

**Consulting Services Contract  
City of Waukesha – GRAEF**

**Project Name: Construction Site Representation for Private Development 2019-2020**

This Contract is by and between the City of Waukesha, a Wisconsin municipal corporation, referred to herein as the City; and GRAEF, 125 South 84<sup>th</sup> Street, Suite 401, Milwaukee, WI 53214-1470, referred to herein as the Consultant. Together, the City and Consultant are referred to as the Parties.

**Recitals**

The City published a Request for Proposals, referred to as the RFP, for consulting services in connection with the following Project:

**Construction Site Representation for Private Development 2019-2020**

The RFP contained a specific Scope of Work to be incorporated into the successful bidder's contract.

The Consultant submitted a proposal in response to the RFP, and was selected by the City to be awarded the contract for the Project.

The Consultant is willing to perform consulting services according to the Scope of Work stated in the RFP and the Consultant's responsive Proposal, as modified by the Parties, and to accept the award of the contract for the Project.

Now, therefore, the City and the Consultant agree and contract as follows:

1. **Scope of Work.** The Consultant shall perform the Work described on Schedule A, according to the terms and conditions of this Contract. Schedule A is incorporated into this Contract by reference.
2. **Standard of Work.** Consultant will perform the Work according to generally-accepted industry practices and the highest standards of the professions of the individual employees performing the Work for Consultant.
3. **Payment.** The City shall pay to Consultant the hourly wages in the attached proposals for 2019-2020 Construction for performance of the Work in compliance with the terms and conditions of this Contract. Consultant shall invoice the City, monthly. No more than 90% of the Contract Price shall be payable before Consultant's Work is complete and delivered to the City. All invoices shall be payable net 30 days.
4. **Time.** Consultant shall commence the Work as promptly after execution of this Contract as is possible, and shall complete the Work no later than December 31, 2020, subject only to delays for circumstances beyond Consultant's control, provided Consultant re-commences work promptly in good faith upon the return of normal circumstances.
5. **Ownership of Work Product.** All materials produced in the performance of the Work shall be the sole property of the City, and shall be kept confidential and not disclosed to any third party without the prior written permission of the City.
6. **Changes.** This Contract can only be amended by the written, mutual agreement of the Parties. No change to the scope of the Work, or the total amount to be paid to Consultant, shall be effective unless done by the written mutual agreement of the Parties.
7. **Indemnification.** Consultant shall indemnify, defend, and hold the City and its officials and employees harmless from any and all third-party claims, demands, causes of action, lawsuits, judgments, penalties, and other liabilities of any kind to the extent that they arise out of or in connection with Consultant's performance of the Work, including court costs and actual attorney fees.

8. **Insurance.** Consultant shall maintain insurance of the following kinds and for not less than the following limits, at Consultant's sole expense, at all times during the performance of the Work. Policies shall be occurrence, and not claims-made, policies, except for professional errors and omissions policies. Consultant shall obtain an endorsement making the City an additional insured, and Consultant's insurance shall be primary, not excess, and non-contributory. All policies shall be from insurers licensed to issue such policies in Wisconsin. Upon the execution of this Contract, Consultant shall deliver a certificate of insurance to City showing that all requirements of this section are met.
- a. Commercial general liability, including products-completed operations, \$1,000,000 per occurrence, \$2,000,000 aggregate per project.
  - b. Automobile liability, \$1,000,000 bodily injury, \$1,000,000 property damage.
  - c. Excess liability-umbrella, \$5,000,000.
  - d. Worker compensation, statutory requirements.
  - e. Professional liability-errors and omissions, \$2,000,000, with extended-reporting period endorsement.
9. **Record Keeping.** Consultant shall keep all documents and records generated in the performance of the Work for no less than 7 years after completion of the Work, and shall make them available to the City at the City's request. Consultant acknowledges that such documents and records may be subject to Wisconsin's Open Records Law.
10. **Cooperation by City.** The City shall cooperate with the Consultant in the performance of the Work, and shall respond timely to all reasonable requests for information and access.
11. **Parties Are Independent Contractors.** Nothing in this Contract shall be construed to create any relationship between the Parties other than independent contractors. Unless specifically provided in this Contract, the Parties are not agents for one another, have no authority to bind the other to contracts, and have no vicarious liability for the other's acts or omissions.
12. **Governmental Immunities, Liability Limits, and Notice Requirements Preserved.** Nothing in this Contract shall be construed to be a waiver or modification of the governmental immunities, notice requirements, or limitations of liability imposed by Wis. Stats. §893.80 or any other law.
13. **Permits and Licenses.** Consultant shall be responsible, at Consultant's expense, for obtaining all permits and licenses required for the performance of the Work.
14. **Assignment Prohibited.** This Contract, and the Consultant's responsibility to perform the Work under this Contract, may not be assigned by the Consultant without the City's written consent.
15. **Notices.** All notices required by this Contract, and all other communications between the Parties, shall be addressed as follows:

To the City:           Attention Director of Public Works  
City of Waukesha  
130 Delafield Street  
Waukesha WI 53188

To Consultant:       Attention Robert L. Warren, P.E.  
GRAEF  
125 South 84<sup>th</sup> Street, Suite 401  
Milwaukee, WI 53214-1470

16. **Corporate Authorization.** The individuals executing this Contract on behalf of the Consultant warrant and represent that they are duly authorized to bind the Consultant to this Contract. Consultant warrants and represents that the execution of this Contract is not prohibited by the Consultant's articles of incorporation, by-laws, operating agreement, or other internal operating orders, or by any applicable law, regulation or court order. Consultant shall provide proof upon request.
17. **Assistance of Counsel, Voluntary Contract.** The Consultant acknowledges that it has either had the assistance of legal counsel in the negotiation, review and execution of this Contract, or has voluntarily waived the opportunity to do so; that it has read and understood each of this Contract's terms, conditions and provisions, and their effects; and that it has executed this Contract freely and not under conditions of duress.
18. **Adequacy of Consideration.** The Parties acknowledge that the consideration expressed in this Contract is adequate and sufficient to make the obligations contained in this Contract binding upon the Parties.
19. **Costs of Enforcement.** The Parties agree that in the event legal action is necessary to enforce any term or condition of this Contract, then the breaching Party will pay the non-breaching Party's costs incurred in such legal action, including actual attorney fees. If a judgment is taken, then costs of enforcement will be added to the judgment, subject to statutory governmental immunities and liability limits.
20. **Severability.** If any term of this Contract is held unenforceable by a court having jurisdiction, then to the extent the unenforceable term can be severed from the remainder of this Contract without affecting the enforceability of the remainder of this Contract or substantially frustrating its purpose, it will be so severed, and the remainder of this Contract will remain in effect and enforceable.
21. **Survival and Parties Bound.** Unless specifically limited in this Contract, any term, condition or provision of this Contract will survive the execution of this Contract or any stated time periods, to the extent necessary for their performance. This Contract is binding upon, and inures to the benefit of, the Parties' successors, assigns, heirs, executors, trustees and personal representatives.
22. **Governing Law and Jurisdiction.** This Contract will be construed and enforced according to the laws of Wisconsin. If a lawsuit arises out of this Contract, it shall be filed in the state Circuit Court for Waukesha County, Wisconsin. The Parties consent to personal and subject-matter jurisdiction in Wisconsin, and waive all jurisdictional defenses.
23. **Integration, Construction of Contract.** This Contract constitutes the entire agreement of the Parties formed as a result of the City's RFP and the Consultant's responsive proposal. All other agreements and understandings of the parties with respect to the subject matter expressed in this Contract are unenforceable. If there are any conflicts among the terms of this Contract and any documents incorporated into this Contract, including Schedule A, then the terms of this Contract shall control.
24. **Termination.** Either party may terminate this Contract without cause by giving written notice of termination to the other party, with termination to occur no sooner than 20 days after delivery of the notice. Upon termination, Consultant shall be paid for all Work completed as of the date of termination.
25. **Limitation of Liability.** Consultant shall not be liable for incidental or consequential contract damages. There shall be no other limitations of Consultant's liability.
26. **Confidentiality; Public Records.** All documents created pursuant to this Contract, and all documents delivered to the City, are public records and will be subject to disclosure to the public under Wisconsin's Open Records law.
27. **Effective Date.** This Contract shall be effective as of the latest date of execution shown below.

**City of Waukesha**

\_\_\_\_\_  
By Shawn N. Reilly, Mayor  
Date: \_\_\_\_\_

\_\_\_\_\_  
Attested by Gina L. Kozlik, City Clerk  
Date: \_\_\_\_\_

To certify that funds are provided for payment:

\_\_\_\_\_  
Richard L. Abbott, Director of Finance  
Date: \_\_\_\_\_

**GRAEF**

\_\_\_\_\_  
By (print name) \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

\_\_\_\_\_  
By (print name) \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

## Schedule A Scope of Work

### **OVERVIEW**

The City of Waukesha is requesting quotes and a statement of qualification for providing on-call or as-needed construction site representation / construction management services for private development construction activities for 2018-2019.

A list of Prequalified Consultants and their hourly rates will be provided to Developers upon their request to oversee the construction of the sanitary and storm sewers, curb and gutter, sidewalk, roadway, pavements or other items on behalf of the City. An example is provided in Appendix A.

The Developer will select the Consultant from the City-provided list. The Consultant will be contracted through the City and invoices shall be paid by the City from funds provided by the Developer in their Developer's Deposits. Invoicing will be confirmed by the Engineering Division for hours worked.

The City cannot provide an estimate of hours that a Developer may use an individual Consultant, when or how often a Consultant may be selected by a Developer. Which Consultant the Developer chooses from the prequalified Consultants is entirely the Developer's option other than what is indicated in the City's Development Handbook.

The City will not recommend a particular Consultant, but will provide the rate information sheet upon request for construction site representation. Developers will be required to complete the Project using a single Consultant for construction site representation once the construction phase of the project is started unless approved by the City Engineer.

The Consultant selected by the Developer as the Construction Site Representative (CSR) may not also be a Partner, Owner, Engineer, Surveyor or Designer for the project and shall not have any interest or holdings on the project.

The City will make the final determination of when a CSR is required to be on-site, and what level CSR will be required.

The City will make the determination and "pre-qualify" individual CSRs from the submitted candidates from each Consultant. CSRs shall be employed by the Consultant and shall not be contract employees, temporary employees or prospective employees whose employment is contingent upon approval of this Prequalification. CSRs may be seasonal employees. CSRs may be Engineering Co-op students or Engineering Interns with no less than 3 months of CSR experience or a minimum of 3<sup>rd</sup>-Year Engineering Student and must be directly supervised by a Sr Tech CSR or Tech II CSR.

The *City of Waukesha Department of Public Works, Design and Construction Manual, 2019 Edition, Division 1 Development Handbook, Section 7 – Construction Management and Review* outlines specific duties and responsibilities of the CSR and may be found on the City's website here:

<https://waukesha-wi.gov/DocumentCenter/View/8893/Development-Handbook-2019>

### **SCOPE OF SERVICES TO BE PROVIDED BY THE CONSULTANT:**

- Provide a Construction Site Representative (CSR) for infrastructure installation on private development projects. Infrastructure improvements may include: sanitary sewer systems, storm sewer systems, street light conduit and bases, EBS, road base installation, concrete curb, flatwork and pavement, hot mix asphalt pavement, and restoration and additional infrastructure as needed or as shown on Plans. Other non-infrastructure observations may include erosion control and traffic

control. Mass grading, rough or final grading, pavement markings, retaining walls, ponds and the associated water quality control measures are not included.

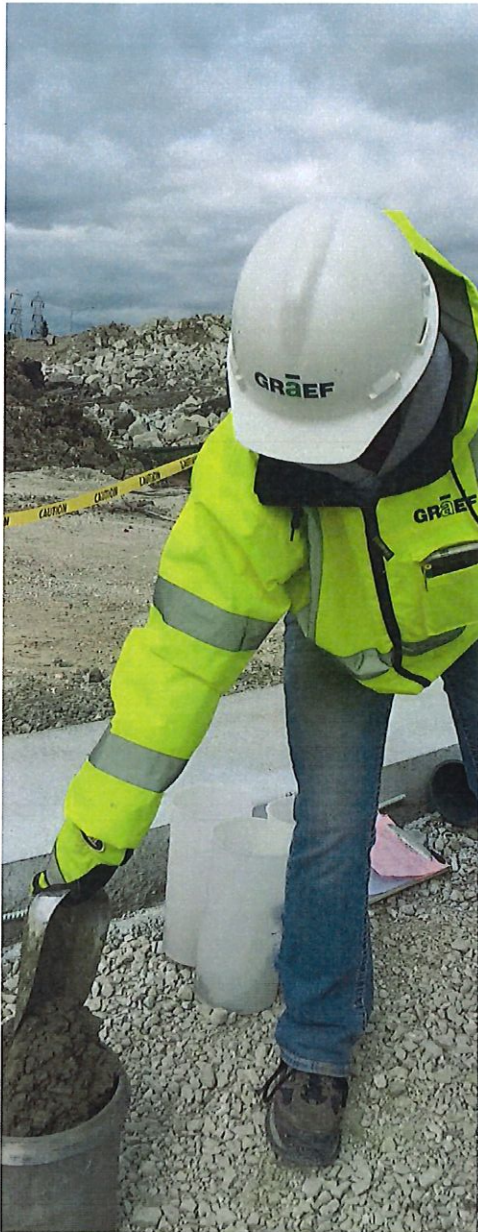
- Understand and enforce the City of Waukesha Standard Construction Specifications, most recent edition.
- Attend pre-construction meetings as necessary for assigned projects. Meeting facilitation and agenda preparation will not be required for this task.
- The CSR will work with, report to and communicate with the City of Waukesha Engineering Tech Supervisor or Project Manager in charge of the project. The CSR shall be equipped with a phone and survey equipment for acquiring elevations during construction.
- Review construction materials on-site to determine compliance with the City's Standard Construction Specifications.
- Observe that improvements are installed at proper elevations and locations. Record grades and pipe inverts during construction for record drawings. Report deviations from plans to the City. The City will not provide the CSR with survey equipment.
- Be knowledgeable of concrete and soil compaction testing/sampling procedures and witness testing completed by Contractor. Testing shall not be performed by the CSR.
- Complete and deliver completed construction Daily Reports (DRs) to Engineering Tech Supervisor or Project Manager every week. Quantity tabulation is not part of this request.
- Attend project meetings held at the job site, City Engineering office or other locations.
- Provide one point of contact for the scheduling of work and billing questions.
- Construction Surveying (staking) services is not considered part of this quote and will be performed by others.

#### **SCOPE OF SERVICES PROVIDED BY THE CITY OF WAUKESHA:**

- One hard copy of the approved plans and special provisions and one electronic copy in PDF format. One electronic (PDF) copy of the City's Standard Construction Specifications – most recent edition.
- Schedule preconstruction meetings. Coordinate, or perform the facilitation, prepare agenda and minute preparation for the meetings.
- Daily Reports (DRs) in electronic PDF and MS-Excel format. Forms will include quantity tabulation worksheets and other reporting sheets. These forms and worksheets shall be used by the Consultant. No substitutions or modifications will be allowed. No proprietary software systems will be accepted. Tablets, I-pads or other electronic hardware for preparing the documents may be used. Daily reports shall be completed and submitted to the City in MS-Excel and PDF format. Electronic signatures on the forms will be accepted.
- City staff will perform all sub-base proof-rolls, inspections or reviews.
- City staff will review all contractor submittals but will provide reviews to the Consultant for information and enforcement.



Prepared for: **City of Waukesha**  
Proposal for: Construction Site Representation  
for Private Development Construction | 2019 - 2020  
January 31, 2019




RECEIVED  
JAN 31 2019

BOARD OF PUBLIC WORKS

**GRÄEF**

414 / 259 1500  [www.graef-usa.com](http://www.graef-usa.com)

 125 S. 84th Street Suite 401  
Milwaukee, WI 53214



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collaborāte / formulāte / innovāte

January 31, 2019

Mr. Jon Weil, PS  
City of Waukesha Engineering Division  
City Hall Annex  
130 Delafield Street  
Waukesha, WI 53188

**SUBJECT: Construction Site Representation for Private Development Construction | 2019 - 2020**

Dear Jon:

GRAEF is pleased to submit our qualifications to the City of Waukesha Engineering Division for providing inspection services for the 2019-2020 private development construction season. We understand that the City is collecting quotes and qualifications for providing on-call construction site representation for private development. As part of this process, the City will develop a list of pre-qualified CSR's from this RFP and provide it to the Developers for their selection of a CSR. We hope that the qualifications we provide to you in this proposal, as well as the work we have done for you in the past, convince you that GRAEF will be a strong and objective representative for the City on private developments. Therefore, based on the information provided in this proposal, we ask that our highly-experienced CSRs be included on the list of prequalified consultants which you provide to the Developers.

As we identified in our previous proposal to you for municipal inspection, we feel we are uniquely qualified having provided these services in 2016 on Summit Avenue, E. Moreland Boulevard, and E. Sunset Drive; and in 2017 on NW Barstow Street and Arcadian Avenue. We also have relationships with the Waukesha Water Utility having inspected many projects for them in the past.

All of our personnel have over 30 years of experience, which includes providing work for the City as a contractor, and also as an inspector employed by GRAEF. They have a knowledge of the City's Standard Construction Specifications including Waukesha's Development Handbook and Waukesha's 2019 Standard Construction Specifications. Please see the Proposed Rate Table and resumes of the individuals we are proposing.

We look forward to continuing our positive relationship with the City of Waukesha by again delivering a quality project within the City's budget.

Sincerely,

A handwritten signature in blue ink that reads "Robert L. Warren".

Robert L. Warren, PE  
Construction Services Manager  
Robert.Warren@graef-usa.com

# Construction Review and Documentation

## Understanding and Approach

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The following outlines GRAEF's understanding and approach to construction review and documentation including management style, reporting and communication, expected responsibilities, and availability.

### GRAEF's Construction Site Representatives (CSRs) will:

- Work with, report to, and communicate with the City of Waukesha Engineering Tech Supervisor or Project Manager.
- Conduct inspection for infrastructure installation on municipal improvement projects. Infrastructure improvements may include: sanitary sewer systems, storm sewer systems, street light conduit and bases, EBS, road base installation, concrete curb, flatwork and pavement, hot mix asphalt pavement, and restoration and additional infrastructure as needed or as shown on Plans. Other non-infrastructure observations may include erosion control and traffic control.
- Conduct inspections for all phases of construction operations, including equipment and materials. We propose an inspector with experience equivalent to the complexity of the project. This experience level is appropriate to ensure a thorough and efficient level of construction monitoring at appropriate rates.
- Observe that improvements are installed at proper elevations and locations. Record grades and pipe inverts during construction for record drawings. Report deviations from plans to the City. It is our understanding that the City will not provide survey equipment.
- Attend pre-construction conferences, project involvement meetings, and weekly meetings. Prior to the pre-construction meetings we will require the contractor to submit a detailed construction schedule. The contractor will not be allowed to place any material until this schedule has been approved by the City.
- Review material testing and reject materials that do not meet the specifications and special provisions. GRAEF CSRs will understand and enforce the City's Standard Construction Specifications.
- Conduct Quality Verification (QV) of the Contractor's testing programs. GRAEF CSRs are knowledgeable of concrete and soil compaction testing/sampling procedures and how to witness this testing completed by the Contractor.
- Hold weekly progress review meetings on site with the City. This ensures timely response to issues which keeps schedules and cost estimates current and facilitates partnering relationships. The goal is no-surprises.
- Act as main project contact for contractors, residents and businesses and provide an emergency phone number for contact 7-days a week. Our CSRs are well-versed in communication with the contractor and the public. Each entity requires a different approach. We will meet with each resident to ensure issues related to safety, access, or other concerns are addressed before they become issues. We will insulate the City from these day to day issues.
- Complete the City's construction Daily Reports (DRs) with contractor activities, on-site labor and equipment, completed quantities, and a start-to-finish project photograph diary. A copy of all DRs will be submitted to the Engineering Tech Supervisor or Project Manager on a weekly basis.
- Review requests and prepare recommendations for progress payments. We will maintain current quantities so that approval of progress payments will be timely and accurate. All quantities will be stored on Excel separate spreadsheets following proven formats developed on our past projects.
- Prepare Change Orders for work not covered in contract. Our goal is to be fair but to minimize the number of Change Orders presented to the City. We will thoroughly research each request and explore other alternatives before presenting a Change Order to the City. Our goal is to stay within the construction budget.



## **Construction Review and Documentation Understanding and Approach** (continued)

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- Prepare punch list for contractor, listing work left to be completed. Our list will be specific and time based. We will establish a reasonable time frame for completion and then follow up with the contractor on a daily basis.
- Conduct final inspection of the project and certify a recommendation for acceptance. We will invite the City to participate in the final walkthrough with the contractor.
- Prepare red-line, paper as-built plans and electronic as-built plans when project is finished. As-Builts will be clear and concise and delivered within two weeks of final acceptance.
- GRAEF's team of experienced CSRs have full availability to provide construction review and documentation for all of the City of Waukesha's infrastructure projects.

Examples of our efforts in these areas include the NW Barstow Street and E. Moreland Boulevard projects for the City of Waukesha.

## City of Wauwatosa Construction Management

### City of Wauwatosa

Bill Wehrley, PE  
7725 West North Avenue  
Wauwatosa, WI 53213  
414 / 479 8929  
wwehrley@wauwatosa.net

### Years Inspected

2003-Present

“The City has used GRAEF for 16 years to inspect our water and sewer projects.

They always provide us with qualified personnel that have the experience that matches each job's complexity. We are very happy with GRAEF's staff. We get calls almost every day from consultants offering inspection services but why would we select them when we are already using the best?”

- Bill Wehrley, City of Wauwatosa



GRAEF provided pre-construction logistics, constructability reviews, inspection, utility coordination, material testing, photo-documentation, detailed daily reports, compilation of quantities; reviewed pay requests; prepared Record Drawings; and served as the City's representative for the following projects in the last three years alone:

- **Underwood Avenue & Woodland Avenue:** A \$5.7 million reconstruction of infrastructure and roads. Infrastructure included 3,000 ft. of sanitary sewer; 3,000 ft. of water main; 4,700 ft. of storm sewer from 12" to 84" diameter, and 3,600 sf of concrete pavement.
- **The Village Project:** A multi-million reconstruction of all infrastructure and roads in the entire "village" in downtown Wauwatosa
- **Reserve at Mayfair Road:** Reconstruction of signalized intersection, utility upgrades, and decorative lighting and pavers
- **2016 Street & Utility Improvements:** Reconstruction of 93rd, 91st, and Congress streets including miscellaneous utilities and street lighting work
- **Sanitary Manhole & Sewer Rehabilitation:** Annual program of grouting and relining sanitary sewers
- **Wisconsin Avenue:** 300 ft of 24-inch water main
- **Grand Parkway:** 100 ft of 12-in to 18-in storm sewer w/urban road reconstruction
- **Milwaukee Avenue:** 450 ft of sanitary sewer and water main relay
- **104th Street:** 700 ft of 8-in sanitary relay, 850 ft of 12-in water main, 870 ft of 7-ft by 8-ft box culvert, road reconstruction
- **Menomonee River Parkway:** 740 ft of 10-in sanitary, 100 ft of 12-in storm; repair and relining, grouting
- **West Center Street:** 1,500 ft of 10-in sanitary relay, jack & bore 300 ft of 24-in casing pipe, 430 ft of 12-in water main
- **Ravenswood:** 300 ft of 8-in sanitary sewer relay w/manhole rehabilitation
- **Grand Parkway & Wellauer:** 900 ft of 12-in storm, 5,000 ft urban road reconstruct; street lighting
- **Innovation Campus:** 200 ft of 8-in sanitary, 200 ft of 12-in storm, 12-in water main, urban road with roundabout
- **Green Alleys:** Reconstruction of four one-block alleys w/permeable pavers



# City of Franklin Construction Management

## City of Franklin

Sara Arnold  
9229 West Loomis Road  
Franklin, WI 53132  
414 / 425 7510

## Years Inspected

2000-Present



GRAEF has provided construction management services on multiple projects for the City of Franklin. All of these projects entailed; pre-construction logistics, constructability reviews, inspection, utility coordination, serving as the City's representative, material testing, photograph documentation, detailed daily reports, compilation of quantities, review of pay requests and the preparation of Record Drawings.

- **Ballpark Commons:** Inspection of all phases of Ballpark Commons, a mixed-use, \$130,000,000 development at and in the vicinity of the Rock Sports Complex located at 7900 Crystal Ridge Drive in the City of Franklin, Wisconsin. The project encompasses over 200 acres (including the existing Rock Sports Complex) and will feature a 4,000-seat stadium, commercial and retail businesses, restaurants, residential apartments, and various entertainment and active lifestyle features.
- **27th Street Multi-Family Inspection** - 1,200 feet of urban roadway and associated water, storm and sanitary sewers for a 60 Unit Private Development.
- **Sceptor Circle/Court:** 1,500 feet of 8-inch PVC water main relay plus roadway reconstruction
- **Pleasant View Park Development:** 600 feet of 8-inch sanitary sewer; 900 feet of 6-inch and 8-inch water main; 1,000 feet of 21-inch storm sewer; 455 feet of 18-inch storm sewer; 140 feet of 15-inch storm; and 1,000 feet of urban road construction
- **Avian Estates:** 800 feet of urban road reconstruction, 100 feet of 12-inch storm, water lateral reconnections
- **Victory of the Lamb:** 500 feet of 16-inch PVC water main, 400 feet of 8-inch PVC water main



# City of Waukesha Construction Management

## City of Waukesha

Alex Damien, PE  
130 Delafield Street  
Waukesha, WI 53188  
262 / 524 3907  
adamien@ci.waukesha.wi.us

## Years Inspected

2015-2017



In 2015, 2016, and 2017 GRAEF provided construction management services for the City of Waukesha. All of these projects entailed pre-construction logistics, constructability reviews, inspection, utility coordination, serving as the City's representative, material testing, photographic documentation, detailed daily reports, compilation of quantities, review of pay requests, and the preparation of Record drawings.

- **NW Barstow Utility & Street Improvement Project:** Inspection Services for 2,000 feet of an urban roadway, two lane reconstruct with sanitary, water and storm sewer.
- **Arcadian Avenue Utility & Street Improvement Project:** Inspection Services for 1/2 mile of an urban roadway, two lane reconstruct with sanitary, water and storm sewer.
- **Summit Avenue Phases 2 and 3:** Reconstruction of 1 mile of a four-lane urban roadway in a congested commercial area
- **East Moreland Blvd Flood Mitigation and Utility & Street Project:** Reconstruction of 0.7 mile of four-lane divided urban roadway including storm sewer, sanitary sewer, pipe jacking, signalization, and street lighting
- **North Greenfield Avenue:** Reconstruction of two blocks of an urban residential street including water main and laterals, storm sewer, and sanitary sewer relays. ... 8 ...



## Additional References

### ADDITIONAL PROJECT REFERENCES

In addition to the projects and references shown on the preceding pages, GRAEF has provided inspection services for many additional communities on projects that were designed by others as well as by GRAEF. We have provided inspection services and construction staking for storm sewer, water main, sanitary sewer, and roadway projects. Many communities hire our inspection services under general service contracts to inspect/monitor independent design construction. In addition, GRAEF prepared record drawings for many of these projects.

#### WAUKESHA WATER UTILITY

Kelly Zylstra, PE [kzylstra@waukesha-water.com](mailto:kzylstra@waukesha-water.com)  
115 Delafield Street  
Waukesha, WI 53188  
262 / 521 5272

#### **Description of Services:**

2005 - 2015 - Inspection Contract – Construction observation of new water main and water main replacement throughout the City of Waukesha.

#### CITY OF KENOSHA

Greg Boldt [gboldt@kenosha.org](mailto:gboldt@kenosha.org)  
625 52<sup>nd</sup> Street Room 305  
Kenosha, WI 53140  
262 / 653 4057

#### **Description of Services:**

2018 - Present - Inspection Contract – Inspected the \$2 million reconstruction of 104th Avenue, a 1/2 mile, 4-lane undivided urban roadway section.

#### CITY OF GREENFIELD

Jeff Katz, PE [jeffk@greenfieldwi.us](mailto:jeffk@greenfieldwi.us)  
7325 W. Forest Home Avenue  
Greenfield, WI 53220  
414 / 679 5686

#### **Description of Services:**

2006 - Present - Inspection Contract – Construction observation of water main relays, water main extensions, sanitary sewer relays and street construction projects.

#### OAK CREEK SEWER AND WATER UTILITY

Ronald Pritzlaff [rpritzlaff@water.oak-creek.wi.us](mailto:rpritzlaff@water.oak-creek.wi.us)  
170 W. Drexel Avenue  
Oak Creek, WI 53154  
414 / 570 8200

#### **Description of Services:**

1994 - Present - Inspection Contract – Construction observation of water main extensions, sanitary sewer extensions and street construction for both public and private projects.

#### CITY OF MUSKEGO

Scott Kroeger [skroeger@cityofmuskego.org](mailto:skroeger@cityofmuskego.org)  
W182 S8200 Racine Avenue  
Muskego, WI 53150  
262 / 679 5686

#### **Description of Services:**

2011 - Present - Inspection Contract – Construction observation of water main relays, water main extensions, sanitary sewer relays and street construction projects. Eight projects were inspected in 2018.



**TEAM ORGANIZATION**

In our effort to tailor our services to solve the specific inspection issues related to the inspection of the City's infrastructure installation in 2019, we have assembled this team specifically for your projects. This team will provide a client-focused approach providing the City of Waukesha with the highest value and quality.

The team members include:

Senior Construction Site Representative (CSR)                      Jim Witt

Construction Site Representative (CSR) Technician II                      Richard Hackney

Construction Site Representative (CSR) Technician I                      John Bobrowitz

Individual resumes are presented on the following pages.







### Professional Certifications

WisDOT/PCCTEC - I  
WisDOT/Grading TEC - I  
Confined Space Entry

### Areas of Expertise

Sanitary Sewer Inspection  
Water Main Inspection  
Storm Sewer Inspection  
Bituminous concrete paving  
Concrete paving  
Earthwork and storm  
sewer inspection  
Concrete testing (air,  
slump, and cylinders)

*Jim has been at GRAEF for 19 years. He has excellent documentation and inspection skills developed through his 39 years of experience in the public and private sectors. His inspection experience includes water main, sanitary sewer, storm sewer, urban street construction, asphalt and concrete paving, fresh concrete testing, traffic signals, and street lighting.*

### Sewer and Water Main Projects on which Jim has been the Lead Inspector:

- 51st Street – Rawson Ave to Franklin City Limits: Water main, sanitary sewer, and asphalt paving
- Puetz Rd – 51st Street to 68th Street: Water main
- Northwestern Mutual: Water transmission main
- 31st Street – Rawson Ave to Drexel Avenue: Water main, sanitary sewer, storm sewer, curb and gutter, and asphalt paving
- Oakwood Road – 27 St. to 31st St.: Water main, storm sewer, curb and gutter, and asphalt paving
- Speedway Drive – Forest Home Ave to Hwy 100: Water main, storm sewer, curb and gutter, and asphalt paving
- 27th and Drexel intersection: Water main, storm sewer, curb and gutter, and asphalt paving
- 51st Street at Franklin High School – Water main, storm sewer, and asphalt paving
- State Hwy 100 – S. 76th Street going West: Water main
- Pleasant view park: Water main, sanitary sewer, storm sewer, curb and gutter, and asphalt paving

**City of Franklin, WI, Briarwood Subdivision - Lead Construction Inspector:** for installation of sanitary sewer for an existing 104-lot subdivision.

**City of Franklin, WI - Project Representative:** For the installation of sanitary sewer for the Northwestern Mutual campus.

**Ballpark Commons:** Inspection of Ballpark Commons, a mixed-use, \$130,000,000 development at and in the vicinity of the Rock Sports Complex located at 7900 Crystal Ridge Drive in the City of Franklin, Wisconsin. The project encompasses over 200 acres (including the existing Rock Sports Complex) and will feature a 4,000-seat stadium, commercial and retail businesses, restaurants, residential apartments, and various entertainment and active lifestyle features.

**27th Street Multi-Family Inspection -** 1,200 feet of urban roadway and associated water, storm and sanitary sewers for a 60 Unit Private Development.

**Briarwood Subdivision, City of Franklin, WI - Project Representative:** Installation of sanitary sewer for an existing 104-lot subdivision.

## Richard Hackney

Construction Site Representative (CSR) Technician II



**Professional Certification**  
Confined Space Entry

*Rick has 40 years of diverse sewer and water construction experience, with over 15 years experience as a construction foreman. Rick is a skilled problem solver and team member on inspection projects at GRAEF. He is well-versed in regulations, codes, and work techniques. He has significant experience working directly with clients, communicating with them on an ongoing basis during projects, and assisting them by successfully addressing concerns that may arise.*

**Summit Avenue - Phase 2, City of Waukesha, WI - Construction Inspector:**

Inspection services for an urban roadway reconstruction project in the City of Waukesha with sanitary, water, and storm sewer.

**NW Barstow Utility & Street Improvements, City of Waukesha - Construction**

**Inspector:** Inspection Services for 2,000 feet of an urban roadway, two lane reconstruct with sanitary, water, and storm sewer.

**N. Greenfield Avenue Utility & Street Improvements - City of Waukesha, WI -**

Construction survey for City of Waukesha roadway reconstruction. Project A = city project, 2,500' 4 lane reconstruct with utilities. Project B = WisDOT Project, East Sunset Drive intersection improvements.

**Meadow Ridge, Waukesha Water Utility, Waukesha, WI - Construction**

**Inspector:** Inspection of 900' of 12" water main for proposed memory care building.

**Cloverland Farms, Waukesha Water Utility, Waukesha, WI - Construction**

**Inspector:** Inspected 12" to 16" water relay. The construction cost for this project was \$780,137.

**Hickory Flats, Waukesha Water Utility, Waukesha, WI - Construction Inspector:**

Inspection of 143' of 6" water main for a new commercial building.

**Hobby Lobby, Waukesha Water Utility, Waukesha, WI - Survey layout of water**

main on S. East Avenue.

**City of Wauwatosa, WI - Construction Inspector - Completed inspection for over**

40 projects for the City of Wauwatosa.

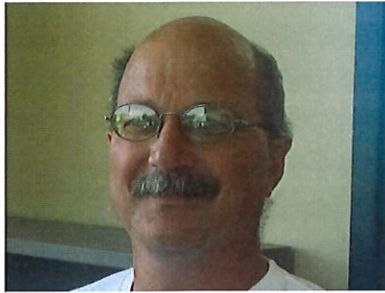
**MMSD Deep Tunnel Project - Driller and blaster in charge of explosives material, including inventory and safety measures.**

**1978 through 1989:** Worked for various utility contractors in increasing roles of responsibility from pipe layer, top man, supervisor and foreman. His construction experience includes watermain installation ranging in size from 6" to 30" diameter, sanitary and storm sewer pipe installation ranging in size from 8" to 72" diameter, and tunnel construction.



## John Bobrowitz

Construction Site Representative (CSR) Technician I



*John, a senior engineering technician, is highly experienced in field monitoring and inspection of construction projects. His experience includes: sanitary and storm water collection systems, water main systems, and site/roadway paving projects. In addition to his construction inspection experience at GRAEF, John spent over 30 years as foreman with multiple construction firms. John has developed excellent documentation and inspection skills during his career, and has proven communication skills interacting with property and business owners throughout the duration of the project assignments.*

**OakView Business Park, City of Oak Creek Sewer & Water Utility:** Inspection of sewer and water facilities in the OakView Business Park.

**City of Franklin - Ballpark Commons:** Inspection of Ballpark Commons, a mixed-use, \$130,000,000 development at and in the vicinity of the Rock Sports Complex located at 7900 Crystal Ridge Drive in the City of Franklin, Wisconsin. The project encompasses over 200 acres (including the existing Rock Sports Complex) and will feature a 4,000-seat stadium, commercial and retail businesses, restaurants, residential apartments, and various entertainment and active lifestyle features.

**City of Franklin - Pleasant View Park:** Construction inspection of Pleasant View Park, which included the construction of a sanitary sewer lift station and associated piping.

**Whitnall Way Lift Station Improvements – Village of Hales Corners, Hales Corners, WI – Construction Inspector:** The project included an evaluation of an existing lift station to determine the most economical method for replacement. Work included the design of a new wet well, valve vault, and force main. The project was designed to eliminate the need for bypass pumping during construction, and the existing pump was upgraded to a more appropriate model based on the sewerage flows and system characteristics. GRAEF provided assistance during the bidding process and construction inspection of lift station improvements and associated piping.

**Wisconsin Department of Transportation, North - South Freeway, CTH K:** Construction inspection of the N-S Corridor, CTH K Interchange, Project ID 1030-11-72. Serving with the storm sewer construction team documenting quantities and monitoring per WisDOT standards.

**Crew Foreman, Various Construction Contractors:** Directed and supervised installation of new and relaying existing sanitary sewers; watermains; storm sewer laterals; lift stations; meter pits; pump manholes; sanitary treatment plants; various types of storm trap/filtration systems; site/road preparation; review of grades and setting elevations; curb and gutter set-up; pour and finish; sidewalk and driveway set-up; and road concrete work.

# Rate Information

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**City of Waukesha  
 2019-2020 Private Development  
 Consultants for Construction Site Representation**

	GRAEF 125 S. 84th Street Suite 401 Milwaukee, WI 53214 414.349.1761 Robert Warren	GRAEF 125 S. 84th Street Suite 401 Milwaukee, WI 53214 414.266.9175 Mary Beth Pettit
Position	2019 Hourly Rate	2020 Hourly Rate
Senior CSR Technician	\$ 97.00	\$ 100.00
CSR Technician II	\$ 87.00	\$ 90.00
CSR Technician I	\$ 69.00	\$ 70.00