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THE E.

A newsletter for the Engineering Division



February 2023 Issue

A message from your City Engineer, Jim Wolfe A colleague, a mentor, a friend, Congratulations, Christy!

As most of you know, Christy Bachmann is retiring from the Engineering Division in early February after over 3 decades of dedicated service to the City. Christy was my supervisor for my first 15 years working for the City. She had actually interviewed me when I applied to be an Engineer 1, and still agreed to hire me even after I swore during my interview. I can honestly say that I would not be in this position without her, and I owe a lot of my career to her mentorship. Throughout the years, I learned so much from Christy about design, general engineering, City processes, management style, and, of course, how to find a good shortcut for getting projects out. I know a lot of my colleagues feel similarly, and we're all so grateful for all of her help and hard work over the years, a lot of which she just took care of without us even knowing, but was so incredibly important for keeping our Division running smoothly. It won't be the same around here without Christy. I want to wish her all the best in her very well deserved retirement!

Congratulations Christy!

-Jim

COVID-19 Policy Changes

- New employees will not be required to show proof of vaccinations status upon employment. Some specific positions will require various vaccinations due to the potential for contact with communicable disease.
- Employees will no longer be required to submit updated attestation forms when they receive their vaccinations or boosters.
- Employees who need time away to get vaccinations and boosters need to use accrued leave (EPL, sick

leave, vacation, or comp time).

Replacement of Sharepoint for Timesheets

IT has advised us that timesheets will no longer be available in SharePoint with migration to SharePoint Online. The replacement options available to us are Kronos and Munis. We've decided to go with Kronos as we are already using it for majority of Engineering staff and it supports our project based timekeeping. Our goal is to obtain additional licenses and have new users configured in system by end of Feb. User training would be in late March. Go-live is tentatively scheduled for the pay period beginning April 2nd.

City Engineering Takes Part in 'How's My Driving?' Research

The City is working with the [Harvard Kennedy School of Government](#) to conduct a research study on how the vehicle stickers impact driver behavior. The study will involve 2 test groups. One half of public works vehicles will get the 2 stickers and the other half won't. The "How's My Driving?" will be installed on the vehicles exterior. The "Vehicle Equipped with GPS" will be installed on the interior as a reminder to the driver.

Data from calls received will be logged and provided to the Kennedy School for analysis. The study is expected to take 6 to 12 months to complete.

This is an initiative in support of Vision Zero to reduce traffic related crashes and injuries.

Know a Co-Worker Who Deserves Some Recognition?

#TeamCity awards are being accepted, as always, on a rolling basis. Now, the #TeamCity Team needs more nominations to keep the program going!

This employee recognition program is highly unique for several reasons.

1. Any City employee(s) may nominate ANY City employee for consideration.
2. Any City employee(s) may nominate ANY functional group, including inter-agency groups, for the teams consideration.
3. Each ceremony since the end of COVID, is being held at one of the City's gorgeous properties perhaps you may not have seen. The last two were in Madison Municipal Building (MMB) and Monona Terrace. The next one will be at the City's Fleet HQ on Nakoosa Trail- rated the #3 Greenest Garage in North America and first-ever municipal auto garage to receive LEED GOLD certification in North America (We will be offering tours for all winners and their guests!)
4. The Mayor's Office closely reviews all nominations resulting in 305 individual and team awards given so far- and counting. So please submit one (using the attached forms) by COB 2/10/22 for consideration for the February ceremony at Nakoosa Trail!

Human Resources-Organizational Development

Releases 2022 Report

The Human Resources-Organizational Development team released a high level overview of 2022 accomplishments, results of stakeholder listening sessions with management teams and 2023 plans. [View the full report on HR's website.](#)

Equity Minute: Check out City's Learning Resources Page

The City of Madison Racial Equity and Social Justice section of the City website has a number of learning resources available anytime. From Instructional Videos like "[Getting started with RESJ](#)" to Speaker Series focused on a number of topics, check out the [Learning Resources page](#) on the City's RESJ page.

Media Roundup

News Releases

- [Final Chance to Vote for Snow Plow Names](#)

[Plow Name Election Ends February 3, 2023](#)

Engineering Division Blog

**No new blogs*

Podcast Episodes

[Let's Talk Trees, Please](#)

Trees: a simple topic for some projects at the City of Madison, a bit more of a fuller conversation with conflicting opinions for others. In this podcast episode, City of Madison Engineering Division Public Information Officer Hannah Mohelnitzky hosts **Water Resource Engineer Phil Gaebler** and **Streets Division and Urban Forestry Superintendent Charlie Romines** to talk about the big questions that always circulate about trees, tree removal and tree strategy at the City of Madison. If you take anything away from this podcast episode, please be this: The City of Madison cares about its trees, and works to keep as many healthy trees in every project.

Have an idea for an upcoming podcast? Email Hannah Mohelnitzky, hmohelnitzky@cityofmadison.com

ENG Web: New 'Jobs' Section!

The Engineering Division has a new "Join our Team" Section on the Engineering Division public website. Here, we have information about a number of training programs, including our newest MI-TE program. We also have information about our other internship and training programs. If you see an opportunity to send a link to someone who may be interested when we're hiring, please use the web to promote!

[Check out the new "Join our Team" section on the Engineering Division's website.](#)

Women in Construction Week:

Engineering Selects: Emily Jorgensen!

Each year, the Engineering Division leads Women in Construction Week for the City of Madison, where we highlight the work and journey of five women to raise awareness of careers in the construction industry. This year's five recipients are from five agencies at the City of Madison who have a hand in the construction process:

Gretchen Aviles-Pineiro, Traffic Engineering

Shannon Davis, Building Inspection Division, Department of Planning, Community and Economic Development

Emily Jorgensen, Engineering Division

Taylor Voeltz, Madison Water Utility

Anna Wilkie, Parks Division

The focus of Women in Construction (WIC) Week is to highlight women in the construction industry. WIC Week also provides an occasion for [NAWIC's](#) thousands of members across the country to raise awareness of the careers available for women in the construction industry and to emphasize the growing role of women in the industry. The Engineering Division posts written profiles and [videos](#) on its website and [social media channels](#) to lift the stories and journeys of each year's selected employees. Watch for the new videos, stories and more March 6-10, 2023 to be posted live on the [Engineering Division website](#).

MI-TE Officially Launches

The Madison Infrastructure Training Engineering Program is officially open for applications! The City of Madison Engineering Division has a new infrastructure program, Madison Infrastructure Training - Engineering Program, also known as the MI-TE Program.

The MI-TE Program is a paid, six-month-long program, where trainees learn in the classroom and hands-on field training in concrete flat work, asphalt patching and utility casting adjustments.



The program is designed to prepare trainees for a career in Public Work with the City of Madison. Trainees will learn how the City's infrastructure is built and maintained, about related equipment operation and construction safety.

"We created this [MI-TE] program to expose people to careers in Public Works in the City of Madison—and hopefully create a pathway to permanent positions with the opportunity for growth and career advancement," City Engineer Jim Wolfe said. "People aren't necessarily aware of the wide range of career opportunities in Public Works, but this program will expose them to different career paths and provide them training to make them successful."

Engineering's Jay Pare is leading the program as its new supervisor.

Once trainees complete the program, they'll be considered for permanent entry-level positions in the Engineering, Parks and Streets divisions.

[Learn more on the MI-TE Webpage.](#)

Section Updates

Each month, Engineering Division City Engineer Jim Wolfe leads a section head meeting. Right now, Kathy Cryan is leading the meeting each month with Jim being on parental leave. Each month in The E, we will share main points for employees to know what was discussed on important topics that impact employees division-wide. This is to improve better internal communication between leadership and staff. This is separate from official meeting minutes.

Division Communications

Hannah Mohelnitzky, Engineering Division Public Information Officer

We are tackling a few big things in communications for the division:

- **Recruitment for new engineers:** We have a new brochure created, and Chris Petykowski and I will be attending three job fairs in February to recruit some teammates!
- **Language Access Plan:** I've been working intensely with IT and DCR to carve out some boundaries for us as a division on what we want to do with a number of LAP topics: virtual meetings, simultaneous translation trainings for virtual meetings, translation copy for our postcards, closed captioning option for our virtual meetings, and more. I will be adding this to our ENG 2023 Communications Plan and new Intranet Site: GEAR.
- **GEAR:** Our new engineering division intranet site, your one-stop-shop for all things engineering. All things. One place. I'm really close on getting this to deputies for a soft review/critique and look forward to launching this division wide.
- **Women in Construction Week:** We have our selections from all the divisions, now we just need to create content. I take lead on this for all construction agencies at the City, and we've got a great class of women to highlight this year.
- **Media Training for the Division:** I'm working on recording a training for all. This will include public engagement/working with media should you get tapped for an interview/etc. This link will be sent out when ready.

Public Works and Private Development

Chris Petykowski, Deputy City Engineer, Public Works and Private Development

Public works engineers are continuing to work on 2023 and beyond projects. Private development Engineers and Managers continue to service contracts and issue plan sets. Plans issued this month include Halo/Twilight, Felland Rd, Braxton/Mariposa. Dempsey/Davies, Willard/Husson/Center, Wilson/Broom, had public information meetings.

Plans approved at Board of Public Works were Resurfacing 2023, Feathers Edge/Blue Harvest, Sidewalk Dist 12/18, Chip Sealing & Crack Sealing.

Facilities Management

Bryan Cooper, Deputy City Engineer, Facilities Services and Management

- GreenPower installing LED lights at Fire Station 05 and Fire Station 12, and solar install at [Fire Station 08](#).
- Advertising construction bid for CCB remodels (Assessor/Clerk/Treasurer/OIM/Common Council). [Link to project page](#).
- Advertising construction bid for Door Creek Shelter. [Link to project page](#).
- Completing construction bid docs for Fairchild Building Improvements. [Link to project page](#).
- Continue design work: [Bartillon Shelter](#), [Metro – Satellite Facility](#), [WPCRC Expansion](#), and [Streets – Waste Transfer – Public Drop Off Access and Flatwork Improvements](#)
- Design starting on [State Street Campus Garage Mixed Use Development](#)

Operations – Sewer, Storm, Landfill

Kathy Cryan, Deputy Division Manager, Operations, Admin, and Personnel

Town of Madison. The addition of the former Town’s sanitary sewers to the City’s system is keeping Ops busy. We’ve completed the initial cleaning and CCTV inspection of all Town of Madison sanitary sewers. Now we have a number of sanitary repairs which crews are currently working on. We also identified 115 “pin” or “pick-hole” type lids which crews are working to replace to eliminate this as a source of I&I

Winter Training. SaltWise, Illicit Discharge, Traffic Zone Safety, and OSHA 10.

Madison Infrastructure Training – Engineering (MI-TE) Program. Applications are now being accepted! Read more about this “MI-TE Officially Launches” in this edition of “The E”.

Stormwater

Janet Schmidt, Principal Engineer, Section Manager

Private projects and public work project work is going strong with many street projects and standalone storm projects in the works. East Towne Pond was recently advertised and we are hoping for favorable bids. Work on that project is tentatively scheduled for this spring. Lower Badger Mill Creek Ponds is making a big push to get completed and out for bids. These 2 projects have been in the pipeline for several years so a huge thanks to all those involved in getting them finally ready for construction! Hawks Landing North Flood Mitigation broke ground recently and RG Huston is busy working on construction of a new detention pond.

Alaina is diligently plugging away on watershed modeling work for the Spring Harbor Watershed. There are many big projects that will come from that study so we are thankful Alaina is able to do such a great job getting this through the finish line! We are actively seeking a stormwater modeler and that position is posted - hope to find someone to take over Caroline Burger’s role in the next few months. Phil is also busy with Salt training and getting data compiled for our annual MS4 Permit submittal. Annual prequalification renewals for contractors is coming up and Megan has been working on getting those processed for the next construction season. When there isn’t snow on the ground we have been working with Ops and construction staff to get our greenway ratings done. Lots of thanks to the many people involved in getting the process set up in Cityworks, getting the greenways identified and to those actually doing the boots on the ground inspections! Finally, congratulations to Maddie and the Dumas family on their newest addition – a baby boy on Jan. 16!

Sanitary Sewer

Mark Moder, Principal Engineer, Section Manager

Our current priority projects in 2023 are the UV- lining projects (21,000 ft of sewer to be lined) and the Truax Lift Station Replacement Project. Lining is our most cost effective way to upgrade a sewer. Both lining projects and the lift station project will be bid in February. The 2023 construction year will include 2 lift stations construction project carryovers: Harper Lift Station (replacement) and Thurber lift Station (rehabilitation). Both of these projects were already bid and awarded but were both unfortunately delayed as a result of the contractors not being able to get the needed pump station equipment in 2022. They currently are both on track to 2023. We are planning on the three previously Town lift station being replaced within the next 4 years. The design for the replacement of the first Town lift station planned for replacement (Badger Lift Station) will begin in 2023. Private development (lot redevelopment and plat work) along with street reconstruction work will keep designers busy in 2023. Of late as a result of proposed private project development locations, we have been doing flow monitoring in areas potentially impacted by proposed apartment re-developments to determine whether sewer replacement (upsizing) is necessary as a condition of development. We want to make sure that new development does not impact our existing sewer

customers.

Land Information/Official Map

Jeff Quamme, Section Manager

- Addressing is continuing working with data to be used by Dane County 911. Addressing is being reviewed and adjustments made as necessary throughout the City along with legacy address issues.
- Working on internal Engineering address policy and procedures.
- Continued work on several land interest acquisition projects for Engineering projects.
- Private development in the City of Madison still going strong. There is a lot under review or verification. Many real estate projects and associated addressing needs.
- Mapping of Official Map reservations and zoning classifications for Planning around the West Towne and East Towne areas has been completed.
- Staff continues to work to update the Official Map of the City. Also maintaining / assigning addresses within the City and storm water impervious billing information.

Engineering Technology

Candice Kasprzak, CADD Administrator and Information Program Manager

- Transitioning all CAD users to new licensing setup.
- Finalized mowing database and handed off to Streets who will be maintaining it moving forward.
- Working with Dane County and the Land Information section on getting address points finalized for E911 mapping – Test/pilot area sent.
- Finalizing data conversion from Pipelogix to ITPipes.
- Starting to implement Sewer AI (software that codes our CCTV inspections).
- Starting to work with sidewalks group on getting inspections into CityWorks.
- Migrating facility's work order system (FAMIS) to CityWorks.
- Ongoing - Setting up CAD standards, templates and efficiency improvements.
- Migrating Facilities Management construction administration system to Autodesk Construction Cloud. Planning on a pilot project in Q2.
- Start work with Construction Inspection to configure Autodesk Construction Cloud early 2023.
- Ordering new computers capable of running CAD software.
- Sanitary & Storm record updates – working on sanitary and storm backlog.
- Getting warning sirens converted to GIS (another Access database bites the dust).

Administration Staff

Johanna Johnson, Heidi Fleege, Lesley Parker

- Timesheets are due at 9 AM the Monday after the pay period. Early submissions are appreciated.
- Please submit postcard mailing requests at least a week before the mailing deadline (aim to request your mailing 20 days before the PIM date).
- CC resolution due dates are: 10 a.m., Feb. 22 (2/28 CC), 10 a.m., March 1 (3/7 CC).
- BPW resolution due dates are: 12 p.m., Feb. 15 (2/22 BPW), 12 p.m., March 1 (3/8 BPW).
- Be aware of the offset in CC and BPW date at the end of February.

Finance

Steve Danner-Rivers, Financial Manager

2022 Closeout continues to be the focus of the Finance team. All staff are asked to help out by reviewing consulting agreements and PW contracts to make sure everything gets paid up through 12/31/22. Anything that cannot be paid needs to be communicated to Steve so that the amounts can be accrued back to 2022. This includes Change Orders that are pending approval. Please remember to make any grant submittals for 2022 and prior now. If submittals cannot be made yet, please communicate the amount of grant eligible expense in 2022 to Chase.

Construction Inspection

John Fahrney, Principal Engineer, Section Manager

There are permits, private development projects and WISDOT projects still in progress. Inspectors are working on final quantities and as-builts. Staff is working on resurfacing and sidewalk programs for 2023. Surveyors are working on preliminary surveys for 2023. We are having winter meetings. Inspection of greenways. Contractor meeting in February.

Comings & Goings

- **Promotions**
 - Phil Gaebler, Stormwater Quality Engineer 4 – Sewer & Stormwater
- **Departures**
 - Andrew French, GreenPower Trainee -Facilities
- **Selection Process**
 - Comp Mapping/ GIS Coordinator – Engineering Technology
 - Conservation Ecology Restoration Intern - Sewer & Stormwater
 - Custodial Worker 1 - Facilities
 - Engineer 1 - Public Works and Private Development
 - Leadworker 1s (2) – Operations – 1/24/2023 application deadline
 - Maintenance Mechanic 2 - Operations - 1/31/2023 application deadline
 - Operator 2 – Operations – 1/26/2023 application deadline
 - Program Assistant 1- Public Works and Private Development
 - Public Works Foreperson 1 - Operations
 - SSMW1/SSMO1 – Operations
- **Posted**
 - Internal Promotional Opportunities
 - Engineer 4s (4 positions) – Sewer & Stormwater - 2/5/2023 application deadline
 - Landscape Architect 4 – Sewer & Stormwater - 2/5/2023 application deadline
 - Open/Competitive Postings
 - Construction Inspectors (including 1 locator), Seasonal - Construction Inspection & Operations – 4/30/2023 application deadline
 - Engineer 1s -Public Works and Private Development - 2/28/2023 application deadline
 - GreenPower Trainees – Facilities - 2/5/2023 application deadline
 - Infrastructure Construction Trainees – Operations - 4/17/2023 application deadline
 - Stormwater Modeling Engineer 3 - Sewer & Stormwater Utilities - 2/12/2023 application deadline
- **Upcoming postings**
 - Architect 2- Facilities
 - GIS Specialist 1 – Engineering Technology
 - HR Analyst Trainee - Operations
 - Leadworker 2 Trainee Operations
 - Maintenance Mechanic 1 Trainee
 - Principal Engineer 1 - Public Works and Private Development

Our Madison – Inclusive, Innovative & Thriving

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