

2023 CONTRACTOR/DEVELOPER/ENGINEERS MEETING

NOVEMBER 8, 2023

8:00 – 10:00 MEETING

- I. Review Minutes of Last Meeting
 - No discussion following review.
- II. Opening Remarks by Jim Wolfe, City Engineer
 - Not expecting any major changes in the current posted 2024 budget. Highlighted E Wilson-Doty, Willson-Broom continued, and flood mitigation work such as West Towne Ponds. More local street reconstructs in design.
 - Some common special provisions will be used more freely and more often in 2024. They may end up on the 2025 specification revision list.
- III. Comments by Department of Civil Rights
 - Pre-bid meetings have resumed in a virtual format. To date there has been good attendance. Two so far this year with 2 more scheduled. Thanks to Johanna and Hannah for their help.
 - Working with IT to move Federal plans to Accela platform. Customer service or time approval concern? – See Tracy Lomax
- IV. Comments by Water Utility
 - Water main replacement program, including \$1M for CIPP, will be \$6.25M next year. Street projects include Franklin, Rutledge, Davison, Evergreen, & Starker. Facility projects include Unit Well 19 and Well 15 PFAs.
 - In December-January there will be a RFQ for supplemental support services for things like lining pit digging & main breaks,
- V. Comments by Traffic Engineering
 - Safe Streets will be the major project. One large contract early in the year with smaller ones throughout. Looking for feedback on how to track. Budget is up to \$2M/year from \$100,000-200,000.
- VI. Comments by Parks Department
 - Park paving of paths, sport court, and parking areas planned. There will be 1-2 playgrounds, as well as Country Grove Shelter work. East Rennebohm Courts will be rebuilt with lighting.
- VII. Proposed Standard Specification Revisions
 - Plan is for the revisions to go on Board of Public Works and Common Council agendas in early January. They would then go into effect in late January.
 - Split block retaining wall has been a special provision.
 - Please contact Gretchen Aviles Pineiro for any electrical questions.
 - Supporting utility pole– Utilities want to be part of the process, so the expectation is contractor would coordinate with utilities. It is not a new bid item.
Can City help to get utilities to respond? A few are unresponsive. Jim Wolfe will see what the City can do, but limited by State law.

Chris Petykowski adds that Engineering is trying to free up time to coordinate in advance.

- Archeological Monitoring and Reporting
 - This is not in the 2024 specification list but will frequently be in Special Provisions as a trial. Contractor must provide an archeologist if needed. The WI Historical Society has a list (link provided below). This archaeologist must attend the pre-construction meeting.
 - Contractors think this will be challenging as they have had issues coordinating with them in the past and will have less ability to compel. City staff thinks direct communication will work better – City can only contract with one per year, whereas contractor has more options. Some will undoubtedly be better to work with than others.
 - This will not be on all contracts. 2024 list provided below. Archaeologist would be subject to BVC & prequalification if above the single trade \$ minimum for the contract.
 - Archaeologist submits the report. Financial penalties noted in the presentation are set by the State. These are not City set liquidated damages.
- Environmental Product Declarations – Concrete
An EPD shows the climate impact and is a bit like a food label. Financial incentive offered to use EPD for concrete mix designs before it becomes a requirement. Still working on the logistics but likely a bid item with a set \$ amount. Wingra and Lycon should have EPDs for 2024 projects. Send other names to Aaron Canton or Chris Petykowski and Engineering will work with them. Advanced Concrete, Trieweiler, and Zignego mentioned as options.

VIII. Apprentice List: April Expiration date; post list on website

- Presented format and after brief discussion, took a vote on posting to website. Vote was 6 to 2 not to post. List available on request. Expiration date question will be resolved internally.

IX. Digital Contract Signing

- The City has started the process of e-signing contract documents. The first contract is currently routing. For the time being, this will just be for City signatures. This means that the contractor will be asked to only return one signed document, rather than the current three. Contract is e-sign if the City signature blanks are on a separate page. Signed contract pdf sent by email.
- Extension of e-sign to contractors not yet considered by the Attorney's Office.

X. Bid Express Vendor Directory – Have contractors used this feature?

- No one in attendance indicated that they have tried it. If anyone does, please let us know what you think.

XI. Contractor/Developer/Engineer Comments

- Subs are not being added to Citizen Access without being asked to do so (every time for one contractor). What is the process?
Response – they should be added when the subcontractor list is submitted. Sometimes the contractor wasn't linked in the system. DCR is working with IT.

2024 Meeting Dates

February 7

November 6

Contractors Meeting – November 8, 2023

- **Archaeological Monitoring & Reporting**

- Responsibility of Contractor to provide a qualified archaeologist if needed on project.
- Included as a special bid item for 2024 projects, added to standard specs for 2025.
- Separate Bid Items for Arch Monitoring (Lump Sum) and Final Arch Monitoring Report (Lump Sum). Liquidated damages if report is delayed (3 weeks to submit after monitoring is complete).
- Wisconsin Historical Society keeps a list of qualified archaeologist consultants.
<https://www.wisconsinhistory.org/pdfs/hp/Archaeological-Consultants-Jul-2023.pdf>
- Wisconsin State Statute includes financial penalties if proper monitoring is violated.
- City to include general areas of archaeological sensitivities on individual projects.
- City obtains archaeological permit from Wisconsin Historical Society and includes with bidding documents, the permit details some of the specific archaeological requirements and provisions. Monitoring could vary from only “initial ground disturbing activities” to “all ground disturbing activities” within arch areas.
- Hired Archaeologist MUST attend Pre-Construction meeting.

- **Environmental Product Declarations (EPDs) - Concrete**

- Concrete has a BIG environmental impact and is responsible for 8% of the world’s greenhouse gas emissions.
 - City has goals to reduce overall climate impact by reducing overall carbon emissions of City projects/services.
 - EPDs are essentially a nutrition fact label for high-impact products that shows the overall climate-impact of the product and the resulting Global Warming Potential (GWP), a sum of the greenhouse gases emitted in the process of producing, transporting, using and disposing of a high-impact product.
 - City is beginning the process of requiring EPDs for concrete mix designs on City projects, and potentially other products (asphalt).
 - City will begin by offering an incentive to submit EPDs for concrete mix designs, followed by a requirement, and then eventually use the information from the EPDs to set targets.
 - City has been engaging ready mix producers, Wingra and Lycon are both in the process of producing EPDs for their concrete mix designs, should have them available for next year’s projects.
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Archaeology Sites 2024

Review & Report Due	FIRST AD Date (Arch report due 4-6 weeks prior)	Project	Archaeology Site Description	Project Description
		2024 Arch overlap UPDATED 11/7/2023		
12/28/2023	2/8/2024	Wilson St/ Doty St STREETS	BURIAL SITE overlap	Street Reconstruction (full)
1/11/2024	TBD	Olbrich STORM	BURIAL SITE overlap	Storm improvements- biobasin or rain garden
1/11/2024	2/8/2024	Lowell St STREETS	Arch site overlap/ cultural resource	Street Reconstruction
1/11/2024	2/8/2024	LMD and Norman Way phase 3 from Epworth to Spring Ct STREETS	Arch site overlap/ cultural resource	Street Reconstruction
2/8/2024	3/21/2024	Franklin Ave STREETS	BURIAL SITE adjacent	Street Resurfacing with Utilities
2/29/2024	4/11/2024	Starker Ave STREETS	BURIAL SITE adjacent	Street Resurfacing with Utilities
2/29/2024	4/11/2024	Olin/Turville resurf with utilities STREETS	BURIAL SITE adjacent	Street Resurfacing with Utilities
3/11/2024	TBD	Manitou box at Manitou/Nakoma @ Cherokee STORM		Storm improvements
3/14/2024	4/25/2024	Knutson Dr at Green Ave STREETS	BURIAL SITE adjacent	Street Reconstruction
5/23/2024	6/22/2024	Warner Park /Castle Creek STORM	Arch site overlap/ cultural resource	Channel Improvements
6/11/2024	8/11/2024	Sauk Creek greenway STORM	Arch site overlap/ cultural resource	Channel Improvements
6/18/2024	TBD	Burrows Park STORM	BURIAL SITE overlap	Storm improvements- working with Sarah and Corey from Parks. Email 9/27/2023
7/11/2024	8/11/2024	West Towne Ponds STORM	Arch site overlap/ cultural resource	Storm-Flood mitigation
7/11/2024	8/11/2024	Schroeder at Gammon STORM	Arch site overlap/ cultural resource	Storm-Flood mitigation

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- A recording of today's meeting will be available on the Semi-Annual Contractor's web page.
(<https://www.cityofmadison.com/engineering/developers-contractors/forms-and-resources/semi-annual-contractors-meeting>)
 - Reminder to sign up for Developers & Contractors emails.
See "*Subscribe to Email List*" in the lower right-hand corner of the Semi-Annual Contractor's Meetings page (see link above).
 - The next meeting will be February 7, 2024.

Attendee Report

Topic	Webinar ID	Actual Start Time	Actual Duration (minutes)	# Registered	# Cancelled	Unique Viewers	Total Users
Semi-Annual Cr	838 5586 5822	11/8/2023 7:48	84	20	0	20	37

Host Details	User Name	Email	Join Time	Leave Time	Time in Session (minutes)	Is Guest
Yes	Hannah Mohelnitzky	hmohelnitzky@cityofmadison.com	11/8/2023 7:48	11/8/2023 9:11	84	No

Panelist Details	User Name	Email	Join Time	Leave Time	Time in Session (minutes)	Is Guest
Yes	Alane Boutelle	aboutelle@cityofmadison.com	11/8/2023 7:54	11/8/2023 9:11	77	Yes
Yes	Jim Wolfe	jwolfe@cityofmadison.com	11/8/2023 8:00	11/8/2023 9:11	72	Yes
Yes	John Fahrney	jfahrney@cityofmadison.com	11/8/2023 7:55	11/8/2023 9:11	76	Yes
Yes	Carissa Wegner	Cwegner@cityofmadison.com	11/8/2023 8:02	11/8/2023 9:11	70	Yes
Yes	JanetSchmidt	jschmidt@cityofmadison.com	11/8/2023 8:03	11/8/2023 9:07	64	Yes
Yes	Adam Wiederhoeft	awiederhoeft@madisonwater.org	11/8/2023 8:06	11/8/2023 9:11	65	No
Yes	Jeff Belshaw	JBelshaw@madisonwater.org	11/8/2023 7:59	11/8/2023 9:11	72	No
Yes	Pete Holmgren	pholmgren@madisonwater.org	11/8/2023 7:57	11/8/2023 9:11	75	Yes
Yes	Tom Mohr	tmohr@cityofmadison.com	11/8/2023 8:03	11/8/2023 9:11	68	No
Yes	Chris Petykowski	cpetykowski@cityofmadison.com	11/8/2023 8:01	11/8/2023 9:11	71	No
Yes	GregFries	gfries@cityofmadison.com	11/8/2023 8:04	11/8/2023 9:10	67	Yes
Yes	Aaron Canton	acanton@cityofmadison.com	11/8/2023 8:05	11/8/2023 9:11	66	No
Yes	Tracy Lomax	tlomax@cityofmadison.com	11/8/2023 8:07	11/8/2023 9:11	65	Yes

Attendee Details	User Name (Original Name)	Email	Registration Time	Approval Status	Join Time	Leave Time	Min. in Session
Yes	Janet Schmidt	jschmidt@cityofmadison.com	10/23/2023 13:33	approved	11/8/2023 8:00	11/8/2023 8:03	4
Yes	Danielle Camacho	dmayo@capitolunderground.com	10/23/2023 13:50	approved	11/8/2023 7:59	11/8/2023 9:11	72
Yes	Brent Conwell	bconwell@capitolunderground.com	10/23/2023 13:51	approved	11/8/2023 7:59	11/8/2023 8:36	37
Yes	Brent Conwell	bconwell@capitolunderground.com			11/8/2023 8:37	11/8/2023 8:59	22
Yes	Amy Larson	amy.larson@graef-usa.com	10/23/2023 13:56	approved	11/8/2023 8:07	11/8/2023 8:46	39
Yes	Amy Larson	amy.larson@graef-usa.com			11/8/2023 8:46	11/8/2023 9:10	24
Yes	Christine Ahern	cahern@walbecgroup.com	10/23/2023 14:50	approved	11/8/2023 8:03	11/8/2023 9:11	69
Yes	Tom Wordell	twordell@donofrio.cc	10/24/2023 7:45	approved	11/8/2023 8:02	11/8/2023 9:06	65
Yes	Mike Hackel	mhackel@homburginc.com	10/24/2023 7:56	approved	11/8/2023 8:03	11/8/2023 9:11	69
Yes	Martha White	mewhite@cityofmadison.com	10/24/2023 11:44	approved	11/8/2023 8:26	11/8/2023 9:11	46
Yes	Sam Daniels	Sam.daniels@danielsco.com	10/24/2023 13:00	approved	11/8/2023 8:05	11/8/2023 9:11	67
Yes	Matt Kundert	mattk@slunderground.net	11/1/2023 8:55	approved	11/8/2023 8:07	11/8/2023 9:11	64

Attendee	User Name (Original N Email)		Registration Time	Approval Status	Join Time	Leave Time	Min. in Session
Yes	Kirsten Donkle	kdonk308@gmail.com	11/6/2023 8:38	approved	11/8/2023 8:00	11/8/2023 8:00	1
Yes	Kirsten Donkle	kdonk308@gmail.com			11/8/2023 8:00	11/8/2023 9:11	71
Yes	Jesus Sanchez	jsanchez-cruz@cityofmadison.com	11/7/2023 13:00	approved	11/8/2023 8:08	11/8/2023 9:11	64
Yes	Tom Mohr	tmohr@cityofmadison.com	11/8/2023 7:57	approved	11/8/2023 8:00	11/8/2023 8:03	4
Yes	Kathleen Kane	kkane@cityofmadison.com	11/8/2023 7:57	approved	11/8/2023 7:59	11/8/2023 9:11	72
Yes	Chris Petykowski	cpetykowski@cityofmadison.com	11/8/2023 7:59	upgraded to pane	11/8/2023 7:59	11/8/2023 8:00	1
Yes	Greg Fries	gfries@cityofmadison.com	11/8/2023 8:02	approved	11/8/2023 8:02	11/8/2023 8:04	2
Yes	Tracy Lomax	tlomax@cityofmadison.com	11/8/2023 8:06	approved	11/8/2023 8:06	11/8/2023 8:07	1
Yes	Katie Lichtie	katie@speedwaysg.com	11/8/2023 8:07	approved	11/8/2023 8:07	11/8/2023 9:11	64
Yes	Dennis Richardson	drichardson@rghuston.com	11/8/2023 8:23	approved	11/8/2023 8:23	11/8/2023 9:11	48
No	test	mrsMoh23@cityofmadison.com	10/23/2023 11:51	approved	--	--	--
No	Janice	janice@speedwaysg.com	10/23/2023 14:39	approved	--	--	--

Other Attended

User Name	Join Time	Leave Time	Time in Session (minutes)	Is Guest	Country/Region Name
16085920625	11/8/2023 8:10	11/8/2023 9:12	62	Yes	United States