

Funding Agreement M10005EG01

Private Property Infiltration and Inflow Reduction Agreement

This Agreement is made between the Milwaukee Metropolitan Sewerage District (District) with its principal place of business at 260 West. Seeboth St., Milwaukee, Wisconsin 53204-1446 and the Village of Elm Grove (Municipality) with its municipal offices at 13600 Juneau Boulevard, Elm Grove, WI, 53122.

WHEREAS, Wisconsin law, through Section 66.0301 Stats., authorizes any municipality to enter into an intergovernmental cooperation agreement with another municipality for the furnishing of services, and

WHEREAS, the District is responsible for collecting and treating wastewater from the Municipality's locally owned collection system, and

WHEREAS, the Municipality's sewers collect wastewater from lateral sewers located on private property and owned by private property owners; and

WHEREAS, during wet weather events stormwater enters lateral sewers through defective pipes and leaky joints and connections ("infiltration) and stormwater also enters lateral sewers from foundation drains, improper connections, and other sources ("inflow"); and

WHEREAS, infiltration and inflow increase the amount of wastewater that the District must collect and treat; and

WHEREAS, during wet weather events infiltration and inflow ("I/I") into privately owned sewers contributes to the risk of sewer overflows; and

WHEREAS, the District has established the Private Property Infiltration and Inflow Reduction Program (Program) to provide guidelines, requirements, and a funding structure for municipalities to complete I/I reduction work on private property through the District Private Property Infiltration and Inflow Policy (Policy); and

WHEREAS, the Municipality wishes to participate in the Program;

NOW, THEREFORE, in consideration of the mutual promises made by the parties to this Agreement, the parties agree as follows:

1. Term of Agreement

This Agreement becomes effective immediately upon signature by both parties and shall remain in effect until the earliest of (1) the Municipality receiving final payment from the District, (2) October 2nd, 2023 or (3) termination of this Agreement as otherwise set forth herein.

2. District Funding

The District shall reimburse the Municipality in an amount not to exceed \$30,000 for approved private property I/I costs incurred through the work described in Attachment A ("the Work"). Provided the Municipality is in compliance with the terms of this Agreement, the District funding shall be provided on a reimbursement basis in accordance with Section 8 below. No reimbursement will be made for costs incurred prior to the effective date of this Agreement, or for costs that are not supported by documentation as outlined by this Agreement.

3. Program Publicity and Outreach Requirements

The Municipality shall identify the District as a funder in informational literature and signage relating to the Work in the event that any are produced by the Municipality. Samples of all public involvement/public education documents produced by the Municipality shall be provided to the District for review prior to being distributed to the public.

A minimum of a one (1) week notice of any public meetings shall be provided to the District. In the event the District is unable to attend and participate, detailed meeting minutes shall be provided within five (5) days of the meeting.

4. Selection of Professional Service Providers by Municipality

The selection of professional service providers to perform Work funded by this Agreement shall be in accordance with the Municipality's ordinances and policies.

5. Selection of Non-Professional Service Providers by Municipality

Pursuant to a public Request for Qualifications process, the District has developed an Approved Contractors List, organized by work type to ensure all Work funded by the District maintains specific quality standards. Those Approved Contractors and their suppliers can submit products they intend to utilize for inclusion in the District's Approved Products List. The appropriate subset of the Approved Contractor List and the Approved Products List shall only be utilized as part of Municipality's bidding process for contracts to perform Work funded by this Agreement.

In addition to the above, all non-professional service providers to perform Work funded by this Agreement shall be procured in accordance with both State of Wisconsin statutes and regulations and the Municipality's ordinances and policies. Whenever Work valued over \$25,000 is procured without the use of a public sealed bidding process, the District may request prior to the award of contract for services, and the Municipality must provide an opinion from a licensed attorney representing the Municipality stating that the procurement is in compliance with State of Wisconsin law and Municipal ordinances.

In addition:

- a. The Municipality shall provide the District with the opportunity to review and comment on the complete set of bidding documents prior to solicitation of bids, quotes, or proposals as set forth in Attachment B;
- b. Municipality shall provide the District with all bids and proposals for review prior to the award of the contract, as set forth in Attachment B. The District reserves the right to revoke funding based on proposed project award to contractors who are not on the District's list of Authorized Contractors.

6. Non-professional Service Contract Terms and Conditions

The Municipality agrees to include Attachment C in all non-professional service contracts relating to the Work. Failure to include Attachment C in the non-professional service contracts will constitute a material breach of this Agreement.

7. Contractor Pay Applications

Prior to the Municipality paying contractors for Work funded by this Agreement, the District shall be provided an opportunity to review and endorse the contractor pay applications. The Municipality shall submit contractor pay applications for review via email to its assigned PPII Project Manager. All contractor's pay applications shall include supporting documentation certifying that the Municipality has received and reviewed a proportionate amount of contract deliverables for which the Contractor is responsible.

The District shall review pay applications within seven (7) calendar days of submission. If the Municipality does not receive a response from the District within seven (7) calendar days, the application shall be considered approved.

8. Procedure for Reimbursement

The Municipality shall submit reimbursement requests to the District a minimum of two (2) times throughout this Agreement.

Each reimbursement request shall include:

- a. An invoice from the Municipality clearly stating the requested reimbursement amount;
- b. All consultant invoices, approved contractor pay applications, and other expense invoices;
- c. All deliverables listed in Attachment B, are proportionate and applicable to the Work completed as related to the request;
- d. Invoices from consultants shall state the hourly billing rates, the hours worked by individuals, and a summary of completed tasks.

Reimbursement requests should be submitted within a reasonable period of time of the costs being incurred. The initial reimbursement request shall be submitted prior to 50% of Work being completed. The final reimbursement request shall be submitted upon completion of all Work. All reimbursement requests must be received prior to the expiration of this Agreement. Reimbursement requests and the supporting documentation of costs shall be submitted through eBuilder. The corresponding deliverables shall be submitted as set forth in Attachment B.

Questions should be directed to the District Project Manager (PM):

Lauren Haydon
Project Manager
Milwaukee Metropolitan Sewerage District
260 West Seeboth Street.
Milwaukee, WI 53204-1446

Final payment will not be provided until the Work is complete and all deliverables set forth in Attachment B have been received.

9. Changes in Work and Modifications to the Agreement

Any proposed changes to the Work must be submitted to the District, in writing, in advance of the Work being completed. The District will not reimburse for Work that is not included in Attachment A (including all professional services and non-professional services contracts procured through the Work outlined in Attachment A) unless prior written approval has been requested from the District and approval has been obtained through the eBuilder change process.

This Agreement may be modified only in writing signed by both parties or through the eBuilder change process.

10. Responsibility for Work

The Municipality is responsible for providing Municipal representation for all Work.

11. Post-Construction Verification

The Municipality or its agent shall make a good faith effort to report to the District any problems or warranty defects that come to its attention as arising from or related to the completed Work, whether discovered through inspection or through complaints from homeowners, for a period of ten (10) years following substantial completion. The Municipality shall also make a good faith effort to report any actions taken to investigate the complaint, and if within the warranty period, to resolve the issue.

The Municipality shall make a good faith effort to report to the district data related to identified measures of success or failure for at least five (5) years post-work completion or as long as feasible, whichever period is longer.

12. Permits, Certificates and Licenses

The Municipality is solely responsible for ensuring compliance with all federal, state and local laws requiring permits, certificates and licenses required to implement the Work.

13. Insurance

The District shall not provide any insurance coverage of any kind for the Work or for the Municipality. Municipality shall ensure that each contractor and subcontractor have adequate insurance to perform the Work and names the Municipality as an additional insured on its Commercial General Liability Insurance policies.

14. Terminating the Agreement

The District may seek to terminate this Agreement at any time but only for good cause., The Municipality may terminate the Agreement at any time but will not receive any payment from the District if the Work is not completed.

15. Exclusive Agreement

This is the entire Agreement between the Municipality and the District regarding reimbursement for Work.

16. Severability

If any part of this Agreement is held unenforceable, the rest of the Agreement will continue in effect.

17. Applicable Law

This Agreement is governed by the laws of the State of Wisconsin.

18. Resolving Disputes

If a dispute arises under this Agreement between the parties, each agrees to first try to resolve the dispute with the help of a mutually agreed-upon mediator in Milwaukee County. Any costs and fees, other than each party's respective attorney fees associated with the mediation, shall be shared equally by the parties. If the dispute is not resolved within thirty (30) days after it is referred to the mediator, either party may take the matter to court.

19. Notices

Unless otherwise set forth herein, all notices and other communications in connection with this Agreement shall be in writing and shall be considered given as follows:

- when delivered personally or by overnight courier to the recipient's address as stated on this Agreement; or
- three (3) days after being deposited in the United States mail, with postage prepaid to the recipient's address as stated on this Agreement.

20. No Partnership

This Agreement does not create a partnership relationship nor give the Municipality the apparent authority to make promises binding upon the District. The Municipality does not have the authority to enter into contracts on the District's behalf.

21. Assignment

The Municipality may not assign any rights or obligations under this Agreement without the District's prior written approval.

22. Public Records

The Municipality agrees to cooperate and assist the District in the production of any records in the possession of the Municipality that are subject to disclosure by the District pursuant to the State of Wisconsin's Open Records Law, §§19.31-19.39, Wis. Stats. The Municipality agrees to be responsible for claims, demands, and causes of action directly related to the Municipality's failure to comply with this requirement.

Milwaukee Metropolitan Sewerage
District

Village of Elm Grove

By:

Kevin L. Shafer, P.E., Executive
Director

By:

David De Angelis, Village Manager

Date:

Date:

Approved as to form:

Approved as to form:

Attorney for the District

Attorney for the Municipality

ATTACHMENT A
Municipality Work Plan



2022 PPII Work Plan

This checklist / template serves as the standard form for submitting a Work Plan to MMSD as a request to commit funds from your Municipal Funding Allocation Account to a project proposed for reimbursement through the MMSD PPII Reduction-M Program. If approved, the Work Plan will be the basis for a Funding Agreement between the municipality and MMSD. Please complete all fields comprehensively and submit this electronically-fillable-form and supporting document attachments via email.

I. CONTACT INFORMATION

Municipality	
Applicant Name: David De Angelis	Municipality: Village of Elm Grove
Mailing Address: 13600 Juneau Boulevard, Elm Grove, WI 53122	
Phone #: 262-782-6700	Email: ddeangelis@elmgrovi.org
Primary Contact: David De Angelis	Primary Contact email: ddeangelis@elmgrovi.org
Primary contact phone #: (262) 782-6700	
Consultant (if applicable)	
Firm: Ruekert & Mielke, Inc.	Consultant's PM's Name: Violet V. Razo
Consultant Email: vrazo@ruekert-mielke.com	Consultant Phone number: 262-542-5733

II. PROPOSED SCOPE OF WORK

1. What type of work will be included in this work plan application? Check all applicable.

- Planning Investigative Construction/Rehab Post Project Evaluation Training
 Other

2. What is the total value of the request by the municipality for funding through the PPII program for work outlined in this work plan?

\$ 30,000.00

3. Provide the scope of work that will be included in this work plan.

The Village of Elm Grove is proposing to complete the investigative phase in Terrace & Wrayburn Areas. The original investigative phase took place in 2017, however, due to some sanitary laterals being longer than 100', or camera obstructions due to roots, sags, debris, etc. some laterals were not fully televised. In order to implement a fully comprehensive lateral rehab program, it is necessary to re-televising some of these laterals, this time however from the upstream side, from an exterior cleanout or from inside the home. As done previously, voluntary access will be requested from the property owners. The Village will use its program fund allocation to fund the additional investigation, which will likely encourage a high degree of private property owner participation. There is a total of 23 properties that require additional televising, for a total of 2,055 LF.

4. What entity is responsible for each work scope item e.g. municipality staff, consultant, contractor, District, etc.

- Public outreach and informational meeting: consultant, municipal staff, District
- Preparation of bidding documents and exhibits consultant
- Bid procurement: consultant
- Bid evaluation and award of contract: consultant, municipal staff, District
- Televising: contractor
- Televising review: consultant

5. What is the total number of properties in the project area? 23

6. What is the assumed number of participating properties? 20

7. What is your justification for the assumed participation rate?

- Prioritization of properties based on investigative work Assumed percent of total based on previous projects Existing ROE agreements
 Other (Fill in Blank):

III. PROJECT AREA CHARACTERISTICS

1. What is the predominant age of the homes in the project area? <input type="checkbox"/> Pre 1940's <input checked="" type="checkbox"/> 1940 – 1960 <input checked="" type="checkbox"/> 1961-1980 <input type="checkbox"/> 1981-Present				
2. What is the average lot size within the project area?		0.50	<input type="checkbox"/> SF	<input checked="" type="checkbox"/> Acres
3. In this area, is it typical that foundation drains are connected?				<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
4. What sewershed(s) or metershed(s) is this project located in? Terrace Dr Area - EG-3006 Wrayburn Rd Area - EG-3002				
5. Collection system characteristics in project areas:				
Approximate year sanitary sewer was installed:	Host Pipe Material(s):	Pipe Size(s):	Pipe Shape(s):	
1958	<input checked="" type="checkbox"/> VCP <input type="checkbox"/> Cast-Iron <input type="checkbox"/> Asbestos	8"	<input checked="" type="checkbox"/> Circular <input type="checkbox"/> Other	
6. Within the project area, is the mainline rehabilitated?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
If "Yes," provide details on the year(s) the work was completed, the type and location of rehabilitation used, and if any rehabilitation of the sanitary sewer laterals within the ROW was completed.				

7. Will public infrastructure work be contracted or completed with the private property work?

Yes No

If "Yes", provide details of the public work.

8. Include with your application, two maps; one of the limits of the sewershed(s) or metershed(s) the project is in, and one of the project limits. The maps shall meet the following requirements.

- Maps shall use a streets view as base map.
- Major street names shall be labeled and legible.
- Limits of the sewershed(s), metershed(s), and project limits shall be defined by a bold red line.
- A north arrow, legend, and scale shall be included.
- Maps shall be at a 3:4 aspect ratio
- Maps shall be submitted as PDF electronic files.

IV. PROJECT JUSTIFICATION

1. Has any planning and/or investigative work within the project area been completed to date? (i.e. Flow monitoring, interior home inspections, sewer CCTV, analysis of flooding/backup issues in the area, etc.) Yes No

If "Yes," was the work completed through a previous PPII funding agreement? Yes No

If the answer is "Yes" to both questions, describe the work completed and cite report names and funding agreement reference numbers the work was completed under.

If work was completed independent of the PPII program, included the report(s) with application in electronic format and list the name of the report in this section.

In 2017 the Village as part of its Investigative Work Plan (Funding Agreement 03) performed water testing and closed-circuit television inspection on 82 properties (41 properties in the Wrayburn Road Area and 41 properties in the Terrace Drive Area). This work was completed by Visu-Sewer, Inc. and summarized in a report titled "2017 Private Lateral Water Injection and Televising". External property inspections were also performed to investigate drainage and grading issues. These external inspections were completed by our appointed Village Engineer, Ruekert & Mielke, Inc. In 2019 a proposed lateral rehabilitation work plan was submitted but not approved due to concerns regarding lateral CIPP lining.

2. Describe how the project area and approach was chosen and prioritized.

These chosen 2 areas are considered hotspots. The homes in Area 3 (Wrayburn Rd) were constructed in the 1960's and have long clay laterals that cross under road side storm drainage ditches that flood during major storm events. The homes in Area 4 (Terrace Dr) were constructed in the 1950's and also have clay laterals crossing under storm drainage ditches. Several storm drainage ditches run through backyards and side yards and are not under the control of the Village. This system is very susceptible to surface flooding during major storm events.

3. What is the status of all project area sewershed(s)/metershed(s) as related to the District Chapter 3 rules for wet weather performance?

Non-compliant Compliant Inconclusive Not Analyzed

If "Noncompliant," has PPII work been completed to date within the Project Area metershed(s)? If yes, provide details on the scope of work completed and location.

<p>4. Does the municipality have any permitted (or unpermitted) wet-weather bypass locations in the project area? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If "Yes," provide approximate frequency and average volume per frequency for over the last ten years.</p>
<p>5. Does the project area have a history of CSOs or SSOs? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If "Yes," provide the frequency of occurrences over the last ten years.</p> <p>Although we have not had any SSO's in the last 8-10 years, this area had had them prior. The bypass pumps have helped, as well as our drainage work, but it is still a high potential of SSO's during 100 year storm events or similar storms.</p>
<p>6. Does the municipality have recurring basement backup reports in the project area? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If "Yes", please provide the average annual number of reports in the last ten years and the estimated storm recurrence interval that typically causes basement backups.</p> <p>Nothing in the last 8-10 years.</p>
<p>7. Do you have metering, lift station run time, bypass pumping, basement backup, or any other pre-project baseline data? <input checked="" type="checkbox"/> Yes – go to item 8 <input type="checkbox"/> No – go to item 9</p>
<p>8. Describe and detail information on the pre-project baseline data you have collected including type, location, and date ranges. If a MMSD meter is used as a source for this data, provide meter name and location.</p> <p>In 2015, MMSD installed meter EG6089 at Terrace Dr (15105 Briaridge Ct) and meter EG2062 on Wrayburn Rd (13145 Wrayburn Rd) to gauge pre and post-construction conditions. Meter EG2062 was temporarily removed in 2017 to complete the PPII lateral investigation, but then reinstated in 2018.</p>

9. Do you plan on collecting pre-project baseline data as part of this project? Yes – go to item 10
 No – go to item 11

10. Describe the pre-project data that will be collected to provide a baseline for improvement? If you intend to use the MMSD portable meters, list the quantity, expected time frame installation and monitoring period.

In 2015, the MMSD installed a flow meter at Terrace Drive and Briaridge Court (EG6089) to gauge pre and post-construction conditions. This flow information will be documented and used to quantify the effectiveness of the PPII program.

11. How do you intend to report project performance results? (metrics and target objectives of the project)

Flow monitoring from the MMSD installed meters will be used to gauge the effectiveness of any future lateral rehabilitation work.

V. PROJECT GOALS

1. What are the municipality's goals and objectives for the completed project? Please provide qualitative and quantitative measurables for success as they relate to the goals and objectives.

At this point the main goal of this project is to complete the investigative phase in order to do a full evaluation of the existing laterals and prepare a work plan for a future project for the sanitary lateral rehabilitation.

VI. SCHEDULE

Include a schedule of the work with all major tasks and milestone dates for completion including District and municipal administrative approvals, local board/council approvals, work task start and finish, public outreach, deliverables, and reimbursements. The schedule needs to be realistic and achievable based on District approval timelines, local approval timelines, bidding process timelines, work production rates, and weather-related considerations. Identify and highlight any milestone dates by which the municipality is requesting the District to meet to keep your schedule (e.g. local council or board agenda deadlines). Provide the schedule in PDF format.

VII. FINANCIALS

1. Include a comprehensive cost estimate broke down to the task level which includes costs for: all internal municipal staff time which is being requested to be reimbursed, professional services including hours estimates and rates, construction costs by estimated units and estimated unit costs, inspection services, public outreach, and staff training. Attach an Excel version of the estimate to the application when submitting.

2. Are other funding sources, besides MMSD PPII funds, contributing to the total project cost? i.e. municipal funds, grant funding, property owner cost share, etc. Yes No

If "Yes," list all addition funding sources, the specific work which will be covered by an additional funding sources, and the value.

3. Describe your anticipated frequency of reimbursement requests to the District. (The funding agreement terms may dictate this frequency depending on the type of work).

The Village anticipates to request reimbursement from the MMSD on a no more than monthly basis.

4. What department/individual/entity will be submitting and processing the reimbursement requests? Please include the name and contact information.

Consultant Ruekert & Mielke Project Manager Violet Razo will be submitting the reimbursement request on behalf of David De Angelis and the Village of Elm Grove.

5. MMSD requires all invoicing to be submitted via e-Builder. Will e-Builder training be necessary for the department/individual/entity that will be submitting and processing the reimbursement requests? Yes No

6. Describe the municipal process(es) for procurement of all professional and non-professional (field work and construction) components of work and the basis for each.

Quotes for the additional lateral televising will be obtained from 3 companies: Visu Sewer, Inc., National Power Rodding Corp and The Expeditors, Inc. The work will be awarded to the responsible bidder submitting the lowest responsive quote.

For professional services, a proposal that details the scope for professional engineering services and associated fees will be provided by our appointed Village Engineer, Ruekert & Mielke, Inc.

7. Explain the means and methods for segregating the costs (MMSD reimbursable costs and public work costs).

The Village intends to have this project fully funded through the MMSD PP I/I Program.

8. Provide the names and position titles of all municipal staff that will be required to sign the funding agreement. (i.e. mayor, city/village administrator, city/village clerk, city attorney, etc.)

Name: David De Angelis	Position Title: Village Manager
Name:	Position Title:

VIII. PUBLIC OUTREACH

1. Describe in detail your public outreach approach and what entity/individuals/departments will be responsible for the public outreach. Describe the venues and platforms that will be used. Describe the timing and anticipated level of effort that is anticipated to be necessary for the public outreach effort. Describe any public outreach work that has already been completed or is in progress. If a specific person or entity is responsible for public outreach, include the name and contact information. (Examples of public outreach include, but are not limited to; mailings, websites, social media, canvassing, public meetings, etc.)

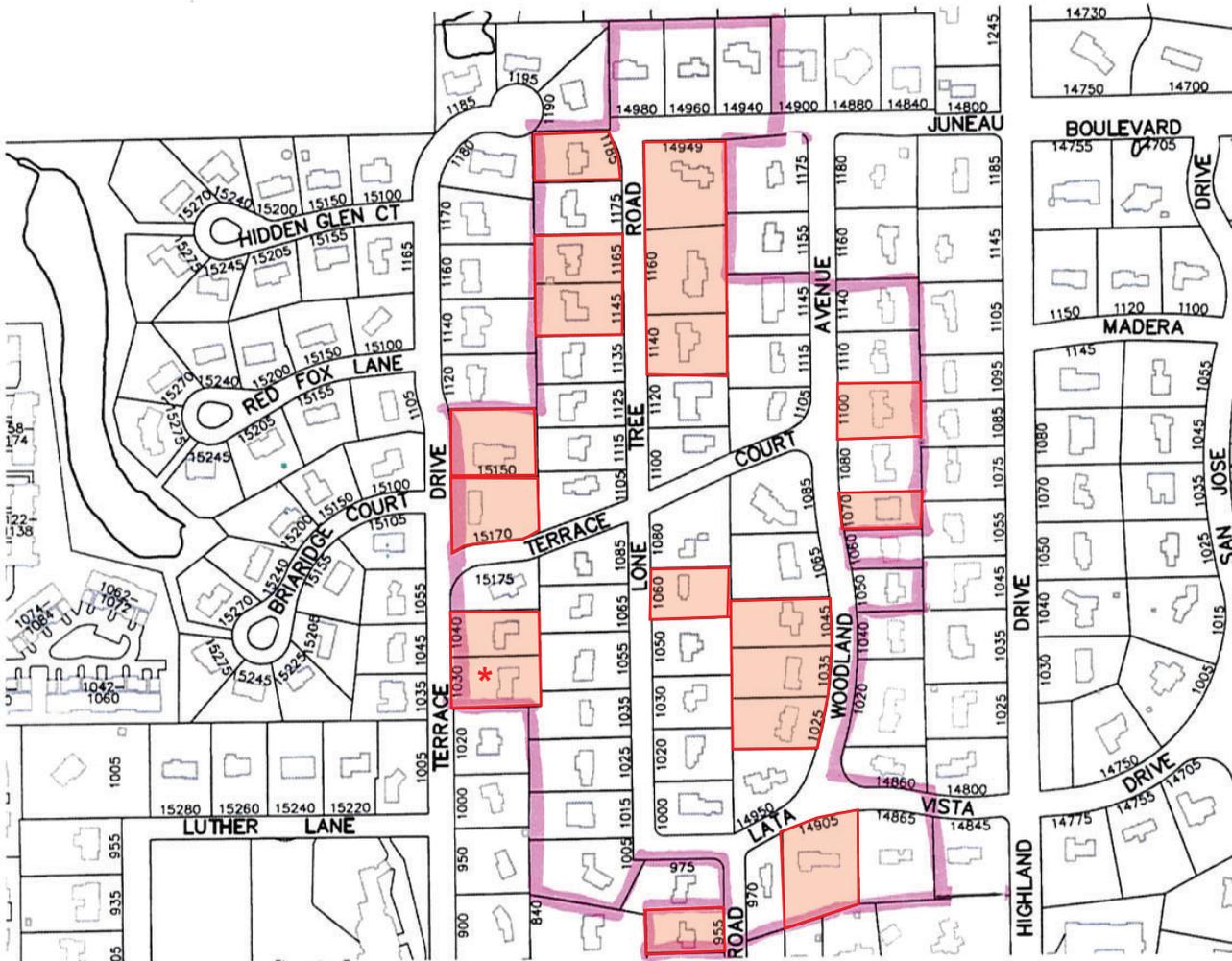
Public outreach is crucial for any public works project, but is especially crucial for projects that are located on private property. The Village intends to reach out the affected homeowners immediately after this work plan is submitted to the MMSD. Voluntary access to their private property will be requested to televise their sanitary lateral.

This correspondence will be via mail and it will detail the MMSD PP I/I Program and the overall goal of getting a full assessment of the sanitary laterals in order to prioritize the proposed lateral rehabilitation work. The letter will inform them that 100% of the cost is being picked up through the MMSD PP I/I Program. Schedule and next steps will be detailed in the letter as well.

EXHIBIT A

TERRACE DRIVE AREA ADDITIONAL LATERAL TELEVISION

Project Location Map



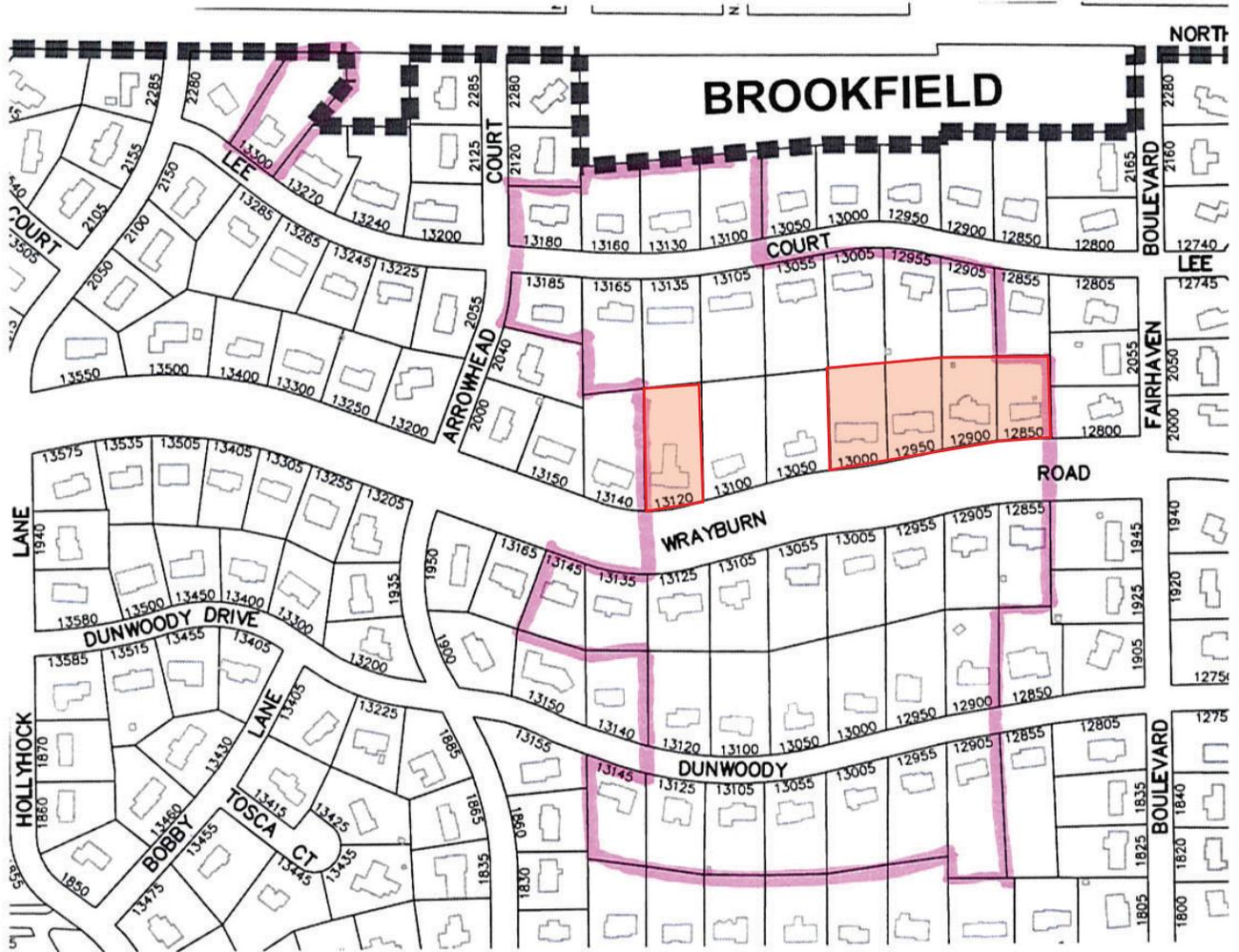
* 1040/1030 Terrace Drive - 2 properties, 1 shared lateral

 Additional lateral televising
(18 properties)

EXHIBIT B

WRAYBURN ROAD AREA ADDITIONAL LATERAL TELEVISION

Project Location Map



 Additional lateral televising
(5 properties)

VI. SCHEDULE

SCHEDULE OF THE WORK

Project Name: Terrace Drive & Wrayburn Road Area - Additional Lateral Televising

Client Name: Village of Elm Grove

Project No.: 38-10011.200

Updated: 12/5/22

- 1 - August 1, 2022 Submit PPII Work Plan to MMSD for Additional Televising.
- 2 - December 22, 2022 MMSD Approves PPII Work Plan and provides Funding Agreement.
- 3 - Jan-Feb, 2023 Village/R/M prepare bidding documents for additional televising.
- 4 - Feb-Mar, 2023 Public outreach to property owners to allow access to their private property.
- 5 - April 3, 2023 Village/R/M requests quotes from Contractors for additional televising.
- 6 - April 24, 2023 Village/R/M review submitted quotes and awards work.
- 7 - May 1, 2023 Village notifies residents of project schedule.
- 8 - May 22, 2023 Awarded TV Contractor begins televising work.
- 9 - June 30, 2023 TV Contractor completes televising work.
- 10 - Jul-Aug, 2023 Village/R/M review lateral inspection reports and propose recommended rehab work.

VII. FINANCIALS

ESTIMATED CONSTRUCTION COST

Project Name: Terrace Drive & Wrayburn Road Area - Private Lateral Rehabilitation

Client Name: Village of Elm Grove

Project No.: 38-10011.200

Date Modified: 10/4/2022

Item No.	Description	Unit	Quantity	Unit Price	Total
	Additional Video Inspection (previously not able to TV)				
1	Video Inspection Setup from interior/exterior Cleanout	EA.	23	\$ 375.00	\$ 8,625.00
2	Additional Video Inspection from Cleanout	L.F.	2,055	\$ 6.00	\$ 12,330.00
Total of All Estimated Construction Cost =					\$ 20,955.00
10% Contingency =					\$ 2,095.50
Construction Subtotal =					\$ 23,050.50
Engineering Services =					\$ 5,768.00
Estimated Total Project Cost =					\$ 28,818.50
Requested Project Funding (Rounded) =					\$ 30,000.00

Estimated Engineering Cost - Final Report/Summary of Findings

Item No.	Engineering Task	Hrs	Hourly Rate	Total
1	Public Outreach - letter to residents to allow access, coordination w/Village <i>Project Manager - E5 (\$175/hr) - Violet Razo</i>	5.0	\$ 175.00	\$ 875.00
2	Prepare bidding documents/exhibits, bid procurement <i>Project Manager - E5 (\$175/hr) - Violet Razo</i>	9.0	\$ 175.00	\$ 1,575.00
3	Bid evaluation and award <i>Project Manager - E5 (\$175/hr) - Violet Razo</i>	3.0	\$ 175.00	\$ 525.00
4	Review and Analysis of Lateral Inspection Reports <i>Project Manager - E5 (\$175/hr) - Violet Razo</i>	3.0	\$ 175.00	\$ 525.00
	<i>Engineering Technician - ET1 (\$112/hr) - Hunter Reuteman</i>	6.0	\$ 112.00	\$ 672.00
5	Prepare Summary of Findings and Recommended Rehabilitation Methods <i>Project Manager - E5 (\$175/hr) - Violet Razo</i>	4.0	\$ 175.00	\$ 700.00
	<i>Engineering Technician - ET1 (\$112/hr) - Hunter Reuteman</i>	8.0	\$ 112.00	\$ 896.00
Estimated Total Engineering Cost =				\$ 5,768.00

Wrayburn Road and Terrace Drive PPII Investigation - Additional Televising Summary

Village of Elm Grove

Project No. 38-10011.100

Visu-Sewer Report No.	Upstream MH	Downstream MH	Sewer Main Material	Address	Street	Tax Key Number	Televised Length	Water Injected	Additional Televising
Terrace Dr Area (19)									
44	6-091	6-092	VC	1040/1030	Terrace Dr.	1110-099/ 1110-098	100	Yes	280
46	6-092	6-091	VC	15150	Terrace Ct.	1110-102	61.2	Yes	60
79	6-106	6-105	located in MH 6-105	955	Lone Tree Road	1110-056	73	Yes	100
47	6-092	6-091	VC	15170	Terrace Ct.	1110-103	100	Yes	50
63	6-100	6-099	VC	1100	Woodland Ave.	1110-041	74.4	Yes	30
67	6-101	6-099	VC	1070	Woodland Ave.	1110-039	58	Yes	40
81	6-106	6-105	VC	14905	Lata Vista Drive	1110-011	19	No	50
69	6-102	6-093	VC	1060	Lone Tree Road	1110-062	31	Yes	60
---	6-107	6-106	---	1025	Woodland Ave.	1110-021	0	No	110
---	6-107	6-106	---	1035	Woodland Ave.	1110-020	0	No	110
---	6-107	6-106	---	1045	Woodland Ave.	1110-019	0	No	110
---	6-096	6-095	---	14949	Juneau Blvd.	1110-068	0	No	100
---	6-096	6-095	---	1185	Lone Tree Road	1110-076	0	No	105
---	6-095	6-094	---	1165	Lone Tree Road	1110-074	0	No	100
---	6-095	6-094	---	1160	Lone Tree Road	1110-067	0	No	110
---	6-095	6-094	---	1145	Lone Tree Road	1110-073	0	No	100
---	6-095	6-094	---	1140	Lone Tree Road	1110-066	0	No	110
18	Total Additional Televising for Terrace Dr Area:								1,625

Wrayburn Rd Area (5)									
29	2-075	2-074	VC	12900	Wrayburn Road	1101-101	79.5	Yes	70
30	2-075	2-074	VC	13000	Wrayburn Road	1101-120	98.5	Yes	60
33	2-076	2-075	VC	12850	Wrayburn Road	1101-100	95	Yes	70
6	2-063	2-062	Clay	13120	Wrayburn Road	1101-117	28	No	160
27	2-075	2-074	VC	12950	Wrayburn Road	1101-121	94	Yes	70
5	Total Additional Televising for Wrayburn Rd Area:								430

23 Properties **Total Additional Televising for Terrace Dr & Wrayburn Rd Areas: 2,055**

ATTACHMENT B
Agreement Deliverables

Pre-Construction Deliverables (To be submitted as indicated prior to beginning of construction):

1. A minimum of a one (1) week notice of any project meetings shall be provided to the District PM via email. In the event the District is unable to attend and participate, detailed meeting minutes shall be provided within five (5) days of the meeting.
2. Draft specifications, plans, and bidding documents shall be submitted to the District PM via the District Municipal Portal in PDF or Word format a minimum of one (1) week prior to bidding.
3. Final bid documents shall be provided to the District PM via the District Municipal Portal in PDF format for review and approval prior to advertisement of the contract for bid.
4. Bid results from all procurement processes associated with the project shall be provided to the District PM via the District Municipal Portal in PDF format upon close of the bid process prior to award of contract.
5. Submit a template Right of Entry (ROE) Agreement for District review prior to distribution to property owners for signatures via the District Municipal Portal in PDF or Word format. This ROE is limited to investigative work. A separate ROE shall be drafted for any subsequent construction work at a property.
6. Electronic copies of the executed contract documents shall be provided to the District PM prior to the Municipality's issuance of the Notice to Proceed via the District Municipal Portal in PDF format

Construction Deliverables (To be submitted as indicated and will be reviewed with any reimbursement request):

7. All Contractor/consultant submittals to the Municipality shall be reviewed and approved by the municipal engineer or designee and supplied to the District prior to the commencement of the work contained in the submittal via the District Municipal Portal in PDF format.
8. A minimum of a one (1) week notice of any project meetings shall be provided to the District SPM via email. In the event the District is unable to attend and participate, detailed meeting minutes shall be provided within five (5) days of the meeting.
9. A minimum of a three (3) day notice shall be provided to the District of all dye water testing work.
10. An accurate schedule of field activities shall be provided to the District SPM via email or telephone call at least one week in advance of activity commencement. Inspection reports from the field engineer for work completed shall be submitted to the District PM via the District Municipal Portal in PDF or spreadsheet format on a monthly basis or with reimbursement request, whichever occurs more frequently.

Post-Construction Deliverables (To be submitted prior to final reimbursement being processed):

ATTACHMENT B
Agreement Deliverables

11. Copies of the Right of Entry / Access Agreements for each homeowner shall be submitted to the District SPM as one document via the District Municipal Portal in PDF format.
12. The Municipality shall provide documentation of the resolution of all punch list items of the Municipality and the District.
13. Through a spreadsheet using the District template (provided by the District), submission of participating parcels information including without limitation: property tax id., address, and column categories of work performed by property following the District template form data fields and format. The document shall be provided to the District via the District Municipal Portal in an Excel format.
14. Provide all CCTV inspection videos to the District via t4 Vault with associated metadata.

ATTACHMENT C
Requirements of Contractor

Contractor's Work under this Contract is funded in whole or in part by the Milwaukee Metropolitan Sewerage District's Private Property Infiltration and Inflow Program ("Program"). Pursuant to the terms of that Program, the following terms and conditions must be included in all construction contracts. Defined terms shall have the meaning assigned to them in the Funding Agreement between the District and the Municipality, which shall be provided to Contractor upon request. If a term or condition set forth herein conflicts with the terms and conditions set forth in the bid documents, the terms and conditions below take precedence.

1. **Contractor Emergency Response Plan.** Within 14 days of the Notice to Proceed from Municipality, the Contractor shall submit to the Municipality and the District an Emergency Response Plan (ERP). This plan shall include at a minimum the following information: (1) the Contractor's site representative that will be responsible for all emergency calls, 24 hours per day/7 days per week for the duration of the project with all of their contact information; (2) the contact information for the Contractor's foreman; (3) the contact information for each municipal representative that the Contractor will contact, in the event of an emergency; (4) the contact information for the District's Senior Project Manager (5) the contact information for the Clean Up/Dig Up contractor that will be on-call for emergencies throughout the duration of this project; (6) and a detailed narration of the step-by-step sequence of events and communications that the Contractor will take in the event of an emergency throughout the duration of this project.
2. **Retainage:** Retainage shall be held by Municipality in compliance with Wis. Stat. § 66.0901 (9) (b) and shall not be released until the Work is complete, inclusive of the warranty inspection.
3. **Assignment:** The Municipality's obligations under this Contract are fully assignable to the District. The Contractor's consent is not required prior to the Municipality's assignment and the District's assumptions of Municipality's rights hereunder.