



Public Works Committee Meeting

Cravath Lakefront Room, 2nd Floor
312 W. Whitewater St.
Whitewater, WI 53190
*In Person and Virtual

Tuesday, May 12, 2026 - 5:15 PM

MINUTES

CALL TO ORDER

The meeting was called to order by Public Works Director, Brad Marquardt, at 5:15 p.m.

ROLL CALL

PRESENT: Board Member Hicks, Board Member Schanen, Board Member Smith

ABSENT: None

OTHER: Marquardt

CALL ELECTION OF CHAIRPERSON/VICE CHAIRPERSON

Marquardt opened the floor for nominations for Chairperson.

Board Member Schanen nominated Board Member Hicks for Chairperson, Seconded by Board Member Smith.

With no further nominations, Marquardt closed the nomination process. Board Member Hicks was appointed Chairperson of the Public Works Committee.

Voting Yea: all via voice vote (2)

Voting Nay: None

Abstained: Board Member Hicks

Chairperson Hicks then opened the floor for nominations for Vice Chairperson.

Board Member Smith moved to appoint Board Member Schanen as Vice Chairperson of the Public Works Committee, Seconded by Chairperson Hicks.

Voting Yea: Board Member Smith, Board Member Hicks

Voting Nay: None

Abstained: Board Member Schanen

SET DAY AND TIME FOR REGULARLY SCHEDULED MONTHLY MEETINGS

Marquardt stated the Public Works Committee will now meet on the second Tuesday of each month at 5:00 p.m.

APPROVAL OF AGENDA

Chairperson Hicks requested approval of the agenda. A motion made by Board Member Schanen, Seconded by Smith.

Voting Yea: all via voice vote (3)

Voting Nay: None

APPROVAL OF MINUTES

1. Approval of minutes from April 14, 2026

Motion made to approve the minutes from April 14, 2026, by Board Member Schanen,
Seconded by Board Member Smith.

Voting Yea: all via voice vote (3)

Voting Nay: None

HEARING OF CITIZEN COMMENTS

None

NEW BUSINESS

2. Discussion and Possible Action regarding the award of the City Hall Roofing Project.

Building Facilities issued a Request for Bids (RFB) for roofing improvements at City Hall, including the newer City Hall addition, as well as the Police and Fire Department facilities. The project was originally estimated at approximately \$400,000 and included replacement of the Fire Department roof along with repairs to the roofs at City Hall and the Police Department.

As part of the bidding process, contractors were asked to provide pricing for both:
Replacement of the Fire Department roof with repairs to the City Hall and Police Department roofs; and full replacement of all three roofs.

Following review of the bid alternatives, staff recommended proceeding with the full replacement option for all three roofs. Three sealed bids were received for the complete roof replacement project with the following results:

- HP Roofing — \$339,065
- Quality Roofing — \$406,371
- Top Roofing — \$410,940

HP Roofing submitted the lowest responsive bid for the complete replacement of all three roofs at a total cost of \$339,065, which is below the original project estimate.

Capital Improvement Project was identified and approved by City Council in the 2026/2027 Budget plan in December of 2025 in an amount not to exceed \$400,000.

Facilities staff recommended approval of the contract award to HP Roofing in the amount of \$339,065 for the full replacement of the City Hall, Police Department, and Fire Department roofs, with a total project authorization not to exceed \$400,000.

An additional contingency amount is being requested due to the potential for unforeseen conditions that may be discovered during construction, specifically within the City Hall roof system. The base bid assumed existing insulation will remain in place if determined to be in

acceptable condition. However, if damaged or deteriorated insulation or roof decking materials are identified during the project, additional replacement work may be required at unit prices identified in the bid documents, including approximately \$7.00 per square foot for insulation replacement and \$10.00 per square foot for decking replacement.

Approval of not exceeding the \$400,000 amount will allow the project to proceed without delay should additional repairs become necessary during construction.

Staff further recommended approval by the Public Works Committee and placement of the item on the consent agenda for consideration at the following City Council meeting, contingent upon completion of a satisfactory reference review for HP Roofing prior to Council consideration.

Board Members asked the following questions about the roofs being replaced:

1. Square footage of the area
2. Life span
3. Warranty
4. Age of existing roof

Marquardt will bring this information to the next Council meeting.

A motion was made by Board Member Smith to approve and award the City Hall Roofing Project to HP Roofing in the amount of \$339,065, not to exceed the budgeted amount of \$400,000 and a satisfactory reference review approved by the City of Whitewater, prior to Council consideration, Seconded by Board Member Schanen.

Voting Yea: Board Member Schanen, Board Member Smith, Board Member Hicks

Voting Nay: None

3. Discussion and Possible Action regarding the award of Contact 5-2026, Universal Boulevard Water Main.

Marquardt stated the water main on Universal Boulevard and Prospect Drive between Industrial Drive and Executive Drive has had four breaks within the last year. The project will replace the water main from Industrial Drive to Executive Drive. The project will also address groundwater issues in the area with the installation of drain tile and a beefed-up base course section. The project was advertised on April 16, and April 23, with a bid opening on May 7, 2026. Three bids were received.

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|-----------------------|--------------|
| • RR Walton & Company | \$520,125.00 |
| • CJP Excavating | \$555,087.20 |
| • Fischer Excavating | \$592,881.00 |

The Universal Boulevard Water Main replacement project was approved in the 2026-2027 CIP budget. Task Order 26-05 for the design was approved at the February 10, Public Works Committee meeting and the February 17, Common Council meeting.

Marquardt noted when looking at the memo from the Finance Department to Council the numbers don't match. The Finance Director is now using an updated number of \$705,000.

\$38,000 has been allocated for the design (Strand Task Order 26-05) and \$75,000 is being estimated for the construction oversight (See Agenda Item 4). The low bid of \$520,125 brings the grand total of the project to \$633,125, well within the budget of \$705,000.

RR Walton & Company was prequalified to bid on this project. Staff recommended a motion to accept the low bid from RR Walton & Company and forward to the full Council for awarding Contract 5-2026 to RR Walton & Company.

Motion made by Board Member Hicks to award Contract 5-2026, Universal Boulevard Water Main to RR Walton & Company for \$520,125, Seconded by Board Member Schanen.

Voting Yea: Board Member Smith, Board Member Hicks, Board Member Schanen
Voting Nay: None

4. Discussion and Possible Action regarding Task Order 26-08, 2026 Street and Utility Construction Related Services.

Marquardt stated Strand Associates provides construction related services to the City for on-going construction projects. These services include preconstruction meetings, reviewing shop drawings, conducting construction observation and measuring quantities, reviewing pay requests, construction staking, and project closeout.

These services pertain to the following projects for 2026-2027: Putnam Street (2026), Jefferson Street (2026, 2027), Main and Franklin Street (2026), Universal Blvd Watermain (2026), and Detention Maintenance (2026). Instead of providing five separate Task Orders, all five projects have been incorporated into one Task Order.

All projects were approved as part of the 2026-2027 CIP in November 2025. The Putnam Street and Jefferson Street Projects were awarded at the February 17, 2026, Council meeting. The Main/Franklin Street Project was awarded at the March 17, 2026, Council meeting. The Universal Boulevard Project was awarded at the May 19, Council meeting. The Detention Maintenance Project has not been bid out yet.

The estimate fee not to exceed is \$603,000. This is based on a worst-case scenario where separate inspectors would be needed at each of the five projects. It is the intention, however, that one inspector can oversee several of the projects at the same time, reducing this cost significantly. These estimates have already been included in the updated borrowing memo the Finance Director provided at the May 5, 2026, Council meeting.

The estimated breakdown per project is:

Putnam Street:	\$98,500 (General, Water, Storm Sewer)
Jefferson Street:	\$351,000 (General, Water, Wastewater, Storm Sewer)
Main Street/Franklin Street:	\$44,000 (General)

Universal Boulevard: \$75,000 (Water, Storm Sewer)
Detention Basin Maintenance: \$34,000 (Storm Sewer)

A monthly invoice will be sent with individual breakouts for each project.

Staff recommended a motion to approve Task Order 26-08 for Construction Services and forward to Council.

Motion made by Board Member Hicks to recommend Task Order 26-08, 2026, Street and Utility Construction Related Services, not to exceed \$603,000 to Council, Seconded by Board Member Schanen.

Voting Yea: Board Member Hicks, Board Member Schanen, Board Member Smith
Voting Nay: None

5. Discussion and Possible Action regarding electric scooter use in other University cities.

Marquardt stated at the March 10, 2026, Public Works Committee meeting, committee members discussed pedestrian traffic on Starin Road between Prince Street and Prairie Street due to a vehicle versus E scooter accident. As part of that discussion, the Committee asked staff to reach out to other University cities to see if any ordinances were in place regarding E scooters near their University campus or in general in their city.

Staff reached out to several Universities with the Wisconsin system. Below is a summary of the findings. In general, E scooters generally follow the same guidelines as where bikes are allowed or not allowed on sidewalks. No cities have any restrictions for E scooters specifically around campuses.

<u>City</u>	<u>Comment</u>
Platteville	Ordinance prohibiting bicycles on sidewalks in downtown area, nothing on scooters
River Falls	Ordinance prohibiting bicycles on sidewalks in downtown area, currently working on e-bikes and electric scooters but there is nothing to share at this point
Menomonie	Ordinance allows bikes and e-bikes on sidewalks except in downtown, nothing on scooters
Superior	Nothing specifying scooters directly in ordinance
La Crosse	Scooters prohibited where bicycles are prohibited: natural surface trail or area or parkland unless designated as open to bicycles; certain parks and levees; Stewardship property if prohibited; fishing pier/boat dock; park property under rental agreement; areas designated as pool, beach, playground, ice skating rink, sports field or similar; within dog park; golf course
Oshkosh	Bicycles and scooters allowed on sidewalks except where buildings abut the sidewalk, mainly in downtown area
Eau Claire	Permitted on sidewalks except in four "heavy pedestrian use" districts where bicycles are prohibited on sidewalks; prohibited in parking

	ramps/lots and private property unless permission granted and public step/railing/wall or designated bicycle way
Stevens Point	Nothing specifying scooters directly in ordinance

There was no recommendation from Staff.

6. Set date and time for June meeting

Marquardt stated the meeting for June 9, 2026, will be cancelled unless something pressing comes up. The next meeting is scheduled for Tuesday, July 14, 2026.

Voting Yea: all via voice vote (3)

Voting Nay: None

FUTURE AGENDA ITEMS

7. Indian Mound truck route (concern about the number of trucks on this road) – Schanen
Indian Mound (road condition) – Schanen
8. Revisit Elizabeth Street parking restrictions with school district – July
9. Highland Street parking restrictions - July
9. Pedestrian crossing on W. Main Street near Fairfield Inn and Suites

ADJOURNMENT

Motion made by Board Member Schanen to adjourn the Public Works Meeting at 5:46 p.m., Seconded by Board Member Smith.

Voting Yea: all via voice vote (3)

Voting Nay: None

Respectfully submitted,

Alison Stoll

Alison Stoll, Administrative Assistant
Department of Public Works

*Minutes Approved on July 14, 2026