

Wauwatosa, WI Financial Affairs Committee Meeting Agenda - Final

Tuesday, April 15, 2025 7:00 PM Committee Room #1 and Zoom: https://servetosa.zoom.us/j/81144274572, Meeting ID: 811 4427 4572

Regular Meeting

HYBRID MEETING INFORMATION

Members of the public may observe and participate in the meeting in-person or via Zoom at the link above. To access the Zoom meeting via phone, call 1-312-626-6799 and enter the Meeting ID.

CALL TO ORDER

ROLL CALL

FINANCIAL AFFAIRS COMMITTEE ITEMS

1.	Consideration of request by Fire Chief, Communications Manager, and Director of Information Services for approval of a three-year contract with Rave Mobile Safety for a mass notification system, in the amount of \$13,770 per year, for a total amount of \$41,310	<u>25-0595</u>
2.	Consideration of request by Public Works Director for approval of a contract with Midwest Sealcoat, LLC for the installation of six pickleball courts at Hart Park	<u>25-0562</u>
3.	Consideration of request by Senior Civil Engineer for approval of an amendment to the professional services agreement with MSA, in the amount of \$400,000, for continued stormwater modeling and preliminary engineering analysis of the Schoonmaker Creek Watershed, CIP Project 3005.	<u>25-0561</u>
4.	Consideration of request by Assistant City Engineer for the approval of an amendment to the professional services agreement with raSmith related to the Watertown Plank Road and N 115th St Utilities & Paving project (CIP Project 1025)	<u>25-0563</u>

5. Consideration of request by Finance Director for approval of a contract with Prism Technical for the creation and monitoring of a Procurement Equity Participation Plan (Participation Plan) for the Mandel Group's Harlow and Hem multi-unit residential proposal, in an amount not to exceed \$86,937.00

25-0523

ADJOURNMENT

NOTICE TO PERSONS WITH A DISABILITY

Persons with a disability who need assistance to participate in this meeting should call the City Clerk's office at (414) 479-8917 or send an email to tclerk@wauwatosa.net, with as much advance notice as possible.



Wauwatosa, WI

7725 W. North Avenue Wauwatosa, WI 53213

Staff Report

File #: 25-0595 Agenda Date: 4/15/2025 Agenda #: 1.

Consideration of request by Fire Chief, Communications Manager, and Director of Information Services for approval of a three-year contract with Rave Mobile Safety for a mass notification system, in the amount of \$13,770 per year, for a total amount of \$41,310

Submitted by:

James Case, Fire Chief Eva Ennamorato, Communications Manager Jalal Ali, Director of Information Services

Department:

Fire Department Communications Division Information Services Department

A. Issue

Requesting approval to renew our contract with Rave Mobile Safety for another three years to continue providing mass notification capabilities to the City of Wauwatosa. This system remains an essential tool for both emergency and operational communications across multiple departments.

B. Background/Options

Since transitioning from CodeRED to Rave Mobile Safety in 2022, the system has proven to be highly reliable and effective. In 2024 alone, the system was used 73 times. Use was primarily for operational purposes, but also for a few emergency alerts including snow emergencies and law enforcement notifications.

Rave consistently delivers a near-100% delivery rate across text, phone, and email channels. This high performance allows us to reach internal teams and the public quickly and reliably. The platform's integration with social media continues to expand our communication reach.

C. Strategic Plan (Area of Focus)

This system supports several elements of the City's strategic plan, including safe and healthy communities, well-maintained infrastructure, and effective public communication.

D. Fiscal Impact

A new three-year agreement at a fixed annual cost of \$13,770 per year. Year one is already covered by

File #: 25-0595 Agenda Date: 4/15/2025 Agenda #: 1.

Information Services' 2025 budget. If approved, this item will continue to be included in the Information Services budgets for 2026 and 2027.

This updated rate reflects an increase of \$270 annually over the previous contract but offers long-term value by balancing cost predictability with continued high service levels.

Year One 2025: \$13,700 Year Two 2026: \$13,700 Year Three 2027: \$13,700

Choosing a three-year term allows us to lock in a lower cost and protect against inflation, while still providing flexibility to assess and ensure service levels remain high.

Given the system's strong performance, including 73 uses in 2024 and a near-100% delivery success rate, Rave continues to meet the City's needs. Additionally, the cost of researching alternatives, combined with the potential expenses of migrating to a new platform and staff retraining, would outweigh any minor savings from switching vendors. The original vendor evaluation was conducted thoroughly less than three years ago, and Rave continues to meet both operational and financial expectations. Therefore, we do not believe it is necessary to seek alternative providers at this time.

E. Recommendation

Staff recommends approving the three-year renewal contract with Rave Mobile Safety at the outlined terms.



492 Old Connecticut Path
Framingham, MA 01701
rave.renewals@motorolasolutions.com

RENEWAL QUOTE

Date: March 13, 2025
Quote #Q-51987
City of Wauwatosa, WI
7725 West North Avenue
Wauwatosa, Wisconsin
53213 United States

RAVE MOBILE SAFETY RENEWAL

Your Rave service contract is set to expire soon and requires your immediate attention.

Please Return a signed copy of this renewal quote today, and no later than **July 1, 2025** to continue to enjoy your Rave subscription and avoid any lapse in service.

INSTRUCTIONS FOR COMPLETING RENEWAL:

- 1. Select Renewal Option A, B or C on the enclosed Renewal Quote by checking the respective checkbox.
- 2. Complete the required billing Information section & sign in the designated signature block.
- 3. Return via email to: rave.renewals@motorolasolutions.com or fax: (917) 591-9105



With a 5-year renewal, your costs will not increase during

the contract period. That's over a 20% savings!

Rave Mobile Safety Renewal Page **1** of **6**



492 Old Connecticut Path Framingham, MA 01701 rave.renewals@motorolasolutions.com

RENEWAL QUOTE

Date: March 13, 2025
Quote # Q-51987
City of Wauwatosa, WI
7725 West North Avenue
Wauwatosa, Wisconsin
53213 United States

OPTION A: 1-Year Renewal: July 1, 2025 through June 30, 2026	
Operational Messaging - 10DLC Brand/Campaign/Telephone Number	\$0.00
CAP inbound/outbound API for Rave Alert	\$0.00
LDAP/CAS/SSO/Shibboleth Annual Authentication Integration	\$0.00
Geopolling	\$0.00
Conference Blasts	\$0.00
Premium SMS Messaging	\$0.00
Voice	\$0.00
Rave Alert Social Media Integration	\$0.00
Automated Smartloader	\$0.00
Rave Alert External Population	\$0.00
Smart911 Notification App	\$0.00
RSS Twitter Facebook and Outbound CAP Integration	\$0.00
Loaded and Optional Provisioning of Landline Data	\$0.00
Smart911 Community Registration Portal	\$0.00
Rave EyeWitness	\$0.00
Rave Alert	\$14,445.00
Annual Cost:	\$14,445.00

OPTION B: 3-Year Renewal: July 1, 2025 through June 30, 2028	
Operational Messaging - 10DLC Brand/Campaign/Telephone Number	\$0.00
CAP inbound/outbound API for Rave Alert	\$0.00
LDAP/CAS/SSO/Shibboleth Annual Authentication Integration	\$0.00

Rave Mobile Safety Renewal Page **2** of **6**

Geopolling	\$0.00
Conference Blasts	\$0.00
Premium SMS Messaging	\$0.00
Voice	\$0.00
Rave Alert Social Media Integration	\$0.00
Automated Smartloader	\$0.00
Rave Alert External Population	\$0.00
Smart911 Notification App	\$0.00
RSS Twitter Facebook and Outbound CAP Integration	\$0.00
Loaded and Optional Provisioning of Landline Data	\$0.00
Smart911 Community Registration Portal	\$0.00
Rave EyeWitness	\$0.00
Rave Alert	\$13,770.00
Annual Cost:	\$13,770.00
Total Contract Value:	\$41,310.00
(To be paid in the amount of \$13,770.00 per year)	

OPTION C: 5-Year Renewal: July 1, 2025 through June 30, 2030		
Operational Messaging - 10DLC Brand/Campaign/Telephone Number	\$0.00	
CAP inbound/outbound API for Rave Alert	\$0.00	
LDAP/CAS/SSO/Shibboleth Annual Authentication Integration	\$0.00	
Geopolling	\$0.00	
Conference Blasts	\$0.00	
Premium SMS Messaging	\$0.00	
Voice	\$0.00	
Rave Alert Social Media Integration	\$0.00	
Automated Smartloader	\$0.00	
Rave Alert External Population	\$0.00	
Smart911 Notification App	\$0.00	

Rave Mobile Safety Renewal Page **3** of **6**

(To be paid in the amount of \$13,500.00 per year)	
Total Contract Value:	\$67,500.00
Annual Cost:	\$13,500.00
Rave Alert	\$13,500.00
Rave EyeWitness	\$0.00
Smart911 Community Registration Portal	\$0.00
Loaded and Optional Provisioning of Landline Data	\$0.00
RSS Twitter Facebook and Outbound CAP Integration	\$0.00

Renewal Quote does not include Sales Tax, if applicable.

Rave Mobile Safety Renewal Page **4** of **6**

* BILLING INFORMATION (Required): * Billing Contact: * Billing Phone: * Billing Email: * PO Required? If YES, enter PO #:

Please Note: If a PO is required for payment purposes, please provide a PO # within 7 days of submitting your signed quote or upon receipt of Auto-Renewal Invoice

BILLING INFORMATION:

- 1. Prices shown above do not include any state and local taxes that may apply. Any such taxes are the responsibility of the Customer and will appear on the final Invoice.
- 2. If exempt from sales tax, please submit a copy of your tax exemption form to taxexempt@ravemobilesafety.com
 - Please ensure that your proof of exemption is a State Tax Exemption for your billing state. We cannot accept proof of IRS Federal Tax Exemption or W-9 forms in lieu of proof of state tax exemption.

Please Note: Invoices for this order will be from rave-ar@ravemobilesafety.com. Please make sure this email is on an approved setting or safe senders list so notifications do not go to a junk folder or caught in a spam filter.

New! Optional Training Sessions

Are you interested in including a one-time online training engagement to your renewal? It is a great way to keep your staff current on our products' new and enhanced features.

To purchase a Standard 4-hour online training session, please check this box (price is \$1200 for US renewals)

<u>Please note:</u> Training must be used within the 12-month period of your annual subscription period. For an additional cost, customized training is available upon request. Please contact your Account Executive for further details.

Rave Mobile Safety Renewal Page **5** of **6**

QUOTE ACCEPTANCE:

This Renewal Quote is governed by the current agreement ("Agreement") between Customer and Rave.

Rave Alert Additional Terms and Conditions

No additional fees shall be payable to Motorola for Rave Alert messages manually sent for immediate delivery by a Management Console user via the Emergency SMS Profile. The Rave Alert annual subscription fee also includes unlimited messaging via Email, Social Media, App Push, RSS, or Outbound CAP delivery modes. The delivery of Voice, SMS via 10DLC, or SMS via Web Service messages initiated via the Rave API Toolkit, the Inbound CAP API, or scheduled for future delivery from within the Management Console, may be subject to additional fees. Unless specifically addressed in this or another Ordering Document, additional per message fees (\$0.03 per SMPP or Web Service SMS message, \$0.08 per Voice Message) are billed quarterly in arrears for message quantities greater than 10,000 messages per month or 1 message per registered user per month, whichever is greater. Rave Voice messaging fees apply to voice calls made within and to the contiguous continental United States. International and long-distance rates apply for other calls. Motorola reserves the right to audit Customer's usage for compliance with message quantities purchased and used.

QUOTE ACCEPTED BY

City of Wauwatosa, WI		
Authorized Signature:	Da	te:
Name (Printed or Typed):	Tit	le:

Rave Mobile Safety Renewal Page **6** of **6**



Wauwatosa, WI

7725 W. North Avenue Wauwatosa, WI 53213

Staff Report

File #: 25-0562 Agenda Date: 4/15/2025 Agenda #: 2.

Consideration of request by Public Works Director for approval of a contract with Midwest Sealcoat, LLC for the installation of six pickleball courts at Hart Park

Submitted by:

David Simpson, P.E.

Department

Public Works

A. Issue

Included in the 2025 Capital Improvement Budget is the conversion of two existing tennis courts to six dedicated pickleball courts at Hart Park. A Request for Proposals (RFP) was issued for this work and award of a contract is being recommended at this time.

B. Background/Options

A Request for Proposals was issued on January 31, 2025 with responses due March 3rd for a contract to resurface two tennis courts and install six pickleball courts at Hart Park near the softball field. Six proposals were received and City staff evaluated the proposals received based on proposed cost, experience, timeline, and reference projects. Proposals ranged in cost from \$30,200 to \$79,997. The lowest cost proposal was non-responsive and included very little information about what type of experience they have or materials they plan to use on the project. The 2nd lowest cost proposal was Midwest Sealcoat for a total cost of \$51,000. Midwest sealcoat provided excellent references and completed the previous tennis court resurfacing project at Hart Park that was a high quality installation and has received great feedback from court users. Based on Midwest Sealcoat's experience and successful past project with the City I am recommending we award this project to Midwest Sealcoat at this time.

If awarded the project will be completed this summer with the hope that Midwest Sealcoat will be able to fit us into their schedule as soon as possible. Once completed the courts can be used by the public free of charge when the park is open and not in use or reserved for use for a fee if guaranteed availability is desired.

C. Strategic Plan (Area of Focus)

Priority Area Three: Infrastructure

D. Fiscal Impact

The City's Capital budget document included a budget of \$50,000 for this project in 2025. During budget discussions it was intended that the City would fund the entire \$50,000, however, a donation contribution was still reflected from the previous year in the budget document so this error will be corrected through contract

File #: 25-0562 Agenda Date: 4/15/2025 Agenda #: 2.

award and use of additional capital funds. The City also received approximately \$3,000 in donations for this project which will reduce the City's costs to \$48,000 for the project if no unexpected issues arise.

E. Recommendation

Authorize entering into a contract with Midwest Sealcoat LLC in the amount of \$51,000 for the installation of six pickleball courts at Hart Park.



Wauwatosa, WI

7725 W. North Avenue Wauwatosa, WI 53213

Staff Report

File #: 25-0561 Agenda Date: 4/15/2025 Agenda #: 3.

Consideration of request by Senior Civil Engineer for approval of an amendment to the professional services agreement with MSA, in the amount of \$400,000, for continued stormwater modeling and preliminary engineering analysis of the Schoonmaker Creek Watershed, CIP Project 3005.

Submitted by:

Maggie Anderson, Senior Civil Engineer

Department

Public Works, Engineering Division

A. Issue

Consideration of request for approval of an amendment to the professional services agreement with MSA, in the amount of \$400,000, for continued stormwater modeling and preliminary engineering analysis of the Schoonmaker Creek Watershed, CIP Project 3005.

B. Background/Options

In 2023, the City entered in to a professional services agreement with MSA to complete a detailed analysis of two alternatives to address flooding in the Schoonmaker Creek Watershed. MSA and City Staff presented the selected alternative of a conventional storm sewer from Lloyd Street to the Menomonee River at the October 15, 2024, Community Affairs Meeting. The Common Council subsequently passed a resolution on October 22, 2024, affirming the conventional storm sewer as the least costly option.

Since October of 2024, MSA and City Staff worked with the Milwaukee Metropolitan Sewerage District (District) to develop a scope of services for the next phase of work related to the District's jurisdictional reach of the Schoonmaker Creek. This phase will include additional modeling and engineering to produce a comprehensive stormwater model of the Schoonmaker Creek. Efforts will also include developing a 30% design model for watershed areas north of Lloyd Street, which are not within the District's jurisdictional limits, but are required for the full system analysis and conclusion of the 30% design. Completion of the work will identify specific construction projects, develop preliminary construction cost estimates, as well as construction phasing and sequencing, to be used by the City in preparing the 2027-2031 Capital Improvement Plan (CIP).

City staff is recommending an amendment to MSA's current contract for a number of reasons. MSA successfully delivered the initial phase of the study and was instrumental in supporting coordination efforts between the City and District staff. MSA is also working with the District on regional stormwater modeling and flood risk-reduction efforts that will be coordinated with the Schoonmaker Watershed recommendations. In addition, this next phase is a continuation of MSA's modeling effort to further develop the selected alternative and lay the groundwork for the next design contract and final design. In conjunction with City and District staff, MSA has the staff availability to continue and finalize this effort in the next 9 to 12 months.

MMSD has committed to cost sharing for professional services fees related to this next phase of the work as it is

File #: 25-0561 Agenda Date: 4/15/2025 Agenda #: 3.

related to the jurisdictional reach of the creek. District and City staff are concurrently working on an Intergovernmental Cooperative Agreement (ICA) to finalize roles, responsibilities, and cost sharing for this effort. The ICA will be brought to the MMSD Commission and the City Council for approval this summer/early fall.

C. Strategic Plan (Area of Focus)

Priority 3: Infrastructure, Goal 4. Identify improvement options for the Schoonmaker Creek Watershed.

D. Fiscal Impact

MSA's initial contract for phase one was \$450,000. The additional fees in this amendment for continued stormwater modeling and preliminary engineering are \$400,000, increasing the total contract amount to \$850,000. There are sufficient funds within Project 3005 for this effort and revised contract amount. Final cost share numbers with the District will be included in the forthcoming ICA in the Summer/Fall of 2025.

E. Recommendation

Authorize staff to amend the professional services agreement with MSA for continued stormwater modeling and preliminary engineering analysis of the Schoonmaker Creek Watershed, CIP Project 3005, for a revised total contract amount of \$850,000.00.



March 31, 2025

Re: Schoonmaker Creek Watershed Modeling and Design

Task List

1. Project Management

MSA's designated project manager will have overall responsibility for coordination, management, and reporting of the modeling and design team activities to the City. The project manager will be responsible for controlling the project schedule, satisfaction of contract scope items, and budget. MSA will provide monthly documentation that satisfies both the City of Wauwatosa and MMSD in regard to progress billing, change orders and separation of scope between the City and MMSD. The project manager will be the primary point of contact for invoicing/billing/contractual issues. The project manager, along with MSA's designated QA/QC coordinator will be responsible for assuring the quality of MSA's deliverables.

2. Project Review Meetings & Coordination

- a. MSA will participate in monthly project coordination meetings (one per month) with the City of Wauwatosa. Meetings will be a hybrid with both in-person and virtual attendance by MSA staff. It is anticipated that two (2) MSA staff will attend each meeting. Meetings are anticipated to last two (2) hours.
- b. MSA will participate in monthly project coordination meetings (one per month) between the City of Wauwatosa and MMSD. Meetings will be a hybrid with both inperson and virtual attendance by MSA staff. It is anticipated that two (2) MSA staff will attend each meeting. Meetings are anticipated to last two (2) hours.

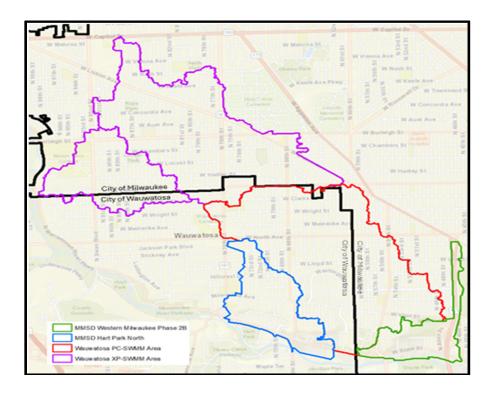
3. Hydrologic and Hydraulic Modeling Activities

- a. **PC-SWMM/XP-SWMM:** MSA will convert the current PC-SWMM model of the Schoonmaker Creek Watershed to XP-SWMM. Note, it is anticipated that the current XP-SWMM model of area generally north of Center Street will remain as a rain-on-grid model. XP-SWMM was determined to be the appropriate model platform so as to comply with FEMA requirements.
- b. Comprehensive Schoonmaker Creek Watershed Model: The City's current model area will be expanded to include adjacent areas that may drain toward the Schoonmaker Creek outfall or which may be affected by accumulation of flows at/near the Schoonmaker Creek outfall. Model development will be informed by model data provided by MMSD; however, it is anticipated that the level of detail will be increased to be comparable to the level of detail included in MSA's previous work for the Schoonmaker Creek Watershed.

The purpose of the model expansion is not to revisit or redesign improvements previously approved by MMSD but instead to assess conditions that may occur if design conditions selected by the City exceed the capacity of previously approved improvements and to design additional improvements at/near the Schoonmaker Creek outfall.

The comprehensive model will incorporate:

- i. Western Milwaukee Phase 2B areas (additional areas beyond that of the Schoonmaker Creek watershed already modeled). This area has been recently modeled by MMSD using PC-SWMM. This model will be used as a reference to expand the Wauwatosa XP-SWMM model for Schoonmaker Creek.
- **ii.** Hart Park North System. This area has been recently modeled by MMSD using PC-SWMM. This model will be used as a reference to expand the Wauwatosa XP-SWMM model for Schoonmaker Creek.
- **iii.** Confirmation of 'closure' conditions on the land-side of the levee for the agreed-upon 100-yr design storm duration.
- iv. Additional detail will be added to the model in the vicinity of Hawthorne Glen Outdoor Education Center. Specifically, the following refinements will be made:
 - Additional subwatershed delineations will be completed along W. McKinley Avenue at N. 60th Street, N 59th Street, and N. 58th Street.
 - 2. Additional detail will be added to the hydraulic model to more accurately portray existing storm sewer capacity at W. McKinley Avenue and N. 60^{th} Street
 - 3. Additional subwatershed delineations will be completed along the east side of the N. 60th Street ROW to differentiate stormwater runoff generated within the City of Wauwatosa from runoff generated in the City of Milwaukee (it is noted that the common city limits line is at the centerline of N. 60th Street).



c. **Alternate Statistical Storm Evaluation:** The City of Wauwatosa has identified that the statistical rain storm to be used for purposes of the design of new drainage infrastructure will be the 100-yr 24-hr rainfall event with an MSE3 intensity distribution.

Analysis of up to three larger storms (anticipated to be the 200-yr, 500-yr, and 1000-yr storm, with durations and intensity distributions matching the selected design storm) will be solved for proposed conditions.

For purposes of understanding differences in event severity and for providing a comparison to prior studies, MSA will also solve the models for the 1-hr, 3-hr, 6-hr, 12-hr, 24-hr and 48-hr duration events utilizing a SEWRPC intensity distribution. These storms will be simulated for existing conditions, MMSD-design conditions for land-side levee drainage, and proposed conditions within the Schoonmaker Creek watershed. Note that for each scenario, these storms will be modeled only once.

For reference: SEWRPC's prior study was completed using a 100-yr 3-hour design storm and the SEWRPC rainfall intensity distribution. MMSD's May 2023 'closure analysis report' appears to have been based on the 100-yr 1-hour design event and the SEWRPC rainfall intensity distribution. The City's October 2024 Schoonmaker Creek Watershed Preliminary Engineering Analysis was based on the 100-yr 24-hr event and the MSE3 rainfall intensity distribution.

d. Menomonee River Analysis:

i. Tailwater Analysis. MSA will conduct modeling analysis to evaluate what effects a tailwater condition on the Menomonee River has on the function of storm sewers draining the land-side of the river levee. Note, it is assumed that MSA can be provided, by others, 10-yr and 100-yr tailwater elevations in the Menomonee River for each outfall within MSA's modeled area to be evaluated.

Modeling will be completed as follows:

- 100-yr watershed simulations will apply a 10-yr tailwater condition for the Menomonee River
- 10-yr watershed simulations will apply a 100-yr tailwater condition for the Menomonee River
- Analysis of up to three larger storms (anticipated to be the 200-yr, 500-yr, and 1000-yr storm, with durations and intensity distributions matching the selected design storm) will be solved for proposed conditions with a tailwater condition as agreed upon by the City of Wauwatosa and MMSD.
- ii. Cumulative Flow Analysis. Not included. It is assumed that documentation of development of the HSPF model of the Menomonee River model will be sufficient to confirm that modifications to the Schoonmaker Creek watershed drainage system will have no quantifiable impact on Menomonee River Flows under flood conditions.

- e. **30% Design Modeling North of Lloyd Street:** MSA will continue to refine the Schoonmaker Creek Watershed Preliminary Engineering Analysis model to determine necessary system improvements to achieve the City's flood risk reduction goals.
 - i. It is assumed that modeling will be of the anticipated entire trunk storm sewer system north of Lloyd Street. This will include the pipe system identified as the '4x system' north of Lloyd Street and branches running east and west as presented in the Schoonmaker Creek Watershed Preliminary Engineering Analysis.
 - The portion of the existing trunk system running between Clarke St and Lloyd Street that is generally located in back yards will be unmodified. The portion within public rights of way will be increased in capacity (replaced) as necessary to achieve flood risk reduction goals.
 - **2.** Modeling to support 20% design plans will extend west of the trunk line to the first roadway intersection east of the Schoonmaker Creek watershed boundary.
 - 3. Modeling to support 20% design plans will extend approximately one block east of the trunk line to support the establishment of connection points for future branches. It is anticipated that additional conceptual level modeling will be conducted east of the trunk line to determine the routes and capacities of future storm sewer branches as necessary to achieve flood risk reduction goals for the watershed north of Lloyd Street.
 - **ii.** The proposed trunk system will be extended to reach the low spot at the intersection of 74th Street and Center Street.
 - **iii.** The design of the trunk storm sewer system will be based on an intention to satisfy the following conditions:
 - 1. Center Street, North Avenue, and Lloyd Street will remain passable under 100-yr design conditions.
 - **2.** All other streets will contain accumulated 100-yr design flows to within the public rights-of-way.
 - iv. Modeling will be completed for existing and proposed conditions (2 scenarios).
- f. Impacts to Infrastructure within MMSD's jurisdictional reach of the Schoonmaker Creek: Efforts associated with modeling of proposed conditions for areas south of Lloyd are limited to the evaluation of the selected design storm alternative.
 - i. Optimization of the 'Option B' proposed relief storm sewer presented in the Schoonmaker Creek Watershed Preliminary Engineering Analysis is anticipated to be conducted as follows:
 - A proposed new and/or revised storm sewer branch will be evaluated for installation between Martha Washington Drive and Upper Parkway (north of Washington Blvd) to provide additional flood risk reduction to the one (1) home currently still predicted to flood from as shown in the Schoonmaker Creek Watershed Preliminary Engineering Analysis modeling.
 - 2. The proposed relief storm sewer between Lloyd Street and Milwaukee Avenue will be adjusted in size as necessary and as able to convey flows

- necessary to achieve flood risk reduction goals north of Lloyd St., with modeled improvements north of Lloyd St., while not increasing flows within the open channel portion of Schoonmaker Creek.
- 3. The proposed relief storm sewer between Milwaukee Avenue and the Menomonee River will be adjusted in size as necessary and as able to provide additional flood risk reduction to the one (1) commercial property at the southwest quadrant of 62nd Street and 62nd Street as well as to of Hawthorne Glen Outdoor Education Center as described in the subsequent paragraph. Improvements may include enlargement of the currently proposed relief storm sewer or construction of new and/or revised storm sewer branches serving the local area.

The above-described activities will include alternatives analyses including the following:

- Adjustment in the size of the trunk bypass storm sewer to achieve project goals.
- Expansion/extension of existing storm sewer branches to provide improved drainage/flood risk reduction to areas further from the alignment of the trunk bypass storm sewer.
- Adjustment of street cross-section and/or elevation to provide greater conveyance capacity at lower elevations within the ROW.
- Construction of minor earthworks to prevent overflow from leaving the ROW under extreme event conditions (this last item anticipated for the south side of Martin Drive at the terminus of Martha Washington Drive).
- ii. Analysis will be completed to determine proposed conditions improvements sufficient to prevent stormwater runoff originating within the City of Wauwatosa from exiting the 60th Street ROW and entering the land affiliated with Hawthorne Glen Outdoor Education Center.
- iii. Additional detail will be added to the model where the Schoonmaker Creek outfall crosses State Street. An inverted siphon will be explored as an alternative to connect drainage infrastructure west of the outfall to infrastructure east of the outfall to improve land-side drainage conditions to provide additional flood risk reduction to the two businesses still predicted to be at 100-yr flood risk even after MMSD-designed drainage improvements.
 - Additional alternatives including the investigation of further modification of the storm sewer system west of the Schoonmaker Creek Outfall extending to the locations of the two remaining flooded buildings as indicated in the MMSD levee closure analysis will be included. Additionally, as determined feasible, adjustments to the cross-section and/or vertical profile of State Street will be evaluated in the vicinity of the proposed siphon to determine if there are additional flood risk reduction benefits to be gained.

It is noted that improvements designed/approved by MMSD for levee land-side drainage appears to have been based on the 100-yr 1-hour design event and the SEWRPC rainfall intensity distribution. It is expected that flood conditions predicted using the 100-yr 24-hr rainfall event and MSE3 rainfall distribution will be substantially different. The effectiveness of current planned/approved improvements in this area to meet flood risk reduction goals is unknown. Alternatives involving improved infrastructure capacity may not be able to achieve all goals.

iv. As part of the analysis of whether the additional/improved infrastructure alternatives listed above meet all the District's flood risk reduction goals, cost estimates to acquire properties with structures that remain at flood risk for each alternative scenario will be developed and factored into the final recommended plan.

4. Limited Engineering Design to Support Modeling Efforts

MSA will prepare schematic or approximately 15-20% design level plans for purposes of identifying conflicts. Plans will include schematic horizontal layout and where conflicts may be identified, plans will include plan and profile information of the existing and proposed utilities. Conflicts will be identified but relocation of existing utilities will not be included in this scope. Dry utilities, street lights, trees or curb and gutter or street profiles are not anticipated to be evaluated unless requested by the City. 20% engineering designs will be completed in the following two areas:

a. Trunk Line North of Lloyd Street: MSA completed a desktop analysis of the area north of Lloyd Street as part of the Schoonmaker Creek Watershed Preliminary Engineering Analysis. This area generally included the area from 60th Street to the east, Lloyd Street to the south, Wauwatosa Avenue to the west and Center Street to the north. The desktop analysis identified existing utilities including water, sanitary and storm sewer from City of Wauwatosa GIS records as well as identifying street improvements including reconstruction of pavement, curb and gutter, street lighting using a combination of GIS data and WISLR data. This analysis was very preliminary, and upsizing of utilities was based on a combination of previous studies from other consultants, preliminary planning documents from the City of Wauwatosa and preliminary stormwater modeling from MSA. The storm trunk line alignment identified below extending from Lloyd Street to Center Street will be evaluated. Connecting streets east and west will not be evaluated at this time.



b. **State Street and Levee Land-Side Drainage**: Evaluation of modifications to storm sewer systems along State Street to improve levee land-side drainage (notably the construction of an inverted siphon below the Schoonmaker Creek outfall storm sewer).

30% Preliminary engineering plans were developed as part of the Schoonmaker Creek Watershed Preliminary Engineering Analysis report in 2024. Refinements to those plans to incorporate modeling updates from this scope of work will be completed as part of this task in the following areas:

- c. Optimization of the 'Option B' Relief Storm Sewer-Lloyd Street to Milwaukee Avenue: MSA will refine the size of the proposed relief storm sewer between Lloyd Street and Milwaukee Avenue to provide the desired capacity necessary to achieve flood goals north of Lloyd Street while not increasing flows within the open channel portion of the Schoonmaker Creek.
- d. Optimization of the 'Option B' Relief Storm Sewer-Milwaukee Avenue to Menomonee River: MSA will refine the size as necessary and as able of the proposed relief storm sewer between Milwaukee Avenue and the river. This task will also evaluate engineering design opportunities and challenges with roadway elevations to prevent overflow from leaving City rights-of-way onto private property and the Hawthorne Glen Outdoor Education Center.

5. Technical Report

MSA will prepare a final report with sections on model development and findings, including existing conditions assessment and recommendations for proposed capacity improvements to achieve system capacity goals. The report will summarize the results and assumptions of the limited engineering design efforts for areas both north and south of Lloyd Street. Cost estimates will also be included in the final report.

The final section of the report will include a technical memorandum informing MMSD's Watercourse Management Plan. The report will document anticipated flood risk reduction improvements necessary to achieve the goals of the project as described in this scope of work along the Schoonmaker Creek within MMSD's jurisdictional reach (including open channel and enclosed channel reaches).

DELIVERABLES

- Electronic copies of existing and proposed XP-SWMM models
- Electronic copies of GIS data developed to support XP/PC-SWMM models
- Technical memorandum describing model development, existing conditions findings, and recommended flood improvement alternatives selection in pdf format.
- Electronic set of limited engineering design plans in pdf format

PROJECT SCHEDULE

MSA anticipates the following estimated project schedule:

Date	Milestone
	City approves Professional Services Agreement Amendment
April 2025	with MSA
May 2025	Phase 2 Kickoff Meeting
	Monthly Progress Meetings, Coordination with MMSD,
May 2025 – February 2026	Hydraulic Analysis and Limited Engineering Design
TBD	Technical Report

OWNER'S RESPONSIBILITIES

- Owner will provide GIS, LiDAR and survey data of project corridor. Field surveying may be required at specific intersections.
- Owner is responsible for accuracy and completeness of the information provided to MSA.
- Owner will provide MSA with full information as to Owner's requirements for the project.
- Owner will provide timely responses to questions and review of engineering submittals.
- Owner will provide available lowest adjacent grade survey information (MMSD database)
- Owner will provide design and/or survey data describing the storm sewer system serving McKinley Avenue at 60th Street to a point downstream such that concerns for accurately accounting for local system hydraulics are addressed.

WORK PLAN - Schoonmaker Creek Watershed Modeling and Design		
MSA Professional Services	Cost	
Task 1 - Project Management	\$17,000	
Task 2 - Project Review Meetings	\$71,000	
Task 3- Hydrologic and Hydraulic Modeling	\$207,500	
Task 4 - Limited Engineering Design to Support Modeling Efforts	\$78,500	
Task 5- Technical Report	\$26,000	
ТОТА	L: \$400,000	



Wauwatosa, WI

7725 W. North Avenue Wauwatosa, WI 53213

Staff Report

File #: 25-0563 Agenda Date: 4/15/2025 Agenda #: 4.

Consideration of request by Assistant City Engineer for the approval of an amendment to the professional services agreement with raSmith related to the Watertown Plank Road and N 115th St Utilities & Paving project (CIP Project 1025)

Submitted by:

Mike Steiner, Assistant City Engineer

Department

Public Works, Engineering Division

A. Issue

Approval to execute an amendment to the professional services agreement with raSmith related to the design of Watertown Plank Road and N 115th St Utilities & Paving project (CIP Project 1025).

B. Background/Options

In March 2024, a professional services agreement was executed with raSmith for design services related to the Watertown Plank Road and N 115th St Utilities & Paving project (Common Council Resolution R-24-052). Significant design scope additions resulted from two specific areas of the project.

First, the request for proposals (RFP) included a limited storm sewer design scope due to the many unknowns associated with the existing storm sewer system and the potential required improvements. The priority was completing stormwater modeling for the entire drainage basin to identify recommended improvements for Watertown Plank Road and the required final design effort.

Second, the multi-use path on N 116th St, not part of the original design scope, was added during design to create a connection between the proposed bicycle and pedestrian facilities on Watertown Plank Road with the new Firefly Grove Park upon construction completion. Finally, additional miscellaneous services beyond the initial anticipated scope were requested during the design process.

Expanded Stormwater Modeling and Final Design (with outfall alternatives) and subsequent ancillary tasks due to the proposed storm sewer layout:

- Additional Stormwater Modeling and Final Design \$101,000
- Additional Sanitary Sewer Relay Design \$6,700
- Additional Water Main Relay Design \$4,545
- Permitting and Easement Coordination for the Proposed Outfall on Milwaukee County Property \$9,000
- Traffic Signal at N 113th St \$10,000

Adding the 2,600-foot long multi-use path along the east side of N 116th St:

• Design of N 116th St Multi-Use Path (Watertown Plank Rd to Walnut Rd) - \$26,500

File #: 25-0563 Agenda Date: 4/15/2025 Agenda #: 4.

Additional Road Reconstruction Design - \$7,500

Various Miscellaneous Design Items (tree planting plan, evaluation of pump station electrical setup and backup power for signals, concrete barrier/guardrail at STH 100/Mayfair) - \$9,000

Design Credits for Items in original scope not completed - temporary traffic signals, quiet zone updates, Oak Leaf Trail detour - (\$23,000)

The total cost for the additional design scope items is \$174,245. Applying design credits of \$23,000, the net requested amendment is \$151,245.

C. Strategic Plan (Area of Focus)

Priority 2: Public Safety, Goal 2 - Proactively address pedestrian, bicycle and vehicular safety.

Priority 3: Infrastructure, Goal 1 - Optimize infrastructure to handle 100-year weather events.

Priority 3: Infrastructure, Goal 2 - Ensure the City's infrastructure supports public health through multi-modal transportation and recreation opportunities.

D. Fiscal Impact

The original agreement amount was \$350,000. The additional scope items total \$151,245 for a total revised contract of \$501,245. There are sufficient funds within Project 1025 to cover these fees.

E. Recommendation

Authorize staff to amend the professional services agreement with raSmith for a revised total contract amount of \$501,245.



Wauwatosa, WI

7725 W. North Avenue Wauwatosa, WI 53213

Staff Report

File #: 25-0523 Agenda Date: 4/15/2025 Agenda #: 5.

Consideration of request by Finance Director for approval of a contract with Prism Technical for the creation and monitoring of a Procurement Equity Participation Plan (Participation Plan) for the Mandel Group's Harlow and Hem multi-unit residential proposal, in an amount not to exceed \$86,937.00

Submitted by:

John Ruggini

Department:

Finance Department

A. Issue

The Procurement Equity Policy requires Tax Increment Financing projects include required Disadvantaged Business Enterprise (DBE) and Distressed Zip Code hiring inclusion. A contract with Prism Technical for the creation and monitoring of a Participation Plan to facilitate meeting this policy for the Mandel Group "Harlow and Hem" multi-unit residential project at the Blanchard Street parking lot property as well as 7463 Harwood Ave and 7460 Blanchard Street is recommended for approval.

B. Background/Options

The City of Wauwatosa approved a term sheet with the Mandel Group for financial assistance through Tax Increment Financing (TIF) to assist with financing the construction of a 157-unit market rate apartment building. Construction is scheduled to begin in summer 2025 and last 20-30 months.

Included in the proposed term sheet is the requirement that the Developer hire or sub-contract with firms registered as Disadvantaged Business Enterprises with Milwaukee County or the State of Wisconsin Department of Transportation to complete 25% of the construction and professional services work. In addition, the developer is required to set a goal of hiring 25% of their additional construction work force from distressed zip codes within Milwaukee County.

City staff do not have capacity or technical knowledge to do this type of monitoring. In 2021, three firms with experience in southeast Wisconsin were solicited to provide proposals. Only Prism Technical submitted a proposal. The City has worked with Prism on three projects through completion including the MSP project at the Mayfair Collection for which a final report was provided on December 3, 2024. Given the excellent work Prism has completed to date and the desire for continuity, staff asked Prism to submit a proposal for this project as well which is attached. Prism is the premier firm that does this type of work with an excellent track record of working collaboratively with developers, construction firms and labor unions to ensure a best effort to reach these goals since 1995. Prism has a lifetime achievement record exceeding workforce and business diversity goals/requirements of nearly 98% - on over 40 multi-million-dollar projects in WI, MI, PA, and TX. They have worked with numerous governments including the City of Milwaukee and Milwaukee Public School and on such high-profile projects as The Deer District and Northwestern Mutual downtown tower. They have also worked with many of the regions prominent developers and are themselves a DBE firm.

Prism brings the knowledge and networks to provide more than just monitoring services. They develop a

File #: 25-0523 Agenda Date: 4/15/2025 Agenda #: 5.

"Participation and Inclusion Plan" with the developer based on their in-depth knowledge of what DBE capacity is available in each of the trade disciplines required to complete the project. In addition, working with Prism on this TIF project will have the ancillary benefit of helping City staff identify DBE firms that could be utilized on non-TIF projects and help our continued procurement equity goals. Prism also has excellent contacts within the workforce development community which will be especially helpful as this is a non-union project which makes meeting the workforce development goals more difficult.

As the contract exceeds \$50,000, it requires Common Council approval. The total contract assuming a 30-month project per the approved term sheet would be \$86,937. If all goes smoothly, Mandel is projecting a 20-month project for which the Prism fee would be \$24,205 less. This is on a time and materials basis and not-to-exceed. In addition, the hourly billable rates are included in the proposal which are competitive with other consultants.

Lastly, with the assistance of Prism, the City of Wauwatosa and the City of Milwaukee have reached tentative agreement subject to Common Council approvals to allow the City of Wauwatosa access to Milwaukee's self-developed workforce tracking system. This will result in approximately 50% savings in the cost incurred on prior projects for third-party software costs.

C. Fiscal Impact

The cost of the contract is \$86,937. This on a not-to-exceed basis and will be billed as time and materials. These costs will be funded by the increment generated by the Mandel project.

D. Recommendation

I recommend approval of the contract with Prism Technical. I also recommend a level three fund transfer to establish a budget for the contract to be paid for with TIF 11 funds.





◆ MANDEL GROUP WAUWATOSA Proposal

March 25, 2025

Project Inclusion Monitoring

March 25, 2025

Mr. John Ruggini, Finance Director City of Wauwatosa 7725 West North Ave Wauwatosa WI 53213



Subject: Proposal Response for Inclusion Plan and Monitoring Services

Reference: Mandel Group Harlow and Hem Apartments

John:

Thank you for the opportunity to submit a proposal to provide Inclusion and monitoring services for the referenced project.

PROJECT UNDERSTANDING

- 1. Developer/the Mandel Group—located in the City of Milwaukee is to demolish several existing structures and facilities and build a 157-unit market rate apartment building with tenant and public parking in the City of Wauwatosa.
- 2. Construction is scheduled to begin in July 2025 with a targeted substantial completion date of December 31, 2027 for 30 months of total construction activity.
- 3. As the Harlow and Hem project is a market rate development, it is not anticipated to include WHEDA or other government funding sources which would call for additional inclusion goals or requirements. Therefore, the project will be subject to (A) City of Wauwatosa DBE inclusion goals for professional services (soft cost) and construction spending (hard cost) plus (B) Workforce goals for newly hired onsite construction trade labor to include workers from distressed Milwaukee County zip codes or low-income workers from any Milwaukee County zip code as provided for in the City of Wauwatosa inclusion program.
- 4. The total currently estimated project cost for this development is just under \$54 million.

ABOUT THIS PROPOSAL

- A. This proposal is an offer to provide consulting services to Wauwatosa to Monitor the business and Targeted new hire workforce in compliance with the Tosa plan and to assist the Mandel Group/Harlow & Hem Apartments, LLC, along with its selected General Contractor (GC) and other trade partners with meeting the project goals. We are unaware of the Developer's choice of a GC at this time, therefore we have included workforce and business outreach events for the project, to be held in an appropriate location in Wauwatosa or Milwaukee to reduce the cost to all involved, if necessary. Should this not be necessary, there would be a net cost saving.
- B. We plan to use the same Project Inclusion Plan, provided to Wingspan Development Group and Barrett Lo Visionary for the Foundry and Mayfair Apartments projects respectively, without references to multiple phases of work. However, in addition to changing the names of the Developers we will replace "LCPtracker" with "LCR" as noted in the statement below.
- C. This project will not deploy software from LCPtracker for workforce tracking but will use a version of the Labor Compliance and Reporting (LCR) workforce tracking software from the City of Milwaukee.
- D. While Prism will provide direction as requested, the Developer, its contractors, and vendors are solely responsible for achieving the Wauwatosa inclusion program goals.
- E. Prism will collect contract and payment data monthly via email from the development team and its contractors, while workforce data will be collected as noted above.

PARTICIPATION PROGRAM

BUSINESS INCLUSION GOALS

- **Professional Services expenditures:** 18% with Certified Disadvantaged Business Enterprises (DBE). Certification must come from a Wisconsin governmental entity. Firms certified by other States under the USDOT Unified Certification Program should apply for Wisconsin DBE status. It is typically reciprocal, free and quick.
- Construction Service expenditures: 25% with Certified Disadvantaged Business Enterprises (DBE). Certification must come from a Wisconsin governmental entity. Firms certified by other States under the USDOT Unified Certification Program should apply for Wisconsin DBE status. It is typically reciprocal, free and quick.

WORKFORCE INCLUSION

• Wauwatosa: 25% of all newly hired worker hours will be completed by workers from Distressed Zip Codes within Milwaukee County or as otherwise defined by the City of Wauwatosa. This allows workers from low-income Milwaukee County families to qualify, regardless of the person's actual residential zip code.

SCOPE OF SERVICES & DELIVERABLES

- 1. Prism will make limited and possibly no modifications to the Project Inclusion Plan, authorized by the City of Wauwatosa, to clarify language to aid in contractor compliance working with the Developer. We do not anticipate the need to make any significant changes.
- 2. If requested, Prism will host a DBE service provider Meet and Greet for contractors and professional service firms to facilitate building relationships. Such meetings may be in person or virtual, with the sole purpose of introducing the Developer and/or any previously selected partners –CM, GC or Prime Trade Contractors to introduce local contractors to the Harlow & Hem team.
- 3. Prism plans to connect the development team and its contractors with agencies that provide construction training and skilled labor such as WRTP/BIGSTEP, Employ Milwaukee, and other local trade worker training and service providers if necessary.
- 4. Prism will need up to three months to close out the project upon substantial completion to confirm contractor closeouts and write the final inclusion report.
- 5. Prism will conduct one to two DBE interviews and 2 to 3 workforce interviews, quarterly, to share information directly from impacted workers and DBE business owners with the City. We will work with the City to ensure we include specific questions of interest to the administration and elected officials.

METHODOLOGY

- Meet with the Development team to begin crafting any edits to the Project Inclusion Plan (PIP), as approved by the City of Wauwatosa.
- Obtain project schedule containing key project milestones.
- Create the modified PIP If necessary
- Deploy LCR to appropriately track worker hours from Distressed Zip codes or income-eligible workers regardless of zip codes.
- Prism to track contractor payments via email with the GC.
- Alert local training agencies of the major project milestones and the need for workers.

<u>FEE</u>

Total not to exceed cost for a 30 Month, (billed hourly)......\$86,937 Net All*

Staff Billable rates used in this proposal will remain the same throughout the construction.

Staff	Title / Roles	Hourly Fee
Randy Crump	CEO / Project Executive	\$216.10
Joann Crump	CAO/ Chief Adm / Budget Control	\$125.87
Taylor Franklin	PM / Project Manager	\$87.50
Charles Benn	PC / Project Coordinator / DBE Lead	\$83.55
Gabrielle Shieffield	PA / Project Assistant / Workforce Lead	\$75.75

^{*} Note A contract for a 20-month project would be \$24,205 less

If you have any questions or concerns, please email or call. We would be happy to address any concerns.

Sincerely,

Randy Crump, CEO Prism Technical

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