Board of Public Works

Regular Meeting

Agenda

335 South Broadway
De Pere, WI 54115
https://www.deperewi.gov/

Monday, May 10, 2021 | **7:30 PM** | **Council Chambers and Virtual**

Pursuant to Wisconsin Statutes 19.84, Notice is hereby given to the public that a meeting of the **Board of Public Works** of the City of De Pere will be held on **May 10, 2021** at **7:30 PM** in the **COUNCIL CHAMBERS, 2ND FLOOR CITY HALL, 335 S. BROADWAY STREET. DE PERE.**

The public may attend the meeting either in person in the Council Chambers or electronically due to the public health emergency. Electronic or telephonic access to the meeting is below:

Computer/smart phone accessing https://www.gotomeet.me/DePere

OR

You can also dial in using your phone.
United States (Toll Free): 1 866 899 4679
United States: +1 (312) 757-3117
Access Code: 154-883-285

This meeting may also be rebroadcast on Spectrum Cable Channel 4 and AT&T U-verse Channel 99 throughout the week and available on demand at http://deperecitywi.iqm2.com/.

I. Call to Order

1. Roll Call

II. Public Comment

III. Items

1. Approval of April 12, 2021 Board of Public Works Meeting Minutes
2. Consideration and possible action on installation of Rapid Rectangular Flashing Beacons on Main Avenue at Seventh Street*
3. Consideration and possible action on installation of Rapid Rectangular Flashing Beacons on Chicago Street at O'Hearn Lane and Crestview Lane*
4. Consideration and possible action on 2021 Sidewalk Repair Order and Special Charges
5. Consideration and possible action on awarding Design Services for Municipal Service Center Expansion*
6. Consideration and possible action on award of Contract 21-07 Curb Repair and Street Resurfacing*
7. Consideration and Possible Action Regarding Ald. Hansen Request For City Funding Flag Replacements on Webster Avenue*
8. Discuss City Entrance Signs

IV. Future Agenda Items

V. Adjournment

*Items with an asterisk require City Council approval.

Any person wishing to attend this meeting who, because of disability, requires special accommodations should contact the Clerk-Treasurer's office at 339-4050 by Noon, Monday, May 10, 2021 so that arrangements can be made.

Agenda Sent To:

MAYOR
ALDERPERSONS
DEPARTMENT HEADS
MCC, INC.
DE PERE CHAMBER OF COMMERCE
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Notice is hereby given that a majority of the members of the Common Council of the City of De Pere may attend this meeting to gather information about a subject (s) over which they have decision-making responsibility.

City of De Pere, Wisconsin

Request For Board of Public Works Action

MEETING DATE:	**May 10, 2021**
DEPARTMENT:	**Board of Public Works**
FROM:	**Betty Sellenheim**
SUBJECT:	**Approval of April 12, 2021 Board of Public Works Meeting Minutes**

ATTACHMENTS:

- 2021 0412 BOPW Draft Minutes (PDF)

Board of Public Works

335 South Broadway
De Pere, WI 54115
https://www.deperewi.gov/

Regular Meeting

Draft Minutes

Monday, April 12, 2021 **7:30 PM** **GoToMeeting**

I. Call to Order

The meeting was called to order at 7:30 PM by Mayor James Boyd

Attendee Name	Title	Status	Arrived
James Boyd	Mayor	Remote	
Dan Carpenter	Alderperson	Remote	
Jonathon Hansen	Alderperson	Remote	
Shana Defnet Ledvina	Alderperson	Remote	
Dean Raasch	Alderperson	Excused	

Others present:
Scott Thoresen, Director of Public Works (Remote)
Eric Rakers, City Engineer (Remote)
Marty Kosobucki, Director of Parks, Recreation and Forestry (Remote)
Eric Zygarlicke, Water Department Supervisor (Remote)
Betty Sellenheim, Recording Secretary (Remote)

2. Public Hearing to Levy Special Assessments

i. Notice of Public Hearing

Betty Sellenheim, recording secretary, informed the Board and audience that the notice of public hearing was published in the Green Bay Press Gazette on March 26, 2021.

ii. Recommendation from the Board of Public Works

Eric Rakers, City Engineer, informed the Board and audience that the Board of Public Works adopted the preliminary resolution to schedule the public hearing for authorizing levying special assessments on March 8, 2021.

iii. Final Resolution Authorizing Levying Special Assessments

1. Consideration and possible action on Resolution #21-01, Final Resolution Authorizing Levying Special Assessments for Storm Sewer Main and/or Laterals

Mayor Boyd opened the public hearing at 7:33 PM and asked if anyone in the audience wished to speak at the public hearing. There were no questions or requests to speak from the audience.
Mayor Boyd closed the public hearing at 7:34 PM.
Alderperson Hansen moved to approve the final resolution authorizing levying special assessments for storm sewer main and/or laterals, seconded by Alderperson Ledvina.

Alderperson Hansen reminded impacted properties about tree replacements due to construction. Alderperson Carpenter asked about a mini sewer in the project area. Mr. Rakers stated the property in question would be connected to the new storm sewer and the mini sewer would be abandoned. Alderperson Hansen questioned the limits of Winnebago

Street project. Mr. Rakers provided background information regarding the Winnebago Street repairs.

Upon vote, the motion passed unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Jonathon Hansen, Alderperson
SECONDER:	Shana Defnet Ledvina, Alderperson
AYES:	James Boyd, Dan Carpenter, Jonathon Hansen, Shana Defnet Ledvina
EXCUSED:	Dean Raasch

II. Public Comment

None

III. Items

1. Approval of March 8, 2021 Board of Public Works Meeting Minutes

Alderperson Carpenter moved to approve the March 8, 2021 Board of Public Works Meeting Minutes, seconded by Alderperson Hansen.
Upon vote, the motion passed unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Dan Carpenter, Alderperson
SECONDER:	Jonathon Hansen, Alderperson
AYES:	James Boyd, Dan Carpenter, Jonathon Hansen, Shana Defnet Ledvina
EXCUSED:	Dean Raasch

2. Consideration and possible action regarding Wayfinding and Pedestrian Node Plan

Marty Kosobucki, Parks, Recreation & Forestry Director, briefly explained the wayfinding and pedestrian node plan and introduced Daniel Grove from Kimley-Horn. Mr. Grove explained the plan more in-depth.

Alderperson Hansen questioned the naming of the locations and maintenance/management. Mr. Grove and Mr. Kosobucki explained the location names. Alderperson Hansen questioned the color scheme of the vehicular wayfinding signs. Mr. Grove explained the colorations as chosen by the steering committee. Alderperson Hansen questioned the color pallette chosen. Mr. Grove explained the colors were chosen from the city logo to be incorporated. Alderperson Ledvina asked what the next steps would be for implementation. Mr. Kosobucki explained the process for submitting the plan as a proposal for future budgets to be presented and approved by Common Council. Alderperson Hansen asked if Stadium Tax/Streetscape funds could be used for implementing the wayfinding and pedestrian node plan. Scott Thoresen, Public Works Director, reminded the Board that two projects (downtown art sculpture walk and banners) were approved for funding from stadium tax, limiting any possible available funds.

Mayor Boyd moved to approve the wayfinding and pedestrian node plan, seconded by Alderperson Carpenter.

Upon vote, the motion passed unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	James Boyd, Mayor
SECONDER:	Dan Carpenter, Alderperson
AYES:	James Boyd, Dan Carpenter, Jonathon Hansen, Shana Defnet Ledvina
EXCUSED:	Dean Raasch

3. Consideration and Possible Action on Requirement for Private Water System Inspection and Maintenance

Eric Zygarlicke, Water Department Supervisor, explained his request to require private water systems to perform maintenance and inspections and stated if approved, staff would work to draft an ordinance that would be brought back to the Board for approval in the future. Scott Thoresen, Public Works Director, added if the time came that a draft ordinance was presented to the Board, contact would be made to the private water system owners to invite them to the meeting.

Alderperson Carpenter asked about current policies on private water systems. Mr. Zygarlicke explained the City does not have any policies or regulations for inspections and maintenance on private systems and establishing the ordinance would allow private system owners to contract on their own or with the City for inspections and maintenance. Alderperson Carpenter asked on new construction with a private water system, if the City could require a pit and meter all water. Mr. Zygarlicke stated staff would require a master meter station. Alderperson Carpenter remarked on the potential costs to the private water system owners if the City implemented the proposal. Mr. Thoresen elaborated on Alderperson Carpenter's comments. Mayor Boyd and Alderpersons Carpenter and Hansen expressed interest in pursuing an ordinance but stated it would take time to get it through.

Alderperson Ledvina moved to approve the requirement for private water system inspection and maintenance, seconded by Mayor Boyd.
Upon vote, the motion passed unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Shana Defnet Ledvina, Alderperson
SECONDER:	James Boyd, Mayor
AYES:	James Boyd, Dan Carpenter, Jonathon Hansen, Shana Defnet Ledvina
EXCUSED:	Dean Raasch

4. Discuss City Engineer Recommendations for No-Action Parking & Traffic Discussion Items

Eric Rakers, City Engineer, explained the three items discussed at Parking and Traffic Team with no-action recommended.

Item #1 was the installation of RRFB on S. Broadway at Bomier. Mr. Rakers explained the requirements that needed to be met for installation of an RRFB. Alderperson Hansen asked Mayor Boyd to see if anyone was in the audience to speak on this item. Mayor Boyd checked with the audience and nobody requested to speak on this agenda item. Alderperson Hansen outlined concerns from Ms. Brey and his personal experience regarding this intersection. Mr. Rakers explained he has crossed this intersection without

trouble and added staff could look into placing advanced warning signs approaching the crosswalk and use this location for frogger activities. Alderperson Ledvina stated she liked staff's suggestions and asked staff to conduct a pedestrian count during summer weather. Mayor Boyd asked if staff could implement the suggestions internally. Mr. Rakers stated this location could be added for frogger and deferred to Scott Thoresen, Public Works Director, regarding the installation of advanced warning signs. Mr. Thoresen stated the signs should have been installed when the crosswalk was and public works has no issue installing the signs. Mayor Boyd asked if the state would need to approve the sign installation. Mr. Rakers stated he did not think they would need to approve the signs, but they would have needed to approve an RRFB installation. Alderperson Carpenter agreed with the sign installation and suggested the mobile speed board for this location. Alderperson Hansen requested the crosswalk be painted with the ladder style lines.

Staff to add advanced warning sign for crosswalk, investigate requirements for ladder crosswalk, and check with the Police Department to locate mobile speed board at this location

Item #2 was a request to consider reconstructing Lawrence Drive with traffic calming measures.

Item #3 was a request to consider installation of a warning sign or flashing light at the alley on George Street, between Broadway and Wisconsin. Alderperson Hansen read an email from a downtown business owner who uses this alley and has had incidents with pedestrians.

5. Consideration and possible action on award of Contract 21-01 Sewer and Water Relay and Street Resurfacing*

Eric Rakers, City Engineer, explained the project, limits, and funding sources. Alderperson Carpenter agreed with staff and added that he would want to see the COVID relief funds be prioritized for these projects. Alderperson Hansen agreed with staff and Alderperson Carpenter.

Mayor Boyd moved to approve award of Contract 21-01 Sewer and Water Relay and Street Resurfacing to Dorner, Inc in the amount of $1,411,405.70, bonding $170,000 with COVID relief funds being prioritized to cover the water main cost overage, seconded by Alderperson Carpenter.

Upon vote, the motion passed unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	James Boyd, Mayor
SECONDER:	Dan Carpenter, Alderperson
AYES:	James Boyd, Dan Carpenter, Jonathon Hansen, Shana Defnet Ledvina
EXCUSED:	Dean Raasch

6. Consideration and possible action on award of Contract 21-02 Erie Street Reconstruction and Utility Relay*

Eric Rakers, City Engineer, outlined the project, limits, and funding sources.

Mayor Hansen moved to approve award of Contract 21-02 Erie Street Reconstruction and Utility Relay to Jossart Brothers, Inc. in the amount of $1,417,716.50, bonding $200,000 with COVID relief funds being prioritized to cover the water main cost overage, seconded by Alderperson Carpenter.

Upon vote, the motion passed unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Jonathon Hansen, Alderperson
SECONDER:	Dan Carpenter, Alderperson
AYES:	James Boyd, Dan Carpenter, Jonathon Hansen, Shana Defnet Ledvina
EXCUSED:	Dean Raasch

7. Consideration and possible action on award of Contract 21-13 Crackfilling and Seal Coating*

Eric Rakers, City Engineer, outlined the project and funding sources.

Mayor Boyd moved to approve award of Contract 21-13 Crackfilling and Seal Coating to Asphalt Seal & Repair, Inc. in the amount of $135,755.00, seconded by Alderperson Ledvina.
Upon vote, the motion passed unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	James Boyd, Mayor
SECONDER:	Shana Defnet Ledvina, Alderperson
AYES:	James Boyd, Dan Carpenter, Jonathon Hansen, Shana Defnet Ledvina
EXCUSED:	Dean Raasch

8. Consideration and possible action on award of RFP 21-19 Mudjacking*

Eric Rakers, City Engineer, explained the annual proposal for mudjacking and funding sources.

Alderperson Hansen moved to approve award of Request for Proposal 21-19 Mudjacking to Badger Concrete Lifting in the amount of $8,800, seconded by Alderperson Carpenter.
Upon vote, the motion passed unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Jonathon Hansen, Alderperson
SECONDER:	Dan Carpenter, Alderperson
AYES:	James Boyd, Dan Carpenter, Jonathon Hansen, Shana Defnet Ledvina
EXCUSED:	Dean Raasch

9. Consideration and possible action on award of RFP 21-19A Sidewalk Grinding*

Eric Rakers, City Engineer, outlined the annual proposal for sidewalk grinding and funding sources.

Alderperson Ledvina moved to approve award of Request for Proposal 21-19A Sidewalk Grinding to Universal Concrete Grinding, LLC in the amount of $15,769.20, seconded by Mayor Boyd.
Upon vote, the motion passed unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Shana Defnet Ledvina, Alderperson
SECONDER:	James Boyd, Mayor
AYES:	James Boyd, Dan Carpenter, Jonathon Hansen, Shana Defnet Ledvina
EXCUSED:	Dean Raasch

10. Consideration and Possible Action on Reservoir Mixers*

Scott Thoresen, Public Works Director, explained proposals that were received for Ninth Street and Scheuring Road reservoir mixers and funding sources.

Alderperson Carpenter expressed concerns over the pricing differences between the responsive vendors. Mr. Thoresen explained the vendor was on the meeting if there were questions he could answer.

Alderperson Carpenter moved to open the meeting to public comment at 8:57 PM, seconded by Mayor Boyd.

Jason Metz, William Reid LTD, explained the pricing from his proposal. Alderperson Carpenter asked how the mixer would be installed at Ninth Street reservoir with the wall and pillars inside. Mr. Metz stated he explained the situation to the manufacturer and they outlined how to install the mixer properly.

Mayor Boyd moved to return to regular session at 9:00 PM, seconded by Alderperson Carpenter

Alderperson Carpenter moved to approve the reservoir mixers by William Reid LTD in the amount of $14,995.00 per reservoir, seconded by Alderperson Ledvina.

Alderperson Hansen questioned a remark about the Merrill Street reservoir. Mr. Thoresen explained it was about the differences in Ninth Street reservoir and the pillars/walls inside. Alderperson Hansen asked if there was a mixer installed at Merrill. Mr. Thoresen stated there was not but will be in the future. Merrill Street was supposed to be completed in 2021 but there were SCADA updates that had been unaccounted for at the time of budgeting and the Board approved changing the locations.

Upon vote, the motion passed unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Dan Carpenter, Alderperson
SECONDER:	Shana Defnet Ledvina, Alderperson
AYES:	James Boyd, Dan Carpenter, Jonathon Hansen, Shana Defnet Ledvina
EXCUSED:	Dean Raasch

11. Consideration and possible action on Leak Detection Survey*

Scott Thoresen, Public Works Director, explained the leak detection survey program and the proposals received. The 2021 survey program is a joint proposal with Village of Allouez and Village of Bellevue.

Mayor Boyd asked about the return savings from finding the leaks through this survey program. Mr. Thoresen explained the leaks and rates of water loss that were found in the 2019 program. Alderperson Ledvina verified that the communities in the joint proposal were also moving forward with obtaining approvals for leak detection. Mr. Thoresen stated they were.

Mayor Boyd moved to approve the proposal from Ferguson Waterworks Services for Leak Detection Survey in the amount of $17,500, seconded by Alderperson Ledvina Upon vote, the motion passed unanimously.

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	James Boyd, Mayor
SECONDER:	Shana Defnet Ledvina, Alderperson
AYES:	James Boyd, Dan Carpenter, Jonathon Hansen, Shana Defnet Ledvina
EXCUSED:	Dean Raasch

IV. Future Agenda Items

Alderperson Hansen requested staff research the cost associated with painting the backs of new entrance signs gray.

V. Adjournment

Mayor Boyd moved to adjourn the meeting at 9:08 PM, seconded by Alderperson Carpenter. Upon vote, the motion passed unanimously.

***Items with an asterisk require City Council approval.**

Any person wishing to attend this meeting who, because of disability, requires special accommodations should contact the Clerk-Treasurer's office at 339-4050 by Noon, Monday, April 12, 2021 so that arrangements can be made.

Agenda Sent To:

MAYOR
ALDERPERSONS
DEPARTMENT HEADS
ALEXANDRIA HUGHES
ALFRED J & MELISSA L WALKER
AMY L SADEWATER
ANDREA THORPE
ANDREW & SOFIA KRANS
ANDREW M & CHRISTINA L DEKEUSTER
ANTHONY D & KATHERINE J HAMILTON
ANTHONY J LANZ
AVERY G GARCIA, ETAL
BARBARA WOCHE
BEACHWALKER EXPRESS LLC
CASTLE ROCK HOMES LLC
CHRISTOPHER G & ANNETTE EASTMAN
COTTER INVESTMENTS LLC
DAVID P & MICHELLE A SPIERING
DEANNA J PETERSON
DEBORAH L THOMSON
DE PERE CHAMBER OF COMMERCE
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JUSTIN M & MIRAN E MATTERN
KATHLEEN SMITS
KENNETH L CLARK
KENNETH M TOUTLOFF II
KENT A & KIMBERLY E THEEL
KODY & MORGAN SEBO
LARRY F & ROBERTA R LONGLAIS
LAURIE J BECKERS
LESLIE A PETERSON
LINDSAY J MUSHYNSKI
MARGARET A CHRIST
MARGARET A MCGINN
MARY MCDONALD
MATTHEW K & ANGELIQUE C WEGMANN
MELISSA A SCHUETTE
MELISSA HAEVERS

DEBORAH MEYER
DENNIS N & JOANNE H ODONNELL
DWELL RENTAL PROPERTIES LLC
EDWARD P & JUDITH M KASS TRUST AGREEMENT
EMILY SCHULTZ
EPL INVESTMENTS LLC
ERIC S KORDES
EUGENE L & KATHERINE A FORREST
GARY W MARTIN
GERALD H & SARAH J CEGELSKI

JANE E GANTENBEIN
JASON & SADIE BUBOLTZ-DUBS
JEAN A WEAVER
JENNIFER R CLASSON
JENNIFER SOLCZ
JEREMY D MILLER
JODIE L GEHM
JOHN J & SHIELA MAE HOLDER
DORNER, INC
ASPHALT SEAL & REPAIR, INC
UNIVERSAL CONCRETE GRINDING, LLC

MICHAEL D & NANCY L LEMAY
MICHIELS BONNIE J SURVIVOR'S TRUST
MOSTEK ROBERTA L REVOCABLE TRUST

NEW HORIZON ENTERPRISES LLC
PENNY A SMITH
PETER LEMPEREUR
PHILLIP MULLINS JR
RACHAEL M GILBERTSON
RICK A & THERESA A VANENKEVORT
SCOTT L & DEBORAH L RUGGLES
SMULLEN MICHAEL J & SUSAN K REVOCABLE TRUST
STEPHANIE L & CYNTHIA M MOSTEK
STEVEN & LYNNE SMET
STEVEN P & DEANNA J SULLIVAN
THOMAS & JOAN KIELY
THOMAS R & SUZANNE M VANDELIST
VANROY NANCY L REVOCABLE TRUST
WILLIAM REID LTD
JOSSART BROTHERS, INC
BADGER CONCRETE LIFTING, LLC
FERGUSON WATERWORKS SERVICES

Notice is hereby given that a majority of the members of the Common Council of the City of De Pere may attend this meeting to gather information about a subject (s) over which they have decision-making responsibility.

Respectfully submitted,
Betty Sellenheim

City of De Pere, Wisconsin

Request For Board of Public Works Action

MEETING DATE:	**May 10, 2021**
DEPARTMENT:	**Board of Public Works**
FROM:	**Eric Rakers**
SUBJECT:	**Consideration and possible action on installation of Rapid Rectangular Flashing Beacons on Main Avenue at Seventh Street***

ATTACHMENTS:

- 2021 0510 CI_BOPW_Consider Main Ave RRFB (PDF)
- MAIN & 7TH EXHIBIT (PDF)
- 2-WisDOT TEOpS 4-5-1 (PDF)
- Crosswalk Request Schematic2 (PDF)
- 1-Crosswalk Location Policy - 2017-06-29 (PDF)

CITY OF DE PERE MEMO

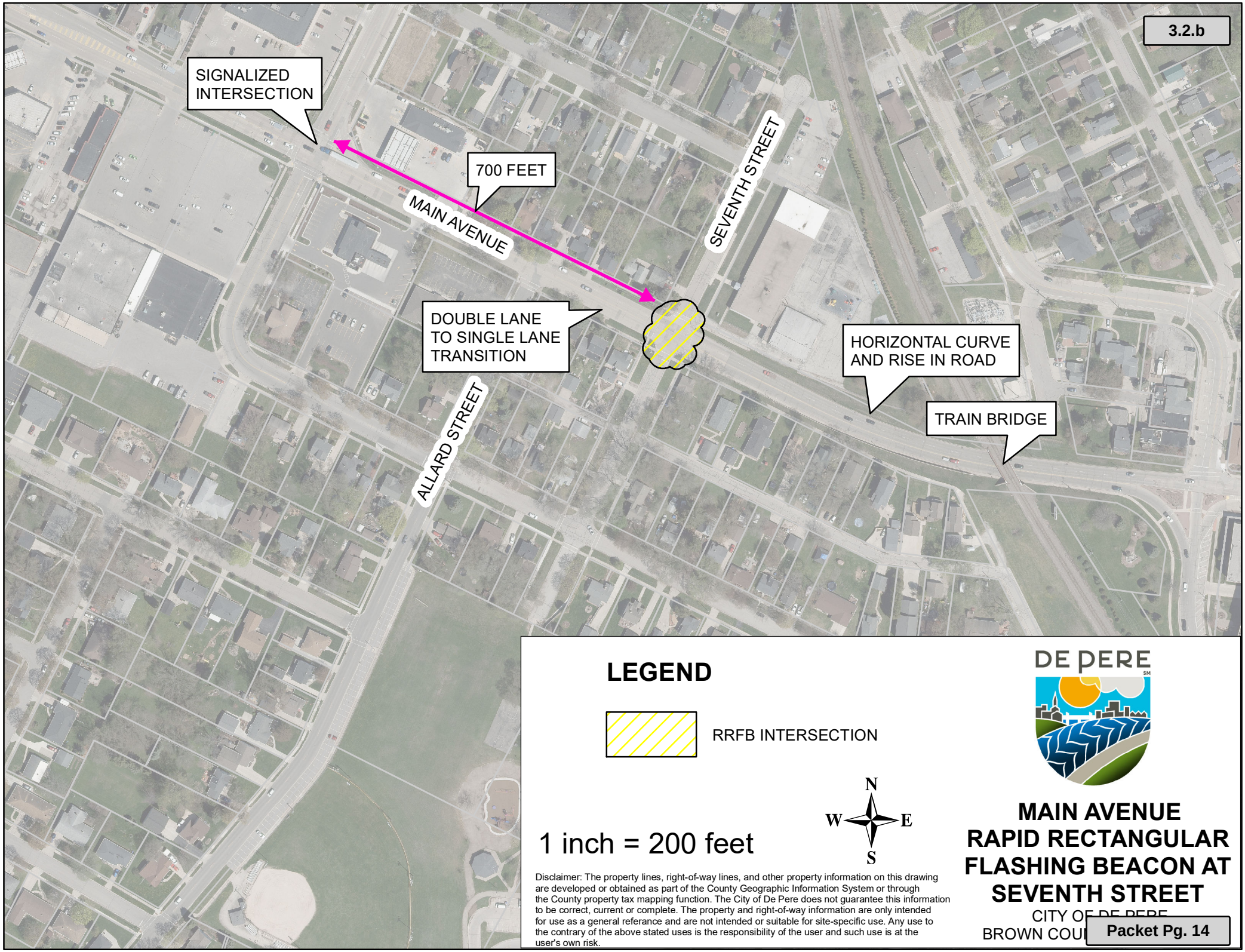
To: Honorable Mayor Boyd
Members of the Board of Public Works
From: Eric P. Rakers, P.E., City Engineer
Date: May 10, 2021

RE: **Consider Main Avenue Rapid Rectangular Flashing Beacon at Seventh Street***

Staff received a request to install a Rapid Rectangular Flashing Beacons (RRFB) across Main Avenue at Seventh Street. Staff completed a review of the intersection and a pedestrian count. A summary of the review is as follows:

- Main Avenue is a four lane urban roadway at this intersection. There are no additional amenities such as pedestrian bump outs or refuge islands.
- The Main Avenue speed limit is 25 mph.
- No parking is allowed in this section.
- The intersection is located 700 feet from the signalized intersection of Main Avenue and Eighth Street.
- There are several challenges unique to this intersection.
    - As noted above, this intersection is located 700 feet east of Main and Eighth. Eastbound traffic transitions from two lanes to one in this location. This creates a challenge as drivers are not as focused on pedestrians but rather merging with adjacent traffic.
    - The train bridge is located just east of this intersection. Westbound traffic is traversing a rise while continuing toward this location.
    - A slight horizontal curve ends 300 feet east of the intersection for westbound traffic.
- Pedestrian Counts were performed on April 8, 2021:
    - 2 pedestrians crossing Main from 7 to 9 am
    - 5 pedestrians/bikers crossing Main from 2:30 to 4:30
- Per WisDOT, the Average Daily Traffic is approximately 20,000.
- Per Page 7 of the City of De Pere Crosswalk Location Policy, the location does not meet the criteria for an RRFB due to the low volume of pedestrian traffic (see attached).
- Per the WisDOT Traffic Engineering, Operations and Safety (TEOpS) Manual, Section 4-5-1 this location does not meet the requirements for the installation of an RRFB (see attached).

Staff does not recommend the installation of RRFB's at this location at this time.



Disclaimer: The property lines, right-of-way lines, and other property information on this drawing are developed or obtained as part of the County Geographic Information System or through the County property tax mapping function. The City of De Pere does not guarantee this information to be correct, current or complete. The property and right-of-way information are only intended for use as a general referance and are not intended or suitable for site-specific use. Any use to the contrary of the above stated uses is the responsibility of the user and such use is at the user's own risk.

DE PERE

MAIN AVENUE RAPID RECTANGULAR FLASHING BEACON AT SEVENTH STREET

CITY OF DE PERE
BROWN COU

Speed Limit Sign Beacon: Refer to WisMUTCD Section 4L.04. The department rarely, if ever, would install and maintain flashing beacons with speed limit signs or school speed limit signs. Local authorities **shall** follow the permit requirements stated below.

Warning Beacon: Refer to WisMUTCD Section 4L.03.

Flashing Beacon Design & Installation

The following provisions pertain to the installation, operation, and maintenance of flashing beacons other than rectangular rapid flashing beacons (RRFBs) on the state trunk highway system.

1. Location
    a. Ground mount: Flashing beacons *may* be ground mounted, where they will be approximately one foot above the sign they supplement. The sign *should* be in the lateral and vertical location as specified in the WisMUTCD Part 2 (no change). Illustrations of typical ground-mount installations are in Figure 1 below.
    b. Overhead mount: A flashing beacon *may* be mounted on one or both sides of an overhead sign. It *may* be mounted above the sign if the entire assembly including the sign has a minimum clearance of 17 feet.
2. For state-maintained installations, the standard size of flashing beacons is 12 inches in diameter. At the discretion of the regional traffic engineer, permitted (not state-maintained) installations that are in areas with a posted speed less than 30mph *may* use 8-inch diameter beacons.
3. Ground-mounted supports **shall** be the same as are normally used to support the sign, and of the same cross-section as normally used. These **shall** be 4 x 4 or cross-drilled 4 x 6 posts, or in urban areas signal posts on concrete footings, or light poles or wood poles where speeds are low. Usage of any kind of pole **shall** be in conformance with the offsets specified in highway lighting permit policy, FDM 11-15-1.
4. The installation of two posts, one for the sign and the other for the flashing beacon, is not permissible within the clear zone because of the unpredictable behavior of the combination of two posts when struck.
5. Service poles must be offset to the right-of-way line or in conformance with offsets in FDM 11-15-1.
6. Service *may* drop to the top of the support, which would be extended to maintain an 18-foot minimum wire-to-ground clearance as per Wisconsin electrical code. Service *should* preferably be installed underground. In the latter case, the conduit **shall** be run up and attached to the post or pole. The control box *may* be mounted on the post or pole.
7. At the discretion of the regional traffic engineer, solar-powered flashing beacon installations *may* be allowed on the STH system provided the installation meets applicable electrical and crash standards.
8. According to TEOpS 2-1-8, flashing beacons and STOP or STOP AHEAD signs that incorporate flashing displays (e.g. blinker signs) **shall not** be used at the same intersection approach.

Warning Beacon (i.e., RRFBs) Design & Installation

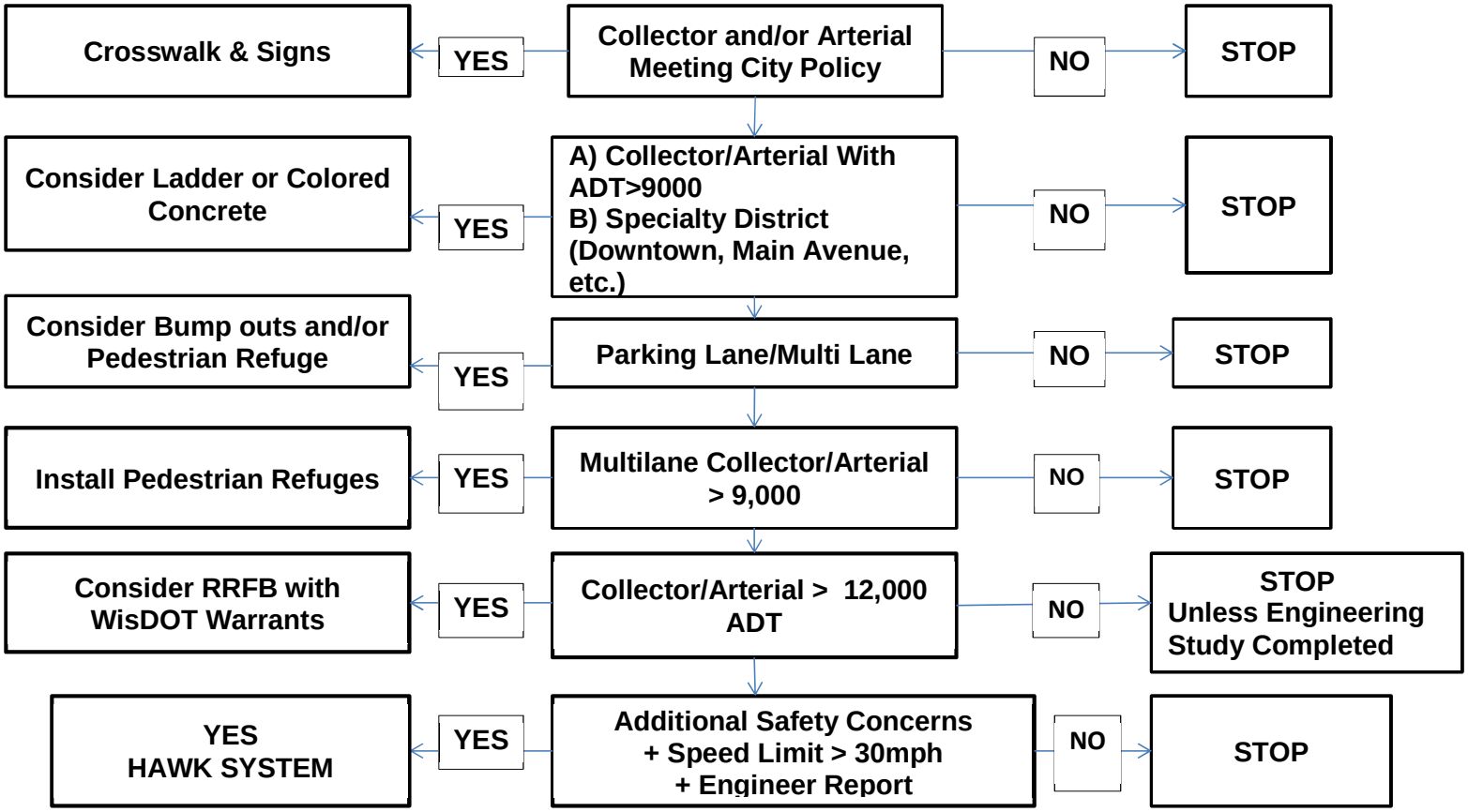
Yellow flashers are to be used with any yellow warning (W-series) signs and school speed limit signs. Actuated blinker signs are supplementary to warning signs. When used, they **shall** be mounted on the same support as the sign which the beacon supplements in accordance with WisMUTCD 4L.03.

At locations where it is determined that the use of warning sign enhancements signs is desirable, a permit *may* be issued for the installation and maintenance of these blinker-type signs. Permitted installations are subject to the approval of the Department and the conditions of this policy. Additionally, permits are revocable at the discretion of the Department.

It is recognized that the use of warning sign enhancements *may* affect STH traffic operations by increasing delay and reducing mobility, especially if used near existing signalized or stop controlled intersections. The following location criteria *should* be met prior to approval:

1. The location is an uncontrolled pedestrian crossing.
2. A minimum volume of 20 or more pedestrians during a single hour (any four consecutive 15-minute periods) of an average day *should* be met. Young (<12), elderly (>85) and disable pedestrians count 2 times toward volume thresholds. Additionally, seasonal day volumes can be used in place of average day volumes if the crossing is in a known tourist area.

CROSSWALK REQUEST AND ENHANCEMENT FLOW CHART
(Previous Criteria Must Be Met To Move To Next Step)



Other Considerations:
1.Consider speed reduction techniques in areas experiencing high speed.
2. Certain crosswalk enhancement techniques may also be justified for speed reduction techniques.
3. This Flow Chart does not apply to crosswalk requests near schools.

x:\correspondence\general\2017\crosswalk request schematic.docx

Appendix

City of De Pere
Crosswalk Location Policy

City of De Pere Crosswalk Policy

June 29, 2017

Background

Wisconsin State Statute, 346.24(1) states that 'motorists are required to yield to pedestrians at an intersection with pedestrian facilities, whether the crosswalk is marked or not'.

The purpose of marked crosswalks at intersections or midblock locations is to indicate optimal or preferred locations for pedestrians to cross a street. Marked crosswalks are intended to provide pedestrians with a feeling of confidence that it is safe to cross a street at a marked location and to give drivers adequate warning to expect that pedestrians will be in the roadway. However, marked crosswalks can also prompt many pedestrians to feel a false sense of safety when using a marked crosswalk.

This policy covers where and how to mark crosswalks, related to the following topics:

- General Crosswalk Location Principles
- Traffic Engineering Studies
- Marking Crosswalks at Unsignalized Intersections
- Marking Crosswalks at Controlled Intersections
- Marking Crosswalks at Mid-Block Locations
- Removal of Crosswalk Markings
- Crosswalk Stripping Patterns

This policy replaces the existing City Department of Public Works policy on 'Crosswalks on Through Streets', dated March 12, 2012.

General Crosswalk Location Principles

It is recognized that pedestrians are sensitive to out-of-the-way travel and that reasonable accommodations should be made to make crossings both convenient and safe allowing pedestrians to cross streets at regular intervals.

The following general principles should be considered when identifying pedestrian crosswalk locations:

1. Arterial street crosswalk locations should be consistent with the City of De Pere *Bicycle and Pedestrian Plan*. Depending on the street network configuration and intersection spacing, pedestrians in dense urban areas should not be expected to walk more than 400 feet out their way to cross a street to reach their destination.
2. Marked crosswalks should be installed where there is:
    a. A substantial conflict between vehicle and pedestrian movements,
    b. Where significant pedestrian concentrations occur,
    c. Where pedestrians would not otherwise recognize the proper place to cross, and
    d. Where traffic movements are controlled
3. Crosswalks should not be installed at locations where sidewalks do not exist.

The widely used national guideline regarding crosswalk markings is documented in the *Manual on Uniform Traffic Control Devices* (*MUTCD*) Section 3B-17 and 3B-18 (6). It states that crosswalks should be marked at all intersections where there is a substantial conflict between vehicular and pedestrian movements.

The Federal Highway Administration (FHWA) advises that the overuse of crosswalk markings should be avoided to maximize their effectiveness. Crosswalks and sign treatments (such as the "State Law – Yield to Pedestrians" and rectangular rapid flash beacon signs – RRFB's) should be used discriminately within a city so that the effectiveness of these treatments is not deteriorated by overuse. Although these treatments may be effective at individual locations, overuse of these treatments city-wide may lead to a decrease in their value as drivers can become desensitized to them.

National pedestrian safety research studies documented in the FHWA Report HRT-04-100, *'Safety Effects of Marked versus Unmarked Crosswalks at Uncontrolled Locations'*, September, 2005 concluded that there is no significant effect on pedestrian crashes between marked versus unmarked crosswalks under the following conditions:

- Two-lane streets
- Multilane streets without raised medians and ADT's below 12,000 vpd
- Multilane streets with raised medians and ADT's below 15,000 vpd

The research report also concludes that crosswalks should not be marked on 2-lane roadways with ADT's greater than 9,000 vpd, or 4-lane roadways with average daily traffic (ADT's) greater than 12,000 vpd, unless other special treatments such as median refuge islands, curb extensions, overhead lighting, pedestrian activated signals or warning lights are provided along with a Traffic Engineering Study that concludes pedestrian safety will be improved by the special treatments.

For multilane streets with ADT's above these volumes, it can be expected that there will be a significant increase in pedestrian crashes on streets with marked crosswalks, compared to streets with unmarked crosswalks (after controlling for traffic ADT and pedestrian ADT). Table 1 provides initial guidance on whether an uncontrolled location might be a candidate for a marked crosswalk and/or whether additional geometric and/or traffic control improvements are needed.

Marked crosswalks may be installed on 4-lane streets without a raised median with a 35 mph or less posted speed limit and ADT's exceeding 15,000 vpd with the installation of a pedestrian signal such as a 'High-Intensity Activated Crosswalk' (HAWK) beacon' or 'Rectangular Rapid Flashing Beacon' (RRFB's) as shown on Table 1. The installation of HAWK beacons should satisfy the *MUTCD* Warrant requirements. Figure 1 provides a Crosswalk Request and Enhancement Process Flow Chart based on the information in Table 1 and the crosswalk location principles described above.

Table 1: Guidelines for Installing Marked Crosswalks and Other Needed Pedestrian Safety Improvements at Uncontrolled Locations*

Roadway Type (Number of Travel Lanes and Median Type)	Vehicle ADT < 9,000			Vehicle ADT >9,000-12,000			Vehicle ADT >12,000-15,000			Vehicle ADT >15,000		
	Speed Limit (mph)**											
	<30	35	40	< 30	35	40	< 30	35	40	<30	35	40
Two lanes	C	C	P	C	C	P	C	C	N	C	P	N
Three lanes	C	C	P	C	P	P	P	P	N	P	N	N
Multilane (4 of more lanes) with raised median***	C	C	P	C	P	N	P	P	N	N	N	N
Multilane (4 or more lanes) without raised median	C	P	N	P	P	N	N	N	N	N	N	N

These guidelines include intersection and midblock locations with no traffic signals or stop signs on the approach to the crossing. They do not apply to school crossings. A two-way center turn lane is not considered as a median. Crosswalks should not be installed at locations that could present an increased safety risk to pedestrians, such as where there is poor sight distance, complex or confusing designs, a substantial volume of heavy trucks, or other dangers, without first providing adequate design features and/or traffic control devices. Adding crosswalks alone will not make crossing safer, nor will they necessarily result in more vehicles stopping for pedestrians. Whether marked crosswalks are installed, it is important to consider other pedestrian facility enhancements (e.g., raised crosswalks, traffic signal, roadway narrowing, enhanced overhead lighting, traffic taming measures, curb extensions), as needed to improve the safety of the crossing. These are general recommendations, good engineering judgement should be used in individual cases for deciding where to install crosswalks.

** Where the speed limit exceeds 40 mph marked crosswalks alone should not be used at unsignalized locations.

The Legend for Table 1 is as follows:

C = Candidate sites for marked crosswalks. Marked crosswalks must be installed safely and selectively. Before installing new marked crosswalks, an engineering study is needed to determine whether the location is suitable for a marked crosswalk. For an engineering study, a site review may be sufficient at some locations, while a more in-depth study of pedestrian volume, vehicle speed, sight distance, vehicle mix, etc. may be needed at other sites. It is recommended that a minimum of 20 pedestrian crossings per hour (or 15 elderly and/or child pedestrians) exist at a location before placing a high priority on the installation of a marked crosswalk.

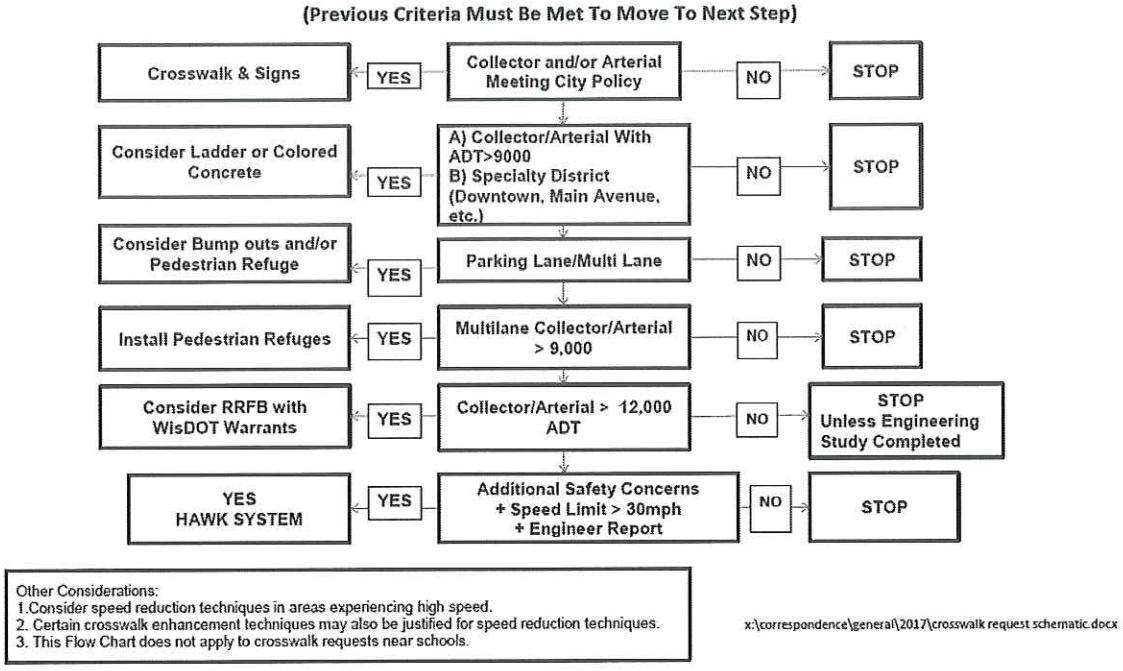
P = Possible increase in pedestrian crash risk may occur if crosswalks are added without other pedestrian facility enhancements. These locations should be closely monitored and enhanced with other pedestrian crossing improvement measures, if necessary, before adding a marked crosswalk.

N = Marked crosswalks alone are not sufficient, since crash risk may be increased due to providing a marked crosswalk alone. Consider using other treatments, such as traffic taming treatments, traffic signals with pedestrians signals where warranted, or other substantial crossing improvements to improve crossing safety for pedestrians.

*** The raised median or crossing island must be at least 4 feet wide and 6 feet long to adequately serve as a refuge area for pedestrians in accordance with MUTCD and American Association of State Highway and Transportation Officials (AASHTO) guidelines.

Source: *Guidance for Installation of Pedestrian Crosswalks on Minnesota State Highways,* October, 2005

Figure 1: Crosswalk Request and Enhancement Process Flow Chart



Traffic Engineering Studies

A traffic engineering study is required to determine if the guidelines in this Policy and *MUTCD* warrants are satisfied for the installation of a marked crosswalk at a particular location. The components of a Traffic Engineering Study will vary by location, but typically should include consideration of:

- Speed and volume on the street involved
- Pedestrian volume, age and level of mobility
- Location of pedestrian origins and destinations and crossing patterns
- Existing sidewalk network and sidewalk ramps
- Adequacy of sight distances and absence of sight obstructions
- Street characteristics including grade, curvature, pavement markings, pavement widths, number of vehicle and bicycle lanes
- Location of adjacent driveways
- On-street parking
- Street lighting
- Location of drainage structures
- Distance to nearest marked crossing
- Traffic signal progression
- Potential for rear-end crashes

Crosswalk Markings at Unsignalized Intersections
Pedestrian crosswalks should not be installed at street intersections that are not controlled by a traffic signal, a STOP sign or a YIELD sign unless all of the following criteria are met:

- The speed limit is 40 mph or less; and
- There are 20 or more pedestrians using the crossing per hour during the peak morning and evening traffic time periods (lower volumes may be considered if a large percentage of the pedestrians consist of young, elderly or disabled pedestrians; or 15 or more pedestrians per hour during multiple hours throughout the day; and
- The two-way traffic ADT for the street exceeds 4,000 vpd; and
- A sidewalk or adequate shoulder is provided for use by pedestrians on both sides of the street approach; and
- There is not another crosswalk across the same roadway within 400 feet of the intersection; and
- Adequate stopping sight distance (equal to or exceeding that for the posted speed) is available in both directions as determined in accordance with guidance contained in the American Association of State Highway and Transportation Officials (AASHTO) '*Policy on the Design of Highways and Streets'.*

Additional design treatments such as crosswalk signing, pedestrian median refuge islands, advance stop bars, HAWK beacons or RRFB's should be considered for crosswalks on streets with four or more moving traffic lanes. The installation of HAWK or RRFB's should satisfy the following criteria.

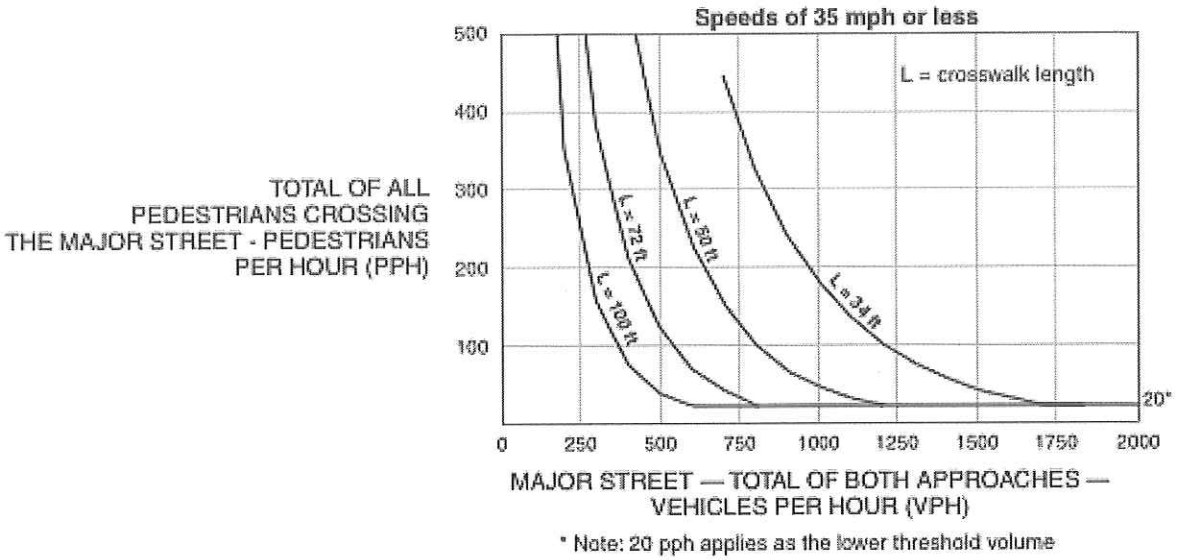
HAWK beacons can be evaluated for marked crosswalk locations with significant pedestrian demand that satisfy the *Manual on Uniform Traffic Control Devices* (*MUTCD)* traffic speed and volume warrants. In general, they should be used if:

1) There are an insufficient number of gaps in traffic to permit pedestrians to cross;
2) Vehicle speeds on the major street are too high to permit pedestrians to cross safely; or
3) Pedestrian delay is excessive.

Bus stop and school crossings are frequently good locations to consider HAWK beacons.

Figure 2 from the *MUTCD* identifies threshold criteria for the installation of HAWK beacons, shown with curves, for various crosswalk lengths based on the number of pedestrians and traffic volume for streets with traffic speeds of 35 mph or less. If pedestrian and traffic volumes exceed the threshold curve criteria, a HAWK beacon may be considered.

Figure 2: MUTCD Recommended Traffic Thresholds for HAWK Beacon Consideration



The WisDOT *Traffic Guidelines Manual,* Section 4-5-2 indicates that RRFB's may be considered based if the following conditions exist:

- Location is an uncontrolled pedestrian crossing.
- Minimum volume* thresholds should be met:
  - 20 or more pedestrians during a single hour (any four consecutive 15-minute time periods) of an average day, or
  - 18 or more pedestrians during each of any two hours of an average day, or
  - 15 or more pedestrians during each of any three hours of an average day.

  *Young (<12), elderly (>85) and disabled pedestrians count 2X toward volume thresholds. Additionally, seasonal day volumes can be used in place of average day volumes if the crossing is a known tourist area.
- A minimum vehicle volume of 1,500 vehicles per day.
- Maximum of four lanes crossed, unless there is a raised median, in which case it can be five lanes.
- There exists a minimum of 300 feet between the subject crossing and the nearest controlled pedestrian crossing or intersection traffic control device on the state trunk highway system. Consideration should be given to extending this distance beyond 300 feet if the proposed crosswalk location falls within an auxiliary turn lane for the nearby intersection or if the standing queue from the intersection extends over the proposed crosswalk location.
- The approach speed is posted at 40 mph or less.
- Adequate stopping sight distance exists based on FDM 11-10-5 or greater than 8 times the posted speed limit.

Crosswalk Markings at Controlled Intersections
Unless a pedestrian crossing is prohibited, marked crosswalks should be provided at all intersection approaches controlled by traffic signals. Intersection approaches controlled by STOP signs can be recommended for marked crosswalks if any of the following conditions apply:

- Crosswalk is located in a school area; or
- Elderly or disabled pedestrian volumes of 20 or more per hour are expected during the peak hour of pedestrian demand; or
- Pedestrian volumes of 60 or more are expected during the peak hour of pedestrian demand and traffic volumes of 6,000 vpd are expected to cross over the crosswalk; or
- Safety or efficiency reasons dictate directing pedestrians to a particular leg of an intersection; or STOP sign approach on a major or minor arterial street.

Crosswalk Markings at Mid-Block Locations
Mid-block crosswalks should only be installed if marked and established by a Traffic Engineering Study and approved by City Council action. Midblock crossings should only be installed at locations where pedestrians would be expected to need to cross the street. Because mid-block pedestrian activity is not expected by drivers, additional safety measures including signage, parking restrictions and HAWK beacons or RRFB's should be installed. Other pedestrian safety measures can include curb bulbouts. Mid-block crosswalks should only be installed if the following conditions exist:

- Mid-block crosswalks should be considered only if there is sufficient demand according to the following criteria:
    - Pedestrian volumes exceed 40 or more during the peak hour of pedestrian demand; or
    - Significant pedestrian trip generators (such as schools, parks or commercial buildings) are on both sides of the street between controlled intersections.
- The location is more than 300 feet from a controlled intersection;
- Adequate stopping sight distance exists between approaching motorists and pedestrians starting to cross the proposed crosswalk;
- The crosswalk location has adequate street lighting; and
- Safety considerations attributed to roadway configuration, traffic volumes or speeds do not preclude establishing a crosswalk.

Removal of Crosswalk Markings
These guidelines should not be used to justify removal of existing crosswalk markings. In most circumstances, additional safety measures should be considered prior to removal of crosswalk markings.

In general, removal of existing crosswalks should be avoided. In exceptional cases, closing a crosswalk or keeping a crosswalk closed may be justified even if a crosswalk meets the criteria outlined elsewhere in this Policy.

City of De Pere, Wisconsin

Request For Board of Public Works Action

MEETING DATE:	**May 10, 2021**
DEPARTMENT:	**Board of Public Works**
FROM:	**Eric Rakers**
SUBJECT:	**Consideration and possible action on installation of Rapid Rectangular Flashing Beacons on Chicago Street at O'Hearn Lane and Crestview Lane***

ATTACHMENTS:

- 2021 0510 CI_BOPW_Consider Chicago Street RRFB (PDF)
- CHICAGO & OHEARN (PDF)
- Crosswalk Request Schematic2 (PDF)

CITY OF DE PERE MEMO

To: Honorable Mayor Boyd
Members of the Board of Public Works
From: Eric P. Rakers, P.E., City Engineer
Date: May 10, 2021

RE: **Consider Chicago Street Rapid Rectangular Flashing Beacons at O'Hearn Lane and at Crestview Lane***

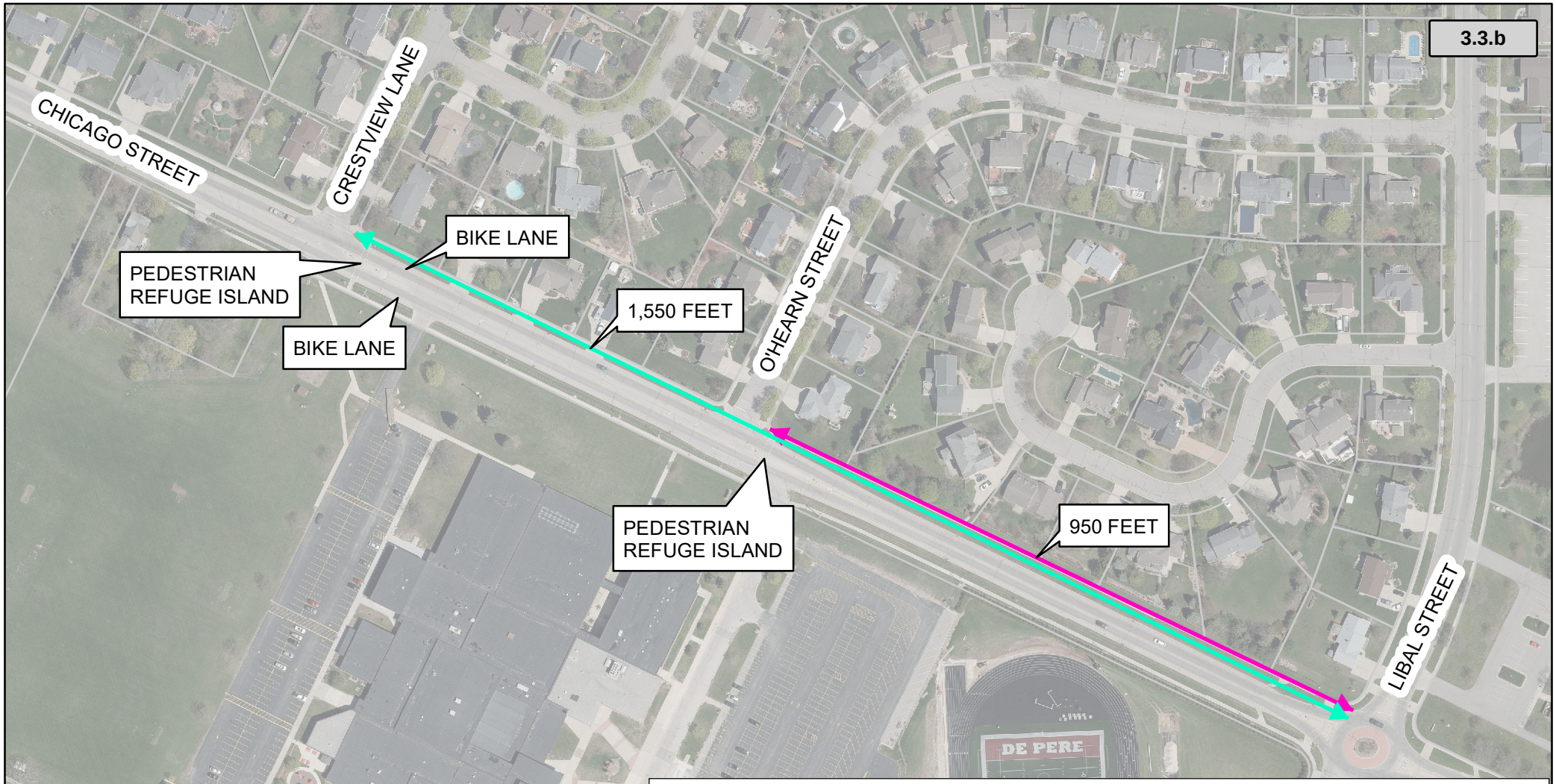
Staff received a request to install Rapid Rectangular Flashing Beacons (RRFB's) across Chicago Street at intersections with O'Hearn Lane and Crestview Lane. Staff completed a review of the intersections and a pedestrian count. A summary of the review is as follows:

- Chicago Lane is an urban two lane facility (there is a right turn lane to the school at O'Hearn Lane). Both locations have a pedestrian refuge island.
- The Chicago Street speed limit is 25 mph.
- No parking is allowed in this section. Additionally, there are bike lanes for added visibility of pedestrians waiting to cross.
- The intersections are located 950 feet and 1,550 feet from the roundabout at Libal Street.
- Pedestrian Counts were performed as follows:
    - April 6th - 41 pedestrians crossing at O'Hearn from 7 to 8:15 AM (Light rain started at 8:15)
    - April 6th - 77 pedestrians crossing at O'Hearn from 2:30 to 4:30 PM
    - April 7th - 17 pedestrians crossing at Crestview from 7 to 9 AM
    - April 7th – 31 pedestrians crossing at Crestview from 2:30 to 4:30 PM
- Based on an abbreviated City count, the Average Daily Traffic is approximately 8,000.
- Page 5 of the City of De Pere Crosswalk Location Policy includes Figure 1: Crosswalk Request and Enhancement Process Flow Chart which had been attached. The purpose for the chart is to establish a hierarchy approach to the placement of various pedestrian amenities in the City. The center of the chart lists the stepped approach for installing facilities based on the size of the roadway facility, starting with a collector/arterial street increasing in complexity based the traffic volume and number of lanes a pedestrian has to traverse. Chicago Street is a two or three lane facilities, ADT of 8,000 with a speed limit of 25 mph. This street has been constructed with pedestrian refuge islands. In order to progress to RRFB's the street needs to be a multi-lane with a higher ADT.

This location was reviewed by staff. The current configuration of the crosswalk along with the pedestrian refuge islands conform to Figure 1 of the policy. Staff observed a high percentage of vehicles yielding to pedestrians. Video was taken and will be presented for discussion. The pedestrian refuge islands provide the pedestrian with the ability to easily cross the street while also creating higher visibility of the crosswalk. This location is exactly what staff is hoping to see all around the City with a very high percentage of drivers adhering to the crosswalk rules

without additional/more advanced systems.

Staff does not recommend the installation of RRFB's at either location at this time.



DE PERE

1 inch = 200 feet

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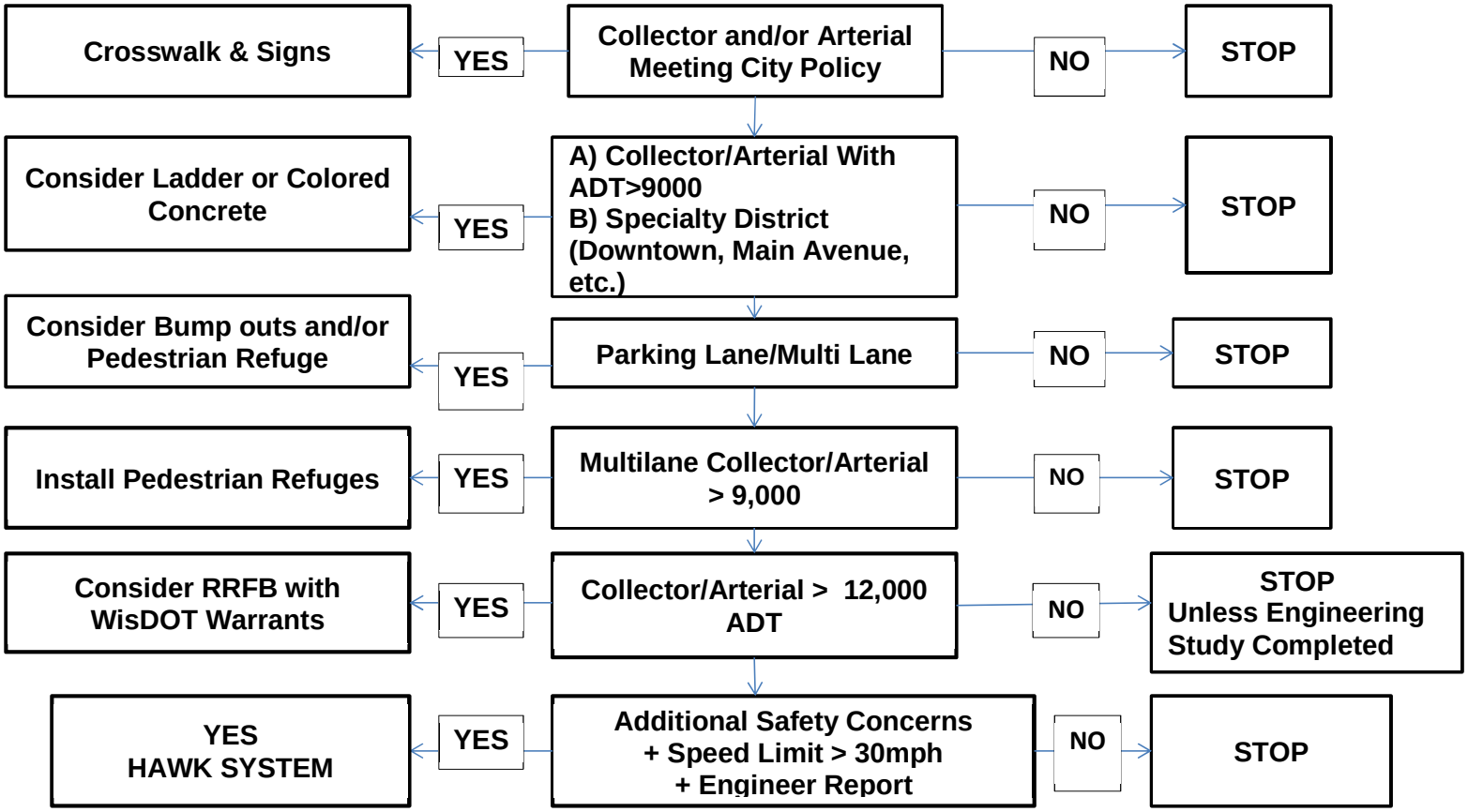
Disclaimer: The property lines, right-of-way lines, and other property information on this drawing are developed or obtained as part of the County Geographic Information System or through the County property tax mapping function. The City of De Pere does not guarantee this information to be correct, current or complete. The property and right-of-way information are only intended for use as a general referance and are not intended or suitable for site-specific use. Any use to the contrary of the above stated uses is the responsibility of the user and such use is at the user's own risk.

CHICAGO STREET RAPID RECTANGULAR FLASHING BEACON AT O'HEARN STREET AND CRESTVIEW LANE

CITY OF DE PERE
BROWN COU

CROSSWALK REQUEST AND ENHANCEMENT FLOW CHART
(Previous Criteria Must Be Met To Move To Next Step)



Other Considerations:
1.Consider speed reduction techniques in areas experiencing high speed.
2. Certain crosswalk enhancement techniques may also be justified for speed reduction techniques.
3. This Flow Chart does not apply to crosswalk requests near schools.

x:\correspondence\general\2017\crosswalk request schematic.docx

City of De Pere, Wisconsin

Request For Board of Public Works Action

MEETING DATE:	**May 10, 2021**
DEPARTMENT:	**Board of Public Works**
FROM:	**Eric Rakers**
SUBJECT:	**Consideration and possible action on 2021 Sidewalk Repair Order and Special Charges**

ATTACHMENTS:

- 2021 0510 CI_BOPW_Consider 2021 Sidewalk Repair Orders (PDF)
- Attachment 1 - 2021_Order_of_the_BOPW (PDF)
- Attachment 2 - CE_Project_21-05_Yearly_Program (PDF)
- Attachment 3 - 2021_Estimated_Sidewalk_Costs (PDF)
- Attachment 4 CE_Project_21-05_Sidewalk_Notification_Homeowner_Responsibility (PDF)
- Attachment 5 CE_Project_21-05_Sidewalk_Notification_City_Responsibility (PDF)
- Attachment 6 - Sidewalk_Repair_List (PDF)
- Attachment 7 - Top_26_Assessments (PDF)

CITY OF DE PERE
MEMO

To: Honorable Mayor Boyd
Members of the Board of Public Works
From: Eric P. Rakers, P.E., City Engineer
Date: May 10, 2021

RE: **Consideration and possible action on 2021 Sidewalk Repair Orders and Special Charges**

Each year the City inspects 1/8 of the City for required repairs to sidewalks. This year, the repair area is on the west side of the Fox River, bound by the north City Limits to the north, the Canadian National railroad tracks to the west, the Fox River to the east, and Scheuring Road to the south. Sidewalks are inspected per the attached "Defective Sidewalk and Acceptable Repairs".

Work will be completed under Project 21-05 Sidewalk and Curb Repairs.

Due to some large sidewalk repair requirements, there are some significant charges for the sidewalk repair. Property owners are notified of the special charge after the Board meeting when the Order is approved. In 2019 and 2020, an alternative allowing property owners with a special charge exceeding $1,000 to have a 5-year payback period was approved by the Board. In 2021, there are 91 properties meeting this condition, with tentative special charges exceeding $1,000.

Attachments for this item include:

1) Order of the Board of Public Works
2) Yearly Program
3) Estimated Sidewalk and Sidewalk Replacement Costs
4) Sidewalk Repair Letter to Property Owner
5) Sidewalk Notification Letter City Responsibility
6) Sidewalk Repair List
7) Top 26 Assessments for 2021

Staff recommends the Board approve the Order of the Board of Public Works for Sidewalk Repairs and payback period for special charges for the 2021 sidewalk repair program.

MAY 10, 2021

ORDER OF THE BOARD OF PUBLIC WORKS
FOR SIDEWALK REPAIRS UNDER
SECTION 66.0907, WISCONSIN STATUTES

The Board of Public Works of the City of De Pere, Brown County, Wisconsin, has found that certain sidewalks on the following streets were unsafe, defective or insufficient, to-wit:

West side of the Fox River, east of the railroad tracks, north of Scheuring Road

The Board of Public Works orders that all defective sidewalks identified on the attached property and repair listing be removed and replaced or otherwise corrected as identified therein and in accordance with the standards set forth and the established grade.

All owners of property fronting on said streets are ordered to remove and replace that portion of the sidewalk in need for repair and abutting their premises on or before the 30th day of June, 2021. If any owner fails to comply with this order, the City of De Pere shall cause the work on their sidewalk to be done by contract and shall charge the cost as a special tax against their lot or parcel. Lots or parcels with special charge costs in excess of $1,000 will have the option of paying such sidewalk replacement expenses in up to five (5) annual installments, together with interest (at a rate of the City's last issued bonds, plus 1%).

A copy of this order shall be mailed to each owner or their agent, and shall be published in the official newspaper.

Dated at De Pere, Wisconsin, this 10th day of May, 2021

BOARD OF PUBLIC WORKS
CITY OF DE PERE, WISCONSIN

Eric P. Rakers, P.E.
City Engineer

SIDEWALK REPAIR AND REPLACEMENT PROGRAM

YEAR	DESCRIPTION OF AREA
2021	West side of Fox River, east of RR tracks, north of Scheuring
2022	West side of Fox River, south of Scheuring Road
2023	East side of Fox River, south of Charles Street, west of Jordan/Ontario
2024	East side of Fox River, south of Charles, east of Jordan/Ontario
2025	West side of Fox River, west of RR tracks, north of Grant Street
2026	West side of Fox River, west of RR tracks, Grant to Scheuring
2027	East side of Fox River, north of Charles, west of Webster
2028	East side of Fox River, north of Charles, east of Webster

GUIDELINES

DEFECTIVE SIDEWALK AND ACCEPTABLE REPAIRS		
CRITERIA	DEFECT	REPAIRS*
Vertical Displacement	3/4" high or greater for 12" of joint	---Replace ---Mudjack ---Grinding up to 2” vertical
Horizontal Displacement	Greater than 1/2" for crack 3' or longer	---Replace ---Level crack may be cleaned and filled with concrete epoxy
Profile Variance	Over 4" per slab	---Replace ---Mudjack
Inverse Slope	Trapped water	---Replace ---Mudjack
Surface Imperfections	---50% or more of slab spalled ---Missing piece 3"x3" or greater ---Over 10' of cracks per slab	---Replace ---Missing piece up to 12" x 12" may be cleaned and filled with concrete epoxy

*Ramping of Vertical Displacement or Concrete Overlay of sidewalk are NOT acceptable repairs.

CITY OF DE PERE

Public Works - Engineering Department

925 S. Sixth Street, De Pere, WI 54115 | 920-339-4061 | www.de-pere.org

2021

ESTIMATED COSTS FOR NEW & REPLACEMENT SIDEWALK

NEW 4-INCH SIDEWALK		
Provide 4-inch Concrete Sidewalk	$6.56	
Provide ¾-inch Crushed Aggregate Base Course	0.72	
Drilled Tie Bars	0.07	
Subtotal (Per Square Foot)	$7.35	
5% Contingency	0.37	
20% Engineering & Administration	1.47	
Total (Per Square Foot)	**$9.19**	**($45.95 / LF)**
NEW 6-INCH SIDEWALK		
Provide 6-inch Concrete Sidewalk	$7.00	
Provide ¾-inch Crushed Aggregate Base Course	0.72	
Drilled Tie Bars	0.07	
Subtotal (Per Square Foot)	$7.79	
5% Contingency	0.39	
20% Engineering & Administration	1.56	
Total (Per Square Foot)	**$9.74**	**($48.70 / LF)**
REPLACEMENT 4-INCH SIDEWALK		
Remove and Replace 4-inch Concrete Sidewalk	$8.11	
Provide ¾-inch Crushed Aggregate Base Course	0.05	
Drilled Tie Bars	0.84	
Subtotal (Per Square Foot)	$9.00	
5% Contingency	0.45	
20% Engineering & Administration	1.80	
Total (Per Square Foot)	**$11.25**	**($56.25 / LF)**
REPLACEMENT 6-INCH SIDEWALK		
Provide 6-inch Concrete Sidewalk	$8.67	
Provide ¾-inch Crushed Aggregate Base Course	0.05	
Drilled Tie Bars	0.84	
Subtotal (Per Square Foot)	$9.56	
5% Contingency	0.48	
20% Engineering & Administration	1.91	
Total (Per Square Foot)	**$11.95**	**($59.75 / LF)**

CITY OF DE PERE

Engineering

925 S. Sixth Street, De Pere, WI 54115 | 920-339-4061 | www.de-pere.org

DATE

«OWNMAIL1»
«OWNMAIL3»
«OWNMAIL4»

Dear Property Owner:

In 1974, the Board of Public Works of the City of De Pere initiated a program to make all sidewalks in the City safe for pedestrians. Annually since then, sections of the city are selected by the Board on a rotating basis for review and correction. This year your area was identified.

Using guidelines set by the Board, the Engineering Department inspected the sidewalk abutting your property. Sections of sidewalk in need of correction were marked as follows:

1. **Sections Marked in Green Paint are the Homeowner's Responsibility:**
   Individual sections are sprayed with green paint. Note that multiple sections may also be marked in this way. Multiple sections marked with a green arrow indicates that all sections between, and including the arrows should be repaired. Repair of defects marked green are the property owner's responsibility.
2. **Sections marked with white paint are the City's responsibility:**
   Only defective or hazardous walk has been marked. Please note that occasionally, at the time of construction, it is found that additional adjacent walk needs to be removed and replaced to properly align the repair walk.

The findings of the Engineering Department were reported to the Board of Public Works on May 10, 2021. Upon review, the Board ordered repairs on the quantity of sidewalk panels listed below, at your property (approximate quantity):

Sidewalk Repairs at «LOCATION», Parcel ID: «PARCELID»

Distress	Number of Panels	Approximate Cost
Horizontal Displacement:	«HD» Panels	$«HDCOST2»
Vertical Displacement:	«VD» Panels	$«VDCOST2»
Surface Imperfections:	«SI» Panels	$«SICOST2»
Other:	«O» Panels	$«SICOST2»
TOTAL:	**«Private_Panels» Panels**	**$«TOTAL»**

The order allows you to make the corrections yourself or to arrange to have them made by a City licensed sidewalk contractor (visit www.deperewi.gov) of your choice on or before June 30, 2021. Any work remaining after that date will be done by the City's contractor. If you make any repairs by mud-jacking, grinding, or crack filling with concrete epoxy, (where allowed) please contact the Engineering Department by June 30, 2021 to have the repairs inspected and approved. Ramping of vertical displacement is NOT acceptable. The 2021 preliminary, approximate cost for replacement of a 5-foot by 5-foot, 4-inch thick sidewalk panel is $281.25 ($56.25 per linear foot). The 2021 preliminary, approximate cost for replacement of a 5-foot by 5-foot, 6-inch thick sidewalk panel across a driveway is $298.75 ($59.75 per linear foot).

If the City does the work, the costs of the repairs will be placed against your property as a special charge. Payment options for this special charge are:

Pay in full within 30 days of invoice to avoid interest accrual. Unpaid invoices will be charged against the parcel and collected like other taxes upon real estate.

Properties with repairs in excess of $1,000 may make payment in up to five annual installments, with interest accruing after the first 30 days of invoice. The interest rate is 3.365% (which represents the interest rate at which the city last issued bonds, plus 1%). A charge will go against the parcel each year until all installments have been entered and collected like other taxes upon real estate.

Please see the enclosed Resolution 21-XX for those payment details.

Disturbed lawns due to the sidewalk replacement by the City contractor will be seeded. The Homeowner is required to water and maintain.

*** Property owners with invisible fences or sprinkler systems located in the City right-of-way should have these items located prior to construction. The contractor cannot guarantee the condition of these items once construction begins. Any damages to these systems are the responsibility of the property owner and not the City or its contractor.**

Your cooperation in attaining safer sidewalks is appreciated. If you should have any questions regarding this matter, please contact Kelly Demeny with the City Engineering Department at 339-4072, extension 2234 or by email at kdemeny@deperewi.gov.

Sincerely,
DEPARTMENT OF PUBLIC WORKS

Chase K. Kuffel, P.E.
Assistant City Engineer

CITY OF DE PERE

Engineering

925 S. Sixth Street, De Pere, WI 54115 | 920-339-4061 | www.de-pere.org

DATE

«OWNMAIL1»
«OWNMAIL3»
«OWNMAIL4»

Re: City Sidewalk Repairs at «LOCATION», «PARCELID»

Dear Property Owner:

In 1974 the Board of Public Works of the City of De Pere initiated a program to make all sidewalks in the City safe for pedestrians. Annually since then, the Board has selected an area of the City for review and correction. This year your area was chosen.

You are receiving this letter to inform you that the City will be performing sidewalk repairs adjacent to your property. There is no charge to you for these repairs because the terrace trees are determined to have caused the damage.

Using guidelines set by the Board, the Engineering Department inspected the sidewalk abutting your property. Sections of sidewalk in need of correction were marked as follows:

- Sections in need of repairs are marked with green or white paint.
- Sections marked with white paint are the City's responsibility. Note that multiple sections may be marked in this way.

Only defective or hazardous walk has been marked. Please note that occasionally, at the time of construction, it is found that additional adjacent walk needs to be removed and replaced to properly align the repair walk.

The sidewalk that is replaced by the City Contractor will be seeded. The property owner is required to water and maintain the landscaping area.

*** Property owners with invisible fences or sprinkling systems located in the city right-of-way should have these items located prior to construction. The contractor cannot guarantee the condition of these items once construction begins.**

Your cooperation toward the attainment of safer sidewalks is appreciated. If you should have any questions regarding this matter, please call Kelly Demeny with the City Engineering Department at 339-4072, extension 2234 or contact him by email at kdemeny@deperewi.gov.

Sincerely,

DEPARTMENT OF PUBLIC WORKS

Chase Kuffel
Assistant City Engineer

CITY OF DE PERE PROJECT 21-05 SIDEWALK AND CURB REPAIR			Horizontal Displacement	Vertical Displacement	Surface Imperfections	Total Panels
PARCEL ID	LOCATION	OWNER	Panels (5'x5')	Panels (5'x5')	Panels (5'x5')	
WD-70-1	1500 FORT HOWARD AVE	BROWN COUNTY PARK FAIRGROUNDS	11	2	12	25
WD-778	1816 FORT HOWARD AVE	CARY M UECKE	16	2	0	18
WD-782	532 DUNNING DR	GERALD L BOS	14	2	0	16
WD-1668	555 MAIN AVE	EDWARD Y LIN	6	7	3	16
WD-510	824 FORT HOWARD AVE	U S PAPER MILLS CORP	4	5	5	14
WD-310	430 GRANT ST	NICOLET HIGHLANDS LLC	6	6	2	14
WD-365	200 MAIN AVE	AHLSTROM-MUNKSJO NICOLET LLC	7.5	1	5	13.5
WD-934	290 REID ST	SAINT NORBERT COLLEGE INC	4	3	3	10
WD-404-2	0 MAIN AVE	WISCONSIN DEPARTMENT OF TRANSPORTATION	0	0	10	10
WD-920	365 MAIN AVE	SAKS HOLDINGS LLC	0	6.5	3.5	10
WD-295	444 REID ST	PARK PLACE HOLDINGS REID STREET LLC	1	9	0	10
WD-936	110 REID ST	SAINT NORBERT COLLEGE INC	4	5	1	10
WD-616	631 THIRD ST	SAINT NORBERT COLLEGE INC	1	9	0	10
WD-262-1	1321 LOST DAUPHIN RD	PABLO D TAVARES AMEZCUA	0	3	7	10
WD-913	337 MAIN AVE	MIRHASHEMI INC	2.5	7	0	9.5
WD-889	421 MAIN AVE	JAMES J KROPP	0	9.5	0	9.5
WD-623	500 GRANT ST	GRANT STREET HOLDINGS LLC	1.5	7	0.5	9
WD-890-1	441 MAIN AVE	PEOPLES MARINE BANK OF GREEN BAY	2	2.5	4	8.5
WD-203-2	1636 LOST DAUPHIN RD	ST NORBERT COLLEGE INC	3	4	1	8
WD-785	512 DUNNING DR	THOMAS J SMEESTER	1	2	5	8
WD-791	503 LEONARD ST	MICHAEL P JANSEN	7	0	1	8
WD-965	401 REID ST	JAYAMBEY LLC	3	3	2	8
WD-905	290 REID ST	SAINT NORBERT COLLEGE INC	6	0	2	8
WD-841	620 THIRD ST	SAINT NORBERT COLLEGE INC	2	1	5	8
WD-884	401 MAIN AVE	SCHLEIS PROPERTIES LLC	0	2.5	5	7.5
WD-789	1809 EDGAR ST	CHRISTOPHER T RUSH	6	1	0	7
WD-793	1410 FORT HOWARD AVE	DALE E HOCKERS	2	1	4	7
WD-951	209 REID ST	SAINT NORBERT COLLEGE INC	2	2	3	7
WD-675	317 FOURTH ST	LINZMEYER FAMILY LP	0	0	7	7
WD-792-1	515 LEONARD ST	STEVEN B CHRISTIAN	7	0	0	7
WD-818	1316 FORT HOWARD AVE	SCOTT A DANELSKI	5	0	2	7
WD-288	441 MAIN AVE	PEOPLES MARINE BANK OF GREEN BAY	3	0	4	7
WD-752	717 THIRD ST	EQUITY TRUST CO CUSTODIAN FBO ROBERT C OLSON IRA	0	6	1	7
WD-758-S-1	1703 LOST DAUPHIN RD	STOCK KENNETH C 2004 REVOCABLE TRUST	1	5	1	7
WD-751	803 THIRD ST	THOMAS F DELSART	2	2.5	2	6.5
WD-882	300 LANDE ST	JARED VANDENBRANDEN, ETAL	0	0.5	6	6.5
WD-381	400 MAIN AVE	SECOR JEROME J REVOCABLE TRUST	2	2	2	6
WD-893	400 REID ST	GENCAP DE PERE 1 LLC	0	4	2	6
WD-868	809 FOURTH ST	ERIC CRABBE	0	2	4	6
WD-961	325 REID ST	TWEET BROTHERS RENTAL PARTNERSHIP	3	1	2	6
WD-815	657 FAIRVIEW AVE	ROBERT S OLEWINSKI	0	5	1	6
WD-822	672 RIVER AVE	JAMBER INVESTMENTS LLC	0	2	4	6
WD-522	918 FORT HOWARD AVE	DAVID R KOPP	0	4	2	6
WD-388	486 MAIN AVE	SMOOTH MONEY OF DE PERE, LLC	0	5	1	6
WD-954	0 THIRD ST	SAINT NORBERT COLLEGE INC	0	2	4	6
WD-168	412 THIRD ST	SAINT NORBERT COLLEGE INC	0	5	1	6
WD-221	335 MARSH ST	ST NORBERT COLLEGE INC	0	0	6	6
WD-492	617 BIRCH ST	DANIEL R PETERS	2	1	2.5	5.5
WD-398	240 N SIXTH ST	LINDSAY J BROOKS	0	0.5	5	5.5
WD-917	353 MAIN AVE	SAKS HOLDINGS LLC	0	4.5	1	5.5
WD-220-1	329 MARSH ST	ST NORBERT COLLEGE INC	0	0	5	5
WD-279	509 MAIN AVE	CAPITAL CREDIT UNION	1	4	0	5
WD-491	327 N SIXTH ST	JASON J HEARLEY	1	2	2	5
WD-240	705 FOURTH ST	SAINT NORBERT COLLEGE INC	0	2	3	5
WD-871-1	818 THIRD ST	STEVEN R DRAEGER	1	4	0	5
WD-183	1011 THIRD ST	MAXINE E CAYCE, TRUSTEE	1	3	1	5
WD-708-F-5	1120 FORT HOWARD AVE	BARBARA R BREBNER	1	3	1	5
WD-389-4	556 MAIN AVE	CHRIST THE ROCK CHURCH INC	2	0	3	5
WD-925	115 FOURTH ST	BLACK PUCK REALTY LLC	1	0	4	5
WD-676	316 THIRD ST	SAINT NORBERT COLLEGE INC	2	3	0	5
WD-47	205 STEWART ST	SAINT NORBERT COLLEGE INC	0	0	5	5
WD-173	707 THIRD ST	RUF LIVING TRUST	0	3	2	5
WD-753-1	715 THIRD ST	THOMAS F DELSART	1	4	0	5
WD-874	901 FOURTH ST	WILLIAM A CAYEMBERG	0	3	2	5
WD-194-2	1300 LOST DAUPHIN RD	SAINT NORBERT COLLEGE INC	0	4	1	5

CITY OF DE PERE PROJECT 21-05 SIDEWALK AND CURB REPAIR			Horizontal Displacement	Vertical Displacement	Surface Imperfections	Total Panels
PARCEL ID	LOCATION	OWNER	Panels (5'x5')	Panels (5'x5')	Panels (5'x5')	
WD-0006	784 SCHEURING RD	LISA M & THOMAS L BARRETT	0	4	1	5
WD-496	306 N SIXTH ST	TAMMY L BORCHERS	4	0.5	0	4.5
WD-918	355 MAIN AVE	CONNECTIVE PROPERTIES LLC	0	4.5	0	4.5
WD-872	819 FOURTH ST	STEVE DRAEGER	3	1	0.5	4.5
WD-194-3	1300 LOST DAUPHIN RD	MIDWEST COMMUNICATIONS	0	1	3	4
WD-281	108 S FIFTH ST	CAPITAL CREDIT UNION	1	2	1	4
WD-222	339 MARSH ST	ST NORBERT COLLEGE INC	2	1	1	4
WD-252	805 FOURTH ST	ERIC A CRABBE	0	1	3	4
WD-45	217 STEWART ST	SAINT NORBERT COLLEGE INC	1	1	2	4
WD-199	1213 LOST DAUPHIN RD	JOHN F MASON	3	0	1	4
WD-784	518 DUNNING DR	LISA L ASCHENBRENNER	0	3	1	4
WD-805	624 FAIRVIEW AVE	IRIS R SEROOGY	0	1	3	4
WD-792-12	501 DUNNING DR	ANGELA J JEPSON	3	1	0	4
WD-792-14	437 DUNNING DR	MELANIE ANN OLP	3	1	0	4
WD-792-21	1800 EDGAR ST	RYAN J MEYER	1	3	0	4
WD-77-3	1102 FORT HOWARS AVE	MICHAEL J PIJANOWSKI	0	1	3	4
WD-389-2	500 MAIN AVE UNIT A-D	DUTCH BOYZ DE PERE LLC	2	0	2	4
WD-429	111 FORT HOWARD AVE	WISCONSIN PUBLIC SERVICE CORP	2	1	1	4
WD-380	380 MAIN AVE	OLD NELL PROPERTIES LLC	1	3	0	4
WD-921	371 MAIN AVE	ABTS INVESTMENTS LLC	0	4	0	4
WD-172	701 THIRD ST	ROSNER RENTALS LLC	1	2	1	4
WD-875	904 THIRD ST	ROY LINDGREN	2	2	0	4
WD-877	909 FOURTH ST	MICHAEL T ESERKALN	3	0	1	4
WD-163	1100 FOURTH ST	HENRY M SECOR JR	1	3	0	4
WD-206-1	1631 LOST DAUPHIN RD	TIMOTHY J HOWALD	1	3	0	4
WD-870	813 FOURTH ST	ANDERSON JAMES R & JOY L LIVING TRUST	0	1	2.5	3.5
WD-233	418 FOURTH ST	JOSEPH B VANDENACK	1	1	1.5	3.5
WD-621	215 PLEASANT PL	SALLY MARCELLE	1	1.5	1	3.5
WD-668	311 GRANT ST	SAINT NORBERT COLLEGE INC	0	0	3	3
WD-792-20	1804 EDGAR ST	STEVEN K BRUNETTE	2	1	0	3
WD-823	666 RIVER AVE	GARY L GLATFELTER, ETAL	0	3	0	3
WD-836	1230 FORT HOWARD AVE	TYLER J TERRELL, ETAL	2	0	1	3
WD-394	222 N SIXTH ST	DAVID J JACOB	1	1	1	3
WD-649-1	ALLEY - 0 GRANT ST	ST NORBERT COLLEGE INC	0	0	3	3
WD-792-8	519 DUNNING DR	JOAN L BRAUNSDORF	1	2	0	3
WD-493	615 BIRCH ST	THOMAS J MOLITOR	1	1	1	3
WD-427	251 N SIXTH ST	STEVEN J SCHROEDER	0	3	0	3
WD-647	318 FOURTH ST	ST NORBERT COLLEGE INC	0	1	2	3
WD-854	606 FOURTH ST	SAINT NORBERT COLLEGE INC	1	2	0	3
WD-617	222 PLEASANT PL	LARRY J ROFFERS	1	1	1	3
WD-264	230 PROSPECT PL	JORDAN A SANTAGA	2	1	0	3
WD-821	1304 FORT HOWARD AVE	JOSEPH J VANRENS	0	0	3	3
WD-506	612 BIRCH ST	MICHAEL R WEBER	1	2	0	3
WD-930	330 REID ST	LUTSEY ENTERPRISES LLP	1	2	0	3
WD-634-2	400 GRANT ST	SAINT NORBERT COLLEGE INC	0	0	3	3
WD-696	0 THIRD ST	SAINT NORBERT COLLEGE INC	2	0	1	3
WD-672	324 COLLEGE AVE	ST NORBERT COLLEGE INC	1	0	2	3
WD-673	330 COLLEGE AVE	SAINT NORBERT COLLEGE INC	0	0	3	3
WD-765	402 FOURTH ST	SCOTT A VANRYZIN	0	2	1	3
WD-708-J-101	417 FOURTH ST	THOMAS F DELSART	0	1	2	3
WD-227	320 MARSH ST	SAINT NORBERT COLLEGE INC	0	1	2	3
WD-776	319 MARSH ST	DANIEL J DANEN	2	1	0	3
WD-246	717 FOURTH ST	ST NORBERT COLLEGE INC	1	1	1	3
WD-48	141 STEWART ST	ST NORBERT COLLEGE INC	0	1	2	3
WD-619	208 PLEASANT PL	SAINT NORBERT COLLEGE INC	0	2	1	3
WD-175	901 THIRD ST	JAMES R RABOIN	0	3	0	3
WD-253-1	232 BELLE AVE	MICHAEL A HOLLY	0	3	0	3
WD-189	1102 FOURTH ST	JOSHUA B LECLAIRE	1	2	0	3
WD-261	1309 LOST DAUPHIN RD	ROBERT B LARSEN	0	2	1	3
WD-276	1413 LOST DAUPHIN RD	JEFFREY S MENCHESKI	1	1	1	3
WD-276-1	1417 LOST DAUPHIN RD	SHAWN R NEUVILLE	0	2	1	3
WD-723-1	1507 LOST DAUPHIN RD	RICHARD L KARBON	0	2	1	3
WD-723-7	249 FOX RIDGE CT	MATTHEW O VANLANEN	0	3	0	3
WD-809	627 FAIRVIEW AVE	MICHAEL COPPENS	1	0.5	1	2.5
WD-915	345 MAIN AVE	MANNING RONALD G & MARY A PFUTZENREUTER JT REV	0	2.5	0	2.5

CITY OF DE PERE PROJECT 21-05 SIDEWALK AND CURB REPAIR			Horizontal Displacement	Vertical Displacement	Surface Imperfections	Total Panels
PARCEL ID	LOCATION	OWNER	Panels (5'x5')	Panels (5'x5')	Panels (5'x5')	
WD-741	918 FOURTH ST	NATHAN E KRAFTCHECK	0	1.5	1	2.5
WD-750	807 THIRD ST	RUBENS LLC	1	1.5	0	2.5
WD-180	923 THIRD ST	ROBERT P WOLSLEGEL	0	2.5	0	2.5
WD-399	244 N SIXTH ST	MICHAEL A WALKOWIAK JR	0	1	1	2
WD-392	208 N SIXTH ST	HOLEWINSKI PROPERTIES LLC	0	2	0	2
WD-228	324 MARSH ST	SAINT NORBERT COLLEGE INC	0	2	0	2
WD-225	507 FOURTH ST	ST NORBERT COLLEGE INC	0	2	0	2
WD-876	910 THIRD ST	SNYDER THOMAS W & NANCY L REVOCABLE LIVING TRUST	1	1	0	2
WD-265-1	222 PROSPECT PL	REBECCA L JANSSEN	2	0	0	2
WD-486	330 FORT HOWARD AVE	MCHAEL MCKENZIE	1	1	0	2
WD-419	231 N SIXTH ST	CORDAY T GODDARD	0	0	2	2
WD-306	525 REID ST	N E W DEVELOPERS LLC	0.5	1	0.5	2
WD-694	0 GRANT ST	SAINT NORBERT COLLEGE INC	0	2	0	2
WD-766-1	417 COLLEGE AVE	SAINT NORBERT COLLEGE INC	0	2	0	2
WD-764	410 FOURTH ST	SAINT NORBERT COLLEGE INC	0	1	1	2
WD-856	620 FOURTH ST	ST NORBERT COLLEGE INC	1	1	0	2
WD-242	712 THIRD ST	SAINT NORBERT COLLEGE INC	0	1	1	2
WD-873	313 HIGH ST	RICHARD L GERBERS	1	1	0	2
WD-203-4	672 SCHEURING RD	MICHAEL J MATHU	0	2	0	2
WD-269	217 PROSPECT PL	LISA M HUMBLET	1	1	0	2
WD-786	508 DUNNING DR	KELLY B SHAW	0	1	1	2
WD-792-5	1716 FORT HOWARD AVE	ALEX BOULANGER	1	1	0	2
WD-792-3	1722 FORT HOWARD AVE	ELSIE F HUSSIN	0	2	0	2
WD-792-7	521 DUNNING DR	JAMES A HOLTERMAN	2	0	0	2
WD-792-13	441 DUNNING DR	ADAM HOCK	0	1	1	2
WD-792-19	1808 EDGAR ST	RICHARD K FRENCH	1	1	0	2
WD-792-18	1812 EDGAR ST	JEAN E DWYERHUNNER	1	1	0	2
WD-811	639 FAIRVIEW AVE	DAVID J BACHMAN	1	1	0	2
WD-825	656 RIVER AVE	MATTHEW C STEVENS	1	0	1	2
WD-826	652 RIVER AVE	BEVERLY T MOESER	0	2	0	2
WD-522-1	1000 FORT HOWARD AVE	JOANNE V MUKA	0	2	0	2
WD-508	406 FORT HOWARD AVE	TL BROOKS HOLDINGS LLC	1	1	0	2
WD-480	300 FORT HOWARD AVE	LORI J BOHLING	0	2	0	2
WD-479	301 N SIXTH ST	LINDA A SCHUMACHER	0	2	0	2
WD-490	321 N SIXTH ST	MICHAEL J CARTER	0	1	1	2
WD-421	235 N SIXTH ST	PATTI L LAUDICINA	2	0	0	2
WD-417	225 N SIXTH ST	ROBERT HANDRICK	0	1	1	2
WD-1814	200 FORT HOWARD AVE	S SONNABEND PROPERTIES LLC	2	0	0	2
WD-418	208 FORT HOWARD AVE	DIANNE M DRAKE	0	2	0	2
WD-428	232 FORT HOWARD AVE	BRIANNA M HAMMERSLEY	0	2	0	2
WD-432	207 FORT HOWARD AVE	JOHN H AMBROSIUS	0	2	0	2
WD-405	113 FORT HOWARD AVE	SAMUEL J SANDERS	1	0	1	2
WD-378	366 MAIN AVE	DAVID J MATYAS	0	2	0	2
WD-923	377 MAIN AVE	SAKS HOLDINGS LLC	2	0	0	2
WD-216	300 GRANT ST	SAINT NORBERT COLLEGE INC	0	2	0	2
WD-685	213 THIRD ST	SAINT NORBERT COLLEGE INC	0	2	0	2
WD-7	0 THIRD ST	SAINT NORBERT COLLEGE INC	0	2	0	2
WD-23	0 MARSH ST	SAINT NORBERT COLLEGE INC	0	0	2	2
WD-40	601 THIRD ST	SAINT NORBERT COLLEGE INC	2	0	0	2
WD-646	405 GRANT ST	ST NORBERT COLLEGE INC	2	0	0	2
WD-235	426 FOURTH ST	SAINT NORBERT COLLEGE INC	1	0	1	2
WD-236	500 FOURTH ST	PATRICK H HART	2	0	0	2
WD-149	704 FOURTH ST	ST NORBERT COLLEGE INC	0	2	0	2
WD-744	428 LANDE ST	DANIELLE M BAETEN	0	2	0	2
WD-770	314 MARSH ST	SAINT NORBERT COLLEGE INC	0	1	1	2
WD-231	425 FOURTH ST	COLLEEN P CAINE, ETAL	0	2	0	2
WD-238	704 THIRD ST	SAINT NORBERT COLLEGE INC	1	1	0	2
WD-243	718 THIRD ST	THOMAS F DELSART	1	1	0	2
WD-869	814 THIRD ST	AVERY J OBERSTADT, ETAL	0	2	0	2
WD-618	216 PLEASANT PL	SAINT NORBERT COLLEGE INC	1	1	0	2
WD-904	435 LANDE ST	MATTHEW A LAUSCHER	1	1	0	2
WD-166	305 LANDE ST	SHAE PROPERTIES LLC	0	1	1	2
WD-167	1010 THIRD ST	THOMAS M MCGOREY	2	0	0	2
WD-178	911 THIRD ST	4K RESIDENTIAL PROPERTIES LLC	0	2	0	2
WD-197-1	1131 LOST DAUPHIN RD	MICHAEL J & DONNA J CALAWERTS REVOCABLE TRUST	0	1	1	2

CITY OF DE PERE PROJECT 21-05 SIDEWALK AND CURB REPAIR			Horizontal Displacement	Vertical Displacement	Surface Imperfections	Total Panels
PARCEL ID	LOCATION	OWNER	Panels (5'x5')	Panels (5'x5')	Panels (5'x5')	
WD-197	1135 LOST DAUPHIN RD	MICHAEL J & DONNA J CALAWERTS REVOCABLE TRUST	0	0	2	2
WD-257	244 NICOLET PL	AMY L KOCKEN	0	1	1	2
WD-201	1600 LOST DAUPHIN RD	SAINT NORBERT COLLEGE INC	0	2	0	2
WD-203-3	680 SCHEURING RD	MICHAEL J MATHU	0	2	0	2
WD-699-E-4-1	742 SCHEURING RD	JOHN F ERICKSON	0	2	0	2
WD-699-E-3-1	756 SCHEURING RD	JOHN F ERICKSON	1	1	0	2
WD-271	225 PROSPECT PL	KEVIN J HEEZEN	0	0	2	2
WD-810	633 FAIRVIEW AVE	NOREEN M VANDENBERG	0	0.5	1	1.5
WD-879	911 FOURTH ST	THERESA J GARDNER	1	0.5	0	1.5
WD-224	515 FOURTH ST	ST NORBERT COLLEGE INC	0	1.5	0	1.5
WD-387	444 MAIN AVE	F & J PROPERTIES LLC	0	1.5	0	1.5
WD-387-1	0 MAIN AVE	JAMES J KROPP	0	1.5	0	1.5
WD-234	420 FOURTH ST	SAINT NORBERT COLLEGE INC	0	1	0.5	1.5
WD-156-1	816 FOURTH ST	GLENN J GAUTHIER	1	0.5	0	1.5
WD-223	517 FOURTH ST	ELIZABETH A VANDEYACHT	0	1.5	0	1.5
WD-883	923 FOURTH ST	JARED R VANDENBRANDEN, ETAL	0	1.5	0	1.5
WD-903-1	427 LANDE ST	RAYMOND A GUENETTE	0	1.5	0	1.5
WD-179	915 THIRD ST	WILLIAM R NIELSON II	0	1.5	0	1.5
WD-834	659 RIVER AVE	JASON L BAVINCK	0	0	1	1
WD-485-1	312 FORT HOWARD AVE	CASEY M CREVIER	1	0	0	1
WD-396	226 N SIXTH ST	SHEBU ZHANG	0	1	0	1
WD-393	214 N SIXTH ST	DAWN A PULLEY	0	1	0	1
WD-403	103 FORT HOWARD AVE	RALPH E SANDERS	1	0	0	1
WD-665	317 GRANT ST	SAINT NORBERT COLLEGE INC	1	0	0	1
WD-855	616 FOURTH ST	SAINT NORBERT COLLEGE INC	0	1	0	1
WD-150	710 FOURTH ST	SAINT NORBERT COLLEGE INC	0	0	1	1
WD-152	716 FOURTH ST	DANTON W HOLCOMBE	0	0	1	1
WD-742-1	416 LANDE ST	RONALD W DIEDERICH	0	0	1	1
WD-743	424 LANDE ST	JOSEPH D VANDERLINDEN	0	0	1	1
WD-838	500 THIRD ST	SAINT NORBERT COLLEGE INC	0	0	1	1
WD-867	810 THIRD ST	DEREK J RHODES	0	1	0	1
WD-899	1002 FOURTH ST	ERRYN ASHLEY BOILARD	0	0	1	1
WD-159	1017 FOURTH ST	GREEN R PROPERTIES LLC	1	0	0	1
WD-699-E-6-1	716 SCHEURING RD	JOHN F ERICKSON	0	1	0	1
WD-699-E-5-1	728 SCHEURING RD	JOHN F ERICKSON	1	0	0	1
WD-272	229 PROSPECT PL	THOMAS A PAULSON	0	0	1	1
WD-206	1625 LOST DAUPHIN RD	PAUL J SCHNEIDER	1	0	0	1
WD-790	1813 EDGAR ST	PAMELA A HAVELKARIVARD	0	1	0	1
WD-792	509 LEONARD ST	EDWARD J BOUGIE	1	0	0	1
WD-779	1808 FORT HOWARD AVE	SEAN M BARBER	0	1	0	1
WD-804	628 FAIRVIEW AVE	DAVID MROCZYNSKI	0	0	1	1
WD-792-2	531 DUNNING DR	LINDA M TURRIFF	1	0	0	1
WD-792-6	525 DUNNING DR	BRIAN D BEARDSLEY	1	0	0	1
WD-792-11	505 DUNNING DR	THOMAS N ERDMANN JR	0	1	0	1
WD-814	649 FAIRVIEW AVE	DONALD R KOLTZ	0	1	0	1
WD-833	651 RIVER AVE	THOMAS J HRDLICKA	0	1	0	1
WD-835	600 RIVER AVE	TYLER J TERRELL, ETAL	0	1	0	1
WD-77	1116 FORT HOWARD AVE	MARY C HARPER	0	0	1	1
WD-505	608 BIRCH ST	FRANCISCO ROMAN	0	1	0	1
WD-488	336 FORT HOWARD AVE	SHAWN ALBERTS	1	0	0	1
WD-484	306 FORT HOWARD AV	JOHN B MAZZARIELLO	0	1	0	1
WD-1815	202 FORT HOWARD AVE	DANIEL C WINSKI	0	0	1	1
WD-416	204 FORT HOWARD AVE	BRENT A DEAVERS	0	1	0	1
WD-426	230 FORT HOWARD AVE	MATTHEW J DIEDERICH	0	1	0	1
WD-497	324 N SIXTH ST	TYLER D HOLTZHEIMER	0	0	1	1
WD-400	250 N SIXTH ST	KAYLA SELL	0	0	1	1
WD-389-5	0 FORT HOWARD AVE	CHRIST THE ROCK CHURCH INC	0	1	0	1
WD-411	117 FORT HOWARD AVE	JOSEPH J BLOEMER	0	1	0	1
WD-386	436 MAIN AVE	ISC PROPERTY LLC	0	1	0	1
WD-379	368 MAIN AVE	SAKS HOLDINGS LLC	0	1	0	1
WD-374	342 MAIN AVE	PAUL H WILLEMS	0	1	0	1
WD-367	300 MAIN AVE	HAWK HOLDINGS LLC	0	1	0	1
WD-911	327 MAIN AVE	TILKENS HOLDINGS LLC	0	1	0	1
WD-922	375 MAIN AVE	DENNIS M LARSON	0	0	1	1
WD-931	116 THIRD ST	AJANGO PROPERTIES LLC	1	0	0	1

CITY OF DE PERE PROJECT 21-05 SIDEWALK AND CURB REPAIR			Horizontal Displacement	Vertical Displacement	Surface Imperfections	Total Panels
PARCEL ID	LOCATION	OWNER	Panels (5'x5')	Panels (5'x5')	Panels (5'x5')	
WD-885	407 MAIN AVE	KIP A DETRY	0	1	0	1
WD-887	413 MAIN AVE	DEAN G RHODES	0	1	0	1
WD-888	417 MAIN AVE	KENNETH J MARTIN	1	0	0	1
WD-284	109 S FIFTH ST	GENCAP DE PERE 1 LLC	1	0	0	1
WD-634	0 GRANT ST	SAINT NORBERT COLLEGE INC	1	0	0	1
WD-955	303 REID ST	REID STREET RETAIL LLC	1	0	0	1
WD-721	0 THIRD ST	SAINT NORBERT COLLEGE INC	0	1	0	1
WD-728	0 THIRD ST	SAINT NORBERT COLLEGE INC	0	1	0	1
WD-27	0 MARSH ST	SAINT NORBERT COLLEGE INC	1	0	0	1
WD-661	335 GRANT ST	SAINT NORBERT COLLEGE INC	0	1	0	1
WD-1909	431 GRANT ST	VHC INC	0	1	0	1
WD-767	PARKING LOT - 0 COLLEGE AVE	SAINT NORBERT COLLEGE INC	0	1	0	1
WD-848	504 FOURTH ST	THOMAS F DELSART	0	0	1	1
WD-851	518 FOURTH ST	ST NORBERT COLLEGE INC	0	1	0	1
WD-154	800 FOURTH ST	JOSEPH J BERTRAND	0	1	0	1
WD-155	806 FOURTH ST	MARK S GILLE	0	1	0	1
WD-157	818 FOURTH ST	CHRISTOPHER D SCHWARTZ	0	1	0	1
WD-158	822 FOURTH ST	THOMAS P MEVERDEN	0	1	0	1
WD-741-1	920 FOURTH ST	NICHOLAS A BEYER	0	1	0	1
WD-745	432 LANDE ST	JODI B CHARLES	0	1	0	1
WD-768-1	518 THIRD ST	SAINT NORBERT COLLEGE INC	0	0	1	1
WD-769	310 MARSH ST	SAINT NORBERT COLLEGE	0	1	0	1
WD-229	326 MARSH ST	SAINT NORBERT COLLEGE INC	0	1	0	1
WD-226	505 FOURTH ST	SAINT NORBERT COLLEGE INC	0	1	0	1
WD-241	708 THIRD ST	SAINT NORBERT COLLEGE INC	0	1	0	1
WD-249	802 THIRD ST	OVERLAND INVESTMENTS LLC	0	1	0	1
WD-871	320 HIGH ST	JUSTIN J SAMUELS, ETAL	0	1	0	1
WD-251	803 FOURTH ST	TIM M TURRIFF	1	0	0	1
WD-244	709 FOURTH ST	RONALD E SALENTINE	1	0	0	1
WD-845	623 FOURTH ST	SAINT NORBERT COLLEGE INC	0	1	0	1
WD-844	617 FOURTH ST	SAINT NORBERT COLLEGE INC	0	1	0	1
WD-846	615 FOURTH ST	SAINT NORBERT COLLEGE INC	0	1	0	1
WD-49	201 STEWART ST	ST NORBERT COLLEGE INC	0	1	0	1
WD-46	215 STEWART ST	SAINT NORBERT COLLEGE INC	1	0	0	1
WD-622	217 PLEASANT PL	CRAIG S ROSNER	0	1	0	1
WD-753	220 RIVERVIEW AVE	WJ LEASING LLP	1	0	0	1
WD-754	216 RIVERVIEW AVE	ANDERSON JAMES R & JOY L LIVING TRUST	0	1	0	1
WD-749	809 THIRD ST	ANTHONY M SCHMIDT	0	1	0	1
WD-747	817 THIRD ST	RANDALL S BECKS	0	1	0	1
WD-903	421 LANDE ST	TARA L MEYER	0	1	0	1
WD-900	409 LANDE ST	JEFFREY G SMET	0	1	0	1
WD-196	1121 LOST DAUPHIN RD	DAVI ANN L MUELLER	0	1	0	1
WD-198-1	1201 LOST DAUPHIN RD	VANSISTINE MARY JANE TRUST AGREEMENT	0	1	0	1
WD-198	1205 LOST DAUPHIN RD	BETTE J ANDERSON	0	1	0	1
WD-194	1310 LOST DAUPHIN RD	SAINT NORBERT COLLEGE INC	1	0	0	1
WD-260-1	1305 LOST DAUPHIN RD	JAIRO A RIOS	0	1	0	1
WD-262	1313 LOST DAUPHIN RD	VERNON R LEMKE	0	0	1	1
WD-272-1	233 PROSPECT PL	CHARLOTTE E WALDSCHMIDT	1	0	0	1
WD-273	1401 LOST DAUPHIN RD	CORY A GOCHEE	0	1	0	1
WD-275	1409 LOST DAUPHIN RD	MARTIN J HERMANS	0	1	0	1
WD-723-5	1531 LOST DAUPHIN RD	LUCAS J TLACHAC	0	1	0	1
WD-723-6	250 FOX RIDGE CT	JEFFREY DUFEK	0	1	0	1
WD-723-8	1605 LOST DAUPHIN RD	CHRISTIAN M STEIER	0	1	0	1
WD-881	917 FOURTH ST	JARED R VANDENBRANDEN, ETAL	0	0.5	0	0.5
WD-483	311 N SIXTH ST	MICHAEL J HAASCH	0	0.5	0	0.5
WD-485	315 N SIXTH ST	TERESA A FAGAN	0	0.5	0	0.5
WD-494	304 N SIXTH ST	JESSICA A KRONER	0	0.5	0	0.5
WD-397	234 N SIXTH ST	RAPHAEL D GUNS	0	0.5	0	0.5
WD-156	810 FOURTH ST	ST NORBERT COLLEGE INC	0	0.5	0	0.5
WD-740	912 FOURTH ST	DAVID L BREWER	0	0.5	0	0.5
WD-1314	205 PLEASANT PL	SUSAN E TOONEN TRUST OF 2015	0	0.5	0	0.5
WD-880	918 THIRD ST	CLELIA CORNELIA OMALLEY	0	0.5	0	0.5
WD-878	914 THIRD ST	WESTEIN PROPERTIES LLC	0	0.5	0	0.5
WD-904-1	429 LANDE ST	JUSTIN T FLYNN	0	0.5	0	0.5

CITY OF DE PERE - TOP 26 ASSESSMENTS
PROJECT 21-05 SIDEWALK AND CURB REPAIR

PARCEL ID	LOCATION	OWNER	Total Panels	Total Cost
WD-70-1	1500 FORT HOWARD AVE	BROWN COUNTY PARK FAIRGROUNDS	25	$7,066.25
WD-778	1816 FORT HOWARD AVE	CARY M UECKE	18	$5,115.00
WD-782	532 DUNNING DR	GERALD L BOS	16	$4,500.00
WD-1668	555 MAIN AVE	EDWARD Y LIN	16	$4,500.00
WD-510	824 FORT HOWARD AVE	U S PAPER MILLS CORP	14	$3,937.50
WD-310	430 GRANT ST	NICOLET HIGHLANDS LLC	14	$3,937.50
WD-365	200 MAIN AVE	AHLSTROM-MUNKSJO NICOLET LLC	13.5	$3,814.38
WD-934	290 REID ST	SAINT NORBERT COLLEGE INC	10	$2,900.00
WD-404-2	0 MAIN AVE	WISCONSIN DEPARTMENT OF TRANSPORTATION	10	$2,812.50
WD-920	365 MAIN AVE	SAKS HOLDINGS LLC	10	$2,812.50
WD-295	444 REID ST	PARK PLACE HOLDINGS REID STREET LLC	10	$2,812.50
WD-936	110 REID ST	SAINT NORBERT COLLEGE INC	10	$2,812.50
WD-616	631 THIRD ST	SAINT NORBERT COLLEGE INC	10	$2,812.50
WD-262-1	1321 LOST DAUPHIN RD	PABLO D TAVARES AMEZCUA	10	$2,812.50
WD-913	337 MAIN AVE	MIRHASHEMI INC	9.5	$2,671.88
WD-889	421 MAIN AVE	JAMES J KROPP	9.5	$2,671.88
WD-623	500 GRANT ST	GRANT STREET HOLDINGS LLC	9	$2,548.75
WD-890-1	441 MAIN AVE	PEOPLES MARINE BANK OF GREEN BAY	8.5	$2,425.63
WD-203-2	1636 LOST DAUPHIN RD	ST NORBERT COLLEGE INC	8	$2,320.00
WD-785	512 DUNNING DR	THOMAS J SMEESTER	8	$2,302.50
WD-791	503 LEONARD ST	MICHAEL P JANSEN	8	$2,250.00
WD-965	401 REID ST	JAYAMBEY LLC	8	$2,250.00
WD-905	290 REID ST	SAINT NORBERT COLLEGE INC	8	$2,250.00
WD-841	620 THIRD ST	SAINT NORBERT COLLEGE INC	8	$2,250.00
WD-884	401 MAIN AVE	SCHLEIS PROPERTIES LLC	7.5	$2,109.38
WD-789	1809 EDGAR ST	CHRISTOPHER T RUSH	7	$2,003.75

91 Properties in total with sidewalk repairs exceeding $1,000

City of De Pere, Wisconsin

Request For Board of Public Works Action

MEETING DATE: **May 10, 2021**

DEPARTMENT: **Public Works**

FROM: **Scott Thoresen**

SUBJECT: **Consideration and possible action on awarding Design Services for Municipal Service Center Expansion***

At the February BOPW meeting, the Board approved soliciting for design services for the expansion of the Municipal Service Center (MSC). As discussed previously, the MSC is in need of expansion for storage of the City's equipment and vehicles at its current location. The City had an evaluation of the MSC facility done in 2010. The evaluation of the MSC operations showed the City's operations have out grown equipment & vehicle storage capacity at the MSC. Equipment and vehicles are tightly parked end to end, creating inefficiencies for equipment and vehicle movements as well as increased safety risks. The evaluation looked at different equipment and vehicle layouts utilizing the existing storage but it was obvious that there is not enough space for all the equipment and vehicles. This has resulted in increased storage of equipment and vehicles outside exposed to all the weather elements. In addition, the City has acquired numerous equipment and vehicles since the study was done in 2010 creating even more of a need for additional storage.

Staff solicited for design services (See attached request for proposals) from eleven (11) consultants and received seven (7) proposals (See attached summary). The City invited three (3) consultants with the lowest fees in for an interview. The consultants that were interviewed were Cedar Corporation, McMahon Associates, and SEH. (Attached are the consultant's proposals that were interviewed) The interview team that interviewed the consultants for the City was Larry Delo, City Administrator; Marty Kosobucki, Park, Recreation, and Forestry Director; Tom Blohowiak, Maintenance Supervisor; Chase Kuffel, Assistant City Engineer; and Scott Thoresen, Director of Public Works.

After the interview process and reference checks, staff is recommending hiring SEH in the amount of $265,000. The approved 2021 budget has $250,000 allocated and was split between bonding $137,500; water utility $37,500, storm water utility $37,500; and waste water utility $37,500. The additional $15,000 to fund the design services will need to come from additional bonding $8,250; water utility $2,250; storm water utility $2,250; and waste water utility $2,250.

ATTACHMENTS:

- MSC Expansion Design Proposal - Revised 3-5-2021 (PDF)
- Consultant Agreement Template 12-8 -2020 (PDF)
- MSC Expansion Proposal Summary 4-2-2021 (PDF)
- SEH MSC Facility Expansion Proposal (PDF)
- Cedar Corporation MSC Expansion Proposal (PDF)
- McMahon MSC Facility Expansion Proposal (PDF)

Request for Proposals
For
Municipal Service Center Expansion

The City of De Pere is seeking proposals to provide comprehensive design and possible bidding services for the City's Municipal Services Center (MSC) facility expansion located at 925 South Sixth Street in De Pere, Wisconsin. Your proposal must be submitted to our office by 10:00 AM on April 2, 2021.

GENERAL INFORMATION:

The MSC facility is situated on a 7.5 acre site (See attached MSC existing site layout). The MSC facility houses the operations for the Engineering Department, Maintenance Department, Parks & Recreation Department, Streets Department, and Water Department. The administrative area for the various departments and employee support are also located in the office building structure at the southwest corner of the facility. The heated garage is centrally located and is the main storage area for the equipment and vehicles used by the various departments. The equipment and vehicle maintenance and repairs shops are located at the east end of the facility in a maintenance garage building structure. There is additional unattached support buildings, including an unheated storage building, salt storage dome building and older salt shed used for other material storage. In addition, the MSC has a fueling facility on the north side of the property.

In 2010, the City contracted with GRAEF – USA to perform an expansion needs analysis for the MSC. The analysis determined the existing facility is undersized by approximately 20,000 square feet for heated equipment and vehicle storage (A copy of this analysis is included in this packet of information). Since this analysis has been completed, the City has added additional equipment and vehicles, further increasing the need for an expansion of the facility. The intent of this proposal is to have a consultant further review and identify the expansion needs of the MSC. The evaluation process shall involve an overall review and inspection of the facility, including the identification of existing deficiencies and the concept and design for the expansion of the facility. It is the intent of the expansion project would include the following:

- Heated addition or new building for large equipment and trucks: The initial analysis showed a need for a 10,800 square foot building to accommodate the City's larger equipment and trucks. Since the analysis the City has added additional larger equipment and trucks to its fleet now requiring a need for an approximately 16,000 square foot building. Therefore, it will require additional analysis to determine the actual square footage needed for the larger equipment and trucks.

- Heated addition for equipment and vehicle parking addition: The initial analysis showed a need for a 10,300 square foot addition. Since the analysis the City has added additional equipment and vehicles to its fleet now requiring a need for an approximately 13,000 square foot building. Therefore, it will require additional analysis to determine the actual square footage needed for equipment and vehicles.

- An analysis and recommendation for traffic flow for the facility expansion needs to be done.

- The City's existing unheated storage building on the east side of the MSC site needs to be expanded by approximately 10,000 square feet. An analysis needs to be done to determine the extent the existing storage building needs to be expanded to meet the City's operational needs. This was not originally evaluated in 2010.

- The MSC facility needs to have the existing backup generator replaced and upgraded to power the entire site. Installation of a replacement generator will include retrofitting of electrical upgrades to the existing facility so they are powered by the new generator. This was not originally evaluated in 2010.

- An enclosure extension at the salt dome storage facility. This will provide shelter over the door opening to better protect salt when the doors are open and increase salt storage capacity.

- The fuel facility for the MSC needs to have the existing underground fuel tanks replaced. There are three (3) existing 10,000 gallons underground tanks that need to be removed and replaced due to their age. The intent would be to install above ground fuel tanks to accommodate the fueling needs for the City's operations. This would include a new fueling station area as part of the project. This was not originally evaluated in 2010.

- The City is interested in the installation of a drive through wash bay that would accommodate washing all equipment and vehicles including the larger equipment. The wash facilities need to be able to wash all sides of the equipment and vehicles including underneath. It needs to be determined whether this can be done within the MSC's existing wash bay or if another building needs to be built to accommodate the new wash facilities.

- The facility expansion will require a storm water management plan to be implemented. In addition, the material storage bins on the southeast side of the building needs to be evaluated to eliminate direct drainage discharge to the existing storm sewer from materials (street sweepings, leaves, dirt, etc.). The intent would be to design and construct a storm facility to treat the drainage before it directly drains to the existing storm sewer.

- The City owns a parcel adjacent to Lande Street. It should be evaluated to determine whether an additional access point to the facility needs to be done as part of the expansion.

- The facility expansion project will require a landscaping plan.

- The employee parking on the south side of the MSC needs to be resurfaced and restriped. In addition, this project will incorporate additional localized paving to accommodate all the building expansion needs.

- The sign shop's existing HVAC system needs to be evaluated for the installation for a climate controlled environment.

- Estimated costs need to be provided individually for heated addition building for the large equipment and trucks, heated addition for equipment and vehicle parking, unheated storage building addition, drive through wash bay, and fuel tank replacements.

The City is looking for a firm with a proven track record of delivering complex municipal projects within an established budget. It is the intent of the City to hire a Consultant for the evaluation, design, construction cost estimates and development of the project manual for bidding purposes. In addition, the City is looking at potentially bidding this project for construction in 2022 if there is funding available. Therefore, the City will be looking at obtaining pricing from the consultant to further assist for bidding services if the construction moves forward in 2022. If the project is bid for construction in 2022, the City will most likely send out an additional request for proposals for construction management services.

SCOPE OF SERVICES:

1) Design Services:

a. Meetings with City of De Pere. The Consultant shall plan for meeting attendance at, but not limited to, the following meetings:

- Kickoff meeting with City staff to discuss expansion needs.
- Meeting to discussion recommended expansion needs.
- Meeting with City staff to discuss sustainable and/or cost saving strategies.
- Preliminary design meeting.
- Meeting with City staff to review site plan comments and revisions needed for Plan Commission approvals.
- Utility coordination meeting.
- Design review meeting at 30%.
- Design review meeting at 60%.
- Design review meeting at 90%.
- Meetings with Plan Commission, Board of Public Works, City Council and City staff to discuss proposed site plan and expansion recommendations.
- Miscellaneous meetings with City staff to address decisions with technical design.

Note: Meetings may need to be held virtually due to COVID restrictions.

b. Review and identify the existing facility to determine expansion needs.
c. Highlight and make City aware of any concerns with the cost estimate, site, or conceptual design.
d. Prior to starting technical design, the Consultant shall provide options and recommendations to City 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.
e. Actively search for and recommend grants or incentives as it relates to energy saving tactics or design features.
f. The Consultant shall be responsible for any topographical surveys or soil boring tests required or needed.

g. The Consultant shall provide 3D and/or 2D renderings of the recommendations for the expansion.
h. 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 MSC facility. Drawings and specifications shall cover (but not limited to) building plans, electrical, lighting, plumbing, HVAC, fuel facility, salt storage facility, storm sewer, storm water management facilities, erosion control, site plans, landscaping, grading and drainage, utilities, utility relocations as required, and other details as necessary.
i. Submit plans and technical specifications for any City of De Pere, local and/or state approvals.
j. Make changes to technical specifications and drawings as required and/or needed by City of De Pere, local and/or state approvals.
k. Prepare a summary of quantities and total construction cost estimates provided to City as an Excel spreadsheet. As part of the total construction cost estimates, an individual break down is needed for: heated addition building for the large equipment and trucks, heated addition for equipment and vehicle parking, unheated storage building addition, drive through wash bay, and fuel tank replacements.
l. Obtain all necessary permits required for the construction of this project.
m. Provide timeline of events for developing project manual and bidding.
n. 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, technical specifications, special provisions, bid items, and associated measurement for payment descriptions 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 provided in a Word document. Detailed project cost estimate needs to be completed.

ADDITIONAL OPTIONAL SERVICES:

If there is construction funding available, the City is looking at potentially bidding this project for construction in 2022. Therefore, the City will be looking at obtaining pricing from the consultant to further assist in providing bidding services if the construction moves forward in 2022.

1. Bidding Services:

a. The Consultant shall work cooperatively with City staff to post the project on the City's Quest account.
b. The Consultant shall work cooperatively with City staff to advertisement in the Green Bay Press Gazette and potential bidders.
c. The Consultant shall work cooperatively with the City's staff to pre-qualify bidders.
d. The Consultant shall be actively involved in answering questions during the bidding process and/or addressing amendments to the project manual.
e. The Consultant shall provide the Project Manual in a .pdf and Word document to the City.
f. The Consultant shall provide 8 copies of the Project Manual for the purpose of

being made available to staff.

g. The Consultant shall coordinate and attend project bid opening.
h. The Consultant shall be active in the selection of a contractor and provide their recommendation to the Board of Public Works and Common Council. These are two (2) separate meetings.

SCHEDULING:

The schedule for the project is as follows:

- Receive proposals by April 2, 2021
- City will review proposals week of April 5th.
- Selected consultants will be interviewed tentatively week of April 19th.
- Award the proposal at the Board of Public Works on May 10th and the Common Council on May 18th.
- Begin design as soon as the agreement is signed (Early June 2021)
- Complete preliminary design and initial cost estimates by August 20, 2021. Cost estimates provided will be used to establish a construction budget for the expansion.
- Complete final design and construction estimates by December 31, 2021.

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.

PROPOSAL SUBMITTALS:

Consultant shall submit five (5) copies of their proposal. In addition a .pdf file of the proposal shall be submitted either through email to sthoresen@deperewi.gov or on a thumb drive prior to the deadline. Your proposal should include the following information in the order listed:

1. Consultant Background and Information
    a. 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.
2. Understanding of Project
    a. Develop a summary of your understanding of the project, what needs to be done, and how you plan to accomplish those tasks.
3. Similar Projects
    a. List a minimum of 3 projects of similar scope and service.
    b. Highlight sustainable and/or cost saving tactics used in developing like facilities.
4. References
    a. List a minimum of 5 references related to similar work.
5. Timeline
    a. Show a detailed timeline of your plan to bring this project to successful completion.
6. Fee
    a. List a lump sum fee for each component of the project.

Sealed proposals marked **"MSC Expansion"** on envelope are to be delivered or mailed to:

Scott J. Thoresen P.E.,
Director of Public Works
City of De Pere
925 South Sixth Street
De Pere, WI 54115

All proposals shall be marked "MSC Expansion" and received no later than 10:00 A.M. on April; 2, 2021.

FEE:

The proposed fee schedule shall be submitted on the attached form.

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.

A company fee schedule shall be attached for additional services offered that are not shown on the attached form.

PAYMENT:

The City's Consultant Agreement provides for compensation under the contract to be made in a lump sum upon completion of the contract. Any proposal that seeks an alternative compensation provision shall be included in a specific description of the preferred compensation method for City consideration.

DELIVERY:

The deliverables for the project as identified which may include the following:

1. Provide plans in AutoCAD and .pdf for insertion on the bid documents. The City will bid the project on-line with the 11"x17" .pdf. plan set.
2. Provide technical specifications and special provisions for bidding in a Word document
3. Provide bid items, quantities, and an engineer's estimate. The bid items are to be provided in a Word document. The estimate is to be provided in an Excel document.
4. Provide regulatory approvals if needed.
5. Provide timeline of events to include (but not limited to) kick off meeting, design phases, final design, and completion of items for bid documents.

ADDITIONAL INFORMATION:

- The City will provide all information requested to assist consulting services and will pay for permitting fees associated with the project.

- A sample Consultant Agreement is attached. Terms and conditions of a proposer's Standard Agreement for Services shall not be incorporated into Consultant Agreement absent specific language thereof in the Consultant Agreement itself.

- The MSC existing site layout is attached for consideration.

- The 2010 GRAEF Evaluation of the Facility Expansion Needs for City of De Pere Municipal Service Center.

Proposed Fee Schedule

Company Name:_____

Company Address:_____

Company Address:_____

Company Representative:_____

Signature:_____

DESIGN SERVICES	
Preliminary Design	$
Design 30% Complete	$
Design 60% Complete	$
Design 90% Complete	$
TOTAL DESIGN SERVICES	

Fee (Optional Bidding Services):_____

AGREEMENT FOR SERVICES BETWEEN THE
CITY OF DE PERE AND _____(CONSULTANT NAME)_____
(Project Name)

THIS AGREEMENT made and entered into this ___ day of _____, 2021, by and between the City of De Pere, a Wisconsin municipal corporation ("City"), and _____ _____("Consultant").

WITNESSETH

WHEREAS, the City is in need of_____(project description)_____ _____; and

WHEREAS, the Consultant has available and offers to provide qualified personnel and facilities necessary to accomplish the work within the required timeframe.

NOW THEREFORE, City and Consultant agree as follows:

I. DESCRIPTION OF PROJECT

The project is as described in the __(date)___ City Request for Proposals (Exhibit A) and Consultant's Proposal thereto dated (date)__ (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 described 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.

SAMPLE

III. SCOPE OF CITY SERVICES

City agrees to provide the Consultant items such as existing plans, standard specifications, and other information concerning the project that may be applicable in the design of the project, as are available.

IV. AUTHORIZATION, PROGRESS, AND COMPLETION

In signing this Agreement, the City grants the 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.

SAMPLE

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. Should Consultant encounter any circumstances, which, in the Consultant's opinion, will delay their response time, Consultant shall so inform the City as soon as the delay in response time is known.

VIII. COMPENSATION

The City agrees to pay, and the Consultant agrees to accept, compensation as identified in Exhibit B, to be paid in a lump sum at the conclusion of the work. 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

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.

X. NON-DISCRIMINATION

The Consultant agrees that, in performing under this Agreement with the City, it will not discriminate against any employee, applicant for employment or any other person or member of the public on the basis of age, race, creed, color, disability, marital status, sex, national origin, ancestry, arrest record, conviction record, military service, use or non-use of lawful products off the employer's premises during nonworking hours, declining to attend a meeting or to participate in any communication about religious matters or political matters, or any other basis provided under Wis. Stats. §111.321.

XI. INSURANCE

A. The Consultant shall maintain during the life of the Agreement, the following

SAMPLE

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.

XII. 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 (including, but not limited to all fees and charges of engineers, architects, attorneys, and other professionals, and all court or arbitration or other dispute resolution costs) 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

SAMPLE

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.

XIII. SUBCONTRACTS

The Consultant shall obtain the written consent of the City prior to subcontracting any portion of the work to be performed under this project. The Consultant shall be responsible to the City for the actions of person and firms performing subcontract work.

XIV. ASSIGNMENT

This Agreement is binding on the heirs, successors, and assigns of the parties hereto. This Agreement is not to be assigned by either the City or Consultant without the prior written consent of the other.

XV. 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.

XVI. 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.

XVII. SUSPENSION OF WORK

The City may suspend, in writing, all or a portion of the work under this Agreement in the event unforeseen circumstances beyond the control of the Consultant make normal progress in the performance of the work impossible. The Consultant may request that the work be suspended by notifying the City, in writing, of circumstances which are interfering with normal progress of the work. If agreed, the time for completion of the work shall be extended by the number of days the work is suspended. In the event that the period of suspension exceeds 90 days, the terms of this Agreement are subject to renegotiation and both parties are granted the option to terminate work on the suspended portion of the project in accordance with Article XVIII.

SAMPLE

XVIII. TERMINATION OF WORK

The City may terminate all or a portion of the work covered by this Agreement for its convenience. Either the City or the Consultant may terminate work in the event the other party fails to perform in accordance with the provisions of this Agreement. Termination of this Agreement is accomplished by 15 days prior written notice from the party initiating termination to the other. Notice of termination shall be delivered by certified mail with receipt for delivery returned to the sender.

In the event of termination, the Consultant shall perform such additional work as is necessary for the orderly filing of documents and closing of the project. The additional time for filing and closing shall not exceed 10 percent of the total time expended on the completed portion of the project prior to the effective date of termination.

The Consultant shall be compensated for the completed portion of the work on the basis of work actually performed prior to the effective date of termination plus the work required for filing and closing. Charges for the latter work are subject to the 10 percent limitation described in this Article.

XIX. MEDIATION

All claims, disputes and other matters in question between the parties of this Agreement arising out of or relating to this Agreement or breach thereof, which are not disposed of by mutual agreement of the parties, shall be subject to mediation as a condition precedent to the institution of legal proceedings by either party. If such claim, dispute or other matter involves a lien arising out of the Consultant's services, the Consultant may proceed in accordance with applicable law to comply with lien notice and filing deadlines prior to resolution of the matter by mediation.

The City and Consultant shall attempt to resolve claims, disputes and other matters in question between them by mediation. A request for mediation shall be filed in writing with the other party to this Agreement. The request may be made concurrently with the filing of a civil action, but mediation shall proceed in advance of legal proceedings.

The parties shall share the mediator's and any filing fees equally. The mediation shall be held in the place where the Project is located, unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.

XX. NOTICES

Any notification required or needed under the contract shall be sent via First Class Mail to the following:

SAMPLE

If to City:

If to Consultant:

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

(COMPANY NAME) CITY OF DE PERE, WISCONSIN

By: _____ By: _____
Name: _____ James G. Boyd, Mayor

By: _____ By: _____
Name: _____ Carey E. Danen, City Clerk

J:\Law\Agreements\Consultant Agreement Template12-8-20.docx

SAMPLE

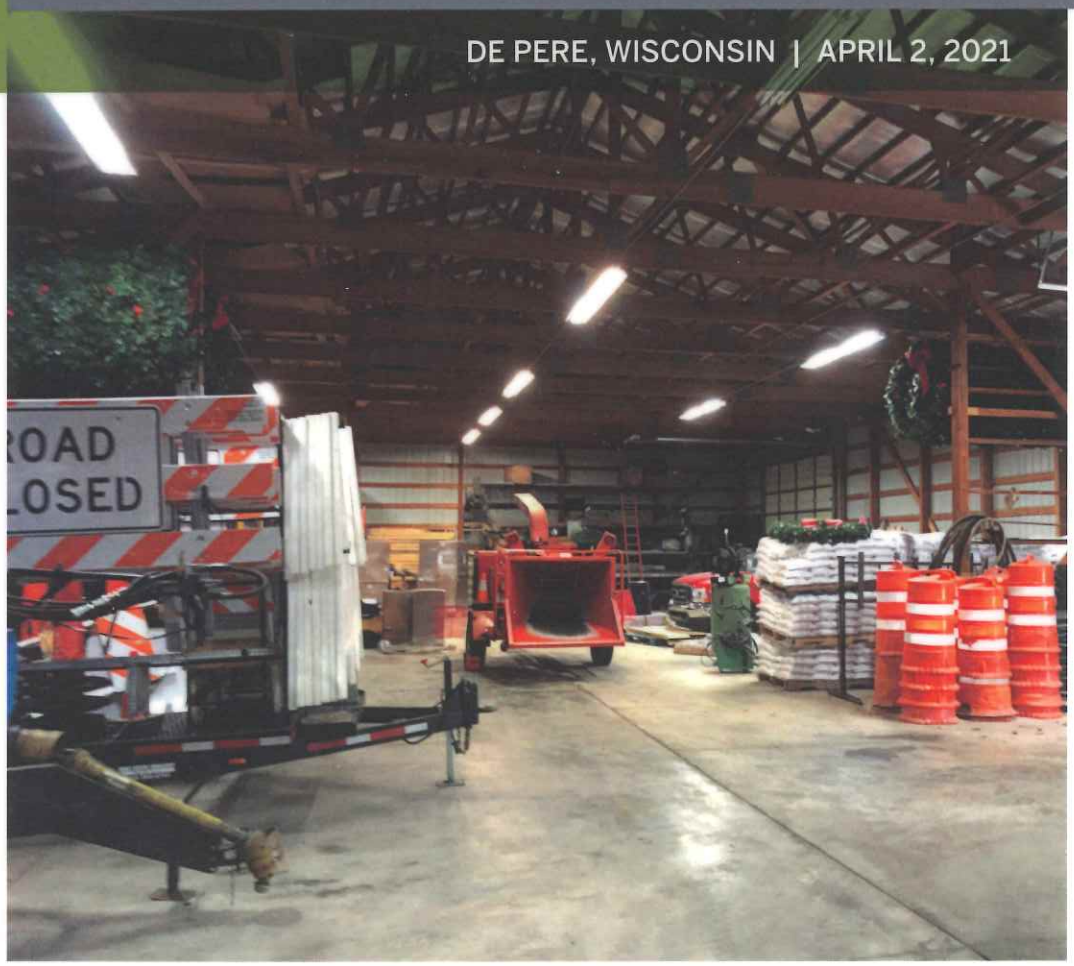
MSC Expansion Proposal Summary 4-2-2021

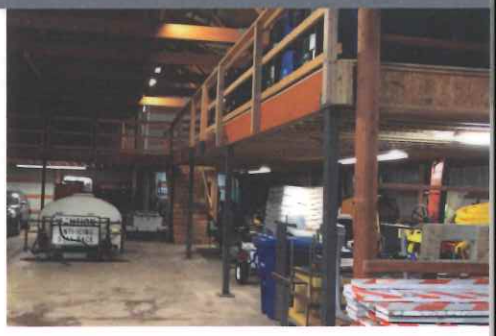
Company Name		LS
Ayres Associates		No Bid
Barrientos Design & Consulting		No Bid
Cedar Corporation		$323,600.00
GRAEF		$398,000.00
Gries		$435,000.00
Keller Inc.		Proposal did not include fee
McMahon Associates Inc.		$159,500.00
Performa		$475,000.00
RA Smith Inc.		No Bid
S E H		$265,000.00
Somerville		No Bid

PROPOSAL FOR PROFESSIONAL SERVICES

Municipal Service Center Expansion

DE PERE, WISCONSIN | APRIL 2, 2021





SEH

Building a Better World for All of Us®

Engineers | Architects | Planners | Scientists

April 2, 2021

City of De Pere
Attn: Scott J. Thoresen PE, Director of Public Works
925 South Sixth Street
De Pere, WI 54115

SEH
Building a Better World for All of Us®

RE: RFP for the Municipal Service Center Expansion

Dear Mr. Thoresen,

The City of De Pere has made major investments over the course of the last decade, particularly for its municipal services departments. Having added more vehicles and equipment since the last needs analysis was completed for the Municipal Services Center (MSC), there is an increased need for greater expansion. The City needs a trusted consultant partner that can efficiently and effectively design an expansion that meets the varied needs of each municipal department that uses the space on a daily basis.

Short Elliott Hendrickson Inc. (SEH®) is eager to serve as the City's partner, and we are ready to make your vision come to life. We will work together to plan and design expansion options that will meet your needs today and in the future. In this capacity, we are prepared to provide the following advantages:

Time-tested maintenance facility design

Our team has designed a wide variety of municipal services, maintenance and storage facilities for clients across the country. With this experience, our architectural team understands how to implement heated and unheated storage for equipment and vehicles, salt storage, fuel facilities, wash bays and more. We design these facilities to tackle today's needs, as well as accommodate tomorrow's demands.

Funding and grant writing

Our team has had significant success helping communities across Wisconsin make municipal projects a reality. As the City plans changes for the MSC, we are focused on helping you make this investment by working with you to find and acquire available funding to make it happen. With knowledge of funding and grant programs and an understanding of how to leverage funds optimally, our team is ready to guide you through every step of the process.

Efficient processes and results

We understand the importance of working within the budget allotted for this project, and we will provide accurate cost estimates, precise design that minimizes change orders and close communication for streamlined service. Our experienced team will apply lessons learned from past partnerships with municipalities across Wisconsin to make sure your community's needs are met in every aspect of the project.

We are excited for the potential of this project, and we hope to collaborate with you to bring the City of De Pere a functional MSC expansion. We look forward to the opportunity to discuss our team's qualifications and experience with you further. Feel free to reach me at 920.585.4320 or tfrank@sehinc.com.

Respectfully submitted,

TREVOR FRANK AIA, LEED AP®, NCARB, PMP
ARCHITECT IN WI
PRINCIPAL IN CHARGE AND PROJECT MANAGER

PAT FEHRENBACH AIA, LEED AP®
ARCHITECT IN WI
PROJECT ARCHITECT

Engineers | Architects | Planners | Scientists
Short Elliott Hendrickson Inc., 425 West Water Street, Suite 300, Appleton, WI 54911-6058
920.380.2800 | 888.413.4214 | 888.908.8166 fax | **sehinc.com**
SEH is 100% employee-owned | Affirmative Action–Equal Opportunity Employer

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The specific licenses and credentials of the team members are described in the personnel and/or resume section of this document.

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The information contained in this Proposal was prepared specifically for you and contains proprietary information. We would appreciate your discretion in its reproduction and distribution. This information has been tailored to your specific project based on our understanding of your needs. Its aim is to demonstrate our ideas and approach to your project compared to our competition. We respectfully request that distribution be limited to individuals involved in your selection process.

SEH is a registered trademark of Short Elliott Hendrickson Inc.

DEPEW 159582 | 01.28.21

Consultant Background and Team Information

Our team is committed to a single goal: Designing a municipal service center expansion that serves the City of De Pere's residents, businesses and personnel. With experience working on projects across the region, our team is prepared to deliver top quality, efficient and cost-effective design services.

SHORT ELLIOTT HENDRICKSON INC. (SEH®)

SEH is an employee-owned engineering, architectural, environmental and planning company that helps government, industrial and commercial clients find answers to complex challenges.

Our 800-plus employee-owners share a core purpose: Building a Better World for All of Us®. This approach reflects a companywide commitment to improving the quality of life by designing safer, more sustainable infrastructure for government and helping industrial and commercial clients achieve their business goals.

Headquartered in St. Paul, Minnesota, and with 31 offices in nine states, you'll find evidence of our work throughout the United States.

CAPABILITY TO PROVIDE THE REQUESTED SERVICES

Since 1927, we've helped clients overcome challenges through strategically tailored services. Specific to Wisconsin, SEH has helped local cities, counties and towns build their infrastructure, track project funding, meet compliance requirements and plan their communities' futures. Because of our breadth of in-house technical disciplines, we are able to integrate an array of professional skills to address complex technical challenges. Integrating multiple in-house disciplines in a collaborative, solutions-based team structure allows us to develop complete project solutions.

Our team has significant experience partnering with municipalities across Wisconsin, and we know the importance of delivering facilities that are within budget, provide long-term functionality and are reliable. These qualities are vital for a public works facility, and they will form the basis of our work on this project.

OFFICE LOCATIONS

LOCAL

425 West Water Street
Suite 300
Appleton, WI 54911

920.380.2800 | 888.413.4214
888.908.8166 fax

CORPORATE

3535 Vadnais Center Dr.
St. Paul, MN 55110-3507

651.490.2000
888.908.8166 fax

94

Number of years in business

EMPLOYEES

685 Professional staff
(173 who are part of our Managerial staff)
90 Office staff

SUBCONSULTANTS

The subconsultant teaming partners listed below have decades of experience, millions of sq. ft. of facility design and hundreds of millions of dollars in construction value designing functional facilities as an extension of the SEH team.

This core team has collaborated successfully to deliver functional, award winning facilities, and we look to continue that teaming relationship on the Municipal Service Center Expansion project for the City of De Pere.

FREDERICKSEN ENGINEERING

Fredericksen Engineering is a consulting engineering firm with a long history in the mechanical engineering field. Their consulting services primarily encompass the preparation of detailed drawings and specifications for competitive bidding and construction. In addition, they can also provide comprehensive services in the areas of energy conservation, construction cost estimates, energy/cost analysis and construction management.

MSA PROFESSIONAL SERVICES, INC. (MSA)

MSA, the new home of Muermann Engineering, works closely with institutions, governments and private clients on both new buildings and renovation projects to develop plans, anticipate and circumnavigate challenges, expedite the permitting process and see each building project through, every step of the way. Over the past 30 years, they have partnered with clients to complete more than 2,000 MEP projects. Additionally, the MSA team has been supporting SEH architectural projects for more than a decade.

raSMITH

raSmith is a multi-disciplinary consulting firm comprised of civil engineers, structural engineers, land surveyors, development managers, landscape architects and ecologists.

Their services are focused on their public and private sector client needs in design and construction including land development, site planning and design, structural engineering, municipal engineering, transportation and traffic, surveying, construction services and geographic information systems (GIS). They work on projects nationwide from their seven locations in Wisconsin, Illinois and California.

FRANK O. ZEISE CONSTRUCTION CO., INC.

Zeise Construction has been a family owned business since 1945. For the past 76 years, Zeise Construction has been one of the leading General Contractors in Northeast Wisconsin. Zeise Construction provides general contracting, construction management, design/build and pre-construction services. Their work has ranged from small commercial/industrial remodeling to multi-million dollar construction projects. They are currently able to complete with their own work force demolition, concrete work, mason work, rough and finish carpentry and steel erection.

PROJECT ORGANIZATIONAL CHART

Scott Thoresen PE
City of De Pere Director of Public Works

Trevor Frank AIA, LEED AP®, NCARB, PMP
Principal in Charge and Project Manager, **SEH**

ARCHITECTURE

Pat Fehrenbach AIA, LEED AP®
Project Architect, **SEH**

Brian Bergstrom AIA, NCARB
Programming and QA/QC, **SEH**

Mark Zvitkovits AIA, LEED GREEN ASSOCIATE
Plan Production and 3D Renderings, **SEH**

CIVIL AND STRUCTURAL ENGINEERING

Jeffrey Nussbaum PE
Civil Engineer and QA/QC, **SEH**

Cory Horton PE, CFM, CPESC, ENV-SP
Senior Project Manager, **raSmith**

Brad Hartjes PE, CFM
Senior Project Engineer, **raSmith**

Riley Stone
Civil Engineer, **raSmith**

Ben Wolf PE
Structural Engineer, **SEH**

HVAC CONSULTING

Randy All PE
Sr. Mechanical Engineer, **Fredericksen Engineering**

Jason Testin
Vice President, **Fredericksen Engineering**

Jamie Johnson
BIM/IT Manager, **Fredericksen Engineering**

MECHANICAL, ELECTRICAL AND PLUMBING

Laura Gilbert PE
Sr. Electrical Project Engineer, **MSA**

Ben Nerat PE
Sr. Plumbing Engineer, **MSA**

LANDSCAPE ARCHITECTURE

Molly Wagner PLA
Sr. Landscape Architect, **SEH**

FUNDING

Nate Day AICP
Funding Specialist, **SEH**

COST ESTIMATING

Thomas Zeise
Cost Controller | **Zeise Construction**

John Gretzinger
Cost Estimator | **Zeise Construction**

The specific licenses and credentials of the team members are described in the personnel and/or resume section of this document.

TREVOR FRANK AIA, LEED AP®, NCARB, PMP

PRINCIPAL IN CHARGE AND PROJECT MANAGER | SEH

Trevor is a senior architect and project manager with experience in a wide variety of building types, including county/municipal, educational, industrial, commercial and renovation/restoration projects. Trevor is responsible for coordination of project budgets, scheduling and marketing efforts. He provides project management for architectural projects, including new design and renovation of facilities for both the public and private sectors.

EXPERIENCE

Municipal Services Building Phase 4 – Kaukauna, WI
Project manager on the final phase of this municipal services building project. The fourth phase of this project renovated the former public works garage, provided a cold storage facility and expanded the yard waste drop off site for residents. The renovation features a new maintenance shop, cold storage facility, relocated wash bay, upgraded fuel island, paint booth, updated vehicle storage, upgraded security and energy-efficient lighting.

New Town Hall and Maintenance Shop – Hamilton, WI
Senior project architect for a town hall and maintenance shop. SEH is designing a 14,500 sq. ft. facility that will feature heated vehicle storage, a vehicle maintenance bay, staff locker room and break area, and administrative offices for Town employees. The site will include cold storage, yard refuse buildings, a salt shed and fuel island.

Highway Maintenance Facility Pre-Architectural Planning (Calumet County) – Calumet County, WI
Project manager and key client contact for the pre-architectural planning of the highway facility. Trevor worked with staff, management and County board representatives to determine the need, assess the current condition of the facilities and develop a space program for a new facility. Existing mechanical, electrical and plumbing systems were evaluated and existing snow plow routes were analyzed using GIS software.

Highway Department Facility Assessment (Polk County Highway Department) – Balsam Lake, WI
Project manager and provided programming and site selection assistance. After completing the assessment and determining that it no longer met the County's needs, Trevor worked with County staff to develop new building plans and an optimal site plan layout. Trevor also assisted the team with site selection. SEH provided programming, planning, site selection analysis and an estimate for a new facility, which includes heated vehicle storage, administrative offices, a maintenance and repair shop, welding/sign shop, wash bay, non-heated vehicle storage, vehicle scale, fuel station and salt shed.

Highway Department Building Expansion (Outagamie County) – Appleton, WI
Project manager/architect for this project, an approximately 1,800-sq. ft. office and large conference room addition to the existing shop building in Little Chute. The total 2,300 sq. ft. expansion includes a County Emergency Operations Center, County Highway shop offices and break area.

28
YEARS OF EXPERIENCE

EDUCATION

Master of Science
Architecture
University of Wisconsin-Milwaukee

Bachelor of Science
Architecture
University of Wisconsin-Milwaukee

REGISTRATIONS/CERTIFICATIONS

Architect in WI, AZ, GA, IA, IL, IN, MI, MN, ND, NE, OH, SD, WI

Project Management Professional (PMP), Project Management Institute

LEED AP, U.S. Green Building Council

Architect, National Council of Architectural Registration Boards

PROFESSIONAL ASSOCIATIONS

American Institute of Architects, Member

Wisconsin Society of Architects, Member

National Council of Architectural Registration Boards, Member

U.S. Green Building Council, Member

PAT FEHRENBACH AIA, LEED AP®

PROJECT ARCHITECT | SEH

Pat is a senior architect with extensive architectural experience. During his career, he has been fortunate to have worked on a variety of project types, including new build and renovation projects for county and municipal partners. His roles on projects include programming, conceptual design, entitlements, project management, code analysis and construction administration.

EXPERIENCE

Galesville Public Works Facility – Galesville, WI
Senior architect for a new public works garage who worked with the City from programming of spaces/preliminary estimates through construction administration. The City of Galesville hired SEH to design and construct the new maintenance building, phase one of a two-phase project. This 9,600 sq. ft. facility contains five vehicle storage/maintenance bays, as well as a manager's office, staff break room and additional support spaces. A mezzanine was also incorporated into the design for additional storage space and to house mechanical equipment.

Highway Department Facility Assessment (Polk County Highway Department) – Balsam Lake, WI
Senior architect for the facility assessment. After completing the assessment and determining that it no longer met the County's needs due to size, location and code violations, Pat worked with County staff to develop new building plans and an optimal site plan layout to meet the County's needs. He continued to work with the County to assist them with the site selection process and provide schematic site plan layouts as needed. SEH provided programming, planning, site selection analysis and an estimate for a new facility. The new facility contains heated vehicle storage, administrative offices, a maintenance and repair shop, welding/sign shop, wash bay, non-heated vehicle storage, vehicle scale, fuel station and salt shed.

Adams County Wash Bay (Adams County Highway Department) – Adams County, WI
Project manager and architect who worked with Adams County from preliminary design options and construction estimates through construction. This 2,400 sq.ft. wash bay addition provides better flow with drive-through ability, as well as a raised catwalk, which is used to better clean vehicles. The design and construction of the addition required close coordination between all trades and the client vendor to assure a successful project with proper finishes for this wet environment. A critical part of the addition was the necessity to blend into the existing building with matching exterior finishes.

City of Portage Utility Service Shop (Portage Utilities Service Board) – Portage, IN
Project manager for a space needs analysis and conceptual design of the new Utility Service Shop. Pat met with staff to develop a space needs program and then developed conceptual floor plan options and a preliminary construction cost estimate for this 15,000 sq. ft. office/shop building.

31
YEARS OF EXPERIENCE

EDUCATION

Bachelor of Science
Architectural Studies
University of Wisconsin-Milwaukee

REGISTRATIONS/CERTIFICATIONS

Architect in WI

LEED AP, U.S. Green Building Council

PROFESSIONAL ASSOCIATIONS

American Institute of Architects, Member

U.S. Green Building Council, Member

BRIAN BERGSTROM AIA, NCARB

PROGRAMMING AND QA/QC | **SEH**

Brian is a senior architect with extensive experience in architectural work. His responsibilities include managing, designing, drafting and providing code analysis, environmental review and construction administration on county and municipal projects. Brian has worked on projects ranging from small-scale building renovations, to mid-sized multi-faceted public works facilities, to large-scale community event spaces. These projects are often designed and constructed with environmentally sustainable objectives in mind.

EXPERIENCE

Richfield Maintenance Facility – Richfield, MN
Brian assisted the development of an assessment study for the proposed maintenance facility site. The assessment aided City staff's decision regarding whether or not to purchase 1.5 acres of property belonging to a private landowner. This private property purchase was necessary to construct a contiguous site large enough to accommodate the proposed maintenance facility.

Elm Creek Park Reserve Maintenance Facility (Three Rivers Park District) – Maple Grove, MN
Senior design technician for the Park Reserve's maintenance facility that includes maintenance space for the facility's ski hill snow groomer and office space for the Elm Creek Park Police. Brian worked on the design team to coordinate and complete the design and construction documents. These site improvements facilitated the construction of a $2 million, two-story, 11,800 sq. ft. office and maintenance area space for Three Rivers Park District.

Buffalo Streets and Parks Facility – Buffalo, MN
Project architect on the streets and parks facility, Brian led the design team through the preparation of design and construction documents. The project included vehicle storage, administrative office areas, vehicle maintenance and repair garages, a salt storage shed and gravel/sand storage bins.

Public Works Facility – Lincoln, ND
SEH designed a new 13,000 sq. ft. public works facility to replace the existing undersized building. The new building includes four vehicle storage bays, a vehicle wash bay, vehicle maintenance bay with a lift and bulk sand storage area, an enclosed storage mezzanine and administration spaces.

Discovery Center: New Library and Village Hall – Osceola, WI
Project architect for the new 30,000 sq. ft. building being designed to house the Village Hall, Board Room, Public Library, Police Department and community gathering spaces. The new $8 million facility was built on the site previously occupied by the Village Hall and is designed to fit the context of the Downtown.

23
YEARS OF EXPERIENCE

EDUCATION

Bachelor of Science
Architecture
University of Minnesota-Minneapolis

Associate of Science
Architectural Drafting
Northwest Technical Institute - Eagan, MN

REGISTRATIONS/CERTIFICATIONS

Architect in WI, IA, OK

Certified Construction Document Technologist (CDT), Construction Specifications Institute

PROFESSIONAL ASSOCIATIONS

American Institute of Architects, Member

MARK ZVITKOVITS AIA, LEED GREEN ASSOCIATE
PLAN PRODUCTION AND 3D RENDERINGS | SEH

13 YEARS OF EXPERIENCE

Mark is an architect with experience in architectural design and construction documents. Mark works with AutoCAD Architecture 2018 and Autodesk Revit Architecture 2018 on a variety of building project types varying in square footage and cost. Mark's responsibilities range from drafting schematic drawings through construction drawings and construction administration. He works on design calculations and layout, as-built drawings, cost estimating and provides shop drawing reviews.

EDUCATION
Bachelor of Science, Architecture
University of Wisconsin-Milwaukee

REGISTRATIONS/CERTIFICATIONS
Architect in WI

LEED Green Associate, U.S. Green Building Council

EXPERIENCE
- Municipal Space Needs Analysis – Freedom, WI
- Highway Department Facility Assessment (Polk County Highway Department) – Balsam Lake, WI
- Fire Station Design – Kaukauna, WI
- Emergency Services Building – Black River Falls, WI
- Municipal Facilities – Black River Falls, WI
- Griswold Fire Station – Griswold, IA
- Municipal Building Phase 3 – Kaukauna, WI
- Life Sciences Laboratory Renovation (Kimberly-Clark) – Neenah, WI
- Maverick LLC, Trucking and Service Center (Maverick USA Inc.) – Portage, IN

JEFFREY NUSSBAUM PE
CIVIL ENGINEER AND QA/QC | SEH

25 YEARS OF EXPERIENCE

Jeffrey has extensive experience in successfully completing feasibility studies, planning, design, construction and project management for a multitude of public works, municipal, transportation and private development projects including water distribution systems, water booster stations, well houses, water filter plant improvements, water tower coatings rehabilitation, sanitary sewer systems, low pressure sanitary sewer systems, sanitary sewer force main and lift stations, waste water treatment plants, storm water management, storm sewer and storm water treatment, downtown reconstruction, streets, sidewalks, trail systems and parking lots.

EDUCATION
Bachelor of Science
Civil Engineering
University of Wisconsin-Platteville

REGISTRATIONS/CERTIFICATIONS
Professional Engineer in WI

EXPERIENCE
- McClellan Skyway – Wausau, WI
- Andrews Road Extension – Black River Falls, WI
- Comprehensive Plan Update – Blair, WI
- West Campus Parking Plan (Kimberly-Clark) – Fox Crossing, WI
- Bartlett Avenue Reconstruction – Altoona, WI
- Wenzel Family Plaza Design – Marshfield, WI

BEN WOLF PE
STRUCTURAL ENGINEER | **SEH**

25
YEARS OF EXPERIENCE

Ben is a structural engineer with 25 years of engineering experience in structural design of buildings and other structures. He applies broad structural expertise and creativity to develop innovative solutions that satisfy project programming and aesthetic needs. He prioritizes providing constructive structural input early in the design process to identify realistic design parameters and cost-effective structural options to accomplish projects goals.

EXPERIENCE

- ISD 535 Maintenance Facility Structural Repairs (ISD 535 Rochester Public Schools) – Rochester, MN
- New Community Services Department Building – Rice Lake, WI
- Public Works Facility – Galesville, WI
- Bain School Fire Station – Kenosha, WI
- Washburn County Government Center – Shell Lake, WI
- Maverick LLC, Trucking and Service Center (Maverick USA Inc.) – Portage, IN
- Public Works Addition (Adams County) – Adams, WI
- Historic City Hall Community Center – Howard Lake, MN
- Rest Area #31 Design (WisDOT Central Office) – French Island, WI

EDUCATION

Master of Science
Engineering Mechanics
University of Missouri-Rolla

Bachelor of Science
Civil Engineering
University of Missouri-Columbia

REGISTRATIONS/CERTIFICATIONS

Professional Engineer in WI, MN, IA

MOLLY WAGNER PLA
SR. LANDSCAPE ARCHITECT | **SEH**

14
YEARS OF EXPERIENCE

Molly is a landscape architect and project designer with experience in educational, medical, cultural, residential, county/municipal, international and master planning projects. She provides effective communication with clients and contractors from concept to construction, leveraging the use of graphics such as rendered plans, sections, elevations, plant and material boards and construction documents to convey design intent. Her time spent working in the Pacific Northwest instilled in her a passion for stormwater and creating sustainable landscapes. Molly is proficient in AutoCAD and the Adobe Creative Suite.

EXPERIENCE

- Bain School Fire Station – Kenosha, WI
- Bank of Cashton Site Development – Cashton, WI
- Arrowhead Park Activity Building Site Design – Neenah, WI
- Downtown Community Campus Plan – Middleton, WI
- 1600 Block Campus Plan Site Design (US Army - Fort McCoy) – Fort McCoy, WI
- Hmong American Peace Academy Parking Lot Improvements (VJS Construction Services) – Milwaukee, WI

EDUCATION

Master of Landscape Architecture
University of Minnesota-Twin Cities

Bachelor of Arts
Biology
Gustavus Adolphus College -
St. Peter, MN

REGISTRATIONS/CERTIFICATIONS

Landscape Architect in WI, CO, IN, OR

NATE DAY AICP
FUNDING SPECIALIST | **SEH**

13
YEARS OF EXPERIENCE

Nate is a certified planner specializing in public engagement, urban design, land use planning, transportation and environmental planning. In addition, Nate brings a high level of experience leveraging funding sources to help communities obtain financial assistance for projects. Over the past six years, Nate has helped various Wisconsin communities obtain $60 million in grants, principal forgiveness loans and low interest loans. Most recently, he successfully obtained stewardship grants through the Wisconsin Department of Natural Resources (WDNR) for a variety of outdoor recreation projects, as well as critical infrastructure projects through the CDBG program.

EXPERIENCE

- 2020 CDBG Funding – Five communities
- 2018 CDBG Funding – Four communities
- 2018 DNR Stewardship Application – Osceola, WI
- Milwaukee Shoreline and Veteran's Park Master Plan – Milwaukee, WI
- West Waterfront Public Involvement and Visioning – Sturgeon Bay, WI

EDUCATION

Master of Science
Urban Planning
University of Wisconsin-Milwaukee

Bachelor of Arts
Communications
University of Wisconsin-Milwaukee

REGISTRATIONS/CERTIFICATIONS

American Planning Association, Member

RANDY ALL PE
SR. MECHANICAL ENGINEER | **FREDERICKSEN ENGINEERING**

31
YEARS OF EXPERIENCE

Randy is the President of the firm and has brought important and significant understanding of the design and installation of HVAC systems since joining FEI in 1999. His extensive and varied experience in construction and consulting, coupled with a solid engineering background, provides valuable insights to projects as they develop. His engineering degree provided the opportunity to work as a mechanical engineer, a project design engineer and as a design/build HVAC engineer in the building industry. His life experiences bring to the table a finer understanding of the construction process from the point of view of the clients he serves. He also continues to serve as a senior project engineer and is a valuable resource to the project engineers in the firm.

EXPERIENCE

- Black River Falls Municipal Utilities – Black River Falls, WI
- Waupaca County Highway Facility – Waupaca, WI
- Kaukauna Municipal Services Renovation – Kaukauna, WI
- Sheboygan Falls Municipal Building Renovations – Sheboygan Falls, WI
- Fond Du Lac County Highway Garage Ventilation and Boiler Replacement – Fond Du Lac, WI
- Outagamie County Highway Department Expansion – Appleton, WI
- Burlington DPW Building – Burlington, WI

EDUCATION

Bachelor of Science
Mechanical Engineering
University of Wisconsin-Platteville

REGISTRATIONS/CERTIFICATIONS

Professional Engineer in WI, IA, IL, IN, MI, MN, MO, OH, PA and SD

JASON TESTIN

VICE PRESIDENT | **FREDERICKSEN ENGINEERING**

22
YEARS OF EXPERIENCE

Jason is the Vice President of the firm and is also part of the next generation of highly skilled engineers representing Fredericksen Engineering. An attention to detail is an inherent trait of all engineers, but continuity is a rare and valuable commodity in the industry. Jason is the third generation to oversee the design, development and implementation of their construction plans and documents. He has broad experience with a variety of project types, including municipal buildings, schools, hospitality, manufacturing, water parks and even a monastery. Jason has created his own legacy with the firm involving all aspects of a successful project. He originates designs, makes equipment specifications and brings knowledge and judgment to every project he oversees. Jason has taken a lead role within the firm with respect to the design of geothermal heat pump systems. As these systems develop and gain greater acceptance in the community, Jason is expanding on his knowledge and understanding of the technologies involved.

EDUCATION

Bachelor of Science
Mechanical Engineering
Tri-State University-
Angola, IN

EXPERIENCE

- Black River Falls Municipal Utilities – Black River Falls, WI
- Waupaca County Highway Facility – Waupaca, WI
- Kaukauna Municipal Services Renovation – Kaukauna, WI
- Sheboygan Falls Municipal Building Renovations – Sheboygan Falls, WI

JAMIE JOHNSON

BIM/IT MANAGER | **FREDERICKSEN ENGINEERING**

22
YEARS OF EXPERIENCE

Jamie joined FEI in 1998 as a CAD Technician. While he was leading our transition to Revit 3D modeling in 2006, he was promoted to CAD/IT Manager. The early experience Jamie gained has kept Fredericksen at the forefront within the industry as their 3D models are exceptionally detailed and coordinated with all trades. His extensive knowledge of the Revit platform is invaluable in his support of project engineers.

EDUCATION

Mechanical Engineering
Milwaukee School of Engineering

Mechanical and Computer Drafting
Milwaukee Area Technical College

Computer Drafting
Moraine Park Technical College

EXPERIENCE

- Black River Falls Municipal Utilities – Black River Falls, WI
- Waupaca County Highway Facility – Waupaca, WI
- Kaukauna Municipal Services Renovation – Kaukauna, WI
- Sheboygan Falls Municipal Building Renovations – Sheboygan Falls, WI
- Fond Du Lac County Highway Garage Ventilation and Boiler Replacement – Fond Du Lac, WI
- Outagamie County Highway Department Expansion – Appleton, WI
- Burlington DPW Building – Burlington, WI

LAURA GILBERT PE
SR. ELECTRICAL PROJECT ENGINEER | **MSA**

21
YEARS OF EXPERIENCE

Laura is experienced in electrical design for commercial buildings. Lighting design is her passion, and she is also well-versed in electrical distribution, fire alarm and telecommunications design. She has provided electrical design for numerous LEED-certified buildings, including two Platinum-certified buildings. Laura's favorite part of a project is walking into a finished space and seeing how her design went from concept to reality, ready to be utilized. Key project experience includes municipal buildings, schools, libraries, churches and public safety buildings.

EXPERIENCE

- Kaukauna DPW Facility – Kaukauna, WI
- Black River Falls Municipal Utility Facility – Black River Falls, WI
- Kaukauna Municipal Building and Fire Station – Kaukauna, WI
- Marshfield Utilities Operations Center – Marshfield, WI
- Plymouth Utilities Operations Center – Plymouth, WI

EDUCATION
Bachelor of Science
Civil Engineering
Milwaukee School of Engineering

REGISTRATIONS/CERTIFICATIONS
Professional Engineer in WI

BEN NERAT PE
SR. PLUMBING ENGINEER | **MSA**

15
YEARS OF EXPERIENCE

Since 2005, Ben has been working in the industry designing and developing fire protection, piping and plumbing systems. Ben's experience has included all stages of project design from interpreting and following specifications; following building codes and standards; coordinating with customers and vendors; ordering building materials; creating, maintaining and updating construction documents; and supporting construction efforts. Ben designs plumbing and fire protection systems and collaborates with the stakeholders to implement high-quality designs and solutions for his clients.

EXPERIENCE

- Kaukauna DPW Garage Remodel and Addition – Kaukauna, WI
- Black River Falls Municipal Utility Facility – Black River Falls, WI
- Fox Valley Technical College Campus Building Renovation and Addition – Appleton, WI
- Sevastopol Schools – Sturgeon Bay, WI
- Beloit Turner Schools – Beloit, WI

EDUCATION
Bachelor of Science
Mechanical Engineering
Michigan Technological University-Houghton

Fire Protection Engineering
Worcester Polytechnic Institute-Worcester, MA

REGISTRATIONS/CERTIFICATIONS
Professional Engineer in WI

CORY HORTON PE, CFM, CPESC, ENV-SP
SENIOR PROJECT MANAGER | raSMITH

23 YEARS OF EXPERIENCE

Cory is a municipal senior project manager with extensive experience in municipal engineering, water and natural resources and transportation projects. In his prior role as the Director of Public Works and City Engineer for the City of Fitchburg, Cory oversaw a staff of over 40 and was responsible for oversight of the engineering, building inspection, parks, utility, streets and building maintenance divisions. As the Director of Public Works, Cory assisted with the maintenance, renovation, decommissioning, site selection, design, construction and management of public facilities in the City. During his tenure, this included the expansion of the public works facility, among other projects. He also oversaw the maintenance, upkeep and upgrades of all City facilities.

EXPERIENCE

- City of Fitchburg Director of Public Works/City Engineer – Fitchburg, WI
- Fitchburg Public Works Facility Expansion – Fitchburg, WI
- Fire Station Renovation – Fitchburg, WI
- Westside Community Center Rehabilitation – Sun Prairie, WI
- Town Center Site Development – North Aurora, IL

EDUCATION

Master of Science
Civil and Environmental Engineering
University of Wisconsin-Madison

Bachelor of Science
Civil Engineering
University of Wisconsin-Madison

REGISTRATIONS/CERTIFICATIONS

Professional Engineer in WI and IL

Certified Floodplain Manager

Certified Professional in Erosion and Sediment Control

BRAD HARTJES PE, CFM
SENIOR PROJECT ENGINEER | raSMITH

27 YEARS OF EXPERIENCE

Brad specializes in water resource, municipal and site development projects. He has focused extensively on water resource aspects, such as hydrologic and hydraulic analysis, stormwater management reviews, stormwater detention and compensatory storage. From a site development perspective, Brad's projects have included the residential, commercial and industrial markets for both the public and private sectors. He uses his skills in site plan development, stormwater management permitting, grading and earthwork analysis, plan and profiles, utility layout and design, wetland coordination and geotechnical coordination to deliver success for his clients' projects.

EXPERIENCE

- Kaukauna DPW Phase IV Expansion Site Design – Kaukauna, WI
- Kenosha Fire Station 4 Site Design – Kenosha, WI
- Green Bay Water Utility Building Expansion Site Design – Green Bay, WI
- Freedom Fire Station Site Design – Freedom, WI
- Black River Falls Municipal Utility Building Site Design – Black River Falls, WI
- Evergreen Credit Union Site Development – Appleton, WI

EDUCATION

Bachelor of Science
Civil Engineering
University of Wisconsin-Platteville

REGISTRATIONS/CERTIFICATIONS

Professional Engineer in WI and IL

Certified Floodplain Manager

RILEY STONE

CIVIL ENGINEER | **raSMITH**

6
YEARS OF EXPERIENCE

Riley officially joined raSmith's municipal services division after graduating from the University of Wisconsin–Milwaukee in May 2017, although he had been working with the firm as a co-op since 2015. During his time at raSmith, Riley has assisted engineering staff with a variety of projects, but his projects have primarily focused on municipal roadway, stormwater and sanitary sewer flow monitoring efforts. Riley provided assistance in the collection of data, processing, GIS mapping and analysis and the report preparation process.

EDUCATION

Bachelor of Science
Civil Engineering
University of Wisconsin–Milwaukee

Bachelor of Science
Physics
University of Wisconsin–La Crosse

EXPERIENCE

- Stormwater Quality Modeling and Analysis, Total Maximum Daily Loading Requirements – Delafield and Nashotah, WI
- Stormwater Quality Modeling and Analysis, Review of Best Management Practices – Delafield and Grafton, WI
- Stormwater Quality Modeling and Analysis, Erosion Control Inspections – Winnebago County, WI
- Stormwater Analysis and Design, Storm Sewer Design for Subdivisions – Pleasant Prairie and Waukesha, WI
- Stormwater Analysis and Design, BMP Design – Muskego, WI

THOMAS ZEISE

COST CONTROLLER | **ZEISE CONSTRUCTION**

34
YEARS OF EXPERIENCE

As President of Zeise Construction, Tom is part of the company's third generation management team. Zeise Construction has been providing quality craftsmanship in northeast Wisconsin for more than 50 years. He is a licensed real estate sales person and has more than 34 years of experience in the Building construction field, managing projects ranging from $250,000 to $21,000,000.

EDUCATION

Bachelor of Science
Business Finance
St. Norbert College
- De Pere, WI

REGISTRATIONS/CERTIFICATIONS

Licensed Real Estate Salesperson in WI

PROFESSIONAL ASSOCIATIONS

Associated General Contractors of Wisconsin - Board Member

Green Bay Area Chamber of Commerce

Carpenters Local 1146-Apprentice Committee Member

EXPERIENCE

- Kaukauna Municipal Center – Kaukauna, WI
- Kaukauna Fire Station – Kaukauna, WI
- Green Bay Packers Pro Shop Addition, Admin. Building – Green Bay, WI
- Green Bay Packers Building C, Admin and Ticket Office – Green Bay, WI
- Christa McAuliffe Elementary School – Green Bay, WI
- St. Bernard Catholic School Addition – Green Bay, WI
- St. Francis Xavier Cathedral, Bishop Wycislo Center Addn. – Green Bay, WI
- Gibraltar Fire Station, Town Center – Gibraltar, WI
- Gibraltar High School, Renovations, Phase 1 and 2 – Gibraltar, WI

JOHN GRETZINGER

COST ESTIMATOR | ZEISE CONSTRUCTION

John has been a project manager for Zeise Construction since early 2018. He started his construction career as a laborer working summers while obtaining his college education. After college, he worked as a carpenter, superintendent, estimator and project manager. John has more than 35 years of experience in the building construction field and has managed projects ranging from $10,000 to $30,000,000. John will be responsible for preparing budget estimates and supplying value engineering options during the design and preliminary estimating phases.

EDUCATION

Bachelor of Science
Construction
Technologies
University of
Wisconsin-
Menomonie

35
YEARS OF EXPERIENCE

EXPERIENCE

- Kaukauna School District, New High School – Kaukauna, WI
- St. Nicholas Hospital, Sheboygan, Multiple Remodels – Sheboygan, WI
- Sappi Paper-Industrial Projects – Skowhagen, ME
- St. Mary Magdalene Church – Waupaca, WI
- Lake Mills School District-Remodel – Lake Mills, WI
- St. Mary's Church – Greenville, WI
- Laminations (GNC), New Production Facility – Appleton, WI
- Hayward School District, Addition and Remodel – Hayward, WI

Project Understanding and Approach

The SEH team has reviewed the RFP and proposed scope of work in detail and is excited for the opportunity to propose. Our assembled team has similar experience across Wisconsin and is excited for the opportunity to work with the City of De Pere. Our approach to delivering this project in a timely and efficient manner is outlined below and on the pages to follow.

The City of De Pere's Municipal Service Center (MSC) is "busting at the seams" and has needed an expansion/renovation for many years. Moreover, the City's anticipated expansion requirement has even grown substantially since the needs study was completed in 2010. Moving forward with this new project, we have identified a few components that will be integral to our process:

1 PROGRAMMING

The first and likely most important step in this process will be to evaluate the MSC's current state and better understand where additional space and/or changes are needed. During this programming stage, expansion options and sizes will be identified, along with areas that need to be renovated or remodeled. Using this information, we can then work with the City to develop preliminary remodel/expansion layouts. Being familiar with the site, we understand that there are several factors that will need to be considered during this preliminary layout phase, including, but not limited to:

- Space limitations of the current site
- Separation of the MSC and customer traffic
- Grade changes across the site
- Possible expansion onto or use of the adjacent parcel on Lande Street
- Stormwater management issues
- Easy access to fuel station

2 PLAN OPTIONS AND ESTIMATES

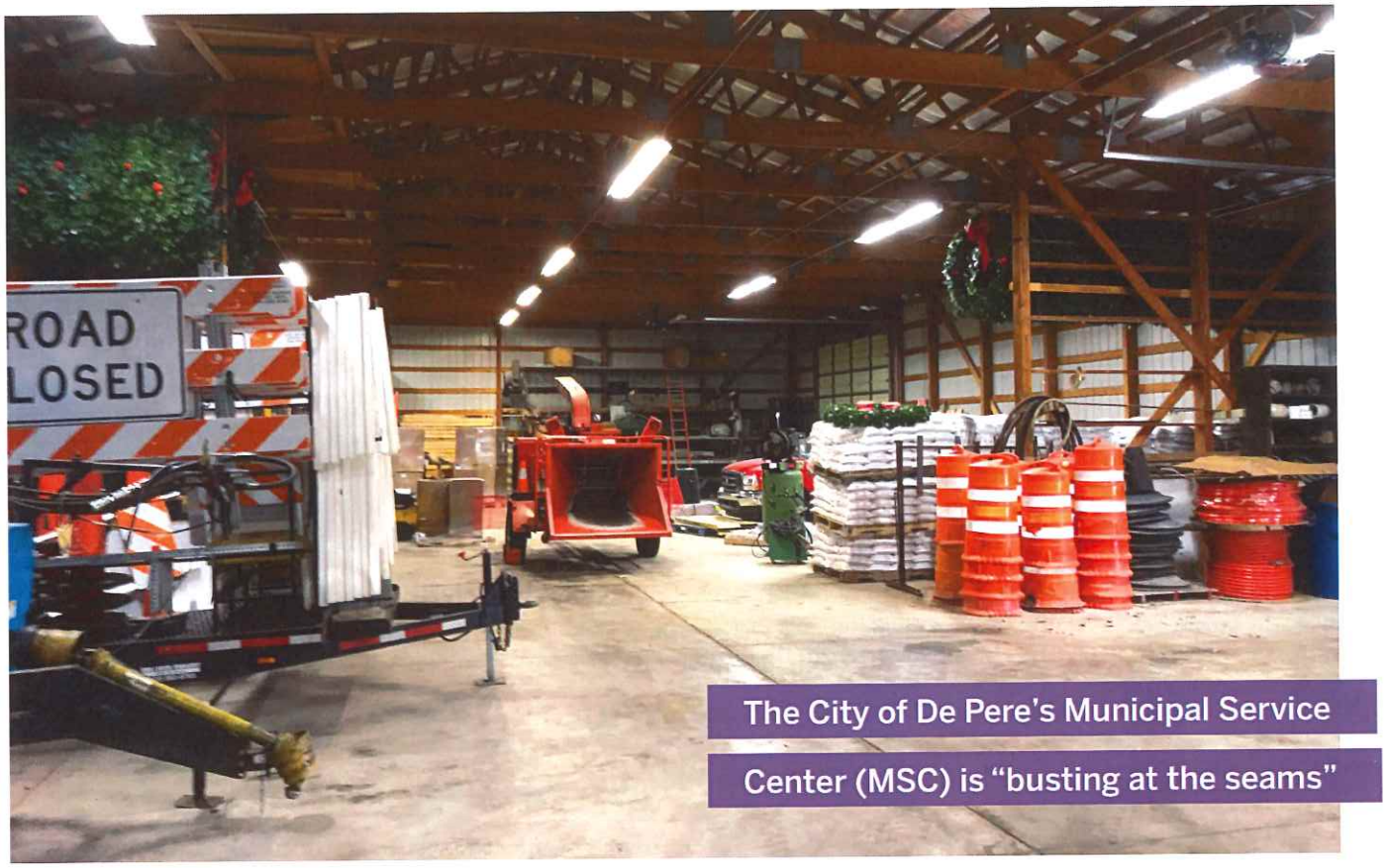
Before beginning construction documents, our team will work closely with MSC staff to develop plan options that meet your needs. Along with various plan options, we will also generate preliminary construction cost estimates to aid in the decision-making process.

3 FOCUS ON ENERGY

As we begin working on construction documents, we suggest working with Focus on Energy (FOE). We have worked with them on several past and current projects, and they provide a free evaluation of the project's mechanical systems and offer options with return-on-investment information that will aid our team in selecting any upgrades or changes to the design. In the end, there may also be a significant rebate from FOE, depending on the system we utilize.

4 DESIGN REVIEW

Design review meetings are another critical part of the construction document process. We will take the time at each of these reviews to walk you through the documents to make sure that you understand the changes and additions that are being made to your facility.



The City of De Pere's Municipal Service Center (MSC) is "busting at the seams"

SCOPE OF SERVICES

STAKEHOLDER ENGAGEMENT

The SEH team understands the importance of not only delivering a feasible solution for the MSC expansion but also how those functions integrate with the rest of the MSC site and operations. It is one thing to deliver a recommendation for the location and operation of these functions, but it is as equally important to provide a plan that has garnered the input and support of the various functions, programs and operations it impacts on the campus.

Due to restrictions during the pandemic, we envision the programming and input from the various interest groups taking on several different formats. We have recently developed a process for holding virtual workshops that limit the number of in person attendees – those considered the decision makers. Using technology in a virtual meeting format, we assemble in small groups socially distanced with cameras set up at multiple angles where other core team members and associated professionals can join the meeting virtually. This virtual "in-person" format has been a very effective way of organizing design workshops and feedback sessions while respecting the current restrictions of the pandemic.

It is also important to establish a regular cadence of check-in calls to monitor progress and provide updates to the core team. These weekly virtual visits allow the team to collaborate and discuss progress on the programming of MSC improvements. It is also a good platform to share content and project floor plans, aerial photographs, sketches and building sections. This meeting cadence is established by the consultant as they prepare the overall project schedule and completion of the deliverables.

As we define the scope in the section below, we will describe how we integrate and collaborate with not only the decision makers but all the stakeholders that are impacted by these operations both directly and indirectly.

KICKOFF, WORK PLAN AND PROJECT DEVELOPMENT PHASE

The project kickoff is the consultant team's opportunity to meet with members of the entire project team to confirm the process, identify the key participants, lay out the work schedule and further develop scope documents. This is the consultant team's first opportunity to collaborate with the team that will be responsible for providing direction as it relates to the location and function of the MSC expansion.

As part of the initial kickoff meeting, the consulting team will:

- Meet with MSC and City representatives to confirm the preliminary work plan and schedule for the study
- Confirm the structure and membership of stakeholder groups and determine scheduled tasks that require their participation
- Confirm the scope of work and process for integrating the subconsultants and advisors
- Develop a work plan based on input from committee at the project kickoff meeting

The deliverables of this kickoff meeting will be a project understanding statement, detailed work and communication plan and written documentation of the project kickoff meeting.

Immediately following the kickoff meeting, the team will become immersed in information gathering. This will include compiling data and documentation necessary to understand the space needs of the MSC in its current and future state. We will understand the limits and constraints of the facilities available to satisfy the space needs required, as well as the context and vision to guide space development in the future. The SEH team knows the MSC campus and its buildings well having completed the previous study. Using the existing drawings from the original construction, as well as documents from recent additions, alterations and renovations, our team will piece together the documents necessary to better understand location and impact of expanded operations within the facilities and on the site.

Concurrently, and as part of the information gathering piece, the consultant team will conduct an existing facilities review consisting of reviewing existing documents, checking against industry space and design guidelines, and reviewing standard practices for other municipal service centers.

PROGRAMMING AND DOCUMENTATION PHASE

Once the discovery phase of our work is complete, we will begin the programming and documentation portion of the project that will ultimately lead to determining the necessary amount of space, adjacencies and facility efficiency that will be the basis of the long-term solution for the MSC campus. The team will begin the working drawings and specification phase for bidding and construction of the project. The design team will start with evaluation of the building systems including:

- Structural systems
- Building wall and roof systems
- Building configuration
- HVAC systems
- Plumbing systems
- Electrical systems
- Lighting
- Life safety systems

Our team will evaluate the suitability of existing building elements, materials and equipment for reuse in the renovated project. Any building systems or materials considered for reuse will be reported to MSC staff and the City and may be reused unless directed otherwise.

DESIGN PHASE

During the design phase, our team will develop and provide documents that will achieve a biddable and constructible project. We will submit documents for approval to the authority having jurisdiction over the project. Once approved, we will file two copies of the approval with the City. The working drawings will include:

- Details, diagrams, schedules, photo reproductions and other graphic methods appropriate to define work required to accomplish the purposes of the project
- Description of existing conditions of the site and/or structures with sufficient clarity to permit their use without ambiguity in the bidding and construction process

The specifications are part of the contract documents and will include technical sections of the specifications that describe the materials and services to be installed by the construction contractor in the work. Specifications will include contract requirements, special provisions and/or appendices and technical sections, following the divisions of the Construction Specifications Institute (CSI). We will incorporate any Division 0 or "front end" boiler plate contract language as provided by the City.

Upon completion of the final project design and working architectural drawings and specifications, our team will submit those documents to the City's project manager for review in concurrence prior to release for bidding. The drawing package will contain:

- Site plan
- Architectural drawings
- Mechanical plan
- Electrical plan
- Plumbing plan
- Life safety plan
- Structural drawings

We will submit an electronic and PDF set of final drawings and specifications for review. The City will issue a list of recommended changes and corrections to be incorporated into the final documents. Once changes have been incorporated into the final documents, we will call for a final review meeting with the City to finalize and prepare for publication of the final bidding documents with any conditions required by the City.

At the time of final delivery of the documents, we will report to the City with an updated estimate of project cost.

Our team will provide an electronic copy of both the drawings and specifications for bidding purposes. If hard copy bid documents are requested by the City, these services shall be a reimbursable expense.

BIDDING PHASE

During the bidding phase, our team will assist with issuing the advertisement for bid and will serve as the professional technical consultant and advisor to the City during the bidding process, including participation in the pre-bid and pre-award conferences.

We will also provide the following:

- Preparing any necessary addendum for distribution by the City during the bidding period
- Evaluating and making recommendations to the City on the qualifications of prospective prime construction contractors
- Assisting the City's project manager in analyzing the bids
- Preparing construction documents upon award to the lowest qualified contractor, which will include the bid documents, addenda issued and accepted value enhancement proposals

CONSTRUCTION PHASE

During construction, we will perform the following:

- We will follow the regular cadence of construction meetings by attending in person and providing a progress review visit. We will serve as a technical and professional advisor to the City during construction. If requested, we will provide full-time onsite project representation as an additional service.
- Immediately following the pre-construction meeting and prior to the start of construction, we will review the proposed schedule for submittals from the construction contractor relative to the construction schedule and advise the City of any concerns.
- We will review and approve or reject shop drawings, samples and other submittals from the contractor to determine conformance with the specifications.
- We will review the results of all testing conducted during the construction and report whether these results meet the design intent and requirements of the construction contract.
- Our site representative will observe the construction progress and evaluate the adequacy and completeness of the construction contractor's compliance with the

contract documents. Any non-compliance shall be reported to the City's project manager in writing.

- We will request inspections at critical milestones by the subconsultants we've contracted. Following the routine site visits, our team will submit reports of observations to the City.
- Any work not complying with the contract documents will be reported to the City's project manager immediately in writing. Any consideration for suspension of work based on nonconformance and performance by the contractor will be justified to the project manager in writing.
- We will develop and issue appropriate construction bulletins at the direction of the City's project manager.
- We will prepare applications for energy incentive programs when applicable.
- Upon notice of substantial completion by the contractor, we will observe the construction and provide a written punchlist to the project manager. Our team will witness functional testing of the buildings systems and review the TAB reports as issued by the subcontractors.
- Upon completion of the project, each construction contractor will submit a marked up set of as-built prints to our team, who will, based on these marked up as-built prints, revise the original documents, including the electronic files showing changes in the work made during the construction process, and produce a set of record documents. This work will be completed within 30 days of receipt of the last marked up prints.
- We will review for compliance with design intent, the operating and maintenance manuals for building systems and operable mechanical and electrical equipment. These manuals should include:
  - Manufacturers' instruction for maintenance and operations of equipment and systems including a spare parts list
  - Temperature control record drawings and equipment data sheets including recommended maintenance procedures
- We will attend the 11-month warranty walkthrough 11 months after substantial completion and prior to the contractor's one-year warranty expiring.

Similar Projects and References

The projects featured in this section demonstrate the SEH team's experience designing municipal and county services facilities similar to the proposed project in De Pere. Our breadth of experience will provide the framework for a successful project. Below and on the pages to follow, we have included representative projects and references that demonstrate our approach to designing similar projects and building successful client partnerships.

PAST PERFORMANCE

Our staff is familiar with all aspects of the seemingly endless list of design considerations that must be addressed early in the planning process. This early planning limits the need for designers to "back track" to include a feature that may have been overlooked but is vital to the department's response protocol.

REFERENCES

Below you will find references who can vouch for the quality of work we provided. We welcome you to contact them to see for yourselves what our clients are saying.

① **JOHN SUNDELIUS**
CITY ENGINEER
Municipal Services Building
Phase 4 Final Design
Kaukauna, WI
920.766.6305
sundelius@kaukauna-wi.org

② **TODD PETERSON**
PUBLIC WORKS DIRECTOR
Public Works Facility
Galesville, WI
608.528.4313
tcpeterson@
cityofgalesville.com

③ **PATRICK KOTLOWSKI**
HIGHWAY COMMISSIONER
Maintenance Shop and Wash
Bay Addition
Adams, WI
608.339.3355
kotlowski@co.adams.wi.us

④ **BLAINE LEE**
TOWN CHAIRMAN
New Town Hall and
Maintenance Shop
Town of Hamilton, WI
608.461.1382
blaine003@centurytel.net

⑤ **A. BRAD CHOWN**
CITY ADMINISTRATOR
Black River Falls Emergency
Services Building
Black River Falls, WI
715.284.2315
city.admin@blackriverfalls.us

⑥ **CASEY ENGEBRETSON**
GENERAL MANAGER
Black River Falls
Municipal Utilities
Black River Falls, WI
715.284.9463
cengebretson@brfmu.org

MUNICIPAL SERVICES BUILDING PHASE 4 FINAL DESIGN

KAUKAUNA, WI

The fourth and final phase of the City of Kaukauna's municipal services building campus completely renovated the former public works garage, provided a cold storage facility and expanded yard waste drop off site for residents. The renovation features a new maintenance shop, cold storage facility, relocated wash bay, upgraded fuel island, paint booth, updated vehicle storage garage, upgraded security and energy-efficient lighting.

SUSTAINABLE AND/OR COST SAVING TACTICS

- High recycled content material
- Locally sourced labor and materials
- LED lighting and building control
- Repurposed equipment and materials

CLIENT

City of Kaukauna

PROJECT SIZE

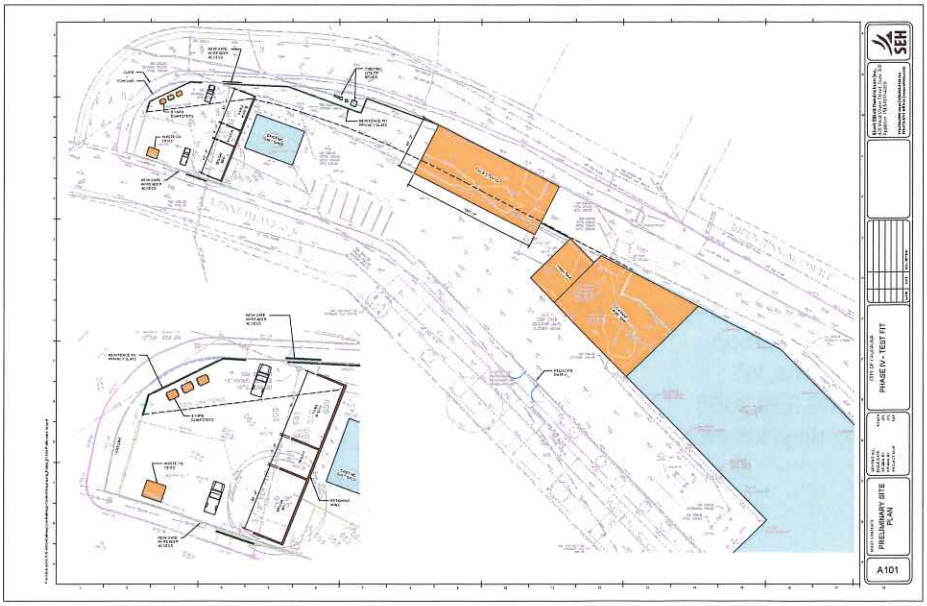
52,100 sq.ft.

COST

$4.47 million

YEAR COMPLETED

Scheduled to be complete Summer 2021



PUBLIC WORKS FACILITY

GALESVILLE, WI

SEH worked closely with the City of Galesville during the programming and conceptual design phases to develop a building that would meet their specific needs and budget. This 9.600 sq. ft. facility contains five vehicle storage/maintenance bays, as well as a manager's office, staff break room and additional support spaces. A mezzanine was also incorporated into the design for additional storage space and to house mechanical equipment. Insulated, full height, precast concrete panels were chosen for the building envelope to provide a durable, long lasting and energy-efficient solution for this project.

SUSTAINABLE AND/OR COST SAVING TACTICS

- High recycled content material
- Locally sourced labor and materials
- LED lighting and building control
- Direct bury precast wall panels
- Single sloped metal roof

CLIENT

City of Galesville

PROJECT SIZE

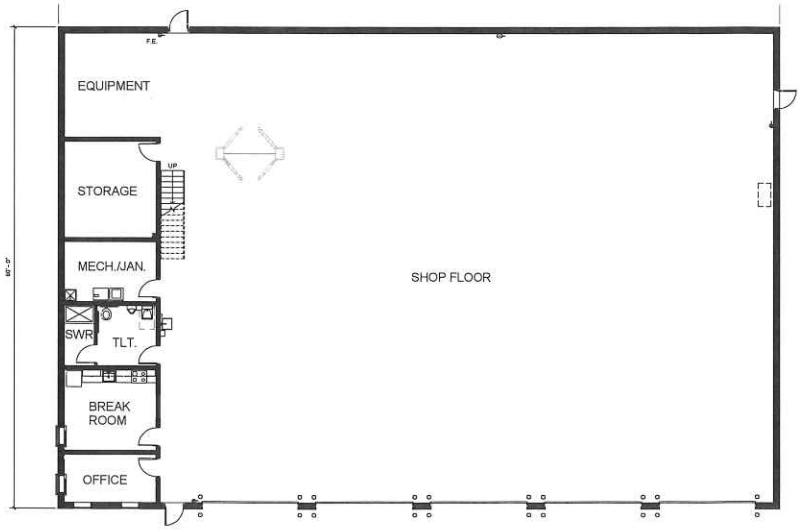
9,600 sq.ft.

COST

$1.7 million

YEAR COMPLETED

2017



MAINTENANCE SHOP AND WASH BAY ADDITION

ADAMS, WI

Adams County Highway Department hired SEH to design the layout of a new maintenance facility. The new facility consisted of a repair shop and office building (19,200 sq. ft.), heated storage building (20,680 sq. ft.) and a cold storage building (6,000 sq. ft.). The site also held a fuel center and drive-on scale, and the main building contains an office space, conference room, employee break room/shower facilities and multiple-stall vehicle repair shop, which includes a wash bay.

Several years later, the County determined the existing wash bay was undersized based on the increased size and number of vehicles in their fleet and called on SEH to provide design and construction services for a 2,400 sq.ft. addition to their existing wash bay. The addition provides better flow with drive-through ability, as well as a raised catwalk, which is used to better clean large vehicles. Due to the wet environment, extensive coordination among all trades and the client vendor occurred to assure proper finishes were used. It was also critical for this addition to blend into the existing building with matching exterior finishes.

CLIENT

Adams County Highway Department

PROJECT SIZE

48,280 sq.ft.

COST

Maintenance Building: $2.4 million
Wash Bay Addition: $462,000

YEAR COMPLETED

2019

SUSTAINABLE AND/OR COST SAVING TACTICS

- High recycled content material
- Locally sourced labor and materials
- LED lighting and building control
- Direct bury precast wall panels
- Single sloped metal roof

NEW TOWN HALL AND MAINTENANCE SHOP

TOWN OF HAMILTON, WI

SEH is currently designing a 14,500 sq. ft. town hall and highway maintenance shop for the Town of Hamilton. The new facility will feature heated vehicle storage, a vehicle maintenance bay, staff locker room and break area and administrative offices for Town employees.

The building's construction is a combination of direct burial tilt up precast architectural wall panels for the high bay maintenance shop and a conventionally framed masonry and architectural metal wall panel office for the town hall.

The site will include cold storage and yard refuse buildings, as well as a salt shed and fuel island.

SUSTAINABLE AND/OR COST SAVING TACTICS

- High recycled content material
- Locally sourced labor and materials
- LED lighting and building control
- Direct bury precast wall panels
- Single sloped metal roof

CLIENT

Town of Hamilton

PROJECT SIZE

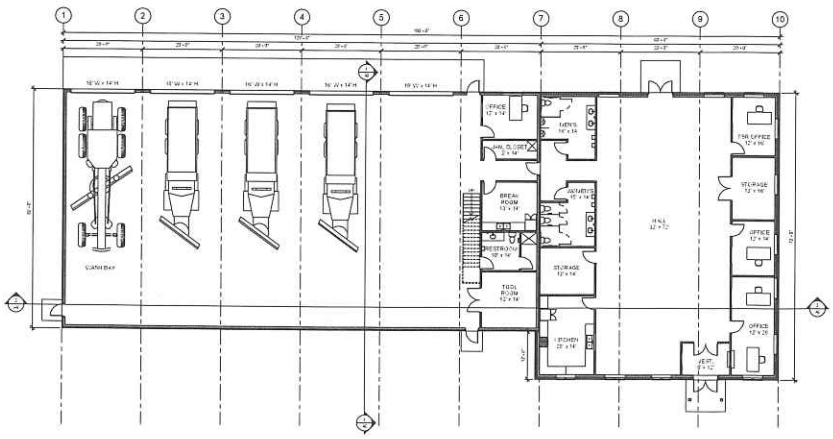
14,500 sq.ft.

COST

$2.88 million

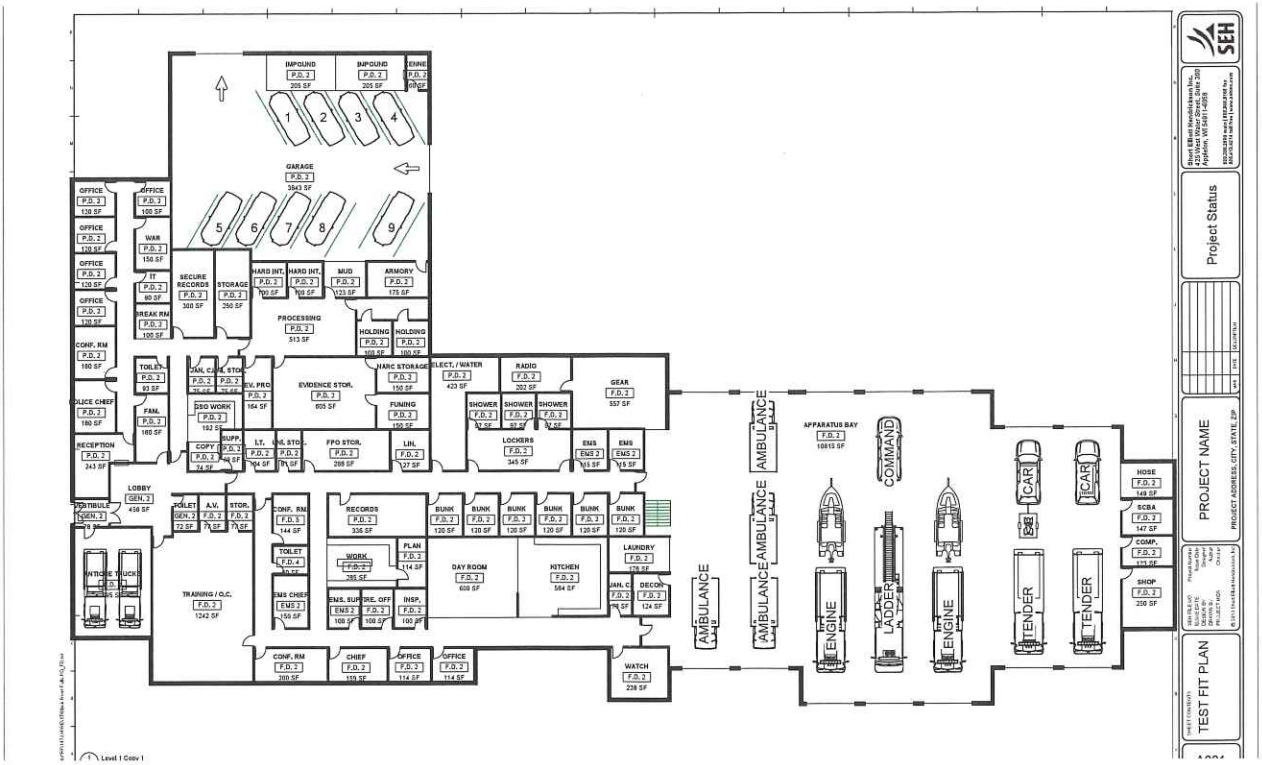
YEAR COMPLETED

In design phase



BLACK RIVER FALLS EMERGENCY SERVICES BUILDING

BLACK RIVER FALLS, WI



The City of Black River Falls is in the planning stages for a new 29,785 sq.ft. $6 million Fire, EMS and Emergency Services building that will provide much needed, modernized and expanded facilities as their emergency services expand within their growing community. The SEH plan calls for a larger apparatus bay so equipment currently stored outside or in other parts of the county can be brought under one roof. The plan also calls for many fire training props to be designed into the station and tower.

SUSTAINABLE AND/OR COST SAVING TACTICS

- Solar hot water
- LED lighting
- Regional stormwater treatment

CLIENT

City of Black River Falls

PROJECT SIZE

29,785 sq. ft.

COST

$6.2 million (est.)

YEAR COMPLETED

Scheduled to be completed June 2021

RICHFIELD MAINTENANCE FACILITY

RICHFIELD, MN

After selecting a site for a new maintenance facility in Veteran's Park, the City of Richfield chose SEH to study its current department structure, review their existing facilities and design and construct a new facility. Major design issues included compatibility with neighboring homes and the park, reorganizing staff due to more efficient sharing of people among departments and creating the right image for the facility as viewed from Portland Avenue, a vibrant urban street.

The facility combines nine different operational areas into one structure defined by:

- 59,000 sq. ft. of new vehicle storage area
- 6,200 sq. ft. of new vehicle repair maintenance area
- 1,400 sq. ft. of new lunch room/assembly area

SEH prepared plans and specs that called for siting the new facility into a hillside to reduce the visual scale of the building on Portland Avenue and to locate all office space and lunchroom areas so that they faced Veteran's Park.

SUSTAINABLE AND/OR COST SAVING TACTICS

- LED lighting
- In floor radiant heating system
- Polished concrete floor throughout
- On site stormwater detention
- Regional materials
- High recycled content materials

CLIENT
City of Richfield

COST
$14 million

PROJECT SIZE
96,600 sq. ft.

YEAR COMPLETED
2008

RICE LAKE COMMUNITY SERVICES DEPARTMENT BUILDING

RICE LAKE, WI

The Community Services Department building provides the City with an up-to-date, modern facility to provide high-quality services to the residents of Rice Lake and the surrounding communities. The project includes a new 28,000 sq. ft. building and site improvements. The building design includes indoor vehicle storage and washing facilities, a vehicle maintenance garage, sign shop, storage mezzanine, staff offices and meeting space for both City and public use. Site improvements include stormwater infiltration areas, development of parking facilities and cold storage spaces for equipment.

The building was designed with durability and cost-efficient operations in mind. Energy-efficient systems such as LED lighting and in-floor radiant heating systems were incorporated to reduce operating costs. Durable finish materials such as polished concrete flooring are being used throughout the office areas to reduce maintenance costs and extend the lifespan of the building and its systems.

SUSTAINABLE AND/OR COST SAVING TACTICS

- LED lighting
- In floor radiant heating system
- Polished concrete floor throughout
- Pre-engineered metal building structure

CLIENT
City of Rice Lake

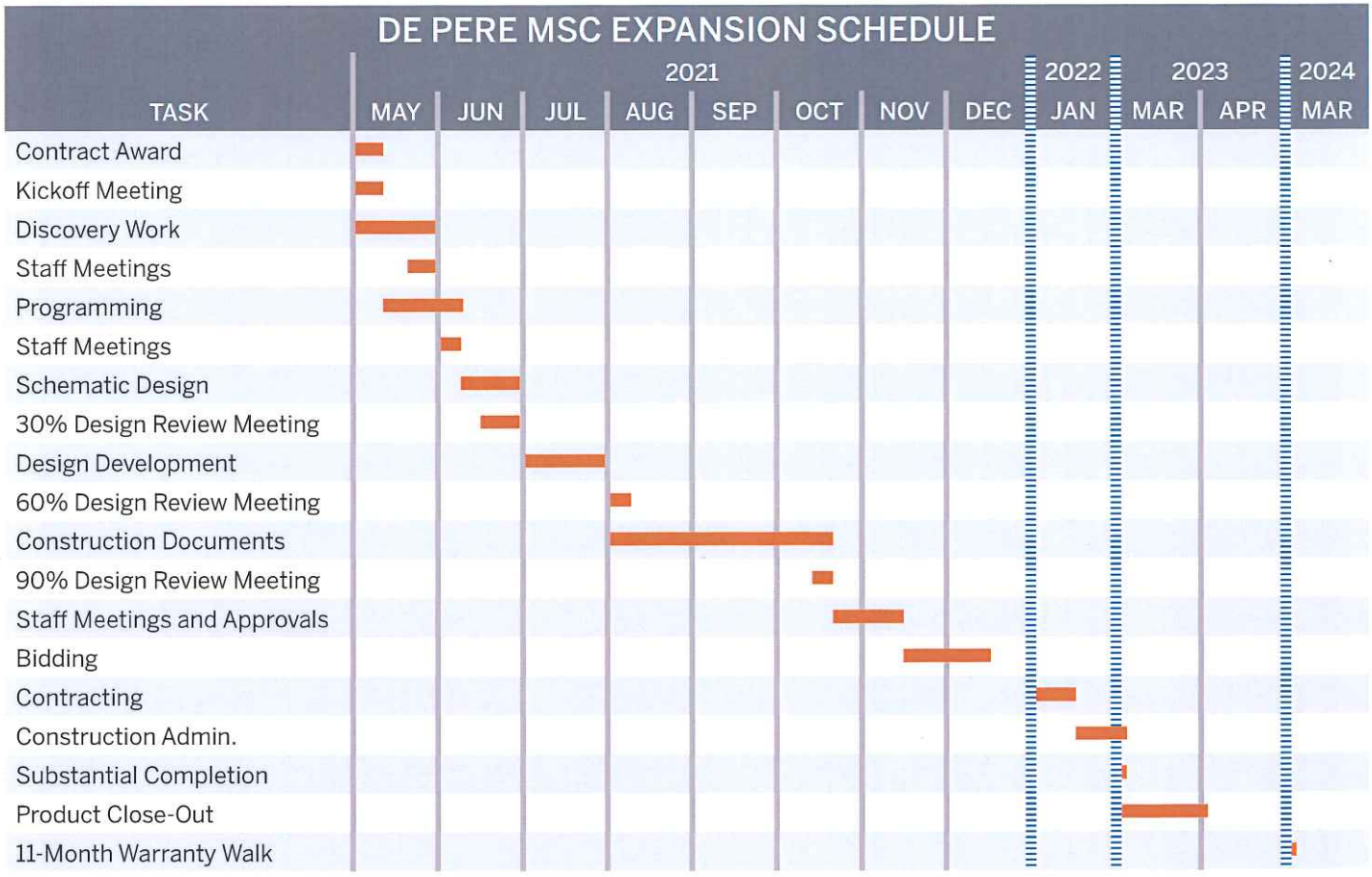
COST
$3.5 million

PROJECT SIZE
28,000 sq. ft.

YEAR COMPLETED
2017

Timeline

Our team is prepared to hit the ground running and provide responsive service for this project. To successfully and efficiently bring this facility expansion to fruition, we will follow the timeline provided below.



Fee

SEH is prepared to deliver the scope of services outlined in the RFP for the following compensation.

Proposed Fee Schedule

Company Name: Short Elliott Hendrickson Inc. (SEH®)

Company Address: 425 West Water Street, Suite 300

Company Address: Appleton, WI 54911-6058

Company Representative: Trevor M. Frank AIA, LEED AP®, NCARB, PMP

Signature:

DESIGN SERVICES	
Preliminary Design	$ 39,750
Design 30% Complete	$ 67,575
Design 60% Complete	$ 94,605
Design 90% Complete	$ 63,070
TOTAL DESIGN SERVICES	$265,000

Fee (Optional Bidding Services): $9,450.00

SEH HOURLY BILLING RATES – 2021

CLASSIFICATION - OFFICE STAFF	BILLABLE RATE[1]
Principal	$170.00 - $270.00
Project Manager	$140.00 - $240.00
Senior Project Specialist	$135.00 - $220.00
Project Specialist	$100.00 - $175.00
Senior Professional Engineer I	$115.00 - $180.00
Senior Professional Engineer II	$140.00 - $225.00
Professional Engineer	$105.00 - $165.00
Graduate Engineer	$85.00 - $135.00
Senior Architect	$125.00 - $210.00
Architect	$110.00 - $150.00
Graduate Architect	$85.00 - $110.00
Senior Landscape Architect	$115.00 - $170.00
Landscape Architect	$95.00 - $125.00
Graduate Landscape Architect	$85.00 - $100.00
Senior Scientist	$130.00 - $170.00
Scientist	$90.00 - $135.00
Graduate Scientist	$80.00 - $105.00
Senior Planner	$130.00 - $210.00
Planner	$100.00 - $150.00
Graduate Planner	$90.00 - $120.00
Senior GIS Analyst	$110.00 - $175.00
GIS Analyst	$100.00 - $120.00
Project Design Leader	$120.00 - $185.00
Lead Technician	$105.00 - $170.00
Senior Technician	$90.00 - $135.00
Technician	$65.00 - $115.00
Graphic Designer	$90.00 - $145.00
Administrative Professional	$55.00 - $130.00

CLASSIFICATION - FIELD STAFF	BILLABLE RATE[1]
Professional Land Surveyor	$110.00 - $160.00
Lead Resident Project Representative	$95.00 - $155.00
Senior Project Representative	$90.00 - $135.00
Project Representative	$75.00 - $125.00
Survey Crew Chief	$85.00 - $135.00
Survey Instrument Operator	$60.00 - $95.00

(1) The actual rate charged is dependent upon the hourly rate of the employee assigned to the project.

The rates shown are subject to change.

Effective: January 1, 2021
Expires: December 31, 2021

Building a Better World for All of Us®

Sustainable buildings, sound infrastructure, safe transportation systems, clean water, renewable energy and a balanced environment. Building a Better World for All of Us communicates a company-wide commitment to act in the best interests of our clients and the world around us.

We're confident in our ability to balance these requirements.

JOIN OUR SOCIAL COMMUNITIES

Cedar CORPORATION

Statement of Qualifications and Proposal

Municipal Services Center Facility Expansion

City of De Pere

De Pere, Wisconsin

April 2, 2021

STATEMENT OF INTEREST

Dear Mr. Thoresen:

Cedar Corporation is very interested in working with the City of De Pere to provide professional architectural and engineering services for the design of the Municipal Services Center Expansion. Cedar understands the importance of this project for the City of De Pere and realizes the specific requirements for your project.

Your project requires specific public works facility expertise, and we have assembled a comprehensive team of experts with specific project experience to match the goals of your project. In addition to our specific project experience, our team has successfully delivered similar public works and public utility projects throughout the State.

Cedar Corporation has a long history with the City of De Pere, with members of our team having worked with the City for over 30 years. Over the last several years, our team has built a relationship with City Staff and delivered many successful projects for the City. These experiences and existing knowledge will continue with this project. Our team of Public Works Architecture experts look forward to sharing our experience and knowledge with the City to deliver a successful project.

Our team's goal is to facilitate a collaborative approach to the analysis and planning for the Municipal Services Center expansion. Our process will involve the review of the existing facility's operations, staffing, and assessing the needs of the Departments. We will work with the Departments to review the current facilities and needs in comparison to modern public works and utility facilities to present options for the expansion project. This process will include touring other facilities, reviewing equipment needs, and discussing various options for the proposed facility and future growth.

Our process will include full site/civil and stormwater analysis and engineering, review of geotechnical conditions, and analysis of traffic patterns to develop a cost-effective solution for the future facility. Our facility design approach will include evaluation of needed improvements, conceptual layouts, construction materials, structural systems, and various approaches to the mechanical, plumbing, and electrical systems.

In addition to our experience and knowledge in Public Works Architecture, our team is extremely knowledgeable in various methods of project delivery. As the project develops, we will present the benefits of the various project delivery methods, including construction management. If the City is interested in pursuing a Construction Management delivery method, Cedar Corporation can present various options.

Cedar Corporation's resources, our creative talents, and our architectural knowledge and skills are immediately available to you. We look forward to meeting with you to further discuss this exciting project. If you have any questions, please contact Dean Zanon or Cory Scheidler at 920-491-9081.

Sincerely,

Dean Zanon, PE
President

Cory Scheidler, AIA
Director - Architecture

LOCATION
1695 Bellevue Street
Green Bay, WI 54311
www.cedarcorp.com

PHILOSOPHY
Cedar Corporation undertakes each project with a pledge to our clients that they will receive the best value-per-dollar spent on their projects. We recognize that our clients are most concerned with three major issues as they engage the services of consultants - quality, timeliness, cost.

WHO IS CEDAR?

(CORPORATE BACKGROUND)

Our mission, as a full service design and engineering firm, is to provide the highest standards of design excellence and service to our clients. Our goal is to develop a team relationship between our clients and our staff. We possess the technical expertise necessary to meet the demands of our clients on a timely basis and within budget guidelines.

Repeat business with numerous public and private clients attests to our ability to assemble a team concept with our clients working within their guidelines. Confident of this, we respectfully submit this summary of Cedar Corporation for your review.

SERVICES
Cedar Corporation is a full-service firm with disciplines in engineering, architecture, environmental, planning, landscape architecture, and surveying. Founded in 1975, the company has grown in size to its present staff of 85. Our staff is dedicated to the principles on which the firm was developed: exemplary service to clients, professionalism, and use of state-of-the-art technology. We have continued to grow because of our commitment to providing comprehensive service and effective communication with our clients.

PROFESSIONAL SERVICES

Cedar Corporation provides a wide range of professional services to deliver projects in the areas of Community Infrastructure, Architecture, and Environmental Services. The categories below call out the nine (9) major areas of service provided to a variety of government and private market sectors. Within the nine categories are nearly 100 types of professional services and/or deliverables. Cedar's value may come in the form of a single service or deliverable, but just as often from an integrated group of services managed to meet our customer's broader needs. At Cedar, we are very confident in our capabilities and expertise to address a wide range of public and private client needs in any of the service groups listed below.

- Architectural Services
- Economic Development
- Environmental Services
- Municipal Engineering
- Planning and Grants
- Structural Engineering
- Transportation Engineering
- Water Resource Engineering
- Wetland Delineations

Architectural

SERVICES

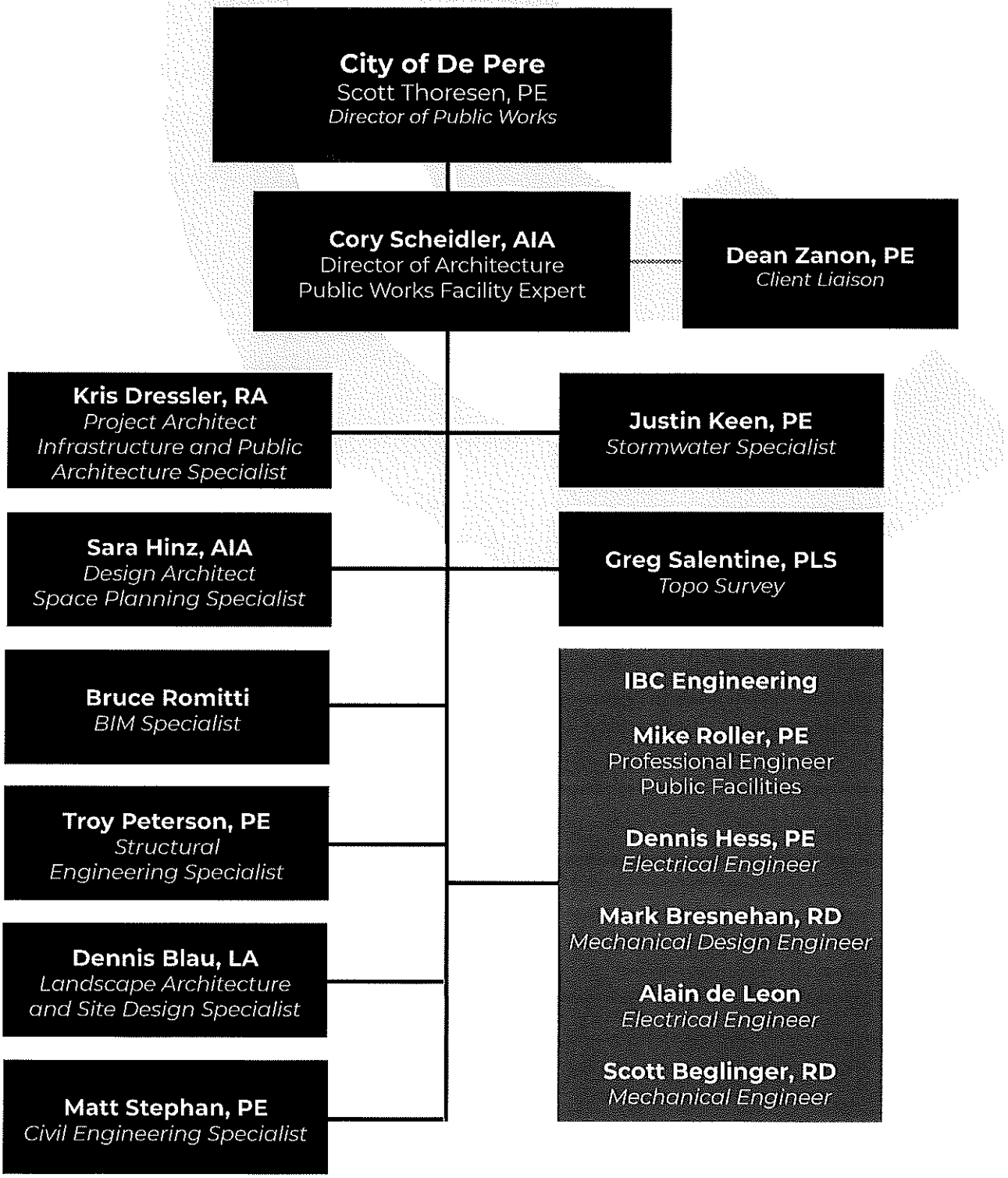
Service Overview

Through experience and imagination, we provide a collaborative approach to defining practical design solutions that focus on our client's goals and needs to deliver value.

Expertise

- Municipal Architecture
- Industrial, Commercial, and Retail Architecture
- Library Design
- Educational Design
- Emergency Services Design
- Recreational Architecture
- Multi-Family Residential Design
- Nursing Homes and Congregate Care Design
- Needs Analysis
- Energy Management Studies
- Plumbing and HVAC Design
- Design-Build

PROJECT TEAM



CORY SCHEIDLER, AIA, RID

DIRECTOR OF ARCHITECTURE

Education

Associate Degree in Civil Engineering Technology: Mid-State Technical College (2001)

Professional Registrations

Wisconsin Registered Architect #10782
Wisconsin Certified Commercial Building Inspector #992581
Wisconsin Registered Interior Designer #623

Professional Affiliations

American Institutes of Architects
Civil Engineering/Structural Technician
Advisory Committee at Chippewa Valley Technical College
NCARB IDP

Total Experience

Since 2000

Cory Scheidler specializes in architecture for government facilities including the evaluation and design of governmental offices, park and recreational facilities, public works and infrastructure projects, emergency services facilities, library, and community center facilities. In addition to his experience and leadership of the Architectural Services Line for Cedar Corporation, Cory is involved in his community and Professional Associations. Cory's personal involvement, genuine concern, and attention to detail in the development of projects is recognized by our clients.

More specifically, Cory has completed the evaluation and design for City Halls, park facilities, public works garages, fire and police stations, libraries, and senior centers. These projects include a mix of new and renovation projects, including Facility Condition Assessments, Master Planning, Architectural Design, and Forensic Evaluations for various facilities.

Cory has experience and knowledge in project development, State and National Standards and code, various governmental standards, and requirements. Complementing his design experience, Cory is well versed in the preparation of contract documents, specifications, and contract administration. In addition, Cory's experience has provided him with the knowledge and ability to provide forensic investigations to several clients.

Areas of Expertise Include:

- Supervision of design and preparation of plans for new structures and alteration of existing buildings for municipal, institutional, commercial, and industrial projects, both traditional bid and design/build approaches
- Preparation of facility, space needs, and site analysis studies for municipal buildings
- Code review, schematic design, and design development
- Project cost estimating and project scheduling
- Coordination with design disciplines
- Construction contract preparation and contract administration
- Client contact throughout project feasibility, design, bidding, and contract administration
- Specialization in project delivery, working directly with developers, contractors, owners, and alternative

Representative Project Experience Includes:

- Public Works and Utilities Assessment and Master Planning, Kiel, WI
- Public Works and Utilities Facility, New Richmond, WI
- Public Works Facility Improvements, Menomonie, WI
- Public Works and Utilities Analysis Planning, Hudson, WI
- Public Works Facility Assessment and Design, Village of Jackson, WI
- Public Works Storage Building, Ellsworth, WI
- Public Works Facility Analysis, Waupun, WI
- Public Works Facility, Amery, WI
- Public Works Facility, Prescott, WI
- Public Works Facility, Town of Daniels, WI
- Public Works Facility Study, Somerset, WI
- Public Works Facility, Town of Garfield, WI
- Public Works Facility Assessment, Town of Buchanan, WI
- Public Works Facility Design, City of Weyauwega, WI
- Highway Department Facility Assessment, St. Croix County, WI
- Highway Facilities Needs Assessment, Polk County, WI
- Highway Facilities Study, Burnett County, WI
- Highway Facilities Study, Jackson County, WI
- Municipal Facilities and Public Works Facility Study, Village of Cadott, WI

KRIS DRESSLER, RA
REGISTERED ARCHITECT

Education
Associate Degree in Drafting and Design Technology: Herzing College (2007)

Professional Registrations
Wisconsin Registered Architect

Total Experience
Since 2006

Kris Dressler is an experienced Architect and has developed into a keystone of our Building Design team. Kris's experience offers our team state-of-the-art technical capacities in building design and modeling which benefit each of our projects and clients. Kris plays an integral part in many of our projects, working hand-in-hand with our Architects, Designers and Engineers, providing assistance in design, planning, and facility planning for traditional and alternative project delivery methods.

Areas of Expertise Include:
- Preparation of construction drawings for new structures and renovations of existing buildings for municipal, commercial, and industrial projects, for both traditional and alternative delivery methods
- Preparation of mechanical and electrical design plans for building projects
- Building Information Modeling aided design
- Assistance in code analysis
- Development of drawings and exhibits for presentations
- Preparation of as-built plans
- Maintenance of CADD/BIM Standards

Representative Project Experience Includes:
- Public Works and Utilities Assessment and Master Planning, Kiel, WI
- Public Works and Utilities Facility, New Richmond, WI
- Public Works Facility Improvements, Menomonie, WI
- Public Works and Utilities Analysis Planning, Hudson, WI
- Public Works Facility Assessment and Design, Village of Jackson, WI
- Public Works Facility, Amery, WI
- Public Works Facility, Prescott, WI
- Public Works Facility, Town of Daniels, WI
- Public Works Facility, Town of Garfield, WI
- Public Works Facility Assessment, Town of Buchanan, WI
- Public Works Facility Design, City of Weyauwega, WI
- Maintenance Building Expansion - Travel Centers of America, DeForest, WI
- Highway Department Facility Assessment, St. Croix County, WI
- Highway Facilities Needs Assessment, Polk County, WI
- Highway Facilities Study, Jackson County, WI
- Municipal Building, Fire, and Police Departments, Lake Hallie, WI
- Fire Department and EMS Planning and Design, Ellsworth, WI
- Municipal Building Design, Jackson, WI

DEAN ZANON, PE

President
Total Experience: Since 1991

EDUCATION
- BS in Environmental Engineering: Michigan Technological University (1991)

EXPERTISE
- Client Development
- Client Management
- Project Management

Dean Zanon specializes in civil engineering for public infrastructure projects, including the design of municipal water systems, sanitary sewer collection systems, and water and wastewater treatment facilities. Dean has a working knowledge of project permitting, state standards, and various municipal standards. Along with design, Dean is well versed in the preparation of contract documents, specifications, and contract administration.

SARA HINZ, AIA, LEED BD+C

Project Architect
Total Experience: Since 2005

EDUCATION
- Associate Degree in Architectural/Residential Design: Northcentral

EXPERTISE
- Programming, conceptual planning, facility planning, and project development
- Leadership in sustainable and LEED analysis and design
- Project management of medium complexity projects
- Preparation of construction documentation for new construction and renovations for higher education, governmental, municipal, and commercial industrial projects
- Coordination of mechanical and electrical design plans for building

Sara Hinz came to Cedar Corporation as an experienced architect specializing in DFD projects. Sara's experience offers our team state-of-the-art technical capabilities in design, rendering, and modeling which benefit each of our projects and clients. Sara plays an integral part in many of our projects, working hand-in-hand with our team of Architects, Designers, Technicians, and Engineers, providing planning, programming, design, and construction services for both traditional and alternative project delivery methods. Through Sara's expertise in sustainable design and LEED, she provides leadership and innovation in design.

BRUCE ROMITTI

Architectural Design Technician
Total Experience: Since 2015

EDUCATION
- Associate Degree in Architectural Technology: Northeast Wisconsin

EXPERTISE
- Revit
- AutoCAD
- Estimating
- Structural analysis
- Graphic production and installation
- LEED applications; sustainable building principles

Bruce Romitti is a member of Cedar Corporation's Architectural Team as an Architectural Design Technician and offers a wealth of software skills and construction experience. He was awarded Outstanding Program Student and worked as a Tutor throughout his training at Northeastern Wisconsin Technical College.

TROY PETERSON, PE

Structural Engineer
Total Experience: Since 1990

EDUCATION
- BS in Civil Engineering: University of Minnesota (1990)

EXPERTISE
- Design of single- and multi-story building structures, including timber, steel, reinforced concrete, prestressed concrete, and composite design
- Design Engineer for commercial development projects including manufacturing, retail, and restaurant facilities
- Design Engineer for municipal well house, water treatment, wastewater treatment facility, and lift station structures
- Structural inspection of residential, commercial, industrial, municipal, educational, and religious buildings
- Commercial building inspection
- Design of single- and multi-span concrete and timber slab structures, prestressed I-girder, steel deck girder and concrete box structures, multiple structure rehabilitations including deck and rail replacement, and steel beam strengthening and bridge re-rating
- Design of spread and pile supported foundations, retaining walls, and tie-back anchor retaining systems

Troy Peterson has 30 years experience as a Professional Engineer specializing in structural design of governmental facilities and commercial facilities. These projects have included single and multi-story wood, steel, concrete, and masonry design. Projects vary from public works, fire station, municipal buildings, and retail buildings.

DENNIS BLAU, LA

Landscape Architect
Total Experience: Since 1985

EDUCATION
- Bachelor of Landscape Architecture: University of Minnesota (1985)
- Royal Melbourne Institute of Technology: Melbourne, Australia, Exchange Program

EXPERTISE
- Site design, grading plans, planting plans, and design of exterior environments for municipal, commercial, industrial, and recreational sites
- Urban streetscape
- Park planning/park development/redevelopment
- Boat landing design
- Master planning
- Erosion control plans
- Preparation of presentation graphics for display
- Construction specification
- Assistance with construction supervision

Dennis Blau is a Landscape Architect and specializes in site design for municipal, commercial, industrial, educational, and recreational facilities. Dennis has worked on a variety of projects including athletic fields, multi-purpose trails, signs, boat landings, parks, swimming pools, splash pads, reforestation, and many other projects large and small in size.

MATT STEPHAN, PE

Consulting Engineer
Total Experience: Since 1992

EDUCATION
- BS in Civil Engineering: Marquette University (1992)

EXPERTISE
- Construction management
- Plan review/quality control
- Roadway design
- Capital Improvement Plans
- Sanitary sewer maintenance
- Sanitary sewer collection system design
- Sanitary sewer rehabilitation
- Storm water collection and treatment
- Storm water management
- Water distribution systems
- Project permitting applications for various agency approvals

Matthew Stephan is a member of the Cedar Corporation team with experience providing civil engineering design and construction services to cities, villages, townships, and developers. His strong problem solving ability and inter-personal skills, including written and oral communications, have been key in providing successful projects on time and within budgets. He has a strong background in the use of AutoCAD, Micro-Station, In-Roads, Eagle Point along with Microsoft Excel and Microsoft Word.

JUSTIN KEEN, PE

Project Engineer
Total Experience: Since 2003

EDUCATION
- BS in Civil Engineering: University of Wisconsin-Madison (2003)

EXPERTISE
- AutoCAD drawings, cost estimates, earthwork calculations, and quantity takeoffs for various public and private infrastructure improvement projects
- Horizontal/vertical alignments, cross sections, typical sections, and intersection designs for street and trail projects
- Regulatory agency and utility company coordination
- DNR and US Army Corp permit applications
- Prepares site, grading, erosion control, and storm water plans
- Designs sanitary, watermain, storm sewer, and storm water facilities
- Prepares permits, specs, and bid documents for various projects
- Performs site observations for infrastructure improvement projects
- Coordinates projects with architects, contractors, developers, other engineering firms, and municipalities

Justin Keen provides urban and rural road design, utility (wastewater collection, water systems, and storm sewer) design, and civil site design for residential, commercial, and municipal developments. His expertise includes street and sidewalk design, utility design, and storm water management for public and private infrastructure projects, earthwork analysis, site layout, and grading.

GREG SALENTINE, PLS

Professional Land Surveyor
Total Experience: Since 1990

Greg Salentine has over 30 years of experience providing surveying services and CADD support for civil engineering and survey related projects for municipalities, WisDOT, and the private sector.

EDUCATION
- Associate Degree in Civil Engineering/Public Works Technician: Northeast Wisconsin Technical College (1990)

EXPERTISE
- Topographic surveys for engineering and building/site design projects
- Traditional Right-of-Way (R/W) Plats and Transportation Project Plats (TPP)
- Production of survey CADD drawings
- Legal (parcel) descriptions
- Easement descriptions/exhibits
- Establishing existing roadway and railroad right-of-way corridors
- Boundary, ALTA/ACSM, Certified Survey Map Surveys
- Setting control networks along survey corridors
- Construction staking/layout for public (WisDOT and municipalities) engineering projects and private (business) building/site design projects
- Telephone conduit design

ibcengineering

Mike Roller, P.E.

Project Manager/Engineer

EDUCATION
B.S., Civil Engineering
Marquette University

LICENSES/ CERTIFICATIONS
Registered Professional Engineer:
Wisconsin E-24969-6
Florida, Illinois, Minnesota, Oklahoma and Kentucky

AWARDS
Wisconsin Builder Top Project:

Beaver Dam Wastewater Treatment Plant

Wisconsin Builder Top Project:

Well No. 13
Muskego, Wisconsin

Mr. Roller has over 32 years of experience and includes a broad range of projects for municipal, industrial, and institutional clients. He also has many years of experience performing HVAC design for new and renovated facilities. He has extensive experience with ventilation issues that involve specialized requirements such as Class 1 Division 1 & 2 hazardous spaces and spaces that have corrosive environments.

Waukesha Police Department – Waukesha, Wisconsin: Project Manager for the addition and remodel to the Waukesha Police Department. IBC Engineering provided mechanical, electrical, and plumbing engineering design services.

Jackson Municipal Building – Jackson, Wisconsin: Project Manager for the new combined building that houses the City Hall, Police and Fire Department. IBC Engineering provided mechanical, electrical, and plumbing engineering design services.

Rock County Multiple Projects – Rock County, Wisconsin: Project Engineer for boiler and chiller replacement projects at multiple facilities.

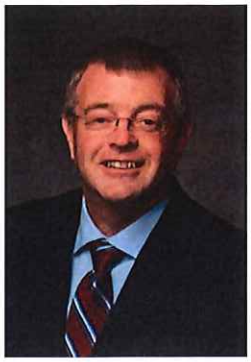
General Mitchell International Airport - Milwaukee, Wisconsin: Multiple Projects included Baggage Claim Facility Renovation & Remodeling; Concourse E Renovations; Restroom Renovations; Security Checkpoint and Children's Play Area Renovations and Concourse D Restroom Renovations. Mike functioned as the Project Manager on majority of these projects.

General Mitchell International Airport: Runway Safety Area Improvement Program – Milwaukee, Wisconsin: This project involved intersection of multiple runways designated by the FAA as a "hotspot" for airfield incursions. The incursions occurred when planes taxing past the in-line hold and into the runway safety area, with some taking place while a plane was on final approach. The chosen alternatives reconfigured the runways and taxiways. IBC Engineering provided power, lighting, and communications for the College Avenue tunnel.

Rock County Multiple Projects – Rock County, Wisconsin: Project Engineer for boiler and chiller replacement projects at multiple facilities.

Dane County Regional Airport, Snow Removal Equipment - Madison, Wisconsin: Project Manager for a new 60,000 square foot building to house the snow removal equipment at this airport serving over 1.5 million passengers. Incorporating ground source heating and cooling, as well as solar PV panels within the design for this $12.4 million project.

Kinnickinnic Transportation Building – Milwaukee County, Wisconsin: The Kinnickinnic Transportation Building existing HVAC system was 31 years old and required constant repair. Project Manager/Engineer to provide design services to verify existing site conditions, code review for plan compliance with local, state and federal rules and regulation, adherence to sustainable design practices and identifying necessary and/or incidental issues that will mitigate problems and/or risks throughout the course of the project.



EDUCATION
B.S., Electrical Engineering, Milwaukee School of Engineering, Milwaukee, Wisconsin

DENNIS HESS, P.E.

Senior Electrical Engineer

Mr. Hess has over 30 years of experience as an electrical design engineer and is knowledgeable in power distribution design, lighting design, fire alarm system design and development of electrical specifications. Highly skilled in electrical estimating, field coordination, overall project management and construction administration.

Jackson Municipal Building – Jackson, Wisconsin: Lead Electrical Engineer for a new combined building housing City Hall, Police and Fire Department. Responsible for electrical specifications, power distribution including emergency back system with an exterior generator with provisions for temporary backup power. Designed interior and exterior lighting and lighting control system. Outlet distribution included design of specialty items for the Police Department and Fire Department. System design included fire alarm systems, and coordination with communication vendors, door access and camera systems vendor, paging and radio systems vendor.

West Bend City Hall and Police Department Renovation – West Bend, Wisconsin: Lead Electrical Engineer for an addition and remodel to the police department and City Hall including a new server room for the police department. Responsibilities include electrical specifications, relocating the existing service to the building, modification of existing power distribution system to accommodate the new addition, design to replace existing generator and distribution systems with new equipment, and a new UPS to support the server room, assisted in lighting design and controls, door access and security systems and extension of existing fire alarm system.

EDUCATION
B.S., Mechanical Engineering, University of Wisconsin - Milwaukee

Mark Bresnehan, R.D.

Mechanical Design Engineer

With over a decade of technical design and drafting experience on a broad range of projects for municipal, industrial, and institutional clients, Mark has demonstrated great attention to detail and has been an invaluable asset.

Foxconn iMET – Gateway Technical College (GTC) Addition – Racine, Wisconsin: IBC Engineering has been the exclusive MEPFP engineer for Gateway Technical College, since 2010. GTC has been working closely with Foxconn to further expand the training potential at the iMET facility and provide support and education to future Foxconn employees. IBC recently completed the MPEFP design for a 36,000 sq. ft, $6.5 million two story addition to the iMET facility, including general classroom, office space, as well as, multiple lab spaces including fabrication, materials testing, robotics, industrial control, and CNC manufacturing. Construction is scheduled to start in September of this year.

General Mitchell International Airport – Aircraft Rescue and Fire Fighting (ARFF) Addition – Milwaukee, Wisconsin: Project Engineer for a $3.5 million 4,000 sq. ft. renovation of existing living quarters and 6,000 sq. ft. addition to comply with FAA regulations for firehouses. The addition consolidated the administration offices to the firehouse, which was located at the Milwaukee County Business Park to improve GMIA firehouse operations. Scope of work included updating existing plumbing, mechanical and electrical systems.

ibc engineering

Alain de Leon

Electrical Engineer

EDUCATION
B.S., Electrical Engineering
Marquette University

Minors in Business Administration, Math and Psychology

Mr. de Leon has over 23 years of experience as an electrical design engineer and is knowledgeable in power distribution design, lighting design and development of electrical specifications. Highly skilled in electrical estimating, field coordination, overall project management and construction administration.

GMIA International Development – Milwaukee, Wisconsin: Project is in preliminary design phase. Project consists of demolition of existing concourse E and construction of new international concourse. Project includes preliminary analysis and alternative options for new switchgear and distribution panels in the new international concourse. Ongoing deliverable includes preliminary analysis. Future deliverable includes construction drawings and specifications.

United Federal Credit Union Corporate Center – St. Joseph, Michigan: Electrical Engineer for an 80,000 square foot renovated office building. The project consisted of upgrading the main incoming electrical feed and providing generator back up for the whole facility that is being used as the main headquarters and future datacenter.

SCOTT BEGLINGER, RD, LEED AP

Senior Mechanical Engineer

EDUCATION University of Wisconsin, Milwaukee

LICENSES/ CERTIFICATIONS
Registered Designer of Systems, State of Wisconsin (2091-7)
LEED Accredited Professional, US Green Building Council

An accomplished HVAC and plumbing systems designer with over 25 years of experience, Scott possesses a keen sense for details and excellent communication skills. Passionate about the environment and sustainable building practices, he has been involved in several facilities that incorporate renewable energy features.

Jackson Municipal Building – Jackson, Wisconsin: Lead Mechanical Engineer for a new combined building housing City Hall, Police and Fire Department.

Police Administration Building Garage Repairs Lower and Upper Level Design – Milwaukee, Wisconsin: Design to correct code deficiencies and replacement of the 50-year-old drain piping servicing current parking garage. Project also included video of the existing garage drain piping to assess conditions.

St. John's on the Lake Parking Structure – Milwaukee, Wisconsin: MEP Project Manager and HVAC/plumbing design engineer for 21-story tower housing 100 luxury independent living units. The project also included the renovation and expansion of a 205-space parking structure with a rooftop garden plaza.

Fiserv Forum – Milwaukee, Wisconsin: The Fiserv Forum is a $500 million mixed-use indoor arena and parking in downtown. IBC Engineering teamed with the prime ME Engineering Consultant to provide design and engineering services for Mechanical, Electrical, Plumbing and Fire Alarm systems.

ibcengineering

SCOPE OF SERVICES

Cedar Corporation's trademark quality is to listen to you.

We want to learn and understand your wants, needs, and expectations for the project and seek to create an environment that promotes to develop mutually acceptable solutions. To achieve this, we have developed a design process that follows a well-defined agenda to present options, information, and promotes teamwork to reach solutions.

Our approach to the City of De Pere project is a six-step process that includes:

1. A project kick-off meeting to identify project requirements and schedules
2. An analysis of the current facilities
3. Space planning and programming analysis
4. Review of findings
5. Develop solutions and design scenarios
6. Final design

Preliminary Design

Project Kick-off Meeting (Step 1) — April 2021

The first step is to schedule a kick-off meeting to review the project, discuss your expectations, agree on project phases, and establish project milestones and meeting schedules. We will then complete a walkthrough of the existing facility with you and your team.

Upon completion of the kick-off meeting, Cedar will:

- Conduct a review of information provided by the City
- Meet with Department heads to clarify information
- Gather available site information, previous studies, and previous project plans
- Outline findings from the walkthrough

Analysis of Current Facilities (Step 2) — May 2021

Upon completion of our review of the current studies and all of the data provided, we will begin our assessment of the current facilities and continue with department interviews, as needed.

Our analysis of the existing facilities will include a review of the site and infrastructure for buildings A, B, and C. Our process will include review of the following components to develop an outline for the work that may be needed within the existing facilities:

- Review of building envelope, walls, roof, windows, etc.
- Evaluate the current facilities for immediate improvements and deficiencies
- Evaluate structural systems
- Evaluate mechanical, electrical, and plumbing systems
- Evaluate ADA compliance
- Evaluate storage and space needs

SCOPE OF SERVICES

- Evaluate current features and equipment that should be salvaged, replaced, or added
- Review parking site access and traffic patterns of the current site
- Assess security, access points, reception, and safety of facility
- Review of equipment maintenance and storage
- Evaluate fuel dispensary systems
- Review the potential suitability of any existing facilities for renovation
- Review zoning and applicable regulatory approvals that may be required

Upon completion of our walkthrough, we will develop a list of items that have been identified for immediate, short-term, and long-term improvements. As part of our analysis, we will prepare a cost and recommended schedule for completing the repairs. This information will be useful for the City's CIP process.

Space Planning and Programming Analysis (Step 3) May 2021

To understand the current and future needs of the City, we will review the current space conditions and optimal space requirements for modern public works facilities. As part of this process, we will evaluate the available space for expansion and future options that may be required if the project were to be phased.

Our approach to the space planning phases will include the following steps:

- Meet with Department heads and appropriate staff to review the facilities and staffing needs
- Review of space needs for equipment/vehicle storage and individual work space
- Review of cold storage needs and requirements
- Review stockpile and exterior storage requirements
- Review maintenance and shop spaces.
- Review employee areas, break room, lockers, etc.
- Review meeting/staff space
- Review data, IT, and computer equipment
- Review restrooms and locker rooms
- Evaluate current elements and equipment that will be salvaged or may be needed
- Review staffing growth potential and needs
- Study traffic flow within the site
- Evaluate emergency power provisions
- Preparation of needs developed from staff interviews.
- Preparation of space and function calculations
- Preparation of current and future programming needs

Upon completion of our review and discussions, we will prepare a list of needs and space calculations outlined by the appropriate function and department. We will then summarize our recommendations for the next steps, based on the City's needs and budgetary requirements. This process will summarize the immediate needs, short-term goals, and long-term planning. We can also discuss opportunities that may exist for improved use of the spaces.

Preliminary Design

SCOPE OF SERVICES

Review of Findings (Step 4)

June 2021

Upon completion of our investigation, evaluation, and space planning, we will meet to review and redefine the project goals. Through this process, we will define the priorities and develop immediate, short-term, and long-term objectives of the project. This will include:

- Review our team's findings
- Recommend improvements to address the required immediate short-term and long-term needs of the facility
- Review of site access and traffic patterns
- Identify any potential site constraints
- Review the existing facilities condition and suitability for re-use or renovation
- Review any opportunities for cost savings through re-use, adaptability, and renovation
- Review possible facility and operational inefficiencies
- Review sustainable opportunities
- Develop preliminary opinions of the cost of a new facility
- Present summary and opinion based on findings

Development of Design Scenarios (Step 5)

June-July 2021

Upon the completion of our summary presentation, our team will begin the development of a design concept by collaborating with the City to develop a conceptual design and cost projections for the project. We anticipate that this phase will include two planning meetings and one presentation meeting.

Design concepts will include:

- General site layout and overview of traffic patterns and operations
- Proposed three-dimensional layout of building locations, cold storage, and stockpiles
- Review how the operations can be maintained during the facility transition
- Preparation of cost based on square foot project cost
- Develop an implementation schedule for the project

Upon completing the conception design, we will present our findings to the Board of Public Works and City Council. At the City's request, we will proceed with the next steps of the design process.

SCOPE OF SERVICES

30% Design

Final Design (Step 6)

July-August 2021

Schematic Design

Schematic Design is the most important stage of design as it sets the tone for the entire project. Cedar will continue to work with the City to review the needs, desires, and recommendations for the facility. The Schematic Design Phase can be outlined as:

- Finalize space calculations and needs summary
- Review Department needs to determine:
  - ◊ Facility needs and square footages
  - ◊ Equipment configurations
  - ◊ Facility layout options
  - ◊ Traffic Flow
- Evaluate sustainable design measures
- Evaluate building material options and façade types
- Prepare renderings and public information presentations
- Review value enhancements and cost saving measures
- Evaluate the budget, financing, and grant opportunities
- Review grant opportunities or incentives for energy saving measures
- Obtain quotations for geotechnical investigation and documentation
- Obtain topographic survey
- Develop preliminary code analysis and classification
- Prepare preliminary drawings
  - ◊ Site and conceptual utility plan
  - ◊ Building floor plans
  - ◊ Exterior elevation and three-dimensional renderings
  - ◊ Preliminary structural drawings
- Identify primary building systems including: plumbing, fire protection, HVAC, electrical, and technology

SCOPE OF SERVICES

60% Design

Design Development Phase

Cedar's design experience provides the City with the opportunity for a functional facility at an affordable cost. The Design Development Phase includes further development of the design and reviews with the Departments and City to obtain input and approval.

During this phase, our team will review options and alternatives to provide the most functional and economical solutions, including:

- Review current market conditions to determine effective construction alternatives
- Consideration of building materials
- Updated building code analysis
- Building System Evaluation to determine the cost effective solutions that maximize efficiency for construction and long-term operational cost
- Development of structural building systems
- Development of architectural details, materials, and elements
- Development equipment requirements
- Coordination with interior designer to begin finish and material selections
- Review and development of furnishing, equipment, and building amenities
- Development of sustainable elements and features to be included in the project and budget
- Development of Construction Schedule and project staging requirements
- Review of sequencing and project size modifications to maintain budgets
- Update cost estimating

Deliverables from the Design Development Phase include:

- 60% site/civil, landscape, architectural, structural, mechanical, electrical, and plumbing drawings including plans, sections, elevations, and details
- Outline specifications of primary building components and systems
- Summary of sustainable building and building system features and components
- Preliminary construction contract and building specifications
- Updated opinion of construction cost including opinion of current market conditions
- Three design meetings are anticipated as part of this phase including an update for the Board of Public Works, City Council, and submittal to the Planning Commission.

90% Design

Construction Documents

Cedar Corporation realizes the importance of quality, timeliness, and cost. Our team employs a quality control process into our design and utilizes document standardization and Building Information Modelling (BIM) to provide accurate and concise bidding documents. During this stage, our team will continue coordination and constructability reviews along with real time cost estimating. During this phase, we will present options finishes, materials, systems, and any potential bid alternates, etc.

Construction documentation deliverables include:

- Preparation of final technical specifications
- Preparation of final drawings details and schedules
- Development of front end general conditions and requirements in coordination with the City
- Preparation of contracts for bidding (project manual) and owner–contractor agreement
- Coordination with interior designer to finalize finish and material selections

SCOPE OF SERVICES

90% Design

- Preparation of final design calculations
- Prepare submittals to obtain regulatory agency approval
- Implementation of sustainable design measures
- Review of coordination and constructability
- Quality control review
- Update real time cost estimate and review of current market conditions
- Update construction schedule
- Recommendations for bid packages to take advantage of market conditions
- Preparation of bid tabs for separate bids on each scope of the project
- Submit for DSPS and WDNR regulatory review and approvals

Deliverables from the Construction Documents Phase include:

- Final site/civil, landscape, architectural, structural, mechanical, electrical, plumbing drawings including plans, sections, elevations, and details
- Updated room data sheets for all spaces
- Final specifications
- Final bidding documents
- Proposed construction schedule
- Updated opinion of construction cost including opinion of current market conditions
- Regulatory approval documents

Bidding

Bidding (assumes Design - Bid - Build delivery approach)

Cedar Corporation will present the final plans and specifications to the City for approval prior to bidding.

Upon approval from the City to proceed with Bidding, Cedar Corporation will work cooperatively with City staff to elicit bids through the City's Quest account.

During this process, we will work with the City to prepare the necessary documents for statutory bidding requirements which includes:

- Preparation and distribution of ad for bid and bid documents based on the individual scopes
- Review, qualify as necessary, and maintain a bidder's list
- Address bidding questions and provide clarification, as appropriate
- Prepare addenda, as required
- Attend a bidder's pre-bid conference
- Receive and review bids with the City for the various scopes of the project
- Assist in the preparation of construction contracts between the City and successful low bidder

As part of this phase, Cedar Corporation will provide the City with the project manual in Word and PDF format, as well as provide eight copies.

Upon request, Cedar can provide a Hazardous Materials investigation of the existing Municipal Services Building. This information may be necessary during the cost estimating process and CIP development.

SUSTAINABILITY

Cedar promotes sustainable design solutions whenever possible. As energy and operations costs continue to rise, our team strives to find you solutions that are both sustainable and cost effective for the long term. We work hard to incorporate "green" strategies that save both your money and the environment.

WISCONSIN
Green Building Alliance
Where we live, learn and labor matters.

It is our goal to create spaces that support sustainability through the use of passive designs. We also strive to create a welcoming and comfortable work environment for the buildings occupants.

During your project we will evaluate both the feasibility and cost effectiveness of multiple design measures. We will also help you to pursue any financial incentives that may be available including:

- Utility provider savings and incentives
- Wisconsin's Focus on Energy Guidelines and financial incentives
- Increase functional shared spaces to increase user efficiency
- Interior spaces that are illuminated with natural light
- Improved psychological benefits
- Controlling artificial light in a manner to minimize electrical energy demand
- Specification of building materials that will minimize operational costs
- Specification of building systems that minimize maintenance costs
- Design efficient heating and cooling systems that minimize energy usage
- Consider building components and techniques to reduce construction waste

These strategies save both resources and costs to the owner. We will continue our effort of sustainability during the construction process to reduce construction waste and conserve landfill space.

Smart sustainability is important to our future and the environment and we take that very seriously.

Relevance includes:

- Expansion and renovation
- Washbay
- Limited site access and space

Public Works Facility Addition

Menomonie, Wisconsin

Cedar Corporation was retained by the City of Menomonie to provide architectural and engineering services for the expansion of their existing public works facility. The current facility is over 40 years old and in need of repair and expansion. Cedar Corporation has worked through various options to develop an expansion plan that utilizes the existing building, access, and property to minimize cost, while optimizing flow. The expansion consists of truck storage in a drive-through fashion and a drive-through truck wash and tractor trailer wash bay. The expansion consists of brine equipment, equipment storage, wash equipment, and vehicle storage. The renovation will provide updates throughout the existing facility, including lighting, HVAC, and updates to the space. The space improvements will include new locker rooms, restrooms, employee break room, office, and shop space. The project is under design with bidding in January, construction commencement in April, and completion in the spring of 2021.

Relevance includes:

- Multiple department design
- Space planning and site assessment
- Vehicle storage, access, and traffic planning

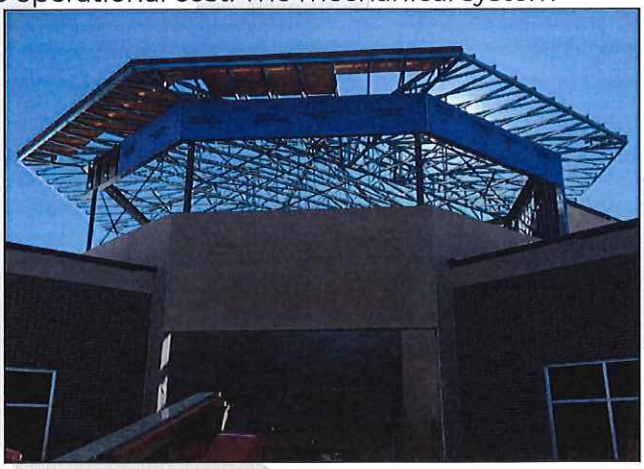
Public Safety Building

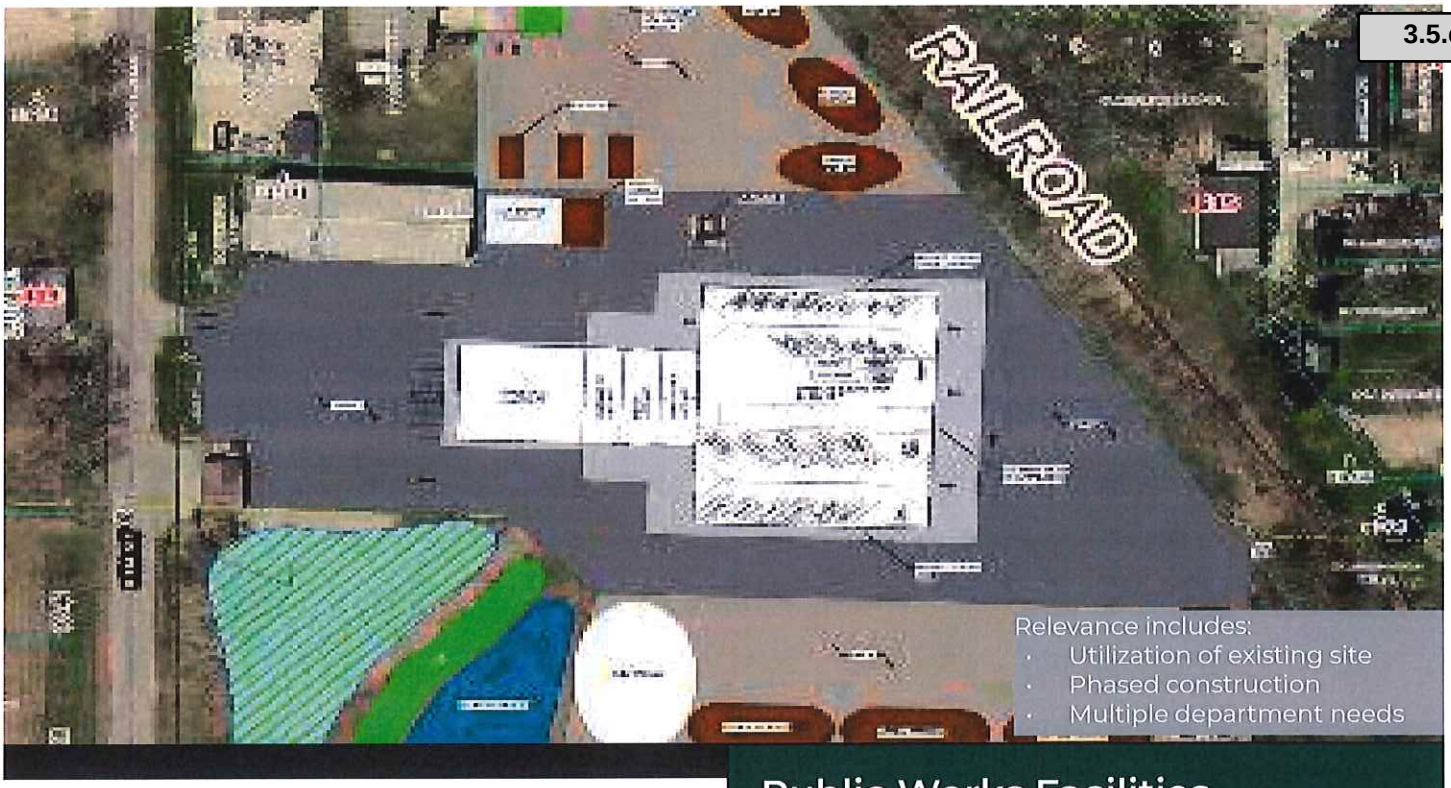
Jackson, Wisconsin

Cedar Corporation was retained by the Village of Jackson to complete a space needs analysis study to assess the needs and future growth of the Village. The analysis focused on the space needs of the Police and Fire Departments, the feasibility of a new Public Safety Building, and included the evaluation of potential sites for the new Public Safety Building.

Upon completion of the study, Cedar began work on conceptual design in 2019 for a new Public Safety Building. The new facility replaces the aging and limited space of the existing station. The $14 million dollar facility allows the Village and Public Safety to grow well into the future. The project features several unique characteristics for training. These features include a spacious paved area for training opportunities, a fire training burn tower, a hose tower with platforms, access ports, mezzanine for rappelling, in-floor cavities for CE training, roof platforms, balconies, and a state-of-the-art training room.

The building was designed with careful consideration of cost and schedule and features insulated precast walls and added roof insulation to minimize operational cost. The mechanical system consists of centralized heating/cooling systems with numerous zones to provide optimum comfort and efficiency. The apparatus bays feature vehicle exhaust and in-floor heat to improve efficiency, safety, and operations for the Fire Department. The plumbing system incorporates low flow and sensor type fixtures to reduce maintenance and water usage. The electrical and lighting systems include daylighting controls, occupancy sensors, timers, and LED lighting to reduce energy cost. Emergency power was also incorporated to provide an Emergency Operations Center.





Public Works Facilities Assessment

Kiel, Wisconsin

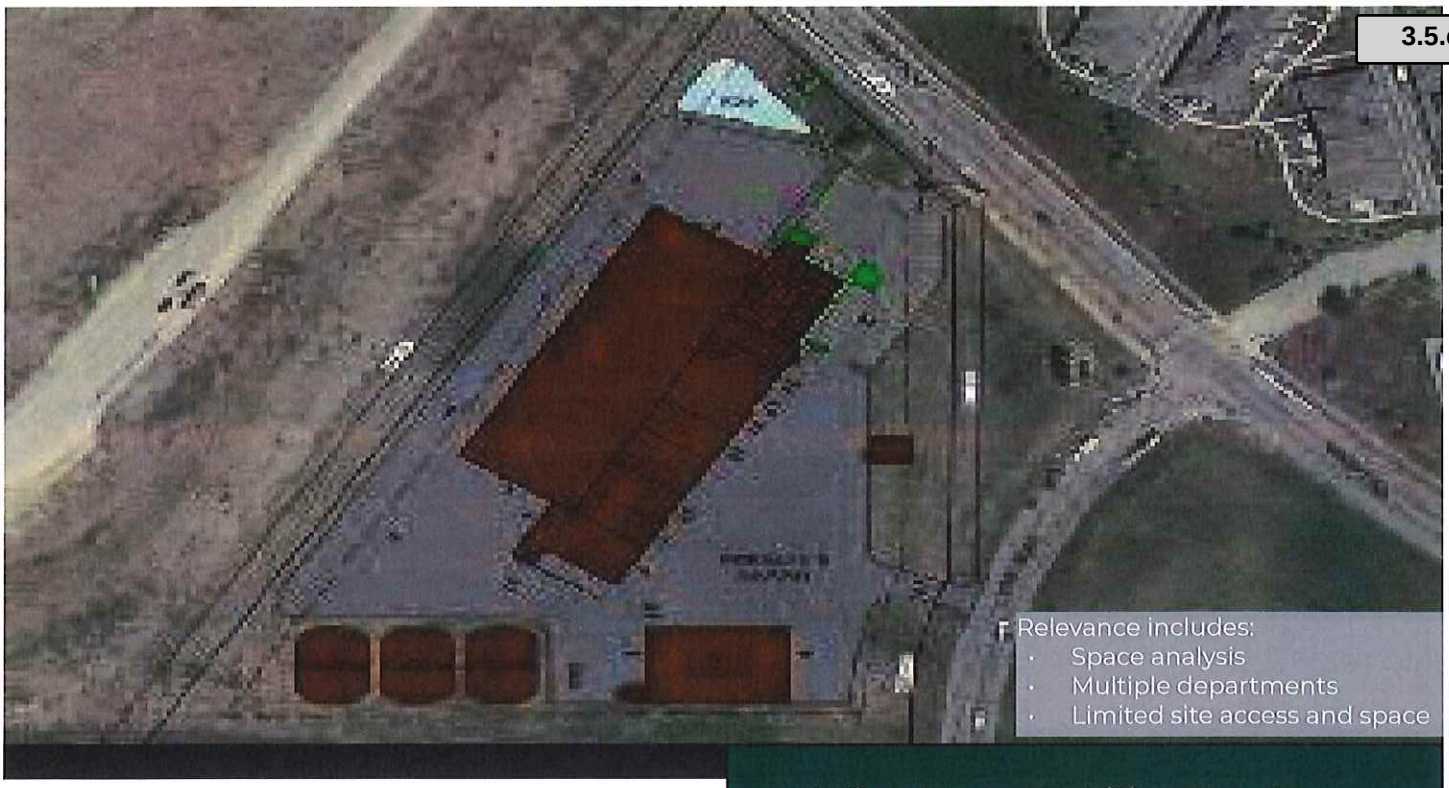
Cedar Corporation was retained to perform a Facility Condition and Space Needs Assessment for the City of Kiel's Street, Water, and Electric Utility facilities. The departments were growing and lacked adequate space for current and future operations. The assessment included the review of the existing facilities, review of current spaces and operations, review of future needs of the departments, and conceptual site plans for potential sites. Additionally, the assessment included review of four potential sites including the current site, a site in the downtown area, a site in the industrial park, and the Wastewater Treatment Facility.

The existing site consists of eight buildings of various size, construction, and age. Of those buildings, it was determined that only one building was in good condition and a candidate for renovation and continued use as a vehicle and material storage building. All other buildings pose many obstacles from lack of space, code deficiencies, functional limitations, and high cost of renovation.

The review of the potential sites included the review of location, size, and functionality. The existing site did not provide adequate space but, with the purchase of available property adjacent to the site, would provide adequate space for the functions of the departments. The other sites pose obstacles from distance to service areas, size limitations, and environmental concerns.

After review of the assessment and needs with City Staff, Cedar recommended demolishing and replacing the other buildings with a new Street and Electric Utility facility, new salt storage building, and new well house. It was also suggested to move the Water Department staff to the Wastewater Treatment Facility with an addition to the Wastewater office space and garage, or renovation of the existing Service Building. Cedar provided potential costs for the new facility and site improvements.

A new Street and Electric Utility facility would give the City a modern facility to meet the function and safety needs of the departments that will last for many years to come.



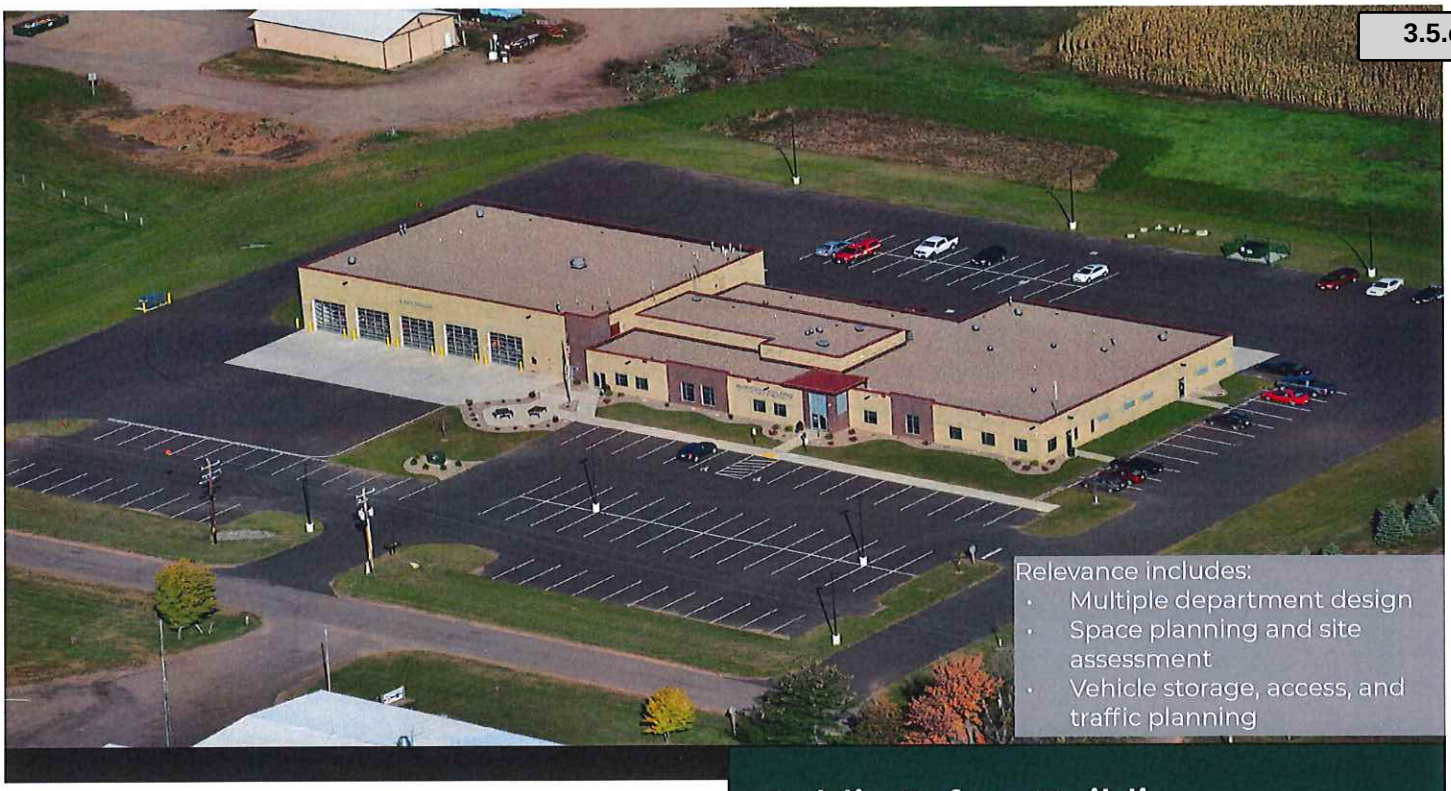
Relevance includes:
- Space analysis
- Multiple departments
- Limited site access and space

Public Works Facility Study

Hudson, Wisconsin

Cedar Corporation was retained by the City of Hudson to evaluate their existing Public Works and Parks Facilities. As part of this process, Cedar completed an assessment of the existing facilities to determine their suitability for re-use. It was determined that the existing facilities were beyond their useful life expectancy and needed to be replaced. The next step involved hosting staff meetings and review of a new site for the facility. Through review meetings with staff, we evaluated the needs of the various departments, ranging from staff areas, work areas, equipment inventory, and storage to determine the needs.

Our process included the development of a conceptual layout and cost estimates for a new facility. Cedar is also reviewing the implementation of the project and efficiencies that the new facility will create for the City. The City will utilize this information in developing an implementation plan for the project. The project is currently planned to be constructed in 2025.



Relevance includes:
- Multiple department design
- Space planning and site assessment
- Vehicle storage, access, and traffic planning

Public Safety Building

Lake Hallie, Wisconsin

Cedar Corporation was retained by the Village of Lake Hallie to provide Architectural and Engineering Services for their new Public Safety Building. The new facility replaced the aging and limited space of the existing Public Safety Building which contains the Fire, EMS, and Police and also replaced the existing Village Hall offices. The Village of Lake Hallie, experiencing large growth and the need for public services, was increasing at a rapid rate. The $4.4 million dollar facility allowed the Village and Public Safety to grow well into the future. By including all entities within one facility, the Village will realize cost savings in shared space.

The building was designed with careful consideration of cost and schedule. Due to the timeframe of the project, Cedar worked to fast track a design and use building components that allow for quick construction and reduce winter condition cost. The facility features insulated precast wall systems that will extend to the concrete footings, eliminating the need for additional work onsite. The roof system incorporates internal roof grains connected to the storm water management system. This facility is served by high efficiency mechanical systems with individual HVAC zones for optimum comfort to the varying occupants and departments. In-floor heat was installed for the apparatus bays to reduce overall energy consumption and maintain drier floors. The plumbing system incorporates low flow and sensor type fixtures to reduce maintenance and water usage. The electrical and lighting systems have, in previous projects, proven to pay for themselves in very short amounts of time providing large energy and operational cost savings to the owner.

REFERENCES

CITY OF MENOMONIE
800 Wilson Avenue
Menomonie, WI 54751

Randy Eide - Director of Public Works
reide@menomonie-wi.gov
715-232-2221

CITY OF HUDSON
505 3rd Street
Hudson, WI 54016

Mike Mroz, Director of Public Works and Parks
mmroz@hudsonwi.gov
715-716-5746

VILLAGE OF JACKSON
N168W20733 Main Street
Jackson, WI 53037

Brian Kober, Director of Public Works
brian.kober@villageofjackson.com
262-677-0707

CITY OF KIEL
621 Sixth Street
Kiel, WI 53042

Kris August, Utilities General Manager
kris.august@kielwi.gov
920-894-2909

VILLAGE OF GREENVILLE
W6860 Parkview Drive
Greenville, WI 54942

Joel Gregozeski (now employed with Village of Ashwaubenon)
jgregozeski@ashwaubenon.com
920-492-2301

PROPOSAL

Based on our understanding of the project and site visit on March 30, 2021, we understand the project to include a 16,000 sq. ft. large equipment storage area, a 13,000 sq. ft. equipment and vehicle parking area, a 10,000 sq. ft. unheated storage building, a drive-through wash bay, modifications to the salt storage building for loading operations, modifications to the stormwater treatment systems, back-up power systems, an updated fuel system, and updates to the existing facility.

Based on the current scope of the project, we estimate the project construction, fuel systems generator, and fuel system cost to be approximately $6.0 million. We have based our scope and associated fees on the RFP and outlined understanding of the project.

As outlined in the Scope of Services, our services will include evaluation of the existing facilities and space planning to develop a full project scope. Once the full project scope is refined and developed, we will work with the City to make any necessary revisions to the Scope of Services and associated fees.

Our Scope of Services will include the following steps:

- Preliminary Design
  - ◊ Project kick-off meeting
  - ◊ Analysis of existing facilities
  - ◊ Space planning and programming analysis
  - ◊ Review of findings
  - ◊ Development of design solutions
- 30% Design
  - ◊ Schematic Design
- 60% Design
  - ◊ Final Design (design development)
- 90% design
  - ◊ Final Design (construction documents)

PROPOSAL

Proposed Fee Schedule

Company Name: Cedar Corporation

Company Address: 1695 Bellevue Street

Company Address: Green Bay, WI 54311

Company Representative: Dean Zanon, PE

Signature:

DESIGN SERVICES	
Preliminary Design	$ 29,750
Design 30% Complete	$ 56,950
Design 60% Complete	$ 79,950
Design 90% Complete	$ 156,950
TOTAL DESIGN SERVICES	$ 323,600

Fee (Optional Bidding Services): $8,750

Cedar
CORPORATION

THANK YOU

FOR YOUR TRUST
FOR YOUR BUSINESS

1695 Bellevue Street
Green Bay, WI 54311
920-491-9081
www.cedarcorp.com

PROPOSAL

MUNICIPAL SERVICES CENTER (MSC) FACILITY EXPANSION

PREPARED FOR

DE PERE®

RUNS DEEPER

APRIL 2, 2021

McMAHON
ENGINEERS ARCHITECTS
920.751.4200 MCMGRP.COM

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McMAHON
ENGINEERS ARCHITECTS
920.751.4200 MCMGRP.COM

Section 1

COVER LETTER & BACKGROUND/INFORMATION

April 2, 2021

Scott J. Thoresen, P.E.
Director of Public Works
City of De Pere
926 South Sixth Street
De Pere, WI 54115

Re: Request for Proposal from City of De Pere
Architectural / Engineering Services for the Municipal Service Center Expansion
McM No. M0032-06-21-00001.04

Dear Mr. Thoresen,

All of us on the McMahon Associates, Inc. (McMAHON) Team are excited to submit our qualifications to assist you in the planning and design of your proposed Municipal Service Center Expansion.

As a company that has been serving architectural and engineering needs for over 110 years, McMAHON is ideally suited to successfully complete this design effort. Our team of professionals is comprised of in-house architects, structural engineers, plumbing, ,electrical, HVAC, surveyors, and site civil engineers.

McMAHON has years of experience working with Municipal clients on a wide variety of projects and understands that providing contemporary and sustainable facilities is important to their success. Several of these projects are highlighted in this proposal.

Adding to our qualifications is the experience of our Security Services Team. As part of our Proposal, we are including an overall security assessment for the Municipal Service Center in order to identify potential improvement opportunities to the security operations of the finished facility.

As outlined in this Proposal, McMAHON's history of delivering extraordinary solutions is the direct result of our integrated process that stresses collaboration, communication, research, and innovation. McMAHON embraces the concept of engaging the primary stakeholders in every facet of the project process. With this level of involvement and input, matched with McMAHON's experience and leadership, the integrated process yields a final product that will exceed the City of De Pere's expectations for this design initiative.

Thank you for considering McMAHON for your project. We look forward to working with the City of De Pere. Please feel free to contact me at (920) 751-4200 or mmcmahon@mcmgrp.com for further clarification.

Respectfully,
McMahon Associates, Inc.

Michael J. McMahon, AIA, NCARB
Executive Vise President / Senior Architect

COMPANY OVERVIEW

McMAHON ASSOCIATES, INC. (McMAHON) Our team of over 150 professionals serve our clients from our corporate headquarters in Neenah, Wisconsin along with our Illinois and Indiana regional offices. We share the common goal of delivering our services 'The McMAHON Way', meaning we strive to build long-term client relationships by combining strong core values with a culture for success.

Great emphasis is placed on adding value to all phases of a project. This Value-Added business philosophy combined with our diverse design capabilities contribute to our solid history of repeat business.

The establishment of affiliate companies has allowed us to expand our capabilities as we have grown. Each affiliate complements the other. Our companies offer a broad spectrum of professional services, at a reasonable price, to meet the unique needs of our clients.

The affiliate companies are:

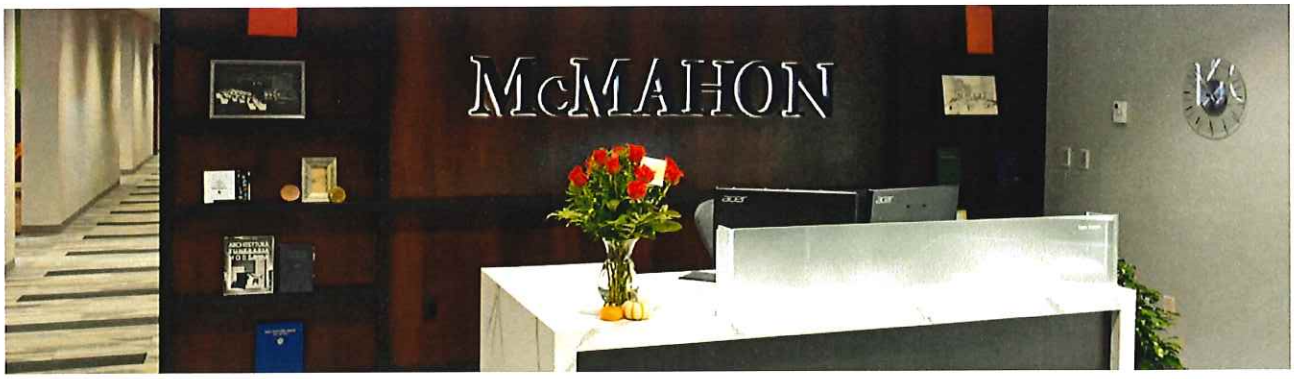
ENGINEERING & ARCHITECTURE:
McMAHON ASSOCIATES, INC. (McMAHON)
Est. 1909

DESIGN/BUILD:
McMAHON, INC.
Est. 1991

PUBLIC/PRIVATE PARTNERSHIPS (P3):
INTEGRATED PUBLIC RESOURCES, LLC (IPR)
Est. 2015

OFFICE LOCATIONS:
Corporate Headquarters: Neenah, Wisconsin
Regional Offices: Machesney Park, Illinois & Valparaiso, Indiana

2020 ENR TOP 500 DESIGN FIRM



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OUR SERVICES AND WHO WE SERVE

McMahon Associates, Inc. (McMAHON) offers a **broad spectrum of services**, provided by our in-house staff of professionals

- Municipal Engineering
- Transportation
- Water Resources
- Environment & Ecology
- Parks & Recreation
- Site Development
- Land Surveying
- Geospatial Solutions
- GIS Development
- Architecture
- Building Information Modeling (BIM)
- Wastewater Engineering
- Water Engineering
- Renewable Fuels / Waste-to-Energy
- Structural Engineering
- Industrial Engineering
- Electrical / Controls
- Mechanical HVAC
- Plumbing Design
- Public Safety & Municipal Management
- Funding Strategies, Solutions and Grant Assistance
- Construction Services
- Design-Build
- Public/Private Partnerships (P3)
- Operations Services

Our capabilities are as diverse as the **clients we serve**

- Municipal / Government
- Commercial / Retail
- Healthcare
- K-12 Education
- Higher Education
- Dairy / Food / Beverage
- Manufacturing / Industrial
- Transportation
- Tribal
- Hospitality / Sports / Entertainment
- Cultural
- Energy / Utilities
- Police / Fire / EMS
- Residential

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FULL-SERVICES DETAIL

ENVIRONMENT AND INFRASTRUCTURE

MUNICIPAL SERVICES
- Complete infrastructure planning, design & specifications
- Parks & recreation
- Bidding/construction services
- Mapping services

TRANSPORTATION
- Highway & street design
- Bridges & retaining walls
- Traffic studies, environmental assessments & reports
- Signalization & lighting
- Trails & enhancements
- Construction services

WATER RESOURCES
- Stormwater quality
- Stormwater volume
- Flood control
- Stream corridor restoration
- Implementation & monitoring
- Agency coordination & permitting

GEOSPATIAL SOLUTIONS
- GIS development
- Geospatial solutions

SITE DEVELOPMENT
- Infrastructure planning/layout/design
- Municipal/regulatory agency coordination & permitting

ENVIRONMENT & ECOLOGY
- Environmental site assessments
- Petroleum release investigations/ remediation
- Wetland delineation & mitigation
- Ecological assessments, restoration plans & management
- Prairie design & management
- Endangered species assessments

LAND SURVEYING
- Land planning; subdivision, condominium & assessor's plats
- Highway right-of-way plats
- Certified survey maps
- Legal descriptions
- Topographic/FEMA flood plain surveys
- Construction staking
- ALTA/NSPS land title surveys
- Property boundary retracement
- Expert witness testimony

Markets: Municipal/Govt, Industrial, Commercial/Retail, Education, Healthcare, Cultural, Private Sector

SYSTEMS AND BUILDING ENGINEERING

STRUCTURAL
- Studies & cost estimating
- Analysis & design of building structures, water & wastewater facilities, dams & bridges and rehab projects

ELECTRICAL/CONTROLS
- Power Distribution System Design
- Instrumentation & Controls Design
- Standby Power
- Lighting

MECHANICAL HVAC
- Air systems & distribution
- Hydronic systems & distribution
- Specialty systems design
- Geothermal design & feasibility studies
- Solar heating and solar photovoltaic
- Building automation systems & retrofits
- Temperature controls systems consolidation
- Critical systems audits
- Facilities studies
- Energy efficient design

PLUMBING DESIGN
- Site utilities
- Building plumbing design

Markets: Industrial, Manufacturing, Agriculture, Commercial, Education, Healthcare, Municipal

WATER & WASTEWATER

WATER ENGINEERING
- Water supply, pumping & treatment systems
- Storage & distribution systems
- Disinfection & control systems

WASTEWATER ENGINEERING
- Municipal & industrial wastewater treatment
- Wastewater treatment, nutrient removal & biosolids management
- Wastewater pretreatment
- Facilities planning
- Full-service design
- Permitting assistance
- Start-up assistance & operator training
- Collection system evaluations

WASTE-TO-ENERGY
- Renewable energy facilities planning & design
- Municipal & industrial anaerobic digestion
- Waste assessments
- Feasibility studies
- Troubleshooting & bench testing
- Nutrient recovery
- Full-service design & construction

Markets: Municipal, Industrial, Agriculture

INDUSTRIAL ENGINEERING
- Existing facility studies
- Project planning and budgeting
- Detailed plans/specifications for construction
- Construction & start-up services

Markets: Food & Beverage, General Industrial, Paper, Warehousing

ARCHITECTURE
- Master planning
- Project programming & budgeting
- Project visualizations: still or animated
- Building design & contract documents
- Interior design
- Building information modeling (BIM)
- Lean architecture
- Project administration

Markets: Commercial/Retail, Municipal/ Govt., Healthcare, K12 Education, Higher Education, Industrial, Cultural, Residential

PUBLIC SAFETY & MUNICIPAL MANAGEMENT
- Public Safety & Emergency Management
- Security Services
- Technology Consulting
- Emergency Medical Services Staffing
- Building Inspections
- Public Management

Markets: Municipal/Govt., K-12, Businesses, Utilities, Fire/Police/EMS, and support for all engineering and architectural design projects

CONSTRUCTION SERVICES
- Construction cost estimates
- Project scheduling
- Project management
- On-site observations
- Start-up services

Markets: project and client support

FUNDING STRATEGIES & GRANT ASSISTANCE
- Federal, state & local opportunities
- Grant/loan research, applications & management for:
- Clean Water Fund
- Safe Drinking Water Loan Program
- USDA Rural Development
- Community Development Block Grants

Markets: project and client support

McMAHON, INC.
DESIGN/BUILD
- Municipal, industrial, commercial
- Complete in-house engineering/ architectural design services
- Construction bidding services
- Construction project management
- Project accounting

Markets: support for all engineering and architectural design projects

INTEGRATED PUBLIC RESOURCES, LLC (IPR)
PUBLIC/PRIVATE PARTNERSHIPS (P3)
- Unique P3 delivery models dealing with finance, design, design/build, operation, ownership, lease and maintenance to help deliver priority projects in local communities.

Markets: project and client support

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THE McMAHON WAY

The McMAHON Way is a service-oriented philosophy, with the goal of building long-term client relationships by combining strong core values with a culture for success.

THE McMAHON Way
VALUES • CULTURE
RELATIONSHIPS
• FOR OVER 100 YEARS •

Strong Core VALUES

- Honesty & Integrity
- Value of Work
- Strive for Excellence
- Service-Oriented

CULTURE for Success

- Diverse Design Capabilities & Expertise
- Invest in Employees
- Freedom to Operate & Innovate
- Entrust & Empower Employees

Build Long-Term RELATIONSHIPS

- Understand Client's Needs & Goals
- Communicate Openly & Effectively
- Strive for Client Satisfaction
- Become a Trusted Partner

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OUR PEOPLE

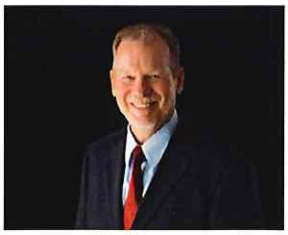
Whether we are serving a local township or a Fortune 500 industrial client, our goal is to offer the very best people suited to work collaboratively WITH you to solve problems. In many cases, our people work as an extension of YOUR staff. Afterall, becoming a trusted partner is one of the pillars of our 'McMahon Way' philosophy of building long-term relationships by combining strong core values with a culture for success.

Corporate Headquarters Division and Regional Office Leadership:

CORPORATE HEADQUARTERS:
SYSTEMS & BUILDING ENGINEERING DIVISION
Paul E. Benedict, P.E., S.E.
President
pbenedict@mcmgrp.com | 920.751.4200/ext. 264

ARCHITECTURAL DIVISION
Michael J. McMahon, AIA, NCARB
Executive Vice President
mmcmahon@mcmgrp.com | 920.751.4200/ext. 330

ENVIRONMENT & INFRASTRUCTURE DIVISION
Matthew J. Greely, P.E.
Executive Vice President
mgreely@mcmgrp.com | 920.751.4200/ext. 226



ILLINOIS REGIONAL OFFICE:
Timothy C. Bronn, P.E., BCEE
Senior Vice President
tbronn@mcmgrp.net | 815.636.9560/ext. 707

INDIANA REGIONAL OFFICE:
John M. Sturgill, RLA
Vice President
jmsturgill@mcmgrp-in.com | 219.462.7743/ext. 501

McMAHON
ENGINEERS ARCHITECTS
920.751.4200 MCMGRP.COM

COMMUNITY MATTERS

McMAHON's culture of corporate social responsibility has existed for a very long time. This culture starts at the top and permeates throughout the company. In addition to monetary contributions and pro-bono services, our staff is very involved in local activities which support our communities. Each year our people commit significant amounts of time volunteering for a variety of community organizations and charitable causes.

"The MEASURE of **who** we ARE is *what* we **do** with WHAT we *have*"

- Vince Lombardi

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PUBLIC SAFETY &
MUNICIPAL MANAGEMENT

SECURITY SERVICES

McMAHON's **Security Services** professionals are experts at what they do because they have real-life experience at the highest levels of security management and training as law enforcement officers, fire officials, EMS providers, military personnel and public safety experts.

By collaboratively working with our engineering and architectural design colleagues, we are in a unique position to enhance the safety and security of facilities – from its design level through its day-to-day operations.

McMAHON provides the following Security services:

- Comprehensive Security Assessments
- Vulnerability Assessments
- Assault Prevention Programs
- Incident Action Plans
- Active Shooter Reaction
- Natural Disaster Response
- Post-Incident Recovery and Reunification Plans
- Threat Recognition & Verbal De-escalation Training
- Security Team & Individual Training
- Tactical Training for Law Enforcement
- Security Design

FOR SECURITY SERVICES, CONTACT
Steven P. Norem
Public Safety Specialist
snorem@mcmgrp.com
920.751.4200 ext. 402

McMAHON
ENGINEERS ARCHITECTS
920.751.4200 MCMGRP.COM

PROJECT TEAM

MUNICIPAL SERVICE CENTER EXPANSION
CITY OF DE PERE

DE PERE
RUNS DEEPER

McMahon Associates, Inc.

Principal-In-Charge
Michael J. McMahon, AIA, NCARB

Project Architect
Michael A. Martin

- Surveyor — **Douglas E. Woelz, PLS**
- Structural Engineer — **Daniel J. Brellen, PE, LEED AP**
- Electrical Engineer — **Jill A. FitzSimons, PE**
- HVAC Engineer — **Joel B. Clary, PE, MBA, CDG**
- Plumbing Designer — **Edward C. Erickson, PSD**
- Civil Engineer — **Ronald J. Wolf, PE**
- Environmental Services — **Stuart A. Boerst, PSS, PH**
- Construction Manager / Estimating — **Scott A. Manteuffel**
- Architectural Designer — **Gregory B. Kettner**
- Security Services — **Steven P. Norem,**

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MICHAEL J. McMAHON, AIA, NCARB

EXECUTIVE VICE PRESIDENT ARCHITECTURAL DIVISION

Mike is a licensed architect and has been with McMahon Associates, Inc. since 2005. Mike will be the Architect of Record and will maintain his involvement throughout your project. Mike has designed and managed a variety of types of projects in his career. Mike is professionally registered in 16 states.

mmcmahon@mcmgrp.com
920.751.4200 ext. 330
C: 920.309.2247

PROJECTS

MUNICIPAL / GOVERNMENTAL / INSTITUTIONAL FACILITIES

Brillion City Hall, Brillion, WI – New Facility
Brown County, Green Bay, WI – Courthouse Restoration/Courthouse Additions
Cerebral Palsy Center, Green Bay, WI – Renovation & Addition
De Pere Community Center, De Pere, WI – New Facility
Little Chute Village Hall, Little Chute, WI – Addition & Renovation
Lomira Municipal Complex, Lomira, WI – New Complex
Manitowoc Public Utilities, Manitowoc, WI – Office Renovation
Oconto County, WI
- 911 Emergency Call Center Addition
- Jail Improvements Renovation
- New View Industries Renovation
- Courthouse Exterior Renovation & Restoration

Outagamie County, WI
Administration Building – Renovation Study
Material Recycling Facility – Addition
St. Croix Chippewa Indians Justice Center, Hertel, WI – Remodel

COMMERCIAL / INDUSTRIAL / PRIVATE SECTOR

Airgas, Multiple Locations – Additions & Renovations
Badger AG Solutions LLC, WI – New Facility
Badger Sheet Metal – Green Bay, WI
Briess Malt & Ingredients Company, Chilton, WI – Additions
Fort Howard Corporate World Headquarters, Green Bay, WI – New Office
Fox River Equipment Depot, Town of Clayton, WI – New Facility
Galloway Company, Neenah, WI – Additions & New Facilities
Grand Chute-Menasha West WWTF, Appleton, WI – Renovations
Heritage Village Shops, Allouez, WI – New Shopping Center
International Papers, Fond du Lac, WI – Office Renovations
Johnson Bank, Green Bay, WI – New Building
Kubiak Swimming Pools, Inc., De Pere, WI – New Building
Land O'Lakes Inc.
- Denmark, WI Renovations
- Kiel, WI Additions
- Pine Island, MN Additions & Renovations
- Spencer, WI Renovations

SPECIALIZED COMPETENCE

Architectural Design
Budget Development
Construction Documents
Corporate
Food Industry
Higher Education
Historic Preservation
Institutional
Master Planning
Project Management
Project Programming
Retail
Specialty Residential

ACADEMIC BACKGROUND

B.S. Architecture, University of Minnesota; 1983

PROFESSIONAL AFFILIATIONS

American Institute of Architects (AIA)
National Council of Architectural Registration Boards (NCARB)
Wisconsin Society of Architects (WSA)

PROFESSIONAL REGISTRATION - ARCHITECT

State of Illinois
State of Indiana
State of Iowa
State of Michigan
State of Minnesota
State of Missouri
State of Nebraska
State of New York
State of North Dakota
State of Ohio
State of Pennsylvania
State of South Dakota
State of Texas
State of Vermont
State of Wisconsin
State of Wyoming

McMAHON
ENGINEERS ARCHITECTS

MICHAEL J. McMAHON, AIA, NCARB

COMMERCIAL / INDUSTRIAL / PRIVATE SECTOR

Les Stumpf Ford, Appleton, WI – Renovation & Additions
Les Stumpf Ford Used Cars, Appleton, WI – New Facility
Little Chute Windmill & Visitors Center, Little Chute, WI – New Facility
Master Fleet, Green Bay, WI – New Facility
Oneida One-Stop Westwind Renovation, Oneida, WI – Renovation
Pierce Manufacturing, Appleton, WI – Plant Expansion
SCA North America, Neenah, WI – Corporate Office Addition
Scott Street Center, Fond du Lac, WI – New Shopping Center
Schreiber Foods, West Bend, WI – Renovations
St. Brendan's Inn. Green Bay, WI – New Facility
St. Croix Chippewa Indians, Hertel, WI
- Hertel Casino New Building
- Hertel Convenience Store New Building
- Hertel R.V. Park New Building

Wisconsin Specialty Protein, Reedsburg, WI – New Facility

McMAHON
ENGINEERS ARCHITECTS

MICHAEL A. MARTIN, AIA

ARCHITECT

Mike is a licensed Architect with over 20 years of experience in his field. He has been involved in every aspect of programming, design, construction documents, and construction administration for large and small projects throughout his long career. Mike is very skilled at coordinating diverse issues and developing unique solutions to potential project barriers. He will be actively involved and engaged throughout the life of the project and will work closely with the Client.

mmartin@mcmgrp.com
920.751.4200 ext. 327
C: 920.229.9710

PROJECTS

EXPERIENCE

AirGas Inc., Elk Grove Village, IL – New Office & Manufacturing Facility
AirGas Inc., Hammond, IN – Office Remodel & Manufacturing Facility
AirGas Inc., Roseville, MN – New Office & Manufacturing Facility
Baker Cheese, St. Cloud, WI – Building Addition & Façade Renovation
Bay Area Granite & Marble, Appleton, WI – New Facility
Curwood Inc., Appleton, WI – Manufacturing Addition
DEF LLC, Joplin, MO – New Food Processing Plant
Golds Gym, Fitchburg, WI – New Exercise Facility
Gusmer Enterprises, Waupaca, WI – Facility Addition
Kettle Foods, Beloit, WI – New Warehouse
Land O' Lakes, Employee Wellness Center, Union Center, WI – Renovation
Milprint Inc., Lebanon, PA – Manufacturing Addition
Nemak, Sheboygan, WI – New Expansion
Plach Automotive, New London, WI – Facility Upgrade
Pollock Aquatic Center, Oshkosh, WI – New Recreation Center
Sierra Pacific Windows, Medford, WI – Facility Addition
St. Croix Tribe of Chippewa Indians, Hertel, WI
- New Casino
- New Amphitheater
- Renovation of Existing RV Building

Water Right, Inc., Appleton, WI – Manufacturing Addition
Wisconsin Dairy State Cheese, Rudolf, WI – Manufacturing Addition

VALUE ADDED PERFORMANCE

20 Years of Design-Build and Design-Bid-Build Project Delivery Experience
- Existing Facility Analysis
- Space Programming
- Conceptual Design
- Construction Document Administration
- Design Coordination
- Construction Document Production
- Design Research & Analysis

ACADEMIC BACKGROUND

B.S. Communication with Minor in Architectural Studies, University of Wisconsin-Fox Valley & University of Wisconsin-Milwaukee – 2014

Building Information Modeling Education Program, Associated General Contractors of America – 2012

Associates Degree in Civil Engineering-Structural, Moraine Park Technical College – 2000

Graduate, United States Naval Construction Training Center, Gulfport, MS – 1996

PROFESSIONAL AFFILIATIONS

American Institute of Architects (AIA)
Licensed Architect – State of Wisconsin

DANIEL J. BRELLEN, PE, LEED AP

ASSOCIATE / STRUCTURAL ENGINEER

Dan is a Structural Engineer with 15 years of structural design experience, and is the structural group manager. He works closely with design team members to develop structural solutions suited to each project's need. He has structural engineering experience in the design of commercial, industrial, educational, medical, water/wastewater treatment, and agricultural facilities, as well as bridge and roadway projects. He is a registered Professional Engineer in Wisconsin and LEED-AP Certified.

dbrellen@mcmgrp.com
920.751.4200 ext. 286
C: 920.376.1216

PROJECTS

MUNICIPAL / INSTITUTIONAL FACILITIES

Appleton, WI – Pierce Park Pavilion
Boys & Girls Club, Menasha, WI – New Facility
Little Chute, WI
- Village Hall Addition
- Visitor's Center

Lomira, WI - Municipal Complex
Manitowoc, WI - Manitowoc/Two Rivers YMCA
Machesney Park, IL – Municipal Garage
Neenah, WI – Memorial Park Pavilion
Outagamie County, WI
- Administration Building Renovations
- Administration Center – Facility Expansion
- Material Recycling Facility – Building Expansion

Sherwood, WI – Municipal Garage
Stephenson, WI – Gov. Thompson State Park / Park Buildings
YMCA of the Fox Cities – Various Additions & Remodel Projects
- Fox West YMCA
- Heart of the Valley YMCA

COMMERCIAL / PRIVATE SECTOR FACILITIES

Advance Auto Parts – Various Locations – IL, WI - Retail Facilities
Beefeaters Restaurant, Appleton, WI – Dining Facility
Commerce Court Office Building, Appleton, WI - New Facility
Copps Food Store, Sun Prairie, WI – Retail Facility
Gateway Office Building, Neenah, WI – New Facility
Ground Round Restaurant, Appleton, WI – Dining Facility
Integrys Energy Services, DePere, WI – Office Addition
Intellicam, Greenville, WI – Office Facility
Lake Park Sportszone, Harrison, WI – New Facility
Les Stumpf Ford, Appleton, WI – Building Addition
MC Sports – Kohler & Manitowoc, WI - Retail Facilities
Menominee Transportation Center, Keshena, WI – Office & Garage Facility
Office Max, Plainfield, IL – Retail Facility
Oneida Street Multi-Tenant, Aswaubenon, WI – Retail Facility
Oneida Westwind, Oneida, WI – One Stop Convenience Center Remodel
Plaza 619, Dickinson, ND – Retail Facility
Salon Aura, Green Bay, WI – Retail Facility

SPECIALIZED COMPETENCE

Bridge Design
Foundation Design
Lateral Design – Wind & Seismic Loads
Masonry Structure Design
Reinforced Concrete Structure Design
Soil Mechanics
Steel Structure Design
Structural Analysis
Wood & Timber Structure Design

ACADEMIC BACKGROUND

B.S. - Civil Engineering; University of Minnesota; 2005

PROFESSIONAL REGISTRATION -

LEED-AP Certified
Professional Engineer: State of Wisconsin

DANIEL J. BRELLEN, PE, LEED AP

COMMERCIAL / PRIVATE SECTOR FACILITIES

SCA, Neenah, WI – Office Addition
Shopko Hometown – Various Locations: IA, ID, MN, MT, ND, NE, NM, SD, TX, UT, WA, WI, WY - Retail Facilities
St. Croix Chippewa, Hertel, WI – Casino/Convenience Center Facility, Justice Center Facility
Spectrum (Time Warner Cable), Appleton, WI – Office Facility
Trasino Landing, Appleton, WI – Retail Facility
Tumbleweed Restaurant, Delafield, WI – Dining Facility
Tytler's Cycle, DePere, WI – Building Addition
U.S. Ventures, Kimberly, WI – Corporate Headquarters
WOW Logistics, Fox Crossing, WI – Corporate Headquarters

INDUSTRIAL / MANUFACTURING FACILITIES

Airgas – Various Locations: IA, IL, MN, ND, WI – Office/Manufacturing Facilities Retail Facilities
Baker Cheese, St. Cloud, WI – Manufacturing Facility Addition
Briess Industries – Chilton & Manitowoc, WI – Various Additions & Remodeling Projects
DEF, LLC, Joplin, MO – Office/Manufacturing FacilityEllsworth Cooperative Creamery, Ellsworth, WI – Various Addition & Remodel Projects
Fabco – Eau Claire & LaCrosse, WI – Various Addition & Remodeling Projects
Feeding America, Little Chute, WI – Office/Manufacturing Facility
Galloway Company, Neenah, WI – Various Manufacturing Facility Additions
General Mills, Belvidere, IL – Manufacturing Facility Addition
Gulfstream, Appleton, WI – MRO Hanger/Office Facility
Gusmer Enterprises, Waupaca, WI – Various Manufacturing Facility Additions
Kurz Electrical Solutions – Eau Claire & Neenah, WI – Office/Manufacturing Facilities
Land O'Lakes, Inc. – MN, NY, VT, WI – Various Additions & Renovations Projects
Masters Gallery, Oostburg, WI – Office/Manufacturing Facility
Nemak, Manitowoc, WI – Facility Addition
Nestle, USA, Medford, WI – Utility Building Addition
Omni Glass & Paint, Oshkosh, WI – Office/Manufacturing Facility
Oshkosh Corporation, Oshkosh, WI – E-Coat Facility Addition
Pierce Manufacturing, Appleton, WI – McCarthy Road Plant Expansion
Schreiber Foods – Richland Center & West Bend, WI – Various Additions & Renovation Projects
Waste Management – Various Locations – MI, PA, VA - Energy Facilities
Wausau Window & Wall Systems, Wausau, WI – Office/Manufacturing Facility
Wisconsin Dairy State Cheese, Rudolph, WI – Building Addition

JILL A. FITZSIMONS, PE

ELECTRICAL ENGINEER

Jill FitzSimons is a licensed Electrical Engineer with over 16-years of experience in the design of electrical building systems for commercial and municipal facilities. Prior to accepting a position with McMahon Associates, Inc., Jill was an Associate Principal at Berg Engineering Consultants in Schaumburg, Illinois. Jill has experience with power, lighting and special systems designs for various types of building projects, including Educational, Healthcare, Park/Recreational, Police Department, Auditoriums, Office, Maintenance Garages, and Senior Living Facilities. Jill has extensive experience with lighting replacement projects that update lighting to IES recommended levels, lighting power density, and controls meeting required Energy Codes.

PROJECTS

MUNICIPAL / GOVERNMENTAL

Police Department, Bartlett, IL - Remodel
Turret House, Schaumburg, IL - Restoration
Public Works, Machesney Park, IL – New Building
Yellow Parking Ramp, Appleton, WI - Re-lighting
Town Hall, Grand Chute, WI - Parking Lot

COMMERCIAL / PRIVATE SECTOR

DLA Architects, Itasca, IL - Tenant Build-Out
Marriott, Schaumburg, IL - Lobby & Restaurant Renovation
Maximum Independent Brokerage, Chicago, IL - Tenant Build-Out
NB&T Bank, DeKalb, IL – New Bank
Weigel Broadcasting, Chicago, IL - Office Remodel
Boys & Girls Club, Menasha, WI - Building Addition
Masters Gallery, Plymouth, WI - Building Addition & Remodel
Evergreen Heights, Appleton, WI - Multi-Tenant Building w/Restaurant & Retail

EDUCATIONAL / HIGHER LEARNING FACILITIES

Elmwood Park High School, Elmwood, Park, IL - Science Wing Addition & Remodel
Homewood Flossmoor High School, Flossmoor, IL - Addition & Remodel
Kankakee High School, Kankakee, IL - Addition & Remodel
Lockport East High School, Lockport, IL - Addition & Remodel
Lincoln Way Community High School District 210, New Lenox, IL - North & West High School Campus
Richards High School District 218, Oak Lawn, IL - Auditorium Addition & Remodel
Hononegah High School, Rockton, IL - Fieldhouse Addition
Kennedy Elementary School, Schiller Park, IL - Addition & Remodel
West Chicago High School, West Chicago, IL - Addition & Remodel
YMCA Fox West, Greenville, WI - Addition

jfitzsimons@mcmgrp.com
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SPECIALIZED COMPETENCE

Electrical Systems
Fire Alarm Systems; Including Voice Evac
Generators
Intercom Systems / Door Intercom Entry Systems/ Nurse Call Systems
Intrusion Detection Systems
Lighting / Lighting Controls
Master Clock Systems
Power Distribution Design
Security Camera Systems
Voice Data Systems

SOFTWARE APPLICATIONS

AutoCAD
Design Master
EVAC-Ease
Microsoft Word / Excel
Revit
Visual 2017 & Visual Professional

ACADEMIC BACKGROUND

B.S., Architectural Engineering / Specialized in Building Electrical Systems - Milwaukee School of Engineering – 2004

PROFESSIONAL AFFILIATIONS

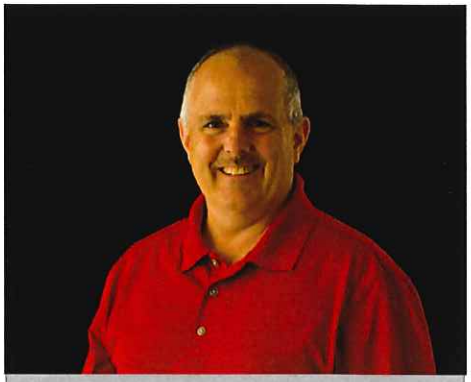
Illuminating Engineering Society (IES) - Member - Member
National Society of Professional Engineers (NSPE) Member

PROFESSIONAL REGISTRATIONS

Professional Engineer -
State of Illinois
State of Wisconsin

JOEL B. CLARY, PE, MBA, CGD

MECHANICAL ENGINEER



jclary@mcmgrp.com
920.751.4200 ext. 287
Direct Line: 920.404.5407
C: 920.979.5452

Joel joined the McMAHON Team in 2017 with 20 years of HVAC and Plumbing Design experience. Prior to accepting a position with our firm, Joel was the owner of his own mechanical and plumbing design company. Joel did a great deal of work for Oshkosh Truck, City of Oshkosh, and LJM Architects. Joel has experience with HVAC system designs for various types of building projects including repair garages, parking garages, wash bays, office design, kitchen design, school designs, auditoriums, and specializes in geothermal designs. At McMAHON, Joel is responsible for HVAC, compressed air and some plumbing design for the MEP Department.

PROJECTS

MUNICIPAL / GOVERNMENTAL

Brillion (City of), Brillion, WI – Geothermal HVAC USDA-RD Project
Machesney Park, IL – New Public Works Building
New Holstein Town Hall, New Holstein, WI – VAV with HW Reheat
New London Police Administration Building, New London, WI – HVAC Replacements
Oshkosh (City of), Oshkosh, WI – Cooling Tower Replacement
Oshkosh (City of), Oshkosh, WI – Condenser and Chiller Replacement
Oshkosh Transit Garage, Oshkosh, WI – HVAC Systems Replacement

EDUCATIONAL

Menasha Middle School, Menasha, WI – Boiler Replacement
Menominee Library, Keshena, WI – Geothermal & Plumbing Classroom Addition
Shirley Daley Hall, Keshena, WI – VAV & Plumbing Classroom Addition

INDUSTRIAL

Oshkosh Truck, Oshkosh, WI – Plumbing & HVAC Design
Pace Industries, Grafton, WI – MUA & Truck Dock Heating Design
Taylor Electric, Medford, WI – Geothermal Replacement and In-Floor Garage System

COMMERCIAL

Duluth International Airport, Duluth, MN – Geothermal Ground Loop Design
Elements Apartments, Kimberly, WI – HVAC Design
Gulfstream Office & Hangar, Greenville, WI – Compressed Air Design
Harborside Condos, Sheboygan, WI – WSHP Boiler/Evap Cooler System
Human Society, Sheboygan, WI – HVAC Design
Lighthouse, Howard, WI – Plumbing Design
Oak Grove Apartments, Horicon, WI – USDA-RD Geothermal System for the Complex
Oshkosh Convention Center, Oshkosh, WI – Chiller Replacement
Oshkosh Public Museum, Oshkosh, WI – AHU & Boiler Replacement
St. Paul's Elder Serves, Kaukauna, WI – HVAC & Plumbing Design

SPECIALIZED COMPETENCE

Geothermal Ground Loop Field, Air, & Water System Design

PROFESSIONAL AFFILIATIONS

ASME
ASHRAE
AEE & IGSHPA

PROFESSIONAL REGISTRATIONS

Certified Geothermal Designer – International Ground Source Heat Pump Association Accredited Geothermal Installer
Certified Trainer for Geothermal Accredited Installers
Professional Engineer:
State of Alabama
State of Georgia
State of Illinois
State of Indiana
State of Iowa
State of Michigan
State of Minnesota
State of Texas
State of Vermont
State of Wisconsin

ACADEMIC BACKGROUND

B.S. Engineering - University of Wisconsin-Madison
Master of Business Administration - University of Cardinal Stritch-Milwaukee

McMAHON
ENGINEERS ARCHITECTS

EDWARD C. ERICKSON, PSD

PLUMBING DESIGN ENGINEER

Edward Erickson is a licensed plumbing systems designer with over 30 years of experience in the design of plumbing building systems for commercial, educational, industrial and municipal facilities. Prior to accepting a position with McMahon Associates, Inc. Ed was designing, estimating and project managing at Bassett Mechanical in Kaukauna, WI Ed has experience with sanitary drain, waste and vent, fire protection, storm drain and vent, acid resistant drain, waste and vent, domestic cold water, domestic hot water, domestic hot water recirculation, non-potable water, protected water, soft water, deionized water, reverse osmosis water, filtered water, steam and condensate, compressed air, natural gas, fuel oil, acids, medical gasses, vacuum and many other mediums for various types of building projects, including healthcare, educational, governmental, industrial wastewater and water treatment, maintenance garages, funeral homes, restaurants, bars, police departments, jails, utility companies, and much more. Ed has experience designing buildings to LEED levels as defined by customer.

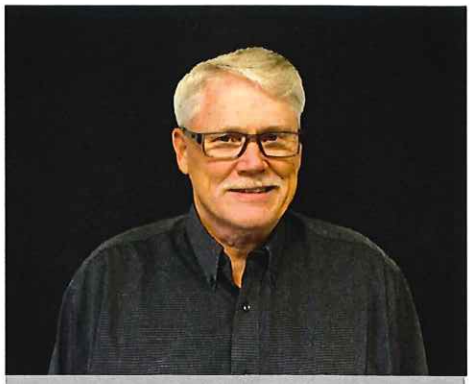
PROJECTS

MUNICIPAL / GOVERNMENTAL / INSTITUTIONAL FACILITIES

Allouez YMCA, Allouez, WI – Renovation
Army Barracks, Sparta, WI – Plumbing Renovation
Austin Straubel International Airport, Green Bay, WI – Ticketing & Terminal Renovation / Plumbing, HVAC, Fire Protection
Bellevue YMCA, Green Bay, WI – New Building/Pool
Downtown YMCA, Green Bay, WI – Renovation
Four Seasons Tennis Club, Green Bay, WI – Bar Renovation
Fox Cities Tennis Club, Appleton, WI
Mitchell International Airport, Milwaukee, WI – Hangar Plumbing
Nuclear Power Plant, Kewaunee, WI – Office Building / Lab Recreational Plumbing
Racine, WI - Wastewater Treatment Facility Renovation / Plumbing
Southwest High School, Green Bay, WI – Pool Renovation
UW Camp Randall, Madison, WI – Sky Boxes, South End Zone, Locker Rooms and Plumbing Replacement
UWGB, Green Bay, WI – Pool UV Disinfection
VA Hospital, Iron Mountain, MI – Renovation
Veterans Home, King, WI – Four-Story Plumbing Renovation/Replacement
WE Energies, Milwaukee, WI – Photo Lab Plumbing

INDUSTRIAL / MANUFACTURING / FOOD PROCESSING FACILITIES

Bellantoni Foods, Kaukauna, WI – Addition / Plumbing
Moores Foods, Fort Atkinson, WI – Addition / Plumbing, Utility & Vegetable Oil System
Nestle Foods, USA, Jefferson, WI – Friskes® Pet Care Addition / Plumbing, Utility & Process Piping



eerickson@mcmgrp.com
920.751.4200 ext. 326
C: 920.371.5059

ACADEMIC BACKGROUND

Associates Degree in Architectural Design – Ferris State College

SPECIALIZED COMPETENCE

Architectural Design
3D Modeling
Programming / Planning
Project Management
Construction Administration
Sustainable Design

SOFTWARE

AutoCAD
Revit
Sketch Up
In Design
Photoshop

EDWARD C. ERICKSON, PSD

COMMERCIAL / PRIVATE SECTOR - PLUMBING DESIGN

Allouez Mall, Green Bay, WI – Plumbing and Fire Protection
Avenue Mall, Appleton, WI – Plumbing and Fire Protection with Decorative Water Fall Between Escalators
East Towne Mall, Green Bay, WI
Embassy Suites, Green Bay, WI – 8 Story Hotel
Embassy Suites, Bloomington, MN – 10 Story Hotel
Howard Mall, Howard, WI – Plumbing and Fire Protection
Laminations, Appleton, WI – Plumbing, Fire Protection and Process
Play More Bar & Grille, Ashwaubenon, WI – Plumbing
Port Plaza Mall, Green Bay, WI – Buildouts Plumbing and Fire Protection
Replay Bar & Grille, Green Bay, WI – Plumbing
Schneider National Headquarters, Ashwaubenon, WI – Plumbing, Fire Protection and Mechanical Coordination
Wildlife Sanctuary Nature Center, Green Bay, WI – Plumbing

RONALD J. WOLF, PE

PROJECT ENGINEER

Ron is a licensed Civil Engineer with over 25 years of experience in his field and working at McMAHON. Throughout his career Ron has both managed and been an integral Team Member on a variety of design projects that have consisted of small commercial sites, large complex commercial developments, municipal utility installations, and highway / street reconstructions for municipalities and counties. Ron is well rounded; comprehensive experience makes him a valuable Project Team Member that will provide unique and creative insight throughout the duration of the project.

PROJECTS

CIVIL SITE DESIGN PROJECTS

Appleton Ice, Appleton, WI – Ice Arena
Cub Foods, Menasha, WI
Eggers Industries, Inc., Two Rivers, WI – New Production Facility
Field of Scenes Outdoor Theater, Freedom, WI
Gannett Newspaper Plant, Appleton, WI
Girl Scout Council, Appleton, WI – Volunteer/Resource Center
Land O'Lakes, Inc., Kiel, WI – Starter Room Addition
Land O'Lakes, Inc., Pine Island, MN
Neenah Joint School District, Neenah, WI – High School
Neenah, WI – Neenah Public Library
Road America, Elkhart Lake, WI – Racetrack & Drainage Improvements
Sturgeon Bay, WI – Door County Fair Park
ThedaCare Physicians – Several Facilities throughout Service Area
Walgreen Stores, Appleton, WI & Oshkosh, WI
Winnebago County, WI – Sunnyview Racetrack
Xavier High School, Appleton, WI – Building Site and Athletic Field Design

DESIGN OF HIGHWAYS & MUNICIPAL STREETS & UTILITIES

Construction Staking of Grading & Utilities
Contract Administration
Coordination with Owners, Contractors, Public Agencies & Residents
Horizontal & Vertical Alignment
Observation & Material Testing
Pavement Design
Project Specifications & Bidding Services
Quality Take-Offs & Cost Estimates
Sanitary Sewer & Water Main Utilities
Schedule & Direct Field Personnel
Stormwater Detention & Piping

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C: 920.843.3000

SPECIALIZED COMPETENCE
Construction of Highways, Streets, & Utilities
Design of Highways & Municipal Streets
Preparation of Civil Site Plans
Storm Water Analysis & Watershed Modeling

ACADEMIC BACKGROUND
B.S. Civil Engineering – University of Minnesota-Minneapolis
Incorporating Water Quality into Storm Water Design – University of Wisconsin-Extension; 1997

PROFESSIONAL CERTIFICATION
ACI Certified Concrete Field-Testing Technician
Certified Street, Grading, & Base Construction – State of Wisconsin Department of Transportation

PROFESSIONAL CERTIFICATION
Professional Engineer – State of Wisconsin

STUART A. BOERST, PSS, PH

ASSOCIATE / SENIOR HYDROGEOLOGIST / ECOLOGIST

Stuart has 29 years of experience in ecological and hydrogeological sciences. Stuart graduated from the University of Wisconsin – Stevens Point and has been with McMAHON for 24 years. He has been responsible for Phase I and II Environmental Site Assessments, groundwater/soil remediation, stormwater pond management/maintenance, wetland delineations, wetland compensatory mitigation projects, native prairie/wetland design and management, invasive species control, soil site evaluations for stormwater infiltration, and endangered species assessments.

PROJECTS

WETLAND DELINEATION (MAPPING)

Brillion, WI - Brillion Business Park
Buchanan, WI - College Park Development
Greenville, WI - Green Ridge Bluff
Hillcrest Homes Development Property - De Pere, WI
Kaukauna, WI - Cedar Ridge Estates
Mackville, WI - Mackville Crossing Subdivision
Neenah, WI - Liberty Heights Subdivision
Seymour, WI - Seymour Industrial Park
Sheboygan Falls, WI - Covington Heights Subdivision
Vandenbroek, WI - Meadow Creek Subdivision

PHASE I / PHASE II ENVIRONMENTAL SITE ASSESSMENTS

Allouez, WI - Town Hall
Brillion Cooperative Vocational School, Brillion, WI
Foremost Farms, Abbotsford, WI
High Cliff Golf Course, Sherwood, WI
Keller Structures, Greenville, WI
Kennecott Mining Corporation, MI - 22 Sites
Palisades Properties - Menasha, WI
Pierce Manufacturing, Inc., Appleton, WI
Sherwood Sales & Service, Sherwood, WI
Valley Fair Mall, Appleton, WI

OTHER PROFESSIONAL EXPERIENCE

Prairie Design & Management:

Completed many native prairie designs for both public and private sector clients on many different ecological landscapes. Provide long-term management of prairies for various clients to maximize the ecological and aesthetic quality.

Wetland Design & Management:

Completed many native and wetland plant designs for public and private sector clients. Provide ecological consulting to maintain the high aesthetic and ecological values of the wetlands.

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SPECIALIZED COMPETENCE

Wetland Delineation & Mitigation
Wetland Design & Management
Wetland Water Quality Certification
Prairie Design & Management
Endangered Species Assessments
Ecological Assessments/Plans
Invasive/Exotic Species Control
Native Landscape Plans
Long Term Native Vegetation Management
Stormwater Pond Maintenance, Monitoring, & Management
Wetland Functional Value Assessments
Brownfields Redevelopment
Soil Evaluations for Stormwater Infiltration
Phase I, II & III Environmental Assessments

ACADEMIC BACKGROUND

B.S. in Resource Mgmt., Minor in Soil Science – University of WI-Stevens Point
Additional Course Work: Graduate Course, Glacial Geology – UW-Green Bay
Numerous Geology & Hydrogeology Courses - UW-Oshkosh

CERTIFICATIONS & TRAINING

38-Hour Wetland Delineation Training; 2003
OSHA - 40-Hour Hazardous Waste Training; 1990 & Annual Refresher Courses
Wisconsin Certified Site Assessor (#42053)

PROFESSIONAL AFFILIATIONS

National Groundwater Association
Wisconsin Wetland Association

PROFESSIONAL REGISTRATIONS

Professional Soil Scientist Wisconsin (PSS-9)
Professional Hydrologist Wisconsin (PH-28)

McMAHON
ENGINEERS ARCHITECTS

STUART A. BOERST, PSS, PH

OTHER PROFESSIONAL EXPERIENCE

Wetland Determinations & Delineations:

Completed over 80 wetland determinations and delineations in accordance with Wisconsin DNR Guidelines and the 1987 U.S. Army Corps of Engineers' Manual &Memorandum Updates

Invasive Species Control:

Developed invasive species control management plans for public and private sector properties. Managed implementation and quality control of invasive species control field activities.

Soil Site Evaluations for Stormwater Infiltration:

Completed soil evaluations for stormwater infiltration at over 60 properties in accordance with Chapter NR 151.12 and DNR Technical Standard 1002.

McMAHON ENGINEERS ARCHITECTS

SCOTT A. MANTEUFFEL

CONSTRUCTION SERVICES PROJECT MANAGER

smanteuffel@mcmgrp.com
920.751.4200 ext. 285
C: 920.850.3351

Scott is a Construction Project Manager with 30 years of Construction experience and is the Construction Services group manager. He works closely with design team members to develop constructability solutions suited to each project's need. He has Construction Management experience in the commercial, industrial, water/wastewater treatment, and agricultural facilities. He has a degree in Construction Management and vast experience working with other firms on many successful projects.

SPECIALIZED COMPETENCE

Construction / Project Management
Commercial
Industrial
Cost Estimating

ACADEMIC BACKGROUND

Associates Degree - ITT Technical College; 2007 – 2010

PROJECTS

CONSTRUCTION & PROJECT MANAGEMENT:

Appleton Family Ice Center, Appleton, WI – Locker Rooms and Conference Room
- Project Management
- Construction Oversight

Big Ox, Nebraska – Renewable Energy Plant/Digester
- Project Management
- Construction Oversight

Brillion City Center, Brillion, WI – New City Hall
- Project Management
- Construction Oversight

Cedar Grove Sports Complex, Cedar Grove, WI – Pavilion and Baseball & Soccer Fields
- Construction Oversight

Heartland Properties, Madison, WI – Remodels
- Project Management
- Construction Oversight

Heartland Technology, Little Chute – Warehouse & Office Expansion
- Probable Cost Estimating
- Project Management
- Construction Oversight

Land O' Lakes, Inc., Hillsboro, WI – Cooler & Office Expansion
- Project Management

Land O' Lakes, Inc., Kiel, WI – Phase III Modernization
- Cost Estimating

Land O' Lakes, Inc., Kiel, WI – Phase III Expansion
- Project Management
- Construction Oversight

Land O' Lakes, Inc., Kiel, WI – Employee Welfare Remodel Cheese Plant
- Project Management
- Construction Oversight

McMAHON ENGINEERS ARCHITECTS

SCOTT A. MANTEUFFEL

Land O' Lakes, Inc., Kiel, WI – Phase IV
- Project Management
- Construction Oversight

Land O' Lakes, Melrose, WI – Cooler #5 Re-Roof
- Inspect Project Quality
- Construction Oversight

Land O' Lakes, Pine Island, MN – Boiler Addition
- Project Management
- Construction Oversight

McMahon Associates, Inc., Neenah, WI – Office Remodel & Expansion
- Project Management
- Construction Oversight

McMAHON
ENGINEERS ARCHITECTS

GREGORY B. KETTNER

ARCHITECTURAL DESIGNER

Greg is an Architectural Designer with 10 years of post-graduate architectural design experience. He works closely with licensed Architects, Project Managers, and other design team members to develop and implement architectural solutions unique to the needs of each individual project. He has experience in the design of commercial, industrial, educational, municipal, and civic improvement projects. Greg is especially skilled at building design, 3D modeling, 2D drafting, and the use of architectural visualization technology.

PROJECTS

COMMERCIAL
Commerce Court, Appleton, WI – New Building
Green Valley Apartment, Neenah, WI – Building Remodel
Les Stumpf Ford, Appleton, WI – New Pre-Owned Facility
Rock Falls Raceway, Eau Claire, WI – New Building
St. Croix Chippewa Indians, Hertel, WI – New Casino
The Cedars, Kimberly, WI – New Apartment Building
WOW Logistics, Neenah, WI – New Building

EDUCATIONAL FACILITIES
Lakeland University, Plymouth, WI – New Residence Halls
Lawrence University, Appleton, WI – New Press Box
Holy Family Parish, Brillion, WI – New Education Center

INDUSTRIAL
Baker Cheese, St. Cloud, WI – Manufacturing Facility Addition & Renovation
Farmer's Grain & Feed, Allenton, WI – New Manufacturing Facility
Gulfstream MRO, Greenville, WI – New Facility
Gulfstream, Greenville, WI – Office Addition & New Hangar
Masters Gallery, Oostburg, WI – New Facility
Masters Gallery, Plymouth, WI – Lunch & Training Room Addition & Remodel
Redline Plastics, Manitowoc, WI – New Facility
Renards Cheese, Sturgeon Bay, WI – New Manufacturing Plant, Office, & Store

MUNICIPAL
Appleton, City of, Appleton, WI – New Finance Counter
Brillion, City of, Brillion, WI – New Town Hall

gkettner@mcmgrp.com
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SPECIALIZED COMPETENCE
Two- & Three-Dimensional Virtual Modeling & Image Rendering
Architectural Design: Commercial, Educational, Industrial, Residential, Municipal
Interior Design

ACADEMIC BACKGROUND
Master's Degree in Architecture, University of Wisconsin-Milwaukee; 2011
Bachelor of Science in Architecture, University of Wisconsin-Milwaukee; 2008

SOFTWARE
REVIT
AutoCAD
Sketchup
V-Ray
Lumion Pro
Photoshop

STEVEN P. NOREM

PUBLIC SAFETY SPECIALIST

Steve has over 30 years of management experience. Consultant on COVID-19 pandemic response plans and vaccinations with Menominee Tribe and Menominee Tribal Clinic. Working as Clinic Director he has been responsible for Public Safety Protocols in medical facilities. He has also been responsible for Public Safety/Security as CEO at YMCAs. Steve has also conducted Assault Prevention Programs, teaching public safety and security practices.

Management expertise combined with safety/security work led him to the position of Operations Director for G5 & Associates, a Security Assessment, and Incident Response Training Company. While conducting Security Assessments and Training, Steve gained experience with the very highest level of Security Assessment protocols, as well as Incident Response training that includes Military, Law Enforcement, and Private Sector protocols.

PROJECTS

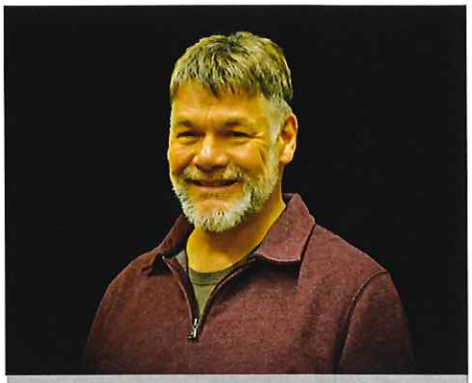
EMERGENCY MANAGEMENT
Menominee Indian Tribe of Wisconsin
Menominee Tribal Clinic
United South Eastern Tribes, (USET)

PUBLIC MANAGEMENT
Kaukauna Building Inspection Department, Kaukauna, WI

SECURITY ASSESSMENTS
Southern Iowa Rehabilitation, Oskaloosa, IA
Krause Gentile LLC, Des Moines, IA
Ottumwa Community Church, Ottumwa, IA
Mahaska County YMCA, Oskaloosa, IA
Green County YMCA, Monroe, WI
Crossroads Church Group, Freeport, IL
North Mahaska Community Schools, New Sharon, IA

VULNERABILITY ASSESSMENTS
Village of Kaukauna – Water Utility
Cross Point Community Church, Oconomowoc, WI

ASSAULT PREVENTION PROGRAMS / SECURITY TRAINING
Ames Community Program, Ames, IA
Iowa State University, Ames, IA
Mahaska County YMCA, Oskaloosa, IA
Ottumwa Community Church, Ottumwa, IA
Youth for Christ, South East Iowa
Council Bluffs Community Program, Council Bluffs, IA
Faith Community Fellowship, Missouri Valley, IA
Oskaloosa Community Schools, Oskaloosa, IA
Green County YMCA, Monroe, WI
Cross Point Church, Oconomowoc, WI



snorem@mcmgrp.com

SPECIALIZED COMPETENCE
City Building Inspection Management
Facility/Team Growth and Management
Team Building
Teaching/Training Specialist
Security Assessments
Emergency Response Training
Security Team Training
Defensive Tactics Instruction

EDUCATION BACKGROUND
B.S. Physiology Iowa State University
Teaching Program for Biology; University of Nebraska
Master Instructor Ju Kara Jitsu and Ching Sai Do Black Belt Martial Arts Assoc. International

McMAHON ENGINEERS ARCHITECTS

DOUGLAS E. WOELZ, PLS

ASSOCIATE / SENIOR LAND SURVEYOR

Doug is a Professional Land Surveyor of the State of Wisconsin with 34 years of experience. He manages four to five field crews and a five-person office staff including five registered land surveyors. He has served as a project manager for many years and has developed skills in just about all aspects of the surveying profession.

dwoelz@mcmgrp.com
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C: 920.428.1480

PROJECTS

LOCAL STREETS & SUBDIVISIONS FOR MUNICIPAL & PRIVATE CLIENTS

EDUCATIONAL FACILITIES:
Lawrence University, Appleton, WI
Fox Valley Lutheran High School, Appleton, WI
Freedom Elementary & High Schools, Freedom, WI
Clovis Grove Elementary School, Menasha, WI

MEDICAL FACILITIES:
Appleton Medical Center, Appleton, WI
Theda Clark Medical Center, Neenah, WI
St. Elizabeth Hospital, Appleton, WI
New London Family Medical Center

SUBDIVISION DESIGN & PLATTING:
Applecreek Subdivision, Appleton, WI
Applewood Estates, Kimberly, WI
Emons Acres - Kimberly, WI
Green Ridge Terrace, Greenville, WI
Chapel Hill, Greenville, WI
Liberty Heights, Neenah, WI
Hidden Ridges, Combined Locks, WI
Verbeten Subdivision, Kaukauna, WI
Spring Meadows, Ashwaubenon, WI

INDUSTRIAL BUSINESS PARKS:
Kimberly Industrial Park
Little Chute Industrial Park

COMMERCIAL / PRIVATE SECTOR:
Northland Mall, Appleton, WI
College Park Plaza - Lowes and Festival Foods, Buchanan, WI
Aviation Plaza, Oshkosh, WI
College Square - Walmart and Gordmans, Appleton, WI

INDUSTRIAL / MANUFACTURING:
(Boundary, Topography and ALTA Surveys)
Kraft Foods, Medford, WI
Appleton Papers, Combined Locks, WI
Wausau Paper Mills, Inc., Brokaw, WI
Waupaca Foundry, Waupaca, WI
Brillion Iron Works, Brillion, WI
Ariens, Brillion, WI
Calpine Power Plant, Kaukauna, WI

SPECIALIZED COMPETENCE

Registered Land Surveyor

LAND SURVEYING EXPERIENCE

AutoCAD Drafting
Boundary Surveys
Topography Surveys
Construction Surveys
Land Surveys for Road Right-of-Way
Research & Writing Legal Descriptions
ALTA/NSPS Land Title Surveys
Commercial & Residential Developments & Platting
Condominium Plats
Cemetery Plats
Certified Survey Maps
Traditional Right-of-Way Plats
Transportation Project Plats

ACADEMIC BACKGROUND

Associate Degree in Civil Engineering Technology / Public Works Technician; Northeast Technical College, Green Bay, WI; 1986
Eagle Point 98 Training Course; 1998

OTHER PROFESSIONAL EXPERIENCE

Auto-CAD Release 2019
Carlson Survey Software 2019
AutoCAD Civil 2019

PROFESSIONAL AFFILIATIONS

Wisconsin Society of Land Surveyors
National Society of Professional Surveyors

PROFESSIONAL REGISTRATION

Registered Land Surveyor #2327
State of Wisconsin

Section 2

UNDERSTANDING OF PROJECT

McMahon Associates, Inc. (McMAHON) has partnered with many Municipal clients over the past 30 years on a wide variety of new and renovation projects. We understand this project is to develop a comprehensive design and budget for the City of De Pere's Municipal Service Center expansion. The project will include a Master Plan for the overall site development including additional heated storage for large equipment, trucks, and vehicles; expansion of the cold storage building, an enclosure extension at the Salt Dome Storage Facility, replacement of the Municipal Service Center fuel facility, a new drive-through wash bay, and various building and site improvements as outlined in your RFP.

Our approach is based upon our Design Process which we have branded as "OPTIMIZE" (attached). Our OPTIMIZE Process parallels the preliminary scope of work you have put forth in this RFP. Please see the Design Schedule in this Proposal which outlines our process and key milestones.

Mike Martin will be the Project Architect and Project Manager for this effort. He will lead all Civil, Structural, M.E.P. Team Members (all based in our Neenah, WI office) in developing the planning, design, and budgeting for this effort.

It is common for our Team to work with multiple constituents / stakeholders during a project. Below are communication methods we expect to employ for the City of De Pere Municipal Service Center Expansion project.

Communication Methods Utilized:

- Project Team list and communications structure determined at Kick-Off Meeting
- Weekly Project Meetings during design (50% virtual)
- Use of Issues and Actions List reviewed and updated weekly
- All Drawings and Documents posted to common access FTP site weekly
- Design Meetings with each department to verify program requirements and the final design

UNDERSTANDING OF PROJECT continued

SCOPE OF SERVICES DESIGN

I. Topographic Survey Services Include:

A. Contact Diggers Hotline for public utility locations within the topographic survey area as outlined on the attached exhibit map.

B. Coordinate with the appropriate City staff to field mark private utilities prior to survey crew being on site.

C. Perform a topographic survey to locate visible site features such as pavements, parking lots with pavement markings, curb and gutter, sidewalks, building structures together with first floor elevations, fences, berms, readily visible property irons, utility features, light poles, pedestals, transformers, markings by Diggers Hotline, sanitary and storm sewer manholes, storm inlets with rim and invert elevations, water valves, hydrants, limits of landscaped areas, standalone trees of 2-inch caliper or larger and limits of wooded areas.

D. Establish horizontal and vertical control points near or within the project area.

E. Prepare an AutoCAD drawing of topographical features as surveyed. Survey map is to include spot elevations and 1-foot contours.

II. Civil Design and Permitting Services Include:

A. Concept Design

1. Review site plan requirements for required site plan submittals and approvals.

2. Meet with City Staff to discuss design requirements, including but not limited to, lighting, landscaping, storm sewer, driveway entrance locations, site drainage, stormwater device design, and parking lot traffic patterns.

3. Provide preliminary site design to Owner for approval. Coordinate with owner on light and landscape locations.

UNDERSTANDING OF PROJECT continued

B. Site Design

1. Import Owner-approved concept drawings into civil site plan.
2. Prepare an existing conditions base AutoCAD drawing using topographic land survey information. Aerial photography and County LIDAR are to be used as needed throughout the plan set to complement the gathered field date.
3. Provide site grading design.
4. Provide site utility design for water main improvements, sanitary sewer (gravity), and storm sewer that will serve the site.
5. Provide an erosion and sediment control design consisting of:
    1. Prepare an erosion and sediment control plan.
    2. Prepare an erosion and sediment control narrative and sequence of construction.
    3. Perform an erosion and sediment control analysis. Reduce sediment discharge to 5 tons/acre/year.
6. Provide specification for construction details.

C. Stormwater Design

1. Provide stormwater device(s) design, including details and notes.
2. Complete stormwater peak flow model of the site to meet the Local and State stormwater peak flow requirements.
3. Complete stormwater quality model of the site to meet the Local and State stormwater quality requirements.
4. Prepare a stormwater management, erosion control, operation, and maintenance report.
5. Prepare a preliminary Owner maintenance agreement.
6. Prepare and submit a stormwater management plan and stormwater management permit, along with supporting stormwater data, to the Local Authority for review.

UNDERSTANDING OF PROJECT continued

D. Permits

1. Prepare and submit a City of De Pere Conditional Use Permit and attend one (1) City Board Meeting/Public Hearing.
2. Prepare and submit a City of De Pere Site Plan Submittal package and coordinate the site plan review process. Includes preparation of exhibits and supporting documents. Provide up to two (2) design revisions, due to Staff comments, or formal submittal.
3. Prepare and submit an application to the Wisconsin Department of Safety and Professional Services or Wisconsin Department of Health Services for site specific Plumbing Review.
4. Prepare and submit an erosion and sediment control permit application and stormwater management permit application for review/approval.

III. Geotechnical Services Include:

A. Provide allowance for Geotechnical services. Winnebago County to Contract Directly with the Geotechnical Consultant.

IV. Architectural Services Include:

A. Kick-Off meeting to review proposed project with the project team representatives.
B. Develop program documents for approval by the City.
C. Develop preliminary expansion options with cost opinions. Refine preliminary design to one preferred option with Owner's input.
D. Architectural Schematic Design, Design Development, and Construction Document Phases. We anticipate formal meetings every two weeks during these design phases to review progress.
E. Provide a code review to confirm that the facility is in compliance with Wisconsin Building Codes.
F. Evaluate sustainable and/or energy efficient strategies for the project.
G. Search for applicable grants or incentives for the project.

UNDERSTANDING OF PROJECT continued

H. Architectural Construction Documents.

I. Architectural Specifications Manual.

J. Provide Permitting Submittals including drawings, code worksheets, and envelope compliance report. Submit Architectural, Structural, HVAC, Electrical, and Plumbing Drawings for Permitting review.

V. Interior Design Services Include:

A. Review of interior finish options with Owner.

B. Specification of interior finishes to be incorporated in Architectural Documents.

C. Owner to select all colors.

VI. Structural Services Include:

A. On the basis of Architectural Design requirements of the project, prepare foundation and superstructure drawings: Schematic, Design Development, and Construction Documents Phases.

B. Foundation drawings will consist of foundation plans and foundation details.

C. Superstructure drawings will consist of steel or wood framing plans (as appropriate for the approved structures) and associated details.

D. Structural Specifications Manual.

E. Prepare structural calculation package. Design of structural systems will be based on the International Building Code.

VII. Electrical Services Include:

A. Design of electrical power and lighting systems, security and telecommunications / data infrastructure: Schematic, Design Development, and Construction Documents Phases.

B. Design of backup generator system for the Municipal Service Center site.

UNDERSTANDING OF PROJECT continued

C. Design of Exterior Lighting
   1. Review applicable lighting code.
   2. Provide photometric plan.
   3. Provide exterior light specification, makes and models. Owner to provide preferred make / series model numbers of parking lot lights, sconces, canopy downlights, etc.
   4. Provide structural base detail and notes.

D. Electrical Construction Documents.

E. Electrical Specifications.

VIII. HVAC Services Include:

A. Review of heating and cooling system options.

B. Design of new HVAC and distribution systems: Schematic, Design Development, and Construction Documents Phases.

C. HVAC Construction Documents.

D. HVAC Specifications.

E. Provide State submittal of HVAC including drawings and calculation.

IX. Plumbing Services Include:

A. Design of new plumbing systems: Schematic, Design Development, and Construction Documents Phases.

B. Plumbing Construction Documents.

C. Plumbing Specifications.

D. State submittal of plumbing including drawings and calculations.

X. Fire Protection Services Include:

A. Scope design and specifications of fire protection systems. Final design and permitting to be provided by Design/Build Fire Protection Contractor.

UNDERSTANDING OF PROJECT continued

XI. Cost Estimating Services Include:

A. Cost opinions for preliminary design options.

B. Updated cost opinions at Schematic, Design Development, and Construction Documents Phases.

XII. Bidding Services Include:

A. Assist the City with posting the project documents on Quest.

B. Review the advertisement and general interest of bidders.

C. Work with the City staff to prequalify bidders.

D. Provide PDF version of drawings and specifications to the City.

E. Provide 8 copies of drawings and specifications to the City.

F. Participate in the Pre-Bid Conference.

G. Review and approve the question / clarification addenda's during the bid process.

H. Attend the project bid opening.

I. Assist with bid review and evaluation.

J. Assist with post-bid interviews with prospective contractors.

K. Provide recommendation to Board of Public Works and Common Council.

XIII. Construction Administration Services Include:

A. None at this time.

EXCLUSIONS:

- Testing of existing systems
- Wetland delineations
- Phase I ESA
- Hazardous materials assessments
- Site evaluations for stormwater infiltration
- Design of stormwater infiltration devices (it is assumed that the site will be exempt from infiltration requirements
- Materials testing
- Irrigation system design
- Construction staking

UNDERSTANDING OF PROJECT continued

EXCLUSIONS continued:

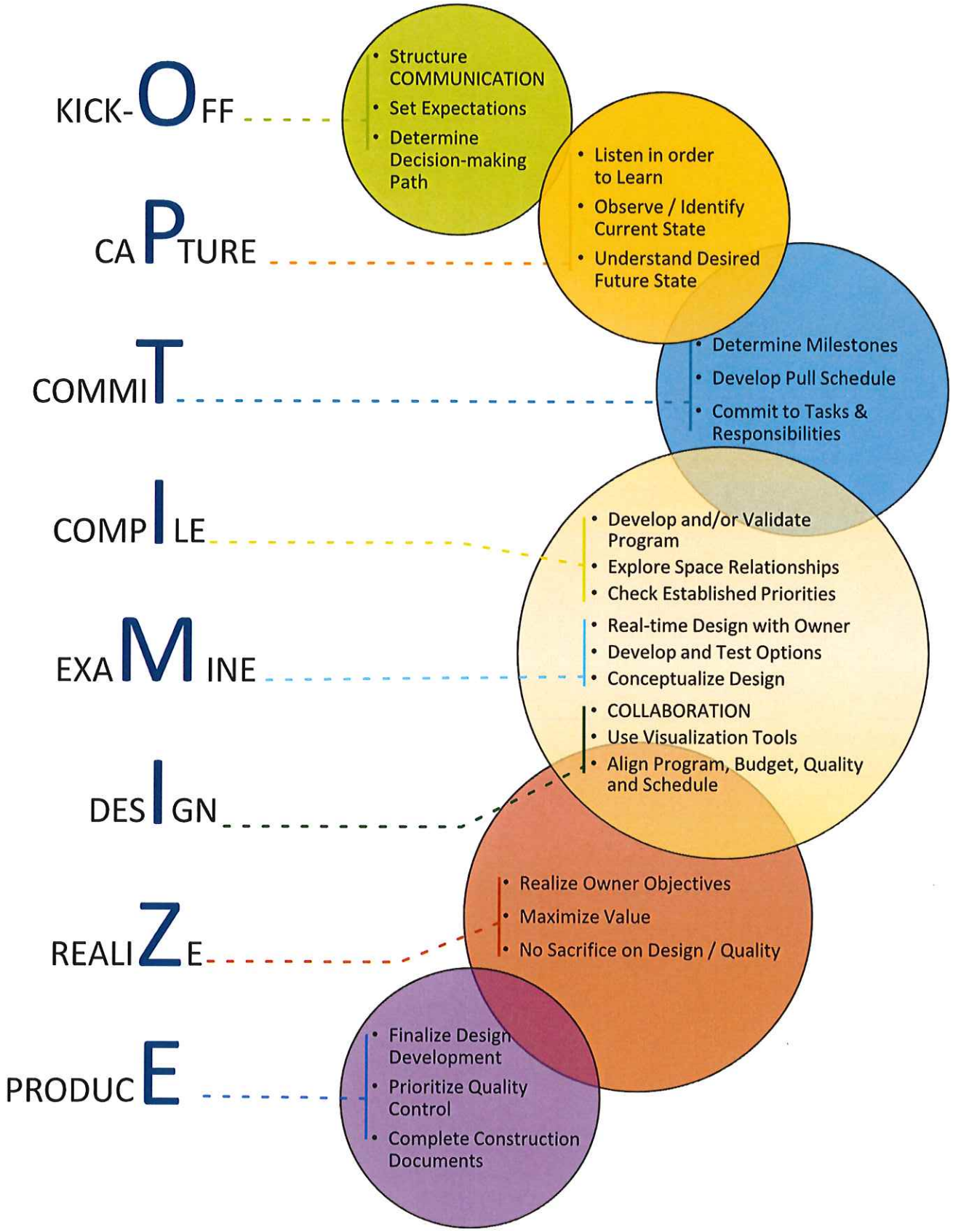
- Change of zoning
- Geotechnical consulting or monitoring during construction
- Land division / certified survey maps
- Title / easement searches
- Survey to establish boundaries of the individual tax parcel
- Field marking for private utility locations (markings to be performed by the Owner within topographic areas only)
- Substantial programming / redesign efforts to revise the conceptual design provided in the RFP
- Fire protection systems design
- Audio-visual / acoustical design
- Artwork design services
- Telephone / data or security equipment design (infrastructure only is included above)
- Furnishings, fixtures, and equipment selection / specification
- Interior color selections or finish boards
- Exterior signage
- LEED or Green Building certifications
- Commissioning beyond the typical standard of care
- Payment of state and local plan review fees
- Redesign efforts necessitated by changes to site and building layout after Owner approval
- Construction administration services

SPECIAL TERMS:

The Scope of Services and Fee is based upon the understanding that others will provide the following:

- Any required utility extensions to the project site if not available immediately adjacent to the selected site.
- Owner to provide a single source contact with who all communications is to occur.
- Owner to pay all review, permit, and recording fees.
- Owner to provide such legal, accounting, financial, and insurance counseling services as may be required for the project.
- Owner to provide copies of existing site and building plans.

OPTIMIZE ALL ASPECTS OF YOUR PROJECTS WITH
The McMAHON DESIGN PROCESS...



VALUES, CULTURE & RELATIONSHIPS FOR OVER 100 YEARS...

McMAHON ENGINEERS ARCHITECTS

OPT For Excellence... The McMAHON DESIGN PROCESS

KICK-OFF

Project kick-off sets the tone for a project. Setting clear expectations is important. This includes having the right people at the table as part of the project team. The project team includes individuals from both the owner's staff and McMAHON's design team. It can also include outside stakeholder and contractor members. Each member of the team needs to know what role they play, what expectations they have of other team members, and what other team members expect of them. Once these expectations are clearly defined, communication between team members is structured to allow for the smooth flow of information throughout the project. The decision-making path will vary depending on the owner's internal structure. A successful project includes team members that are empowered to make decisions that will keep a project moving forward.

CAPTURE

The early part of a project involves capturing lots of information. The earlier this information is gathered and the completeness of this information, has a direct positive impact on projects. In order to deliver a successful project McMAHON's design team must first learn about our clients. We learn by listening. What is important to our client? We work with owner to create a list of priorities and in what order those priorities fall. The team establishes an owner vision that acts as a thread throughout the entire project. The priorities and vision are always there to reference and serve to ground the team at points in the project when the path forward may not seem as clear. Every project must move from a current state to a future state. Once McMAHON's design team observes the owner's current state and understands their desired future state, the project team develops a plan to bridge the gap between the two states.

COMMIT

Making commitments and sticking to them is an important part of every project. If every team member does this throughout the project, then all members are able to maximize the value their role is bringing to the project. Project milestones are determined by the project team. Once determined, the team develops a Pull Schedule to understand what tasks all team members must accomplish and in what order to meet the milestone dates. If milestone dates are delayed, the project schedule is delayed. The Pull Schedule is reviewed on a regular basis and revised as needed to keep progress in check. It is a strong yet simple way to organize project tasks in order to pull information when it is truly needed. McMAHON has seen the use of Pull Schedules lead to less rework during design, schedule efficiencies, reduced change orders during construction, and satisfied clients.

COMPILE

A thorough and validated program is the foundation of a well designed project. McMAHON's design team works directly with the owner to establish the project program. The program includes a list of spaces, numbers of spaces, space dimensions, square footage, and specific notes. Multipliers are used to account for circulation, walls, chases, and similar types of space. Total program square footage is used to check alignment with the owner's project budget. With a program established, McMAHON's design team begins to explore space relationships with the owner. With the program and the established list of priorities set at the beginning of the project, a diagrammatic representation of the project plan starts to take form.

EXAMINE

With the owner present, McMAHON's design team uses real-time design to examine options for the project. This interactive and collaborative process happens both electronically and in sketch form. Developing and testing options as a project team leads to a stronger final design. Design sessions where owner stakeholders explore possible layouts and process flow on paper with cut-outs of program spaces helps to establish buy-in for a project and generates the necessary process discussions that often need to happen early on for a project to be successful. McMAHON's design team is able to take this information and create multiple simple design concepts electronically for discussion with the design session group. With the right buy-in from owner stakeholders, this process has generated conceptual designs efficiently and effectively.

DESIGN

Collaboration is essential to the success of the McMAHON Design Process. Collaboration naturally brings communication to a process. It also creates efficiencies that ultimately have a positive impact on projects helping to minimize things like rework, errors, waste, and ultimately leading to reductions in project design schedule and changes during construction. The use of visualization tools like Revit help to fully take advantage of the collaborative process. McMAHON uses 3D visualization in Revit along with renderings and animations to allow owners and the design team to fully understand the project vision early in the project. This early understanding is important. The more that the entire team takes time to create understanding early in the process, the less errors and misunderstandings will occur during construction when changes are costly. McMAHON's process creates this understanding early. Then we align the project program, budget, quality and schedule, and maintain that alignment throughout the design.

REALIZE

Throughout the design process, McMAHON is always looking to Optimize value to the owner. At this stage of the project we want to make sure we've realized that value and the owner's objectives. McMAHON truly believes that owners don't need to sacrifice design and quality. Our design process is built around aligning program, budget, quality, and schedule. This balance in combination with the collaborative process laid out above has lead to many successful projects over many years. We believe in it and have passion for it!

PRODUCE

Prior to completing the construction documents for the project, McMAHON will finalize the design development of the project with the owner and design team in a final collaboration meeting. We also spend time internally focusing on quality control of our documentation. Creating the construction documents is a very streamlined part of our design process due to the focus on gathering more information up front during design. Producing construction documents has truly become just producing. This saves time and cost on our projects. This is another example of maximizing value to the owner - the owner is getting more time spent on thoughts/ideas/innovation which adds value and just the right amount of time on production. In a traditional project more time is spent on production seeking answers and often on rework which adds time and cost.

To learn more about **The McMAHON DESIGN PROCESS** call 920.751.4200 and ask to speak with our company's president, Paul Benedict.

ARCHITECTURE

SUSTAINABLE DESIGN PRINCIPLES

The health of our surroundings not only has a direct impact upon the health of human life; it also impacts the quality of our drinking water, air, soil and thus, the health of every other living organism. Historically, McMAHON has always provided quality design and construction management services that respond to **Sustainable Design** issues. Our in-house staff includes LEED® accredited professionals and excels in LEED® Design.

Buildings and Sustainable Design:

It is our commitment to provide our clients with sustainable, high performance buildings. Our services and expertise allow us to offer an array of sustainable design options to address your unique project goals. These options can range from a few sustainable elements to buildings and sites that push the technological envelope. McMAHON has implemented many types of sustainable elements in educational and other various types of facilities.

Just a few of these elements include:

- High Performance Building Envelope Design
- High Performance Glazing Systems
- Passive and Active Solar Energy
- Reclaimed Heat Systems
- Wind Harvesting
- Cool Day-lighting
- Occupant Sensor Lighting Controls
- Occupant Sensor Heating Controls
- Light Shelves
- Light Louvers
- Sustainable Building Materials
- Low VOC Building Materials
- Green Roofs
- Rainwater Harvesting
- Wet and Dry Ponds
- Bio-Filters
- Prairies

FOR LEAN ARCHITECTURE, IPD & LEED® CONTACT
Marley A. Gast, AIA, NCARB
Associate / Architect
mgast@mcmgrp.com
920.751.4200 ext. 335

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920.751.4200 MCMGRP.COM

ARCHITECTURE

BUILDING INFORMATION MODELING (BIM)

The acronym **BIM** has numerous definitions in the Architectural, Engineering and Construction Industries. While the acronym BIM can define a Building Information Model, this falls short of what BIM really is and does for the industry. At McMAHON, rather than look at BIM as an object, we approach BIM as Building Information Modeling. This quantifies the acronym as more of a process where technology and collaboration are used to create a virtual building / project and allows the design team to make design reviews and performance reviews before anything is constructed. McMAHON has integrated BIM into how we design and how we deliver our services to our clients.

Visual Communication

- McMAHON uses BIM and touch-screen technology to develop the schematic ideas and layouts directly with the client in real time. In using this technology, McMAHON delivers improved client and designer communication, and a drastic reduction of the iterations and back-and-forth design exchanges experienced in traditional methods. This technology also allows brainstorming sessions to become much more collaborative and productive early in the design process.

Project Visualization

- McMAHON uses BIM software to provide 3D views of the project in every phase of the design. Modeling the project allows the client to visualize the built environment and get a sense of relational space that couldn't otherwise be experienced. McMAHON uses a wide variety of tools to cater to our client and project specific needs.

Collaboration

- McMAHON leverages the use of BIM to provide the most cost effective and efficient design we can. Using BIM and collaborating with the different design disciplines, and even the trade contractors early on in the design process, provides an environment where aesthetics, efficiencies, and budget are developed cohesively.

Reality Capture

- McMAHON is implementing digital photogrammetry and point cloud technology to create 3D models of existing structures and terrain. The result is dramatically more effective planning and coordination throughout the design process.

Tools

- Recap-digital photogrammetry
- Revit-modeling and design software
- Navisworks-clash detection and virtual construction collaboration tool
- BIM 360 Glue-virtual walk through and collaboration tool
- Civil 3D-site modeling and design
- Google Earth Pro-preliminary site visualization
- Joinme.com-web conferencing and sketch session collaborations
- Microsoft surface pros and Sharp Aquos boards-production and touch screen collaboration

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920.751.4200 MCMGRP.COM

FOR BIM DESIGN, CONTACT
Jennifer J. Scherer
Architectural Designer
jscherer@mcmgrp.com
920.751.4200 ext. 337

Section 3

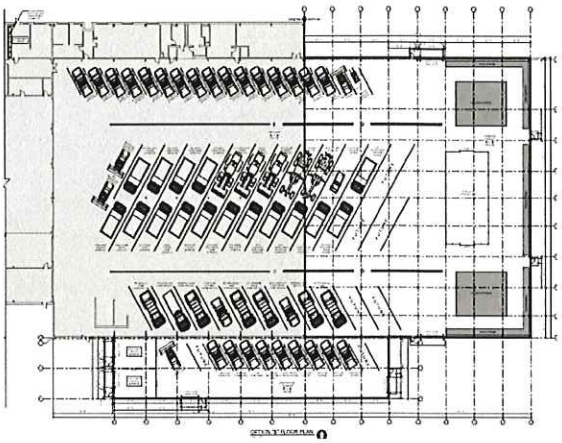
SIMILAR PROJECTS

PUBLIC WORKS &
PARKS & RECREATION DEPTS.
ASHWAUBENON, WISCONSIN

MUNCIPAL FACILITIES
FEASIBILITY STUDY

PROJECT SCOPE

In early 2020, the Village of Ashwaubenon teamed with McMahon to conduct a Feasibility Study of their existing Public Works Facility located on Holmgren Way in the Village. The existing facility was constructed over 25 years ago, and since that time, the Village's services and requirements have outgrown that facility. McMahon conducted an existing conditions report of the existing facility; held programming sessions with each DPW department; took inventory of existing and future equipment needs; and provided an Opinion of Probable Cost for Village Board approval.



The proposed building addition consolidates vehicle, equipment, and secured storage under one roof. Along with the expansion of the main facility, the Parks and Recreation Department is to receive secured outdoor storage attached to a 5000 SF drive-through storage facility for Parks programs equipment storage.

DETAILS

OWNER:	Village of Ashwaubenon
SIZE/AREA:	38,000 SF ADDITION 5,000 SF OUTBUILDING
REFERENCE:	DOUGLAS MARTIN, DIR OF PW 920.492.2308 dmartin@ashwaubenon.com
COST:	N/A
COMPLETION:	TBD
CONTACT:	MICHAEL J. MCMAHON, AIA, NCARB mmcmahon@mcmgrp.com 920.751.4200

McMAHON
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TOWN OF GREENVILLE
WISCONSIN

MUNICIPAL GARAGE
NEW FACILITY

PROJECT

The Town of Greenville looked to McMahon to design a new public works facility for the storage and repair of town-owned vehicles and equipment, office area for supervisory and support staff, and staff and crew support facilities. The facility designed would need to meet the owner-programmed needs within a tight budget.

The building contains:

- Space for indoor parking for 10 vehicles
- Equipment wash bay
- Multiple vehicle maintenance and repair facility for vehicles and equipment
- Open office area, private office
- Men's and women's toilet and locker facilities
- Break room
- Parts room, large storage mezzanine
- Air-conditioned offices
- Construction of masonry, steel frame, pre-finished insulated wall panels, pre-finished insulated standing seam metal roof
- Insulated high performance exterior doors and windows
- High quality finishes throughout

McMAHON
ENGINEERS ARCHITECTS

VILLAGE OF
MACHESNEY PARK, ILLINOIS

PUBLIC WORKS BUILDING
NEW CONSTRUCTION

STORY

The Machesney Park Public Works Building is an excellent example of McMAHON architectural and engineering divisions working seamlessly to bring a successful building project to fruition. Led by municipal/civil project manager, Chris Dopkins and Senior Architectural Designer Steve Knuth, the McMAHON team worked with the Village of Machesney Park to bring their vision to life.

PROJECT

The building is 10,800 SF, 8,600 SF of which provides for indoor vehicle parking area and a wash bay. 2,200 SF incorporates an office and break room area, restrooms, a janitor/mechanical room and a large storage room for construction signs, lamp posts and Christmas decorations, among other things.

The building technology features in-floor radiant heat in the garage area and efficient lights and energy monitoring throughout the building. The roof and walls feature energy-efficient, insulated metal panels with an exterior brick wainscot.

DETAILS

OWNER:	VILLAGE OF MACHESNEY PARK, ILLINOIS
COMPLETION:	SUMMER 2020 (OCCUPATION)
SIZE:	10,800 SF
REFERENCE:	**CHAD HUNTER, MACHESNEY PARK SUPERINTENDENT OF PUBLIC WORKS chadh@Machesneypark.org 815.877.5432**
CONTACT:	CHRIS DOPKINS, PE 815.636.9590

McMAHON
ENGINEERS ARCHITECTS

MASTER FLEET
GREEN BAY, WISCONSIN

NEW TRACTOR / TRAILER SERVICE & REPAIR FACILITY

BACKGROUND

Master Fleet, a truck and trailer service and repair company, had outgrown its building and existing site and looked to build a new state-of-the-art facility at a location convenient to highway access.

PROJECT

McMAHON provided programming, site evaluation services, civil, architectural and structural design for this new facility.

FACILITY FEATURES:

- Wash bay
- Three trailer repair bays / four tractor repair bays
- In-floor radiant heat in repair bays
- Parts storage, battery storage, welding areas, tool/shop area
- Parts mezzanine
- Monorail cranes, in-floor pull rails, grease and oil system, waste oil recovery system, tractor service pit, trailer service pit, fall protection, truck exhaust system
- Lunchroom, locker rooms, loading dock
- Customer service area, customer lounge and locker facility
- Offices and conference rooms

SITE FEATURES:

- 10 acres of paved equipment staging for 350 tractors and 200 trailers
- Receptacles to plug in tractor engine heaters
- Employee and visitor parking
- Storm water facilities
- Fenced site perimeter

DETAILS

OWNER: MASTER FLEET
SIZE/AREA: 40,000 SF / 12 ACRES
CONTACT: MICHAEL J. McMAHON, AIA, NCARB
mmcmahon@mcmgrp.com
920.751.4200

McMAHON
ENGINEERS ARCHITECTS

TOWN OF MENASHA
UTILITY DISTRICT
WISCONSIN

MAINTENANCE GARAGE
ADDITION & REMODEL

PROJECT

The Town of Menasha Utility looked to McMahon to provide a design for a new vehicle storage and equipment maintenance facility, as well as the remodel of existing office space. Meeting the district's programmed needs within a tight budget, was a design challenge.

The building contains:

- Provide space for indoor parking of 10 vehicles
- Equipment wash bay
- Parts and tool storage areas
- Storage mezzanine
- Meter testing facility
- New locker room and break room
- ADA accessibility
- Air conditioned, remodeled office areas
- New building construction of masonry, steel frame, pre-finished insulated wall panels, pre-finished insulated standing seam metal roof
- Insulated high performance exterior doors and windows
- High quality finishes throughout

McMAHON
ENGINEERS ARCHITECTS

TRUCK COUNTRY
KAUKAUNA, WISCONSIN

TRUCK SALES & SERVICE BUILDING
NEW CONSTRUCTION

BACKGROUND

Truck Country sells and services over-the-road semi trucks and wanted to build a new facility in this market area. They were also interested in a single-source for procurement of all the necessary design and construction services. McMahon was commissioned for this work

PROJECT

The 50,000 SF building includes a two-story office, sales area, parts distribution, service bays, wash bays, customer lounge, locker room and shower facilities.

Construction is steel frame with pre-cast concrete and concrete masonry unit exterior. Service areas utilize radiant floor heating, which is unaffected by the opening of the large overhead doors.

CHALLENGES

The owner's site was adjacent to a major highway so the architecture and site design of this building would contribute to the corporate identity.

Durability and longevity of the facility were among the criteria in the owner's design program beyond architectural design.

A major design challenge was the site development for managing the organization and movement of the large vehicles on the restricted site.

DETAILS

OWNER: TRUCK COUNTRY
SIZE/AREA: 55,000 SF
COST: $3.5 M
COMPLETION: 1999
CONTACT: MICHAEL J. McMAHON, AIA, NCARB
mmcmahon@mcmgrp.com
920.751.4200

McMAHON
ENGINEERS ARCHITECTS

Section 4

REFERENCES

OUTAGAMIE COUNTY

Paul Farrell, Maintenance Supervisor
410 S. Elm Street
Appleton, WI
paul.farrell@outagamie.org
(920) 832-1855

VILLAGE OF ASHWAUBENON

Douglas Martin, Director of Public Works
2155 Holmgren Way
Ashwaubenon, WI
dmartin@ashwaubenon.com
(920) 492-2308

VILLAGE OF MACHESNEY PARK

Chad Hunter, Superintendent of Public Works
300 Roosevelt Road
Machesney Park, IL
chadh@machesneypark.org
(815) 877-5432

CITY OF APPLETON

Dean Gazza, Dir. of Parks, Rec., & Facilities Management
100 N. Appleton Street
Appleton, WI
dean.gazza@appleton.org
(920) 832-5905

BROWN COUNTY PARKS

Matt Kriese, Parks Director
2024 Lakeview Drive
Suamico, WI
matt.kriese@browncountywi.gov
(920) 448-4464

CITY OF DEPERE

Marty Kosobucki, Dir. of Parks, Recreation & Forestry
925 S. Sixth Street
DePere, WI
mkosobucki@mail.de-pere.org
(920) 339-4065

Section 5

DESIGN SCHEDULE

CITY OF DE PERE

MUNICIPAL SERVICE CENTER EXPANSION DESIGN SCHEDULE

DE PERE
RUNS DEEPER

This schedule is preliminary and subject to modification with input from the Owner.

	2021																																								
	MAY			JUNE				JULY				AUG					SEPT				OCT					NOV					DEC											
Week (Monday) beginning ▶	17	24	31	7	14	21	28	5	12	19	26	2	9	16	23	30	6	13	20	27	4	11	18	25	1	8	15	22	29	6	13										
▪ Approve A/E Contract																																									
▪ Kick-Off Meeting																																									
▪ Capture (Gather existing information/existing facilities drawings)																																									
▪ Commit (Define project schedule)																																									
▪ Compile																																									
• Provide Site Survey																																									
• Review Current Program / Cost Goals with Project Team																																									
• Review Recommended Expansion Needs																																									
• Finalize Program Document																																									
• Owner Approval of Program Document																																									
▪ Examine (Brainstorm Preliminary Design Options w/Owner)																																									
▪ Design																																									
• Develop Preliminary Expansion Options																																									
• Present Preliminary Expansion Options along with Cost Opinion to Project Team With Recommendations																																									
• Owner Approval of Preferred Preliminary Design & Cost																																									
▪ Produce																																									
• Schematic Design (30%)																																									
• Owner Approval																																									
• Design Development (60%)																																									
• Owner Approval																																									
• Construction Documents																																									
• Owner Final Review & Approval (90%)																																									

McMAHON
ENGINEERS ARCHITECTS

Section 6

FEE

Proposed Fee Schedule

Company Name: **McMahon Associates, Inc.**

Company Address: **1445 McMahon Drive**

Company Address: **Neenah, WI 54956**

Company Representative: **Michael J. McMahon**

Signature:

DESIGN SERVICES	
Preliminary Design	$12,000
Design 30% Complete (includes survey	$46,300
Design 60% Complete	$41,300
Design 90% Complete	$59,900
TOTAL DESIGN SERVICES	**$159,500**

Geotechnical work is not included above. McMAHON will assist the City of De Pere in obtaining competitive proposals for this work once the project scope is solidified. The Geotechnical work is expected to be approximately $7,000 - $9,000 (estimate).

Fee (Optional Bidding Services): $9,000

The following reimbursable expenses are included in the fee above: mileage and copies.

Contract Edits

Below are proposed edits to the standard De Pere contract Section 5. We request to replace the first two paragraphs of Section 5 with the following:

- The City acknowledges the Consultant's documents as instruments of professional service. All documents created, maintained, or received during the course of this Agreement, including those in electronic form, shall be deemed the property of the 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 hereby assign and transfer to City all rights, title, and other interests in such drawings, specifications, or other documents, which right shall include copyright, or patent rights therein, unless City fails to pay Consultant for such drawings, specifications and other documents, in which case the ownership and all right shall revert to the Consultant.
- Notwithstanding the foregoing, the Consultant shall retain all common law, statutory and other reserved rights, including copyrights in its standard design elements and architectural/engineering details that are neither unique to the City or its affiliates nor related to the business of the City and the City shall be granted a non-exclusive license to reproduce such design elements and architectural/ engineering details.
- City further agrees to indemnify the Consultant from all costs Consultant incurs from claims against Consultant that arise from modifications to instruments of service by the City.

Revised: March 19, 2020

McMAHON ENGINEERS ARCHITECTS McMAHON ASSOCIATES, INC. GENERAL TERMS & CONDITIONS

1. McMAHON ASSOCIATES, INC. (hereinafter referred to as 'McMAHON') will bill the Owner monthly with net payment due in 30-days. Past due balances shall be subject to a service charge at a rate of 1.0% per month. In addition, McMAHON may, after giving 48-hours notice, suspend service under any Agreement until the Owner has paid in full all amounts due for services rendered and expenses incurred. These expenses include service charges on past due invoices, collection agency fees and attorney fees incurred by McMAHON to collect all monies due McMAHON. McMAHON and Owner hereby acknowledge that McMAHON has and may exercise lien rights on subject property.

2. The stated fees and Scope of Services constitute our best estimate of the fees and tasks required to perform the services as defined. This Agreement, upon execution by both parties hereto, can be amended only by written instrument signed by both parties. For those projects involving conceptual or process development services, activities often cannot be fully defined during initial planning. As the project progresses, facts uncovered may reveal a change in direction, which may alter the Scope. McMAHON will promptly inform the Owner in writing of such situations so changes in this Agreement can be negotiated, as required.

3. The stipulated fee is firm for acceptance by the Owner for 60-days from date of Agreement publication.

4. Costs and schedule commitments shall be subject to re-negotiation for delays caused by the Owner's failure to provide specified facilities or information, or for delays caused by unpredictable occurrences, including without limitation, fires, floods, riots, strikes, unavailability of labor or materials, delays or defaults by suppliers of materials or services, process shutdowns, infectious diseases, acts of God or the public enemy, or acts or regulations of any governmental agency. Temporary delay of services caused by any of the above, which results in additional costs beyond those outlined, may require re-negotiation of this Agreement.

5. Reimbursable expenses incurred by McMAHON in the interest of the project including, but not limited to, equipment rental will be billed to the Owner at cost plus 10% and sub-consultants at cost plus 12%. When McMAHON, subsequent to execution of an Agreement, finds that specialized equipment must be purchased to provide special services, the cost of such equipment will be added to the agreed fee for professional services only after the Owner has been notified and agrees to these costs.

6. McMAHON will maintain insurance coverage in the following amounts:

Worker's Compensation	Statutory
General Liability	
Bodily Injury - Per Incident / Annual Aggregate	$1,000,000 / $2,000,000
Automobile Liability	
Bodily Injury	$1,000,000
Property Damage	$1,000,000
Professional Liability Coverage	$2,000,000

   If the Owner requires coverage or limits in addition to the above stated amounts, premiums for additional insurance shall be paid by the Owner. McMAHON's liability to Owner for any indemnity commitments, reimbursement of legal fees, or for any damages arising in any way out of performance of our contract is limited to ten (10) times McMAHON's fee not to exceed to $500,000.

7. The Owner agrees to provide such legal, accounting and insurance counseling services as may be required for the project for the Owner's purpose. All unresolved claims, disputes and other matters in question between the Owner and McMAHON shall be submitted to mediation, if an agreement cannot be reached by Owner and McMAHON.

8. Termination of this Agreement by the Owner or McMAHON shall be effective upon 7-days written notice to the other party. The written notice shall include the reasons and details for termination; payment is due as stated in paragraph 1. If the Owner defaults in any of the Agreements entered into between McMAHON and the Owner, or if the Owner fails to carry out any of the duties contained in these terms and conditions, McMAHON may, upon 7-days written notice, suspend its services without further obligation or liability to the Owner unless, within such 7-day period, the Owner remedies such violation to the reasonable satisfaction of McMAHON.

9. Re-use of any documents or AutoCAD representations pertaining to this project by the Owner for extensions of this project or on any other project shall be at the Owner's risk and the Owner agrees to defend, indemnify and hold harmless McMAHON from all claims, damages and expenses, including attorneys' fees arising out of such re-use of the documents or AutoCAD representations by the Owner or by others acting through the Owner.

10. Purchase Orders - In the event the Owner issues a purchase order or other instrument related to the Engineer's services, it is understood and agreed that such document is for Owner's internal accounting purposes only and shall in no way modify, add to or delete any of the terms and conditions of this Agreement. If the Owner does issue a purchase order, or other similar instrument, it is understood and agreed that the Engineer shall indicate the purchase order number on the invoice(s) sent to the Owner.

11. McMAHON will provide all services in accordance with generally accepted professional practices. McMAHON will not provide or offer to provide services inconsistent with or contrary to such practices nor make any other warranty or guarantee, expressed or implied, nor to have any Agreement or contract for services subject to the provisions of any uniform commercial code. Similarly, McMAHON will not accept those terms and conditions offered by the Owner in its purchase order, requisition or notice of authorization to proceed, except as set forth herein or expressly accepted in writing. Written acknowledgment of receipt, or the actual performance of services subsequent to receipt, of any such purchase order, requisition or notice of authorization to proceed is specifically deemed not to constitute acceptance of any terms or conditions contrary to those set forth herein.

12. McMAHON intends to serve as the Owner's professional representative for those services, as defined in this Agreement, and to provide advice and consultation to the Owner as a professional. Any opinions of probable project costs, approvals and other decisions made by McMAHON for the Owner are rendered on the basis of experience and qualifications and represent our professional judgment. Nothing contained in this Agreement shall create a contractual relationship with, or a cause of action, in favor of a third party against either the Architect or McMAHON.

13. This Agreement shall not be construed as giving McMAHON the responsibility or authority to direct or supervise construction means, methods, techniques, sequence or procedures of construction selected by Contractors or Subcontractors, or the safety precautions and programs incident to the work of the Contractors or Subcontractors.

14. The Owner shall be responsible for maintenance of the structure, or portions of the structure, which have been completed and have been accepted for its intended use by the Owner. All structures are subject to wear and tear, and environmental and man-made exposures. As a result, all structures require regular and frequent monitoring and maintenance to prevent damage and deterioration. Such monitoring and maintenance is the sole responsibility of the Owner. McMAHON shall have no responsibility for such issues or resulting damages.

McMAHON
ENGINEERS ARCHITECTS

FEE SCHEDULE | 2021

McMAHON ASSOCIATES, INC.

Effective: 01/01/2021

LABOR CLASSIFICATION	HOURLY RATE
Principal	$177.00 - $228.00
Senior Project Manager	$177.00
Project Manager	$124.00 - $164.00
Senior Engineer	$156.00 - $164.00
Engineer	$84.00 - $148.00
Senior Engineering Technician	$113.00 - $125.00
Engineering Technician	$79.00 - $103.00
Senior Architect	$150.00 - $168.00
Architect	$117.00 - $140.00
Senior Land Surveyor	$113.00 - $147.00
Professional Administrator Services	$116.00
Public Management Specialist	$113.00 - $123.00
Public Safety Specialist	$113.00 - $123.00
Building Inspector Specialist	$113.00
Land Surveyor	$104.00
K-12 Administrative Specialist	$106.00
Land Surveyor Technician	$72.00 - $93.00
Surveyor Apprentice	$59.00
Senior Account Executive	$59.00
Erosion Control Technician	$79.00
Senior Hydrogeologist	$177.00
Senior Ecologist	$169.00
Environmental Scientist	$84.00 - $96.00
Senior G.I.S. Analyst	$142.00
G.I.S. Analyst	$86.00 - $96.00
Wetland Delineator	$96.00
Senior Designer	$122.00
Designer	$78.00 - $104.00
Senior On-Site Project Representative	$105.00
On-Site Project Representative	$70.00 - $88.00
Plan Review	$124.00
Certified Grant Specialist	$126.00
Graphic Designer	$93.00
Senior Administrative Assistant	$90.00
Administrative Assistant	$71.00
Intern	$38.00 - $58.00
Professional Witness Services	$323.00
Administrator Services	$80.00

This Fee Schedule is subject to revisions due to labor rate adjustments and interim staff or corporate changes.

NEENAH, WISCONSIN
CORPORATE HEADQUARTERS

Street Address:
1445 McMAHON DRIVE
NEENAH, WI 54956

Mailing Address:
P.O. BOX 1025
NEENAH, WI 54957-1025

Ph 920.751.4200 | Fax 920.751.4284

Email: MCM@MCMGRP.COM
Web: WWW.MCMGRP.COM

1700 HUTCHINS ROAD
MACHESNEY PARK, IL 61115

Ph 815.636.9590 | Fax 815.636.9591

Email: MCMAHON@MCMGRP.NET
Web: WWW.MCMGRP.COM

952 SOUTH STATE ROAD 2
VALPARAISO, IN 46385

Ph 219.462.7743 | Fax 219.464.8248

Email: MCM@MCMGRP-IN.COM
Web: WWW.MCMGRP.COM

McMAHON
ENGINEERS ARCHITECTS

REIMBURSABLE EXPENSES SCHEDULE | 2021

McMAHON ASSOCIATES, INC.

Effective: 01/01/2021

DESCRIPTION	RATE
REIMBURSABLE EXPENSES:	
Commercial Travel	1.1 of Cost
Delivery & Shipping	1.1 of Cost
Meals & Lodging	1.1 of Cost
Review & Submittal Fees	1.1 of Cost
Outside Consultants	1.12 of Cost
Photographs & Models	1.1 of Cost
Misc. Reimbursable Expenses & Project Supplies	1.1 of Cost
Terrestrial Laser Scanner	$1,500.00
REIMBURSABLE UNITS:	
Photocopy Charges - Black & White	$0.08/Image
Photocopy Charges - Color / 8½" x 11"	$0.45/Image
Photocopy Charges - Color / 8½" x 14" and 11" x 17"	$0.75/Image
Mileage	$0.65/Mile
Mileage - Truck/Van	$0.85/Mile
All-Terrain Vehicle	$60.00/Day
Global Positioning System (GPS)	$21.00/Hour
Global Positioning System (GPS) Mobilization	$100.00/Hour
Hand-Held Global Positioning System (GPS)	$15.00/Hour
Robotic Total Station	$20.00/Hour
Survey Hubs	$0.45/Each
Survey Lath	$0.65/Each
Survey Paint	$4.50/Can
Survey Ribbon	$2.50/Roll
Survey Rebars - 1¼"	$10.00/Each
Survey Rebars - ¾"	$3.00/Each
Survey Rebars - 5/8"	$2.50/Each
Survey Iron Pipe - 1"	$3.00/Each
Survey Plastic or Fiberglass Fence Post - 1"	$2.75/Each
Survey Steel Fence Post - 1"	$4.25/Each
Control Spikes	$1.75/Each

Services subcontracted will be billed to the Owner at invoice cost plus 12%.

Use of special equipment, such as computers, television and sewer cleaning devices, soil density testers, flow meters, samplers, dippers, etc., will be charged to the project per the standard Equipment Rate Schedule, which is available upon request.

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City of De Pere, Wisconsin

Request For Board of Public Works Action

MEETING DATE:	**May 10, 2021**
DEPARTMENT:	**Board of Public Works**
FROM:	**Eric Rakers**
SUBJECT:	**Consideration and possible action on award of Contract 21-07 Curb Repair and Street Resurfacing***

ATTACHMENTS:

- 2021 0510 CI_BOPW_Award_21-07 (PDF)
- 2021 0506 CE_Project 21-07 Bid Tab (PDF)

CITY OF DE PERE
MEMO

To: Honorable Mayor Boyd
Members of the Board of Public Works
From: Eric P. Rakers, P.E., City Engineer
Date: May 10, 2021

RE: **Consideration and possible action on award of Contract 21-07 Curb Repair and Street Resurfacing***

The Engineering Department received bids for Project 21-07 Curb Repair and Street Resurfacing on May 6, 2021. This project includes spot storm relay, inlet repair and replacement, manhole adjustments and repair, spot curb and gutter replacement, asphaltic concrete pavement milling, pulverizing, asphaltic concrete pavement paving and patching.

The bids received are as follows:

Contractor	Amount
MCC, Inc.	$815,956.00
Northeast Asphalt, Inc.	$976,245.25

The allocated amount from the capital improvement budget is $840,000. The breakdown is as follows:

- General Obligation Debt: $785,000
- Storm Water Utility Fund: $40,000
- Water Utility Fund: $10,000
- Fire Department: $5,000

Staff's recommendation is to accept the bid from MCC, Inc. in the amount of $815,956.00.

Attachments:
2021 0506 CE_21-07 Bid Tab (PDF)

DE PERE

PROJECT 21-07 CURB REPAIR AND STREET RESURFACING
BID TAB

				BIDDER NO. 1		BIDDER NO. 2	
				MCC, Inc		Northeast Asphalt, Inc	
ITEM	DESCRIPTION	UNIT	QTY	UNIT PRICE	AMOUNT BID	UNIT PRICE	AMOUNT BID
STORM SEWER							
ST-01	10-foot Spot Repair 12" RCP/PVC Storm Sewer	EA	2	$2,920.00	$5,840.00	$4,000.00	$8,000.00
STREET AND DRAINAGE							
SD-01	Excavation Below Subgrade (Undistributed)	CY	20	$74.40	$1,488.00	$45.00	$900.00
SD-02	Mill Asphaltic Concrete Pavement 1-3/4 inches	SY	46,650	$2.15	$100,297.50	$2.00	$93,300.00
SD-03	Mill Asphaltic Concrete Pavement 3-3/4 inches (Overmill Areas)	SY	8,500	$2.90	$24,650.00	$3.25	$27,625.00
SD-04	Crack Overmilling	LF	1,000	$6.00	$6,000.00	$30.00	$30,000.00
SD-05	Provide 1-1/4" Crushed Aggregate Base Course	TON	100	$17.80	$1,780.00	$15.00	$1,500.00
SD-06	Provide 3/4" Crushed Aggregate Shoulder Material (2-foot wide)	LF	3,900	$2.00	$7,800.00	$1.45	$5,655.00
SD-07	Provide Asphaltic Concrete Pavement Type 4 LT 58-28 S 2-Inch Overlay or Upper Layer (Creamery Road)	TON	1,300	$56.70	$73,710.00	$72.90	$94,770.00
SD-08	Provide Asphaltic Concrete Pavement Type 4 LT 58-28 S 2-Inch Overlay or Upper Layer	TON	6,000	$58.30	$349,800.00	$71.60	$429,600.00
SD-09	Provide Asphaltic Concrete Pavement Type 3 LT 58-28 S 2-Inch Lower Layer	TON	1,100	$65.00	$71,500.00	$96.70	$106,370.00
SD-10	Full Depth Asphalt Patch	SY	100	$56.50	$5,650.00	$93.85	$9,385.00
SD-11	Remove and Replace 24" Concrete Curb and Gutter	LF	2,200	$38.35	$84,370.00	$38.25	$84,150.00
SD-12	Remove and Replace 18" Concrete Curb and Gutter	LF	40	$38.25	$1,530.00	$38.00	$1,520.00
SD-13	Remove and Replace 6-Inch Concrete Sidewalk and Driveway	SY	70	$62.35	$4,364.50	$62.00	$4,340.00
SD-14	Drilled Tie Bars (Existing Sidewalk, Driveway, Curb and Gutter)	EA	600	$6.05	$3,630.00	$6.00	$3,600.00
SD-15	24-Inch Ladder Bar Pavement Marking Epoxy (White)	LF	200	$16.55	$3,310.00	$16.45	$3,290.00
SD-16	12-Inch Stop Bar Pavement Marking Epoxy (White)	LF	35	$8.20	$287.00	$8.15	$285.25
SD-17	6-Inch Line Pavement Marking Epoxy (White)	LF	1,200	$4.20	$5,040.00	$4.15	$4,980.00
SD-18	4-Inch Centerline Pavement Marking Epoxy (Yellow)	LF	180	$2.80	$504.00	$2.75	$495.00
SD-19	Traffic Control & Temp. Pedestrian Crossings (Fox River Trail)	LS	1	$805.00	$805.00	$800.00	$800.00
SD-20	Traffic Control (8th Street at Main Avenue)	LS	1	$805.00	$805.00	$800.00	$800.00
SPECIAL CONSTRUCTION							
SC-01	Adjust Inlet Less than 1-Foot	EA	54	$405.00	$21,870.00	$400.00	$21,600.00
SC-02	Adjust Inlet Greater than 1-Foot	EA	13	$530.00	$6,890.00	$525.00	$6,825.00
SC-03	Adjust Inlet & Provide New Casting	EA	1	$1,205.00	$1,205.00	$1,290.00	$1,290.00
SC-04	Adjust Manhole Less than 1-Foot	EA	19	$605.00	$11,495.00	$710.00	$13,490.00
SC-05	Adjust Manhole Greater than 1-Foot	EA	8	$745.00	$5,960.00	$785.00	$6,280.00
SC-06	Adjust Manhole & Provide New Casting, Less than 1-Foot	EA	4	$995.00	$3,980.00	$1,085.00	$4,340.00
SC-07	Adjust Manhole & Provide New Casting, Greater than 1-Foot	EA	3	$1,215.00	$3,645.00	$1,185.00	$3,555.00
SC-08	Inlet Protection Type D	EA	50	$155.00	$7,750.00	$150.00	$7,500.00
	TOTALS				**$815,956.00**		**$976,245.25**

City of De Pere, Wisconsin

Request For Board of Public Works Action

MEETING DATE:	**May 10, 2021**
DEPARTMENT:	**Public Works**
FROM:	**Scott Thoresen**
SUBJECT:	**Consideration and Possible Action Regarding Ald. Hansen Request For City Funding Flag Replacements on Webster Avenue***

Alderperson Hansen purchased and donated flags that were installed in the boulevard area on Webster Avenue in 2019. The flags are starting to show signs of deterioration and should be replaced in the near future. Alderperson Hansen has offered to purchase additional flags for replacement. However, Alderperson Hansen has requested the City consider transitioning to having these flags replaced as part of the City's annual operating budget.

City of De Pere, Wisconsin

Request For Board of Public Works Action

MEETING DATE: **May 10, 2021**

DEPARTMENT: **Public Works**

FROM: **Scott Thoresen**

SUBJECT: **Discuss City Entrance Signs**

Alderperson Hansen requested at the last BOPW meeting for staff to obtain cost estimates to paint the back of the City's new entrance signs gray. The cost to paint four (4) signs is $1,896.00 (See attached estimate). The newly installed sign on Webster Avenue has already been painted gray. The City has no designated funding for this at this time. If the BOPW would want to move forward with this staff would recommend budgeting for this in 2022. However, if the BOPW wants this done in 2021 then funding would need to come from unassigned reserves.

In addition, Alderperson Carpenter requested staff to look into possibly installing solar lights in front of the entrance signs. Staff has evaluated this and looked into lighting options. Staff is not sure what it will take to adequately light up the sign with solar lighting so it is seen at night. Staff recommends purchasing a set of solar lights to install for the entrance sign on STH 57 to see if the solar lighting will illuminate the sign. It is estimated could cost up to $200 depending on the number of solar lights needed. If the BOPW wants to move forward with this there would be adequate funding in our sign operating supplies to do this in 2021. If this does work, then additional monies could be budgeted for in 2022 to install solar lighting for the other signs.

Also, Alderperson Carpenter has concerns with the entrance sign installed on Ashland. The new sign sits lower than the roadway due to the side slope. This is similar to the Webster Avenue sign which was raised four (4) feet when it was replaced. This cost the City an additional $1,400 to raise the sign. At this time it is not determined how high the sign would need to be raised and the cost to do so. However, Alderperson Carpenter wanted to have discussion at the BOPW on this sign since we were already discussing the new City entrance signs. If the BOPW wanted to raise this sign a new sign would need to be made. Staff estimates this would cost upwards to $10,000 depending on how high the sign needs to be raised. The existing sign could be possibly relocated to another location for minimal costs.

ATTACHMENTS:

- Cost Estimate for Painting Entrance Signs 5-6-2021 (PDF)

Fox Cities Sign LLC
1125 W Tuckaway Lane Suite D
Menasha, WI 54952
Ph: (920) 378-3515
Email: sales@foxcitiessign.com
Web: www.foxcitiessign.com

Estimate

Created Date:	4/14/2021 9:59:00AM	**Prepared For:**	City of De Pere
Salesperson:	Kristina Coppo	**Contact:**	Tony Fietzer, Street Superintendent
Email:	kristina@foxcitiessign.com	**Office Phone:**	(920) 339-8325
Office Phone:	(920) 378-3515	**Email:**	tfietzer@deperewi.gov
Entered by:	Kristina Coppo	**Address:**	925 S. 6th Strret De Pere, WI 54115

Description: **Paint backs of FOUR smaller Welcome signs**

		Quantity	Unit Price	Subtotal
1	**Product:** Custom Sign	1	$1,896.00	$1,896.00
	Description: 5567.1 Painting Paint the backs, sides, and inside angles on top of sign of the FOUR (4) smaller City of De Pere "Welcome" signs Sherwin Williams SW6202 Cast Iron gray Satin Latex to match front of signs. • Standard Install			

Notes

PRICE VALID FOR 30 DAYS. CUSTOMER IS RESPONSIBLE FOR SIGN PERMIT OR MAY CONTRACT FOX CITIES SIGN, LLC A WISCONSIN LIMITED LIABILITY COMPANY ("COMPANY") DBA FOX CITIES SIGN TO OBTAIN PERMIT FOR $100 FEE PLUS COST O PERMIT AND ANY ADDITIONAL FEES REQUIRED FROM MUNICIPALITY. CLIENT IS RESPONSIBLE FOR ABIDING BY MUNICIPAL C(STATE & DOT REGULATIONS. FOX CITIES SIGN, LLC A WISCONSIN LIMITED LIABILITY COMPANY ("COMPANY") DBA FOX CITIES IS NOT RESPONSIBLE FOR RUNNING ELECTRICAL TO SIGN, ENGINEERING OR INSPECTIONS.
OUR TERMS ARE 75% DOWN WITH BALANCE DUE UPON INSTALLATION/COMPLETION PRODUCTION WILL BEGIN UPON RECEI THE FOLLOWING: SIGNED CONTRACT & RENDERINGS, DOWN-PAYMENT, PERMIT APPROVAL. ESTIMATED COMPLETION DATE ' BE PROVIDED APPROXIMATELY ONE WEEK AFTER RECEIVING THESE ITEMS. 4% CHARGE TO BE ADDED FOR ALL CREDIT CAI PURCHASES.
*** FINAL INVOICE AMOUNT MAY VARY UPON COMPLETION ***
THERE MAY BE ADDITIONAL CHARGES DUE TO ABNORMAL SOIL CONDITIONS, READINESS OF THE SITE UPON OUR ARRIVAL, ACCESS ISSUES, RUSH FEES, AND ADDITIONAL REPAIRS. IF THE BUILDING OR OTHER EXISTING STRUCTURE IN WHICH SIGN/ WILL BE ATTACHED IS FOUND TO BE NOT SUPPORTIVE OR STRUCTURALLY SOUND, THERE MAY BE ADDITIONAL LABOR/MATERIAL CHARGES. QUOTE IS VALID FOR MILD TEMPERATURE INSTALLATION. IF PAINTING, VINYL OR FLEX FACE INSTALLATION IS REQUIRED DURING TEMPERATURES BELOW 50 DEG, THERE MAY BE ADDITIONAL COSTS OR DELAYS INVOL'

Payment Terms:

Client Reply Request

☐ **Estimate Accepted "As Is". Please proceed with Order.**
☐ **Changes required, please contact me.**
☐ **Other:** _____
SIGN: _____ **Date:** / /

Print Date: 4/20/2021 12:57:48PM

We'll Keep an Eye on your Sign!