



Common Council

Regular Meeting

335 South Broadway
De Pere, WI 54115
<http://www.de-pere.org>

Agenda

Tuesday, September 3, 2019

7:30 PM

De Pere City Hall Council Chambers

Pursuant to Wisconsin Statutes 19.84, Notice is hereby given to the public that a meeting of the **Common Council** of the City of De Pere will be held on **September 3, 2019** at **7:30 PM** in the **De Pere City Hall Council Chambers**, 335 S. Broadway Street, De Pere, WI 54115.

This meeting can be viewed LIVE on Spectrum Cable Channel 4; AT&T U-verse Channel 99; www.depere.tv. This meeting is also rebroadcast on TV throughout the week and available on demand at www.depere.tv.

I. Call to Order

1. Roll Call
2. Pledge of Allegiance to the Flag.
3. Approval of the minutes of the August 20, 2019 Common Council meeting.
4. Public comment upon matters not on the agenda and other announcements.
5. Presentation of De Pere Beautification Committee.
6. Recommendation from the Board of Park Commissioners to Accept \$600 Donation from De Pere Men's Club for Two Events - Summer Carnival & Senior Picnic.
7. Recommendation from the Board of Park Commissioners to Accept \$250 Donation from Pink Flamingos to the Recreation Scholarship Fund.
8. Recommendation from the Board of Park Commissioners to Accept \$1,000 Donation from BCCWC to the De Pere Community Center.
9. Resolution #19-100 Authorizing Agreement for Consulting Services Between the City of De Pere and Graef-USA, Inc. (VFW Aquatic Facility Design, Bid and Construction Management).
10. Resolution #19-101 Authorizing Submission of Wisconsin Economic Development Corporation Community Development Investment Grant Application.
11. Resolution #19-102 Approving Agreement for Consulting Services Between the City of De Pere and Timothy F. Heggland (National Register of Historic Places Nomination Survey - Mansion Street WWII Defense Homes & Daviswood Ranch Homes).
12. Appointments to the Board of Appeals and the Business Improvement District Board by Mayor Walsh.
13. Operator license applications.
14. Voucher approval.
15. Future agenda items.
16. Adjournment.

Agenda Sent To:

Alderspersons
City Administrator
Mayor
Department Heads
TV, Newspapers & Radio Stations
Kress Family Library
De Pere Chamber of Commerce
Rose Smits, De Pere Beautification Committee
Carolyn Jahns, De Pere Beautification Committee



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: September 3, 2019

DEPARTMENT: City Clerk

FROM: Carey Danen

SUBJECT: Approval of the minutes of the August 20, 2019 Common Council meeting.

ATTACHMENTS:

- 8-20-19 Common Council Minutes_draft (DOC)



Common Council

Regular Meeting

335 South Broadway
De Pere, WI 54115
<http://www.de-pere.org>

Draft Minutes

Tuesday, August 20, 2019

7:30 PM

De Pere City Hall Council Chambers

1. Call to Order. The meeting was called to order at 7:30 PM by Mayor Michael J. Walsh.

Attendee Name	Title	Status	Arrived
Michael J. Walsh	Mayor	Present	
James Boyd	Aldersperson	Present	
Dan Carpenter	Aldersperson	Present	
Scott Crevier	Aldersperson	Present	
Jonathon Hansen	Aldersperson	Present	
Ryan Jennings	Aldersperson	Late	7:50 PM
Amy Chandik Kunding	Aldersperson	Present	
Casey Nelson	Aldersperson	Late	7:50 PM
Dean Raasch	Aldersperson	Present	

Alderspersons Nelson and Jennings arrived at 7:50 PM due to a special session of the Board of Health.

2. Pledge of Allegiance to the Flag.
3. Approval of the minutes of the August 6, 2019 Common Council meeting.

RESULT:	ADOPTED [6 TO 0]
MOVER:	Dean Raasch, Aldersperson
SECONDER:	Scott Crevier, Aldersperson
AYES:	Boyd, Carpenter, Crevier, Hansen, Kunding, Raasch
AWAY:	Ryan Jennings, Casey Nelson

4. Public comment upon matters not on the agenda and other announcements.

None.
5. Recommendation from the Finance/Personnel Committee to Accept a Donation in the Amount of \$120 from VFW Post 2113 to the Fire Department.

RESULT:	ADOPTED [6 TO 0]
MOVER:	Scott Crevier, Aldersperson
SECONDER:	Amy Chandik Kunding, Aldersperson
AYES:	Boyd, Carpenter, Crevier, Hansen, Kunding, Raasch
AWAY:	Ryan Jennings, Casey Nelson

6. Recommendation from Finance/Personnel Committee to Accept a Donation from Unison Credit Union to the Police Department in the Amount of \$500 for Emergency Response Equipment.

RESULT:	ADOPTED [6 TO 0]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Scott Crevier, Alderperson
AYES:	Boyd, Carpenter, Crevier, Hansen, Kunding, Raasch
AWAY:	Ryan Jennings, Casey Nelson

7. Recommendation from Finance/Personnel Committee to Accept a Donation from De Pere Christian Outreach to the Police Department in the Amount of \$3,000.00 for the K-9 Unit.

RESULT:	ADOPTED [6 TO 0]
MOVER:	Scott Crevier, Alderperson
SECONDER:	Dan Carpenter, Alderperson
AYES:	Boyd, Carpenter, Crevier, Hansen, Kunding, Raasch
AWAY:	Ryan Jennings, Casey Nelson

8. Recommendation from the Board of Public Works to Accept a Donation of Used Workout Equipment from the Green Bay Packers (\$2000 estimated value)

RESULT:	ADOPTED [6 TO 0]
MOVER:	James Boyd, Alderperson
SECONDER:	Dean Raasch, Alderperson
AYES:	Boyd, Carpenter, Crevier, Hansen, Kunding, Raasch
AWAY:	Ryan Jennings, Casey Nelson

9. Recommendation from the Board of Public Works to Accept a Donation from the YMCA of Used Workout Equipment (\$25,000 estimated value)
10. Recommendation from the Board of Public Works to Approve Changes to Water Utility Billing Dates.

Alderperson Hansen stated that he is not sure this is the time to change the billing cycle if the City might potentially move to monthly billing in the future. Discussion followed about the composition of the three proposed billing groups. City Administrator Larry Delo stated that staff is recommending to not convert to monthly billing because of cost. Green Bay Water Utility is not interested in doing it this way because they would have to change their entire process. The cost could go up triple or more. He also pointed out that customers can pay as often as they want, remitting weekly or monthly payments if they so choose. Finance Director-Treasurer Joe Zegers reported that the current cost for Green Bay's services is \$63,000, and it would be approximately \$190,000 to do monthly billing. He explained that the City decided to utilize Green Bay's services because it provided significant cost savings and workload savings. Joe estimated that it would cost the City at least \$100,000 to bring billing back in house, due to adding an employee and the impact to the workload of current Finance Department employees. Larry noted that there is no additional office space at City Hall to accommodate bringing back that position. Alderperson Raasch said that he has asked the Director of Public Works to conduct an analysis to see if monthly billing makes sense in order to better serve customers. He stated that the smart meters were sold to the City with the premise of monthly billing. He stated that there was some agreement at Board of Public Works that the City would go back to in house billing at some point, remarking that monthly billing could solve cash flow issues.

Joe replied that while cash flow would be improved with monthly billing, he doesn't see that the City would find investment income of \$100,000 to cover the increased costs. He also pointed out that the proposed changes to the billing dates that are before Council tonight will also improve cash flow. Larry stated that from discussions staff has had with the auditors, cash flow is not an issue for the City. Alderperson Carpenter stated that there is a month delay between meter readings and the bills going out, and asked if the smart meters provide an opportunity to shorten this timeframe. Joe will investigate the possibility and report back.

RESULT: ADOPTED [5 TO 1]
MOVER: Dan Carpenter, Alderperson
SECONDER: Dean Raasch, Alderperson
AYES: Boyd, Carpenter, Crevier, Kundinger, Raasch
NAYS: Jonathon Hansen
AWAY: Ryan Jennings, Casey Nelson

11. Recommendation from the Board of Public Works to Award Contract 19-24, Municipal Service Center Roof Repair, to Schaus Roofing & Mechanical Contractors in the amount of \$155,545.

RESULT: ADOPTED [6 TO 0]
MOVER: Dean Raasch, Alderperson
SECONDER: Jonathon Hansen, Alderperson
AYES: Boyd, Carpenter, Crevier, Hansen, Kundinger, Raasch
AWAY: Ryan Jennings, Casey Nelson

12. Recommendation from the License Committee on an application for a temporary premises description change submitted by St. Norbert College.

RESULT: ADOPTED [4 TO 0]
MOVER: Jonathon Hansen, Alderperson
SECONDER: Dan Carpenter, Alderperson
AYES: James Boyd, Dan Carpenter, Jonathon Hansen, Dean Raasch
ABSTAIN: Scott Crevier, Amy Chandik Kundinger
AWAY: Ryan Jennings, Casey Nelson

13. Recommendation from the License Committee on an application for a Class "B" Fermented Malt Beverage and "Class B" Intoxicating Liquor License for Nostra Cremona, LLC (DBA TBD: Nostra Cremona), 368 Main Av. Submitted by Nostra Cremona, LLC, Agent: Andrew T. Krans, De Pere, WI.

RESULT: ADOPTED [6 TO 0]
MOVER: James Boyd, Alderperson
SECONDER: Dean Raasch, Alderperson
AYES: Boyd, Carpenter, Crevier, Hansen, Kundinger, Raasch
AWAY: Ryan Jennings, Casey Nelson

14. Resolution #19-93 Authorizing Utility Easement (Employer's Boulevard; Parcels WD-364-D-502, WD-364-D-502-2 and WD-364-D-502-3).

RESULT:	ADOPTED [6 TO 0]
MOVER:	Dan Carpenter, Alderperson
SECONDER:	Jonathon Hansen, Alderperson
AYES:	Boyd, Carpenter, Crevier, Hansen, Kunding, Raasch
AWAY:	Ryan Jennings, Casey Nelson

15. Resolution #19-94 Authorizing Amendment to 2019 City Budget for Additional TID Facade Improvement Grant Funding.

Alderperson Raasch stated that while he is in favor of the facade grant program, he is concerned that the City is not sticking within the budget with this proposal. Development Services Director Kim Flom pointed out that the resolution indicates that the fund would be capped here. She stated that an increase was suggested last year during budget planning, but the direction received from Council was to keep the amount the same, and that staff should make a request if they were interested in doing an increase. Discussion followed about potential ideas to make the program more competitive, and to set time limits for project completion. Kim stated that she will bring these ideas to the Redevelopment Authority for discussion. Discussion followed about scenarios when staff from other departments has requested funds above what was set in the budget. Alderperson Jennings pointed out that there is a difference where the funds are drawn from; certain requests come from the general tax fund, while facade grant funds come from the TID district. He feels the applicants have submitted good projects and the City should support them. Alderperson Boyd stated that these renovation projects have been contagious, spurring neighborhood businesses to do the same; he fears that projects might not happen if the City tells them they have to wait.

RESULT:	ADOPTED [7 TO 1]
MOVER:	Scott Crevier, Alderperson
SECONDER:	Amy Chandik Kunding, Alderperson
AYES:	Boyd, Carpenter, Crevier, Hansen, Jennings, Kunding, Nelson
NAYS:	Dean Raasch

16. Resolution #19-95 Authorizing Third Agreement Extending Option to Purchase Between the City of De Pere and Washworld of De Pere LLC (Parcel No. WD-1136-3; American Boulevard).

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Scott Crevier, Alderperson
SECONDER:	Casey Nelson, Alderperson
AYES:	Boyd, Carpenter, Crevier, Hansen, Jennings, Kunding, Nelson, Raasch

17. Resolution #19-96 Authorizing Agreement Regarding the Sale and Purchase of Property Between the City of De Pere and G & G Rebuilders, Inc. (Part of WD-L482-1; 2535 Lawrence Drive).

Development Services Director Kim Flom explained that the City is providing utilities in exchange for the property. City Administrator Larry Delo reported that the value of the services is \$128,300.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Scott Crevier, Alderperson
AYES:	Boyd, Carpenter, Crevier, Hansen, Jennings, Kunding, Nelson, Raasch

18. Resolution #19-97 Authorizing Purchase Order- Lease Agreement with MailFinance, Inc. (Postage Meter - City Hall and Municipal Service Center).

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Casey Nelson, Alderperson
SECONDER:	Scott Crevier, Alderperson
AYES:	Boyd, Carpenter, Crevier, Hansen, Jennings, Kunding, Nelson, Raasch

19. Resolution #19-98 An Initial Resolution Authorizing the Sale and Issuance of General Obligation Promissory Notes; and Certain Related Details.

Justin Fischer with Robert Baird Co. reviewed the proposed financing plan, and provided a handout to Council members which will be attached to these minutes. Mr. Baird and Finance Director-Treasurer Joe Zegers answered Council members' questions about the possibility of refinancing other bonds, and the impact on the debt bubble.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Scott Crevier, Alderperson
SECONDER:	Dan Carpenter, Alderperson
AYES:	Boyd, Carpenter, Crevier, Hansen, Jennings, Kunding, Nelson, Raasch

20. Resolution #19-99 An Initial Resolution Authorizing the Sale and Issuance of Taxable General Obligation Promissory Notes; and Certain Related Details.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Casey Nelson, Alderperson
AYES:	Boyd, Carpenter, Crevier, Hansen, Jennings, Kunding, Nelson, Raasch

21. Appointments to Board of Health and Sustainability Commission by Mayor Walsh.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Ryan Jennings, Alderperson
AYES:	Boyd, Carpenter, Crevier, Hansen, Jennings, Kunding, Nelson, Raasch

22. Operator license applications.

Alderperson Boyd moved, seconded by Alderperson Carpenter to deny Previously Tabled Application #1 on the basis of the applicant being an habitual law offender under Wis Stats. 125.04(5)(b) and for non-appearance at Committee meetings when requested.

Upon vote, motion carried unanimously.

Alderperson Boyd moved, seconded by Alderperson Hansen to approve Previously Tabled Application #2 contingent upon the applicant providing written documentation to the City Clerk that her probation has been successfully completed. Upon vote, motion carried unanimously.

Alderperson Boyd moved, seconded by Alderperson Carpenter to approve New Operator Applications #1-6. Upon vote, motion carried unanimously.

Aldersperson Boyd moved, seconded by Aldersperson Hansen to table New Operator Application #7. Upon vote, motion carried unanimously.

23. Voucher approval.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Aldersperson
SECONDER:	Casey Nelson, Aldersperson
AYES:	Boyd, Carpenter, Crevier, Hansen, Jennings, Kundinger, Nelson, Raasch

24. Future Agenda Items.

Aldersperson Hansen was contacted by a constituent who has been a participant in City softball leagues. Hansen reported that he is working with the City Parks Director regarding the resident's concerns, but that the constituent also requested a review of team registration fees.

25. Adjournment.

Aldersperson Boyd moved, seconded by Aldersperson Crevier to adjourn the meeting at 8:09 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Carey Danen, City Clerk



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: September 3, 2019

DEPARTMENT: City Attorney

FROM: Angela Zills

SUBJECT: Presentation of De Pere Beautification Committee.



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: September 3, 2019

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Recommendation from the Board of Park Commissioners to Accept \$600 Donation from De Pere Men's Club for Two Events - Summer Carnival & Senior Picnic.

The Board of Park Commissioner's, at the August 15, 2019 meeting, approved accepting the \$600 donation from the De Pere Men's Club for the Summer Carnival and Senior Picnic. The motion was approved unanimously, with a vote of 6-0.

The donation is intended for \$300 to be dedicated to our Summer Carnival, and \$300 to our Senior Summer Picnic.



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: September 3, 2019

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Recommendation from the Board of Park Commissioners to Accept \$250 Donation from Pink Flamingos to the Recreation Scholarship Fund.

The Board of Park Commissioner's, at the August 15, 2019 meeting, approved the \$250 donation from the Pink Flamingos to the Recreation Scholarship Fund. The motion passed unanimously with a 6-0 vote.



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: September 3, 2019

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: Recommendation from the Board of Park Commissioners to Accept
\$1,000 Donation from BCCWC to the De Pere Community Center.

The Board of Park Commissioner's, at the August 15, 2019 meeting, approved the \$1,000 donation from the Brown County Community Women's Club to the De Pere Community Center. The motion passed unanimously, with a 6-0 vote.

The BCCWC meets in the upper level Pine Rm. on a regular monthly basis as well as utilizes the Oak Rm. for their board meetings. They are truly grateful to have use of our facilities and appreciate all that we do for the residents of the Brown County community.



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: September 3, 2019

DEPARTMENT: Parks, Recreation & Forestry

FROM: Marty Kosobucki

SUBJECT: **Resolution #19-100 Authorizing Agreement for Consulting Services Between the City of De Pere and Graef-USA, Inc. (VFW Aquatic Facility Design, Bid and Construction Management).**

The Board of Park Commissioner's, at the August 15, 2019 meeting, approved the agreement with Graef for the VFW Aquatic Facility Technical Design and Construction Administration. The motion passed unanimously with a 6-0 vote.

We received five bids for the Technical Design and Construction Administration of the VFW Aquatic Facility. Staff reviewed and analyzed the proposals and selected three consultants to interview. An interview team of four members was created to conduct the interviews (Director of Parks, Recreation Supervisor, Director of Public Works, and Randy Souquet from the Board of Park Commissioners). A list of ten questions were sent to the consultants prior to the interview (see included). Based on the interviews the panel unanimously recommended Graef as the consultant the Board of Park Commissioners selects.

The Board of Park Commissioners recommends approving the proposal from Graef for Technical Design and Construction Administration from Graef.

ATTACHMENTS:

- Reso19-100 (DOCX)
- Exhibit A-Graef Consulting Agreement-VFW Aquatic Facility (PDF)
- Exhibit B - GRAEF_WTI VFW Aquatic Facility Design, Bid and Construction Management Proposal (PDF)
- RFP Evaluation Interview Questions.VFW Aquatic Facility.Final (PDF)

RESOLUTION #19-100

AUTHORIZING AGREEMENT FOR CONSULTING SERVICES
BETWEEN THE CITY OF DE PERE AND GRAEF-USA, INC.
(VFW Aquatic Facility Design, Bid and Construction Management)

WHEREAS, the City is in need of contracting with an engineering consulting firm to provide comprehensive design, public bidding and construction management services for construction of a new aquatic facility at VFW Park; and

WHEREAS, GRAEF-USA, Inc., d/b/a GRAEF has available and offers to provide personnel and equipment necessary to accomplish such services within the required timeframe; and

WHEREAS, this matter has been reviewed by the Board of Park Commissioners which recommends approval thereof.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

The Mayor and Clerk-Treasurer are authorized and directed to execute the Agreement for Services Between the City of De Pere and GRAEF-USA, Inc., as is attached hereto and incorporated herein as Exhibit 1, subject to said changes as deemed necessary by the City Attorney.

BE IT FURTHER RESOLVED THAT:

All City officials, officers, employees, and agents are authorized and directed to take such steps as are lawful and necessary in furtherance thereof.

Adopted by the Common Council of the City of De Pere, Wisconsin, this 3rd day of September, 2019.

APPROVED:

Michael J. Walsh, Mayor

ATTEST:

Carey E. Danen, City Clerk

Ayes: _____

Nays: _____

Request for Proposals

VFW Aquatic Facility Design, Bid and Construction Management



Request for Proposals

VFW Aquatic Facility Design, Bidding, and Construction Management Services

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I. Introduction

A. Project Summary

The City of De Pere is seeking proposals from experienced Consultants to provide comprehensive design, bidding and construction management services for the construction of a new aquatic facility at VFW Park in De Pere, Wisconsin. The City is looking for a firm with a proven track record of delivering complex municipal projects to an established budget.

Funding for this project was approved at approximately \$7.1 million dollars by the De Pere City Council. The goal is to issue a contract to a consultant by August 2019.

Proposal must be submitted to our office by July 10, 2019 at 3:00 pm. Proposals can be submitted either by paper copy or via email to Marty Kosobucki.

B. City Contact Information

Questions related to this RFP should be directed to:

Marty Kosobucki
De Pere Park, Recreation and Forestry Department
925 S. Sixth Street
De Pere, WI 54115
920-339-4065
mkosobucki@mail.de-pere.org

C. Directions for Submittal of Proposal

Consultants shall submit three (3) copies of the proposal. In addition a .pdf file of the proposal must be submitted either through e-mail or on a thumb drive prior to the deadline.

Materials must be received at the office of the Director of Parks, Recreation and Forestry by 3:00 pm, on July 10, 2019 at the following address:

Marty J. Kosobucki
De Pere Park, Recreation and Forestry Department
925 S. Sixth Street
De Pere, WI 54115

Packages containing the proposal shall be clearly marked on the outside by indicating: **VFW Aquatic Facility Design and Construction Proposal.**

D. Pre-Proposal Meeting

There are no pre-proposal meetings planned for this RFP. Questions should be directed, in writing, to Marty Kosobucki, Director of Parks, Recreation and Forestry.

II. Project Description and History

In August 2018 the VFW Pool suffered major structural damage and has been permanently closed. Demolition of the decommissioned pool is set for June 2019. In November 2018, the residents of De Pere overwhelmingly passed a referendum to construct two new aquatic facilities within the City. The two aquatic facilities will be constructed at VFW and Legion Parks. As a result of the passed referendum and the current VFW Pool being decommissioned, the City intends to emphasize the construction of the new VFW Aquatic Facility while leaving the current Legion Pool operating.

The RFP for this project is strictly for VFW Aquatic Facility.

VFW Park is located at 730 Grant Street on the west side of De Pere.

The City contracted with Graef-USA to develop a conceptual design and cost opinion of the new aquatic facilities at VFW and Legion Parks. The design process included significant community involvement. Copies of the conceptual design and cost opinion for the aquatic facility at VFW Park are included in this packet of information.

It is the intent of the City to hire a Consultant to assist with the following general tasks related to the construction of an aquatic facility at VFW Park:

- Complete the technical design.
- Development of the project manual for bidding purposes.
- Administer the bidding process.
- Assist in the selection of a bidder for construction services.
- Provide construction management services throughout the construction of the facility.

III. Scope of Services:

- A. Technical Design (is defined as all services leading up to bidding of the project):
1. Coordinate kick off meeting with City of De Pere.
 2. Prior to starting technical design, the Consultant shall provide options and recommendations to City of De Pere for implementing sustainable, efficient and/or cost saving strategies within the design. As directed by the City of De Pere, the Consultant shall implement any recommended strategies within the design.
 3. Highlight and make owner aware of any concerns with the cost opinion, site, or conceptual design.
 4. Actively search for and recommend grants or incentives as it relates to energy saving tactics or design features
 5. The Consultant shall be responsible for any topographical study or soil boring tests required or needed.

6. Complete technical specifications suitable for inclusion in the project manual. Technical specifications shall include all drawings and specifications necessary to successfully complete the project both inside and outside of the facility. Drawings and specifications shall cover (but not limited to) swimming pool, bathhouse, mechanical building, shade structures, building plans, connectivity with other park components, landscaping, custom fabricated site furnishings, grading and drainage, utilities, electrical and lighting, plumbing, VFW Memorial, and other details as necessary.
7. Submit plans and technical specifications for any City of De Pere, local and/or state approvals.
8. Make changes to technical specifications and drawings as required and/or needed by City of De Pere, local and/or state approvals.
9. Collect and review product data and material samples. Prepare specifications, including the products, materials and finishes of each component or system.
10. Prepare a summary of quantities and construction cost opinion.

B. Project Manual

1. Upon completion of the technical specifications and drawings, the Consultant shall lead the development and creation of the project manual for the purposes of competitively bidding the project under Wis. Stats. §62.15. The project manual shall follow the City of De Pere Department of Public Works Standard Specifications for bidding, and be consistent with the City of De Pere's format for project manuals.
2. The Consultant shall work cooperatively with City staff to post the project on the City's Quest account.
3. The Consultant shall pre-qualify bidders in accordance with City's policies.
4. The Consultant shall be actively involved in answering questions during the bidding process and/or addressing amendments to the project manual.
5. The Consultant shall provide the Project Manual in a .pdf to the City.
6. The Consultant shall provide 8 copies of the Project Manual for the purpose of being made available to prospective bidders and staff.

C. Bidding and Negotiations

The Consultant shall be active in the selection of a contractor and provide their recommendation to the Board of Park Commissioners and Common Council.

D. Construction Management and Administration

Beyond building a facility to the highest standard for the greatest value, the City has the following expectations of the hired consultant during the construction process.

1. The Consultant is expected to lead, manage, and successfully execute the overall construction of the project.
2. The Consultant shall coordinate all local and/or state permits or approvals.
3. The Consultant shall review and approve all shop drawings.
4. At the start of construction, the Consultant shall provide the City with a detailed outline of budget and timeline.
5. The Consultant shall perform construction staking as necessary.
6. The Consultant shall conduct regular inspections of the facility to ensure the facility is being constructed to the standards set forth in the Project Manual. The frequency of inspections shall be daily unless otherwise approved by the City.
7. The Consultant shall administer and coordinate with City staff any required or needed change orders.
8. The Consultant shall coordinate and attend weekly meetings with the contractor and Director of Parks, Recreation and Forestry (or designee) to review progress and address concerns.

IV. Meetings

The Consultant shall plan for meeting attendance at, but not limited to, the following meetings:

- Initial meeting with City staff prior to starting technical specifications.
- Meeting with Park Board and staff to discuss sustainable and/or cost saving strategies.
- Meetings with staff to address decisions in technical design.
- Bid opening.
- Pre-construction meeting with contractor.
- On-site inspections.
- Weekly progress meetings with Contractor and City staff.
- Close out meeting with contractor and City of De Pere.

V. City Responsibilities

The City will be actively involved with all aspects of the project but the following list is various items of responsibility:

- Provide guidance on sustainable and/or cost saving strategies for technical design.
- Provide payment for any permits.
- Provide payment for any quality control testing.
- Provide access to any and all plans and/or information regarding the park and construction site.

VI. Scheduling

The Consultant will be recommended for approval to the Common Council by the

Board of Park Commissioners. Once the approvals are attained City staff will work promptly to provide the Agreement to the Consultant and City Officials for execution. Design work shall commence no later than two weeks after the Agreement has been fully executed. The bidding and construction management services will follow immediately once the technical design and Project Manual has been completed.

VII. Insurance:

- A. The Consultant shall maintain during the life of the Agreement, the following minimum public liability and property damage insurance to cover claims for injuries, including accidental death, as well as from claims for property damages which may arise from the performance of work under the Agreement as stated below:
 1. Comprehensive general liability insurance, including personal injury liability, blanket contractual liability and broad form property damage liability. The combined single limit for bodily injury and property damage shall not be less than \$1,000,000; with additional umbrella liability insurance coverage for a total of not less than \$2,000,000.
 2. Automobile bodily injury and property damage liability insurance covering owned, non-owned, rented and hired cars. The combined single limit for bodily injury and property damage shall be not less than \$1,000,000.
 3. Statutory workers compensation and employers' liability insurance as required by the state having jurisdiction.
 4. Professional liability insurance covering damages resulting from errors and omissions of the Consultant. The limit of liability shall be \$1,000,000 or the total consultant's fee on the project, whichever is greater.
- B. Proof of Insurance. The Consultant shall furnish the City with a Certificate of Insurance and additional insured endorsement countersigned by a Wisconsin Resident Agent or Authorized Representative of the insurer indicating that the Consultant meets the insurance requirements identified above. The Certificate of Insurance shall include a provision prohibiting cancellation of said policies except upon 30 days' prior written notice to the City and shall name the City as an additional insured under Consultant's general and professional liability policies for the specific contract or project covered. A copy of the Certificate of Insurance and endorsement shall be delivered to the City prior to execution of the agreement for final approval.

VIII. Proposal Submittals:

Your proposal should include the following information in the order listed. You may submit your proposal via e-mail to mkosobucki@mail.de-pere.org or deliver, either in –person, or by courier or mail to: VFW Aquatic Facility, 925 S. Sixth Street, De Pere WI 54115

- A. Consultant Background and Information
 - 1. Include location of office, years of relevant experience, size of organization, other consultants you may be cooperating with, list of staff and relevant experience, etc...
- B. Understanding of the Project
 - 1. Develop a summary of your understanding of the project, what needs to be done, and how you plan to accomplish those tasks.
- C. Similar Projects
 - 1. List a minimum of 3 projects of similar scope and service.
 - 2. Highlight sustainable and/or cost saving tactics used in developing like facilities.
- D. References
 - 1. List a minimum of 5 references related to similar work.
- E. Timeline
 - 1. Show a detailed timeline of your plan to bring this project to successful completion.
- F. Fee Schedule
 - 1. Provide a lump sum fee for each component of the project. Should there be any items outside the scope of services listed in the RFP your firm feels should be included, we encourage the Consultant to include alternate fees for such work.

IX. Delivery:

The deliverables for this project include the following:

- A. Provide technical specifications of VFW Aquatic Facility in AutoCAD and .pdf .
- B. Provide Project Manual for the construction of VFW Aquatic Facility in a .pdf.
- C. Provide a timeline of events to include (but not limited to) kick off meeting, design phase, final design, and completion of items for bid document.

IX. Additional Information:

- A. A sample Consultant Agreement the City uses
- B. VFW Aquatic Facility Conceptual Design
- C. VFW Aquatic Facility Cost Opinion
- D. GIS Aerial view of the VFW Park and known utilities.

For questions, please contact Marty Kosobucki at 920-339-8358, or e-mail at mkosobucki@mail.de-pere.org.

Proposed Fee Schedule

Company Name: _____

Company Representative: _____

Company Address: _____

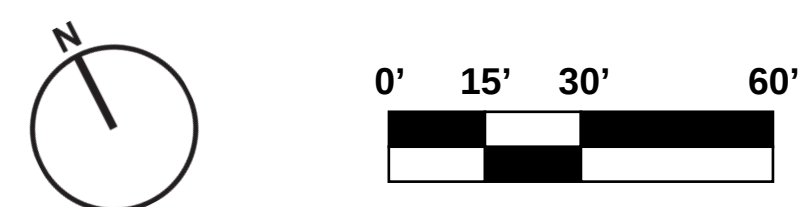
Phone: _____ E-Mail: _____

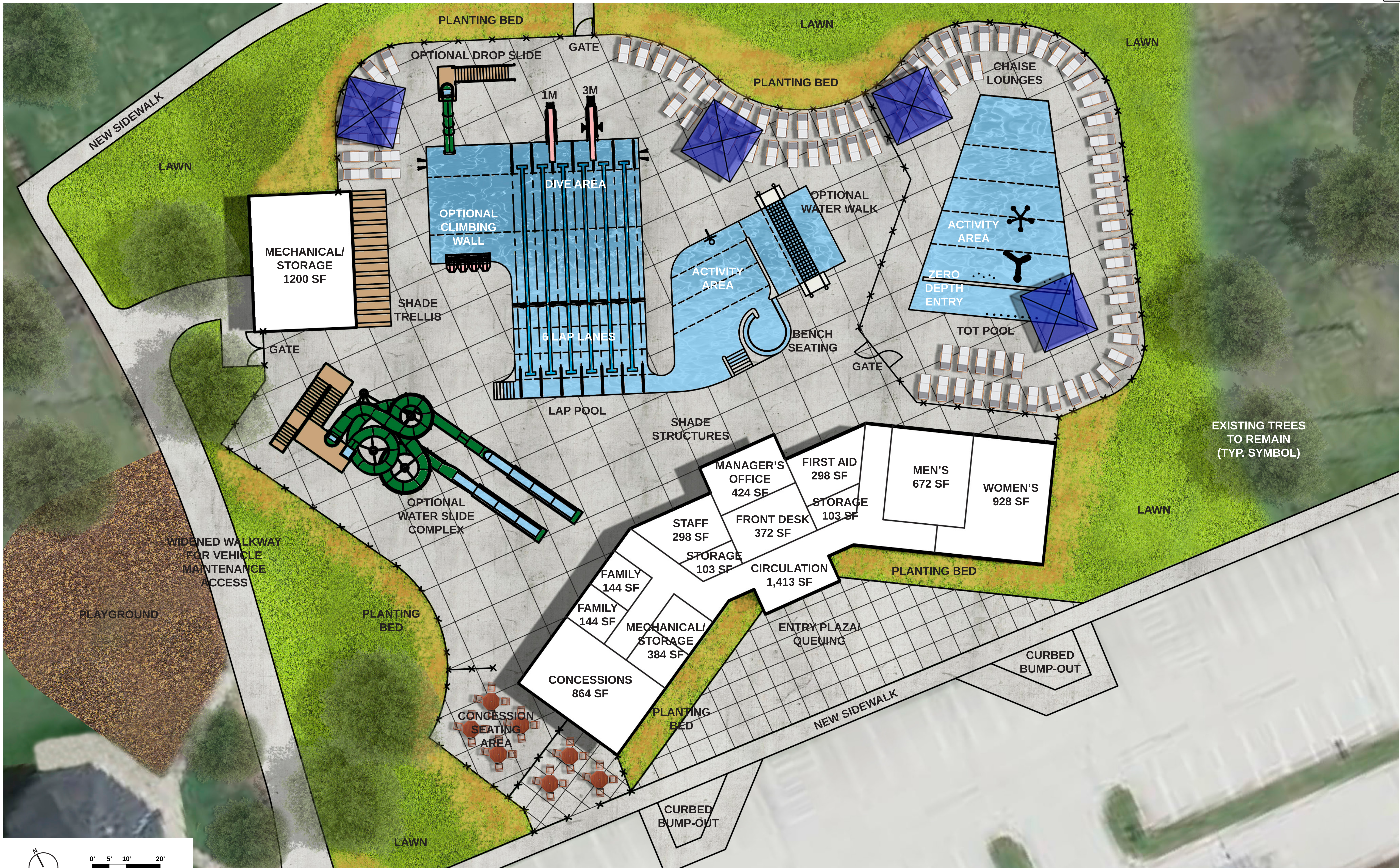
Signature: _____

Item	Fee
VFW Aquatic Facility Design, Bidding and Construction Management	
Technical Design	\$
Project Manual	\$
Bidding and Negotiations	\$
Construction Management and Administration (pre-con meeting, on-site visits, and final walk through)	\$
Total Fee	\$

Please list any items not listed in the scope of services and fees/costs associated with those items below.

Item	Cost







FINAL CONCEPT PLAN
OPINION OF PROBABLE CONSTRUCTION COST
DE PERE AQUATIC FACILITY AT VFW PARK
DE PERE, WI
5/9/19



ELEMENT	QUANTITY		UNIT COST	COST
<u>Construction</u>				
<u>Site Development/Park</u>				
Demolition of Existing Parking Lot, Misc Site Elements	Allowance	x	\$15,000.00	\$15,000
Erosion Control	Allowance	x	\$5,000.00	\$5,000
Earthwork, Cuts/Fills/Grading	Allowance	x	\$30,000.00	\$30,000
Site Utilities (Excavation & Backfill)	Allowance	x	\$25,000.00	\$25,000
Concrete Sidewalk/Entry Area	15,600 SF	x	\$5.50	\$85,800
Asphalt Drop Off Loop (4" Asph/10" CABC)	385 SY	x	\$28.00	\$10,780
Parking Lot Curb and Gutter	140 LF	x	\$13.00	\$1,820
Site Electrical/Lighting	Allowance	x	\$21,000.00	\$21,000
Decks and Walkways	25,590 SF	x	\$8.50	\$217,515
Deck Drainage	23,030 SF	x	\$3.25	\$74,848
Turf & Irrigation	25,125 SF	x	\$2.75	\$69,094
Landscape	Allowance	x	\$15,000.00	\$15,000
Relocated Veteran's Memorial and Flagpole	Allowance	x	\$5,000.00	\$5,000
Pool Deck Lighting	Allowance	x	\$34,000.00	\$34,000
Perimeter Fence & Interior Barriers	820 LF	x	\$66.00	\$54,120
Subtotal - Site				\$664,000
<u>Architecture</u>				
New Bathhouse	6,150 SF	x	\$230.00	\$1,414,500
Mechanical Building	1,200 SF	x	\$180.00	\$216,000
Shade Trellis	400 SF	x	\$40.00	\$16,000
Subtotal - Architecture				\$1,647,000
<u>Aquatics</u>				
Lap/Recreational Pool	5,330 SF	x	\$255.00	\$1,359,150
Tot Pool	1,800 SF	x	\$220.00	\$396,000
Interactive Water Features	Allowance	x	\$40,000.00	\$40,000
Water Walk	1 EA	x	\$45,000.00	\$45,000
Climbing Wall	1 EA	x	\$15,000.00	\$15,000
Deck Equipment	Allowance	x	\$95,000.00	\$95,000
Diving - 1 meter	1 EA	x	\$29,000.00	\$29,000
Diving - 3 meter	1 EA	x	\$46,000.00	\$46,000
Body Slide	2 EA	x	\$225,000.00	\$450,000
Drop Slide	1 EA	x	\$100,000.00	\$100,000
Slide Tower	1 EA	x	\$75,000.00	\$75,000
Slide Mechanicals	1 EA	x	\$125,000.00	\$125,000
<u>General Works</u>				
Existing Pool Demolition	8,600 SF	x	\$10.00	\$86,000
Existing Bathhouse Demolition	3,955 SF	x	\$4.50	\$17,798
Existing Mechanical Building Demo	785 SF	x	\$4.50	\$3,533
Existing Pool Decking Demolition	19,015 SF	x	\$2.50	\$47,538
<u>General Items</u>				
Access	3 EA	x	\$10,000.00	\$30,000
Safety Equipment	1 LS	x	\$17,000.00	\$17,000
Testing & Maintenance	1 LS	x	\$10,000.00	\$10,000
Vacuum - Robotic	2 EA	x	\$13,000.00	\$26,000
Vacuum - Manual	1 EA	x	\$6,500.00	\$6,500
Subtotal - Aquatics				\$3,019,500
Subtotal - Estimated Construction Cost				\$5,330,500
Contingency	15%	x	\$5,330,500.00	\$799,600
Total Estimated Construction Cost				\$6,130,100

Final Single Concept VFW



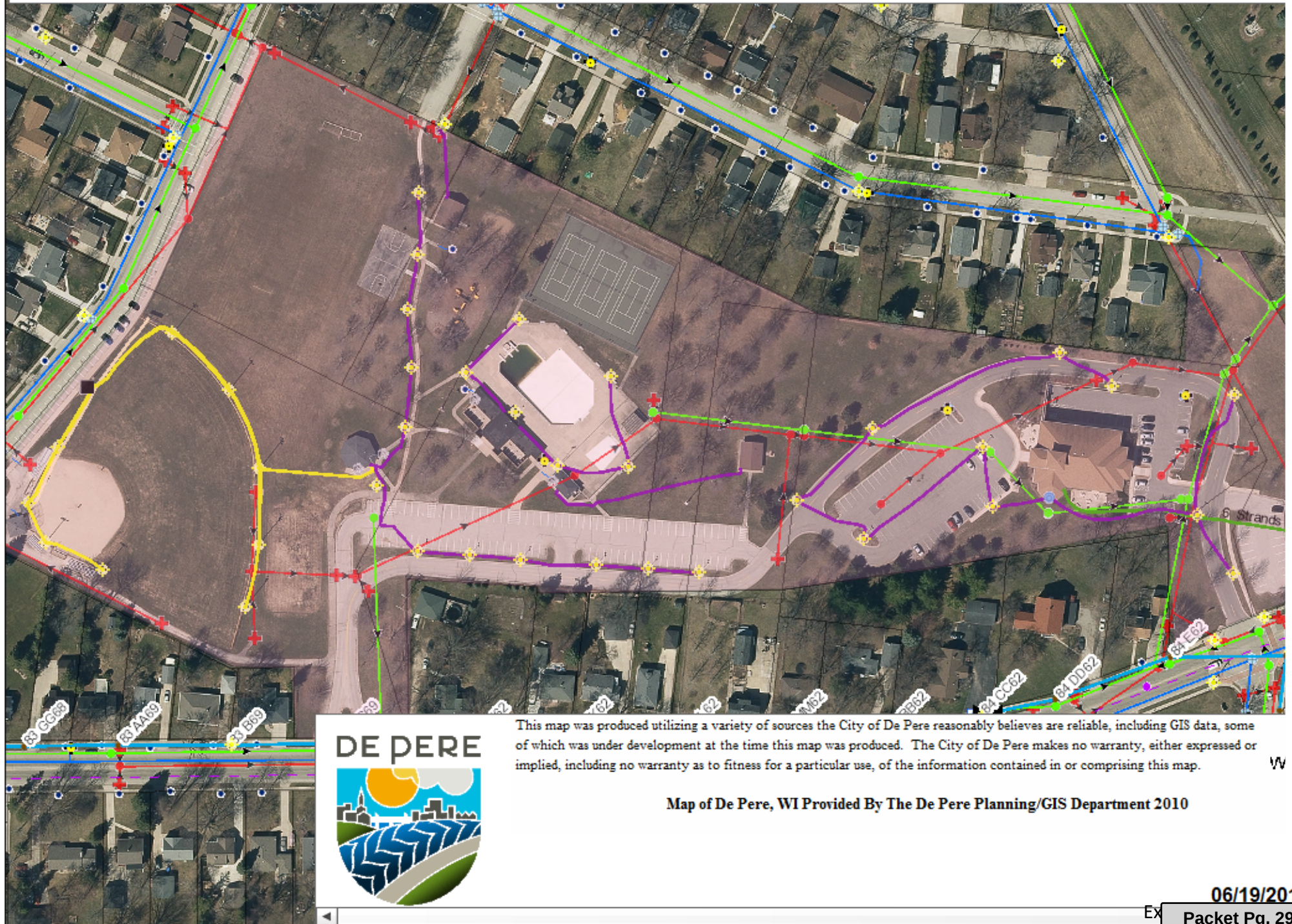
FINAL CONCEPT PLAN
OPINION OF PROBABLE CONSTRUCTION COST
DE PERE AQUATIC FACILITY AT VFW PARK
DE PERE, WI



5/9/19

ELEMENT	QUANTITY	UNIT	COST	COST
<u>Furniture, Fixtures, and Equipment</u>				
<u>Building FFE</u>				
Lockers	200	EA x	\$175.00	\$35,000
Changing Benches	6	EA x	\$300.00	\$1,800
Manager's Desk & Chairs, File Cabinets	1	LS x	\$900.00	\$900
Manager's Computer	1	EA x	\$2,700.00	\$2,700
Registration Computer	1	EA x	\$2,700.00	\$2,700
Desktop Printer	2	EA x	\$500.00	\$1,000
Telephone System	1	LS x	\$800.00	\$800
Communications/PA System	1	LS x	\$3,000.00	\$3,000
Server and WiFi Systems	1	LS x	\$1,000.00	\$1,000
Central Sound System	1	LS x	\$3,000.00	\$3,000
Staff/Break Room Appliances	1	LS x	\$2,000.00	\$2,000
Staff/Break Room Lockers	20	EA x	\$175.00	\$3,500
Staff/Break Room TV	1	EA x	\$800.00	\$800
Staff/Break Room Tables/Chairs	1	LS x	\$1,000.00	\$1,000
First Aid Equipment	1	LS x	\$800.00	\$800
Storage Shelving	15	EA x	\$150.00	\$2,250
Concessions Equipment	1	LS x	\$18,000.00	\$18,000
Public Bulletin Board	2	EA x	\$300.00	\$600
Windows Treatments	1	LS x	\$1,200.00	\$1,200
Bathhouse Maintenance Equipment (Floor/Sanitizing Equip)	1	LS x	\$6,000.00	\$6,000
Point of Sale Equipment	Allowance	x	\$75,000.00	\$75,000
Other Misc TV's/Monitors	Allowance	x	\$2,000.00	\$2,000
Miscellaneous Furnishings	Allowance	x	\$2,000.00	\$2,000
Subtotal				\$167,000
<u>Site FFE</u>				
Lounge Chairs	88	x	\$225.00	\$19,800
Concession Area Tables with Umbrellas/Chairs Set	7	x	\$1,500.00	\$10,500
Trellis Area Tables/Chairs Set	2	x	\$1,500.00	\$3,000
Trash Receptacles - Deck	8	EA x	\$350.00	\$2,800
Large Shade Structures	4	EA x	\$9,000.00	\$36,000
Subtotal				\$72,000
<u>Aquatics FFE</u>				
Winterization Plugs and Equipment	1	LS x	\$1,500.00	\$1,500
First Responder Safety Equipment	1	LS x	\$2,500.00	\$2,500
Deck Directional and Safety Signage	1	LS x	\$2,500.00	\$2,500
Subtotal				\$7,000
Total Estimated Fixtures, Furnishings, and Equipment (FFE)				\$246,000
Total Estimated Capital Costs				\$6,376,100
Design/Bidding (8%)	8%	x	\$6,376,100.00	\$510,000
Construction Management (4%)	4%	x	\$6,376,100.00	\$255,000
Total Estimated Project Cost				\$7,141,100

VFW Park and Community Center



July 10, 2019

City of De Pere

VFW Aquatic Facility Design, Bid, and Construction Management



1150 Springhurst Drive, Suite 201
 Green Bay, WI 54304
 920 / 592 9440
 920 / 592 9445 fax
www.graef-usa.com



collaborāte / formulāte / innovāte

July 10, 2019

Marty Kosobucki, Director
 City of De Pere – Parks, Recreation and Forestry
 925 S. Sixth Street
 De Pere, WI 54115

Dear Marty:

What an exciting journey the City of De Pere is on! What started as the recognition of aging aquatic facilities in the community has transitioned through hearing what the public wants, understanding the needs, considering the financial aspects, and development of the conceptual design recently completed by the GRAEF/WTI team. Now “the rubber hits the road” as they say, as you embark on taking that conceptual design and making it a reality.

The GRAEF/WTI team is the right team to continue with you on this journey. A journey that will be seamless, challenging and fun, creative and new, thorough and detailed.

- The GRAEF team has been imbedded into this project for several years. Our firm and our staff live and work here; both in and around De Pere. **Our knowledge of your project and your community is unparalleled by any other team.**
- **We can hit the ground running immediately. There will be no “learning curve” with the GRAEF team** as the same staff would continue on with this project implementation. The knowledge gained by our team of the process taken, discussions and considerations, concerns and solutions discussed, will be invaluable to the design process and meeting schedule milestones.
- We have a **proven record of taking recreation projects from master plan to concept design, to detailed design and through construction.** This is evidenced by the Hydro Park project in Kaukuana and Loop the Lake Bridge projects in Neenah/Menasha.
- Our team will continue with Water Technology Inc. for their aquatics expertise. GRAEF/WTI has been **working together on aquatic projects for over 23 years and have successfully collaborated on over 500 aquatic projects** throughout North America.

Our destination together is on the horizon and we can’t wait to get the engines started. We look forward to continuing this work with you and we are confident that we have the expertise, experience and capability to meet your needs, and make this an extremely successful project. When that opening day arrives and the first swimmer takes that all important plunge from the 3M diving board, we can all say “We did it!”. Please contact us at 920 / 592 9440 with any comments or questions regarding this proposal.

Sincerely,

Patrick J. Skalecki, P.E., LEED AP
 Green Bay Office Leader | Principal | Vice President

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Firm Information

our core purpose

To improve the
physical environment
for the benefit
of society in a
sustainable manner.

WE PROVIDE QUALITY CONSULTING SERVICES IN:

GRAEF is a multi-discipline, planning, design, and engineering firm dedicated to serving public and private clients throughout the United States. For over 57 years, our ability to excel has been driven by integrity, quality, and our commitment to customer service. GRAEF began as an individual partnership structural engineering firm in 1961. Today, with 260 employees in eight offices in the Midwest and Florida, GRAEF offers our clients a full range of consulting services.

GRAEF is ranked in Engineering News-Record (ENR) Top 500 Largest Design Firms and is ranked 29th in Building Design + Construction's (BD+C) list of the nation's Top Engineering-Architecture firms.



Structural Engineering
Site/Civil Engineering
Landscape Architecture
Mechanical Engineering
Electrical Engineering
Surveying + Field Services

Plumbing/Fire Protection Engineering
Planning + Urban Design
Sustainable Design
Environmental Engineering
Traffic/Transportation Engineering
Commissioning
Architecture



Chicago
Green Bay
Madison
Miami
Milwaukee
Minneapolis
Orlando

CONTACT US

920 / 592 9440  www.graef-usa.com

 1150 Springhurst Drive, Suite 201
Green Bay, WI 54304

Technical Expertise

Civil

- GIS and Computer Modeling
- Potable Water Systems
- Water Resource Management
- Site Development
- Storm Water Systems
- Subdivisions
- Utility System Expansions
- Wastewater Systems

Environmental

- Air and Noise Analysis
- Asbestos/Lead Management
- Brownfields
- Natural Resource Assessments
- Permitting
- Program Management/Planning
- Real Estate Due Diligence
- Soil/Groundwater Remediation
- Watershed Management
- Wetland Services

Field Services

- ALTA Surveys
- GPS Surveying
- Construction Management, Inspection, Staking
- Land Surveys and Mapping
- Right-of-Way Plats
- Subdivision Platting
- Topographic and Site Surveys

Industrial Architecture

- Additions
- Buildings
- Building Facades
- Parking Structures
- Renderings
- Renovations
- Roof Systems

Landscape Architecture

- Site Planning/Design
- Community Planning
- Urban Design
- Streetscapes
- Parks and Recreational Facilities
- Golf Course Development
- Sustainable Design
- Quarry Architecture

Mechanical, Electrical, Plumbing, and Commissioning

- Communication and Alarm Systems
- Fire Protection Systems
- HVAC Systems
- Interior and Exterior Lighting
- Plumbing Systems
- Power Distribution
- Process Piping and Gas Systems
- Ventilation and Exhaust Systems
- Total Building Commissioning
- LEED Accredited Services
- Energy Modeling and Audits
- Smoke Control System Inspections
- Construction Management
- Structured Cabling

Operations Consulting

- Lean Manufacturing Design
- Plant Layout
- Process and Product Flow Analysis
- Process Utility Design
- Quality Control
- Set-up Reduction
- Staging and Material Logistics
- Work Cell Design

Planning

- Comprehensive Planning
- Urban Design
- Master Planning
- Main Street Redevelopment
- Corridor Redevelopment
- Property Development
- Plan Reviews
- Strategies for Sustainability
- Economic Development

Structural

- BIM (Building Information Modeling)
- Bridges
- Buildings
- Building Exteriors
- Foundations
- Forensic Analyses/Investigations
- Parking Structures
- Process
- Structural Systems

Transportation

- Curb and Gutter/Sidewalks
- Harbors and Marinas
- Pavement Design
- Railroad Spurs
- Relocation and Reconstruction
- Right-of-Way Services
- Roundabout Design
- Streets/Highways/Freeways
- Street Lighting
- Traffic Studies, Signalization and Signing

WATER TECHNOLOGY, INC



Firm Overview

The WTI team is a highly qualified group of individuals comprised of creative architects, landscape architects, engineers, designers, business developers and administrators, all with a passion for aquatics. Together, we combine our talents to develop original, aquatic facilities from concept to reality. In addition, WTI maintains solid relationships with other consultants and contractors and continues to set the standards in the aquatic industry across the United States and around the world.

PHILOSOPHY

Water Technology, Inc.'s (WTI) creative energy and passion embraces the philosophy that aquatic recreation completes communities and makes them a better place to live.

COMPANY DETAILS

- Established in 1983
- Largest Aquatic Design Firm in North America, Staff of 50+
- Quality Control Implementation
- Collaborative Team Process
- International Portfolio
- Specialized Aquatic Professionals on Staff:
 - Executive Team (5)
 - Project Development (4)
 - Architects (4)
 - Landscape Architects (2)
 - Engineers (6)
 - - Civil (2), Mechanical (3), Structural (1)
 - Artistic / Creative Design (3)
 - Site Planners / Designers (3)
 - Technical Designers (7)
 - Mechanical Designers (6)
 - Project Managers (8)
 - Administrative (7)

WTI ADVANTAGES

- Solution driven planning and philosophy
- Two-way sharing process between WTI and client
- Forward-looking designs that support dynamic community programs
- Revit / BIM Capabilities
- 150+ AQUATIC Projects Per Year
- Historical database of cost estimates and realistic timelines

EXTENSIVE PORTFOLIO OF PROJECTS OF VARYING VENUES

- Waterparks
- Resort and Hotel Pools
- Competition Pools
- Faith Based Community Centers
- Water Playgrounds
- Public Facilities
- Therapy and Wellness Pools
- Schools and Universities

Locations

HEADQUARTERS

100 Park Avenue
Beaver Dam, WI 53916
T. 920.887.7375

TEXAS

6636 N Riverside Dr.,
Ste 500B
Fort Worth, TX 76137
T. 682.708.7007

WWW.WTIWORLD.COM

Patrick Skalecki PE, CDT, LEED® AP

Project Manager | Principal in Charge | Senior Civil Engineer

**Registrations**Professional Engineer – WI, IL, IN,
IA, MI, MN, ID**Certifications**Construction Specifications
Institute – Construction Document
Technologist
LEED® Accredited Professional**Education**B.S., Civil Engineering, 1992
University of Wisconsin-Platteville,
Platteville, WI

Over the past 26 years in the engineering industry, Pat has developed extensive knowledge along with technical and managerial skills in public infrastructure and site engineering. He has been involved in projects from idea to grand openings. This depth of knowledge and experience helps clients evaluate project scope and budget early on in the process. He is skilled in public presentation and delivery needed to build consensus among stakeholders. During design, he uses his abilities in hydraulic modeling, hydrologic studies, municipal utility design, storm water management and system design, roadway design, complete site development, parking lot design and associated construction engineering to realize the vision of the clients into a successful project.

VFW Park Aquatic Facility and Legion Park Aquatic Facility Conceptual Design, City of De Pere, WI – Project Manager: Provided master planning services and development of the conceptual design of two replacement aquatic facilities. Significant public involvement was necessary in this highly visible project with significant public interest. Included multiple open house workshops, multiple concept designs and budgets, refinement of conceptual designs into single options, 2D and 3D renderings, and several public presentations to the City Park Board.

Erb Park and Swimming Pool, City of Appleton, WI – Project Manager: Provided master planning services in the evaluation of an aging swimming pool facility in order to proactively recommend potential renovations and improvements. Efforts included the review of design drawings, field inspections of the park and its amenities, structural and architectural inspection of its buildings, and review of mechanical and plumbing systems. Public participation efforts helped identify park activities to accommodate in finalizing the concepts for the master plan.

Bomier Boat Launch Renovation and Expansion, City of De Pere, WI – Project Manager: Design and permitting for a boat launch expansion, trailer parking expansion, park upgrades, and existing parking rehabilitation. Required coordination of work with use of the park and minimizing impacts to this highly used launch site to the Fox River. Also included an ADA accessible kayak launch and a portion of dock replacement.

Loop the Lake Boardwalk Bridges, Neenah and Menasha, WI – Project Manager: GRAEF completed a feasibility study and investigation; and then full detailed design, bidding, and construction management of two (2) separate boardwalk bridges. The Neenah bridge is 768 feet long with twelve 64-ft spans. The City of Menasha bridge is 715 feet long with ten 63-ft spans and one 84-ft span. Both bridges were steel girder structures supported on steel pipe pile bents and concrete piers. Timber under-decking supported a 14-ft clear width composite deck boardwalk with aluminum and cable railings. Mid-span of both bridges includes an observation bumpout with covered canopy allowing pedestrians and bikers to enjoy view while not impeding the through traffic. Approach work needed to avoid and work around large utilities, cross active railroad lines, and connect to existing trail facilities.

Ryan P. Van Camp PE, CFM, CPESC
Civil Engineer | Water Resource Engineer



Professional Registration
Professional Engineer – WI, ND

Professional Certification
Certified Floodplain Manager (CFM)
Certified Professional in Erosion
and Sediment Control (CPESC)

Education
M.S., Civil Engineering, 1999,
University of Wisconsin-Milwaukee
B.S., Civil Engineering, 1998,
University of Wisconsin-Milwaukee

Professional Affiliations
American Public Works Association,
Water Resources and Awards
Committees

Association of State Floodplain
Managers
North East Wisconsin Stormwater
Consortium

Society of Military Engineers
Wisconsin Association for
Floodplain, Stormwater, and
Coastal Management, Conference
Planning and Website Committees

Ryan brings extensive experience in civil and water resources engineering and management, with an emphasis on evaluation of hydrologic and hydraulic systems affected by development and rehabilitation to civil design projects at GRAEF. Ryan has prepared flood study reports and stormwater management plans, conducted design review services, completed civil and site designs, and managed waterway and wetland permitting. His projects have incorporated LEED® design enhancements and the submittal process and procedures to document the achieved credits. Much of Ryan's recent project experience has involved storm water management and pollution prevention planning related to transportation facilities and non-metallic mining industrial activities.

James Street Reconstruction & Streetscape, City of De Pere, WI – Senior Project Engineer: GRAEF assisted the City with design and bidding for the reconstruction of the segment of James Street lying between Broadway Street and Wisconsin Avenue. Ryan helped manage the design team and bidding efforts for the project which included electrical lighting design, demolition of building and structures, foundation design, landscape design, decorative pavements, relay of 250 ft sanitary sewer, and site furnishing with most notably water wall and wind wall plan and details.

Brown County Exposition Center, Village of Ashwaubenon, WI – Senior Project Engineer: GRAEF is completing detailed design for the redevelopment of the Brown County Arena site in the Village of Ashwaubenon for the construction of a new 175,000 square foot, \$75 million (construction cost) exposition center. As part of the site design elements, Ryan is providing utility and drainage design for the proposed facility, including hydraulic analysis of the local storm sewer system and site storm water management controls.

Fox River Boardwalk, Village of Little Chute/City of Kaukauna, WI – Project Manager: The project in-volves detailed design, permitting, and bidding assistance for the new Fox River Boardwalk to and over the Fox River between Little Chute and Kaukauna. GRAEF completed the feasibility study and due diligence investigation for a roughly 1,130 linear foot span bridge and trail extensions, connecting Little Chute and Kaukauna. Ryan is assisting the detailed design by performing hydraulic evaluation of the bridge structure and coordinating permitting activities and design disciplines.

De Pere Wastewater Treatment Facility Electrical Distribution and Emergency Generator Project, Green Bay Metropolitan Sewerage District, De Pere, WI – Lead Project Engineer: Electrical Generation project for the Green Bay Metropolitan Sewerage District. This project involved a two 2,000 kW electrical generator power generation facility (13.8 kV) with full wastewater treatment plant power monitoring system for implementation of primary lift station standby power, wastewater treatment plant, peak shaving and load shedding operation protocols in conjunction with Wisconsin Public Service system purchase agreements. Ryan prepared civil site plans for the facility including access road design, yard piping plan, grading and drainage, and site utility services layout.

Jeffrey Rosner PE

Structural Engineer



Registration

Professional Engineer – WI

Certifications

LEED Accredited Professional

Education

M.S., Structural Engineering, 1997,
Marquette University, Milwaukee,
WI

B.S., Civil Engineering, 1995,
Marquette University, Milwaukee,
WI

Jeff has an outstanding record in the design of new buildings, building additions, and evaluation and repair of existing buildings. His experience encompasses a wide range of building designs including numerous educational facilities, retail facilities, recreational facilities, office buildings, and water park/pool facilities. Jeff has worked on dozens of indoor and outdoor pools, waterparks, and related park facility projects in Wisconsin and across the country.

Colburn Park Pool - Green Bay, WI – Project Manager: Architectural design, and renderings for the Colburn Park pool replacement. Project included both pool, building, and associated site work. GRAEF engineers led The GRAEF/Water Tech team with overall project management, master planning, site/civil engineering, structural engineering, mechanical engineering, electrical engineering, plumbing engineering, and landscape architecture for this \$6.5 million dollar aquatic center. GRAEF staff provided multiple preliminary design options, final design services, construction drawings, construction specifications, and construction administration services.

YMCA, Ozaukee County, WI – Structural Engineer: Structural design for the 50,000-square-foot YMCA including a 8,000-square-foot aquatic center, full-size gym, fitness center, locker rooms, rock climbing wall, babysitting area and central gathering space with a cafe and concessions area.

Pool Shell Inspection – Colburn Park Swimming Pool, Green Bay, WI: Pool shell inspection to determine voids and delays in concrete. Testing of concrete to determine strength and durability.

Additional and similar aquatic facility experience:

- David F. Schulz Family Aquatic Center at Lincoln Park, Milwaukee, WI
- Fairfax Pool, Eau Claire, WI
- Manitowoc Family Aquatic Center, Manitowoc, WI
- Renovation of Existing Bathhouse and Outdoor Pool Facility, Wheeling, IL
- Renovation of Existing Bathhouse and Outdoor Pool Facility, Bensenville, IL
- Lazy River, Plunge Pool and Adventure Area, Bolingbrook, IL
- Chula Vista Resort Wave Pool, Wisconsin Dells, WI
- Indoor Competition Pool with Dive Area, East Lansing, MI
- Indoor Competition Pool with Dive Area, Valders, WI
- Indoor Therapy Pool and Leisure Pool, Tucson, AZ
- Indoor Lap Pool with Dive Area and Activity Pool, Oconomowoc, WI
- Indoor Therapy Pool, Bayley Place, Cincinnati, OH
- Indoor Activity Pool, Powel Crosley Jr. YMCA, Cincinnati, OH
- Indoor Activity Pool, Clippard YMCA, Cincinnati, OH
- Indoor Leisure Pool Supported on Drilled Piers, Broomfield, CO
- Indoor Activity Pool, Family Pool, and Whirlpool, Macomb, MI
- Indoor Competition Pool with Dive Area and Leisure Pool, Ashland Recreation Center, Denver, CO
- Indoor Lap Pool with Dive Area and Access Ramp, Chilton, WI
- Indoor Competition Pool with Dive Area and Warm-up Pool, Frisco, TX
- Indoor Competition Pool with Diving Area and Attached Surge Tank, Corunna, MI
- Indoor Lap Pool with Deep Well, Small Activity Pool, and Whirlpool, Iola, WI
- Indoor Lap Pool with Lap Area, Plunge Pool and Diving Well, Sheboygan Falls, WI
- Indoor River, Plunge Pool, Activity Pool and Whirlpool, Brainard, MN
- Activity Pool and Whirlpool, Pleasant Prairie, WI
- Lap Pool and Diving Well, Mequon, WI

Joseph F. Pepitone Jr. PLA, LEED® AP
Landscape Architect



Professional Registration
Registered Landscape Architect –
CA, MN, WI
CLARB National Certification

Education
B.S., Landscape Architecture, 1986
University of Wisconsin-Madison,
Madison, WI

Professional Affiliations
American Society of Landscape
Architecture
Council of Landscape Architects
Review Board
Society for College and University
Planning
American Sports Builders
Association

Professional Certification
LEED® Accredited Professional

Joe is a licensed landscape architect who brings 30 years of professional experience in project management expertise, landscape architectural design and planning to GRAEF and has won numerous design awards for his work. Joe has been involved in master planning and design for corporate office, industrial, commercial/retail, recreational facilities, urban design, multi-family residential, senior housing, healthcare and educational campuses of all sizes. His expertise includes master planning to incorporate building(s) and site program elements in a functional and cohesive manner. His thorough knowledge of all aspects of site development allow him to provide complete and thorough documentation which includes site planning, detailed design, landscape design and details, planting design, construction documentation, specifications and on-site construction administration.

Mukwonago YMCA, Mukwonago, WI – Landscape Architect: Provided landscape architecture design services for a new 58,000-square-foot YMCA in Mukwonago. The focal point of this YMCA is the extensive Aquatic Center with three pools: a family zero-depth entry pool with water slide; a four-lane lap pool; and a whirlpool. The facility also has a large gymnasium, five locker rooms, child watch area, member lounge, community meeting room, 8,000-square-foot personal fitness space with three group exercise studios, and an indoor running/walking track. Landscape areas included entry courtyard, perennial planting beds, native plantings in larger open space areas to minimize maintenance and parking lot landscaping.

YMCA at Pabst Farms, Oconomowoc, WI – Landscape Architect: Landscape architecture design services for a new 115,000 square foot state-of-the-art YMCA facility within the Pabst Farms development. The Aquatic Center includes a competitive pool, zero depth entry family pool, with a water slide and lazy river. Also includes a new gymnasium, fitness studios, rock climbing wall, and indoor track. The site was landscaped with native planting material to fit within the Pabst Farms design guidelines and the open character of the site. A larger open space area to the east was left as green space for future playing fields development. (with another firm)

Buchner Park Pool Concept Plan Development, City of Waukesha, WI – Senior Landscape Architect: Leading the concept development for potential rehabilitation or redevelopment of a community pool. Led public involvement and stakeholder meetings to ensure all opinions were heard and valued during the concept development process.

Hart Park Improvements – Playground and Splash Pad, Wauwatosa, WI – Landscape Architect: Responsible for design of interpretive play area for multiple age groups along with interactive play splash pad. Provided preliminary design through construction documents for the all accessible play areas, landscape, hardscape, site amenities and lighting. Interpretive play components based upon local Native American heritage and existing Silurian reef including; archeological dig pit with fossils, Silurian reef wall with fossils, native plantings, dugout canoe, etc. GRAEF is also providing construction oversight on project during construction.

Jason R. Gerke PE, LEED® AP BD+C, CxA Mechanical | Plumbing



Professional Registration

Professional Engineer – AL, AZ,
CA, FL, IA, IL, IN, KY, MI, MN, MO,
MS, NH, NJ, OH, OK, OR, PA, TN,
TX, VA, WI

Professional Certifications

LEED® AP BD+C Certified
Certified Commissioning Authority,
AABC

Education

B.S., Architectural Engineering –
Building Environmental Systems
Design, 2002, Milwaukee School of
Engineering, Milwaukee, WI

Professional Affiliations

American Society of Heating,
Refrigeration, and Air Conditioning
Engineers (ASHRAE)
Consulting- Specifying and Pure
Power Magazines (CFE Media
LLC) Editorial Advisory Board

Jason has experience in HVAC and plumbing design for commercial, entertainment, industrial and educational facilities. He focuses on energy use in buildings related to mechanical, electrical and plumbing systems along with associated utility. He has completed heating, ventilating, and air conditioning designs for retail stores, elementary/middle/high schools, universities, office buildings and warehouses. He has also completed ventilation design, utility design and energy analysis for industrial facilities. In addition, his work experience includes aquatic facilities, residential complexes, hotels and entertainment facilities.

Kalahari Resort, Fredericksburg, VA – Mechanical Engineer: Managed mechanical design for new waterpark, hotel and conference center complex. Project responsibilities included coordination of mechanical design for new eleven-story hotel and condominium towers, along with new conference center and 100,000-square-foot family entertainment center. This project also included renovation of an existing conference center building which was integrated into the new building complex.

Waterbury, CT & Fitchburg, MA Waterparks – Mechanical Engineer: Mechanical design for new waterpark attached to existing hotel facility. Project responsibilities included coordination of mechanical, electrical and plumbing design. Design work included heating and ventilation design for waterpark space along with air conditioning design for party rooms and other staff support spaces.

Kalahari Resorts Waterpark, Round Rock, TX – Mechanical Engineer: Mechanical design for new 200,000 SF indoor/outdoor waterpark attached to new hotel facility. Project responsibilities included coordination of mechanical HVAC design with precast wall system, computational fluid dynamics modeling and aquatic structures throughout facility. HVAC systems included (15) 40,000 CFM heat recovery and cooling units as well as an 1,8000 TR cooling/dehumidification load.

Great Wolf Lodge Waterparks, Major Project Locations including Arizona, California, Colorado, Georgia, Illinois – Mechanical Engineer: Mechanical design for new 80,000 SF indoor/outdoor waterparks attached to new or remodeled hotel facilities. Project responsibilities included coordination of mechanical HVAC design with precast wall systems, theming and aquatic structures throughout facility. HVAC systems included (4) 40,000 CFM heat recovery and cooling units as well as a cooling and dehumidification loads in select facilities.

St. Augustine Prep School, Milwaukee, WI – Senior Mechanical Engineer: New \$85 million, 160,000-square-foot private K-12 school on an 11-acre campus on Milwaukee's South Side. The complex is expected to enroll 2,500 students, offering regulation-size indoor and outdoor soccer fields, swimming pools, a large theater, STEM labs, flexible classroom spaces, a health clinic and program spaces for community use.

Tim Einwalter AIA, LEED® AP
Architect



Professional Registration
Licensed Architect – CO, KY, TX,
WI

Professional Certification
Commercial Building Inspector
UDC Construction Inspector
UDC HVAC Inspector

Education
B.S., Architectural Studies, 1996
University of Wisconsin-Milwaukee,
Milwaukee, WI

Certificate of Urban Planning, 1996
University of Wisconsin-Milwaukee,
Milwaukee, WI

Tim is a licensed architect with over 20 years of experience. He has an excellent track record for large-scale project management, and code/regulation adherence. His experience includes research and reconcile of building and life safety codes, zoning regulations and ordinances during all stages of architectural development. Additionally, Tim is skilled in many structural materials, including wood studs, light weight steel framing, steel frame, timber frame, concrete block, precast concrete, composite slabs, post tensioned concrete, and ICFs.

Confidential Client Manufacturing Facility, De Pere, WI – Project Architect: Two-phased 33,000-square-foot addition to an existing manufacturing facility for a confidential client. The single-story addition is steel-framed with precast bearing walls supported by spread footings. Design included a building shell to match the existing building.

Didion Milling Project Polaris, Cambria, WI – Project Architect: Design of a single-story warehouse, two-story packaging area including a 5,000-square-foot visitor entrance/reception area and employee area with a block of office cubicles, employee break area, locker room with showers, and bathrooms. Performing a preliminary code review to determine occupancy type, as well as research of NFPA requirements for grain handling facilities (fire walls, barriers, egress requirement, deflagration requirements, etc.).

Quad/Graphics Lithoman Press Installation Versailles, KY – Project Architect: Press installation included raising the existing roof over the press, and determining existing fire rated partitions. and worked closely with client to custom design a unique coiling fire door modification. Installed exterior coiling door.

Brookdale Senior Living, Sterling House and Clare Bridge of Waxahachie, Waxahachie, TX – Project Manager and Architectural Lead: 24,000-square-foot Memory Care facility in Waxahachie, Texas. This building site had expansive soils so the building pad was excavated to bed rock and built back up with structural fill. Provided drafting, project management and construction management services for this project. (with another firm)

Jay D. Jensen

Architectural Designer



Education

B.S., Architecture, 1988, University of Wisconsin-Milwaukee, Milwaukee, WI

Jay possesses extensive experience in the architectural design of commercial, industrial, municipal buildings and related structures. He provides design, programming, space planning, construction documents and construction cost estimate services. Jay's specialized expertise includes architectural/engineering Building Information Management (BIM), 3D Modeling, photo realistic computer rendering and animations. Jay has developed numerous project displays to assist clients in visualizing various details associated with large and complex projects.

Colburn Park Pool - Green Bay, WI – Architectural Designer: Architectural design, and renderings for the Colburn Park pool replacement. Project included both pool, building, and associated site work. GRAEF engineers led The GRAEF/Water Tech team with overall project management, master planning, site/civil engineering, structural engineering, mechanical engineering, electrical engineering, plumbing engineering, and landscape architecture for this \$6.5 million dollar aquatic center. GRAEF staff provided multiple preliminary design options, final design services, construction drawings, construction specifications, and construction administration services.

Riveralk, City of De Pere Parks and Recreation - De Pere, WI – Architectural Designer: Design, 3D modeling, construction documents, shop drawings, inspections for wild life viewing pier, connecting trails, boardwalk, lift bridge, fixed bridge and trail entrance. This project received multiple awards.

City of De Pere Parks and Recreation - DePere, WI - Municipal Service Center – Architectural Designer: Expansion analysis - facility survey, client interviews, space programming, cost estimate, preliminary building design and site master plan for facility expansion analysis report.

American Foods Group, LLC – Green Bay, WI – Information Technology Center Building - Architectural Designer: Programming, Design, Renderings, Virtual 3d Tours, Municipal Approvals, and Construction Documents for new Information Technology Group. Project included complete interior and exterior renovation of an existing office building located on historical site. The new IT Center provides support for all American Foods Group's facilities nationwide. Awarded 2018 – Mayor's Beautification Award – Innovative Design

American Foods Group, LLC – Green Bay, WI – Corporate Office Renovation - Architectural Designer: Programming, Design, Renderings, Virtual 3d Tours, and Construction Documents for three phase project for complete interior renovation. Project included new lobby, employee café, office, restrooms and open office areas.

Hydro Park Pavilion, Kaukauna Utilities, Kaukauna, WI – Architectural Designer: Architectural design, renderings, and construction documents for a 1,000-square-foot park pavilion.

Robert Jeffers PE, LEED® AP
Senior Electrical Engineer | Associate



Professional Registration
Professional Engineer – WI

Professional Certifications
LEED® Accredited

Education
B.S., Architectural Studies, 1982
University of Wisconsin Milwaukee,
Milwaukee, WI

Professional Affiliations
Illuminating Engineering Society
International Association of
Electrical Inspectors
American Council of Engineering
Companies

With over 30 years of experience as an Electrical Consulting Engineer, Bob has a broad range of experience with clients, different building types, and varied electrical systems. He has significant experience as project manager of multi-disciplined projects and project engineering functions for design of electrical and lighting systems, including establishing project budgets, completing calculations, selecting equipment, preparing specifications and designing low and medium electrical distribution systems, stand-by emergency generation and fire alarm systems for commercial, institutional, laboratory and sports projects.

Great Wolf Lodge, Gurnee Illinois – Electrical Team Leader: Oversaw the electrical design for remodeling and additions to the outdoor waterpark. Addition included slides and slide platforms, additional hot tubs, and a new water play structure. Completed Spring of 2018

Kalahari Water Park, Texas – Lead Electrical Engineer: New water park associated with a new hotel/convention center. Waterpark consisted of 21 outdoors pools including wave pools, whirlpools, tube slides, racing slides, play structures, infant play pools, and splash pads. Scope of work included pool equipotential bonding, power distribution to pool equipment, coordination with Building Electrical Engineer and Building HVAC Engineer. Completed summer of 2019

Great Wolf Lodge, Arizona – Lead Electrical Engineer: New water park associated with a new hotel/resort center. Waterpark consisted of 8 outdoors pools including wave pool, whirlpools, tube slides, racing slides, play structures, infant play pools, and splash pads. Scope of work included pool equipotential bonding, power distribution to pool equipment, coordination with Building Electrical Engineer and Building HVAC Engineer. Completed spring of 2019

Great Wolf Lodge, Manteca, CA - Lead Electrical Engineer: New water park associated with a new hotel/resort center. Waterpark consisted of 8 outdoors pools including wave pool, whirlpools, tube slides, racing slides, play structures, infant play pools, and splash pads. Scope of work included pool equipotential bonding, power distribution to pool equipment, coordination with Building Electrical Engineer and Building HVAC Engineer. Anticipated completion spring of 2020

Nickelodeon Water Park, Mexico – Lead Electrical Engineer: Water park themed after the Nickelodeon children's television network. Waterpark consists of 8 outdoors pools including wave pool, whirlpools, tube slides, racing slides, play structures, infant play pools, and splash pads. Scope of work included pool equipotential bonding and power distribution to pool equipment. Special controls were designed for the Nickelodeon "green slime" water dance, color changing water shows, and other themed events. Anticipated completion of construction is fall of 2020.

Ronald P. Van Straten

Grant Writer | Fundraising

**Education**

B.S., Business Administration,
1984, University of Wisconsin,
Green Bay, WI

Ron specializes in economic and community development and business planning and has a broad-based background in small business management and investment concepts. For over 20 years he has provided market research, financial structuring and computer modeling to private sector clients and community assistance services, including grant writing for a variety of community and economic development projects for public sector clients. His experience includes securing more than \$30 million in grant and loan funds for both public and private sector clients. Ron's experience with economic development includes working with public sector clients, private businesses, and as an active entrepreneur.

WDNR Recreational Boating Facilities Grant Application, Village of Howard, WI - Mr. Van Straten assisted the Village of Howard to secure \$58,250 of Wisconsin Recreational Boating Grant Program assistance to help fund renovation of two boat launches in the village. Grant money was used to excavate a channel from the boat launch area to access Duck Creek as well as to install docks and upgrades to the launch pads. Mr. Van Straten wrote the successful grant applications and assisted the village through the grant process. Both boat launch facilities now provide additional recreational opportunities for village residents and visitors.

Coastal Management Program Grant Application, Village of Suamico, WI - Assisted the Village of Suamico to secure a \$30,000 Wisconsin Coastal Management Program grant to help fund construction of 3.25 miles of crushed stone trail through the Sensiba Wildlife Area along the west shore of Green Bay. The project required coordination with the Wisconsin Department of Natural Resources as the project is located on land owned by WDNR. Mr. Van Straten also worked to document support for the project from numerous conservation groups. The project was successful in securing funding in a very competitive grant evaluation. Mr. Van Straten also assisted the Village of Suamico with administration of the grant during project implementation.

Wisconsin Stewardship Program Grant Application for Bike/Pedestrian Path, Village of Suamico, WI - Mr. Van Straten assisted the Village of Suamico to secure \$18,216 from the Knowles Nelson Stewardship grant program, and \$45,000 from the Federal Recreational Trails Grant Program for the development of a bike/pedestrian path along the Suamico River.

CDBG Public Facilities Grant, City of Marion, WI - Mr. Van Straten assisted the City of Marion to secure \$383,436 CDBG Public Facilities Grant to address a storm water problem. In addition to writing the grant application and assisting to secure the grant money, Mr. Van Straten is also working with the City of Marion to help administer the grant to comply with all state and federal requirements.

ADAM PFISTER

Project Designer



EDUCATION

Bachelor of Landscape Architecture,
Iowa State University
Ames, IA

REGISTRATIONS

NSPF Certified Pool / Spa Operator
(CPO)
Revit Certified Professional

PROFESSIONAL AFFILIATIONS

American Society of Landscape
Architects (ASLA)
Themed Entertainment Association
(TEA)

Working within the parameters given, Adam orchestrates a symphony of aquatic elements and features throughout the facility. His designs transform flat, monotonous areas into stimulating aquatic destinations using elevation and unique, custom created structures. Adam's experience in Landscape Architecture includes environmental, urban, commercial and residential design; he also has experience in image editing.

Adam's investigative approach prior to designing each facility includes working with project management and the client to understand the demographics of the area in conjunction with their needs, wants and state codes. Once all the information is gathered, Adam uses his design skills to transform planning and programming notes into a conceptual graphic design, carefully taking into account budget constraints and objectives. Adam's dedication and passion for designing is evident throughout the design process; he works carefully with project managers and manufacturers to make sure the client's vision is seen through to completion. Adam's portfolio includes a variety of aquatic facilities including Olympic level competition, therapy and wellness, hotel, and municipal leisure.

FEATURED PROJECTS

Clareview Community Recreation Centre and Library - Edmonton, AB Canada
East Link Centre - Grand Prairie, AB Canada
Lethbridge AB Crossings Leisure Complex - Lethbridge, AB Canada
Shaw Centre - Saskatoon, SK Canada
Edmonds Aquatic and Community Centre - Burnaby, BC Canada
The Colony at the Grand - Fairhope, AL
Cottonwood Community Recreation Center - Cottonwood, AZ
GWL Southern California - Garden Grove, CA
GWL Colorado Springs - Colorado Springs, CO
City of Greeley Citywide Masterplan of Outdoor Aquatic Centers - Greeley, CO
Lone Tree Recreation Center - Littleton, CO
Dubuque Country Club - Dubuque, IA
Marion IA Linn-Mar Community School District - Marion, IA
Forest City Family Aquatic Center - Forest City, IA
Niles North High School - Skokie, IL
Apple Canyon Lake Property Pool and Bathhouse - Apple River, IL
Des Plaines Park District Chippewa Pool - Des Plaines, IL
Willow Stream Aquatic Center Renovation - Buffalo Grove, IL
Green Lake Family Aquatic Center - River Forest, IL
Prophetstown State Park Family Aquatic Center - Battleground, IN
Salt City Splash Aquatic Center Study - Hutchinson, KS
Lions Water Adventure at the Woodmen Community Center - Kinston, NC
Williston Community Recreation Center - Williston, ND
Las Cruces Regional Recreation & Aquatic Center - Las Cruces, NM
Kalahari Poconos Phase II - Poconos, PA
Aberdeen Family Aquatic Center - Aberdeen, SD
Madison Outdoor Aquatic Center - Madison, SD
Russ McEwen Aquatic Center - Big Spring, TX
NRH2O Waterpark - North Richland Hills, TX
Creskide Family Aquatic Center - The Woodlands, TX
Upton Hill Regional Park Pool - Arlington, VA
Lynnwood Recreation Center - Lynnwood, WA
Kandle Park Pool - Tacoma, WA
Reindahl Splash Pad - Madison, WI
Hoyt Park Pool - Wauwatosa, WI
Erb Park Pool - Appleton, WI
Colburn Pool - Green Bay, WI



WATER TECHNOLOGY INC.

WORLD LEADERS IN AQUATIC PLANNING, DESIGN AND ENGINEERING

MATT FREEBY, AIA, LEED AP, NCARB

Regional Director of Project Development



Matthew Freeby has a breadth of experience in the design and construction of numerous building types and structures; with overall responsibility for large project development, he has handled projects ranging from \$1 million to \$100 million. His project experience ranges from conceptual planning to construction management.

Matt is relied upon to define project scope, goals and deliverables that support WTI's business goals in collaboration with senior management. He helps to determine and assess need for additional staff and/or consultants and make the appropriate recruitments if necessary during project cycle. A registered Architect in 22 states and a NSPF Certified Pool/Spa Operator, Mr. Freeby is a LEED Accredited Professional with an advanced depth of knowledge in green building practices and sustainable aquatic design and operations. Matt's attention to detail and persistent pursuit of excellence provides the industry benchmark in aquatic design.

INDOOR FEATURED PROJECTS

Erb Park and Swimming Pool - Appleton, WI
 Baldwin Medical Center - Baldwin, WI
 Baraboo HS Indoor Swimming Pool VGB Review Evaluation - Baraboo, WI
 Port Superior Marina - Bayfield, WI
 Chippewa Falls - Chippewa Falls, WI
 VFW Park Design - De Pere, WI
 Elm Grove Western Racquet Club Design - Elm Grove, WI
 Village Pointe Commons - Grafton, WI
 Green Bay Colburn Pool - Green Bay, WI
 The Tundra Lodge - Green Bay, WI
 Water Feature - Lake Delton, WI
 Christmas Mountain Village - Lake Delton, WI
 Goeres Park Pool - Lodi, WI
 Madison Goodman Pool Expansion Study - Madison, WI
 Madison Madison Metropolitan School District - Madison, WI
 The Nick Natatorium at University of Wisconsin-Madison - Madison, WI
 Manitowoc Family Aquatic Center - Manitowoc, WI
 Bay Area Medical Center - Marinett, WI
 Bucks Arena - Milwaukee, WI
 Columbia St. Mary's Hospital - Milwaukee, WI
 Saint John's on the Lake Active Independent Living Center - Milwaukee, WI
 South Suburban YMCA - Milwaukee, WI
 Oshkosh Family YMCA - Oshkosh, WI
 Creekview Aquatic Center at the Evergreen Retirement - Oshkosh, WI
 Port Shiloh Swimming Pools - Port Shiloh, WI
 UW River Falls - River Falls, WI
 House on the Rock Welcome Center - Spring Green, WI
 Harbour Village Resort - Sturgeon Bay, WI
 VA Medical Center - Tomah, WI
 Epic Systems Water Feature - Verona, WI
 Edgewater Retirement Community - West Des Moines, WI
 West Salem School District - West Salem, WI
 Wisconsin Dells Noah's Ark Flow Rider Design - Wisconsin Dells, WI
 Wisconsin Dells Municipal Aquatic Center - Wisconsin Dells, WI

EDUCATION

Master's Degree, Architecture
 Washington University
 St. Louis, Missouri

Master's Degree, Civil Engineering,
 Construction Management
 Washington University
 St. Louis, Missouri

Bachelor of Arts, Architecture
 Washington University
 St. Louis, Missouri

REGISTRATIONS

AIA Architect: AL, AR, CA, DE, FL, HI,
 IN, LA, MI, MN, MO, NE, NJ, NM, NV,
 NY, OK, RI, TN, UT, WA, WI

LEED Accredited Professional

NSPF Certified Pool / Spa Operator
 (CPO)

PROFESSIONAL AFFILIATIONS

American Institute of Architects (AIA)
 National Council of Architectural
 Registration Boards (NCARB)
 Themed Entertainment Association
 (TEA)



WORLD LEADERS IN AQUATIC PLANNING, DESIGN AND ENGINEERING

Understanding of Project



VFW Park and Pool is an important community facility that has been part of the City of De Pere since the 1950's. We understand the project to be divided into four separate phases. The phases include:

- Phase A – Technical Design
- Phase B – Project Manual
- Phase C – Bidding and Negotiation
- Phase D – Construction Management and Administration

Phase A – Technical Design

All project must start with a **kick-off meeting** to not only confirm schedule, scope and budget, but also to **discuss and explore the ultimate goals and objectives of you**, the facility owner. The kickoff meeting will be the first item and will set the stage for the overall project. During this phase, we will also confirm the program for the park and pool facilities with a detailed review of the Conceptual Design completed by GRAEF/WTI. Opinions change, technology changes, and trends shift. A skilled design team must maintain an open mind during the transition from concept design into detailed design. While the Concept Design was thoroughly vetted, other ideas will continue to be considered to enhance and improve the project elements. We will revisit the many public meeting summaries and comments as well as the Board of Park Commissioners comments. The **budget will be reassessed to confirm** that the estimated construction cost opinion, in the planned construction timeframe (2020-2021), is realistic. It is essential that we get the topographic survey and geotechnical investigation going and will engage this work immediately. This information will assist with confirming budget and overall Conceptual Design elements.

During this critical early stage of the project implementation, **exploration of sustainable measures and cost saving opportunities** will be investigated and evaluated. The simple items to look at include minimizing the project footprint and impacts to park. We will look at connection points to sidewalks and parking areas to see if adjustments make sense. We will identify utility connection points to tie in as close the facility as possible while confirming that comfortable utility service will be provided on infrastructure that has a long useful life remaining. Keeping tree canopy intact as much as possible will help reduce heat island effect and provide respite areas for park and pool users alike. MEP systems can provide the biggest bang for buck but options explored need to be mindful of budget. The skill we have is the finding that middle point between cost and payback that makes sense. Energy recovery on HVAC systems should be a minimum baseline to consider. Geothermal will be looked at but we anticipate that the expense may be cost prohibitive. Photovoltaic could also be considered and would could explore grant opportunities with WPS with potentially selling of energy back to the grid. For plumbing we can explore grey water reuse and low water fixtures. Long lasting LED lighting and controls of interior spaces to be illuminated only when occupied is also essential. Seasonal use considerations also need to be looked at for the concessions area. Part of our normal process is investigating alternative mechanical equipment products that are energy efficient. "Sustainable" is part of GRAEF's Mission Statement

Understanding of Project

and something we incorporate to various levels in every project. This is an exercise that GRAEF engineering staff has completed through the many projects including State of Wisconsin DFDM projects and other LEED certified facilities.

Grants and incentives may include reviewing how this project could capture Focus on Energy funds. That program is a possibility but creative approaches must be considered. Working with WPS on efficient systems may also provide a path to recapture some costs. One area that could be considered is a **public and private fundraising effort**. This can help further engage the residents and business community and gain their support. It could include a grass-roots effort combined with a noted push by the local De Pere Chamber of Commerce to get business involvement. This approach was extremely successful in the Loop the Lake Bridges projects in Neenah and Menasha. That effort provided nearly 500 donations from residents and businesses amounting to over \$1 million of funds for the project. GRAEF was an integral part of that effort, led by Future Neenah, providing imagery and budgets and come customization of design elements for specific donor requests. Knowing first-hand via our Conceptual Design process, that there is a high level of community interest in this project, we anticipate that the De Pere and surrounding community would react well to this call to arms. We will hold a **meeting to explore grants, incentives, and a possible public/private outreach campaign** with City staff and the Park Board.



After we have confirmed program and mapped out any adjustments to the design, the technical design effort including development of drawings and specifications will begin in earnest. It is critical that this effort proceed in lockstep with the City staff keeping you knowledgeable and part of the process throughout. We will use our skilled staff and expertise to keep you informed seeking input at important junctures and decision points. Specific tasks for this phase of work include:

- Conduct a Project Kick Off Meeting
- Complete Topographic Survey
- Complete Geotechnical Investigation Report.
- Investigate Sustainable and Cost Savings Options.
- Review Conceptual Design and Conceptual Budget Estimate; Provide recommendations on adjustments if any.
- Meet with Park Board to discuss Sustainable/Cost Savings Strategies.
- Prepare Construction Document Drawings to include:
 - o Architectural drawings
 - o Structural drawings
 - o Site/Civil drawings, including stormwater management facilities.
 - o Electrical drawings
 - o Mechanical drawings
 - o Plumbing drawings
 - o Landscape drawings
 - o Swimming pool and deck drawings
 - o Pool Apparatus drawings
- Prepare technical specifications
- Prepare summary of quantities and construction cost opinion
- Internal Quality Control Reviews
- Recommend and submit project materials and samples
- Conduct project review meetings at 50% and 90% complete stages
- Submit for local and state plan review and approval.

Understanding of Project

Phase B – Project Manual

The Phase B – Project Manual tasks are framed to provide the **clear, concise and detailed bidding documents** necessary to get **accurate and complete contractor bids**. Specific tasks for this phase of work include:

- Prepare the Project Manual using the City of De Pere front end (Div 0 and Div 1) templates.
- Incorporate the City of De Pere Department of Public Works Standard Specifications into the Project Manual.
- Address and modifications to the Standard Specifications needed to customize for this project using Special Provisions.
- Prepare other necessary discipline specific (MEP, Structural, Architectural, Aquatics) specifications not included in the City of De Pere Standard Specifications using edited GRAEF Standard Specifications.
- Internal Quality Control Review
- Conduct project review meetings at 75% and 95% complete stages
- Assist City of De Pere posting the project to QuestCDN with the City's interface.
- Assist the City with posting the required legal notices to the local paper.
- Review bidder pre-qualification documents submitted and provide comment to the City.
- Answer necessary contractor bidding questions
- Prepare necessary addenda to clarify bidding documents and post to QuestCDN.
- Provide the City of De Pere with a .pdf file and 8 hard copies of the Bidding Document

Phase C – Bidding and Negotiation

We will assist the City during Phase C – Bidding and Negotiation with the selection of a qualified Contractor to construct the project. Specifically, we will conduct an appropriate pre-bid meeting if needed, attend the bid opening, review bids, and issue Award Recommendation. Specific tasks for this phase of work include:

- Conduct pre-bid meeting, if necessary, and prepare a written summary of meeting
- Attend bid opening.
- Review bids and tabulate results
- Issue an Award Recommendation Memorandum to the City

Phase D – Construction Management and Administration

The Phase D – Construction Management and Administration work outlined in the RFP will include construction management, administration, and oversight of the work.

A qualified construction manager will be provided that is responsible for the overall general administrative duties, construction documentation, scheduling and facilitating construction meetings, and review of selected work elements. The general administrative duties will include being the direct liaison with the appropriate City designated staff, point of contact for the Contractor, and manager of consultant construction oversight activities. Additional trade specific (MEP, structural, architectural, civil, landscape, aquatics) qualified staff will review shop drawings and perform periodic site visits at appropriate times during the work. The City will be regularly updated as to the progression of the work and be involved in coordination meetings as appropriate.

Of note is the requirement for daily inspection frequency. We anticipate that 16 hours per week on average during the construction activities for the construction inspector over the 43-week construction timeframe estimated will be adequate. The level of time on-site on any given day will be dependent on the activities underway. Some days will be just a stop in and some days will be a full 8-10 hours onsite effort. We feel this is the best approach to provide the City with the best oversight inspection while keeping aware of the cost and not

Understanding of Project

“parking” someone there at all times. Given our office location less than 5-miles away from the site, our responsiveness will be nearly immediate if we are not on site for any reason.

Construction staking is somewhat dependent on the final designed project and what specific staking requirements a particular contractor may want. We have used our experience and judgement for this effort and included 6 trips/54 total hours budgeted for this task.

Specific tasks for this phase of work include:

- Provide Construction Staking.
- Provide daily inspection. We have estimated 16 hrs per week, on average over the 43-week construction timeline, for daily inspection.
- Manage the Project Schedule. Coordinate with Owner and contractor on any schedule adjustment and opportunities to advance the work.
- Manage the Project Budget. Monitor payment request, completion of activities, and identify observed impacts to budget.
- Coordinate with and provide oversight of the construction contractor’s activities.
- Confirm contractor submittal of necessary and required documentation prior to the start of construction, including workplan, site safety plan, submittals, and permits.
- Manage the needs for trade specific consultant staff to complete site visits for review the work of the contractor for general conformance with the Construction Documents.
- Maintain project files and documents including Certified Payrolls, Project Schedule, Correspondence, Contractor Submittals, Document Logs, RFI’s, Record Drawing Information, Meeting Minutes, and any Change Order documents.
- Schedule and facilitate project meetings on a weekly basis. These meetings may include Owner Meeting, Contractor Coordination Meetings, Pre-Installation Meetings, Commissioning Meeting, and other meetings as deemed necessary to assist in successful completion of the project.
- Assist the City with public communication update as to the progress of the project.
- Monitor contractor quality control activities and review work during critical times to verify compliance with the Construction Documents.
- Provide updates to the City staff with document logs and submittal/review/approval status logs.
- Complete shop drawing review and track submittal.
- Coordinate activities with private and municipal utilities for service connections.
- Manage and assist with change orders proposal and submit documents to City for processing.
- Manage RFI reviews/responses and keep City staff updated on RFI topics.
- Receive, review, and process payment request and submit to owner for review.
- Schedule and coordinate punch list observation site visit and track completion of punch list items.
- Coordinate and provide oversight on owner training for systems, provided by the trade contractors.
- Request and confirm receipt of all close-out documentation including lien waivers, wage rate affidavits, record drawing and specification, and operation and maintenance manuals.
- Review contractor final payment request and submit to the City for review/approval.
- Assemble final close out paperwork as required by the City and State.
- Provide close-out documentation to the City.
- Included number of site visits:
 - o Construction Manager: 1 per week for 40 weeks assumed construction period
 - o Architectural: 4
 - o Civil: 4
 - o Structural: 4
 - o Mechanical: 4
 - o Electrical: 4
 - o Plumbing: 4
 - o Landscape: 2
 - o WTI: 4

Understanding of Project

Project Quality Control

We pride ourselves on the quality of our work! We utilize our senior and most experience staff to review project information and documents during the course of a project to help assure that we are providing our clients with the highest level of quality available in our industry. Quality control reviews will be conducted at designated milestone events in the design process. These reviews and verifications are not intended to duplicate the work efforts, but will be critical reviews of project criteria, assumptions, inputs, code requirements, performance, material selections and compatibility, provisions for maintenance, operation, reliability, and constructability. The emphasis will be on whether or not the work product can be expected to satisfy the project goals and whether or not it can be improved.

A Preliminary Design Review will be conducted at the 20%-30% stage of the project and may include an early review of project constructability. The object of this phase is two-fold. The first objective is to establish that the project team has a clear understanding of the client's requirements and expectations for the project, including items such as budget, schedules, materials, and coordination with the City. The second objective is to assure a clear understanding by the project team of the scope of work. Project data, reports, and codes will be reviewed. Following this evaluation, the scope of work will be checked for compliance with the contract. Completion of this project phase will culminate in a mutually understood focus of the project and the direction and effort necessary to meet that focus.

Intermediate Design Reviews will occur at appropriate intervals throughout the project. The intermediate design review objective is to assure that the project design team is conducting the design in a coordinated fashion, the technical leaders are communicating, and the project design is being completed in an organized manner. Further, the intermediate review presents an opportunity to assure that the work needed to complete the design is within the contract scope, the construction budget/schedule is appropriate, and constructability issues are reviewed.

The Final Design Review objective is to assure that contract documents are developed in accordance with the contract requirements, the project is constructible, final discipline coordination has been completed, and the final

construction cost estimates are complete and accurate. The drawings will be checked to make sure they are clear, fully detailed, comprehensive, and coordinated between technical disciplines. Design calculations and quantities will be checked to assure that the appropriate methods have been used to complete the design, that the answers are reasonable, and that the results are reflected in the drawings. Special Provisions will be reviewed for completeness, project applicability, and that materials are properly specified.

WHY THE GRAEF/WTI TEAM?

- The GRAEF/WTI team is literally embedded into this project with a full understanding of the process taken to get to this point that is unmatched by any other team. We have heard the wants and desires of city residents directly, answered their questions, and felt their passion. Our team has been intimately engaged in the discussions and decisions of the Board of Park Commissioners.
- Our team is part of the community and invested in its success. With our current and past projects in the community, we have gone down the road on project in partnership with the City many times and we know your process of project development. Leaning on this experience, will help this project be seamless.
- With our office located less than 5 miles from City Hall, we can respond at the snap of the fingers. In fact, several of our staff are residents of the City of De Pere and have participated in the Concept Design process from both interested residents point of view and skilled consultant. De Pere is home to many.
- We have demonstrated success on recreation projects taking them from Master Plan, to Concept Design, to Design Development, to Construction Documents, onto Bidding, and throughout Construction. Two recent local examples include Hydro Park in Kaukauna and Loop the Lake Bridges in Neenah/Menasha.
- The GRAEF/WTI has been working together on aquatic projects for over 23 years and have successfully collaborated on over 500 aquatic projects throughout North America.

Colburn Park Pool

Owner: City of Green Bay | Location: Green Bay, WI



Services	Engineering design to replace the Colburn Park pool. Project includes both pool, building, and associated site work.
Project Management	
Master Planning	GRAEF engineers led The GRAEF/Water Tech team with overall project management, master planning, site/civil engineering, structural engineering, mechanical engineering, electrical engineering, plumbing engineering, and landscape architecture for this \$6.5 million dollar aquatic center. GRAEF staff provided multiple preliminary design options, final design services, construction drawings, construction specifications, and construction administration services.
Site/Civil Engineering	
Structural Engineering	
Landscape Architecture	
Mechanical, Electrical, and Plumbing Engineering	The new facility will feature a 50-meter competition swimming pool along with zero-depth entry play area, slides and a diving well. The bath house includes a concessions area as well as a rentable conference room. Additional amenities include a sand play area, picnic pavilion, and grass viewing berm.
Topographic Survey	
Aquatics (Water Tech)	Public input was an important part of the design process, with local public comment guiding many design decisions. Close coordination with City staff was required to ensure the design met both public needs and community desires.



Tosa Pool at Hoyt Park

Client: Friends of Hoyt Park/Milwaukee County | Location: Wauwatosa, WI



Services

Civil Engineering
Structural Engineering
Survey
Aquatics (Water Tech)

The Friends of Hoyt Park, a non-profit community organization, teamed with Milwaukee County to rebuild the Hoyt Park Pool, which had been closed for close to 10 years. The \$9 million pool and park opened in 2011, and the complex includes a new lap pool, diving board, slide, and zero-entry design including a redesigned changing complex. The **GRAEF/Water Tech team** was chosen to design the new pool.

GRAEF provided civil engineering services to Milwaukee County to improve all the support infrastructure in the park including a new parking lot, decorative fencing, recreational path, and utility work. The proximity of the pool to the Menomonee River led to innovative storm water design solutions and challenges with utility service, requiring a 1,200-foot directional drill under the river to provide water service to the pool. GRAEF also provided civil engineering services to the design-build team to construct the pool, deck, and building renovations.

The tight budget for the community project challenged GRAEF to analyze the infrastructure thoroughly to determine what existing site could remain to maximize both environmental and cost efficiency.

The pool opened with great fanfare from the local community with local recognition including Wauwatosa Chamber of Commerce Civic Appreciation Award and Milwaukee Magazine's "Best Things in Milwaukee."



Schultz Aquatic Center at Lincoln Park

Client: Milwaukee County | Location: Milwaukee, WI



Services

Project Management
Master Planning
Site/Civil Engineering
Structural Engineering
Landscape Architecture
Aquatics (Water Tech)

Milwaukee County opened a new family aquatic center at Lincoln Park on Milwaukee's north side in 2009. The family aquatic park features the only outdoor "lazy river" in the region as well as the tallest water slides in the County Parks system. The park includes a body slide, tube slide, zero-depth entry interactive children's play area, lap lanes, diving boards and a new 6,200 square-foot locker room building. The pool water is heated to a constant 82 degrees. The project also included the remodeling of the existing Blatz Pavilion to include concessions, lifeguard locker rooms, a first aid room, and staff offices.

GRAEF engineers led The **GRAEF/Water Tech team** with overall project management, master planning, site/civil engineering, structural engineering and landscape architecture for this \$8.6 million dollar aquatic center. GRAEF staff provided multiple site and size preliminary design options, final design services, construction drawings, construction specifications, and construction administration services.

The new facility provides a strong connection to the Lincoln Park, the Milwaukee River, and the Oak Leaf Trail system. The project won an award for Outstanding Aquatic Facility Design from the Wisconsin Park and Recreation Association.

Buchner Park Pool Master Plan

Client: City of Waukesha | Location: Waukesha, WI



Services

Project Management
Master Planning
Landscape Architecture
Civil Engineering
Structural Engineering
Aquatics (Water Tech)

The project included an analysis and evaluation of the Buchner Park Pool Facility and development of an overall Master Plan which includes future renovations and improvements for the swimming pool and related facilities to meet the current and future needs of the community.

Efforts included review of design drawings; field inspections; structural and architectural inspection of the pool; review of the mechanical and plumbing systems; and review of the pool components.

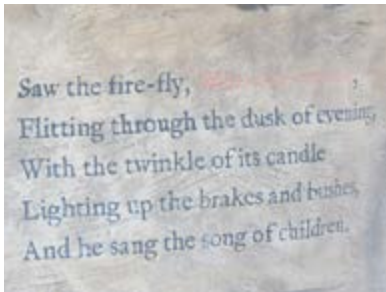
The **GRAEF/Water Tech team** coordinated and hosted two public information gathering/listening sessions to solicit feedback in a program/activity station format. These sessions included asking questions and listening to key project stakeholders including elected officials, the Waukesha Parks, Recreation and Forestry Department (WPRF), the WPRF Board, other City staff, park/pool operations staff, park/pool maintenance staff, major user groups, and the citizens of the City of Waukesha.

The team worked with the Waukesha Parks, Recreation and Forestry Department and the City to finalize two distinct project programs which formed the basis of the conceptual master plans. After presentation to the WPRF Board and the subsequent public open house and comment period, the information was summarized and the preferred master plan alternative was reviewed and selected.

The preferred conceptual master plan and opinion of probable construction costs will be finalized and presented to the Waukesha Parks, Recreation and Forestry Board for final approval.

Hart Park Interpretive Playground and Splashpad

Client: City of Wauwatosa | Wauwatosa, WI



Services

Site/Civil Engineering
Landscape Architecture

Data

Project Cost: \$750,000

Families of Wauwatosa and the surrounding Milwaukee suburbs are enjoying a new playground, splashpad and bandshell at Hart Park. The theme of the playground and landscape elements at North 70th and West State streets is pre-settlement Wauwatosa with tributes to the Menomonee River, Native Americans, and the Schoonmaker Reef. The ADA accessible playground is centered around naturalistic trees, logs and rock formations. Children can climb a rock wall, walk logs that serve as balance beams, look out a large eagle's nest, and play in a large carved canoe. The site also features an emblematic sculpture which represents Wauwatosa's history.



Cool Waters Greenfield Park Aquatic Center

Client: Milwaukee County | Location: West Allis, WI



Services
Site/Civil Engineering
Landscape Architecture

Cool Waters Greenfield Park Aquatic Center consists of a new zero-low depth pool, two water slides, water play features, bath house, snack bar, filter building, lawn areas, sand play areas, sand volleyball, and two picnic shelters. The project area encompasses over four acres including a half-acre previously occupied by a public swimming pool.

Data
4 acres
\$4.2 million project cost

GRAEF landscape architects and site/civil engineers planned the demolition and complete regrading of the project area, coordinated the pool deck user areas, and developed the plantscape. GRAEF designers incorporated pedestrian controls, new benches, raised planters, and flagpoles at the entry area. The project also included a new entryway including new roads and walkways, utility service redirection and an irrigation system.

References

Mr. Dan Ditscheit

Parks Director / Wildlife Sanctuary Superintendent
City of Green Bay
100 North Jefferson Street
Green Bay, Wisconsin 54301
(920) 448-3000

Mr. Ron Grall

Director of Parks, Recreation, and Forestry
City of Waukesha
201 Delafield Street
Waukesha, Wisconsin 53188
(262) 524-3500

Denise Lindberg

President
Friends of Hoyt Park and Pool
(414) 543-9641

Mr. Michael Kading

Director of Parks and Recreation
City of Neenah
211 Walnut Street
Neenah, Wisconsin 54956
(920) 886-6062

Mr. Adam Breest

Director of Parks, Recreation, /Forestry
Village of Little Chute
108 West Main Street
Little Chute, Wisconsin 54140
(920) 423-3868



KEY

Team Task 

City Action Required 

Proposed Fee Schedule

Company Name: GRAEF-USA, Inc.

Company Representative: Patrick J. Skalecki, P.E., LEED AP - Green Bay Office Leader

Company Address: 1150 Springhurst Dr., Ste 201, Green Bay, WI 54304

Phone: 920-592-9440 E:Mail: patrick.skalecki@graef-usa.com

Signature: 

Item	Fee
VFW Aquatic Facility Design, Bidding and Construction Management	
Technical Design	\$ 344,400.00
Project Manual	\$ 20,200.00
Bidding and Negotiations	\$ 4,350.00
Construction Management and Administration (pre-con meeting, on-site visits, and final walk through)	\$ 191,270.00
Total Fee	\$ 560,220.00

Please list any items not listed in the scope of services and fees/costs associated with those items below.

Item	Cost
Photorealistic Facility Renderings	\$5,000.00
Public Meetings/Open Houses	\$3,500.00 Each

Interview Questions for Consultant City of De Pere Aquatic Facility

The following are a list of questions that we are providing you prior to your interview. We ask that you prepare a presentation to address and answer the below questions. You will be provided a time period of 40 minutes to provide your presentation. After your presentation, there will be 10-15 minutes of follow up questions.

1. The City of De Pere is not an expert in designing and constructing outdoor aquatic facilities. We are hiring a consultant that should be experienced in designing and constructing such a facility. They should also be our eyes, ears, and help guide us through a very complicated process. Understanding this, please answer the following questions;
 - a. What experience do you have in designing and constructing an outdoor aquatic facility owned by a municipality?
 - i. What did you learn from the process?
2. What is your firm's understanding of this project?
3. It is imperative that the VFW Pool is operational for the 2021 season?
 - a. Are you able to successfully accomplish this?
 - b. Describe how you would go about meeting this deadline?
4. As part of our project we have asked the consultant to consider "sustainable" practices in constructing the aquatic facility. What experience do you have with incorporating "sustainable" practices and how would you go about ensuring this is considered in the overall design process.
5. Does your firm have any particular expertise or assets that would be especially pertinent to the success of this project? What are your firm's strongest points relative to a project of this nature?
6. Describe how you selected the project manager and design team for this project. Who on this team has worked together on similar projects? If they have not worked together, explain why you think this team will succeed in providing a successful project.
7. What process do you have in place for quality control; plan accuracy, minimizing errors and compliance to standards? Explain your ability to provide quality construction documents.
 - a. Assuming an error was made and not generated or influenced by the owner, what is your process and action related to such an error?
8. Provide at least three examples of park/pool projects your firm and/or its key personnel were involved. Identify it's approved budget prior to construction, approved contract price, it's final cost, and did the project finish within it's proposed timeline.
 - a. If the project did not finish under budget or within the timeline, please describe why this happened, and what you learned from the events that caused the change in budget or timeline.
9. Please explain your ability to provide effective and timely construction administration. Please indicate who would perform this function and why they were selected.
10. Please end with explaining why the City of De Pere should pick your consulting team for this project?

Notes:



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: September 3, 2019

DEPARTMENT: City Attorney

FROM: Judith Schmidt-Lehman

SUBJECT: Resolution #19-101 Authorizing Submission of Wisconsin Economic Development Corporation Community Development Investment Grant Application.

ATTACHMENTS:

- Reso19-101 (DOCX)
- Exhibit A-WEDC CDI App 2018 (PDF)

RESOLUTION #19-101

AUTHORIZING SUBMISSION OF WISCONSIN ECONOMIC DEVELOPMENT
CORPORATION COMMUNITY DEVELOPMENT INVESTMENT GRANT APPLICATION

WHEREAS, the Wisconsin Economic Development Corporation (WEDC) Community Development Investment Grant (CDI) is a state program for municipal applicants which is intended to support 'shovel ready, catalytic projects' in Wisconsin communities to spur economic development; and

WHEREAS, Tadych Investment Partners, LLC has requested that the city apply for the CDI grant to assist it in the purchase and in-fill development of 123 N. Broadway Street from a surface parking lot to a signature multi-story mixed use residential/commercial space; and

WHEREAS, the City is interested in assisting Tadych Investment Partners, LLC by making application for the CDI grant upon the terms and conditions of the grant application, attached and incorporated as Exhibit A.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

The Director of Development Services is authorized to submit the WEDC CDI grant application for funding the above described activities and accept any grant funding awarded.

BE IT FURTHER RESOLVED THAT:

All City officials, officers, employees, and agents are authorized and directed to take such steps as are lawful and necessary in furtherance thereof.

Adopted by the Common Council of the City of De Pere, Wisconsin, this 3rd day of September, 2019.

APPROVED:

Michael J. Walsh, Mayor

ATTEST:

Carey E. Danen, City Clerk

Ayes: _____

Nays: _____

Attachment: Reso19-101 (8683 : Resolution #19-101 WEDC CDI Grant - Tadych)


**WISCONSIN ECONOMIC
DEVELOPMENT CORPORATION**
COMMUNITY APPLICATION
SECTION I-APPLICANT INFORMATION

Legal Entity: ☐City ☐Town ☐Village ☐County ☐Tribal Entity ☐Nonprofit (Attach copies of IRS documents showing acceptance of Federal Tax Exempt Status) ☐Other Governmental Unit

Legal Name:

Trade Name:

Mailing Address:

City, State, Zip:

FEIN: **DO NOT ENTER SSN**
(Federal Employee Identification Number – Tax ID or Social Security Number)

NAICS:

Fiscal Year End Date:

Check box if W-9 is attached to the application ☐

Website URL:

Phone:

Chief Elected Official:

Title:

Phone:

Email:

CONTACT

Local Government Contact:

Title:

Email:

Phone:

Mailing Address:

City, State, Zip:

Non-Government Contact:

Title:

Email:

Phone:

Mailing Address:

City, State, Zip:

Contracting Contact:

Title:

Email:

Phone:

Mailing Address:

City, State, Zip:

SECTION II-INFORMATION ON LEGAL PROCEEDINGS

Has the applicant been involved in a lawsuit in the last 5 years? ☐Yes ☐No

Has the applicant been involved in a bankruptcy or insolvency proceeding in the last 10 years, or are any such proceedings pending? ☐Yes ☐No

Has the applicant been charged with a crime, ordered to pay or otherwise comply with civil penalties imposed, or been the subject of a criminal or civil investigation in the last 5 years? ☐Yes ☐No

Does the applicant have any outstanding tax liens? ☐Yes ☐No

Please attach a detailed explanation of any YES responses.

SECTION III-STATE REQUESTS FOR BID OR PROPOSAL

Are you aware of any State of Wisconsin request(s) for bid or request(s) for proposal to which the applicant intends to respond, or to which the applicant has recently responded? ☐Yes ☐No

If yes, please provide the following:

- Identify the bid or request for proposal (e.g., bid number, or general description or title).
- Identify the state agency or public entity to which you are submitting the bid or proposal.
- Explain the status of the bid or proposal (e.g., recently submitted; considering submission; in current negotiations).

Please note that if you answer "yes" WEDC may not be able to discuss potential financial assistance until the request for bid or request for proposal process has been completed.

Attachment: Exhibit A-WEDC CDI App 2018 (8683 : Resolution #19-101 WEDC CDI Grant - Tadych)



**WISCONSIN ECONOMIC
DEVELOPMENT CORPORATION
CERTIFICATION STATEMENT**

THE APPLICANT CERTIFIES TO THE BEST OF ITS KNOWLEDGE:

1. The information submitted to the Wisconsin Economic Development Corporation (WEDC) in this application, and subsequently in connection with this application, is true and correct.
2. The applicant is in compliance with applicable laws, regulations, ordinances and orders applicable to it that could have an adverse material impact on the project. Adverse material impact includes lawsuits, criminal or civil actions, bankruptcy proceedings, regulatory action by a governmental entity or inadequate capital to complete the project.
3. The applicant is not in default under the terms and conditions of any grant or loan agreements, leases or financing arrangements with its other creditors that could have an adverse material impact on the project.
4. WEDC is authorized to obtain background checks including a credit check on the applicant and any individual(s) with 20% or more ownership interest in the applicant company.
5. The applicant has disclosed, and will continue to disclose, any occurrence or event that could have an adverse material impact on the project.

THE APPLICANT UNDERSTANDS:

1. This application and other materials submitted to WEDC may constitute public records subject to disclosure under Wisconsin's Public Records Law, §19.31 et seq. The applicant may mark documents "confidential" if the documents contain sensitive information.
2. Submitting false or misleading information in connection with an application may result in the applicant being found ineligible for financial assistance under the funding program, and the applicant or its representative may be subject to civil and/or criminal prosecution.
3. Authorization to Receive Confidential Information. The applicant hereby authorizes the Wisconsin Economic Development Corporation ("WEDC") to request and receive confidential information that the applicant has submitted to, including any adjustments to such information by, the Wisconsin Department of Revenue ("DOR") and the Wisconsin Department of Workforce Development ("DWD"), and to use such information solely for the purposes of assessing the applicant's performance for the duration of the economic development project and ensuring that WEDC is properly administering or evaluating economic development programs. With regard to the information contained in the DWD unemployment insurance files, WEDC may access the following for the 8 most recent quarters: the quarterly gross wages paid to the applicant's employees; the monthly employee count; and the applicant's FEIN, NAICS code, and legal and trade names. The applicant also authorizes WEDC to share information submitted to WEDC by the applicant with the DOR and DWD and to redisclose to the public the information received from the DOR and DWD used to evaluate the applicant's performance under their specific economic development program and the impact of WEDC economic development programs. Records exempted from public records law by Wis. Stat. § 19.36(1) will be handled by WEDC in accordance with that law.

☐ **Yes** ☐ **No** I certify that incentive assistance is needed to ensure this project will happen in Wisconsin. Please provide details below:

Signature: _____ Date: _____
(Authorized Representative of Applicant Organization)

Printed Name:

Title:

Applicant Organization Name:

Attachment: Exhibit A-WEDC CDI App 2018 (8683 : Resolution #19-101 WEDC CDI Grant - Tadych)


**WISCONSIN ECONOMIC
DEVELOPMENT CORPORATION**
COMMUNITY DEVELOPMENT INVESTMENT
SECTION A-REDEVELOPMENT NARRATIVES

Reference Required Supporting Documentation as needed.	Included ✓	Attachment #
1. Project Description and Impact on Community (three-page limit): - Describe the project, its implementation and the significance of this project to the community. - Describe any public/private partnerships developed and the extent to which the applicant can ensure that all of the activities outlined within this application will be undertaken. (e.g., capacity of applicant and partners, conditions of loan agreements, status of development agreements, etc.) - Which eligible activity/ies does this project fall under? ☐ Building renovation ☐ New construction ☐ Historic preservation ☐ Infrastructure reinvestment ☐ Demolition ☐ Professional services (planning request only) - Describe the potential of the project to enhance the economic viability of the community (e.g., tax base growth, job creation, stimulation of private investment). The response should detail the potential for both temporary and permanent jobs at the project site as well as the potential for job creation to occur in the area. To the extent possible, provide detail on the potential types of jobs, wage rates and health benefits associated with the jobs that are identified. - Describe the potential for the project to promote economic development in the neighborhood, community, county and/or region. - Describe the potential for the project to act as a catalyst for additional commercial development or investment.	☐	
2. Financial Justification (two-page limit): - Describe the various methods that will be used to fund the project and include the progress of establishing or receiving funds. - Describe the financial need for grant funding that cannot be met through private sector sources (e.g., traditional financing, equity investment or donor support), public sector support (e.g., RLF financing, TIF financing, and public borrowing) or a reduction in the scope of the project.	☐	
3. Previous Planning Efforts (two-page limit): - The extent to which this project is included in and/or complements previous regional or municipal planning efforts (please reference section and page numbers of the plan). - The extent to which the project supports best practices for smart growth and best practices for downtown redevelopment, and the extent to which it has community-wide support.	☐	
4. Readiness to Proceed (two-page limit): - Describe past and planned project activities, with timelines. Include the planning process, site control, environmental condition and a project implementation schedule. - Provide detailed descriptions of property transactions intended to	☐	

Attachment: Exhibit A-WEDC CDI App 2018 (8683 : Resolution #19-101 WEDC CDI Grant - Tadych)

occur over the next 5 years.

c. Describe financing commitments and any contingencies that apply.

SECTION B-SITE DETAILS

Location: ☐ City ☐ Town ☐ Village:	County:
Street Address:	Project NAICS:
Site Size (Acres):	Current Zoning:
Proposed Zoning:	Current Assessed Value: \$
Projected Assessed Value: \$	Current Owner of Property:
Start Date:	End Date:
Project Description: Explain any other factors that should be considered in evaluating this project (e.g., impact on Wisconsin suppliers, national/international sales, and other prospects for future expansions, etc.)	
Is the project located in a TID? ☐ Yes ☐ No	If yes, creation date:
Is the project located in a disaster area, as declared by state or federal authorities? ☐ Yes ☐ No	
If yes, was the declaration within 24 months prior to submitting an application? ☐ Yes ☐ No	
If yes, date of declaration:	
Does the applicant or end user currently own the property on which work is to occur? ☐ Yes ☐ No	
If no, how do you have or expect to obtain ownership or access to the property?	
☐ Condemnation	Timeframe:
☐ Tax Delinquency	Timeframe:
☐ Purchase (attach purchase agreement or option)	Timeframe:
☐ Development Agreement	Timeframe:
☐ Other:	Timeframe:
If applicant will not own the property, what entity will/does?	
Current Site Ownership:	Phone: Email:
Final Site Ownership:	Phone: Email:
Will the current owner, or applicant expecting to obtain ownership, remain the legal owner of the project site for 5 years following receipt of the award? ☐ Yes ☐ No	

SECTION C-REQUIRED SUPPORTING DOCUMENTATION

Please include the following attachments:	Included ✓	Attachment #
1. Resolution: A signed resolution by the governing elected body authorizing the submittal of an application to the CDI Grant Program.	☐	
2. Map: A map indicating the project location within its municipal jurisdiction and any specially designated federal, state or local economic or taxation zone encompassing the project site; photographs of the site and surrounding area	☐	
3. Budget Narrative: A narrative describing each line item included in the project budget	☐	
4. Cost Estimates: A detailed copy of any cost estimates or bidding conducted for costs listed in the project budget, or a detailed explanation of the basis for all costs	☐	
5. Development Agreement: A copy of any applicable development agreement with private parties benefiting from project implementation (if not yet signed, a signed copy must be submitted prior to first disbursement)	☐	
6. Financing Commitments: Documentation that demonstrates the success of obtaining financing (e.g., commitment letters from lending institutions, municipal resolutions for financing or TID creation); must be submitted prior to first disbursement	☐	

7. Organization: A chart illustrating the ownership, development and financing organization structure of the project, naming all entities committed at the time of submission and showing ownership percentages for any individual or entity involved. For any committed end users or partners having any ownership in the property, provide a history of the individual or company's operations with resumes detailing relevant experience and involvement, and percentage of ownership if applicable.	☐	
8. Statements from community, public and community development leaders that support the project proposed for funding	☐	

SECTION D-REAL ESTATE PRO FORMA INFORMATION (if applicable)

1. What is the market rate for triple net* rent in the project's market?	
2. What is the project's average triple net rent?	
3. If the project's rent is less than general market conditions, please provide an explanation of why:	
4. How much equity is the development entity investing in the project?	
5. What is the anticipated vacancy rate?	
6. How much debt can the project service at what rate and term with what minimum debt coverage ratio?	
7. What is the average rate of return for the first five years of the project once the building is placed in service?	
a. Please define the formula utilized to determine the rate:	
b. If the project does not provide a return on investment, please explain how the development entity anticipates covering the costs associated with the development:	

* Triple net rent is the base rent that does not include any utility, common area, maintenance, insurance or taxes.



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: September 3, 2019

DEPARTMENT: Historic Preservation Commission

FROM: Peter Schleinz

SUBJECT: Resolution #19-102 Approving Agreement for Consulting Services Between the City of De Pere and Timothy F. Heggland (National Register of Historic Places Nomination Survey - Mansion Street WWII Defense Homes & Daviswood Ranch Homes).

On August 18, the Historic Preservation selected the consultant Tim Heggland by a vote of 5-0.

HISTORY:

On February 12, 2019 the City was awarded a \$12,000 grant to hire a consultant to prepare state and federal nomination documentation for the proposed Mansion Street WWII Defense Homes Historic District and the proposed Daviswood Ranch Homes Historic District.

On June 18, 2019 the Common Council approved the Historic Preservation Commission's recommendation for a Memorandum of Agreement (MOA) with the Wisconsin Historical Society. The MOA established a timeline for project completion, a work program, and reimbursement deadlines. The MOA was signed by the City on June 25, 2019 and signed by the Wisconsin Historical Society on July 9, 2019.

On July 12, 2019 City staff mailed digital and hard copies of a Request For Proposals (RFP) document to five qualified consultants that were pre-selected by the Wisconsin Historical Society. As part of the MOA, the pre-selected consultants must be utilized first, before other consultants can be considered.

On August 10-12, 2019 four of the five consultants responded.

ATTACHMENTS:

- Reso19-102 (DOCX)
- Consultant Agreement-Heggland (historic register nomination)8-27-19-119-001-13 (PDF)
- Exhibit A-Heggland Consulting Agreement (PDF)
- Exhibit B-Heggland Consulting Agreement (PDF)

RESOLUTION #19-102

APPROVING AGREEMENT FOR CONSULTING SERVICES BETWEEN
 THE CITY OF DE PERE AND TIMOTHY F. HEGGLAND
 (National Register of Historic Places Nomination Survey – Mansion Street
 WWII Defense Homes & Daviswood Ranch Homes)

WHEREAS, the City is in need of consultant services for the completion of state and federal nomination document preparation and submittal for Mansion Street WWII Defense Homes and Daviswood Ranch Homes; and

WHEREAS, Timothy F. Heggland is an historic preservation consultant capable of providing the professional assistance required and is willing to make those services available within the desired timeframe; and

WHEREAS, the Historic Preservation Commission has reviewed such proposal and recommends its approval thereof.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

The Mayor and City Clerk are authorized and directed to execute the Agreement for Consulting Services Between the City of De Pere and Timothy F. Heggland (National Register of Historic Places Nomination Survey–Mansion Street WWI Defense Homes & Daviswood Ranch Homes) as is attached hereto, subject to such changes as deemed necessary by the City Attorney.

BE IT FURTHER RESOLVED THAT:

All City officials, officers, and employees are authorized and directed to take such steps as are lawful and necessary in furtherance thereof.

Adopted by the Common Council of the City of De Pere, Wisconsin, this 3rd day of September, 2019.

APPROVED:

 Michael J. Walsh, Mayor

ATTEST:

 Carey E. Danen, City Clerk

Ayes: _____
 Nays: _____

**AGREEMENT FOR CONSULTING SERVICES BETWEEN THE
CITY OF DE PERE AND TIMOTHY F. HEGGLAND
(National Register of Historic Places Nomination Survey – Mansion Street
WWII Defense Homes & Daviswood Ranch Homes)**

THIS AGREEMENT made and entered into this _____ day of _____, 2019, by and between the City of De Pere, Wisconsin, (“City”), and Timothy F. Heggland, (“Consultant”).

WITNESSETH

WHEREAS, City has received a grant from the federal government Department of Interior, administered by the State Historic Preservation Office of the State of Wisconsin; and

WHEREAS, City is in need of consultant services for the completion of state and federal nomination document preparation and submittal for Mansion Street WWII Defense Homes and Daviswood Ranch Homes; and

WHEREAS, Consultant is an historic preservation consultant capable of providing the professional assistance required and is willing to make those services available within the desired timeframe.

NOW THEREFORE, City and Consultant agree as follows:

I. DESCRIPTION OF PROJECT

The project is as described in the City Request for Proposals dated July 12, 2019 (Exhibit A) and Consultant’s Proposal thereto dated August 6, 2019 (Exhibit B), both of which are attached hereto and incorporated by reference. If a conflict exists between Exhibit A and Exhibit B, the terms of Exhibit A shall prevail. If there is a conflict between the terms and conditions of Exhibit A and this Agreement, the terms of this Agreement shall prevail. No standard terms or conditions of Consultant’s Proposal are incorporated into this Agreement unless such term is specifically written into the Agreement.

If, during the course of performing the work, City and Consultant agree that it is necessary to make changes in the project as described in the exhibits, such changes will be incorporated into this Agreement only by written amendment, signed by the parties.

II. SCOPE OF CONSULTING SERVICES

Consultant agrees to perform those services as described in Exhibits A and B. Any change to the scope of services as identified therein shall be defined in writing and authorized by both parties prior to performing such work. Such writing shall include the scope of work to be done, schedule for commencing and completing the work and the basis for compensation for such work.

III. SCOPE OF CITY SERVICES

City shall provide Consultant with applicable information concerning the project as requested by Consultant, provided the same is available.

IV. AUTHORIZATION, PROGRESS, AND COMPLETION

In signing this Agreement, City grants Consultant specific authorization to proceed with the work described herein.

For special services, the authorization by the City shall be in writing and shall include the definition of the work to be done, the schedule for commencing and completing the work, and the basis for compensation for the work, all as agreed upon by the City and the Consultant.

V. OWNERSHIP AND FORM OF DOCUMENTS

All documents created, maintained or received during the course of this Agreement, including those in electronic form, shall be deemed the property of City and Consultant shall not be considered the owner of any such document nor shall the Consultant retain any common law, statutory, or other right therein, including copyright, patent, or trademark. To that end, Consultant agrees to and hereby does assign and transfer to City all rights, title, and other interests in such drawings, specifications, or other documents, which rights shall include copyright, trademark, or patent rights therein, unless City fails to pay Consultant for such drawings specifications and other documents, in which case the ownership and all rights shall revert to the Consultant.

City hereby grants Consultant a non-exclusive license to use the documents created pursuant to this Agreement, including any standard details used herein.

Consultant acknowledges that, as the Consultant to City, a Wisconsin municipality, Wis. Stats. §19.36(3) applies to it and records produced by it pursuant to this contract are subject to the public records law to the extent they would otherwise be if maintained by the City. Consultant agrees that, within 10 business days of a written request of City, it shall forward to City any such contract or records maintained by Consultant as are requested by City. Such records shall be in the format requested by City provided that such records are kept and maintained in that format. City shall reimburse Consultant for its reasonable costs incurred in complying with this paragraph.

Consultant further agrees to indemnify the City from all costs City incurs should Consultant fail to comply with these requirements.

VI. CONFIDENTIALITY OF INFORMATION

Consultant understands that, during the course of work under this contract, Consultant may become privy to confidential information of City. Consultant shall maintain the confidentiality of all information specifically designated confidential by City unless withholding such information would violate the law, create a significant harm to the public, or create a risk of significant harm to the public.

VII. TIME FOR COMPLETION

The parties hereto agree that time is of the essence in completion of the project and that Consultant's work hereunder shall be completed by August 15, 2020. Should Consultant encounter any circumstances, which, in the Consultant's opinion, will delay close-out of the contract for a period in excess of such time frame, Consultant shall so inform the City in writing.

VIII. COMPENSATION

The City agrees to pay, and Consultant agrees to accept compensation as identified in Exhibit B, to be paid in a lump sum upon final acceptance by the Wisconsin Historical Society, or in the alternative, negotiated portions thereof paid upon completion of key project milestones, with the final 25% of the project cost paid upon acceptance of the Wisconsin Historical Society. Payment to the Consultant is due upon receipt of invoice by the City. Compensation for special services shall be as agreed upon by the City and Consultant and set forth in the written authorization for special services.

IX. RESPONSIBILITY OF CONSULTANT/COMPLIANCE WITH STATE AND FEDERAL LAWS

The Consultant is employed to render a professional service only, and any payments made to the Consultant are compensation solely for such services rendered and recommendations made in carrying out the work. The Consultant shall follow the practice of its profession to make findings, opinions, factual presentations, and professional advice and recommendations, consistent with the standard of care expected of professionals in the industry performing similar services on projects of like size and complexity.

Further, Consultant shall and hereby agrees to comply with all federal and state laws and regulations concerning equal opportunity, affirmative action and fair employment opportunities. Consultant further agrees to comply with all the applicable regulations, laws, ordinances and codes of the State of Wisconsin and the City of De Pere and requirements of the federal grant program identified as 15.904 in the Catalog of Federal Domestic Assistance.

X. ALLOCATION OF RISKS

To the fullest extent permitted by law, the Consultant shall indemnify and hold harmless the City, City's officers, directors, partners, and employees from and against any and all costs, losses, and damages caused by the negligent acts or omissions of Consultant or Consultant's

officers, directors, partners, employees, and Consultant's Consultants in the performance and furnishing of Consultant's services under this Agreement.

To the fullest extent permitted by law, Consultant's total liability to City and anyone claiming by, through, or under City for any cost, loss or damages caused in part by the negligence of Consultant or Consultant's subcontractor and in part by the negligence of City or any other negligent entity or individual, shall not exceed the percentage share that Consultant's or Consultant's subcontractor negligence bears to the total negligence of City, Consultant and all other negligent entities and individuals.

Consultant shall indemnify and hold harmless the State Historic Preservation Office, the Wisconsin Historical Society, all its officers, agents and employees from all suits, action, or claims of any character brought for or on account of any injuries for damages received by any persons or property resulting from the operations of the Consultant in executing work under this agreement.

XI. ASSIGNMENT

This Agreement is not to be assigned by either the City or Consultant without the prior written consent of the other.

XII. INTEGRATION

This Agreement represents the entire understanding of the City and Consultant as to those matters contained herein. No prior oral or written understanding shall be of any force or effect with respect to those matters covered hereunder. This Agreement may not be modified or altered except in writing signed by both parties.

XIII. JURISDICTION

This Agreement shall be administered and interpreted under the laws of the State of Wisconsin. Jurisdiction of litigation arising from this Agreement shall be in that state. If any part of this Agreement is found to be in conflict with applicable laws, such part shall be inoperative, null and void insofar as it is in conflict with said laws, but the remainder of this Agreement shall be in full force and effect.

XIV. TERMINATION OF WORK

City or Consultant may terminate this Agreement at any time by giving at least twenty (20) days-notice in writing to the other party. If the contract is terminated as provided herein, Consultant will be paid for the time and expenses incurred up to the termination date.

XV. NOTICES

Any notification required or needed under the contract shall be sent to the following:

Consulting Agreement
Timothy F. Heggland
Page 4 of 5

If to City:

City of De Pere
Attention: City Clerk
335 South Broadway Street
De Pere, WI 54115

With a copy to:

De Pere Historic Preservation Commission
Attn: Senior Planner/Zoning Administrator
335 South Broadway Street
De Pere, WI 54115

If to Consultant:

Timothy F. Heggland
6391 Hillsandwood Road
Mazomanie, WI 53560

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement as of the day and year first above written.

TIMOTHY F. HEGGLAND

By:

Timothy F. Heggland

CITY OF DE PERE

By:

Michael J. Walsh, Mayor

Carey E. Danen, City Clerk

J:\Law\Agreements\2019\Consultant Agreement-Heggland(historic register nomination)8-27-19-119-001-13.docx

**REQUEST FOR PROPOSALS
FOR THE
STATE AND FEDERAL NOMINATION DOCUMENT PREPARATION AND SUBMITTAL
OF THE PROPOSED
MANSION STREET WWII DEFENSE HOMES & DAVISWOOD RANCH HOMES HISTORIC
DISTRICTS
IN THE
CITY OF DE PERE, WISCONSIN**

July 12, 2019

Project: State and federal nomination document preparation and submittal of the proposed Mansion Street WWII Defense Homes & Daviswood Ranch Homes Historic Districts.

Client: City of De Pere Historic Preservation Commission (HPC)
Location: City of De Pere, Wisconsin
Organization: City of De Pere

Contact Person: Peter Schleinz
Senior Planner | Zoning Administrator
City of De Pere Development Services Department
335 S. Broadway Street
De Pere, WI 54115

pschleinz@mail.de-pere.org

920.339.4043 x2

Project Summary

The City of De Pere Historic Preservation Commission (HPC) is requesting proposals for the National Register of Historic Places nomination of the Mansion Street WWII Defense Homes Historic District and the Daviswood Ranch Homes Historic District. Both residential areas have historic significance to the city. The Mansion Street area contains 14 single family homes, and Daviswood Home area contains 35 single family homes. Funding for the project is from a Wisconsin Historical Society CLG Grant. Interested consultants are invited to submit proposals by **August 12, 2019, at 5:00pm CDT.**

Project Area Background

The Mansion Street WWII Defense Homes Historic District and Daviswood Ranch Homes Historic District are in the City of De Pere, Brown County, Wisconsin. The City of De Pere incorporated in 1857 and has an estimated population of 24,699 in 2018.

The *Mansion Street WWII Defense Homes Historic District* features WWII Defense Homes on the City's northeast side consisting of 14 single-family homes. All of the homes in the neighborhood are contributing two-bedroom 700 square foot homes that were built in years 1941-42. These homes were officially designated as defense housing for workers associated with World War II occupations. One of the homes has its original clapboard sheathing and multiple light sash windows. Very few of the homes have undergone any significant structural additions to change original floor plans. The homes are recognizable to an original resident. The district is potentially eligible under Criterion A: History.

Daviswood Ranch Homes Historic District is on the City's northeast side consists of 35 single-family homes. Of the homes in the neighborhood, 34 are contributing ranch style homes that were built between 1953-1956. The original subdivision, approved in 1952, is among the City's earliest subdivisions that included deed restrictions with the purchase of the lot. The district is potentially eligible under Criterion C: Architecture.

More information about both districts can be found in Supplement A.

Project Description and Project Expectations

All procedures and products shall comply with the Architecture-History Survey Manual and Wisconsin supplementary Manual provided by the Wisconsin Historical Society Division of Historic Preservation. An interactive PDF version of the Survey Manual and Additional SHPO Requirements are available online at:

<http://www.wisconsinhistory.org/pdfs/hp/consultants/survey-manual/HPR-survey-manual.pdf>

<https://www.wisconsinhistory.org/pdfs/hp/HPR-SUPSpecialRequirementsChecklist.pdf>

The De Pere Work Program identifies project products and requirements are specific to the City. A copy of the De Pere Work Program can be found in supplement B.

Proposal Requirements

Please submit proposals with a dated cover letter signed by the appropriate company official by **August 12, 2019** and include the following information:

1. Company name, address, phone number, and primary project contact.
2. Names, titles, and responsibilities of individuals from your company that will be responsible for the project. Include a description of the composition of the team, listing backgrounds and work experience as it relates to the project.
3. Background experience and capabilities of your company and the project personnel.
4. List of references for projects similar in scope which your firm has prepared.
5. Appropriate fees to complete the proposed scope of work.
6. Proposed timeline to complete the project.

Timeline

The proposal shall be received at the above address by **August 12, 2019, at 5:00 pm CDT**. The selected firm will present the City with two hard copies of the final proposal as well as one electronic copy in either MS Word or PDF format. Fax submissions will not be accepted.

Request for Proposals issued	June 26, 2019
Proposal Due	August 12, 2019, 5:00pm CDT
City Selects Candidate & Awards Project	August-September, 2019
Consultant submits Progress Reports	Oct. 10, Jan. 10, Apr. 10, July 10
Consultant Completes Final Draft for Staff	April 1, 2020
Public Meeting & Final Draft for HPC	April 20, 2020
Consultant Presentation to Review Board	May 15, 2020
Consultant Completes Final Report Revisions	June, 1, 2020
HPC Approves Final Report	June 15, 2020
Council Approves Final Report	July 7, 2020
Consultant Edits and Submits Final Report	August 15, 2020

**Above timelines are estimates and could shift based on work progress and meeting schedules.*

Additional Resources:

1. 2017 City of De Pere Historical & Architectural Resources Survey
2. 2001 City of De Pere Intensive Survey Report
3. 2010 City of De Pere Comprehensive Plan
4. Online GIS with various years of Air Photographs (1938-2017)

Compensation

Funds for this project are provided by a grant that was awarded to the City of De Pere. The payment schedule can be negotiated with the selected contractor; however, it is assumed that payment would be made upon completion of the project or tied into key milestones.

**Submit two hard copies and one digital copy of your proposal
no later than August 12, 2019 at 5:00pm CDT to:**

Peter Schleinz
Senior Planner | Zoning Administrator
City of De Pere Development Services Department
335 S. Broadway Street
De Pere, WI 54115

pschleinz@mail.de-pere.org

920.339.4043 x2

*****Fax submissions will not be accepted*****

Supplement A

Historical & Architectural Resources Survey
City of De Pere, Brown County, Wisconsin

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HISTORIC DISTRICTS

MANSION STREET WWII DEFENSE HOMES HISTORIC DISTRICT

Address	AHI#	NRHP Evaluation
902-942 Mansion Street	See resource table, page 19	Potentially Eligible
Description and Statement of Significance		



928, 932 and 938 Mansion Street (right to left).

This small residential historic district is comprised of fourteen single-family houses located to either side of Mansion Street between S. Erie Street on the west and Jordan Road on the east (See map on page 20). All of the two-bedroom homes are generally side-gabled in form and average about 700 square feet in size. All but one of the houses has been re-sheathed with modern siding and windows replaced, but very few have undergone any significant additions (beyond a rear dormer or other minimal addition). The house at 942 Mansion Street continues to retain its original clapboard sheathing, as well as its original multiple-light sash windows.

The fourteen homes were built between 1941 and 1942 and were officially designated as defense housing; that is, housing that was available for workers engaged in defense occupations associated with World War II (See brief context on defense housing on pages 12-13). Construction on the initial house in the proposed district--located at 903 Mansion Street--was begun in April 1941. It was built by Edward Vercauteren, who served as the manager of the Standard Lumber Yard of De Pere and, later, at Green Bay. It was purchased soon thereafter by Norbert Berken, who worked as a mechanic with the De Pere Motor Company. According to the permit information, this first home was the largest to be built, offering 780 square feet. It also carried the largest price tag, with an estimated cost of \$4,200. The next two houses--located at 902 and 908 Mansion Street--began construction as of July; they were built by Ralph Belanger, a plaster contractor. Those two homes, each measuring 28 feet x 26 feet and estimated to cost \$2,700, were purchased by Alton Dickey and Gerald Lasee, respectively. By the end of 1941, a total of seven homes had been built along the north side of Mansion Street, with just one located on the south side. Among them was the home of Edward Vercauteren himself, located at 915 Mansion Street.¹²

¹² Building permit for 903 Mansion Street, 22 April 1941, est. cost, \$4,200, owner Edward Vercauteren; Building permit for 902 and 908 Mansion Street, 16 July 1941, est. cost, \$2,700, owner, R.P. Belanger; A review of the 1941 tax roll for the subdivision indicates that a total of seven homes had been built by the end of 1941, Tax Rolls, City of De Pere, Brown County, 1941, 1942, Located at the De Pere Historical Society, De Pere, WI; *Green Bay City Directory* (includes De Pere), 1943.

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Historical & Architectural Resources Survey
City of De Pere, Brown County, Wisconsin

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Aside from the initial three houses, the remainder was constructed by the Standard Lumber & Fuel Company, again, for which Vercauteren served as manager. The final six houses were completed in 1942. As of 1945, five of the homes had not yet sold and were still in possession of Standard Lumber. As of 1946—following the elimination of the defense housing restrictions, all fourteen homes were owner-occupied.¹³

Due to exterior alterations (upon what are largely vernacular homes), the district was not found to suggest potential eligibility under Criterion C: Architecture. Despite knowledge that the subdivision was planned and built by Edward Vercauteren, no evidence was found to suggest potential eligibility regarding Criterion B: Significant Persons. Finally, regarding Criterion A: History, the subdivision was, in fact, advertised as defense housing as of December 1941. Although the exterior of the homes have been altered with modern materials, very little has been done to alter their original, efficient floor plans and the homes on the street would be recognizable to someone living there in the 1940s. Associated with a finite period of time during which few homes were built, the Mansion Street WW II Defense Homes Historic District is recommended potentially eligible for the Register under Criterion A: History.

INVENTORY LIST

*All fourteen homes are considered to be contributing to the district's significance.

Address	Original Owner	Date	AHI#
902 Mansion Street	Ralph Belanger Investment Property/ Alton and Irene Dickey House	1941	233620
903 Mansion Street	Edward Vercauteren Investment Property/ Norbert J. and Margaret Berken House	1941	233621
908 Mansion Street	Ralph Belanger Investment Property/ Gerald A. and Beatrice Lasee House	1941	233622
909 Mansion Street	Standard Lumber & Fuel Company House	1941	233623
914 Mansion Street	Standard Lumber & Fuel Company House/ James & Mary Dillon House	1942	233624
915 Mansion Street	Edward A. and Marie Vercauteren House	1941	233625
920 Mansion Street	Standard Lumber & Fuel Company House	1942	233626
921 Mansion Street	Standard Lumber & Fuel Company House	1941	233627
927 Mansion Street	Standard Lumber & Fuel Company House	1941	233628
928 Mansion Street	Standard Lumber & Fuel Company House	1942	233629
932 Mansion Street	Standard Lumber & Fuel Company House/ Rex Joslin House	1942	233672
937 Mansion Street	Standard Lumber & Fuel Company House	1941	121573
938 Mansion Street	Standard Lumber & Fuel Company House/ Clyde Campbell House	1942	233630
942 Mansion Street	Standard Lumber & Fuel Company House/ Elmer and Evelyn Snow House	1942	233631

¹³ Tax Rolls, City of De Pere, 1942, 1943, 1944, 1945; *Green Bay City Directory*, 1943, 1946.

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City of De Pere, Brown County, Wisconsin

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Map of Proposed Mansion Street World War II Defense Homes Historic District.



942 Mansion Street, built by the Standard Lumber & Fuel Company, 1942.

DAVISWOOD RANCH HOMES HISTORIC DISTRICT

Address	AHI#	NRHP Evaluation
800-868 E. St. Francis Road	See resource table, page 23	Potentially Eligible
802-879 W. St. Francis Road		
Description and Statement of Significance		

Located north of Ridgeway Boulevard and east of Urbandale Avenue, this residential district consists of thirty-four, single-family, Ranch-style homes and one non-contributing 1950s Contemporary-style home arranged around St. Francis Road, a U-shaped roadway. Exterior sheathing includes any number of combinations of the following: stone veneer, board, brick veneer, wooden shingles, board-and-batten, as well as vinyl or aluminum. Some of the homes retain their original windows (some with horizontal-pane sash), while others have been replaced with one-over-one-light sash.



805 E. St. Francis Road, Daviswood Subdivision.

The homes in the proposed district are located in the Daviswood subdivision, the plat of which was approved by the city in 1952. The land that comprised Daviswood was owned by Jessie N. Davis, the widow of attorney Morton E. Davis, who died in 1948. The Davis's son, Morton E. Davis Jr., lived in the subdivision at 868 E. St. Francis Road. Daviswood is believed to be among the earliest subdivisions in De Pere that included deed restrictions with the purchase of a lot.

Among the eleven restrictions (which were set to expire on 1 January 1980) included those designating standard setback distances, the inability to house livestock, as well as required plan and specification approval by the subdivision owner, Jessie N. Davis. Notably, all houses were directed to have attached garages and house construction was to be complete within ten months of its start.¹⁴

Earlier survey information indicated that local builder Robert Smet was the developer of the subdivision. While no solid evidence of his involvement in the subdivision's actual development was found at this time, he was, in fact, responsible for the construction of many of the homes located within it—although not all of them. Smet established his construction business in 1934 and was known for custom-built homes; he died in 1980. His son Daniel expanded the business,

¹⁴ Not all subdivision plats were reviewed for restrictions but of the early ones that were checked, the only other subdivision found to have deed restrictions was the Bruss Addition, which extends to either side of Jordan Road at Bruss and Rebman streets on the west and Grace Street to the east. While consisting of only three restrictions, the first was regarding the race of the inhabitant, which was to only include gentiles of the Caucasian race, with exceptions for domestic servants, Bruss Addition, Subdivision plat with restrictions (April 1948), on file at the Department of Building Inspection, City of De Pere; Daviswood, Subdivision plat, including restrictions (March 1952), On file at the Department of Building Inspection; Jessie N. Davis died in 1975, "Mrs. Jessie N. Davis," *Green Bay Press-Gazette*, 11 December 1974, 39.

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City of De Pere, Brown County, Wisconsin

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while his grandsons Chad and Scott operate the business today (known as C.S. Smet Construction Corporation). Aside from Smet, other contractors to build there include Ralph Vandembush, William Adrianson and Irvin Selsmeyer. All homes were built between 1953 and 1956, with the final, non-contributing home constructed in 1957. Construction costs generally averaged \$20,000. Early ads for the subdivision touted its beautiful setting and heavily wooded lots, citing that you could be "City Spoiled yet Country Loving, in Picturesque Daviswood."¹⁵

No information was found to substantiate potential eligibility under Criterion A: History or Criterion B: Significant Persons. However, regarding Criterion C: Architecture, the proposed district includes thirty-four, Ranch-style homes that were built within a period of only four years—the vast majority of which were built by Robert Smet. Some sheathing and window replacement notwithstanding, the district stands as the best collection of Ranch-style homes in the City of De Pere. Furthermore, the subdivision is believed to be among the earliest in the community to include an extensive list of deed restrictions. Based on that information, combined with the district's good degree of integrity, the Daviswood Ranch Homes Historic District is recommended as potentially eligible under Criterion C: Architecture.



Ranch homes along E. St. Francis Road, west side, Daviswood Subdivision.

¹⁵ "City of De Pere, Brown County, Wisconsin, Intensive Survey Report," Prepared by Timothy F. Heggland for the City of De Pere, 2001, Copy available at the Wisconsin Historical Society, Madison, WI, 47; "Attorney Ill 10 Days, Dies," *Green Bay Press-Gazette*, 1 November 1948, 1; Business feature, C.S. Smet, in the *Green Bay Press-Gazette*, 1 April 2006, 20; Contractors names gleaned from published permits in the *Green Bay Press-Gazette*, 1953-1954, see WAHI for contractor information for each home; Advertisement, "Daviswood," *Green Bay Press-Gazette*, 16 May 1952, 22 (note that there may have been a typo in the printed ad, and it should have perhaps read, "City Spoiled, Yet Country Living..."); Robert Smet, Obituary, *Green Bay Press-Gazette*, 30 July 1980, 28.

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Historical & Architectural Resources Survey
City of De Pere, Brown County, Wisconsin

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INVENTORY LIST

*All homes are considered to be contributing to the district's significance except for the non-Ranch-style house at 867 W. St. Francis Road.

Address	Original Owners/Name	Date	AHI#
800 E. St. Francis Road	Glen and Ethel Macaux House	1955	233673
805 E. St. Francis Road	Gerald and Agnes Hermesen House	1954	121701
814 E. St. Francis Road	Willard and Marian Jones House	1955	233674
815 E. St. Francis Road	Clarence and Thelma Albert House	1954	121702
822 E. St. Francis Road	Howard and Nathalie Roberts House	1955	233675
823 E. St. Francis Road	Fred and Dorothy Lindner House	1954	233676
832 E. St. Francis Road	Frederick and Elizabeth Kress House	1955	233677
833 E. St. Francis Road	Francis E. and Virginia Dykstra House	1956	233678
842 E. St. Francis Road	John and Elaine Holloway House	1954	233679
843 E. St. Francis Road	Sylvester and Florence Jansen House	1955	233680
848 E. St. Francis Road	Henry and Betty Goelzer House	1954	233681
849 E. St. Francis Road	Charles and Margery Foster House	1954	233682
857 E. St. Francis Road	Thomas and Carol Burgess House	1954	233683
858 E. St. Francis Road	Fred and Marion Will House	1956	233684
863 E. St. Francis Road	Frederick W. and Helen Miller House	1954	121703
868 E. St. Francis Road	Morton Davis Jr. House	1953	233685
802 W. St. Francis Road	Robert and Marie Quigley House	Ca. 1955	233686
803 W. St. Francis Road	Dr. Carleton and Dorothy Bolles House	1954	233687
812 W. St. Francis Road	Charles and Martha Trayser House	1953	233688
813 W. St. Francis Road	Leon and Lorraine DuChateau House	1953	233689
820 W. St. Francis Road	Dell and Frances McCoy House	1953	233690
821 W. St. Francis Road	Philip and Betty McNulty House	1953	233691
830 W. St. Francis Road	John C. and Helen Whitney House	1956	233692
831 W. St. Francis Road	Sigward and Harriet Anderson House	1954	233693
840 W. St. Francis Road	Alfred and Mae Callahan House	1956	121704
841 W. St. Francis Road	Roy and Agnes Behling House	1955	121705
846 W. St. Francis Road	Thomas and Evelyn Lutsey House	1954	121706
847 W. St. Francis Road	Hugo and Dolores Cuene House	1953	121707
854 W. St. Francis Road	William and Elsie Bodart House	1953	121708
855 W. St. Francis Road	Donald and Ruth Macco House	Ca. 1954	233694
860 W. St. Francis Road	Richard and Viola Overmier House	1954	233695
861 W. St. Francis Road	Vernon and Beatrice Kussow House	1953	233696
867 W. St. Francis Road	Dr. Bernard and Louise Waldkirch House NC	1957	121709
873 W. St. Francis Road	Herbert and Mary Trudell House	1955	121710
879 W. St. Francis Road	Irving and Evelyn Reeke House	Ca. 1954	233697

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City of De Pere, Brown County, Wisconsin

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Map of Proposed Daviswood Ranch Homes Historic District.

Supplement B

DE PERE WORK PROGRAM

MEMORANDUM OF AGREEMENT

Project No. WI-19-10012

Attachment A: Work Program (As of 3/11/2019)

The State Historic Preservation Office (SHPO), Wisconsin Historical Society, and the City of De pere, hereinafter called the subgrantee, agree to the following work activities and project conditions for the completion of a National Register of Historic Places nomination and related activities for the Mansion Street WWII Defense Homes Historic District and the Daviswood Ranch Homes Historic District. All components of the nomination must be submitted by August 15, 2020.

1. The consultant shall conform to and follow all requirements and guidelines detailed in the manual found on the Wisconsin Historical Society website. The "Supplementary Manual for Completing State Register and National Register of Historic Place Form in Wisconsin" is located at www.wisconsinhistory.org and search for "supplementary manual."
2. National Register Nominations. The National Register of Historic Places nominations will be prepared according to the guidelines promulgated by the National Register and in the format specified by the SHPO. The SHPO will have final approval of the scope and boundaries of the nominations prior to commencement of work. The completed nomination is due at the SHPO by August 15, 2020.

The following items must be submitted for each nomination by the project completion date. Each is more fully described in the supplementary manual.

- a. One electronic copy and one paper copy of the National Register of Historic Places Inventory-Nomination Form (10-900). The form may be found on the Wisconsin Historical Society website at www.wisconsinhistory.org and search for "supplementary manual."
- b. One electronic copy and one paper copy of a 200-300 word summary of the importance of the property.
- c. The full text of the nomination and of the summary statement on compact disk.
- d. Two commercially printed sets of digitally produced images and associated disk. Digital (TIFF) images must be produced with a digital SLR camera and the disk and prints must comply with the guidelines set forth by the National Park Service in the National Register Photographic Imaging Policy:

Supplement B

<http://www.nps.gov/history/nr/publications/bulletins/photopolicy/index.htm> Prints must be at least 4" x 6". Photos should be labeled on back with a pencil.

- e. A PowerPoint presentation that fully documents the significance and appearance of the property for the Review Board meeting. The PowerPoint presentation must be compressed to create a file of manageable size. The presentation must be submitted on a CD together with the individual original uncompressed image files. Image files must be in JPG format at a minimum resolution of 300 DPI and a minimum width of 2000 pixels on the longest side. This should result in a file size of around 7MB. The individual image files must be labeled with the AHI number and descriptive detail.
- f. Original USGS quadrangle maps as needed to identify the nominated property. The maps must be labeled in pencil as specified by the National Register and the SHPO and must include construction lines for the calculation of UTM coordinates.
- g. District maps, site plans, and/or floor plans, as needed.
- h. It is the responsibility of the consultant to provide a complete list of all current property owners as listed in the land or tax records after the nomination is scheduled for a Review Board meeting. Historic district nominations require three full sets of mailing labels submitted on Avery 5160, Avery 5161, or similar label format.
- i. One completed nomination submission checklist.
- j. An update to the Wisconsin Historic Preservation Database (WHPD) as directed in the subgrants manual. New or updated records are required for all resources in the district whether contributing or non-contributing. For information regarding the proper creation of inventory records go to www.wisconsinhistory.org and search for "survey manual." Click on "When do I need to prepare a new record" in the survey manual (p. 3). The information for the nomination resources will be entered into WHPD by the consultant. The consultant will be given free access to WHPD for one month in order to enter the nomination findings for the Mansion Street WWII Defense Homes Historic District and the Daviswood Ranch Homes Historic District project only. The consultant must contact the SHPO in order to set up this special one month access.
- k. The consultant will be responsible for the presentation of the nomination to the State Historic Preservation Review Board. Any corrections or additional information required by the State Review Board or the National Park Service shall be provided by the consultant. Any costs associated with these corrections are part of this project budget.

Supplement B

3. Public Education. The subgrantee will sponsor an informational meeting shortly before the scheduled State Historic Preservation Review Board meeting. It will be necessary for the principal investigator and the SHPO to participate in the meeting. The meeting shall include a formal presentation of the historic district by the principal investigator. The SHPO will explain the National Register of Historic Places program. Additional meetings can be held at the discretion of the subgrantee and the SHPO as necessary.
4. Acknowledgment of Federal Assistance. An acknowledgment of federal funding must be made in any publication or slide or video production resulting from this project (See Section 7 of the "Subgrants Manual.") The standard acknowledgment that must be used is stated in the manual. Press releases, speeches, and other dissemination of information by a subgrantee regarding grant-assisted projects must also acknowledge the support of the National Park Service and the Wisconsin Historical Society. Future publications, materials, or projects that result from this grant-assisted project must acknowledge the federal support.

TIMOTHY F. HEGGLAND
 HISTORIC PRESERVATION CONSULTANT
 6391 HILLSANDWOOD ROAD
 MAZOMANIE, WISCONSIN 53560
 Phone (608) 795-2650
 tim.heggland@juno.com

August 6, 2019

Mr. Peter Schleinz
 Senior Planner/ Zoning Administrator
 City of De Pere
 335 S. Broadway
 De Pere, WI 54115

Dear Mr. Schleinz:

Thank you for requesting a proposal for completing National Register of Historic Places (NRHP) nominations for the Mansion Street WWII Homes and the Daviswood Ranch Homes Historic Districts in De Pere. Over the years I have completed many successful NRHP nominations in De Pere and it would be a great pleasure to return once again to a city that cares so much about preserving its historic heritage.

Because a good deal of the preliminary research that will be necessary for the listing of these two districts has already been completed, the cost of completing the Daviswood Ranch Homes District nomination will be \$6,000.00 and \$4,000.00 for the Mansion Street WWII Homes Historic District, for a combined total of \$10,000.00. For this you will receive all of the items listed in the Architecture-History Survey Manual provided by the Wisconsin Historical Society's Division of Historic Preservation (DHP). These items include: hard copies of the completed NRHP nomination forms; additional copies of the nominations on computer discs; a set of color digital photos of each of the districts resources on computer discs; a map of each district, and a USGS map for each district, all of which will be in conformance with NRHP and DHP guidelines. In addition, my fee will also cover my presentation of the completed nominations to the State Historic Preservation Review Board. I would be the sole person responsible for completing the nominations, which work would begin upon the signing of the contract.

Historic research will take place both in Madison at the Wisconsin Historical Society, and in De Pere at the City of De Pere's Building Inspection Department and at the De Pere Historical Society's White Pillar's Museum and it will begin with the signing of the contract and will be ongoing throughout the contract period. Color digital photos of the resources in both districts will be completed in the fall of 2019, in order to take advantage of the lack of snow and foliage, and the writing of the nominations will happen beginning in January of 2020. Most of the expense will be for my time spent in photographing the resources and in research and writing, which will be undertaken at my usual rate of \$50.00 per hour. If possible, all the necessary photography will be done at one time and I will also try to do all the necessary on-site research in De Pere at one time as well as well, although this may require several days and an overnight trip. Consequently, the 308-mile roundtrip from Mazomanie to De Pere should only need to be made two or three times at a cost of \$.39. per mile (\$120.00 per trip). I anticipate that each nomination will require some 50 hours of additional research at a cost of \$50.00 per hour, and the writing of the nominations themselves will take another 40 hours per nomination, also at \$50.00 per hour. In addition, the digital color photographic prints that are required by the NRHP will cost between \$70-100 per nomination.

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I have been active in historic preservation as both a private consultant and as a preservation planner since 1979. During this period, I have privately prepared nearly 200 successful NRHP nominations and Determinations of Eligibility (DOEs) throughout the state, all of which are listed in the vitae that I have enclosed. In addition, from 1980-1984 and again from 1993-1995 I was also employed as the Assistant Preservation Planner of the City of Madison, Wisconsin and I also served as the Acting Preservation Planner of the City in 1990.

Part of my work as a private consultant has involved participation as a principal investigator in major survey and planning projects in cities throughout Wisconsin, including the intensive surveys of both Green Bay and De Pere in Brown County. Others include intensive surveys of the cities of Madison, Middleton, and the village of Shorewood Hills, all in Dane County, for the Unincorporated Communities of Dane County, for the cities of Columbus, and Lodi in Columbia County, the city of Port Washington in Ozaukee County, and the city of Horicon in Dodge County, all of which were funded through Survey and Planning Subgrants awarded by the Division of Historic Preservation. More recently I have also completed DHP-funded intensive surveys for the city of Marshfield in Wood County, the city of Evansville in Rock County, the cities of Lancaster and Platteville in Grant County, the city of Washburn in Bayfield County, the city of Stevens Point in Portage County, and for the West Side Neighborhoods of the City of Madison in Dane County, for all of which I acted as the Principal Investigator for both architectural history and history.

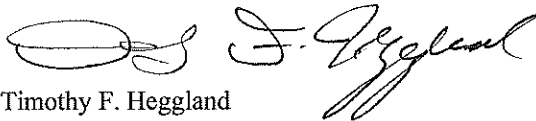
As noted previously, I conducted the Intensive Survey of the City of De Pere in 2001, and this survey found that De Pere contained six historic districts and 16 individual historic resources that were potentially eligible for listing in the NRHP. Since that time, and with the aid of successive Survey and Planning Grants from the DHP, I have authored successful NRHP nominations for the following De Pere resources: the Main Avenue Historic District; the South Broadway Historic District; the Randall Avenue Historic District; the N. Michigan Street-N. Superior Historic District; the Steckart & Falck Double Block; the Union House Hotel; the Otto and Hilda Gretzinger House; the De Pere Public Library; the Julius Krause Store Building; the John Baeten Store Building; the Edwin & Jenny Gutnecht House and the Henry & Mary Heyrman House. More recently I have also completed successful nominations for the Nicolet High School in De Pere and for the St. Norbert College Historic District in De Pere.

In addition to the above nominations I have also recently completed several successful NRHP historic district nominations in Madison, Wisconsin that are composed entirely of post-World War II residential buildings (University Hill Farms Historic District, Sunset Hills Historic District, Sylvan Avenue Ridge Road Historic District) and another in Columbus, Wisconsin (Dix Street-Warner Street Historic District), all of which are similar in significance to your Daviswood Ranch Homes Historic District. And finally, I have also recently completed a successful NRHP historic district nomination in Madison, Wisconsin that is composed of 140 small houses that were built in 1941-1943 to house defense workers (Coolidge Street-Myrtle Street Historic District), which is similar in significance to your Mansion Street WWII Homes Historic District. Consequently, I believe I can offer you reasonable guarantees as to my ability to carry out the work program specified in your Request For Proposals (RFP). I also meet the professional qualifications standards set forth in Section 36 (CFR) 61, Appendix A, Code of Federal Regulations.

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If you have any additional questions about the contents of this letter, please do not hesitate to contact me. My phone number is 608-795-2650 and there is an answering machine there. In addition, you can reach me by e-mail at <tim.heggland@juno.com>

Most cordially yours,

A handwritten signature in black ink, appearing to read "Timothy F. Heggland". The signature is fluid and cursive, with the first name "Timothy" and last name "Heggland" clearly legible.

Timothy F. Heggland

enclosures

NAME: Timothy F. Heggland

RESIDENCE: 6391 Hillsandwood Rd., Mazomanie, Wisconsin 53560
(608) 795-2650 and also <tim.heggland@juno.com>

EDUCATION: BA in Art History
University of Wisconsin-Madison
Madison, Wisconsin.

PROFESSIONAL EMPLOYMENT EXPERIENCES:

2000 – present Staff Architectural Historian for the Wisconsin Historical Society's Museum Archaeology Program
(MAP).

1979 – present Historic Preservation Consultant and Preservation Planner for state, county, and municipal agencies, private firms, and individuals.

1993-95 Assistant Preservation Planner (Community Planner 1)
City of Madison Department of Planning and Development, Madison, Wisconsin.

1990-91 Acting Preservation Planner
City of Madison Department of Planning and Development, Madison, Wisconsin.

1980-84 Assistant Preservation Planner
City of Madison Department of Planning and Development, Madison, Wisconsin.

1972-75 Research Assistant
University Bay Project, University of Wisconsin-Madison Graduate School.

PROFESSIONAL MEMBERSHIPS AND RELATED ORGANIZATIONAL POSITIONS (all current)

The Society of Architectural Historians

The National Trust for Historic Preservation

Historic Madison, Inc. (Life member, former Board Member and Treasurer)

Madison Trust for Historic Preservation

Mazomanie Historical Society

Sauk Prairie Area Historical Society

Dane County Historical Society

Evansville Grove Society, Inc.

1994 – present: The Seth Peterson Cottage Conservancy (Board Member). The Seth Peterson Cottage Conservancy is a Wisconsin-based non-profit organization which has been responsible for the restoration and operation of the Frank Lloyd Wright-designed Seth Peterson Cottage on Mirror Lake in Sauk County. This state-owned facility is one of the few Wright-designed single family residences that can be rented for overnight stays.

PROFESSIONAL AND ADMINISTRATIVE EXPERIENCE

Completed Projects

- 2019 National Register nomination for the King Street Arcade building in Madison, WI, for the owner.
National Register nomination for the Philip H. & Margaret Gray House in Madison, WI, for the owners.
- 2018 National Register nomination for the Mulberry Street Residential Historic District in Lake Mills, WI, for the Wisconsin Historical Society's Division of Historic Preservation.
National Register nomination for the Lake Mills Downtown Commercial Historic District in Lake Mills, WI, for the Wisconsin Historical Society's Division of Historic Preservation.
National Register nomination for the Clark Street-Main Street Historic District in Stevens Point, WI, for the City of Stevens Point.
National Register nomination for the Sun Prairie Downtown Historic District in Sun Prairie, WI, for the Friends of the Sun Prairie Museum and building owners.
- 2017 National Register nomination for the Port Washington North Breakwater Light, in Port Washington, WI, for the City of Port Washington.
National Register nomination for the Tenney Building, in Madison, WI, for the owners, Urban Land Interests, LLC.
Determination of Eligibility for the Merrimac Railroad Bridge at Merrimac, WI, for the Wisconsin Department of Transportation (WisDOT).
National Register nomination for Frank W. Hoyt Park in Madison, WI, for the City of Madison Landmarks Commission.
National Register nomination for Coolidge Street-Myrtle Street Historic District in Madison, WI, for the City of Madison Landmarks Commission.
Survey of Wisconsin Historical Society-owned Resources (including Villa Louis) on St. Ferirole Island, Prairie du Chien, WI, for the Wisconsin Historical Society
- 2016 **National Register nomination for the St. Norbert College Historic District, in De Pere, WI, for the City of De Pere Historic Preservation Commission.**
National Register nomination for the Dix Street-Warner Street Historic District, in Columbus, WI, for the City of Columbus.
National Register nomination for the Dr. Charles & Judith Heidelberger House in Madison, WI, Dane County, WI, for the owners.
Principal Investigator (Architectural History and History) for an Intensive Resurvey of the city of Portage, WI, for the City of Portage. Acted as principal investigator for the resurvey and completed a reconnaissance resurvey and an intensive resurvey of the city.
National Register nomination for the Sylvan Avenue-Ridge Road Historic District, in Madison, WI, for the City of Madison.
National Register nomination for Voss' Birchwood Lodge Resort Complex, in Vilas County, WI, for the Wisconsin Historical Society's Division of Historic Preservation.
- 2015 Principal Investigator (Architectural History and History) for an Intensive Resurvey of the city of Columbus, WI, for the City of Columbus. Acted as principal investigator for the resurvey and completed a reconnaissance resurvey and an intensive resurvey of the city.
National Register nomination for the Wyoming Valley School in Iowa County, WI, for the Wisconsin Historical Society's Division of Historic Preservation.
National Register nomination for the Teweles and Brandeis Grain Elevator in Sturgeon Bay, WI, for Nancy Aten and Dan Collins.
- 2014 National Register nomination for the Devil's Lake State Park Historic District in Sauk County, WI, for the Wisconsin Historical Society's Division of Historic Preservation.

National Register nomination for the Harrisburg School in Sauk County, WI, for the Harrisburg-Troy Historical Society.

Determination of Eligibility for the C. M. & St. P. RR Depots Complex in Columbus, WI, for the Wisconsin Department of Transportation (WisDOT).

National Register nomination for the Sunset Hills Historic District in Madison, WI, for the City of Madison.

National Register nomination for the Univesity Hill Farms Historic District in Madison, WI, for the City of Madison.

National Register nomination for the Nicolet High School in De Pere, WI, for the owners, St. Norbert College

2013

National Register nomination for the East Third Street Residential Historic District in Washburn, WI, for the City of Washburn.

National Register nomination for the Florence Town Hall in Florence, WI, for the owners.

National Register nomination for the David M. & Lottie Fulmer House in Florence, WI, for the owners.

National Register nomination for the Robert B. & Estelle J. Webb House in Florence, WI, for the owners.

Determination of Eligibility for the Koltes & Riphahn Store Building in Waunakee, Dane Co., WI, for the Wisconsin Department of Transportation (WisDOT).

Determination of Eligibility for the Waunakee State Bank Building in Waunakee, Dane Co., WI, for the Wisconsin Department of Transportation (WisDOT).

Determination of Eligibility for the Noyes-Brausen Hotel Building in Waunakee, Dane Co., WI, for the Wisconsin Department of Transportation (WisDOT).

National Register nomination for the Julius Krause Store Building in De Pere, WI, for the City of De Pere Historic Preservation Commission.

National Register nomination for the John Baeten Store Building in De Pere, WI, for the City of De Pere Historic Preservation Commission.

National Register nomination for the Edwin and Jenny Gutknecht House in De Pere, WI, for the City of De Pere Historic Preservation Commission.

National Register nomination for the Henry and Mary Heyrman House in De Pere, WI, for the City of De Pere Historic Preservation Commission.

Determination of Eligibility for the Caldwell House Hotel Building in Oconto Falls, Oconto Co., WI, for the Wisconsin Department of Transportation (WisDOT).

2012

National Register nomination for the Pulaski Presbyterian Church Complex in the Town of Pulaski, Iowa Co., WI, for the Pulaski Church Cemetery Association.

National Register nomination for the Einar and Alice Bortin House in Eau Claire, WI, for the City of Eau Claire.

Principal Investigator (Architectural History and History) for an Intensive Survey of a portion of the near west side of the city of Madison, WI, for the City of Madison. Acted as principal investigator for the survey and completed a reconnaissance survey and an intensive survey of this area of the city.

Determination of Eligibility for the Christ the King Cathedral R.C. Church Complex in Superior, Douglas Co., WI, for the Wisconsin Department of Transportation (WisDOT).

Determination of Eligibility for the Ronchak Brothers Gasoline Filling Station in Superior, Douglas Co., WI, for the Wisconsin Department of Transportation (WisDOT).

Determination of Eligibility for the Rudolph G. Berg Gasoline Service Station in Superior, Douglas Co., WI, for the Wisconsin Department of Transportation (WisDOT).

Determination of Eligibility for the Francis Watkins Duplex in Superior, Douglas Co., WI, for the Wisconsin Department of Transportation (WisDOT).

Determination of Eligibility for the Brown Brothers Duplex in Superior, Douglas Co., WI, for the Wisconsin Department of Transportation (WisDOT).

Determination of Eligibility for the Masonic Temple in Superior, Douglas Co., WI, for the Wisconsin Department of Transportation (WisDOT).

- 2011
- National Register nomination for the Leonard-Leota Park Historic District in Evansville, WI, for the City of Evansville Historic Preservation Commission.
 - Determination of Eligibility for the Agen Block/Tyomies Building in Superior, Douglas Co., WI, for the Wisconsin Department of Transportation (WisDOT).
 - Determination of Eligibility for the Barron County Highway Department Repair Shop Complex in Barron, Barron Co., WI, for the Wisconsin Department of Transportation (WisDOT).
 - Determination of Eligibility for the Dahmen Building in Cross Plains, Dane Co., WI, for the Wisconsin Department of Transportation (WisDOT).
 - National Register nomination for the Murphy Farms No. 1 in the Town of Egg Harbor, Door Co., for the owners.
 - National Register nomination for the Oehler Mill Complex in the Town of Shelby, La Crosse Co., for the La Crosse County Historic Sites Preservation Commission.
 - Determination of Eligibility for the Otto Standart Shell Oil Filling Station buildings in Sister Bay, Door Co., WI, for the Wisconsin Department of Transportation (WisDOT).
 - Principal Investigator (Architectural History and History) for the Intensive Survey of the city of Stevens Point, WI, for the City of Stevens Point. Acted as principal investigator for the survey and completed a reconnaissance survey and an intensive survey of the city.
 - Principal Investigator (Architectural History and History) for the Intensive Survey of nine campuses of the UW-System, for the UW System. Acted as principal investigator for the survey and completed a reconnaissance survey and an intensive survey of the UW campuses located in the cities of Eau Claire, La Crosse, Milwaukee, Oshkosh, Platteville, River Falls, Stevens Point, Stout (at Menominee), and Whitewater.
- 2010
- National Register nomination for the Otto & Lisette Hahn Sr. House in Sauk City, WI, for the Sauk City Historic Preservation Commission.
 - Determination of Eligibility for the U.S. Courthouse, Custom House and Post Office in Superior, Douglas Co., WI, for the Wisconsin Department of Transportation (WisDOT).
 - Determination of Eligibility for the Hotel Androy in Superior, Douglas Co., WI, for the Wisconsin Department of Transportation (WisDOT).
 - National Register nomination for the Frey School in Roxbury, WI, for members of the Frey Family.
 - National Register nomination for the Vernon County Normal School in Viroqua, WI, for the Vernon County Historical Society.
 - National Register nomination for the Almeron Eager Funerary Monument and Plot in Evansville, WI, for the City of Evansville Historic Preservation Commission.
 - National Register nomination for the South First Street Residential Historic District in Evansville, WI, for the City of Evansville Historic Preservation Commission.
 - National Register nomination for the Grove Street Historic District in Evansville, WI, for the City of Evansville Historic Preservation Commission.
 - National Register nomination for the Otto and Hilda Gretzinger House in De Pere, WI, for the City of De Pere Historic Preservation Commission.**
 - National Register nomination for the Steckart and Falck Double Block in De Pere, WI, for the City of De Pere Historic Preservation Commission.**
 - Principal Investigator (Architectural History and History) for the Intensive Survey of the Eastside Hill and Westside neighborhoods in Eau Claire, WI, for the City of Eau Claire. Acted as principal investigator for the survey and completed a reconnaissance survey and an intensive survey of these neighborhoods.
 - National Register nomination for the Rest Haven Motel in Spring Green, WI, for the owners.
 - National Register nomination for the Pearl and Eva Chambers House in Eau Claire, WI, for the City of Eau Claire.
 - National Register nomination for the St. John's Lutheran Church in Evansville, WI, for the City of Evansville Historic Preservation Commission.
- 2009
- Determination of Eligibility for the Edwin & Lucile Caldwell House in Burlington, Racine Co., WI, for the Wisconsin Department of Transportation (WisDOT).
 - Part 1 documentation for the Usonian Inn in Spring Green, WI, for the owners.

Determination of Eligibility for the Winneboujou Club Complex in Brule, Douglas Co., WI, for the Wisconsin Department of Transportation (WisDOT).
 National Register nomination for the Albert M. & Alice Bellack House in Columbus, WI, for the Columbus Historic Landmarks and Preservation Commission.
 National Register nomination for the Frances Kurth Sharrow House in Columbus, WI, for the Columbus Historic Landmarks and Preservation Commission.
 National Register nomination for Cleveland's Hall & Blacksmith Shop in Attica, WI, for the owner.
 National Register nomination for the John C. & Mary Robinson Farmstead in the Town of Union, Rock County, WI, for the owners.
 National Register nomination for the Reinhard & Alicia Schendel House in Columbus, WI, for the Columbus Historic Landmarks and Preservation Commission.
 National Register nomination for the Mount Horeb Public School in Mt. Horeb, WI, for the Mount Horeb Landmarks Foundation.
National Register nomination for the Main Avenue Historic District in De Pere, WI, for the City of De Pere Historic Preservation Commission.
 Principal Investigator (Architectural History and History) for the Intensive Survey of the city of Washburn, WI, for the City of Washburn. Acted as principal investigator for the survey and completed a reconnaissance survey and an intensive survey of the city.
 Principal Investigator (Architectural History and History) for the Intensive Survey of the city of Lancaster, WI, for the City of Lancaster. Acted as principal investigator for the survey and completed a reconnaissance survey and an intensive survey of the city.

2008

Part I Documentation for the H. Barkow Co. Factory in Milwaukee, WI, for the La Macchia Group in Milwaukee.
 National Register nomination for the Lodi School Hillside Improvement Site in Lodi, WI, for the City of Lodi Historic Preservation Commission.
 Determination of Eligibility for the Upper Lone Tree Farm Historic District in Green Lake Co., WI, for the Wisconsin Department of Transportation (WisDOT).
 Determination of Eligibility for the Robert & Josephine Allen Farmhouse in Green Lake Co., WI, for the Wisconsin Department of Transportation (WisDOT).
 National Register nomination for Goeres Park in Lodi, WI, for the City of Lodi Historic Preservation Commission.
 Determination of Eligibility for the former Park Falls City Hall in Park Falls, Price Co., WI, for the Wisconsin Department of Transportation (WisDOT).
 Determination of Eligibility for the Holy Trinity R.C. Church Complex in Kewaskum, WI, for the Wisconsin Department of Transportation (WisDOT).
 National Register nomination for the Zion Evangelical Lutheran Church Complex in Columbus, WI, for the Columbus Historic Landmarks and Preservation Commission.
 National Register nomination for the Port Washington Fire Engine House in Port Washington, WI, for the Port Washington Historical Society.
 National Register nomination for the Adolphus & Sarah Ingalsbe House in Columbus, WI, for the Columbus Historic Landmarks and Preservation Commission.
 National Register nomination for the George Griswold House in Columbus, WI, for the Columbus Historic Landmarks and Preservation Commission.
National Register nomination for the South Broadway Historic District in De Pere, WI, for the City of De Pere Historic Preservation Commission.
 National Register nomination for the Fred & Lucia Farnham House in Columbus, WI, for the Columbus Historic Landmarks and Preservation Commission.
 National Register nomination for the John A. & Maggie Jones House in Columbus, WI, for the Columbus Historic Landmarks and Preservation Commission.
 Determination of Eligibility for the William C. & Margaret Wilson Farmhouse in the Town of Spring Prairie, Walworth Co., WI, for the Wisconsin Department of Transportation (WisDOT).
 Determination of Eligibility for the Lemuel & Melissa Smith Farmhouse in the Town of Spring Prairie, Walworth Co., WI, for the Wisconsin Department of Transportation (WisDOT).

- 2007
- National Register nomination for the West Main Street Historic District in Platteville, WI, for the City of Platteville Historic Preservation Commission.
 - National Register nomination for the Division Street Historic District in Platteville, WI, for the City of Platteville Historic Preservation Commission.
 - National Register nomination for the Bayley Avenue Historic District in Platteville, WI, for the City of Platteville Historic Preservation Commission.
 - National Register nomination for the Evansville Standpipe in Evansville, WI, for the City of Evansville Historic Preservation Commission.
 - Determination of Eligibility for the Dalton Historic District in Dalton, WI, for the Wisconsin Department of Transportation (WisDOT).
 - Determination of Eligibility for the Town of Hortonia Town Hall in Outagamie County, WI, for the Wisconsin Department of Transportation (WisDOT).
 - Determination of Eligibility for the Hortonville Downtown Historic District in Hortonville, WI, for the Wisconsin Department of Transportation (WisDOT).
 - Determination of Eligibility for the Fourth Avenue South Historic District in Park Falls, WI, for the Wisconsin Department of Transportation (WisDOT).
 - National Register nomination for the Onon B. Dahle House in Daleyville, WI, for the Town of Perry Historic Preservation Commission.
 - National Register nomination for the Patrick & Margaret Kinney House in Lancaster, WI, for the Lancaster Historic Preservation Commission.
 - National Register nomination for the Gulbrand Jensvold House in Daleyville, WI, for the Town of Perry Historic Preservation Commission.
 - National Register nomination for the Upham House Historic District in Marshfield, WI, for the Marshfield Historic Preservation Committee.
 - National Register nomination for the Lodi Downtown Historic District in Lodi, WI, for the City of Lodi Historic Preservation Commission.
 - National Register nomination for the Columbia Park Band Shell in Marshfield, WI, for the Marshfield Historic Preservation Committee.
 - National Register nomination for the George Holborn House in Lodi, WI, for the City of Lodi Historic Preservation Commission.
 - National Register nomination for the Daniel Byrnes House in Lodi, WI, for the City of Lodi Historic Preservation Commission.
 - National Register nomination for the Weinbrenner Shoe Factory in Marshfield, WI, for the Marshfield Historic Preservation Committee.
 - National Register nomination for the John A. Robertson House in Lodi, WI, for the City of Lodi Historic Preservation Commission.
 - National Register nomination for the Frank T. Lewis House in Lodi, WI, for the City of Lodi Historic Preservation Commission.
 - Determination of Eligibility for the Taylor County Highway Repair Shops Complex in Medford, WI, for the Wisconsin Department of Transportation (WisDOT).
 - Determination of Eligibility for St. Mary's Roman Catholic Church in Odanah, WI, for the Wisconsin Department of Transportation (WisDOT).
 - National Register nomination for the Clara F. Bacon House in Lodi, WI, for the City of Lodi Historic Preservation Commission.
 - National Register nomination for the Job Mills Block in Lodi, WI, for the City of Lodi Historic Preservation Commission.
 - National Register nomination for the Richard W. & Margaret Mills House in Lodi, WI, for the City of Lodi Historic Preservation Commission.
 - National Register nomination for the Joel M. Pruyn Store Block in Lodi, WI, for the City of Lodi Historic Preservation Commission.
 - National Register nomination for the Soo Line Steam Locomotive No. 2442 in Marshfield, WI, for the Marshfield Historic Preservation Committee.
- 2006
- Principal Investigator (Architectural History and History) of the Intensive Survey of the city of Evansville, WI, for the City of Evansville. Acted as principal investigator for the survey and completed a reconnaissance survey and an intensive survey of the city.

Principal Investigator (Architectural History and History) of the Intensive Survey of the Town of Perry in Dane County, WI, for the Town of Perry Historic Preservation Commission. Acted as principal investigator for the survey and completed a reconnaissance survey and an intensive survey of the Town.

National Register nomination for the Randall Ave. Historic District in De Pere, WI, for the City of De Pere Historic Preservation Commission.

National Register nomination for the E. Clarke & Julia Arnold House in Columbus, WI, for the owners.

National Register nomination for the N. Michigan St.-N. Superior St. Historic District in De Pere, WI, for the City of De Pere Historic Preservation Commission.

2005

Principal Investigator (Architectural History and History) of the Intensive Survey of the city of Platteville, WI, for the City of Platteville. Acted as principal investigator for the survey and completed a reconnaissance survey and intensive survey of the city.

Principal Investigator (Architectural History and History) of the Intensive Survey of the city of Marshfield, WI, for the City of Marshfield. Acted as principal investigator for the survey and completed a reconnaissance survey and intensive survey of the city.

Part 1 documentation for Cleveland's Hall & Blacksmith Shop in Attica, WI, for the owner.

National Register nomination for the Dietrich & Verena Freitag Farmstead Complex in the Town of Washington, Green County, WI, for the owners.

National Register nomination for the Mary L. Nohl Art Environment in Fox Point, WI, for the Kohler Foundation, Inc.

National Register nomination for the W. Fifth Street-W. Sixth Street Historic District in Marshfield, WI, for the Marshfield Historic Preservation Committee.

National Register nomination for the Courthouse Square Historic District in Lancaster, WI, for the Lancaster Historic Preservation Commission.

2004

National Register nomination for the Grassy Island Range Lights in Green Bay, WI, for the owners.

National Register nomination for the Jenifer-Spaight Streets Historic District in Madison, WI, for the City of Madison Landmarks Commission.

National Register nomination for the Fuhremann Canning Co. Factory in Sun Prairie, WI, for the owners.

Determination of Eligibility for the State Bank of Hillsdale/J. Lemler Block in Hillsdale, WI, for the Wisconsin Department of Transportation (WisDOT).

Determination of Eligibility for the St. Mary's Springs Academy in Fond du Lac, WI, for the Wisconsin Department of Transportation (WisDOT).

National Register nomination for the Nathan Strong Park Historic District in Berlin, WI, for the City of Berlin.

2003

National Register nomination for the Henry L. Dahle House in Mt. Horeb, WI, for the owners.

National Register nomination for the Herman B. Dahle House in Mt. Horeb, WI, for the owners.

Principal Investigator (Architectural History and History) of the Intensive Survey of the city of Horicon, WI, for the City of Horicon. Acted as principal investigator for the survey and completed a reconnaissance survey and intensive survey of the city.

National Register nomination for the Union House Hotel in De Pere, WI, for the City of De Pere Historic Preservation Commission.

Participating Humanities Scholar. Research and essay on Carl C. Menes of Lodi, WI, for the Lodi Preservation Committee. Funded by a grant from the Jeffris Foundation through the Wisconsin Humanities Council.

Expansion of the Nakoma Neighborhood Web Site, for the Nakoma Neighborhood Association in Madison, WI.

National Register nomination for the North Sherman Boulevard Historic District in the city of Milwaukee, WI, for the Sherman Neighborhood Association.

National Register nomination for the Columbus Fireman's Park Complex in the city of Columbus, WI, for the Columbus Landmarks Commission.

- National Register nomination for the Albert F. Solliday House in the city of Watertown, WI, for the Wisconsin Department of Transportation (WisDOT).
- National Register nomination for the St. Bernard's Church Complex in the city of Watertown, WI, for the Wisconsin Department of Transportation (WisDOT).
- National Register nomination for the South Washington Street Historic District in the city of Watertown, WI, for the Wisconsin Department of Transportation (WisDOT).
- National Register nomination of the Prospect Hill Historic District in Milwaukee, WI, for the Water Tower Landmark Trust.
- 2002 Principal Investigator (Architectural History and History) of the Intensive Survey of the 32 unincorporated communities in Dane County, for Dane County. Acted as principal investigator for the survey and completed both a reconnaissance an intensive survey of these communities.
- National Register nomination for the De Pere Public Library, for the City of De Pere Historic Preservation Commission.**
- National Register nomination of the College Hills Historic District in Shorewood Hills, WI, for the Village of Shorewood Hills.
- National Register nomination of the Shorewood Historic District in Shorewood Hills, WI, for the Village of Shorewood Hills.
- Preparation of a Walking Tour brochure of the Nakoma Neighborhood in Madison, WI, for the Nakoma Neighborhood Association.
- National Register nomination for the Appleton City Park Historic District in Appleton, WI, for the Historic City Park Neighborhood Assoc.
- National Register nomination of the American Tobacco Co. Warehouses in Madison, WI, for Urban Land Interests, the owners.
- National Register nomination for the Viroqua Downtown Historic District in Viroqua, WI, for the Viroqua Historic Preservation Commission.
- Preparation of a Verification of Historic Status Document for the Valecia Condensery Plant in Middleton, WI, for the Alexander Company.
- National Register nomination for the John C. Steinman House in Monticello, WI, for the owners.
- National Register nomination of the East End Historic District in Middleton, WI, for the Middleton Landmarks Commission.
- 2001 **Principal Investigator (Architectural History and History) of the Intensive Survey of the city of De Pere, for the City of De Pere. Acted as principal investigator for the survey and completed both a reconnaissance an intensive survey of the city.**
- National Register nomination of the Kenwood Park-Prospect Hill Historic District in Milwaukee, WI, for the Water Tower Landmark Trust.
- Part 1 documentation for the Henry L. Dahle House in Mt. Horeb, WI, for the owners.
- Principal Investigator (Architectural History and History) of the Reconnaissance Survey of the village of Mazomanie, WI, for the Village of Mazomanie. Acted as principal investigator for the survey and completed a reconnaissance survey of the village.
- National Register nomination for the Hotel Loraine in Madison, WI, for the City of Madison Landmarks Commission.
- National Register nomination of the Christian Dick Block in Madison, WI, for the City of Madison Landmarks Commission.
- City of Madison Landmark nomination forms for: the Emily Thompson House, the Henry Draper Block, the King Street Arcade Building, the Luther Memorial Chapel, the Philip Schoen Block, and the Argus Building/Heilmann Block, for the City of Madison Landmarks Commission.
- Part 1 documentation for the Herman B. Dahle House in Mt. Horeb, WI, for the owners.
- 2000 Principal Investigator (Architectural History and History) of the Intensive Survey of the village of Shorewood Hills, for the Village of Shorewood Hills. Acted as principal investigator for the survey and completed both a reconnaissance an intensive survey of the village.
- Part 1 documentation for the Kohler Company Factory Complex in Kohler, WI for the Kohler Co.
- Part 1 documentation for the Bowler Building in Sheboygan, WI for the City of Sheboygan.

- Principal Investigator (Architectural History and History) of the Intensive Survey of the city of Shawano, WI, for the City of Shawano. Acted as principal investigator for the survey and completed both a reconnaissance survey and an intensive survey of the city.
National Register nomination for the Kohler Company Factory Complex in Kohler, WI., for the Kohler Co.
- 1999 HABS photo documentation of the West Madison Street Bridge in Waterloo, Dodge Co., for Strand Assoc.
National Register nomination of the Horticultural Hall building in Lake Geneva, WI, for the Lake Geneva Conservancy.
National Register nomination of the Waterloo Downtown Historic District in Waterloo, WI, for Strand Assoc.
Principal Investigator (Architectural History and History) of the Intensive Survey of the city of Lodi, WI, for the Lodi Valley Historical Society. Acted as principal investigator for the survey and completed both a reconnaissance survey and an intensive survey of the city.
National Register nomination for the Lodi Street-Prairie Street Historic District in Lodi, WI, for the Lodi Valley Historical Society.
National Register nomination for the Portage Street Historic District in Lodi, WI, for the Lodi Valley Historical Society.
Determination of Eligibility of the Bert & Mary Cunningham Farmstead Complex in Town of Viroqua, Vernon Co., WI, for CH2M Hill Assoc.
National Register nomination for the Port Washington Downtown Historic District in Port Washington, WI, for the Port Washington Historical Society.
Part 1 documentation for the Knocke Building in Sheboygan, WI, for the City of Sheboygan.
- 1998 Principal Investigator (Architectural History and History) of the Intensive Survey of the city of Port Washington, WI, for the City of Port Washington. Acted as principal investigator for the survey and completed both a reconnaissance survey and an intensive survey of the city.
National Register nomination for the C. M. & St. P. Railroad's Middleton Depot, in Middleton, WI, for the City of Middleton Landmarks Commission.
National Register nomination for the Dr. Newman C. Rowley House, for the City of Middleton Landmarks Commission.
Historic District Survey of the Waterloo Downtown Commercial District in Waterloo, Dodge Co., WI, for Strand Assoc.
Determination of Eligibility of the Waterloo Downtown Commercial District in Waterloo, Dodge Co., for Strand Assoc.
Updated the Walking Tour Brochure of the Olbrich Botanical Gardens in Madison, WI, originally written in 1991 for the Olbrich Botanical Society.
National Register nomination of the Sheboygan Theater in Sheboygan, WI, for the City of Sheboygan.
National Register nomination of the North Point North Historic District in Milwaukee, WI, for the Water Tower Landmark Trust.
- 1997 Principal Investigator (Architectural History and History) of the Intensive Survey of the city of Columbus, WI, for the City of Columbus Historic Landmarks and Preservation Commission. Acted as principal investigator for the survey and completed both a reconnaissance survey and an intensive survey of the city.
Part 1 Applications for the Christian Dick Block and the E. W. Eddy Block, two commercial buildings located on King Street in Madison, WI, for the owners.
Part 1 Application for the Imig Block, a commercial building located in Sheboygan, for the City of Sheboygan.
National Register nomination for the S. Dickason Blvd. Residential Historic District, for the City of Columbus Historic Landmarks and Preservation Commission.
National Register nomination for the Prairie Street Historic District, for the City of Columbus Historic Landmarks and Preservation Commission.
National Register nomination of the Imig Block in Sheboygan, WI, for the City of Sheboygan.

- Determination of Eligibility for the Town of La Pointe Town Hall on Madeline Island, WI, for the Town of La Pointe.
- History consultant for *Back to Beginnings*, a history of Dane County, Wisconsin, written for fourth graders. Funded by the Dane County Cultural Affairs Commission.
- 1996 National Register nomination for the Princeton Downtown Historic District in Princeton, WI, for the Princeton Chamber of Commerce.
- Principal Investigator (Architectural History and History) of the Intensive Survey of the city of Middleton, WI, for the City of Middleton Landmarks Commission. Acted as principal investigator for the survey and completed both a reconnaissance survey and an intensive survey of the historic core of the city.
- National Register nomination for the Depot Hill Historic District in Stoughton, WI, for the City of Stoughton Landmarks Commission.
- National Register nomination for the Nakoma Historic District in Madison, WI, for the City of Madison Landmarks Commission.
- National Register nomination for the West Lawn Heights Historic District in Madison, WI, for the City of Madison Landmarks Commission.
- National Register nomination for the Fourth Lake Ridge Historic District in Madison, WI, for the City of Madison Landmarks Commission.
- Preparation of a Walking Tour brochure of the Tenney-Lapham Neighborhood for the Tenney-Lapham Neighborhood Association in Madison, WI.
- 1995 Section 106 Reconnaissance Survey and necessary subsequent documentation for a highway modernization and relocation project for a portion of USH-14 in Vernon County, for Gremmer Ohm Thowig & Due, architects and engineers.
- Principal Investigator for History for the last phase of the City of Madison Intensive Survey. Hired as Assistant Preservation Planner for the City with principal responsibility for undertaking the historical analysis for the survey and for carrying out the field survey, which examined all buildings within the historic boundaries of the City.
- Part 1 Application and National Register nomination for the Henry Foeste Store Building in Sheboygan, WI, for the City of Sheboygan.
- Walking Tour Brochure and associated materials for Omro, WI, for the city of Omro, WI.
- National Register nomination for the Omro City Hall, for the City of Omro, WI.
- National Register nomination for the Walworth D. Porter duplex residence in Baraboo, WI, for the owner.
- Part 1 Application and a National Register nomination for the 1260 Apartment Building in Milwaukee, WI, for Matex, Inc., the owners.
- National Register nomination for the Boscobel Hotel in Boscobel, WI, for the owner, the Boscobel Hotel Preservation Committee.
- National Register nomination for the Edwin J. Nieman House outside Mequon, WI, for the owners.
- 1994 National Register nomination for the Camp Five Museum outside Laona, in Forest County, WI, for the Camp Five Museum Foundation.
- National Register nominations for two Art Deco Style water pumping stations in Waukesha, WI, for the City of Waukesha.
- National Register nomination for the Omro Downtown Historic District in the city of Omro, WI, for the City of Omro.
- Determination of Eligibility for the Scofield Road Bridge in Lebanon Township, Dodge County, WI, for Gremmer-Ohm, Architects and Engineers.
- Determinations of Eligibility for the Prairie Du Sac Hydro facility in Prairie Du Sac, WI; and the Chicago and Northwestern Railroad Bridge at Merrimac, WI; both for the Wisconsin Power and Light Company.
- Determination of Eligibility for the Charles T. Taylor house in Wautoma, Waushara County, WI, for Gremmer-Ohm, Architects and Engineers.

- Determination of Eligibility for the Arthur J. Walker Farmstead in Wautoma, Waushara County, WI, for Gremmer-Ohm, Architects and Engineers.
- Determination of Eligibility for the David Lockerby house in Wautoma, Waushara County, WI, for Gremmer-Ohm, Architects and Engineers.
- Determination of Eligibility for the Wautoma Town Hall in Wautoma, Waushara County, WI, for Gremmer-Ohm, Architects and Engineers.
- 1993 District Survey of the downtown portion of the city of Wautoma, Waushara Co., WI, for Gremmer-Ohm, Architects and Engineers.
- National Register Nomination for the Frederick Schumann Farm in Berry Township, Dane County, WI, for the owners.
- National Register Nomination for the Wilmanor Apartments building in Racine, WI, for the Alexander Company of Madison, WI.
- Determination of Eligibility for the Plover Grove Road Bridge in Lebanon Township, Dodge County, WI, for Gremmer-Ohm, Architects and Engineers.
- National Register Nomination for the Annapee Brewery in Algoma, WI, for the owners.
- HABS-HAER documentation for two buildings in the Boscobel Downtown Historic District, Boscobel, WI, for the Boscobel State Bank.
- National Register Nomination for the Art Dettman Fishing Shanty in Algoma, WI, for the owner.
- Consultant to the Milwaukee office of HNTB, the nationwide engineering and planning firm, to assist in the preparation of design proposals and design guidelines for the Broadway Historic District in Green Bay, WI.
- 1992 History section of the UW-Madison's Lathrop Hall Historic Structures Report (HSR), for Strang Assoc., of Madison, WI.
- National Register Nomination for Block C Historic District in Waukesha, WI, for the City of Waukesha.
- National Register Nomination for the Barrett House in Waukesha, WI, for the City of Waukesha.
- National Register Nomination for the Becker and Schaffer Store Building in Waukesha, WI, for the City of Waukesha.
- National Register Nomination for the C & NW Railroad Depot Building in Waukesha, WI, for the City of Waukesha.
- National Register Nomination for the James Store Building in Waukesha, WI, for the City of Waukesha.
- National Register Nomination for the Merten House in Waukesha, WI, for the City of Waukesha.
- National Register Nomination for the Fabacker House in Waukesha, WI, for the City of Waukesha.
- National Register Nomination for the Crosse House in Sun Prairie, WI, for Sun Prairie Historical Restorations, Inc.
- National Register Nomination for Marshall Hall in the Village of Lake Delton, Sauk County, WI, for the Town of Delton.
- National Register Nomination for the Moose Temple Building in Fond Du Lac, WI, for the City Center Limited Partnership.
- District Survey of the downtown portion of the village of Palmyra, WI, for the village of Palmyra.
- District Survey of the Boscobel Downtown Historic District in the village of Boscobel, WI, for the Boscobel State Bank.
- National Register Nomination for the Bijou Theater in Marinette, WI, for the Alexander Companies of Madison, WI.
- National Register Nomination for the George Halada Farmstead in Kewaunee County, WI, for the owners.

- 1991
- North Main Street Walking Tour brochure for the Oregon Historical Society, Oregon, WI.
 - National Register Nomination for the Henry Mall Historic District in Madison, WI, on the University of Wisconsin campus, for Hammel Green Abrahamson, Inc.(HGA), Milwaukee, WI.
 - A History of the Olbrich Botanical Gardens in Madison, WI, written for the Olbrich Botanical Society. Published as a booklet and also in reduced form as a brochure.
 - National Register Nomination for the Jung Shoe Manufacturing Company Factory in Sheboygan, WI., for the Alexander Companies of Madison, WI.
 - National Register Nomination for the Wolff-Jung Shoe Company factory in Sheboygan, WI., for the Alexander Companies of Madison, WI.
 - National Register Nomination for the John Balzer Wagon Company factory complex in Sheboygan, WI., for the Alexander Companies of Madison, WI.
 - National Register Nomination for the John Coumbe Farmstead Historic District, Richland County, WI., for the owner.
 - Determination of Eligibility for the Wisconsin River Division Hydroelectric Facility in Whiting, Wisconsin, for the Great Lakes Archeological Research Center, Milwaukee, WI.
 - Determination of Eligibility for the Consolidated Paper Company paper mill at Wisconsin Rapids, Wisconsin for the Great Lakes Archaeological Research Center, Milwaukee, WI.
 - Determination of Eligibility for the Consolidated Paper Company's Wisconsin River Division paper mill at Whiting, WI, for the Great Lakes Archaeological Research Center, Milwaukee, WI.
 - National Register Nomination for the Willard Greenfield Farmstead, Dodge County, WI, for the owner.
 - Determination of Eligibility for the Henry Mall Historic District in Madison, WI, on the University of Wisconsin campus, for Hammel Green Abrahamson, Inc. (HGA), Milwaukee, WI.
 - Determination of Eligibility for the Wyoming Valley School (by Frank Lloyd Wright) and the Upper Wyoming Valley School, both in Town of Wyoming, Iowa County, WI, for the Wisconsin Department of Transportation (WisDOT).
 - National Register Nomination for the Northwestern Hotel in Waukesha, WI, for the City of Waukesha.
 - Four individual National Register Nominations for the four Morey Houses in the Westowne Subdivision of Waukesha, for the City of Waukesha.
 - National Register Nomination for the El Dorado Apartments in Fond Du Lac, WI, for the Alexander Companies of Madison, WI.
- 1990
- Determination of Eligibility for the Kingston Mill in Kingston, WI, for Barrientos, Assoc. of Madison, WI.
 - Creation of a walking tour brochure of the Old Market Place Neighborhood, for the City of Madison Landmarks Commission, Madison, WI.
 - National Register Nomination for the East Broadway Residential District in Waukesha, for the City of Waukesha.
 - Determination of Eligibility for the Upper Red River Dam and Powerhouse in Gresham, WI, for the Gresham Utility Co.
 - Determination of Eligibility for the Thornapple Dam Historic District, for the Northern States Power Company, Eau Claire, WI.
 - Determination of Eligibility for the Hayward Dam Historic District, for the Northern States Power Company, Eau Claire, WI.
 - Determination of Eligibility for the White River Dam Historic District; for the Northern States Power Company, Eau Claire, WI.
 - National Register Nomination for the German Church of Waukesha, for the City of Waukesha.
 - Creation of a walking tour brochure of Mazomanie, WI, for the Mazomanie Historical Society.
 - Determination of Eligibility for the University of Wisconsin-Madison's Wisconsin High School, for Hammel Green and Abrahamson, Inc. (HGA) of Milwaukee, WI.
 - Determination of Eligibility for the Clifford Hill Gas Station in the Town of Marcellon, Columbia County, WI, for WisDOT.
 - Determination of Eligibility for the Waterloo City Hall Historic District in downtown Waterloo, WI, for WisDOT.

- Determination of Eligibility for the University of Wisconsin-Madison's Nurse's Home, for Hammel Green and Abrahamson, Inc. (HGA) of Milwaukee, WI.
- 1989
- Determination of Eligibility for the William Bauman Farmstead Historic District, Marathon County, WI, for WisDOT.
- Determination of Eligibility for the Superior Falls Historic District; for the Northern States Power Company, Eau Claire, WI.
- Determination of Eligibility for the Big Falls Historic District, for the Northern States Power Company, Eau Claire, WI.
- Determination of Eligibility for the Chippewa Falls Historic District, for the Northern States Power Company, Eau Claire, WI.
- Determination of Eligibility for the Trego Dam Historic District; for the Northern States Power Company, Eau Claire, WI.
- Walking tour brochure of the Greenbush-Vilas Neighborhood for the City of Madison Landmarks Commission, Madison, WI.
- National Register Nomination for the Nelson Beckwith House, Berlin, WI, for the owner.
- National Register Nomination for the Waukesha First Congregational Church, for the City of Waukesha.
- National Register Nomination for the Charles E. Nelson House, for the City of Waukesha.
- National Register Nomination for the James F. Buckley House; for the City of Waukesha.
- National Register Nomination for the Mazomanie Downtown Historic District, for the Village of Mazomanie, WI.
- Determination of Eligibility for the Rueping Tannery Historic District, Fond du Lac, WI, for the City of Fond du Lac Planning Department.
- Determination of Eligibility for the Paul Seyfert Farmstead, Washington County, WI, for the Wisconsin Department of Transportation (WisDOT).
- 1988
- Determination of Eligibility for the Saxon Falls Historic District for the Northern States Power Company, Eau Claire, WI.
- Determination of Eligibility for the St. Coletta School Historic District, in Jefferson County, WI; for the Wisconsin Department of Transportation (WisDOT).
- Determination of Eligibility for the Christberg Memorial Chapel, in Jefferson County, WI; for the Wisconsin Department of Transportation (WisDOT).
- Determination of Eligibility for the St. Lawrence Church Historic District, in Jefferson County, WI; for the Wisconsin Department of Transportation (WisDOT).
- Determination of Eligibility for the Andrew Reinel Farmstead Historic District, in Jefferson County, WI; for the Wisconsin Department of Transportation (WisDOT).
- National Register Nomination for the Madison Street Historic District, Waukesha, WI, for the City of Waukesha.
- National Register Nomination for the Hotel Rogers in Beaver Dam, WI, for the owners.
- National Register Nomination for the Hazel Green Town Hall in Hazel Green, WI, for the owners.
- Determination of Eligibility for the Moose Temple Building in Fond du Lac, WI, for the City Center Limited Partnership.
- 1987
- Determination of Eligibility for the Frederick Lehmann Farmstead in Jefferson County, WI, for the Wisconsin Department of Transportation (WisDOT).
- National Register Nomination for the Oakland-Dousman Streets Historic District in Green Bay, WI, for the City of Green Bay Planning Department.
- Walking tour brochure of the University Heights Neighborhood, for the City of Madison Landmarks Commission, Madison, WI.
- National Register Nomination for the Northwestern Military Academy in Lake Geneva, WI, for the owners.

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- 1986-88 Principal Investigator for Architectural History for the city of Green Bay Intensive Survey with the firm of Howard, Needles, Tammen and Bergendoff, Milwaukee, WI, for the City of Green Bay. Principal responsibility for undertaking all architectural analysis for the survey and for carrying out the field survey, which intensively analyzed and inventoried 3000 individual sites.
- 1985 National Register Nomination for Camp Wawbeek in Wisconsin Dells, WI, for the Easter Seal Society of Wisconsin.
- 1984 National Register Nomination for the Racine Elks Lodge in Racine, WI (with Katherine R. Rankin).
National Register Nomination for the Hotel Retlaw in Fond du Lac, WI (with Katherine R. Rankin).
National Register Nomination for the Emily Baker Residence in Lake Geneva, WI (with Katherine R. Rankin).
- 1981 National Register Nomination for the University Heights Historic District in Madison, WI, for the City of Madison Landmarks Commission.
- 1980-84 Assistant Planner for Historic Preservation, City of Madison, WI. Hired to prepare University Heights Historic District National Register Nomination. Subsequently organized and carried out historic component of research for the City of Madison Intensive Survey.
- 1980 National Register Nomination for the Brittingham Park Boathouse in Madison, WI, for the City of Madison Landmarks Commission.
- 1979 Principal Researcher for Historic Newport, Inc., of Madison and Milwaukee, WI.
- 1972-75 Research Assistant. University Bay Project. UW Graduate School, UW-Madison.

PUBLICATIONS: (*)

- 1987 The University Heights Historic District: A Walking Tour. City of Madison Landmarks Commission, 1987.
- 1988 Howard, Needles, Tammen and Bergendorf (in association with Timothy F. Heggland). Green Bay Intensive Resource Survey: Final Report. Milwaukee, Wisconsin: Howard, Needles, Tammen and Bergendorf, 1988.
- 1990 Sprague, Paul (ed.) "Frank Lloyd Wright's Gilmore House." Frank Lloyd Wright and Madison: Eight Decades of Artistic and Social Interaction, Madison, Wisconsin: Elvehjem Museum of Art, 1990.
- 1990 Mazomanie Landmarks. (in association with members of the Mazomanie Historical Society). Mazomanie, Wisconsin: Mazomanie Historical Society, 1990.
- 1991 The Greenbush-Vilas Area: A Walking Tour: Madison, Wisconsin: City of Madison Landmarks Commission, 1991.
- 1991 Olbrich Gardens, A Dream Fulfilled. A history of the gardens written for the Olbrich Botanical Society. Madison, Wisconsin, 1991. (Published as both a booklet and a brochure.)
- 1991 North Main Street Walking Tour: Brochure for the Oregon Historical Society. Oregon, Wisconsin, 1991.
- 1991 The Old Market Place Neighborhood: A Walking Tour: Madison, Wisconsin: City of Madison Landmarks Commission, 1992.
- 1993 Strang, Inc. and Finegold Alexander & Associates, Inc. (in association with). Historic Structure Report, Lathrop Hall, University of Wisconsin. Madison: June 1993, vol. 2 (History).
- 1995 Strolling Through Omro's Past: a self-guided historic tour of Omro, WI. City of Omro, 1995.
- 1996 Middleton Intensive Resource Survey: Final Report. Middleton, Wisconsin: Middleton Landmarks Commission, 1996.
- 1997 The Tenney-Lapham Neighborhood: A Walking Tour. For the Tenney-Lapham Neighborhood Association, 1997.
- 1997 Columbus Intensive Resource Survey: Final Report. Columbus, Wisconsin: Columbus Historic Landmarks and Preservation Commission, 1997.
- 1998 Port Washington Intensive Resource Survey: Final Report. Port Washington, Wisconsin: City of Port Washington, 1998.
- 1999 Lodi Intensive Resource Survey: Final Report. Lodi, Wisconsin: Lodi Valley Historical Society, 1999.
- 2000 Shorewood Hills Intensive Resource Survey: Final Report. Shorewood Hills, Wisconsin: Village of Shorewood Hills, 2000.
- 2000 Shawano Intensive Resource Survey: Final Report. Shawano, Wisconsin: City of Shawano, 2000.

PUBLICATIONS, CONTINUED: (*)

- 2001 Mazomanie Reconnaissance Survey: Final Report. Mazomanie, Wisconsin: Village of Mazomanie, 2001.
- 2001 De Pere Intensive Resource Survey: Final Report. De Pere, Wisconsin: City of De Pere, 2001.
- 2002 The Nakoma Neighborhood: A Walking Tour. Madison, Wisconsin: City of Madison Landmarks Commission, 2002.
- 2002 Cybart, Sharon and Jerry Minnich (eds.). "Olbrich Botanical Gardens History." Olbrich Botanical Gardens: Growing More Beautiful. Madison, Wisconsin: Prairie Oak Press, 2002.
- 2002 Unincorporated Hamlets of Dane County Intensive Resource Survey: Final Report. Madison, Wisconsin: County of Dane, 2002.
- 2003 Horicon Intensive Resource Survey: Final Report. Horicon, Wisconsin: City of Horicon, 2003.
- 2005 Marshfield Intensive Resource Survey: Final Report. Marshfield, Wisconsin: City of Marshfield, 2005.
- 2005 Platteville Intensive Resource Survey: Final Report. Platteville, Wisconsin: City of Platteville, 2005.
- 2006 Evansville Intensive Resource Survey: Final Report. Evansville, Wisconsin: City of Evansville, 2006.
- 2006 Town of Perry Intensive Resource Survey: Final Report. Daleyville, Wisconsin: Town of Perry, 2006.
- 2009 Washburn Intensive Resource Survey: Final Report. Washburn, Wisconsin: City of Washburn, 2009.
- 2009 Lancaster Intensive Resource Survey: Final Report. Lancaster, Wisconsin: City of Lancaster, 2009.
- 2010 Eastside Hill and Westside Neighborhoods Intensive Resource Survey: Final Report. Eau Claire, Wisconsin: City of Eau Claire, 2010.
- 2011 Stevens Point Intensive Resource Survey: Final Report. Stevens Point, Wisconsin: City of Stevens Point, 2011.
- 2013 Madison Near West Side Neighborhoods Intensive Resource Survey: Final Report. Madison, Wisconsin: City of Madison, 2013.
- 2015 Update of 1997 City of Columbus Intensive Resource Survey: Final Report. Columbus, Wisconsin: City of Columbus, 2015.
- 2016 Update of 1993 City of Portage Intensive Survey Report. Portage, Wisconsin: City of Portage, 2016.
- 2017 Weisiger, Marsha (ed). "Revival Styles and the Role of Chicago Architects." Buildings of Wisconsin. Charlottesville: University of Virginia Press, 2017.

* Dates given are dates of publication.

Mansion Street & Daviswood Historic Districts National Register Nominations

REFERENCES:

Mr. John Decker
Evansville Historic Preservation Commission
Evansville City Hall
31 S. Madison St.
PO. Box 76
Evansville, WI 53536
(608) 882-2263
deckercorp@charter.net

Mr. Joseph R. Carroll
Director, Community Planning & Development
City of Platteville
75 N. Bonson St.
Platteville, WI 53818-0780
(608) 348-9741
carrollj@platteville.org

Mr. Brian Standing
Senior Planner
Dane County Planning & Development
Room 116
City-County Building
Madison, WI 53709
(608) 267-4115
standing@countyofdane.com

Mr. Patrick J. Ivory
Principal Planner
Department of Community Development
City of Eau Claire
203 S. Farwell St.
PO. Box 5148
Eau Claire, WI 54702-5148
(715) 839-4914
Pat.Ivory@eauclairewi.gov

Mr. Kyle Kearns
Associate Planner / Zoning Administrator
City of Stevens Point
Stevens Point City Hall
1515 Strongs Avenue
Stevens Point, WI 54481
(715) 346-1567
kkearns@stevenspoint.com



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: September 3, 2019

DEPARTMENT: City Clerk

FROM: Carey Danen

SUBJECT: Appointments to the Board of Appeals and the Business Improvement District Board by Mayor Walsh.

ATTACHMENTS:

- Appointment Memo- Sep 3 2019 (PDF)

CITY OF DE PERE MEMO



To: City Council Members
 From: Michael J. Walsh, Mayor
 Date: September 3, 2019 (Meeting Date)

RE: Appointments to Board of Appeals and Business Improvement District Board

I am submitting the following names for appointment at the September 3, 2019 meeting of the Common Council. I am asking you to please contact me in advance of the meeting if you should have a problem with the individuals being submitted for your approval.

Commission

Board of Appeals

Board of Appeals

Business Improvement District Board

Business Improvement District Board

Business Improvement District Board

Appointment/Reappointment

Bill Vande Hei/Re-appointment

Scott Bonfigt/Re-appointment

Rich Starry/Re-appointment

Paul Olejniczak/Re-appointment

Larry Delo/Re-appointment

Attachment: Appointment Memo- Sep 3 2019 (8700 : Appointments by Mayor Walsh.)



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: September 3, 2019
DEPARTMENT: City Clerk
FROM: Ann Ledvina
SUBJECT: Operator license applications.

ATTACHMENTS:

- Operator List (PDF)

CITY OF DE PERE
License Committee - September 3, 2019

Previously Tabled Operator License Applications	
1	IRIZARRY, MATTHEW T.

New Operator License Applications	
1	DESSART, SAMANTHA J.
2	PAYNE, SAMANTHA L.
3	MONTERO, EMILIO A.
4	NORTH, HEATHER L.



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: September 3, 2019

DEPARTMENT: City Clerk

FROM: Carey Danen

SUBJECT: Voucher approval.

ATTACHMENTS:

- 9-3-2019 VOUCHERS (PDF)

8/27/2019 11:47 AM

A / P CHECK REGISTER

PAGE: 1

PACKET: 06164 SEP 2019 COUNCIL - 1 9-3-19

VENDOR SET: 01

**** CHECK LISTING ****

BANK : AP ASSOCIATED

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
0001	A1 ELEVATOR CORP I-14989	A1 ELEVATOR CORP	R	9/03/2019		125.22CR	089740	125.22
7944	A2CL SERVICES LLC I-201908269694 I-201908269695	A2CL SERVICES LLC A2CL SERVICES LLC	R	9/03/2019 9/03/2019		26.80CR 26.80CR	089741 089741	 53.60
7009	ACROSS THE STREET PRODUCTIONS I-INV02907 I-INV02908	ACROSS THE STREET PRODUCTIONS ACROSS THE STREET PRODUCTIONS	R	9/03/2019 9/03/2019		385.00CR 770.00CR	089742 089742	 1,155.00
7583	ADVANCE AUTO PARTS I-6339-275418 I-6339-275798	ADVANCE AUTO PARTS ADVANCE AUTO PARTS	R	9/03/2019 9/03/2019		35.27CR 16.07CR	089743 089743	 51.34
0302	AIRGAS USA LLC I-9091703971 I-9091703972	AIRGAS USA LLC AIRGAS USA LLC	R	9/03/2019 9/03/2019		42.74CR 189.59CR	089744 089744	 232.33
7873	AMERICAN CONSERVATION & BILLING SOLUTIONS I-10018	AMERICAN CONSERVATION & BILLIN	R	9/03/2019		1,042.00CR	089745	1,042.00
5604	AURORA BAYCARE MED CTR LLC I-KY351 I-KY357	AURORA BAYCARE MED CTR LLC AURORA BAYCARE MED CTR LLC	R	9/03/2019 9/03/2019		56.63CR 670.60CR	089746 089746	 727.23
4745	AUTOMOTIVE SUPPLY COMPANY I-40964271	AUTOMOTIVE SUPPLY COMPANY	R	9/03/2019		89.55CR	089747	89.55
0020	BADGERLAND PRINTING INC I-33651 I-33775 I-33793	BADGERLAND PRINTING INC BADGERLAND PRINTING INC BADGERLAND PRINTING INC	R	9/03/2019 9/03/2019 9/03/2019		52.00CR 364.00CR 51.00CR	089748 089748 089748	 467.00
7751	KELLY BARKER I-201908269696	KELLY BARKER	R	9/03/2019		26.90CR	089749	26.90
0027	BAY TOWEL INC I-2899385 I-2902130 I-2902149 I-2903979	BAY TOWEL INC BAY TOWEL INC BAY TOWEL INC BAY TOWEL INC	R	9/03/2019 9/03/2019 9/03/2019 9/03/2019		110.37CR 174.19CR 93.72CR 114.02CR	089750 089750 089750 089750	 492.30

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VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
7956	MORGAN BECKETT							
	I-201908269697	MORGAN BECKETT	R	9/03/2019		150.00CR	089751	150.00
3175	DEREK BEIDERWIEDEN							
	I-201908269698	DEREK BEIDERWIEDEN	R	9/03/2019		16.45CR	089752	
	I-201908269699	DEREK BEIDERWIEDEN	R	9/03/2019		47.14CR	089752	63.59
2970	BELLINHEALTH INC							
	I-MB3307	BELLINHEALTH INC	R	9/03/2019		16.73CR	089753	16.73
7957	HANNAH BRESSERS							
	I-201908269700	HANNAH BRESSERS	R	9/03/2019		150.00CR	089754	150.00
0037	BROADCAST MUSIC INC							
	I-9364381	BROADCAST MUSIC INC	R	9/03/2019		358.00CR	089755	358.00
0038	BROADWAY AUTOMOTIVE INC							
	I-462908P	BROADWAY AUTOMOTIVE INC	R	9/03/2019		95.06CR	089756	
	I-463242P	BROADWAY AUTOMOTIVE INC	R	9/03/2019		351.06CR	089756	
	I-952843P	BROADWAY AUTOMOTIVE INC	R	9/03/2019		330.89CR	089756	
	I-952909PX1	BROADWAY AUTOMOTIVE INC	R	9/03/2019		152.55CR	089756	
	I-953781P	BROADWAY AUTOMOTIVE INC	R	9/03/2019		59.73CR	089756	
	I-960405	BROADWAY AUTOMOTIVE INC	R	9/03/2019		73.49CR	089756	1,062.78
2984	BROWN COUNTY TREASURER							
	I-2019-5	BROWN COUNTY TREASURER	R	9/03/2019		30.00CR	089757	30.00
0737	BRUCE MUNICIPAL EQUIPMENT INC							
	C-P11915	BRUCE MUNICIPAL EQUIPMENT INC	R	9/03/2019		828.40	089758	
	I-P11644	BRUCE MUNICIPAL EQUIPMENT INC	R	9/03/2019		3,422.14CR	089758	2,593.74
0536	CDW GOVERNMENT INC							
	I-THP7883	CDW GOVERNMENT INC	R	9/03/2019		168.98CR	089759	
	I-THW8785	CDW GOVERNMENT INC	R	9/03/2019		113.88CR	089759	
	I-TJF6014	CDW GOVERNMENT INC	R	9/03/2019		7.68CR	089759	
	I-TJG0216	CDW GOVERNMENT INC	R	9/03/2019		167.20CR	089759	
	I-TJP3499	CDW GOVERNMENT INC	R	9/03/2019		68.28CR	089759	
	I-TJX9620	CDW GOVERNMENT INC	R	9/03/2019		6.74CR	089759	
	I-TJZ6405	CDW GOVERNMENT INC	R	9/03/2019		20.06CR	089759	
	I-TKG0045	CDW GOVERNMENT INC	R	9/03/2019		388.92CR	089759	
	I-TKJ5673	CDW GOVERNMENT INC	R	9/03/2019		144.60CR	089759	
	I-TKL9057	CDW GOVERNMENT INC	R	9/03/2019		167.20CR	089759	
	I-TMQ0258	CDW GOVERNMENT INC	R	9/03/2019		1,052.88CR	089759	2,306.42

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VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
7958	HALEY CHRISTIANSON I-201908269701	HALEY CHRISTIANSON	R	9/03/2019		71.92CR	089760	71.92
2708	CLEANING SOLUTION SERVICES INC I-18929	CLEANING SOLUTION SERVICES INC	R	9/03/2019		191.26CR	089761	191.26
6414	COMMUNICATIONS ENGINEERING CO I-316027	COMMUNICATIONS ENGINEERING CO	R	9/03/2019		303.85CR	089762	303.85
7639	CORE & MAIN LP I-L043341 I-L047933 I-L067690	CORE & MAIN LP CORE & MAIN LP CORE & MAIN LP CORE & MAIN LP	R R R	9/03/2019 9/03/2019 9/03/2019		2,843.24CR 4,386.00CR 330.00CR	089763 089763 089763	7,559.24
2926	CROSBY HEAVY DUTY WRECKER SERV INC I-22167	CROSBY HEAVY DUTY WRECKER SERV	R	9/03/2019		100.00CR	089764	100.00
0061	CUMMINS NPOWER, LLC I-F4-40448	CUMMINS NPOWER, LLC	R	9/03/2019		490.57CR	089765	490.57
0554	DAVIS & KUELTHAU SC TRUST ACCOUNT I-438826	DAVIS & KUELTHAU SC TRUST ACCO	R	9/03/2019		459.00CR	089766	459.00
0917	RICK W DE WEERT I-201908269703	RICK W DE WEERT	R	9/03/2019		19.98CR	089767	19.98
7959	MAGGIE DECKER I-201908269702	MAGGIE DECKER	R	9/03/2019		150.00CR	089768	150.00
0075	DIGGERS HOTLINE INC I-190 7 36401 I-190 7 36402	DIGGERS HOTLINE INC DIGGERS HOTLINE INC DIGGERS HOTLINE INC	R R	9/03/2019 9/03/2019		1,084.32CR 65.60CR	089769 089769	1,149.92
2543	DLT SOLUTIONS LLC I-4770791A	DLT SOLUTIONS LLC	R	9/03/2019		6,134.10CR	089770	6,134.10
0085	EMERGENCY MEDICAL PRODUCTS INC I-2091108	EMERGENCY MEDICAL PRODUCTS INC	R	9/03/2019		348.50CR	089771	348.50
7960	ERIC R ERDMAN I-201908269704	ERIC R ERDMAN	R	9/03/2019		2,015.55CR	089772	2,015.55

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VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
7422	EXCEL UNDERGROUND LLC I-7166	EXCEL UNDERGROUND LLC	R	9/03/2019		9,578.88CR	089773	9,578.88
7096	JAMES M. FICO PHD I-201908269705	JAMES M. FICO PHD	R	9/03/2019		350.00CR	089774	350.00
0200	FIRST SUPPLY LLC I-11808537-00 I-11815058-00 I-11815812-00	FIRST SUPPLY LLC FIRST SUPPLY LLC FIRST SUPPLY LLC FIRST SUPPLY LLC	R R R	9/03/2019 9/03/2019 9/03/2019		108.90CR 198.72CR 22.51CR	089775 089775 089775	 330.13
0835	FOSTER COACH SALES INC I-17889	FOSTER COACH SALES INC	R	9/03/2019		47.17CR	089776	47.17
5349	GLIME, RYAN I-201908269706	GLIME, RYAN	R	9/03/2019		109.97CR	089777	109.97
6923	GORDON FLESCH COMPANY INC. I-IN12682545	GORDON FLESCH COMPANY INC.	R	9/03/2019		157.00CR	089778	157.00
0124	GREEN BAY CITY TREASURER I-122246 I-123017	GREEN BAY CITY TREASURER GREEN BAY CITY TREASURER	R R	9/03/2019 9/03/2019		573.45CR 5,461.08CR	089779 089779	 6,034.53
0351	HACH COMPANY I-11587703 I-11590376	HACH COMPANY HACH COMPANY	R R	9/03/2019 9/03/2019		255.38CR 519.00CR	089780 089780	 774.38
0446	HAWKINS INC I-4559992	HAWKINS INC	R	9/03/2019		2,373.78CR	089781	2,373.78
6209	HOLCOMB, RUSS I-201908269707	HOLCOMB, RUSS	R	9/03/2019		111.34CR	089782	111.34
7961	INDIAN SPRINGS MANUFACTURING CO INC I-19200765	INDIAN SPRINGS MANUFACTURING C	R	9/03/2019		786.00CR	089783	786.00
5801	INDUSTRIAL CONTROLS DIST LLC I-7246566	INDUSTRIAL CONTROLS DIST LLC	R	9/03/2019		246.95CR	089784	246.95
5167	BRETT JANSEN I-201908269708	BRETT JANSEN	R	9/03/2019		597.38CR	089785	597.38

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VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
2602	JOSSART BROTHERS INC							
	I-1200	JOSSART BROTHERS INC	R	9/03/2019		1,907.50CR	089786	
	I-1201	JOSSART BROTHERS INC	R	9/03/2019		2,472.20CR	089786	
	I-1202	JOSSART BROTHERS INC	R	9/03/2019		1,500.20CR	089786	5,879.90
7620	JT ENGINEERING INC							
	I-FINAL 190039-02	JT ENGINEERING INC	R	9/03/2019		12,517.50CR	089787	12,517.50
1276	JX ENTERPRISES INC							
	C-1492737P	JX ENTERPRISES INC	R	9/03/2019		11.77	089788	
	I-1486118P	JX ENTERPRISES INC	R	9/03/2019		3.80CR	089788	
	I-1489341P	JX ENTERPRISES INC	R	9/03/2019		26.76CR	089788	18.79
6985	KEIL ENTERPRISES/OPERATION RUSH							
	I-201908269709	KEIL ENTERPRISES/OPERATION RUS	R	9/03/2019		95.00CR	089789	95.00
7962	PAIGE LAHTELA							
	I-201908269710	PAIGE LAHTELA	R	9/03/2019		150.00CR	089790	150.00
7963	TAYLOR LAHTELA							
	I-201908269711	TAYLOR LAHTELA	R	9/03/2019		150.00CR	089791	150.00
7875	LF GEORGE INC							
	I-IC68757	LF GEORGE INC	R	9/03/2019		167.69CR	089792	167.69
0160	LIZER OF WI INC							
	I-94434AD	LIZER OF WI INC	R	9/03/2019		360.00CR	089793	
	I-94435AD	LIZER OF WI INC	R	9/03/2019		240.00CR	089793	
	I-94436AD	LIZER OF WI INC	R	9/03/2019		180.00CR	089793	
	I-94444AD	LIZER OF WI INC	R	9/03/2019		270.00CR	089793	
	I-94445AD	LIZER OF WI INC	R	9/03/2019		210.00CR	089793	
	I-94446AD	LIZER OF WI INC	R	9/03/2019		150.00CR	089793	1,410.00
0173	MENARDS INC							
	C-52340	MENARDS INC	R	9/03/2019		15.99	089794	
	C-52662	MENARDS INC	R	9/03/2019		15.35	089794	
	C-52741	MENARDS INC	R	9/03/2019		69.99	089794	
	I-51865	MENARDS INC	R	9/03/2019		5.78CR	089794	
	I-52090	MENARDS INC	R	9/03/2019		24.97CR	089794	
	I-52213	MENARDS INC	R	9/03/2019		47.93CR	089794	
	I-52273	MENARDS INC	R	9/03/2019		34.95CR	089794	
	I-52399	MENARDS INC	R	9/03/2019		89.50CR	089794	
	I-52569	MENARDS INC	R	9/03/2019		7.18CR	089794	
	I-52573	MENARDS INC	R	9/03/2019		527.97CR	089794	
	I-52584	MENARDS INC	R	9/03/2019		43.03CR	089794	
	I-52622	MENARDS INC	R	9/03/2019		21.57CR	089794	
	I-52633	MENARDS INC	R	9/03/2019		115.16CR	089794	
	I-52663	MENARDS INC	R	9/03/2019		23.59CR	089794	
	I-52743	MENARDS INC	R	9/03/2019		96.33CR	089794	
	I-52746	MENARDS INC	R	9/03/2019		83.82CR	089794	
	I-52800	MENARDS INC	R	9/03/2019		71.28CR	089794	
	I-52922	MENARDS INC	R	9/03/2019		9.99CR	089794	
	I-53017	MENARDS INC	R	9/03/2019		81.29CR	089794	1,183.01

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BANK : AP ASSOCIATED

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
VOID	VOID CHECK		V	9/03/2019			089795	**VOID**
1630	BRIAN MITCHELL I-2542	BRIAN MITCHELL	R	9/03/2019		245.00CR	089796	245.00
7859	MURPHY DESMOND SC I-8086871	MURPHY DESMOND SC	R	9/03/2019		204.00CR	089797	204.00
7129	NELSON TACTICAL I-187783	NELSON TACTICAL	R	9/03/2019		3,741.62CR	089798	3,741.62
4656	NORTHEAST ASPHALT INC I-1633024	NORTHEAST ASPHALT INC	R	9/03/2019		2,019.24CR	089799	2,019.24
0531	NORTHEAST AUTO PARTS INC							
	C-341504	NORTHEAST AUTO PARTS INC	R	9/03/2019		39.20	089800	
	C-341541	NORTHEAST AUTO PARTS INC	R	9/03/2019		172.98	089800	
	C-341716	NORTHEAST AUTO PARTS INC	R	9/03/2019		134.99	089800	
	C-341804	NORTHEAST AUTO PARTS INC	R	9/03/2019		18.00	089800	
	C-341807	NORTHEAST AUTO PARTS INC	R	9/03/2019		18.00	089800	
	I-341489	NORTHEAST AUTO PARTS INC	R	9/03/2019		172.98CR	089800	
	I-341498	NORTHEAST AUTO PARTS INC	R	9/03/2019		63.40CR	089800	
	I-341622	NORTHEAST AUTO PARTS INC	R	9/03/2019		172.98CR	089800	
	I-341708	NORTHEAST AUTO PARTS INC	R	9/03/2019		35.98CR	089800	
	I-341738	NORTHEAST AUTO PARTS INC	R	9/03/2019		35.98CR	089800	
	I-341793	NORTHEAST AUTO PARTS INC	R	9/03/2019		173.30CR	089800	
	I-341794	NORTHEAST AUTO PARTS INC	R	9/03/2019		332.80CR	089800	
	I-341825	NORTHEAST AUTO PARTS INC	R	9/03/2019		168.82CR	089800	
	I-341853	NORTHEAST AUTO PARTS INC	R	9/03/2019		48.79CR	089800	
	I-341857	NORTHEAST AUTO PARTS INC	R	9/03/2019		35.54CR	089800	
	I-341864	NORTHEAST AUTO PARTS INC	R	9/03/2019		57.32CR	089800	914.72
VOID	VOID CHECK		V	9/03/2019			089801	**VOID**
3250	NORTHERN LAKE SERVICE I-361490	NORTHERN LAKE SERVICE	R	9/03/2019		560.00CR	089802	560.00
1331	PACKER FASTENER & SUPPLY INC I-459731	PACKER FASTENER & SUPPLY INC	R	9/03/2019		222.22CR	089803	222.22
0525	PETROLEUM EQUIP SERVICE OF WI INC I-142618	PETROLEUM EQUIP SERVICE OF WI	R	9/03/2019		420.14CR	089804	420.14

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VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
6126	PM SUPPLY - WRIGHT INDUSTRIAL I-82444	PM SUPPLY - WRIGHT INDUSTRIAL	R	9/03/2019		627.96CR	089805	627.96
0211	POSITIVE PROMOTIONS I-6355700	POSITIVE PROMOTIONS	R	9/03/2019		165.85CR	089806	165.85
1701	PRAXAIR DISTRIBUTION INC I-91045370	PRAXAIR DISTRIBUTION INC	R	9/03/2019		57.72CR	089807	57.72
1246	PREVEA HEALTH I-123971	PREVEA HEALTH	R	9/03/2019		416.25CR	089808	416.25
5973	RAE-COR DISTRIBUTING INC I-16944	RAE-COR DISTRIBUTING INC	R	9/03/2019		213.46CR	089809	213.46
0227	REINDERS INC I-1797374-00 I-4056574-00	REINDERS INC REINDERS INC	R R	9/03/2019 9/03/2019		168.93CR 2,518.51CR	089810 089810	2,687.44
0158	ROBERT E LEE & ASSOCIATES INC I-76114 I-76115 I-76116	ROBERT E LEE & ASSOCIATES INC ROBERT E LEE & ASSOCIATES INC ROBERT E LEE & ASSOCIATES INC	R R R	9/03/2019 9/03/2019 9/03/2019		2,025.00CR 8,603.75CR 3,570.50CR	089811 089811 089811	14,199.25
0235	SAINT VINCENT HOSPITAL I-49996	SAINT VINCENT HOSPITAL	R	9/03/2019		85.86CR	089812	85.86
7964	SANDBERG K9 SOLUTIONS LLC I-1476	SANDBERG K9 SOLUTIONS LLC	R	9/03/2019		150.00CR	089813	150.00
7951	SECURITY-LUEBKE ROOFING INC I-9004545	SECURITY-LUEBKE ROOFING INC	R	9/03/2019		1,663.00CR	089814	1,663.00
3234	SHERWIN WILLIAMS I-4081-7 I-4143-2	SHERWIN WILLIAMS SHERWIN WILLIAMS	R R	9/03/2019 9/03/2019		75.99CR 395.20CR	089815 089815	471.19
1446	SNAP ON INDUSTRIAL I-ARV/40824500	SNAP ON INDUSTRIAL	R	9/03/2019		43.48CR	089816	43.48
7965	ONONDAGA SOMERS I-201908279713	ONONDAGA SOMERS	R	9/03/2019		150.00CR	089817	150.00

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VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
2683	SOMMERS CONSTRUCTION CO INC							
	I-19-02 (1)	SOMMERS CONSTRUCTION CO INC	R	9/03/2019		178,961.57CR	089818	178,961.57
0257	STREICHER'S INC							
	I-11381414	STREICHER'S INC	R	9/03/2019		21.87CR	089819	21.87
3378	STRYKER SALES CORP							
	I-2747276M	STRYKER SALES CORP	R	9/03/2019		340.17CR	089820	340.17
1691	BRIAN THOMSON							
	I-201908279714	BRIAN THOMSON	R	9/03/2019		52.50CR	089821	52.50
0267	TRAFFIC & PARKING CONTROL INC							
	I-1645401	TRAFFIC & PARKING CONTROL INC	R	9/03/2019		175.00CR	089822	
	I-1645710	TRAFFIC & PARKING CONTROL INC	R	9/03/2019		1,715.00CR	089822	1,890.00
0272	UNIFORM SHOPPE INC							
	I-290373	UNIFORM SHOPPE INC	R	9/03/2019		96.90CR	089823	
	I-290439	UNIFORM SHOPPE INC	R	9/03/2019		286.90CR	089823	
	I-290510	UNIFORM SHOPPE INC	R	9/03/2019		1,163.25CR	089823	
	I-290537	UNIFORM SHOPPE INC	R	9/03/2019		290.70CR	089823	1,837.75
7966	UTILITY SERVICES ASSOC LLC							
	I-126050	UTILITY SERVICES ASSOC LLC	R	9/03/2019		14,850.00CR	089824	14,850.00
0277	VAN'S FIRE & SAFETY INC							
	I-4125994	VAN'S FIRE & SAFETY INC	R	9/03/2019		79.18CR	089825	79.18
3707	VIKING ELECTRIC SUPPLY							
	I-5002847922.001	VIKING ELECTRIC SUPPLY	R	9/03/2019		649.74CR	089826	649.74
4619	WATER TOWER CLEAN & COAT INC							
	I-WT78312	WATER TOWER CLEAN & COAT INC	R	9/03/2019		1,800.00CR	089827	
	I-WT78313	WATER TOWER CLEAN & COAT INC	R	9/03/2019		2,200.00CR	089827	4,000.00
7967	WEX BANK							
	I-60700822	WEX BANK	R	9/03/2019		35.00CR	089828	35.00
0514	WI POLICY FORUM							
	I-201908279715	WI POLICY FORUM	R	9/03/2019		135.00CR	089829	135.00
7968	YOUTH ENRICHMENT LEAGUE							
	I-3800	YOUTH ENRICHMENT LEAGUE	R	9/03/2019		3,843.00CR	089830	3,843.00

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VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
5978	ZIETLOW, ANDREW I-201908279716	ZIETLOW, ANDREW	R	9/03/2019		320.73CR	089831	320.73

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	90	0.00	309,531.93	309,531.93
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	2	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
REGISTER TOTALS:	92	0.00	309,531.93	309,531.93

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

Attachment: 9-3-2019 VOUCHERS (8695 : Voucher approval.)

8/27/2019 11:47 AM

A / P CHECK REGISTER

PAGE: 10

PACKET: 06164 SEP 2019 COUNCIL - 1 9-3-19

VENDOR SET: 01

**** CHECK LISTING ****

BANK : AP ASSOCIATED

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
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** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT
100	9/2019	45,902.84CR
201	9/2019	4,835.76CR
208	9/2019	187.46CR
209	9/2019	26.80CR
211	9/2019	231.03CR
285	9/2019	12,517.50CR
405	9/2019	193,391.66CR
601	9/2019	44,956.32CR
650	9/2019	7,482.56CR
=====		
ALL		309,531.93CR

Attachment: 9-3-2019 VOUCHERS (8695 : Voucher approval.)



City of De Pere, Wisconsin

Request For Common Council Action

MEETING DATE: September 3, 2019

DEPARTMENT: City Clerk

FROM: Carey Danen

SUBJECT: Future agenda items.
