



# City of Madison

City of Madison  
Madison, WI 53703  
[www.cityofmadison.com](http://www.cityofmadison.com)

## Agenda - Approved WATER UTILITY BOARD

*Consider: Who benefits? Who is burdened?  
Who does not have a voice at the table?  
How can policymakers mitigate unintended consequences?*

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Tuesday, August 27, 2024

4:30 PM

119 E. Olin Ave.

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The City of Madison is holding the Madison Water Utility Board meeting virtually.

1. **Written Comments:** You can send comments on agenda items to [waterutilityboard@cityofmadison.com](mailto:waterutilityboard@cityofmadison.com)

2. **Register for Public Comment:**

- Register to speak at the meeting.
- Register to answer questions.
- Register in support or opposition of an agenda item (without speaking).

If you want to speak at this meeting you must register. You can register at <https://www.cityofmadison.com/MeetingRegistration>. When you register to speak, you will be sent an email with the information you will need to join the virtual meeting.

3. **Watch the Meeting:** If you would like to join the meeting as an observer, please visit <https://www.cityofmadison.com/watchmeetings>.

4. **Listen by Phone:**

Meeting ID: 829 0160 4222

Passcode: 195136

One tap mobile

+13126266799,,82901604222# US (Chicago)

8339284610,,82901604222# US Toll-free

Dial by your location

+1 312 626 6799 US (Chicago)

833 928 4610 US Toll-free

877 853 5257 US Toll-free

888 475 4499 US Toll-free

833 548 0276 US Toll-free

833 548 0282 US Toll-free

833 928 4608 US Toll-free

833 928 4609 US Toll-free

Meeting ID: 829 0160 4222

Find your local number: <https://cityofmadison.zoom.us/j/kdOfjByC7F>

If you need an interpreter, translator, materials in alternate formats or other accommodations to access this service, activity or program, please call the phone number below at least three business days prior to the meeting.

Si necesita un intérprete, un traductor, materiales en formatos alternativos u otros arreglos para acceder a este servicio, actividad o programa, comuníquese al número de teléfono que figura a continuación tres días hábiles como mínimo antes de la reunión.

Yog hais tias koj xav tau ib tug neeg txhais lus, ib tug neeg txhais ntawv, cov ntawv ua lwm hom ntawv los sis lwm cov kev pab kom siv tau cov kev pab, cov kev ua ub no (activity) los sis qhov kev pab cuam, thov hu rau tus xov tooj hauv qab yam tsawg peb hnuv ua hauj lwm ua ntej yuav tuaj sib tham.

For accommodations, contact: Jody Berndt, (608) 206-1718, [jberndt@madisonwater.org](mailto:jberndt@madisonwater.org).

## CALL TO ORDER / ROLL CALL

## APPROVAL OF MINUTES

Meeting minutes for 7/23/2024: <https://madison.legistar.com/calendar.aspx>

## PUBLIC COMMENT

1. [16738](#) General Public Comment

## DISCLOSURES AND RECUSALS

Members of the body should make any required disclosures or recusals under the City's Ethics Code.

## NEW BUSINESS

2. [84872](#) PFAS Settlements  
**Attachments:** [Item 2 - Memo - PFAS Settlements.pdf](#)
3. [84876](#) 2025 Capital and Operating Budget Requests  
**Attachments:** [Item 3 - Memo - 2025 Operating and Capital Budget Requests.pdf](#)  
[Item 3 - Attachment A - 2025 Operating Budget Request.pdf](#)  
[Item 3 - Attachment B - 2025 Capital Budget Request.pdf](#)  
[Item 3 - Attachment C - 2025 Fund Balance Summary - Operating and Capital.p](#)
4. [84590](#) Authorizing the Mayor and City Clerk to execute a contract amendment with Short-Elliott Hendrickson, Inc. to extend their contract terms for Madison Water Utility's Unit Well 19 Treatment System Addition project through December 31, 2025. (District 5)  
**Attachments:** [Memo - Extension of SEH Unit Well 19 Contract.pdf](#)  
[Current SEH Contract UW19 Treatment.pdf](#)  
[SEH Unit Well 19 Contract Extension Form.pdf](#)
5. [84863](#) Authorizing a noncompetitive contract with Cummins Inc. to provide planned generator maintenance for Madison Water Utility through 2028

**Attachments:** [Item 5 - Memo - Cummins Contract Amendment.pdf](#)  
[Item 5 - Attachment A - Resolution for Cummins Inc Contract Amendment.pdf](#)  
[Item 5 - Attachment B - Non-Competitive Selection Request.pdf](#)  
[Item 5 - Attachment C - Cummins Inc Contract Amendment.pdf](#)

6. [84877](#) Water Production Monthly Report

**Attachments:** [Item 6 Memo - Water Production Report August 2024.pdf](#)  
[Item 6 Attachment A - Daily and Cumulative Water Production August 2024.pdf](#)  
[Item 6 Attachment B - Unit Well Capacity Utilization August 2024.pdf](#)

7. [84878](#) Financial Conditions Monthly Report

**Attachments:** [Item 7 - Memo - Financial Conditions Report August 2024.pdf](#)  
[Item 7 - Attachment Financial Conditions Report as of 7.31.24.pdf](#)

8. [84879](#) Capital Projects Monthly Report

**Attachments:** [Item 8 - Memo - Capital Projects Monthly Report 2024-08-27.pdf](#)  
[Item 8 - Attachment - Capital Projects Monthly Report 2024-08-27.pdf](#)

9. [84880](#) Operations Monthly Report

**Attachments:** [Item 9 - Memo - Operations Monthly Report August 2024.pdf](#)  
[Item 9 - Attachment - Monthly Operations Report August 2024.pdf](#)

10. [84881](#) Public Information Monthly Highlight

**Attachments:** [Item 10 - Memo - Public Information Report.pdf](#)  
[Item 10 Attachment A - Utility Highlights.pdf](#)

11. [84022](#) Meeting Evaluation and Discussion

**Attachments:** [Board Evaluation - Copy.pdf](#)

## ADJOURNMENT



# City of Madison

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## Master

**File Number: 16738**

**File ID:** 16738

**File Type:** Miscellaneous

**Status:** In Committee

**Version:** 1

**Reference:**

**Controlling Body:** WATER UTILITY BOARD

**File Created Date :** 11/24/2009

**File Name:** Written Public Comments

**Final Action:**

**Title:** General Public Comment

**Notes:**

**Sponsors:**

**Effective Date:**

**Attachments:**

**Enactment Number:**

**Author:**

**Hearing Date:**

**Entered by:** arobb@cityofmadison.com

**Published Date:**

### History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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### Text of Legislative File 16738

**Title**

General Public Comment



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## Master

**File Number: 84872**

**File ID:** 84872

**File Type:** Miscellaneous

**Status:** Items Referred

**Version:** 1

**Reference:**

**Controlling Body:** WATER UTILITY BOARD

**File Created Date :** 08/21/2024

**File Name:** PFAHS Settlements

**Final Action:**

**Title:** PFAS Settlements

### Notes:

### Sponsors:

**Effective Date:**

**Attachments:** Item 2 - Memo - PFAS Settlements.pdf

**Enactment Number:**

**Author:**

**Hearing Date:**

**Entered by:** jberndt@madisonwater.org

**Published Date:**

### History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Water Utility	08/21/2024	Refer	WATER UTILITY BOARD			
<b>Action Text:</b> This Miscellaneous was Refer to the WATER UTILITY BOARD							

### Text of Legislative File 84872

.Title  
PFAS Settlements

.BODY  
See attached Memo for details regarding PFAS settlement recommendations from Water Utility staff.



## MEMORANDUM

Date: August 27, 2024

To: Water Utility Board

From: Doran Viste, Assistant City Attorney  
Joe Grande, Water Quality Manager  
Krishna Kumar, General Manager

Subject: PFAS Settlements

## BACKGROUND

Staff had provided the Water Utility Board (Board) with a status report on PFAS settlements at its meeting on October 23, 2023. At that time, all pending civil cases by drinking water suppliers against PFAS manufacturers in the United States had consolidated into a multi-district litigation (MDL) and a settlement had been reached with the two largest manufacturers: 3M and DuPont. Under the two proposed settlements, the Madison Water Utility (Utility) is expected to receive an estimated settlement of \$3.5 million paid over a 12-year proposed settlement payment period (2024-2036).

Similar, but significantly smaller, nation-wide settlements now are being settled with the following companies as shown in the table below.

Name of the Company	Utility's Estimated Share	Settlement Opt Out Date
1. Tyco Fire Products	\$150,000	09/23/2024
2. BASF Corporation	\$62,000	10/15/2024
<b>Total Estimated Share</b>	<b>\$212,000</b>	

Tyco Fire Products (Tyco) and BASF Corporation (BASF), and their predecessors, manufactured AFFF (Aqueous Film Forming Foam). The settlements are focused on addressing drinking water-related claims that could be made against these two companies.

Notably, this would include the PFAS contamination at Well 15. Based on that, the Utility could assert generally the need for PFAS treatment at Well 15 .

Staff has determined that Madison Water Utility (Utility) is a member of the Settlement Class in both these settlements. Similar to the 3M and DuPont settlements, these settlements have a payment methodology based upon volume of impacted water and the degree of impact (which is meant to correspond to treatment costs). In fact, the claims form procedures note that testing results already submitted in the earlier settlements do not need to be resubmitted for these two.

Staff believes that the Utility stands more to gain by remaining in these classes than separately pursuing relief against the companies on our own.

No formal action is required by the Water Utility Board to remain in the class. Formal action would be required to opt-out of the class, however.

### **RECOMMENDATION**

Staff is recommending that the Utility remain in the settlement class, and not opt out, and file any necessary claims at the appropriate time, for the same reasons as with 3M and DuPont.

The allocations from these settlements, estimated to be \$212,000, along with the amounts from the 3M and Dupont settlements would be used to offset the costs of the Well 15 PFAS treatment facility project currently under construction. That way, settlement amounts would cover a portion of the cost of actual PFAS contamination in Madison's drinking water.



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## Master

**File Number: 84876**

**File ID:** 84876

**File Type:** Miscellaneous

**Status:** Items Referred

**Version:** 1

**Reference:**

**Controlling Body:** WATER UTILITY BOARD

**File Created Date :** 08/21/2024

**File Name:** 2025 Capital and Operating Budget Requests

**Final Action:**

**Title:** 2025 Capital and Operating Budget Requests

### Notes:

### Sponsors:

**Effective Date:**

**Attachments:** Item 3 - Memo - 2025 Operating and Capital Budget Requests.pdf, Item 3 - Attachment A - 2025 Operating Budget Request.pdf, Item 3 - Attachment B - 2025 Capital Budget Request.pdf, Item 3 - Attachment C - 2025 Fund Balance Summary - Operating and Capital.pdf

**Enactment Number:**

### Author:

**Hearing Date:**

**Entered by:** jberndt@madisonwater.org

**Published Date:**

### History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Water Utility	08/21/2024	Refer	WATER UTILITY BOARD			
<b>Action Text:</b> This Miscellaneous was Refer to the WATER UTILITY BOARD							

### Text of Legislative File 84876

.Title

2025 Capital and Operating Budget Requests

.Body

See memo and attachments A, B, and C for staff request for the Water Utility Board to review and approve the Water Utility's 2025 Operating and Capital budget requests.



## MEMORANDUM

Date: August 27, 2024

To: Water Utility Board

From: January Vang, Finance & Admin Manager  
Krishna Kumar, General Manager

Subject: 2025 Capital and Operating Budget Requests

## RECOMMENDATION

Staff request the Board to review and approve the Water Utility's (Utility) 2025 Operating and Capital budget requests.

## BACKGROUND

The Utility has completed the 2025 Capital and Operating budget requests for the Common Council and the Mayor's review and eventual adoption by the Common Council. The summary of the budget requests is discussed below.

### Operating Fund

The Utility is requesting \$48.8M in operating expenses for 2025. This is comprised of:

- \$23.8 million in operations and maintenance (O&M) expense
- \$18.6 million in debt service
- \$6.4 million in payment to the City in lieu of taxes (PILOT)

2025 Operating budget request increased by \$200K from the estimated expenses for 2024 due to overall cost increases in supplies and services.

The Utility also plans to transfer \$6.2M from the Operating Fund to the Construction Fund to fund 2025 capital projects and reserve \$800K for tank coat repaint. The Utility is budgeting \$54M in revenues for 2025 resulting in an ending fund balance of \$6.4M. Details of the fund balance summary is provided in Attachment C.

Details of the Operating Budget request are included in Attachment A.

## **Construction Fund**

The Utility is requesting \$12M for the 2025 Capital Improvement Program. The 2024 Capital budget includes:

- Water Main Programs - \$6.3 million
- Facility Improvements - \$3.0 million
- Vehicles and Equipment - \$1.3 million
- Other projects and ongoing programs - \$1.4 million

Total \$12M

The 2025 Capital budget will be funded with \$800K from the Safe Drinking Water Loan Program, \$5M from expense depreciation and \$6.2M from Water Utility reserves. The Utility is projecting 2025 ending fund balance of \$4.5M in the Construction Fund. Details of the fund balance summary is provided in Attachment C.

Details of the Capital Budget request are included in Attachment B.

## **ATTACHMENTS:**

- A. 2025 Operating Budget Request
- B. 2025 Capital Budget Request
- C. 2025 Operating & Capital Fund Balances Summary



**To:** Mayor Satya Rhodes-Conway

**From:** Krishna Kumar, General Manager, Madison Water Utility

**Date:** July 19, 2024

**Subject:** 2025 Operating Budget Transmittal Memo

**CC:** Deputy Mayors; Finance Director, Budget & Program Evaluation Staff

*Major Goals*

Madison Water Utility (MWU) is comprised of 7 core service lines; Water Customer Service including Meter Shop, Communication and Outreach, Water Engineering, Water Finance and General Administration, Water Operations & Maintenance, Water Supply and Water Quality. Our 2025 operating budget request seeks to fund these service lines to enable them to meet their desired goals:

- Communication and Outreach – inform, engage and educate the community about the Utility’s sustainability and conservation efforts, programs, construction projects and general utility operations through a variety of outreach methods
- Customer Service and Meter Shop – generate accurate water consumption and billing data to ensure proper billing
- Engineering – use Asset Management and Water Master Plan to meet or exceed levels of service to our customers
- Finance and General Administration – provide accurate, reliable and transparent financial information to internal and external stakeholders while exploring ways to make utility rates affordable for all customers and generate water consumption and billing data to ensure proper billing
- Water Operations and Maintenance – maintain and upgrade the water supply system to ensure customers are provided with an adequate quantity of high quality water for consumption and fire protection
- Water Quality – ensure the delivery of safe, high-quality water to customers and to comply with requirements of the Safe Drinking Water Act
- Water Supply - monitor water supply system to ensure customers are provided with adequate quantity of high quality water for consumption and fire protection

*2025 Revenue Projections for 2025 compared to 2024 adopted budget*

MWU has based its 2025 operating revenues on our last approved rate case in 2022 effective in 2023. MWU continues to explore potential ways to address water affordability issues while staying within regulatory guidelines. MWU does not anticipate any major changes to our services based on revenue.

*Major Changes in 2025 Operating Request*

We are continuing to maintain or reduce expenses where applicable to build up our cash reserves. The following items were the largest changes from our 2024 Operating Budget to our 2025 Operating Budget request:

- Permanent Wages: increase of \$642K mainly due to increase in permanent wages
- Purchased Supplies: increase of \$412K mainly due to cost increase in equipment supplies
- Purchased Services: increase of \$1.021M mainly due to building improvements and increased cost in repair and maintenance work

*Actual and Projected Fund Balances*

<b>Operating Fund Balance Summary (in Millions \$)</b>				
	<b>FY 2022 Actual</b>	<b>FY 2023 Actual</b>	<b>FY 2024 Projected</b>	<b>FY 2025 Executive</b>
Opening Fund Balance	<u>8.6</u>	<u>6.2</u>	<u>12.2</u>	<u>8.2</u>
Water Revenues	49.0	55.6	53.9	54.0
Operating Expenditures	(44.9)	(47.0)	(48.6)	(48.8)
Trans to Construction Fund	(1.5)	(2.6)	(8.5)	(6.2)
Reserved for Tank Coat Repaint	-	-	(0.8)	(0.8)
Trans to Bond Repmt Fund	<u>(5.0)</u>	<u>-</u>	<u>-</u>	<u>-</u>
Surplus (Deficit)	<u>(2.4)</u>	<u>6.0</u>	<u>(4.0)</u>	<u>(1.8)</u>
<b>Ending Fund Balance</b>	<b><u>6.2</u></b>	<b><u>12.2</u></b>	<b><u>8.2</u></b>	<b><u>6.4</u></b>

c.c. *Christie Baumel, Deputy Mayor*  
*Christine Koh, Budget and Program Evaluation Manager*  
*Robert Mulcahy, Budget Analyst*  
*January Vang, Water Utility Finance Manager*  
*Kristine Jabas, Accountant 3*

## Water

### Agency Budget by Fund

Fund	2022 Actual	2023 Adopted	2023 Actual	2024 Adopted	2025 C2C	2025 Request
Water Utility	48,027,230	49,449,500	65,823,033	58,580,500	58,580,500	60,796,144
<b>Total</b>	<b>\$ 48,027,230</b>	<b>\$ 49,449,500</b>	<b>\$ 65,823,033</b>	<b>\$ 58,580,500</b>	<b>\$ 58,580,500</b>	<b>\$ 60,796,144</b>

### Agency Budget by Service

Service	2022 Actual	2023 Adopted	2023 Actual	2024 Adopted	2025 C2C	2025 Request
Water						
Communications And Outre						282,680
Water Customer Service						3,104,126
Water Engineering	<b>Service history not shown due to Results Madison service restructure. Services listed here will take effect January 1, 2025.</b>					14,896,520
Water Finance And Admin						25,911,168
Water Operations & Maintenance						10,257,706
Water Quality						1,534,964
Water Supply						4,808,981
<b>Total</b>	<b>\$ 48,027,230</b>	<b>\$ 49,449,500</b>	<b>\$ 65,823,033</b>	<b>\$ 58,580,500</b>	<b>\$ 58,580,500</b>	<b>\$ 60,796,144</b>

### Agency Budget by Major-Revenue

Major Revenue	2022 Actual	2023 Adopted	2023 Actual	2024 Adopted	2025 C2C	2025 Request
Charges For Services	(47,246,689)	(48,625,000)	(56,795,541)	(56,974,500)	(56,974,500)	(56,693,144)
Fine Forfeiture Asmt	(258,886)	(199,000)	(347,301)	(230,000)	(230,000)	(293,000)
Invest Other Contrib	334,248	(160,000)	(2,381,196)	(860,000)	(860,000)	(1,090,000)
Misc Revenue	(850,510)	(465,500)	(979,237)	(516,000)	(516,000)	(920,000)
Other Finance Source	(1,477)	-	(5,185,808)	-	-	(1,800,000)
Transfer In	(3,916)	-	(133,950)	-	-	-
<b>Total</b>	<b>\$ (48,027,230)</b>	<b>\$ (49,449,500)</b>	<b>\$ (65,823,033)</b>	<b>\$ (58,580,500)</b>	<b>\$ (58,580,500)</b>	<b>\$ (60,796,144)</b>

### Agency Budget by Major-Expense

Major Expense	2022 Actual	2023 Adopted	2023 Actual	2024 Adopted	2025 C2C	2025 Request
Salaries	9,058,640	10,042,323	9,530,736	10,519,597	11,058,552	11,162,029
Benefits	3,079,453	3,198,498	4,066,547	3,458,559	3,509,177	3,514,577
Supplies	1,678,453	2,320,500	1,960,732	2,620,622	2,635,822	3,032,174
Purchased Services	4,857,176	7,616,050	4,879,148	6,475,651	7,284,211	7,497,055
Debt Othr Financing	23,950,427	18,486,073	40,329,084	25,436,971	23,767,898	18,624,727
Inter Depart Charges	1,043,486	1,145,721	1,091,460	1,219,843	1,445,583	1,445,583
Inter Depart Billing	(2,516,235)	(2,527,000)	(2,674,044)	(2,550,742)	(2,550,742)	(2,110,000)
Transfer Out	6,875,831	9,167,335	6,639,371	11,400,000	11,430,000	17,630,000
<b>Total</b>	<b>\$ 48,027,230</b>	<b>\$ 49,449,500</b>	<b>\$ 65,823,033</b>	<b>\$ 58,580,500</b>	<b>\$ 58,580,500</b>	<b>\$ 60,796,144</b>

## 2025 Operating Budget Service Budget Proposal Form

### Part 1. Identifying Information

Select your Agency:	Water
Enter your Service:	Water Communications And Outreach

Please provide an updated Service Description below.

If this is an existing service, please see the “Service Description” in the [2024 Adopted Budget](#). Write “No change needed,” if applicable. Otherwise, please provide a complete updated description.

If this is a new service due to the agency’s Results Madison restructure, please provide a 2-4 sentence description of the service and its goals.

*Updated Service Description:*

This service works collaboratively with Billing, Customer Service, and Meter Operations to conduct the Water Utility’s communication and community outreach pertaining to conservation and sustainability education, media relations, external and interdepartmental communication, and promotion of the Utility’s various programs and conservation initiatives. The Communications Department also develops Madison Water Utility’s evolving crisis communication in addition to other strategic communication plans. Water Utility’s outreach program includes Home Water Conservation, Water Wagon, Toilet Rebate, and Madison Customer Assistance Program (MadCAP).

Please provide updated Activities Performed by Service.

If this is an existing service, please see the “Activities Performed by Service” in the [2024 Adopted Budget](#). Write “No change needed,” if applicable. Otherwise, please provide a complete updated list of activities.

If this is a new service due to the agency’s Results Madison restructure, please provide a list of major activities using the format *Activity Name: Description*.

*Updated Activities Performed by Service:*

- Inform, engage, and educate the community (including staff) about the Utility’s sustainability and conservation efforts, programs, construction projects, and general utility operations through a variety of outreach methods.

**Part 2. Base Budget Proposal: Significant Changes (\$10,000 or more)**

Agencies can propose net neutral reallocations within their budget but must explain changes of \$10,000 or more at the **Major level**.

Examples of changes that **do** need to be detailed:

- Moving \$10,000+ from one Major to another Major

Examples of changes that **do not** need to be detailed:

- Total changes of less than \$10,000 at the Major level.
- Object level changes do not need additional justification if the net change to the Major is less than \$10,000. For example, if you propose moving \$15,000 from Consulting to Software within the Purchased Services Major, you do not need to detail the change.

If the proposed changes are a technical correction to the agency’s base budget, simply state that the change is a correction/adjustment in the narrative questions below.

**Summary Table of Major Changes of \$10,000 or More**

Complete the table below to detail changes at the Major level and answer the narrative questions to describe your changes. **If there are no significant changes, skip this section**

Fund	Major	\$ Change	Description
2100 - WATER UTILITY	53 - SUPPLIES	\$14,010	Previously the Communication and Outreach was included in the Customer Service service line and starting in 2025 it will have it own service line.
2100 - WATER UTILITY	54 - PURCHASED SERVICES	\$43,130	Previously the Communication and Outreach was included in the Customer Service service line and starting in 2025 it will have its own service line.
2100 - WATER UTILITY	46 - INVEST OTHER CONTRIB	-\$20,000	This is for contributions to the water wagon.
Select	Select	Enter \$.	Click or tap here to enter text.
Select	Select	Enter \$.	Click or tap here to enter text.
Select	Select	Enter \$.	Click or tap here to enter text.
Select	Select	Enter \$.	Click or tap here to enter text.
Select	Select	Enter \$.	Click or tap here to enter text.
Select	Select	Enter \$.	Click or tap here to enter text.

Explain the impact of the proposed change(s). Will there be a change to current activities or service levels? Why is this change needed in the 2025 budget?

There is not a change to current activities or service levels. Previously the Communication and Outreach service was included in the Customer Service service line. Starting in 2025 it will have its own service line hence the difference from the cost to continue to the requested amount.

Explain how your proposed change(s) will align with your draft 2024-2025 Department Equity Action Plan. Will the change(s) address specific inequities or advance other equity goals? Is the change related to a Neighborhood Resource Team (NRT) recommendation? Be as specific as possible.

This change will not specifically address specific inequities or advance other equity goals. This change is not related to a Neighborhood Resource Team recommendation.

### Part 3. Personnel Changes

All proposed personnel changes must be submitted for review, even if the change is net neutral. Agencies should contact their HR Analyst to discuss proposed changes prior to submitting their request. **If you are not submitting personnel changes, skip this section.**

**Allocation Changes:** Does your proposal change the position allocations of existing positions?

- No – No allocation changes
- Yes – Includes proposed allocation changes

*If yes, complete the “Position Allocation Change Form” and submit as part of your proposal.*

**Reclassifications:** Does your proposal reclassify existing positions?

- No – No reclassifications
- Yes – Includes proposed reclassifications

*If yes, provide the position number and briefly describe the change:*  
Click or tap here to enter text.

**# of FTEs:** Does your proposal change the total number of FTE positions?

- No – No change to # of FTEs
- Yes – Includes proposed change to # of FTEs

*\*Note: If “Yes,” the proposed change must be net neutral to the target budget, and salary **and** benefits must be considered when computing the cost of the change.*

*If yes, provide the position classification and briefly describe the change:*  
Click or tap here to enter text.

Explain the impact of your proposed personnel change(s). Will there be a change to current activities or service levels? Why is this change needed in the 2025 budget?

Click or tap here to enter text.

Explain how your proposed personnel change(s) will align with your draft Department Equity Action Plan. Will the change(s) address specific inequities or advance other equity goals?

Click or tap here to enter text.



## 2025 Operating Budget Service Budget Proposal Form

### Part 1. Identifying Information

Select your Agency:	Water
Enter your Service:	Water Customer Service

Please provide an updated Service Description below.

If this is an existing service, please see the “Service Description” in the [2024 Adopted Budget](#). Write “No change needed,” if applicable. Otherwise, please provide a complete updated description.

If this is a new service due to the agency’s Results Madison restructure, please provide a 2-4 sentence description of the service and its goals.

*Updated Service Description:*

This service provides customer service and meter operations for 80,000 active municipal service accounts. This service also ensures accurate water consumption billing along with sewer, stormwater, landfill, urban forestry, and resource recovery.

Please provide updated Activities Performed by Service.

If this is an existing service, please see the “Activities Performed by Service” in the [2024 Adopted Budget](#). Write “No change needed,” if applicable. Otherwise, please provide a complete updated list of activities.

If this is a new service due to the agency’s Results Madison restructure, please provide a list of major activities using the format *Activity Name: Description*.

*Updated Activities Performed by Service:*

- Customer Billing: Manage meter reading and customer billing data to provide monthly billing to 80,000 accounts.
- Manage Customer Inquiries: Conduct inquiries into customer accounts to address billing questions from ratepayers. This can be over the phone, by email, or in person.
- Provide final billings to title companies.
- Handle payment processing and adjustments to accounts.
- Meter Installation & Inspection: Conduct on-site visits to customer properties to install, inspect, and replace customer meters to enable accurate consumption readings and provide reliable billing.
- Provide meter testing, repair, refurbishment, and non-standard meter reading.

**Part 2. Base Budget Proposal: Significant Changes (\$10,000 or more)**

Agencies can propose net neutral reallocations within their budget but must explain changes of \$10,000 or more at the **Major level**.

Examples of changes that **do** need to be detailed:

- Moving \$10,000+ from one Major to another Major

Examples of changes that **do not** need to be detailed:

- Total changes of less than \$10,000 at the Major level.
- Object level changes do not need additional justification if the net change to the Major is less than \$10,000. For example, if you propose moving \$15,000 from Consulting to Software within the Purchased Services Major, you do not need to detail the change.

If the proposed changes are a technical correction to the agency’s base budget, simply state that the change is a correction/adjustment in the narrative questions below.

**Summary Table of Major Changes of \$10,000 or More**

Complete the table below to detail changes at the Major level and answer the narrative questions to describe your changes. **If there are no significant changes, skip this section**

Fund	Major	\$ Change	Description
2100 - WATER UTILITY	51 - SALARIES	\$36,912.00	Increase in hourly wages and overtime in order to continue to deliver the municipal service bills in a timely manner and to be able to provide the meter testing and replacement per PSC requirements.
2100 - WATER UTILITY	53 - SUPPLIES	\$64,631	Postage increased by \$76,400. After being on the new billing software for almost a year we have been able to obtain a more accurate estimate of postage costs. The increase also takes into consideration the increase in the rising prices. A portion of supplies was reduced because communication and outreach were included in this service line before, but now a new service line has been created for 2025 for communication and outreach.
2100 - WATER UTILITY	54 - PURCHASED SERVICES	-\$397,185	A portion of services was reduced because communication and outreach were included in this service line before, but now a new service line has been created for 2025 for communication and outreach. The bank services fees were also allocated to the correct account and were reduced to get closer to the actual costs from the prior year. Consulting services were also reduced. Some of the consulting services were a onetime expense for 2024 and this was not known at the time that the cost to continue was done. Other services and expense also decreased by \$50,000 since we are no longer utilizing IDOX.
Select	Select	Enter \$.	Click or tap here to enter text.

Select	Select	Enter \$.	Click or tap here to enter text.
Select	Select	Enter \$.	Click or tap here to enter text.
Select	Select	Enter \$.	Click or tap here to enter text.
Select	Select	Enter \$.	Click or tap here to enter text.
Select	Select	Enter \$.	Click or tap here to enter text.
Select	Select	Enter \$.	Click or tap here to enter text.

Explain the impact of the proposed change(s). Will there be a change to current activities or service levels? Why is this change needed in the 2025 budget?

There is no change to current activities or service levels. In previous years communication and outreach were included with customer service but starting in 2025 it will be a separate service line. The change in the budget is needed to more accurately portray the actual expenses when converting our billing system to TUB and taking into consideration the onetime expense that were accounted for in 2024. The postage costs have increased with TUB, but there was a decrease to the other services for the discontinued use of IDOX. A one-time consultant expense was also included in 2024, which will not be need in 2025.

Explain how your proposed change(s) will align with your draft 2024-2025 Department Equity Action Plan. Will the change(s) address specific inequities or advance other equity goals? Is the change related to a Neighborhood Resource Team (NRT) recommendation? Be as specific as possible.

This change will not specifically address specific inequities or advance other equity goals. This change is not related to a Neighborhood Resource Team recommendation.

**Part 3. Personnel Changes**

All proposed personnel changes must be submitted for review, even if the change is net neutral. Agencies should contact their HR Analyst to discuss proposed changes prior to submitting their request. **If you are not submitting personnel changes, skip this section.**

**Allocation Changes:** Does your proposal change the position allocations of existing positions?

- No – No allocation changes
- Yes – Includes proposed allocation changes

*If yes, complete the “Position Allocation Change Form” and submit as part of your proposal.*

**Reclassifications:** Does your proposal reclassify existing positions?

- No – No reclassifications
- Yes – Includes proposed reclassifications

*If yes, provide the position number and briefly describe the change:*

Reclass position # 5093 – Admin Clerk 1-20 located in Customer Service into a Data Analyst 3 18-10 located under the Finance and Admin service.

**# of FTEs:** Does your proposal change the total number of FTE positions?

- No – No change to # of FTEs
- Yes – Includes proposed change to # of FTEs

*\*Note: If “Yes,” the proposed change must be net neutral to the target budget, and salary **and** benefits must be considered when computing the cost of the change.*

*If yes, provide the position classification and briefly describe the change:*

Click or tap here to enter text.

Explain the impact of your proposed personnel change(s). Will there be a change to current activities or service levels? Why is this change needed in the 2025 budget?

Water Utility has identified a need to better manage our data. This reclass will ensure that Water Utility can maintain multiple disparate operational systems, consolidate operational systems as able, implement data warehouse support, identify non-enterprise systems for integration into enterprise system and create efficiencies with reporting workload.

Explain how your proposed personnel change(s) will align with your draft Department Equity Action Plan. Will the change(s) address specific inequities or advance other equity goals?

This proposed personnel changes will not address or advance any specific inequities. Water Utility will ensure proper equitable hiring tools are utilize for this hiring.

## 2025 Operating Budget Service Budget Proposal Form

### Part 1. Identifying Information

Select your Agency:	Water
Enter your Service:	Water Engineering

Please provide an updated Service Description below.

If this is an existing service, please see the “Service Description” in the [2024 Adopted Budget](#). Write “No change needed,” if applicable. Otherwise, please provide a complete updated description.

If this is a new service due to the agency’s Results Madison restructure, please provide a 2-4 sentence description of the service and its goals.

*Updated Service Description:*

No change needed.

Please provide updated Activities Performed by Service.

If this is an existing service, please see the “Activities Performed by Service” in the [2024 Adopted Budget](#). Write “No change needed,” if applicable. Otherwise, please provide a complete updated list of activities.

If this is a new service due to the agency’s Results Madison restructure, please provide a list of major activities using the format *Activity Name: Description*.

*Updated Activities Performed by Service:*

No change needed.

**Part 2. Base Budget Proposal: Significant Changes (\$10,000 or more)**

Agencies can propose net neutral reallocations within their budget but must explain changes of \$10,000 or more at the **Major level**.

Examples of changes that **do** need to be detailed:

- Moving \$10,000+ from one Major to another Major

Examples of changes that **do not** need to be detailed:

- Total changes of less than \$10,000 at the Major level.
- Object level changes do not need additional justification if the net change to the Major is less than \$10,000. For example, if you propose moving \$15,000 from Consulting to Software within the Purchased Services Major, you do not need to detail the change.

If the proposed changes are a technical correction to the agency’s base budget, simply state that the change is a correction/adjustment in the narrative questions below.

**Summary Table of Major Changes of \$10,000 or More**

Complete the table below to detail changes at the Major level and answer the narrative questions to describe your changes. **If there are no significant changes, skip this section**

Fund	Major	\$ Change	Description
2100 - WATER UTILITY	51 - SALARIES	-\$30,000	Reduction in hourly wages
2100 - WATER UTILITY	53 - SUPPLIES	\$41,350	Increase in expected computer and hardware needs for 2025 and increase work supplies to match actuals spent
2100 - WATER UTILITY	54 - PURCHASED SERVICES	-\$11,450	Reduction in system and software maintenance to match actuals spent
2100 - WATER UTILITY	59 - TRANSFER OUT	\$6,200,000	This is the amount that is expected to be used to pay for our capital projects that are funded by reserves.
Select	Select	Enter \$.	Click or tap here to enter text.
Select	Select	Enter \$.	Click or tap here to enter text.
Select	Select	Enter \$.	Click or tap here to enter text.
Select	Select	Enter \$.	Click or tap here to enter text.
Select	Select	Enter \$.	Click or tap here to enter text.
Select	Select	Enter \$.	Click or tap here to enter text.

Explain the impact of the proposed change(s). Will there be a change to current activities or service levels? Why is this change needed in the 2025 budget?

There will not be a change to the current activities or services levels. The majority of the increase in supplies is due to the rotation of computers that need to be replaced. The reduction in hourly wages is to match the expected hourly employee needs for 2025.

Explain how your proposed change(s) will align with your draft 2024-2025 Department Equity Action Plan. Will the change(s) address specific inequities or advance other equity goals? Is the change related to a Neighborhood Resource Team (NRT) recommendation? Be as specific as possible.

This change will not specifically address specific inequities or advance other equity goals. This change is not related to a Neighborhood Resource Team recommendation.

### Part 3. Personnel Changes

All proposed personnel changes must be submitted for review, even if the change is net neutral. Agencies should contact their HR Analyst to discuss proposed changes prior to submitting their request. **If you are not submitting personnel changes, skip this section.**

**Allocation Changes:** Does your proposal change the position allocations of existing positions?

- No – No allocation changes
- Yes – Includes proposed allocation changes

*If yes, complete the “Position Allocation Change Form” and submit as part of your proposal.*

**Reclassifications:** Does your proposal reclassify existing positions?

- No – No reclassifications
- Yes – Includes proposed reclassifications

*If yes, provide the position number and briefly describe the change:*  
Click or tap here to enter text.

**# of FTEs:** Does your proposal change the total number of FTE positions?

- No – No change to # of FTEs
- Yes – Includes proposed change to # of FTEs

*\*Note: If “Yes,” the proposed change must be net neutral to the target budget, and salary **and** benefits must be considered when computing the cost of the change.*

*If yes, provide the position classification and briefly describe the change:*  
Click or tap here to enter text.

Explain the impact of your proposed personnel change(s). Will there be a change to current activities or service levels? Why is this change needed in the 2025 budget?

Click or tap here to enter text.

Explain how your proposed personnel change(s) will align with your draft Department Equity Action Plan. Will the change(s) address specific inequities or advance other equity goals?

Click or tap here to enter text.

## 2025 Operating Budget Service Budget Proposal Form

### Part 1. Identifying Information

Select your Agency:	Water
Enter your Service:	Water Finance And Admin

Please provide an updated Service Description below.

If this is an existing service, please see the “Service Description” in the [2024 Adopted Budget](#). Write “No change needed,” if applicable. Otherwise, please provide a complete updated description.

If this is a new service due to the agency’s Results Madison restructure, please provide a 2-4 sentence description of the service and its goals.

*Updated Service Description:*

No change needed

Please provide updated Activities Performed by Service.

If this is an existing service, please see the “Activities Performed by Service” in the [2024 Adopted Budget](#). Write “No change needed,” if applicable. Otherwise, please provide a complete updated list of activities.

If this is a new service due to the agency’s Results Madison restructure, please provide a list of major activities using the format *Activity Name: Description*.

*Updated Activities Performed by Service:*

No change needed



## Part 2. Base Budget Proposal: Significant Changes (\$10,000 or more)

Agencies can propose net neutral reallocations within their budget but must explain changes of \$10,000 or more at the **Major level**.

Examples of changes that **do** need to be detailed:

- Moving \$10,000+ from one Major to another Major

Examples of changes that **do not** need to be detailed:

- Total changes of less than \$10,000 at the Major level.
- Object level changes do not need additional justification if the net change to the Major is less than \$10,000. For example, if you propose moving \$15,000 from Consulting to Software within the Purchased Services Major, you do not need to detail the change.

If the proposed changes are a technical correction to the agency's base budget, simply state that the change is a correction/adjustment in the narrative questions below.

### Summary Table of Major Changes of \$10,000 or More

Complete the table below to detail changes at the Major level and answer the narrative questions to describe your changes. **If there are no significant changes, skip this section**

Fund	Major	\$ Change	Description
2100 - WATER UTILITY	43 - CHARGES FOR SERVICES	\$281,355.81	This is to reflect a slight decrease in expected revenue from Municipal Services Bills. This also includes a fund balance applied.
2100 - WATER UTILITY	45 - FINE FORFEITURE ASMT	-\$63,000	A three year average is used to budget for these costs.
2100 - WATER UTILITY	46 - INVEST OTHER CONTRIB	-\$210,000	Interest rates increased more than expected. The increase is to reflect the higher interest rates.
2100 - WATER UTILITY	51 - SALARIES	\$32,443	This is for the reclass of an Admin Clerk 1 position to a Data Analyst 3 position.
2100 - WATER UTILITY	54 - PURCHASED SERVICES	\$74,000	Increase in consulting services for next expected rate case that is planned to be filed in 2024.
2100 - WATER UTILITY	56 - DEBT OTHR FINANCING	-\$5,143,171.26	Principal and interest payments for 2025. Last year the fund generated was in the Finance service line, this year it is in the Engineering service line.
2100 - WATER UTILITY	58 - INTER DEPART BILLING	\$440,742	Reflects the expected inter'd billing after the new MOU that was signed in 2023.
2100 - WATER UTILITY	47 - MISC REVENUE	-\$404,000	The miscellaneous revenue was updated to reflect an updated average and the lease revenue was also budgeted for this year.

2100 - WATER UTILITY	48 - OTHER FINANCE SOURCE	-\$1,800,000	This is the portion from our reserves that is expected to be used to cover our reserve projects in the capital budget.
Select	Select	Enter \$.	Click or tap here to enter text.
<p>Explain the impact of the proposed change(s). Will there be a change to current activities or service levels? Why is this change needed in the 2025 budget?</p> <p>There is no change to current activities or service levels. These changes are needed to accurately reflect the expected expenses and revenues in 2025.</p>			
<p>Explain how your proposed change(s) will align with your draft 2024-2025 Department Equity Action Plan. Will the change(s) address specific inequities or advance other equity goals? Is the change related to a Neighborhood Resource Team (NRT) recommendation? Be as specific as possible.</p> <p>This change will not specifically address specific inequities or advance other equity goals. This change is not related to a Neighborhood Resource Team recommendation.</p>			
<h3>Part 3. Personnel Changes</h3>			
<p>All proposed personnel changes must be submitted for review, even if the change is net neutral. Agencies should contact their HR Analyst to discuss proposed changes prior to submitting their request. <b>If you are not submitting personnel changes, skip this section.</b></p>			
<p><b>Allocation Changes:</b> Does your proposal change the position allocations of existing positions?</p> <p><input checked="" type="checkbox"/> No – No allocation changes  <input type="checkbox"/> Yes – Includes proposed allocation changes</p> <p><i>If yes, complete the "Position Allocation Change Form" and submit as part of your proposal.</i></p>			
<p><b>Reclassifications:</b> Does your proposal reclassify existing positions?</p> <p><input type="checkbox"/> No – No reclassifications  <input checked="" type="checkbox"/> Yes – Includes proposed reclassifications</p> <p><i>If yes, provide the position number and briefly describe the change:</i>  Reclass position # 5093 – Admin Clerk 1-20 located in Customer Service into a Data Analyst 3 18-10 located under the Finance and Admin service.</p>			
<p><b># of FTEs:</b> Does your proposal change the total number of FTE positions?</p> <p><input checked="" type="checkbox"/> No – No change to # of FTEs  <input type="checkbox"/> Yes – Includes proposed change to # of FTEs</p> <p><i>*Note: If "Yes," the proposed change must be net neutral to the target budget, and salary <b>and</b> benefits must be considered when computing the cost of the change.</i></p> <p><i>If yes, provide the position classification and briefly describe the change:</i>  Click or tap here to enter text.</p>			

Explain the impact of your proposed personnel change(s). Will there be a change to current activities or service levels? Why is this change needed in the 2025 budget?

Water Utility has identified a need to better manage our data. This reclass will ensure that Water Utility can maintain multiple disparate operational systems, consolidate operational systems as able, implement data warehouse support, identify non-enterprise systems for integration into enterprise system and create efficiencies with reporting workload.

Explain how your proposed personnel change(s) will align with your draft Department Equity Action Plan. Will the change(s) address specific inequities or advance other equity goals?

This proposed personnel changes will not address or advance any specific inequities. Water Utility will ensure proper equitable hiring tools are utilize for this hiring.

## 2025 Operating Budget Service Budget Proposal Form

### Part 1. Identifying Information

Select your Agency:	Water
Enter your Service:	Water Operations & Maintenance

Please provide an updated Service Description below.

If this is an existing service, please see the “Service Description” in the [2024 Adopted Budget](#). Write “No change needed,” if applicable. Otherwise, please provide a complete updated description.

If this is a new service due to the agency’s Results Madison restructure, please provide a 2-4 sentence description of the service and its goals.

*Updated Service Description:*

No change needed

Please provide updated Activities Performed by Service.

If this is an existing service, please see the “Activities Performed by Service” in the [2024 Adopted Budget](#). Write “No change needed,” if applicable. Otherwise, please provide a complete updated list of activities.

If this is a new service due to the agency’s Results Madison restructure, please provide a list of major activities using the format *Activity Name: Description*.

*Updated Activities Performed by Service:*

- Water Main & Pipe Maintenance: Repair and replace distribution facilities that allow the Utility to provide a high level of service with minimal service interruption.
- Equipment & Facility Maintenance: Repair and replace operational equipment that allows supply facilities to operate efficiently and timely.

**Part 2. Base Budget Proposal: Significant Changes (\$10,000 or more)**

Agencies can propose net neutral reallocations within their budget but must explain changes of \$10,000 or more at the **Major level**.

Examples of changes that **do** need to be detailed:

- Moving \$10,000+ from one Major to another Major

Examples of changes that **do not** need to be detailed:

- Total changes of less than \$10,000 at the Major level.
- Object level changes do not need additional justification if the net change to the Major is less than \$10,000. For example, if you propose moving \$15,000 from Consulting to Software within the Purchased Services Major, you do not need to detail the change.

If the proposed changes are a technical correction to the agency’s base budget, simply state that the change is a correction/adjustment in the narrative questions below.

**Summary Table of Major Changes of \$10,000 or More**

Complete the table below to detail changes at the Major level and answer the narrative questions to describe your changes. **If there are no significant changes, skip this section**

Fund	Major	\$ Change	Description
2100 - WATER UTILITY	51 - SALARIES	\$14,024	Increase in hourly employees – the budget is for four hourly employees
2100 - WATER UTILITY	52 - BENEFITS	-\$19,600	The reduction is due to a new service line being created for supply – in the past operations and supply were under one service line
2100 - WATER UTILITY	53 - SUPPLIES	-\$367,368.69	The reduction is due to a new service line being created for supply – in the past operations and supply were under one service line. Within the Operations service line there was an increase in work, safety, electrical, HVAC supplies due to the rising prices.
2100 - WATER UTILITY	54 - PURCHASED SERVICES	-\$2,580,600.86	The reduction is due to a new service line being created for supply – in the past operations and supply were under one service line.
Select	Select	Enter \$.	Click or tap here to enter text.
Select	Select	Enter \$.	Click or tap here to enter text.
Select	Select	Enter \$.	Click or tap here to enter text.
Select	Select	Enter \$.	Click or tap here to enter text.
Select	Select	Enter \$.	Click or tap here to enter text.
Select	Select	Enter \$.	Click or tap here to enter text.

Explain the impact of the proposed change(s). Will there be a change to current activities or service levels? Why is this change needed in the 2025 budget?

There is not a change to the current activities. In the past Water Operations and Water Supply were under one service line. Starting in 2025 they will have their own service lines. This accounts for the

majority of decreases in this service line. Operations did still have some increases for hourly wages to be able to maintain our system as it is currently operating. There were also increase in some of the supply area due to rising costs and for maintaining an aging fleet.

Explain how your proposed change(s) will align with your draft 2024-2025 Department Equity Action Plan. Will the change(s) address specific inequities or advance other equity goals? Is the change related to a Neighborhood Resource Team (NRT) recommendation? Be as specific as possible.

This change will not specifically address specific inequities or advance other equity goals. This change is not related to a Neighborhood Resource Team recommendation.

### Part 3. Personnel Changes

All proposed personnel changes must be submitted for review, even if the change is net neutral. Agencies should contact their HR Analyst to discuss proposed changes prior to submitting their request. **If you are not submitting personnel changes, skip this section.**

**Allocation Changes:** Does your proposal change the position allocations of existing positions?

- No – No allocation changes
- Yes – Includes proposed allocation changes

*If yes, complete the “Position Allocation Change Form” and submit as part of your proposal.*

**Reclassifications:** Does your proposal reclassify existing positions?

- No – No reclassifications
- Yes – Includes proposed reclassifications

*If yes, provide the position number and briefly describe the change:*

Reclassify position #4663 from Maintenance Worker to Cross Connection Control Inspector. This would be moving the position from Water Operations and Maintenance service to Water Quality service.

**# of FTEs:** Does your proposal change the total number of FTE positions?

- No – No change to # of FTEs
- Yes – Includes proposed change to # of FTEs

*\*Note: If “Yes,” the proposed change must be net neutral to the target budget, and salary **and** benefits must be considered when computing the cost of the change.*

*If yes, provide the position classification and briefly describe the change:*

Click or tap here to enter text.

Explain the impact of your proposed personnel change(s). Will there be a change to current activities or service levels? Why is this change needed in the 2025 budget?

The proposed change increases the number of budgeted cross connection control inspectors from three to four. This change is expected to increase the overall number of inspections completed,

thereby enhancing our ability to ensure safe drinking water for our community, and allow the utility to meet the State requirement to cause a survey to be conducted for every industrial, commercial, and public authority water service a minimum of once every 2 years. The latest State-conducted Sanitary Survey identified this as an area for needed improvement. In addition, the additional position lays the groundwork for succession planning, allowing for the transfer of technical, professional & institutional knowledge from veteran staff nearing retirement to new staff within the work unit

Explain how your proposed personnel change(s) will align with your draft Department Equity Action Plan. Will the change(s) address specific inequities or advance other equity goals?

The equitable hiring tool will be utilized throughout the recruitment and hiring process for this position, ensuring that all activities are viewed through an equity lens. Furthermore, the position will test the newly-revised department on-boarding procedures [EAP Component #1] intended to share information about equity programs, services, and City-sponsored multi-cultural events, and to eliminate inequitable practices related to the on-boarding process.

## 2025 Operating Budget Service Budget Proposal Form

### Part 1. Identifying Information

Select your Agency:	Water
Enter your Service:	Water Quality

Please provide an updated Service Description below.

If this is an existing service, please see the “Service Description” in the [2024 Adopted Budget](#). Write “No change needed,” if applicable. Otherwise, please provide a complete updated description.

If this is a new service due to the agency’s Results Madison restructure, please provide a 2-4 sentence description of the service and its goals.

*Updated Service Description:*

No change needed

Please provide updated Activities Performed by Service.

If this is an existing service, please see the “Activities Performed by Service” in the [2024 Adopted Budget](#). Write “No change needed,” if applicable. Otherwise, please provide a complete updated list of activities.

If this is a new service due to the agency’s Results Madison restructure, please provide a list of major activities using the format *Activity Name: Description*.

*Updated Activities Performed by Service:*

No change needed



**Part 2. Base Budget Proposal: Significant Changes (\$10,000 or more)**

Agencies can propose net neutral reallocations within their budget but must explain changes of \$10,000 or more at the **Major level**.

Examples of changes that **do** need to be detailed:

- Moving \$10,000+ from one Major to another Major

Examples of changes that **do not** need to be detailed:

- Total changes of less than \$10,000 at the Major level.
- Object level changes do not need additional justification if the net change to the Major is less than \$10,000. For example, if you propose moving \$15,000 from Consulting to Software within the Purchased Services Major, you do not need to detail the change.

If the proposed changes are a technical correction to the agency’s base budget, simply state that the change is a correction/adjustment in the narrative questions below.

**Summary Table of Major Changes of \$10,000 or More**

Complete the table below to detail changes at the Major level and answer the narrative questions to describe your changes. **If there are no significant changes, skip this section**

Fund	Major	\$ Change	Description
2100 - WATER UTILITY	53 - SUPPLIES	\$214,800	Majority of the increase due new expense for Well 15 filter that needs to be changed twice a year. Also, equipment needed for Well 18 to improve water quality without wellhead treatment
2100 - WATER UTILITY	54 - PURCHASED SERVICES	\$125,300	New expense for testing unit wells.
Select	Select	Enter \$.	Click or tap here to enter text.
Select	Select	Enter \$.	Click or tap here to enter text.
Select	Select	Enter \$.	Click or tap here to enter text.
Select	Select	Enter \$.	Click or tap here to enter text.
Select	Select	Enter \$.	Click or tap here to enter text.
Select	Select	Enter \$.	Click or tap here to enter text.
Select	Select	Enter \$.	Click or tap here to enter text.

Explain the impact of the proposed change(s). Will there be a change to current activities or service levels? Why is this change needed in the 2025 budget?

There is not a change to the current activities or service levels. The additional expense is needed to ensure safe drinking water to the community. Currently there is a capital project being done on Well 15 and after that is completed, we will need to replace a filter twice a year.

Explain how your proposed change(s) will align with your draft 2024-2025 Department Equity Action Plan. Will the change(s) address specific inequities or advance other equity goals? Is the change related to a Neighborhood Resource Team (NRT) recommendation? Be as specific as possible.

This change will not specifically address specific inequities or advance other equity goals. This change is not related to a Neighborhood Resource Team recommendation.

### Part 3. Personnel Changes

All proposed personnel changes must be submitted for review, even if the change is net neutral. Agencies should contact their HR Analyst to discuss proposed changes prior to submitting their request. **If you are not submitting personnel changes, skip this section.**

**Allocation Changes:** Does your proposal change the position allocations of existing positions?

- No – No allocation changes
- Yes – Includes proposed allocation changes

*If yes, complete the “Position Allocation Change Form” and submit as part of your proposal.*

**Reclassifications:** Does your proposal reclassify existing positions?

- No – No reclassifications
- Yes – Includes proposed reclassifications

*If yes, provide the position number and briefly describe the change:*

Reclassify position #4663 from Maintenance Worker to Cross Connection Control Inspector. This would be moving the position from Water Operations and Maintenance service to Water Quality service.

**# of FTEs:** Does your proposal change the total number of FTE positions?

- No – No change to # of FTEs
- Yes – Includes proposed change to # of FTEs

*\*Note: If “Yes,” the proposed change must be net neutral to the target budget, and salary **and** benefits must be considered when computing the cost of the change.*

*If yes, provide the position classification and briefly describe the change:*

Click or tap here to enter text.

Explain the impact of your proposed personnel change(s). Will there be a change to current activities or service levels? Why is this change needed in the 2025 budget?

The proposed change increases the number of budgeted cross connection control inspectors from three to four. This change is expected to increase the overall number of inspections completed, thereby enhancing our ability to ensure safe drinking water for our community, and allow the utility to meet the State requirement to cause a survey to be conducted for every industrial, commercial, and public authority water service a minimum of once every 2 years. The latest State-conducted Sanitary Survey identified this as an area for needed improvement. In addition, the additional position lays the groundwork for succession planning, allowing for the transfer of technical, professional & institutional knowledge from veteran staff nearing retirement to new staff within the work unit.

Explain how your proposed personnel change(s) will align with your draft Department Equity Action Plan. Will the change(s) address specific inequities or advance other equity goals?

The equitable hiring tool will be utilized throughout the recruitment and hiring process for this position, ensuring that all activities are viewed through an equity lens. Furthermore, the position will test the newly-revised department on-boarding procedures [EAP Component #1] intended to share information about equity programs, services, and City-sponsored multi-cultural events, and to eliminate inequitable practices related to the on-boarding process.

## 2025 Operating Budget Service Budget Proposal Form

### Part 1. Identifying Information

Select your Agency:	Water
Enter your Service:	Water Supply

Please provide an updated Service Description below.

If this is an existing service, please see the “Service Description” in the [2024 Adopted Budget](#). Write “No change needed,” if applicable. Otherwise, please provide a complete updated description.

If this is a new service due to the agency’s Results Madison restructure, please provide a 2-4 sentence description of the service and its goals.

*Updated Service Description:*

This service provides the operation and monitoring of wells, booster stations and reservoirs and supplying fire protection. The goal of this service is to operate and monitor the water supply system to ensure customers are provided with an adequate quantity of high-quality water for consumption and fire protection.

Please provide updated Activities Performed by Service.

If this is an existing service, please see the “Activities Performed by Service” in the [2024 Adopted Budget](#). Write “No change needed,” if applicable. Otherwise, please provide a complete updated list of activities.

If this is a new service due to the agency’s Results Madison restructure, please provide a list of major activities using the format *Activity Name: Description*.

*Updated Activities Performed by Service:*

- Operation and Monitoring of Wells, Booster Stations and Reservoirs & Supplying Fire Protection: Manage infrastructure that draws water from its source and distributes it timely and efficiently throughout the distribution system.
- Water Testing & Treatment: Treat raw water from its source and test it to monitor that a quality product enters the distribution system before delivery to the community.

**Part 2. Base Budget Proposal: Significant Changes (\$10,000 or more)**

Agencies can propose net neutral reallocations within their budget but must explain changes of \$10,000 or more at the **Major level**.

Examples of changes that **do** need to be detailed:

- Moving \$10,000+ from one Major to another Major

Examples of changes that **do not** need to be detailed:

- Total changes of less than \$10,000 at the Major level.
- Object level changes do not need additional justification if the net change to the Major is less than \$10,000. For example, if you propose moving \$15,000 from Consulting to Software within the Purchased Services Major, you do not need to detail the change.

If the proposed changes are a technical correction to the agency’s base budget, simply state that the change is a correction/adjustment in the narrative questions below.

**Summary Table of Major Changes of \$10,000 or More**

Complete the table below to detail changes at the Major level and answer the narrative questions to describe your changes. **If there are no significant changes, skip this section**

Fund	Major	\$ Change	Description
2100 - WATER UTILITY	51 - SALARIES	\$47,321	Supply was previously included with Operations in service line 863. Starting in 2025 Supply will have its own service line. The salary amounts that are for premium pay, workers compensation wages, compensated absence and overtime wages associated with Supply.
2100 - WATER UTILITY	52 - BENEFITS	\$20,000	Supply was previously included with Operations in service line 863. Starting in 2025 Supply will have its own service line. The benefit amounts that are for compensated absence escrow associated with Supply.
2100 - WATER UTILITY	53 - SUPPLIES	\$423,630	Supply was previously included with Operations in service line 863. Starting in 2025 Supply will have its own service line. These are the supplies associated with the Supply service line.
2100 - WATER UTILITY	54 - PURCHASED SERVICES	\$2,959,650	Supply was previously included with Operations in service line 863. Starting in 2025 Supply will have its own service line. These are the purchased amounts associated with the Supply service line. Within supply there was an increase in the electricity and sewer based on the trending expenses for 2024.
Select	Select	Enter \$.	Click or tap here to enter text.
Select	Select	Enter \$.	Click or tap here to enter text.
Select	Select	Enter \$.	Click or tap here to enter text.
Select	Select	Enter \$.	Click or tap here to enter text.
Select	Select	Enter \$.	Click or tap here to enter text.

Select	Select	Enter \$.	Click or tap here to enter text.
<p>Explain the impact of the proposed change(s). Will there be a change to current activities or service levels? Why is this change needed in the 2025 budget?</p> <p>There will not be a change to current activities or service levels. Supply previously was included with Operations in a service line and it was decided to separate the two areas into separate service lines for 2025.</p>			
<p>Explain how your proposed change(s) will align with your draft 2024-2025 Department Equity Action Plan. Will the change(s) address specific inequities or advance other equity goals? Is the change related to a Neighborhood Resource Team (NRT) recommendation? Be as specific as possible.</p> <p>This change will not specifically address specific inequities or advance other equity goals. This change is not related to a Neighborhood Resource Team recommendation.</p>			
<p><b>Part 3. Personnel Changes</b></p>			
<p>All proposed personnel changes must be submitted for review, even if the change is net neutral. Agencies should contact their HR Analyst to discuss proposed changes prior to submitting their request. <b>If you are not submitting personnel changes, skip this section.</b></p>			
<p><b>Allocation Changes:</b> Does your proposal change the position allocations of existing positions?</p> <p><input checked="" type="checkbox"/> No – No allocation changes  <input type="checkbox"/> Yes – Includes proposed allocation changes</p> <p><i>If yes, complete the “Position Allocation Change Form” and submit as part of your proposal.</i></p>			
<p><b>Reclassifications:</b> Does your proposal reclassify existing positions?</p> <p><input checked="" type="checkbox"/> No – No reclassifications  <input type="checkbox"/> Yes – Includes proposed reclassifications</p> <p><i>If yes, provide the position number and briefly describe the change:</i>  Click or tap here to enter text.</p>			
<p><b># of FTEs:</b> Does your proposal change the total number of FTE positions?</p> <p><input checked="" type="checkbox"/> No – No change to # of FTEs  <input type="checkbox"/> Yes – Includes proposed change to # of FTEs</p> <p><i>*Note: If “Yes,” the proposed change must be net neutral to the target budget, and salary <b>and</b> benefits must be considered when computing the cost of the change.</i></p> <p><i>If yes, provide the position classification and briefly describe the change:</i>  Click or tap here to enter text.</p>			
<p>Explain the impact of your proposed personnel change(s). Will there be a change to current activities or service levels? Why is this change needed in the 2025 budget?</p> <p>Click or tap here to enter text.</p>			

Explain how your proposed personnel change(s) will align with your draft Department Equity Action Plan. Will the change(s) address specific inequities or advance other equity goals?

Click or tap here to enter text.



TO: Dave Schmiedicke, Finance Director, City of Madison

FROM: Krishna Kumar, General Manager, Madison Water Utility

DATE: April 19, 2024

SUBJECT: Madison Water Utility 2025 Capital Budget Request

Equity Considerations in the Budget

Madison Water Utility’s 2025 Capital Budget uses data-driven approaches to identify and prioritize equitable investments and strategically address any disparities in services throughout the community. Resources are also allocated for communication and outreach efforts, which enable all members of the community to participate and be heard throughout every phase of a given project.

Summary of Changes from 2024 Capital Improvement Plan

The 2025 CIP consists of the following categories of projects:

Pipeline Projects	\$ 6.3M
Facility Projects	\$ 3.0M
Vehicles/Other Projects	\$ 2.7M
<b>Total</b>	<b>\$12.0M</b>

The Utility intends to fund these projects through revenue sources as stated below:

Expense Depreciation	\$ 5.0M
Safe Drinking Water Loan (SDWL)	\$ 0.8M
Operating Reserves	\$ 6.2M
<b>Total</b>	<b>\$12.0M</b>

The Utility’s 6 year CIP (2025-2030) totals \$136.7M, which reflects a decrease of \$2.8M from the previous 6-year CIP (2024-2029) mainly within the major facility projects.

Prioritized List of Capital Requests

Using asset management techniques, the Utility is placing emphasis on our most critical infrastructure assets and prioritizing work based on business case evaluations. The Utility’s infrastructure renewal and replacement programs stem from a data-driven Asset Management program and a comprehensive Utility Master Plan. These programs define and assess core risk metrics for all existing infrastructure in





the system, as well as identify and evaluate the projected needs of the Utility’s water system. These programs allow the Utility to objectively identify and evaluate critical water infrastructure needs for the present and the future. The Utility prioritizes these infrastructure investments using a triple bottom line framework based on the economic, environmental and social impacts of the proposed projects.

The Utility’s 2025 prioritized list of capital requests are below:

<u>Projects or Programs</u>	<u>Major</u>	<u>Amount</u>	<u>Priority</u>
Water Mains Replace Rehab Improve	11893	\$ 6,088,000	1
Water Mains - New	12507	\$ 102,000	2
High Point/Raymond/MidTown - New Main	12454	\$ 20,000	3
Regent Street	TBD	\$ 40,000	4
Water Utility Facility Improvements	10440	\$ 2,195,000	5
Chlorinators & Florinators Program	12386	\$ 40,000	6
Water Valve Cut-In Program	12387	\$ 66,000	7
Water Utility Vehicles & Equipment	12339	\$ 1,295,000	8
Water Meter and Fixed Network Program	12340	\$ 552,000	9
Unit Well Rehab Program	12341	\$ 382,000	10
Water Hydrants Program	12507	\$ 424,000	11
Unit Well 12 Conversion to a Two Zone Well	10452	\$ 800,000	12
		<u>\$ 12,004,000</u>	

### IMPACT OF NEW BUDGET GUIDELINES

The Utility will replace failing infrastructure so as to continue to meet levels of service for water quality and reliability established by the WI Public Service Commission (PSC) and Water Utility Board, while maintaining water rate affordability and continued management of our long term debt. These goals align with efficient government and green and resilient plan elements from the City’s Comprehensive Plan adopted in 2018 while committing to reduce reliance on debt financing for recurring capital programs.

The Utility has been approved for State Fiscal Year 2024 SDWL funds for the following projects:

- Well #15 PFAS Treatment Facility Project for \$5.9M. These funds are part of the Bipartisan Infrastructure Law (BIL) forgivable funding and we expect to receive 50% principal forgiveness on this project slated to close in July 2024.
- 2021 and 2022 water main projects reimbursements for a total of \$3.4M slated to close in May 2024. The proceeds would be used to partially redeem 2019 \$20M Bond Anticipatory Note (BAN) that is required to be fully redeemed by November 1, 2024. The Utility has redeemed \$4.7M of the BAN in 2023 using SDWL proceeds and would use available cash reserves of \$11.9M to fully redeem the BAN in May 2024.



The Utility intends to apply for State Fiscal Year 2025-2026 SDWL fund for Well #12 Conversion to a Two Zone Well Project in the amount of \$4.8M.

PSC approved \$5M of annual expense depreciation in the Utility’s last rate case which became effective on March 1, 2023. Expense depreciation portion of the water sales revenues are restricted to be used for water pipeline replacement projects only. The Utility plans to request PSC for an additional \$5M of annual expense depreciation with the next rate case and eventually plans to request for \$15M of annual expense depreciation which helps to replace water pipelines on a timely basis while reducing the long-term debt burden on the Utility’s rate payers.

ACTUAL AND ESTIMATED FUND BALANCES

<b>Fund Balance Summary (in \$ Millions)</b>				
	<b>FY 2023 Actual</b>	<b>FY 2024 Adopted</b>	<b>FY 2024 Estimate</b>	<b>FY 2025 Request</b>
<b>Opening Fund Balance</b>	<b>6.4</b>	<b>0</b>	<b>4.5</b>	<b>4.5</b>
+ Transfer in from Operating	2.5	0.0	8.5	6.2
+ SDWL Proceeds	0.0	5.1	5.9	0.8
+ Revenue GO Bond	0.0	7.3	7.3	0.0
+ Expense Depreciation Rev	4.2	5.0	5.0	5.0
- CIP Expenditures	<u>(8.6)</u>	<u>(17.4)</u>	<u>(26.7)</u>	<u>(12.0)</u>
Surplus (Deficit)	(1.9)	0.0	0.0	0.0
<b>Ending Fund Balance</b>	<b>4.5</b>	<b>0.0</b>	<b>4.5</b>	<b>4.5</b>

## 2025 Capital Budget Request Summary

### Water Utility

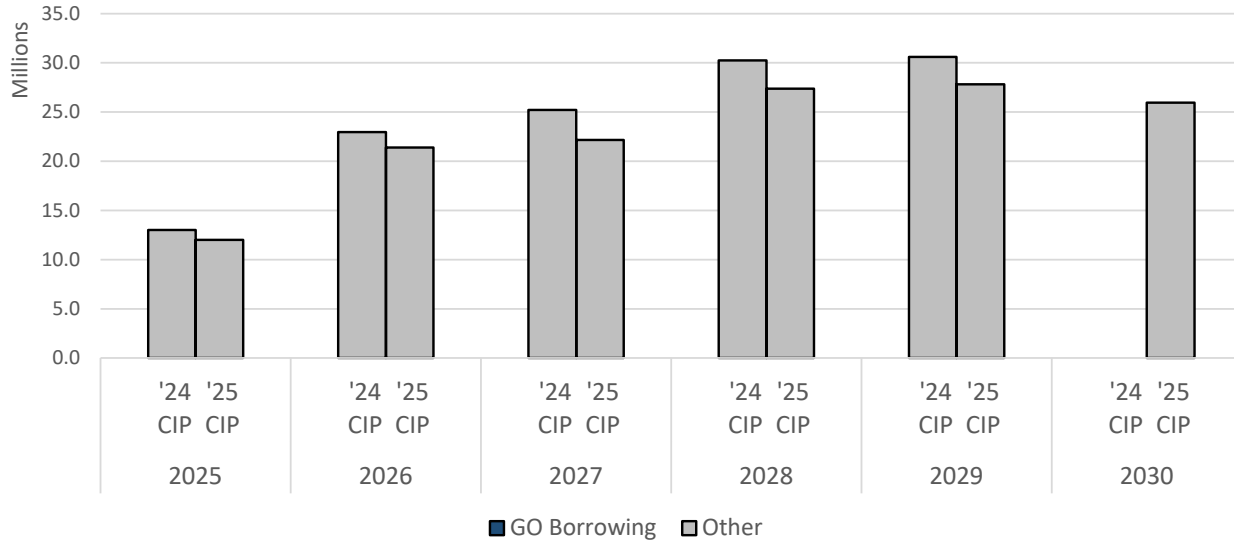
Request by Proposal						
Project/Program Name	2025	2026	2027	2028	2029	2030
Booster Pump Station #213						
Lakeview Reconstruction	-	-	-	-	2,100,000	
Booster Pump Station 128						
Upgrade	-	-	1,100,000	-	-	
Chlorinators & Florinators						
Program	40,000	50,000	50,000	60,000	60,000	63,000
High Point/Raymond/MidTown	20,000	1,000,000	-	-	-	1,800,000
Milwaukee Street	-	-	-	-	-	1,000,000
New Water Facility Planning	-	-	-	-	1,500,000	
Park Street, South (Olin To RR)	-	40,000	735,000	-	-	-
Regent Street	40,000	1,305,000	-	-	-	-
Unit Well 12 Conversion to a Two						
Zone Well	800,000	4,000,000	-	-	-	
Unit Well Rehab Program	382,000	393,000	405,000	417,000	430,000	451,500
Water Hydrants Program	424,000	437,000	450,000	464,000	476,000	499,800
Water Mains - New	102,000	106,000	445,000	750,000	750,000	257,000
Water Mains Replacement	6,088,000	10,049,000	11,320,000	18,000,000	18,000,000	17,000,000
Water Meter and Fixed Network						
Program	552,000	566,000	580,000	595,000	610,000	640,500
Water Utility Facility						
Improvements	2,195,000	2,385,000	2,457,000	2,530,000	2,606,000	2,736,300
Water Utility Vehicles &						
Equipment	1,295,000	995,000	1,065,000	1,000,000	1,225,000	1,420,000
Water Valve Cut-In Program	66,000	68,000	70,000	72,000	74,000	77,700
Well 27 Iron & Manganese						
Mitigation	-	-	3,500,000	3,500,000	-	
<b>Total</b>	<b>12,004,000</b>	<b>21,394,000</b>	<b>22,177,000</b>	<b>27,388,000</b>	<b>27,831,000</b>	<b>25,945,800</b>

Request by Funding Source - GO Borrowing vs. Other						
Funding Type	2025	2026	2027	2028	2029	2030
GO Borrowing	-	-	-	-	-	-
Other	12,004,000	21,394,000	22,177,000	27,388,000	27,831,000	25,945,800
<b>Total</b>	<b>12,004,000</b>	<b>21,394,000</b>	<b>22,177,000</b>	<b>27,388,000</b>	<b>27,831,000</b>	<b>25,945,800</b>

# 2025 Capital Budget Request Summary

## Water Utility

Capital Improvement Plan  
2024 Adopted vs. 2025 Request



### Major Changes

**Booster Pump Station #213 Lakeview Reconstruction**

- No major changes compared to 2024 Adopted CIP.

**Booster Pump Station 128 Upgrade**

- No major changes compared to 2024 Adopted CIP.

**Chlorinators & Florinators Program**

- No major changes compared to 2024 Adopted CIP.

**High Point/Raymond/MidTown**

- Project schedule and funding changed. \$1.1 million in Expense Depreciation in 2028 was replaced by \$20,000 in Reserves Applied in 2025 for design, and \$1.0 million and \$1.8 million in Revenue Bonds in 2026 and 2030, respectively, for construction. The project increased by \$1.7 million to include Phase 2, Marty Road to High Point Road. The funding source changed to allow for greater flexibility as Expense Depreciation can only be used for water main replacements and not new water mains. The project was moved forward to stay in sync with City Engineering work.

**Milwaukee Street**

- New project. Request includes \$1 million in Expense Depreciation in 2030.

**New Water Facility Planning**

- Project funding source changed from \$1.5 million in State Sources in 2029 to \$1.5 million in Reserves Applied in 2029. The anticipated project will be new pipeline for a new water facility which is more appropriately funded by reserves than by the state funds which are a loan.

## 2025 Capital Budget Request Summary

### *Water Utility*

#### **Major Changes (Continued)**

##### Park Street, South (Olin To RR)

- Project schedule changed and total funding increased from \$509,000 in 2026 to \$40,000 in 2026 for design and \$735,000 in 2027 for construction due to an increase in costs as the project scope has developed. This reflects a 52% increase.

##### Regent Street

- New project. Request includes \$40,000 in 2025 and \$1.3 million in 2026 in Expense Depreciation.

##### Unit Well 12 Conversion to a Two Zone Well

- Project budget decreased by \$200,000 in State Sources in 2025 to reflect expected design costs.

##### Unit Well Rehab Program

- No major changes compared to 2024 Adopted CIP.

##### Water Hydrants Program

- No major changes compared to 2024 Adopted CIP.

##### Water Mains - New

- Program budget decreased \$10.1 million in Reserves Applied in 2025 through 2029 based on revised estimates and updated information.

##### Water Mains Replacement

- Program budget decreased \$436,000 in Expense Depreciation and \$3.2 million in Reserves Applied in 2025 through 2029 based on revised estimates and updated information.

##### Water Meter and Fixed Network Program

- No major changes compared to 2024 Adopted CIP.

##### Water Utility Facility Improvements

- No major changes compared to 2024 Adopted CIP.

##### Water Utility Vehicles & Equipment

- Program budget increased \$1.4 million in Reserves Applied in 2025 through 2029 due to the rising costs of vehicles and delays in delivery. This reflects a 32% increase.

##### Water Valve Cut-In Program

- No major changes compared to 2024 Adopted CIP.

##### Well 27 Iron & Manganese Mitigation

- No major changes compared to 2024 Adopted CIP.

# 2025 Capital Improvement Plan

## Project Budget Proposal

This form is intended for requests that do not change the 2024 Adopted CIP or make only budget neutral changes/reductions to the 2024 Adopted CIP.

### Identifying Information

Agency	Water Utility	New or Existing Project	Existing
Proposal Name	Booster Pump Station #213 Lakeview Reconstruction	Project Type	Project
Project Number	12441		

**New or Updated Description**

This project is for reconstructing the Lake View Booster Pumping Station. The goal of the project is to meet fire fighting requirements and expansion in Zone 5. A generator will also be added to ensure reliability of the pumping station in the event of a power outage. Pump capacity will be increased to 1200 gallons per minute.

**Requested Budget by Funding Source**

Funding Source	2025	2026	2027	2028	2029	2030
State Sources	\$ -	\$ -	\$ -	\$ -	\$ 2,100,000	
<b>Total</b>	\$ -	\$ -	\$ -	\$ -	\$ 2,100,000	\$ -

**Requested Budget by Expense Type**

Expense Type	2025	2026	2027	2028	2029	2030
Building	\$ -	\$ -	\$ -	\$ -	\$ 2,100,000	
<b>Total</b>	\$ -	\$ -	\$ -	\$ -	\$ 2,100,000	\$ -

Explain any changes from the 2024 CIP in the proposed funding for this project/program

No changes.

### Project Information

Agency: Water Utility

Project/Program: Booster Pump Station #213 Lakeview Reconstruction

### Project Schedule and Location

Complete the schedule below for each year of requested funding. Please detail costs across the major project phases (planning, design, or construction/implementation).

Year	Phase/Project Name	Cost	Location	Alder District
2029	Construction	\$ 2,100,000	1320 Lake View Ave	18

### Facility Expenses

If the proposal includes City site/building/facility expenses, has the proposal been reviewed by City Engineering Facilities? N/A

If no, explain how you developed the facilities cost estimate for the budget request.

## Project Information

Agency: Water Utility

Project/Program: Booster Pump Station #213 Lakeview Reconstruction

## Information Technology Information

Are you planning any builds, facility moves, projects or programs that will have a technology component such as anything below?

No

- Electronic hardware that will be connected to a City device in any manner (e.g. wireless, bluetooth, cable, NFC)
- Software (either local or in the cloud)
- A new website or changes to an existing website
- Changes to existing software or processes, including upgrades or additional modules

Have you worked with your IT Project Portfolio Manager to discuss the project?

No

[If no, please reach out to your Project Portfolio Manager so that their business analysis can be included in the request.](#)

Do you believe any of the hardware or software to be considered surveillance technology?

No

[Surveillance technology is defined in MGO Sec. 23.63\(2\).](#)

If yes, please reach out to Sarah Edgerton prior to submitting your budget request.

## Operating Costs

Over the next six years, will the project/program require any of the following:

Facilities/land maintenance?

No

Vehicle setup or maintenance costs?

No

External management or consulting contracts?

No

How many additional FTE positions are required for ongoing operations of this project/program?

0.00

Estimate the project/program annual operating costs

Description - please detail operating costs by major where available	Annual Costs
No increase in existing operating costs are anticipated as a result of the proposed project	N/A

## Other Information

The Government Accounting Standards Board (GASB) recently issued a statement (GASB 96) for subscription-based information technology arrangements (SBITAs). In order to comply with GASB financial reporting standards, we must be aware of any software subscriptions, including software as a service, that is included in your request.

Are you planning to purchase software or software licenses within the requested expenditures above?

No

Is this project/program required to meet the Percent for Arts ordinance?

No

[Percent for Art requirements detailed in MGO Section 4.30](#)



# 2025 Capital Improvement Plan

## Project Budget Proposal

This form is intended for requests that do not change the 2024 Adopted CIP or make only budget neutral changes/reductions to the 2024 Adopted CIP.

### Identifying Information

Agency	Water Utility	New or Existing Project	Existing
Proposal Name	Booster Pump Station 128 Upgrade	Project Type	Project
Project Number	12442		

**New or Updated Description**

Pressure Zone 11 on the far west side is experiencing development pressure and growth. The Blackhawk elevated tank was completed and put into service in December 2018 and will support projected growth in the area. Pump station capacity at the Blackhawk Booster Pumping Station is a limiting factor and the pumps and electrical systems require upgrade. This proposal will increase firm pumping capacity from 1,000 gpm to 1,400 gpm to 2,100 gpm. Design and construction is scheduled in 2027.

**Requested Budget by Funding Source**

Funding Source	2025	2026	2027	2028	2029	2030
State Sources	\$ -	\$ -	\$ 1,100,000	\$ -	\$ -	
<b>Total</b>	\$ -	\$ -	\$ 1,100,000	\$ -	\$ -	\$ -

**Requested Budget by Expense Type**

Expense Type	2025	2026	2027	2028	2029	2030
Machinery and Equipment	\$ -	\$ -	\$ 1,100,000	\$ -	\$ -	
<b>Total</b>	\$ -	\$ -	\$ 1,100,000	\$ -	\$ -	\$ -

Explain any changes from the 2024 CIP in the proposed funding for this project/program

No changes.

## Project Information

Agency: Water Utility

Project/Program: Booster Pump Station 128 Upgrade

## Project Schedule and Location

Complete the schedule below for each year of requested funding. Please detail costs across the major project phases (planning, design, or construction/implementation).

Year	Phase/Project Name	Cost	Location	Alder District
2027	Engineering Design and Construction	\$ 1,100,000	960 Waterside Street	9

## Facility Expenses

If the proposal includes City site/building/facility expenses, has the proposal been reviewed by City Engineering Facilities?

If no, explain how you developed the facilities cost estimate for the budget request.

## Project Information

Agency: Water Utility

Project/Program: Booster Pump Station 128 Upgrade

## Information Technology Information

Are you planning any builds, facility moves, projects or programs that will have a technology component such as anything below?

No

- Electronic hardware that will be connected to a City device in any manner (e.g. wireless, bluetooth, cable, NFC)
- Software (either local or in the cloud)
- A new website or changes to an existing website
- Changes to existing software or processes, including upgrades or additional modules

Have you worked with your IT Project Portfolio Manager to discuss the project?

No

[If no, please reach out to your Project Portfolio Manager so that their business analysis can be included in the request.](#)

Do you believe any of the hardware or software to be considered surveillance technology?

No

[Surveillance technology is defined in MGO Sec. 23.63\(2\).](#)

If yes, please reach out to Sarah Edgerton prior to submitting your budget request.

## Operating Costs

Over the next six years, will the project/program require any of the following:

Facilities/land maintenance?

No

Vehicle setup or maintenance costs?

No

External management or consulting contracts?

No

How many additional FTE positions are required for ongoing operations of this project/program?

0.00

Estimate the project/program annual operating costs

Description - please detail operating costs by major where available	Annual Costs
No increase in existing operating costs are anticipated as a result of the proposed project	N/A

## Other Information

The Government Accounting Standards Board (GASB) recently issued a statement (GASB 96) for subscription-based information technology arrangements (SBITAs). In order to comply with GASB financial reporting standards, we must be aware of any software subscriptions, including software as a service, that is included in your request.

Are you planning to purchase software or software licenses within the requested expenditures above?

No

Is this project/program required to meet the Percent for Arts ordinance?

No

[Percent for Art requirements detailed in MGO Section 4.30](#)

# 2025 Capital Improvement Plan

## Program Budget Proposal

This form is intended for requests that do not change the 2024 Adopted CIP or make only budget neutral changes/reductions to the 2024 Adopted CIP.

### Identifying Information

Agency	Water Utility	New or Existing Project	Existing
Proposal Name	Chlorinators & Florinators Program	Project Type	Program
Project Number	12386	2025 Project Number	15176

**New or Updated Description**

This program rebuilds and replaces chlorinator and florinator equipment on a 10 year replacement cycle. The goal of this program is to reduce failures and service interruptions for safe and reliable water. Progress will be measured by the frequency of equipment failure.

**Requested Budget by Funding Source**

Funding Source	2025	2026	2027	2028	2029	2030
Reserves Applied (Water)	\$ 40,000	\$ 50,000	\$ 50,000	\$ 60,000	\$ 60,000	\$ 63,000
<b>Total</b>	<b>\$ 40,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 60,000</b>	<b>\$ 60,000</b>	<b>\$ 63,000</b>

**Requested Budget by Expense Type**

Expense Type	2025	2026	2027	2028	2029	2030
Machinery and Equipment	\$ 40,000	\$ 50,000	\$ 50,000	\$ 60,000	\$ 60,000	\$ 63,000
<b>Total</b>	<b>\$ 40,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 60,000</b>	<b>\$ 60,000</b>	<b>\$ 63,000</b>

Explain any changes from the 2024 CIP in the proposed funding for this project/program

No changes.

## Project Information

Agency: Water Utility

Project/Program: Chlorinators & Florinators Program

## Project Schedule and Location

Complete the table below for each year of requested funding. Detail the minor projects that will occur and provide location detail when necessary. If detailed project plans are not available, explain why and when this information will be available.

Year	Phase/Project Name	Cost	Location	Alder District
2025	2025 Chlorinators and Floridators	\$ 40,000	Citywide	Citywide
2026	2026 Chlorinators and Floridators	\$ 50,000	Citywide	Citywide
2027	2027 Chlorinators and Floridators	\$ 50,000	Citywide	Citywide
2028	2028 Chlorinators and Floridators	\$ 60,000	Citywide	Citywide
2029	2029 Chlorinators and Floridators	\$ 60,000	Citywide	Citywide
2030	2030 Chlorinators and Floridators	\$ 63,000	Citywide	Citywide

## Facility Expenses

If the proposal includes City site/building/facility expenses, has the proposal been reviewed by City Engineering Facilities?

If no, explain how you developed the facilities cost estimate for the budget request.

## Project Information

Agency: Water Utility

Project/Program: Chlorinators & Florinators Program

## Information Technology Information

Are you planning any builds, facility moves, projects or programs that will have a technology component such as anything below?

No

- Electronic hardware that will be connected to a City device in any manner (e.g. wireless, bluetooth, cable, NFC)
- Software (either local or in the cloud)
- A new website or changes to an existing website
- Changes to existing software or processes, including upgrades or additional modules

Have you worked with your IT Project Portfolio Manager to discuss the project?

No

[If no, please reach out to your Project Portfolio Manager so that their business analysis can be included in the request.](#)

Do you believe any of the hardware or software to be considered surveillance technology?

No

[Surveillance technology is defined in MGO Sec. 23.63\(2\).](#)

If yes, please reach out to Sarah Edgerton prior to submitting your budget request.

## Operating Costs

Over the next six years, will the project/program require any of the following:

Facilities/land maintenance?

No

Vehicle setup or maintenance costs?

No

External management or consulting contracts?

No

How many additional FTE positions are required for ongoing operations of this project/program?

0.00

Estimate the project/program annual operating costs

Description - please detail operating costs by major where available	Annual Costs
No increase in existing operating costs are anticipated as a result of the proposed project	N/A

## Other Information

The Government Accounting Standards Board (GASB) recently issued a statement (GASB 96) for subscription-based information technology arrangements (SBITAs). In order to comply with GASB financial reporting standards, we must be aware of any software subscriptions, including software as a service, that is included in your request.

Are you planning to purchase software or software licenses within the requested expenditures above?

No

Is this project/program required to meet the Percent for Arts ordinance?

No

[Percent for Art requirements detailed in MGO Section 4.30](#)

# 2025 Capital Improvement Plan

## Project Budget Proposal

### Identifying Information

Agency	<input type="text" value="Water Utility"/>	New or Existing Project	<input type="text" value="Existing"/>
Proposal Name	<input type="text" value="High Point/Raymond/MidTown"/>	Project Type	<input type="text" value="Project"/>
Project Number	<input type="text" value="12454"/>		

#### New or Updated Description

The proposed improvements will increase the municipal water service area near the proposed project and add redundancy and back up supply options for Madison Water Utility Pressure Zone 9. Funding in 2025 is for design, 2026 (High Point Rd) and 2030 (Mid Town Rd) is for construction.

### Alignment with Strategic Plans and Citywide Priorities

Citywide Element	<input type="text" value="Green and Resilient"/>
Strategy	<input type="text" value="Protect Madison's water supply and infrastructure to provide safe, clean drinking water."/>

#### Describe how this project/program advances the Citywide Element

This program repairs and/or replaces existing undersized or deteriorated water mains and extends new mains to meet established Utility Level-of-Service for water main infrastructure. This project also improves inter-zone transfer and system redundancy in the areas of Pressure Zones 7, 8, 9 and 10 (southwest Madison). Proposed budget allows for design services related to Water Utility infrastructure in the project area.

Does this project/program advance goals in a Citywide agenda or strategic plan other than Imagine Madison (e.g. Climate Forward, Housing Forward, Metro Forward, Vision Zero)?

If yes, specify which plan(s) the project/program would advance and describe how the project/program will help the City meet its strategic goals.

## Project Information

Agency: Water Utility

Project/Program: High Point/Raymond/MidTown

## Racial Equity and Social Justice

We are continuing our efforts to articulate and prioritize racial equity and social justice in the City's budget and operations. Please respond to the following questions and incorporate these responses into your budget narrative to ensure racial equity is included in decision-making.

Is the proposed project/program primarily focused on maintenance or repair?

Yes

Describe how routine maintenance and/or scheduled repair considers equity and quality of life for residents. Describe how you use an equity lens to prioritize maintenance and/or repair projects.

The proposed improvements will increase the municipal water service area near the proposed project and add redundancy and back up supply options for Madison Water Utility Pressure Zone 9. Madison Water Utility costs are distributed amongst the entire Utility customer base.

Is the proposed budget or budget change related to a recommendation from a Neighborhood Resource Team (NRT)?

No

If yes, please identify the specific NRT and recommendation. Be as specific as possible.

## Climate Resilience and Sustainability

Does this project/program improve the city's climate resilience or sustainability by addressing climate change impacts, reducing greenhouse gas (GHG) emissions, improving energy efficiency, growing a climate-friendly economy, or reducing the environmental impact of city assets or operations?

No

If yes, which climate or sustainability benefits does this program provide?

- Reduces GHG emissions from buildings
- Reduces GHG emissions from transportation
- Reduces GHG emissions from other sources
- Provides green workforce development

- Reduces waste going to the landfill
- Improves ecosystem health
- Advances water quality and conservation
- Improves community resilience to flooding, heat waves, or other extreme weather events

• Other  
(Describe)

For the benefits indicated above, explain which specific initiatives or minor projects within this program provide each benefit.



## Project Information

Agency: Water Utility

Project/Program: High Point/Raymond/MidTown

## Budget Information

### Requested Budget by Funding Source

Funding Source	2025	2026	2027	2028	2029	2030
Borrowing - Revenue Bonds		\$ 1,000,000				\$ 1,800,000
Reserves Applied (Water)	\$ 20,000					
<b>Total</b>	<b>\$ 20,000</b>	<b>\$ 1,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,800,000</b>

### Requested Budget by Expense Type

Expense Type	2025	2026	2027	2028	2029	2030
Water Network	\$ 20,000	\$ 1,000,000				\$ 1,800,000
<b>Total</b>	<b>\$ 20,000</b>	<b>\$ 1,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,800,000</b>

Explain any changes from the 2024 CIP in the proposed funding for this project/program

Design work is going to be done in 2025 and a portion of the construction is going to be done in 2026 and additional construction in 2030.

The Government Accounting Standards Board (GASB) recently issued a statement (GASB 96) for subscription-based information technology arrangements (SBITAs). In order to comply with GASB financial reporting standards, we must be aware of any software subscriptions, including software as a service, that is included in your request.

Are you planning to purchase software or software licenses within the requested expenditures above?

No

Is this project/program required to meet the Percent for Arts ordinance?

No

[Percent for Art requirements detailed in MGO Section 4.30](#)

If TIF or Impact fees are a requested funding source for this project, please complete the supplemental budget information on the following page. If not, continue to the Project Schedule and Location.

TIF funding is included in this request:	No
Impact Fees are included in this request:	No

Request does not include TIF or Impact Fees. Skip Supplemental Budget Info.

## Project Information

Agency: Water Utility

Project/Program: High Point/Raymond/MidTown

## Project Schedule and Location

Complete the schedule below for each year of requested funding. Please detail costs across the major project phases (planning, design, or construction/implementation).

Year	Phase/Project Name	Cost	Location	Alder District
2025	Design Phase	\$ 20,000	High Point Rd, Mid Town Rd, Raymond Rd	1, 7, 20
2026	Construction Phase	\$ 1,000,000	High Point Rd, Mid Town Rd, Raymond Rd	1, 7, 20
2030	Construction Phase	\$ 1,800,000	High Point Rd, Mid Town Rd, Raymond Rd	1, 7, 20

## Facility Expenses

If the proposal includes City site/building/facility expenses, has the proposal been reviewed by City Engineering Facilities?

N/A

If no, explain how you developed the facilities cost estimate for the budget request.

## Project Information

Agency: Water Utility

Project/Program: High Point/Raymond/MidTown

## Information Technology Information

Are you planning any builds, facility moves, projects or programs that will have a technology component such as anything below?

No

- Electronic hardware that will be connected to a City device in any manner (e.g. wireless, bluetooth, cable, NFC)
- Software (either local or in the cloud)
- A new website or changes to an existing website
- Changes to existing software or processes, including upgrades or additional modules

Have you worked with your IT Project Portfolio Manager to discuss the project?

No

[If no, please reach out to your Project Portfolio Manager so that their business analysis can be included in the request.](#)

Do you believe any of the hardware or software to be considered surveillance technology?

No

[Surveillance technology is defined in MGO Sec. 23.63\(2\).](#)

If yes, please reach out to Sarah Edgerton prior to submitting your budget request.

## Operating Costs

Over the next six years, will the project/program require any of the following:

Facilities/land maintenance?

No

Vehicle setup or maintenance costs?

No

External management or consulting contracts?

No

How many additional FTE positions are required for ongoing operations of this project/program?

0.00

Estimate the project/program annual operating costs

Description - please detail operating costs by major where available	Annual Costs
No increase in existing operating costs are anticipated as a result of the proposed project	N/A

# 2025 Capital Improvement Plan

## Project Budget Proposal

### Identifying Information

Agency  New or Existing Project

Proposal Name  Project Type

Project Number

#### New or Updated Description

This project proposes to extend new water main as part of the proposed roadway extension. This extension will allow municipal water service to extend along the new development corridor/roadway extension. The proposed water system improvements will be designed and built in conjunction with the overall roadway extension project, currently proposed to occur in 2030.

### Alignment with Strategic Plans and Citywide Priorities

Citywide Element

Strategy

#### Describe how this project/program advances the Citywide Element

Extending municipal water service availability in conjunction with roadway extension project.

Does this project/program advance goals in a Citywide agenda or strategic plan other than Imagine Madison (e.g. Climate Forward, Housing Forward, Metro Forward, Vision Zero)?

If yes, specify which plan(s) the project/program would advance and describe how the project/program will help the City meet its strategic goals.

## Project Information

Agency: Water Utility

Project/Program: Milwaukee Street

## Racial Equity and Social Justice

We are continuing our efforts to articulate and prioritize racial equity and social justice in the City's budget and operations. Please respond to the following questions and incorporate these responses into your budget narrative to ensure racial equity is included in decision-making.

Is the proposed project/program primarily focused on maintenance or repair?

No

For projects/programs that are not specifically focused on maintenance and repair 1) what specific inequities does this program intend to address? How and for whom? 2) What data helped shape your proposal? Data may include qualitative and quantitative data such as demographic, qualified census tracts, environmental justice areas, specific recommendations from a Racial Equity and Social Justice Analysis, or other sources.

This project, by extending the service area of the water system, allows properties along the roadway extension to obtain municipal water service from Madison Water Utility, in alignment with our objective to make water service available to all City residents.

Is the proposed budget or budget change related to a recommendation from a Neighborhood Resource Team (NRT)?

No

If yes, please identify the specific NRT and recommendation. Be as specific as possible.

## Climate Resilience and Sustainability

Does this project/program improve the city's climate resilience or sustainability by addressing climate change impacts, reducing greenhouse gas (GHG) emissions, improving energy efficiency, growing a climate-friendly economy, or reducing the environmental impact of city assets or operations?

No

If yes, which climate or sustainability benefits does this program provide?

- Reduces GHG emissions from buildings
- Reduces GHG emissions from transportation
- Reduces GHG emissions from other sources
- Provides green workforce development

- Reduces waste going to the landfill
- Improves ecosystem health
- Advances water quality and conservation
- Improves community resilience to flooding, heat waves, or other extreme weather events

- Other (Describe)

For the benefits indicated above, explain which specific initiatives or minor projects within this program provide each benefit.

## Project Information

Agency: Water Utility

Project/Program: Milwaukee Street

## Budget Information

### Requested Budget by Funding Source

Funding Source	2025	2026	2027	2028	2029	2030
Borrowing - Revenue Bonds						\$ 1,000,000
<b>Total</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000

### Requested Budget by Expense Type

Expense Type	2025	2026	2027	2028	2029	2030
Water Network						\$ 1,000,000
<b>Total</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000

Explain any changes from the 2024 CIP in the proposed funding for this project/program

This is a new project with updated information from City Engineering with planned water pipeline expenses in 2030.

The Government Accounting Standards Board (GASB) recently issued a statement (GASB 96) for subscription-based information technology arrangements (SBITAs). In order to comply with GASB financial reporting standards, we must be aware of any software subscriptions, including software as a service, that is included in your request.

Are you planning to purchase software or software licenses within the requested expenditures above?

No

Is this project/program required to meet the Percent for Arts ordinance?

No

[Percent for Art requirements detailed in MGO Section 4.30](#)

If TIF or Impact fees are a requested funding source for this project, please complete the supplemental budget information on the following page. If not, continue to the Project Schedule and Location.

TIF funding is included in this request:	No
Impact Fees are included in this request:	No

Request does not include TIF or Impact Fees. Skip Supplemental Budget Info.

## Project Information

Agency: Water Utility  
Project/Program: Milwaukee Street

## Project Schedule and Location

Complete the schedule below for each year of requested funding. Please detail costs across the major project phases (planning, design, or construction/implementation).

Year	Phase/Project Name	Cost	Location	Alder District
2030	Design and Construction	\$ 1,000,000	Juneberry Dr - Seminary Springs Rd	3,16

## Facility Expenses

If the proposal includes City site/building/facility expenses, has the proposal been reviewed by City Engineering Facilities?

If no, explain how you developed the facilities cost estimate for the budget request.

## Project Information

Agency: Water Utility

Project/Program: Milwaukee Street

## Information Technology Information

Are you planning any builds, facility moves, projects or programs that will have a technology component such as anything below?

No

- Electronic hardware that will be connected to a City device in any manner (e.g. wireless, bluetooth, cable, NFC)
- Software (either local or in the cloud)
- A new website or changes to an existing website
- Changes to existing software or processes, including upgrades or additional modules

Have you worked with your IT Project Portfolio Manager to discuss the project?

No

[If no, please reach out to your Project Portfolio Manager so that their business analysis can be included in the request.](#)

Do you believe any of the hardware or software to be considered surveillance technology?

No

[Surveillance technology is defined in MGO Sec. 23.63\(2\).](#)

If yes, please reach out to Sarah Edgerton prior to submitting your budget request.

## Operating Costs

Over the next six years, will the project/program require any of the following:

Facilities/land maintenance?

No

Vehicle setup or maintenance costs?

No

External management or consulting contracts?

No

How many additional FTE positions are required for ongoing operations of this project/program?

0.00

Estimate the project/program annual operating costs

Description - please detail operating costs by major where available	Annual Costs
No impact to existing MWU operating costs as a result of this project.	N/A



## 2025 Capital Improvement Plan Project Budget Proposal

This form is intended for requests that do not change the 2024 Adopted CIP or make only budget neutral changes/reductions to the 2024 Adopted CIP.

### Identifying Information

Agency	Water Utility	New or Existing Project	Existing
Proposal Name	New Water Facility Planning	Project Type	Project
Project Number	14697		

**New or Updated Description**

This project funds investigation into the ways and means of addressing the City's future water supply shortages to combat significant development pressure within parts of the City over the next 20 years. Alternatives will include but will not be limited to: a new well; pumping water from other areas of the system; and optimization of operation.

**Requested Budget by Funding Source**

Funding Source	2025	2026	2027	2028	2029	2030
Reserves Applied (Water)	\$ -	\$ -	\$ -	\$ -	\$ 1,500,000	
<b>Total</b>	\$ -	\$ -	\$ -	\$ -	\$ 1,500,000	\$ -

**Requested Budget by Expense Type**

Expense Type	2025	2026	2027	2028	2029	2030
Water Network	\$ -	\$ -	\$ -	\$ -	\$ 1,500,000	
<b>Total</b>	\$ -	\$ -	\$ -	\$ -	\$ 1,500,000	\$ -

Explain any changes from the 2024 CIP in the proposed funding for this project/program

No changes.



## Project Information

Agency: Water Utility

Project/Program: New Water Facility Planning

## Information Technology Information

Are you planning any builds, facility moves, projects or programs that will have a technology component such as anything below?

No

- Electronic hardware that will be connected to a City device in any manner (e.g. wireless, bluetooth, cable, NFC)
- Software (either local or in the cloud)
- A new website or changes to an existing website
- Changes to existing software or processes, including upgrades or additional modules

Have you worked with your IT Project Portfolio Manager to discuss the project?

No

[If no, please reach out to your Project Portfolio Manager so that their business analysis can be included in the request.](#)

Do you believe any of the hardware or software to be considered surveillance technology?

No

[Surveillance technology is defined in MGO Sec. 23.63\(2\).](#)

If yes, please reach out to Sarah Edgerton prior to submitting your budget request.

## Operating Costs

Over the next six years, will the project/program require any of the following:

Facilities/land maintenance?

No

Vehicle setup or maintenance costs?

No

External management or consulting contracts?

No

How many additional FTE positions are required for ongoing operations of this project/program?

0.00

Estimate the project/program annual operating costs

Description - please detail operating costs by major where available	Annual Costs
No increase in existing operating costs are anticipated as a result of the proposed project.	N/A

## Other Information

The Government Accounting Standards Board (GASB) recently issued a statement (GASB 96) for subscription-based information technology arrangements (SBITAs). In order to comply with GASB financial reporting standards, we must be aware of any software subscriptions, including software as a service, that is included in your request.

Are you planning to purchase software or software licenses within the requested expenditures above?

No

Is this project/program required to meet the Percent for Arts ordinance?

No

[Percent for Art requirements detailed in MGO Section 4.30](#)

# 2025 Capital Improvement Plan

## Project Budget Proposal

### Identifying Information

Agency	<input type="text" value="Water Utility"/>	New or Existing Project	<input type="text" value="Existing"/>
Proposal Name	<input type="text" value="Park Street, South (Olin To RR)"/>	Project Type	<input type="text" value="Project"/>
Project Number	<input type="text" value="11133"/>		

#### New or Updated Description

This project proposes to close a system hydraulic gap located between Wingra Creek and the railroad crossing to improve system hydraulics in close proximity to Unit Well 18. Also, various segments of the project limits require consolidation of multiple parallel water mains to reduce the risk of emergency repair events. The proposed water main improvements will occur as part of the overall BRT-driven road reconstruction effort. Design is planned to continue in 2026 and construction is planned for 2027.

### Alignment with Strategic Plans and Citywide Priorities

Citywide Element	<input type="text" value="Green and Resilient"/>
Strategy	<input type="text" value="Protect Madison's water supply and infrastructure to provide safe, clean drinking water."/>

#### Describe how this project/program advances the Citywide Element

This project replaces existing failed and/or undersized water mains. The work is done in conjunction with other agencies to reduce the number of times the public is impacted by the construction on major thoroughfares.

Does this project/program advance goals in a Citywide agenda or strategic plan other than Imagine Madison (e.g. Climate Forward, Housing Forward, Metro Forward, Vision Zero)?

If yes, specify which plan(s) the project/program would advance and describe how the project/program will help the City meet its strategic goals.

## Project Information

Agency: Water Utility

Project/Program: Park Street, South (Olin To RR)

## Racial Equity and Social Justice

We are continuing our efforts to articulate and prioritize racial equity and social justice in the City's budget and operations. Please respond to the following questions and incorporate these responses into your budget narrative to ensure racial equity is included in decision-making.

Is the proposed project/program primarily focused on maintenance or repair?

Yes

Describe how routine maintenance and/or scheduled repair considers equity and quality of life for residents. Describe how you use an equity lens to prioritize maintenance and/or repair projects.

This project extends through an environmental justice area with higher percentage of Black, Indigenous, People of Color and people with lower incomes. It also extends through the Southside NRT. Improving the pavement, sidewalks and bike facilities in this area will create a safe convenient transportation for these groups. Madison Water Utility costs are distributed amongst the entire Utility customer base.

Is the proposed budget or budget change related to a recommendation from a Neighborhood Resource Team (NRT)?

No

If yes, please identify the specific NRT and recommendation. Be as specific as possible.

## Climate Resilience and Sustainability

Does this project/program improve the city's climate resilience or sustainability by addressing climate change impacts, reducing greenhouse gas (GHG) emissions, improving energy efficiency, growing a climate-friendly economy, or reducing the environmental impact of city assets or operations?

No

If yes, which climate or sustainability benefits does this program provide?

- Reduces GHG emissions from buildings
- Reduces GHG emissions from transportation
- Reduces GHG emissions from other sources
- Provides green workforce development

- Reduces waste going to the landfill
- Improves ecosystem health
- Advances water quality and conservation
- Improves community resilience to flooding, heat waves, or other extreme weather events

• Other  
(Describe)

For the benefits indicated above, explain which specific initiatives or minor projects within this program provide each benefit.

## Project Information

Agency: Water Utility

Project/Program: Park Street, South (Olin To RR)

## Budget Information

### Requested Budget by Funding Source

Funding Source	2025	2026	2027	2028	2029	2030
Water Expense Depreciation		\$ 40,000	\$ 735,000			
<b>Total</b>	\$ -	\$ 40,000	\$ 735,000	\$ -	\$ -	\$ -

### Requested Budget by Expense Type

Expense Type	2025	2026	2027	2028	2029	2030
Water Network		\$ 40,000	\$ 735,000			
<b>Total</b>	\$ -	\$ 40,000	\$ 735,000	\$ -	\$ -	\$ -

Explain any changes from the 2024 CIP in the proposed funding for this project/program

The planning for this project has shifted to 2026 and construction has shifted to 2027. There has been an increase in costs as the project scope has developed.

The Government Accounting Standards Board (GASB) recently issued a statement (GASB 96) for subscription-based information technology arrangements (SBITAs). In order to comply with GASB financial reporting standards, we must be aware of any software subscriptions, including software as a service, that is included in your request.

Are you planning to purchase software or software licenses within the requested expenditures above?

No

Is this project/program required to meet the Percent for Arts ordinance?

No

[Percent for Art requirements detailed in MGO Section 4.30](#)

If TIF or Impact fees are a requested funding source for this project, please complete the supplemental budget information on the following page. If not, continue to the Project Schedule and Location.

TIF funding is included in this request:	No
Impact Fees are included in this request:	No

Request does not include TIF or Impact Fees. Skip Supplemental Budget Info.

## Project Information

Agency: Water Utility

Project/Program: Park Street, South (Olin To RR)

## Project Schedule and Location

Complete the schedule below for each year of requested funding. Please detail costs across the major project phases (planning, design, or construction/implementation).

Year	Phase/Project Name	Cost	Location	Alder District
2026	Planning and Design	\$ 40,000	W&S Railroad Crossing	13, 14
2027	Construction	\$ 735,000	W&S Railroad Crossing	13, 14

## Facility Expenses

If the proposal includes City site/building/facility expenses, has the proposal been reviewed by City Engineering Facilities?

If no, explain how you developed the facilities cost estimate for the budget request.

## Project Information

Agency: Water Utility

Project/Program: Park Street, South (Olin To RR)

## Information Technology Information

Are you planning any builds, facility moves, projects or programs that will have a technology component such as anything below?

No

- Electronic hardware that will be connected to a City device in any manner (e.g. wireless, bluetooth, cable, NFC)
- Software (either local or in the cloud)
- A new website or changes to an existing website
- Changes to existing software or processes, including upgrades or additional modules

Have you worked with your IT Project Portfolio Manager to discuss the project?

No

[If no, please reach out to your Project Portfolio Manager so that their business analysis can be included in the request.](#)

Do you believe any of the hardware or software to be considered surveillance technology?

No

[Surveillance technology is defined in MGO Sec. 23.63\(2\).](#)

If yes, please reach out to Sarah Edgerton prior to submitting your budget request.

## Operating Costs

Over the next six years, will the project/program require any of the following:

Facilities/land maintenance?

No

Vehicle setup or maintenance costs?

No

External management or consulting contracts?

No

How many additional FTE positions are required for ongoing operations of this project/program?

0.00

Estimate the project/program annual operating costs

Description - please detail operating costs by major where available	Annual Costs
No increase in existing operating costs are anticipated as a result of the proposed project.	N/A



# 2025 Capital Improvement Plan

## Project Budget Proposal

### Identifying Information

Agency	<input type="text" value="Water Utility"/>	New or Existing Project	<input type="text" value="New"/>
Proposal Name	<input type="text" value="Regent Street"/>	Project Type	<input type="text" value="Project"/>
Project Number	<input type="text" value="15233"/>		

#### New or Updated Description

This project funds the full water main replacement between Randall and S Park Street in conjunction with the proposed road reconstruction project. The existing water mains in this corridor are beyond their useful life expectancy, of inadequate size & capacity and have cause multiple emergency break repair events in recent years. New mains will increase system reliability and capacity along this important corridor. Design work will start in 2025 and construction will occur in 2026.

### Alignment with Strategic Plans and Citywide Priorities

Citywide Element	<input type="text" value="Green and Resilient"/>
Strategy	<input type="text" value="Protect Madison's water supply and infrastructure to provide safe, clean drinking water."/>

#### Describe how this project/program advances the Citywide Element

The proposed project, in conjunction with the overall roadway reconstruction project, will replace the existing, deteriorated and undersized water mains with new water mains built to current City/DNR standards. These improvements will improve the safety, reliability and capacity of both drinking water and fire protection along the project area. Proposed Madison Water Utility budget allows for design services related to Water Utility infrastructure in the project area.

Does this project/program advance goals in a Citywide agenda or strategic plan other than Imagine Madison (e.g. Climate Forward, Housing Forward, Metro Forward, Vision Zero)?

If yes, specify which plan(s) the project/program would advance and describe how the project/program will help the City meet its strategic goals.

## Project Information

Agency: Water Utility

Project/Program: Regent Street

## Racial Equity and Social Justice

We are continuing our efforts to articulate and prioritize racial equity and social justice in the City's budget and operations. Please respond to the following questions and incorporate these responses into your budget narrative to ensure racial equity is included in decision-making.

Is the proposed project/program primarily focused on maintenance or repair?

Yes

Describe how routine maintenance and/or scheduled repair considers equity and quality of life for residents. Describe how you use an equity lens to prioritize maintenance and/or repair projects.

MWU maintenance activities occur throughout all streets and areas of the City on a routine schedule and as needed on an emergency repair basis. All costs are shared amongst all ratepayers, systemwide.

Is the proposed budget or budget change related to a recommendation from a Neighborhood Resource Team (NRT)?

No

If yes, please identify the specific NRT and recommendation. Be as specific as possible.

## Climate Resilience and Sustainability

Does this project/program improve the city's climate resilience or sustainability by addressing climate change impacts, reducing greenhouse gas (GHG) emissions, improving energy efficiency, growing a climate-friendly economy, or reducing the environmental impact of city assets or operations?

No

If yes, which climate or sustainability benefits does this program provide?

- Reduces GHG emissions from buildings
- Reduces GHG emissions from transportation
- Reduces GHG emissions from other sources
- Provides green workforce development

- Reduces waste going to the landfill
- Improves ecosystem health
- Advances water quality and conservation
- Improves community resilience to flooding, heat waves, or other extreme weather events

• Other  
(Describe)

For the benefits indicated above, explain which specific initiatives or minor projects within this program provide each benefit.

## Project Information

Agency: Water Utility  
 Project/Program: Regent Street

## Budget Information

### Requested Budget by Funding Source

Funding Source	2025	2026	2027	2028	2029	2030
Water Expense Depreciation	\$ 40,000	\$ 1,305,000				
<b>Total</b>	<b>\$ 40,000</b>	<b>\$ 1,305,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

### Requested Budget by Expense Type

Expense Type	2025	2026	2027	2028	2029	2030
Water Network	\$ 40,000	\$ 1,305,000				
<b>Total</b>	<b>\$ 40,000</b>	<b>\$ 1,305,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Explain any changes from the 2024 CIP in the proposed funding for this project/program

Funding proposed in 2025 CIP is based upon updated information from City Engineering.

The Government Accounting Standards Board (GASB) recently issued a statement (GASB 96) for subscription-based information technology arrangements (SBITAs). In order to comply with GASB financial reporting standards, we must be aware of any software subscriptions, including software as a service, that is included in your request.

Are you planning to purchase software or software licenses within the requested expenditures above?

No

Is this project/program required to meet the Percent for Arts ordinance?

No

[Percent for Art requirements detailed in MGO Section 4.30](#)

If TIF or Impact fees are a requested funding source for this project, please complete the supplemental budget information on the following page. If not, continue to the Project Schedule and Location.

TIF funding is included in this request:	No
Impact Fees are included in this request:	No

Request does not include TIF or Impact Fees. Skip Supplemental Budget Info.

## Project Information

Agency: Water Utility  
 Project/Program: Regent Street

## Project Schedule and Location

Complete the schedule below for each year of requested funding. Please detail costs across the major project phases (planning, design, or construction/implementation).

Year	Phase/Project Name	Cost	Location	Alder District
2025	Design	\$ 40,000	Randall Ave-S Park St	5, 8, 13
2026	Construction	\$ 1,305,000	Randall Ave-S Park St	5, 8, 13

## Facility Expenses

If the proposal includes City site/building/facility expenses, has the proposal been reviewed by City Engineering Facilities?

If no, explain how you developed the facilities cost estimate for the budget request.

## Project Information

Agency: Water Utility

Project/Program: Regent Street

## Information Technology Information

Are you planning any builds, facility moves, projects or programs that will have a technology component such as anything below?

No

- Electronic hardware that will be connected to a City device in any manner (e.g. wireless, bluetooth, cable, NFC)
- Software (either local or in the cloud)
- A new website or changes to an existing website
- Changes to existing software or processes, including upgrades or additional modules

Have you worked with your IT Project Portfolio Manager to discuss the project?

No

[If no, please reach out to your Project Portfolio Manager so that their business analysis can be included in the request.](#)

Do you believe any of the hardware or software to be considered surveillance technology?

No

[Surveillance technology is defined in MGO Sec. 23.63\(2\).](#)

If yes, please reach out to Sarah Edgerton prior to submitting your budget request.

## Operating Costs

Over the next six years, will the project/program require any of the following:

Facilities/land maintenance?

No

Vehicle setup or maintenance costs?

No

External management or consulting contracts?

No

How many additional FTE positions are required for ongoing operations of this project/program?

0.00

Estimate the project/program annual operating costs

Description - please detail operating costs by major where available	Annual Costs
No increase in existing operating costs are anticipated as a result of the proposed project	N/A

# 2025 Capital Improvement Plan

## Project Budget Proposal

This form is intended for requests that do not change the 2024 Adopted CIP or make only budget neutral changes/reductions to the 2024 Adopted CIP.

### Identifying Information

Agency	Water Utility	New or Existing Project	Existing
Proposal Name	Unit Well 12 Conversion to a Two Zone Well	Project Type	Project
Project Number	10452		

**New or Updated Description**

This project is for rebuilding and expanding Well #12 located on South Whitney Way. The goal of the project is to provide water supply capacity to five existing pressure zones, which represents the majority of the City's west side. The system flexibility provided by this project will improve service reliability and maximize water supply. Funding in 2025 is for design and the start of construction.

**Requested Budget by Funding Source**

Funding Source	2025	2026	2027	2028	2029	2030
State Sources	\$ 800,000	\$ 4,000,000	\$ -	\$ -	\$ -	
<b>Total</b>	<b>\$ 800,000</b>	<b>\$ 4,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**Requested Budget by Expense Type**

Expense Type	2025	2026	2027	2028	2029	2030
Building	\$ 800,000	\$ 4,000,000	\$ -	\$ -	\$ -	
<b>Total</b>	<b>\$ 800,000</b>	<b>\$ 4,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**Explain any changes from the 2024 CIP in the proposed funding for this project/program**

The 2025 budget amount has been reduced to reflect expected design costs.

## Project Information

Agency: Water Utility

Project/Program: Unit Well 12 Conversion to a Two Zone Well

## Project Schedule and Location

Complete the schedule below for each year of requested funding. Please detail costs across the major project phases (planning, design, or construction/implementation).

Year	Phase/Project Name	Cost	Location	Alder District
2025	starting well reconstruction	\$ 800,000	501 S Whitney Way	11
2026	Construction	\$ 4,000,000	501 S Whitney Way	11

## Facility Expenses

If the proposal includes City site/building/facility expenses, has the proposal been reviewed by City Engineering Facilities? N/A

If no, explain how you developed the facilities cost estimate for the budget request.

## Project Information

Agency: Water Utility

Project/Program: Unit Well 12 Conversion to a Two Zone Well

## Information Technology Information

Are you planning any builds, facility moves, projects or programs that will have a technology component such as anything below?

No

- Electronic hardware that will be connected to a City device in any manner (e.g. wireless, bluetooth, cable, NFC)
- Software (either local or in the cloud)
- A new website or changes to an existing website
- Changes to existing software or processes, including upgrades or additional modules

Have you worked with your IT Project Portfolio Manager to discuss the project?

No

[If no, please reach out to your Project Portfolio Manager so that their business analysis can be included in the request.](#)

Do you believe any of the hardware or software to be considered surveillance technology?

No

[Surveillance technology is defined in MGO Sec. 23.63\(2\).](#)

If yes, please reach out to Sarah Edgerton prior to submitting your budget request.

## Operating Costs

Over the next six years, will the project/program require any of the following:

Facilities/land maintenance?

No

Vehicle setup or maintenance costs?

No

External management or consulting contracts?

No

How many additional FTE positions are required for ongoing operations of this project/program?

0.00

Estimate the project/program annual operating costs

Description - please detail operating costs by major where available	Annual Costs
No increase in existing operating costs are anticipated as a result of the proposed project.	N/A

## Other Information

The Government Accounting Standards Board (GASB) recently issued a statement (GASB 96) for subscription-based information technology arrangements (SBITAs). In order to comply with GASB financial reporting standards, we must be aware of any software subscriptions, including software as a service, that is included in your request.

Are you planning to purchase software or software licenses within the requested expenditures above?

No

Is this project/program required to meet the Percent for Arts ordinance?

No

[Percent for Art requirements detailed in MGO Section 4.30](#)



## 2025 Capital Improvement Plan Program Budget Proposal

This form is intended for requests that do not change the 2024 Adopted CIP or make only budget neutral changes/reductions to the 2024 Adopted CIP.

### Identifying Information

Agency	Water Utility	New or Existing Project	Existing
Proposal Name	Unit Well Rehab Program	Project Type	Program
Project Number	12341	2025 Project Number	15173

#### New or Updated Description

This program is for the 10 year unit well upgrade projects as recommended by the Wisconsin Department of Natural Resources. The goal of this program is to ensure that all unit wells are functioning at an efficient level and to reduce annual maintenance costs. Progress will be measured by reduction of maintenance costs, fewer unit well failures, and compliance with the 10 year schedule.

#### Requested Budget by Funding Source

Funding Source	2025	2026	2027	2028	2029	2030
Reserves Applied (Water)	\$ 382,000	\$ 393,000	\$ 405,000	\$ 417,000	\$ 430,000	\$ 451,500
<b>Total</b>	<b>\$ 382,000</b>	<b>\$ 393,000</b>	<b>\$ 405,000</b>	<b>\$ 417,000</b>	<b>\$ 430,000</b>	<b>\$ 451,500</b>

#### Requested Budget by Expense Type

Expense Type	2025	2026	2027	2028	2029	2030
Machinery and Equipment	\$ 382,000	\$ 393,000	\$ 405,000	\$ 417,000	\$ 430,000	\$ 451,500
<b>Total</b>	<b>\$ 382,000</b>	<b>\$ 393,000</b>	<b>\$ 405,000</b>	<b>\$ 417,000</b>	<b>\$ 430,000</b>	<b>\$ 451,500</b>

Explain any changes from the 2024 CIP in the proposed funding for this project/program

No changes.

## Project Information

Agency: Water Utility  
Project/Program: Unit Well Rehab Program

## Project Schedule and Location

Complete the table below for each year of requested funding. Detail the minor projects that will occur and provide location detail when necessary. If detailed project plans are not available, explain why and when this information will be available.

Year	Phase/Project Name	Cost	Location	Alder District
2025	UW #7	\$ 127,000	1613 N Sherman Ave	12
2025	UW #12	\$ 127,000	501 S Whitney Way	11
2025	UW #19	\$ 128,000	2526 Lake Mendota Dr	5
2026	UW #16	\$ 131,000	6706 Mineral Point Rd	19
2026	UW #25	\$ 131,000	5415 Queensbridge Rd	3
2026	UW #14	\$ 131,000	5130 University Ave	19
2027	UW #9	\$ 135,000	4724 Spaanem Ave	15
2027	UW #26	\$ 135,000	910 High Point Rd	1
2027	UW #27	\$ 135,000	18 N Randall Ave	5
2028	UW #31	\$ 139,000	4901 Tradewinds Parkway	16
2028	UW #29	\$ 139,000	829 N Thompson Dr	17
2028	UW #8	\$ 139,000	3206 Lakeland Ave	10
2029	UW #11	\$ 143,000	102 Dempsey Rd	15
2029	UW #17	\$ 143,000	201 S Hancock St	4
2029	UW #18	\$ 144,000	1925 S Park St	14
2030	UW #30	\$ 150,500	1133 Moorland Rd	14
2030	UW #20	\$ 150,500	2829 Prairie Rd	20
2030	UW #6	\$ 150,500	2757 University Ave	5

## Facility Expenses

If the proposal includes City site/building/facility expenses, has the proposal been reviewed by City Engineering Facilities?

If no, explain how you developed the facilities cost estimate for the budget request.

## Project Information

Agency: Water Utility

Project/Program: Unit Well Rehab Program

## Information Technology Information

Are you planning any builds, facility moves, projects or programs that will have a technology component such as anything below?

No

- Electronic hardware that will be connected to a City device in any manner (e.g. wireless, bluetooth, cable, NFC)
- Software (either local or in the cloud)
- A new website or changes to an existing website
- Changes to existing software or processes, including upgrades or additional modules

Have you worked with your IT Project Portfolio Manager to discuss the project?

No

[If no, please reach out to your Project Portfolio Manager so that their business analysis can be included in the request.](#)

Do you believe any of the hardware or software to be considered surveillance technology?

No

[Surveillance technology is defined in MGO Sec. 23.63\(2\).](#)

If yes, please reach out to Sarah Edgerton prior to submitting your budget request.

## Operating Costs

Over the next six years, will the project/program require any of the following:

Facilities/land maintenance?

No

Vehicle setup or maintenance costs?

No

External management or consulting contracts?

No

How many additional FTE positions are required for ongoing operations of this project/program?

0.00

Estimate the project/program annual operating costs

Description - please detail operating costs by major where available	Annual Costs

## Other Information

The Government Accounting Standards Board (GASB) recently issued a statement (GASB 96) for subscription-based information technology arrangements (SBITAs). In order to comply with GASB financial reporting standards, we must be aware of any software subscriptions, including software as a service, that is included in your request.

Are you planning to purchase software or software licenses within the requested expenditures above?

No

Is this project/program required to meet the Percent for Arts ordinance?

No

[Percent for Art requirements detailed in MGO Section 4.30](#)

# 2025 Capital Improvement Plan

## Program Budget Proposal

This form is intended for requests that do not change the 2024 Adopted CIP or make only budget neutral changes/reductions to the 2024 Adopted CIP.

### Identifying Information

Agency	Water Utility	New or Existing Project	Existing
Proposal Name	Water Hydrants Program	Project Type	Program
Project Number	12385	2025 Project Number	15174

**New or Updated Description**

This program is for the annual raising, replacing and moving of water hydrants. The goal of this program is to maintain reliable service for fire suppression.

**Requested Budget by Funding Source**

Funding Source	2025	2026	2027	2028	2029	2030
Reserves Applied (Water)	\$ 424,000	\$ 437,000	\$ 450,000	\$ 464,000	\$ 476,000	\$ 499,800
<b>Total</b>	<b>\$ 424,000</b>	<b>\$ 437,000</b>	<b>\$ 450,000</b>	<b>\$ 464,000</b>	<b>\$ 476,000</b>	<b>\$ 499,800</b>

**Requested Budget by Expense Type**

Expense Type	2025	2026	2027	2028	2029	2030
Water Network	\$ 424,000	\$ 437,000	\$ 450,000	\$ 464,000	\$ 476,000	\$ 499,800
<b>Total</b>	<b>\$ 424,000</b>	<b>\$ 437,000</b>	<b>\$ 450,000</b>	<b>\$ 464,000</b>	<b>\$ 476,000</b>	<b>\$ 499,800</b>

Explain any changes from the 2024 CIP in the proposed funding for this project/program

No changes.

## Project Information

Agency: Water Utility

Project/Program: Water Hydrants Program

## Project Schedule and Location

Complete the table below for each year of requested funding. Detail the minor projects that will occur and provide location detail when necessary. If detailed project plans are not available, explain why and when this information will be available.

Year	Phase/Project Name	Cost	Location	Alder District
2025	2025 Water Utility Hydrant Program	\$ 424,000	Citywide	Citywide
2026	2026 Water Utility Hydrant Program	\$ 437,000	Citywide	Citywide
2027	2027 Water Utility Hydrant Program	\$ 450,000	Citywide	Citywide
2028	2028 Water Utility Hydrant Program	\$ 464,000	Citywide	Citywide
2029	2029 Water Utility Hydrant Program	\$ 476,000	Citywide	Citywide
2030	2030 Water Utility Hydrant Program	\$ 499,800	Citywide	Citywide

## Facility Expenses

If the proposal includes City site/building/facility expenses, has the proposal been reviewed by City Engineering Facilities?

N/A

If no, explain how you developed the facilities cost estimate for the budget request.

## Project Information

Agency: Water Utility

Project/Program: Water Hydrants Program

## Information Technology Information

Are you planning any builds, facility moves, projects or programs that will have a technology component such as anything below?

No

- Electronic hardware that will be connected to a City device in any manner (e.g. wireless, bluetooth, cable, NFC)
- Software (either local or in the cloud)
- A new website or changes to an existing website
- Changes to existing software or processes, including upgrades or additional modules

Have you worked with your IT Project Portfolio Manager to discuss the project?

No

[If no, please reach out to your Project Portfolio Manager so that their business analysis can be included in the request.](#)

Do you believe any of the hardware or software to be considered surveillance technology?

No

[Surveillance technology is defined in MGO Sec. 23.63\(2\).](#)

If yes, please reach out to Sarah Edgerton prior to submitting your budget request.

## Operating Costs

Over the next six years, will the project/program require any of the following:

Facilities/land maintenance?

No

Vehicle setup or maintenance costs?

No

External management or consulting contracts?

No

How many additional FTE positions are required for ongoing operations of this project/program?

0.00

Estimate the project/program annual operating costs

Description - please detail operating costs by major where available	Annual Costs
No increase in existing operating costs are anticipated as a result of the proposed project	N/A

## Other Information

The Government Accounting Standards Board (GASB) recently issued a statement (GASB 96) for subscription-based information technology arrangements (SBITAs). In order to comply with GASB financial reporting standards, we must be aware of any software subscriptions, including software as a service, that is included in your request.

Are you planning to purchase software or software licenses within the requested expenditures above?

No

Is this project/program required to meet the Percent for Arts ordinance?

No

[Percent for Art requirements detailed in MGO Section 4.30](#)

# 2025 Capital Improvement Plan

## Program Budget Proposal

This form is intended for requests that do not change the 2024 Adopted CIP or make only budget neutral changes/reductions to the 2024 Adopted CIP.

### Identifying Information

Agency	Water Utility	New or Existing Project	Existing
Proposal Name	Water Mains - New	Project Type	Program
Project Number	12507	2025 Project Number	15168

**New or Updated Description**

This program is for installing new water mains throughout the City. The goal of the program is to strengthen and expand the existing distribution system, improve water pressure, improve fire protection, allow transfer of water between pressure zones, and to serve the growing areas of the City, working with City Engineering as needed. Newly installed mains include hydraulic improvements consistent with the Water Utility Master Plan.

**Requested Budget by Funding Source**

Funding Source	2025	2026	2027	2028	2029	2030
Reserves Applied (Water)	\$ 102,000	\$ 106,000	\$ 445,000	\$ 750,000	\$ 750,000	\$ 257,000
<b>Total</b>	<b>\$ 102,000</b>	<b>\$ 106,000</b>	<b>\$ 445,000</b>	<b>\$ 750,000</b>	<b>\$ 750,000</b>	<b>\$ 257,000</b>

**Requested Budget by Expense Type**

Expense Type	2025	2026	2027	2028	2029	2030
Water Network	\$ 102,000	\$ 106,000	\$ 445,000	\$ 750,000	\$ 750,000	\$ 257,000
<b>Total</b>	<b>\$ 102,000</b>	<b>\$ 106,000</b>	<b>\$ 445,000</b>	<b>\$ 750,000</b>	<b>\$ 750,000</b>	<b>\$ 257,000</b>

**Explain any changes from the 2024 CIP in the proposed funding for this project/program**

This program is being revised as funding needs and updated information is available. The Water Utility is also replacing many required mains in addition to adding new mains as needed.

### Project Information

Agency: Water Utility

Project/Program: Water Mains - New

### Project Schedule and Location

Complete the table below for each year of requested funding. Detail the minor projects that will occur and provide location detail when necessary. If detailed project plans are not available, explain why and when this information will be available.

Year	Phase/Project Name	Cost	Location	Alder District
2025	Crew Projects	\$ 102,000	Citywide	Citywide
2026	Crew Projects	\$ 106,000	Citywide	Citywide
2027	Crew Projects	\$ 445,000	Citywide	Citywide
2028	Crew Projects	\$ 750,000	Citywide	Citywide
2029	Crew Projects	\$ 750,000	Citywide	Citywide
2030	Crew Projects	\$ 257,000	Citywide	Citywide

### Facility Expenses

If the proposal includes City site/building/facility expenses, has the proposal been reviewed by City Engineering Facilities?

If no, explain how you developed the facilities cost estimate for the budget request.



## Project Information

Agency: Water Utility

Project/Program: Water Mains - New

## Information Technology Information

Are you planning any builds, facility moves, projects or programs that will have a technology component such as anything below?

No

- Electronic hardware that will be connected to a City device in any manner (e.g. wireless, bluetooth, cable, NFC)
- Software (either local or in the cloud)
- A new website or changes to an existing website
- Changes to existing software or processes, including upgrades or additional modules

Have you worked with your IT Project Portfolio Manager to discuss the project?

No

[If no, please reach out to your Project Portfolio Manager so that their business analysis can be included in the request.](#)

Do you believe any of the hardware or software to be considered surveillance technology?

No

[Surveillance technology is defined in MGO Sec. 23.63\(2\).](#)

If yes, please reach out to Sarah Edgerton prior to submitting your budget request.

## Operating Costs

Over the next six years, will the project/program require any of the following:

Facilities/land maintenance?

No

Vehicle setup or maintenance costs?

No

External management or consulting contracts?

No

How many additional FTE positions are required for ongoing operations of this project/program?

0.00

Estimate the project/program annual operating costs

Description - please detail operating costs by major where available	Annual Costs
No additional operating costs are anticipated as a result of the proposed improvements	n/a

## Other Information

The Government Accounting Standards Board (GASB) recently issued a statement (GASB 96) for subscription-based information technology arrangements (SBITAs). In order to comply with GASB financial reporting standards, we must be aware of any software subscriptions, including software as a service, that is included in your request.

Are you planning to purchase software or software licenses within the requested expenditures above?

No

Is this project/program required to meet the Percent for Arts ordinance?

No

[Percent for Art requirements detailed in MGO Section 4.30](#)

# 2025 Capital Improvement Plan

## Program Budget Proposal

### Identifying Information

Agency	<input type="text" value="Water Utility"/>	New or Existing Project	<input type="text" value="Existing"/>
Proposal Name	<input type="text" value="Water Mains Replacement"/>	Project Type	<input type="text" value="Program"/>
Project Number	<input type="text" value="11893"/>		
2025 Project Number	<input type="text" value="15169"/>		

#### New or Updated Description

This program is for replacing existing water mains in conjunction with the reconstruction of roads as part of the City's Engineering- Major Streets Reconstruct Streets and Pavement Management program. The goal of the program is to update the water infrastructure, diminishing the risk of pipe failure and to extend the useful life of the pipes at a lower cost than replacing the pipe. As for the pipe lining portion of this project it measures the miles of pipe rehabilitated using the lining method. The program aligns with the Water Utility's goal to replace or rehabilitate over 400 miles of aging pipe within the City over a 40-year period to renew and maintain the system.

### Alignment with Strategic Plans and Citywide Priorities

Citywide Element	<input type="text" value="Green and Resilient"/>
Strategy	<input type="text" value="Protect Madison's water supply and infrastructure to provide safe, clean drinking water."/>

#### Describe how this project/program advances the Citywide Element

This program repairs and/or replaces existing undersized or deteriorated water mains to meet established Utility Level-of Service for water main infrastructure.

Does this project/program advance goals in a Citywide agenda or strategic plan other than Imagine Madison (e.g. Climate Forward, Housing Forward, Metro Forward, Vision Zero)?	<input type="text" value="Yes"/>
--	----------------------------------

If yes, specify which plan(s) the project/program would advance and describe how the project/program will help the City meet its strategic goals.

This program supports the replacement and upgrade of deficient water mains in coordination with the City's Street Reconstruction and Pavement Management Programs, or as stand-alone water main replacement projects located within major roadways. This program typically replaces deteriorated, undersized, water mains which are difficult to maintain or have imposed significant maintenance/repair costs. This program also funds the rehabilitates the existing deteriorated water mains which may not necessitate complete replacement by means of open-trench pipe replacement. Rehabilitation is often favorable in situations where the existing deteriorated main is of sufficient diameter to meet fire flow requirements, is located in an acceptable utility corridor and may be the only utility in need of repair in areas not currently scheduled for reconstruction. In addition to structural water main rehabilitation, non-structural methods can be used to address water quality concerns. This program also funds the development of Water Utility's temporary water distribution piping is used to provide temporary service to customers while existing mains are undergoing rehabilitation improvements. Madison Water Utility utilizes an Asset Management program to establish assess and define Core Risk metrics for all water mains in the system. This allows the Utility to compare and prioritize potential water main replacement projects. Existing mains are rated to establish their probability of failure and their consequence of failure. The assessment identifies existing water main mitigation needs and helps prioritize replacement either in conjunction with street construction projects, or stand-alone water main projects.

## Project Information

Agency: Water Utility

Project/Program: Water Mains Replacement

## Racial Equity and Social Justice

We are continuing our efforts to articulate and prioritize racial equity and social justice in the City's budget and operations. Please respond to the following questions and incorporate these responses into your budget narrative to ensure racial equity is included in decision-making.

Is the proposed project/program primarily focused on maintenance or repair?

Yes

Describe how routine maintenance and/or scheduled repair considers equity and quality of life for residents. Describe how you use an equity lens to prioritize maintenance and/or repair projects.

This program replaces deteriorated, undersized, water mains in conjunction with planned roadway improvements, City-wide. This program also funds the rehabilitation of deteriorated water mains which may not necessitate full open-trench replacement. Madison Water Utility utilizes an Asset Management program to establish assess and define Core Risk metrics for all water mains in the system. Existing mains are rated to establish their probability of failure and their consequence of failure. The cost of water main replacements are distributed equally amongst the entire Utility customer base. Projects are coordinated amongst all City Public Works agencies and local representatives/public improvement needs. The objective is to fairly distribute improvements City-wide and balance improvements to include work within Environmental Justice Areas and Neighborhood Development Plans whenever possible.

Is the proposed budget or budget change related to a recommendation from a Neighborhood Resource Team (NRT)?

No

If yes, please identify the specific NRT and recommendation. Be as specific as possible.

## Climate Resilience and Sustainability

Does this project/program improve the city's climate resilience or sustainability by addressing climate change impacts, reducing greenhouse gas (GHG) emissions, improving energy efficiency, growing a climate-friendly economy, or reducing the environmental impact of city assets or operations?

No

If yes, which climate or sustainability benefits does this program provide?

- Reduces GHG emissions from buildings
- Reduces GHG emissions from transportation
- Reduces GHG emissions from other sources
- Provides green workforce development

- Reduces waste going to the landfill
- Improves ecosystem health
- Advances water quality and conservation
- Improves community resilience to flooding, heat waves, or other extreme weather events

• Other (Describe)

For the benefits indicated above, explain which specific initiatives or minor projects within this program provide each benefit.

## Project Information

Agency: Water Utility

Project/Program: Water Mains Replacement

## Budget Information

### Requested Budget by Funding Source

Funding Source	2025	2026	2027	2028	2029	2030
Water Expense Depreciation	\$ 4,960,000	\$ 8,655,000	\$ 9,265,000	\$ 15,000,000	\$ 15,000,000	\$ 15,000,000
Reserves Applied (Water)	\$ 1,128,000	\$ 1,394,000	\$ 2,055,000	\$ 3,000,000	\$ 3,000,000	\$ 2,000,000
<b>Total</b>	<b>\$ 6,088,000</b>	<b>\$ 10,049,000</b>	<b>\$ 11,320,000</b>	<b>\$ 18,000,000</b>	<b>\$ 18,000,000</b>	<b>\$ 17,000,000</b>

### Requested Budget by Expense Type

Expense Type	2025	2026	2027	2028	2029	2030
Water Network	\$ 6,088,000	\$ 10,049,000	\$ 11,320,000	\$ 18,000,000	\$ 18,000,000	\$ 17,000,000
<b>Total</b>	<b>\$ 6,088,000</b>	<b>\$ 10,049,000</b>	<b>\$ 11,320,000</b>	<b>\$ 18,000,000</b>	<b>\$ 18,000,000</b>	<b>\$ 17,000,000</b>

Explain any changes from the 2024 CIP in the proposed funding for this project/program

The funding for this project has increased in some of the out years as there has been a shift from installing new mains to replacing mains.

The Government Accounting Standards Board (GASB) recently issued a statement (GASB 96) for subscription-based information technology arrangements (SBITAs). In order to comply with GASB financial reporting standards, we must be aware of any software subscriptions, including software as a service, that is included in your request.

Are you planning to purchase software or software licenses within the requested expenditures above?

No

Is this project/program required to meet the Percent for Arts ordinance?

No

[Percent for Art requirements detailed in MGO Section 4.30](#)

If TIF or Impact fees are a requested funding source for this project, please complete the supplemental budget information on the following page. If not, continue to the Project Schedule and Location.

TIF funding is included in this request:	No
Impact Fees are included in this request:	No

Request does not include TIF or Impact Fees. Skip Supplemental Budget Info.

## Project Information

Agency: Water Utility

Project/Program: Water Mains Replacement

## Project Schedule and Location

Complete the table below for each year of requested funding. Detail the minor projects that will occur and provide location detail when necessary. If detailed project plans are not available, explain why and when this information will be available.

Year	Phase/Project Name	Cost	Location	Alder District
2025	Pontiac Tr, Nokomis Ct, Rosewood Cir, Boston Ct	\$ 61,000	Hammersley Rd - Mohican Pass; Pontiac Tr - North End; Pontiac Tr - South End	10
2025	Davidson St, Park Ct, Gary St, Maher Ave	\$ 646,000	Maher Ave - Dempsey Rd (x2), Dempsey Rd - Elinor St, Cottage Grove Rd - Lake Edge Blvd	15
2025	Evergreen Ave, Ohio Ave, Sommers Ave	\$ 505,000	Atwood Ave - Center Ave; Dunning St - Hudson Ave	15
2025	MacArthur Rd, Larson Ct, Sycamore Ave, MacArthur Ct	\$ 909,000	E. Wash Ave - South End; MacArthur Rd - West End; MacArthur Rd - 500' East; MacArthur Rd - North End	3
2025	21C3B UW Madison - Engineering Dr, Randall Ave, Dayton St Utilities	\$ 51,000	Engineering Dr - W Dayton St, N Randall Ave - N Charter St	5 & 8
2025	Pflaum Rd	\$ 1,615,000	Monona Dr - S Stoughton Rd	15
2025	Gilbert Rd	\$ 25,000	Raymond Rd - Kroncke Dr	10
2025	S Hancock St, E Main St	\$ 727,000	E Washington Ave - E Wilson St, S Webster St - S Blair St	6
2025	S Midvale Blvd, N Midvale Blvd	\$ 25,000	Merlham Dr - Regent St, Regent St - University Ave	11
2025	Operational Resiliency Improvements	\$ 304,000	Undistributed (City-Wide, Locations Under Development)	Citywide
2025	CIPP Rehabilitation of Water Mains 2025	\$ 1,115,000	Undistributed (City-Wide, Locations Under Development)	Citywide
2025	Unallocated - System Improvements / MWU Crew Projects (City-Wide)	\$ 105,000	Undistributed (City-Wide, Locations Under Development)	Citywide
2026	Maher Ave, Drexel Ave, Monona Ct	\$ 1,017,000	Lake Edge Blvd - Davies St, Drexel Ave - Maher Ave	15
2026	Birge Ter	\$ 212,000	University Ave - Birge Ter	5
2026	Farwell St, South Ct, North Ct	\$ 466,000	Milwaukee St - C & NW RR; Farwell St - Corry St; Farwell St - Corry St	15
2026	Evergreen Ave, Center Ave, Willard Ave, Ohio Ave	\$ 614,000	Center Ave - Oakridge Ave; Dunning St - Hudson Ave; Evergreen Ave - Ohio Ave; Center Ave - Willard Ave	15
2026	Norman Way, Wood Cir	\$ 594,000	University Ave - Lake Mendota Dr; Norman Way - North End	19
2026	Lake View Ave, Hanover St, West Ln, East Ln	\$ 1,188,000	West End - Sherman Ave; Lake View Ave - Drewry Ln; Lake View Ave - North End	18
2026	Sherman Ave, McGuire St	\$ 423,000	McGuire St - N Sherman Ave; Sherman Ave - Fordem Ave	12
2026	Hawthorne Ct	\$ 212,000	University Ave - State St	2
2026	21C3B UW Madison - Engineering Dr, Randall Ave, Dayton St Utilities	\$ 106,000	Engineering Dr - W Dayton St, N Randall Ave - N Charter St	5 & 8
2026	Milwaukee St	\$ 43,000	350' E of N Fair Oaks Ave - West Corporate Dr	15

## Project Information

Agency: Water Utility

Project/Program: Water Mains Replacement

2026	N Lake St, W Dayton St	\$ 212,000	University Ave - State St, N Frances St - N Lake St	4 & 8
2026	E Main St	\$ 1,272,000	S Blair St - S Ingersoll St	6
2026	Dondee Rd	\$ 637,000	Starker Ave - E Buckeye Rd	16
2026	Operational Resiliency Improvements	\$ 254,000	Undistributed (City-Wide, Locations Under Development)	Citywide
2026	CIPP Rehabilitation of Water Mains 2026	\$ 2,376,000	Undistributed (City-Wide, Locations Under Development)	Citywide
2026	Unallocated - System Improvements / MWU Crew Projects (City-Wide)	\$ 423,000	Undistributed (City-Wide, Locations Under Development)	Citywide
2027	Jefferson St, Oakland Ave, Grant St	\$ 646,000	Oakland Ave - Grant St; Madison St - Adams St; Madison St - Jefferson St	13
2027	Maher Ave, Douglas Trl	\$ 646,000	Pflaum Rd - Tompkins Dr, Joylyne Dr - Camden Rd	15
2027	Capital Ave	\$ 1,068,000	University Ave - Lake Mendota Dr	19
2027	Elmside Blvd, Sommers Ave, Center Ave	\$ 779,000	Atwood Ave - Oakridge Ave; Miller Ave - Elmside Blvd	15
2027	Reindahl Ave, Schmedeman Ave, Rowland Ave, Graceland Ave, Ridgeway Ave	\$ 401,000	E Washington Ave - Graceland Ave (x3), Reindahl Ave - Rowland Ave (x2)	12
2027	Hickory St	\$ 401,000	W Olin Ave - Pine St	13
2027	S Franklin Ave	\$ 535,000	Regent St - Hammersley Ave	5
2027	Ozark Trl, Antietam Ln, Shenandoah Way, Jetty Dr, Natchez Pl	\$ 334,000	Jetty Dr - Old Sauk Rd, Natchez Pl - Blue Ridge Pkwy, Jetty Dr - N Yellowstone Dr, Inner Dr - E End, Jetty Dr - N End	19
2027	W Johnson St, E Johnson St	\$ 535,000	Wisconsin Ave - N Henry St, Wisconsin Ave - N Butler St	4 & 2
2027	Regent St	\$ 1,247,000	N Whitney Way - N Rosa Rd	11
2027	Camilla Rd, Dolores Ct, Loretta Ct, Christine Ln	\$ 222,000	Dolores Dr - Vondron Rd, Loretta Ln - Christine Ln, Camilla Rd - Dolores Dr	16
2027	Operational Resiliency Improvements	\$ 222,000	Undistributed (City-Wide, Locations Under Development)	Citywide
2027	CIPP Rehabilitation of Water Mains 2027	\$ 2,494,000	Undistributed (City-Wide, Locations Under Development)	Citywide
2027	Unallocated - System Improvements / MWU Crew Projects (City-Wide)	\$ 1,790,000	Undistributed (City-Wide, Locations Under Development)	Citywide
2028	Maher Ave, Morningside Ave	\$ 515,000	Davies St - Buckeye Rd, Maher Ave - Camden Rd	15
2028	Groveland Ter, Crestview Dr, Herro Ln, Dixie Ln	\$ 515,000	Tompkins Dr - Crewstview Dr, Indian Trce - Herro Ln, Crestview Dr - Glenview Dr	15
2028	Merrill Springs Rd, Risser Rd, Minocqua Cres	\$ 842,000	Risser Rd - Lake Mendota Dr, W of Merrill Springs Rd - W of Merrill Springs Rd, Risser Rd - Minocqua Spur	19
2028	Farley Ave	\$ 702,000	Regent St - Park Pl	5
2028	Mayfield Ln, Hanover St, Longview St, Kenwood St	\$ 748,000	Kenwood St - N Sherman Ave, Lake View Ave - Mayfield Ln, Kenwood St - Mayfield Ln	18

## Project Information

Agency: Water Utility

Project/Program: Water Mains Replacement

2028	Glenwood St, Gregory St	\$ 702,000	Gregory St - Cross St, Glenwood St - Odana Rd	13
2028	S Hillside Ter	\$ 983,000	Regent St - Bagley Pkwy	5
2028	Wendy Ln	\$ 1,495,000	Starker Ave - E Buckeye Rd	16
2028	Woodvale Dr	\$ 748,000	Starker Ave - E Buckeye Rd	16
2028	Operational Resiliency Improvements	\$ 372,000	Undistributed (City-Wide, Locations Under Development)	Citywide
2028	CIPP Rehabilitation of Water Mains 2028	\$ 3,928,000	Undistributed (City-Wide, Locations Under Development)	Citywide
2028	Unallocated - System Improvements / MWU Crew Projects (City-Wide)	\$ 6,450,000	Undistributed (City-Wide, Locations Under Development)	Citywide
2029	Richard St, Silver Rd	\$ 1,227,000	Schenk St - Silver Rd; N End - Hynek Rd	15
2029	Old Sauk Rd	\$ 786,000	N Pleasant View Rd - Schewe Rd	9
2029	Ridge St, Stevens St	\$ 883,000	Bluff St - University Ave, Shepard Ter - Ridge St	5
2029	Valley View Rd	\$ 1,571,000	South Point Rd - Boyer	1
2029	Yahara Pl, Walton Pl, Russell St	\$ 736,000	Walton Pl - Dunning St, Rutledge St - Yahara Pl, Rutledge St - Yahara Pl	6
2029	Felland Rd	\$ 1,571,000	Commercial Ave - 201' S of Tranquility Trl	3
2029	W Olin Ave	\$ 243,000	Wingra Creek - S Park St	13
2029	CIPP Rehabilitation of Water Mains 2029	\$ 4,124,000	Locations Under Development)	Citywide
2029	Crew Projects (City-Wide)	\$ 6,859,000	Locations Under Development)	Citywide
2030	CIPP Rehabilitation of Water Mains 2030	\$ 8,163,000	Locations Under Development)	Citywide
2030	Crew Projects (City-Wide)	\$ 8,837,000	Locations Under Development)	Citywide

## Facility Expenses

If the proposal includes City site/building/facility expenses, has the proposal been reviewed by City Engineering Facilities?

N/A

If no, explain how you developed the facilities cost estimate for the budget request.

## Project Information

Agency: Water Utility

Project/Program: Water Mains Replacement

## Information Technology Information

Are you planning any builds, facility moves, projects or programs that will have a technology component such as anything below?

No

- Electronic hardware that will be connected to a City device in any manner (e.g. wireless, bluetooth, cable, NFC)
- Software (either local or in the cloud)
- A new website or changes to an existing website
- Changes to existing software or processes, including upgrades or additional modules

Have you worked with your IT Project Portfolio Manager to discuss the project?

No

[If no, please reach out to your Project Portfolio Manager so that their business analysis can be included in the request.](#)

Do you believe any of the hardware or software to be considered surveillance technology?

No

[Surveillance technology is defined in MGO Sec. 23.63\(2\).](#)

If yes, please reach out to Sarah Edgerton prior to submitting your budget request.

## Operating Costs

Over the next six years, will the project/program require any of the following:

Facilities/land maintenance?

No

Vehicle setup or maintenance costs?

No

External management or consulting contracts?

No

How many additional FTE positions are required for ongoing operations of this project/program?

0.00

Estimate the project/program annual operating costs

Description - please detail operating costs by major where available	Annual Costs
No increase in existing operating costs are anticipated as a result of the proposed project	N/A



# 2025 Capital Improvement Plan

## Program Budget Proposal

This form is intended for requests that do not change the 2024 Adopted CIP or make only budget neutral changes/reductions to the 2024 Adopted CIP.

### Identifying Information

Agency	Water Utility	New or Existing Project	Existing
Proposal Name	Water Meter and Fixed Network Program	Project Type	Program
Project Number	12340	2025 Project Number	15171

**New or Updated Description**

This program is for water meter and fixed network advanced metering infrastructure (AMI) improvements. The goal of the program is to provide accurate consumption data for billing purposes. Progress will be measured by comparing the meter accuracy testing results against the Public Service Commission of Wisconsin rules and regulations as well as monitoring the total non-revenue water volume.

**Requested Budget by Funding Source**

Funding Source	2025	2026	2027	2028	2029	2030
Reserves Applied (Water)	\$ 552,000	\$ 566,000	\$ 580,000	\$ 595,000	\$ 610,000	\$ 640,500
<b>Total</b>	<b>\$ 552,000</b>	<b>\$ 566,000</b>	<b>\$ 580,000</b>	<b>\$ 595,000</b>	<b>\$ 610,000</b>	<b>\$ 640,500</b>

**Requested Budget by Expense Type**

Expense Type	2025	2026	2027	2028	2029	2030
Machinery and Equipment	\$ 552,000	\$ 566,000	\$ 580,000	\$ 595,000	\$ 610,000	\$ 640,500
<b>Total</b>	<b>\$ 552,000</b>	<b>\$ 566,000</b>	<b>\$ 580,000</b>	<b>\$ 595,000</b>	<b>\$ 610,000</b>	<b>\$ 640,500</b>

Explain any changes from the 2024 CIP in the proposed funding for this project/program

No changes.

## Project Information

Agency: Water Utility

Project/Program: Water Meter and Fixed Network Program

## Project Schedule and Location

Complete the table below for each year of requested funding. Detail the minor projects that will occur and provide location detail when necessary. If detailed project plans are not available, explain why and when this information will be available.

Year	Phase/Project Name	Cost	Location	Alder District
2025	5/8", 3/4", & 1" Meter Purchase/Set/Change	\$ 310,000	Citywide	Citywide
2025	1.5" & 2" Meter Purchase/Set/Change	\$ 166,000	Citywide	Citywide
2025	3" and Larger Meter Purchase/Set/Change	\$ 55,000	Citywide	Citywide
2025	Fixed Network	\$ 21,000	Citywide	Citywide
2026	5/8", 3/4", & 1" Meter Purchase/Set/Change	\$ 318,000	Citywide	Citywide
2026	1.5" & 2" Meter Purchase/Set/Change	\$ 170,000	Citywide	Citywide
2026	3" and Larger Meter Purchase/Set/Change	\$ 56,000	Citywide	Citywide
2026	Fixed Network	\$ 22,000	Citywide	Citywide
2027	5/8", 3/4", & 1" Meter Purchase/Set/Change	\$ 325,000	Citywide	Citywide
2027	1.5" & 2" Meter Purchase/Set/Change	\$ 174,000	Citywide	Citywide
2027	3" and Larger Meter Purchase/Set/Change	\$ 58,000	Citywide	Citywide
2027	Fixed Network	\$ 23,000	Citywide	Citywide
2028	5/8", 3/4", & 1" Meter Purchase/Set/Change	\$ 333,000	Citywide	Citywide
2028	1.5" & 2" Meter Purchase/Set/Change	\$ 179,000	Citywide	Citywide
2028	3" and Larger Meter Purchase/Set/Change	\$ 59,000	Citywide	Citywide
2028	Fixed Network	\$ 24,000	Citywide	Citywide
2029	5/8", 3/4", & 1" Meter Purchase/Set/Change	\$ 337,000	Citywide	Citywide
2029	1.5" & 2" Meter Purchase/Set/Change	\$ 184,000	Citywide	Citywide
2029	3" and Larger Meter Purchase/Set/Change	\$ 64,000	Citywide	Citywide
2029	Fixed Network	\$ 25,000	Citywide	Citywide
2030	5/8", 3/4", & 1" Meter Purchase/Set/Change	\$ 354,000	Citywide	Citywide
2030	1.5" & 2" Meter Purchase/Set/Change	\$ 194,000	Citywide	Citywide
2030	3" and Larger Meter Purchase/Set/Change	\$ 67,000	Citywide	Citywide
2030	Fixed Network	\$ 25,500	Citywide	Citywide

## Facility Expenses

If the proposal includes City site/building/facility expenses, has the proposal been reviewed by City Engineering Facilities?

If no, explain how you developed the facilities cost estimate for the budget request.

## Project Information

Agency: Water Utility

Project/Program: Water Meter and Fixed Network Program

## Information Technology Information

Are you planning any builds, facility moves, projects or programs that will have a technology component such as anything below?

No

- Electronic hardware that will be connected to a City device in any manner (e.g. wireless, bluetooth, cable, NFC)
- Software (either local or in the cloud)
- A new website or changes to an existing website
- Changes to existing software or processes, including upgrades or additional modules

Have you worked with your IT Project Portfolio Manager to discuss the project?

No

[If no, please reach out to your Project Portfolio Manager so that their business analysis can be included in the request.](#)

Do you believe any of the hardware or software to be considered surveillance technology?

No

[Surveillance technology is defined in MGO Sec. 23.63\(2\).](#)

If yes, please reach out to Sarah Edgerton prior to submitting your budget request.

## Operating Costs

Over the next six years, will the project/program require any of the following:

Facilities/land maintenance?

No

Vehicle setup or maintenance costs?

No

External management or consulting contracts?

No

How many additional FTE positions are required for ongoing operations of this project/program?

0.00

Estimate the project/program annual operating costs

Description - please detail operating costs by major where available	Annual Costs
No increase in existing operating costs are anticipated as a result of the proposed project	N/A

## Other Information

The Government Accounting Standards Board (GASB) recently issued a statement (GASB 96) for subscription-based information technology arrangements (SBITAs). In order to comply with GASB financial reporting standards, we must be aware of any software subscriptions, including software as a service, that is included in your request.

Are you planning to purchase software or software licenses within the requested expenditures above?

No

Is this project/program required to meet the Percent for Arts ordinance?

No

[Percent for Art requirements detailed in MGO Section 4.30](#)

# 2025 Capital Improvement Plan

## Program Budget Proposal

This form is intended for requests that do not change the 2024 Adopted CIP or make only budget neutral changes/reductions to the 2024 Adopted CIP.

### Identifying Information

Agency	Water Utility	New or Existing Project	Existing
Proposal Name	Water Utility Facility Improvements	Project Type	Program
Project Number	10440	2025 Project Number	15170

**New or Updated Description**

This program is for repairing and upgrading Water Utility facilities. The goal of the program is to maintain the facilities for reliable service and reducing emergency repairs. Progress is measured by tracking the number of emergency calls, facility outages, and accidents each year. Funding in 2025 is for fiber optic system installations and upgrades, control and instrumentation replacements and upgrades, cybersecurity upgrades, upgrading GPS system, and other miscellaneous upgrades.

**Requested Budget by Funding Source**

Funding Source	2025	2026	2027	2028	2029	2030
Reserves Applied (Water)	\$ 2,195,000	\$ 2,385,000	\$ 2,457,000	\$ 2,530,000	\$ 2,606,000	\$ 2,736,300
<b>Total</b>	<b>\$ 2,195,000</b>	<b>\$ 2,385,000</b>	<b>\$ 2,457,000</b>	<b>\$ 2,530,000</b>	<b>\$ 2,606,000</b>	<b>\$ 2,736,300</b>

**Requested Budget by Expense Type**

Expense Type	2025	2026	2027	2028	2029	2030
Machinery and Equipment	\$ 645,000	\$ 665,000	\$ 684,000	\$ 704,000	\$ 726,000	\$ 762,000
Building	\$ 1,550,000	\$ 1,720,000	\$ 1,773,000	\$ 1,826,000	\$ 1,880,000	\$ 1,974,300
<b>Total</b>	<b>\$ 2,195,000</b>	<b>\$ 2,385,000</b>	<b>\$ 2,457,000</b>	<b>\$ 2,530,000</b>	<b>\$ 2,606,000</b>	<b>\$ 2,736,300</b>

Explain any changes from the 2024 CIP in the proposed funding for this project/program

The 2025 funding was reduced by \$121,000 from the 2024 CIP to offset the increased cost in the vehicle program.

## Project Information

Agency: Water Utility

Project/Program: Water Utility Facility Improvements

## Project Schedule and Location

Complete the table below for each year of requested funding. Detail the minor projects that will occur and provide location detail when necessary. If detailed project plans are not available, explain why and when this information will be available.

Year	Phase/Project Name	Cost	Location	Alder District
2025	Scada system Upgrades	\$ 35,000	Citywide	Citywide
2025	Fiber Optic System Installation and Upgrades	\$ 70,000	Citywide	Citywide
2025	Replacement/Upgrades	\$ 135,000	Citywide	Citywide
2025	VFD Installs & MCC Upgrades	\$ 95,000	Citywide	Citywide
2025	Cybersecurity Upgrades	\$ 120,000	Citywide	Citywide
2025	Site Upgrades	\$ 190,000	Citywide	Citywide
2025	Various Olin Building/Site Improvements	\$ 400,000	Citywide	Citywide
2025	Mechanical Failures	\$ 565,000	Citywide	Citywide
2025	Facility Safety and Security Upgrades	\$ 250,000	Citywide	Citywide
2025	Miscellaneous Facility Upgrade Projects	\$ 300,000	Citywide	Citywide
2025	GPS Equipment	\$ 20,000	Citywide	Citywide
2025	Miscellaneous Tools	\$ 15,000	Citywide	Citywide
2026	Scada system Upgrades	\$ 36,000	Citywide	Citywide
2026	Fiber Optic System Installation and Upgrades	\$ 72,000	Citywide	Citywide
2026	Replacement/Upgrades	\$ 139,000	Citywide	Citywide
2026	VFD Installs & MCC Upgrades	\$ 98,000	Citywide	Citywide
2026	Cybersecurity Upgrades	\$ 124,000	Citywide	Citywide
2026	Site Upgrades	\$ 196,000	Citywide	Citywide
2026	Various Olin Building/Site Improvements	\$ 412,000	Citywide	Citywide
2026	Mechanical Failures	\$ 655,000	Citywide	Citywide
2026	Facility Safety and Security Upgrades	\$ 309,000	Citywide	Citywide
2026	Miscellaneous Facility Upgrade Projects	\$ 344,000	Citywide	Citywide
2027	Scada system Upgrades	\$ 37,000	Citywide	Citywide
2027	Fiber Optic System Installation and Upgrades	\$ 74,000	Citywide	Citywide
2027	Replacement/Upgrades	\$ 143,000	Citywide	Citywide
2027	VFD Installs & MCC Upgrades	\$ 101,000	Citywide	Citywide
2027	Cybersecurity Upgrades	\$ 127,000	Citywide	Citywide
2027	Site Upgrades	\$ 202,000	Citywide	Citywide
2027	Various Olin Building/Site Improvements	\$ 424,000	Citywide	Citywide
2027	Mechanical Failures	\$ 677,000	Citywide	Citywide
2027	Facility Safety and Security Upgrades	\$ 318,000	Citywide	Citywide
2027	Miscellaneous Facility Upgrade Projects	\$ 354,000	Citywide	Citywide
2028	Scada system Upgrades	\$ 38,000	Citywide	Citywide
2028	Fiber Optic System Installation and Upgrades	\$ 76,000	Citywide	Citywide
2028	Replacement/Upgrades	\$ 147,000	Citywide	Citywide
2028	VFD Installs & MCC Upgrades	\$ 104,000	Citywide	Citywide
2028	Cybersecurity Upgrades	\$ 131,000	Citywide	Citywide
2028	Site Upgrades	\$ 208,000	Citywide	Citywide
2028	Various Olin Building/Site Improvements	\$ 437,000	Citywide	Citywide
2028	Mechanical Failures	\$ 696,000	Citywide	Citywide
2028	Facility Safety and Security Upgrades	\$ 328,000	Citywide	Citywide
2028	Miscellaneous Facility Upgrade Projects	\$ 365,000	Citywide	Citywide

## Project Information

Agency: Water Utility

Project/Program: Water Utility Facility Improvements

2029	Scada system Upgrades	\$ 39,000	Citywide	Citywide
2029	Fiber Optic System Installation and Upgrades	\$ 79,000	Citywide	Citywide
2029	Replacement/Upgrades	\$ 152,000	Citywide	Citywide
2029	VFD Installs & MCC Upgrades	\$ 107,000	Citywide	Citywide
2029	Cybersecurity Upgrades	\$ 135,000	Citywide	Citywide
2029	Site Upgrades	\$ 214,000	Citywide	Citywide
2029	Various Olin Building/Site Improvements	\$ 450,000	Citywide	Citywide
2029	Mechanical Failures	\$ 716,000	Citywide	Citywide
2029	Facility Safety and Security Upgrades	\$ 338,000	Citywide	Citywide
2029	Miscellaneous Facility Upgrade Projects	\$ 376,000	Citywide	Citywide
2030	Scada system Upgrades	\$ 41,000	Citywide	Citywide
2030	Fiber Optic System Installation and Upgrades	\$ 83,000	Citywide	Citywide
2030	Replacement/Upgrades	\$ 160,000	Citywide	Citywide
2030	VFD Installs & MCC Upgrades	\$ 112,000	Citywide	Citywide
2030	Cybersecurity Upgrades	\$ 142,000	Citywide	Citywide
2030	Site Upgrades	\$ 224,000	Citywide	Citywide
2030	Various Olin Building/Site Improvements	\$ 473,000	Citywide	Citywide
2030	Mechanical Failures	\$ 752,300	Citywide	Citywide
2030	Facility Safety and Security Upgrades	\$ 354,000	Citywide	Citywide
2030	Miscellaneous Facility Upgrade Projects	\$ 395,000	Citywide	Citywide

## Facility Expenses

If the proposal includes City site/building/facility expenses, has the proposal been reviewed by City Engineering Facilities?

N/A

If no, explain how you developed the facilities cost estimate for the budget request.

## Project Information

Agency: Water Utility

Project/Program: Water Utility Facility Improvements

## Information Technology Information

Are you planning any builds, facility moves, projects or programs that will have a technology component such as anything below?

Yes

- Electronic hardware that will be connected to a City device in any manner (e.g. wireless, bluetooth, cable, NFC)
- Software (either local or in the cloud)
- A new website or changes to an existing website
- Changes to existing software or processes, including upgrades or additional modules

Have you worked with your IT Project Portfolio Manager to discuss the project?

Yes

[If no, please reach out to your Project Portfolio Manager so that their business analysis can be included in the request.](#)

Do you believe any of the hardware or software to be considered surveillance technology?

No

[Surveillance technology is defined in MGO Sec. 23.63\(2\).](#)

If yes, please reach out to Sarah Edgerton prior to submitting your budget request.

## Operating Costs

Over the next six years, will the project/program require any of the following:

Facilities/land maintenance?

Yes

Vehicle setup or maintenance costs?

No

External management or consulting contracts?

No

How many additional FTE positions are required for ongoing operations of this project/program?

0.00

Estimate the project/program annual operating costs

Description - please detail operating costs by major where available	Annual Costs
No increase in existing operating costs are anticipated as a result of the proposed project	N/A

## Other Information

The Government Accounting Standards Board (GASB) recently issued a statement (GASB 96) for subscription-based information technology arrangements (SBITAs). In order to comply with GASB financial reporting standards, we must be aware of any software subscriptions, including software as a service, that is included in your request.

Are you planning to purchase software or software licenses within the requested expenditures above?

No

Is this project/program required to meet the Percent for Arts ordinance?

No

[Percent for Art requirements detailed in MGO Section 4.30](#)

# 2025 Capital Improvement Plan

## Program Budget Proposal

### Identifying Information

Agency	<input type="text" value="Water Utility"/>	New or Existing Project	<input type="text" value="Existing"/>
Proposal Name	<input type="text" value="Water Utility Vehicles &amp; Equipment"/>	Project Type	<input type="text" value="Program"/>
Project Number	<input type="text" value="12339"/>		
2025 Project Number	<input type="text" value="14680"/>		

#### New or Updated Description

This program is for the annual vehicle and equipment replacements and additions. Replacement schedules are based on age and mileage of the vehicles and equipment. The goal of this program is to provide reliable vehicles and equipment for Water Utility's operations. Progress will be measured by the frequency of vehicle breakdowns and actual useful life obtained. In 2025, funds will be used for two backhoes, a valve turning truck, four pickups, a dump truck, a Honda Fit, a Ford Transit, and other miscellaneous equipment.

### Alignment with Strategic Plans and Citywide Priorities

Citywide Element

Strategy

#### Describe how this project/program advances the Citywide Element

By replacing aging vehicles with new electric or gas powered vehicles in the future, we will help to reduce carbon emissions and improve gas mileage. It will also reduce maintenance costs, and length of time vehicles are out of service.

Does this project/program advance goals in a Citywide agenda or strategic plan other than Imagine Madison (e.g. Climate Forward, Housing Forward, Metro Forward, Vision Zero)?

If yes, specify which plan(s) the project/program would advance and describe how the project/program will help the City meet its strategic goals.

New electric or gas powered vehicles and equipment will produce less carbon emissions and improve gas mileage ensuring that there are less climate change impacted.



## Project Information

Agency: Water Utility

Project/Program: Water Utility Vehicles & Equipment

## Racial Equity and Social Justice

We are continuing our efforts to articulate and prioritize racial equity and social justice in the City's budget and operations. Please respond to the following questions and incorporate these responses into your budget narrative to ensure racial equity is included in decision-making.

Is the proposed project/program primarily focused on maintenance or repair?

Yes

Describe how routine maintenance and/or scheduled repair considers equity and quality of life for residents. Describe how you use an equity lens to prioritize maintenance and/or repair projects.

Replacement schedules are based on age and mileage of the vehicles and equipment. This allows an equitable priority for maintenance and repairs.

Is the proposed budget or budget change related to a recommendation from a Neighborhood Resource Team (NRT)?

No

If yes, please identify the specific NRT and recommendation. Be as specific as possible.

## Climate Resilience and Sustainability

Does this project/program improve the city's climate resilience or sustainability by addressing climate change impacts, reducing greenhouse gas (GHG) emissions, improving energy efficiency, growing a climate-friendly economy, or reducing the environmental impact of city assets or operations?

Yes

If yes, which climate or sustainability benefits does this program provide?

• Reduces GHG emissions from buildings

No

• Reduces GHG emissions from transportation

Yes

• Reduces GHG emissions from other sources

No

• Provides green workforce development

No

• Reduces waste going to the landfill

No

• Improves ecosystem health

No

• Advances water quality and conservation

No

• Improves community resilience to flooding, heat waves, or other extreme weather events

No

• Other  
(Describe)

For the benefits indicated above, explain which specific initiatives or minor projects within this program provide each benefit.

By replacing aging vehicles and equipment with new electric or gas powered vehicles in the future, we will help reduce carbon emissions and improve gas mileage. This will also reduce maintenance costs, and length of time vehicles are out of service.

## Project Information

Agency: Water Utility

Project/Program: Water Utility Vehicles & Equipment

## Budget Information

### Requested Budget by Funding Source

Funding Source	2025	2026	2027	2028	2029	2030
Reserves Applied (Water)	\$ 1,295,000	\$ 995,000	\$ 1,065,000	\$ 1,000,000	\$ 1,225,000	\$ 1,420,000
<b>Total</b>	<b>\$ 1,295,000</b>	<b>\$ 995,000</b>	<b>\$ 1,065,000</b>	<b>\$ 1,000,000</b>	<b>\$ 1,225,000</b>	<b>\$ 1,420,000</b>

### Requested Budget by Expense Type

Expense Type	2025	2026	2027	2028	2029	2030
Machinery and Equipment	\$ 1,295,000	\$ 995,000	\$ 1,065,000	\$ 1,000,000	\$ 1,225,000	\$ 1,420,000
<b>Total</b>	<b>\$ 1,295,000</b>	<b>\$ 995,000</b>	<b>\$ 1,065,000</b>	<b>\$ 1,000,000</b>	<b>\$ 1,225,000</b>	<b>\$ 1,420,000</b>

Explain any changes from the 2024 CIP in the proposed funding for this project/program

The funding for this project has increased due to the rising costs of vehicles. In addition, the delay in supply versus demand has require the Water Utility to estimate time frame of when to budget and purchase vehicles in order to receive the vehicles in a timely manner.

The Government Accounting Standards Board (GASB) recently issued a statement (GASB 96) for subscription-based information technology arrangements (SBITAs). In order to comply with GASB financial reporting standards, we must be aware of any software subscriptions, including software as a service, that is included in your request.

Are you planning to purchase software or software licenses within the requested expenditures above?

No

Is this project/program required to meet the Percent for Arts ordinance?

No

[Percent for Art requirements detailed in MGO Section 4.30](#)

If TIF or Impact fees are a requested funding source for this project, please complete the supplemental budget information on the following page. If not, continue to the Project Schedule and Location.

TIF funding is included in this request:	No
Impact Fees are included in this request:	No

*Request does not include TIF or Impact Fees. Skip Supplemental Budget Info.*

## Project Information

Agency: Water Utility

Project/Program: Water Utility Vehicles & Equipment

## Project Schedule and Location

Complete the table below for each year of requested funding. Detail the minor projects that will occur and provide location detail when necessary. If detailed project plans are not available, explain why and when this information will be available.

Year	Phase/Project Name	Cost	Location	Alder District
2025	W24C - John Deere 410	\$ 190,000	110 S Paterson St	6
2025	W48C - John Deere 410	\$ 190,000	110 S Paterson St	6
2025	1B - F550 Valve Turning/Vac Truck	\$ 225,000	110 S Paterson St	6
2025	W69C - Ford F150	\$ 80,000	110 S Paterson St	6
2025	W85A - Ford F150	\$ 80,000	110 S Paterson St	6
2025	W17B - Honda Fit	\$ 65,000	119 E Olin Ave	14
2025	W75C - Ford F150	\$ 80,000	110 S Paterson St	6
2025	W82A - Ford F150	\$ 95,000	110 S Paterson St	6
2025	W61C - Tri-Axle Dump truck	\$ 210,000	110 S Paterson St	6
2025	W87 - Ford Transit	\$ 80,000	119 E Olin Ave	14
2026	W103A - Ford F150	\$ 90,000	110 S Paterson St	6
2026	W12B - Distribution Utilimaster	\$ 135,000	110 S Paterson St	6
2026	W101A - Ford F150	\$ 90,000	119 E Olin Ave	14
2026	W9B - Hydrant Utilimaster	\$ 125,000	110 S Paterson St	6
2026	W28C - Tri-Axle Dump Truck	\$ 220,000	110 S Paterson St	6
2026	W25C - John Deere 410 Backhoe	\$ 195,000	110 S Paterson St	6
2026	T9 - Felling Shoring/Safety Trailer	\$ 20,000	110 S Paterson St	6
2026	W29B - Honda Fit	\$ 60,000	119 E Olin Ave	14
2026	W79B - Honda Fit	\$ 60,000	119 E Olin Ave	14
2027	W30B - Ford F150	\$ 90,000	119 E Olin Ave & 110 S Paterson	6, 14
2027	W5C - Hydrant Utilimaster	\$ 135,000	110 S Paterson St	6
2027	W16B - Maintenance Utilimaster	\$ 135,000	110 S Paterson St	6
2027	W64B - Maintenance Utilimaster	\$ 135,000	110 S Paterson St	6
2027	W57B - Maintenance Utilimaster	\$ 135,000	110 S Paterson St	6
2027	W95B - F550 Valve Turning/Vac Truck	\$ 235,000	110 S Paterson St	6
2027	W77C - John Deere 410 Backhoe	\$ 200,000	110 S Paterson St	6
2028	W55C - Hydrant Utilimaster	\$ 135,000	110 S Paterson St	6
2028	W74B - Ford Focus	\$ 60,000	119 E Olin Ave	14
2028	W39B - Passenger Minivan	\$ 65,000	119 E Olin Ave	14
2028	W42B - Distribution Utilimaster	\$ 140,000	110 S Paterson St	6
2028	W38C - Tri-Axle Dump Truck	\$ 230,000	110 S Paterson St	6
2028	W73B - Ford F150	\$ 90,000	110 S Paterson St	6
2028	W22B - Ford Transit EV	\$ 80,000	119 E Olin Ave	14
2028	W80C - John Deere 410 Backhoe	\$ 200,000	110 S Paterson St	6
2029	W23B - John Deere 710 Backhoe	\$ 250,000	110 S Paterson St	6

## Project Information

Agency: Water Utility

Project/Program: Water Utility Vehicles & Equipment

2029	W58C - Tri-Axle Dump Truck	\$ 230,000	110 S Paterson St	6
2029	W13C - F550 Valve Turning/Vac Truck	\$ 240,000	110 S Paterson St	6
2029	W59B - F550 One Ton Plow/Sander	\$ 140,000	110 S Paterson St	6
2029	W92A - Ford F350 Utility Box Liftgate	\$ 150,000	119 E Olin Ave	14
2029	W50B - Ford Transit EV	\$ 100,000	110 S Paterson St	6
2029	W19D - F350 Utility Truck	\$ 115,000	110 S Paterson St	6
2030	W20C - Tri-Axle Dump Truck	\$ 240,000	110 S Paterson St	6
2030	W2A - Crane	\$ 500,000	110 S Paterson St	6
2030	W66C - Ford F150	\$ 95,000	119 E Olin Ave	14
2030	W102A - Ford F150	\$ 95,000	119 E Olin Ave	14
2030	W105A - Ford F150	\$ 95,000	119 E Olin Ave	14
2030	W15B - Ford F250	\$ 110,000	110 S Paterson St	6
2030	W81B - Dodge Cargo Van	\$ 100,000	119 E Olin Ave	14
2030	W21C - Ford Focus	\$ 85,000	119 E Olin Ave	14
2030	W91C - Ford Transit Connect	\$ 100,000	119 E Olin Ave	14

## Facility Expenses

If the proposal includes City site/building/facility expenses, has the proposal been reviewed by City Engineering Facilities?

If no, explain how you developed the facilities cost estimate for the budget request.

## Project Information

Agency: Water Utility

Project/Program: Water Utility Vehicles & Equipment

## Information Technology Information

Are you planning any builds, facility moves, projects or programs that will have a technology component such as anything below?

No

- Electronic hardware that will be connected to a City device in any manner (e.g. wireless, bluetooth, cable, NFC)
- Software (either local or in the cloud)
- A new website or changes to an existing website
- Changes to existing software or processes, including upgrades or additional modules

Have you worked with your IT Project Portfolio Manager to discuss the project?

No

[If no, please reach out to your Project Portfolio Manager so that their business analysis can be included in the request.](#)

Do you believe any of the hardware or software to be considered surveillance technology?

No

[Surveillance technology is defined in MGO Sec. 23.63\(2\).](#)

If yes, please reach out to Sarah Edgerton prior to submitting your budget request.

## Operating Costs

Over the next six years, will the project/program require any of the following:

Facilities/land maintenance?

No

Vehicle setup or maintenance costs?

Yes

External management or consulting contracts?

No

How many additional FTE positions are required for ongoing operations of this project/program?

0.00

Estimate the project/program annual operating costs

Description - please detail operating costs by major where available	Annual Costs
No increase in existing operating costs are anticipated as a result of the proposed project	N/A

## 2025 Capital Improvement Plan Program Budget Proposal

This form is intended for requests that do not change the 2024 Adopted CIP or make only budget neutral changes/reductions to the 2024 Adopted CIP.

### Identifying Information

Agency	Water Utility	New or Existing Project	Existing
Proposal Name	Water Valve Cut-In Program	Project Type	Program
Project Number	12387	2025 Project Number	15175

#### New or Updated Description

This program is for installing new valve cut-ins to the existing water infrastructure. The goal of this program is to eliminate areas of the city where water service is negatively impacted during water system maintenance and repair. Success is measured by a reduction in complaints from customers for impacted service.

#### Requested Budget by Funding Source

Funding Source	2025	2026	2027	2028	2029	2030
Reserves Applied (Water)	\$ 66,000	\$ 68,000	\$ 70,000	\$ 72,000	\$ 74,000	\$ 77,700
<b>Total</b>	<b>\$ 66,000</b>	<b>\$ 68,000</b>	<b>\$ 70,000</b>	<b>\$ 72,000</b>	<b>\$ 74,000</b>	<b>\$ 77,700</b>

#### Requested Budget by Expense Type

Expense Type	2025	2026	2027	2028	2029	2030
Water Network	\$ 66,000	\$ 68,000	\$ 70,000	\$ 72,000	\$ 74,000	\$ 77,700
<b>Total</b>	<b>\$ 66,000</b>	<b>\$ 68,000</b>	<b>\$ 70,000</b>	<b>\$ 72,000</b>	<b>\$ 74,000</b>	<b>\$ 77,700</b>

Explain any changes from the 2024 CIP in the proposed funding for this project/program

No changes.

## Project Information

Agency: Water Utility

Project/Program: Water Valve Cut-In Program

## Project Schedule and Location

Complete the table below for each year of requested funding. Detail the minor projects that will occur and provide location detail when necessary. If detailed project plans are not available, explain why and when this information will be available.

Year	Phase/Project Name	Cost	Location	Alder District
2025	2025 Cut-in Valves	\$ 66,000	Citywide	Citywide
2026	2026 Cut-in Valves	\$ 68,000	Citywide	Citywide
2027	2027 Cut-in Valves	\$ 70,000	Citywide	Citywide
2028	2028 Cut-in Valves	\$ 72,000	Citywide	Citywide
2029	2029 Cut-in Valves	\$ 74,000	Citywide	Citywide
2030	2030 Cut-in Valves	\$ 77,700	Citywide	Citywide

## Facility Expenses

If the proposal includes City site/building/facility expenses, has the proposal been reviewed by City Engineering Facilities?

If no, explain how you developed the facilities cost estimate for the budget request.

## Project Information

Agency: Water Utility

Project/Program: Water Valve Cut-In Program

## Information Technology Information

Are you planning any builds, facility moves, projects or programs that will have a technology component such as anything below?

No

- Electronic hardware that will be connected to a City device in any manner (e.g. wireless, bluetooth, cable, NFC)
- Software (either local or in the cloud)
- A new website or changes to an existing website
- Changes to existing software or processes, including upgrades or additional modules

Have you worked with your IT Project Portfolio Manager to discuss the project?

No

[If no, please reach out to your Project Portfolio Manager so that their business analysis can be included in the request.](#)

Do you believe any of the hardware or software to be considered surveillance technology?

No

[Surveillance technology is defined in MGO Sec. 23.63\(2\).](#)

If yes, please reach out to Sarah Edgerton prior to submitting your budget request.

## Operating Costs

Over the next six years, will the project/program require any of the following:

Facilities/land maintenance?

No

Vehicle setup or maintenance costs?

No

External management or consulting contracts?

No

How many additional FTE positions are required for ongoing operations of this project/program?

0.00

Estimate the project/program annual operating costs

Description - please detail operating costs by major where available	Annual Costs
No increase in existing operating costs are anticipated as a result of the proposed project	N/A

## Other Information

The Government Accounting Standards Board (GASB) recently issued a statement (GASB 96) for subscription-based information technology arrangements (SBITAs). In order to comply with GASB financial reporting standards, we must be aware of any software subscriptions, including software as a service, that is included in your request.

Are you planning to purchase software or software licenses within the requested expenditures above?

No

Is this project/program required to meet the Percent for Arts ordinance?

No

[Percent for Art requirements detailed in MGO Section 4.30](#)



# 2025 Capital Improvement Plan

## Project Budget Proposal

This form is intended for requests that do not change the 2024 Adopted CIP or make only budget neutral changes/reductions to the 2024 Adopted CIP.

### Identifying Information

Agency	Water Utility	New or Existing Project	Existing
Proposal Name	Well 27 Iron & Manganese Mitigation	Project Type	Project
Project Number	14025		

**New or Updated Description**

This project will address elevated levels of iron and manganese at Well 27 which exceed Water Utility Board Standards. In addition, radium levels periodically exceed the EPA Safe Drinking Water limit. The goal of the project is to identify strata causing the elevated contaminant levels and determine whether well reconstruction is a viable alternative to wellhead treatment.

**Requested Budget by Funding Source**

Funding Source	2025	2026	2027	2028	2029	2030
State Sources	\$ -	\$ -	\$ 3,500,000	\$ 3,500,000	\$ -	
<b>Total</b>	\$ -	\$ -	\$ 3,500,000	\$ 3,500,000	\$ -	\$ -

**Requested Budget by Expense Type**

Expense Type	2025	2026	2027	2028	2029	2030
Water Network	\$ -	\$ -	\$ 3,500,000	\$ 3,500,000	\$ -	
<b>Total</b>	\$ -	\$ -	\$ 3,500,000	\$ 3,500,000	\$ -	\$ -

Explain any changes from the 2024 CIP in the proposed funding for this project/program

No changes.

### Project Information

Agency: Water Utility  
 Project/Program: Well 27 Iron & Manganese Mitigation

### Project Schedule and Location

Complete the schedule below for each year of requested funding. Please detail costs across the major project phases (planning, design, or construction/implementation).

Year	Phase/Project Name	Cost	Location	Alder District
2027	Design, public input, and construction	\$ 3,500,000	18 N Randall Ave	5
2028	Construction	\$ 3,500,000	18 N Randall Ave	5

### Facility Expenses

If the proposal includes City site/building/facility expenses, has the proposal been reviewed by City Engineering Facilities?

If no, explain how you developed the facilities cost estimate for the budget request.

## Project Information

Agency: Water Utility

Project/Program: Well 27 Iron & Manganese Mitigation

## Information Technology Information

Are you planning any builds, facility moves, projects or programs that will have a technology component such as anything below?

No

- Electronic hardware that will be connected to a City device in any manner (e.g. wireless, bluetooth, cable, NFC)
- Software (either local or in the cloud)
- A new website or changes to an existing website
- Changes to existing software or processes, including upgrades or additional modules

Have you worked with your IT Project Portfolio Manager to discuss the project?

No

[If no, please reach out to your Project Portfolio Manager so that their business analysis can be included in the request.](#)

Do you believe any of the hardware or software to be considered surveillance technology?

No

[Surveillance technology is defined in MGO Sec. 23.63\(2\).](#)

If yes, please reach out to Sarah Edgerton prior to submitting your budget request.

## Operating Costs

Over the next six years, will the project/program require any of the following:

Facilities/land maintenance?

No

Vehicle setup or maintenance costs?

No

External management or consulting contracts?

No

How many additional FTE positions are required for ongoing operations of this project/program?

0.00

Estimate the project/program annual operating costs

Description - please detail operating costs by major where available	Annual Costs
No increase in existing operating costs are anticipated as a result of the proposed project	N/A

## Other Information

The Government Accounting Standards Board (GASB) recently issued a statement (GASB 96) for subscription-based information technology arrangements (SBITAs). In order to comply with GASB financial reporting standards, we must be aware of any software subscriptions, including software as a service, that is included in your request.

Are you planning to purchase software or software licenses within the requested expenditures above?

No

Is this project/program required to meet the Percent for Arts ordinance?

No

[Percent for Art requirements detailed in MGO Section 4.30](#)

**Madison Water Utility**

**Actual and Projected Fund Balances (2022 - 2025)**

<b><u>A. Operating Fund Balance Summary (in Millions \$)</u></b>				
	<b>FY 2022 Actual</b>	<b>FY 2023 Actual</b>	<b>FY 2024 Projected</b>	<b>FY 2025 Executive</b>
<b>Opening Fund Balance</b>	<b>8.6</b>	<b>6.2</b>	<b>12.2</b>	<b>8.2</b>
+ Water Revenue	49.0	55.6	53.9	54.0
- Operating Expenditures	(44.9)	(47.0)	(48.6)	(48.8)
- Trans to Construction Fund	(1.5)	(2.6)	(8.5)	(6.2)
- Reserved for Tank Repaint	-	-	(0.8)	(0.8)
- Trans to Bond Repmt Fund	(5.0)	-	-	-
Surplus (Deficit)	(2.4)	6.0	(4.0)	(1.8)
<b>Ending Fund Balance</b>	<b>6.2</b>	<b>12.2</b>	<b>8.2</b>	<b>6.4</b>

<b><u>B. Capital Fund Balance Summary (in Millions \$)</u></b>				
	<b>FY 2022 Actual</b>	<b>FY 2023 Actual</b>	<b>FY 2024 Projected</b>	<b>FY 2025 Executive</b>
<b>Opening Fund Balance</b>	<b>8.3</b>	<b>6.4</b>	<b>4.5</b>	<b>4.5</b>
+ Transfer in from Operating	1.6	2.5	8.5	6.2
+ SDWL Proceeds	-	-	5.9	0.8
+ Revenue GO Bond	-	-	7.3	0
+ Expense Depreciation Rev	-	4.2	5.0	5.0
- CIP Expenditures	(3.5)	(8.6)	(26.7)	(12.0)
Surplus (Deficit)	(1.9)	(1.9)	-	-
<b>Ending Fund Balance</b>	<b>6.4</b>	<b>4.5</b>	<b>4.5</b>	<b>4.5</b>



# City of Madison

City of Madison  
Madison, WI 53703  
www.cityofmadison.com

## Master

**File Number: 84590**

**File ID:** 84590

**File Type:** Resolution

**Status:** Items Referred

**Version:** 1

**Reference:**

**Controlling Body:** WATER UTILITY BOARD

**File Created Date :** 07/28/2024

**File Name:** Authorizing the Mayor and City Clerk to execute a contract amendment with Short-Elliott Hendrickson, Inc. to extend their contract terms for Madison Water Utility's Unit Well 19 Treatment System Addition project through December 31, 2025. (District 5)

**Final Action:**

**Title:** Authorizing the Mayor and City Clerk to execute a contract amendment with Short-Elliott Hendrickson, Inc. to extend their contract terms for Madison Water Utility's Unit Well 19 Treatment System Addition project through December 31, 2025. (District 5)

**Notes:**

**Sponsors:** Amani Latimer Burris And Regina M. Vidaver

**Effective Date:**

**Attachments:** Memo - Extension of SEH Unit Well 19 Contract.pdf, Current SEH Contract UW19 Treatment.pdf, SEH Unit Well 19 Contract Extension Form.pdf

**Enactment Number:**

**Author:**

**Hearing Date:**

**Entered by:** jberndt@madisonwater.org

**Published Date:**

### History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	WATER UTILITY BOARD	07/28/2024	Referred for Introduction				
	<b>Action Text:</b>	This Resolution was Referred for Introduction					
	<b>Notes:</b>	Water Utility Board (8/27/24), Common Council (9/10/24)					
1	COMMON COUNCIL	08/06/2024	Refer	WATER UTILITY BOARD			Pass
	<b>Action Text:</b>	A motion was made by Figueroa Cole, seconded by Duncan, to Refer to the WATER UTILITY BOARD. The motion passed by voice vote/other.					

### Text of Legislative File 84590

.Fiscal Note

The proposed resolution extends the contract date with Short-Elliott Hendrickson, Inc. for Madison Water Utility's Unit Well 19 Treatment System Addition project through December 31, 2025. The extension has no fiscal impact.

.Title

Authorizing the Mayor and City Clerk to execute a contract amendment with Short-Elliott Hendrickson, Inc. to extend their contract terms for Madison Water Utility's Unit Well 19 Treatment System Addition project through December 31, 2025. (District 5)

.Body

WHEREAS, Madison Water Utility ("MWU") and Short Elliott Hendrickson, Inc. ("SEH") executed a contract for professional engineering services for the treatment of iron, manganese, and radium at MWU's Unit Well 19; and

WHEREAS, the contract was originally signed on May 13, 2022 and is currently slated to expire at the end of 2024 - an expiration date which was set to align with the originally conceived project construction timeline; and

WHEREAS, during the design and planning phase of the treatment project, MWU and SEH decided to extend the allowable construction timeline through the summer of 2025 - approximately one additional year - to better account for supply chain and labor challenges that had become apparent across the industry; and

WHEREAS, with project construction now underway and a probable completion date in the summer of 2025, SEH's contract expiration date will need to be extended in order to align their contract services with the construction and startup work that will be getting done next year.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Mayor and City Clerk are authorized to execute a contract amendment with Short-Elliott Hendrickson, Inc. to extend their contract terms for Madison Water Utility's Unit Well 19 Treatment System Addition project through December 31, 2025.



## MEMORANDUM

Date: August 6, 2024

To: Mayor Satya Rhodes-Conway  
City of Madison Common Council  
City of Madison Water Utility Board

From: Pete Holmgren, PE – Chief Engineer  
Krishna Kumar – General Manager

Subject: Authorizing the Mayor and City Clerk to execute a contract amendment with Short-Elliott Hendrickson, Inc. to extend their contract term for Madison Water Utility’s Unit Well 19 Treatment System Addition project through December 31, 2025.

### RECOMMENDATION:

Staff recommends authorizing the Mayor and City Clerk to execute a contract amendment with Short-Elliott Hendrickson, Inc. to extend their contract term for Madison Water Utility’s Unit Well 19 Treatment System Addition project through December 31, 2025.

### BACKGROUND:

Madison Water Utility (“MWU”) and Short Elliott Hendrickson, Inc. (“SEH”) executed a contract for professional engineering services for the treatment of iron, manganese, and radium at MWU’s Unit Well 19.

The contract was originally signed on May 13, 2022 and is currently slated to expire at the end of 2024. This expiration date was set to align with the originally conceived project construction timeline. During the design and planning phase of the treatment project, MWU and SEH decided to extend the allowable construction timeline through the summer of 2025 – approximately one additional year – to better account for supply chain and labor challenges that had become apparent across the industry.

With project construction now underway and a probable completion date in the summer of 2025, SEH’s contract expiration date will need to be extended in order to align their contract services with the construction and startup work that will be getting done next year.

### FISCAL IMPACTS:

There are no fiscal impacts with this contract amendment; it is to modify the contract’s expiration date only.

**LEGISLATIVE PATH:**

- Common Council: 8/6/2024 (Introduction)
- Water Utility Board: 8/27/2024
- Common Council: 9/10/2024 (Final Action)

**ATTACHMENTS:**

1. Memo (this document)
2. Contract extension form
3. Current MWU / SEH contract for services for Unit Well 19 treatment systems





## INSTRUCTIONS FOR CONTRACTOR

**DO NOT ATTACH TO CONTRACT**

***Your contract MUST include the following information,  
or it will not be signed by the City.***

- Check one box at top of Page 1 for the type of business entity.
- Sections 3 & 4 will be completed by the City and should be complete before you sign.
- Put a name in Sec. 7.A. – person responsible for administering the contract.
- Affirmative Action:** Check the appropriate box in Sec. 13.B., Article IV and complete the appropriate online form for the box you have checked:

**All contractors:**

Access the online forms for Affirmative Action compliance at this link: [www.cityofmadison.com/civil-rights/contract-compliance/vendors-suppliers/forms](http://www.cityofmadison.com/civil-rights/contract-compliance/vendors-suppliers/forms). If you do not already have an approved, current Affirmative Action Plan on file with the City of Madison, read the “*Instructions for Completing City of Madison Affirmative Action Plan*” at the above link. This will direct you to register for an account. If you already have an account you may click on the link for “*Affirmative Action Plan for Vendors and Suppliers*” to proceed. If you have never filed a plan or request for exemption, you must create an account in our online system. If you are exempt under Article IV, Sections C or D you will still need to create an account and go through some steps to confirm your exemption. Register for an account here: <https://elam.cityofmadison.com/citizenaccess>.

Affirmative Action Questions? Contact Dept. of Civil Rights, Contract Compliance: (608) 266-4910.

- Complete Sec. 15 – Official Notices. This is the name/job title/address of the person at your organization to receive legal notices under the contract.
- Signature line. A person with authority to bind the organization should sign, date, and print name and job title where shown on the signature page. Contractor signs first, City signs last.
- Print, sign and return three (3) complete, signed hard copies to the address for the City in Sec. 15 (Notices) unless otherwise instructed. (Under some circumstances, the City will accept a signed, scanned PDF of the entire contract. Please ask if you want to use this method.)
  - Make sure all exhibits/attachments are labeled and attached after the signature page, unless otherwise instructed.
  - Double-sided is OK, but all attachments should begin on a new page.
  - City will sign last, and will send you one hard copy with original signatures unless otherwise agreed.
- Enclose CERTIFICATE OF INSURANCE (C.O.I.) showing proof of insurance required by Sec. 27.

**Insurance Instructions:**

Certificate Holder: City of Madison  
Attn: Risk Manager  
210 Martin Luther King Jr. Blvd. Room 406  
Madison, WI 53703

Proof of all insurance required in the contract must be shown. Use City's certificate at this link: [www.cityofmadison.com/finance/documents/CertInsurance.pdf](http://www.cityofmadison.com/finance/documents/CertInsurance.pdf)

**Insurance delivery options:** (a) enclose hard copy of certificate with hard copies of contract mailed to the address in Section 15 of the contract, or (b) email certificate to City Risk Manager Eric Veum at: [eveum@cityofmadison.com](mailto:eveum@cityofmadison.com) and cc: your City contact person on the email. Call Eric Veum at (608) 266-5965 with insurance questions.

***Failure to complete these steps will result in contract not being signed.***

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**City of Madison**  
**CONTRACT FOR PURCHASE OF SERVICES**

1. **PARTIES.**

This is a Contract between the City of Madison, Wisconsin, hereafter referred to as the "City" and Short Elliott Hendrickson, Inc. hereafter referred to as "Contractor."

The Contractor is a:    Corporation    Limited Liability Company    General Partnership    LLP  
(to be completed by contractor)    Sole Proprietor    Unincorporated Association    Other: \_\_\_\_\_.

2. **PURPOSE.**

The purpose of this Contract is as set forth in Section 3.

3. **SCOPE OF SERVICES AND SCHEDULE OF PAYMENTS.**

Contractor will perform the following services and be paid according to the following schedule(s) or attachment(s):

- Attachment A – Scope of Services dated 5/3/22
- Attachment A-1 -Section 2 of City's RFP No. 10080-0-2021-AH
- Attachment B – Task Hours and Fees - dated 5/3/22
- Attachment C – Project Schedule dated 5/5/22

**Order of Precedence:** In the event of a conflict between the terms of this Contract for Purchase of Services and the terms of any document attached or incorporated herein, the terms of this Contract for Purchase of Services shall control and supersede any such conflicting term.

4. **TERM AND EFFECTIVE DATE.**

This Contract shall become effective upon execution by the Mayor, (or the Purchasing Agent, if authorized) on behalf of the City of Madison, unless another effective date is specified in the Attachment(s) incorporated in Section 3, however in no case shall work commence before execution by the City of Madison. The term of this Contract shall be from the date of final signature by the City of Madison through December 31, 2024.

5. **ENTIRE AGREEMENT.**

This Contract for Purchase of Services, including any and all attachments, exhibits and other documents referenced in Section 3 (hereafter, "Agreement" or "Contract") is the entire Agreement of the parties and supersedes any and all oral contracts and negotiations between the parties. If any document referenced in Section 3 includes a statement that expressly or implicitly disclaims the applicability of this Contract for Purchase of Services, or a statement that such other document is the "entire agreement," such statement shall be deemed rejected and shall not apply to this Contract.

6. **ASSIGNABILITY/SUBCONTRACTING.**

Contractor shall not assign or subcontract any interest or obligation under this Contract without the City's prior written approval. All of the services required hereunder will be performed by Contractor and employees of Contractor.

7. **DESIGNATED REPRESENTATIVE.**

- A. Contractor designates Randy Sanford, PE as Contract Agent with primary responsibility for the performance of this Contract. In case this Contract Agent is replaced by another for any reason, the Contractor will designate another Contract Agent within seven (7) calendar days of the time the first terminates his or her employment or responsibility using the procedure set forth in Section 15, Notices.
- B. In the event of the death, disability, removal or resignation of the person designated above as the Contract agent, the City may accept another person as the Contract agent or may terminate this Agreement under Section 25, at its option.

8. **PROSECUTION AND PROGRESS.**

- A. Services under this Agreement shall commence upon written order from the City to the Contractor, which order will constitute authorization to proceed; unless another date for commencement is specified elsewhere in this Contract including documents incorporated in Section 3.
- B. The Contractor shall complete the services under this Agreement within the time for completion specified in Section 3, the Scope of Services, including any amendments. The Contractor's services are completed when the City notifies the Contractor in writing that the services are complete and the deliverables are provided in accordance with the Attachments listed in section 3. The time for completion shall not be extended because of any delay attributable to the Contractor unless approved by the City, but it may be extended by the City in the event of a delay attributable to the City, or in the event of unavoidable delay caused by war, insurrection, natural disaster, or other unexpected event beyond the control of the Contractor. If at any time the Contractor believes that the time for completion of the work should be extended because of unavoidable delay caused by an unexpected event, or because of a delay attributable to the City, the Contractor shall notify the City as soon as possible, but not later than seven (7) calendar days after such an event. Such notice shall include any justification for an extension of time and shall identify the amount of time claimed to be necessary to complete the work.
- C. Services by the Contractor shall proceed through completion of each phase of the work.
- D. Progress reports documenting the extent of completed services shall be prepared by the Contractor and submitted to the City with each invoice under Section 24 of this Agreement, and at such other times as the City may specify, unless another procedure is specified in Section 3.
- E. The Contractor shall notify the City in writing when the Contractor has determined that the services under this Agreement have been completed. When the City determines that the services are complete and the deliverables are provided in accordance with the Exhibit and Attachments listed in section 3, the City will provide written notification to the Contractor, acknowledging formal acceptance of the completed services.

9. **AMENDMENT.**

This Contract shall be binding on the parties hereto, their respective heirs, devisees, and successors, and cannot be varied or waived by any oral representations or promise of any agent or other person of the parties hereto. Any other change in any provision of this Contract may only be made by a written amendment, signed by the duly authorized agent or agents who executed this Contract.

10. **EXTRA SERVICES.**

The City may require the Contractor to perform extra services or decreased services, according to the procedure set forth in Section 24. Extra services or decreased services means services which are not different in kind or nature from the services called for in the Scope of Services, Section 3, but which may increase or decrease the quantity and kind of labor or materials or expense of performing the services. Extra services may not increase the total Contract price, as set forth in Section 23, unless the Contract is amended as provided in Section 9 above.

11. **NO WAIVER.**

No failure to exercise, and no delay in exercising, any right, power or remedy hereunder on the part of the City or Contractor shall operate as a waiver thereof, nor shall any single or partial exercise of any right, power or remedy preclude any other or further exercise thereof or the exercise of any other right, power or remedy. No express waiver shall affect any event or default other than the event or default specified in such waiver, and any such waiver, to be effective, must be in writing and shall be operative only for the time and to the extent expressly provided by the City or Contractor therein. A waiver of any covenant, term or condition contained herein shall not be construed as a waiver of any subsequent breach of the same covenant, term or condition.

12. **NONDISCRIMINATION.**

During the term of this Contract, the Contractor agrees not to discriminate against any employee or applicant for employment because of race, religion, marital status, age, color, sex, handicap, national origin or ancestry, income level or source of income, arrest record or conviction record, less than honorable discharge, physical appearance, sexual orientation, gender identity, political beliefs or student status. Contractor further agrees not to discriminate against any subcontractor or person who offers to subcontract on this Contract because of race, religion, color, age, disability, sex, sexual orientation, gender identity or national origin.

13. **AFFIRMATIVE ACTION.**

**A. The following language applies to all contractors employing fifteen (15) or more employees (MGO 39.02(9)(c):**

The Contractor agrees that, within thirty (30) days after the effective date of this Contract, Contractor will provide to the City of Madison Department of Civil Rights (the "Department"), certain workforce utilization statistics, using a form provided by the City.

If the Contract is still in effect, or if the City enters into a new Agreement with the Contractor, within one year after the date on which the form was required to be provided, the Contractor will provide updated workforce information using a second form, also to be furnished by the City. The second form will be submitted to the Department no later than one year after the date on which the first form was required to be provided.

The Contractor further agrees that, for at least twelve (12) months after the effective date of this Contract, it will notify the Department of each of its job openings at facilities in Dane County for which applicants not already employees of the Contractor are to be considered. The notice will include a job description, classification, qualifications, and application procedures and deadlines, shall be provided to the City by the opening date of advertisement and with sufficient time for the City to notify candidates and make a timely referral. The Contractor agrees to interview and consider candidates referred by the Department, or an organization designated by the Department, if the candidate meets the minimum qualification standards established by the Contractor, and if the referral is timely. A referral is timely if it is received by the Contractor on or before the date stated in the notice.

The Department will determine if a contractor is exempt from the above requirements (Sec. 13.A.) at the time the Request for Exemption in 13.B.(2) is made.

**B. Articles of Agreement, Request for Exemption, and Release of Payment:**

**The "ARTICLES OF AGREEMENT" beginning on the following page, apply to all contractors, unless determined to be exempt under the following table and procedures:**

NUMBER OF EMPLOYEES	LESS THAN \$50,000 Aggregate Annual Business with the City*	\$50,000 OR MORE Aggregate Annual Business with the City*
14 or less	Exempt**	Exempt**
15 or more	Exempt**	Not Exempt

\*As determined by the Finance Director

\*\*As determined by the Department of Civil Rights

(1) Exempt Status: In this section, "Exempt" means the Contractor is exempt from the Articles of Agreement in section 13.B.(5) of this Contract and from filing an Affirmative Action plan as required by Section IV of the Articles of Agreement. The Department of Civil Rights ("Department") makes the final determination as to whether a contractor is exempt. If the Contractor is not exempt, sec. 13.B.(5) shall apply and Contractor shall select option A. or B. under Article IV therein and file an Affirmative Action Plan.

(2) Request for Exemption – Fewer Than 15 Employees: (MGO 39.02(9)(a)2.) Contractors who believe they are exempt based on number of employees shall submit a Request for Exemption on a form provided by the Department within thirty (30) days of the effective date of this Contract.

(3) Exemption – Annual Aggregate Business: (MGO 39.02(9)(a)c.): The Department will determine, at the time this Contract is presented for signature, if the Contractor is exempt because it will have less than \$50,000 in annual aggregate business with the City for the calendar year in which the contract is in effect. CONTRACTORS WITH 15 OR MORE EMPLOYEES WILL LOSE THIS EXEMPTION AND BECOME SUBJECT TO SEC. 13.B.(5) UPON REACHING \$50,000 OR MORE ANNUAL AGGREGATE BUSINESS WITH THE CITY WITHIN THE CALENDAR YEAR, BEGINNING IN 2019.

(4) Release of Payment: (MGO 39.02(9)(e)1.b.) All non-exempt contractors must have an approved Affirmative Action plan meeting the requirements of Article IV below on file with the Department within thirty (30) days of the effective date of this Contract and prior to release of payment by the City. Contractors that are exempt based on number of employees agree to file a Request for Exemption with the Department within thirty (30) days of the effective date and prior to release of payment by the City.

(5) Articles of Agreement:

ARTICLE I

The Contractor shall take affirmative action in accordance with the provisions of this Contract to insure that applicants are employed, and that employees are treated during employment without regard to race, religion, color, age, marital status, disability, sex, sexual orientation, gender identity or national origin and that the employer shall provide harassment-free work environment for the realization of the potential of each employee. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation and selection for training including apprenticeship insofar as it is within the control of the Contractor. The Contractor agrees to post in conspicuous places available to employees and applicants notices to be provided by the City setting out the provisions of the nondiscrimination clauses in this Contract.

ARTICLE II

The Contractor shall in all solicitations or advertisements for employees placed by or on behalf of the Contractors state that all qualified or qualifiable applicants will be employed without regard to race, religion, color, age, marital status, disability, sex, sexual orientation, gender identity or national origin.

ARTICLE III

The Contractor shall send to each labor union or representative of workers with which it has a collective bargaining Agreement or other Contract or understanding a notice to be provided by the City advising the labor union or workers representative of the Contractor's equal employment opportunity and affirmative action commitments. Such notices shall be posted in conspicuous places available to employees and applicants for employment.

ARTICLE IV

(This Article applies to non-public works contracts.)

The Contractor agrees that it will comply with all provisions of the Affirmative Action Ordinance of the City of Madison (MGO 39.02) including the Contract compliance requirements. The Contractor warrants and certifies that one of the following paragraphs is true (check one):

- A. Contractor has prepared and has on file an affirmative action plan that meets the format requirements of Federal Revised Order No. 4, 41 CFR part 60-2, as established by 43 FR 51400 November 3, 1978, including appendices required by City of Madison ordinances or it has prepared and has on file a model affirmative action plan approved by the Madison Common Council.
- B. Within thirty (30) days after the effective date of this Contract, Contractor will complete an affirmative action plan that meets the format requirements of Federal Revised Order No. 4, 41 CFR Part 60-2, as established by 43 FR 51400, November 3, 1978, including appendices required by City of Madison ordinance or within thirty (30) days after the effective date of this Contract, it will complete a model affirmative action plan approved by the Madison Common Council.
- C. Contractor believes it is exempt from filing an affirmative action plan because it has fewer than fifteen (15) employees and has filed, or will file within thirty (30) days after the effective date of this Contract, a form required by the City to confirm exempt status based on number of employees. If the City determines that Contractor is not exempt, the Articles of Agreement will apply.
- D. Contractor believes it is exempt from filing an affirmative action plan because its annual aggregate business with the City for the calendar year in which the contract is in effect is less than fifty thousand dollars (\$50,000), or for another reason listed in MGO 39.02(9)(a)2. If the City determines that Contractor is not exempt, the Articles of Agreement will apply.

ARTICLE V

(This Article applies only to public works contracts.)

The Contractor agrees that it will comply with all provisions of the Affirmative Action Ordinance of the City of Madison, including the Contract compliance requirements. The Contractor agrees to submit the model affirmative action plan for public works Contractors in a form approved by the Director of Affirmative Action.

ARTICLE VI

The Contractor will maintain records as required by Section 39.02(9)(f) of the Madison General Ordinances and will provide the City's Department of Affirmative Action with access to such records and to persons who have relevant and necessary information, as provided in Section 39.02(9)(f). The City agrees to keep all such records confidential, except to the extent that public inspection is required by law.

ARTICLE VII

In the event of the Contractor's or subcontractor's failure to comply with the Equal Employment Opportunity and Affirmative Action provisions of this Contract or Sections 39.03 and 39.02 of the Madison General Ordinances, it is agreed that the City at its option may do any or all of the following:

- A. Cancel, terminate or suspend this Contract in whole or in part.
- B. Declare the Contractor ineligible for further City contracts until the Affirmative Action requirements are met.
- C. Recover on behalf of the City from the prime Contractor 0.5 percent of the Contract award price for each week that such party fails or refuses to comply, in the nature of liquidated damages, but not to exceed a total of five percent (5%) of the Contract price, or ten thousand dollars (\$10,000), whichever is less. Under public works contracts, if a subcontractor is in noncompliance, the City may recover liquidated damages from the prime Contractor in the manner described above. The preceding sentence shall not be construed to prohibit a prime Contractor from recovering the amount of such damage from the noncomplying subcontractor.

ARTICLE VIII

(This Article applies to public works contracts only.)

The Contractor shall include the above provisions of this Contract in every subcontract so that such provisions will be binding upon each subcontractor. The Contractor shall take such action with respect to any subcontractor as necessary to enforce such provisions, including sanctions provided for noncompliance.

ARTICLE IX

The Contractor shall allow the maximum feasible opportunity to small business enterprises to compete for any subcontracts entered into pursuant to this Contract. (In federally funded contracts the terms "DBE, MBE, and WBE" shall be substituted for the term "small business" in this Article.)

14. **SEVERABILITY.**

It is mutually agreed that in case any provision of this Contract is determined by any court of law to be unconstitutional, illegal or unenforceable, it is the intention of the parties that all other provisions of this Contract remain in full force and effect.

15. **NOTICES.**

All notices to be given under the terms of this Contract shall be in writing and signed by the person serving the notice and shall be sent registered or certified mail, return receipt requested, postage prepaid, or hand delivered to the addresses of the parties listed below:

FOR THE CITY:

Krishna Kumar, General Manager, Madison Water Utility

\_\_\_\_\_  
(Department or Division Head)

119 E. Olin Ave.

\_\_\_\_\_  
Madison, WI 53713

FOR THE CONTRACTOR:

Bruce K. Olson

\_\_\_\_\_  
Principal, Regional Practice Center Leader

\_\_\_\_\_  
Short Elliott Hendrickson, Inc.

\_\_\_\_\_  
6808 Odana Rd. Suite 200, Madison, WI 53719

16. **STATUS OF CONTRACTOR/INDEPENDENT/TAX FILING.**

It is agreed that Contractor is an independent Contractor and not an employee of the City, and that any persons who the Contractor utilizes and provides for services under this Contract are employees of the Contractor and are not employees of the City of Madison.

**Contractor shall provide its taxpayer identification number (or social security number) to the Finance Director, 210 Martin Luther King Jr. Blvd, Room 406, Madison, WI 53703, prior to payment.** The Contractor is informed that as an independent Contractor, s/he may have a responsibility to make estimated tax returns, file tax returns, and pay income taxes and make social security payments on the amounts received under this Contract and that no amounts will be withheld from payments made to this Contractor for these purposes and that payment of taxes and making social security payments are solely the responsibility and obligation of the Contractor. The Contractor is further informed that s/he may be subject to civil and/or criminal penalties if s/he fails to properly report income and pay taxes and social security taxes on the amount received under this Contract.

17. **GOODWILL.**

Any and all goodwill arising out of this Contract inures solely to the benefit of the City; Contractor waives all claims to benefit of such goodwill.

18. **THIRD PARTY RIGHTS.**

This Contract is intended to be solely between the parties hereto. No part of this Contract shall be construed to add, supplement, amend, abridge or repeal existing rights, benefits or privileges of any third party or parties, including but not limited to employees of either of the parties.

19. **AUDIT AND RETAINING OF DOCUMENTS.**

The Contractor agrees to provide all reports requested by the City including, but not limited to, financial statements and reports, reports and accounting of services rendered, and any other reports or documents requested to the extent such request is reasonable and relating to the performance of services under the terms of this Contract. Financial and service reports shall be provided according to a schedule (when applicable) to be included in this Contract. Any other reports or documents shall be provided within five (5) working days after the Contractor receives the City's written requests, unless the parties agree in writing on a longer period. Payroll records and any other documents relating to the performance of services under the terms of this Contract shall be retained by the Contractor for a period of three (3) years after completion of all work under this Contract, in order to be available for audit by the City or its designee.

20. **CHOICE OF LAW AND FORUM SELECTION.**

This Contract shall be governed by and construed, interpreted and enforced in accordance with the laws of the State of Wisconsin. The parties agree to elevate any disputes to the appropriate project manager or other executive representative with authority to

resolve disputes under this Contract prior to pursuing legal remedies, and further agree to participate in nonbinding mediation for the same, on terms that are mutually agreed by both parties. Notwithstanding the foregoing, the parties agree, for disputes relating to this Contract that cannot be mutually resolved the venue shall be a court of competent jurisdiction within the State of Wisconsin and the parties agree to submit themselves to the jurisdiction of said court, to the exclusion of any other judicial district that may have jurisdiction over such a dispute according to any law.

21. **COMPLIANCE WITH APPLICABLE LAWS.**

The Contractor shall become familiar with, and shall at all times comply with and observe applicable federal, state, and local laws, ordinances, and regulations which in any manner affect the services or conduct of the Contractor and its agents and employees.

22. **CONFLICT OF INTEREST.**

- A. The Contractor warrants that it and its agents and employees have no public or private interest, and will not acquire directly or indirectly any such interest, which would conflict in any manner with the performance of the services under this Agreement.
- B. The Contractor shall not employ or Contract with any person currently employed by the City for any services included under the provisions of this Agreement.

23. **COMPENSATION.**

It is expressly understood and agreed that in no event will the total compensation under this Contract exceed \$780,000 unless the Contract is amended as provided in Section 9, AMENDMENT.

24. **BASIS FOR PAYMENT.**

A. **GENERAL.**

- (1) The City will pay the Contractor for the completed and accepted services rendered under this Contract on the basis and at the Contract price set forth in Section 23 of this Contract. The City will pay the Contractor for completed and approved "extra services", if any, if such "extra services" are authorized according to the procedure established in this section. The rate of payment for "extra services" shall be the rate established in this Contract. Such payment shall be full compensation for services rendered and for all labor, material, supplies, equipment and incidentals necessary to complete the services.
- (2) The Contractor shall submit invoices, on the form or format approved by the City and as may be further specified in Section 3 of this Contract. The City will pay the Contractor in accordance with the schedule, if any, set forth in Section 3. The final invoice, if applicable, shall be submitted to the City within three months of completion of services under this Agreement.
- (3) Should this Agreement contain more than one service, a separate invoice and a separate final statement shall be submitted for each individual service.
- (4) Payment shall not be construed as City acceptance of unsatisfactory or defective services or improper materials.
- (5) Final payment of any balance due the Contractor will be made upon acceptance by the City of the services under the Agreement and upon receipt by the City of documents required to be returned or to be furnished by the Contractor under this Agreement.
- (6) (Reserved.)
- (7) Compensation in excess of the total Contract price will not be allowed unless authorized by an amendment under Section 9, AMENDMENT.
- (8) The City will not compensate for services performed by the Contractor that do not meet the requirements of the Exhibit and Attachments incorporated in Section 3, as may be amended by mutual agreement of the City and Contractor, and the standard of care which is the care and skill ordinarily exercised by members of Contractor's profession practicing under similar circumstances at the same time and in the same locality.

B. **SERVICE ORDERS, EXTRA SERVICE, OR DECREASED SERVICE.**

- (1) Written orders regarding the services, including extra services or decreased services, will be given by the City, using the procedure set forth in Section 15, NOTICES.
- (2) The City may, by written order, request extra services or decreased services, as defined in Section 10 of this Contract. Unless the Contractor believes the extra services entitle it to extra compensation or additional time, the Contractor shall proceed to furnish the necessary labor, materials, and professional services to complete the services within the time limits specified in the Scope of Services, Section 3 of this Agreement, including any amendments under Section 9 of this Agreement.
- (3) If in the Contractor's opinion the order for extra service would entitle it to extra compensation or extra time, or both, the Contractor shall not proceed to carry out the extra service, but shall notify the City, pursuant to Section 15 of this Agreement. The notification shall include the justification for the claim for extra compensation or extra time, or both, and the amount of additional fee or time requested.
- (4) The City shall review the Contractor's submittal and respond in writing, either authorizing the Contractor to perform the extra service, or refusing to authorize it. The Contractor shall not receive additional compensation or time unless the extra compensation is authorized by the City in writing.

25. **DEFAULT/TERMINATION.**

- A. In the event Contractor shall default in any of the covenants, agreements, commitments, or conditions herein contained, and any such default shall continue unremedied for a period of ten (10) days after written notice thereof to Contractor, the City may, at its option and in addition to all other rights and remedies which it may have at law or in equity against Contractor, including expressly the specific enforcement hereof, forthwith have the cumulative right to immediately terminate this Contract and all rights of Contractor under this Contract. The City will pay for all work completed by the Contractor up to the termination notice and meeting the requirements of the Exhibit and Attachments incorporated in Section 3 and the standard of care noted in Section 24.

- B. Notwithstanding paragraph A., above, the City may in its sole discretion and without any reason terminate this Agreement at any time by furnishing the Contractor with ten (10) days' written notice of termination. In the event of termination under this subsection, the City will pay for all work completed by the Contractor up to the termination notice and meeting the requirements of the attachments incorporated in Section 3 and the standard of care noted in Section 24.

26. **INDEMNIFICATION.**

The Contractor agrees to indemnify, defend and hold harmless the City of Madison, and its officers, officials, and employees against all loss or expense (including liability costs and attorney's fees) by reason of any claim or suit, or of liability imposed by law upon the City or its officers, officials, agents or employees for damages because of bodily injury, including death at any time resulting therefrom, sustained by any person or persons or on account of damages to property, including loss of use thereof, arising from, in connection with, caused by or resulting from the Contractor's and/or Subcontractor's negligent acts or omissions in the performance of this Agreement, whether caused by or contributed to by the negligence of the City, its officers, officials, agents, or its employees.

27. **INSURANCE.**

The Contractor will insure, and will require each subcontractor to insure, as indicated, against the following risks to the extent stated below. The Contractor shall not commence work under this Contract, nor shall the Contractor allow any Subcontractor to commence work on its Subcontract, until the insurance required below has been obtained and corresponding certificate(s) of insurance have been approved by the City Risk Manager.

Commercial General Liability

The Contractor shall procure and maintain during the life of this Contract, Commercial General Liability insurance including, but not limited to bodily injury, property damage, personal injury, and products and completed operations (unless determined to be inapplicable by the Risk Manager) in an amount not less than \$1,000,000 per occurrence. This policy shall also provide contractual liability in the same amount. Contractor's coverage shall be primary and list the City of Madison, its officers, officials, agents and employees as additional insureds. Contractor shall require all subcontractors under this Contract (if any) to procure and maintain insurance meeting the above criteria, applying on a primary basis and listing the City of Madison, its officers, officials, agents and employees as additional insureds.

Automobile Liability

The Contractor shall procure and maintain during the life of this Contract Business Automobile Liability insurance covering owned, non-owned and hired automobiles with limits of not less than \$1,000,000 combined single limit per accident. Contractor shall require all subcontractors under this Contract (if any) to procure and maintain insurance covering each subcontractor and meeting the above criteria.

Worker's Compensation

The Contractor shall procure and maintain during the life of this Contract statutory Workers' Compensation insurance as required by the State of Wisconsin. The Contractor shall also carry Employers Liability limits of at least \$100,000 Each Accident, \$100,000 Disease – Each Employee, and \$500,000 Disease – Policy Limit. Contractor shall require all subcontractors under this Contract (if any) to procure and maintain such insurance, covering each subcontractor.

Professional Liability

The Contractor shall procure and maintain professional liability insurance with coverage of not less than \$1,000,000 per claim and \$2,000,000 in the aggregate. If such policy is a "claims made" policy, all renewals thereof during the life of the Contract shall include "prior acts coverage" covering at all times all claims made with respect to Contractor's work performed under the Contract. This Professional Liability coverage must be kept in force for a period of six (6) years after the services have been accepted by the City.

**Acceptability of Insurers.** The above-required insurance is to be placed with insurers who have an A.M. Best rating of no less than A- (A minus) and a Financial Category rating of no less than VII.

**Proof of Insurance, Approval.** The Contractor shall provide the City with certificate(s) of insurance showing the type, amount, effective dates, and expiration dates of required policies prior to commencing work under this Contract. Contractor shall provide the certificate(s) to the City's representative upon execution of the Contract, or sooner, for approval by the City Risk Manager. If any of the policies required above expire while this Contract is still in effect, Contractor shall provide renewal certificate(s) to the City for approval. Certificate Holder language should be listed as follows:

City of Madison  
ATTN: Risk Management, Room 406  
210 Martin Luther King, Jr. Blvd.  
Madison, WI 53703

The Contractor shall provide copies of additional insured endorsements or insurance policies, if requested by the City Risk Manager. The Contractor and/or Insurer shall give the City thirty (30) days advance written notice of cancellation, non-renewal or material changes to any of the above-required policies during the term of this Contract.

28. **OWNERSHIP OF CONTRACT PRODUCT.**

Provided that Contractor has been paid in full for its services all of the work product, including, but not limited to, documents, materials, files, reports, data, including magnetic tapes, disks of computer-aided designs or other electronically stored data or information (the "Documents"), which the Contractor prepares pursuant to the terms and conditions of this Contract and delivered to the City are the sole property of the City. The Contractor will not publish any such materials or use them for any research or publication, other than as expressly required or permitted by this Contract, without the prior written permission of the City. The grant or denial of such permission shall be at the City's sole discretion. Any reuse of the Documents, without written consent or adaptation by Contractor, for purposes other than which they are intended under this Contract are without liability or legal exposure to the Contractor.



The Contractor intends that the copyright to the Documents shall be owned by City, whether as author (as a Work Made For Hire), or by assignment from Contractor to City. The parties expressly agree that the Documents shall be considered a Work Made For Hire as defined by Title 17, United States Code, Section 101(2).

As further consideration for the City entering into this Contract, the Contractor hereby assigns to City all of the Contractor's rights, title, interest and ownership in the Documents, including the right to procure the copyright therein and the right to secure any renewals, reissues and extensions of any such copyright in any foreign country. The City shall be entitled to the sole and exclusive benefit of the Documents, including the copyright thereto, and whenever required by the City, the Contractor shall at no additional compensation, execute all documents of assignment of the full and exclusive benefit and copyright thereof to the City. Any subcontractors and other independent Contractors who prepare portions of the Documents shall be required by the Contractor to execute an assignment of ownership in favor of the City before commencing work.

29. **BAN THE BOX - ARREST AND CRIMINAL BACKGROUND CHECKS.** (Sec. 39.08, MGO. Applicable to contracts exceeding \$25,000.)

A. **DEFINITIONS.**

For purposes of this section, "Arrest and Conviction Record" includes, but is not limited to, information indicating that a person has been questioned, apprehended, taken into custody or detention, held for investigation, arrested, charged with, indicted or tried for any felony, misdemeanor or other offense pursuant to any law enforcement or military authority.

"Conviction record" includes, but is not limited to, information indicating that a person has been convicted of a felony, misdemeanor or other offense, placed on probation, fined, imprisoned or paroled pursuant to any law enforcement or military authority.

"Background Check" means the process of checking an applicant's arrest and conviction record, through any means.

B. **REQUIREMENTS.** For the duration of this Contract, the Contractor shall:

- (1) Remove from all job application forms any questions, check boxes, or other inquiries regarding an applicant's arrest and conviction record, as defined herein.
- (2) Refrain from asking an applicant in any manner about their arrest or conviction record until after conditional offer of employment is made to the applicant in question.
- (3) Refrain from conducting a formal or informal background check or making any other inquiry using any privately or publicly available means of obtaining the arrest or conviction record of an applicant until after a conditional offer of employment is made to the applicant in question.
- (4) Make information about this ordinance available to applicants and existing employees, and post notices in prominent locations at the workplace with information about the ordinance and complaint procedure using language provided by the City.
- (5) Comply with all other provisions of Sec. 39.08, MGO.

C. **EXEMPTIONS:** This section does not apply when:

- (1) Hiring for a position where certain convictions or violations are a bar to employment in that position under applicable law, or
- (2) Hiring a position for which information about criminal or arrest record, or a background check is required by law to be performed at a time or in a manner that would otherwise be prohibited by this ordinance, including a licensed trade or profession where the licensing authority explicitly authorizes or requires the inquiry in question.

To be exempt under sec. C.(1) or (2) above, Contractor must demonstrate to the City that there is a law or regulation that requires the hiring practice in question. If so, the contractor is exempt from this section for the position(s) in question.

30. **WEAPONS PROHIBITION.**

Contractor shall prohibit, and shall require its subcontractors to prohibit, its employees from carrying weapons, including concealed weapons, in the course of performance of work under this Contract, other than while at the Contractor's or subcontractor's own business premises. This requirement shall apply to vehicles used at any City work site and vehicles used to perform any work under this Contract, except vehicles that are an employee's "own motor vehicle" pursuant to Wis. Stat. sec. 175.60(15m).

31. **IT NETWORK CONNECTION POLICY.**

If this Contract includes services such as software support, software maintenance, network services, and/or system development services and will require a Network Connection the City Network (as defined in the following link), the City's Network Connection Policy found at this link: <http://www.cityofmadison.com/attorney/documents/posNetworkConnection.doc> is hereby incorporated and made a part of this Contract and Contractor agrees to comply with all of its requirements.

32. **AUTHORITY.**

Contractor represents that it has the authority to enter into this Contract. If the Contractor is not an individual, the person signing on behalf of the Contractor represents and warrants that he or she has been duly authorized to bind the Contractor and sign this Contract on the Contractor's behalf.

33. **COUNTERPARTS, ELECTRONIC SIGNATURE AND DELIVERY.**

This Contract may be signed in counterparts, each of which shall be taken together as a whole to comprise a single document. Signatures on this Contract may be exchanged between the parties by facsimile, electronic scanned copy (.pdf) or similar technology and shall be as valid as original; and this Contract may be converted into electronic format and signed or given effect with one or more electronic signature(s) if the electronic signature(s) meets all requirements of Wis. Stat. ch. 137 or other applicable Wisconsin or Federal law. Executed copies or counterparts of this Contract may be delivered by facsimile or email and upon receipt will be deemed original and binding upon the parties hereto, whether or not a hard copy is also delivered. Copies of this Contract, fully executed, shall be as valid as an original.

IN WITNESS WHEREOF, the parties hereto have set their hands at Madison, Wisconsin.

**CONTRACTOR:**

Short Elliott Hendrickson, Inc.  
(Type or Print Name of Contracting Entity)

By: Bruce K. Olson  
(Signature)

Bruce K. Olson, Principal  
(Print Name and Title of Person Signing)

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

**CITY OF MADISON, WISCONSIN  
a municipal corporation:**

By: Satya Rhodes-Conway  
Satya Rhodes-Conway, Mayor

Date: 05/13/2022

Approved: Christine Koh for  
David P. Schmiedicke, Finance Director

Date: 5/12/2022

By: Maribeth Witzel-Behl  
Maribeth Witzel-Behl, City Clerk

Date: 05/09/2022

Mary Lloyd for  
Eric T. Veum, Risk Manager

Date: 5/12/2022

Approved as to Form:  
Michael Haas  
Michael Haas, City Attorney

Date: 5/13/22

**For City Use Only: SIGNATURE INSTRUCTIONS FOR CONTRACTS SIGNED BY MAYOR/CLERK:**  
Obtain contractor's signature first. Route this contract & all of its attachments for City signatures using the City Clerk's Contract Routing Database. Include 1 copy of authorizing resolution & 1 copy of the Certificate of Insurance.

**NOTE: Certain service contracts may be executed by the designee of the Finance Director on behalf of the City of Madison:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Mary Richards, Procurement Supervisor

- MGO 4.26(3) and (5) authorize the Finance Director or designee to sign purchase of service contracts when all of the following apply:
- (a) The funds are included in the approved City budget.
  - (b) An RFP or competitive process was used, or the Contract is exempt from competitive bidding under 4.26(4)(a).
  - (c) The City Attorney has approved the form of the Contract.
  - (d) The Contract complies with other laws, resolutions and ordinances.
  - (e) The Contract is for a period of 1 year or less, OR not more than 5 years AND the average cost is not more than \$100,000 per year, AND was subject to competitive bidding. (If over \$50,000 and exempt from bidding under 4.26(4)(a), regardless of duration of the Contract, the Common Council must authorize the Contract by resolution and the Mayor and City Clerk must sign, per 4.26(5)(b).)

Emergency Service contracts may also be signed by the designee of the Finance Director if the requirements of MGO 4.26(3)(c) are met.

**For City Use Only: SIGNATURE INSTRUCTIONS FOR CONTRACT TO BE SIGNED BY FINANCE (PURCHASING):**  
Obtain contractor's signature first. Attach the contractor-signed contract with all attachments/exhibits and the certificate of insurance to the requisition in MUNIS.

### DETAILED SCOPE OF SERVICES

The following scope of services outlines and supplements the Request for Proposals (RFP) task descriptions. Below, we list the primary tasks SEH will perform to assist MWU in implementing a Unit Well 19 water treatment system for removal of iron, manganese and (future) radium.

Our multidisciplined team will work closely as an extension of MWU staff, with close coordination among University of Wisconsin representatives, City of Madison officials, regulators and stakeholders – as we've done successfully for previous Unit Well projects.

Frequent communication and meetings, utilizing virtual meeting and design model management software when applicable, will form the basis of a productive, agreed-upon design while keeping costs to a minimum.

#### TASK I – PRELIMINARY DESIGN; ALTERNATIVE DEVELOPMENT AND CONCEPTUAL DESIGN

1. Project kickoff meeting will be held to discuss project details.
2. Gather and compile all necessary data required from City and County records, field reconnaissance and other sources as necessary.
3. Provide a topographic survey of existing the Unit Well 19 lot (approximately 1.5 acre) at 2526 Lake Mendota Drive. This will include all features and underground utilities at a minimum distance of 100 ft. from the property line. The survey will be stamped by a Wisconsin-licensed surveyor and be completed in Dane County coordinates.
4. Prepare a QA/QC Plan for MWU's review and approval, including periodic checks for budget and cost control.
5. After QA/QC Plan approval, SEH will schedule and coordinate QC reviews throughout the duration of the work. The approved QA/QC Plan will define QC requirements for the project.
6. Meet with and assist MWU in preparing one Communication and Public Participation Plan including up to three public meetings.
7. Following the selection of the final project configuration, assist MWU in procuring a geotechnical engineer for site specific soil borings and geotechnical report to aid in determining proposed locations of a new treatment building and backwash tank.
8. Develop regular task reporting and communication methods concerning progress of the work.

9. Prepare for and attend one pre-design/workshop meeting with key MWU staff, City Planning Department staff and City Building Facilities Department staff.

This workshop will take into account up to three new conceptual designs, with information provided in MWU's previous planning documents regarding process flow diagrams, interior process piping, proposed filtration equipment, pumping plans and other specific water treatment options that MWU would like to evaluate. Three architectural alternatives will be developed to complement civil site design, existing parcel size and landscape options.

10. Prepare for and attend one architectural/workshop meeting with key MWU staff, City Planning Department staff and City Building Facility Department staff.

This workshop will demonstrate the three different alternatives incorporating architectural features into MWU's processes and water treatment needs as demonstrated from the pre-design/workshop meeting.

Each conceptual design concept will be prepared with the following in mind:

- Site utility coordination and location for gas, electric, telephone, cable, fiber optics, storm sewer, sanitary sewer and water main.
  - Building locations and configurations as created during the workshops will be evaluated in conjunction with the site plan to efficiently and effectively use the available space on the new lot.
  - Environmental issues surrounding the site shall be sensitive to and shall protect all aspects of the site pertaining to local, state and federal laws.
11. All preliminary layouts of the facilities will be reviewed with MWU staff based on construction cost, maintenance efficiencies and access. All layouts will be planned according to current zoning ordinance and Madison's Planning and Urban Development Department specifically the UDC when considering new building types.
  12. Site plan will include grading and storm water management and will review the site in order to drain away from the proposed building and managed in a way to control flooding or excessive ponding of surface runoff.
  13. Landscape design will incorporate the natural existing surrounding features such as existing mature trees, sidewalks, driveways and existing street features into an attractive new design that will blend together this areas established features of the surrounding parcels while keeping in mind, low maintenance, safety and subtle screening the facility.

14. Architectural building and landscape features will be illustrated in sufficient detail to review probable layouts for consideration and will consider:
  - a. 3D modeling previous filter layouts from Unit Well 7, Unit Well 29 and Unit Well 31 in order to develop consistent and efficient building floor plans and process layouts for MWU.
  - b. Interior and exterior renderings of treatments, process equipment, piping layouts, building sections and elevations will be developed while being considerate of general maintenance and operations for the new facilities. Some architectural features that will be explored include concrete block with a mix of brick and Lannon Stone, precast concrete panels or other mix of low maintenance metal panels of industrial-type architecture that are easily erected.
15. Electrical, mechanical, structural and plumbing will review each alternative for compliance with local and state permitting, and will be consistent with the City of Madison plan review and approvals.
16. Constructability, 30% cost estimating and schedule are an important part of the preliminary concepts. Our team will work closely with MWU staff to control these issues throughout the project. Each alternative will be evaluated and a one page technical memo describing these three key components in order to help MWU to make informed decisions.
17. Assist MWU in conducting up to two public meetings presenting the need for project, issues and regulatory approval process. Assist MWU in notifying identified stakeholders, residents and property owners within the vicinity by preparing updated mapping, building renderings, building plans and process flow diagrams to aid in communicating the actions being considered for this new unit well to the City Departments, committees, neighborhood groups and any other interested parties.
18. Assist MWU in up to three MWU Board Meetings. From the workshops, pre-design meetings and public input a preferred alternative will be chosen. Our team will assist MWU staff to obtain all City of Madison approvals and make presentations as required, meeting the requirements of Planning and Zoning Departments and the Board of Public Works. See our **schedule** for details of Public Approval Process.
19. SEH will document the information from the alternative development and conceptual design process by preparing a Design Basis Report and Evaluations Matrix Document. This information combined with a presentation to Water Utility Board will complete the services under Task 2.
20. Upon written authorization from MWU of the preferred alternative, SEH will then proceed to Final Design Services.

## TASK II – FINAL DESIGN; DESIGN DEVELOPMENT AND CONSTRUCTION DOCUMENTS

1. Based on the selected alternative developed in Task 2 our team will begin to prepare final plans, specifications, reports and permit applications required to obtain regulatory agency approvals, competitive bids and enabling construction of the projects. Review plans and opinion of probable cost with the Project Team at approximately the 60 percent and 90 percent completion levels. Final plans and specifications will be prepared from the preferred conceptual design and include:
  - Site plan design consistent with Planning and Engineering Department
  - Construction staging analysis
  - Landscape design
  - Site utilities
  - All City of Madison Planning Department issues as noted during their review process will be addressed during this task. Architectural requirements include: interior space layout meeting ADA requirements; building material schedules; window and door schedules; room finish schedules.
  - Process piping requirements: achieving free flow movements within the facility for ease of maintenance procedures. Our process engineers will review with MWU all horizontal and vertical pipe clearances and extended pipe runs. Other process piping items include pumping equipment locations; chemical feed requirements, storage and integration with filtration equipment.
  - Filtration and backwashing equipment will be laid out with one preferred equipment manufacturer and will address size, efficiencies, redundancy and backwash tank placement
  - Coordinate operations for the water facility operations with LW Allen, the MWU's preferred SCADA provider and their communication system
  - Permitting of the final design will include all WDNR requirements and PSC requirements. Our team will provide the necessary engineering reports to these agencies and coordinate final permit approval.
  - Structural: Analysis of geotechnical report and design of new Unit Well 19's foundations and walls; underground concrete backwash tank design
  - Plumbing and HVAC requirements
  - Electrical: SCADA coordination with City's preferred vendor; new MCC to include VFDs and new programmable logic controller (PLC) systems; telephone system wiring, monitoring and security, emergency backup generator requirements.
2. Prepare four copies of 60 percent and 90 percent complete set of plans specifications and opinion of probable cost, and construction schedule. Meet with the Project Team to review. Obtain the City's approval to proceed with bidding.

3. All SEH project work is subject to peer reviews as part of SEH's QC program. Each project includes an identified technical reviewer, responsible to assure that QC plans are followed and peer reviews are properly conducted. During this project MWU requires the following reviews:
  - o Task I – Alternative Development and Conceptual Design: Design criteria and alternative development, 90 percent completion, Final Draft
  - o Task II – Final Design Services: 60 percent completion, 90 percent completion
4. Provide MWU with four complete sets of all final plans, specifications, bid documents, significant reports and correspondence. Submit plans and specifications to regulatory agencies for review and approval.

### **TASK III – BIDDING AND CONTRACT SERVICES**

1. Assist MWU with preparation of advertisement for bids, solicit/coordinate the bid process.
2. Prepare bidding forms, conditions of the contract and the form of agreement between the Contractor and MWU as required by the Board of Public Works.
3. Participate in a pre-bid meeting with prospective contractors explaining the project concepts and goals and answering questions that come up.
4. Assist MWU in responding to bidder's questions and prepare addenda as necessary.
5. Assist MWU in evaluating the bids and recommending an award.
  - o In the event that the low bid price is higher than the project budget, SEH will work with MWU to determine ways to cut costs by providing a Value Engineering meeting and provide a technical memo of the results.
  - o If elements can be removed from the work to bring the total cost in below budget, SEH will advise MWU as to the impact of this change.

### **TASK IV – CONSTRUCTION ADMINISTRATION SERVICES**

1. Following award of contract by MWU, coordinate securing the completed contract documents, (contract, bonds, insurance certificates, etc.) from the Contractor for the City.
2. Assist MWU in conducting a pre-construction meeting with Contractor, City's representatives and other parties directly affected by the construction.
3. Provide necessary horizontal alignment and vertical control staking for the construction activity.
4. Review and approve, or take other appropriate action with respect to Shop Drawings and Samples and other data that the Contractor is required to submit.

5. Be present to observe and document the construction activities on a part time basis or during critical inspection points within the general progression of the project. Provide written site reports to MWU each time the inspector/engineer is on site.
6. Periodically advise MWU of the progress of construction. Consult with MWU on all issues regarding construction and completion of the project.
7. Assist MWU in reviewing all Contractor monthly pay requests and change orders.
8. Conduct final inspection of the project with MWU staff. Prepare final punch-list and coordinate start-up and Owner training with Contractor.
9. Prepare final pay requests and submit project completion letter/documentation.
10. Prepare record drawings, equipment manuals and other "record" documentation of project. Submit four sets to the City, including one electronic version on CD-ROM.
11. Assist the MWU with an open house and dedication at the completion of the project.

### **TASK V – TESTING STARTUP AND COMMISSIONING**

1. SEH will assist in testing the new facilities objectives. As part of the construction documents and the performance specifications the contractor is required to supply MWU SEH will review and monitor the contractor's process and provide an independent evaluation of the testing, start-up and commissioning.
2. Our water operations specialist John Thom will assist in the startup process and the multidisciplinary team of water specialists will document the results in a Technical memo to MWU staff.
3. Assist MWU and contractor during the commissioning process and provide John Thom's expertise to troubleshoot water process issues and report findings to MWU and WDNR.
4. Upon the successful completion of Testing, Startup and Commissioning SEH will provide MWU a summary of the reports with documentation supplied from the contractor regarding operations and maintenance manuals.

## 2 DESCRIPTION OF SERVICES/COMMODITIES

### 2.1 Project Overview

City of Madison Water Utility (“MWU,” “Utility”) is soliciting proposals from qualified engineering firms (“Consultant”) to provide professional engineering services to include the preliminary and final design and construction administration for the proposed iron, manganese and radium treatment system at Unit Well 19 (“project”). The work includes, but is not limited to, public participation support, permitting, working with the DNR, PSC, and UW-Madison, preparation of drawings and specifications, bidding assistance, construction administration, training and facility startup services. The selected Consultant is expected to work closely with MWU staff as part of the project team to successfully complete and implement the project.

### 2.2 Project Background

Unit Well 19 (UW 19) was constructed in 1974 and consists of a deep well and pump, three booster pumps and a 3-million gallon buried reservoir. Madison Gas and Electric owns and maintains a standby generator on the site. The well is run year-round and pumps 300 to 500 million gallons annually and is a critical source of water for the University of Wisconsin and the near west side of the City of Madison. The 2005 Infrastructure Management Plan assessment found the facility in good working condition but noted an issue with poor water quality, specifically iron and manganese.

Since 2018, average monthly measurements have been 0.2 mg/L iron and 0.045 mg/L manganese; five samples exceeded the Secondary Maximum Contaminant Level (SMCL) for manganese, 0.05 mg/L. Rising combined radium levels are also a concern at Unit Well 19. Since 2018, two samples surpassed the regulatory limit of 5 pCi/L, with seven more measuring greater than 4 pCi/L. Over this time, the running annual average of quarterly samples has ranged from 3.4 to 4.8 pCi/L.

Per Madison Water Utility Board procedural guidelines for water quality treatment, when a contaminant consistently exceeds 80% of either a Maximum Contaminant Level (MCL) or Secondary MCL (SMCL), action to reduce the contaminant level is triggered. Currently, iron is at 67% of its SMCL of 0.3 mg/L, manganese at 90% of its SMCL and combined radium, based on the latest running average of quarterly samples, is at 82% of the MCL. This project’s objective is to correct these water quality deficiencies and bring the levels of all three contaminants to well below their respective MCL or SMCL.

### 2.3 Project Location

Unit Well 19 is located on an easement on University of Wisconsin-Madison property near Picnic Point and immediately east of the University’s Eagle Heights student housing complex.

- Address: 2526 Lake Mendota Drive, Madison, WI 53705
- The easement size is approximately 1.5 acres (260 feet by 260 feet)
- The easement is located in the northwest corner of University of Wisconsin-owned Parcel 0709-161-0099-7 (2000 University Bay Dr)

### 2.4 Detailed Project Description

#### 2.4.1 General Overview

The project consists primarily of the design and installation of systems to reduce significantly iron, manganese, and radium levels to well below their respective SMCLs and MCL. Pilot testing performed in 2018 demonstrated the ability of a recommended pyrolusite-based treatment system to meet all water quality treatment goals. The existing facility may not be able to accommodate the proposed treatment

systems; thus, an additional project element is the design and construction of housing for those systems. MWU will consider either an addition to the existing building or the construction of a stand-alone structure for the new treatment systems. The pilot test study and a preliminary design report are attachments to the RFP.

#### **2.4.2 Design Criteria**

The treatment system shall meet the treatment goals of less than 0.1 mg/L iron, 0.02 mg/L manganese and 2.5 pCi/L combined radium (radium 226 and 228). MWU currently operates three pyrolusite media iron and manganese filters at Wells 7, 29 and 31. Water quality from these operating pyrolusite media filters has been excellent with an approved filter loading rate of up to 12 gpm/ft<sup>2</sup>. Pilot testing results indicate that loading rates of 10-12 gpm/ft<sup>2</sup> will meet iron and manganese treatment goals and, at least initially, achieve up to 70% radium removal without additional treatment (i.e. hydrous manganese oxide, HMO). See the attached preliminary design report for details. Project design criteria will be developed and refined based on the established treatment goals, DNR and PSC regulations, pilot testing results, and alternatives evaluation.

#### **2.4.3 Project Objectives**

- The overall objective of this work is to develop a set of clear design documents that will allow the project to be efficiently and economically bid and constructed.
- The project shall meet or exceed all DNR, PSC, MWU, and UW-Madison requirements.
- The consultant shall evaluate the treatment impacts on overall water chemistry. In the event that the treatment system has a negative impact on finished water chemistry, the consultant shall work with MWU to modify and adjust the treatment process or water chemistry to mitigate the negative impact.
- The Treatment system will have an expected life span of 50 years; the building or addition will have an expected life span of 75 years.
- The proposed addition or new structure to house the treatment system will architecturally complement the existing building to the maximum extent feasible.
- The project scope shall include any building or equipment upgrades or modifications required to meet applicable regulations.
- The project scope shall include the replacement of aged equipment; specifically, it is expected that the current Motor Control Center (MCC) and the existing deep well and booster pumps and motors will be replaced.
- Plan for the addition of variable frequency drives (VFDs) to the deep well and booster pump motors. The consultant shall evaluate the current three booster pump configuration and make a recommendation for the most operationally and cost effective booster pumping configuration.
- The existing mature landscaping and trees on the site shall be protected and preserved to the greatest extent possible.
- Site and facility security shall be designed into the new facility and integrated into the existing system, without detracting from the visual impact of the building, to prevent unauthorized tampering with facility operations.

- Operational noise production at the facility including but not limited to, pump operation, electrical gear, and HVAC systems shall be considered and mitigated. Noise from any new equipment shall be limited to no more than 45 db at the property line.
- The treatment system shall be integrated into the Water Utility's SCADA system (Wonderware).
- The treatment and building systems shall be designed to be low maintenance, durable and energy efficient.
- The building/addition shall meet or exceed all building codes and City of Madison requirements.

#### **2.4.4 Major Project Components**

- Preliminary Design: The consultant shall develop a minimum of three alternatives for consideration. Proposed concepts shall be developed with adequate specificity to allow the project team to review and evaluate each proposal in detail. Preliminary designs shall consider the triple bottom line of social, environmental, and economic impacts of the project. The recommended design concept shall be presented to the Water Utility Board for approval.
- Final Design: Drawings and specifications suitable for competitive bidding of the approved design concept shall be prepared for the project. These project documents shall meet all City, State, and Federal codes for projects of this type.
- Cost Estimating: Controlling project costs is essential for project success. The consultant shall develop and maintain a detailed project cost estimate throughout the project. The cost impacts of all design decisions shall be clearly communicated to MWU. If the project costs increase above the approved budget, the consultant shall work closely with MWU staff to reduce costs or if justified, increase the project budget. An updated detailed cost estimate is required at all project milestones.
- Project Scheduling: Keeping the project on schedule is critical to meet project objectives. Routinely review and update the project schedule. Evaluate the impact of all design decisions on the project schedule. Communicate any scheduling impacts to MWU when they occur.
- Permitting: All components of the project shall meet or exceed all permitting requirements. The project shall be approved by the PSC, DNR, City of Madison, and the University of Wisconsin. The consultant shall work with all permitting agencies to ensure the project meets all objectives and requirements.
- Bidding: The consultant shall assist MWU in bidding the project through the City of Madison Board of Public Works. Following receipt of bids, the consultant shall assist MWU in evaluation of all bids and shall make a recommendation to accept or reject the bids.
- Construction: The selected consultant shall provide construction inspection services for the project to include but not necessarily be limited to; submittal review, pay request processing, change order review and approval, part-time site inspection, construction engineering, and contract closeout.
- Testing, Startup and Commissioning: The consultant will work with MWU staff to test, startup and commission the treatment system to verify it meets treatment goals.



#### 2.4.4 Budget Information

Madison Water Utility has budgeted a total of \$7,663,000 for the project. Of the total, \$6,691,000 is budgeted for construction, and \$859,000 is anticipated for design development and project administration. The remainder of the budget is planned for internal Utility and public participation costs.

Firms shall develop a budget for the work as a part of the proposal and detail any budget concerns on the project in the proposal.

#### 2.4.5 Proposed Schedule

MWU anticipates that the project will start in March 2022. Preliminary design, final design and permitting is budgeted for 12 months. MWU expects the project will be competitively bid in March 2023 with a bid opening in April 2023 as a City of Madison public works contract. Construction is expected to begin in May of 2023 and continue for approximately 12 months, with testing, start-up and commissioning operations anticipated to occur in May 2024.

### 2.5 Scope of Work & Services

#### 2.5.1 General Information

Consultants shall work closely as a part of the project team with Water Utility staff, regulators, University of Wisconsin representatives, City officials and the public to develop a design for the facility that meets the Utility's needs. This objective will be accomplished through frequent and routine communication and meetings of the project team, a series of design review workshops and close coordination with the Water Utility and other City Departments. Consultants shall prepare presentation materials, attend and present at all meetings required for project approval with regulatory and/or review authority, including the Water Utility Board, City of Madison, UW Madison, DNR and PSC.

#### 2.5.2 Preliminary Design

A. Objective: Based on the results of the pilot study, using the selected treatment system, develop a minimum of three project alternatives for preliminary design. Develop the preliminary designs and operating and capital cost estimates in sufficient detail to allow evaluation of the feasibility of each alternative. Provide evaluation based on the triple bottom line and work with MWU staff to make a recommendation to the Water Utility Board.

B. Public Involvement:

- Assist MWU staff with public involvement and communication.
  - Attend a minimum of two public meetings and two Water Utility Board meetings to present alternatives and answer questions.
  - Assist MWU staff with maintaining the project web page.
  - Prepare project informational bulletins, graphics, Power Point presentations and other documents to convey the intent and content of any project alternatives, preliminary designs, and impacts to the local environment and community.

C. Site Plan Development:

- Assist MWU staff with public involvement and communication.
- Surveying:
  - Paper record drawings of the existing facilities are available.

- Provide detailed surveying as required to complete the work and prepare all required project drawings.
- Include all easements, setback requirements and any other available property information.
- Include all features and utilities a minimum distance of 100 feet from the project easement line.
- Include Lake Mendota Drive in the survey.
- Plot the site plan at 1" = 10' on a 22" x 34" sheet.
- The property survey shall be prepared and stamped by a surveyor licensed in the State of Wisconsin.
- Geotechnical Investigation: Assist the Utility with the procurement of a site geotechnical report. Coordinate all the work of the geotechnical engineer in the development of the report.
- Site Utilities: Locate all public utilities in the area. Coordinate all necessary utility work to include but certainly not be limited to: gas, electric, telephone, storm and sanitary sewer. Coordinate with MGE on all generator requirements and setbacks.
- Environmental issues: Design the site to be sensitive to and protect the surrounding environment and comply with all environmental laws and regulations.
- Planning and Urban Development: Develop the site plan in accordance with the requirements of the Madison Planning Department.
- Zoning: Conform to the zoning requirements for the area.
- Grading and Storm Water – Grade the site to drain from the building and provide an adequate storm drainage system to prevent flooding or excessive ponding of surface runoff and any damage to adjacent property. Meet the stormwater requirements of the City of Madison Engineering Department and the University of Wisconsin.
- Landscape Design: Provide a landscape design that is attractive, low maintenance, and effective in screening the facility.
- Drawings: Develop drawings that illustrate the design concepts being proposed to allow the Utility to review and approve the development plan. Include at a minimum, site, grading and landscape plans (scale 1"=10' full size).

#### D. Building Configuration and Development

- Treatment System layout: Develop building/addition plans and treatment system layouts for each concept. The conceptual design shall establish exterior treatments and materials.
- Review with Water Utility staff the floor plan, treatment system, and piping layouts and work to determine the best treatment system configuration alternative for the facility.
- Drawings: Develop sufficient types and numbers of drawings to convey the design concept being proposed. Drawings to be produced shall include but shall not be limited to: Floor, equipment and piping plans, sections, elevations, and details.

#### E. ADA Compliance: Accommodate the accessibility needs for the disabled as required by the Americans with Disabilities Act.

#### F. Energy Conservation: The City is a partner in the Federal Government's Energy Star Program for buildings; focus designs on energy efficiency.

- Sound Control: Control sound such that maximum sound level emitted from any new equipment at any time shall be limited to 45 db measured at the property line.
- Constructability issues: Be fully responsible for the constructability and phasing of the proposed plan.

- G. Presentation Materials: Provide MWU with any and all necessary drawings, renderings, and exhibits to convey the intent of the design to City Departments, University of Wisconsin staff, committees, neighborhood groups and other stakeholders. These materials become the property of the Utility.
- H. Preparation of Wisconsin Public Service Commission Application
- Based on the information developed in the Pre-Design Report and the associated preliminary project cost estimates, work with MWU staff to complete the application to the Wi PSC for a project Authorization to Construct.
  - Provide assistance to MWU in completing all of the Wi PSC requirements for the application
  - Work with MWU staff to modify, update and revise the application until approved by Wi PSC
- I. Other Requirements
- Provide a detailed description of any other tasks required to complete the work. Failure to account for items that would be considered usual and customary to this project shall not be justification for additional compensation or an extension of contract time.
  - Do not proceed with Final Design until receipt of written approval of the conceptual design from MWU.
  - Provide minutes of all meetings
- J. Products
- Summary of permitting requirements
  - Wisconsin PSC application for Authorization to Construct
  - Wisconsin PSC project approval
  - Wisconsin DNR project approval application
  - Wisconsin DNR project approval
  - City of Madison project approval
  - University of Madison project approval
  - Detailed design and construction schedule
- K. Water Utilities Responsibilities for Preliminary Design:
- Provide existing information on the property and the existing facility.
  - Provide timely input into facility design development.
  - Provide direction on Utility objectives and needs.
  - Complete design review and provide comments and direction within 2 weeks of receipt of preliminary information.
  - Provide any additional cost data to consultant for Wi PSC application
  - Coordinate meetings of Utility staff and other City departments.
  - Select a preferred alternative and provide direction to allow the work to proceed to Final Design
  - Host review meetings.

## SEH TASK II 2.5.3 Final Design

- A. Objective: To incorporate the approved components of the preliminary design into the final design drawings and specifications suitable for public bidding and construction while staying within the established project budget.

B. Final Design Components:

- Site plan design (Scale 1"=10' @ full size)
- Landscape design
- Site utilities (Scale 1"=10' @ full size)
- City Planning Department required permits and documentation
- Architectural requirements
- Mechanical and piping requirements
- Filtration and backwash requirements
- Treatment system requirements
- Chemical feed requirements
- Monitoring and security requirements
- Interior space layout
- Telephone system wiring
- PLC System
- SCADA system setup and communications
- Building material schedules
- Window and door schedules
- Room finish schedules
- Plumbing
- Electrical, including MCC
- Security, including lighting, cameras and card readers
- HVAC
- ADA compliance
- Any other component and schedules necessary to complete the work to the satisfaction of MWU.

C. Drawings: Prepare plans, sections, elevations, mechanical and piping plans, lighting plans, structural and architectural details, grading, site and landscape plans, standard details, and any other drawings to adequately define the work and allow competitive bidding on the project.

D. Specifications: Prepare project specifications in CSI format to cover all aspects of the project. Craft the specifications to encourage competitive bidding.

E. Constructability: Be fully responsible for the constructability of the final design and bidding documents. Notwithstanding any recommendations or approvals by the City, the Consultant shall not be relieved from responsibility for the workability and suitability of the design and all associated details.

F. Other:

- Complete any other tasks as needed to meet the project objectives and develop a complete set of contract documents.
- Itemize in the proposal any additional tasks beyond those noted herein believed to be required to meet project objectives
- Failure to account for items that would be considered usual and customary to this project shall not be justification for additional compensation or an extension of contract time.
- Provide minutes of all meetings.
- Do not proceed to the bidding phase without the prior written approval of MWU.

## G. Products

- Final Design Drawings and Specifications suitable for bidding through the Madison Board of Public Works

## H. Water Utilities Responsibilities for Final Design:

- Provide timely input into facility final design development.
- Provide required direction on Utility objectives and needs.
- Complete design review and provide comments and direction within 2 weeks of receipt of information.
- Coordinate meetings of Utility staff and other City departments.
- Host review meetings and workshops.

### **2.5.4 Final Cost Estimating and Project Cost Control**

#### A. Cost Estimates:

- Work to keep the total project cost within approved budget; be aware of the cost impacts of design recommendations.
- Present the cost impacts of the relative features of each option during the discussion of design concepts.
- Routinely update project cost estimates as the design is developed.

#### B. Construction Cost Control:

- Work closely with the Water Utility to control costs throughout the project.
- Consultant shall remain responsible for maintaining the project within the approved budget throughout all project phases.
  - If project cost estimates indicate that the recommended design will exceed the approved budget, promptly communicate the magnitude of the budget overrun and work closely with MWU staff.
  - If project cost estimates exceed the budget due to the actions or inactions of the Consultant, redesign the facility at no additional cost to bring the work within budget.
  - Conduct a Value Engineering review of the full design and develop design alternatives for consideration that would reduce the overall cost of the project.
- Project Budget Adjustment:
  - If an adjustment in the project budget is required, notify MWU immediately and provide supporting documentation and justification.
  - Do not proceed with the modifications to the facility design that are outside the approved budget without the prior written authorization of the Utility.

## I. Products

- Routinely update cost estimate at all milestones of the project and submit to MWU.

## J. Water Utilities Responsibilities for Final Cost Estimating and Project Cost Control:

- Work closely with the Consultant throughout the project to control costs.
- Process a budget amendment if needed.

- Work with the Consultant to redesign the facility to bring the project within budget if needed.

### **2.5.5 Project Scheduling**

- A. Develop, and update as needed, a Gantt chart project schedule that includes all phases of the project through construction completion and startup and takeover of the facility by the Water Utility.
- B. Keep the project on schedule throughout all phases of design and construction.
- C. Immediately communicate any delays in the schedule to the Water Utility.
- D. Regularly update the project schedule throughout all phases of design, bidding, and construction. Include review times required by the Utility, City Planning, Urban Design, Public Works, UW-Madison, DNR, the PSC and any other reviewing authority. Failure to include these review periods within the schedule and any delays resulting from shall not be a basis for additional compensation or an extension of time.
- E. Products:
  - Provide updated project schedule at all milestones of the project and submit to MWU
- F. Water Utility Responsibilities for Project Scheduling:
  - Provide timely feedback at design review milestones
  - Provide timely response to questions, requests for information and meeting scheduling requests.
  - Approve schedule extensions if necessary.

### **2.5.6 Permitting**

- A. Permitting, Review, and Approval:
  - Obtain all required approvals and permits for the work.
  - Obtain Wisconsin DNR approval of the project
  - Obtain Wisconsin PSC approval of the project
  - Obtain University of Wisconsin approval of the project
  - The final design shall be reviewed by MWU staff and approved by the MWU Board and other Departments of the City of Madison.
  - In the event that the final design is not approved, revise the design at no additional cost to MWU until which time it gains approval.
  - No extension of time shall be granted for failure to gain necessary approvals and permits for the projects.
  - Consultant shall be held responsible for project delays resulting from failure to obtain necessary permits in a timely manner.
- B. Products:
  - Provide updated project schedule at all milestones of the project and submit to MWU.
- C. Water Utility Responsibilities for Permitting:
  - Pay for all permits
  - Review and assist with submission of all permits

### SEH TASK III 2.5.7 Bidding Services

- A. Objective: to competitively bid the project to engage a qualified contractor at an equitable price with minimal change orders.
- B. Provide all necessary personnel, resources, and sub-consultants to assist MWU in competitively bidding the work.
- C. Prepare bidding forms, conditions of the Contract, and the form of Agreement between the Contractor and MWU as required by the Board of Public Works.
- D. Assist MWU in answering questions from prospective bidders.
- E. Participate in a pre-bid meeting with prospective contractors.
- F. Prepare contract addendums as required to clarify or modify the design.
- G. Assist MWU in evaluating the bids and recommending an award.
- H. In the event that the low bid price is higher than the project budget, conduct a Value Engineering study of the project in cooperation with MWU to determine ways to cut costs. Advise MWU as to the impact of any changes.
- I. Any other work as required in this Scope of Work required to successfully bid the project.
- J. Products
  - Addendums as required
  - Bid evaluation and recommendation
  - Value Engineering Study and redesign if required
- K. Water Utility Responsibilities:
  - Print and distribute bid documents
  - Host the pre-bid meeting
  - Host the bid opening.
  - Coordination between Utility staff and other City departments.
  - Work with the Consultant to recommend a bidder.
  - Work with the Consultant through a Value Engineering process if required.

### SEH TASK IV 2.5.8 Construction Administration Services

- A. Objective: Assist Madison Water Utility in monitoring, recording, and administering construction activities.
- B. Provide all necessary personnel, resources, and sub-consultants to assist MWU in administering construction of the project.
- C. Services include but are not necessarily limited to:
  - Shop drawing review
  - Schedule compliance
  - Contract compliance
  - Hold regular construction meetings

- Provide all meeting minutes
- Processing requests for information, requests for change and change orders.
- Review and approval of monthly pay requests
- Review and approval of operation and maintenance manuals
- Review of test results
- Conducting the final inspection and developing a punch list and ensuring its completion
- Contract closeout
- Electronic Record Drawings and other documentation of construction
- Coordinate MWU staff training
- Other tasks normal to facility construction administration

D. Inspection:

- MWU does not anticipate the need for full time inspection services. Provide a reasonable amount of on-site coordination and inspection to ensure that the facility is constructed in compliance with project contract documents.
- Provide written reports to MWU for each site visit.

E. Products

- Copies of all construction documentation, shop drawings, material testing, meeting minutes, change orders, pay requests, photos, and other records.
- Approved Operations and Maintenance Manuals
- Record Drawings

F. • Water Utility Responsibilities:

- Accept or reject contract documentation
- Approve pay requests
- Provide direction as necessary
- Accept or reject change orders
- Attend project meetings
- Coordinate and schedule Utility staff and other City departments.
- Work with the Consultant to ensure contract compliance

**SEH TASK V 2.5.9 Testing, Startup, and Commissioning**

A. Objective: Test and document that the treatment system constructed meets or exceeds all hydraulic and water quality goals. Demonstration of automatic operation of the treatment system for a minimum of 1 week without failure.

B. Testing:

- Monitor and record testing of each installed component to ensure that they meet the project specifications for performance and installation.
- Ensure all components have been properly disinfected and tested.
- Document testing results and include in project operations and maintenance manuals
- Ensure correction of all components and equipment that does not meet specified testing criteria.
- Report results to MWU

C. Startup:

- Following successful testing of each component, work with MWU staff and the contractor to startup each section of the facility to verify operation and specification compliance.
- Document all startup procedures and results.



- Work with contractor to correct any identified contingencies.

D. Commissioning:

- Following successful testing and startup, work with MWU staff and the contractor to commission the treatment facility.
- Commissioning shall include fully automatic around the clock operation of the facility for a minimum of 7 consecutive days without failure.
- Document all commissioning activities.
- Recommend acceptance of the system to MWU following successful commissioning.
- Work with the Wisconsin DNR to inspect and approve the completed treatment system.

E. Products:

- All documentation of testing, startup, and commissioning.

F. Water Utility Responsibilities:

- Assist consultant and contractor with all testing, startup, and commissioning activities
- Coordinate testing, startup and commissioning with Utility operations
- Provide timely feedback and additional information as needed.
- Recommend operational settings and parameters
- Assist with water quality testing

### **2.5.10 Quality Assurance and Quality Control**

A. Objective: A high quality facility with reliable, long-lasting, and sustainable components.

B. Quality Assurance/Quality Control (QA/QC) by the consultant at all stages of the project is expected.

C. QA/QC shall include but not be limited to:

- Schedule monitoring and compliance
- Project reviews both internal and external
- Project communications
- Project meetings
- Standards employed
- Cost review and control
- QA/QC methods and criteria

D. Required MWU Quality Control Reviews:

- Preliminary Design:
  - Design criteria and alternative development
  - Evaluation criteria and triple bottom line matrix
  - 90 percent completion
  - Final draft
- Final Design
  - 50 percent completion
  - 90 percent completion
  - Final draft

### **2.5.11 Communications and Meetings**

A. Hold a project kickoff meeting prior to starting work.

- B. Lead project meetings as needed but not less than monthly. Take meeting minutes and distribute them to the project team.
- C. Monthly progress reports:
  - Deliver a progress report by the first of every month. Note that payments will not be released without an acceptable monthly report.
  - Detail progress made, planned work and any issues that need to be resolved.
  - Include an undated project schedule.
  - Limit the report to one page of text, not including schedules, charts or tables.

#### **2.5.12 Products**

- A. All project documents become the property of the Utility.
- B. At each review point, deliver to the Utility complete PDF files of all documents plus (2) paper copies unless directed otherwise by the Utility.
- C. Permit Submittals: Provide copies as required.
- D. Final Approved Documents:
  - Submit all documents in PDF file format.
  - Also submit specifications electronically in MS Word format.
  - Also submit drawings electronically in AutoCAD format.
- E. Monthly progress reports.
- F. At the completion of the project, submit all documents in original file format in addition to PDF format.

# Attachment B

SHORT ELLIOTT HENDRICKSON INC.  
Well 19 Engineering Design, Architectural, and Construction Services  
MADISON WATER UTILITY; Date February 1, 2022

DESIGN SERVICES		CONSULTANT	Preliminary Design				Final Design				BIDDING + CONTRACT		CONSTRUCTION ADMINISTRATION		Testing Start Up and Commissioning		SUB-TOTAL				
			PRE-DESIGN		SCHEMATIC DESIGN		DESIGN DEVELOPMENT		CONSTRUCTION DOCUMENTS		COST	HOURS	COST	HOURS	COST	HOURS	COST	HOURS	COST	HOURS	COST PER HOUR
			COST	HOURS	COST	HOURS	COST	HOURS	COST	HOURS	COST	HOURS	COST	HOURS	COST	HOURS	COST	HOURS	COST	HOURS	COST PER HOUR
	Project Management	SEH	\$13,020	57	\$3,198	14	\$2,741	12	\$914	4	\$2,513	11	\$1,371	6	\$914	4	\$24,669	108	\$228.42		
	Process Engineering	SEH	\$21,904	146	\$10,202	68	\$15,303	102	\$7,201	48	\$9,602	64	\$17,403	116	\$3,000	20	\$84,614	564	\$150.02		
	Hydraulics Engineering	SEH	\$2,729	16	\$0	0	\$1,364	8	\$0	0	\$0	0	\$0	0	\$0	0	\$4,093	24	\$170.55		
	WTP Operations Specialist	SEH	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$7,873	40	\$7,873	40	\$196.81		
	Process Design CAD Tech	SEH	\$16,873	118	\$6,864	48	\$19,447	136	\$11,439	80	\$0	0	\$10,867	76	\$0	0	\$65,491	458	\$142.99		
	Architecture	SEH	\$14,285	101	\$7,880	56	\$14,635	101	\$56,240	416	\$2,240	16	\$17,940	132	\$0	0	\$113,220	822	\$137.74		
	Landscape Architecture	SEH	\$6,203	47	\$4,223	32	\$6,071	46	\$1,584	12	\$528	4	\$1,848	14	\$0	0	\$20,456	155	\$131.97		
	Electrical Engineering	SEH	\$15,901	81	\$1,571	8	\$10,601	54	\$21,987	112	\$786	4	\$6,282	32	\$1,963	10	\$59,090	301	\$196.31		
	SCADA Design	SEH	\$0	0	\$0	0	\$10,601	54	\$21,987	112	\$786	4	\$6,282	32	\$1,963	10	\$41,619	212	\$196.31		
	Mechanical Engineering	SEH	\$2,429	12	\$1,619	8	\$8,097	40	\$21,052	104	\$810	4	\$6,073	30	\$1,619	8	\$41,698	206	\$202.42		
	Plumbing Engineering	SEH	\$409	2	\$810	4	\$6,073	30	\$19,027	94	\$810	4	\$6,073	30	\$0	0	\$33,201	164	\$202.44		
	Structural Engineering	SEH	\$9,161	52	\$705	4	\$17,970	102	\$28,894	164	\$3,171	18	\$19,380	110	\$0	0	\$79,282	450	\$176.18		
	Civil Engineering	SEH	\$3,143	25	\$14,456	106	\$10,811	80	\$17,469	118	\$1,509	12	\$1,509	12	\$0	0	\$48,896	353	\$138.52		
	Professional Estimating	Staab Construction	\$4,800	40	\$0	0	\$2,400	20	\$4,800	40	\$0	0	\$0	0	\$0	0	\$12,000	100	\$120.00		
	Construction Engineering	SEH	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$42,248	336	\$2,515	20	\$44,763	356	\$125.74		
	Construction Observation	SEH	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$55,314	640	\$0	0	\$55,314	640	\$86.43		
	Survey	SEH	\$5,140	44	\$0	0	\$0	0	\$0	0	\$0	0	\$6,600	60	\$0	0	\$11,740	104	\$112.88		
	Admin/Clerical	SEH	\$1,920	20	\$0	0	\$0	0	\$1,920	20	\$5,759	60	\$3,935	41	\$1,920	20	\$15,453	161	\$95.98		
	* Expenses	SEH	\$613	-	\$125	-	\$590	-	\$0	-	\$0	-	\$14,607	-	\$594	-	\$16,529	-	-		
	<b>SUB-TOTAL</b>		<b>\$118,530</b>	<b>761</b>	<b>\$51,652</b>	<b>348</b>	<b>\$126,703</b>	<b>785</b>	<b>\$214,513</b>	<b>1,324</b>	<b>\$28,511</b>	<b>201</b>	<b>\$217,731</b>	<b>1,667</b>	<b>\$22,360</b>	<b>132</b>	<b>\$780,000</b>	<b>5,218</b>	<b>\$149.48</b>		
<b>ADD SERVICES</b>	(insert add service...)																\$0	0	#DIV/0!		
	(insert add service...)																\$0	0	#DIV/0!		
	(insert add service...)																\$0	0	#DIV/0!		
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	(insert add service...)																\$0	0	#DIV/0!		
	(insert add service...)																\$0	0	#DIV/0!		
	(insert add service...)																\$0	0	#DIV/0!		
<b>SUB-TOTAL</b>			\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	#DIV/0!		
<b>TOTAL</b>			<b>\$118,530</b>	<b>761</b>	<b>\$51,652</b>	<b>348</b>	<b>\$126,703</b>	<b>785</b>	<b>\$214,513</b>	<b>1,324</b>	<b>\$28,511</b>	<b>201</b>	<b>\$217,731</b>	<b>1,667</b>	<b>\$22,360</b>	<b>132</b>	<b>\$780,000</b>	<b>5,218</b>	<b>\$149.48</b>		

NOTES																			
* The above fees were estimated on an hourly basis and includes a separate line item of expenses.																			

**SHORT ELLIOTT HENDRICKSON: PROJECT WORK PLAN**

**PROJECT NAME: Well 19 Engineering Design, Architectural, and Construction Services**

**PROJECT NUMBER: MADWU**

CLIENT: MADISON WATER UTILITY

CLIENT CONTACT- Kelly Miess, PE

SEH PROJECT MANAGER: Randy Sanford, PE

Task Descriptions	Project Manager		WT Process Engineer		WT Hydraulics Engineer		Operations Specialist		Process Design CAD Tech		Senior Architect		Design Architect		Landscape Architect	
	\$228.42		\$150.02		\$170.55		\$196.81		\$142.99		\$145.00		\$135.00		\$131.97	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
<b>Tasks I - Preliminary Design</b>	<b>57.0</b>	<b>\$ 13,020.00</b>	<b>146.0</b>	<b>\$ 21,903.63</b>	<b>16.0</b>	<b>\$ 2,728.73</b>	<b>0.0</b>	<b>\$ -</b>	<b>118.0</b>	<b>\$ 16,873.15</b>	<b>65.0</b>	<b>\$ 9,425.00</b>	<b>36.0</b>	<b>\$ 4,860.00</b>	<b>47.0</b>	<b>\$ 6,202.67</b>
<b>Tasks I - Schematic Design</b>	<b>14.0</b>	<b>\$ 3,197.90</b>	<b>68.0</b>	<b>\$ 10,201.69</b>	<b>0.0</b>	<b>\$ -</b>	<b>0.0</b>	<b>\$ -</b>	<b>48.0</b>	<b>\$ 6,863.65</b>	<b>32.0</b>	<b>\$ 4,640.00</b>	<b>24.0</b>	<b>\$ 3,240.00</b>	<b>32.0</b>	<b>\$ 4,223.09</b>
<b>Task I - Preliminary &amp; Schematic Design</b>	<b>71.0</b>	<b>\$ 16,217.90</b>	<b>214.0</b>	<b>\$ 32,105.33</b>	<b>16.0</b>	<b>\$ 2,728.73</b>	<b>0.0</b>	<b>\$ -</b>	<b>166.0</b>	<b>\$ 23,736.80</b>	<b>97.0</b>	<b>\$ 14,065.00</b>	<b>60.0</b>	<b>\$ 8,100.00</b>	<b>79.0</b>	<b>\$ 10,425.76</b>
Project kickoff meeting will be held to discuss project details.	2.0	\$ 456.84	2.0	\$ 300.05	0.0	\$ -	0.0	\$ -	0.0	\$ -	8.0	\$ 1,160.00	0.0	\$ -	3.0	\$ 395.91
Gather and compile all necessary data required from City and County records, field reconnaissance and other sources as necessary.	0.0	\$ -	16.0	\$ 2,400.40	0.0	\$ -	0.0	\$ -	60.0	\$ 8,579.57	4.0	\$ 580.00	0.0	\$ -	2.0	\$ 263.94
Provide a topographic survey of existing the Unit Well 19 lot (approximately 1.5 acre) at 2526 Lake Mendota Drive. This will include all features and underground utilities at a minimum distance of 100 ft. from the property line. The survey will be stamped by a Wisconsin-licensed surveyor and be completed in Dane County coordinates.	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -
Prepare a QA/QC Plan for MWU's review and approval, including periodic checks for budget and cost control.	12.0	\$ 2,741.05	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	1.0	\$ 145.00	0.0	\$ -	0.0	\$ -
After QA/QC Plan approval, SEH will schedule and coordinate QC reviews throughout the duration of the work. The approved QA/QC Plan will define QC requirements for the project.	8.0	\$ 1,827.37	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	12.0	\$ 1,740.00	0.0	\$ -	0.0	\$ -
Meet with and assist MWU in preparing one Communication and Public Participation Plan including up to three public meetings.	1.0	\$ 228.42	2.0	\$ 300.05	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	4.0	\$ 527.89
Assist MWU in procuring a geotechnical engineer for site specific soil borings and geotechnical report to aid in determining proposed locations of a new treatment building and backwash tank.	0.0	\$ -	2.0	\$ 300.05	0.0	\$ -	0.0	\$ -	2.0	\$ 285.99	0.0	\$ -	0.0	\$ -	0.0	\$ -
Develop regular task reporting and communication methods concerning progress of the work. Reporting will consist of:	12.0	\$ 2,741.05	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -
Prepare for and attend one <b>pre-design/workshop</b> meeting with key MWU staff, City Planning Department staff and City Building Facilities Department staff.	4.0	\$ 913.68	40.0	\$ 6,001.00	0.0	\$ -	0.0	\$ -	16.0	\$ 2,287.88	0.0	\$ -	0.0	\$ -	4.0	\$ 527.89
Prepare for and attend one <b>architectural/workshop</b> meeting with key MWU staff, City Planning Department staff and City Building Facility Department staff.	4.0	\$ 913.68	10.0	\$ 1,500.25	0.0	\$ -	0.0	\$ -	16.0	\$ 2,287.88	8.0	\$ 1,160.00	0.0	\$ -	4.0	\$ 527.89
Preliminary & <b>Conceptual Architectural layouts</b> of the facilities; based on architecture, construction cost, maintenance efficiencies and access.	2.0	\$ 456.84	10.0	\$ 1,500.25	0.0	\$ -	0.0	\$ -	16.0	\$ 2,287.88	24.0	\$ 3,480.00	24.0	\$ 3,240.00	0.0	\$ -
<b>Site planning</b> will include grading and storm water management and will review the site in order to drain away from the proposed building and managed in a way to control flooding or excessive ponding of surface runoff	2.0	\$ 456.84	4.0	\$ 600.10	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	4.0	\$ 527.89
<b>Landscape pre-design</b> will incorporate the natural existing surrounding features such as existing mature trees, driveways and existing street features into an attractive new design that will blend together this areas established features of the surrounding parcels while keeping in mind, low maintenance, safety and subtle screening the facility.	2.0	\$ 456.84	4.0	\$ 600.10	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	20.0	\$ 2,639.43
<b>Architectural building, landscape, &amp; Civil</b> features will to be <b>illustrated</b> in floor plans, elevation views and renderings.	2.0	\$ 456.84	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	24.0	\$ 3,480.00	32.0	\$ 4,320.00	4.0	\$ 527.89	
<b>Mechanical, Electrical, Plumbing &amp; Structural</b> will review each alternative for compliance with local and state permitting, and will be consistent with the City of Madison plan review and approvals.	2.0	\$ 456.84	24.0	\$ 3,600.60	16.0	\$ 2,728.73	0.0	\$ -	32.0	\$ 4,575.77	0.0	\$ -	0.0	\$ -	0.0	\$ -
Constructability Meeting- 30% cost estimating and construction schedule	2.0	\$ 456.84	24.0	\$ 3,600.60	0.0	\$ -	0.0	\$ -	0.0	\$ -	4.0	\$ 580.00	4.0	\$ 540.00	2.0	\$ 263.94
Assist MWU in notifying identified stakeholders, residents and property owners within the vicinity by preparing updated mapping, building renderings, building	2.0	\$ 456.84	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -
Assist MWU in conducting up to two public meetings presenting the need for project, issues and regulatory approval process.	8.0	\$ 1,827.37	24.0	\$ 3,600.60	0.0	\$ -	0.0	\$ -	24.0	\$ 3,431.83	0.0	\$ -	0.0	\$ -	24.0	\$ 3,167.32
Provide MWU with any and all necessary drawings, renderings, and exhibits to convey the intent of the design to University of Wisconsin staff to gain approval for their approval process.	4.0	\$ 913.68									8.0	\$ 1,160.00			8.0	\$ 1,055.77
Assist MWU in up to three MWU Board Meetings. From the workshops, predesign meetings and public input a preferred alternative will be chosen. Our team will assist MWU staff to obtain all City of Madison approvals and make presentations as required, meeting the requirements of Planning and Zoning Departments and the Board of Public Works. Public Approvals include:	2.0	\$ 456.84	2.0	\$ 300.05	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -
SEH will document the information from the alternative development and conceptual design process by preparing a <b>Design Basis Report</b> and <b>Evaluations Matrix Document</b> . This information combined with a presentation to Water Utility Board will complete the services under Task 2.	0.0	\$ -	50.0	\$ 7,501.24	0.0	\$ -	0.0	\$ -	0.0	\$ -	4.0	\$ 580.00	0.0	\$ -	0.0	\$ -
<b>Tasks II -Final Design Services (Design Development &amp; Construction Documents)</b>	<b>16.0</b>	<b>\$ 3,654.74</b>	<b>150.0</b>	<b>\$ 22,503.73</b>	<b>8.0</b>	<b>\$ 1,364.36</b>	<b>0.0</b>	<b>\$ -</b>	<b>216.0</b>	<b>\$ 30,886.44</b>	<b>108.0</b>	<b>\$ 15,660.00</b>	<b>409.0</b>	<b>\$ 55,215.00</b>	<b>58.0</b>	<b>\$ 7,654.36</b>
Site plan design consistent with Planning and Engineering Department	1.0	\$ 228.42	2.0	\$ 300.05	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	1.0	\$ 135.00		\$ -
WTP construction staging analysis	1.0	\$ 228.42	4.0	\$ 600.10	0.0	\$ -	0.0	\$ -	16.0	\$ 2,287.88	0.0	\$ -	0.0	\$ -	0.0	\$ -
Landscape design	1.0	\$ 228.42	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	30.0	\$ 3,959.15
Site utilities design	1.0	\$ 228.42	4.0	\$ 600.10	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -
City of Madison Planning Department issues and correspondence for; Architectural requirements such as interior space layout meeting ADA requirements; building material schedules; window and door schedules; roomfinish schedules.	1.0	\$ 228.42	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	100.0	\$ 14,500.00	0.0	\$ -	0.0	\$ -
Process piping requirements: achieving free flow movements within the facility for ease of maintenance procedures	4.0	\$ 913.68	60.0	\$ 9,001.49	0.0	\$ -	0.0	\$ -	100.0	\$ 14,299.28	0.0	\$ -	0.0	\$ -	0.0	\$ -
Filtration and backwashing equipment will be laid out with one preferred equipment manufacturer and will address size, efficiencies, redundancy and backwash tank placement	0.0	\$ -	20.0	\$ 3,000.50	8.0	\$ 1,364.36	0.0	\$ -	20.0	\$ 2,859.86	0.0	\$ -	0.0	\$ -	0.0	\$ -
Coordinate operations for the water facility operations with LW Allen, the MWU's preferred SCADA provider and their communication system	1.0	\$ 228.42	2.0	\$ 300.05	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -

SEH will work with MWU and UW Madison Campus Planning Department to gain approval through their permitting requirements. The submittals will meet the project goals, objectives and requirements.	1.0	\$ 228.42	4.0	\$ 600.10											20.0	\$ 2,639.43
Permitting of the final design will include all WDNR requirements and PSC requirements. Our team will provide the necessary engineering reports to these agencies and coordinate final permit approval		\$ -	4.0	\$ 600.10	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -
Structural: Analysis of geotechnical report and design of new Unit Well 19's foundations and walls; underground concrete backwash tank design	1.0	\$ 228.42	2.0	\$ 300.05	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -
Plumbing and HVAC requirements	1.0	\$ 228.42	2.0	\$ 300.05	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -
Electrical: SCADA coordination with City's preferred vendor; new Motor Control Cabinet to include VFDs and new programmable logic controller (PLC) systems; telephone system wiring, monitoring and security, emergency backup generator requirements.	1.0	\$ 228.42	2.0	\$ 300.05	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -
Project Estimating and Cost Control; All Discipline review at 60% & 90% design	2.0	\$ 456.84	4.0	\$ 600.10	0.0	\$ -	0.0	\$ -	0.0	\$ -	4.0	\$ 580.00	204.0	\$ 27,540.00	4.0	\$ 527.89
Prepare four copies of 60 percent and 90 percent complete set of plans specifications and opinion of probable cost, and construction schedule. Meet with the Project Team to review. Obtain the City's approval to proceed with bidding.	0.0	\$ -	40.0	\$ 6,001.00	0.0	\$ -	0.0	\$ -	80.0	\$ 11,439.42	4.0	\$ 580.00	204.0	\$ 27,540.00	4.0	\$ 527.89
	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -
	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -
	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -
	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -
	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -
	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -
	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -
<b>Tasks III - Bidding Services</b>	<b>11.0</b>	<b>\$ 2,512.63</b>	<b>64.0</b>	<b>\$ 9,601.59</b>	<b>0.0</b>	<b>\$ -</b>	<b>0.0</b>	<b>\$ -</b>	<b>0.0</b>	<b>\$ -</b>	<b>8.0</b>	<b>\$ 1,160.00</b>	<b>8.0</b>	<b>\$ 1,080.00</b>	<b>4.0</b>	<b>\$ 527.89</b>
Assist MWU with preparation of advertisement for bids, solicit/coordinate the bid process.	1.0	\$ 228.42	24.0	\$ 3,600.60	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -
Prepare bidding forms, conditions of the contract and the form of agreement between the Contractor and MWU as required by the Board of Public Works.	2.0	\$ 456.84	16.0	\$ 2,400.40	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -
Participate in a pre-bid meeting with prospective contractors explaining the project concepts and goals and answering questions that come up.	6.0	\$ 1,370.53	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	6.0	\$ 870.00	6.0	\$ 810.00		\$ -
Assist MWU in responding to bidder's questions and prepare addenda as necessary.	1.0	\$ 228.42	16.0	\$ 2,400.40	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	4.0	\$ 527.89
Assist MWU in evaluating the bids and recommending and an award.	1.0	\$ 228.42	8.0	\$ 1,200.20	0.0	\$ -	0.0	\$ -	0.0	\$ -	2.0	\$ 290.00	2.0	\$ 270.00		\$ -
<b>Tasks IV - Construction Administration Services</b>	<b>6.0</b>	<b>\$ 1,370.53</b>	<b>116.0</b>	<b>\$ 17,402.89</b>	<b>0.0</b>	<b>\$ -</b>	<b>0.0</b>	<b>\$ -</b>	<b>76.0</b>	<b>\$ 10,867.45</b>	<b>12.0</b>	<b>\$ 1,740.00</b>	<b>120.0</b>	<b>\$ 16,200.00</b>	<b>14.0</b>	<b>\$ 1,847.60</b>
Following award of contract by MWU, coordinate securing the completed contract documents, (contract, bonds, insurance certificates, etc.) from the Contractor for the City.	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	8.0	\$ 1,143.94	0.0	\$ -	0.0	\$ -	0.0	\$ -
Assist MWU in conducting a pre-construction meeting with Contractor, City's representatives and other parties directly affected by the construction.	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	8.0	\$ 1,143.94	6.0	\$ 870.00	0.0	\$ -	2.0	\$ 263.94
Provide necessary horizontal alignment and vertical control staking for the construction activity.	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -
Review and approve, or take other appropriate action with respect to <b>Shop Drawings and Samples</b> and other data that the Contractor is required to submit.	0.0	\$ -	100.0	\$ 15,002.49	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	60.0	\$ 8,100.00	8.0	\$ 1,055.77
Be present to observe and document the construction activities on a part time basis or during critical inspection points within the general progression of the project. Provide written site reports to MWU each time the inspector/engineer is on site.	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	36.0	\$ 4,860.00	4.0	\$ 527.89
Periodically advise MWU of the progress of construction. Consult with MWU on all issues regarding construction and completion of the project.	2.0	\$ 456.84	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -
Assist MWU in reviewing all Contractor monthly pay requests and change orders.	0.0	\$ -	12.0	\$ 1,800.30	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -
Conduct final inspection of the project with MWU staff. Prepare final punch-list and coordinate start-up and Owner training with Contractor.	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	6.0	\$ 870.00	18.0	\$ 2,430.00	0.0	\$ -
Prepare final pay requests and submit project completion letter/documentation.	0.0	\$ -	4.0	\$ 600.10	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -
Prepare record drawings, equipment manuals and other "record" documentation of project. Submit four sets to the City, including one (1) electronic version on CD-ROM.	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	60.0	\$ 8,579.57	0.0	\$ -	6.0	\$ 810.00	0.0	\$ -
Assist the MWU with an open house and dedication at the completion of the project.	4.0	\$ 913.68		\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -
<b>Tasks V - TESTING STARTUP AND COMMISSIONING</b>	<b>4.0</b>	<b>\$ 913.68</b>	<b>20.0</b>	<b>\$ 3,000.50</b>	<b>0.0</b>	<b>\$ -</b>	<b>40.0</b>	<b>\$ 7,872.59</b>	<b>0.0</b>	<b>\$ -</b>	<b>0.0</b>	<b>\$ -</b>	<b>0.0</b>	<b>\$ -</b>	<b>0.0</b>	<b>\$ -</b>
SEH will assist in testing the new facilities objectives. As part of the construction documents and the performance specifications the contractor is required to supply MWU SEH will review and monitor the contractor's process and provide an independent evaluation of the testing, start-up and commissioning.	2.0	\$ 456.84		\$ -	0.0	\$ -		\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -
Our water operations specialist John Thom will assist in the startup process and the multidisciplinary team of water specialists will document the results in a Technical memo to MWU staff.	1.0	\$ 228.42		\$ -	0.0	\$ -	40.0	\$ 7,872.59	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -
Assist MWU and contractor during the commissioning process and provide John Thom's expertise to troubleshoot water process issues and report findings to MWU and WDNR.	1.0	\$ 228.42		\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -
Upon the successful completion of Testing, Startup and Commissioning SEH will provide MWU a summary of the reports with documentation supplied from the contractor regarding operations and maintenance manuals.	0.0	\$ -	20.0	\$ 3,000.50	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -
<b>Totals</b>	<b>108.0</b>	<b>\$ 24,669.48</b>	<b>564.0</b>	<b>\$ 84,614.04</b>	<b>24.0</b>	<b>\$ 4,093.09</b>	<b>40.0</b>	<b>\$ 7,872.59</b>	<b>458.0</b>	<b>\$ 65,490.69</b>	<b>225.0</b>	<b>\$ 32,625.00</b>	<b>597.0</b>	<b>\$ 80,595.00</b>	<b>155.0</b>	<b>\$ 20,455.61</b>

**SHORT ELLIOTT HENDRICKSON: PROJECT WORK PLAN**

**PROJECT NAME: Well 19 Engineering Design, Architectural, and Construction Services**

**PROJECT NUMBER: MADWU**

CLIENT: MADISON WATER UTILITY

CLIENT CONTACT- Kelly Miess, PE

SEH PROJECT MANAGER: Randy Sanford, PE

Task Descriptions	Senior Electrical Desinger/SCADA		Senior Mechanical Engineer		Senior Plumbing Engineer		Structural Engineer		Senior Civil Engineer		Civil Engineer Designer		Estimator		Clerical/Admin		WTP Construction Engineer	
	\$196.31		\$202.42		\$202.42		\$176.18		\$188.39		\$125.74		\$120.00		\$95.98		\$125.74	
	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
<b>Tasks I - Preliminary Design</b>	<b>81.0</b>	<b>\$ 15,901.41</b>	<b>12.0</b>	<b>\$ 2,429.03</b>	<b>2.0</b>	<b>\$ 408.84</b>	<b>52.0</b>	<b>\$ 9,161.43</b>	<b>0.0</b>	<b>\$ -</b>	<b>25.0</b>	<b>\$ 3,143.44</b>	<b>40.0</b>	<b>\$ 4,800.00</b>	<b>20.0</b>	<b>\$ 1,919.62</b>	<b>0.0</b>	<b>\$ -</b>
<b>Tasks I - Schematic Design</b>	<b>8.0</b>	<b>\$ 1,570.51</b>	<b>8.0</b>	<b>\$ 1,619.35</b>	<b>4.0</b>	<b>\$ 809.68</b>	<b>4.0</b>	<b>\$ 704.73</b>	<b>18.0</b>	<b>\$ 3,391.06</b>	<b>88.0</b>	<b>\$ 11,064.90</b>	<b>0.0</b>	<b>\$ -</b>	<b>0.0</b>	<b>\$ -</b>	<b>0.0</b>	<b>\$ -</b>
<b>Task I - Preliminary &amp; Schematic Design</b>	<b>89.0</b>	<b>\$ 17,471.92</b>	<b>20.0</b>	<b>\$ 4,048.38</b>	<b>6.0</b>	<b>\$ 1,218.51</b>	<b>56.0</b>	<b>\$ 9,866.16</b>	<b>18.0</b>	<b>\$ 3,391.06</b>	<b>113.0</b>	<b>\$ 14,208.34</b>	<b>40.0</b>	<b>\$ 4,800.00</b>	<b>20.0</b>	<b>\$ 1,919.62</b>	<b>0.0</b>	<b>\$ -</b>
Project kickoff meeting will be held to discuss project details.	8.0	\$ 1,570.51	2.0	\$ 404.84	0.0	\$ -	2.0	\$ 352.36	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -
Gather and compile all necessary data required from City and County records, field reconnaissance and other sources as necessary.	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -
Provide a topographic survey of existing the Unit Well 19 lot (approximately 1.5 acre) at 2526 Lake Mendota Drive. This will include all features and underground utilities at a minimum distance of 100 ft. from the property line. The survey will be stamped by a Wisconsin-licensed surveyor and be completed in Dane County coordinates.	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -
Prepare a QA/QC Plan for MWU's review and approval, including periodic checks for budget and cost control. After QA/QC Plan approval, SEH will schedule and coordinate QC reviews throughout the duration of the work. The approved QA/QC Plan will define QC requirements for the project.	1.0	\$ 196.31	2.0	\$ 404.84	2.0	\$ 404.84	2.0	\$ 352.36	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -
Meet with and assist MWU in preparing one Communication and Public Participation Plan including up to three public meetings.	12.0	\$ 2,355.76	0.0	\$ -	0.0	\$ -	6.0	\$ 1,057.09	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -
Assist MWU in procuring a geotechnical engineer for site specific soil borings and geotechnical report to aid in determining proposed locations of a new treatment building and backwash tank.	0.0	\$ -	0.0	\$ -	0.0	\$ -	2.0	\$ 352.36	0.0	\$ -	1.0	\$ 125.74	0.0	\$ -	0.0	\$ -	0.0	\$ -
Develop regular task reporting and communication methods concerning progress of the work. Reporting will consist of:	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -
Prepare for and attend one <b>pre-design/workshop</b> meeting with key MWU staff, City Planning Department staff and City Building Facilities Department staff.	8.0	\$ 1,570.51	8.0	\$ 1,619.35	4.0	\$ 809.68	4.0	\$ 704.73	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -
Prepare for and attend one <b>architectural/workshop</b> meeting with key MWU staff, City Planning Department staff and City Building Facility Department staff.	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -
Preliminary & <b>Conceptual Architectural layouts</b> of the facilities; based on architecture, construction cost, maintenance efficiencies and access.	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -
<b>Site planning</b> will include grading and storm water management and will review the site in order to drain away from the proposed building and managed in a way to control flooding or excessive ponding of surface runoff	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	16.0	\$ 3,014.28	80.0	\$ 10,059.00	0.0	\$ -	0.0	\$ -	0.0	\$ -
<b>Landscape pre-design</b> will incorporate the natural existing surrounding features such as existing mature trees, driveways and existing street features into an attractive new design that will blend together this areas established features of the surrounding parcels while keeping in mind, low maintenance, safety and subtle screening the facility.	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	2.0	\$ 376.78	8.0	\$ 1,005.90	0.0	\$ -	0.0	\$ -	0.0	\$ -
<b>Architectural building, landscape, &amp; Civil</b> features will to be <b>illustrated</b> in floor plans, elevation views and renderings.	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -
<b>Mechanical, Electrical, Plumbing &amp; Structural</b> will review each alternative for compliance with local and state permitting, and will be consistent with the City of Madison plan review and approvals.	0.0	\$ -	4.0	\$ 809.68	0.0	\$ 4.00	32.0	\$ 5,637.80	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -
Constructability Meeting- 30% cost estimating and construction schedule	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	40.0	\$ 4,800.00	0.0	\$ -	0.0	\$ -
Assist MWU in notifying identified stakeholders, residents and property owners within the vicinity by preparing updated mapping, building renderings, building	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -
Assist MWU in conducting up to two public meetings presenting the need for project, issues and regulatory approval process.	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -
Provide MWU with any and all necessary drawings, renderings, and exhibits to convey the intent of the design to University of Wisconsin staff to gain approval for their approval process.																		
Assist MWU in up to three MWU Board Meetings. From the workshops, predesign meetings and public input a preferred alternative will be chosen. Our team will assist MWU staff to obtain all City of Madison approvals and make presentations as required, meeting the requirements of Planning and Zoning Departments and the Board of Public Works. Public Approvals include:	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -
SEH will document the information from the alternative development and conceptual design process by preparing a <b>Design Basis Report</b> and <b>Evaluations Matrix Document</b> . This information combined with a presentation to Water Utility Board will complete the services under Task 2.	60.0	\$ 11,778.82	4.0	\$ 809.68	0.0	\$ -	8.0	\$ 1,409.45	0.0	\$ -	24.0	\$ 3,017.70	0.0	\$ -	20.0	\$ 1,919.62	0.0	\$ -
<b>Tasks II -Final Design Services (Design Development &amp; Construction Documents)</b>	<b>332.0</b>	<b>\$ 65,176.15</b>	<b>144.0</b>	<b>\$ 29,148.36</b>	<b>124.0</b>	<b>\$ 25,099.97</b>	<b>266.0</b>	<b>\$ 46,864.24</b>	<b>54.0</b>	<b>\$ 10,173.18</b>	<b>144.0</b>	<b>\$ 18,106.21</b>	<b>60.0</b>	<b>\$ 7,200.00</b>	<b>20.0</b>	<b>\$ 1,919.62</b>	<b>0.0</b>	<b>\$ -</b>
Site plan design consistent with Planning and Engineering Department	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -
WTP construction staging analysis	0.0	\$ -	0.0	\$ -	0.0	\$ -	2.0	\$ 352.36	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -
Landscape design	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	24.0	\$ 3,017.70	0.0	\$ -	0.0	\$ -	0.0	\$ -
Site utilities design	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	8.0	\$ 1,507.14	20.0	\$ 2,514.75	0.0	\$ -	0.0	\$ -	0.0	\$ -
City of Madison Planning Department issues and correspondence for; Architectural requirements such as interior space layout meeting ADA requirements; building material schedules; window and door schedules; room finish schedules.	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -
Process piping requirements: achieving free flow movements within the facility for ease of maintenance procedures	50.0	\$ 9,815.69	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	20.0	\$ 2,400.00	0.0	\$ -	0.0	\$ -
Filtration and backwashing equipment will be laid out with one preferred equipment manufacturer and will address size, efficiencies, redundancy and backwash tank placement	50.0	\$ 9,815.69	40.0	\$ 8,096.77	30.0	\$ 6,072.57	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -
Coordinate operations for the water facility operations with LW Allen, the MWU's preferred SCADA provider and their communication system	8.0	\$ 1,570.51	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -

SEH will work with MWU and UW Madison Campus Planning Department to gain approval through their permitting requirements. The submittals will meet the project goals, objectives and requirements.												8.0	\$ 1,005.90						
Permitting of the final design will include all WDNR requirements and PSC requirements. Our team will provide the necessary engineering reports to these agencies and coordinate final permit approval	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	4.0	\$ 753.57	16.0	\$ 2,011.80	0.0	\$ -	0.0	\$ -	0.0	\$ -	
Structural: Analysis of geotechnical report and design of new Unit Well 19's foundations and walls; underground concrete backwash tank design	0.0	\$ -	0.0	\$ -	0.0	\$ -	100.0	\$ 17,618.14	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	
Plumbing and HVAC requirements	0.0	\$ -	40.0	\$ 8,096.77	40.0	\$ 8,096.77	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	
Electrical: SCADA coordination with City's preferred vendor; new Motor Control Cabinet to include VFDs and new programmable logic controller (PLC) systems; telephone system wiring, monitoring and security, emergency backup generator requirements.	24.0	\$ 4,711.53	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	
Project Estimating and Cost Control; All Discipline review at 60% & 90% design	0.0	\$ -	4.0	\$ 809.68	4.0	\$ 809.68	4.0	\$ 704.73	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	
Prepare four copies of 60 percent and 90 percent complete set of plans specifications and opinion of probable cost, and construction schedule. Meet with the Project Team to review. Obtain the City's approval to proceed with bidding.	200.0	\$ 39,262.74	60.0	\$ 12,145.15	50.0	\$ 10,120.96	160.0	\$ 28,189.02	42.0	\$ 7,912.48	76.0	\$ 9,556.05	40.0	\$ 4,800.00	20.0	\$ 1,919.62	0.0	\$ -	
	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	
	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	
	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	
	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	
	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	
	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	
<b>Tasks III - Bidding Services</b>	8.0	\$ 1,570.51	4.0	\$ 809.68	4.0	\$ 809.68	18.0	\$ 3,171.26	0.0	\$ -	12.0	\$ 1,508.85	0.0	\$ -	60.0	\$ 5,758.85	0.0	\$ -	
Assist MWU with preparation of advertisement for bids, solicit/coordinate the bid process.	8.0	\$ 1,570.51	4.0	\$ 809.68	4.0	\$ 809.68	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	
Prepare bidding forms, conditions of the contract and the form of agreement between the Contractor and MWU as required by the Board of Public Works.	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	60.0	\$ 5,758.85	0.0	\$ -	
Participate in a pre-bid meeting with prospective contractors explaining the project concepts and goals and answering questions that come up.	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	
Assist MWU in responding to bidder's questions and prepare addenda as necessary.	0.0	\$ -	0.0	\$ -	0.0	\$ -	16.0	\$ 2,818.90	0.0	\$ -	12.0	\$ 1,508.85	0.0	\$ -	0.0	\$ -	0.0	\$ -	
Assist MWU in evaluating the bids and recommending and an award.	0.0	\$ -	0.0	\$ -	0.0	\$ -	2.0	\$ 352.36	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	
<b>Tasks IV - Construction Administration Services</b>	64.0	\$ 12,564.08	30.0	\$ 6,072.57	30.0	\$ 6,072.57	110.0	\$ 19,379.95	0.0	\$ -	12.0	\$ 1,508.85	0.0	\$ -	41.0	\$ 3,935.21	336.0	\$ 42,247.82	
Following award of contract by MWU, coordinate securing the completed contract documents, (contract, bonds, insurance certificates, etc.) from the Contractor for the City.	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	
Assist MWU in conducting a pre-construction meeting with Contractor, City's representatives and other parties directly affected by the construction.	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	
Provide necessary horizontal alignment and vertical control staking for the construction activity.	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	
Review and approve, or take other appropriate action with respect to <b>Shop Drawings and Samples</b> and other data that the Contractor is required to submit.	16.0	\$ 3,141.02	8.0	\$ 1,619.35	8.0	\$ 1,619.35	80.0	\$ 14,094.51	0.0	\$ -	12.0	\$ 1,508.85	0.0	\$ -	41.0	\$ 3,935.21	0.0	\$ -	
Be present to observe and document the construction activities on a part time basis or during critical inspection points within the general progression of the project. Provide written site reports to MWU each time the inspector/engineer is on site.	20.0	\$ 3,926.27	8.0	\$ 1,619.35	8.0	\$ 1,619.35	16.0	\$ 2,818.90	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	300.0	\$ 37,721.27	
Periodically advise MWU of the progress of construction. Consult with MWU on all issues regarding construction and completion of the project.	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	
Assist MWU in reviewing all Contractor monthly pay requests and change orders.	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	
Conduct final inspection of the project with MWU staff. Prepare final punch-list and coordinate start-up and Owner training with Contractor.	12.0	\$ 2,355.76	6.0	\$ 1,214.51	6.0	\$ 1,214.51	6.0	\$ 1,057.09	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	20.0	\$ 2,514.75	
Prepare final pay requests and submit project completion letter/documentation.	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	
Prepare record drawings, equipment manuals and other "record" documentation of project. Submit four sets to the City, including one (1) electronic version on CD-ROM.	16.0	\$ 3,141.02	8.0	\$ 1,619.35	8.0	\$ 1,619.35	8.0	\$ 1,409.45	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	16.0	\$ 2,011.80	
Assist the MWU with an open house and dedication at the completion of the project.	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	
<b>Tasks V - TESTING STARTUP AND COMMISSIONING</b>	20.0	\$ 3,926.27	8.0	\$ 1,619.35	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	20.0	\$ 1,919.62	20.0	\$ 2,514.75	
SEH will assist in testing the new facilities objectives. As part of the construction documents and the performance specifications the contractor is required to supply MWU SEH will review and monitor the contractor's process and provide an independent evaluation of the testing, start-up and commissioning.	20.0	\$ 3,926.27	8.0	\$ 1,619.35	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	
Our water operations specialist John Thom will assist in the startup process and the multidisciplinary team of water specialists will document the results in a Technical memo to MWU staff.	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	
Assist MWU and contractor during the commissioning process and provide John Thom's expertise to troubleshoot water process issues and report findings to MWU and WDNR.	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	
Upon the successful completion of Testing, Startup and Commissioning SEH will provide MWU a summary of the reports with documentation supplied from the contractor regarding operations and maintenance manuals.	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -	20.0	\$ 1,919.62	20.0	\$ 2,514.75	
<b>Totals</b>	513.0	\$ 100,708.93	206.0	\$ 41,698.34	164.0	\$ 33,200.74	450.0	\$ 79,281.62	72.0	\$ 13,564.24	281.0	\$ 35,332.25	100.0	\$ 12,000.00	161.0	\$ 15,452.91	356.0	\$ 44,762.57	

**SHORT ELLIOTT HENDRICKSON: PROJECT WORK PLAN**

**PROJECT NAME: Well 19 Engineering Design, Architectural, and Construction Services**

**PROJECT NUMBER: MADWU**

CLIENT: MADISON WATER UTILITY

CLIENT CONTACT- Kelly Miess, PE

SEH PROJECT MANAGER: Randy Sanford, PE

Task Descriptions	WTP Inspector		Surveyor		Survey Tech		Hours Totals	Labor Totals	Average Hourly Rate	Reimbursables				
	\$86.43		\$185.00		\$110.00					Lodging	Survey Equip	Mileage	Per Diem	
	Hours	Dollars	Hours	Dollars	Hours	Dollars				Hours	Dollars	Dollars/HR	\$96.00	\$25.00
<b>Tasks I - Preliminary Design</b>	0.0	\$ -	4.0	\$ 740.00	40.0	\$ 4,400.00								
<b>Tasks I - Schematic Design</b>	0.0	\$ -	0.0	\$ -	0.0	\$ -								
<b>Task I - Preliminary &amp; Schematic Design</b>	0.0	\$ -	4.0	\$ 740.00	40.0	\$ 4,400.00	1,109.0	169,443.5	\$ 152.79					
Project kickoff meeting will be held to discuss project details.	0.0	\$ -	0.0	\$ -	0.0	\$ -	27.0	\$ 4,640.52				30		
Gather and compile all necessary data required from City and County records, field reconnaissance and other sources as necessary.	0.0	\$ -		\$ -		\$ -	82.0	\$ 11,823.91						
Provide a topographic survey of existing the Unit Well 19 lot (approximately 1.5 acre) at 2526 Lake Mendota Drive. This will include all features and underground utilities at a minimum distance of 100 ft. from the property line. The survey will be stamped by a Wisconsin-licensed surveyor and be completed in Dane County coordinates.	0.0	\$ -	4.0	\$ 740.00	40.0	\$ 4,400.00	44.0	\$ 5,140.00			5			
Prepare a QA/QC Plan for MWU's review and approval, including periodic checks for budget and cost control. After QA/QC Plan approval, SEH will schedule and coordinate QC reviews throughout the duration of the work. The approved QA/QC Plan will define QC requirements for the project.	0.0	\$ -	0.0	\$ -	0.0	\$ -	20.0	\$ 4,244.41						
Meet with and assist MWU in preparing one Communication and Public Participation Plan including up to three public meetings.	0.0	\$ -	0.0	\$ -	0.0	\$ -	38.0	\$ 6,980.22						
Assist MWU in procuring a geotechnical engineer for site specific soil borings and geotechnical report to aid in determining proposed locations of a new treatment building and backwash tank.	0.0	\$ -	0.0	\$ -	0.0	\$ -	7.0	\$ 1,056.36						
Develop regular task reporting and communication methods concerning progress of the work. Reporting will consist of:	0.0	\$ -	0.0	\$ -	0.0	\$ -	7.0	\$ 1,064.14						
Prepare for and attend one <b>pre-design/workshop</b> meeting with key MWU staff, City Planning Department staff and City Building Facilities Department staff.	0.0	\$ -	0.0	\$ -	0.0	\$ -	12.0	\$ 2,741.05						
Prepare for and attend one <b>architectural/workshop</b> meeting with key MWU staff, City Planning Department staff and City Building Facility Department staff.	0.0	\$ -	0.0	\$ -	0.0	\$ -	88.0	\$ 14,434.72				300		
Preliminary & <b>Conceptual Architectural layouts</b> of the facilities; based on architecture, construction cost, maintenance efficiencies and access.	0.0	\$ -	0.0	\$ -	0.0	\$ -	42.0	\$ 6,389.70				300		
<b>Site planning</b> will include grading and storm water management and will review the site in order to drain away from the proposed building and managed in a way to control flooding or excessive ponding of surface runoff	0.0	\$ -	0.0	\$ -	0.0	\$ -	76.0	\$ 10,964.98				300		
<b>Landscape pre-design</b> will incorporate the natural existing surrounding features such as existing mature trees, driveways and existing street features into an attractive new design that will blend together this areas established features of the surrounding parcels while keeping in mind, low maintenance, safety and subtle screening the facility.	0.0	\$ -	0.0	\$ -	0.0	\$ -	106.0	\$ 14,658.11						
<b>Architectural building, landscape, &amp; Civil</b> features will be <b>illustrated</b> in floor plans, elevation views and renderings.	0.0	\$ -	0.0	\$ -	0.0	\$ -	36.0	\$ 5,079.06						
<b>Mechanical, Electrical, Plumbing &amp; Structural</b> will review each alternative for compliance with local and state permitting, and will be consistent with the City of Madison plan review and approvals.	0.0	\$ -	0.0	\$ -	0.0	\$ -	62.0	\$ 8,784.73						
Constructability Meeting- 30% cost estimating and construction schedule	0.0	\$ -	0.0	\$ -	0.0	\$ -	110.0	\$ 17,813.42						
Assist MWU in notifying identified stakeholders, residents and property owners within the vicinity by preparing updated mapping, building renderings, building	0.0	\$ -	0.0	\$ -	0.0	\$ -	76.0	\$ 10,241.38						
Assist MWU in conducting up to two public meetings presenting the need for project, issues and regulatory approval process.	0.0	\$ -	0.0	\$ -	0.0	\$ -	2.0	\$ 456.84						
Provide MWU with any and all necessary drawings, renderings, and exhibits to convey the intent of the design to University of Wisconsin staff to gain approval for their approval process.							80.0	\$ 12,027.11				120		
Assist MWU in up to three MWU Board Meetings. From the workshops, predesign meetings and public input a preferred alternative will be chosen. Our team will assist MWU staff to obtain all City of Madison approvals and make presentations as required, meeting the requirements of Planning and Zoning Departments and the Board of Public Works. Public Approvals include:	0.0	\$ -	0.0	\$ -	0.0	\$ -	20.0	\$ 3,129.46						
SEH will document the information from the alternative development and conceptual design process by preparing a <b>Design Basis Report</b> and <b>Evaluations Matrix Document</b> . This information combined with a presentation to Water Utility Board will complete the services under Task 2.	0.0	\$ -	0.0	\$ -	0.0	\$ -	4.0	\$ 756.89						
<b>Tasks II -Final Design Services (Design Development &amp; Construction Documents)</b>	0.0	\$ -	0.0	\$ -	0.0	\$ -	170.0	\$ 27,016.51						
Site plan design consistent with Planning and Engineering Department	0.0	\$ -	0.0	\$ -	0.0	\$ -	2,109.0	\$ 340,626.36	\$ 161.51					
WTP construction staging analysis	0.0	\$ -	0.0	\$ -	0.0	\$ -	4.0	\$ 663.47						
Landscape design	0.0	\$ -	0.0	\$ -	0.0	\$ -	23.0	\$ 3,468.77						
Site utilities design	0.0	\$ -	0.0	\$ -	0.0	\$ -	55.0	\$ 7,205.27						
City of Madison Planning Department issues and correspondence for; Architectural requirements such as interior space layout meeting ADA requirements; building material schedules; window and door schedules; roomfinish schedules.	0.0	\$ -	0.0	\$ -	0.0	\$ -	33.0	\$ 4,850.41						
Process piping requirements: achieving free flow movements within the facility for ease of maintenance procedures	0.0	\$ -	0.0	\$ -	0.0	\$ -	101.0	\$ 14,728.42						
Filtration and backwashing equipment will be laid out with one preferred equipment manufacturer and will address size, efficiencies, redundancy and backwash tank placement	0.0	\$ -	0.0	\$ -	0.0	\$ -	234.0	\$ 36,430.14						
Coordinate operations for the water facility operations with LW Allen, the MWU's preferred SCADA provider and their communication system	0.0	\$ -	0.0	\$ -	0.0	\$ -	168.0	\$ 31,209.74						
	0.0	\$ -	0.0	\$ -	0.0	\$ -	11.0	\$ 2,098.98						

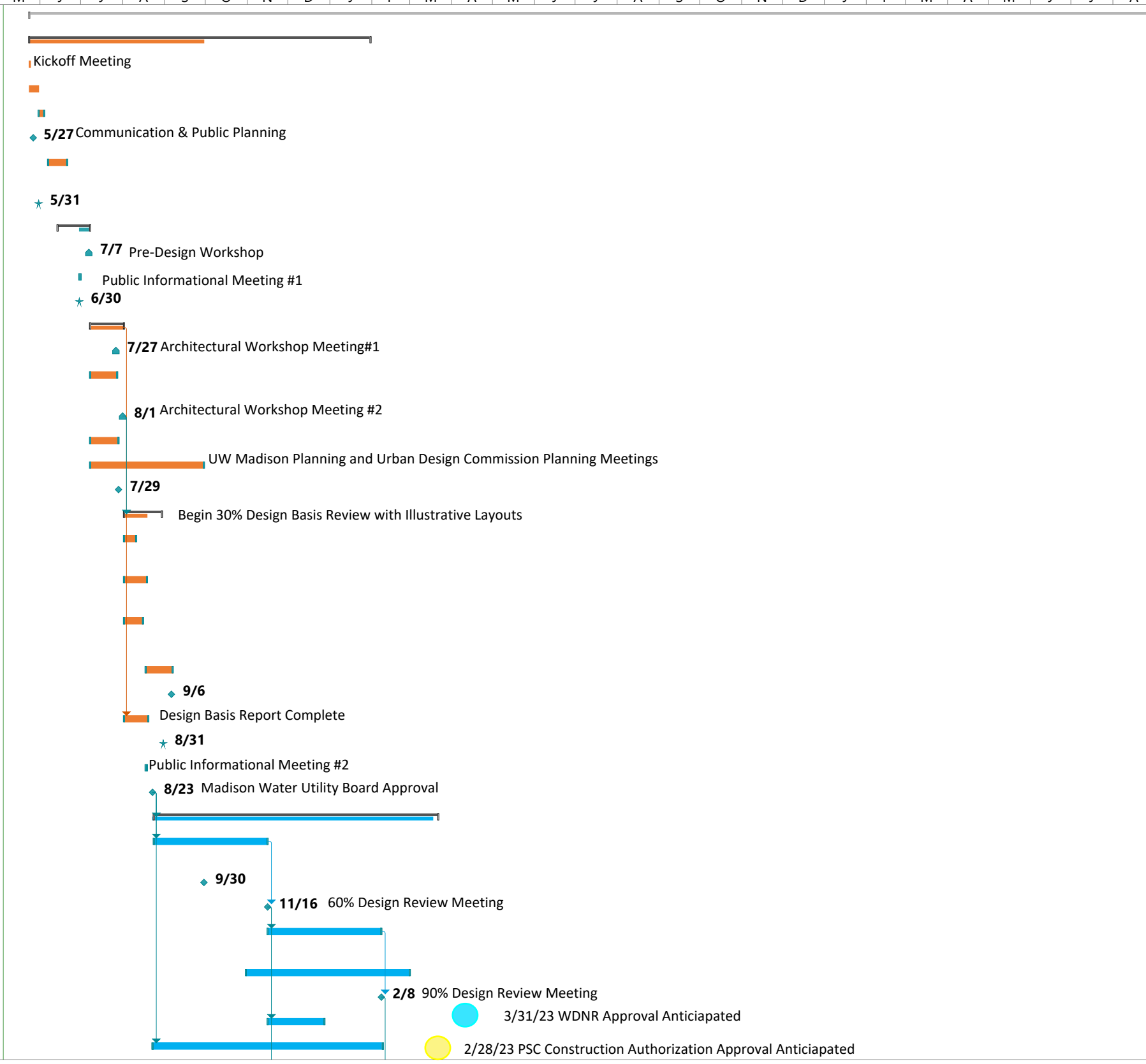


SEH will work with MWU and UW Madison Campus Planning Department to gain approval through their permitting requirements. The submittals will meet the project goals, objectives and requirements.							33.0	\$ 4,473.85					
Permitting of the final design will include all WDNR requirements and PSC requirements. Our team will provide the necessary engineering reports to these agencies and coordinate final permit approval	0.0	\$ -	0.0	\$ -	0.0	\$ -	24.0	\$ 3,365.47					
Structural: Analysis of geotechnical report and design of new Unit Well 19's foundations and walls; underground concrete backwash tank design	0.0	\$ -	0.0	\$ -	0.0	\$ -	103.0	\$ 18,146.61					
Plumbing and HVAC requirements	0.0	\$ -	0.0	\$ -	0.0	\$ -	83.0	\$ 16,722.00					
Electrical: SCADA coordination with City's preferred vendor; new Motor Control Cabinet to include VFDs and new programmable logic controller (PLC) systems; telephone system wiring, monitoring and security, emergency backup generator requirements.	0.0	\$ -	0.0	\$ -	0.0	\$ -	27.0	\$ 5,240.00					
Project Estimating and Cost Control; All Discipline review at 60% & 90% design	0.0	\$ -	0.0	\$ -	0.0	\$ -	230.0	\$ 32,028.91					
Prepare four copies of 60 percent and 90 percent complete set of plans specifications and opinion of probable cost, and construction schedule. Meet with the Project Team to review. Obtain the City's approval to proceed with bidding.	0.0	\$ -	0.0	\$ -	0.0	\$ -	980.0	\$ 159,994.31				1008	
	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -					
	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -					
	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -					
	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -					
	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -					
	0.0	\$ -	0.0	\$ -	0.0	\$ -	0.0	\$ -					
<b>Tasks III - Bidding Services</b>	<b>0.0</b>	<b>\$ -</b>	<b>0.0</b>	<b>\$ -</b>	<b>0.0</b>	<b>\$ -</b>	<b>201.0</b>	<b>28,510.9</b>	<b>\$ 141.85</b>				
Assist MWU with preparation of advertisement for bids, solicit/coordinate the bid process.	0.0	\$ -	0.0	\$ -	0.0	\$ -	41.0	\$ 7,018.88					
Prepare bidding forms, conditions of the contract and the form of agreement between the Contractor and MWU as required by the Board of Public Works.	0.0	\$ -	0.0	\$ -	0.0	\$ -	78.0	\$ 8,616.09					
Participate in a pre-bid meeting with prospective contractors explaining the project concepts and goals and answering questions that come up.	0.0	\$ -	0.0	\$ -	0.0	\$ -	18.0	\$ 3,050.53					
Assist MWU in responding to bidder's questions and prepare addenda as necessary.	0.0	\$ -	0.0	\$ -	0.0	\$ -	49.0	\$ 7,484.46					
Assist MWU in evaluating the bids and recommending an award.	0.0	\$ -	0.0	\$ -	0.0	\$ -	15.0	\$ 2,340.98					
<b>Tasks IV - Construction Administration Services</b>	<b>640.0</b>	<b>\$ 55,314.40</b>	<b>0.0</b>	<b>\$ -</b>	<b>60.0</b>	<b>\$ 6,600.00</b>	<b>1,667.0</b>	<b>203,123.9</b>	<b>\$ 121.85</b>				
Following award of contract by MWU, coordinate securing the completed contract documents, (contract, bonds, insurance certificates, etc.) from the Contractor for the City.	0.0	\$ -	0.0	\$ -	0.0	\$ -	8.0	\$ 1,143.94					
Assist MWU in conducting a pre-construction meeting with Contractor, City's representatives and other parties directly affected by the construction.	0.0	\$ -	0.0	\$ -	0.0	\$ -	16.0	\$ 2,277.89					
Provide necessary horizontal alignment and vertical control staking for the construction activity.	0.0	\$ -	0.0	\$ -	60.0	\$ 6,600.00	60.0	\$ 6,600.00					
Review and approve, or take other appropriate action with respect to <b>Shop Drawings and Samples</b> and other data that the Contractor is required to submit.	0.0	\$ -	0.0	\$ -	0.0	\$ -	333.0	\$ 50,076.56					
Be present to observe and document the construction activities on a part time basis or during critical inspection points within the general progression of the project. Provide written site reports to MWU each time the inspector/engineer is on site.	640.0	\$ 55,314.40	0.0	\$ -	0.0	\$ -	1,032.0	\$ 108,407.44				9600	72
Periodically advise MWU of the progress of construction. Consult with MWU on all issues regarding construction and completion of the project.	0.0	\$ -	0.0	\$ -	0.0	\$ -	2.0	\$ 456.84				600	
Assist MWU in reviewing all Contractor monthly pay requests and change orders.	0.0	\$ -	0.0	\$ -	0.0	\$ -	12.0	\$ 1,800.30					
Conduct final inspection of the project with MWU staff. Prepare final punch-list and coordinate start-up and Owner training with Contractor.	0.0	\$ -	0.0	\$ -	0.0	\$ -	74.0	\$ 11,656.63					
Prepare final pay requests and submit project completion letter/documentation.	0.0	\$ -	0.0	\$ -	0.0	\$ -	4.0	\$ 600.10					
Prepare record drawings, equipment manuals and other "record" documentation of project. Submit four sets to the City, including one (1) electronic version on CD-ROM.	0.0	\$ -	0.0	\$ -	0.0	\$ -	122.0	\$ 19,190.54					
Assist the MWU with an open house and dedication at the completion of the project.	0.0	\$ -	0.0	\$ -	0.0	\$ -	4.0	\$ 913.68					
<b>Tasks V - TESTING STARTUP AND COMMISSIONING</b>	<b>0.0</b>	<b>\$ -</b>	<b>0.0</b>	<b>\$ -</b>	<b>0.0</b>	<b>\$ -</b>	<b>132.0</b>	<b>21,766.8</b>	<b>\$ 164.90</b>				
SEH will assist in testing the new facilities objectives. As part of the construction documents and the performance specifications the contractor is required to supply MWU SEH will review and monitor the contractor's process and provide an independent evaluation of the testing, start-up and commissioning.	0.0	\$ -	0.0	\$ -	0.0	\$ -	30.0	\$ 6,002.47					
Our water operations specialist John Thom will assist in the startup process and the multidisciplinary team of water specialists will document the results in a Technical memo to MWU staff.	0.0	\$ -	0.0	\$ -	0.0	\$ -	41.0	\$ 8,101.01				400	3
Assist MWU and contractor during the commissioning process and provide John Thom's expertise to troubleshoot water process issues and report findings to MWU and WDNR.	0.0	\$ -	0.0	\$ -	0.0	\$ -	1.0	\$ 228.42					
Upon the successful completion of Testing, Startup and Commissioning SEH will provide MWU a summary of the reports with documentation supplied from the contractor regarding operations and maintenance manuals.	0.0	\$ -	0.0	\$ -	0.0	\$ -	60.0	\$ 7,434.86					
<b>Totals</b>	<b>640.0</b>	<b>\$ 55,314.40</b>	<b>4.0</b>	<b>\$ 740.00</b>	<b>100.0</b>	<b>\$ 11,000.00</b>	<b>5,218.0</b>	<b>\$ 763,471.50</b>	<b>\$ 425.21</b>	<b>0</b>	<b>5</b>	<b>12658</b>	<b>75</b>
								<b>\$ 16,529.93</b>	<b>\$ 16,529.93</b>				
								<b>\$ 780,001.43</b>	<b>\$ 16,955.14</b>				

Reimbursables----> \$ 16,529.93 \$ 16,529.93  
Total Fee ----> \$ 780,001.43 \$ 16,955.14

# Water Treatment Facility Unit Well 19 Engineering & Construction Schedule

ID	Task Mode	Task Name	Start	Finish	2023												2024															
					M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A
0		<b>Water Treatment Facility Unit Well 19 Engineering</b>	<b>Tue 5/24/22</b>	<b>Mon 8/26/24</b>																												
1		<b>1 PRELIMINARY DESIGN; ALTERNATIVE DEVELOPMENT AND CONCEPTUAL DESIGN</b>	<b>Tue 5/24/22</b>	<b>Mon 1/30/23</b>																												
2		1.1 Project kickoff meeting	Tue 5/24/22	Tue 5/24/22																												
3		1.2 Gather and compile all necessary data required from City and County records	Tue 5/24/22	Mon 5/30/22																												
4		1.3 topographic survey of existing the Unit Well 19 lot	Tue 5/31/22	Fri 6/3/22																												
5		1.4 Meet with and assist MWU in preparing one Communication and Public	Fri 5/27/22	Fri 5/27/22																												
6		1.5 Assist MWU in procuring a geotechnical engineer for site specific soil borings and geotechnical	Tue 6/7/22	Mon 6/20/22																												
7		1.6 Monthly task reporting and communication	Tue 5/31/22	Tue 5/31/22																												
8		<b>1.7 Prepare for pre-design/workshop meeting with key MWU staff</b>	<b>Tue 6/14/22</b>	<b>Thu 7/7/22</b>																												
9		1.7.1 Pre-design/Conceptual design workshop meeting	Thu 7/7/22	Thu 7/7/22																												
10		1.7.2 Assist Utility in setting up and attend Public Informational Meeting #1	Thu 6/30/22	Thu 6/30/22																												
11		1.8 Monthly task reporting and communication	Thu 6/30/22	Thu 6/30/22																												
12		<b>1.9 Prepare for Architectural Workshop meeting with key MWU staff</b>	<b>Fri 7/8/22</b>	<b>Mon 8/1/22</b>																												
13		1.9.1 Architectural Workshop meeting #1	Wed 7/27/22	Wed 7/27/22																												
14		1.9.2 Prepare Architectural drawings and rendering options with imagery arranged into options	Fri 7/8/22	Wed 7/27/22																												
15		1.9.3 Architectural Conceptual Design Meeting #2	Mon 8/1/22	Mon 8/1/22																												
16		1.10 Site plan will include grading and storm water management	Fri 7/8/22	Thu 7/28/22																												
17		1.11 UW Madison Planning, Urban Design Commission Planning Meetings	Fri 7/8/22	Thu 9/29/22																												
18		1.12 Monthly task reporting and communication	Fri 7/29/22	Fri 7/29/22																												
19		<b>1.13 Architectural building and landscape features will be illustrated</b>	<b>Tue 8/2/22</b>	<b>Mon 8/29/22</b>																												
20		1.13.1 3D-modeling previous filter layouts from Unit Well 7, Unit Well 29 and Unit Well 31	Tue 8/2/22	Wed 8/10/22																												
21		1.13.2 Interior and exterior renderings of treatments, process equipment, piping layouts, building	Tue 8/2/22	Thu 8/18/22																												
22		1.13.3 Electrical, mechanical, structural and plumbing conceptual review	Tue 8/2/22	Mon 8/15/22																												
23																																
24		1.14 Staab Review of Constructability, 30% cost estimating and schedule	Thu 8/18/22	Tue 9/6/22																												
25		1.15 Constructability and 30% cost estimate MWU Update Meeting	Tue 9/6/22	Tue 9/6/22																												
26		1.16 Design Basis Report and Evaluation Process	Tue 8/2/22	Fri 8/19/22																												
27		1.17 Monthly task reporting and communication	Wed 8/31/22	Wed 8/31/22																												
28		1.18 Assist Utility in setting up and attend Public Informational Meeting #2	Thu 8/18/22	Thu 8/18/22																												
29		1.19 Assist Utility in addressing Water Utility Board for Approvals Meeting #1	Tue 8/23/22	Tue 8/23/22																												
30		<b>2 FINAL DESIGN; DESIGN DEVELOPMENT AND CONSTRUCTION DOCUMENTS</b>	<b>Wed 8/24/22</b>	<b>Tue 3/21/23</b>																												
31		2.1 60% Final design components for (Site Planning, Landscape Architecture, Utilities, Construction Staging, Electrical, Mechanical etc.)	Wed 8/24/22	Tue 11/15/22																												
32		2.2 Monthly task reporting and communication	Fri 9/30/22	Fri 9/30/22																												
33		2.3 60% Design Review Meeting (Staab Constructability and Cost Estimating)	Wed 11/16/22	Wed 11/16/22																												
34		2.4 90% Final design components for (Site Planning, Landscape Architecture, Utilities, Construction Staging, Electrical, Mechanical etc.)	Wed 11/16/22	Tue 2/7/23																												
35		2.5 Monthly task reporting and communication	Mon 10/31/22	Tue 2/28/23																												
36		2.6 90% Design Review Meeting (Constructability and Cost Estimating)	Wed 2/8/23	Wed 2/8/23																												
37		2.7 Prepare Submit WDNR Engineering Report and all Permitting	Wed 11/16/22	Tue 12/27/22																												
38		2.8 Prepare and Submit PSC Construction Authorization Report	Tue 8/23/22	Wed 2/8/23																												



Project: Water Treatment Facility Date: Thu 5/5/22

Task	Summary	Inactive Milestone	Duration-only	Start-only	External Milestone	Baseline Milestone	Manual Progress
Split	Project Summary	Inactive Summary	Manual Summary Rollup	Finish-only	Deadline	Baseline Summary	Baseline Summary
Milestone	Inactive Task	Manual Task	Manual Summary	External Tasks	Baseline	Progress	

# Water Treatment Facility Unit Well 19 Engineering & Construction Schedule

ID	Task Mode	Task Name	Start	Finish	2023												2024												
					M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M
39	★	2.9 QA/QC and peer review of 60 % 90% plans and specifications	Wed 11/16/22	Tue 2/7/23																									
40	★	2.10 Prepare 100% Plans, Specifications and Estimates	Wed 2/8/23	Fri 3/17/23																									
41	★	2.11 Assist Utility in addressing Water Utility Board for Approvals Meeting #2	Tue 2/28/23	Tue 2/28/23																									
42	★	<b>3 BIDDING AND CONTRACT SERVICES</b>	<b>Wed 2/15/23</b>	<b>Tue 5/9/23</b>																									
43	★	3.1 Assist MWU with preparation of advertisement for bids, solicit/coordinate	Tue 2/28/23	Tue 3/28/23																									
44	★	3.2 Prepare bidding forms, conditions of the contract and the form of agreement between the Contractor and MWU as required by the Board of	Tue 2/28/23	Tue 3/28/23																									
45	★	3.3 Participate in a pre-bid meeting with prospective contractors explaining the project concepts and goals and answering questions that come up	Thu 3/9/23	Thu 3/9/23																									
46	★	3.4 Assist MWU in responding to bidder's questions and prepare addenda	Tue 2/28/23	Thu 4/20/23																									
47	★	3.5 Unit Well 19 WTP Bid Opening	Thu 4/20/23	Thu 4/20/23																									
48	★	3.6 Assist MWU in evaluating the bids and recommending an award.	Fri 4/21/23	Tue 4/25/23																									
49	★	3.7 Assist Utility in addressing Water Utility Board for Approvals Meeting #3	Tue 4/25/23	Tue 4/25/23																									
50	★	<b>4 CONSTRUCTION ADMINISTRATION SERVICES</b>	<b>Mon 6/5/23</b>	<b>Mon 8/26/24</b>																									
51	★	4.1 Following award of contract by MWU, coordinate securing the completed contract documents, (contract, bonds, insurance certificates, etc.)	Tue 4/25/23	Mon 6/5/23																									
52	★	4.2 Assist MWU in conducting a pre-construction meeting with Contractor, City's representatives and other parties directly affected by the construction.	Tue 6/6/23	Tue 6/6/23																									
53	★	4.3 Provide necessary horizontal alignment and vertical control staking	Mon 6/12/23	Tue 6/20/23																									
54	★	4.4 Review and approve, or take other appropriate action with respect to Shop Drawings and Samples and other data that the Contractor is required to submit	Tue 6/6/23	Mon 11/20/23																									
55	★	4.5 Be present to observe and document the construction activities on a part time basis or during critical inspection points within the general progression of the project. Provide written site reports to MWU each time the inspector/engineer is on site	Tue 6/6/23	Thu 6/6/24																									
56	★	4.6 Monthly task reporting and communication	Mon 6/5/23	Mon 8/26/24																									
57	★	4.7 Assist MWU in reviewing all Contractor monthly pay requests and change or	Fri 6/30/23	Wed 7/31/24																									
58	★	4.8 Conduct final inspection of the project with MWU staff. Prepare final punch-list and coordinate start-up and Owner training with Contractor.	Mon 6/3/24	Mon 6/3/24																									
59	★	4.9 Prepare final pay requests and submit project completion letter/documenta	Tue 6/4/24	Wed 6/12/24																									
60	★	4.10 Prepare record drawings, equipment manuals and other "record" documentation of project	Mon 5/6/24	Fri 6/7/24																									
61	★	4.11 Assist the MWU with an open house and dedication at the completion of the project	Mon 7/22/24	Mon 7/22/24																									
62	★	<b>5 TESTING STARTUP AND COMMISSIONING</b>	<b>Wed 5/1/24</b>	<b>Tue 6/11/24</b>																									
63	★	5.1 SEH will assist in testing the new facilities objectives	Wed 5/1/24	Tue 6/11/24																									
64	★	5.2 Our water operations specialist John Thom will assist in the startup process and the multidisciplined team of water specialists will document the results in a Technical memo to MWU staff.	Mon 5/6/24	Thu 5/23/24																									
65	★	5.3 Assist MWU and contractor during the commissioning process and provide John Thom's expertise to troubleshoot water process issues and report findings to MWU and WDNR.	Mon 5/6/24	Thu 5/23/24																									
66	★	5.4 Upon the successful completion of Testing, Startup and Commissioning SEH will provide MWU a summary of the reports with documentation supplied from the contractor regarding operations and maintenance manuals.	Fri 5/24/24	Tue 6/11/24																									

Project: Water Treatment Facility  
Date: Thu 5/5/22

<span style="color: blue;">▬</span> Task	<span style="color: grey;">▬</span> Summary	<span style="color: grey;">▬</span> Inactive Milestone	<span style="color: grey;">▬</span> Duration-only	<span style="color: blue;">▬</span> Start-only	<span style="color: grey;">▬</span> External Milestone	<span style="color: grey;">▬</span> Baseline Milestone	<span style="color: blue;">▬</span> Manual Progress
<span style="color: blue;">⋄</span> Split	<span style="color: blue;">⋄</span> Project Summary	<span style="color: grey;">⋄</span> Inactive Summary	<span style="color: grey;">⋄</span> Manual Summary Rollup	<span style="color: blue;">⋄</span> Finish-only	<span style="color: grey;">⋄</span> Deadline	<span style="color: grey;">⋄</span> Baseline Summary	<span style="color: blue;">⋄</span> Manual Progress
<span style="color: blue;">⋄</span> Milestone	<span style="color: blue;">⋄</span> Inactive Task	<span style="color: grey;">⋄</span> Manual Task	<span style="color: blue;">⋄</span> Manual Summary	<span style="color: blue;">⋄</span> External Tasks	<span style="color: grey;">▬</span> Baseline	<span style="color: grey;">▬</span> Progress	<span style="color: blue;">▬</span> Manual Progress



Legislation Details (With Text)

**File #:** 69966      **Version:** 1      **Name:** Authorizing the Mayor and the City Clerk to execute a Professional Services Agreement with Short Elliott Hendrickson Inc. (SEH) for pre-design planning, preliminary design, public participation support, final construction drawings and specifications, perm

**Type:** Resolution      **Status:** Passed

**File created:** 2/15/2022      **In control:** WATER UTILITY BOARD

**On agenda:** 2/22/2022      **Final action:** 3/1/2022

**Enactment date:** 3/4/2022      **Enactment #:** RES-22-00181

**Title:** Authorizing the Mayor and the City Clerk to execute a Professional Services Agreement with Short Elliott Hendrickson Inc. (SEH) for pre-design planning, preliminary design, public participation support, final construction drawings and specifications, permitting, bidding, construction administration and commissioning for the Unit Well 19 Iron, Manganese and Radium Treatment System.

**Sponsors:** Regina M. Vidaver, Nasra Wehelie

**Indexes:**

**Code sections:**

**Attachments:** 1. Item 3 UW19 Award of Consultant Contract Memo.pdf, 2. Item 3 UW19 Slides\_02-22-2022 WUB Mtng.pdf

Date	Ver.	Action By	Action	Result
3/1/2022	1	COMMON COUNCIL	Adopt Unanimously	Pass
2/28/2022	1	FINANCE COMMITTEE	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER	Pass
2/22/2022	1	FINANCE COMMITTEE	Refer	
2/22/2022	1	COMMON COUNCIL	Referred	
2/22/2022	1	WATER UTILITY BOARD	Return to Lead with the Recommendation for Common Council to Adopt	Pass
2/22/2022	1	WATER UTILITY BOARD	Return to Lead with the Recommendation for Common Council to Adopt	Pass

Fiscal Note

The proposed resolution authorizes a Professional Services Agreement with Short Elliott Hendrickson Inc. (SEH) for professional engineering services for the Unit Well 19 Iron, Manganese, and Radium Treatment System at an estimated cost \$859,000. Funds for this project are included in the 2022 Water Utility Capital Budget Well 19 Iron and Manganese Filter project (MUNIS 10448). No additional appropriation is required.

Title

Authorizing the Mayor and the City Clerk to execute a Professional Services Agreement with Short Elliott Hendrickson Inc. (SEH) for pre-design planning, preliminary design, public participation support, final construction drawings and specifications, permitting, bidding, construction administration and commissioning for the Unit Well 19 Iron, Manganese and Radium Treatment System.

Body

**WHEREAS:** The water quality from Unit Well 19 (UW19) has long been less than desirable with regard to high iron, manganese and radium levels; and where recent testing confirms that these contaminants are consistently in the range of 0.2 mg/l, 0.045 mg/l, and 4.1 pCi/l respectively; and where these values are

approximately 70% and 90% of the Secondary Maximum Contaminant Level (SMCL) for iron and manganese, and 82% of the Maximum Contaminant Level (MCL) for radium; and

**WHEREAS:** Madison Water Utility Board procedural guidelines for water quality treatment state that if a contaminant consistently exceeds 80% of either the Maximum Contaminant Level (MCL) or the Secondary Maximum Contaminant Level (SMCL), action to reduce the contaminant level is triggered; and where the objective is to correct all three water quality deficiencies with one project and bring the levels of these contaminants to well below their respective (S)MCL's in alignment with Board policy; and

**WHEREAS:** Madison Water Utility has identified the need for this project has budgeted for it in the 2022 Capital Budget and planned for it in the 2023-2024 budgets; and

**WHEREAS:** Madison Water Utility has advertised for, received, and evaluated professional engineering consultant proposals for the work, and based on the recommendation of this process, the Water Utility Board has selected Short Elliott Hendrickson Inc. (SEH) for this work;

**NOW THEREFORE BE IT RESOLVED** that the Mayor and the City Clerk are authorized to execute a Professional Services Agreement not to exceed \$859,000 with Short Elliott Hendrickson Inc. (SEH) for facility design, permitting, public participation support, preparation of drawings and specifications, bidding services, construction administration services, and testing, startup, and commissioning for the design and construction of the Unit Well 19 Iron, Manganese and Radium Treatment System.

**BE IT FURTHER RESOLVED**, that amendments that do not exceed the Madison Water Utility's approved capital budget or the scope of the Design and Construction of the Unit Well 19 Iron, Manganese and Radium Treatment System project as authorized by the Common Council may be executed by the Water Utility General Manager and City Finance Director and/or designee, and counter executed by Short Elliott Hendrickson Inc. (SEH).



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/1/2022

5/3/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Lockton Companies 444 W. 47th Street, Suite 900 Kansas City MO 64112-1906 (816) 960-9000	CONTACT NAME:	
	PHONE (A/C. No. Ext):	FAX (A/C. No.):
	E-MAIL ADDRESS:	
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A: The Continental Insurance Company		35289
INSURER B: National Fire Insurance Co of Hartford		20478
INSURER C:		
INSURER D:		
INSURER E:		
INSURER F:		

**COVERAGES \*\*\*\*\* CERTIFICATE NUMBER: 17949465 REVISION NUMBER: XXXXXXXX**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC <input type="checkbox"/> OTHER:	Y	N	6079420587	10/1/2021	10/1/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY	N	N	6079420699	10/1/2021	10/1/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ XXXXXXXX BODILY INJURY (Per accident) \$ XXXXXXXX PROPERTY DAMAGE (Per accident) \$ XXXXXXXX \$ XXXXXXXX
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000	N	N	6079420590	10/1/2021	10/1/2022	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000 \$ XXXXXXXX
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input checked="" type="checkbox"/> N	N/A	6079421254	10/1/2021	10/1/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

THIS CERTIFICATE SUPERSEDES ALL PREVIOUSLY ISSUED CERTIFICATES FOR THIS HOLDER, APPLICABLE TO THE CARRIERS LISTED AND THE POLICY TERM(S) REFERENCED.

RE: SEH NO. MADWU 165034 / UNIT WELL 19 DESIGN AND CONSTRUCTION | CITY OF MADISON WATER UTILITY, WI. THE CITY OF MADISON, ITS OFFICERS, OFFICIALS, AGENTS AND EMPLOYEES ARE ADDITIONAL INSURED ON A PRIMARY AND NON-CONTRIBUTORY BASIS AS RESPECTS GENERAL, LIABILITY IF REQUIRED BY WRITTEN CONTRACT AND SUBJECT TO THE TERMS AND CONDITIONS OF THE POLICY. 30 DAY NOTICE OF CANCELLATION (EXCLUDING NON-PAYMENT) APPLIES IN FAVOR OF CERTIFICATE HOLDER.

**CERTIFICATE HOLDER****CANCELLATION** See Attachments

**17949465**  
City of Madison  
Attn: Risk Manager  
210 Martin Luther King Jr. Blvd.  
Room 406  
Madison WI 53703

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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SHORT-ELLIOTT-HENDRICKSON, INCORPORATED.; 1467605



17949465  
City of Madison  
210 Martin Luther King Jr. Blvd., Room 406  
Madison, WI 53703

Dear Valued Client:

In our continuing effort to provide timely certificate delivery, Lockton Companies is utilizing paperless delivery of Certificates of Insurance. To ensure electronic delivery for future renewals of this certificate, we need your email address. Please contact us via the email below and reference Certificate ID: [17949465](#). You must reference this Certificate ID number in order for us to complete this process.

- Certificate ID: [17949465](#)
- Email: [kctsu@lockton.com](mailto:kctsu@lockton.com)
- Subject Line: TSU E-Delivery

Signing up for this will NOT sign you up for any solicitation emails - your email will only be used to forward updated or renewal certificates direct from Lockton. The email you receive will look like this:



If you received this letter with a certificate via email, no action is required on your part.

If you no longer need this certificate, please contact us at the email address above, reference the Holder ID number and use this subject line: "Certificate Removal"

NOTE: Please do NOT send certificate requests or other insurance inquiries to the email inbox above.

Thank you for your cooperation.

Lockton Companies  
Technical Services Unit



## Blanket Additional Insured - Owners, Lessees or Contractors - with Products-Completed Operations Coverage Endorsement

This endorsement modifies insurance provided under the following:

### COMMERCIAL GENERAL LIABILITY COVERAGE PART

It is understood and agreed as follows:

- I. WHO IS AN INSURED** is amended to include as an **Insured** any person or organization whom you are required by **written contract** to add as an additional insured on this **coverage part**, but only with respect to liability for **bodily injury, property damage or personal and advertising injury** caused in whole or in part by your acts or omissions, or the acts or omissions of those acting on your behalf:
- A. in the performance of your ongoing operations subject to such **written contract**; or
  - B. in the performance of **your work** subject to such **written contract**, but only with respect to **bodily injury or property damage** included in the **products-completed operations hazard**, and only if:
    - 1. the **written contract** requires you to provide the additional insured such coverage; and
    - 2. this **coverage part** provides such coverage.
- II.** But if the **written contract** requires:
- A. additional insured coverage under the 11-85 edition, 10-93 edition, or 10-01 edition of CG2010, or under the 10-01 edition of CG2037; or
  - B. additional insured coverage with "arising out of" language; or
  - C. additional insured coverage to the greatest extent permissible by law;
- then paragraph **I.** above is deleted in its entirety and replaced by the following:
- WHO IS AN INSURED** is amended to include as an **Insured** any person or organization whom you are required by **written contract** to add as an additional insured on this **coverage part**, but only with respect to liability for **bodily injury, property damage or personal and advertising injury** arising out of **your work** that is subject to such **written contract**.
- III.** Subject always to the terms and conditions of this policy, including the limits of insurance, the Insurer will not provide such additional insured with:
- A. coverage broader than required by the **written contract**; or
  - B. a higher limit of insurance than required by the **written contract**.
- IV.** The insurance granted by this endorsement to the additional insured does not apply to **bodily injury, property damage, or personal and advertising injury** arising out of:
- A. the rendering of, or the failure to render, any professional architectural, engineering, or surveying services, including:
    - 1. the preparing, approving, or failing to prepare or approve maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings and specifications; and
    - 2. supervisory, inspection, architectural or engineering activities; or
  - B. any premises or work for which the additional insured is specifically listed as an additional insured on another endorsement attached to this **coverage part**.
- V.** Under **COMMERCIAL GENERAL LIABILITY CONDITIONS**, the Condition entitled **Other Insurance** is amended to add the following, which supersedes any provision to the contrary in this Condition or elsewhere in this **coverage part**:

CNA75079XX (10-16)

Page 1 of 2

The Continental Insurance Co.

Insured Name: SHORT-ELLIOTT-HENDRICKSON, INC.

Policy No: 6079420587

Endorsement No: 9

Effective Date: 10/1/2021





## Blanket Additional Insured - Owners, Lessees or Contractors - with Products-Completed Operations Coverage Endorsement

### Primary and Noncontributory Insurance

With respect to other insurance available to the additional insured under which the additional insured is a named insured, this insurance is primary to and will not seek contribution from such other insurance, provided that a **written contract** requires the insurance provided by this policy to be:

1. primary and non-contributing with other insurance available to the additional insured; or
2. primary and to not seek contribution from any other insurance available to the additional insured.

But except as specified above, this insurance will be excess of all other insurance available to the additional insured.

**VI.** Solely with respect to the insurance granted by this endorsement, the section entitled **COMMERCIAL GENERAL LIABILITY CONDITIONS** is amended as follows:

The Condition entitled **Duties In The Event of Occurrence, Offense, Claim or Suit** is amended with the addition of the following:

Any additional insured pursuant to this endorsement will as soon as practicable:

1. give the Insurer written notice of any **claim**, or any **occurrence** or offense which may result in a **claim**;
2. send the Insurer copies of all legal papers received, and otherwise cooperate with the Insurer in the investigation, defense, or settlement of the **claim**; and
3. make available any other insurance, and tender the defense and indemnity of any **claim** to any other insurer or self-insurer, whose policy or program applies to a loss that the Insurer covers under this **coverage part**. However, if the **written contract** requires this insurance to be primary and non-contributory, this paragraph **3.** does not apply to insurance on which the additional insured is a named insured.

The Insurer has no duty to defend or indemnify an additional insured under this endorsement until the Insurer receives written notice of a **claim** from the additional insured.

**VII.** Solely with respect to the insurance granted by this endorsement, the section entitled **DEFINITIONS** is amended to add the following definition:

**Written contract** means a written contract or written agreement that requires you to make a person or organization an additional insured on this **coverage part**, provided the contract or agreement:

- A.** is currently in effect or becomes effective during the term of this policy; and
- B.** was executed prior to:
  1. the **bodily injury** or **property damage**; or
  2. the offense that caused the **personal and advertising injury**;
 for which the additional insured seeks coverage.

Any coverage granted by this endorsement shall apply solely to the extent permissible by law.

All other terms and conditions of the Policy remain unchanged.

This endorsement, which forms a part of and is for attachment to the Policy issued by the designated Insurers, takes effect on the effective date of said Policy at the hour stated in said Policy, unless another effective date is shown below, and expires concurrently with said Policy.

CNA75079XX (10-16)

Page 2 of 2

The Continental Insurance Co.

Insured Name: SHORT-ELLIOTT-HENDRICKSON, INC.

Policy No: 6079420587

Endorsement No: 9

Effective Date: 10/1/2021

**Amendment - Additional Insured Limit Provisions**

This endorsement modifies insurance provided under the following:

**COMMERCIAL GENERAL LIABILITY COVERAGE PART**

It is understood and agreed as follows:

When the **Named Insured** agrees in a written contract to make another entity an Additional Insured, and to carry particular limits of liability insurance, and

- The minimum limit of insurance the written contract requires the **Named Insured** to carry is lower than the limit of insurance otherwise provided by this Policy; and
- The written contract does not specify a limit of liability for insurance that applies excess of this Policy,

then provisions in this Policy's Additional Insured endorsements that cap the limits available to such Additional Insureds to no more than the amount specified by the written contract continue to apply. In all other instances, however, such provisions in all Additional Insured endorsements attached to this policy do not apply, and are hereby rendered null and void. In no event, however, will the limits of insurance available under this Policy to an Additional Insured be higher than the limits available to the **Named Insured**.

All other terms and conditions of the Policy remain unchanged.

This endorsement, which forms a part of and is for attachment to the Policy issued by the designated Insurers, takes effect on the effective date of said Policy at the hour stated in said Policy, unless another effective date is shown below, and expires concurrently with said Policy.

Policy No:	6079420587
Endorsement No:	
Effective Date:	10/1/2021



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 05/03/2022
---------------------------------

**THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.**

**IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).**

<b>PRODUCER</b> H. Robert Anderson and Associates, Inc. 8201 Norman Center Drive Suite 220 Bloomington MN 55437	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2"><b>CONTACT NAME:</b> Jeanne Danmeier</td> </tr> <tr> <td><b>PHONE (A/C, No, Ext):</b> (952) 893-1933</td> <td><b>FAX (A/C, No):</b> (952) 893-1819</td> </tr> <tr> <td colspan="2"><b>E-MAIL ADDRESS:</b></td> </tr> <tr> <td colspan="2" style="text-align: center;"><b>INSURER(S) AFFORDING COVERAGE</b></td> </tr> <tr> <td><b>INSURER A:</b> XL Specialty Insurance Co.</td> <td style="text-align: center;"><b>NAIC #</b> 37885</td> </tr> <tr> <td colspan="2"><b>INSURER B:</b></td> </tr> <tr> <td colspan="2"><b>INSURER C:</b></td> </tr> <tr> <td colspan="2"><b>INSURER D:</b></td> </tr> <tr> <td colspan="2"><b>INSURER E:</b></td> </tr> <tr> <td colspan="2"><b>INSURER F:</b></td> </tr> </table>	<b>CONTACT NAME:</b> Jeanne Danmeier		<b>PHONE (A/C, No, Ext):</b> (952) 893-1933	<b>FAX (A/C, No):</b> (952) 893-1819	<b>E-MAIL ADDRESS:</b>		<b>INSURER(S) AFFORDING COVERAGE</b>		<b>INSURER A:</b> XL Specialty Insurance Co.	<b>NAIC #</b> 37885	<b>INSURER B:</b>		<b>INSURER C:</b>		<b>INSURER D:</b>		<b>INSURER E:</b>		<b>INSURER F:</b>	
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<b>INSURER E:</b>																					
<b>INSURER F:</b>																					
<b>INSURED</b>  Short-Elliott-Hendrickson, Incorporated 3535 Vadnais Center Drive St. Paul MN 55110																					

**COVERAGES** **CERTIFICATE NUMBER:** 2021-2022 1 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS												
	<b>COMMERCIAL GENERAL LIABILITY</b>  <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$												
	<b>AUTOMOBILE LIABILITY</b>  <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$												
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED \$      RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$												
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;"></td> <td style="width: 50%;">PER STATUTE</td> <td>OTH-ER</td> </tr> <tr> <td colspan="3">E.L. EACH ACCIDENT \$</td> </tr> <tr> <td colspan="3">E.L. DISEASE - EA EMPLOYEE \$</td> </tr> <tr> <td colspan="3">E.L. DISEASE - POLICY LIMIT \$</td> </tr> </table>		PER STATUTE	OTH-ER	E.L. EACH ACCIDENT \$			E.L. DISEASE - EA EMPLOYEE \$			E.L. DISEASE - POLICY LIMIT \$		
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E.L. EACH ACCIDENT \$																			
E.L. DISEASE - EA EMPLOYEE \$																			
E.L. DISEASE - POLICY LIMIT \$																			
A	Professional Liability			DPR9984065	10/01/2021	10/01/2022	Each Claim/ \$5,000,000 Each Policy Year Aggregate \$10,000,000												

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**  
 Re: SEH No. MADWU 165034 / Unit Well 19 Design and Construction

This certificate or memorandum of insurance does not affirmatively or negatively amend, extend, or alter the coverage afforded by the insurance policy.

<b>CERTIFICATE HOLDER</b>  City of Madison - Attn: Risk Manager 210 Martin Luther King Jr Blvd Room 406 Madison WI 53703	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE  
---	--

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**RENEWAL OR EXTENSION**  
**of the Contract for Purchase of Services**  
**between the City of Madison and Short Elliott Hendrickson, Inc.**  
**Unit Well 19 Treatment System Addition**

The City of Madison and Contractor listed above agree to renew or extend as applicable, the Contract for Purchase of Services executed by the City on 5/13/2022 ("Original Contract"), as follows:

1. Exercise the option to:

- Renew the Original Contract as set forth in section 4, Term, by:
  - exercising the 1st renewal period
  - exercising the 2nd renewal period
  - exercising the 3rd renewal period
  - Renewing for a period of: insert date parameters

Extend the term of the Original Contract to: December 31, 2025

2. All other provisions of the Original Contract shall remain unchanged and in full force and effect.

3. **COUNTERPARTS, ELECTRONIC SIGNATURE AND DELIVERY.**

This Contract may be signed in counterparts, each of which shall be taken together as a whole to comprise a single document. Signatures on this Contract may be exchanged between the parties by facsimile, electronic scanned copy (.pdf) or similar technology and shall be as valid as original; and this Contract may be converted into electronic format and signed or given effect with one or more electronic signature(s) if the electronic signature(s) meets all requirements of Wis. Stat. ch. 137 or other applicable Wisconsin or Federal law. Executed copies or counterparts of this Contract may be delivered by facsimile or email and upon receipt will be deemed original and binding upon the parties hereto, whether or not a hard copy is also delivered. Copies of this Contract, fully executed, shall be as valid as an original.

*[Signature Page Follows]*

The person(s) signing on behalf of the Contractor represents and warrants that they have been duly authorized to bind the Contractor and sign this amendment on the Contractor's behalf.

**CONTRACTOR:**

\_\_\_\_\_  
(Type or Print Name of Contracting Entity)

By: \_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Print Name and Title of Person Signing)

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

**CITY OF MADISON, WISCONSIN  
a municipal corporation:**

By: \_\_\_\_\_  
Satya Rhodes-Conway, Mayor

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

**Approved:**

\_\_\_\_\_  
David P. Schmiedicke, Finance Director

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

By: \_\_\_\_\_  
Maribeth Witzel-Behl, City Clerk

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

**Approved as to Form:**

\_\_\_\_\_  
Eric T. Veum, Risk Manager

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

\_\_\_\_\_  
Michael Haas, City Attorney

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

**For City Use Only: SIGNATURE INSTRUCTIONS FOR CONTRACTS SIGNED BY MAYOR/CLERK:**

Obtain contractor's signature first. Route this contract & all of its attachments for City signatures using the City Clerk's Contract Routing Database. Include 1 copy of authorizing resolution & 1 copy of the Certificate of Insurance.

**NOTE: Certain service contracts may be executed by the designee of the Finance Director on behalf of the City of Madison:**

By: \_\_\_\_\_  
Mary Richards, Procurement Supervisor

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

MGO 4.26(3) and (5) authorize the Finance Director or designee to sign purchase of service contracts when all of the following apply:

- (a) The funds are included in the approved City budget.
- (b) An RFP or competitive process was used, or the Contract is exempt from competitive bidding under 4.26(4)(a).
- (c) The City Attorney has approved the form of the Contract.
- (d) The Contract complies with other laws, resolutions and ordinances.
- (e) The Contract is for a period of 1 year or less, OR not more than 5 years AND the average cost is not more than \$100,000 per year, AND was subject to competitive bidding. (If over \$50,000 and exempt from bidding under 4.26(4)(a), regardless of duration of the Contract, the Common Council must authorize the Contract by resolution and the Mayor and City Clerk must sign, per 4.26(5)(b).)

Emergency Service contracts may also be signed by the designee of the Finance Director if the requirements of MGO 4.26(3)(c) are met.

**For City Use Only: SIGNATURE INSTRUCTIONS FOR CONTRACT TO BE SIGNED BY FINANCE (PURCHASING):**

Obtain contractor's signature first. Attach the contractor-signed contract with all attachments/exhibits and the certificate of insurance to the requisition in MUNIS.



# City of Madison

City of Madison  
Madison, WI 53703  
www.cityofmadison.com

## Master

**File Number: 84863**

**File ID:** 84863

**File Type:** Resolution

**Status:** ATS Review

**Version:** 1

**Reference:**

**Controlling Body:** COMMON COUNCIL

**File Created Date :** 08/20/2024

**File Name:** Authorizing a noncompetitive contract with Cummins Inc. to provide planned generator maintenance for Madison Water Utility through 2028

**Final Action:**

**Title:** Authorizing a noncompetitive contract with Cummins Inc. to provide planned generator maintenance for Madison Water Utility through 2028

### Notes:

**Sponsors:** Charles Myadze

**Effective Date:**

**Attachments:** Item 5 - Memo - Cummins Contract Amendment.pdf, Item 5 - Attachment A - Resolution for Cummins Inc Contract Amendment.pdf, Item 5 - Attachment B - Non-Competitive Selection Request.pdf, Item 5 - Attachment C - Cummins Inc Contract Amendment.pdf

**Enactment Number:**

**Author:**

**Hearing Date:**

**Entered by:** jberndt@madisonwater.org

**Published Date:**

### History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Water Utility	08/20/2024	Refer	COMMON COUNCIL	09/10/2024		
	<b>Action Text:</b>	This Miscellaneous was Refer to the COMMON COUNCIL due back on 9/10/2024					
	<b>Notes:</b>	Water Utility Board (8/27/24), Common Council (9/10/24), Finance Committee (9/16/24), Common Council (9/24/24)					

### Text of Legislative File 84863

#### .FISCAL NOTE

The proposed resolution authorizes a contract amendment with Cummins Inc. for five more years of noncompetitive selected service for planned generator maintenance for Madison Water Utility. The total 5-year cost is \$58,751 and is included in Madison Water Utility's 2024 operating budget and will be included in the Department's 2025 to 2028 operating budget request. No appropriation is required.

#### .TITLE

Authorizing a noncompetitive contract with Cummins Inc. to provide planned generator maintenance for Madison Water Utility through 2028

**.BODY**

WHEREAS, the Madison Water Utility uses generators at various sites to run our deep wells and our boosters in the event of a power outage. This allows us to keep clean water running at all times to the public and also provide adequate fire protection; and

WHEREAS, the Water Utility contracted with Cummins Inc. in 2019 for 5 years of generator maintenance service and Cummins is familiar with our process, and available to do the work in the timeframe needed; and

WHEREAS, The Water Utility feels very confident in continuing to use choosing Cummins for its generator maintenance contract. They are a leader in the industry, and they have given us great quality workmanship for over ten years that we have had them doing our generator maintenance. They continue to come in at the lowest cost with the most for our dollar. They have many of the parts we need on hand and their service response is very quick. We have done two other five-year contracts with them and they have performed well; and

WHEREAS, Madison Water Utility desires to amend the 2019 contract with Cummins and extend it for an additional five years, in an amount not to exceed \$58,751 (ranging from \$11,506.46 to \$12,115.81 per year) to provide planned generator maintenance services from 2024 to 2028; and

WHEREAS, MGO 4.26 requires Common Council approval of service contracts of \$50,000 or more if the contractor was not selected through a competitive selection process; and the reasons for selecting this contractor are set forth above and in the attached Noncompetitive Selection Request Form and requires Common Council approval of service contracts with a term of more than five years total and Cummins proposes to amend an existing contract with the impact being a contract that spans 10 years total; and

WHEREAS, for the reasons stated in the attached Noncompetitive Selection Request Form, the proposed contract with Cummins Inc. meets the exception to the bidding process in section 4.26(4)(a)7. which states "A particular consultant has provided services to the City on a similar or continuing project in the recent past, and it would be economical to the City on the basis of time and money to retain the same consultant";

NOW, THEREFORE, BE IT RESOLVED, that the Common Council hereby authorizes the Mayor and City Clerk to sign a non-competitive service contract or amend the existing contract with Cummins Inc. to provide planned generator maintenance for Madison Water Utility from 2024 to 2028 at the price set forth above.

## MEMORANDUM

Date: August 27, 2024

To: Mayor Satya Rhodes Conway  
City of Madison Common Council  
City of Madison Finance Committee  
City of Madison Water Utility Board

From: January Vang, Finance Manager  
Krishna Kumar, General Manager

Subject: Authorizing a noncompetitive selected service contract amendment from 2024 to 2028 with Cummins Inc for planned generator maintenance for Madison Water Utility not to exceed \$58,751.

## RECOMMENDATION

Staff request authorization to amend the contract with Cummins Inc for planned generator maintenance for five more years ending December 31, 2028.

## BACKGROUND:

The Water Utility uses generators at various sites to run our deep wells and boosters in the event of a power outage and has contracted with Cummins Inc since 2019 to maintain the generators. Cummins Inc is familiar with our processes and available to do the work in the timeframe needed. This will allow the Water Utility to keep clean water running at all times to the public and to provide adequate fire protection.

## LEGISLATIVE PATH:

8/27/24 – Water Utility Board  
9/10/24 – Common Council (Introduction)  
9/16/24 – Finance Committee  
9/24/24 – Common Council (Final Approval)

## ATTACHMENTS:

Resolution  
Sole Source Form  
Amended Contract



## **Fiscal Note**

The proposed resolution authorizes a contract amendment with Cummins Inc. for five more years of noncompetitive selected service for planned generator maintenance for Madison Water Utility. The total 5-year cost is \$58,751 and is included in Madison Water Utility's 2024 operating budget and will be included in the Department's 2025 to 2028 operating budget request. No appropriation is required.

## **Title**

Authorizing a noncompetitive contract with Cummins Inc. to provide planned generator maintenance for Madison Water Utility through 2028 .

## **Body**

WHEREAS, the Madison Water Utility uses generators at various sites to run our deep wells and our boosters in the event of a power outage. This allows us to keep clean water running at all times to the public and also provide adequate fire protection; and

WHEREAS, the Water Utility contracted with Cummins Inc. in 2019 for 5 years of generator maintenance service and Cummins is familiar with our process, and available to do the work in the timeframe needed; and

WHEREAS, The Water Utility feels very confident in continuing to use choosing Cummins for its generator maintenance contract. They are a leader in the industry, and they have given us great quality workmanship for over ten years that we have had them doing our generator maintenance. They continue to come in at the lowest cost with the most for our dollar. They have many of the parts we need on hand and their service response is very quick. We have done two other five-year contracts with them and they have performed well; and

WHEREAS, Madison Water Utility desires to amend the 2019 contract with Cummins and extend it for an additional five years, in an amount not to exceed \$58,751 (ranging from \$11,506.46 to \$12,115.81 per year) to provide planned generator maintenance services from 2024 to 2028; and

WHEREAS, MGO 4.26 requires Common Council approval of service contracts of \$50,000 or more if the contractor was not selected through a competitive selection process; and the reasons for selecting this contractor are set forth above and in the attached Noncompetitive Selection Request Form and requires Common Council approval of service contracts with a term of more than five years total and Cummins proposes to amend an existing contract with the impact being a contract that spans 10 years total; and

WHEREAS, for the reasons stated in the attached Noncompetitive Selection Request Form, the proposed contract with Cummins Inc. meets the exception to the bidding process in section 4.26(4)(a)7. which states "A particular consultant has provided services to the City on a similar or continuing project in the recent past, and it would be economical to the City on the basis of time and money to retain the same consultant";

NOW, THEREFORE, BE IT RESOLVED, that the Common Council hereby authorizes the Mayor and City Clerk to sign a non-competitive service contract or amend the existing contract with Cummins Inc. to provide planned generator maintenance for Madison Water Utility from 2024 to 2028 at the price set forth above.



# Non-Competitive Selection Request

Date: 07/30/2024

Requisition Number: 24XXXXXX (8 characters)

Requestor Name: January Vang

Requestor Phone Number: 608-266-4645

Requestor Email: jvang@madisonwater.org

Fund: 2100 WATER UTILITY

Agency: 86 WATER

- Major:
- 53\*\*\* Supplies/Goods
  - 541\*\* Utilities
  - 542\*\* Building/Facility Maintenance/Repair
  - 543\*\* Software/Equipment Maintenance/Repair
  - 544\*\* Public Works Maintenance/Repair
  - 545\*\* Training/HR-Related Services
  - 546\*\* Consulting/Professional Services
  - 548\*\* Grants/Loans/Insurance/Other Services

Total Purchase Amount: \$58,751.00

Vendor Name: Cummins Inc.

Product/Service Description: Generator Maintenance Service

**\$50,000 and UNDER**  
This form will be sent to the Purchasing Supervisor for review.

**OVER \$50,000**  
Complete this form and draft a resolution using the sample resolutions provided by the City Attorney to your Budget Analyst. **Your resolution will not be added to the Finance Committee agenda without this form.**

**Check the box(es) for the exception criteria you feel are applicable:**

- 1. Public exigency (emergency) will not permit the delay incident to advertising or other competitive processes.
- 2. The services or goods required are available from only one person or firm (i.e., **true** sole source).
- 3. The services are for professional services to be provided by attorneys.
- 4. The services are to be rendered by a university, college, or other educational institution.
- 5. No acceptable bids have been received after formal advertising.
- 6. Service fees are established by law or professional code.

- 7. A particular consultant has provided services to the City on a similar or continuing project in the recent past, and it would be economical to the City on the basis of time and money to retain the same consultant.
- 8. Otherwise authorized by law, rule, resolution, or regulation. Explain:
- If procurement is being paid with Federal or State grant funds, the vendor was identified by name in the approved Grant Application. (OPTIONAL)

**REASON FOR REQUEST**

**WHY A COMPETITIVE SELECTION PROCESS CANNOT BE USED:**

Provide **detailed** explanation below. For a true sole source, provide all information to explain why this product or service can only be purchased from this vendor. For one-of-a-kind items not sold through distributors, explain the unique performance features of the product requested that are not available from any other product. For services, detail the unique qualifications this vendor possesses, or other reason(s) that meet the criteria selected above. Identify specific, measurable factors and qualifications.

The generators at the Madison Water Utility run our deep wells and our boosters in the event of a power outage. Cummins has provided generator maintenance service for Madison Water Utility for the last 5 years. Cummins' familiarity with our generators and systems will ensure that we are able to keep clean water running at all times to the public and also provide adequate fire protection.

**COMMENTS REGARDING PURCHASES OVER \$50,000**

The City of Madison has spent \$2,700,778 with Cummins Inc. since 2017. Of that total, \$29,274 was competitively selected, \$87,762 was purchased through a Purchasing Cooperative, \$2,491,847 was non-competitively selected, and the remaining \$91,895 was made up of small purchases that were each under the threshold requiring competitive selection.

Date:

**AGREEMENT TO REINSTATE AND AMEND CONTRACT FOR PURCHASE  
OF SERVICES DATED 5/2/2019**

This Amendment to Contract for Purchase of Services (“Amendment”) shall become effective as of the date of final signature by the City by and between Cummins Inc. and City of Madison for the purposes of amending the Original Contract (hereinafter defined) and extend its term through December 31, 2028

**RECITALS**

**WHEREAS**, the parties identified above are parties to the Contract for Purchase of Services, for the sale and purchase of power generation goods and services, effective 5/2/2019 (“Original Contract”); and

**WHEREAS**, the Original Contract expired on December 31, 2023 but the parties have continued to perform their respective obligations under that contract and now desire to reinstate it and amend the Original Contract for purposes of extending the services through the end of 2028 and establishing pricing therefore as described in the new quote, as follows;

**AMENDMENT**

**NOW, THEREFORE**, In consideration of the mutual promises and covenants set forth herein and in the Original Contract, and for other good and valuable consideration, the receipt, adequacy and legal sufficiency of which are hereby acknowledged, the parties mutually agree to reinstate and amend the Original Contract as follows:

**1. Section 3 of the Contract is hereby amended by:**

**A. deleting the present section 3 in its entirety and replacing it as follows:**

**3. SCOPE OF SERVICES AND SCHEDULE OF PAYMENTS.**

Contractor will perform the following services and be paid according to the following schedule(s) or attachment(s):

Attachment 1: Planned Maintenance Proposal dated 1/18/2024 Quote 214603.

Order of Precedence: In the event of a conflict between the terms of this Contract for Purchase of Services and the terms of any document attached or incorporated herein, the terms of this Contract for Purchase of Services shall control and supersede any such conflicting term.

B. The parties further agree to replace the attachments listed in Section 3 of the Original Contract with Attachment 1 attached hereto (new quote for 2024-2028.)

**2. Section 4 of the Contract is hereby amended as follows:**

**4. TERM AND EFFECTIVE DATE.**

This Contract shall become effective upon execution by the Mayor, (or the Purchasing Agent, if authorized) on behalf of the City of Madison, unless another effective date is specified in the Attachment(s) incorporated in Section 3. Notwithstanding the foregoing, the parties expressly agree that all terms and conditions of this Contract shall apply to any work performed as of January 2, 2019. The term of this Contract shall be from January 2, 2019 through December 31, 2028.

**3. Section 13 of the Original Contract is REPLACED in its entirety with the following:**

**13. AFFIRMATIVE ACTION.**

**A. The following language applies to all contractors employing fifteen (15) or more employees (MGO 39.02(9)(c):**

The Contractor agrees that, within thirty (30) days after the effective date of this Contract, Contractor will provide to the City of Madison Department of Civil Rights (the "Department"), certain workforce utilization statistics, using a form provided by the City.

If the Contract is still in effect, or if the City enters into a new Agreement with the Contractor, within one year after the date on which the form was required to be provided, the Contractor will provide updated workforce information using a second form, also to be furnished by the City. The second form will be submitted to the Department no later than one year after the date on which the first form was required to be provided.

The Contractor further agrees that, for at least twelve (12) months after the effective date of this Contract, it will notify the Department of each of its job openings at facilities in Dane County for which applicants not already employees of the Contractor are to be considered. The notice will include a job description, classification, qualifications, and application procedures and deadlines, shall be provided to the City by the opening date of advertisement and with sufficient time for the City to notify candidates and make a timely referral. The Contractor agrees to interview and consider candidates referred by the Department, or an organization designated by the Department, if the candidate meets the minimum qualification standards established by the Contractor, and if the referral is timely. A referral is timely if it is received by the Contractor on or before the date stated in the notice.

The Department will determine if a contractor is exempt from the above requirements (Sec. 13.A.) at the time the Request for Exemption in 13.B.(2) is made.

**B. Articles of Agreement, Request for Exemption, and Release of Payment:  
The "ARTICLES OF AGREEMENT" beginning on the following page, apply to all contractors, unless determined to be exempt under the following table and procedures:**

NUMBER OF EMPLOYEES	LESS THAN \$50,000	\$50,000 OR MORE
	Aggregate Annual Business with the City*	Aggregate Annual Business with the City*
14 or less	Exempt**	Exempt**
15 or more	Exempt**	Not Exempt

\*As determined by the Finance Director

\*\*As determined by the Department of Civil Rights

(1) **Exempt Status:** In this section, "Exempt" means the Contractor is exempt from the Articles of Agreement in section 13.B.(5) of this Contract and from filing an Affirmative Action plan as required by Section IV of the Articles of Agreement. The Department of Civil Rights ("Department") makes the final determination as to whether a contractor is exempt. If the Contractor is not exempt, sec. 13.B.(5) shall apply and Contractor shall select option A. or B. under Article IV therein and file an Affirmative Action Plan.

(2) **Request for Exemption – Fewer Than 15 Employees:** (MGO 39.02(9)(a)2.) Contractors who believe they are exempt based on number of employees shall submit a Request for Exemption on a form provided by the Department within thirty (30) days of the effective date of this Contract.

(3) **Exemption – Annual Aggregate Business:** (MGO 39.02(9)(a)c.): The Department will determine, at the time this Contract is presented for signature, if the Contractor is exempt because it will have less than \$50,000 in annual aggregate business with the City for the calendar year in which the contract is in effect. **CONTRACTORS WITH 15 OR MORE EMPLOYEES WILL LOSE THIS EXEMPTION AND BECOME SUBJECT TO SEC. 13.B.(5) UPON REACHING \$50,000 OR MORE ANNUAL AGGREGATE BUSINESS WITH THE CITY WITHIN THE CALENDAR YEAR, BEGINNING IN 2019.**

(4) **Release of Payment:** (MGO 39.02(9)(e)1.b.) All non-exempt contractors must have an approved Affirmative Action plan meeting the requirements of Article IV below on file with the Department within thirty (30) days of the effective

date of this Contract and prior to release of payment by the City. Contractors that are exempt based on number of employees agree to file a Request for Exemption with the Department within thirty (30) days of the effective date and prior to release of payment by the City.

(5) Articles of Agreement:

ARTICLE I

The Contractor shall take affirmative action in accordance with the provisions of this Contract to ensure that applicants are employed, and that employees are treated during employment without regard to race, religion, color, age, marital status, disability, sex, sexual orientation, gender identity or national origin and that the employer shall provide harassment-free work environment for the realization of the potential of each employee. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation and selection for training including apprenticeship insofar as it is within the control of the Contractor. The Contractor agrees to post in conspicuous places available to employees and applicants notices to be provided by the City setting out the provisions of the nondiscrimination clauses in this Contract.

ARTICLE II

The Contractor shall in all solicitations or advertisements for employees placed by or on behalf of the Contractors state that all qualified or qualifiable applicants will be employed without regard to race, religion, color, age, marital status, disability, sex, sexual orientation, gender identity or national origin.

ARTICLE III

The Contractor shall send to each labor union or representative of workers with which it has a collective bargaining Agreement or other Contract or understanding a notice to be provided by the City advising the labor union or workers representative of the Contractor's equal employment opportunity and affirmative action commitments. Such notices shall be posted in conspicuous places available to employees and applicants for employment.

ARTICLE IV

(This Article applies to non-public works contracts.)

The Contractor agrees that it will comply with all provisions of the Affirmative Action Ordinance of the City of Madison (MGO 39.02) including the Contract compliance requirements. The Contractor warrants and certifies that one of the following paragraphs is true (**check one**):

- A. Contractor has prepared and has on file an affirmative action plan that meets the format requirements of Federal Revised Order No. 4, 41 CFR part 60-2, as established by 43 FR 51400 November 3, 1978, including appendices required by City of Madison ordinances or it has prepared and has on file a model affirmative action plan approved by the Madison Common Council.
- B. Within thirty (30) days after the effective date of this Contract, Contractor will complete an affirmative action plan that meets the format requirements of Federal Revised Order No. 4, 41 CFR Part 60-2, as established by 43 FR 51400, November 3, 1978, including appendices required by City of Madison ordinance or within thirty (30) days after the effective date of this Contract, it will complete a model affirmative action plan approved by the Madison Common Council.
- C. Contractor believes it is exempt from filing an affirmative action plan because it has fewer than fifteen (15) employees and has filed, or will file within thirty (30) days after the effective date of this Contract, a form required by the City to confirm exempt status based on number of employees. If the City determines that Contractor is not exempt, the Articles of Agreement will apply.
- D. Contractor believes it is exempt from filing an affirmative action plan because its annual aggregate business with the City for the calendar year in which the contract is in effect is less than fifty thousand dollars (\$50,000), or for another reason listed in MGO 39.02(9)(a)2. If the City determines that Contractor is not exempt, the Articles of Agreement will apply.

ARTICLE V

(This Article applies only to public works contracts.)

The Contractor agrees that it will comply with all provisions of the Affirmative Action Ordinance of the City of Madison, including the Contract compliance requirements. The Contractor agrees to submit the model affirmative action plan for public works Contractors in a form approved by the Director of Affirmative Action.

ARTICLE VI

The Contractor will maintain records as required by Section 39.02(9)(f) of the Madison General Ordinances and will provide the City's Department of Affirmative Action with access to such records and to persons who have relevant and necessary information, as provided in Section 39.02(9)(f). The City agrees to keep all such records confidential, except to the extent that public inspection is required by law.

ARTICLE VII

In the event of the Contractor's or subcontractor's failure to comply with the Equal Employment Opportunity and Affirmative Action provisions of this Contract or Sections 39.03 and 39.02 of the Madison General Ordinances, it is agreed that the City at its option may do any or all of the following:

- A. Cancel, terminate or suspend this Contract in whole or in part.
- B. Declare the Contractor ineligible for further City contracts until the Affirmative Action requirements are met.
- C. Recover on behalf of the City from the prime Contractor 0.5 percent of the Contract award price for each week that such party fails or refuses to comply, in the nature of liquidated damages, but not to exceed a total of five percent (5%) of the Contract price, or ten thousand dollars (\$10,000), whichever is less. Under public works contracts, if a subcontractor is in noncompliance, the City may recover liquidated damages from the prime Contractor in the manner described above. The preceding sentence shall not be construed to prohibit a prime Contractor from recovering the amount of such damage from the noncomplying subcontractor.

ARTICLE VIII

(This Article applies to public works contracts only.)

The Contractor shall include the above provisions of this Contract in every subcontract so that such provisions will be binding upon each subcontractor. The Contractor shall take such action with respect to any subcontractor as necessary to enforce such provisions, including sanctions provided for noncompliance.

ARTICLE IX

The Contractor shall allow the maximum feasible opportunity to small business enterprises to compete for any subcontracts entered into pursuant to this Contract. (In federally funded contracts the terms "DBE, MBE, and WBE" shall be substituted for the term "small business" in this Article.)

**4. Section 23 of the Original Contract is REPLACED with the following:**

**23. CONTRACT PRICE.**

It is expressly understood and agreed that in no event will the total contract price for the remaining contract years of 2024 through 2028 exceed a total of \$58,751, as set forth in Attachment 1: Planned Maintenance Proposal dated 1/18/2024 Quote 214603.

**5. The Original Contract is hereby amended by adding a new Section 34 which shall read as follows:**

**34. WARRANTY.**

All parts and components furnished hereunder shall be warranted in accordance with the applicable manufacturer's express warranty for any goods for a period of one (1) year and Contractor's standard warranty for workmanship for a period of ninety (90) days, and any rights thereto shall pass on to the City. THE WRITTEN WARRANTIES SHALL BE EXCLUSIVE AND IN LIEU OF ALL OTHER REPRESENTATIONS AND WARRANTIES, EXPRESS OR IMPLIED; AND ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR PARTICULAR PURPOSE IS EXPRESSLY EXCLUDED. REPAIR OR REPLACEMENT SHALL BE THE SOLE REMEDY FOR DEFECTS OR ERRORS IN WORKMANSHIP AND/OR MATERIALS.

6. Effect of Amendment. Except as amended by this Amendment, the Original Contract will remain in full force and effect. This Amendment constitutes the entire agreement between the parties with respect to the subject matter addressed, superseding all prior discussions, offers, proposals, and agreements between the parties.

7. Order of Precedence. The terms of this Amendment will control in the event of any conflict between the terms of this Amendment and the Original Contract, with respect to the subject matter of this Amendment.

**8. COUNTERPARTS, ELECTRONIC SIGNATURE AND DELIVERY.**

This Amendment may be signed in counterparts, each of which shall be taken together as a whole to comprise a single document. Signatures may be exchanged between the parties by facsimile, electronic scanned copy (.pdf) or similar technology and shall be as valid as original; and this Amendment may be converted into electronic format and signed or given effect with one or more electronic signature(s) if the electronic signature(s) meets all requirements of Wis. Stat. ch. 137 or other applicable Wisconsin or Federal law. Executed copies or counterparts of this Amendment may be delivered by facsimile or email and upon receipt will be deemed original

and binding upon the parties hereto, whether or not a hard copy is also delivered. Copies of this Amendment, fully executed, shall be as valid as an original.

IN WITNESS WHEREOF, the parties hereto have duly executed this Amendment to the Original Contract.

**CONTRACTOR:**

Cummins Inc. \_\_\_\_\_

By: \_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Print Name and Title of Person Signing)

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

**CITY OF MADISON, WISCONSIN  
a municipal corporation:**

By: \_\_\_\_\_  
Satya Rhodes-Conway, Mayor

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

**Approved:**

\_\_\_\_\_  
David P. Schmiedicke, Finance Director

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

By: \_\_\_\_\_  
Maribeth Witzel-Behl, City Clerk

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

**Approved as to Form:**

\_\_\_\_\_  
Eric T. Veum, Risk Manager

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

\_\_\_\_\_  
Michael Haas, City Attorney

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



**For City Use Only:** SIGNATURE INSTRUCTIONS FOR CONTRACTS SIGNED BY MAYOR/CLERK:  
Obtain contractor's signature first. Route this contract & all of its attachments for City signatures using the City Clerk's Contract Routing Database. Include 1 copy of authorizing resolution & 1 copy of the Certificate of Insurance.



# City of Madison

City of Madison  
Madison, WI 53703  
www.cityofmadison.com

## Master

**File Number: 84877**

**File ID:** 84877

**File Type:** Report

**Status:** Items Referred

**Version:** 1

**Reference:**

**Controlling Body:** WATER UTILITY BOARD

**File Created Date :** 08/21/2024

**File Name:** Water Production Monthly Report

**Final Action:**

**Title:** Water Production Monthly Report

### Notes:

### Sponsors:

**Effective Date:**

**Attachments:** Item 6 Memo - Water Production Report August 2024.pdf, Item 6 Attachment A - Daily and Cumulative Water Production August 2024.pdf, Item 6 Attachment B - Unit Well Capacity Utilization August 2024.pdf

**Enactment Number:**

### Author:

**Hearing Date:**

**Entered by:** jberndt@madisonwater.org

**Published Date:**

### History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Water Utility	08/21/2024	Refer	WATER UTILITY BOARD			
<b>Action Text:</b> This Report was Refer to the WATER UTILITY BOARD							

### Text of Legislative File 84877

.Title

Water Production Monthly Report

.Body

See corresponding memos and attachments.

## **MEMORANDUM**

Date: August 27, 2024

To: Water Utility Board

From: Joseph DeMorett, Water Supply Manager  
Krishna Kumar, General Manager

Subject: Water Production Report

## **BACKGROUND**

Board governance policy requires that current and future customers will receive water that meets or exceeds industry-accepted levels of service for fire protection and pressure.

This includes:

1. Water delivered to hydrants at proper flow rates for fire protection.
2. Water delivered to the customer tap at a pressure that meets industry-accepted low, high, and emergency operation criteria.
3. Water used for outdoor irrigation under drought-free conditions.

The Water Supply Section of the Utility strives hard to meet or exceed the expectations laid out above. The Monthly Water Production and Unit Well Cumulative Capacity Utilization Reports as of July 31, 2024, reflecting these efforts are attached.

## **ATTACHMENTS**

- A. Monthly Water Production as of July 31, 2024
- B. Unit Well Cumulative Capacity Utilization as of July 31, 2024

**Madison Water Utility  
Daily and Cumulative Water Production**

Hydrological Regions	No. of Wells	Daily Production (MGD)				Year-to-Date Cumulative Production (In billion gallons)			
		Max Daily Capacity	Reliable Daily Capacity	July 2024		2022 Actual	2023 Actual	31-Jul	
				Average Daily Production	Regional Surplus / (Deficiency)			2023	2024
<b>A</b>	6	14.8	8.9	7.0	1.9	2.5	2.4	1.4	1.4
<b>B</b>	2	5.4	2.4	1.9	0.5	0.6	0.6	0.4	0.4
<b>C</b>	10	28.8	22.3	12.2	10.1	4.5	4.6	2.7	2.5
<b>D</b>	3	9.1	5.9	4.3	1.6	1.5	1.6	0.9	0.8
<b>System Total</b>	<b>21</b>	<b>58.1</b>	<b>39.5</b>	<b>25.4</b>	<b>14.1</b>	<b>9.1</b>	<b>9.2</b>	<b>5.4</b>	<b>5.1</b>

Attachment B

**Madison Water Utility  
Unit Well Cumulative Capacity Utilization  
7/31/2024**

Region	Unit Well	YTD Production (MG)	YTD Utilization (%)	Remaining Drawdown to Pump (ft)
A	7	309	45.8%	120
	8	0	0.0%	Out of Service
	11	340	53.1%	29
	13	266	33.1%	128
	25	158	25.7%	42
	29	295	42.9%	165
	All	1,368	44.6%	
B	9	167	33.1%	40
	31	199	29.6%	132
	All	366	31.1%	
C	6	441	55.3%	69
	12	325	46.7%	44
	14	0	0.0%	Out of Service
	17	146	20.8%	53
	18	352	57.3%	107
	19	272	37.8%	26
	20	250	39.8%	40
	24	179	28.4%	67
	27	195	35.8%	40
	30	355	48.2%	93
	All	2,515	36.9%	
D	16	198	28.1%	95
	26	415	60.2%	59
	28	230	33.4%	30
	All	844	40.5%	
<b>Entire System</b>		5,093	38.7%	



# City of Madison

City of Madison  
Madison, WI 53703  
www.cityofmadison.com

## Master

**File Number: 84878**

**File ID:** 84878

**File Type:** Report

**Status:** Items Referred

**Version:** 1

**Reference:**

**Controlling Body:** WATER UTILITY BOARD

**File Created Date :** 08/21/2024

**File Name:**

**Final Action:**

**Title:** Financial Conditions Monthly Report

**Notes:**

**Sponsors:**

**Effective Date:**

**Attachments:** Item 7 - Memo - Financial Conditions Report August 2024.pdf, Item 7 - Attachment Financial Conditions Report as of 7.31.24.pdf

**Enactment Number:**

**Author:**

**Hearing Date:**

**Entered by:** jberndt@madisonwater.org

**Published Date:**

### History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Water Utility	08/21/2024	Refer	WATER UTILITY BOARD			
<b>Action Text:</b> This Report was Refer to the WATER UTILITY BOARD							

### Text of Legislative File 84878

.Title

Financial Conditions Monthly Report

.Body

See corresponding memos and attachments.

## MEMORANDUM

Date: August 27, 2024

To: Water Utility Board

From: January Vang, Finance and Administrative Manager

Subject: Monthly Financial Report – Operating and Capital Funds

## BACKGROUND

Board governance policy requires that the Utility shall not cause or allow the development of fiscal jeopardy or a material deviation of actual expenditures from board priorities established in Outcomes policies. Accordingly, the Utility shall not cause or allow conditions, procedures, or decisions that:

1. Fail to ensure long-term financial health.
2. Fail to present a balanced annual operating budget and quarterly updates on actual expenditures and income.
3. Exceed total appropriations for the fiscal year, unless directed to do so by the board.
4. Use any dedicated reserves for purposes other than those for which they are designated, unless directed to do so by the board.
5. Undertake a debt without payoff schedule and identification of revenue stream.
6. Fail to establish an unrestricted reserve equal to a typical three months' operating expenses.
7. Fail to inform the board of where the utility stands with any current rate case in progress.
8. Fail to be able to provide a concise summary of the financial condition of the utility at any time.
9. Fail to adjust spending related to revenue shortfalls in a budget deficit.

The Finance Section of the Utility strives hard to meet or exceed the expectations laid out above. The monthly financial update provided in the attached Budget to Actual comparison, as of July 31, 2024, reflecting these efforts is attached.

As of July 31, 2024:

- Water revenues are down \$428,000 compared to budget. Pumpage was down 5.4% during this time period.
- Operating Fund balance is \$15.8million.
- Capital Fund expenditures is \$21.3 million, of which \$15.7 million is encumbrances.
- Capital Fund balance is \$524 thousand.

MadCAP Data Summary (as of August 12, 2024)

	AMI <30%	AMI >30% and <50%	Total
Total Applications Received	299	192	491
Total Applications Approved	206	122	328
<i>Homeowners</i>	125	85	210
<i>Renters</i>	81	37	118
Total Applications Not Approved	93	70	163
Households Newly Enrolled in Conservation Programs	79	41	120

**ATTACHMENTS:**

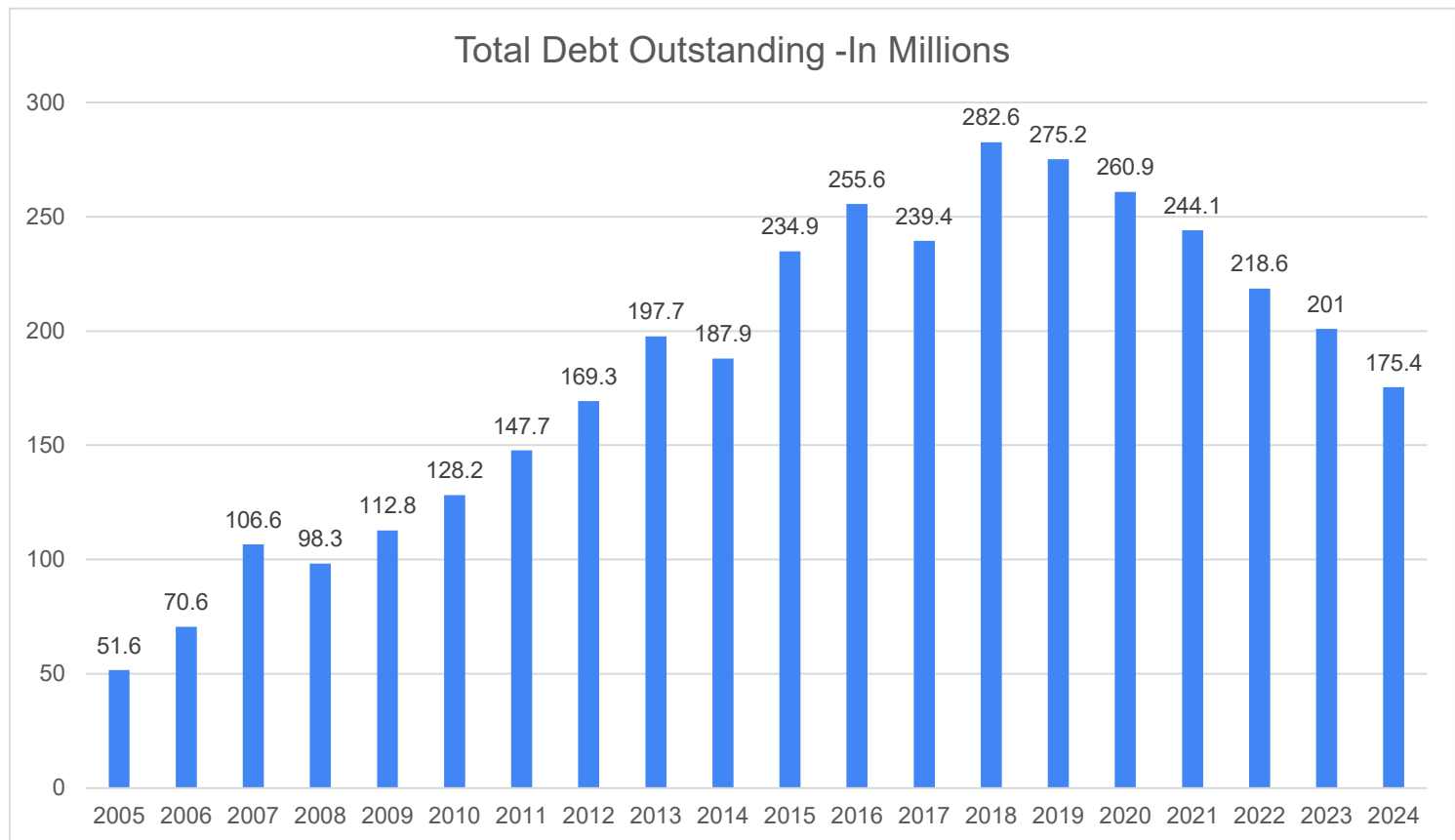
- A. Budget to Actual comparison as of July 31, 2024



**Madison Water Utility**  
**Budget to Actual Comparison**  
**As of July 31, 2024**

	FY 2022 Actual	FY 2023 Actual	FY 2024 Budget	Year to Date July 31, 2024	Projected 2024
<b>Operating Fund</b>					
<b>Revenues:</b>					
Sales of water (Operations)	\$ 46,706,428	\$ 52,008,356	\$ 51,512,500	\$ 28,163,293	\$ 51,512,500
Other Revenues	1,539,894	1,704,401	1,174,000	496,343	\$ 1,174,000
Interest Income	719,880	1,840,905	894,000	1,029,681	\$ 1,200,000
<b>Total Revenues</b>	<b>48,966,202</b>	<b>55,553,662</b>	<b>53,580,500</b>	<b>29,689,318</b>	<b>53,886,500</b>
<b>Expenditures:</b>					
Operating Expenses	17,657,979	18,885,166	21,743,529	9,834,140	21,743,529
Debt Service - Interest & Principal	24,071,874	18,709,260	18,889,317	10,898,697	18,683,481
Transfer Out to City (PILOT)	6,849,831	6,440,655	6,400,000	3,733,331	6,400,000
<b>Total Expenditures</b>	<b>48,579,684</b>	<b>44,035,081</b>	<b>47,032,846</b>	<b>24,466,169</b>	<b>46,827,010</b>
<b>Net Operating Fund Inc(Decr)</b>	<b>386,518</b>	<b>11,518,582</b>	<b>6,547,654</b>	<b>5,223,149</b>	<b>7,059,490</b>
<b>Operating Fund Balance</b>					
Opening Fund Balance	8,575,829	6,198,389	12,178,312	12,178,312	12,178,312
Net Operating Fund Inc(Decr)	386,518	11,518,582	6,547,654	5,223,149	7,059,490
Transfer Out to BAN* Repmt Fund	(5,000,000)	-	-	-	-
Transfer Out to Tank Recoat Reserve	-	-	-	-	(800,000)
Transfer In from BAN Repmt Fund	-	-	-	-	-
Transfer Out to Capital Fund	(1,543,211)	(2,564,519)	-	(14,384,265)	(8,500,000)
Transfer In from Bond Repmt Fund	2,680,625	-	-	-	-
Transfer In from Investment Acct	2,359,583	-	-	-	-
Accrual Adjustments	(1,260,954)	(2,974,140)	(1,779,000)	11,708,129	(1,779,000)
<b>Ending Fund Balance</b>	<b>\$ 6,198,389</b>	<b>\$ 12,178,312</b>	<b>\$ 16,946,966</b>	<b>\$ 14,725,325</b>	<b>\$ 8,158,802</b>
<b>Construction Fund</b>					
<b>Revenues:</b>					
Bond/Loan Proceeds	-	-	7,328,000	-	7,328,000
SDWL Proceeds	-	-	5,135,000	-	5,865,724
Sales of Water (Expense Depreciation)	-	4,166,667	5,000,000	2,916,667	5,000,000
Trans from Oper Fund / Reserves	1,543,211	2,564,519	-	14,384,265	8,500,000
<b>Total Capital Revenues</b>	<b>1,543,211</b>	<b>6,731,186</b>	<b>17,463,000</b>	<b>17,300,931</b>	<b>26,693,724</b>
<b>Actual Expenditures &amp; Encumbrances</b>					
Pipeline	1,100,392	5,122,766	6,339,000	5,844,256	6,339,000
Facility ~	1,193,819	1,825,551	8,683,000	13,501,868	17,883,000
Fleet/Other	1,172,107	1,689,181	2,441,000	1,944,918	2,441,000
<b>Total Capital Expend &amp; Encumb</b>	<b>3,466,318</b>	<b>8,637,497</b>	<b>17,463,000</b>	<b>21,291,041</b>	<b>26,663,000</b>
<b>Net Construction Fund Inc(Decr)</b>	<b>(1,923,107)</b>	<b>(1,906,311)</b>	<b>-</b>	<b>(3,990,110)</b>	<b>30,724</b>
<b>Construction Fund Balance</b>					
Opening Fund Balance	8,343,939	6,420,832	4,514,521	4,514,521	4,514,521
Net Capital Fund Inc(Decr)	(1,923,107)	(1,906,311)	-	(3,990,110)	30,724
<b>Ending Fund Balance</b>	<b>\$ 6,420,832</b>	<b>\$ 4,514,521</b>	<b>\$ 4,514,521</b>	<b>\$ 524,410</b>	<b>\$ 4,545,245</b>
~ Well 19 - budget authority in 2023					

<b>Madison Water Utility</b>				
<b>Cash Reserves &amp; Long-Term Debt</b>				
	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>As of July 31,</b>
<b>Cash Reserves</b>	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>2024</b>
Restricted:				
Bond Redemption Fund	\$ 14,917,677	\$ 13,164,827	\$ 13,191,166	\$ 7,710,500
Bond Redemption Reserve Fund	17,295,374	13,970,411	12,190,068	14,711,332
BAN Repayment Fund	5,000,000	10,000,000	10,000,000	-
Tank Recoat Reserve	-	-	800,000	800,000
Depreciation Fund	750,000	750,000	750,000	750,000
PILOT Fund	-	-	-	4,344,200
Assessment Account	1,351,770	1,504,541	1,858,134	1,858,134
Revenue Bond Construction Fund	8,343,939	6,420,832	2,548,254	(526,513)
Expense Depreciation	-	-	1,966,423	3,668,357
Timing Adjustments	-	-	-	2,157,496
Unrestricted Cash Balance	8,575,829	6,198,389	16,178,312	15,277,158
<b>Total Cash &amp; Investments (Munis)</b>	<b>\$ 56,234,588</b>	<b>\$ 52,009,000</b>	<b>\$ 59,482,356</b>	<b>\$ 50,750,664</b>
<b>No. of months expenditures covered by Operating Reserves</b>	<b>2.54</b>	<b>1.73</b>	<b>4.41</b>	<b>1.87</b>
<b>Debt Coverage Ratio</b>	<b>1.69</b>	<b>1.95</b>		





# City of Madison

City of Madison  
Madison, WI 53703  
www.cityofmadison.com

## Master

**File Number: 84879**

**File ID:** 84879

**File Type:** Report

**Status:** Items Referred

**Version:** 1

**Reference:**

**Controlling Body:** WATER UTILITY BOARD

**File Created Date :** 08/21/2024

**File Name:** Capital Projects Monthly Report

**Final Action:**

**Title:** Capital Projects Monthly Report

### Notes:

### Sponsors:

**Effective Date:**

**Attachments:** Item 8 - Memo - Capital Projects Monthly Report 2024-08-27.pdf, Item 8 - Attachment - Capital Projects Monthly Report 2024-08-27.pdf

**Enactment Number:**

### Author:

**Hearing Date:**

**Entered by:** jberndt@madisonwater.org

**Published Date:**

### History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Water Utility	08/21/2024	Refer	WATER UTILITY BOARD			
<b>Action Text:</b> This Report was Refer to the WATER UTILITY BOARD							

### Text of Legislative File 84879

.Title

Capital Projects Monthly Report

.Body

See corresponding memos and attachments.

## MEMORANDUM

Date: August 27, 2024

To: Water Utility Board

From: Pete Holmgren, P.E. – Chief Engineer  
Krishna Kumar – General Manager

Subject: Capital Projects Report

## BACKGROUND

Board governance policy requires that the Utility shall not cause or allow conditions, procedures, or decisions that prevent the Madison Water Utility from meeting its obligation to serve current and future generations of customers within the City of Madison and its authorized service areas. Accordingly, the Utility shall not cause or allow conditions, procedures, or decisions that:

1. Fail to assure that required rates fund all expenditures for timely and prudent capital improvements to existing utility systems, and that those capital improvements are driven by reliability, operational or regulatory requirements, replacement of aging infrastructure, utility relocations for public works and road projects, extension of the life of existing systems, or customer input.
2. Fail to identify and plan for resource and infrastructure needs for the provision of water service to customers in a timely manner.
3. Fail to coordinate Madison Water Utility activities and policies with the City of Madison's Comprehensive Plan and other relevant guidelines for community development.
4. Fail to consider participation with other governmental or private entities on regional major water infrastructure or water supply planning projects.

The Engineering Section of the Utility strives to meet or exceed the expectations laid out above. The monthly Capital Budget to Actual Monthly Report reflecting these efforts is attached.

## **SUMMARY**

The attached 2024 Capital Budget Monthly Report presents the total of both actual capital expenditures *and* encumbrances through July 2024; this total is ~\$21,291,000.

The 2024 actual expenditures in July total ~\$1,023,000 and consist of:

- ~\$180,000 in facility expenses
- ~\$127,000 in fleet/other expenses
- ~\$716,000 in pipeline expenses

For expense depreciation related to water main replacement projects:

- The total targeted spend amount in 2024 is \$5,000,000.
- The estimated amount spent through July 2024 is ~\$4,345,000.
- The remaining amount for our 2024 spending target is ~\$655,000.

Please refer to the attached report for additional information, which also includes project updates for:

- Major Capital Project Unit Well 19
- Major Capital Project Unit Well 15

## **ATTACHMENTS:**

1. Capital Projects Monthly Report – August 2024

# WATER UTILITY BOARD

## CAPITAL PROJECTS MONTHLY REPORT

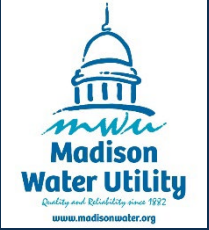


Pete Holmgren, P.E.  
Chief Engineer

August 27, 2024



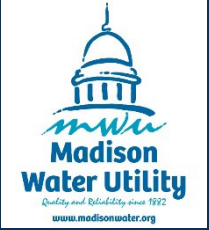
# Capital Projects Monthly Report



## ■ PRESENTATION OVERVIEW:

1. Actual Expenditures and Encumbrances Through July 2024
2. Water Main Replacement Expense Depreciation Through July 2024
3. Capital Project Updates:
  - Unit Well 19 Fe, Mn, Radium Treatment Facility
  - Unit Well 15 PFAS Treatment Facility

# Capital Projects Monthly Report

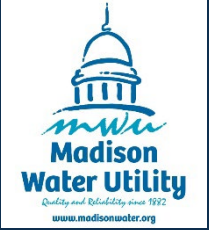


## 2024 Actual Expenditures and Encumbrances (Through July):

- Total of Actual Expenditures and Encumbrances: ~\$21,291,000
- July 2024 Actual Expenditures (~\$1,023,000):
  - 1. Facilities: ~\$180,000**
    - 229 Felland RD Booster Pump; Well 15 PFAS Treatment; Well 19 Treatment
  - 2. Fleet/Other: ~\$127,000**
    - W96-F150 Lighting; W6B-F150 Lighting; Raise/Replace Hydrants
  - 3. Pipelines: ~\$716,000**
    - Ohmeda Drive; Hammersley Rd; Lowell St Reconstruction



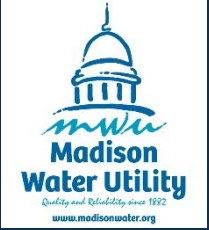
# Capital Projects Monthly Report



## 2024 Water Main Expense Depreciation (Through July):

- 2024 targeted spend amount: \$5,000,000
- Current estimated amount spent: ~\$4,345,000
- Remaining estimated amount for spend target: ~\$655,000
  - Upcoming project encumbrances: Starker Avenue

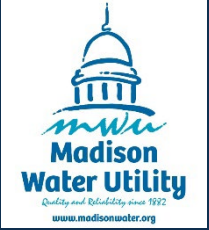
# Capital Projects Monthly Report



## Project Update: Well 19 Fe, Mn, Radium Treatment Facility

- Project Budget: \$9,088,000 (2024 Budget: \$8,116,000)
- Current Status: Construction
  - Ongoing review of product submittals and requests for information
  - Alternative site access for Water Utility personnel
  - Pay request #1 review
  - Regular meetings with contractor and engineering consultant
- Upcoming:
  - Concrete work for backwash tank and building additions

# Capital Projects Monthly Report



## Project Update: Well 15 PFAS Treatment Facility

- Project Budget: \$5,943,000
- Current Status: Construction
  - Completion of temporary trussed roof structure
  - Removal (“lowering”) of treatment room floor to reservoir level
- Upcoming:
  - Structural reinforcement of existing columns
  - Review of plumbing configuration
  - Ongoing meetings with consultant and contractor



# Questions / Comments?

Contact Information:

Pete Holmgren

[pholmgren@madisonwater.org](mailto:pholmgren@madisonwater.org)



# City of Madison

City of Madison  
Madison, WI 53703  
www.cityofmadison.com

## Master

**File Number: 84880**

**File ID:** 84880

**File Type:** Report

**Status:** Items Referred

**Version:** 1

**Reference:**

**Controlling Body:** WATER UTILITY BOARD

**File Created Date :** 08/21/2024

**File Name:** Monthly Operations Report

**Final Action:**

**Title:** Operations Monthly Report

### Notes:

### Sponsors:

**Effective Date:**

**Attachments:** Item 9 - Memo - Operations Monthly Report August 2024.pdf, Item 9 - Attachment - Monthly Operations Report August 2024.pdf

**Enactment Number:**

### Author:

**Hearing Date:**

**Entered by:** jberndt@madisonwater.org

**Published Date:**

### History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Water Utility	08/21/2024	Refer	WATER UTILITY BOARD			
<b>Action Text:</b> This Report was Refer to the WATER UTILITY BOARD							

### Text of Legislative File 84880

.Title

Operations Monthly Report

.Body

See corresponding memos and attachments.



## MEMORANDUM

Date: August 27, 2024

To: Water Utility Board

From: Dan Rodefeld, Operations Manager

Subject: Monthly Operations Report

## BACKGROUND

Board governance policy require that Madison residents will receive water which is consistent in its availability and quality. Accordingly, residents will:

- a. Experience minimal unplanned service interruptions
- b. Receive adequate notice of planned service interruptions
- c. Receive adequate notice of planned maintenance work that would significantly reduce water flow or pressure, and/or cause water discoloration

The Operations Section of the Utility strives hard to meet or exceed the expectations laid out above. The attached Monthly Operations Report for August 2024 reflecting these efforts is attached.

## ATTACHMENTS

- A. Monthly Operations Report – August 2024

Quality and Reliability since 1872

**Madison  
Water  
Utility**



MONTHLY OPERATIONS REPORT  
Aug-24

	Jan-Jun-24	Jul-24	2024 YTD Total
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**Hydrants**

Total in Service - <b>9,494</b>			
No. Replaced	47	1	48
No. of Inspections	2,173	312	2,485
No. Repaired	31	6	37
Unidirectional Flushing Runs	899	334	1,233
Conventional Flushing Runs	479	112	591
No. Re-painted	537	799	1,336
(Temp Water Connections)	196	13	209

**Valves**

Total System valves - <b>16,048</b>			
Total Large Service valves - <b>4,256</b>			
Total Hydrant valves - <b>6,985</b>			
No. Replaced	41	1	42
No. of Inspections	6,205	714	6,919
No. Repaired	89	7	96

**System Leaks**

Total Miles in Service - <b>923</b>			
Number of Main Leaks Repaired	120	10	130
Number of Service Leaks Repaired	16	3	19

**Operational Projects**

Cast-in-place pipe lining (feet)	0	4,700	4,700
Pavement repair (open work orders)	279	30	309
Pavement repair (closed work orders)	87	17	104
Terrace repair (open work orders)	265	18	283
Terrace repair (closed work orders)	363	11	374



# City of Madison

City of Madison  
Madison, WI 53703  
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## Master

**File Number: 84881**

**File ID:** 84881

**File Type:** Report

**Status:** Items Referred

**Version:** 1

**Reference:**

**Controlling Body:** WATER UTILITY BOARD

**File Created Date :** 08/21/2024

**File Name:** Public Information Monthly Highlight

**Final Action:**

**Title:** Public Information Monthly Highlight

### Notes:

### Sponsors:

**Effective Date:**

**Attachments:** Item 10 - Memo - Public Information Report.pdf, Item 10 Attachment A - Utility Highlights.pdf

**Enactment Number:**

### Author:

**Hearing Date:**

**Entered by:** jberndt@madisonwater.org

**Published Date:**

## History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Water Utility	08/21/2024	Refer	WATER UTILITY BOARD			
<b>Action Text:</b> This Report was Refer to the WATER UTILITY BOARD							

## Text of Legislative File 84881

.Title

Public Information Monthly Highlight

.Body

See corresponding memos and attachments.





## **MEMORANDUM**

Date: August 27, 2024  
To: Water Utility Board  
From: Marcus Pearson, Public Information Officer  
Krishna Kumar, General Manager  
Subject: Public Information Report

## **BACKGROUND**

Madison Water Utility's overarching mission is to supply high quality water for consumption and fire protection, at a reasonable cost, while conserving and protecting our ground water resources for present and future generations. Community trust and awareness is built through our constant commitment to the preservation and protection our aquifer and care for Madison's vital drinking water infrastructure. This is cultivated through a wide variety of efforts performed by Utility staff on a daily basis.

The above expectations are met through:

1. Operation, maintenance, and management of our system.
2. Community Outreach and engagement.
3. Customer service.

The Public Information Department of the Utility strives hard to exceed the expectations laid out above. The Monthly Public Information Report encompasses Utility highlights pertaining to events occurring on or after August 1, 2024. The attachment(s) below reflect these efforts.

## **ATTACHMENTS**

- A. Water Utility Highlights as of August 1, 2024



## Madison Water Utility Makes Progress on Treatment System at Well 19



Construction progress on the treatment system at Municipal Well 19 has been moving along beautifully since breaking ground in May 2024. Well 19, located on the Northside of UW campus near the Eagle Heights community and off the shores of Lake Mendota, pumps approximately 500 million gallons of water a year to the University and surrounding near west side neighborhoods, including the Village of Shorewood Hills. It is the major water supply to the UW Hospital complex and most of the UW campus. The well facility was built in 1974 and includes a 3-million gallon buried reservoir.

Well 19 from above. Beneath the open green space at the top of the photo is a 3-million-gallon reservoir. *Photo credit: Jay Chandler, MWU.*

Once installed, the treatment system at Well 19 will remove three naturally-occurring contaminants: iron, manganese

and radium. All three of these contaminants nearly surpass their federally regulated maximum contaminant levels. Iron and manganese are considered by the Environmental Protection Agency (EPA) to be “secondary” contaminants and are regulated for aesthetic considerations, such as taste and color, while radium is a “primary” contaminant and is regulated to protect human health.

Planning for the Well 19 project began in April 2017 when the Water Utility Board gave recommendation and approval for MWU staff to hire an engineering consulting firm to assist with pilot testing and conceptual design for a treatment system. MWU began pilot testing in 2018; fast forward some years, multiple design phases later (informed by public input), and the project is underway!

The main components of the construction project include changes to building footprint and interior to accommodate large treatment equipment as well as changes to the orientation of the entrance and driveway.

The treatment at Well 19 highlights Madison’s commitment to providing safe, high-quality water to our community. The expectation is for the well to be operational by next Fall (2025).



# City of Madison

City of Madison  
Madison, WI 53703  
www.cityofmadison.com

## Master

**File Number: 84022**

**File ID:** 84022

**File Type:** Miscellaneous

**Status:** In Committee

**Version:** 1

**Reference:**

**Controlling Body:** WATER UTILITY BOARD

**File Created Date :** 06/20/2024

**File Name:** Board Meeting Evaluation and Discussion

**Final Action:**

**Title:** Meeting Evaluation and Discussion

### Notes:

### Sponsors:

### Effective Date:

**Attachments:** Board\_Evaluation - Copy.pdf

### Enactment Number:

### Author:

### Hearing Date:

**Entered by:** jberndt@madisonwater.org

### Published Date:

## History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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### Text of Legislative File 84022

.Title  
Meeting Evaluation and Discussion

# Water Utility Board Self-Evaluation Form

(Relates to Board Policy BP-2A and GUIDE 5)

**All members actively participate in discussions, and all members have opportunities to voice opinions/positions on agenda topics.**

Not Met 1 2 3 4 5 Fully Met

**Members come prepared to engage in discussion by reviewing materials provided prior to the meeting.**

Not Met 1 2 3 4 5 Fully Met

**Members engage in active listening and avoid interrupting other speakers.**

Not Met 1 2 3 4 5 Fully Met

**Members offer honest opinions and respect the viewpoints expressed by other members.**

Not Met 1 2 3 4 5 Fully Met

**Members honor WUB procedures and policies as outlined in the WUB Policy book.**

Not Met 1 2 3 4 5 Fully Met

**Members represent the collective interest of current and future Madison residents.**

Not Met 1 2 3 4 5 Fully Met

**Members make decisions based on equity principles considering the decision's impact on all residents. The decision-making process considers: Who benefits? Who is burdened? Who does not have a voice at the table? How can policymakers mitigate unintended consequences?**

Not Met 1 2 3 4 5 Fully Met

*Developed by Pat Delmore, January 2019. Updated July 2020.*