



Wisconsin Department of Transportation
Division of Transportation System Development

Utility Coordination Newsletter

REGIONS IMPLEMENT WORK SHARING

WisDOT utility coordinators from the Southeast Region Office have been lending a hand to the Southwest Region Office on three projects.

Margaret Liedtke, Jasmine Bhatena and Dylan Gates, WisDOT utility coordinators from SE have been work sharing with SW with the following projects:

5880-00-05 (USH 12, Grant Avenue - East County Line)

Located in Monroe County on USH 12 from Grant Avenue to East County Line and the proposed improvement is a resurfacing with a culvert replacement and a bridge concrete overlay with girders painting;

3140-00-02 (STH 59, Vickerman Road - East County Line)

Located in Rock County on STH 59 from Vickerman Road to the East County Line and is a resurfacing project;

5190-00-00 (STH 60, CTH W - STH 80)

Located in Richland County on STH 60 from CTH W to STH 80 and this is a resurfacing project as well.

"It has been interesting to work with different utilities and see projects in other parts of the state that may be more rural or urban," says Liedtke.

The SE team completed the 1077 process (Project Notification) and are waiting

for responses from the utility companies. They will also complete the 1078 process (Project Plan Submittal) and the Utility Status Report. The work sharing project will then go back to the SW team for bidding and permitting.

Utility Coordination

https://wisconsin.gov/Pages/doing-bus/eng-con_sultants/cnslt-rsrcs/util/default.aspx

Utility Status Report

<https://wisconsin.gov/Documents/formdocs/dt1080.doc>

UN #04-01

STATEWIDE UTILITY COORDINATION MEETING

The next meeting for WisDOT Regional and Central Office Utility Unit staff will be May 22.

This meeting will highlight the accomplishments of the utility lean team and showcase the tools that were developed as part of their work. It will include rolling out and going through the new tools.

Date: Wednesday, May 22, 2019
 Time: 9 a.m. to 3 p.m.
 Location: SW Region – Madison Office
 2101 Wright Street, Madison, WI
 Columbia/Dane/Rock Conference Rooms

UN #04-

02

REGION UTILITY CONFERENCES

Regional Utility Conferences were held in the Southeast on February 14th in Pewaukee, North Central on February 20th in Rothschild and Northwest on March 5th in Rice Lake. These conferences provided opportunities for WisDOT to share information with county officials, local municipalities, public utility companies and consultants. Subjects covered included: WisDOT highway improvement projects, Wis. Admin. Code Trans 220; Utility Accommodation Policy and Permitting Updates; Buy America updates; Foxconn; natural gas safety; and other items pertaining to utility coordination.

Conference sponsors were We Energies, American Transmission Company and Xcel Energy.

Information shared at the conferences can be found on the following links.

Conference information is listed here:

<https://wisconsin.gov/Pages/doing-bus/eng-consultants/cnslt-rsrcs/util/utilconf.aspx>

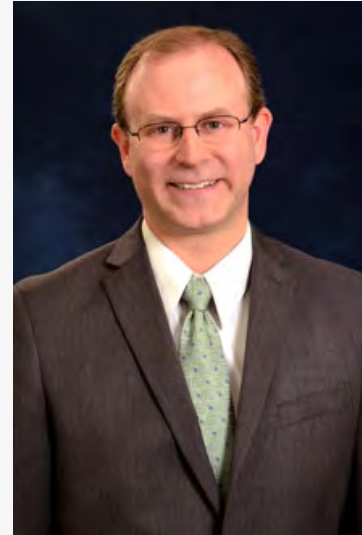
Materials from each conference can be found here:

<https://wisconsin.gov/Pages/doing-bus/eng-consultants/cnslt-rsrcs/util/handbks.aspx>

UN #04-03

GREG GASPER

Greg Gasper was hired to serve in the Bureau of Technical Services as the chief overseeing the Appraisal/Relocation/Property Management Section that was vacant with the retirement of Tanace Matthiesen. Greg has 17 years of experience working in the public sector. His experience includes budget and policy development and implementation at the Department of Safety and Professional Services and the Department of Transportation—Division of Business Management (DBM). His recent position was as the DBM's deputy administrator where his responsibilities included general oversight of all division operations. "He is an engaged leader who works hard to find efficiencies and develop his team's skills," says Scott Lawry, Bureau of Technical Services director. Aside from his public service, Gasper learned the real estate business as a licensed real estate salesperson for five years, serving south central Wisconsin.



UN #04-04

TUMS CORNER-UPDATES COMING

A new update to TUMS and DOCR is coming in April. Some changes include the addition of a new 1078 Revision letter and Work Plan Approval-No Conflict letter in DOCR.

More utilities are choosing to operate with a generic contact rather than a specific person to help manage shared jobs and employee turnover. This trend is expected to continue in the future.

Due to this, a generic "department contact" feature is being added. The department contact is typically a generic unit assigned within a utility company to handle utility relocation work. However, the department contact can also be a group, team, position or title. Some examples would be: Network Relocations Unit, Utility Relocation Team, Town Treasurer or President.

Updates to TUMS Spatial Editor (TSE) and TUMS Lookup Tool (TLT) will be needed to fully implement the new department contact feature. Implementation is being done in stages and should be fully integrated by the end of June 2019.

Additional info and questions regarding TUMS can be directed to Lynn Fiore at DOTDTSDTUMS@dot.wi.gov

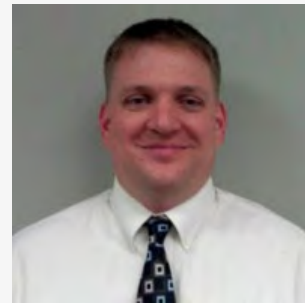
[New Staff Member](#)

Responses to emails in the TUMS inbox will come from Lynn Fiore and a new contact, Sharon Hoffmann. Hoffmann is working in the Central Office Utility Unit as an office operations associate (LTE). Along with many other duties, she is being trained as a TUMS Administrator. She is helping update the TUMS contacts database and providing access to new TUMS users. The Utility Unit welcomes Sharon Hoffmann.

UN #04-05

WISDOT EXPERIENCE PREPARES FOR LEADING CITY PUBLIC SERVICES

The three years Adam Schleicher worked at WisDOT as a utility engineer, two years at the Southwest Region and one year at the Central Office Utility Unit, helped prepare him to be the director of public services and city engineer for the City of Sun Prairie. In this role he manages the city's engineering, public works, wastewater treatment plant, and parks and recreation departments. Additionally, he is responsible for the city's capital improvement program.



After serving two years in his new role Schleicher says, "Some of the biggest challenges I have faced have been the multitude of roles that I play for the city and overseeing the various responsibilities of the various departments."

"Additionally, Sun Prairie was the site of a tragic accident last summer involving a natural gas explosion. I was involved in the initial response to the incident as well as in the rebuilding efforts. My experience as a utility engineer with WisDOT was very helpful in coordinating the initial responses by the various utilities to the incident. In addition, a fast track reconstruction project was conducted to repair the road damage after the incident. Many utilities had to be coordinated and relocated quickly and my experience from WisDOT was invaluable in this effort. Additionally, all the contacts I had made at the Southwest Region Office and Central Office helped to navigate the city through the WisDOT construction process and end up with a quality project in a very short amount of time," said Schleicher.

In his free time, he likes to spend time outdoors with his family, including his twin daughters, camping and swimming.

UN #04-

WHY DOES WisDOT ACQUIRE UTILITY LAND RIGHTS?

For any highway project that uses federal funds, WisDOT must comply with all applicable federal code. For utility coordination, this includes the submittal of a certification that states all utility work and acquisition of utility land rights has been completed.

Following is a summary of the applicable federal code.

Authorization 635.309

This part of the federal code requires WisDOT to provide the Federal Highway Administration (FHWA) with a statement certifying that all right of way clearance and utility work has been completed .

Coordination 635.307

This part of the federal code requires WisDOT to coordinate all right of way clearance and utility work so that no unnecessary delay or costs will occur during construction of the project. Also, this federal code requires WisDOT to accomplish all right of way clearance and utility work in accordance with 23 CFR 710.403 – Management.

Management 710.403

This federal code requires WisDOT to ensure that all real property interests within the approved right of way limits have been acquired and that no other use of the right of way is allowed unless it is permitted by federal law.

WisDOT utility policy satisfies the above requirement by submitting a Utility Status Report, DT1080 (USR) to the Federal Highway Administration.

Utility Status Report

<https://wisconsin.dot.gov/Documents/formdocs/dt1080.doc>

Additionally, Cornell Law School is another reliable source to read and understand the federal law.

<https://www.law.cornell.edu/uscode/text/23>

For more information or clarifications, contact:

DOTDTSDCOUtilityCoordination@dot.wi.gov

UN #04-07

UTILITY COORDINATION FLOWCHARTS

Recently four flow charts have been completed and made available for WisDOT staff, county officials, local municipalities, public utility companies and consultants. They are identified below.

The first one is the [Second Move Compensation \(SMC\) Eligibility Flowchart](#). For Trans 220 projects WisDOT is required by law to pay for second moves necessitated by changes to the highway improvement plan. The documentation required for a second move is similar to documentation for a utility agreement. The major difference is the second move will typically occur during construction and the timing of the approval process is more critical.

The following two flow charts are used when WisDOT acquires land in fee or

easement. Wisconsin's policy for payment of costs to relocate utility facilities is founded on the premise of the State gaining all right, title and interest in lands being acquired for highway use from a utility where a utility has obtained a land right. WisDOT recognizes six different land rights. They are fee title, easements, prescriptive rights, conveyance of rights, long-term lease agreements (or similar documents) and discontinuance of highways.

The flowcharts lay out the process to follow in order to determine which release of rights document to use for each land right acquired. This would include what type of agreement applies when a utility is seeking compensation and what forms are needed when they do not seek reimbursement.

[Process to Release Utility Land Rights When WisDOT Acquires Land in Fee Flowchart](#)

[Process to Release Utility Land Rights When WisDOT Acquires Easements](#)

The fourth flowchart identifies the conditions, forms and special processes when a utility may be eligible for compensation when they have no land right that will be acquired for a highway improvement project .

[Process to Compensate Utilities With No WisDOT Land Acquisition](#)

Further questions and clarifications can be directed to:

DOTDTSDCOUtilityCoordination@dot.wi.gov

UN #04-08

Submit questions, suggestions, comments and potential newsletter articles to DOTDTSDCOUtilityCoordination@dot.wi.gov . BTS/U will review each submission prior to publication.

This bulletin has been developed to provide updates, clarifications, job aids and news pertaining to WisDOT utility coordination and related WisDOT programs, policy and services. Information published in this bulletin will be of interest to those who work closely with utility coordination.