



# Waukesha Water Utility

SERVING WAUKESHA SINCE 1886

115 DELAFIELD STREET  
WAUKESHA, WI 53188-3615

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## MEMORANDUM

DATE: March 10, 2017  
TO: Dan Duchniak, P.E.  
FROM: Chris Walter, P.E.  
RE: Oscar St (M00513) – Jefferson to Highland

The City will open bids on Friday, March 31, 2017, with the Board of Public Works planning to take action at their April 6<sup>th</sup> meeting and Common Council is to award the project at their April 18<sup>th</sup> meeting.

Due to the timing of the contract approvals versus the next Commission meeting, I am recommending that the Waukesha Water Utility Commission award the water main portion of the contract to the low bidder per our unit price bid engineer's estimate of \$46,000.00. This amount includes a 1% administration fee from the City.

We can notify the Waukesha Water Utility Commissioners of the bid results via email once we have received the bid tabs from City Engineering. I will also put this on the April 20<sup>th</sup> Commission agenda for ratification of the action to include the contractor's name and actual bid price. If the low bid exceeds our estimate, then I will ask to convene a Special Commission Meeting to review the award.

**Recommended Motion:** Move to approve the low bid, based on our unit price engineer's estimate, as acted upon by the City of Waukesha Common Council, for the water main related work in the unit price contract for Waukesha Water Utility's portion of the City of Waukesha Department of Public Work's contract for water services on Oscar Street from Jefferson to Highland, for a total not to exceed \$46,000.00 using the monies budgeted in account #3431.

Oscar Street: Jefferson Avenue to Highland Avenue:  
Approximately 450 feet of water service replacement only - no water main work

