new traffic signal installation, intersection channelization, etc. When developing project costs account for additional costs for accessible pedestrian signals (APS), traffic signal detection, and emergency vehicle preemption (EVP) systems if your project is proposing them. Project expense is considered during the evaluation of the projects. Therefore, **ALL COSTS** (including design, utilities, and R/E) should be provided regardless of whether awarded project funds will be used for all elements of the project. **Maximum project award is limited to a total of \$1,250,000.**

Cost	FY26 (07/25 – 06/26)	FY27 (07/26 – 06/27)	FY28 (07/27 – 06/28)	FY29 (07/28 – 06/29)
Design:				
WisDOT Staff Delivery/Design				
Consultant Work Order	\$80,063			
Real Estate: (Note: Real estate acquisition CANNOT be funded by this appropriation.) Identify funding source:				
Construction:				
Procurement: State Furnished Materials				
Procurement: Service and Installation				
LET Construction		\$613,813		
Other Costs:				
*TOTAL PROJECT COST PER FY =	\$80,063	\$613,813		
MUNICIPAL FUNDING COMMITMENT (10%) =	\$8,006	\$61,381		

* Awarded project funds must be encumbered during the FY identified unless coordinated with the Regional Program Liaison. Requested funds will not be increased beyond the amount asked for in this application after the award of the project.

Schedule		
Task	Months (MM/YY – MM/YY)	Anticipated Required Resources (Region Project Design Section (PDS), Region Traffic Operations, consultant, procurement contracts, etc.)
1. Design	(7/25-6/26)	Consultant
2. Real Estate		
3. Procurement		
4. Construction	(7/26-6/27)	Construction Contractor
5. Other		

5. Additional Project Information

5a. Performance Improvement Program Goals

Does this project help with achieving WisDOT's performance goals? Refer to http://dotnet/mapss/index.htm – <i>Mobility</i>: Delivering transportation choices that result in efficient trips and no unexpected delays. – <i>Accountability</i>: The continuous effort to use public dollars in the most efficient and cost-effective way. – <i>Preservation</i>: Protecting, maintaining, and operating Wisconsin's transportation system efficiently by making sound investments that preserve and extend the life of our infrastructure, while protecting our natural environment. – <i>Safety</i>: Moving toward minimizing the number of deaths, injuries, and crashes on our roadways. – <i>Service</i>: High quality and accurate products and services delivered in a timely fashion by a professional and proactive workforce.	Select all that apply: ☒ Mobility ☒ Accountability ☒ Preservation ☒ Safety ☒ Service
---	---

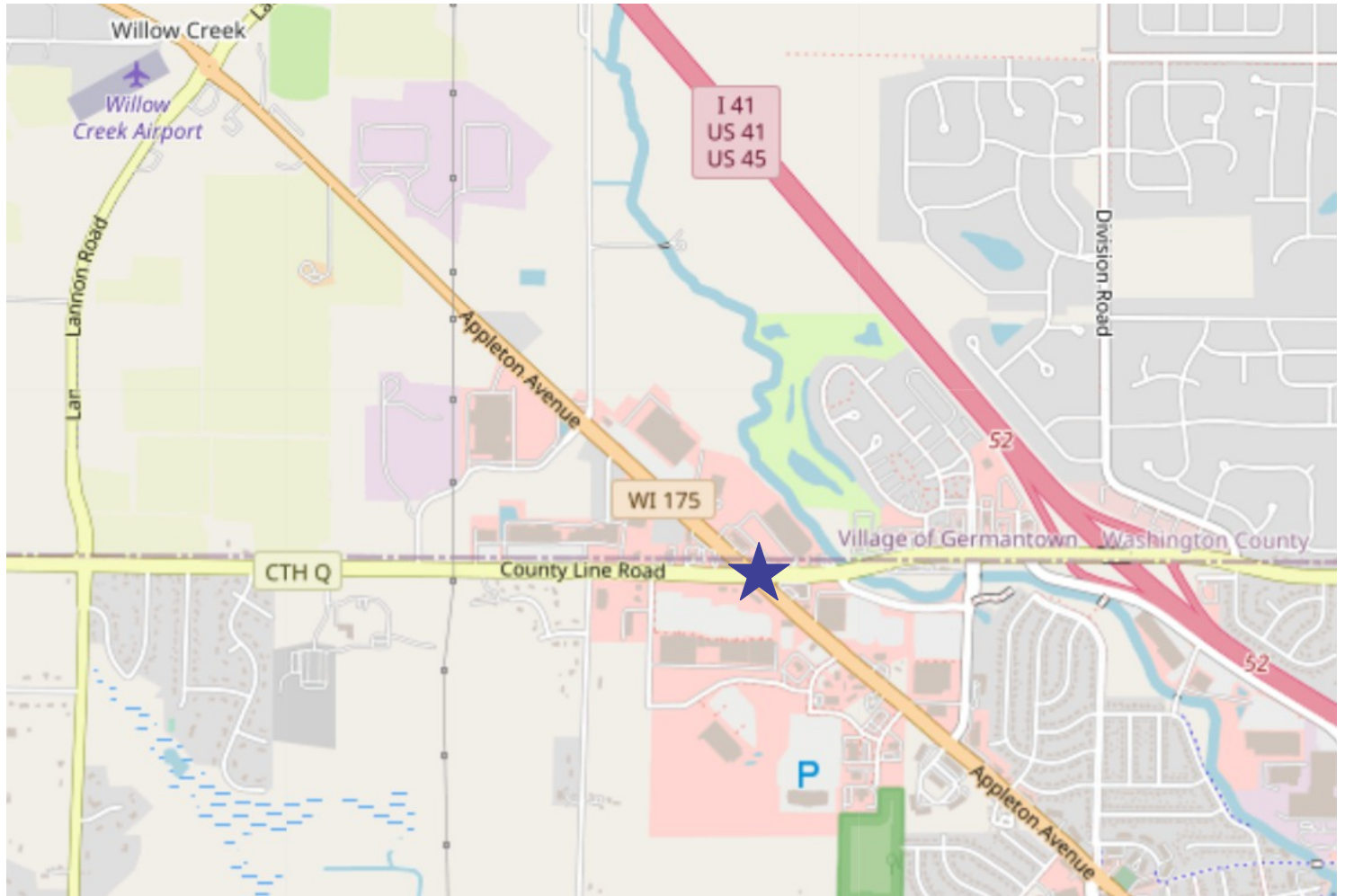
5b. Additional Justification

Provide additional detail that should be considered during the evaluation of this project. This may include the consequences of what would happen should the project not be implemented. This intersection services over 31,000 vehicles per day and is an intersection of two major corridors, CTH Q and STH 175. The intersection has a substantial skew angle of nearly 40 degrees which limits the effectiveness of the existing signal infrastructure making it difficult to convey messages to drivers. The proposed signal infrastructure will enable signal heads to be provided for each approach lane and improvements to the timing/operation of the intersection with the incorporation of flashing yellow arrows. The proposed improvements are expected to reduce crashes by more than 15 percent at the intersection, but because it is a connecting highway intersection a stand-alone signal improvement project would not be eligible through the HSIP program. Therefore, given the age of the existing signal poles/heads and the positive impact of the proposed improvements, we think this intersection is a great candidate for the SISP program. Thank you for your consideration.

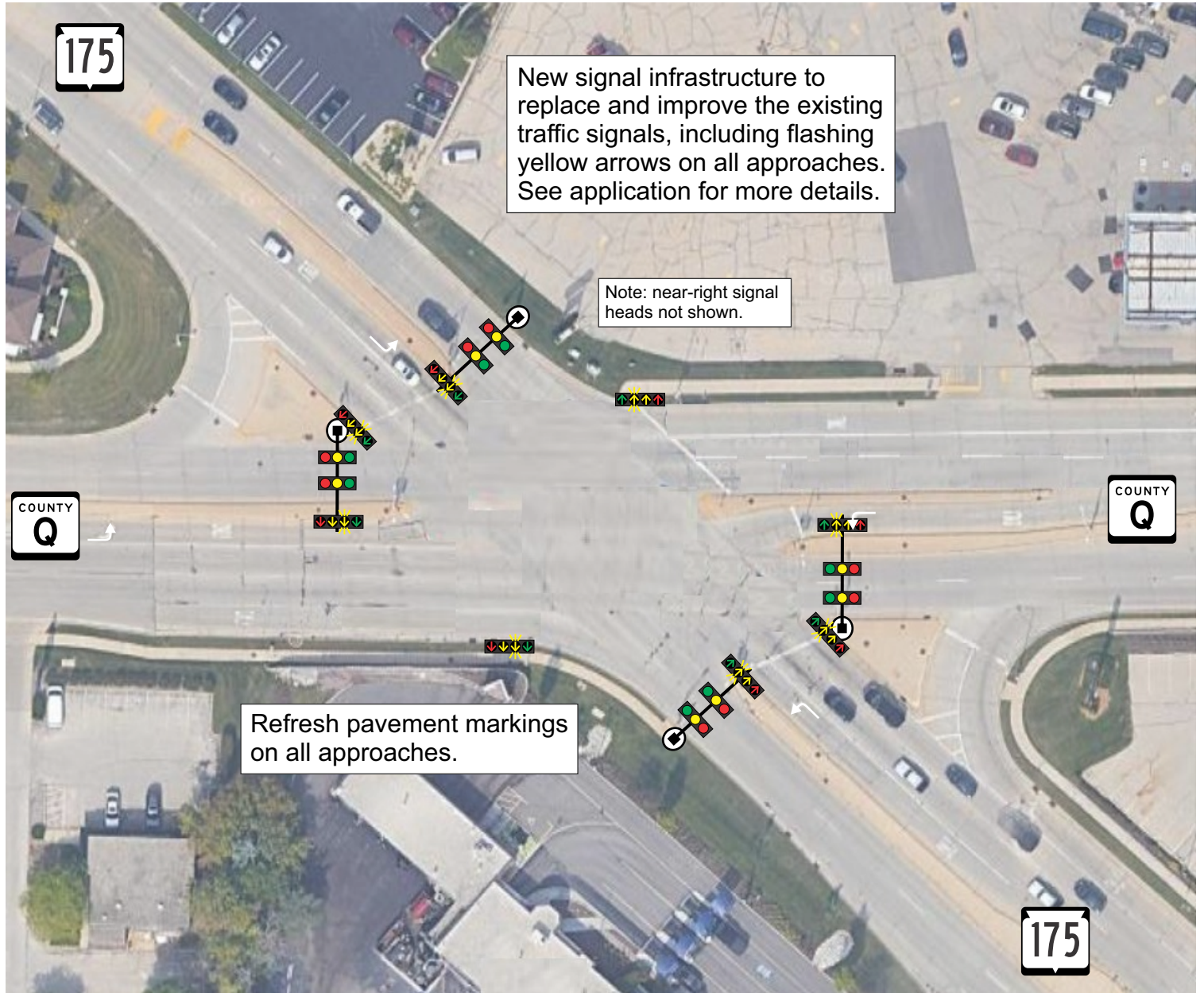
6. Contact Information and Signature

PRIMARY CONTACT NAME (Responsible for Project Delivery) <i>Matthew Mortwedt</i>	TITLE <i>Village of Germantown – Director of Public Works</i>
EMAIL ADDRESS <i>mmortwedt@germantownwi.gov</i>	TELEPHONE <i>(262) 250-4725</i>
WISDOT REGIONAL LIAISON CONTACT NAME (Municipal Only)	MUNICIPAL SPONSOR EMAIL ADDRESS <i>mmortwedt@germantownwi.gov</i>
MUNICIPAL SPONSOR SIGNATURE (Responsible for 10% funding – Municipal Only) <i>Village of Germantown</i>	DATE
SIGNATURE OF WISDOT REGIONAL OPERATIONS CHIEF (WisDOT Projects Only)	DATE

REVISED 12/7/2023



1. Project Identification
PROJECT LOCATION MAP
STH 175 (APPLETON AVENUE)
INTERSECTION WITH CTH Q (COUNTY LINE ROAD)
GERMANTOWN, WISCONSIN



NOT TO SCALE

**3a. Project Description
CONCEPTUAL DRAWING
STH 175 (APPLETON AVENUE)
INTERSECTION WITH CTH Q (COUNTY LINE ROAD)
GERMANTOWN, WISCONSIN**



NW Island Manhole

3d. Existing Conditions
SITE PHOTOS
STH 175 (APPLETON AVENUE)
INTERSECTION WITH CTH Q (COUNTY LINE ROAD)
GERMANTOWN, WISCONSIN



W Manhole

3d. Existing Conditions
SITE PHOTOS
STH 175 (APPLETON AVENUE)
INTERSECTION WITH CTH Q (COUNTY LINE ROAD)
GERMANTOWN, WISCONSIN

S Median Pole



3d. Existing Conditions
SITE PHOTOS
STH 175 (APPLETON AVENUE)
INTERSECTION WITH CTH Q (COUNTY LINE ROAD)
GERMANTOWN, WISCONSIN

Looking NE



3d. Existing Conditions
SITE PHOTOS
STH 175 (APPLETON AVENUE)
INTERSECTION WITH CTH Q (COUNTY LINE ROAD)
GERMANTOWN, WISCONSIN



E Manhole

3d. Existing Conditions
SITE PHOTOS
STH 175 (APPLETON AVENUE)
INTERSECTION WITH CTH Q (COUNTY LINE ROAD)
GERMANTOWN, WISCONSIN

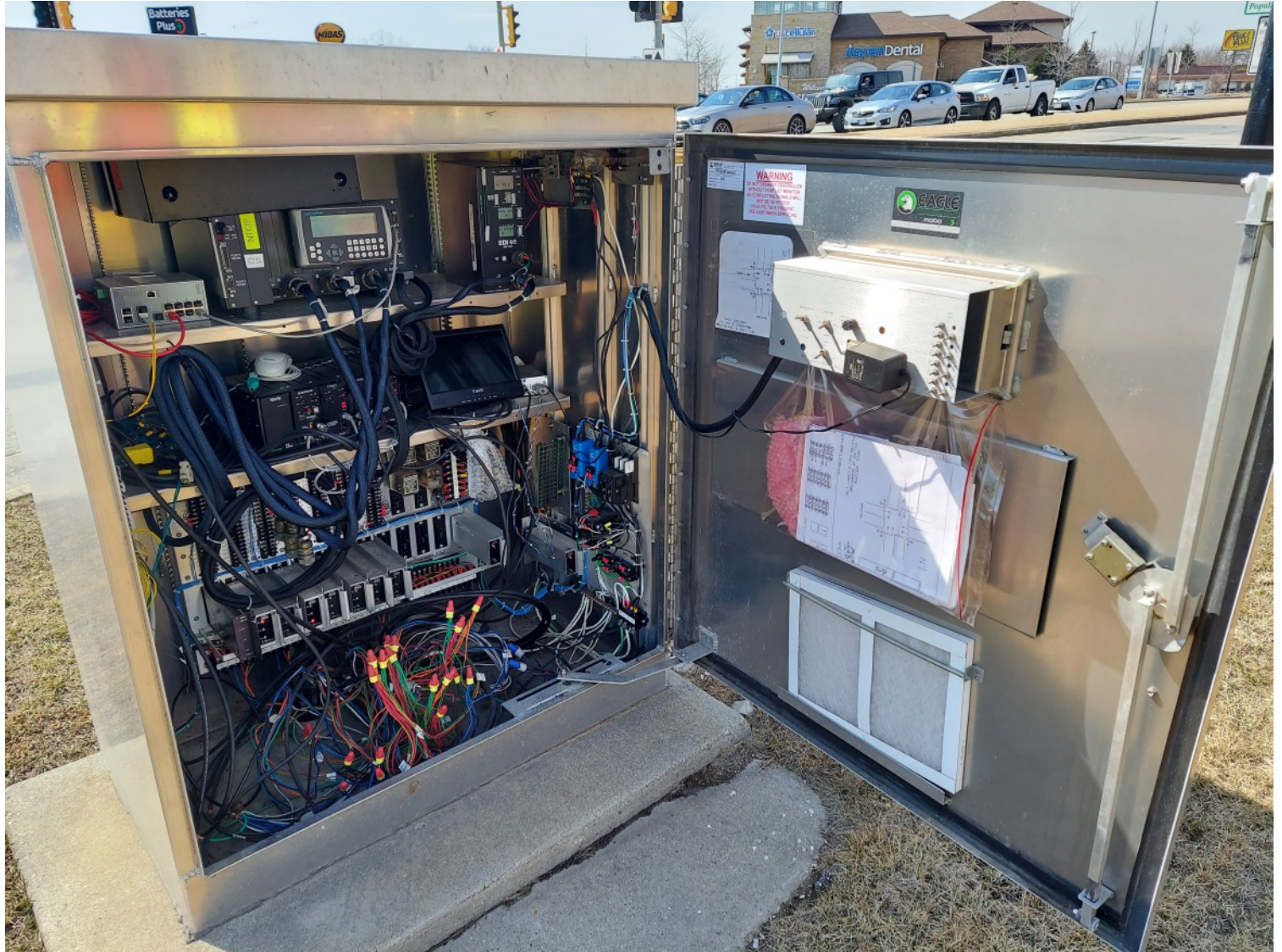


NE Island Manhole

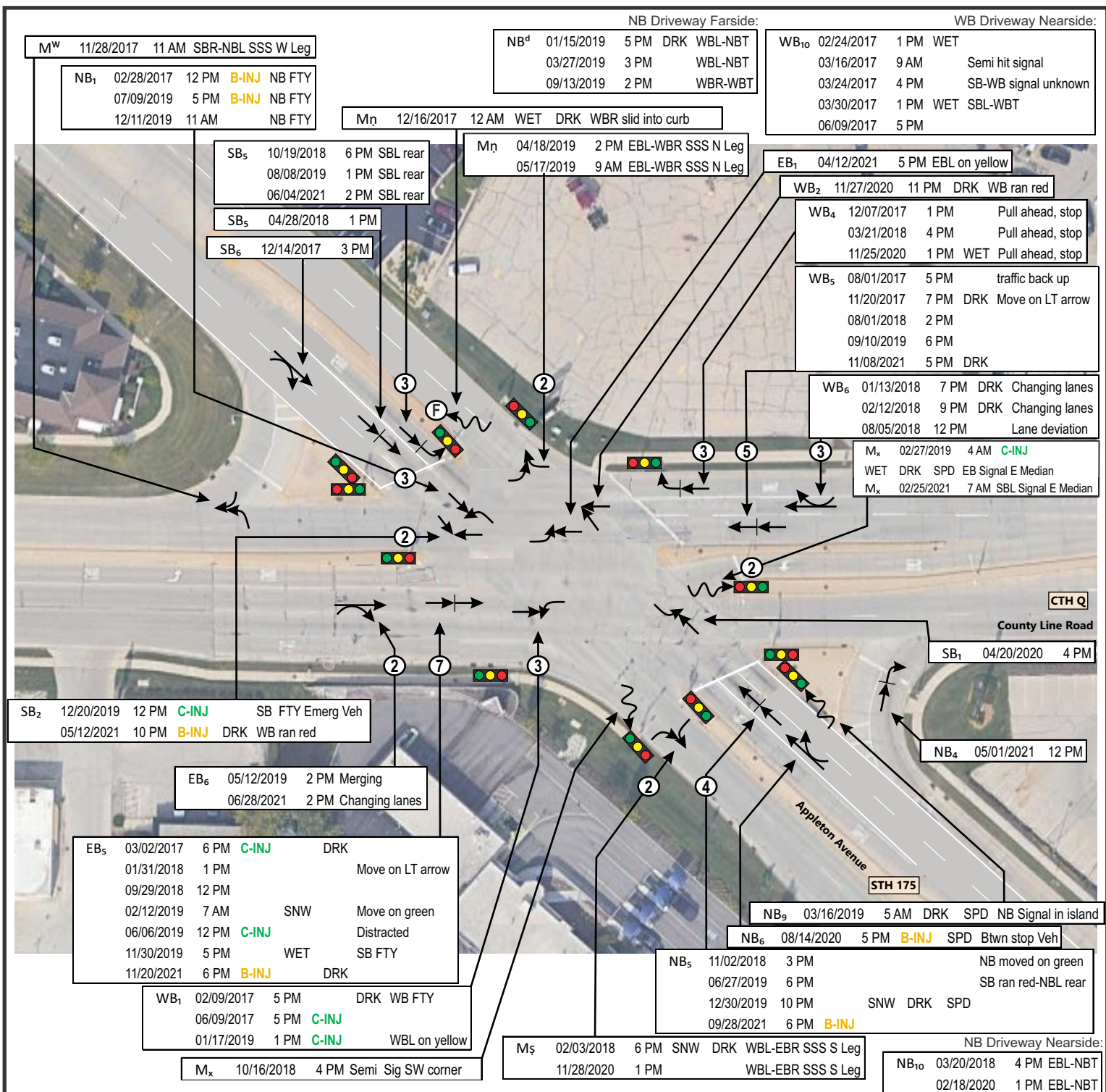
3d. Existing Conditions
SITE PHOTOS
STH 175 (APPLETON AVENUE)
INTERSECTION WITH CTH Q (COUNTY LINE ROAD)
GERMANTOWN, WISCONSIN



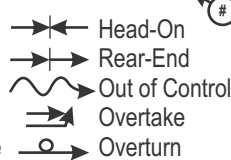
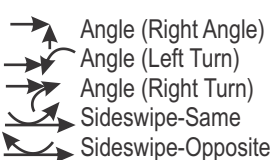
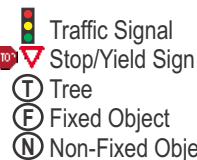
3d. Existing Conditions
SITE PHOTOS
STH 175 (APPLETON AVENUE)
INTERSECTION WITH CTH Q (COUNTY LINE ROAD)
GERMANTOWN, WISCONSIN



**3d. Existing Conditions
SITE PHOTOS
STH 175 (APPLETON AVENUE)
INTERSECTION WITH CTH Q (COUNTY LINE ROAD)
GERMANTOWN, WISCONSIN**



LEGEND



= CRASH FREQUENCY (if > 1 NON-PED/BIKE)

LABEL, DATE OF CRASH, TIME, SEVERITY, ROAD CONDITIONS, LIGHT, ALCOHOL, DRUGS, SPEED-RELATED, NOTES ABOUT CRASH

Note: Deer Crashes Not Included

CRASH SEVERITY DEFINITIONS

K-Inj = Fatal Crash
A-Inj = Suspected Serious Injury Crash
B-Inj = Suspected Minor Injury Crash
C-Inj = Possible Injury Crash
No Apparent Injury = No Apparent Injury Crash

CRASH STATISTICS

62
Crashes

0 Fatal Crash (K)
0 Suspected Serious (Type A)
6 Suspected Minor (Type B)
6 Possible (Type C)
50 No Apparent Injury

1.07 Crashes Per Million Entering Vehicles

3f. Safety Improvements
CRASH HISTORY (2016-2020)
STH 175 (APPLETON AVENUE)
INTERSECTION WITH CTH Q (COUNTY LINE ROAD)
GERMANTOWN, WISCONSIN

Cost Estimate Summary

DESIGN	\$80,063.00
CONSTRUCTION	\$613,813.00
ROW AQUISITION	\$0.00
TOTAL PROJECT IMPROVEMENTS COST	\$ 693,876.00

STH 33_Park Avenue & University Avenue

TRAFFIC SIGNAL IMPROVEMENTS					
ITEM	ITEM DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL
1	Controller and cabinet modifications	1	LS	\$21,000.00	\$21,000.00
2	Overhead vehicular signal indications and monotube poles (all directions)	4	EACH	\$27,000.00	\$108,000.00
3	Other new poles and indications including street lights	4	EACH	\$17,000.00	\$68,000.00
4	Reflective backplates	20	EACH	\$300.00	\$6,000.00
5	Install Emergency Vehicle Pre-emption	1	LS	\$6,000.00	\$6,000.00
6	Reinstall Vehicle Detection	1	LS	\$16,000.00	\$16,000.00
7	Wiring, conduit, pull boxes, site restoration	1	LS	\$92,000.00	\$92,000.00
8	Temporary traffic signals	1	LS	\$110,000.00	\$110,000.00
9	Misc. Signing & Pavement Marking (% of construction items)	5	%		\$21,350.00
10	Mobilization & traffic control (% of construction items)	10	%		\$42,700.00
11	Construction contingencies (% of construction items)	10	%		\$42,700.00
12	Engineering Design and State Design Review (% of all construction, including mobilization, traffic control, and contingencies)	15	%		\$80,063.00
13	Construction Engineering and Oversight (% of all construction, including mobilization, traffic control, and contingencies)	15	%		\$80,063.00
TRAFFIC SIGNAL IMPROVEMENTS COST					\$693,876.00
REAL ESTATE					
14	REAL ESTATE (R/W ACQUISITION)	0	AC	\$0.00	\$0.00
REAL ESTATE SUBTOTAL COST					\$0.00
TOTAL TRAFFIC SIGNAL IMPROVEMENTS COST					\$693,876.00

4. Project Cost
TRAFFIC SIGNAL WORK
STH 175 (APPLETON AVENUE)
INTERSECTION WITH CTH Q (COUNTY LINE ROAD)
GERMANTOWN, WISCONSIN



Signals and ITS Standalone Program

January 2025

General

In 2013, the Wisconsin State Legislature provided the ability for the State to appropriate funds for installation, replacement or rehabilitation of traffic signals and intelligent transportation systems (ITS) not incidental to another highway improvement in **Wisconsin Statute 84.06(13)**.

The Signals and ITS Standalone Program was established in 2013 to manage the appropriated funds for the purpose of addressing signals and ITS needs not incidental to another highway improvement project. The following sections describe the program and how projects are developed, evaluated, prioritized, and awarded.

Applicability

The SISP funds are available for projects with greater than fifty percent cost associated with traffic signal or ITS hardware and construction. All state (including Interstate) and connecting highways are eligible for program funds. Statewide or State maintained facility projects are eligible for full program funds. Maximum project award is limited to a total of \$1,250,000 per application.

Those projects on connecting highways are eligible for 90% program funds with a 10% cost sharing component from the maintaining agency. All funds are required to be encumbered within the fiscal year of award. Multi-year projects are eligible for program funds, however, must be released and encumbered within each designated fiscal year.

Project Identification & Development Resources

The SISP is focused on the installation, replacement or rehabilitation of traffic signals and ITS projects. Projects are developed by local, regional, or statewide Bureau of Traffic Operations (BTO) staff.

Project identification and development resources are available through the Transportation Systems Management and Operations Traffic Infrastructure Process (TSMO–TIP) which is an annual process to consider operational needs and potential solutions throughout the state. Needs identification and project benefit tools assist with project development. Although the process is primarily focused on ITS project types, the information can be used to assist with several project types.

Projects required to be vetted through the TSMO – TIP must be supported by the sponsoring WisDOT region prior to applying for funding within the SISP. SISP program funds cannot be used to fund lighting, enhanced signs, decorative signal poles, decorative cabinets, or decorative signal infrastructure. The following project types are identified within the program application and defined as follows:

1. New Signal Installation – Procurement and installation of controllers, bases, signals, and detection.
2. Signal Replacement – Replacement of signals including geometric improvements and upgrades for construction.

3. Signal Rehabilitation – Upgrade, install or replace detection, controllers, battery backup, etc.
4. Signal Retrofit – Procure and install monotubes, procure and install flashing yellow arrows, safety improvements not requiring major construction, and adaptive signal systems.
5. Signal and Ramp Meter Retiming – Data collection, evaluation, prepare signal timing plans, and develop and implement corridor coordination plans to support three- and five-year timing schedule.
6. LED Signal Replacement – Procure and install all materials for annual LED signal 7-year replacement cycle.
7. Intersection Communication (TSMO-TIP required) – Design, build and integrate fiber optic links between existing fiber infrastructure and signal systems, or procure and install cellular Ethernet modems.
8. ITS Device Installation (TSMO-TIP required) – Installation of new detection, controllers, battery backup, dynamic message signs (DMS), closed circuit television (CCTV), ramp meters, fiber, communications end equipment, etc.
9. ITS Device Lifecycle Replacement – Upgrade or replace detection, controllers, battery backup, dynamic message signs (DMS), closed circuit television (CCTV), ramp meters, fiber, communications end equipment, etc.
10. Software and Data – Develop, upgrade, install or replace software including ongoing licensing fees and data subscriptions.
11. Crosswalk Technology Improvements – Rectangular rapid flashing beacons (RRFB), accessible pedestrian signals (APS), and pedestrian hybrid beacons.
12. Other – Examples Include performance measures applications, research and development projects, connected and autonomous vehicle deployments and applications, Traffic Management Center control room updates, studies, plans, and evaluations.

Project Application Process & Requirements

Application Cycle

The SISP applications are evaluated and awarded on a semi-annual cycle. Project applications are considered in the spring and fall prior to the disbursement of funds at the beginning of the following fiscal year which begins July 1st.

Application Submittal

The SISP application consists of general project information; explanation of anticipated benefits that will be provided by the proposed project; project cost and schedule information; project contact; and managerial support. Any other relevant information, such as maps, support documentation, etc., is requested to be attached to the application. Those projects that are required to complete a TSMO-TIP package should attach the supported documentation with the application as well.

Completed regional and connecting highway application forms are submitted to the Regional SISP Liaison. The Region considers all the applications for the upcoming funding cycle and ranks the projects according to regional priority. It is critical that municipalities work with Regional SISP Liaisons to communicate the need for a particular project so that it is ranked accurately within the Region. Regions submit applications and regional rankings for consideration in each application cycle. Municipalities may only submit two applications per calendar year (i.e.-2 applications in Spring, 1 application in Spring and 1 application in Fall, or 2 applications in Fall).

Project Evaluation and Prioritization Process

The SISP evaluation and prioritization methodology creates consistent and objective assignment of funds. Projects are evaluated, scored, and prioritized by an evaluation committee. The SISP Evaluation Committee is created each programming cycle with one representative from each Region as well as statewide representation from BTO, safety, and signals.

The Evaluation Committee reviews project applications and uses a prioritization matrix to score projects. The scoring criteria includes:

- Regional Status – Regional Ranking
- Mobility – Facility Operations
- Operations and Maintenance – Ease of Operations and Maintenance
- Preservation
 - Lifecycle Replacement
 - Energy and Environment
- Safety
 - Safety Impacts - Level of Service of Safety (LOSS)
 - Safety Impacts – Potential for Safety Improvement (PSI)

The Evaluation Committee scores are compiled, reviewed, and discussed during a Prioritization Workshop. The Evaluation Committee prioritizes the applications and considers any multi-year project commitments for the forthcoming fiscal year. The Evaluation Committee then recommends projects for award based on available program funding and the committee prioritization. Regional representatives are notified of project awards.

Project contacts are asked to prepare project work plans for those awarded projects in advance of funding disbursement to ensure funds are encumbered as soon as possible.

Project Funding

Approved statewide and regional SISP projects are funded with 100% Program funds. Sponsored projects on connecting highways are funded with 90% Program funds and a 10% match from local sources. Maximum project award is limited to a total of \$1,250,000 per application. In general, the municipal agency sponsoring the project application (the signee of the SISP Project Application Form) is responsible for paying the 10% match. The municipal agency responsible for the 10% match is also responsible for any costs over the project funding cap. Applicants have the flexibility to explore partnerships with other government agencies to share the responsibility of the required 10% match and any overages exceeding a project funding cap. It is important that the terms of any negotiated shared responsibility of a 10% match and any overages exceeding a project funding cap between the State and a municipality be codified appropriately in a State Municipal Agreement (SMA).

BUSINESS OF THE PUBLIC WORKS & HIGHWAYS COMMITTEE

MEETING DATE: April 2, 2025

PLACEMENT: Presentation

ITEM TITLE: Report on the 2025-2026 WISDOT-Municipal Salt Agreement.

SUBMITTED BY: Matthew Mortwedt, Public Works Director

SUMMARY EXPLANATION:

Staff recently made a commitment that the Village remain part of the WisDOT Salt Bid Process for the 2025-2026 winter season. Staff may purchase up to 1800 ton of salt as part of the 2025-2026 agreement. The cost per ton is not yet available, as the WISDOT contract bidding is currently under way.

The Village has approximately 2803 ton of salt on hand the Fond du Lac Avenue location and 2244 ton of salt on hand at the Town 9 Parkway location. The commitment made will allow for DPW staff to operate from the Town 9 Parkway location as the primary location for salt use. As previously discussed, the salt located at Fond du Lac Avenue site provides a source for salt use during drawn out storm events for our northern and western routes. During previous budget discussions, it has been outlined that the village in a position of being “commodity wealthy”, which would still be the case moving forward over the foreseeable future. The Village used approximately 1473 ton of salt this past winter season. Attached is a breakdown of the salt usage for the past 23 seasons. The funding for the 2025-2026 winter season will be reflected in the 2026 budget.

ATTACHMENT:

1. Historical Salt Purchasing Information (3)
2. Municipal Salt Agreement 25-26

STAFF RECOMMENDATION:

N/A

ACTION BY Committee:

YEAR	SALT USED	OPERATIONS
01-02'	1744	25
02-03'	2138	39
03-04'	1659	32
04-05'	2475	45
05-06'	3093	46
06-07'	3304	52
07-08'	3432	79
08-09'	3332	53
09-10'	2045	38
10-11'	3430	57
11-12'	2127	42
12-13'	3467	53
13-14'	3258	67
14-15'	2185	44
15-16'	2756	33
16-17'	2875	34
17-18'	3130	39
18-19'	3205	42
19-20'	2500	34
20-21'	3222	43
21-22'	1763	39
22-23'	2135	40
23-24'	1943	17
24-25'	1473	24
25-26'	0	0
26-27'	0	0
27-28'	0	0
28-29'	0	0
29-30'	0	0
30-31'	0	0
31-32'	0	0
32-33'	0	0
33-34'	0	0
34-35'	0	0
35-36'	0	0
36-37'	0	0
37-38'	0	0
38-39'	0	0
39-40'	0	0

Annual Average Salt Use	2612	Adjust this formula annually.
-------------------------	------	-------------------------------

Average Salt Use Multiplier	3918	Formula will adjust automatically.
-----------------------------	------	------------------------------------

Salt on hand in Fond du lac dome at end of season.	2803
Salt on hand in Town 9 shed at end of season.	2247

Total salt on hand within the village.	5050
--	------

State DOT Salt ordered for the 2025-2026 winter season.	0	Early Fill
	1500	Seasonal F
	300	Vendor Res

2026 State DOT budget necessary.	\$171,000.00	Adjust this formula e
----------------------------------	--------------	-----------------------

ill
erve

annually.

Annual Average Solar Salt Used	60	Adjust this formula as needed.
Solar salt on hand in Town 9 shed at end of season.		
Solar salt ordered for the 2025-2026 winter season.		

2026 solar salt budget necessary.

\$18,200.00

MUNICIPAL AGREEMENT TO PURCHASE SODIUM CHLORIDE ON WISDOT BID (March 2025)

THIS AGREEMENT MUST BE SIGNED, DATED, AND RECEIVED BY WisDOT BHM
WISDOT **NO LATER THAN 5 PM ON MONDAY, March 24, 2025.**
SUBMIT BY EMAIL ONLY TO: SaltAdmin@dot.wi.gov

Annually the Wisconsin Department of Transportation, Bureau of Highway Maintenance takes bids for sodium chloride to be used as a deicing agent. For the 2025-2026 bid the Department will receive a single, combined price to include three categories of delivery services for its road salt needs. They are:

1. **Guaranteed Early Fill** - this service is to take delivery of salt that will fill the purchaser's storage facilities to capacity. Salt contractor is required to complete delivery by December 1, 2025. The contract guarantees the salt contractors that 100% of the bid quantity shown as guaranteed early fill will be taken by the purchaser at the price awarded to the salt contractor. It obligates the salt contractor to deliver this guaranteed quantity. Early fill salt can be ordered as soon as the contracts are signed by the salt contractor (Typically July 1st) and must be ordered by October 1, 2025, **using form DT2208**. Any unordered salt by these guidelines may result in forfeiture of salt in this category.
2. **Guaranteed Seasonal Fill** - this service is to take delivery of salt that will re-fill the storage facilities between December 1, 2025, and April 30, 2026. The municipality guarantees to purchase from the salt contractor - 100% of the bid quantity shown as "guaranteed seasonal fill" at the price awarded to the salt contractor. The request for delivery is made by the purchasing agency **using form DT2208**. When both guaranteed early fill and guaranteed seasonal fill are contracted, the municipality must take delivery on all early fill salt, before beginning to take delivery of seasonal fill.
3. **Vendor Reserve** - the salt contractor assures that it will have a "reserve" quantity, enabling it to provide additional salt up to the quantity let for bid as vendor reserve, which is taken at the discretion of the purchaser at the price awarded to the salt contractor. **Form DT2208 must be used to order salt. The purchaser's "vendor reserve" cannot be more than 20% of the "total guaranteed purchase."**

The WisDOT Bureau of Highway Maintenance will include the requested salt quantities for local units of government in the quantity for the statewide bid. Participating local units of government must agree to abide by the Special Terms and Conditions of the contract between WisDOT and the Salt Contractor including procedures for ordering, taking delivery, acknowledging receipt of delivery, making payment for salt received, salt quantities, salt unit prices, and assessing penalties. By signing this agreement, participants are also agreeing to comply with Administrative Code TRANS 277 which requires registration and compliance at all salt storage facilities. TRANS 277 also requires annual on-site storage facility inspections.

The Village of Germantown in Washington County
(Town / City / County) (Name of Municipality) (County)

hereby requests WisDOT to acquire the following quantity of sodium chloride for the 2025-26 winter season and agrees to purchase at least the "guaranteed" quantities shown in the table on the following page and to make payment as contractually required.

CURRENT INVENTORY INFORMATION	
QUANTITY	AMOUNT IN TONS
Overall Storage Shed Capacity How much salt your shed(s) can hold when full	7366
Current Salt Shed Inventory (approx. what have in shed(s) now)	5050
Salt yet to be delivered from 2024-2025 contract Include any Guaranteed Seasonal Salt and any Optional Vendor Reserve you plan to receive yet, this Spring	0

2025-2026 SALT ORDER SPECIFICATIONS	
GUARANTEED PURCHASES	AMOUNT IN TONS
Guaranteed Early Fill Early fill orders must be placed prior to October 1, 2025 with preferred delivery of any date prior to December 1, 2025	0
Guaranteed Seasonal Fill Seasonal fill orders must be placed after December 2, 2025 with preferred delivery of any date prior to April 30, 2026	1500
Total Guaranteed Purchases (Early + Seasonal)	1500

OPTIONAL PURCHASE	AMOUNT IN TONS
Vendor Reserve <i>This quantity can be no more than 20% of the total guaranteed purchase (early and seasonal tons).</i> Purchaser may take delivery at its discretion between December 2, 2025 and up to April 30, 2026.	300

Participants will receive a copy of the Bid Documents, the procedure to place orders, the form DT2208 and instructions on how to use it, and assistance on other requirements contained in the Bid Documents in June ahead of the new contract starting July 1, 2025.

ALL SALT ORDERS MUST BE E-MAILED TO SALT CONTRACTORS ON A DT2208 FORM (no phone orders).

Salt purchased under this agreement shall only be used on facilities owned and maintained by a municipality. If the municipality has contracted with a private entity to perform winter maintenance, the salt purchased under this agreement shall not be used by the private entity on facilities not owned or maintained by a municipality.

The undersigned authority here agrees to the terms and values of the above agreement:

Scott Anderson

Signature Approval Authority (electronic signature accepted)

3/18/2025

Date

414-915-1663

Contact Phone Number
(ex: xxx-xxx-xxxx)

sanderson@germantownwi.gov

Contact E-mail Address

BUSINESS OF THE PUBLIC WORKS & HIGHWAYS COMMITTEE

MEETING DATE: April 2, 2025

PLACEMENT: Presentation

ITEM TITLE: Report on Parks and Wastewater truck purchases.

SUBMITTED BY: Timothy Zimmerman, Superintendent

SUMMARY EXPLANATION:

At the January 8th Public Works and Highways Committee (PWHC) staff requested authorization up to their budget limits to purchase pick-up trucks due to potentially short ordering windows, as has been experienced in the past. The PWHC and Village Board approved and provided staff authorization. Subsequently, the ordering window for 2025 trucks was still open and staff decided to purchase model year 2025 trucks instead of waiting for the model year 2026 window to open.

Wastewater budgeted \$81,000 and will proceed with the price from Napelton Chevrolet in the amount of \$57,246.50. Additional upfit work will be ordered from the same budget, but will likely not need PWHC approval.

Highway budgeted \$71,000 and will proceed with the price from Ewald Ford in the amount of \$47,709.50. Additional upfit work will be ordered from the same budget, but will likely not need PWHC approval.

ATTACHMENT:

STAFF RECOMMENDATION:

N/A

ACTION BY Committee:

Director's Report – April 2025

Staff Top Projects

Village Engineer

1	2025 Road and sidewalk program planning	Contracting phase. Anticipate
2	High Point Pass	Bid award at 3/5 PWHC and 3/17 VB. Anticipate proceed with contracting
3	Rockfield Rd and Pleasant View Road ARIP Planning	Contracting phase for Rockfield Rd. Preparing Pleasant View Rd north

Civil Engineer

1	Division Road Design	Utility coordination, plat
---	----------------------	----------------------------

Engineering Techs

1	PASER Ratings	In progress. Anticipate a report
2	Pleasant View North Phase	Preparing Pleasant View north
3	MS4 Annual Report	Annual report due April

Asset Manager

1	LCRR Data Review	Recreating water meter layer, cle
2	New GIS Layers	Creating traffic control, street lig
3	GIS system assessment	Assessing future needs in terms of con

Water Superintendent

1	Well 7 and 2 generator	Preliminary work. Long lead tim
2	Well 4 Generator Design RFP.	Working with the Village Engineer on
3	Well 7 rehabilitation design RFP	PWHC approval 4/2, VB app

Wastewater Superintendent

1		
2	Ruekert-Mielke Main St and Old Farm study.	Study continuing. Needing data for facilities study.
3	2024 Cured in Place Sewer Lining	Complete. Spring restorat

Highway, Parks , Buildings & Grounds Superintendent

1	Spring Work	Litter clean-up, sod damage, potholes, clearing, park restroom op
2	Security projects.	Village Hall access system live. Ke Security at VH and Library acces
3	FD UPS project	Seeking proposals on the UPS

Director's Report – April 2025, cont.

Director

1	Telematics demos	Scheduled telematics demos for
---	------------------	--------------------------------

		Approval of application to WISDOT for Line and Appleton traffic signal im
2	WISDOT SISP Grant	\$624,489.
3	Equipment WG	Equipment WG continu

Richfield IGA Update

ROW acquisition between Freistadt and WSOR progressing. Nearing completion v Upsize of GBP WM through Holy Hill Road.
--

Work By Other Agencies

WISDOT - Lannon & Maple Intersection - Substantial complet
ATC Transmission Line - 2025
WISDOT - WIS 167/Mequon Rd - Wasaukee east (in Mequon) Resurfaci
ANR Pipeline - Reline through Village - Spring/Summer 202
WISDOT - WIS 145/Fond du Lac - Division Rd Roundabout - 20
WISDOT - WIS 145/Fond du Lac - Mequon Rd to Brown Deer Rd Resurfac
WISDOT - WIS 145/Fond du Lac - Division Road to Pilgrim Rd Resurfa
WISDOT - WIS 167/Mequon Rd - I-41 to WIS 145 Resurfacing -
WISDOT - WIS 167/Mequon Rd - Fond du Lac to Wasaukee - 20

Compliance Milestones

1	PSC CPR Report Development - submitted a progress report along with an ex
2	DNR Storm Water Polution Prevention Plan (SWPPP) for new DPW - draft in p
3	MS4 Draft Permit Application submitted, working through changes after DNR
4	NR854 Water Supply Service Area Planning - report needed by EOY 2025.
5	Federal service line inventory violation - work by Asset Manager

Letters of Credit on File

Development	Bank
1 Kinderberg Estates	Lexon Insurance
2 Wrenwood North / Wrenwood LLC	Midland States Bank
3 Murphy/Golden Pet	Cash
4 Heritage Park North	United Casualty and Surety

Director's Report - April 2025, cont.

Department Update

1	Whitetail Run and Riversbend Circle Reparis
2	Wrenwood North Phase 3 development anticipated this summer.
3	Anticipated road construction adjustments for 2025 - ARIP, Division, Squi
4	Establishing a DPW safety committee; Safety Committee Policy set.

5	County Line Road traffic control.
6	Germantown seasonal weight limits
7	Waste Management complaints
8	Spring informational meeting - late April

Complaint Log - 3/1 - 3/27

Garbage - Missed Garbage	21
Garbage - Damaged Cart	9
Other - Other Agency	5
Street - Miscellaneous	4
Engineering - Drainage	3
Garbage - RequestNew Cart	3
Other - Miscellaneous	3
Other - Political Sign	3
Water - Hydrant	3
YW Facility - Hours check/question	3
Sewer - Miscellaneous	2
Snow - Mailbox Down/Damaged	2
Street - Dead Animal	2
Street - Sign Down/Damaged	2
Street - Street Light Out	2
Tree - Miscellaneous	2
YW Facility - Miscellaneous	2
Engineering - Misc.	1
Engineering - Utility Connection	1
Sewer - Back-up	1
Street - Pothole	1
Street - ROW Trimming	1
Tree - Branch Down Blocking	1
Tree - Branch Down Not Blocking	1
Tree - Damaged Village Tree	1
	79

ing pre-con.
waiting VA approval to ting.
Anticipating pre-con. h phase for bid.

ting, etc.

at the May PWHC.
phase for bid.
l 1st.

eaning up bad data
hting and road layers.
ntrol of our data, etc.

ne on generators.
the development of a
roval 4/7

rom SSSA and updated
.
ion needed.

cleaning/sweeping, park pening, etc.
keys being collected.
ss control next.
replacement.

r 4/3 and 4/4.

SISF grant for County
provements grant for
ing.

with Legends property.

ion
ng - 2025
25
026
cing - 2027
cing - 2028
2028
029

extension request.
progress.
review.

Amount	Expiration
\$40,000	NA
\$396,500	9/13/2025
\$10,000	NA
\$174,375.25	NA

re

Garbage - Missed Garbage
Garbage - Damaged Cart
Other - Other Agency
Street -Miscellaneous
Engineering - Drainage
Garbage - RequestNew Cart
Other - Miscellaneous
Other - Political Sign
Water - Hydrant
YW Facility - Hours check/question
Sewer - Miscellaneous
Snow - Mailbox Down/Damaged
Street - Dead Animal
Street - Sign Down/Damaged
Street - Street Light Out
Tree - Miscellaneous
YW Facility - Miscellaneous
Engineering - Misc.
Engineering - Utility Connection
Sewer - Back-up
Street - Pothole
Street - ROW Trimming
Tree - Branch Down Blocking
Tree - Branch Down Not Blocking
Tree - Damaged Village Tree

21
9
5
4
3
3
3
3
3
3
3
2
2
2
2
2
2
2
2
1
1
1
1
1
1
1
1
1