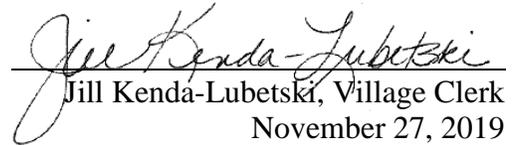


FINANCE AND PUBLIC WORKS COMMITTEE
Wednesday, December 4, 2019
Public Works Dept., Conference Room, 6:00 P.M



PLEASE TAKE NOTICE that a regular meeting will be held before the Finance and Public Works Committee in the **Conference Room**, at the Department of Public Works, 8950 North Arbon Drive, Brown Deer, Wisconsin at the above noted time and date, at which the following items of business will be discussed and possibly acted upon:

- I. Roll Call
- II. Persons Desiring to be Heard
- III. Consideration of Minutes: November 6, 2019 – Regular Meeting
- IV. Report of Staff/Committee Members
- V. Unfinished Business
- VI. New Business
 - A) Approval of the Professional Services Agreement with Kapur Inc. for Streetscape Design on the W. Brown Deer Road/STH 100 and N. Green Bay Road/STH 57 WisDOT Projects
 - B) Approval of the Professional Services Agreement with Kapur Inc. for Design Services on the Public Improvements in the Original Village as part of the F-Street Group Development at the “Old” DPW
 - C) October 2019 Financial Report
 - D) Consideration of November 2019 Vouchers
 - E) Schedule of Next Meeting – Wednesday, February 5th, 2020 at 6pm
- VII. Adjournment


Jill Kenda-Lubetski, Village Clerk
November 27, 2019

**PERSONS REQUIRING SPECIAL ACCOMMODATIONS FOR ATTENDANCE
AT THE MEETING SHOULD CONTACT THE VILLAGE CLERK AT LEAST
ONE BUSINESS DAY PRIOR TO THE MEETING.**

**BROWN DEER FINANCE AND PUBLIC WORKS COMMITTEE
NOVEMBER 6, 2019 REGULAR MEETING MINUTES
HELD AT THE BROWN DEER DEPARTMENT OF PUBLIC WORKS
8950 N. ARBON DRIVE**

The meeting was called to order by Trustee Booker at 5:57 P.M.

I. ROLL CALL

Present: Trustees: Booker
Citizen Members: Jeff Woods, Heidi Rattner, Ray Erbe

Excused: Trustees: Wedward, Quirk
Citizen Members: Tom Lieven

Also, Present: Matthew S. Maederer, PE, Director of Public Works/Village Engineer, Susan Hudson, Comptroller/Treasurer, Michael Kass, Police Chief, Jonathan Schmitz, Police Captain

II. PERSONS DESIRING TO BE HEARD

None.

III. CONSIDERATION OF MINUTES: October 16, 2019 – **Special Meeting**

It was moved by Jeff Wood and seconded by Heidi Rattner to approve the minutes of the October 16, 2019 meeting. The motion carried unanimously.

IV. REPORT OF STAFF/COMMITTEE MEMBERS

Matthew Maederer, PE, Director of Public Works/Village Engineer stated that Wednesday, November 6th was the 2nd winter event of the season. The first event being on Halloween. He currently had (3) trucks out salting. They are currently finishing up moving everything from the old DPW building to the new DPW. Everything must be out of the new building by December 31, 2019. Beginning to work on year end paperwork and reporting.

V. UNFINISHED BUSINESS

None.

VI. NEW BUSINESS

A) Approval of the Purchase for Two (2) Police Vehicles from Ewald Automotive

The annual fleet replacement plan for 2020 consists of replacing two Ford Police Utility Vehicles to be used as patrol and K9 police vehicles

Ewald Automotive Group currently holds the state purchasing contract with a quoted price for the Ford Police SUV of \$34,306 per vehicle less trade in allowance. Trades or vehicles to be auctioned have not been determined. Total cost: \$68,612.00

It was moved by Jeff Woods and seconded by Heidi Rattner to recommend that the Village Board approve the purchase of (2) Police Vehicles from Ewald Automotive not to exceed \$68,612. The motion carried unanimously.

B) September 2019 Financial Reports

This item is for informational purposes only. No action was taken on this item.

C) Consideration of October 2019 Vouchers

Susan Hudson, Comptroller/Treasurer explained that when we need cash for an event (Farmer's Market) our bank request us to write the check out to cash. Heidi Rattner did ask where the cash was kept (put in safe at the end of the day) and what was done to remaining cash (cash is deposited back to that funds account at the end of usage (Farmer's Market).

It was moved by Ray Erbe and seconded by Jeff Woods to recommend that the Village Board approve the vouchers from October 1, 2019 to October 31, 2019 in the amount of \$1,208,817.10. The motion carried unanimously.

VII. ADJOURNMENT

It was moved by Jeff Woods and seconded by Ray Erbe adjourn at 6:21 p.m. The motion carried unanimously.



Susan L Hudson, Treasurer/Comptroller



REQUEST FOR CONSIDERATION

COMMITTEE:	Finance & Public Works, Village Board
ITEM DESCRIPTION:	Streetscaping Design w/ WisDOT STH 100 & STH 57 Projects
PREPARED BY:	Matthew S. Maederer, PE, Director of Public Works/Village Engineer
REPORT DATE:	November 27, 2019
MANAGER'S REVIEW/COMMENTS:	<input type="checkbox"/> No additional comments to this report. <input type="checkbox"/> See additional comments attached.
RECOMMENDATION:	Approve the Contract with Kapur & Associates, Inc. for Professional Landscape Architect Services for Streetscaping Design Plans as part of the WisDOT STH 100 Resurfacing Project and WisDOT STH 57 Urban Interchange Reconstruction Project(s).
EXPLANATION:	Two (2) WisDOT projects will occur in back-to-back years on STH 100 (W. Brown Deer Road) from N. 68 th Street east to the RR tracks and on STH 57 (N. Green Bay Road) from N. Teutonia Avenue/CTH D north to W. County Line Road (continuing north into Mequon). The project details are as follows: <u>STH 57 Reconstruction – Project ID No. 2270-04-70 & 2270-07-70</u> <ul style="list-style-type: none">• Limits:<ul style="list-style-type: none">○ N. Teutonia Avenue/CTH D to W. County Line Road (continues north into Mequon)○ STH 100 East Village Limits (Milwaukee River) to 100-ft West of RR Tracks• Description:<ul style="list-style-type: none">○ Full roadway reconstruction○ Urban Interchange Removal○ Signalized Intersection Construction○ Roundabout Construction• Construction Year: 2022 <u>STH 100 Reconstruction – Project ID No. 2150-00-71</u> <ul style="list-style-type: none">• Limits:<ul style="list-style-type: none">○ N. 91st Street to 100-ft W. of RR Tracks○ Roadway Resurfacing○ Intersection Improvements○ Sidewalk Additions (south side of STH 100)• Construction Year: 2021

As part of the WisDOT projects described above a concept streetscaping plan was developed for each project into one master plan. All items will be Village funded and the concept developed has a construction budget of \$2.5 million which was included in the 2020-2024 CIP.

Kapur & Associates was the civil engineering firm who completed the Phase I concepting under separate contract for the Village (approved in August of 2018 and completed in July of 2019). Kapur is also the civil engineering firm working for WisDOT as part of the STH 57 reconstruction project. Kapur will ensure the design plans meet the DOT project plan deliverable requirements and bidding document/special provision requirements.

The streetscaping design was broken-up into two (2) phases:

Phase 1 – Concepting - COMPLETE

- Develop three (3) concepts with cost estimates for presentation to the Board
- The Board adopted the final concept in July of 2019

Phase 2 – Design Plan Preparation

- Design Plan Preparation (60%, 90% and Final)
- Bidding Document Preparation (PS&E)

Staff is asking for approval of the Phase 2 scope of services now that Phase 1 is complete.

FUNDING: The streetscape project design was included in the 2019 CIP. However due to schedule delays the work was not completed and thus scheduled for 2020 following the WisDOT design schedule. The Kapur contract is for **\$33,056** and the CIP budget is **\$50,000**.

CONCLUSION: Staff requests recommendation for approval of the contract with Kapur for streetscaping phase 2 services (design plan prep).

Attachments:

- Kapur Contract
- CIP Excerpts
- Summary of DOT Cost Share Policy
- Phase 1 Concept
 - Exhibits
 - Cost Estimate

November 22, 2019

Village of Brown Deer Streetscaping Phase II – DOT Construction Plans
Wanda Montgomery
Village President
4800 West Green Brook Drive
Brown Deer, WI 53223

RE: Village of Brown Deer Streetscaping Phase II – DOT Construction Plans
Scope for Professional Survey and Landscape Architecture Services

Dear Wanda:

Kapur is pleased to submit this scope for professional survey and landscape services for the Village of Brown Deer. Kapur is committed on collaborating with the Village of Brown Deer to create exceptional results that are coordinated with the Wisconsin Department of Transportation Roadway work. We are confident that we will meet your schedule and provide a design exceeding your expectations. The base scope of services are as follows:

TOPOGRAPHIC SURVEY

Kapur will provide topographic survey as required for the 66th, 60th, and 51st street and Brown Deer Road intersections. We will determine existing grades and all above ground features that may be affected by the project.

1. Task 1: Survey
 - a. Site topography will be collected at the NW and NE curb lines and sidewalks at the above-mentioned intersections. This will include the existing conditions of Flange lines, Flow lines and back of curb with curb cuts. Kapur will also locate the existing ADA ramps with the first 2 or 3 concrete panels adjacent.
 - b. Kapur will deliver survey data per WisDOT SE Region requirements.
 - c. This proposal does not include a boundary survey, CSM, easements, platting, environmental investigation (i.e. Phase 1, Phase 2 environmental reports), geotechnical analysis, site lighting, traffic impact analysis, wetland delineation, utility location, measure-downs, construction survey, as-built survey, or construction inspection. We can provide a scope and fee for these items if they become part of the project.

LANDSCAPE ARCHITECTURE

Create construction documents from the finalized phase I concept that delineates the Village boundaries, enhances and announces major entry points, creates a uniform and cohesive landscape and amenity design that defines the village and distinguishes it from surrounding municipalities, and assist with wayfinding to promote selected areas of development within the Village. Specific items include:

1. Task 2: Construction Documents:
 - a. Review current plan stages of proposed WisDOT and village roadway improvement projects
 - b. Attend up to 6 coordination meetings in the Milwaukee Area.
 - c. Coordinate with WisDOT to provide landscape plans, details, specifications, and specials in WisDOT format for the 75% (Review), 90% (Draft PS&E) and Final PS&E plans.
 - d. Provide updated renderings for a spring 2020 PIM.
 - e. Provide a cost estimate with Draft PS&E and Final PS&E Submittals.
 - f. Respond to Addenda and bidders' questions during the bidding phase.





PROPOSED SCHEDULE (TO BE DISCUSSED)

Note: Major Milestones are indicated below, review milestones and meetings for various design phases and client reviews to be determined by group.

<u>Milestone:</u>	<u>Date (or N/A if not applicable):</u>
75% Review	February 14, 2020
Public Information Meeting	Spring 2020 – T.B.D.
90% PS&E	May 15, 2020
Final PS&E	August 1, 2020

FEES

▪ Site Streetscaping – Task 1 Survey	<u>Lump Sum Fee of</u>	<u>\$2,690</u>
▪ Site Streetscaping – Task 2 Construction Documents	<u>Lump Sum Fee of</u>	<u>\$30,366</u>
	<u>Total Lump Sum Fee</u>	<u>\$33,056</u>

These fees are determined based upon our understanding of the project as described in this proposal. Expansion or changes to the scope of work, performance time, or unanticipated site conditions may require a contract amendment. Revisions requested by the Owner that affect the design after the deliverables have been issued are considered extra services. Revisions based on technical review comments by the governing agencies are included.

Thank you for the opportunity to submit this proposal. We look forward to working with you on this project. Should you have any questions, or require further information, please call me at (414) 751-7247 or email: kbyrne@kapurinc.com.

Receipt of a signed copy of this document will constitute an executed agreement.

For Kapur & Associates, Inc.

For the Village of Brown Deer

By: Kevin Byrne
Kevin Byrne, PLA
Associate

By: _____
Wanda Montgomery
Village President

Date: 11/22/2019

Date: _____



Project Description	Project Number	2019 Project Requests	GO Debt	Property Tax Levy	Unfunded Requests	Actual
Available Funds			\$1,165,000	\$372,000		
Community Services						
Cracksealing	CS-19-01	\$20,000	\$20,000			\$20,000
Re-Paving Program	CS-19-02	\$500,000	\$500,000			\$500,000
API Park (Clean up and Planning)	CS-19-03	\$75,000	\$75,000			Repurpose
Green Bay / Brown Deer Streetscape	CS-19-04	\$50,000	\$50,000			\$50,000
Digital Files	CS-19-05	\$17,000		\$17,000		
Sidewalk Connect		\$225,000			\$225,000	
Police Department						
Police Vehicles	PD-19-01	\$120,000		\$120,000		\$120,000
Body Armor	PD-19-02	\$14,000		\$14,000		\$14,000
Squad Video Cameras	PD-19-03	\$30,000		\$30,000		\$30,000
Automatic License Plate Reader		\$18,000			\$18,000	
Fire Department						
Annual contribution for capital	FD-19-01	\$208,144	\$208,144			\$208,144
Dispatch Center						
Annual contribution for capital	DC-19-01	\$28,000	\$28,000			\$28,000
Manager's Office						
Computer replacement program	MO-19-01	\$12,000		\$12,000		\$12,000
Window Replacement	MO-19-02	\$15,000		\$15,000		Repurpose
Door Frame Replacement	MO-19-03	\$6,000		\$6,000		Repurpose
Library						
		\$0				
Park and Recreation						
Community Center Painting Interior	PR-19-01	\$5,000		\$5,000		Pending
Fairy Chasm Ball Diamond	PR-19-02	\$5,000		\$5,000		\$0
Pond Valve	PR-19-03	\$3,000		\$3,000		\$6,988
Public Works						
Tractor Replacement	PW-19-01	\$60,000		\$60,000		\$60,000
Skidsteer	PW-19-02	\$65,000		\$65,000		\$65,000
Beautification Projects	PW-19-03	\$5,000			\$5,000	\$5,000
Shop Tools & Equipment	PW-19-04	\$15,000			\$15,000	\$15,000
Emerald Ash Borer Treatment	PW-19-05	\$20,000		\$20,000		\$20,000
Total		\$1,516,144	\$881,144	\$372,000	\$263,000	\$1,154,132

Project Description	Project Number	2022 Total Project Cost	GO Debt	Property Tax Levy	Grants	Unfunded Requests
Available Funds			\$4,073,000	\$372,000		
Community Services						
Cracksealing		\$20,000	\$20,000			
Re-Paving Program		\$500,000	\$500,000			
County Line Road (Joint project)		\$300,000	\$300,000			
Bradley Rd (East) RR Tracks - STH 57		\$500,000	\$500,000			
Green Bay / Brown Deer Streetscape		\$2,500,000	\$2,500,000			
API Park		\$130,000		\$130,000		
Police Department						
Police Vehicles		\$110,000		\$110,000		
Police Equipment		\$50,000		\$50,000		
Fire Department						
Annual contribution for capital		\$214,000	\$214,000			
Dispatch Center						
Annual contribution for capital		\$39,000	\$39,000			
Manager's Office						
Window Replacement		\$20,000		\$20,000		
Computer replacement program		\$12,000		\$12,000		
Library						
		\$0				
Park and Recreation						
Public Works						
Beautification Projects		\$10,000		\$10,000		
Shop Tools & Equipment		\$15,000		\$15,000		
Emerald Ash Borer Treatment		\$25,000		\$25,000		
Total						
		\$4,445,000	\$4,073,000	\$372,000	\$0	\$0
Balance						
			\$0	\$0	\$0	

Document 1 – Summary of DOT Cost Share Policy/Non-Participating Letter

(See Chapter 25 of the Program Management Manual at <http://dotnet/pmm/03/tc3.pdf>)

A State Municipal Financial Agreement (SMFA or project agreement) is required when there is a Municipal cost share. Planning creates and manages the SMFA. This summary does not cover all conditions.

Replace Existing – Lighting/Sidewalks/Multi-use Paths

To DOT standards

- 100% DOT if impacted by roadway construction
- 100% Local if not impacted by roadway construction

Above DOT standards – decorative or enhancements elements

- Same cost share as above, except the Municipality pays 100% of costs above DOT standards (for decorative or enhancement costs).

New Construction – Lighting/Sidewalks/Multi-use Paths (where lighting or sidewalk does not exist)

Lighting must be continuous and to DOT standards for DOT cost share

- 50% DOT and 50% Municipality except for the following:
 - 100% DOT for round-about or traffic signal

Sidewalk/Multi-use Path, DOT standards – one per side of the roadway

- 80% DOT and 20% Municipality except for the following:
 - 100% DOT for reconstruction projects where Trans 75 requires sidewalk – **See Planning, State Statute changes may change this cost share**
 - 100% DOT for round-about or traffic signal

Lighting and sidewalk, decorative or enhancements elements

- Same cost share as above, except the Municipality pays 100% of above DOT standards

CSS (Community Sensitive Solutions – old CSD) – See Planning, State Statute prohibits state funding for CSS. Effective July 14, 2015

Parking Lanes

- 100% Municipality for pavement items in parking lane.
- Cost share of parking is a percentage of pavement items and are calculated by dividing the square footage of area that cars are allowed to park by the total square footage of pavement on the project.
- Pavement items need to be in a separate category.
- Pavement items include asphalt, concrete, base course, or any bid item that pertains to pavement.
- Pavement items DO NOT include: mobilization, curb and gutter, storm sewer, manholes, inlets, marking, etc. Base patching or other pavement items that aren't continuous are also not included.
- Parking area does not include pavement where a car cannot park (i.e. turn lanes, fire hydrant, driveways etc.)

Landscaping

- New Plantings – 80% DOT and 20% Municipality
- Woody plants (trees and shrubs)
- Perennials – not eligible for DOT funding
- Replacement trees – 100% DOT if removed for road construction
- Irrigation systems – not eligible for DOT funding

Non-Participating – work included in the DOT construction, but not required for DOT project

- 100% Municipality, utilities or construction of a local road
- Requires a letter of agreement, see attached sample

Sidewalk Repairs

Non-Participating Letter

Non-participating work is defined as non-DOT required work, requested by the community and added to a WisDOT construction project. This work is funded 100% by the municipality and can include items such as sanitary, water utility work or roadway work not part of the state highway construction.

This letter can take the place of, or supplement the State Municipal Agreement (SMA or project agreement). Work that has a WisDOT cost share is not considered non-participating and a Non-participating Letter will not be accepted.

Non-participating work may have a negative impact on WisDOT's construction schedule and cost. The community should be encouraged to complete the work prior to the start of WisDOT construction. The project manager must review the municipalities request and can deny the request due to delay of DOT construction and/or increased costs. (i.e. DOT work without the non-participating work is scheduled to be completed in one year and the addition of the non-participating pushes the project completion into a second year, resulting in extra costs for remobilization, winter shutdown and cost uncertainties.

Municipality will be required to provide construction inspection and will still be required to pay for WisDOT oversight. For work over \$100,000 a separate construction ID will be created to capture reduced WisDOT oversight. The Municipality is required to provide construction oversight.

This letter should be on community letterhead and signed by a duly authorized official of the community. Address the letter to the project manager and a copy sent to Planning. As a minimum, the letter must contain all of the following information:

- Construction ID
- Project title
- Project limits
- Request for DOT to add the work
- Short description of the work
- Estimated costs –costs will be based upon actual contractor bid and oversight costs
- Agreement to pay for costs including labor, materials and DOT oversight

See Doc 2 for a sample letter.

If the municipalities request has been found acceptable, the project manager sends a letter to the municipality accepting the request, again with a copy sent to Planning.

Brown Deer Road Streetscaping



Brown Deer Road Streetscaping



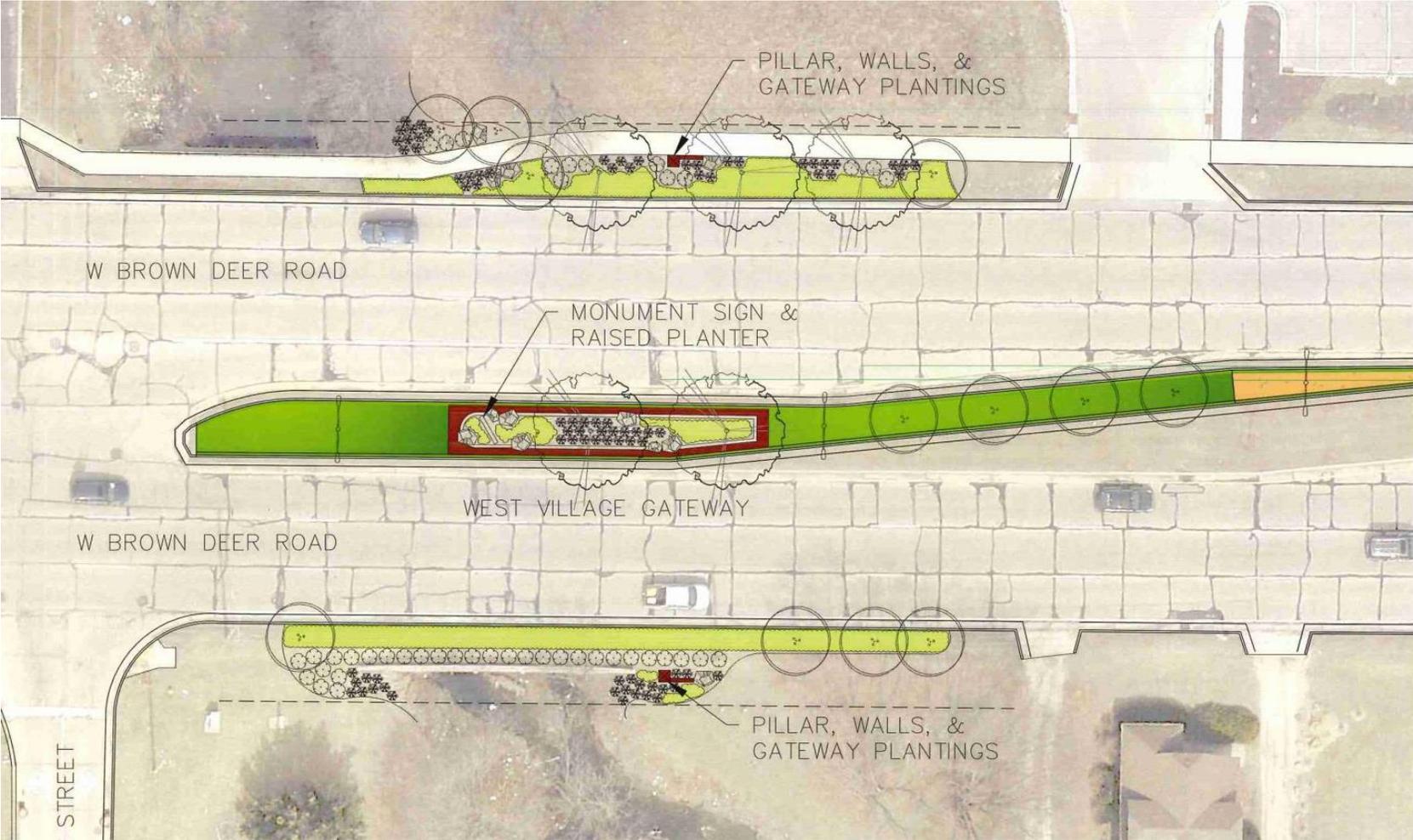
Overall



Brown Deer Road Streetscaping

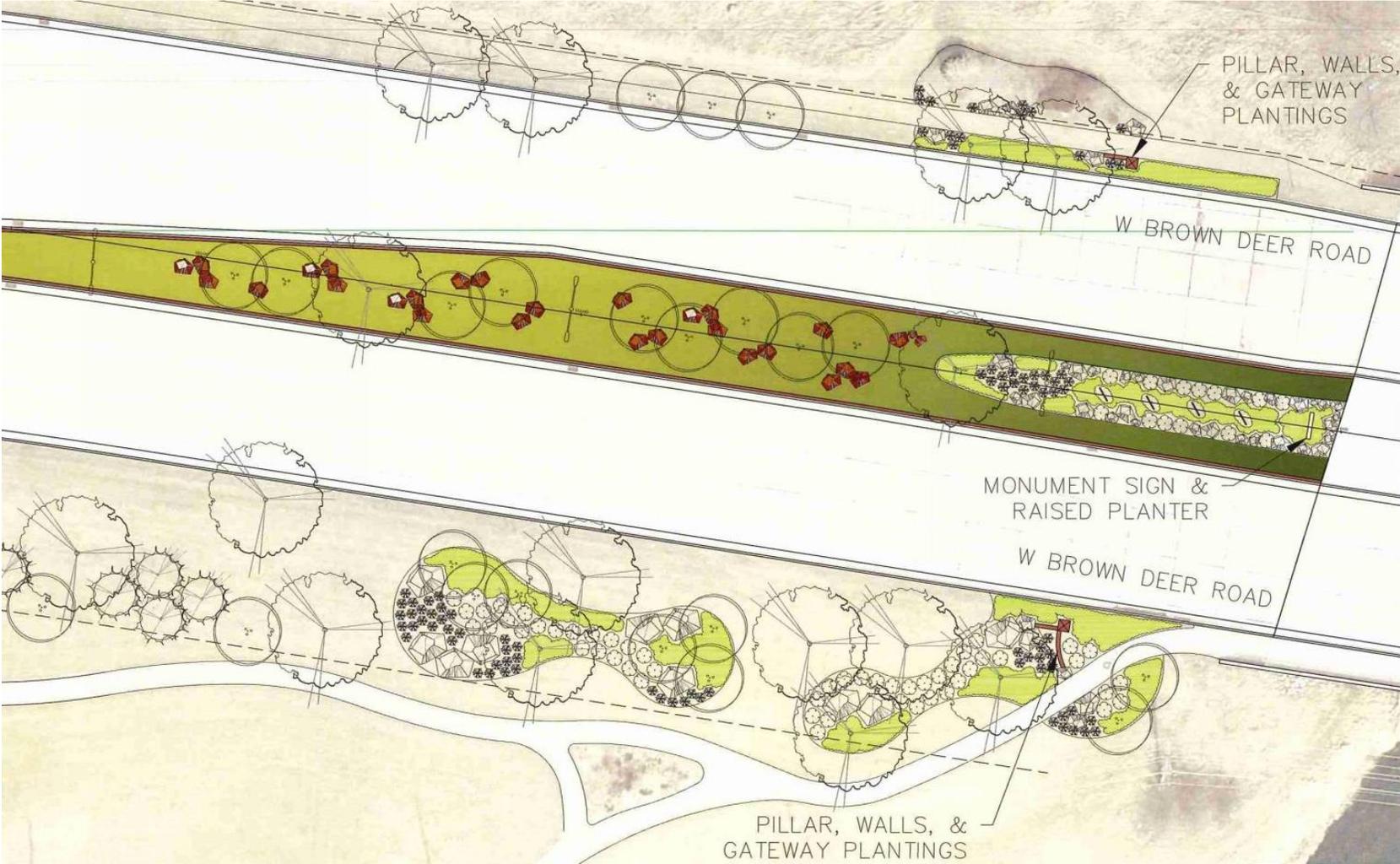


West Village Gateway



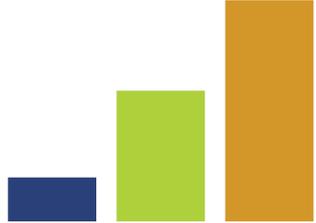
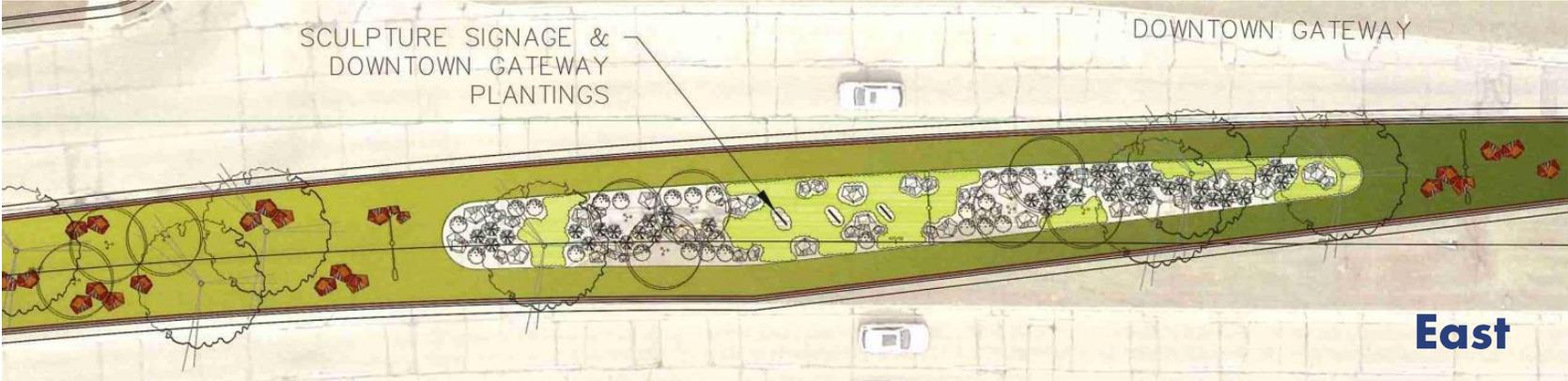
Brown Deer Road Streetscaping

East Village Gateway



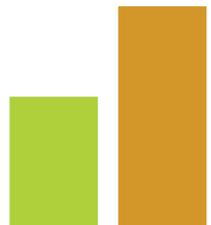
Brown Deer Road Streetscaping

Downtown Gateway



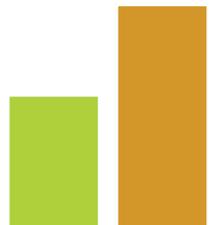
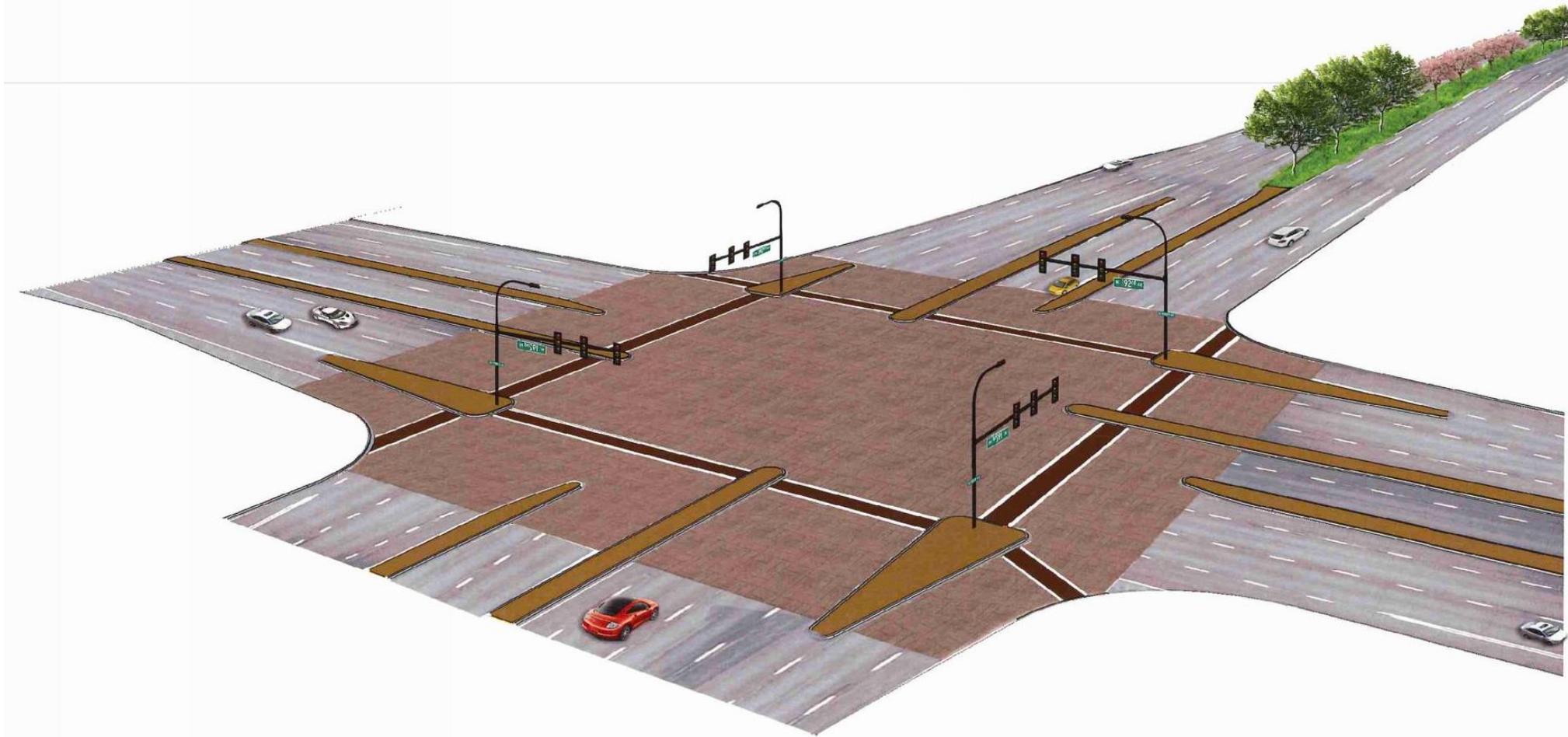
Brown Deer Road Streetscaping

East Village Gateway



Brown Deer Road Streetscaping

Brown Deer Road / Green Bay Road Intersection



Brown Deer Road Streetscaping

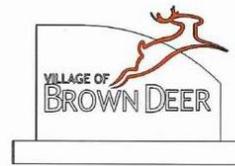
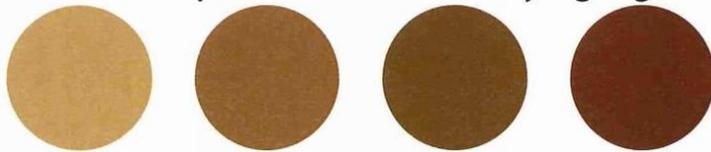
Typical Median Planting



Brown Deer Road Streetscaping

Design Inspiration

- Colorful and repetitive median planting palettes throughout the street
 - Vase-shaped canopy trees to create lush main street
 - Bio-retention in certain medians
- Brown hues throughout various pavement mediums
 - decorative crosswalks
 - consistent sidewalk perimeter accent
- Updated amenities throughout the project
 - benches
 - trash receptacles
 - planters
 - lighting
 - signage
- New more prominent town entry signage





7711 N. Port Washington Road
 Milwaukee, WI 53217
 Phone: (414) 351-6668
 Fax: (414) 351-4117

Brown Deer Road / Green Bay Road Streetscaping - Reduced design and lighting

Preliminary Cost Approximation 09-12-2019				
Mobilization	1	EACH	\$20,000	\$20,000
Demolition & Misc. Clean up	1	EACH	\$100,000	\$100,000
Traffic Control	1	EACH	\$20,000	\$20,000
Median Light Poles (Green Bay Road Project, Brown Deer Rd) Upgrade to black, 36 large @ \$1,000 & 16 small @ \$250	1	LS	\$40,000	\$40,000
Median Light Poles (West of Green Bay Road Project) Upgrade to black, 36 large @ \$1,000 & 16 small @ \$250	1	LS	\$40,000	\$40,000
Median Light Poles (West of Green Bay Road Project) 51st Street complete replacement with black, 14 large 3 pedestrian	1	LS	\$75,000	\$75,000
Relocate Existing Monument Signs	2	EACH	\$5,000	\$10,000
Sculpture Signs	10	EACH	\$6,000	\$60,000
Pillars (3x3x6)	4	EACH	\$12,000	\$48,000
Wing Walls	90	SF	\$250	\$22,500
Planter Walls (Curved) (225x2.5x2) Lannon dry stacked	565	SF	\$80	\$45,200
Planter Wall (West Monument Planter) (165x2.5) Lannon dry stacked	425	SF	\$80	\$34,000
Base Aggregate Dense 1 1/4-Inch (4" for Concrete base of planter walls)	32	TON	\$15	\$480
Colored Concrete at base of planter walls	970	SF	\$15	\$14,550
Topsoil in raised planters (c.y.)	400	CY	\$40	\$16,000
Boulders	200	EACH	\$350	\$70,000
Colored Concrete upgrade at Green Bay Road project intersections - outside banding (gravel & normal concrete by DOT)	24,508	SF	\$5	\$122,540
Colored Concrete upgrade at Green Bay Road project intersections - cross walk banding (gravel & normal concrete by DOT)	4,743	SF	\$5	\$23,715
Colored Concrete upgrade at Green Bay Road project intersections - Cross Walk (gravel & normal concrete by DOT)	8,373	SF	\$5	\$41,865
Colored Concrete upgrade at Green Bay Road project intersections - Center (gravel & normal concrete by DOT)	42,000	SF	\$5	\$210,000
Base Aggregate Dense 1 1/4-Inch (6" for Concrete Pavement outside banding)	333	TON	\$18	\$5,994
Colored Concrete Intersections west of Green Bay Road Project - outside banding	7,813	SF	\$9	\$70,317
Base Aggregate Dense 1 1/4-Inch (6" for Concrete Pavement Cross Walk banding)	118	TON	\$18	\$2,124
Colored Concrete west of Green Bay Road Project - cross walk banding	4,164	SF	\$9	\$37,476
Base Aggregate Dense 1 1/4-Inch (6" for Concrete Pavement Cross Walk Base)	188	TON	\$18	\$3,384
Colored Concrete west of Green Bay Road Project - Cross Walk	6,675	SF	\$9	\$60,075
Base Aggregate Dense 1 1/4-Inch (6" for Concrete Pavement Center Base)	1,038	TON	\$18	\$18,684
Colored Concrete west of Green Bay Road Project - Center	36,891	SF	\$9	\$332,019
Colored Concrete Island Infill - Upgrade (Assumes infill gravel and concrete by DOT because of reconstructed turn lanes)	37,924	SF	\$5	\$189,620
Topsoil (Not including Green Bay Road Project)	3,667	SY	\$3	\$11,001
Grass (Seeding, grading, hydromulch, and fertilizer) (Not including Green Bay Road Project)	20,000	SF	\$1.00	\$20,000
Bed Prep	20,000	SF	\$1.50	\$30,000
Shade Trees (Brown Deer Road)	48	EACH	\$400	\$19,200
Ornamental Trees (Brown Deer Road)	93	EACH	\$350	\$32,550
Shrub Plantings	283	EACH	\$65	\$18,395
Perennial Plantings	2,000	EACH	\$20	\$40,000
Preemergent Herbicide	5	EACH	\$50	\$250
Mulching (Blown into beds)	186	CY	\$40	\$7,440
Landscape Edging (aluminum)	1,300	LF	\$10	\$13,000
90 day Maintenance	1	EACH	\$15,000	\$15,000
			Subtotal Today's Cost	\$1,940,379
			2-Year Inflation - 6%	\$116,423
			Engineering & Contingencies - 15%	\$308,520
			Total Cost Approximation	\$2,365,322



REQUEST FOR CONSIDERATION

COMMITTEE:	Finance & Public Works, Village Board
ITEM DESCRIPTION:	F-Street Group Development & Public Infrastructure Design Services (old DPW & Original Village Improvements)
PREPARED BY:	Matthew S. Maederer, PE, Director of Public Works/Village Engineer
REPORT DATE:	November 27, 2019
MANAGER'S REVIEW/COMMENTS:	<input type="checkbox"/> No additional comments to this report. <input type="checkbox"/> See additional comments attached.
RECOMMENDATION:	Approval of the Professional Services Agreement with Kapur Inc. for Design Services on the Public Improvements in the Original Village as part of the F-Street Group Development at the "Old" DPW
EXPLANATION:	<p>As part of the F-Street Group Development in the Original Village at the old DPW (8717 N. 43rd Street) public improvements outside the development limits are necessary.</p> <p>The proposed public improvements are as follows:</p> <ul style="list-style-type: none">• Parking Lot addition at the west end of River Lane• Sidewalk extension to River Lane and Ruth Place on the west side of N. 43rd Street (outside the development envelope)• Angle parking extension on the west side of Deerwood Drive (from Larry's Market south to Wade-Weissman/Peabody's). <p>The proposed public improvements are necessary to make logical connections from the development to nearby public infrastructure (i.e. sidewalk connection points). An increase in public parking is also desired due to the addition of the public amenities as part of the "public square" portion of the development project.</p> <p>The public improvement work will be paid for through 100% Village participation out of the annual roadway re-paving budget (annual budget = \$500,000). The work will be publicly bid separate from the development project per State statutes. Construction on the public portion of the work will occur in the summer of 2020.</p> <p>FUNDING: Funding was not originally included with the 2020-2024 CIP. The design fees will be paid for with the balance of the streetscaping budget and the operations budget for professional services (general fund).</p>

Funding Summary:

Streetscaping Design CIP Balance = \$16,944 (\$50,000 - \$33,056)

Professional Services Operational Budget = \$9,425.00 (G/L No. 010.360.31.5.20.20)

Total Budget = \$26,369.00

Total Kapur Contract = \$21,000

Balance = \$5,369.00

CONCLUSION: Staff requests recommendation for approval of the contract with Kapur for civil engineering design for the public improvements as part of the F-Street development project in the Original Village.

Attachments:

- Kapur Contract
- Development Exhibits



November 21, 2019

Nate Piotrowski, AICP
Community Development Director
Village of Brown Deer
4800 W. Green Brook Drive
Brown Deer, WI 53223

RE: Brown Deer Public Infrastructure - Civil
Proposal for Professional Survey Services

Dear Nate:

Kapur is pleased to submit this proposal for professional engineering services required for the Brown Deer Public Infrastructure. The base scope of services for this proposal includes the following scope.

PROJECT OVERVIEW

The scope for this project will include Bid Set design for the public areas adjacent to the DPW development by F-Street Group. These areas include the work on 43rd Street between Ruth Street and River Lane as well as work along Deerwood Drive. In addition, we are also including Bid Set design for a small parking area located at the west end of River Lane.

CONSTRUCTION DOCUMENTS

1. Attend design and coordination meetings from schematic thru construction document design.
2. Site visits as required for the design.
3. Prepare and certify Plans and Specifications for the purposes of bidding, permitting, and construction. This will consist of preparing the following:
 - a. Site Demolition Plan indicating items for removal and/or salvage.
 - b. Site Plan indicating all paving, parking, driveways, curbs, ramps, steps, sidewalks, and other above ground site features as shown on the proposed site plan.
 - c. Site Geometric Plan that provides dimensions of the various site features.
 - d. Site Grading Plan with one foot contours and spot elevations throughout.
 - e. Site Utility Plan showing proposed site storm sewer, water main, and sanitary sewer alterations as required.
 - f. An Erosion Control Plan in conformance with all governing agencies.
 - g. Site Details as required for the civil design.
 - h. Specifications in three part CSI format as required for the civil design.
 - i. Site Landscape Plan, Planting Schedule, Details, and Specifications.
4. Submittal and approval of all civil related items to secure all required permits related to the civil engineering.
5. Kapur will assist the Village in coordination for bidding. We understand that the Village will be advertising and bidding for this project. Kapur will produce the Bid Packages including Project Manuals and Plans and submit to the Village. We will be available to respond to Bidder’s questions, issue addenda if necessary, assist the Village at the Bid Opening, and perform a Bid Review. The review will include a bid analysis and a contractor reference check. If requested, Kapur can make a Bid Recommendation for award of contract after the Bid Review.

FEES

▪ Construction Documents – Adjacent to F-Street Development	Lump Sum Fee	\$8,500
▪ Construction Documents – Parking Lot	Lump Sum Fee	\$12,500
	Total	\$21,000

These fees are determined based upon our understanding of the project as described in this proposal. Expansion or changes to the scope of work, performance time, or unanticipated site conditions may require a contract amendment. Revisions requested by the Owner or Architect that affect the site layout, grading, or site utilities after the Bid Set has been issued are considered extra services. Revisions based on technical review comments by the governing agencies are included. All review and permit fees are not included and will be billed at cost plus ten percent.

REIMBURSABLE EXPENSES

General expenses such as mileage, printing, and copying are included in our lump sum fees. Expenses for plan review and permit fees are not included in our fees and will be billed at cost.





Thank you for the opportunity to submit this proposal. We look forward to working with you on this project. Should you have any questions, or require further information, please call me at (414) 751-7224 or email: tperez@kapurinc.com. Receipt of a signed copy of this document will constitute an executed agreement.

For Kapur

For Village of Brown Deer

By: _____

Thomas R. Perez, P.E.
Principal | Site Development Manager

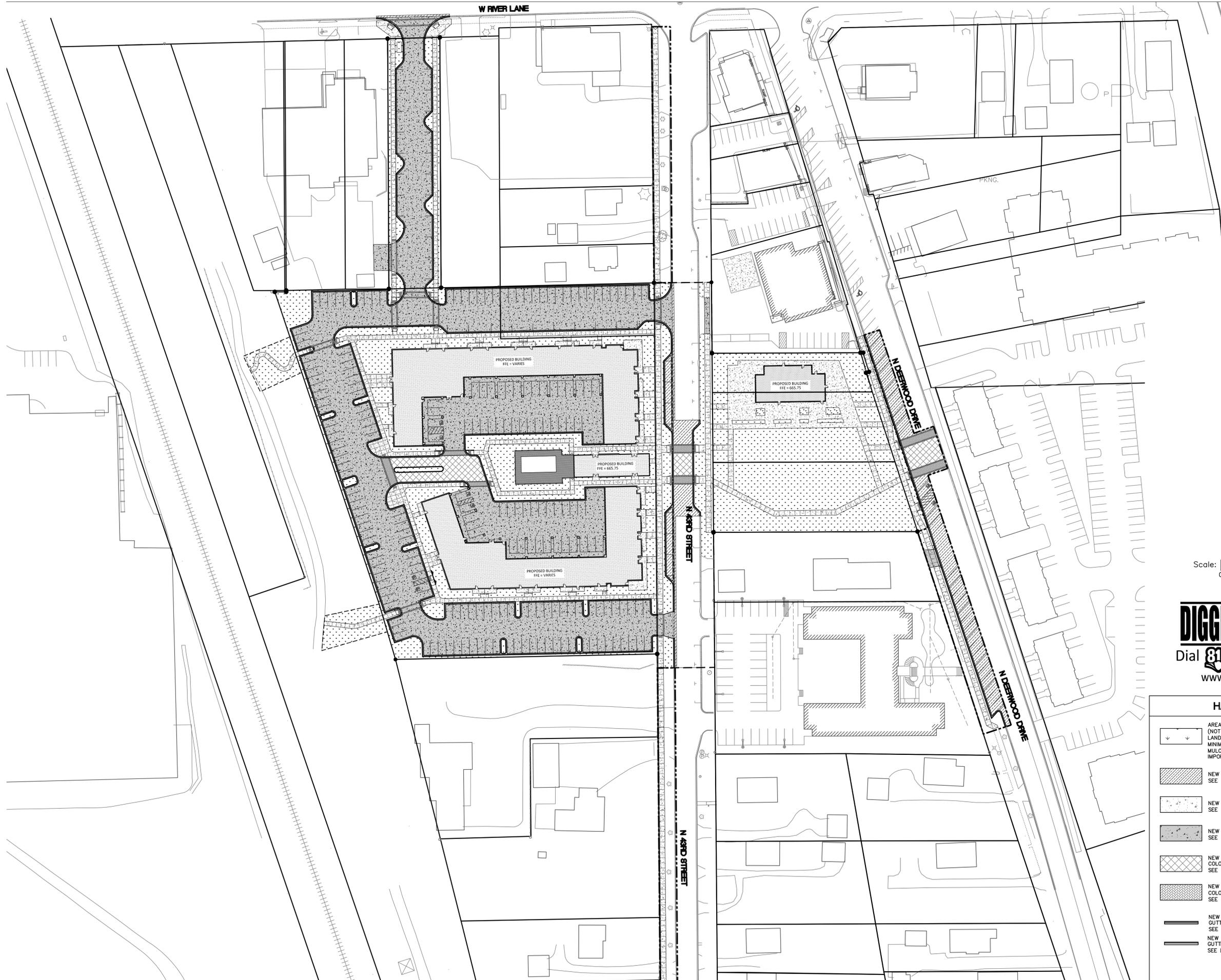
By: _____

Nate Piotrowski, AICP
Community Development Director

Date: _____

Date: _____





Scale: 0 25 50 100
Scale: 1" = 50'

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www.DiggersHotline.com

HATCH LEGEND	
	AREAS DISTURBED BY CONSTRUCTION (NOT SPECIFICALLY CALLED OUT ON THE LANDSCAPE PLANS) TO BE RESTORED WITH MINIMUM 4" TOPSOIL, SEED, FERTILIZER, AND MULCH (TYP). USE SALVAGED TOPSOIL OR IMPORT TOPSOIL IF REQUIRED.
	NEW ASPHALTIC CONCRETE (HEAVY DUTY) SEE DETAIL 5/C202
	NEW CONCRETE SLAB (LIGHT DUTY) SEE DETAIL 6/C202
	NEW HEAVY DUTY CONCRETE PAVEMENT SEE DETAIL 6/C202
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	NEW 18" BARRIER LOW-SIDE CONCRETE CURB & GUTTER UNLESS OTHERWISE NOTED. SEE DETAIL 10/C202

PRELIMINARY

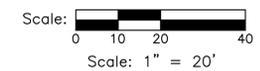
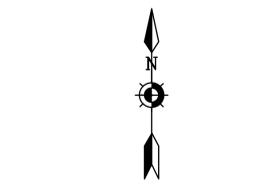
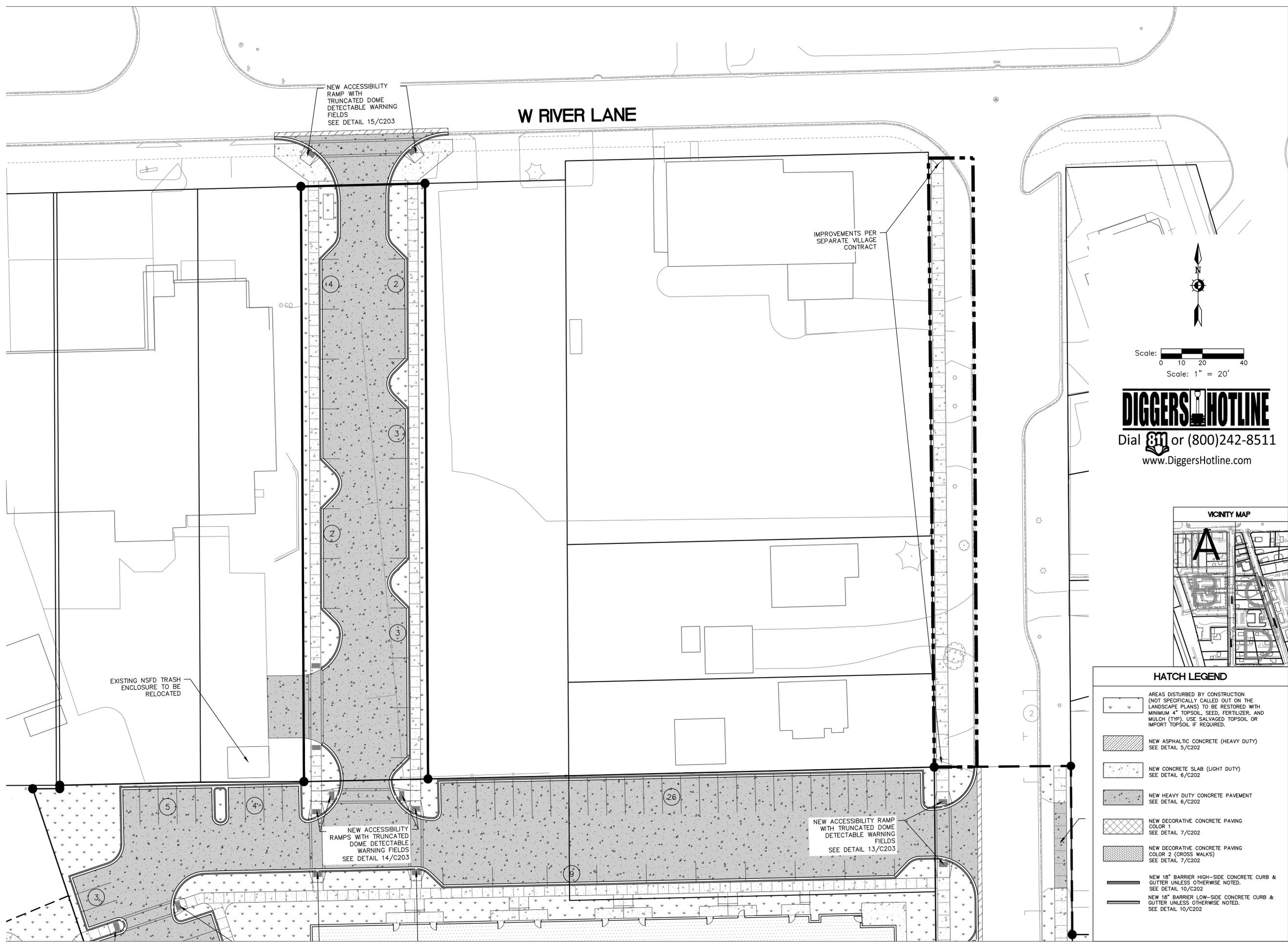
VILLAGE OF
BROWN DEER -
DPW

RCA Project No.: XXXXXX
Sheet Title
**OVERALL SITE
LAYOUT PLAN**

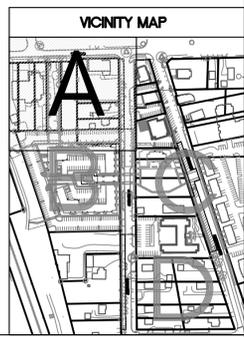
Sheet No.

BROWN DEER, WI
Issue Date 09/10/2019

C102



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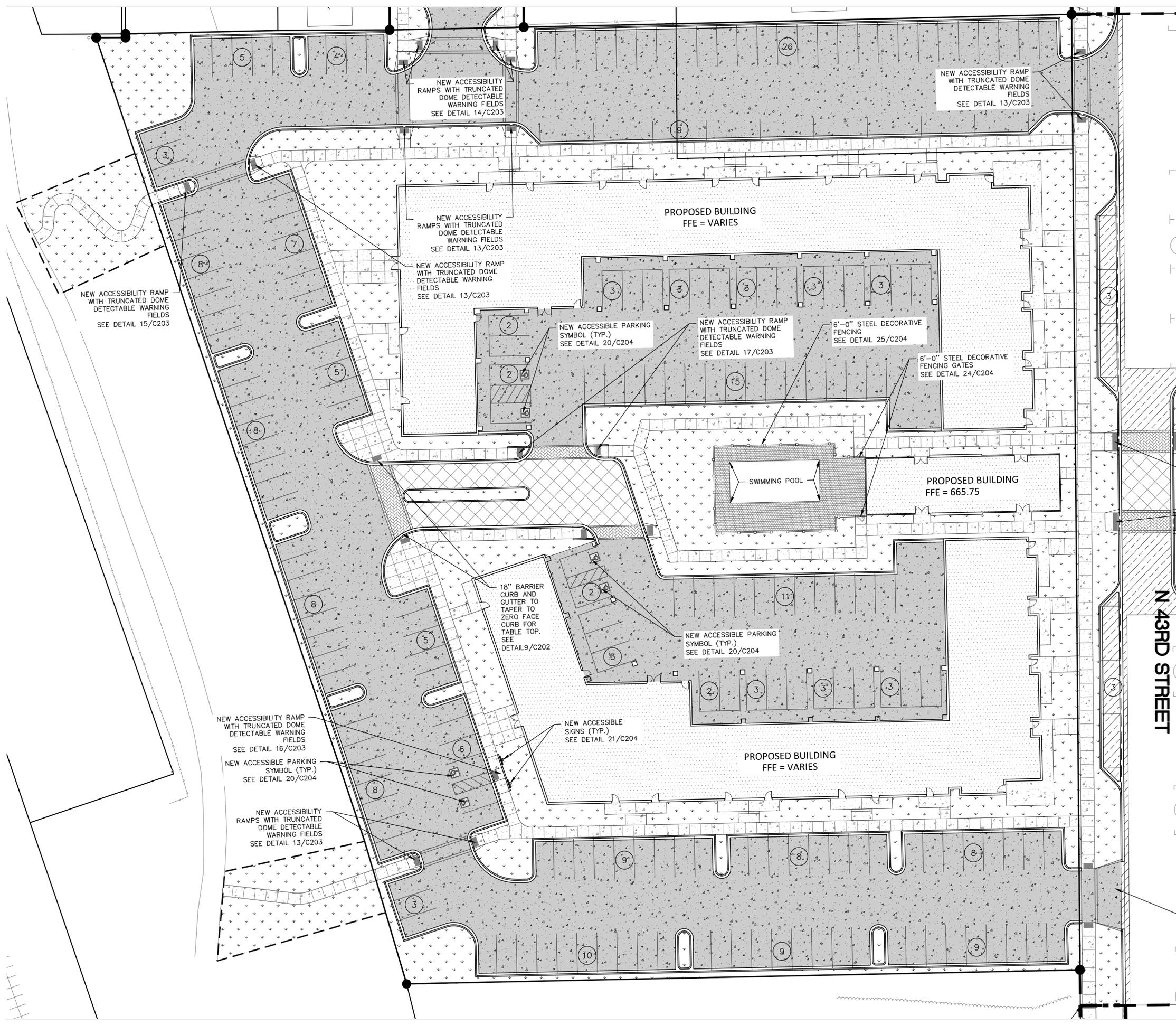
VILLAGE OF
BROWN DEER -
DPW

RCA Project No.: XXXXXX
Sheet Title
**SITE LAYOUT
PLAN**

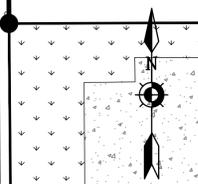
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C102A

BROWN DEER, WI
Issue Date 09/10/2019



RECONSTRUCT EXISTING DRIVEWAY APRON AS NEEDED FOR PROPOSED SIDEWALK



Scale: 0 10 20 40
Scale: 1" = 20'

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HATCH LEGEND

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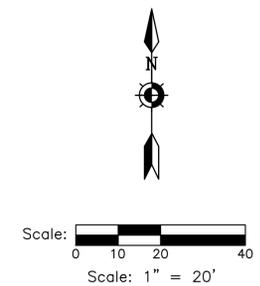
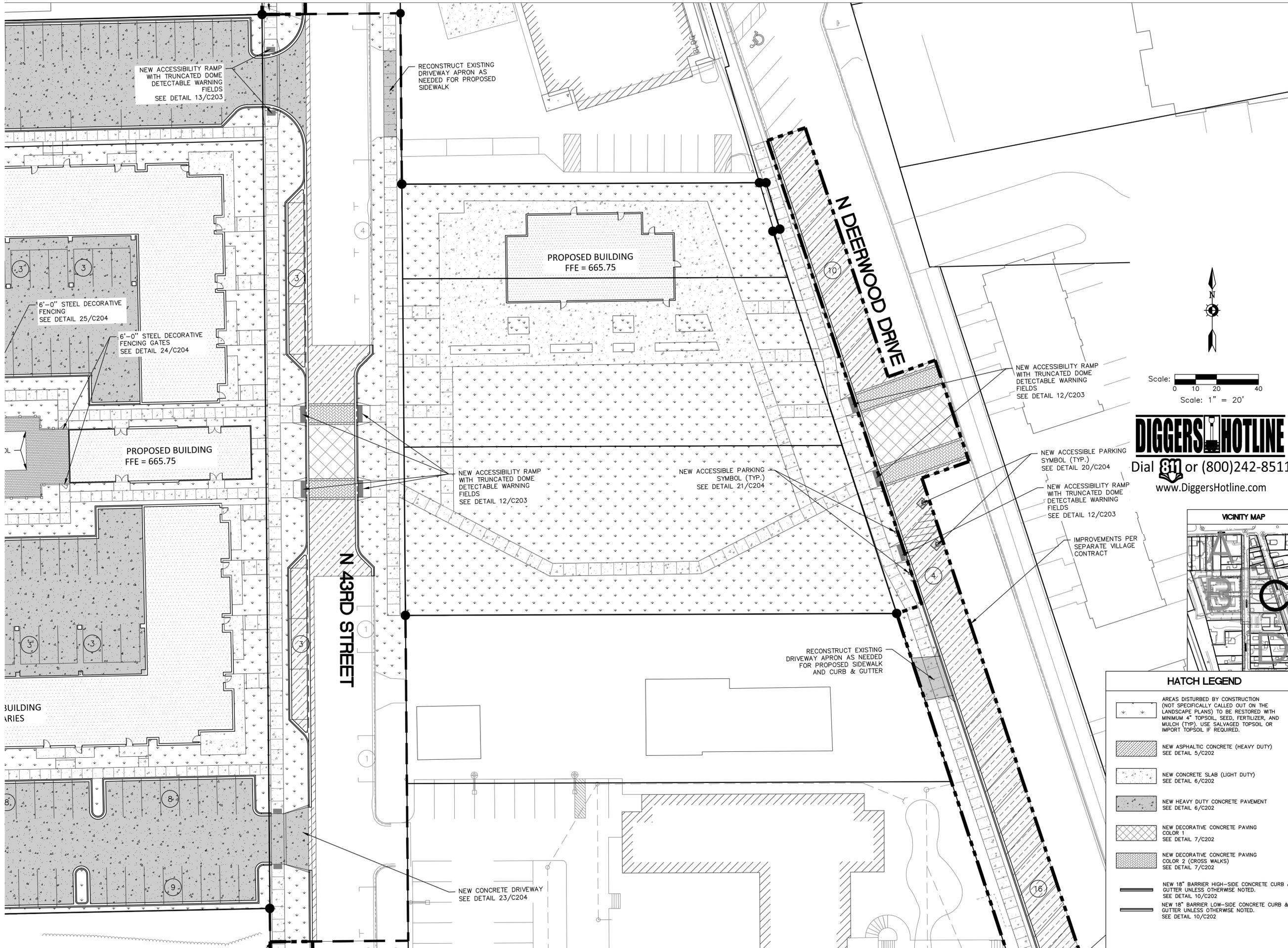
VILLAGE OF BROWN DEER - DPW

RCA Project No.: XXXXXX
Sheet Title: **SITE LAYOUT PLAN**

Sheet No.

C102B

BROWN DEER, WI
Issue Date: 09/10/2019

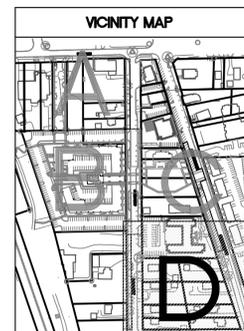
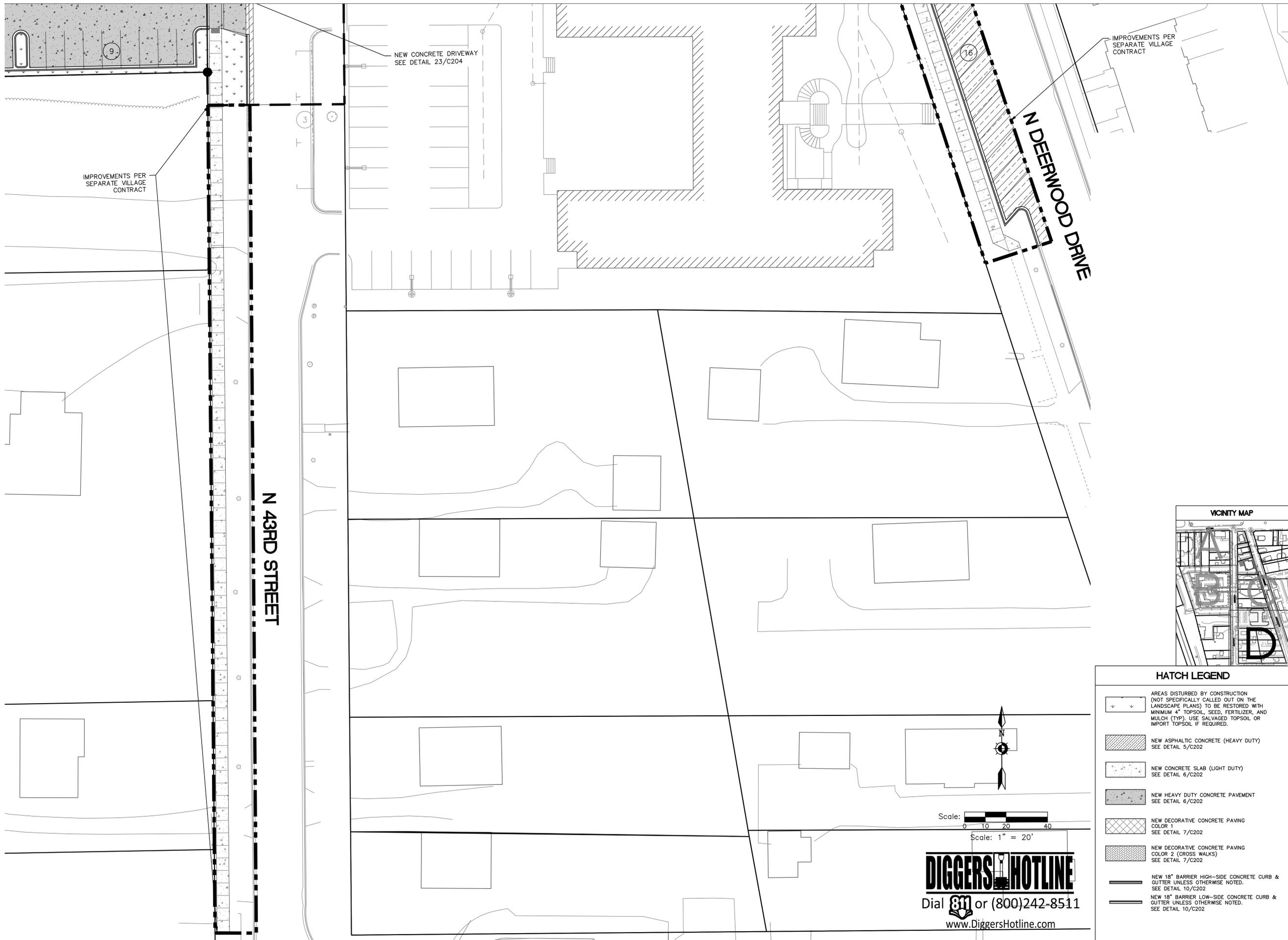


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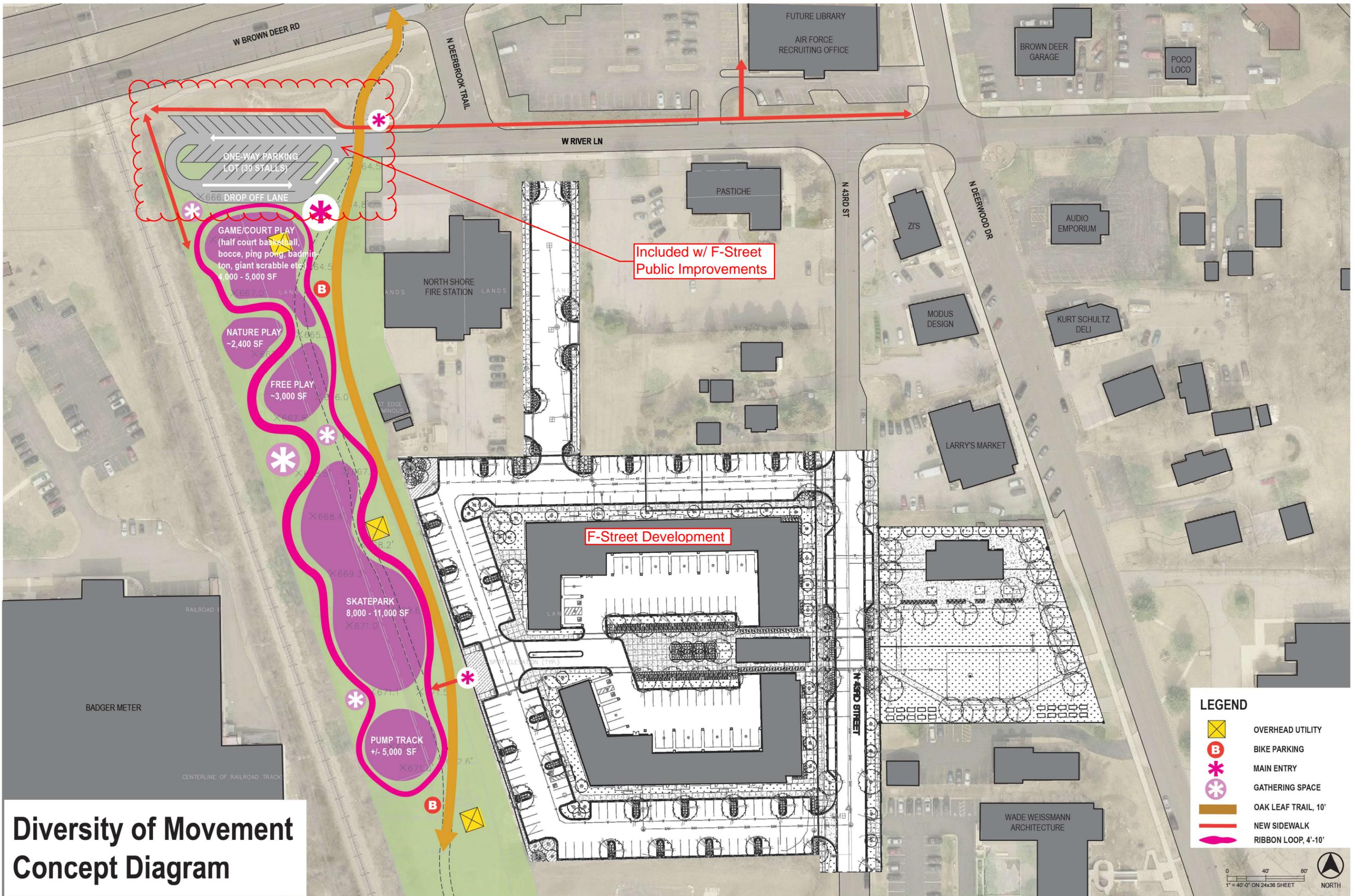
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BROWN DEER, WI
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RCA Project No.: XXXXXX
 Sheet Title
 SITE LAYOUT
 PLAN

Sheet No. C102D

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Diversity of Movement Concept Diagram

LEGEND

- OVERHEAD UTILITY
- BIKE PARKING
- MAIN ENTRY
- GATHERING SPACE
- OAK LEAF TRAIL, 10'
- NEW SIDEWALK
- RIBBON LOOP, 4'-10'

0 40' 80'
1" = 40'-0" ON 24x36 SHEET

NORTH