

**Minutes of the Public Works Committee
March 27, 2008**

Chair Ken Herro called the meeting to order at 8:33 a.m.

Committee Members Present: County Board Supervisors Ken Herro (Chair), Karl Nilson, Dave Swan, Fritz Ruf, and Joe Marchese. **Absent:** Supervisors Peter Wolff and Dennis Farrell.

Also Present: County Board Chief of Staff Lee Esler, Legislative Associate Karen Phillips, Director of Public Works Rich Bolte, Building Operations Supervisor Scott Miller, Parks Systems Manager Duane Grimm, Waukesha Metro Transit Director Robert Johnson, Architectural Services Manager Dennis Cerreta, Waukesha Metro Transit Planning and Administration Director Andrew Johnson, Public Works Business Manager Betsy Crosswaite, Budget Management Specialist Linda Witkowski, Vice President of Transit Express Services, Inc. John Doherty and Waukesha Freeman Reporter Joe Petrie.

Approve Minutes of February 14, 2008

MOTION: Nilson moved, second by Swan, to approve the minutes of February 14, 2008.

Motion carried 5-0.

Executive Committee Report

Herro stated the items discussed at the March 17, 2008, meeting were taken up at the County Board meeting on March 25. He highlighted some of the items which will be discussed at the next Executive Committee meeting on March 31, including an update on the public entry lobby planning.

Bolte thanked the Public Works Committee members and wished them well. He commended Chair Herro on a job well done, and stated it was a pleasure to work with each and every one of the Public Works Committee members.

Approval of Bid for Department of Public Works Facilities Management Division for Capital Project #200416 – Bid #0741B002 Courthouse Boiler Replacement

MOTION: Swan moved, second by Nilson, to approve Project #200416 – Bid #0741B002: Courthouse Boiler Replacement.

Ruf noted the difference of only \$754 between the bids from Doral Corporation and Mared Mechanical. He questioned whether Mared, the chosen contractor, is as qualified as the competition. Miller stated all four contractors are very qualified and competent. Mared was chosen because it was the low bid. Miller stated he has worked with all four of the vendors many times in the past, and would consider them all comparable. Ruf asked if these new boilers will operate at a greater efficiency. Miller stated they are cast iron, high condensing, very fuel-efficient boilers. They do expect huge energy savings, and in addition, this is a “Focus on Energy” incentive for Waukesha County.

Esler commented that several weeks ago, while conferring with Buildings Operations Manager Keckeisen in the boiler room area on another matter, Keckeisen brought up the issue of another door being put in to access the boiler room. Esler inquired whether the new door would be a part of this project. Miller explained that since the current maintenance area and boiler room access door will become the new

Information Systems area, a door will be installed off the corridor to provide access to the boiler room. He stated putting in the new doorway is not really part of this project, and the installation process for the new boilers will utilize the existing door.

Motion carried 5-0.

Esler noted a future agenda item for the new Public Works Committee would be the broader issue of the longevity of this courthouse, in light of the substantial infrastructure investment in the HVAC system.

Discuss and Consider Request for Parking Lot Signage Changes

Grimm explained the signage changes as outlined.

- The new file storage trailer location west of Health and Human Services (HHS) eliminated two assigned parking stalls. These stalls were relocated to the southwest parking lot of HHS. Grimm stated these changes have already been implemented and approval of the Committee is now being requested.

Herro asked who uses the NP 2 (No Parking Restricted Parking Permit Required) assigned space. Grimm recollected that this is for the person that does the mail runs between County buildings.

- Facilities Maintenance is moving their operation from the basement of the courthouse to the first floor of the Administration Center. Consequently, six reserved Public Works stalls in the Justice Center lot would be moved to the east Administration Center parking lot with the other County fleet vehicles. The vacated six Justice Center stalls will be reassigned to reserved parking for Sheriff's Department vehicles.

Grimm stated the Sheriff's Department requested these parking stalls to keep technical equipment vehicles parked and provided with electric access, in order to have these vehicles up and running in the winter. The six parking stalls would be required to accommodate three oversized vehicles.

Marchese expressed his opposition, stating his concern of unnecessary energy consumption. He asked Grimm for more information to justify the Sheriff's Department request. Grimm stated he did not have any more details, and perhaps could come back at a later date with an explanation from the Sheriff's Department.

Herro expressed his disagreement with giving the Sheriff more parking space when more parking is needed for the public. Herro opined that there has been a continued taking of parking spaces from the public, and the Sheriff has taken ownership of the public parking. He stated, in his experience in attempting to park there for Justice Center business, there are no parking spaces available for public parking.

Esler added that although the majority of the parking stalls in the horseshoe lot are reserved for judges and Sheriff's Department use, there are currently four ninety-minute stalls for public use. He raised the question of how much public parking is actually needed in this lot, and whether the four stalls are an adequate number for the limited purpose of Sheriff's Department visitation. He said he has witnessed, even on weekends, that those public parking stalls are most always filled.

MOTION: Nilson moved, second by Ruf, to table the Sheriff's Department signage request now and have the Sheriff come in and explain the rationale to the new Public Works Committee. In the absence of objects, motion carried.

Herro stated that by consensus, the Committee approves the signage requests with the exception of the portion tabled.

Grimm stated he would bring this request back before the Public Works Committee in the future and provide an explanation from the Sheriff's Department at that time.

Esler suggested, for the next Public Works agenda, a question for Parks and Land Use regarding how much public parking is necessary in the horseshoe parking lot. Whether the parking stalls are assigned to the Sheriff's Department, Medical Examiner (in consideration of future construction during the Medical Examiner expansion), or Information Systems, are four stalls adequate for public use in that area?

Discussion and Recommendation on Award of a Purchase of Service Agreement to Transit Express Services, Inc., for Paratransit Service in the Route 901 Corridor

R. Johnson began by addressing the requirement for Paratransit service in the Route 901 Corridor.

A. Johnson stated they have received a proposal from Transit Express Services, Inc., which covers three years plus two option years. A. Johnson explained the per passenger rate standard for this type of service. He stated the rates are up but are still within budget, and they recommend approval of the contract.

Ruf asked why the previous vendor pulled out. A. Johnson stated Curative Transportation Services is getting out of the transportation business. Marchese voiced his concerns of whether the new vendor will provide a high quality level of service for senior citizens and disabled citizens who utilize this service. Herro asked how many companies entered a bid. R. Johnson stated there was just one bid.

R. Johnson introduced John Doherty, Vice President of Transit Express Services, Inc. Doherty explained that the Transit Express Services is a private passenger transportation carrier operating in southeastern Wisconsin. For the past twenty-nine years they have provided a variety of passenger transportation services. The majority of that service is provided to elderly and handicapped persons. He stated they provide in total 750 - 1000 one-way trips a day in Milwaukee and Waukesha Counties. He stated they also have a contract with Waukesha County Department of Senior Services, which is much larger. This contract is small in comparison, averaging about 46 trips per day as compared to 300 trips a day on the other contract.

Herro asked Crosswaite how the rates listed in Appendix B compare to what was expected to be paid. Crosswaite stated the rates are within the 2008 budget amount, which projected an almost 29% increase compared to the contract with Curative, so an increase was planned for.

Herro asked who pushed for the fuel adjustment provision. R. Johnson said it was negotiated and feels it is a very good fuel adjustment clause, better than the previous one.

Ruf commented this is an important service is not just for the elderly. It is needed by all ages of people with disabilities.

Swan raised a question with the terms of the contract. Did the language of the terms in the option years change between this contract and other contracts? A. Johnson stated yes, solely at our option, so they cannot say no.

Marchese stated his concern that fare prices would go up due to rising fuel costs. Doherty explained the fuel escalation clause has nothing to do with the fare rates. Doherty stated the fare rate is set by the County, and it the option of the County to change the fare amount if the fuel amount exceeds the budget. Marchese said this is a concern because many of the citizens who need this service are on Social Security, and he does not want these people taken advantage of.

Doherty continued to answer questions raised by the Committee with regard to accident rates, safety issues and rising insurance costs.

Esler raised a question regarding the one mile corridor, asking if Federal Transit Authority requirement regarding the length from a fixed route is 1 mile or $\frac{3}{4}$ of a mile. Doherty the standard requirement is $\frac{3}{4}$ mile. A. Johnson stated it was the County's decision to set the one mile corridor, electing to exceed the requirements set by FTA, as well as offering door through door service. A. Johnson added he does not know the history on that but it has been that way for quite some time, and this is not at the discretion of the contractor nor the administrator, but only at the discretion of the County. It is more costly but does offer the higher level of service that several Committee members had voiced concern about.

Further discussion continued with regard to ridership numbers, fares and hours of operation of the bus routes.

MOTION: Swan moved, second by Nilson, to approve the Purchase of Service Agreement to Transit Express Services, Inc., for Paratransit Service in the Route 901 Corridor. Motion carried 5-0.

Discuss Waukesha Metro Transit Ridership Statistics for Calendar Year 2007

A. Johnson and R. Johnson reviewed the ridership year end report . A. Johnson stated an audit was completed and they will have the financial data to go with this report within the next couple of weeks. He explained that ridership overall shows that Waukesha had a 0.4% decrease in rides from 731,678 in 2006 to 728,776 in 2007. He stated that interestingly, Route 9, which has been eliminated, had the largest increase. He explained the decreases in rides on some routes may be due to long detours because of road construction and consequent difficulties in accessing park and ride lots.

Ruf asked what the ridership loss on the Menomonee Falls Flyer route could be attributed to. A. Johnson stated there have been fare increases on the Milwaukee County Transit. There have been two increases in the last year, first to the cash fares and then to the pass fares.

Swan asked if there is advertising on the buses to inform passengers what percentage their fare rate is in comparison to the actual cost of the ride. A. Johnson said it is on the schedules. Swan stated he would like to see it posted in front or sides of the bus to bring more attention to it. People may not realize the value of the bus rides. A. Johnson stated the problem with putting up signs is that the County does not own the buses.

Esler asked about the ridership count statistics on Route 1 also included in the City ridership. He questioned how the counts are established and what is the cost share between the City and the County.

R. Johnson stated the County pays its share for business in the County corridor, and it is apportioned by the hour.

Esler commented regarding Milwaukee County Transit System Route 10 on Bluemound, noting the ridership there is double that of Route 1 going out to Brookfield Square. A. Johnson stated many of the riders are getting onto Route 218, and that some people just stay at Brookfield Square. Esler questioned how the reciprocity works between Waukesha Metro and the Milwaukee Route 10. They discussed the zone fare and a transfer policy. A. Johnson stated they must pay a quarter for a transfer, or a quarter with a pass, and further discussed the rates for riding from Milwaukee to Waukesha County, Brookfield Square, and the transferring costs.

Esler noted that an issue for the next Public Works Committee to address is the bus shelter and the advertisement with Clear Channel. He questioned whether that was still in negotiation. R Johnson said it is still in negotiation. It was recently taken up by Brookfield Plan Commission and they gave approval, so it is moving along.

Herro stated that one of his greatest disappointments as Chair of the Public Works Committee is that they were not able to discuss the possibility of a Regional Transit Authority. Esler added that as a first step in that direction, we could start locally by looking at establishing regional authority between the City Waukesha and the County of Waukesha. They agreed this may be something for the next Public Works Committee to consider.

Motion to Allow Secretary Marchese to Approve the Final Set(s) of Public Works Committee Minutes on Behalf of the Public Works Committee

MOTION: Ruf moved, second by Swan, to allow Secretary Marchese to approve the final set(s) of Public Works Committee Minutes on behalf of the Public Works Committee. Motion carried 5-0

Discuss and Consider Aging and Disability Resource Center (ADRC) Bids

Cerreta summarized the following three bid proposals received for the Aging and Disability Resource Center project and provided background information and details on each one.

- Foundation (Concrete) Project – Modular Trailers: Cerreta stated that Fischer-Fischer-Theis, Inc. reviewed the proposal forms and bid amounts and recommends award of the contract to Titan Building Company.
- Trailer/Connector Renovations: Cerreta stated that Fischer-Fischer-Theis, Inc. reviewed the proposal forms and bid amounts and recommends award of the contract to Ford Construction Co., Inc.
- General Construction – Trailer/Connector Renovations: Cerreta noted that in error, the wrong bid tabulation attachment was included in this handout. He stated that Fischer-Fischer-Theis, Inc. reviewed the proper proposal forms and bid amounts and recommends award of the contract to Titan Building Company. He informed the Committee members of the correct figures which were inadvertently omitted in the handout.

In closing, Cerreta stated there is \$450,000 in capital project funding, and the current bids total approximately \$331,000. The only real unknown for this project is the price for bringing in the electrical system, although there is about \$8,000 budgeted. Cerreta guessed the total at this point is probably around \$440,000. He stated there are one or two deduct change orders on the Ford bid, which may bring the amount down about another \$10,000 or \$12,000.

MOTION: Ruf moved, second by Swan, to approve the bid in the lump sum amount of \$28,750 for the Foundation (Concrete) Project – Modular Trailers, to Titan Building Company. Motion carried 5-0.

MOTION: Ruf moved, second by Swan, to approve the bid in the lump sum amount of \$127,787 for the Trailer/Connector Renovations Project, to Ford Construction Co. Inc. Motion carried 5-0.

MOTION: Ruf moved, second by Swan, to approve the bid in the lump sum amount of \$174,900 for the General Construction – Trailer Connector Renovations, to the Titan Building Company.
Motion carried 5-0.

MOTION: Nilson moved, second by Swan, second, to adjourn the meeting at 10:40 a.m.
Motion carried 5-0.

Respectfully submitted,

Joe C. Marchese
Secretary