



Board of Public Works

Regular Meeting

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

Agenda

Monday, April 11, 2022

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 **April 11, 2022** 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/telephonically. Electronic or telephonic access to the meeting is provided 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](tel:18668994679)

United States: [+1 \(312\) 757-3117](tel:+13127573117)

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://deperewi.com/>.

I. Call to Order

1. Roll Call
2. Public Hearing to Levy Special Assessments
 - i. Notice of Public Hearing
 - ii. Recommendation from the Board of Public Works
 - iii. Final Resolution Authorizing Levying Special Assessments
 1. Consideration and possible action on Resolution #22-01, Final Resolution Authorizing Levying Special Assessments for Storm Sewer Main and/or Laterals

II. Public comment upon matters not on the agenda. Comments made during the public comment period shall pertain only to matters under the jurisdiction of the Board of Public Works. §6-3(f) DPMC

III. Items

1. Discuss NEW Water (Green Bay Metropolitan Sewerage District) Facility Plan
2. Consideration and possible action on City Engineer Parking and Traffic Recommendations
3. Discuss City Engineer Recommendations for No-Action Parking and Traffic Discussion Items
4. Consideration and possible action on award of Proposal for Boiler System Design and Management*

5. Consideration and possible action on Clock Tower Repairs
6. Discuss Bipartisan Infrastructure Law (BIL)
7. Consideration and possible action on Alderperson Hansen's request regarding sanitary sewer lateral maintenance responsibility
8. Consideration and possible action on award of Contract 22-01 Sewer and Water Relay and Street Resurfacing*
9. Update Street Listing for Project 22-03 Sewer Lining
10. Consideration and possible action on award of Contract 22-04 Alley Reconstruction*
11. Consider and Possible Action for Engineering Technical Services Regarding Sprint Decommission on Merrill Water Tower*
12. Consideration and Possible Action on Merrill Street Reservoir Mixer*
13. Consideration and possible action on streetlight funding*
14. Discussion of the Draft Downtown Parking Study

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, April 11, 2022 so that arrangements can be made.

Agenda Sent To:

MAYOR
ALDERPERSONS
DEPARTMENT HEADS
DEFINITELY DE PERE
JOSSART BROTHERS INC
DIXON ENGINEERING
TODD J BAILEY, ETAL
THOMAS M & JEAN G ROFFERS
JOSEPH WILLIAM LETT III
BRADLEY E & TERRY J PICKARD
JONAH MEYER
MICHAEL J BONK
FRANCINE M ALDRICH
DEPERE TERRACE LLC
SHIRLEY M FISCHER
STEVE D TOMCHEK
MARVIN KONRATH
SCOTT C VANLANEN
SEAN & MACKENZIE LIEDTKY
THEODORE M & LINDA A HUEBBE
CHRISTIAN D PASCH
ROBERT LEE & VIRGINIA A WENDLENDT

DE PERE CHAMBER OF COMMERCE
TV, NEWSPAPERS & RADIO
KRESS FAMILY LIBRARY
NEW WATER, TOM SIGMUND
PETERS CONCRETE COMPANY
WILLIAM REID LTD
RICHARD J & JEANNE M HIBBARD
SCOTT & JESSICA SMITS
JOHN A & KRISTINE K ZOVNIC
DAVID A FALTYSKI
HANNA K SAIZ
NOAH & EMILY DITTER
ALVIN R PAUWELS
MARY KAY RANTA
DANIEL E & LINDA S SAUGSTAD
JAY W DRAVES
ABRAHAM A & BAILEE A PLOEGER
ADAM M & MELISSA E ALBERSON
SUE L MILQUET
KYLE E & MEGAN M SCHILL
JOSEPH & MACY L SIUDZINSKI
LE ANNE L HANNON

DAVID A & MELISSA L MYDLO
RICHARD W & COURTNEY L STARRY
REVOCABLE TRUST
ROXANNE J BOHL
DAWN NATZKE
JEFFREY P & ROBIN D SMET
WITKERR FAMILY LP
DHG PROPERTIES LLC
TURRIFF ADAM P & ALLISA M REVOCABLE
TRUST
WILLIAM J & KARI M KUCKSDORF
DENISE C BERG
CASEY J & LYDIA L PIVONKA
CHRIS C & JULIE A RENIER
HORVATH WISCONSIN TRUST
DIANE R REW
IZABELA J DITCHENSIMS
MYRNA DICKINSON
BRIAN G ENGLES
LAUREN C WOOTEN
GERARD J & NANCY A BARRETTE
BRIDGET A VANDELIST
DWAYNE & NANCY RUGGLES JOINT
REVOCABLE TRUST
THOMAS & ALYSSA TOLLEFSON
ANDREW N LEISK
DAVID J POISTER, ETAL
JACOB M HERMES
KATHERINE SCHUSTER
RAMIZ CHAUDHARY
ERIC R WEIDMAN
EDWARD C BYRNE
SEAN M LAPACZ
PHILLIP & STEPHANIE E PROKASH, ETAL
MAXWELL J MCHUGH
DECLEENE PROPERTIES LLC
MARILYN F STASIAK
THOMAS J JANSSEN II
PEOPLES MARINE BANK OF GREEN BAY
TWEET GAROT

JAMES J KUBALAK
KOHNNEN LARRY B & SANDRA K REVOCABLE
LIVING TRUST
CORTNEY D LARSON
BRIAN LACOUNT
PATRICK B HERSON, ETAL
BENJAMIN & MOLLY PINKART
MARY L WENZEL
SOMMERFIELD BEVERLY PEARL REVOCABLE
TRUST
KEVIN D MATHENA
JOHN P SORENSON
RICK & WENDY MALLO
TRACY HEATHER HERDMAN
PHILIP E SCHROEDER
DENNIS E & KATHERINE A FISCHER
PAUL A & JEAN J LINZMEYER
ALBERT D LUCAS
KYLE R & AMBER G PETERSON
JAMES M & SHANA D LEDVINA
THOMAS G MANTZ, ETAL
PAUL A RADONSKI, ETAL
CORNELISSEN DAVID J & DIANNA M LIVING
TRUST
SCOTT W & WENDY M WOHR
GARY K & KAYNE L COLEMAN
MARY BETH E RADUE
KENT S ROGERS
PETER BRAUER
JENNIFER R WERY
MAHA PROPERTIES LLC
STANHOPE B & LOUELLA ROSARIO
NOAH V WENTLAND
DAVID A & KOTANEE T BURT
MATTHEW A & RUTHANNE C ROHLOFF
COURTNEY R KLEIST
HNM LLC
ERIC J & TAMBRA S FUITEN
FORMULATE INFINITY HOMES LLC



City of De Pere, Wisconsin

Request For Board of Public Works Action

MEETING DATE: April 11, 2022

DEPARTMENT: Engineering

FROM: Eric Rakers

SUBJECT: Consideration and possible action on Resolution #22-01, Final Resolution Authorizing Levying Special Assessments for Storm Sewer Main and/or Laterals

ATTACHMENTS:

- 2022 0411 CI_BOPW_Storm_Lateral_Final Resolution (PDF)
- BPW Resolution 22-01 (DOCX)
- S Sixth & S Seventh Assessment Map (PDF)
- E&W St Francis Road Assessment Map (PDF)
- Lewis Street Assessment Map (PDF)
- Alley Assessment Map (PDF)
- Schedule B C & D Exhibits (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: April 11, 2022

RE: **Resolution 22-01, Final Resolution Authorizing the Levying of Special Assessments for Storm Sewer Main and/or Laterals**

The purpose for this item is to approve a final resolution for special assessments for storm sewer main and/or storm lateral construction associated with street resurfacing and reconstruction in 2022.

Background

The City is performing the following construction in 2022 that includes the installation of new storm sewer main and/or storm laterals:

- South Sixth Street from Seventh Street to Lande Street (Project 22-01)
- South Seventh Street from Azalea Trail to Westwood Drive (Project 22-01)
- West St Francis Road from Ridgeway Boulevard to East St Francis Road (Project 22-01)
- East St Francis Road from Ridgeway Boulevard to West St Francis Road (Project 22-01)
- Lewis Street from Broadway Street to Ontario Street (Project 22-02)
- Alley from Fifth Street to Fourth Street between Reid Street and Main Avenue (Project 22-04)

Storm sewer lateral installation on Lewis Street and the alley conform to the City Municipal Code Section 26-5-5(b) which states:

“(1) Installation. Storm sewer main and lateral installation to each lot of record shall be constructed at the time of street reconstruction in those streets which do not have storm sewer. The location of the lateral installation shall be as determined by the City Engineer or designee.”

The City has had drainage issues in the areas of Sixth Street, Seventh Street, and East and West St Francis Road over the last few years. Because of this, storm sewer laterals are being installed to properties within these blocks. The installation of storm laterals conforms to the City Municipal Code Section 26-5-5(c) which states:

“(1) Installation. Storm sewer main and lateral installation to each lot of record shall be constructed at during street resurfacing improvements when:

- a. Requested by a property owner along the street to be resurfaced; or*
- b. When ordered by the Director of Public Works to address drainage issues.*

The location of the lateral installation shall be as determined by the City Engineer or designee.”

Assessments for these services were calculated per City Municipal Code Section 13-7. As calculated per Municipal Code Section 13-7 and approved by the Board of Public Works, the costs for the 2022 storm sewer special assessments are as follows:

- Residential Properties
 - Storm Lateral Assessment - \$1,877.05
 - Storm Main Assessment - \$570.37
- Non-Residential Properties
 - Storm Main Assessment - \$11.74
 - 6-inch Storm Lateral Assessment - \$2,160.67
 - 8-inch Storm Lateral Assessment - \$3,544.14
 - 12-inch Storm Lateral Assessment - \$4,371.54

The locations impacted by storm sewer assessments include:

- South Sixth Street from Seventh Street to Lande Street
- South Seventh Street from Azalea Trail to Westwood Drive
- West St Francis Road from Ridgeway Boulevard to East St Francis Road
- East St Francis Road from Ridgeway Boulevard to West St Francis Road
- Lewis Street from Broadway Street to Ontario Street
- Alley from Fifth Street to Fourth Street between Reid Street and Main Avenue

Property owners have been notified several times of this project including:

- January 11, 2022 (22-01) and January 10, 2022 (22-02): Letters sent notifying property owners of storm sewer assessments and public information meeting.
- January 18, 2022 (22-01) and January 19, 2022 (22-02): Public information meeting notifying property owners of storm sewer assessments.
- February 25, 2022 (22-01, 22-02, and 22-04): Letter sent notifying property owners of preliminary assessment amount and invitation to Board of Public Works meetings on March 7, 2022.
- March 4, 2022 (22-01, 22-02, and 22-04): Copy of agenda sent notifying property owners of the Board of Public Works meeting on March 7, 2022.
- March 31, 2022: Letter sent to property owners of the public hearing and final resolution at the Board of Public Works meeting.

Code Section 13-7(d)(1)(d) further identifies procedures and pay options for the storm sewer and special assessments as follows:

- “d. Public hearing. The board shall hold a public hearing on the assessments and after the hearing may by resolution approve, disapprove, modify or refer the report with such directions as it deems necessary. The board shall provide for the following payment alternatives if it determines to assess for any of the improvements:*
- i. No interest imputed if payment of assessment made in full within 30 days of invoice;*
 - ii. Payment in such number of yearly installments as deemed reasonable by the board, together with interest thereon at the rate of one percent over the interest rate paid by the city on its latest bonding issue, with payment in full due upon transfer of the property;*
 - iii. Deferred payment of assessment with interest to accrue at the rate of one percent over the interest rate paid by the city on its last bond issue, with the total becoming due on the earliest of the following:*
 - A. Transfer of the benefited property to any other person or entity:*

- B. Subdivision of the benefited property;*
- C. Connection to the storm sewer;*
- D. The expiration of 25 years from the date of adoption of the final assessment resolution, at which time the assessment plus accrued interest shall be made in full against the benefited property.*

iv. Interest on alternatives ii. and iii. Above shall stop accruing after a period of ten years."

Note under item ii. the Board of Public Works established the number of yearly installments for payback at five years. Also, under iii., property owners are not required to pay until they connect to the storm lateral, sell or subdivide the property, or 25 years, whichever occurs first.

The interest rate will be 2.205994%

Recommendation

Staff recommends that the Board of Public Works adopt the final resolution.

Attachments

BPW Resolution 22-01 (PDF)

Schedule B C & D Exhibits (PDF)

S Sixth and S Seventh Street Assessment Map (PDF)

E&W St Francis Road Assessment Map (PDF)

Lewis Street Assessment Map (PDF)

Alley Assessment Map (PDF)

RESOLUTION #22-01

FINAL RESOLUTION DECLARING INTENTION TO EXERCISE
SPECIAL ASSESSMENT POWERS UNDER SECTION 13-7 DE PERE MUNICIPAL CODE and Wis. Stats.
§66.0703

STORM SEWER MAIN AND/OR LATERALS ON
SOUTH SIXTH STREET FROM SEVENTH STREET TO LANDE STREET, SOUTH SEVENTH STREET
FROM AZALEA TRAIL TO WESTWOOD DRIVE, EAST AND WEST ST. FRANCIS ROAD, LEWIS
STREET, AND THE ALLEY BETWEEN FIFTH AND FOURTH STREET AND REID STREET AND MAIN
AVENUE.

BE IT HEREBY RESOLVED, by the Board of Public Works of the City of De Pere,
Wisconsin, as follows:

1. That the Board of Public Works hereby declares its intention to exercise its police powers and levy special assessments pursuant to Section 13-7, De Pere Municipal Code and Wis. Stats. §66.0703, for improvements constructed within the area described below and special assessments to be levied on a reasonable basis upon the properties benefited thereby. Said improvements to include storm sewer main and/or laterals. Said improvements shall be constructed and the properties benefiting there from are contained in the following described areas or abutting streets:

STORM SEWER MAIN AND/OR LATERALS

Both Sides of South Sixth Street from Seventh Street to Lande Street
Both Sides of South Seventh Street from Azalea Trail to Westwood Drive
Both Sides of West St. Francis Road from Ridgeway Boulevard to East St. Francis Road
Both Sides of East St. Francis Road from Ridgeway Boulevard to West St. Francis Road
Both Sides of Lewis Street from Broadway Street to Ontario Street
North Side of the Alley from Fifth Street to Fourth Street between Reid Street and Main Avenue

2. The total assessed against such districts shall not exceed the total cost of the improvements. The Board of Public Works determines that such improvements shall be installed and assessed therefore levied under the police power and that the amount assessed against each benefited parcel shall be based on each unit for Storm Sewer and/or Laterals.

3. The assessments against any parcel shall be paid as follows:

- (a) No interest imputed if payment of assessment made in full within 30 days of
invoice;

- (b) Payment shall be in five (5) yearly installments once the assessment is due, together with interest on the unpaid balance thereon at the rate of 2.205994% with payment in full due upon transfer of the property;
- (c) Deferred payment of assessment with interest to accrue at the rate of 2.205994% with the total becoming due on the earliest of the following:
 - i. Transfer of the benefited property to any other person or entity;
 - ii. Subdivision of the benefited property;
 - iii. Connection to the storm sewer;
 - iv. The expiration of 25 years from the date of the adoption of the final assessment resolution, at which time the assessment plus accrued interest shall be made in full against the benefited property.
- (d) Interest on alternatives (b) and (c) above shall stop accruing after a period of ten years

4. The Director of Public Works is directed to prepare a report incorporating the recommendation of the Board of Public Works consisting of:

- (a) Preliminary plans and specifications for said improvements;
- (b) An estimate of the entire cost of the proposed improvements;
- (c) A schedule of the proposed assessments;
- (d) A statement that the property against which the assessments are proposed is benefited.

After compiling such report, the Director of Public Works is directed to file a copy thereof in the Municipal Service Center office (925 S. Sixth Street) for public inspection by appointment or on the City of De Pere website.

5. Upon receiving the report of the Board of Public Works, the Clerk-Treasurer is directed to give a Class I notice of public hearing on such report as specified in Section 66.60, Wis. Stats. The hearing shall be held in the Common Council Chambers of the City Hall at a time set by the Clerk-Treasurer in accordance with the aforementioned statutory provision.

Adopted by the Board of Public Works of the City of De Pere, Wisconsin, this _____ day of _____, 2022.

APPROVED:

James Boyd, Mayor and Chair of the Board of
Public Works

Ayes: _____ Nays: _____

PROJECT 22-01 STORM SEWER ASSESSMENT MAP S. SIXTH ST & S. SEVENTH ST

1.2.3.1.c



ASSESSMENT
AREA

Legend

- Storm Manhole
- Storm Catch Basin
- Collectors
- Culvert
- Open Channel

1 inch = 200 feet



Sewer and
Water Relay
and Street
Resurfacing

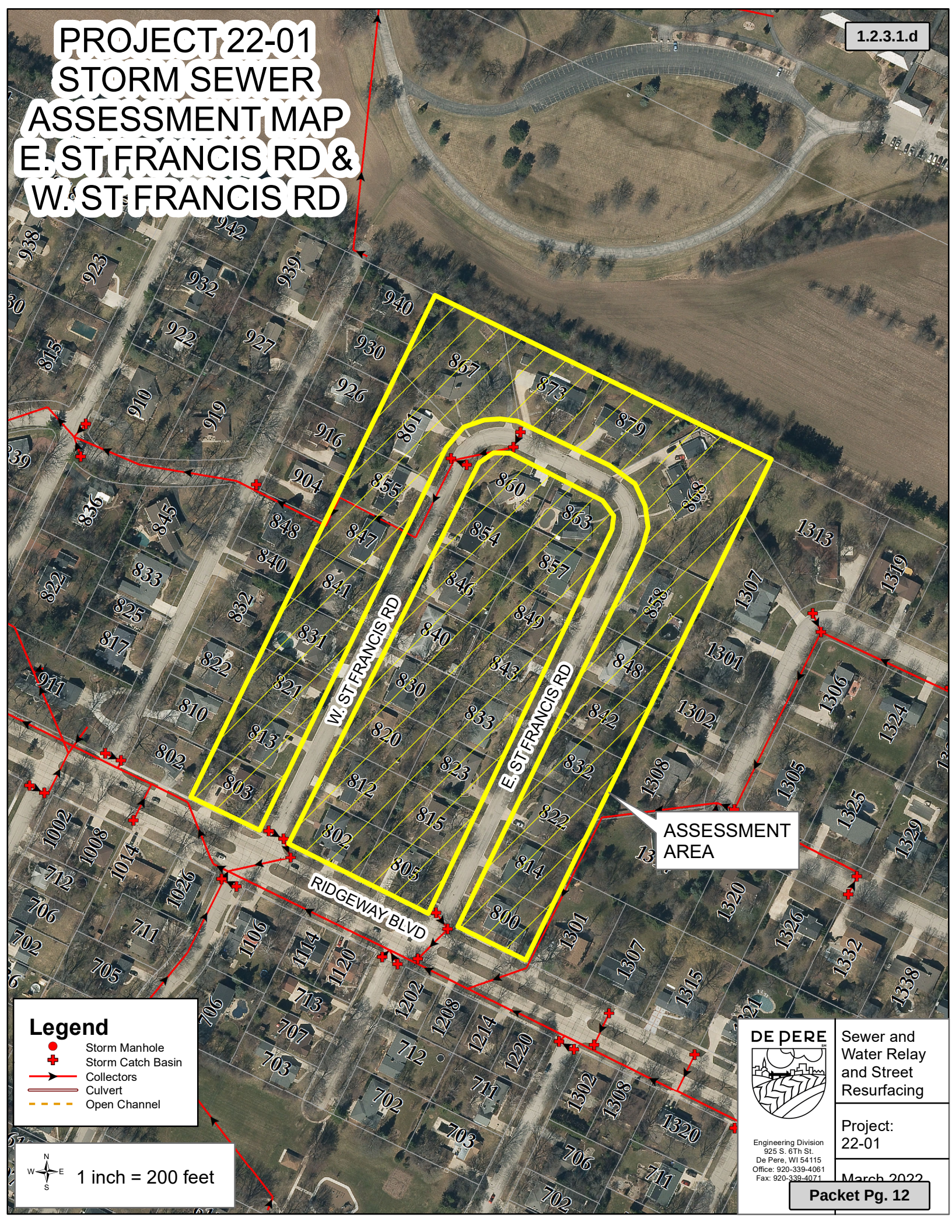
Engineering Division
925 S. 6th St.
De Pere, WI 54115
Office: 920-339-4061
Fax: 920-339-4071

Project:
22-01

March 2022

Packet Pg. 11

PROJECT 22-01 STORM SEWER ASSESSMENT MAP E. ST FRANCIS RD & W. ST FRANCIS RD



Legend

- + Storm Manhole
- + Storm Catch Basin
- Collectors
- Culvert
- Open Channel

N
W E
S 1 inch = 200 feet



Engineering Division
925 S. 6th St.
De Pere, WI 54115
Office: 920-339-4061
Fax: 920-339-4071

Sewer and
Water Relay
and Street
Resurfacing

Project:
22-01

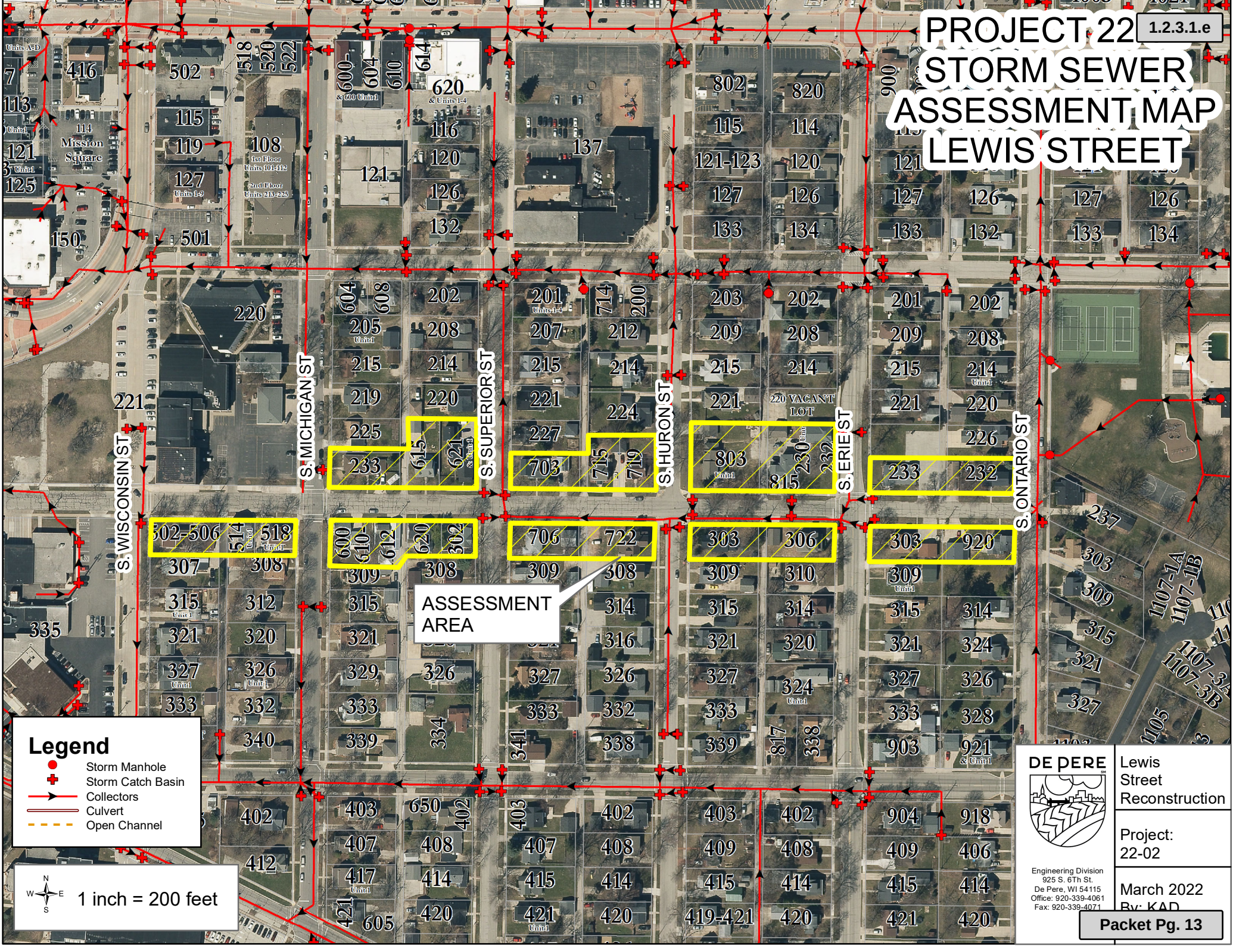
March 2022

Packet Pg. 12

PROJECT 22 1.2.3.1.e

STORM SEWER ASSESSMENT MAP

LEWIS STREET



Legend

- Storm Manhole
- + Storm Catch Basin
- Collectors
- Culvert
- - - Open Channel

1 inch = 200 feet



Lewis Street Reconstruction

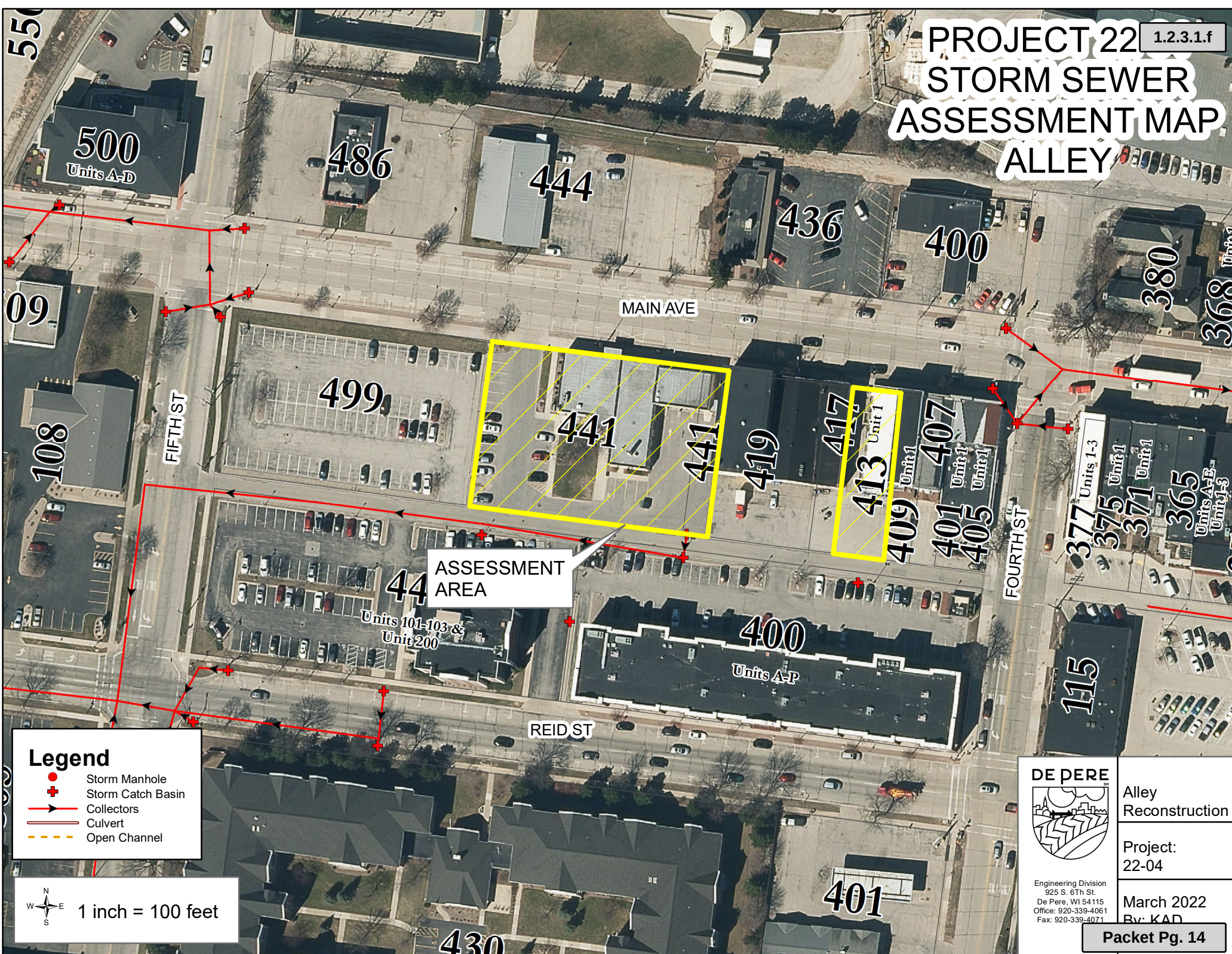
Project: 22-02

Engineering Division
925 S. 6th St.
De Pere, WI 54115
Office: 920-339-4061
Fax: 920-339-4071

March 2022
By: KAD

Packet Pg. 13

PROJECT 22 1.2.3.1.f
STORM SEWER
ASSESSMENT MAP
ALLEY



Legend

- Storm Manhole
- + Storm Catch Basin
- Collectors
- Culvert
- - - Open Channel

1 inch = 100 feet

DE PERE



Alley
Reconstruction

Project:
22-04

Engineering Division
925 S. 6TH ST.
De Pere, WI 54115
Office: 920-339-4061
Fax: 920-339-4071

March 2022
By: KAD

Packet Pg. 14

SCHEDULE B
EXISTING DEVELOPMENT RESIDENTIAL
UP TO TWO UNITS PER BUILDING

Schedule B
2022 Storm Sewer Cost Evaluation - Residential
Summary Based on 2019-2021 Asphalt Reconstruction and Resurfacing Projects
City of De Pere
Date: 2/7/2022

Mainline Cost

Project	Bid Item	Bid Item Description	Unit	Quantity	Cost	Total	Comment
19-01	ST-02	Provide 12" PVC or RCP (Class III) Storm Sewer	LF	342.7	\$51.00	\$17,477.70	
19-01	ST-03	Remove and Relay 12" PVC, RCP (Class III), or PP Storm Sewer	LF	120.6	\$53.00	\$6,391.80	
19-18	ST-01	Remove and Replace 12" PVC or RCP (Class III) Storm Sewer	LF	207.0	\$78.00	\$16,146.00	
20-01A	ST-04	Remove and Relay 12" PVC or RCP Class III Storm Sewer	LF	150.0	\$68.00	\$10,200.00	
20-01B	ST-05	Remove and Relay 12" PVC or RCP (Class III) Storm Sewer	LF	321.0	\$100.00	\$32,100.00	
20-01B	ST-06	Provide 12" PVC or RCP (Class III) Storm Sewer	LF	190.0	\$66.00	\$12,540.00	
20-02	ST-04	Provide 12" PVC or RCP Class III Storm Sewer	LF	111.5	\$110.00	\$12,265.00	
20-06	ST-01	Provide 12" PVC or RCP (Class III) Storm Sewer	LF	60.0	\$83.00	\$4,980.00	
20-07	ST-02	Remove and Relay 12-inch PVC or RCP (Class III) Storm Sewer	LF	185.5	\$72.36	\$13,422.78	
20-07	ST-03	Provide 12-inch PVC or RCP (Class III) Storm Sewer	LF	127.0	\$72.36	\$9,189.72	
21-01	ST-02	Remove and Relay 12" PVC or RCP (Class III) Storm Sewer	LF	114.0	\$74.00	\$8,436.00	
21-02	ST-02	Remove and Relay 12" PVC or RCP (Class III) Storm Sewer	LF	130.0	\$63.00	\$8,190.00	
21-02	ST-04	Provide 12" PVC or RCP Class III Storm Sewer	LF	767.5	\$62.00	\$47,585.00	
Total				2826.8		\$198,924.00	
Average Cost Per Foot						\$70.37	

Schedule B
2022 Storm Sewer Cost Evaluation - Residential
Summary Based on 2019-2021 Asphalt Reconstruction and Resurfacing Projects
City of De Pere
Date: 2/7/2022

Lateral Cost

Project	Bid Item	Bid Item Description	Unit	Quantity	Cost	Total	Comment
19-01	ST-05	Provide 6" PVC Storm Sewer Lateral	LF	2,139.3	\$44.00	\$94,129.20	
20-01A	ST-06	Provide 6" PVC Storm Sewer	LF	616.3	\$50.00	\$30,815.00	
20-01B	ST-10	Provide 6" PVC Storm Sewer Lateral	LF	2,141.0	\$48.00	\$102,768.00	
20-01B	ST-11	Remove and Relay 6" PVC Storm Sewer Lateral	LF	11.0	\$48.00	\$528.00	
20-02	ST-07	Provide 6" PVC Storm Sewer Lateral	LF	84.0	\$85.00	\$7,140.00	
21-01	ST-04	Provide 6" PVC Storm Sewer Lateral	LF	300.0	\$46.00	\$13,800.00	
21-02	ST-06	Provide 6" PVC Storm Sewer Lateral	LF	1,340.0	\$48.00	\$64,320.00	
Total				6631.6		\$313,500.20	
Average Cost Per Foot						\$47.27	Average length of lateral is based on a 60 foot right of way and several laterals being connected to inlets.
Average Cost per Lot at 30 Feet of Lateral (100% to Resident)						\$1,418.10	

Storm Wye Cost

Project	Bid Item	Bid Item Description	Unit	Quantity	Cost	Total	Comment
19-01	ST-07	Provide 8"x6" Storm Branch or Inserta Tee	EA	58	\$80.00	\$4,640.00	
20-01A	ST-07	Provide 8" x 6" Storm Branch or Inserta Tee	EA	20	\$70.00	\$1,400.00	
20-01B	ST-13	Provide 30" x 6" Storm Branch or Inserta Tee	EA	5	\$250.00	\$1,250.00	
20-01B	ST-14	Provide 24" x 6" Storm Branch or Inserta Tee	EA	13	\$200.00	\$2,600.00	
20-01B	ST-15	Provide 21" x 6" Storm Branch or Inserta Tee	EA	3	\$200.00	\$600.00	
20-01B	ST-16	Provide 15" x 6" Storm Branch or Inserta Tee	EA	4	\$200.00	\$800.00	
20-01B	ST-17	Provide 8" x 6" Storm Branch or Inserta Tee	EA	35	\$100.00	\$3,500.00	
20-02	ST-08	Provide 29" x 45" x 6" Tee or 6" Inserta Tee	EA	1	\$200.00	\$200.00	
20-02	ST-09	Provide 24" x 38" x 6" Tee or 6" Inserta Tee	EA	2	\$200.00	\$400.00	
21-01	ST-05	Provide 36" x 6" Storm Branch or Inserta Tee	EA	1	\$746.00	\$746.00	
21-01	ST-06	Provide 12" x 6" Storm Branch or Inserta Tee	EA	1	\$746.00	\$746.00	
21-01	ST-07	Provide 8" x 6" Storm Branch or Inserta Tee	EA	8	\$180.00	\$1,440.00	
21-02	ST-07	Provide 30" x 6" Storm Branch or Inserta Tee	EA	9	\$250.00	\$2,250.00	
21-02	ST-08	Provide 12" x 6" Storm Branch or Inserta Tee	EA	2	\$250.00	\$500.00	
21-02	ST-09	Core Drill Storm Sewer and Provide Lateral Connection	EA	25	\$250.00	\$6,250.00	
Total				187		\$27,322.00	
Average Cost Per Wye						\$146.11	

Schedule B
2022 Storm Sewer Cost Evaluation - Residential
Summary Based on 2019-2021 Asphalt Reconstruction and Resurfacing Projects
City of De Pere
Date: 2/7/2022

Storm Sewer Manhole

Project	Bid Item	Bid Item Description	Unit	Quantity	Cost	Total	Comment
19-01	ST-08	Provide 4' Diameter Storm Manhole	VF	68.30	\$690.00	\$47,127.00	
19-01	ST-09	Remove and Replace 4' Diameter Storm Manhole	VF	9.27	\$600.00	\$5,562.00	
19-18	ST-02	Remove and Replace 4' Diameter Storm Manhole	VF	7.50	\$450.00	\$3,375.00	
20-01A	ST-12	Provide 4' Diameter Storm Manhole	VF	9.90	\$450.00	\$4,455.00	
20-01A	ST-13	Remove and Replace 4' Diameter Storm Manhole	VF	3.83	\$450.00	\$1,723.50	
20-01B	ST-20	Remove and Replace 4' Diameter Storm Manhole	VF	64.86	\$415.00	\$26,916.90	
20-01B	ST-21	Provide 4' Diameter Storm Manhole	VF	27.44	\$415.00	\$11,387.60	
20-02	ST-13	Provide 4' Diameter Storm Manhole	VF	4.70	\$600.00	\$2,820.00	
20-07	ST-04	Remove and Replace 4-foot Diameter Storm Manhole	VF	6.72	\$523.62	\$3,518.73	
21-01	ST-09	Remove and Replace 4' Diameter Storm Manhole	VF	9.40	\$530.00	\$4,982.00	
21-01	ST-10	Provide 4' Diameter Storm Manhole	VF	7.69	\$546.00	\$4,198.74	
21-02	ST-10	Remove and Replace 4' Diameter Storm Manhole	VF	10.35	\$450.00	\$4,657.50	
21-02	ST-13	Provide 4' Diameter Storm Manhole	VF	36.89	\$570.00	\$21,027.30	
Total				266.85		\$141,751.27	
Cost Per Foot						\$531.20	
Cost for a 5 foot Deep Manhole						\$2,656.00	
Average Per Foot Cost with a 300 Foot Spacing						\$8.85	

SCHEDULE B

EXISTING DEVELOPMENT OTHER THAN RESIDENTIAL

UP TO TWO UNITS PER BUILDING

Schedule B

**2022 Storm Sewer Cost Evaluation - Existing Development Other Than Residential up to Two Units per Building
Summary Based on 2019-2021 Asphalt Reconstruction and Resurfacing Projects.**

City of De Pere

Date: 2/7/2022

Mainline Cost

Project	Bid Item	Bid Item Description	Unit	Quantity	Cost	Total	Comment
19-01	ST-01	Remove and Relay 18" PVC or RCP (Class III) Storm Sewer	LF	25.0	\$65.00	\$1,625.00	
20-02	ST-03	Provide 18" PVC, RCP Class III, or PP Storm Sewer	LF	38.0	\$120.00	\$4,560.00	
20-07	ST-01	Remove and Relay 18-inch PVC, RCP (Class III), or PP Storm Sewer	LF	57.0	\$81.41	\$4,640.37	
21-01	ST-01	Remove and Relay 18" PVC, PP, or RCP (Class III) Storm Sewer	LF	19.0	\$81.00	\$1,539.00	
Total				139.0		\$12,364.37	
Average Cost Per Foot						\$88.95	

Schedule B
2022 Storm Sewer Cost Evaluation - Existing Development Other Than Residential up to Two Units per Building
Summary Based on 2019-2021 Asphalt Reconstruction and Resurfacing Projects.

City of De Pere

Date: 2/7/2022

Storm Sewer Manhole

Project	Bid Item	Bid Item Description	Unit	Quantity	Cost	Total	Comment
19-01	ST-08	Provide 4' Diameter Storm Manhole	VF	68.30	\$690.00	\$47,127.00	
19-01	ST-09	Remove and Replace 4' Diameter Storm Manhole	VF	9.27	\$600.00	\$5,562.00	
19-18	ST-02	Remove and Replace 4' Diameter Storm Manhole	VF	7.50	\$450.00	\$3,375.00	
20-01A	ST-12	Provide 4' Diameter Storm Manhole	VF	9.90	\$450.00	\$4,455.00	
20-01A	ST-13	Remove and Replace 4' Diameter Storm Manhole	VF	3.83	\$450.00	\$1,723.50	
20-01B	ST-20	Remove and Replace 4' Diameter Storm Manhole	VF	64.86	\$415.00	\$26,916.90	
20-01B	ST-21	Provide 4' Diameter Storm Manhole	VF	27.44	\$415.00	\$11,387.60	
20-02	ST-13	Provide 4' Diameter Storm Manhole	VF	4.70	\$600.00	\$2,820.00	
20-07	ST-04	Remove and Replace 4-foot Diameter Storm Manhole	VF	6.72	\$523.62	\$3,518.73	
21-01	ST-09	Remove and Replace 4' Diameter Storm Manhole	VF	9.40	\$530.00	\$4,982.00	
21-01	ST-10	Provide 4' Diameter Storm Manhole	VF	7.69	\$546.00	\$4,198.74	
21-02	ST-10	Remove and Replace 4' Diameter Storm Manhole	VF	10.35	\$450.00	\$4,657.50	
21-02	ST-13	Provide 4' Diameter Storm Manhole	VF	36.89	\$570.00	\$21,027.30	
Total				266.85		\$141,751.27	
Cost Per Vertical Foot						\$531.20	
Cost for a 5 foot Deep Manhole						\$2,656.00	
Average Per Foot Cost with a 300 Foot Spacing						\$8.85	

Schedule B
2022 Storm Sewer Cost Evaluation - Existing Development Other Than Residential up to Two Units per Building
Summary Based on 2019-2021 Asphalt Reconstruction and Resurfacing Projects.
City of De Pere
Date: 2/7/2022

Lateral Cost

Lateral 6"

Project	Bid Item	Bid Item Description	Unit	Quantity	Cost	Total	Comment
19-01	ST-05	Provide 6" PVC Storm Sewer Lateral	LF	2,139.3	\$44.00	\$94,129.20	
20-01A	ST-06	Provide 6" PVC Storm Sewer	LF	616.3	\$50.00	\$30,815.00	
20-01B	ST-10	Provide 6" PVC Storm Sewer Lateral	LF	2,141.0	\$48.00	\$102,768.00	
20-01B	ST-11	Remove and Relay 6" PVC Storm Sewer Lateral	LF	11.0	\$48.00	\$528.00	
20-02	ST-07	Provide 6" PVC Storm Sewer Lateral	LF	84.0	\$85.00	\$7,140.00	
21-01	ST-04	Provide 6" PVC Storm Sewer Lateral	LF	300.0	\$46.00	\$13,800.00	
21-02	ST-06	Provide 6" PVC Storm Sewer Lateral	LF	1,340.0	\$48.00	\$64,320.00	
Total				6,631.6		\$313,500.20	Average length of lateral is based on a 70 foot right of way.
Average Cost Per Foot						\$47.27	
Average Cost per Lot at 35 Feet of Lateral (100% to Owner)						\$1,654.45	

Lateral 8"

Project	Bid Item	Bid Item Description	Unit	Quantity	Cost	Total	Comment
19-01	ST-04	Provide 8" PVC Storm Sewer	LF	2,455.0	\$46.00	\$112,930.00	
20-01A	ST-05	Provide 8" PVC Storm Sewer	LF	772.96	\$55.00	\$42,512.80	
20-01B	ST-08	Provide 8" PVC Storm Sewer	LF	1,757.0	\$50.00	\$87,850.00	
20-02	ST-05	Provide 8" PVC Storm Sewer	LF	47.0	\$135.00	\$6,345.00	
20-02	ST-06	Provide 8" PVC Storm Sewer Lateral	LF	68.0	\$105.00	\$7,140.00	
21-01	ST-03	Provide 8" PVC Storm Sewer	LF	413.0	\$50.00	\$20,650.00	
21-02	ST-05	Provide 8" PVC Storm Sewer	LF	260.5	\$58.00	\$15,109.00	
Total				5,773.5		\$292,536.80	Average length of lateral is based on a 70 foot right of way.
Average Cost Per Foot						\$50.67	
Average Cost per Lot at 35 Feet of Lateral (100% to Owner)						\$1,773.45	

Schedule B
2022 Storm Sewer Cost Evaluation - Existing Development Other Than Residential up to Two Units per Building
Summary Based on 2019-2021 Asphalt Reconstruction and Resurfacing Projects.
City of De Pere
Date: 2/7/2022

Lateral Cost

Lateral 12"

Project	Bid Item	Bid Item Description	Unit	Quantity	Cost	Total	Comment
19-01	ST-02	Provide 12" PVC or RCP (Class III) Storm Sewer	LF	342.7	\$51.00	\$17,477.70	
19-01	ST-03	Remove and Relay 12" PVC, RCP (Class III), or PP Storm Sewer	LF	120.6	\$53.00	\$6,391.80	
19-18	ST-01	Remove and Replace 12" PVC or RCP (Class III) Storm Sewer	LF	207.0	\$78.00	\$16,146.00	
20-01A	ST-04	Remove and Relay 12" PVC or RCP Class III Storm Sewer	LF	150.0	\$68.00	\$10,200.00	
20-01B	ST-05	Remove and Relay 12" PVC or RCP (Class III) Storm Sewer	LF	321.0	\$100.00	\$32,100.00	
20-01B	ST-06	Provide 12" PVC or RCP (Class III) Storm Sewer	LF	190.0	\$66.00	\$12,540.00	
20-02	ST-04	Provide 12" PVC or RCP Class III Storm Sewer	LF	111.5	\$110.00	\$12,265.00	
20-06	ST-01	Provide 12" PVC or RCP (Class III) Storm Sewer	LF	60.0	\$83.00	\$4,980.00	
20-07	ST-02	Remove and Relay 12-inch PVC or RCP (Class III) Storm Sewer	LF	185.5	\$72.36	\$13,422.78	
20-07	ST-03	Provide 12-inch PVC or RCP (Class III) Storm Sewer	LF	127.0	\$72.36	\$9,189.72	
21-01	ST-02	Remove and Relay 12" PVC or RCP (Class III) Storm Sewer	LF	114.0	\$74.00	\$8,436.00	
21-02	ST-02	Remove and Relay 12" PVC or RCP (Class III) Storm Sewer	LF	130.0	\$63.00	\$8,190.00	
21-02	ST-04	Provide 12" PVC or RCP Class III Storm Sewer	LF	767.5	\$62.00	\$47,585.00	
Total				2,826.8		\$198,924.00	
Average Cost Per Foot						\$70.37	
Average Cost per Lot at 35 Feet of Lateral (100% to Owner)						\$2,462.95	Average length of lateral is based on a 70 foot right of way.

Schedule B
2022 Storm Sewer Cost Evaluation - Existing Development Other Than Residential up to Two Units per Building
Summary Based on 2019-2021 Asphalt Reconstruction and Resurfacing Projects.
City of De Pere
Date: 2/7/2022

Connection Cost**Storm Wye Cost (6")**

Project	Bid Item	Bid Item Description	Unit	Quantity	Cost	Total	Comment
19-01	ST-07	Provide 8"x6" Storm Branch or Inserta Tee	EA	58	\$80.00	\$4,640.00	
20-01A	ST-07	Provide 8" x 6" Storm Branch or Inserta Tee	EA	20	\$70.00	\$1,400.00	
20-01B	ST-13	Provide 30" x 6" Storm Branch or Inserta Tee	EA	5	\$250.00	\$1,250.00	
20-01B	ST-14	Provide 24" x 6" Storm Branch or Inserta Tee	EA	13	\$200.00	\$2,600.00	
20-01B	ST-15	Provide 21" x 6" Storm Branch or Inserta Tee	EA	3	\$200.00	\$600.00	
20-01B	ST-16	Provide 15" x 6" Storm Branch or Inserta Tee	EA	4	\$200.00	\$800.00	
20-01B	ST-17	Provide 8" x 6" Storm Branch or Inserta Tee	EA	35	\$100.00	\$3,500.00	
20-02	ST-08	Provide 29" x 45" x 6" Tee or 6" Inserta Tee	EA	1	\$200.00	\$200.00	
20-02	ST-09	Provide 24" x 38" x 6" Tee or 6" Inserta Tee	EA	2	\$200.00	\$400.00	
21-01	ST-05	Provide 36" x 6" Storm Branch or Inserta Tee	EA	1	\$746.00	\$746.00	
21-01	ST-06	Provide 12" x 6" Storm Branch Inserta Tee	EA	1	\$746.00	\$746.00	
21-01	ST-07	Provide 8" x 6" Storm Branch or Inserta Tee	EA	8	\$180.00	\$1,440.00	
21-02	ST-07	Provide 30" x 6" Storm Branch or Inserta Tee	EA	9	\$250.00	\$2,250.00	
21-02	ST-08	Provide 12" x 6" Storm Branch Inserta Tee	EA	2	\$250.00	\$500.00	
21-02	ST-09	Core Drill Storm Sewer and Provide Lateral Connection	EA	25	\$250.00	\$6,250.00	
Total				187		\$27,322.00	
Average Cost Per Wye						\$146.11	

Core Storm Tee Cost (8" & 12")

Project	Bid Item	Bid Item Description	Unit	Quantity	Cost	Total	Comment
20-06	ST-03	Core Drill Existing Main with NPC Kor-N-Tee	EA	1	\$1,860.00	\$1,860.00	
21-02	ST-20	Core Drill Storm Manhole (12" Opening)	EA	1	\$500.00	\$500.00	
Total				2		\$2,360.00	
Average Cost Per Connection/Core						\$1,180.00	

SCHEDULE C
EXISTING DEVELOPMENT RESIDENTIAL
UP TO TWO UNITS PER BUILDING

Schedule C
2022 Storm Sewer Cost Evaluation - Residential
Summary Based on 2019-2021 Asphalt Reconstruction and Resurfacing Projects.
City of De Pere
Date: 2/7/2022

Storm Mainline Cost

Item Description	Cost Per LF	Comment
12" Storm Sewer Main	\$70.37	
4' Diameter Storm Manhole	\$8.85	300 foot spacing with a 5' depth
Mainline Cost Per Street Foot	\$79.22	
Cost Per Side of Street	\$39.61	
Cost Per Lot	\$2,376.60	60 foot wide lot
Assessable Amount (20%)	\$475.32	Remaining 80% funded by Storm Water Utility
Engineering and Administration (20%)	\$95.06	
Total Mainline Costs	\$570.38	

Storm Lateral Cost

Item Description	Cost Per EA	Comment
6" Storm Lateral	\$1,418.10	30 foot average length. Some laterals will be connected to inlets.
Storm Wye Cost	\$146.11	
Assessable Amount (100%)	\$1,564.21	
Engineering and Administration (20%)	\$312.84	
Total Lateral Costs	\$1,877.05	

Total Cost

Mainline	\$570.38
Storm Lateral	\$1,877.05
Total Cost	\$2,447.43

SCHEDULE C

EXISTING DEVELOPMENT OTHER THAN RESIDENTIAL

UP TO TWO UNITS PER BUILDING

Schedule C
2022 Storm Sewer Cost Evaluation - Existing Development Other Than Residential up to
Two Units per Building
Summary Based on 2019-2021 Asphalt Reconstruction and Resurfacing Projects.
City of De Pere
Date: 2/7/2022

Storm Mainline Cost

Item Description	Cost Per LF	Comment
18" Storm Sewer Main	\$88.95	300 foot spacing with a 5' depth
4' Diameter Storm Manhole	\$8.85	
Mainline Cost Per Street Foot	\$97.80	Remaining 80% funded by Storm Water Utility
Cost Per Side of Street	\$48.90	
Assessable Amount (20%)	\$9.78	
Engineering and Administration (20%)	\$1.96	
Total Mainline Cost Per Front Lot Foot	\$11.74	

Storm Lateral Cost

Item Description	Cost Per EA	Comment
6" Storm Lateral	\$1,654.45	35 foot average length.
Storm Wye Cost	\$146.11	
Assessable Amount (100%)	\$1,800.56	
Engineering and Administration (20%)	\$360.11	
Total Lateral Costs	\$2,160.67	

Storm Lateral Cost

Item Description	Cost Per EA	Comment
8" Storm Lateral	\$1,773.45	35 foot average length.
Storm Wye Cost (Core)	\$1,180.00	Average of cost to core pipe
Assessable Amount (100%)	\$2,953.45	
Engineering and Administration (20%)	\$590.69	
Total Lateral Costs	\$3,544.14	

Storm Lateral Cost

Item Description	Cost Per EA	Comment
12" Storm Lateral	\$2,462.95	35 foot average length.
Storm Wye Cost (Core)	\$1,180.00	Average of cost to core pipe
Assessable Amount (100%)	\$3,642.95	
Engineering and Administration (20%)	\$728.59	
Total Lateral Costs	\$4,371.54	

SCHEDULE D

SCHEDULE D - SCHEDULE OF PRELIMINARY ASSESSMENTS

PRELIMINARY ASSESSMENTS

TYPE OF IMPROVEMENT: STORM SEWER MAIN AND LATERALS

LOCATIONS - S. SIXTH ST, S. SEVENTH ST, E. ST FRANCIS DR, W. ST FRANCIS DR

RESIDENTIAL ASSESSMENT

COST PER UNIT - STORM MAIN:

\$570.37

COST PER UNIT - STORM LATERAL:

\$1,877.05

PROPERTY OWNER	LOT NO.	STORM MAIN ASSESSMENT		STORM LATERAL ASSESSMENT		TOTAL ASSESSMENT	COMMENT
	PROPERTY ADDRESS PARCEL NUMBER	UNIT	COST	UNIT	COST		
Project 22-01 Sewer and Water Relay and Street Resurfacing							
Todd J Bailey, Etal 1007 S. Sixth Street De Pere, WI 54115	1007 S. Sixth St WD-147	0	\$0.00	1	\$1,877.05	\$1,877.05	
Thomas M & Jean G Roffers 1010 S. Sixth St De Pere, WI 54115	1010 S. Sixth St WD-135-2	0	\$0.00	0	\$0.00	\$0.00	
Joseph William Lett III 1011 S. Sixth St De Pere, WI 54115	1011 S. Sixth st WD-147-2	0	\$0.00	1	\$1,877.05	\$1,877.05	
Bradley E & Terry J Pickard 1016 S. Sixth St De Pere, WI 54115	1016 S. Sixth St WD-135-1	0	\$0.00	0	\$0.00	\$0.00	
Jonah Meyer 1019 S. Sixth St De Pere, WI 54115	1019 S. Sixth St WD-148-1	0	\$0.00	0	\$0.00	\$0.00	
Michael J Bonk 1024 S. Sixth St De Pere, WI 54115	1024 S. Sixth St WD-136	0	\$0.00	1	\$1,877.05	\$1,877.05	
Francine M Aldrich 1025 S. Sixth St De Pere, WI 54115	1025 S. Sixth St WD-148-2	0	\$0.00	1	\$1,877.05	\$1,877.05	
De Pere Terrace LLC 2020 Trissino Way Green Bay, WI 54313	1030-1034 S. Sixth St WD-136-5	0	\$0.00	0	\$0.00	\$0.00	
Shirley M Fischer 1031 S. Sixth St De Pere, WI 54115	1031 S. Sixth St WD-148-3	0	\$0.00	0	\$0.00	\$0.00	
Steve D Tomchek 1040 S. Sixth St De Pere, WI 54115	1040 S. Sixth St WD-126	1	\$570.37	1	\$1,877.05	\$2,447.42	
Marvin Konrath 1041 S. Sixth St De Pere, WI 54115	1041 S. Sixth St WD-148	0	\$0.00	1	\$1,877.05	\$1,877.05	
Scott C VanLanen 1102 S. Sixth St De Pere, WI 54115	1102 S. Sixth St WD-185-5	1	\$570.37	1	\$1,877.05	\$2,447.42	
Sean & MacKenzie Liedtky 1103 S. Sixth St De Pere, WI 54115	1103 S. Sixth St WD-185-1	0	\$0.00	1	\$1,877.05	\$1,877.05	
Theodore M & Linda A Huebbe 1108 S. Sixth St De Pere, WI 54115	1108 S. Sixth St WD-185	1	\$570.37	1	\$1,877.05	\$2,447.42	
Christian D Pasch 1109 S. Sixth St De Pere, WI 54115	1109 S. Sixth St WD-185-2	0	\$0.00	1	\$1,877.05	\$1,877.05	
Robert Lee & Virginia A Wendlendt 1115 S. Sixth St De Pere, WI 54115	1115 S. Sixth St WD-185-3	0	\$0.00	1	\$1,877.05	\$1,877.05	
David & Melissa Mydlo 1120 S. Sixth St De Pere, WI 54115	1120 S. Sixth St WD-185-4	1	\$570.37	1	\$1,877.05	\$2,447.42	

SCHEDULE D - SCHEDULE OF PRELIMINARY ASSESSMENTS

PRELIMINARY ASSESSMENTS

TYPE OF IMPROVEMENT: STORM SEWER MAIN AND LATERALS

LOCATIONS - S. SIXTH ST, S. SEVENTH ST, E. ST FRANCIS DR, W. ST FRANCIS DR

RESIDENTIAL ASSESSMENT

COST PER UNIT - STORM MAIN:

\$570.37

COST PER UNIT - STORM LATERAL:

\$1,877.05

PROPERTY OWNER	LOT NO. PROPERTY ADDRESS PARCEL NUMBER	STORM MAIN ASSESSMENT		STORM LATERAL ASSESSMENT		TOTAL ASSESSMENT	COMMENT
		UNIT	COST	UNIT	COST		
Gerard J & Nancy A Barrette 1121 S. Sixth St De Pere, WI 54115	1121 S. Sixth St WD-185-8	0	\$0.00	1	\$1,877.05	\$1,877.05	
Roxanne J Bohl 1205 S. Sixth St De Pere, WI 54115	1205 S. Sixth St WD-185-10	1	\$570.37	1	\$1,877.05	\$2,447.42	
Dawn Natzke 1208 S. Sixth St De Pere, WI 54115	1208 S. Sixth St WD-185-7	1	\$570.37	1	\$1,877.05	\$2,447.42	
Jeffrey P & Robin D Smet 722 S. Monroe Ave Green Bay, WI 54302	1211 S. Sixth St WD-185-6	1	\$570.37	1	\$1,877.05	\$2,447.42	
Witkerr Family LP PO Box 95 Coleman, WI 54112	1220-1222 S. Sixth St WD-185-19	1	\$570.37	1	\$1,877.05	\$2,447.42	
DHG Properties LLC 2426 Morning Star Trl Green Bay, WI 54302	1221-1223 S. Sixth St WD-185-14	1	\$570.37	1	\$1,877.05	\$2,447.42	
Turriff Adam P & Alissa M Revocable Trust 1536 Silver Maple Dr De Pere, WI 54115	1241-1243 S. Sixth St WD-185-13	1	\$570.37	1	\$1,877.05	\$2,447.42	
William J & Kari M Kucksdorf 2200 Rachel Dr Green Bay, WI 54311	1250 S. Sixth St-1231 S. Seventh St WD-185-17	1	\$570.37	1	\$1,877.05	\$2,447.42	
Richard J & Jeanne M Hibbard 1205 S. Seventh St De Pere, WI 54115	1205 S. Seventh St WD-185-11	0	\$0.00	1	\$1,877.05	\$1,877.05	
Scott & Jessica Smits 1215 S. Seventh St De Pere, WI 54115	1215 S. Seventh St WD-185-20	1	\$570.37	1	\$1,877.05	\$2,447.42	
Cornelissen David J & Dianna M Living Trust 1224 S. Seventh St De Pere, WI 54115	1224 S. Seventh St WD-792-G-97	1	\$570.37	1	\$1,877.05	\$2,447.42	
David A Faltynski 1225 S. Seventh St De Pere, WI 54115	1225 S. Seventh St WD-185-15	1	\$570.37	1	\$1,877.05	\$2,447.42	
Hanna K Saiz 1230 S. Seventh St De Pere, WI 54115	1230 S. Seventh St WD-792-G-96	1	\$570.37	1	\$1,877.05	\$2,447.42	
Noah & Emily Ditter 1241 S. Seventh St De Pere, WI 54115	1241 S. Seventh St WD-185-18	1	\$570.37	1	\$1,877.05	\$2,447.42	
Alvin R Pauwels 1250 S. Seventh St De Pere, WI 54115	1250 S. Seventh St WD-792-G-95	1	\$570.37	1	\$1,877.05	\$2,447.42	
Mary Kay Ranta 1251 S. Seventh St De Pere, WI 54115	1251 S. Seventh St WD-185-16	1	\$570.37	1	\$1,877.05	\$2,447.42	
Daniel E & Linda S Saugstad 1254 S. Seventh St De Pere, WI 54115	1254 S. Seventh St WD-792-G-94	1	\$570.37	1	\$1,877.05	\$2,447.42	

SCHEDULE D - SCHEDULE OF PRELIMINARY ASSESSMENTS

PRELIMINARY ASSESSMENTS

TYPE OF IMPROVEMENT: STORM SEWER MAIN AND LATERALS

LOCATIONS - S. SIXTH ST, S. SEVENTH ST, E. ST FRANCIS DR, W. ST FRANCIS DR

RESIDENTIAL ASSESSMENT

COST PER UNIT - STORM MAIN:

\$570.37

COST PER UNIT - STORM LATERAL:

\$1,877.05

PROPERTY OWNER	LOT NO. PROPERTY ADDRESS PARCEL NUMBER	STORM MAIN ASSESSMENT		STORM LATERAL ASSESSMENT		TOTAL ASSESSMENT	COMMENT
		UNIT	COST	UNIT	COST		
Jay W Draves 1260 S. Seventh St De Pere, WI 54115	1260 S. Seventh St WD-792-G-93	1	\$570.37	1	\$1,877.05	\$2,447.42	
Abraham A & Bailee A Ploeger 1261 S. Seventh St De Pere, WI 54115	1261 S. Seventh St WD-185-12	1	\$570.37	1	\$1,877.05	\$2,447.42	
Adam M & Melissa E Alberson 1270 S. Seventh St De Pere, WI 54115	1270 S. Seventh St WD-792-G-92	0	\$0.00	0	\$0.00	\$0.00	
Sue L Milquet 1271 S. Seventh St De Pere, WI 54115	1271 S. Seventh St WD-792-G-107	0	\$0.00	1	\$1,877.05	\$1,877.05	
Kyle E & Megan M Schill 1278 S. Seventh St De Pere, WI 54115	1278 S. Seventh St WD-792-G-91	0	\$0.00	0	\$0.00	\$0.00	
Joseph & Macy L Siudzinski 1281 S. Seventh St De Pere, WI 54115	1281 S. Seventh St WD-792-G-108	0	\$0.00	1	\$1,877.05	\$1,877.05	
Le Anne L Hannon 1286 S. Seventh St De Pere, WI 54115	1286 S. Seventh St WD-792-G-89	0	\$0.00	1	\$1,877.05	\$1,877.05	
James J Kubalak 1330 Cardinal Ln Green Bay, WI 54313	1289 S. Seventh St WD-792-G-110	0	\$0.00	1	\$1,877.05	\$1,877.05	
Kohnen Larry B & Sandra K Revocable Living T 1292 S. Seventh St De Pere, WI 54115	1292 S. Seventh St WD-792-G-88	0	\$0.00	1	\$1,877.05	\$1,877.05	
Cortney D Larson 1295 S. Seventh St De Pere, WI 54115	1295 S. Seventh St WD-792-G-111	0	\$0.00	1	\$1,877.05	\$1,877.05	
Brian LaCount 1301 S. Seventh St De Pere, WI 54115	1301 S. Seventh St WD-792-G-113	0	\$0.00	0	\$0.00	\$0.00	
Patrick B Herson, Etal 1788 Hubbard Ave Saint Paul, MN 55104	800 E. St Francis Rd ED-124-N-20	0	\$0.00	1	\$1,877.05	\$1,877.05	
Benjamin & Molly Pinkart 805 E. St Francis Rd De Pere, WI 54115	805 E. St Francis Rd ED-124-N-36	0	\$0.00	1	\$1,877.05	\$1,877.05	
Mary L Wenzel 814 E. St Francis Rd De Pere, WI 54115	814 E. St Francis Rd ED-124-N-19	0	\$0.00	1	\$1,877.05	\$1,877.05	
Sommerfield Beverly Pearl Revocable Trust 815 E. St Francis Rd De Pere, WI 54115	815 E. St Francis Rd ED-124-N-35	1	\$570.37	1	\$1,877.05	\$2,447.42	
Kevin D Mathena 822 E. St Francis Rd De Pere, WI 54115	822 E. St Francis Rd ED-124-N-18	0	\$0.00	1	\$1,877.05	\$1,877.05	
Denise C Berg 823 E. St Francis Rd De Pere, WI 54115	823 E. St Francis Rd ED-124-N-34	1	\$570.37	1	\$1,877.05	\$2,447.42	

SCHEDULE D - SCHEDULE OF PRELIMINARY ASSESSMENTS

PRELIMINARY ASSESSMENTS

TYPE OF IMPROVEMENT: STORM SEWER MAIN AND LATERALS

LOCATIONS - S. SIXTH ST, S. SEVENTH ST, E. ST FRANCIS DR, W. ST FRANCIS DR

RESIDENTIAL ASSESSMENT

COST PER UNIT - STORM MAIN:

\$570.37

COST PER UNIT - STORM LATERAL:

\$1,877.05

PROPERTY OWNER	LOT NO. PROPERTY ADDRESS PARCEL NUMBER	STORM MAIN ASSESSMENT		STORM LATERAL ASSESSMENT		TOTAL ASSESSMENT	COMMENT
		UNIT	COST	UNIT	COST		
Casey J & Lydia L Pivonka 832 E. St Francis Rd De Pere, WI 54115	832 E. St Francis Rd ED-124-N-17	1	\$570.37	1	\$1,877.05	\$2,447.42	
Chris C & Julie A Renier 833 E. St Francis Rd De Pere, WI 54115	833 E. St Francis Rd ED-124-N-33	1	\$570.37	1	\$1,877.05	\$2,447.42	
Horvath Wisconsin Trust 842 E. St Francis Rd De Pere, WI 54115	842 E. St Francis Rd ED-124-N-16	1	\$570.37	1	\$1,877.05	\$2,447.42	
Diane R Rew 843 E. St Francis Rd De Pere, WI 54115	843 E. St Francis Rd ED-124-N-32	1	\$570.37	1	\$1,877.05	\$2,447.42	
Izabela J Ditchensims 848 E. St Francis Rd De Pere, WI 54115	848 E. St Francis Rd ED-124-N-15	1	\$570.37	1	\$1,877.05	\$2,447.42	
Myrna Dickinson 849 E. St Francis Rd De Pere, WI 54115	849 E. St Francis Rd ED-124-N-31	1	\$570.37	1	\$1,877.05	\$2,447.42	
Brian G Engles 857 E. St Francis Rd De Pere, WI 54115	857 E. St Francis Rd ED-124-N-30	1	\$570.37	1	\$1,877.05	\$2,447.42	
Lauren C Wooten 858 E. St Francis Rd De Pere, WI 54115	858 E. St Francis Rd ED-124-N-14	1	\$570.37	1	\$1,877.05	\$2,447.42	
Richard W & Courtney L Starry Revocable Trust 863 E. St Francis Rd De Pere, WI 54115	863 E. St Francis Rd ED-124-N-29	1	\$570.37	1	\$1,877.05	\$2,447.42	
Bridget A Vandelist 868 E. St Francis Rd De Pere, WI 54115	868 E. St Francis Rd ED-124-N-12	1	\$570.37	1	\$1,877.05	\$2,447.42	
Dwayne & Nancy Ruggles Joint Revocable Trust 802 W. St Francis Rd De Pere, WI 54115	802 W. St Francis Rd ED-124-N-21	0	\$0.00	1	\$1,877.05	\$1,877.05	
Thomas & Alyssa Tollefson 803 W. St Francis Rd De Pere, WI 54115	803 W. St Francis Rd ED-124-N-1	0	\$0.00	0	\$0.00	\$0.00	
John P Sorenson 812 W. St Francis Rd De Pere, WI 54115	812 W. St Francis Rd ED-124-N-22	1	\$570.37	1	\$1,877.05	\$2,447.42	
Rick & Wendy Mallo 813 W. St Francis Rd De Pere, WI 54115	813 W. St Francis Rd ED-124-N-2	1	\$570.37	1	\$1,877.05	\$2,447.42	
Tracy Heather Herdman 820 W. St Francis Rd De Pere, WI 54115	820 W. St Francis Rd ED-124-N-23	1	\$570.37	1	\$1,877.05	\$2,447.42	
Philip E Schroeder 821 W. St Francis Rd De Pere, WI 54115	821 W. St Francis Rd ED-124-N-3	1	\$570.37	1	\$1,877.05	\$2,447.42	
Dennis E & Katherine A Fischer 830 W. St Francis Rd De Pere, WI 54115	830 W. St Francis Rd ED-124-N-24	1	\$570.37	1	\$1,877.05	\$2,447.42	

SCHEDULE D - SCHEDULE OF PRELIMINARY ASSESSMENTS

PRELIMINARY ASSESSMENTS

TYPE OF IMPROVEMENT: STORM SEWER MAIN AND LATERALS

LOCATIONS - S. SIXTH ST, S. SEVENTH ST, E. ST FRANCIS DR, W. ST FRANCIS DR

RESIDENTIAL ASSESSMENT

COST PER UNIT - STORM MAIN:

\$570.37

COST PER UNIT - STORM LATERAL:

\$1,877.05

PROPERTY OWNER	LOT NO. PROPERTY ADDRESS PARCEL NUMBER	STORM MAIN ASSESSMENT		STORM LATERAL ASSESSMENT		TOTAL ASSESSMENT	COMMENT
		UNIT	COST	UNIT	COST		
Paul A & Jean J Linzmeyer 831 W. St Francis Rd De Pere, WI 54115	831 W. St Francis Rd ED-124-N-4	1	\$570.37	1	\$1,877.05	\$2,447.42	
Albert D Lucas 840 W. St Francis Rd De Pere, WI 54115	840 W. St Francis Rd ED-124-N-25	1	\$570.37	1	\$1,877.05	\$2,447.42	
Kyle R & Amber G Peterson 841 W. St Francis Rd De Pere, WI 54115	841 W. St Francis Rd ED-124-N-5	1	\$570.37	1	\$1,877.05	\$2,447.42	
James M & Shana D Ledvina 846 W. St Francis Rd De Pere, WI 54115	846 W. St Francis Rd ED-124-N-26	0	\$0.00	1	\$1,877.05	\$1,877.05	
Thomas G Mantz, Etal 847 W. St Francis Rd De Pere, WI 54115	847 W. St Francis Rd ED-124-N-6	0	\$0.00	1	\$1,877.05	\$1,877.05	
Paul A Radonski, Etal 854 W. St Francis Rd De Pere, WI 54115	854 W. St Francis Rd ED-124-N-27	0	\$0.00	1	\$1,877.05	\$1,877.05	
John A & Kristine K Zovnic 855 W. St Francis Rd De Pere, WI 54115	855 W. St Francis Rd ED-124-N-7	0	\$0.00	1	\$1,877.05	\$1,877.05	
Scott W & Wendy M Wohr 860 W. St Francis Rd De Pere, WI 54115	860 W. St Francis Rd ED-124-N-28	0	\$0.00	0	\$0.00	\$0.00	
Andrew N Leisk 861 W. St Francis Rd De Pere, WI 54115	861 W. St Francis Rd ED-124-N-8	0	\$0.00	1	\$1,877.05	\$1,877.05	
David J Poister, Etal 867 W. St Francis Rd De Pere, WI 54115	867 W. St Francis Rd ED-124-N-9	0	\$0.00	1	\$1,877.05	\$1,877.05	
Gary K & Kayne L Coleman 873 W. St Francis Rd De Pere, WI 54115	873 W. St Francis Rd ED-124-N-10	0	\$0.00	1	\$1,877.05	\$1,877.05	
Mary Beth Radue 879 W. St Francis Rd De Pere, WI 54115	879 W. St Francis Rd ED-124-N-11	1	\$570.37	1	\$1,877.05	\$2,447.42	
		21	\$11,977.77	37	\$69,450.85	\$81,428.62	

SCHEDULE D - SCHEDULE OF PRELIMINARY ASSESSMENTS
PRELIMINARY ASSESSMENTS
TYPE OF IMPROVEMENT: STORM SEWER MAIN AND LATERALS
LOCATIONS - LEWIS STREET

RESIDENTIAL ASSESSMENT

COST PER UNIT - STORM MAIN: **\$570.37**
 COST PER UNIT - STORM LATERAL: **\$1,877.05**

PROPERTY OWNER	LOT NO. PROPERTY ADDRESS	STORM MAIN ASSESSMENT		STORM LATERAL ASSESSMENT		TOTAL ASSESSMENT	COMMENT
	PARCEL NUMBER	UNIT	COST	UNIT	COST		
Project 22-02 Lewis Street Reconstruction							
JACOB M HERMES 719 LEWIS STREET DE PERE, WI 54115	719 LEWIS STREET ED-1019	0	\$0.00	0	\$0.00	\$0.00	
JACOB HERMES 719 LEWIS STREET DE PERE, WI 54115	715 LEWIS STREET ED-1019-1	0	\$0.00	1	\$1,877.05	\$1,877.05	
KATHERINE SCHUSTER 703 LEWIS STREET DE PERE, WI 54115	703 LEWIS STREET ED-1020	0	\$0.00	1	\$1,877.05	\$1,877.05	
RAMIZ CHAUDHARY 722 LEWIS STREET DE PERE, WI 54115	722 LEWIS STREET ED-1026	0	\$0.00	0	\$0.00	\$0.00	
ERIC R WEIDMAN 706 LEWIS STREET DE PERE, WI 54115	706 LEWIS STREET ED-1030	0	\$0.00	1	\$1,877.05	\$1,877.05	
EDWARD C BYRNE 303 S HURON ST DE PERE, WI 54115	303 S HURON ST ED-1037	0	\$0.00	0	\$0.00	\$0.00	
SEAN M LAPACZ 229 S HURON ST DE PERE, WI 54115	803 LEWIS STREET ED-1043	0	\$0.00	0	\$0.00	\$0.00	
PHILLIP & STEPHANIE E PROKASH, ETAL 675 SCHOOLHOUSE RD SOBIESKI, WI 54171	502 LEWIS STREET ED-175	0	\$0.00	1	\$1,877.05	\$1,877.05	
MAXWELL J MCHUGH 518 LEWIS STREET DE PERE, WI 54115	518 LEWIS STREET ED-932	1	\$570.37	1	\$1,877.05	\$2,447.42	
DECLEENE PROPERTIES LLC 101 FORT HOWARD AVE DE PERE, WI 54115	514 LEWIS STREET ED-932-1	1	\$570.37	1	\$1,877.05	\$2,447.42	
MARILYN F STASIAK 620 LEWIS STREET DE PERE, WI 54115	620 LEWIS STREET ED-933	1	\$570.37	1	\$1,877.05	\$2,447.42	
THOMAS J JANSSEN II 302 S SUPERIOR ST DE PERE, WI 54115	302 S SUPERIOR ST ED-933-1	0	\$0.00	1	\$1,877.05	\$1,877.05	
KENT ROGERS 610 LEWIS STREET DE PERE, WI 54115	610 LEWIS STREET ED-935	1	\$570.37	1	\$1,877.05	\$2,447.42	
PETER BRAUER 600 LEWIS STREET DE PERE, WI 54115	600 LEWIS STREET ED-936	1	\$570.37	1	\$1,877.05	\$2,447.42	
JENNIFER R WERY 615 LEWIS STREET DE PERE, WI 54115	615 LEWIS STREET ED-941	1	\$570.37	1	\$1,877.05	\$2,447.42	

SCHEDULE D - SCHEDULE OF PRELIMINARY ASSESSMENTS
PRELIMINARY ASSESSMENTS
TYPE OF IMPROVEMENT: STORM SEWER MAIN AND LATERALS
LOCATIONS - LEWIS STREET

RESIDENTIAL ASSESSMENT

COST PER UNIT - STORM MAIN: **\$570.37**
 COST PER UNIT - STORM LATERAL: **\$1,877.05**

PROPERTY OWNER	LOT NO. PROPERTY ADDRESS PARCEL NUMBER	STORM MAIN ASSESSMENT		STORM LATERAL ASSESSMENT		TOTAL ASSESSMENT	COMMENT
		UNIT	COST	UNIT	COST		
MAHA PROPERTIES LLC 4343 CHATEM PLACE GREEN BAY, WI 54313	621 LEWIS STREET ED-942	0	\$0.00	1	\$1,877.05	\$1,877.05	
STANHOPE B & LOUELLA ROSARIO 233 S MICHIGAN ST DE PERE, WI 54115	233 S MICHIGAN ST ED-943	0	\$0.00	1	\$1,877.05	\$1,877.05	
NOAH V WENTLAND 306 S ERIE STREET DE PERE, WI 54115	306 S ERIE STREET ED-1031	0	\$0.00	1	\$1,877.05	\$1,877.05	
DAVID A & KOTANEE T BURT 303 S ERIE STREET DE PERE, WI 54115	303 S ERIE STREET ED-1128	0	\$0.00	1	\$1,877.05	\$1,877.05	
MATTHEW A & RUTHANNE C ROHLOFF 920 LEWIS STREET DE PERE, WI 54115	920 LEWIS STREET ED-1118	0	\$0.00	1	\$1,877.05	\$1,877.05	
COURTNEY R KLEIST 232 S ONTARIO STREET DE PERE, WI 54115	232 S ONTARIO ST ED-1111	0	\$0.00	1	\$1,877.05	\$1,877.05	
HNM LLC 704 S WEBSTER AVE STE 402 GREEN BAY, WI 54301	233 S ERIE STREET ED-1112	0	\$0.00	1	\$1,877.05	\$1,877.05	
ERIC J & TAMBRA S FUITEN N 154 W8083 ELM LN MENOMONEE FALLS, WI 53051	230 S ERIE STREET ED-1042	0	\$0.00	1	\$1,877.05	\$1,877.05	
		6	\$3,422.22	19	\$35,663.95	\$39,086.17	

SCHEDULE D - SCHEDULE OF PRELIMINARY ASSESSMENTS
PRELIMINARY ASSESSMENTS
TYPE OF IMPROVEMENT: STORM SEWER MAIN AND LATERALS
LOCATIONS - MAIN/REID ALLEY

NON-RESIDENTIAL ASSESSMENT

COST PER FRONT LOT FOOT - STORM MAIN: **\$11.74**
 COST PER UNIT - STORM LATERAL 8": **\$3,544.14**
 COST PER UNIT - STORM LATERAL 12": **\$4,371.54**

PROPERTY OWNER	LOT NO.	STORM MAIN ASSESSMENT		STORM LATERAL ASSESSMENT		TOTAL ASSESSMENT	COMMENT
	PROPERTY ADDRESS PARCEL NUMBER	UNIT	COST	UNIT	COST		
Project 22-04 Alley Reconstruction							
PEOPLES MARINE BANK OF GREEN BAY PO BOX 35605 DALLAS, TX 75235	441 MAIN AVENUE WD-288 AND WD-890-1	0	\$0.00	0	\$0.00	\$0.00	
FORMULATE INFINITY HOMES LLC 3171 MILL RD GREENLEAF, WI 54126	413 MAIN AVENUE WD-887	44.23	\$519.26	1	\$3,544.14	\$4,063.40	
		44.23	\$519.26	1	\$3,544.14	\$4,063.40	

**City of De Pere, Wisconsin****Request For Board of Public Works Action**

MEETING DATE: April 11, 2022

DEPARTMENT: Public Works

FROM: Scott Thoresen

SUBJECT: Discuss NEW Water (Green Bay Metropolitan Sewerage District)
Facility Plan

The Green Bay Metropolitan Sewerage District (GBMSD) plans to present to the BOPW their wastewater treatment facility plan for the next twenty (20) years. The facility plans and upgrades are necessary to ensure the reliable wastewater treatment operations continue in the future. The GBMSD serves over 250,000 people in the communities in Brown County which include industrial, commercial businesses and residential homes. However, the treatment plants are aging and need upgrades in addition to expansions to accommodate the growth throughout Brown County. The wastewater treatment is very important to maintain such that the chance of failure is minimized that would otherwise up-end our daily lives. Obviously, the treatment and conveyance system improvements discussed as part of the facility plans will have rate impacts. The facility plans addresses projects that are needed to ensure that the treatment system is reliable, does not cause basement backups or sewer overflows into the environment and to support development and economic growth for our communities, businesses and jobs in the future.



City of De Pere, Wisconsin

Request For Board of Public Works Action

MEETING DATE: April 11, 2022

DEPARTMENT: Engineering

FROM: Eric Rakers

SUBJECT: Consideration and possible action on City Engineer Parking and Traffic Recommendations

ATTACHMENTS:

- 2022 0411-CI-BOPW-PTTeam-Recommendations (PDF)

CITY OF DE PERE

Public Works Department

925 S. Sixth Street, De Pere, WI 54115 | 920-339-4060 | www.de-pere.org



City Engineer Parking and Traffic Recommendations March 29, 2022

Pedestrian and Bicycle Items

1. Consider the addition of a pedestrian ramp on Saddlebrook Lane near Shetland Place or Thoroughbred Lane
 - There are no pedestrian crossings of Saddlebrook Lane between Jordan Road and Horseshoe Lane.
 - There is a trail located off Shetland Place to the school.
 - There are no sidewalks on Shetland Place.

Staff recommends adding a crosswalk.

Signs – Other

2. Consider “No Outlet” sign on Westwind Court.
 - The City adopted a policy for No Outlet signs. The policy states that:
 - 1) The street cannot have an exit.
 - 2) The distance from the outlet intersection to the end of the farthest street must be at least 400 feet.
 - 3) The end of the farthest street is not visible from the outlet intersection.
 - This location meets the policy.

Staff recommends installing the sign.



City of De Pere, Wisconsin

Request For Board of Public Works Action

MEETING DATE: April 11, 2022

DEPARTMENT: Engineering

FROM: Eric Rakers

SUBJECT: Discuss City Engineer Recommendations for No-Action Parking and Traffic Discussion Items

ATTACHMENTS:

- 2022 0411-CI-BOPW-PTTeam-Discussion (PDF)

CITY OF DE PERE

Public Works Department

925 S. Sixth Street, De Pere, WI 54115 | 920-339-4060 | www.de-pere.org



Discuss City Engineer Recommendations on No Action Parking and Traffic Discussion Items March 29, 2022

Parking and Parking Lot Items:

1. Consider temporary parking around St Francis Church. St Francis Church requested temporary parking changes at the following locations:
 - Lewis Street – North side from Wisconsin to Michigan – Allow temporary parking
 - Michigan Street – West side from Lewis to Charles – Allow temporary parking
 - Charles Street – South side from alley to Michigan – Restrict parking on Saturday and Sunday for handicap access
 - Charles Street – North side from Michigan to Superior – Allow temporary parking

No action. Staff is recommending no changes to the current restrictions.

2. Discuss vehicles parking on City lots for extended periods of time.
Staff has received complaints for cars parking in City lots for extended periods of time. Extended parking is covered under two sections as follows:
 - Section 150-22 (3) Long Term Parking. Long term parking is permitted up to 72 hours
 - Section 78-6 – Junked and abandoned motor vehicles. No person in charge or control of any private property within the city, whether as owner, tenant, occupant, or otherwise, shall place, or allow to remain, any junked vehicle on such property for more than three days if it is outside of any building and within the ordinary public view.

After the Police have identified that a vehicle has not moved for 72 hours in a City lot, it could be considered abandoned at which time the Police Department will work to contact the property owners to have moved/removed. Parking citations will also be issued.

No action.

Signs - Other

3. Consider a stop sign or yield sign on Driftwood and Azalea.
This location is a “T” intersection of two local streets with Azalea being the through street. There are no accidents at this location. Recent practice by the Board is to not install signs if the streets are local with no accident history and uniform layouts.

No action. Intersection is consistent with others where signs have not been installed.

4. Consider extending the school zone sign at Broadway and Bomier Street.
Per the State Administrative Code 118.08, school zone signs are installed on streets and highways which border the grounds of any public, private, or tribal school in which school is held for a term of not less than 6 months. This section also provides the ability to designate school crossings outside of the school zone. There are better intersections to cross Broadway Street than at Bomier Street.
 - The crosswalk at Bomier and Broadway is over 300 feet from the border of school property.
 - Foxview Intermediate School is located immediately adjacent to the Merrill and Broadway intersection, which is signalized with pedestrian activated buttons. The intersection of Bomier and Broadway is not.

No action. Students should be encouraged to use the Broadway and Merrill Street intersection.

Traffic Signals

5. Consider turn arrow on westbound Cook Street at Broadway Street
It is staff’s opinion that a turn arrow is not necessary at this location due to the relatively low traffic volume on Cook Street.

No action.

Policy

6. The School Crossing Guard Policy has been created and is available for use by the Police Department.

Below is a list of future items to be brought to the Board.

1. The Broadway Street and Cook Street intersection review will be brought to the Board as a standalone item in May.



City of De Pere, Wisconsin

Request For Board of Public Works Action

MEETING DATE: April 11, 2022

DEPARTMENT: Mechanical

FROM: Tom Blohowiak

SUBJECT: Consideration and possible action on award of Proposal for Boiler System Design and Management*

ATTACHMENTS:

- BOPW_City Hall Boiler Replacement Design.memo (DOC)
- City Hall Boiler replacement RFP Final (PDF)
- Proposed Fee schedule and quote (PDF)

City of De Pere

Public Works Department

Memo

To: Honorable Mayor Boyd
Members of the Board of Public Works
From: Thomas Blohowiak, Maintenance Supervisor
Date: April 11, 2022
Subject: Boiler system design and management

Background

The City Hall building has two (2) boilers for heating the building. The boilers are aging and in need of replacement. There are three (3) circulation pumps with only one of them using Variable Frequency Drive (VFD) to control the pump. The City of De Pere would like to upgrade the two (2) boiler units and two (2) circulation pumps with a more efficient heating source.

We sent the RFP out to four vendors, and I did receive calls back that the other vendors would not bid at this time.

Attached

1. RFP for City Hall Boiler Replacement Design and Construction Management
2. Proposed Fee schedule and quote.

Recommendation

Staff is recommending awarding the Contract to TweetGarot who is the only quote received and has done this work for us before with our fire department. This project was part of the 2022 Budget in the amount of \$10,000.

Request for Proposals For City Hall Boiler Replacement Design and Construction Management

The City of De Pere would like to invite your firm to submit a proposal for the design and construction management in replacing the two (2) boilers located at City Hall.

Your proposal must be submitted to our office at the Municipal Service Center, 925 South Sixth Street, De Pere, WI 54115 by Friday, March 25, 2022, at 10:00 A.M. Proposals can be submitted either by paper copy or via email to Thomas Blohowiak at tblohowiak@deperewi.gov.

BACKGROUND INFORMATION:

The City Hall building has two (2) boilers for heating the building. The boilers are aging and in need of replacement. There are three (3) circulation pumps with only one of them using VFD to control. The City of De Pere would like to upgrade the two (2) boiler units and two (2) circulation pumps with a more efficient heating source.

SCOPE OF SERVICES:

The scope of services for this project is to include the following:

- Complete a design of the replacement of the two (2) boilers located at the 335 S. Broadway.
 - Design shall be compliant with all local and state regulations.
 - Design to accommodate the installation and upgrade of the boiler system not limited to, but also include items listed below.
 - New high efficiency sealed combustion boilers (Cascade control between boilers).
 - Condensate neutralizers for boiler condensate.
 - New circulation pumps with VFD
 - New boiler pumps.
 - New boiler venting.
 - New fresh air ducted directly to boilers.
 - New wye strainers for boilers.
 - New bladder style expansion tank (not diaphragm style tank).
 - New air separator.
 - Chemical pot feeder with pump, include 12 filters for replacement.
 - Hot water system treatment.
 - Flush system.
 - Clean system with a cleaner.
 - Flush system to water chemistry that is coming into the building.
 - Treat system to boiler manufactures requirements.

- Start up reports.
 - Factory start up report.
 - Hot water system balance report.
- Warranty letter.
- Provide detailed plans and details for the replacement of the boiler system.
- Provide technical specifications to be included in bid packet.
- Provide bid items and cost estimate.
- Provide construction management services for the installation of the boiler system.
 - Should include initial site visit with contractor, part time site visits during critical times of construction, final inspection, and review of payment requests from contractor.
- Coordinate and manage the installation of City Hall boilers prior to August 25, 2023.

MEETINGS:

The consultant should include:

- Design Phase
 - Kickoff meeting with City staff, including review of the project site.
 - Final design meeting.
- Construction Management
 - Initial site visit and project kick off meeting with contractor.
 - Periodic site visits during installation.
 - Final meeting and inspection of the Boilers for City Hall.

The Proposed Fee Schedule is included with this document. If there are any specific work items which the Consultant believes are not identified in any unit price item, but is required to provide a functionally completed project, then the identified specific work items shall be included in the appropriate unit price item.

The City will bid the project. Additionally, the City will insert the technical specifications into the bid document. The City will provide the other components to the bid documents, such as notice to bidders, instructions to bidders, agreement, and general conditions.

SCHEDULING:

The proposals will be taken to the Board of Public Works on April 11, 2022, and Common Council on April 19, 2022. We anticipate the design to be completed by August 1, 2022, with bidding of the project to be completed in December 2022 at the earliest, and installation to be completed by August 25, 2023.

INSURANCE:

Your company shall effect and maintain insurance to protect from claims under workmen's compensation acts; claims for damages because of bodily injury including personal injury,

sickness or disease, or death of any of the company's employees; and from claims for damages because of injury to or destruction of tangible property including loss of use resulting there from; and from claims arising out of the performance of professional services caused by any errors, omissions or negligent acts for which the company is legally liable.

The company shall indemnify and save harmless the City of De Pere and their representatives from all suits, actions, or claims of any character brought for or on account of any injuries or damages received by any person, persons or property resulting from the negligent acts of the company or of any of their sub consultants in prosecuting the work.

PAYMENT:

The City's Consultant Agreement provides for compensation under the contract to be made in a lump sum upon completion of the contract. This project will be paid in two (2) lump sum payments by Project Phase (Design Phase and Construction Phase). Any proposal that seeks an alternative compensation provision shall be included in a specific description of the preferred compensation method for City consideration.

FEE:

A fee schedule has been included for use on your proposal.

DELIVERY:

The deliverables for this project include the following:

1. Provide project plans for boiler replacement in AutoCAD and .pdf for insertion into the bid documents. The City will bid the project on-line with 11"x17" .pdf plan set.
2. Provide technical specifications in a word document for bidding of the boilers for City Hall.
3. Provide bid items, quantities, summary of work, and an engineer's estimate. The estimate is to be provided in an excel document. Provide the remaining items in a word document.
4. Provide all required permits and regulatory approvals for construction of the Boilers and Control system for City Hall.
5. Provide a timeline of events to include (but not limited to) kick off meeting, design phase, final design, completion of items for bid document, permit applications as needed, state approval (if needed), bid award, and construction/installation.

The City will prepare the bid documents and bid the Boilers system project. The plans will be inserted into a City plan set. The city will provide the cover sheet. Additionally, the City will insert the technical specifications into the bid document. The City will provide the other components to the bid documents, such as notice to bidders, instructions to bidders, agreement, and general conditions. The consultant shall be involved once the contractor has been selected to oversee construction management of the project.

ADDITIONAL INFORMATION:

The City will provide a copy of the current building plans to help spec the proper replacement boilers and controls.

The City 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 Service shall not be included into Consultant Agreement absent specific language thereof in the Consultant agreement itself.

For questions, please contact Thomas Blohowiak at 920-339-4072 (EXT 2250), or e-mail at tblohowiak@deperewi.gov.

Proposed Fee Schedule

Company Name: _____

Company Address: _____

Company Address: _____

Company Representative: _____

Signature: _____

City Hall Boiler Replacement – Design Phase (bid items)		Fee
Design City Hall Boilers Replacement		\$
Project Meetings (Two)		\$
Total Design Fee		\$

City Hall Boiler Replacement – Construction Phase (bid items)			Fee
Description	Unit	Unit price	Amount
Attend Preconstruction Meeting	LS	\$	\$
Review Shop Drawings	LS	\$	\$
Perform Construction Administration (Estimate) 20 hours	HR	\$	\$
Perform Construction Observation (Estimate) 40 hours	HR	\$	\$

Proposed Fee Schedule

Company Name: Tweet Garot Mechanical

Company Address: 325 Reid Street

Company Address: DePere WI 54115

Company Representative: Greg Wierzba

Signature: 

City Hall Boiler Replacement – Design Phase (bid items)		Fee
Design City Hall Boilers Replacement		\$ <u>8350.00</u>
Project Meetings (Two)		\$ <u>250.00</u>
Total Design Fee		\$ <u>8600.00</u>

City Hall Boiler Replacement – Construction Phase (bid items)			Fee
Description	Unit	Unit price	Amount
Attend Preconstruction Meeting	LS	\$ <u>N/A</u>	\$ <u>450.00</u>
Review Shop Drawings	LS	\$ <u>N/A</u>	\$ <u>200.00</u>
Perform Construction Administration (Estimate) 20 hours	HR	\$ <u>N/A</u>	\$ <u>200.00</u>
Perform Construction Observation (Estimate) 40 hours	HR	\$ <u>N/A</u>	\$ <u>500.00</u>

March 24, 2022

Mr. Thomas Blohowiak
City of DePere
Department of Public Works
925 South Sixth Street
DePere WI 54115-1199

RE: City of De Pere City Hall Boiler Replacement Engineering

Dear Tom:

Thank you for the opportunity to provide you with the following proposal cost.

Our Lump Sum Cost to complete this project is **\$9,950.00 (Nine Thousand Nine Hundred Fifty Dollars).**

Our Proposal Includes :

- The completed documentation of the Request for Proposal for the Replacement Design and Construction Management for the City Hall Boiler Replacement project including the following deliverables.
 1. Provide project plans for boiler replacement in AutoCAD and .pdf for insertion into the bid documents. The City will bid the project on-line with 11"x17" .pdf plan set.
 2. Provide technical specifications in a word document for bidding of City Hall.
 3. Provide bid items, quantities, summary of work, and an engineer's estimate. The estimate is to be provided in an Excel document. Provide the remaining items in a Word document.
 4. Provide all required permits and regulatory approvals for construction of the City Hall boiler replacement.
 5. Provide a timeline of events to include (but not limited to) kick off meeting, design phase, final design, completion of items for bid document, permit applications as needed, state approval (if needed), bid award, and construction/installation.

This proposal reflects material pricing as of this date and is valid for 30 days.

Corporate Headquarters:

325 Reid Street
De Pere, WI 54115-2130
(920) 498-0400
Fax: (920) 498-8136

Central Wisconsin Office:

2810 Jefferson Street
Wisconsin Rapids, WI 54495
(715) 421-0400
Fax: (715) 421-5442

www.tweetgarot.com

This proposal price does not include any amounts for changes in taxes, tariffs, or other similar charges that are enacted after the date of this Proposal. Tweet/Garot shall be entitled to an equitable adjustment in time and money for any costs that it incurs directly or indirectly that arise out of or relate to changes in taxes, tariffs, or similar charges due to such changes including, without limitation, escalation, delay damages, costs to reprocure, costs to change suppliers, costs of manufactured equipment or goods, or other costs of any kind resulting from the changes.

Our standard payment terms are net 30 days. Interest will be charged on past due accounts at 1.5% per month.

Acceptance of any proposal will be based upon receipt of a signed copy of this proposal or a written purchase order. All purchases are subject to Tweet/Garot Contract Terms and Conditions (see attached). Work will not commence prior to receipt of written authorization as stated above.

Projects may be progress billed. Any applicable tax is not included in this proposal. If this project is tax-exempt, an exemption certificate must be submitted with your purchase order.

Thank you for the opportunity to submit this proposal. Please call (920) 498-7632 or e-mail greg.wierzba@tweetgarot.com with any questions.

Sincerely,

TWEET/GAROT MECHANICAL, INC. – De Pere



Greg Wierzba
Director of Green Bay Accounts

ACCEPTANCE OF PROPOSAL:

By: _____ Date: _____ P.O.
No. _____

Corporate Headquarters:

325 Reid Street
De Pere, WI 54115-2130
(920) 498-0400
Fax: (920) 498-8136

Central Wisconsin Office:

2810 Jefferson Street
Wisconsin Rapids, WI 54495
(715) 421-0400
Fax: (715) 421-5442

www.tweetgarot.com



City of De Pere, Wisconsin

Request For Board of Public Works Action

MEETING DATE: April 11, 2022

DEPARTMENT: Mechanical

FROM: Tom Blohowiak

SUBJECT: Consideration and possible action on Clock Tower Repairs

ATTACHMENTS:

- Clock Tower Memo (PDF)

CITY OF DE PERE MEMO



To: Honorable Mayor Boyd
Members of the Board of Public Works
From: Thomas Blohowiak, Maintenance Supervisor
Date: April 11, 2022

RE: **Consideration and possible action on Clock Tower Repairs**

The clock tower has stopped running and staff has checked the clock over. There is power to the drive motor and that does not run. The motor is connected to a gearbox that turns the four faces of the clock at the same time. We will need to replace the motor and gearbox to make the clock work again.

Background

The gear box has been repaired once before around 2016. It is labor intensive to access the motor and the gearbox assembly. While inspecting the clock there are several other issues that should be addressed. The four name plates are made of wood and are rotten at the mounting brackets. The four faces of the clock are discolored. There is a crack in the main post that holds the head up. The access door has the paint peeling off.

After doing some research and phone calls. I was able to have a few options for the clock repair.

Option 1. \$5,500 for a new motor and gearbox same as the current parts and staff install. This will get the clock running but, does not address the other repairs needed.

Option 2. \$22,360.00 to remove the clock assembly, crate & shipped to Cincinnati, cleaned, painted, mechanically restored in house with original parts, shipped back, and installed. This covers all the other repairs with the original motor and gearbox too.

Option 3. \$35,000 is Option 2 and Includes: new 4-way Impulse timepiece, dial gears, drive rod set, timepiece support stand, four handsets, four Lexan covers, LED upgrade kit, new master clock controller with DST adjustment. All equipment covered under three-year warranty.

Option 4. The same model fabricated today all new would be in the \$30,000.00 range, so it may be more cost effective to just completely replace if considering Verdin Clock to paint and restore our old clock.

Option 5. Remove the clock all together and install some Artwork

The BOPW could choose to take funds out of undesignated reserve and repair the clock in 2022. Remove the clock and budget for repair or replacement in 2023 or add artwork in its location. We are looking for the BOPW's direction with the clock.



City of De Pere, Wisconsin

Request For Board of Public Works Action

MEETING DATE: April 11, 2022

DEPARTMENT: Public Works

FROM: Scott Thoresen

SUBJECT: Discuss Bipartisan Infrastructure Law (BIL)

There have been several inquiries by Alderpersons regarding the Bipartisan Infrastructure Law (BIL) for funding our street projects. The intent of this memo is to provide information regarding this program and the possibility of the city to receive funding for street improvements.

On November 15, 2021, BIL was signed to increase federal funding for local street programs over the next five fiscal years. This funding would fund Surface Transportation Program (STP), Local Bridge programs, Transportation Alternatives Program (TAP), and Congestion Mitigation & Air Quality Programs (CMAQ). For the intent of discussion, we will only be discussing the STP program because this would be the only program that could potentially fund our street projects at this time.

The first opportunity for applying for BIL funding for STP projects were for projects that were fully designed and ready for construction in 2022. The design had to be done per the Wisconsin Department of Transportation (DOT) design process for STP projects. This type of projects requires the City to hire a consultant to do the design because of the need to follow the DOT's design process. The City did not have any projects eligible for this first phase of funding.

The next opportunity for applying for BIL funding for STP projects will be for those projects that can be designed and constructed in the years 2023 - 2026. Applications for these projects are due June 3, 2022. These specific projects need to go through the Green Bay Metropolitan Planning Organization (MPO) for selection. Typically, the MPO has a funding capacity of \$3,528,746 per year or \$17,643,730 per five-year funding cycle for projects. The BIL will increase this amount by \$1,250,000 in fiscal funding year (FFY) 2022 and \$5,000,000 for FFY 2023-2026 (\$1,125,000 per year). To put in perspective the potential amount/size of additional project(s) that might get funded, the Lawrence Drive reconstruction project in De Pere that is in the STP-U grant project is \$3,631,050 for design and construction.

Typically, the streets that meet the requirements for STP funding are arterial streets and major collector streets. Any DOT connecting highways through our city are not eligible for the BIL funding. The MPO has created a detailed scoring list for all streets submitted by communities in the MPO. Scoring is very competitive. The City was able to obtain funding for Lawrence Drive due to the economic impact (being near the industrial park), multi-modal transportation (addition of bike lanes and pedestrian facility upgrades) and other unique opportunities.

Staff will be submitting for the funding, but there is a time investment to analyze streets, gather information, generate a cost estimate, and populate the application. Once the MPO has met and submitted projects for this funding then staff will report back to the BOPW with an update.

ATTACHMENTS:

- bil-stp-u-23-app (1) (PDF)
- STBG Program Application -MPO form (PDF)



FFY 2023-2026 BIL STP-Urban Program Application

NOTE: An individual application or Pre-Project Award Flexibility Agreement (located [here](#)) is required for each new potential FFY 2023 - FFY 2026 STP-Urban program project. Please review the application instructions (see link below) to assist you in completing the application.

[FFY23-26 STP-Urban Application Instructions](#)

Population Category:
SELECT

Project Description

Project Sponsor: SELECT	Facility Owner: SELECT
Project Location:	
Municipality: SELECT	County:
On Route:	
At Route (Start):	Offset: (tenths of a mile)
Toward Route (End):	
Is the project a planning, administration, or other non-infrastructure project? ☐ Yes ☐ No If yes, please select the type of project and provide a brief explanation: SELECT	
NOTE: Attach an 8½ x 11 map showing the project location. A WISLR map is REQUIRED (refer to the following link) http://wisconsindot.gov/Pages/doing-bus/local-gov/wislr/default.aspx	
Length of Project:	(tenths of a mile)
Average Daily Traffic (ADT):	ADT Year: Posted or Statutory Speed Limit(s): (mph)
Functional Classification: SELECT	
NOTE: Roadway must be functionally classified as a <u>Collector or higher</u> to be eligible for funding.	

Existing Facility

Number of Lanes:	Lane Width:	Cross Section: ☐ Rural ☐ Urban
Pavement Type: SELECT	If Combination, explain:	Pavement Width:
Pavement Rating:	Pavement Condition:	Year Last Improved:
Shoulder Type: SELECT	If Combination, explain:	Shoulder Width:
Existing Sidewalk? ☐ Yes, one side ☐ Yes, both sides ☐ No		
Existing bicycle accommodations? ☐ Yes, on street ☐ Yes, off street ☐ No		
If Yes to either of previous questions, are bicycle/pedestrian accommodations designated as part of a regional or local bicycle or pedestrian system?		
☐ Yes ☐ No		
☐ Lighting: SELECT	Lighting Style: SELECT	

Any federal-aid-eligible structures within the existing facility? ☐ Yes ☐ No If yes, please indicate the structure ID #s):

Does a railroad facility exist within 1000 feet of the project limits? ☐ Yes ☐ No If yes, specify: **SELECT**

Owner of Railroad facility

NOTE: If there are any pertinent railroad considerations, design funds may be included for Railroad Review Costs.

Known Safety Issues? ☐ Yes ☐ No If yes, specify: (consider applying for Highway Safety Improvement Program [HSIP] funds if applicable)

Is this project within a F4R site? ☐ Yes ☐ No If yes, has an evaluation been completed:

NOTE: Refer to the following link, *Facilities Repeatedly Requiring Repair and Reconstruction (F4R)*

<https://wisconsin.gov/Pages/doing-bus/local-gov/astnce-pgms/highway/f4r.aspx>

Project Justification

Explain why the project is needed, including the scope and appropriate detail on the project's uniqueness and complexity. Describe specific deficiencies such as pavement cracking, edge raveling, surface deterioration, substandard geometrics, etc. Include and separately identify any 100% locally funded components of the project that are part of the overall improvement.

Proposed Improvement

NOTE: Applicants should refer to the traffic data and design standards information in the instructions prior to completing this section of the application.

Improvement Type: **SELECT** If Combination, explain: Overall Length: (feet)

☐ Rural Cross Section Length: (tenths of a mile)

☐ Urban Cross Section Length: (tenths of a mile)

Will the project add lanes? ☐ Yes ☐ No If Yes, describe which part(s) of the project will receive additional lanes:

Grading: ☐ Minimal ☐ Moderate ☐ Extensive

New Pavement Type: **SELECT** If Combination, explain: Width: Length:

New Shoulder Type: **SELECT** If Combination, explain: Width: Length:

☐ Sidewalk One side or both: Width: Length:

Are bicycle/pedestrian accommodations required as part of a local or regional plan? ☐ Yes ☐ No If yes, specify:

☐ Curb and Gutter Length:

☐ Signals Location:

☐ Roundabout Location:

NOTE: Refer to FDM 11-26 for modern roundabout information

(<http://wisconsin.gov/rdwy/fdm/fd-11-26.pdf>).

☐ Railroad improvements

☐ Lighting: **SELECT** Lighting Style: **SELECT**
☐ Beam Guard
☐ Permanent and Temporary Pavement Marking
☐ Permanent and Temporary Signing
☐ Storm Sewer
☐ Structure Structure Type: **SELECT** Work Required: **SELECT**
 Structure #(s): Sizes and Descriptions:
 Traffic Management During Construction: **SELECT**
 Do you anticipate submittal of an exception to standards request? ☐ Yes ☐ No
 If yes, please describe:

Environmental/Cultural Issues

Agriculture	☐ Yes	☐ No	☐ Not Investigated	Comments:
Archaeological sites	☐ Yes	☐ No	☐ Not Investigated	Comments:
Historical sites	☐ Yes	☐ No	☐ Not Investigated	Comments:
Lakes, waterways, floodplains	☐ Yes	☐ No	☐ Not Investigated	Comments:
Wetland	☐ Yes	☐ No	☐ Not Investigated	Comments:
Stormwater management	☐ Yes	☐ No	☐ Not Investigated	Comments:
Hazardous materials sites	☐ Yes	☐ No	☐ Not Investigated	Comments:
Hazardous materials on existing structure	☐ Yes	☐ No	☐ Not Investigated	Comments:
Upland habitat	☐ Yes	☐ No	☐ Not Investigated	Comments:
Endangered/threatened/migratory species	☐ Yes	☐ No	☐ Not Investigated	Comments:
Section 4(f)	☐ Yes	☐ No	☐ Not Investigated	Comments:
Section 6(f)	☐ Yes	☐ No	☐ Not Investigated	Comments:
Through/adjacent to tribal land	☐ Yes	☐ No	☐ Not Investigated	Comments:

Miscellaneous Issues

Construction Schedule Restrictions (trout, migratory bird, local events): ☐ Yes ☐ No
 If yes, please explain.
 Has there been any real estate acquired or transferred in anticipation of this project? ☐ Yes ☐ No
 If yes, please explain.
 Right of Way: **(NOTE: It is recommended that local funds be used to acquire right of way.)**
 Check all that are applicable.
☐ None ☐ Less than ½ acre ☐ More than ½ acre
☐ Parklands ☐ Large parcels ☐ Strips ☐ Temporary interests
 Other Concept Notes: Provide any additional relevant project information that has not been covered in another section of the application.

CONFIDENTIAL INFORMATION

Cost Estimate, Project Priority, and Scheduling

Applicants should reference the following WisDOT web page prior to completing this section of the application:
<http://wisconsindot.gov/Pages/doing-bus/local-gov/astnce-pgms/highway/tools.aspx>

NOTE: Requesting design and construction projects in the same fiscal year is not allowed.

NOTE: All applications must include a sheet documenting the calculations performed to create the estimate(s).

☐ **Tied Projects?** All requests for design must be tied to a construction project. Please indicate which projects will be tied (if applicable):

☐ **Construction:**

Project Priority:

☐ FY 2023 ☐ FY 2024 ☐ FY 2025 ☐ FY 2026 ☐ FY 2027

Total

Federal Share

Local Share

Participating Roadway Cost	\$	\$	\$
Participating Structure Cost	\$	\$	\$
Total Participating Cost	\$	\$	\$
Non-Participating Roadway Cost (100% Local)	\$	\$0	\$
Non- Participating Structure Cost (100% Local)	\$	\$0	\$
Total Non-Participating Construction Cost	\$	\$0	\$
A. Subtotal Construction Costs	\$	\$	\$
B. Construction Engineering Costs (Coordinate with WisDOT Region)	\$	\$	\$
C. State Review for Construction (Provided by WisDOT Region)	\$	\$	\$
Total Construction Cost Estimate with Construction Engineering and State Review (sum lines A, B and C)	\$	\$	\$

NOTE: All estimates will be reviewed by WisDOT Region staff for consistency with current practices and approaches. WisDOT Region staff, in agreement with the local sponsor, may revise estimates in these categories due to the complexity of the project or other factors. WisDOT will notify the sponsor of any changes to estimates within the application and determine whether the sponsor wishes to continue with the application with the revised estimate.

☐ **Design:**☐ 100% Locally Funded (state review is required to be included as 100% locally funded) **OR**☐ 80% Federally Funded ("design only" projects are not allowed)**Project Priority:**☐ FY 2023 ☐ FY 2024 ☐ FY 2025 ☐ FY 2026 ☐ FY 2027**Total****Federal Share****Local Share****A. Design Plan Development**

\$

\$

\$

B. State Review for Design

\$

\$

\$

(provided by WisDOT Region)

Total Design Cost Estimate with State Review

\$

\$

\$

(sum lines A and B)

NOTE: WisDOT Region staff, in agreement with local sponsor, may revise estimates in the Plan Development, State Review for Design, and State Review for Construction categories based on the complexity of the project or other factors.

NOTE: Costs for Railroad Review of plans will be added when there are pertinent railroad considerations.

☐ **Real Estate:** (Recommend funding with local funds.)**Project Priority:**☐ FY 2023 ☐ FY 2024 ☐ FY 2025 ☐ FY 2026 ☐ FY 2027**Total Real Estate Cost** (Round to next \$1,000)

\$

☐ **Utility:** (Compensable utility costs must be \$50,000 minimum per utility. Recommend funding with local funds.)**Project Priority:**☐ FY 2023 ☐ FY 2024 ☐ FY 2025 ☐ FY 2026 ☐ FY 2027**Total Utility Cost** (Round to next \$1,000)

\$

NOTE: WisDOT Utility Policy link: <http://wisconsindot.gov/rdwy/fdm/fd-18-01.pdf>☐ **Other** (Planning, Administration, or Other Non-infrastructure)Please select the type of project: **SELECT****Project Priority:**☐ FY 2023 ☐ FY 2024 ☐ FY 2025 ☐ FY 2026 ☐ FY 2027**Total Other Cost** (Round to next \$1,000)

\$

WisDOT Information – Shaded area to be completed by WisDOT staff only.

Additional Confidential Information	
FOR WISDOT USE ONLY – enter the following information at application review	
WisDOT Region Reviewer:	Date:
WisDOT Region Comments on Application:	
FOR WISDOT USE ONLY – enter the following information after project approval	
Approved Federal Funding Amount:	Construction: \$
	Design: \$
	Real Estate: \$
	Utility: \$
	Other: \$
	TOTAL: \$

Key Program Requirements Confirmation

Please confirm your understanding of the following project conditions by **typing your name, title and initials** in the boxes at the bottom of this page. **A Head of Government/Designee with fiscal authority for the project sponsor, not a consultant, must initial below AND sign the next page of this application.**

- All Federal Funding will be limited at the estimate amount unless an increase is approved by WisDOT. Additional costs incurred over the limit will be 100% the responsibility of the project sponsor.
- A federally funded design project must be tied to a construction project. Stand alone design projects are no longer eligible for funding (this does not apply to MPO area projects).
- Only new projects may apply, existing projects are ineligible for additional funds through the new cycle process. Existing projects requiring additional funds are encouraged to use the existing Project Change and Cost Increase processes.
- Federally-funded projects must be designed in accordance with all applicable federal design standards (even if the design for a federally-funded project was 100% locally funded).
- The sponsor must provide matching dollar funding of at least 20% of project costs.
- The sponsor must not incur costs for any phase of the project until that phase has been authorized for federal charges and the WisDOT Region has notified the sponsor that it can begin incurring costs. Otherwise, the sponsor risks incurring costs that will not be eligible for federal funding.
- As the work progresses, the state will bill the project sponsor for work completed which is not chargeable to federal funds. Upon completion of the project, a final audit will be made to determine the final division of costs. If reviews or audits show any of the work to be ineligible for federal funding, the project sponsor will be responsible for any withdrawn costs associated with the ineligible work.
- The project sponsor will pay to the state all costs incurred by the state in connection with the improvement that exceed federal financing commitments or are ineligible for federal financing. In order to guarantee the project sponsor's foregoing agreements to pay the state, the project sponsor, through its duly authorized officers or officials, agrees and

authorizes the state to set off and withhold the required reimbursement amount as determined by the state from any moneys otherwise due and payable by the state to the municipality.

- i. If the project sponsor should withdraw the project, it will reimburse the state for any costs incurred by the state on behalf of the project.
- j. For 100% locally funded design projects, costs for design plan development and state review for design are 100% the responsibility of the local project sponsor. Project sponsors may not seek federal funding for only state review for design projects.
- k. The sponsor agrees to state delivery and oversight costs by WisDOT staff and their agents. These costs include review of design and construction documents for compliance with federal and state requirements, appropriate design standards, and other related review. These costs will vary with the size and complexity of the project. The sponsor agrees to add these costs to the project under the same 80% federal and 20% local match requirements.
- l. Transportation construction projects using federal funds except sidewalks, are likely general improvements that primarily benefit the public at large and for which special assessments cannot be levied under s. 66.0703, Wis. Stats. Municipalities desiring to obtain the required local project funding through special assessments levied against particular parcels should seek advice of legal counsel. See Hildebrand v. Menasha, 2011 WI App 83.

I confirm that I have read and understand project conditions (a) through (l) listed above:

Name: _____ Title: _____

Accepted (please type your initials here): _____

Contact Information and Signatures

Application prepared by a consultant? ☐ Yes ☐ No If yes, consultant information and signature required below.

Consultant Company Name: _____ Company Location (City, State): _____

Consultant Signature (electronic only): _____

Date: _____

NOTE: It is **not permissible** for a consultant to fill out applications gratis (or for a small fee) for a municipality and then be selected to do the design work on a project **unless** the municipality either:

a. uses a one-step QBS process with the scope of work to include the grant application and the design services, if authorized; or

b. uses a two-step QBS process with the scope of work for the first selection for the preparation of the grant application(s) and the second selection for the actual design(s).

In both cases, all costs incurred prior to WisDOT project authorization are the responsibility of the municipality.

See FDM 8-5-3 for additional information: <http://wisconsindot.gov/rdwy/fdm/fd-08-05.pdf>

Sponsor Agency:	
Contact Person:	(Note: must be Head of Government or Designee)
Title:	
Address:	
Telephone:	
Email:	
Only one project sponsor is allowed per project. As a representative of the project sponsor, the individual that signs below confirms that the information in this project application is accurate. A local official, not a consultant, must sign the application. I understand that completion of this application does not guarantee project approval for federal funding.	
Head of Government/Designee Signature (<u>electronic only</u>): Local Unit of Government Agency (when owner differs from sponsor): Owner Signature (when owner differs from sponsor) (<u>electronic only</u>):	Date: Date:

WisDOT Information – Shaded area to be completed by WisDOT staff only.

FOR WISDOT USE ONLY – enter the following information at application review	
NOTE: Please add any WisDOT application comments in the comments section on the Confidential page A-6.	
Subprogram:	Project Improvement Type:
Region Reviewer's Name:	
Reviewer's Title:	
Date Received:	
WisDOT Region Reviewers Signature:	Date:
FOR WISDOT USE ONLY – enter the following information after project approval	
Project ID(s):	

**Surface Transportation Block Grant (STBG) Program
Roadway Improvement Projects
Project Prioritization Process – Scoring Form
Brown County Planning Commission (BCPC)/Metropolitan Planning Organization (MPO)
for the Green Bay Urbanized Area**

Name of Street/Project Name: Project Termini: Project Description (What is proposed & why is it needed?): Project Length:		
Category & Criteria	To be completed by applicant. Please refer to the <i>Project Prioritization Process</i> document for examples of information to be provided.	Possible Points
1. Multimodal Transportation Safety		25
1.1 Motorized Crashes, Injuries & Fatalities		0-5
1.2 Non-Motorized Crashes, Injuries & Fatalities		0-5
1.3 Highway/Street Rail Crossing		0-4
1.4 School Activity		0-4
1.5 Emergency Response		0-3
1.6 Safety Improvements		0-4
2. Multimodal Transportation Planning & Facilities		25
2.1 Pedestrian		(-2)-6
2.2 Bicycle		(-2)-6
2.3 Public Transportation (Fixed Route Bus, Microtransit, & Paratransit)		0-4
2.4 Rail Service		0-3
2.5 Air Travel		0-3
2.6 Waterborne Transportation		0-3
3. Transportation System Sustainability & Livability		25
3.1 Environmental Justice (EJ) Area		0-4
3.2 Recreational Opportunity		0-3

3.3	Consistency with Adopted Plans	0-7
3.4	Land Use Impacts & Context Sensitivity	0-5
3.5	Economic Benefit	0-3
3.6	Years in the Transportation Improvement Program	1-3
4. Congestion Reduction & System Efficiency		25
4.1	Annual Average Daily Traffic (AADT)	1-5
4.2	Route Significance	1-5
4.3	Maintenance Scope	0-5
4.4	Level of Service (LOS)	(-2)-5
4.5	Existing Deficiency	0-5
Total: (to be completed by MPO staff)		
Applicant Notes:		

Capacity Expansion or Preservation Project:

Existing Typical Roadway Width (curb to curb, exclude median)	feet
Existing Typical Section including number, type, & width of lanes (driving, parking, bicycle). (Provide narrative)	
Proposed Typical Roadway Width (curb to curb, exclude median)	feet
Proposed Typical Section including number, type, & width of lanes (driving, parking, bicycle). (Provide narrative)	
Is On-Street Parking Permitted?	☐ Yes ☐ No

This **Scoring Form** will be used by the MPO staff to score each roadway project. The Project Prioritization Process can be found at:

[http://www.public.applications.co.brown.wi.us/Plan/PlanningFolder/Transportation/STBG/Project%20Prioritization%20Process%20for%20the%20Surface%20Transportation%20Block%20Grant%20\(STPBG\)%20program.pdf](http://www.public.applications.co.brown.wi.us/Plan/PlanningFolder/Transportation/STBG/Project%20Prioritization%20Process%20for%20the%20Surface%20Transportation%20Block%20Grant%20(STPBG)%20program.pdf)

Completed forms may be returned electronically to Lisa.Conard @browncountywi.gov or by mail to Lisa J. Conard, Brown County Planning Commission, PO Box 23600, Green Bay, WI 54305-3600.

All project applicants must also complete the **WisDOT FFY-2023-2026 BIL STP-Urban Program Application** form and submit it to both WisDOT and MPO staff. The application can be found here: <https://wisconsindot.gov/Pages/doing-bus/local-gov/astnce-pgms/highway/bil-lp-ffy23.aspx>



City of De Pere, Wisconsin

Request For Board of Public Works Action

MEETING DATE:	April 11, 2022
DEPARTMENT:	Public Works
FROM:	Scott Thoresen
SUBJECT:	Consideration and possible action on Alderperson Hansen's request regarding sanitary sewer lateral maintenance responsibility



City of De Pere, Wisconsin

Request For Board of Public Works Action

MEETING DATE: April 11, 2022

DEPARTMENT: Engineering

FROM: Eric Rakers

SUBJECT: Consideration and possible action on award of Contract 22-01 Sewer and Water Relay and Street Resurfacing*

ATTACHMENTS:

- 2022 0411 CI_BOPW_Award_22-01 (PDF)
- 2022 0307 CI_BOPW_Award_22-06 (PDF)
- 2022 0407 CE_Project 22-01_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: April 11, 2022

RE: **Consideration and possible action on award of Contract 22-01 Sewer and Water Relay and Street Resurfacing***

The Engineering Department received bids on Project 22-01 Sewer and Water Relay and Street Resurfacing on April 7, 2022. This project involves relaying water main at various locations around the City due to the deteriorated condition, relaying sanitary laterals, and the addition of storm sewer. The streets will be milled and resurfaced or pulverized and paved. The bids received are as follows:

Contractor	Amount
Jossart Brothers, Inc.	\$2,989,071.50
David Tenor Corporation	\$3,038,867.70
Advance Construction Inc.	\$3,101,808.50
Feaker & Sons Co. Inc.	\$3,192,980.50
Dorner Inc.	\$3,231,817.00
Kruczek Construction Inc.	\$3,250,000.00
PTS Contractors, Inc.	\$3,354,000.00
De Groot, Inc.	\$3,593,717.85

Project 22-01 is presenting several challenges from construction timing to budget. First, just prior to advertising this project, we contacted material suppliers and found out that valves are 20 weeks out from the order date. This significantly impacts when the project might start, potentially pushing the date back to September. With this amount of lead time for valves and other ductile iron fittings, realistically completing the project in 2022 will be very challenging and could result in streets not being paved by winter. Knowing this, the contract completion was extended back to July 31, 2023. For interim dates, if the contractor starts the construction on a street in 2022 it needs to be completed by November 1, 2022.

Next, the cost for the project is higher than allocated which is due to additional work being performed and materials cost. The amount of work being completed on Sixth and Seventh Street is higher than anticipated. We planned spot curb and gutter repairs, milling, and resurfacing the streets. Due to the condition of the curb in the middle section of Seventh and on Sixth, particularly from the intersection of Seventh and south around the curve, we are replacing large sections. Next, based on the existing cracking in the asphalt and some areas where the base appears poor, we will likely experience more significant pavement deterioration during construction. Rather than milling, we are pulverizing Sixth and Seventh Street where the contractor blends the asphalt and base by grinding in place. After grinding, four inches of material will be removed and 4 inches of asphalt replaced.

The other component to the project cost is higher material costs. A few examples of some of the items with significant increases from last year are as follows:

Item	2021 Cost	2022 Cost
16" Butterfly Valves	\$3,778.00/Each	\$7,000.00/Each
8" Butterfly Valves	\$1,976.00/Each	\$3,000.00/Each
Hydrant Bury (6.5')	\$4,441.00/Each	\$5,450.00/Each
Asphalt Surface Course (1 ¾")	\$68.90/Ton	\$81.50/Ton
Asphalt Binder Course (2 ¼")	\$76.00/Ton	\$80.50/Ton

The allocated funding amount from the capital improvement budget is as follows:

- Street Management (Taxes and General Obligation Debt): \$620,000.00.
(Note that this amount includes \$80,000 allocated to Project 22-06 (see attached memo) from the last Board Meeting that will not be used on that project.)
- Sewerage Utility Fund: \$ 350,000.00
- Water Utility Fund: \$1,045,000.00.
(The water main cost based on the bid is \$1,341,885.00.)
- Storm Water Utility: \$ 705,000.00
- Parks Department: \$ 8,000.00

Two discussion items for the Board.

- (1) The street costs are coming in higher than allocated for this project (approximately \$200,000). Staff recommends keeping the streets in this project as there are significant drainage issues. To address the additional costs, staff can scale back the resurfacing streets under Project 22-07 or bond for additional funds for resurfacing.
- (2) The water main costs are higher than budgeted for this project (approximately \$300,000). There are two options for the water budget which are:
 - a. Eliminate the water main relay on Ridgeway Boulevard.
 - b. In discussing with the contractor, some of this work will be carried over to 2023. Funding from the 2023 water utility budget could be used to fund the remainder of the project. This will reduce the amount of water relay in 2023 on other streets.

Staff's recommendation is to accept the bid from Jossart Brothers, Inc. in the amount of \$2,989,071.50 regardless of which options above are chosen.

Attachments:

2022 0407 CE Project 22-01 Bid Tabulation (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: March 7, 2022

RE: **Consideration and possible action on award of Contract 22-06 Concrete Street Repairs***

The Engineering Department received bids on Project 22-06 Concrete Street Repairs on March 3, 2022. This project involves colored concrete sealing, concrete street rehabilitation on Fort Howard Avenue, spot concrete street repairs throughout the City and reconstructing part of the West Side Fire Station parking lot. The bids received are as follows:

Contractor	Amount
Zenith Tech Inc	\$369,637.42
Vinton Construction Co.	\$403,410.70
Sommers Construction Company, Inc.	\$511,119.75

The allocated amount from the capital improvement budget is \$456,000. Funding will be as follows:

- General Obligation Debt for Street Maintenance \$400,000
- Fire Department \$ 40,000
- Water Utility \$ 6,000

The West Side Fire Stations part of the project is slightly over budget at \$43,537.85. Staff will work with the Fire Department to identify additional funding or remove from the project.

Staff's recommendation is to accept the bid from Zenith Tech Inc. in the amount of \$369,637.42.

Attachments:

2022 0303 Project 22-06 Bid Tabulation (PDF)



PROJECT 22-01
SEWER AND WATER RELAY AND STREET RESURFACING

				BIDDER NO. 1		BIDDER NO. 2		BIDDER NO. 3		BIDDER NO. 4		BIDDER NO. 5		BIDDER NO. 6		BIDDER NO. 7		BIDDER NO. 8	
				Jossart Brothers, Inc.		David Tenor Corporation		Advance Construction Inc.		Feaker & Sons Co Inc		Dorner Inc.		Kruczek Construction Inc.		PTS Contractors, Inc		De Groot, Inc.	
ITEM	DESCRIPTION	UNIT	QTY	UNIT PRICE	BID AMOUNT	UNIT PRICE	BID AMOUNT	UNIT PRICE	BID AMOUNT	UNIT PRICE	BID AMOUNT	UNIT PRICE	BID AMOUNT	UNIT PRICE	BID AMOUNT	UNIT PRICE	BID AMOUNT	UNIT PRICE	BID AMOUNT
SANITARY SEWER																			
SS-01	Remove and Relay 6" or 4" PVC Sanitary Lateral	LF	2,570	\$90.00	\$231,300.00	\$85.00	\$218,450.00	\$104.00	\$267,280.00	\$92.00	\$236,440.00	\$103.00	\$264,710.00	\$109.00	\$280,130.00	\$118.00	\$303,260.00	\$95.52	\$245,486.40
SS-02	Provide 6" or 4" Saddle to Existing Sanitary Sewer	EA	46	\$250.00	\$11,500.00	\$375.00	\$17,250.00	\$1,613.00	\$74,198.00	\$750.00	\$34,500.00	\$1,000.00	\$46,000.00	\$295.00	\$13,570.00	\$1,095.00	\$50,370.00	\$2,728.69	\$125,519.74
SS-03	Remove and Replace 4' Diameter Sanitary Sewer Manhole	VF	10	\$450.00	\$4,500.00	\$645.00	\$6,450.00	\$482.00	\$4,820.00	\$650.00	\$6,500.00	\$475.00	\$4,750.00	\$490.00	\$4,900.00	\$590.00	\$5,900.00	\$647.34	\$6,473.40
SS-04	Provide 4' Diameter Sanitary Sewer Manhole on Clay Street	LS	1	\$7,000.00	\$7,000.00	\$6,200.00	\$6,200.00	\$6,200.00	\$6,200.00	\$6,100.00	\$6,100.00	\$6,758.00	\$6,758.00	\$4,600.00	\$4,600.00	\$7,500.00	\$7,500.00	\$7,118.41	\$7,118.41
SS-05	Connect to Existing Sanitary Sewer Pipe	EA	1	\$750.00	\$750.00	\$600.00	\$600.00	\$296.00	\$296.00	\$1,500.00	\$1,500.00	\$758.00	\$758.00	\$550.00	\$550.00	\$1,270.00	\$1,270.00	\$3,585.50	\$3,585.50
SS-06	Connect to Existing PVC Sanitary Sewer Lateral (East and West St. Francis)	EA	35	\$250.00	\$8,750.00	\$310.00	\$10,850.00	\$260.00	\$9,100.00	\$470.00	\$16,450.00	\$1,325.00	\$46,375.00	\$210.00	\$7,350.00	\$337.00	\$11,795.00	\$2,080.60	\$72,821.00
SS-07	Remove Protruding Sanitary Lateral (1020 Jordan Road)	LS	1	\$3,000.00	\$3,000.00	\$1,650.00	\$1,650.00	\$2,500.00	\$2,500.00	\$2,000.00	\$2,000.00	\$2,309.00	\$2,309.00	\$1,550.00	\$1,550.00	\$1,800.00	\$1,800.00	\$3,535.00	\$3,535.00
SS-08	Televise Sanitary Lateral	EA	8	\$200.00	\$1,600.00	\$120.00	\$960.00	\$110.00	\$880.00	\$160.00	\$1,280.00	\$162.00	\$1,296.00	\$127.00	\$1,016.00	\$160.00	\$1,280.00	\$353.50	\$2,828.00
STORM SEWER																			
ST-01	Remove and Relay 18" PVC, RCP Class III, or PP Storm Sewer	LF	155	\$81.00	\$12,555.00	\$80.00	\$12,400.00	\$80.50	\$12,477.50	\$90.00	\$13,950.00	\$82.00	\$12,710.00	\$84.00	\$13,020.00	\$96.00	\$14,880.00	\$82.14	\$12,731.70
ST-02	Provide 18" PVC, RCP Class III, or PP Storm Sewer	LF	130	\$80.00	\$10,400.00	\$80.00	\$10,400.00	\$79.00	\$10,270.00	\$88.00	\$11,440.00	\$80.00	\$10,400.00	\$79.50	\$10,335.00	\$96.00	\$12,480.00	\$83.83	\$10,897.90
ST-03	Provide 15" PVC, RCP Class III, or PP Storm Sewer	LF	815	\$70.00	\$57,050.00	\$81.00	\$66,015.00	\$77.00	\$62,755.00	\$79.00	\$64,385.00	\$73.00	\$59,495.00	\$70.00	\$57,050.00	\$89.00	\$72,535.00	\$75.03	\$61,149.45
ST-04	Remove and Relay 12" PVC or RCP Class III Storm Sewer	LF	315	\$67.00	\$21,105.00	\$78.00	\$24,570.00	\$75.50	\$23,782.50	\$78.00	\$24,570.00	\$89.00	\$28,035.00	\$72.75	\$22,916.25	\$103.00	\$32,445.00	\$69.59	\$21,920.85
ST-05	Provide 12" PVC, RCP Class III, or PP Storm Sewer	LF	1,650	\$67.00	\$110,550.00	\$77.00	\$127,050.00	\$74.00	\$122,100.00	\$74.00	\$122,100.00	\$72.00	\$118,800.00	\$63.25	\$104,362.50	\$86.00	\$141,900.00	\$68.42	\$112,893.00
ST-06	Provide 8" PVC Storm Sewer	LF	1,025	\$64.00	\$65,600.00	\$70.00	\$71,750.00	\$57.00	\$58,425.00	\$71.00	\$72,775.00	\$60.00	\$61,500.00	\$53.50	\$54,837.50	\$75.00	\$76,875.00	\$60.38	\$61,889.50
ST-07	Provide 6" PVC Storm Sewer Offset at Legion Pool	LS	1	\$3,000.00	\$3,000.00	\$1,700.00	\$1,700.00	\$2,222.00	\$2,222.00	\$3,330.00	\$3,330.00	\$1,806.00	\$1,806.00	\$1,500.00	\$1,500.00	\$11,000.00	\$11,000.00	\$4,040.00	\$4,040.00
ST-08	Provide 6" PVC Storm Sewer Lateral	LF	1,980	\$62.00	\$122,760.00	\$54.00	\$106,920.00	\$52.00	\$102,960.00	\$60.00	\$118,800.00	\$55.00	\$108,900.00	\$212.40	\$420,552.00	\$81.00	\$160,380.00	\$63.80	\$126,324.00
ST-09	Provide 18"X6" Storm Branch or Inserta Tee	EA	5	\$250.00	\$1,250.00	\$500.00	\$2,500.00	\$215.00	\$1,075.00	\$300.00	\$1,500.00	\$395.00	\$1,975.00	\$190.00	\$950.00	\$350.00	\$1,750.00	\$557.52	\$2,787.60
ST-10	Provide 15"X6" Storm Branch or Inserta Tee	EA	12	\$250.00	\$3,000.00	\$500.00	\$6,000.00	\$215.00	\$2,580.00	\$300.00	\$3,600.00	\$395.00	\$4,740.00	\$190.00	\$2,280.00	\$350.00	\$4,200.00	\$557.52	\$6,690.24
ST-11	Provide 12"X6" Storm Branch or Inserta Tee	EA	14	\$250.00	\$3,500.00	\$500.00	\$7,000.00	\$215.00	\$3,010.00	\$300.00	\$4,200.00	\$395.00	\$5,530.00	\$190.00	\$2,660.00	\$350.00	\$4,900.00	\$557.52	\$7,805.28
ST-12	Provide 8"X6" Storm Branch or Inserta Tee	EA	18	\$200.00	\$3,600.00	\$200.00	\$3,600.00	\$90.00	\$1,620.00	\$225.00	\$4,050.00	\$239.00	\$4,302.00	\$100.00	\$1,800.00	\$295.00	\$5,310.00	\$500.85	\$9,015.30
ST-13	Provide Lateral Connection to Existing Storm Sewer	EA	5	\$200.00	\$1,000.00	\$250.00	\$1,250.00	\$215.00	\$1,075.00	\$300.00	\$1,500.00	\$916.00	\$4,580.00	\$375.00	\$1,875.00	\$385.00	\$1,925.00	\$808.00	\$4,040.00
ST-14	Remove and Replace 5' Diameter Storm Manhole	VF	5.5	\$825.00	\$4,537.50	\$895.00	\$4,922.50	\$1,117.00	\$6,143.50	\$950.00	\$5,225.00	\$891.00	\$4,900.50	\$560.00	\$3,080.00	\$950.00	\$5,225.00	\$1,109.61	\$6,102.86
ST-15	Remove and Replace 4' Diameter Storm Manhole	VF	16	\$600.00	\$9,600.00	\$710.00	\$11,360.00	\$691.00	\$11,056.00	\$725.00	\$11,600.00	\$676.00	\$10,816.00	\$615.00	\$9,840.00	\$690.00	\$11,040.00	\$828.50	\$13,256.00
ST-16	Provide 5' Diameter Storm Manhole (Construct Over Existing - Doghouse)	VF	11.5	\$825.00	\$9,487.50	\$995.00	\$11,442.50	\$1,086.00	\$12,489.00	\$1,000.00	\$11,500.00	\$1,160.00	\$13,340.00	\$715.00	\$8,222.50	\$1,180.00	\$13,570.00	\$1,086.41	\$12,493.72
ST-17	Provide 4' Diameter Storm Manhole	VF	93	\$600.00	\$55,800.00	\$710.00	\$66,030.00	\$590.00	\$54,870.00	\$700.00	\$65,100.00	\$710.00	\$66,030.00	\$685.00	\$63,705.00	\$645.00	\$59,985.00	\$940.56	\$87,472.08
ST-18	Remove and Replace Type B Inlet	EA	7	\$2,850.00	\$19,950.00	\$3,300.00	\$23,100.00	\$3,788.00	\$26,516.00	\$3,000.00	\$21,000.00	\$2,722.00	\$19,054.00	\$2,900.00	\$20,300.00	\$3,200.00	\$22,400.00	\$2,904.66	\$20,332.62
ST-19	Remove and Replace Type B Catch Basin	EA	2	\$2,850.00	\$5,700.00	\$3,200.00	\$6,400.00	\$3,888.00	\$7,776.00	\$3,185.00	\$6,370.00	\$2,751.00	\$5,502.00	\$3,200.00	\$6,400.00	\$2,900.00	\$5,800.00	\$2,828.00	\$5,656.00
ST-20	Provide Type A Field Inlet (Merrill Street Reservoir)	EA	1	\$4,000.00	\$4,000.00	\$2,675.00	\$2,675.00	\$3,668.00	\$3,668.00	\$3,210.00	\$3,210.00	\$3,859.00	\$3,859.00	\$2,600.00	\$2,600.00	\$5,400.00	\$5,400.00	\$4,040.00	\$4,040.00
ST-21	Provide Type B Catch Basin	EA	9	\$2,650.00	\$23,850.00	\$3,200.00	\$28,800.00	\$3,488.00	\$31,392.00	\$2,900.00	\$26,100.00	\$2,727.00	\$24,543.00	\$3,100.00	\$27,900.00	\$2,900.00	\$26,100.00	\$2,777.50	\$24,997.50
ST-22	Provide Type B Inlet	EA	9	\$2,650.00	\$23,850.00	\$3,300.00	\$29,700.00	\$3,488.00	\$31,392.00	\$3,085.00	\$27,765.00	\$2,698.00	\$24,282.00	\$2,800.00	\$25,200.00	\$2,800.00	\$25,200.00	\$2,777.50	\$24,997.50
ST-23	Provide Type B Inlet (Franklin and Washington)	EA	1	\$4,500.00	\$4,500.00	\$3,550.00	\$3,550.00	\$4,488.00	\$4,488.00	\$3,500.00	\$3,500.00	\$4,113.00	\$4,113.00	\$3,000.00	\$3,000.00	\$3,050.00	\$3,050.00	\$3,535.00	\$3,535.00
ST-24	Connect to Existing Structure	EA	11	\$750.00	\$8,250.00	\$950.00	\$10,450.00	\$500.00	\$5,500.00	\$1,500.00									



PROJECT 22-01
SEWER AND WATER RELAY AND STREET RESURFACING

				BIDDER NO. 1		BIDDER NO. 2		BIDDER NO. 3		BIDDER NO. 4		BIDDER NO. 5		BIDDER NO. 6		BIDDER NO. 7		BIDDER NO. 8	
				Jossart Brothers, Inc.		David Tenor Corporation		Advance Construction Inc.		Feaker & Sons Co Inc		Dorner Inc.		Kruczek Construction Inc.		PTS Contractors, Inc		De Groot, Inc.	
ITEM	DESCRIPTION	UNIT	QTY	UNIT PRICE	BID AMOUNT	UNIT PRICE	BID AMOUNT	UNIT PRICE	BID AMOUNT	UNIT PRICE	BID AMOUNT	UNIT PRICE	BID AMOUNT	UNIT PRICE	BID AMOUNT	UNIT PRICE	BID AMOUNT	UNIT PRICE	BID AMOUNT
W-15	Provide Hydrant 11' Bury	EA	1	\$6,350.00	\$6,350.00	\$6,600.00	\$6,600.00	\$6,921.00	\$6,921.00	\$6,500.00	\$6,500.00	\$7,148.00	\$7,148.00	\$6,550.00	\$6,550.00	\$6,425.00	\$6,425.00	\$7,365.93	\$7,365.93
W-16	Provide Hydrant 6.5' Bury	EA	12	\$5,450.00	\$65,400.00	\$5,375.00	\$64,500.00	\$5,221.00	\$62,652.00	\$5,350.00	\$64,200.00	\$6,009.00	\$72,108.00	\$5,530.00	\$66,360.00	\$5,400.00	\$64,800.00	\$5,911.53	\$70,938.36
W-17	Provide 6" PVC Hydrant Lead	LF	205	\$80.00	\$16,400.00	\$68.00	\$13,940.00	\$87.00	\$17,835.00	\$80.00	\$16,400.00	\$93.00	\$19,065.00	\$90.00	\$18,450.00	\$96.00	\$19,680.00	\$65.58	\$13,443.90
W-18	Provide 8" Water Main 1/2 Offset	EA	1	\$2,000.00	\$2,000.00	\$2,850.00	\$2,850.00	\$3,238.00	\$3,238.00	\$2,400.00	\$2,400.00	\$3,385.00	\$3,385.00	\$2,500.00	\$2,500.00	\$2,960.00	\$2,960.00	\$5,177.26	\$5,177.26
W-19	Provide 6" Water Main 1/2 Offset	EA	4	\$1,500.00	\$6,000.00	\$2,300.00	\$9,200.00	\$2,526.00	\$10,104.00	\$2,200.00	\$8,800.00	\$2,487.00	\$9,948.00	\$2,100.00	\$8,400.00	\$4,320.00	\$17,280.00	\$4,217.26	\$16,869.04
W-20	Abandon/Remove Water Main and Appurtenances	LS	1	\$15,000.00	\$15,000.00	\$42,500.00	\$42,500.00	\$6,500.00	\$6,500.00	\$28,000.00	\$28,000.00	\$14,259.00	\$14,259.00	\$29,113.75	\$29,113.75	\$15,120.00	\$15,120.00	\$18,685.00	\$18,685.00
STREET AND DRAINAGE																			
SD-01	Clearing and Grubbing	ID	80	\$47.25	\$3,780.00	\$46.50	\$3,720.00	\$45.00	\$3,600.00	\$46.00	\$3,680.00	\$47.00	\$3,760.00	\$40.00	\$3,200.00	\$61.00	\$4,880.00	\$50.50	\$4,040.00
SD-02	Provide Excavation Below Subgrade	CY	200	\$35.00	\$7,000.00	\$35.00	\$7,000.00	\$35.00	\$7,000.00	\$15.00	\$3,000.00	\$26.00	\$5,200.00	\$23.00	\$4,600.00	\$34.00	\$6,800.00	\$25.25	\$5,050.00
SD-03	Pulverize Asphaltic Concrete Pavement and Aggregate (10-inch Depth) and Remove top 4 inches of Material (S. Sixth St & S. Seventh St)	SY	9,610	\$2.85	\$27,388.50	\$2.78	\$26,715.80	\$1.85	\$17,778.50	\$2.75	\$26,427.50	\$2.80	\$26,908.00	\$2.85	\$27,388.50	\$2.80	\$26,908.00	\$3.03	\$29,118.30
SD-04	Mill Asphaltic Concrete Pavement	SY	5,750	\$3.20	\$18,400.00	\$3.20	\$18,400.00	\$3.10	\$17,825.00	\$3.15	\$18,112.50	\$3.20	\$18,400.00	\$3.15	\$18,112.50	\$3.20	\$18,400.00	\$3.22	\$18,515.00
SD-05	Provide 1 1/4" Crushed Aggregate Base Course	TON	100	\$15.00	\$1,500.00	\$18.80	\$1,880.00	\$13.80	\$1,380.00	\$15.00	\$1,500.00	\$18.00	\$1,800.00	\$17.00	\$1,700.00	\$17.50	\$1,750.00	\$17.17	\$1,717.00
SD-06	Provide Asphaltic Concrete Pavement Type 4 LT 58-28 S, 1 3/4" Upper Layer	TON	1,020	\$81.50	\$83,130.00	\$81.42	\$83,048.40	\$79.05	\$80,631.00	\$80.65	\$82,263.00	\$82.60	\$84,252.00	\$81.00	\$82,620.00	\$81.00	\$82,620.00	\$83.83	\$85,506.60
SD-07	Provide Asphaltic Concrete Pavement Type 3 LT 58-28 S, 2 1/4" Lower Layer	TON	1,300	\$79.50	\$103,350.00	\$79.41	\$103,233.00	\$77.10	\$100,230.00	\$78.65	\$102,245.00	\$80.60	\$104,780.00	\$8.20	\$10,660.00	\$79.00	\$102,700.00	\$81.77	\$106,301.00
SD-08	Provide Asphaltic Concrete Pavement Type 4 LT 58-28 S, 2" Overlay or Upper Layer	TON	700	\$81.75	\$57,225.00	\$81.68	\$57,176.00	\$79.30	\$55,510.00	\$80.90	\$56,630.00	\$82.90	\$58,030.00	\$81.00	\$56,700.00	\$81.50	\$57,050.00	\$84.10	\$58,870.00
SD-09	Provide Asphaltic Concrete Pavement Type 3 LT 58-28 S, 2 1/4" Lower Layer	TON	400	\$80.50	\$32,200.00	\$80.25	\$32,100.00	\$77.90	\$31,160.00	\$79.45	\$31,780.00	\$81.40	\$32,560.00	\$82.00	\$32,800.00	\$80.00	\$32,000.00	\$82.62	\$33,048.00
SD-10	Provide Large Asphalt Patch	SY	200	\$47.50	\$9,500.00	\$47.15	\$9,430.00	\$45.75	\$9,150.00	\$46.65	\$9,330.00	\$47.80	\$9,560.00	\$48.50	\$9,700.00	\$47.00	\$9,400.00	\$55.55	\$11,110.00
SD-11	Provide Small Asphalt Patch	SY	20	\$105.00	\$2,100.00	\$105.00	\$2,100.00	\$100.00	\$2,000.00	\$102.00	\$2,040.00	\$104.60	\$2,092.00	\$100.00	\$2,000.00	\$102.00	\$2,040.00	\$111.10	\$2,222.00
SD-12	Remove and Replace 24" Concrete Curb and Gutter (Hand Form)	LF	3,615	\$61.80	\$223,407.00	\$62.00	\$224,130.00	\$67.00	\$242,205.00	\$65.00	\$234,975.00	\$63.80	\$230,637.00	\$63.20	\$228,468.00	\$69.00	\$249,435.00	\$78.38	\$283,343.70
SD-13	Remove and Replace 24" Concrete Curb and Gutter (Slip Form)	LF	2,010	\$17.55	\$35,275.50	\$17.55	\$35,275.50	\$24.00	\$48,240.00	\$22.00	\$44,220.00	\$18.80	\$37,788.00	\$19.40	\$38,994.00	\$26.00	\$52,260.00	\$32.34	\$65,003.40
SD-14	Remove and Replace 8-Inch Concrete Pavement with Integral Curb	SY	1,130	\$100.00	\$113,000.00	\$97.85	\$110,570.50	\$100.00	\$113,000.00	\$113.00	\$127,690.00	\$102.50	\$115,825.00	\$105.50	\$119,215.00	\$101.00	\$114,130.00	\$119.94	\$135,532.20
SD-15	Remove and Replace 6" Concrete Sidewalk, Ramp, and Driveway	SY	520	\$60.50	\$31,460.00	\$61.00	\$31,720.00	\$63.00	\$32,760.00	\$76.50	\$39,780.00	\$66.50	\$34,580.00	\$62.75	\$32,630.00	\$66.00	\$34,320.00	\$82.93	\$43,123.60
SD-16	Remove and Replace 4" Concrete Sidewalk, Ramp, and Driveway	SY	700	\$55.75	\$39,025.00	\$56.65	\$39,655.00	\$58.50	\$40,950.00	\$72.00	\$50,400.00	\$61.80	\$43,260.00	\$61.25	\$42,875.00	\$62.00	\$43,400.00	\$78.48	\$54,936.00
SD-17	Provide 6" Concrete Sidewalk, Ramp, and Driveway	SY	15	\$60.50	\$907.50	\$61.00	\$915.00	\$63.00	\$945.00	\$76.50	\$1,147.50	\$66.50	\$997.50	\$68.00	\$1,020.00	\$60.00	\$900.00	\$83.25	\$1,248.75
SD-18	Provide 4" Concrete Sidewalk and Restoration (Merrill Reservoir)	LS	1	\$8,250.00	\$8,250.00	\$8,500.00	\$8,500.00	\$8,000.00	\$8,000.00	\$8,000.00	\$8,000.00	\$8,364.00	\$8,364.00	\$8,000.00	\$8,000.00	\$8,225.00	\$8,225.00	\$8,585.00	\$8,585.00
SD-19	Provide #4 Reinforcement Bars for Curb and Sidewalk	LF	5,230	\$2.10	\$10,983.00	\$2.05	\$10,721.50	\$2.00	\$10,460.00	\$2.00	\$10,460.00	\$2.10	\$10,983.00	\$2.05	\$10,721.50	\$2.00	\$10,460.00	\$2.12	\$11,087.60
SD-20	Drilled Tie Bars (Existing Sidewalk, Driveway, and Curb and Gutter)	EA	1,000	\$10.50	\$10,500.00	\$10.20	\$10,200.00	\$10.00	\$10,000.00	\$10.00	\$10,000.00	\$10.50	\$10,500.00	\$10.00	\$10,000.00	\$10.00	\$10,000.00	\$10.61	\$10,610.00
SD-21	Drilled Dowel Bars	EA	780	\$14.50	\$11,310.00	\$14.40	\$11,232.00	\$14.00	\$10,920.00	\$14.00	\$10,920.00	\$14.60	\$11,388.00	\$14.25	\$11,115.00	\$14.00	\$10,920.00	\$14.85	\$11,583.00
SD-22	Drilled Tie Bars (Concrete Pavement)	EA	150	\$10.50	\$1,575.00	\$10.20	\$1,530.00	\$10.00	\$1,500.00	\$10.00	\$1,500.00	\$10.50	\$1,575.00	\$10.00	\$1,500.00	\$10.00	\$1,500.00	\$10.61	\$1,591.50
SD-23	Provide Detectable Warning Field (Natural)	EA	15	\$375.00	\$5,625.00	\$360.00	\$5,400.00	\$350.00	\$5,250.00	\$350.00	\$5,250.00	\$366.00	\$5,490.00	\$370.00	\$5,550.00	\$360.00	\$5,400.00	\$371.18	\$5,567.70
SD-24	Salvage and Reset Brick Pavers	SF	10	\$25.00	\$250.00	\$40.00	\$400.00	\$25.00	\$250.00	\$25.00	\$250.00	\$42.00	\$420.00	\$250.00	\$2,500.00	\$51.00	\$510.00	\$50.50	\$505.00
SD-25	Traffic Control - Ridgeway Boulevard Lane Closure	LS	1	\$6,000.00	\$6,000.00	\$5,200.00	\$5,200.00	\$12,800.00	\$12,800.00	\$2,860.00	\$2,860.00	\$12,546.00	\$12,546.00	\$9,000.00	\$9,000.00	\$5,350.00	\$5,350.00	\$4,040.00	\$4,040.00
SD-26	Traffic Control - Ridgeway Boulevard Closure at Webster	LS	1	\$4,000.00	\$4,000.00	\$3,500.00	\$3,500.00	\$11,200.00	\$11,200.00	\$1,225.00	\$1,225.00	\$2,509.00	\$2,509.00	\$1,500.00	\$1,500.00	\$3,085.00	\$3,085.00	\$8,080.00	\$8,080.00
SPECIAL CONSTRUCTION																			
SC-01	Inlet Protection Type D	EA	52	\$100.00	\$5,200.00	\$90.00	\$4,680.00	\$95.00	\$4,940.00	\$100.00	\$5,200.00	\$110.00	\$5,720.00	\$95.00	\$4,940.00	\$120.00	\$6,240.00	\$151.50	\$7,878.00
SC-02	Adjust Inlet	EA	7	\$575.00	\$4,025.00	\$550.00	\$3,850.00	\$350.00	\$2,450.00	\$700.00	\$4,900.00	\$575.00	\$4,025.00	\$600.00	\$4,200.00	\$565.00	\$3,955.00	\$757.50	\$5,302.50
SC-03	Adjust Inlet Provide New Casting	EA	3	\$1,200.00	\$3,600.00	\$1,150.00	\$3,450.00	\$350.00	\$1,050.00	\$1,325.00	\$3,975.00	\$1,157.00	\$3,471.00	\$1,000.00	\$3,000.00	\$1,385.00	\$4,155.00	\$1,313.00	\$3,939.00
SC-04	Adjust Manhole Provide New Casting	EA	13	\$1,500.00	\$19,500.00	\$1,350.00	\$17,550.00	\$1,084.00	\$14,092.00	\$1,400.00	\$18,200.00	\$964.00	\$12,532.00	\$1,150.00	\$14,950.00	\$1,490.00	\$19,370.00	\$1,212.00	\$15,756.00
SC-05	Adjust Manhole	EA	8	\$500.00	\$4,000.00	\$400.00	\$3,200.00	\$300.00	\$2,400.00	\$700.00	\$5,600.00	\$460.00	\$3,680.00	\$600.00	\$4,800.00	\$470.00	\$3,760.00	\$707.00	\$5,656.00
SC-06	Adjust Manhole (Scheuring Road)	EA	7	\$1,000.00	\$7,000.00	\$900.00	\$6,300.00	\$3,500.00	\$24,500.00	\$1,700.00	\$11,900.00	\$748.00	\$5,236.00	\$750.00	\$5,250.00	\$620.00	\$4,340.00	\$858.50	\$6,009.50
SC-07	Reconstruct Manhole	VF	10	\$550.00	\$5,500.00	\$750.00	\$7,500.00	\$2,000.00	\$20,000.00	\$950.00	\$9,500.00	\$657.00	\$6,570.00	\$185.00	\$1,850.00	\$600.00	\$6,000.00	\$707.00	\$7,070.00
SC-08	Remove and Reinstall Mailboxes	EA	8	\$250.00	\$2,000.00	\$125.00	\$1,000.00	\$100.00	\$800.00	\$120.00	\$960.00	\$144.00	\$1,152.00	\$65.00	\$520.00	\$87.00	\$696.00	\$252.50	\$2,020.00
SC-09	Remove and Reset Chain Link Fence and Post at Legion Park	LS	1	\$2,000.00	\$2,000.00	\$1,850.00	\$1,850.00	\$1,780.00	\$1,780.00	\$1,500.00	\$1,500.00	\$1,255.00	\$1,255.00	\$700.00	\$700.00	\$1,750.00	\$1,750.00	\$1,515.00	\$1,515.00
TOTAL BID				\$2,989,071.50		\$3,038,867.70		\$3,101,808.50		\$3,192,980.50		\$3,231,817.00		\$3,250,000.00		\$3,354,000.00		\$3,593,717.85	



City of De Pere, Wisconsin

Request For Board of Public Works Action

MEETING DATE: April 11, 2022

DEPARTMENT: Engineering

FROM: Eric Rakers

SUBJECT: Update Street Listing for Project 22-03 Sewer Lining

ATTACHMENTS:

- 2022 0411 CI_BOPW_22-03 Update (PDF)
- 2022 0217 CE_Project 22-03_Bid Tabulation (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: April 11, 2022

RE: **Update for Street Lining on Contract 22-03 Sewer Lining**

At the March Board Meeting the results of Project 22-03, Sewer Lining were presented to the Board. The low bid was awarded to Visu-Sewer, Inc. in the amount of \$672,327.00. The allocated amount from the capital improvement budget is \$576,000. The funding versus the bid amount is as follows:

Funding Source	Funding Allocation	Bid Allocation	Difference
Sewerage Utility Fund	\$426,000	\$504,317.00	\$78,317.00
Storm Water Utility Fund	\$150,000	\$168,010.00	\$18,010.00

Staff proposes to eliminate some of the sanitary sewer to get the project back within the budgeted amount. The storm sewer included in this project is the 36" corrugated metal pipe that extends in an easement between Seventh Street and Sixth Street. Due to access of the storm sewer, a segment cannot be eliminated. Staff proposes to fund all the storm sewer work.

Two alleys needed to be added to the project due to upcoming work for 2022. The update to the Project 22-03 is as follows:

Deletions:

Location	Cost
Webster Avenue	\$90,270.00
Ridgeway Drive	\$6,519.50
Total	\$96,789.50

Additions:

Location	Cost
Alley – (Superior/Huron-Lewis/Charles)	\$6,520.50
Alley – (Huron/Erie-Lewis/Charles)	\$7,346.50
Total	\$13,867.00

With the above modifications, funding from the Sewerage Utility Fund will be \$421,494.50 versus the budgeted of \$426,000.

Attachments:

2022 0217 CE Project 22-03 Bid Tabulation (PDF)



PROJECT 22-03 SEWER LINING

BID TABULATION

ITEM	DESCRIPTION	UNIT	QTY	BIDDER NO. 1		BIDDER NO. 2		BIDDER NO. 3		BIDDER NO. 4	
				Visu-Sewer		S.J. Louis Companies		Hydro-Klean		Insituform Technologies	
				UNIT PRICE	AMOUNT BID	UNIT PRICE	AMOUNT BID	UNIT PRICE	AMOUNT BID	UNIT PRICE	AMOUNT BID
SS-01	EASEMENT (WESTWOOD-SIXTH STREET) 36" STORM SEWER	LF	634	\$265.00	\$168,010.00	\$190.00	\$120,460.00	\$262.47	\$166,405.98	\$242.30	\$153,618.20
SS-02	EASEMENT (APOLLO-NINTH) 18" SANITARY SEWER	LF	579	\$82.00	\$47,478.00	\$74.75	\$43,280.25	\$75.40	\$43,656.60	\$84.10	\$48,693.90
SS-03	ALLEY (FOURTH/THIRD-MAIN/REID) 15" SANITARY SEWER	LF	385	\$62.50	\$24,062.50	\$73.25	\$28,201.25	\$60.20	\$23,177.00	\$67.80	\$26,103.00
SS-04	ALLEY (FOURTH/THIRD-MAIN/REID) 12" SANITARY SEWER	LF	195	\$43.50	\$8,482.50	\$70.75	\$13,796.25	\$45.30	\$8,833.50	\$61.70	\$12,031.50
SS-05	FRANKLIN STREET 12" SANITARY SEWER	LF	355	\$43.50	\$15,442.50	\$44.50	\$15,797.50	\$45.30	\$16,081.50	\$47.40	\$16,827.00
SS-06	TERRY LANE 10" SANITARY SEWER	LF	2211	\$33.50	\$74,068.50	\$38.75	\$85,676.25	\$36.40	\$80,480.40	\$38.10	\$84,239.10
SS-07	RUSK STREET 10" SANITARY SEWER	LF	336	\$33.50	\$11,256.00	\$46.15	\$15,506.40	\$36.40	\$12,230.40	\$40.00	\$13,440.00
SS-08	NOB HILL 10" SANITARY SEWER	LF	265	\$33.50	\$8,877.50	\$47.00	\$12,455.00	\$36.40	\$9,646.00	\$42.60	\$11,289.00
SS-09	ALLEY (WISCONSIN/MICHIGAN-FRANKLIN/WILLIAM) 8" SANITARY SEWER	LF	178	\$29.50	\$5,251.00	\$46.00	\$8,188.00	\$32.20	\$5,731.60	\$44.90	\$7,992.20
SS-10	ALLEY (SUPERIOR/HURON-FULTON/FRANKLIN) 8" SANITARY SEWER	LF	300	\$29.50	\$8,850.00	\$38.15	\$11,445.00	\$32.20	\$9,660.00	\$37.20	\$11,160.00
SS-11	EASEMENT (ERIE/ONTARIO-FULTON/FRANKLIN) 8" SANITARY SEWER	LF	166	\$29.50	\$4,897.00	\$55.25	\$9,171.50	\$32.20	\$5,345.20	\$47.80	\$7,934.80
SS-12	ALLEY (MICHIGAN/SUPERIOR-LEWIS/CHICAGO) 8" SANITARY SEWER	LF	362	\$29.50	\$10,679.00	\$33.70	\$12,199.40	\$32.20	\$11,656.40	\$34.40	\$12,452.80
SS-13	ALLEY (SUPERIOR/HURON-LEWIS/CHICAGO) 8" SANITARY SEWER	LF	476	\$29.50	\$14,042.00	\$32.50	\$15,470.00	\$32.20	\$15,327.20	\$33.00	\$15,708.00
SS-14	ALLEY (HURON/ERIE-LEWIS/CHICAGO) 8" SANITARY SEWER	LF	420	\$29.50	\$12,390.00	\$33.70	\$14,154.00	\$32.20	\$13,524.00	\$34.00	\$14,280.00
SS-15	EASEMENT (ERIE/ONTARIO-LEWIS/CHICAGO) 8" SANITARY SEWER	LF	351	\$29.50	\$10,354.50	\$35.25	\$12,372.75	\$32.20	\$11,302.20	\$34.80	\$12,214.80
SS-16	ALLEY (HURON/ERIE-JAMES/GEORGE) 8" SANITARY SEWER	LF	214	\$29.50	\$6,313.00	\$35.75	\$7,650.50	\$32.20	\$6,890.80	\$42.40	\$9,073.60
SS-17	ALLEY (ERIE/ONTARIO-JAMES/GEORGE) 8" SANITARY SEWER	LF	277	\$29.50	\$8,171.50	\$42.50	\$11,772.50	\$32.20	\$8,919.40	\$38.10	\$10,553.70
SS-18	EASEMENT (ONTARIO/WINNEBAGO-RIDGEWAY/FULTON) 8" SANITARY SEWER	LF	290	\$29.50	\$8,555.00	\$38.50	\$11,165.00	\$32.20	\$9,338.00	\$35.80	\$10,382.00
SS-19	WEBSTER AVENUE 8" SANITARY SEWER	LF	3060	\$29.50	\$90,270.00	\$27.50	\$84,150.00	\$32.20	\$98,532.00	\$32.70	\$100,062.00
SS-20	RIDGEWAY DRIVE 8" SANITARY SEWER	LF	221	\$29.50	\$6,519.50	\$37.90	\$8,375.90	\$32.20	\$7,116.20	\$39.70	\$8,773.70
SS-21	RUSK STREET 8" SANITARY SEWER	LF	628	\$29.50	\$18,526.00	\$33.60	\$21,100.80	\$32.20	\$20,221.60	\$35.50	\$22,294.00
SS-22	ZITA STREET 8" SANITARY SEWER	LF	824	\$29.50	\$24,308.00	\$31.75	\$26,162.00	\$32.20	\$26,532.80	\$37.90	\$31,229.60
SS-23	MARTIN STREET 8" SANITARY SEWER	LF	209	\$29.50	\$6,165.50	\$58.43	\$12,211.87	\$32.20	\$6,729.80	\$42.60	\$8,903.40
SS-24	RAINBOW AVENUE 8" SANITARY SEWER	LF	1985	\$29.50	\$58,557.50	\$32.00	\$63,520.00	\$32.20	\$63,917.00	\$35.30	\$70,070.50
SS-25	TELEVISIONING SANITARY LATERALS	EA	64	\$325.00	\$20,800.00	\$400.00	\$25,600.00	\$425.00	\$27,200.00	\$168.30	\$10,771.20
TOTAL BID				\$672,327.00		\$689,882.12		\$708,455.58		\$730,098.00	



City of De Pere, Wisconsin

Request For Board of Public Works Action

MEETING DATE: April 11, 2022

DEPARTMENT: Engineering

FROM: Eric Rakers

SUBJECT: Consideration and possible action on award of Contract 22-04 Alley Reconstruction*

ATTACHMENTS:

- 2022 0411 CI_BOPW_Award_22-04 (PDF)
- 2022 0331 CE_Project 22-04_Bid Tabulation (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: April 11, 2022

RE: **Consideration and possible action on award of Contract 22-04 Alley Reconstruction***

The Engineering Department received bids on Project 22-04 Alley Reconstruction on March 31, 2022. This project involves the reconstruction/streetscaping of the alley from Fifth Street to Fourth Street, between Reid Street and Main Avenue. The project includes the addition of storm sewer and/or laterals, parking stalls, pedestrian sidewalk, a dumpster enclosure, and decorative street lighting. The bids received are as follows:

Contractor	Amount
Peters Concrete Co.	\$663,465.25
Advance Construction, Inc.	\$732,344.25
De Groot, Inc.	\$746,179.72
Jossart Brothers, Inc.	\$759,718.25

The allocated construction amount for this project is \$622,600 with funding from TID 9. The construction amount is over the budgeted amount by \$40,865.25. This project is located adjacent to the Cobblestone Hotel construction.

Staff's recommendation is to accept the bid from Peters Concrete Co. in the amount of \$663,465.25

Attachments:

2022 0217 CE Project 22-14 Bid Tabulation (PDF)



**PROJECT 22-04 ALLEY RECONSTRUCTION
BID TABULATION**

				BIDDER NO. 1		BIDDER NO. 2		BIDDER NO. 3		BIDDER NO. 4	
				Peters Concrete Company		Advance Construction Inc.		DE GROOT, INC.		Jossart Brothers, Inc.	
ITEM	DESCRIPTION	UNIT	QTY	UNIT PRICE	BID AMOUNT	UNIT PRICE	BID AMOUNT	UNIT PRICE	BID AMOUNT	UNIT PRICE	BID AMOUNT
SANITARY SEWER											
SS-01	Remove and Relay 6" or 4" PVC Sanitary Lateral w/Slurry Backfill	LF	80	\$211.00	\$16,880.00	\$215.00	\$17,200.00	\$272.95	\$21,836.00	\$250.00	\$20,000.00
SS-02	Remove and Relay 6" or 4" PVC Sanitary Lateral	LF	460	\$102.65	\$47,219.00	\$141.50	\$65,090.00	\$88.50	\$40,710.00	\$158.00	\$72,680.00
SS-03	Dig Down and Cap Lateral	EA	1	\$1,500.00	\$1,500.00	\$728.00	\$728.00	\$2,525.00	\$2,525.00	\$2,500.00	\$2,500.00
SS-04	Connect to Existing Sanitary Lateral	EA	11	\$200.00	\$2,200.00	\$300.00	\$3,300.00	\$1,010.00	\$11,110.00	\$400.00	\$4,400.00
SS-05	Televis Existing Sanitary Laterals	EA	11	\$145.00	\$1,595.00	\$145.00	\$1,595.00	\$252.50	\$2,777.50	\$150.00	\$1,650.00
STORM SEWER											
ST-01	Remove and Relay 12" RCP Class V Storm Sewer	LF	25	\$134.00	\$3,350.00	\$101.00	\$2,525.00	\$102.58	\$2,564.50	\$100.00	\$2,500.00
ST-02	Provide 12" RCP Class V Storm Sewer	LF	275	\$64.65	\$17,778.75	\$77.00	\$21,175.00	\$79.33	\$21,815.75	\$90.00	\$24,750.00
ST-03	Provide 8" C900 PVC Storm Sewer Lateral w/Slurry Backfill	LF	140	\$88.35	\$12,369.00	\$89.00	\$12,460.00	\$90.64	\$12,689.60	\$124.00	\$17,360.00
ST-04	Provide 8" C900 PVC Storm Sewer Lateral	LF	100	\$69.80	\$6,980.00	\$75.00	\$7,500.00	\$90.64	\$9,064.00	\$97.00	\$9,700.00
ST-05	Provide Storm Lateral Risers w/cap at Building	EA	7	\$1,200.00	\$8,400.00	\$1,445.00	\$10,115.00	\$1,586.28	\$11,103.96	\$1,800.00	\$12,600.00
ST-06	Core Drill Storm Sewer and Provide 8" Inserta Tee	EA	6	\$500.00	\$3,000.00	\$505.00	\$3,030.00	\$1,467.70	\$8,806.20	\$900.00	\$5,400.00
ST-07	Provide 4' Diameter Storm Manhole	VF	6	\$912.00	\$5,472.00	\$843.00	\$5,058.00	\$1,215.61	\$7,293.66	\$1,100.00	\$6,600.00
ST-08	Remove and Replace Type B Inlet	EA	1	\$3,100.00	\$3,100.00	\$4,386.00	\$4,386.00	\$2,593.81	\$2,593.81	\$2,850.00	\$2,850.00
ST-09	Provide Type B Catch Basin	EA	3	\$2,885.00	\$8,655.00	\$4,086.00	\$12,258.00	\$2,593.82	\$7,781.46	\$2,650.00	\$7,950.00
ST-10	Provide Type B Inlet	EA	1	\$2,700.00	\$2,700.00	\$4,086.00	\$4,086.00	\$2,593.81	\$2,593.81	\$2,650.00	\$2,650.00
ST-11	Provide 30" Diameter Field Inlet	EA	1	\$2,200.00	\$2,200.00	\$2,104.00	\$2,104.00	\$2,236.51	\$2,236.51	\$2,300.00	\$2,300.00
ST-12	Connect to Existing Structure	EA	1	\$500.00	\$500.00	\$250.00	\$250.00	\$1,212.00	\$1,212.00	\$1,000.00	\$1,000.00
ST-13	Televis Existing Storm Lateral	EA	1	\$200.00	\$200.00	\$178.00	\$178.00	\$454.50	\$454.50	\$180.00	\$180.00
ST-14	Storm Sewer Lateral Dig Down and Repair (5 feet)	EA	1	\$2,000.00	\$2,000.00	\$1,292.00	\$1,292.00	\$2,449.25	\$2,449.25	\$1,400.00	\$1,400.00
ST-15	Storm Sewer Dig Down and Repair Offset Joint (5 Feet)	EA	1	\$2,000.00	\$2,000.00	\$2,150.00	\$2,150.00	\$3,484.50	\$3,484.50	\$2,600.00	\$2,600.00
ST-16	Abandon/Remove Existing Storm Sewer Appurtenances	LS	1	\$2,500.00	\$2,500.00	\$3,000.00	\$3,000.00	\$2,525.00	\$2,525.00	\$2,000.00	\$2,000.00
STREET & DRAINAGE											
SD-01	Provide Clearing and Grubbing	LS	1	\$21,000.00	\$21,000.00	\$5,000.00	\$5,000.00	\$2,020.00	\$2,020.00	\$1,200.00	\$1,200.00
SD-02	Unclassified Excavation	CY	2650	\$24.56	\$65,084.00	\$20.00	\$53,000.00	\$26.10	\$69,165.00	\$25.50	\$67,575.00
SD-03	Provide 1 1/4" Crushed Aggregate Base Course	TON	3060	\$4.00	\$12,240.00	\$14.05	\$42,993.00	\$14.70	\$44,982.00	\$13.30	\$40,698.00
SD-04	Provide Asphaltic Concrete Pavement Type 4 LT 58-28 S, 1 3/4" Upper Layer	TON	320	\$110.35	\$35,312.00	\$110.35	\$35,312.00	\$97.26	\$31,123.20	\$99.00	\$31,680.00



**PROJECT 22-04 ALLEY RECONSTRUCTION
BID TABULATION**

ITEM	DESCRIPTION	UNIT	QTY	BIDDER NO. 1		BIDDER NO. 2		BIDDER NO. 3		BIDDER NO. 4	
				Peters Concrete Company		Advance Construction Inc.		DE GROOT, INC.		Jossart Brothers, Inc.	
				UNIT PRICE	BID AMOUNT	UNIT PRICE	BID AMOUNT	UNIT PRICE	BID AMOUNT	UNIT PRICE	BID AMOUNT
SD-05	Provide Asphaltic Concrete Pavement Type 3 LT 58-28 S, 2 1/4" Lower Layer	TON	400	\$127.20	\$50,880.00	\$127.20	\$50,880.00	\$101.44	\$40,576.00	\$102.00	\$40,800.00
SD-06	Provide 24" Mountable/Driveway Concrete Curb and Gutter	LF	920	\$25.00	\$23,000.00	\$26.00	\$23,920.00	\$26.77	\$24,628.40	\$26.00	\$23,920.00
SD-07	Provide 24" Standard/Reverse Concrete Curb and Gutter	LF	1070	\$25.00	\$26,750.00	\$27.00	\$28,890.00	\$27.02	\$28,911.40	\$26.00	\$27,820.00
SD-08	Provide 14" Integral Curb Head with Sidewalk	LF	405	\$75.00	\$30,375.00	\$76.00	\$30,780.00	\$81.05	\$32,825.25	\$78.00	\$31,590.00
SD-09	Provide 8" Concrete Sidewalk, Ramp, and Driveway	SY	360	\$81.00	\$29,160.00	\$85.95	\$30,942.00	\$104.44	\$37,598.40	\$84.00	\$30,240.00
SD-10	Provide 4" Concrete Sidewalk and Behind Curb	SY	700	\$68.00	\$47,600.00	\$67.95	\$47,565.00	\$104.44	\$73,108.00	\$70.00	\$49,000.00
SD-11	Provide #4 Reinforcement Bars for Curb and Sidewalk	LF	720	\$2.00	\$1,440.00	\$2.00	\$1,440.00	\$2.12	\$1,526.40	\$2.10	\$1,512.00
SD-12	Drilled Tie Bars (Existing Sidewalk, Driveway, and Curb and Gutter)	EA	30	\$8.00	\$240.00	\$8.00	\$240.00	\$10.61	\$318.30	\$8.40	\$252.00
SPECIAL CONSTRUCTION											
SC-01	Provide Flexible Sign Base with 8' Pole	EA	17	\$525.00	\$8,925.00	\$497.00	\$8,449.00	\$530.25	\$9,014.25	\$520.00	\$8,840.00
SC-02	Inlet Protection Type A	EA	1	\$200.00	\$200.00	\$105.00	\$105.00	\$202.00	\$202.00	\$100.00	\$100.00
SC-03	Inlet Protection Type D	EA	6	\$150.00	\$900.00	\$100.00	\$600.00	\$202.00	\$1,212.00	\$100.00	\$600.00
SC-04	Installing Bollards	EA	8	\$500.00	\$4,000.00	\$100.00	\$800.00	\$151.50	\$1,212.00	\$525.00	\$4,200.00
SC-05	Adjust Inlet	EA	1	\$250.00	\$250.00	\$400.00	\$400.00	\$757.50	\$757.50	\$650.00	\$650.00
SC-06	Adjust Manhole	EA	3	\$350.00	\$1,050.00	\$400.00	\$1,200.00	\$707.00	\$2,121.00	\$650.00	\$1,950.00
SC-07	Construct Dumpster	LS	1	\$33,500.00	\$33,500.00	\$58,200.00	\$58,200.00	\$22,444.22	\$22,444.22	\$67,000.00	\$67,000.00
SC-08	Pavement Marking Epoxy 4-Inch White	LF	1505	\$5.00	\$7,525.00	\$7.55	\$11,362.75	\$5.30	\$7,976.50	\$5.25	\$7,901.25
SC-09	Pavement Marking (Handicap Symbol White) Epoxy	EA	4	\$250.00	\$1,000.00	\$125.00	\$500.00	\$265.13	\$1,060.52	\$260.00	\$1,040.00
SC-10	Traffic Control	LS	1	\$1,600.00	\$1,600.00	\$10,000.00	\$10,000.00	\$12,120.00	\$12,120.00	\$3,000.00	\$3,000.00
ELECTRICAL											
E-01	Conduit Rigid Nonmetallic Schedule 40, 2-Inch	LF	950	\$10.00	\$9,500.00	\$10.00	\$9,500.00	\$10.61	\$10,079.50	\$10.50	\$9,975.00
E-02	Pull Box 24x42 Inch (Nonconductive)	EA	1	\$1,750.00	\$1,750.00	\$1,750.00	\$1,750.00	\$1,855.88	\$1,855.88	\$1,800.00	\$1,800.00
E-03	Concrete Base, Type 5	EA	9	\$925.00	\$8,325.00	\$925.00	\$8,325.00	\$980.96	\$8,828.64	\$950.00	\$8,550.00
E-04	Poles, Type 5-Aluminum Anodized Black	EA	1	\$2,175.00	\$2,175.00	\$2,175.00	\$2,175.00	\$2,306.59	\$2,306.59	\$2,250.00	\$2,250.00
E-05	Decorative Poles, Spring City Hancock With Ladder Rest, 9'-2" Lamp Post	EA	8	\$4,750.00	\$38,000.00	\$4,750.00	\$38,000.00	\$5,037.38	\$40,299.04	\$4,950.00	\$39,600.00
E-06	Transformer Base Breakaway 11 1/2 Bolt Circle, Anodized Black with Factory Applied Black Finish	EA	1	\$630.00	\$630.00	\$630.00	\$630.00	\$668.12	\$668.12	\$650.00	\$650.00



**PROJECT 22-04 ALLEY RECONSTRUCTION
BID TABULATION**

				BIDDER NO. 1		BIDDER NO. 2		BIDDER NO. 3		BIDDER NO. 4	
				Peters Concrete Company		Advance Construction Inc.		DE GROOT, INC.		Jossart Brothers, Inc.	
ITEM	DESCRIPTION	UNIT	QTY	UNIT PRICE	BID AMOUNT	UNIT PRICE	BID AMOUNT	UNIT PRICE	BID AMOUNT	UNIT PRICE	BID AMOUNT
E-07	Luminaire Arms Single Member Mast Arm 4-1/2 Inch Clamp, 8-foot, Anodized Black	EA	1	\$460.00	\$460.00	\$460.00	\$460.00	\$487.83	\$487.83	\$480.00	\$480.00
E-08	Concrete Control Cabinet Base, Type L24	EA	1	\$1,750.00	\$1,750.00	\$1,750.00	\$1,750.00	\$1,855.88	\$1,855.88	\$1,800.00	\$1,800.00
E-09	Lighting Control Cabinet, 120/240 24-inch	EA	1	\$6,800.00	\$6,800.00	\$6,800.00	\$6,800.00	\$7,211.40	\$7,211.40	\$7,100.00	\$7,100.00
E-10	Electrical Service Meter Breaker Pedestal	EA	1	\$1,750.00	\$1,750.00	\$1,750.00	\$1,750.00	\$1,855.88	\$1,855.88	\$1,800.00	\$1,800.00
E-11	Electrical Wire Lighting 12 AWG	LF	130	\$0.85	\$110.50	\$0.85	\$110.50	\$0.90	\$117.00	\$0.90	\$117.00
E-12	Electrical Wire Lighting 4 AWG	LF	3200	\$2.50	\$8,000.00	\$2.50	\$8,000.00	\$2.66	\$8,512.00	\$2.60	\$8,320.00
E-13	Luminaires Utility LED for Type 5 Pole	EA	1	\$875.00	\$875.00	\$875.00	\$875.00	\$927.94	\$927.94	\$900.00	\$900.00
E-14	Luminaires Utility LED for Spring City Decorative Lights	EA	8	\$2,270.00	\$18,160.00	\$2,270.00	\$18,160.00	\$2,407.34	\$19,258.72	\$2,350.00	\$18,800.00
LANDSCAPING											
L-01	Provide Kentucky Coffee Tree - Stately Manor, 2" diameter	EA	4	\$750.00	\$3,000.00	\$490.00	\$1,960.00	\$808.00	\$3,232.00	\$500.00	\$2,000.00
L-02	Landscaping - Mississippi Pebble Mulch with Weed Barrier Fabric	SY	250	\$13.50	\$3,375.00	\$24.00	\$6,000.00	\$38.78	\$9,695.00	\$25.00	\$6,250.00
L-03	Landscaping-Topsoil, Seed, Fertilizer and Mulch	SY	65	\$15.00	\$975.00	\$20.00	\$1,300.00	\$29.29	\$1,903.85	\$21.00	\$1,365.00
L-04	Provide Backfill of Pulverized Topsoil at Trees (16" Depth)	CY	80	\$60.00	\$4,800.00	\$30.00	\$2,400.00	\$42.42	\$3,393.60	\$31.00	\$2,480.00
DEMOLITION											
D-01	Remove and Abandon Monitoring Well	EA	1	\$250.00	\$250.00	\$250.00	\$250.00	\$1,010.00	\$1,010.00	\$750.00	\$750.00
D-02	Remove and Salvage Sign	EA	3	\$50.00	\$150.00	\$30.00	\$90.00	\$50.50	\$151.50	\$31.00	\$93.00
TOTAL AMOUNT BID:				\$663,465.25		\$732,344.25		\$746,179.72		\$759,718.25	



City of De Pere, Wisconsin

Request For Board of Public Works Action

MEETING DATE: April 11, 2022

DEPARTMENT: Public Works

FROM: Scott Thoresen

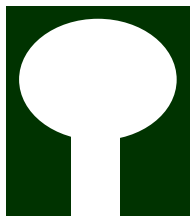
SUBJECT: Consider and Possible Action for Engineering Technical Services Regarding Sprint Decommission on Merrill Water Tower*

The city received a request from Sprint regarding decommission of their wireless antennae facilities on the City's Merrill water tower. As part of this request, the city will need to hire Dixon Engineering to perform engineering technical services for the City to make sure there is no impact to the City's water tower with the work being proposed by Sprint and 100% of Sprint's facilities is removed from the water tower site. Staff has received payment from Sprint for funding the engineering services (See attached engineering agreement) to be performed by Dixon Engineering.

Staff recommends approving the engineering services agreement with Dixon Engineering for the Sprint decommission on the Merrill water tower.

ATTACHMENTS:

- Dixon Engineering Fees for Sprint Decommission on Merrill Tower 4-5-2022 (PDF)



DIXON

**ENGINEERING & INSPECTION SERVICES
FOR THE COATING INDUSTRY**

4811 S. 76th Street
Suite 109
Greenfield, WI 53220
Telephone: (414) 529-1859
Fax: (414) 282-7830

3.11.a

Proposal/Contract Agreement for Antennas

*Sprint Decommissioning (ML15AL097)– City of De Pere, Wisconsin
250,000 Gallon Merrill Double Ellipse 49-05-11-01*

The Proposal is between Dixon Engineering, Inc. (DIXON) and **City of De Pere, Wisconsin** (OWNER) to contract with DIXON for technical services for **Sprint** (CONTRACTOR). This agreement inclusive together with any expressly incorporated appendix or Schedule, constitutes the entire agreement between Owner and Engineer and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument. This agreement includes pages 1 through 4 and Schedules A, B, and C.

1.01 Payment

DIXON shall provide, or cause to be provided, services detailed in Scope of Services and OWNER agrees to pay DIXON as compensation for their services the (not to exceed/lump sum) fee of **Five Thousand Seven Hundred Fifty dollars \$5,750**. Terms of charges and payments per details in Schedule B. (Prices quoted are subject to change 90 days after proposal date, if not contracted.)

2.01 SCOPE OF SERVICES

Decommissioning Review, Attend a Pre-Decommissioning Meeting, and Decommissioning Inspections

3.01 SIGNATURES

Joseph T. Hoban, P.E.

PROPOSED by DIXON (Not a contract until approved by an officer)

February 22, 2022

PROPOSAL DATE

CONTRACT APPROVED by OWNER POSITION DATE

CO SIGNATURE (if required) POSITION DATE

CONTRACT APPROVED by DIXON OFFICER EFFECTIVE CONTRACT DATE

4.01 ADDITIONAL SERVICES

- A. If additional services are **Requested and authorized** by the OWNER which are not within the proposed Scope of Services or because of changes in the Project, these additional services will be on a time and material basis per fee schedule of attached SCHEDULE C.
- B. **Delay by the Contractor** in completing the work, which is the responsibility of the Contractor and which extends the amount of time required for DIXON to complete their work, will be charged as an Additional Service.
- C. **Failure by the Contractor to notify** DIXON of the necessity to change inspection dates more than twenty-four (24) hours in advance and which results in unnecessary travel and/or expense to DIXON shall cause this travel and expense to be charged as Additional Service.
- D. **Failure by the Contractor to Meet Specifications** and/or to complete work prior to requesting an inspection is considered a failed inspection. Services provided by DIXON during or for a failed inspection include travel, inspector, and project manager time will be charged as an Additional Service.

5.01 Termination

- A. The obligation to provide further services under this Agreement may be terminated:
 - 1. For cause,
 - a. By either party upon thirty (30) days written notice in the event of substantial failure by the other party to perform in accordance with the Agreement's terms through no fault of the terminating party. Agreement will not terminate as a result of substantial failure under paragraph 5.01.A.1.a if the party receiving such notice begins, within seven (7) days of receipt of such notice, to correct its failure and proceeds diligently to cure such failure within no more than thirty (30) days of receipt of notice; provided, however, that if and to the extent such substantial failure cannot be reasonably cured within such thirty (30) day period, and if such party has diligently attempted to cure the same and thereafter continues diligently to cure the same, then the cure period provided for herein shall extend up to, but in no case more than, sixty (60) days after the date of receipt of the notice.
 - b. By DIXON upon seven days written notice:
 - 1) If Owner fails to pay invoices by 60 days.
 - 2) Upon seven (7) days written notice if the DIXON's services for the Project are delayed or suspended for more than ninety (90) days for reasons beyond DIXON's control.
 - 3) If DIXON believes that Engineer is being requested by Owner to furnish or perform services contrary to engineer's responsibilities as a licensed professional.
 - 4) DIXON shall have no liability to Owner on account of such termination.

2. For Convenience,
 - a. By OWNER effective upon the receipt of notice by DIXON.
- B. The terminating party may set the effective date of termination at a time up to thirty (30) days later to allow Engineer to demobilize personnel and equipment from the Project site, to complete tasks whose value would otherwise be lost, to prepare notes as to the status of completed and uncompleted tasks, and to assemble Project materials in orderly files.

6.01 Controlling Law

- A. This Agreement is to be governed by the law of the state in which the Project is located.

7.01 Successors, Assigns, and Beneficiaries

- A. OWNER and DIXON and their successors are hereby bound to successors and legal representatives of the other to the extent permitted by law in respect of all covenants, agreements, and obligations of this Agreement.
- B. Neither OWNER nor DIXON may assign, sublet, or transfer any rights under or interest (including, but without limitation, moneys that are due or may become due) in this Agreement.

8.01 General Considerations

- A. The **Standard of Care** for all professional engineering and related services performed or furnished by DIXON under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. DIXON makes no warranties, expressed or implied, under this Agreement or otherwise, in connection with DIXON's services. DIXON and its consultants may use or rely upon the design services of others, including, but not limited to, contractors, manufacturers, and suppliers.
- B. DIXON shall **Not** at any time **Supervise**, direct, or have control over any of the **Contractor's** work, nor shall DIXON have authority over or responsibility for the means, methods, techniques, sequences, or procedures of construction selected or used by any contractor, for safety precautions and programs incident to contractor's work progress, nor for any failure of any contractor to comply with laws and regulations applicable to contractor's work.
- C. Engineer does not guarantee the performance of any contractor and does **Not Assume Responsibility** for any contractor's failure to furnish and perform its work in accordance with the contract between Owner and such contractor.

- D. Engineer shall **Not be Responsible For the acts or Omissions of any Contractor**, subcontractor, or supplier, or of any contractor's agents or employees or any other persons (except Engineer's own employees) at the Project site or otherwise furnishing or performing any of the construction work; or for any decision made on interpretations or clarifications of the construction contract given by Owner without consultation and advice of Engineer.
- E. The **General Conditions** for any construction contract documents prepared hereunder are to be the "Standard General Conditions of the Construction Contract" as prepared by the Engineers Joint Contract Documents Committee (No. C-700, 2007 Edition) or equally protective document provided by Owner.
- F. All **Design Documents** prepared or furnished by DIXON are instruments of service, and DIXON retains an ownership and property interest (including the copyright and the right of reuse) in such documents, whether or not the Project is completed.
- G. DIXON agrees to defend, **Indemnify**, and hold harmless the Owner, its officers, agents, and employees, from and against legal liability for all claims, losses, damages, or expenses to the extent such claims, losses, damages, or expenses are directly caused by Engineer's negligent or intentional acts, errors, or omissions. Limits of liability for negligence is based on the comparative negligence principle.
- H. The parties acknowledge that DIXON's scope of services does not include any services related to a **Hazardous Environmental Condition** (the presence of asbestos, PCBs, petroleum, hazardous substances or waste, and radioactive materials). DIXON acknowledges that some hazardous metals may be encountered in coatings.

8.02 Severability

- A. If any clause or paragraph or sentence is found to be in opposition to any law in the state of the Project, that clause or paragraph or sentence may be severed from the Agreement with no effect on remaining clauses.

8.03 Headings

- A. Article and paragraph headings are inserted for convenience only and do not constitute parts of these General Conditions. Words in the first sentence are in bold to act as secondary headings and should not be interpreted any different than a numbered heading.

SCHEDULE A

*Sprint Decommissioning (ML15AL097)– City of De Pere, Wisconsin
250,000 Gallon Merrill Double Ellipse 49-05-11-01*

- I. Review of Decommissioning Document(s):
 - a. Staff Engineer to review decommissioning document(s).
- II. Site Work for:
 - a. Attend and participate in a Pre-Decommissioning Meeting.
 - b. Perform Decommissioning Inspections as the project progresses and a final post inspection to compare with decommissioning criteria. These inspections include a letter report and photographs.

SCHEDULE B

*Sprint Decommissioning (ML15AL097)– City of De Pere, Wisconsin
250,000 Gallon Merrill Double Ellipse 49-05-11-01*

I. PAYMENT

- a. When service is rendered Owner shall pay DIXON the following line item prices:
 - i. Schedule A, Item I, Review of Decommissioning Document(s), the lump sum of **\$1,400.**
- b. Owner shall pay DIXON the following line items times the number of units used:
 - i. Schedule A, Item II
 - 1. **(1)** Pre-Decommissioning Meeting **\$1,450** per meeting
 - 2. **(2)** Decommissioning Inspections **\$1,450** per inspection (\$2,500 total)

II. INVOICES

- a. Invoices will be compiled monthly.
- b. All DIXON services that are outstanding more than thirty (30) days from date of issue shall be assessed (DIXON's favor) one and a half percent (1.5%) per month interest starting from 30 days after date of issue.

Attachment C
Employee Billable Rates and Terms
Antennas

<u>Labor Class</u>	<u>Per Hour</u>	<u>Overtime Rate*</u>
Principal	\$285.00	
Project Manager	\$170.00	\$255.00
Engineer	\$175.00	\$265.00
CWI Welding RPR	\$187.00	\$280.00
DIXON Level 3 or NACE certified Level 3 RPR	\$117.00-\$155.00	\$176.00-\$232.00
DIXON Level 2 or NACE Level 2 RPR	\$103.00-\$130.00	\$154.00-\$195.00
DIXON Level 1 or NACE Level 1 RPR	\$96.00-\$107.00	\$144.00-\$160.00
Contract Support Staff	\$123.00-\$150.00	\$185.00-\$225.00

<u>Expenses</u>	<u>Metropolitan</u>	<u>Out-State</u>
Mileage	\$0.80/mile + tolls	\$0.70/mile
Lodging	\$140.00 per diem	\$130.00 per diem
Meals	\$52.00 per diem	\$48.00 per diem

FEES EFFECTIVE THROUGH: December 31, 2022 (Revised: 8/16/2021)



City of De Pere, Wisconsin

Request For Board of Public Works Action

MEETING DATE: April 11, 2022

DEPARTMENT: Public Works

FROM: Scott Thoresen

SUBJECT: Consideration and Possible Action on Merrill Street Reservoir Mixer*

ATTACHMENTS:

- Consider Merrill Street Reservoir Mixers 4-4-2022 (PDF)
- 2022 Merrill Street Mixer (DOCX)
- 2022 Reservoir Mixers Contractor List (DOC)
- William Reid Merrill Street Mixer Proposal 3-31-2022 (PDF)
- KLM Engineering Merrill Street Mixer Proposal 3-31-2022 (PDF)
- Merrill Street Reservoir Mixer Proposal Summary 3-31-2022 (PDF)

CITY OF DE PERE MEMO



To: Honorable Mayor Boyd
Board of Public Works Members
From: Scott J. Thoresen, Director of Public Works
Date: April 4, 2022
RE: Consideration and Possible Action on Merrill Street Reservoir Mixer*

The installation of a water mixer equipment in our Merrill Street reservoir will ensure uniform temperatures and disinfection residual results in reducing byproducts and eliminates ice damage in the tank. The City currently has water mixer equipment installed in our three (3) water towers in addition to our 9th Street and Scheuring Road reservoirs.

Staff solicited three (3) companies for proposals (See attached) and has received the following quotes (See proposal summary) for installation of the water mixer equipment:

William Reid LTD, of Germantown, WI

Merrill Street Reservoir	= \$ 15,770.00
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KLM Engineering, Inc., of Woodbury, MN

Merrill Street Reservoir	= \$ 26,793.00
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Suez Advanced Solutions, of Atlanta, GA

Merrill Street Reservoir	= No Bid
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Staff reviewed the proposals that were submitted. William Reid LTD installed mixers in our 9th Street and Scheuring Road reservoirs last year and they are operating well.

Staff recommends approving the proposal from William Reid LTD, of Germantown, WI for the Merrill Street reservoir for \$15,770.00. The 2022 water utility budget has sufficient funding allocated for the reservoir water mixer equipment.

CITY OF DE PERE

Public Works Department

925 S. Sixth Street, De Pere, WI 54115 | 920-339-4060 | www.de-pere.org



March 3, 2022

**RE: Request for Proposals
2022 Merrill Street Reservoir Mixer**

The City of De Pere is requesting a proposal from your firm to furnish and install a submersible potable reservoir mixer for the City's Merrill Street underground reservoir for the proper operation of the mixer. Installation of the reservoir mixer shall also include control box and SCADA monitoring system for the mixer.

Merrill Street Ground Reservoir

The Merrill Street reservoir located at 1501 Merrill Street is a 250,000 – gallon underground concrete storage reservoir that was constructed in 1966. Your firm will be required to review existing drawings and as-built information and any other pertinent information pertaining to the reservoir in order to complete the scope of work for this project.

Scope of Work:

1. Review existing drawings and as-built of reservoirs and any other pertinent information pertaining to each reservoir in order to complete the scope of work for the project.
2. Provide submersible reservoir mixer for potable water.
 - a. Reservoir mixer will completely mix the reservoir to maintain a consistent water temperature and chlorine residual. In addition, the reservoir mixer will completely mix the reservoir, so ice does not form inside the reservoir during the winter months.
 - b. The reservoir mixer will be fully submersible, designed for potable water, and can be installed without reservoir entry.
 - c. The reservoir mixer will operate continuously, all day and all night, using 120 VAC as the power source. The reservoir mixer will not have a gearbox and will not require lubrication.
 - d. The reservoir mixer will have no visible defects, and have high quality welds, assembly, and corrosion resistant finish.

- e. The reservoir mixer will have a stainless steel cable or retrieval chain.
 - f. The reservoir mixer shall be the manufacturer's latest model and design.
 - g. Installation of the reservoir mixer shall include any accessories necessary for proper operation of each reservoir mixer.
 - h. Installation of the reservoir mixer shall include control box and SCADA monitoring system for the reservoir mixer.
 - i. Installation of the reservoir mixer shall include installation of all electrical necessary for operation of the reservoir mixer including any trenching to connection to the City's electrical panel. All electrical work shall meet all State and municipal codes.
 - j. The reservoir mixer will be certified to ANSI/NSF Standard 61 and will be compliant with all aspects of the Safe Drinking Water Act (SDWA).
 - k. The manufacturer of the reservoir mixer will have extensive experience in the production of such equipment, and the equipment will be manufactured in the United States.
 - l. The reservoir mixer will be warranted to be free of defects for a period of five (5) years. The five (5) year warranty shall include all parts and labor to address any defects.
3. Installation of the reservoir mixer shall meet all requirements of the Wisconsin Department of Natural Resources (WDNR), State Statutes, Municipal codes, or other code requirements which includes obtaining any necessary approvals or permits by contractor.
 4. The proposal should reflect the necessary effort to perform the above-mentioned work and any additional efforts the firm feels are necessary to complete the installation of the reservoir mixer.

Hours of Work:

No work shall be performed prior to 7:00 a.m. and shall be completed by 5:00 p.m. Normal working days shall be Monday through Friday. No work will be allowed for any reason on Saturday, Sunday, or Holidays unless weather issues throughout the work requires Saturday work. Work on weekends or holidays must be approved by the City.

Payment:

Payment shall be made when the following conditions have been met:

- 1) The City has inspected and has determined that all the specifications and conditions have been met to the City's satisfaction for the installation of the reservoir mixer.
- 2) A detailed invoice is submitted to City for the specific showing which items have been completed.

Schedule:

The installation of the reservoir mixers shall be completed by December 2, 2022.

Indemnification:

To the fullest extent permitted by law, the Contractor hereby agrees to defend, indemnify, and hold harmless the Water Utility of each municipality, its officials, agents and employees against all injuries, deaths, loss, damages, claims, patent claims, suits, liabilities, judgments, cost and expenses, which may in any way accrue against the Water Utility of each municipality, its officials, agents, employees and volunteers arising in whole or in part or in consequence of the performance of this work by the Contractor, its employees, or subcontractors, or which may in any way result therefore, except that arising out of the sole legal cause of the Water Utility of each municipality, its officials, agents, or employees, the Contractor shall, at its own expense appear, defend, and pay all charges of attorneys and all costs and other expenses arising therefore or incurred in connection therewith, and, if any judgment shall be rendered against the municipality, its officials, agents, and employees, in any such action, the Contractor shall, at its own expense, satisfy and discharge the same. Contractor expressly understands and agrees that any performance bond or insurance protection required by the contract, or otherwise provided by contractor, shall in no way limit the responsibility to indemnify, keep and save harmless, and defend the Water Utility of each municipality as herein provided.

Insurance Requirements:

The firm shall be required to provide 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 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 to a total of not less than \$5,000,000.

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 per person/per accident.
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 engineers and/or surveyor's fee on the project, whichever is greater.

Property Protection:

The company shall take precautions to prevent damage to property and any underground lines and shall restore the site to the condition existing prior to entry, including backfilling and topsoil, seed, and mulch landscape restoration.

Additional Information:

- Sample consultant agreement is attached

All proposals should include the following information:

- 1) Previous Experience: Past Work on projects of similar or greater magnitude.
- 2) References: The proposals shall include the Contractor's experience. At a minimum, three (3) similar projects shall be included as references.
- 3) Cost: Firm shall submit prices on proposal sheets provided with this proposal to complete all work mentioned above.
- 4) Schedule: Firm shall submit the number of days to complete the installation of the reservoir mixer and the anticipated start date on proposal sheet provided with this proposal to complete all work mentioned above.

You may submit your proposal via e-mail to sthoresen@deperewi.gov or deliver, either in – person, or by courier or mail 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 “**2022 Merrill Street Reservoir Mixer**” and received no later than 2:00 PM (CST) on Thursday, March 31, 2022.

The City of De Pere reserves the right to reject any or all proposals, to waive any informality in bidding and to accept any proposal which the respective City Council deems most favorable to the best interest of the City.

If you have any questions regarding this proposal, please contact Eric Zygarlicke at (920) 339-4063.

Sincerely,

DEPARTMENT OF PUBLIC WORKS

Scott Thoresen, P.E.
Director of Public Works

City of De Pere Water Utility

2022 Merrill Street Reservoir Mixer Proposal

The following proposal is submitted to: City of De Pere Water Utility, in accordance with the written proposal to furnish all labor, materials, tools, equipment, warranty, and incidentals necessary for the installation of the reservoir mixer to meet all Wisconsin Department of Natural Resources (WDNR), Wisconsin Statutes, and other code requirement as specified in this proposal.

The undersigned FIRM agrees, if this proposal is accepted, to enter into an agreement with the City of De Pere to perform and furnish all work as specified in this proposal. The undersigned firm will meet and adhere to the City of De Pere's requirements as indicated in the proposal.

Based on the details provided in this proposal, the undersigned firm agrees they are able to meet the City of De Pere's requirements and that the price for the reservoir mixer installation to meet said requirements are as follows:

Lump Sum Price for Merrill Street Reservoir Mixer: \$ _____

Name of Firm

Address of Firm

Telephone Number

The undersigned bidder, being duly sworn, does depose and say that he is an authorized

representative of: _____ and that the said bidder has examined and carefully prepared his bid from the Proposal Requirements, and has checked the same in detail before submitting said proposal or bid; and that said bidder or his agents, officer, or employees have not, either directly or indirectly, entered into any agreement, participated in an collusion, or otherwise taken any action in restraint of free competitive bidding in connection with this proposal or bid.

Signature of Bidder

Date

Print or Type Name of Bidder

Title

Estimated Start Date: _____

Estimated Work Days to Complete: _____

2022 CONTRACTOR LIST

William Murfree
Water System Consultant, Northern Illinois
SUEZ WATER | ADVANCED SOLUTIONS
900 Country Creek Dr.
New Lenox, IL 60451
Mobile: 815-761-6190
Office: (800) 942-0722
Email: william.murfree@suez.com

Mr. Michael Novitzki
Director of Business Development
KLM Engineering, Inc.
1976 Wooddale Drive, Suite 4
Woodbury, Minnesota 55125
Cell: (651) 440-5058
Fax: (651) 773-5222
Email: mnovitzki@klmengineering.com

Jason Metz
William/Reid
P.O Box 397
Germantown, WI 53022
Cell: (630) 728-5146
Email: Jason@williamreidltd.com

“2022 Merrill Street Reservoir Mixer”

ATTENTION: DEPARTMENT OF PUBLIC WORKS
Scott Thoresen, P.E.
Director of Public Works

Submittal prepared by:

Jason Metz

William Reid LTd

jason@williamreidltd.com

630-728-5146

DATE: 3-30-2022

KASCO and William Reid are Proud to offer the following:

QTY 1

KASCO NSF CertiSafe Mixer #24C61050RM-CS15. Includes Advanced Control Panel, and 5-year warranty. Installation Services to insure complete mixing includes all mechanical and electrical. SCADA programing by others.

City of De Pere Water Utility

2022 Merrill Street Reservoir Mixer Proposal

The following proposal is submitted to: City of De Pere Water Utility, in accordance with the written proposal to furnish all labor, materials, tools, equipment, warranty, and incidentals necessary for the installation of the reservoir mixer to meet all Wisconsin Department of Natural Resources (WDNR), Wisconsin Statutes, and other code requirement as specified in this proposal.

The undersigned FIRM agrees, if this proposal is accepted, to enter into an agreement with the City of De Pere to perform and furnish all work as specified in this proposal. The undersigned firm will meet and adhere to the City of De Pere's requirements as indicated in the proposal.

Based on the details provided in this proposal, the undersigned firm agrees they are able to meet the City of De Pere's requirements and that the price for the reservoir mixer installation to meet said requirements are as follows:

Lump Sum Price for Merrill Street Reservoir Mixer:	<u>\$15,770.00</u>
--	--------------------

William Reid

Name of Firm

Po Box 397 Germantown WI 53022

Address of Firm

(262) 255-5420

Telephone Number

The undersigned bidder, being duly sworn, does depose and say that he is an authorized

representative of: KASCO Marine and William Reid and that the said bidder has examined and carefully prepared his bid from the Proposal Requirements, and has checked the same in detail before submitting said proposal or bid; and that said bidder or his agents, officer, or employees have not, either directly or indirectly, entered into any agreement, participated in an collusion, or otherwise taken any action in restraint of free competitive bidding in connection with this proposal or bid.

Jason Metz
Signature of Bidder

3/31/2022
Date

Jason Metz
Print or Type Name of Bidder

Sales Engineer
Title

Estimated Start Date: June/July 2022

Estimated Work Days to Complete: June/July 2022

CertiSafe™ Mixers

Increase Water Quality & Protect Your Tanks

The CertiSafe™ Tank Mixer for potable water is certified and tested to strict NSF/ANSI 61 & 372 standards and designed for use in municipal water storage tanks and reservoirs, 20,000 gallons and larger. This tank mixer is easy to install, and can be mounted using a floor, suspension, or pipe mount. CertiSafe Mixers are ETL Listed to UL and CSA standards.

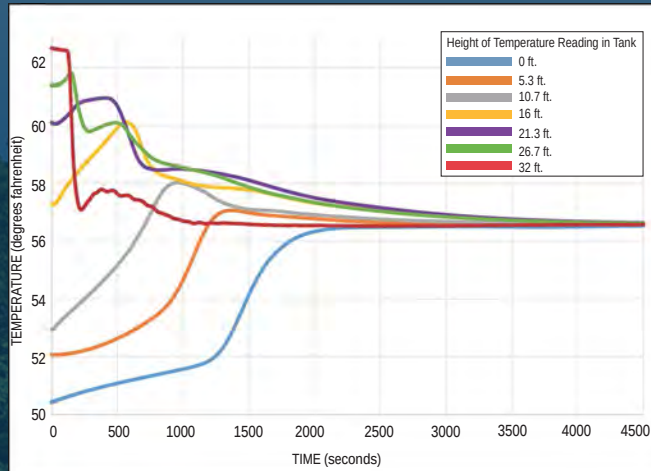
The tank mixer features a durable, stainless steel body combined with a domed stainless steel top, ensuring it will withstand continual use in your tank environments. It includes top safety features with a food grade mineral oil lubricant and a double mechanical seal.

- Improves water quality
- Eliminates ice formation
- Minimizes residual loss
- Reduces thermal and chemical stratification
- Reduces occurrences of taste and odor problems
- Reduces nitrification risk in chloraminated water
- Lowers the rate of disinfection by-product (DBP)
- Lowers the rate of sediment accumulation

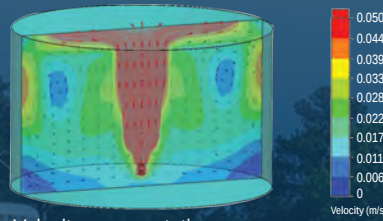


MIXING CAPABILITIES

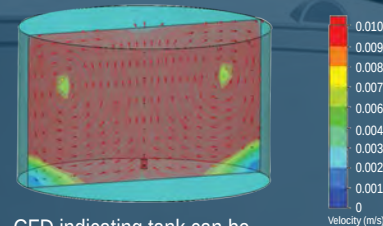
Computational fluid dynamics (CFD) and test results using a 3400C61 (3/4HP) CertiSafe™ mixer to mix a .5 million gallon tank.



Results from thermal testing shows all layers of the tank converged within 40 minutes.



Velocity representation

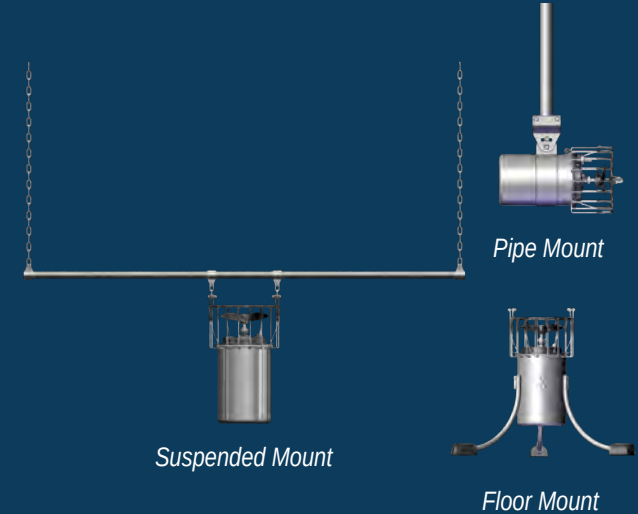


CFD indicating tank can be thoroughly mixed over time

MOUNTING

3.12.d

Install Kasco CertiSafe™ mixers in elevated and ground storage tanks with the available suspended mount, pipe mount and floor mount mounting options.



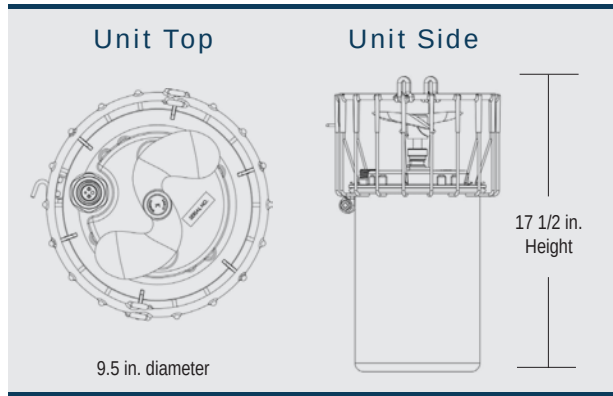
CONTROL & MONITORING

Easily control and monitor your mixer with the available control panels. Designed for easy installation and operation, all panels include an H-O-A operator switch, LED indicator lights, SCADA I/O for remote control and monitoring, and automatic shut off feature if tank level drops below operating level.



Packet Pg. 105

UNIT DIMENSIONS



UNIT SPECIFICATIONS

Sizes Available	1/2, 3/4, 1 and 2HP
Electrical Requirements	• 120V, single phase, 60Hz (1/2 - 1 HP) • 208-240V, single phase, 60Hz (3/4 - 2HP) • Solar powered option, contact for details
120V AMPS	• 1/2HP - 5.7 • 3/4HP - 7 • 1HP - 9.1
208-240V AMPS	• 3/4HP - 3.5 • 1HP - 4.5 • 2HP - 9
Lubrication	Food-grade mineral oil
Cord Lengths	Stub (32 in.), 50 ft., 100 ft., 200 ft.
Warranty	3 years (mixer, mount & control panel) Optional extended warranty available



800 Deere Rd. • Prescott, WI 54021
 sales@kascomarine.com • 715-262-4488
 kascomarine.com

Kasco

3.12.d

CERTISAFE™ MIXERS

Active Tank Mixers

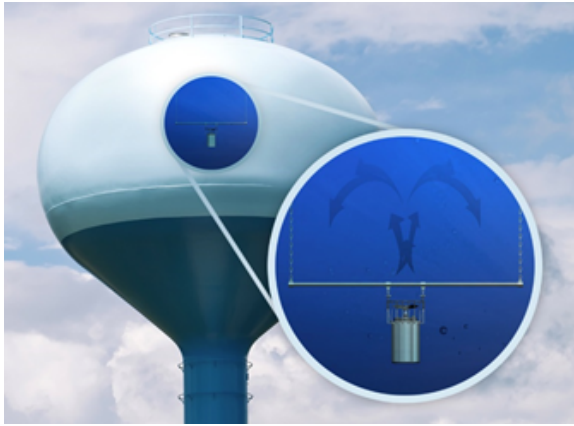


kascomarine.com
 715-262-4488 • sales@kascomarine.com

Moving Water Forward, S

CERTISAFE TANK MIXER SERIES C61

Models 2400, 3400, 4400, and 8400



BENEFITS OF A POWERFUL ACTIVE MIXER

- Reduces thermal & chemical stratification
- Minimizes residual loss
- Reduces differences in water taste/odor
- Reduces nitrification risk in chloraminated water
- Lowers rate of disinfection by-product (DBP)
- Prevents ice damage and corrosion inside tanks
- Lowers the rate of sediment accumulation

MOTOR UNIT

- Available in 120V and 240V, 60Hz, single phase, 1750 RPM
- Two long life bearings
- Thermal overload protection
- Two, fully unitized carbon ceramic mechanical seals
- 300 series stainless steel housing with domed stainless-steel motor top, and protective coated cage / prop guard

CONTROL PANEL OPTIONS

- UL listed for US and Canada
- UL type 3R/4X weatherproof enclosure
- SCADA I/O for motor control and monitor
- For more detail, refer to the Standard Control Panel and Advanced Control Panel specification sheets

FEATURES

- NSF/ANSI 61 & 372 certified
- ETL Listed to UL and CSA standards
- Shippable by FedEx
- Operates to a depth of 50ft
- 3 year warranty on all models, mounts, and control panels
- Optional 5 year warranty

POWER CORD

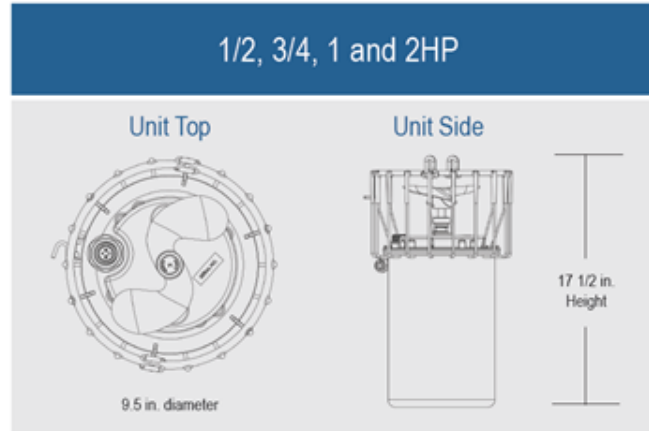
- SJTOW or SJTOOW UL, CSA and NEC approved underwater rated cable
- 3 wire cable
- Available in 50 ft., 100 ft., or 200 ft. cable lengths
- IP68 submersible quick disconnect on 12AWG and larger cords
- Liquid-tight cord grip kits included

MOUNTING OPTIONS

- Floor, pipe and suspended mount options developed for elevated, ground, and irregularly shaped potable water applications
- For more detail, reference the mount specification sheet



UNIT DIMENSIONS



UNIT SPECIFICATIONS

Tank Size	Supply Voltage/ Phase/Hz	HP	Mixer Model	Cable Length	Cable Gauge	Amps	Lock Rotor Amps	Thrust (lbs.)	Part No.	Shipping Weight
Up to .5 MG	120/1/60	1/2	2400 Municipal Series	50	16	5.7	12	29	2400C61050	41
				100	14				2400C61100	47
				200	12				2400C61200	69
Up to 2.5 MG	120/1/60	3/4	3400 Municipal Series	50	16	7	18	36	3400C61050	45
				100	14				3400C61100	51
				200	12				3400C61200	73
	240/1/60	3/4	3400 Municipal Series	50	14	3.5	9	36	3400HC61050	44
				100	14				3400HC61100	51
				200	12				3400HC61200	72
Up to 5 MG	120/1/60	1	4400 Municipal Series	50	14	9.1	40	41	4400C61050	45
				100	12				4400C61100	51
				200	10				4400C61200	73
	208-240/1/60	1	4400 Municipal Series	50	14	4.5	20	41	4400HC61050	44
				100	14				4400HC61100	51
				200	12				4400HC61200	72
Over 5 MG	208-240/1/60	2	8400 Municipal Series	50	14	9	40	56	8400C61050	61
				100	12				8400C61100	74
				200	12				8400C61200	88

Optional control panel and mounting kits available on all units.

RM-100 CertiSafe™ FLOOR MOUNT



OVERVIEW

- The RM-100 is a vertical orientation, stationary floor mount.
- Designed for use in ground storage tanks.
- Suitable for use with all CertiSafe™ Tank Mixer models

INCLUDED

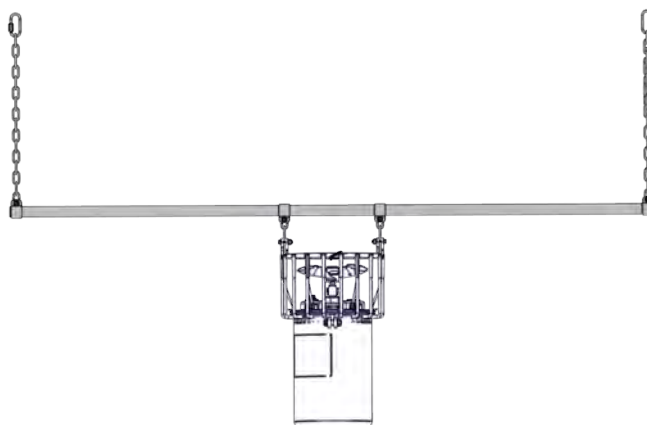
- 3-piece mixer base unit
- 50' 316 stainless steel retrieval chain
- 316 stainless chain lifting bail with spring
- Stainless tank penetration for power cord
- Stainless tank penetration hardware to suspend cable support and retrieval chain
- EPDM rubber feet

REQUIRED

- Electrical service to exterior junction box



SM-100 CertiSafe™ SUSPENDED MOUNT



OVERVIEW

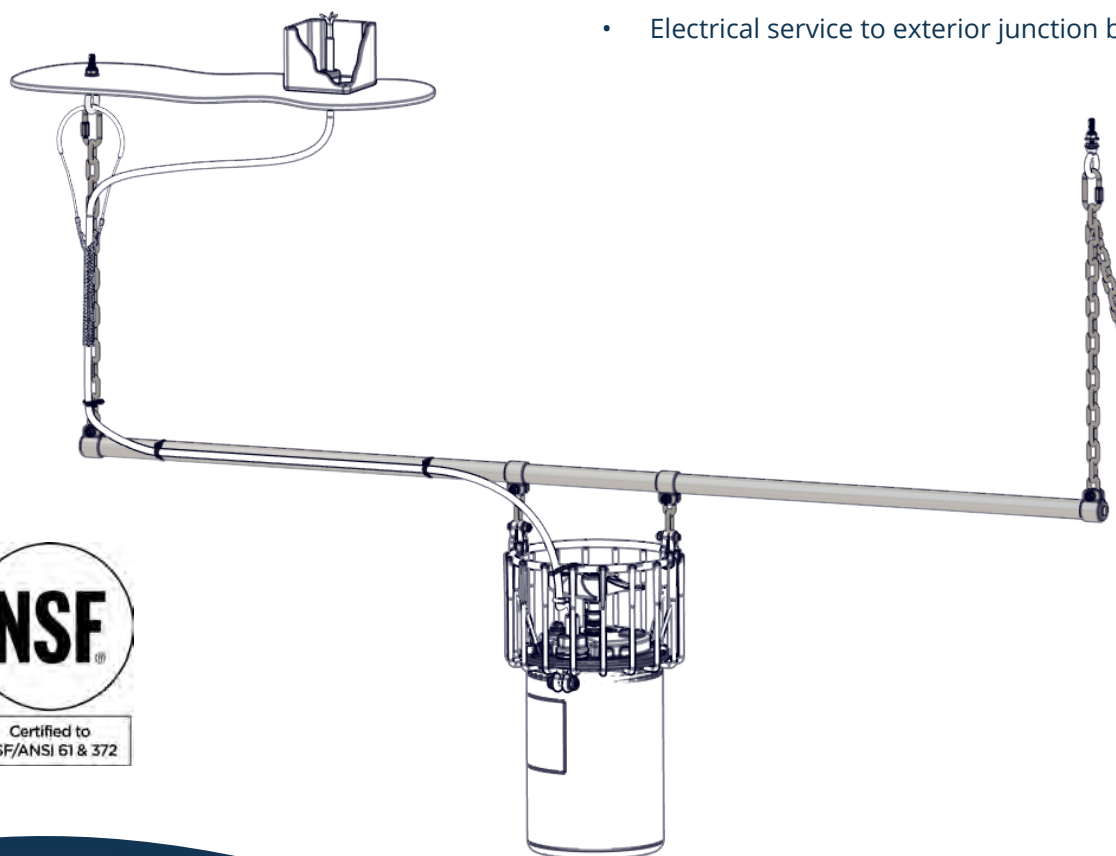
- The SM-100 is a vertically oriented, suspended mount.
- Designed for elevated or standpipe tanks.
- Easy installation in full or empty tank.
- For use with CertiSafe™ Tank Mixer models 2400C61, 3400C61, 3400HC61, 4400C61, and 4400HC61.

INCLUDED

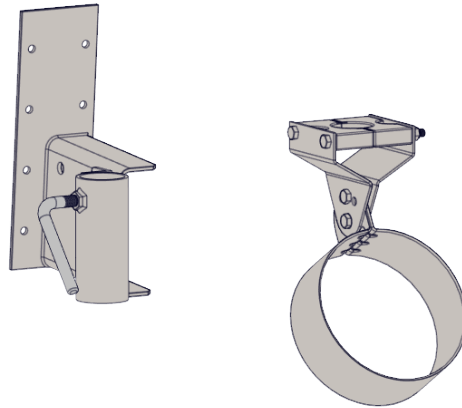
- One 60" 316 stainless stretcher with hardware
- Two 50' 316 stainless chains
- Stainless tank penetration for power cord
- Stainless tank penetration hardware to suspend cable support and chains

REQUIRED

- Electrical service to exterior junction box



PM-100 CertiSafe™ PIPE MOUNT



OVERVIEW

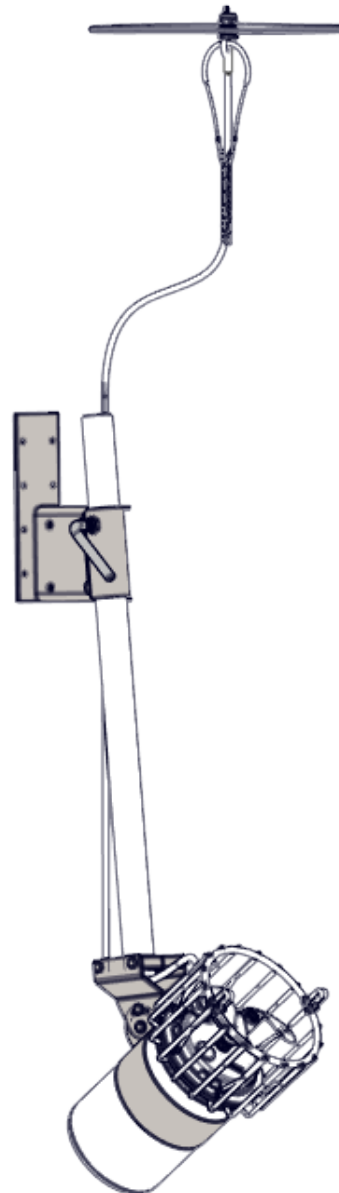
- The PM-100 is a semi-fixed mount with both horizontal and vertical orientation adjustment options
- Designed for effective water movement in irregular and unique tank designs
- Suitable for use with all CertiSafe™ Tank Mixer models

INCLUDED

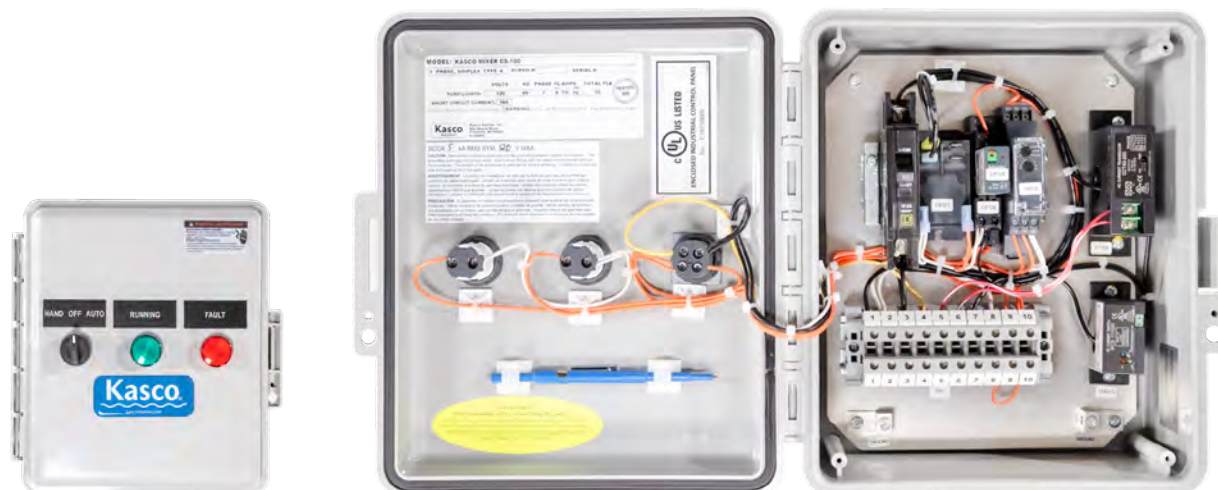
- Upper mount assembly (above water line) with base, pipe bracket, and adjustable lock handle
- Lower mount (underwater) assembly with, adjustable brackets, can strap, and hardware
- Stainless tank penetration for power cord
- Stainless tank penetration hardware to suspend cable support

REQUIRED

- 1½" (40mm) threaded or unthreaded pipe
- Maximum unsupported pipe length is 10 feet
- Electrical service to exterior junction box



CertiSafe™ STANDARD CONTROL PANEL



CS-100

For use with mixer models 2400C61, 3400C61 & 4400C61

The model CS-100 is a 120Vac, 60hz, single phase UL listed control panel engineered to operate Kasco C61 CertiSafe™ tank mixers. Designed for easy installation and operation with included H-O-A control switch, indicator LEDs, Low water inhibit, and SCADA I/O for remote operation and monitoring.

REQUIRED

- 20amp GFCI feed breaker required (supplied by others)
- Auxiliary interlock input: if utilized, the terminal jumper is replaced with a dry contact relay closure
- Remote SCADA start/stop input requires a dry contact relay closure



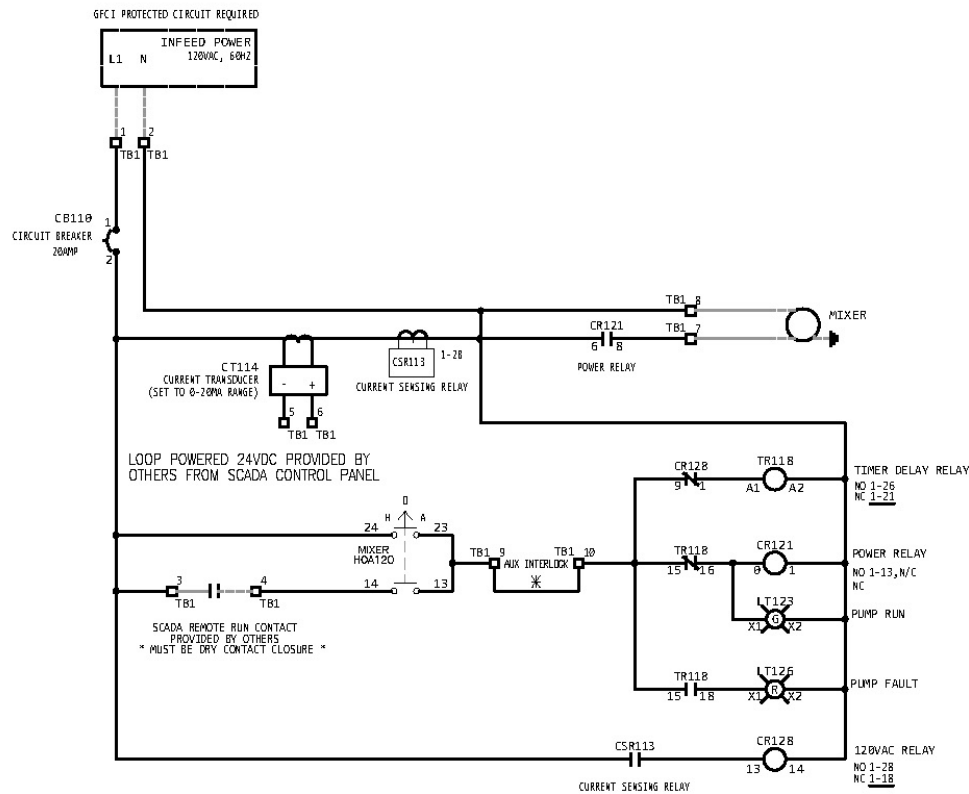
INCLUDED

- 20amp single pole circuit breaker
- Motor contactor: 1hp, 120Vac motor load rated
- Green LED running pilot light
- Red LED Fault pilot light
- H-O-A switch (Hand-Off-Auto)
 - Hand mode operates the mixer continuously (local control)
 - Auto mode operates the mixer from remote SCADA input
- Interface for remote SCADA mixer start/stop control signal (H-O-A Auto mode)
- Low water inhibit: Inhibit mixer operation if tank level drops below operating level
- Low water inhibit sensor adjustment tool
- 4-20ma motor current output (to SCADA) for monitoring motor status and fault condition
- Auxiliary interlock input for local low tank level inhibit
- UL508A listed control panel for US and Canada
- UL type rated 4X/3R nonmetallic enclosure with pad lockable latch, and integral mounting feet.
- Detailed wiring schematic with field terminal identification.

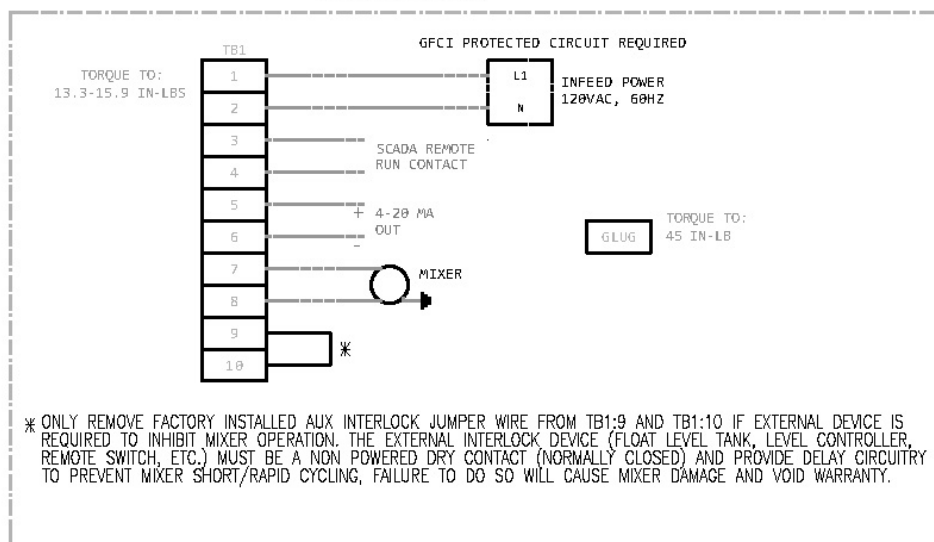


CertiSafe™ STANDARD CONTROL PANEL

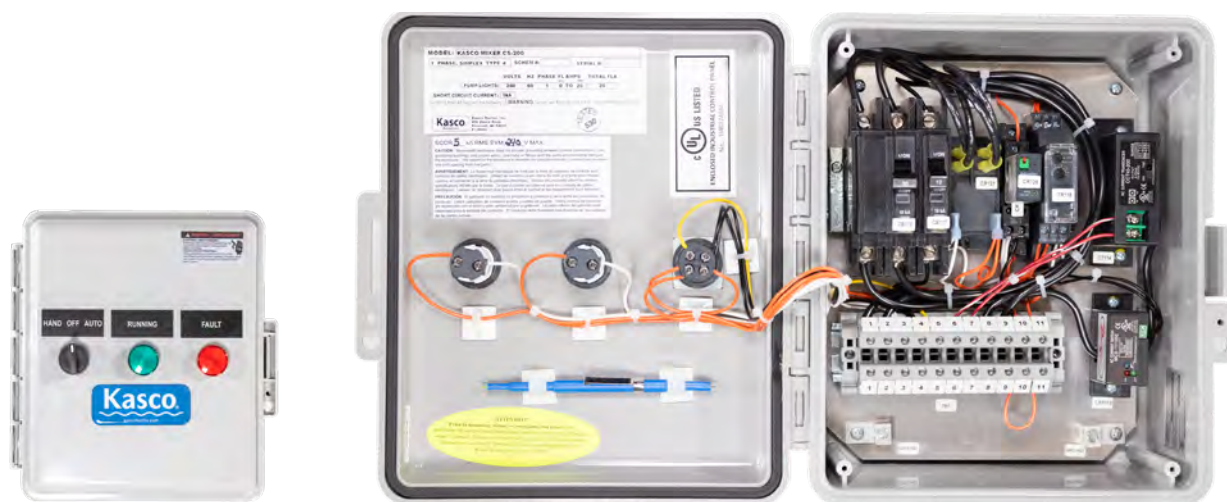
CS-100 Schematic



FIELD WIRING SECTION



CertiSafe™ STANDARD CONTROL PANEL



CS-200

For use with mixer models 3400HC61, 4400HC61, 8400C61 & 5.1C61

The model CS-200 is a 240Vac, 60hz, single phase UL listed control panel engineered to operate Kasco C61 Certisafe™ tank mixers. Designed for easy installation and operation with included H-O-A control switch, indicator LEDs, low water inhibit, and SCADA I/O for remote operation and monitoring.

REQUIRED

- 40amp GFCI feed breaker required (supplied by others)
- Auxiliary interlock input: if utilized, the terminal jumper is replaced with a dry contact relay closure
- Remote SCADA start/stop input requires a dry contact relay closure

INCLUDED

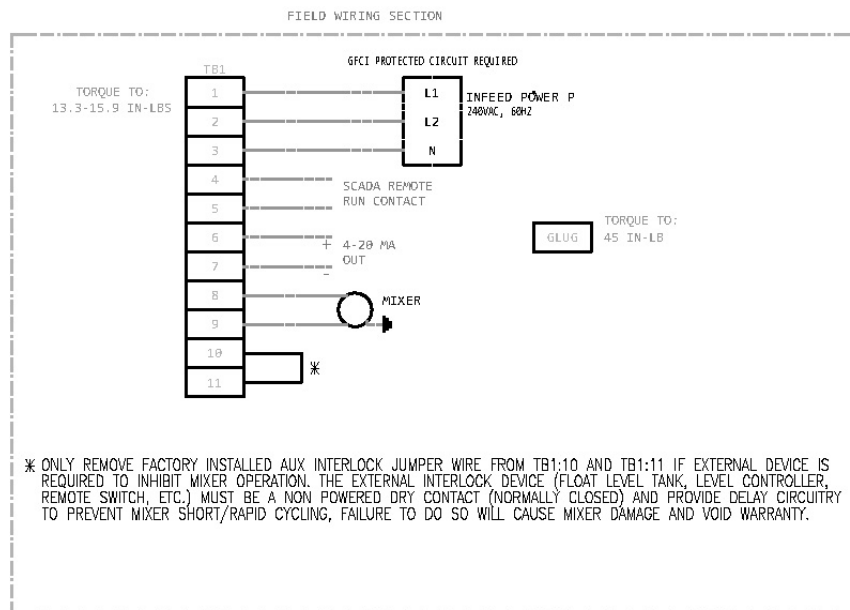
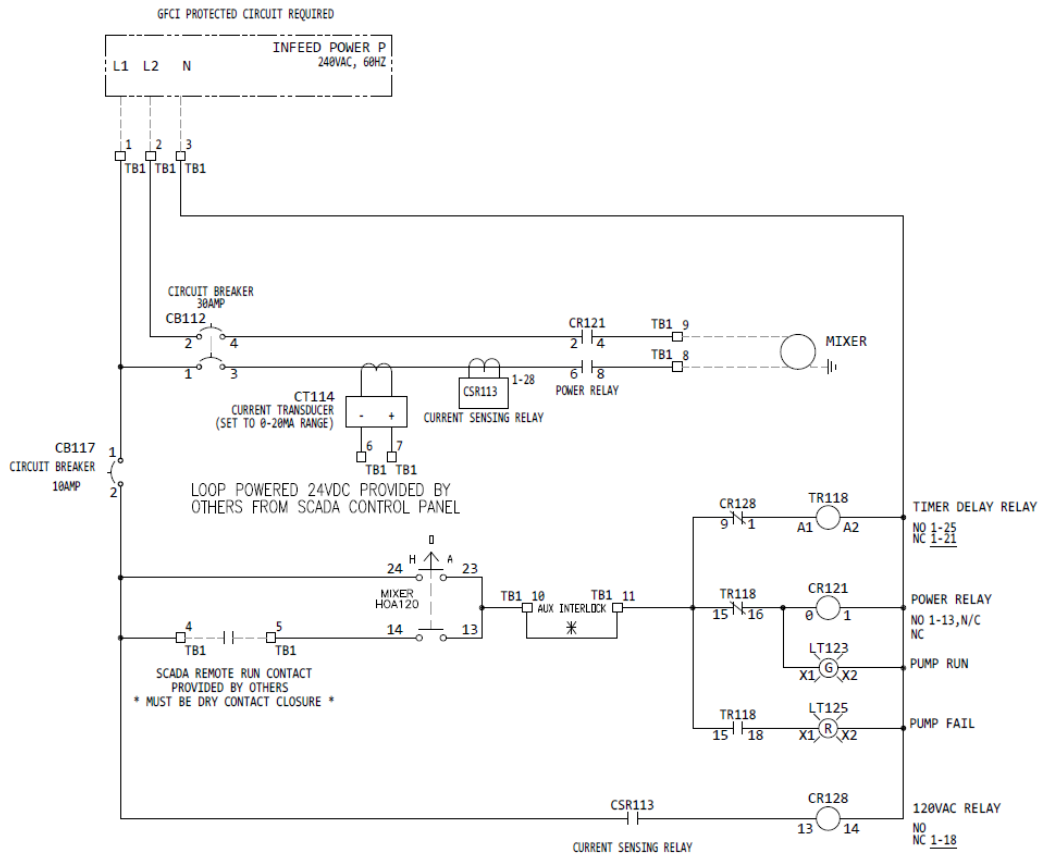
- 30amp 2pole circuit breaker
- Motor contactor: 5hp, 240Vac motor load
- Green LED running pilot light
- Red LED Fault pilot light
- H-O-A switch (Hand-Off-Auto)
 - Hand mode operates the mixer continuously (local control)
 - Auto mode operates the mixer from remote SCADA input
- Interface for remote SCADA mixer start/stop control signal (H-O-A Auto mode)
- Low water inhibit: Inhibit mixer operation if tank level drops below operating level
- Low water inhibit sensor adjustment tool
- 4-20ma motor current output (to SCADA) for monitoring motor status and fault condition
- Auxiliary interlock input for local low tank level inhibit
- UL508A listed control panel for US and Canada
- UL type rated 4X/3R nonmetallic enclosure with pad lockable latch, and integral mounting feet
- Detailed wiring schematic with field terminal identification



Kasco

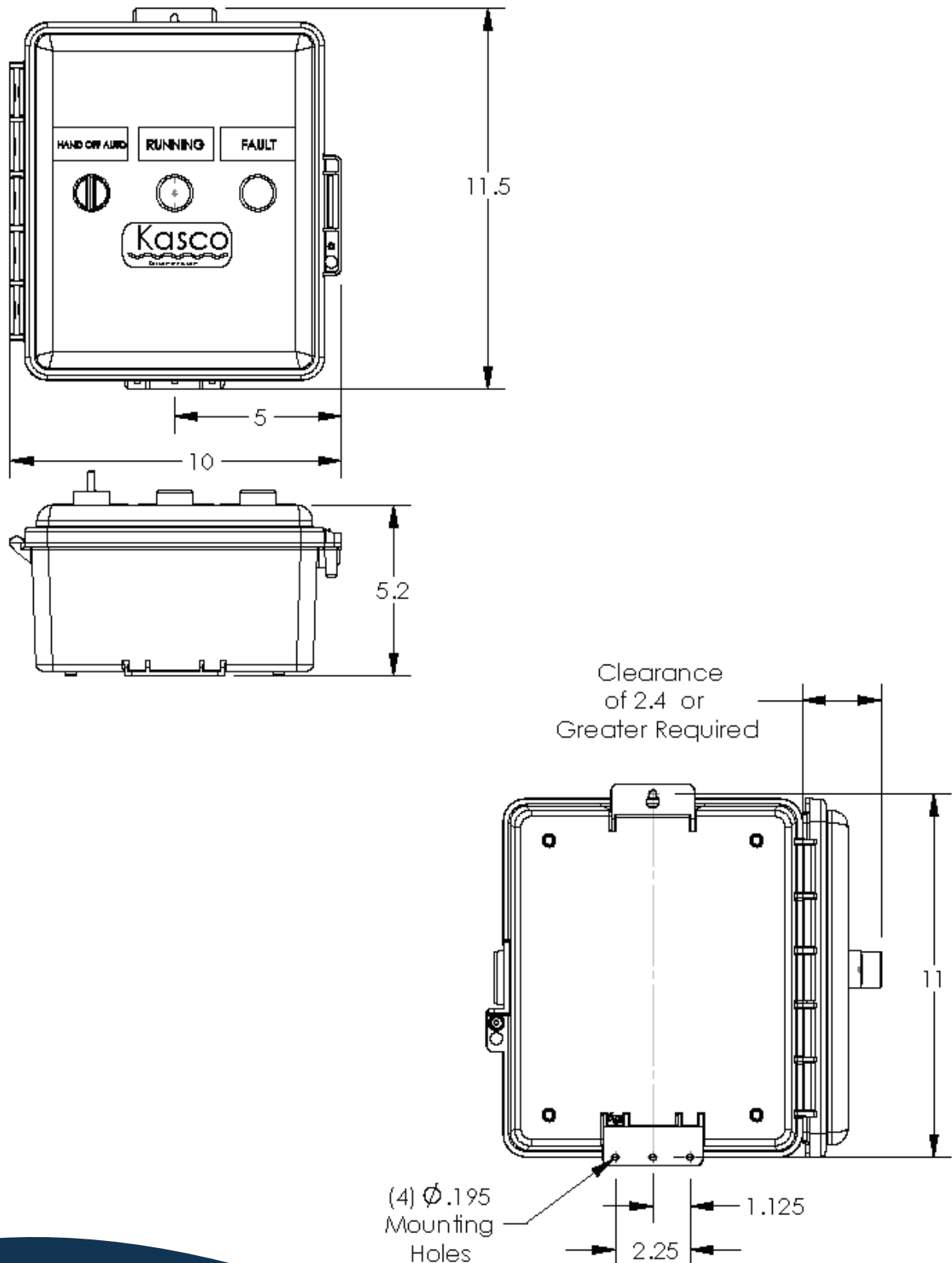
CertiSafe™ STANDARD CONTROL PANEL

CS-200 Schematic



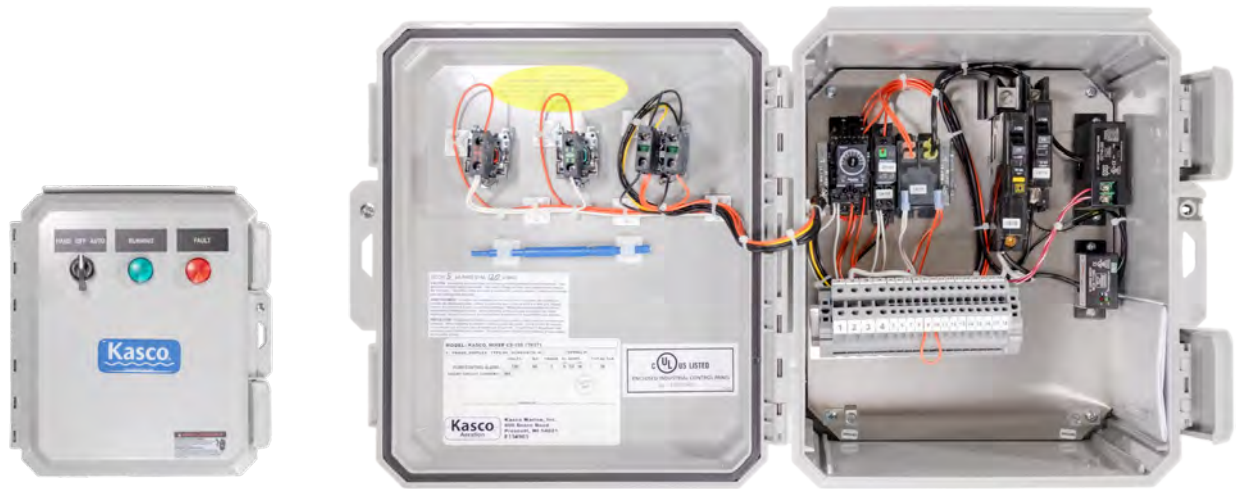
CertiSafe™ STANDARD CONTROL PANEL

CS-100 / CS-200 Enclosure Dimensions



Kasco

CertiSafe™ ADVANCED CONTROL PANEL



CS-150

For use with mixer models 2400C61, 3400C61 & 4400C61

The model CS-150 is a 120Vac, 60hz, single phase UL listed control panel engineered to operate Kasco C61 CertiSafe™ tank mixers. Designed for easy installation and operation with included GFCI circuit breaker, H-O-A control switch, indicator LEDs, Low water inhibit, and SCADA I/O for remote operation and monitoring.

REQUIRED

- 20amp feed breaker required and disconnect switch if required (supplied by others)
- Auxiliary interlock input: if utilized, the terminal jumper is replaced with a dry contact relay closure
- Remote SCADA start/stop input requires a dry contact relay closure

OPTIONAL

- 316 Stainless steel enclosure (non-stocked, built per order)

INCLUDED

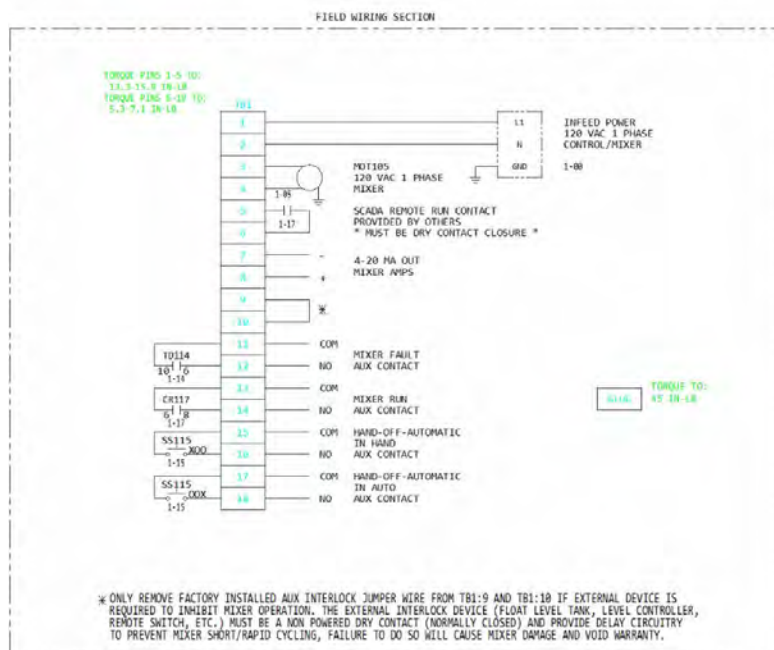
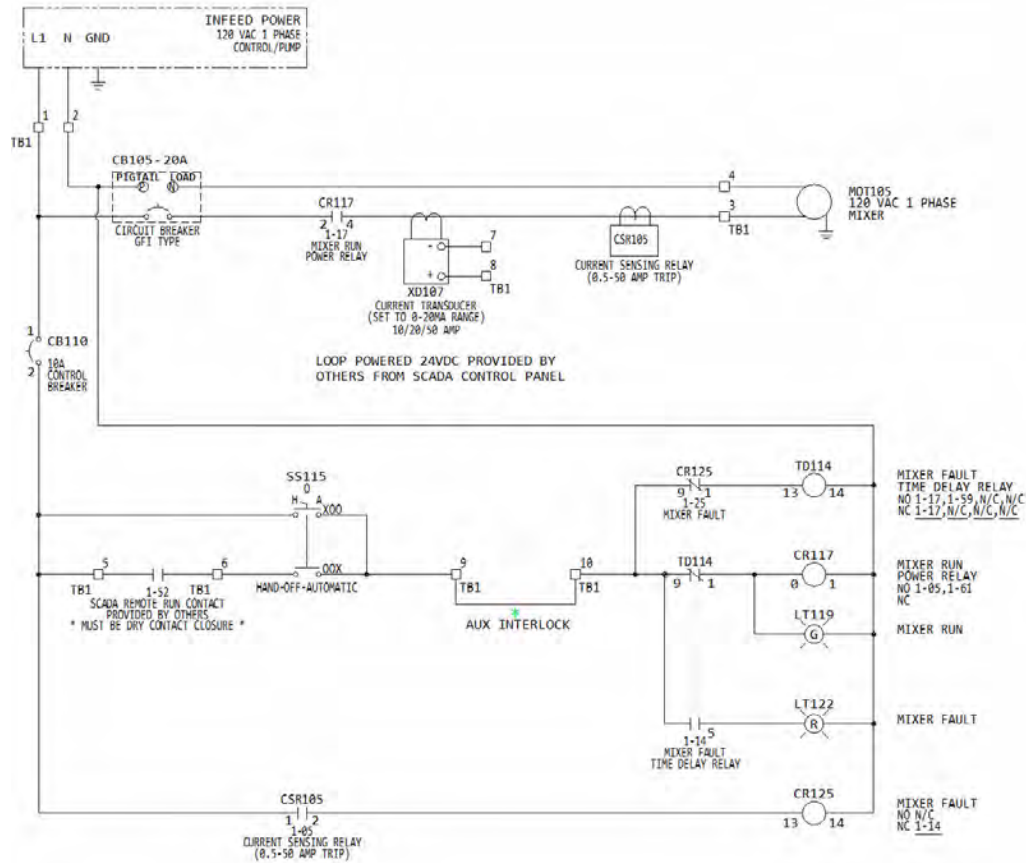
- 20amp, single pole, GFCI 6ma trip circuit breaker
- Motor contactor: 1hp, 120Vac motor load rated
- Green LED running pilot light
- Red LED Fault pilot light
- H-O-A switch (Hand-Off-Auto)
 - Hand mode operates the mixer continuously (local control)
 - Auto mode operates the mixer from remote SCADA input
- Interface for remote SCADA mixer start/stop control signal (H-O-A Auto mode)
- Low water inhibit: Inhibit mixer operation if tank level drops below operating level
- Low water inhibit sensor adjustment tool
- 4-20ma motor current output (to SCADA) for monitoring motor status and fault condition
- Dry contacts (to SCADA) for: H-O-A in Hand, H-O-A in Auto, Mixer Running, & Mixer Fault
- Auxiliary interlock input for local low tank level inhibit
- UL508A listed control panel for US and Canada
- UL type rated 4X/3R nonmetallic enclosure with pad lockable latch, and integral mounting feet.
- Detailed wiring schematic with field terminal identification.



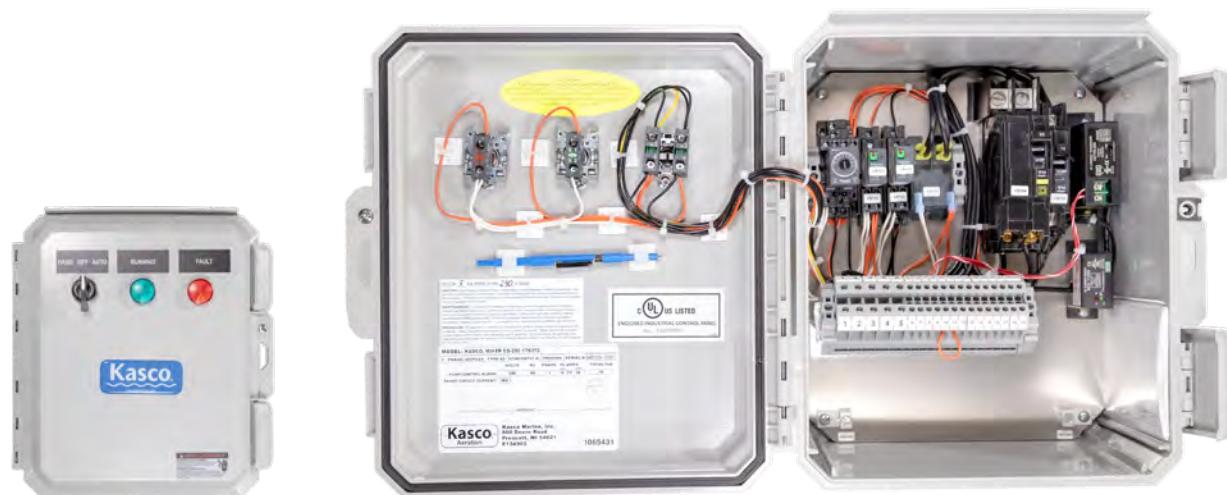
Kasco

CertiSafe™ ADVANCED CONTROL PANEL

CS-150 Schematic



CertiSafe™ ADVANCED CONTROL PANEL



CS-250

For use with mixer models 3400HC61, 4400HC61, 8400C61 & 5.1C61

The model CS-250 is a 240Vac, 60hz, single phase UL listed control panel engineered to operate Kasco C61 Certisafe™ tank mixers. Designed for easy installation and operation with included GFCI circuit breaker H-O-A control switch, indicator LEDs, low water inhibit, and SCADA I/O for remote operation and monitoring.

REQUIRED

- 40amp feed breaker required and disconnect switch if required (supplied by others)
- Auxiliary interlock input: if utilized, the terminal jumper is replaced with a dry contact relay closure
- Remote SCADA start/stop input requires a dry contact relay closure

OPTIONAL

- 316 Stainless steel enclosure (non-stocked, built per order)

INCLUDED

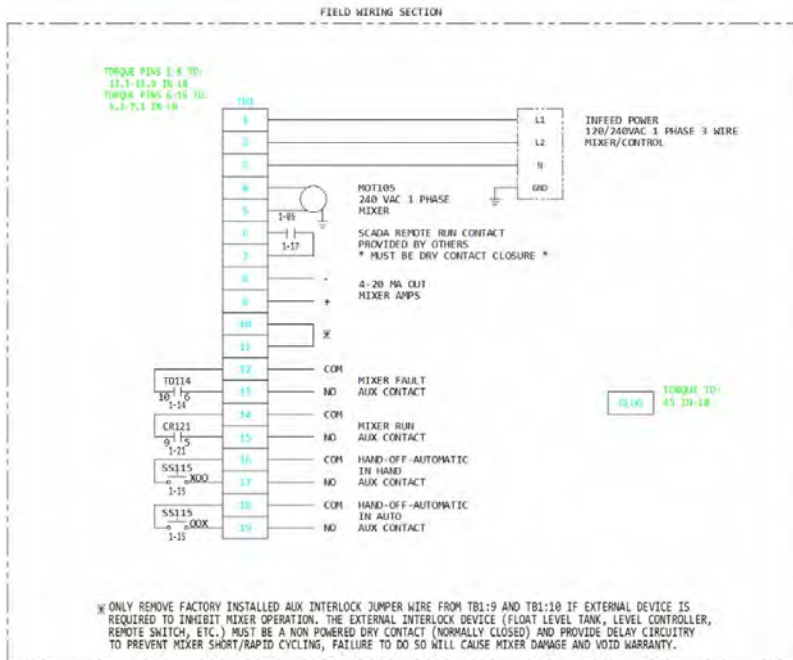
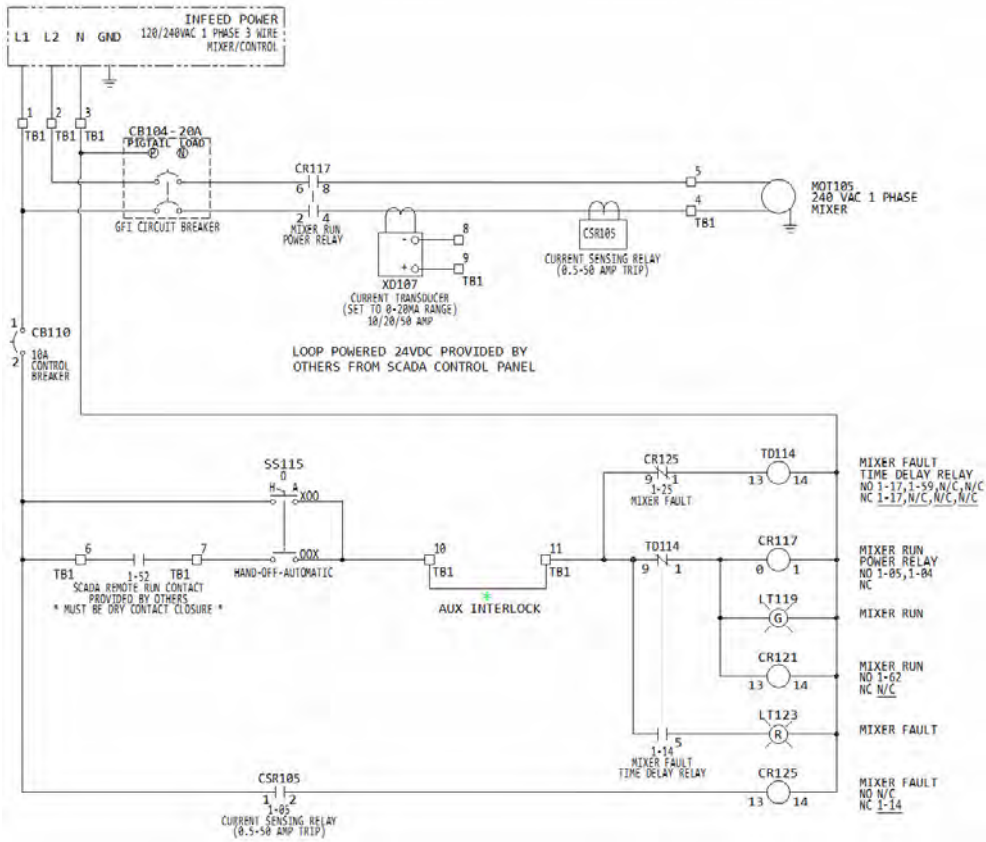
- 30amp, 2pole, GFCI 6ma trip circuit breaker
- Motor contactor: 5hp, 240Vac motor load
- Green LED running pilot light
- Red LED Fault pilot light
- H-O-A switch (Hand-Off-Auto)
 - Hand mode operates the mixer continuously (local control)
 - Auto mode operates the mixer from remote SCADA input
- Interface for remote SCADA mixer start/stop control signal (H-O-A Auto mode)
- Low water inhibit: Inhibit mixer operation if tank level drops below operating level
- Low water inhibit sensor adjustment tool
- 4-20ma motor current output (to SCADA) for monitoring motor status and fault condition
- Dry contacts (to SCADA) for: H-O-A in Hand, H-O-A in Auto, Mixer Running, & Mixer Fault
- Auxiliary interlock input for local low tank level inhibit
- UL508A listed control panel for US and Canada
- UL type rated 4X/3R nonmetallic enclosure with pad lockable latch, and integral mounting feet
- Detailed wiring schematic with field terminal identification



Kasco

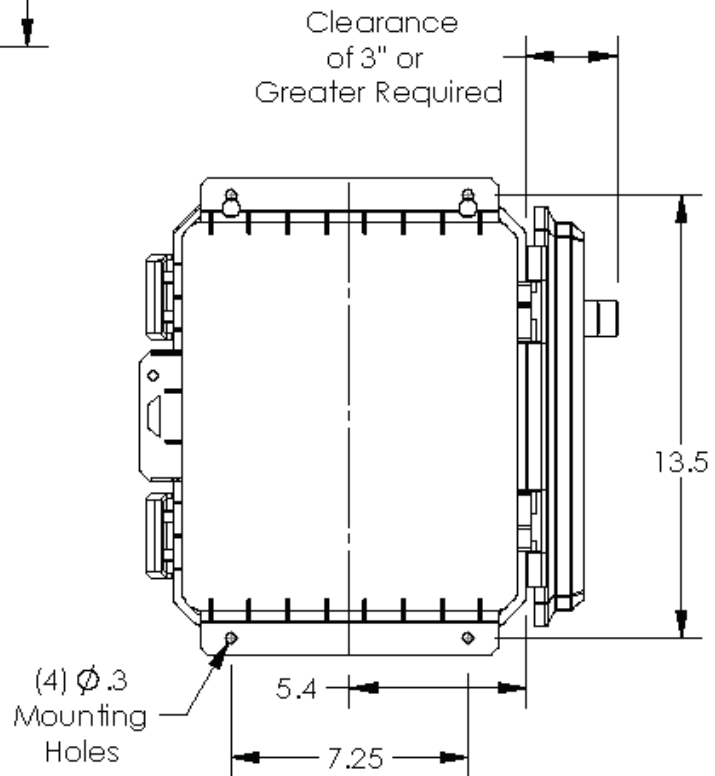
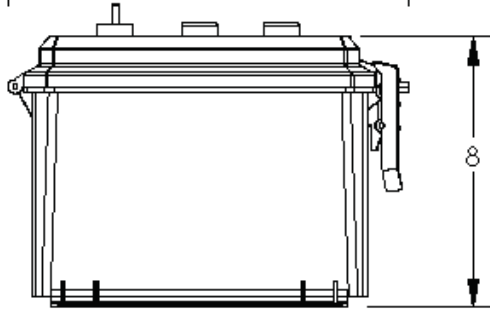
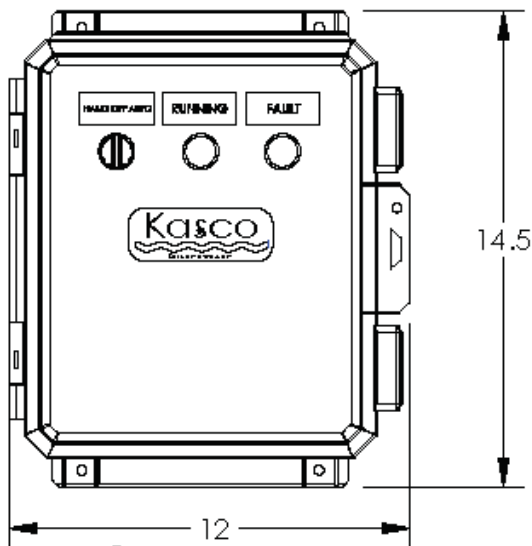
CertiSafe™ ADVANCED CONTROL PANEL

CS-250 Schematic



CertiSafe™ ADVANCED CONTROL PANEL

CS-150 / CS-250 Enclosure Dimensions





Fountains Aerators
Diffused Aeration Circulators
Mixers De-Icers Bacteria & Dye

Kasco NSF61 CertiSafe Mixer Reference List

Neenah Water Utility - WI

Anthony L. Mach - Water Treatment Manager

Office: (920) 886-6196

Cell: (920) 858-6300

Neenah has installed two 3400C61 Kasco Certisafe mixer in their (2) -1MG elevated towers.

City of Sumner - IA

David Nuss

Office: (319)939-0201

Installed (1) 3400C61 Kasco CertiSafe Mixer in his 0.75MG, 150' Standpipe installed for de-icing
David said no ice formation in winter of 18/19 and this is the first time he has had consistent residual in tank!

City of Rockford - IL

Doug Duda

Office: (763)477-4346 ext7

Installed (1) 2400C61 Kasco CertiSafe mixer in his 0.5MG Elevated Tank

Installed for freeze protection

**Did not climb tank during winter, had divers in tank last month and all appurtenances were in place on no damage to tank

City of Xenia - OH

Joe Bates - Water Treatment Supervisor

Cell: 937-776-5637

Office: 937-376-7269

Email: jbates@ci.xenia.oh.us

Xenia has installed a Kasco Certisafe 3400C61 mixer in ground water tank/standpipe that is 100 feet tall x 70 feet diameter, 2.5MG.

City of Elmhurst - IL

Paul Burris - Utility Operations Manager

Phone: 630-530-3042

Email: paul.burris@elmhurst.org

Elmhurst installed a Kasco Certisafe 2400C61 mixer in a 0.5MG elevated tower.

City of Fairbanks – Alaska

Golden Heart Utilities Clearwell

Jim Ferris is the contact - jim@akwater.com, (907) 455-0199

Chlorine residual has improved in clear well.



Fountains Aerators
Diffused Aeration Circulators
Mixers De-Icers Bacteria & Dye

Kasco NSF61 CertiSafe Mixer Reference List Continued

City of Two Rivers - WI - 2020

Ross Blaha - Water Utility Director

Phone: 920-793-5558

Email: rblaha@two-rivers.org

2 -Tower units and 1 Reservoir unit. William Reid Installation. Deicing and Chemical Residual

City of Gladstone - MI - 2021

Robert Spreitzer - Water Superintendent

Phone - 906-428-3460

rspreitzer@gladstonemi.org

1 -Reservoir Mixer. Chemical Residual

City of DePere - WI - 2021

Eric Zygarlicke - Water Department Supervisor

Phone - 920-339-4063

zygarlicke@deperewi.gov

2 Tower Mixers, 1 - Reservoir Mixer . Installation by William Reid. Deicing and Chemical Residual



Customer Service Contacts & Information

Kasco takes great pride in knowing that we can take care of all your needs. Our customer service team stands out from the rest, we are well known for:

- Call backs the same day
- Freight quotes on the spot
- Emails returned often within minutes
- Professional, pleasant, knowledgeable, courteous staff

Home Office:

Phone:	715-262-4488
Toll Free:	800-621-7611
Fax:	715-262-4487
E-mail	
Sales:	Sales@kascomarine.com
Website:	www.kascomarine.com
Repairs:	Hayden.j@kascomarine.com
Marketing:	Marketing@kascomarine.com

Staff:

Name	Department/Title	E-mail Address
Matt Frey	Inside Sales\Robust Aire Category Manager	Matt.f@kascomarine.com
Dan Cremin	Inside Sales\ Deicer inquiries	Dan.c@kascomarine.com
Kel Weinfurter	Order Entry\ Customer Service	Kel.w@kascomarine.com
Joni Moe	Shipping Department\Invoicing	Joni.m@kascomarine.com
Hayden Johnson	Repair Department	Hayden.j@kascomarine.com
Kelly Strandmark	Office Manager\Accounts Receivable	Kelly.s@kascomarine.com

Thank you for your interest in Kasco products. Below are a few important details that will make our new partnership an easy transition. Please read the following information and key notes:

For submitting purchase orders, freight quote requests, or general product questions please email: sales@kascomarine.com or call 715-262-4488.

For questions about shipping & invoicing please contact Joni Moe Joni.m@kascomarine.com or you may call her at 715-262-2308.

For questions about your account balance, or A/R please contact Kelly Strandmark Kelly.s@kascomarine.com or you may call her at 715-262-2300.

For the warranty/repair department please contact Hayden Johnson Hayden.j@kascomarine.com or you may call him at 715-262-2312.

For product brochures or marketing assistance please contact marketing@kascomarine.com or you may call 715-262-2310.

Reports:

We at Kasco put the “Lean” method in all we do. We, like many other companies, are “going green”. This means that all correspondence can be emailed to you, including reports. Please let us know who should get these email notifications. Our software enables us to send electronically:

- Order acknowledgements
- Packing slips (only freight cost will be listed)
- Invoices
- Statements
- Quarterly Reports

Repair Department:

All units that are sent into Kasco for repair or warranty service must be accompanied by our Repair Form. This form must be placed inside the unit box so that we can properly identify who sent it in and how to contact you with an estimate. No work will be performed without prior authorization.

For warranty consideration it is company policy that the end user or distributor pay the cost of the freight to send in the unit to Kasco. Once it arrives, a thorough inspection will be done by our expert repair technicians. Once a repair has been determined to be a warranty repair due to a manufacturers defect, Kasco will fix the unit and pay the shipping charges to send the unit back to the customer.

For a repair form please visit. <https://kascomarine.com/resources/repair-centers/>

Returns:

Kasco will not accept used products or items that have been in the water. If you wish to return an item, please call into customer service for an RMA number. Only items that are unused and in brand new condition may be returned. A 10% restocking fee will be applied on all returns. Please send items back to:

Kasco Marine
800 Deere Road
Prescott, WI 54021
Attn: Returns RMA# _____

Purchase Orders:

All orders must be emailed or faxed. No Verbal orders will be taken over the telephone. Orders may be emailed to: sales@kascomarine.com or faxed: 715-262-4487

Shipping:

Kasco's preferred freight carrier is FedEx. All orders will arrive via FedEx Ground, Expedited, or by Truckload. If shipping Prepaid, then the freight cost will be added to your final invoice.

For shipments that are billed 3rd Party or collect please provide your account number and the shipping company you would prefer us to use.

For all motor freight shipments (palletized) please let our order entry department know if you will need any services with your freight such as:

- Liftgate service
- 24 Hr. Notification
- Limited access
- Inside Delivery
- Residential
- Contact information with Phone Number.

Having this information prior to shipping will ensure that your order will not be delayed

Dropship:

Kasco will drop ship directly to the end user. A \$10.00 Dropship fee will be added to the final invoice.

Minimum Order:

There is a \$5.00 minimum order fee for all orders under \$50.00

Invoice & payment:

All invoices and Statements will be sent via email. If you wish to have your invoice/statements mailed through the US Postal Service, please let our A/R Department know in advance. Payment must arrive by your agreed payment terms. If you wish to send electronic payment, please contact the accounts receivable department.

Freight Quotes:

You may request a freight quote by calling 715-262-4488 or by emailing sales@kascomarine.com

All quotes are valid for 30 days. Freight quotes are estimates and may vary slightly due to national fuel surcharges.

CITY OF DE PERE

Public Works Department

925 S. Sixth Street, De Pere, WI 54115 | 920-339-4060 | www.de-pere.org



March 3, 2022

**RE: Request for Proposals
2022 Merrill Street Reservoir Mixer**

The City of De Pere is requesting a proposal from your firm to furnish and install a submersible potable reservoir mixer for the City's Merrill Street underground reservoir for the proper operation of the mixer. Installation of the reservoir mixer shall also include control box and SCADA monitoring system for the mixer.

Merrill Street Ground Reservoir

The Merrill Street reservoir located at 1501 Merrill Street is a 250,000 – gallon underground concrete storage reservoir that was constructed in 1966. Your firm will be required to review existing drawings and as-built information and any other pertinent information pertaining to the reservoir in order to complete the scope of work for this project.

Scope of Work:

1. Review existing drawings and as-built of reservoirs and any other pertinent information pertaining to each reservoir in order to complete the scope of work for the project.
2. Provide submersible reservoir mixer for potable water.
 - a. Reservoir mixer will completely mix the reservoir to maintain a consistent water temperature and chlorine residual. In addition, the reservoir mixer will completely mix the reservoir, so ice does not form inside the reservoir during the winter months.
 - b. The reservoir mixer will be fully submersible, designed for potable water, and can be installed without reservoir entry.
 - c. The reservoir mixer will operate continuously, all day and all night, using 120 VAC as the power source. The reservoir mixer will not have a gearbox and will not require lubrication.
 - d. The reservoir mixer will have no visible defects, and have high quality welds, assembly, and corrosion resistant finish.

- e. The reservoir mixer will have a stainless steel cable or retrieval chain.
 - f. The reservoir mixer shall be the manufacturer's latest model and design.
 - g. Installation of the reservoir mixer shall include any accessories necessary for proper operation of each reservoir mixer.
 - h. Installation of the reservoir mixer shall include control box and SCADA monitoring system for the reservoir mixer.
 - i. Installation of the reservoir mixer shall include installation of all electrical necessary for operation of the reservoir mixer including any trenching to connection to the City's electrical panel. All electrical work shall meet all State and municipal codes.
 - j. The reservoir mixer will be certified to ANSI/NSF Standard 61 and will be compliant with all aspects of the Safe Drinking Water Act (SDWA).
 - k. The manufacturer of the reservoir mixer will have extensive experience in the production of such equipment, and the equipment will be manufactured in the United States.
 - l. The reservoir mixer will be warranted to be free of defects for a period of five (5) years. The five (5) year warranty shall include all parts and labor to address any defects.
3. Installation of the reservoir mixer shall meet all requirements of the Wisconsin Department of Natural Resources (WDNR), State Statutes, Municipal codes, or other code requirements which includes obtaining any necessary approvals or permits by contractor.
 4. The proposal should reflect the necessary effort to perform the above-mentioned work and any additional efforts the firm feels are necessary to complete the installation of the reservoir mixer.

Hours of Work:

No work shall be performed prior to 7:00 a.m. and shall be completed by 5:00 p.m. Normal working days shall be Monday through Friday. No work will be allowed for any reason on Saturday, Sunday, or Holidays unless weather issues throughout the work requires Saturday work. Work on weekends or holidays must be approved by the City.

Payment:

Payment shall be made when the following conditions have been met:

- 1) The City has inspected and has determined that all the specifications and conditions have been met to the City's satisfaction for the installation of the reservoir mixer.
- 2) A detailed invoice is submitted to City for the specific showing which items have been completed.

Schedule:

The installation of the reservoir mixers shall be completed by December 2, 2022.

Indemnification:

To the fullest extent permitted by law, the Contractor hereby agrees to defend, indemnify, and hold harmless the Water Utility of each municipality, its officials, agents and employees against all injuries, deaths, loss, damages, claims, patent claims, suits, liabilities, judgments, cost and expenses, which may in any way accrue against the Water Utility of each municipality, its officials, agents, employees and volunteers arising in whole or in part or in consequence of the performance of this work by the Contractor, its employees, or subcontractors, or which may in any way result therefore, except that arising out of the sole legal cause of the Water Utility of each municipality, its officials, agents, or employees, the Contractor shall, at its own expense appear, defend, and pay all charges of attorneys and all costs and other expenses arising therefore or incurred in connection therewith, and, if any judgment shall be rendered against the municipality, its officials, agents, and employees, in any such action, the Contractor shall, at its own expense, satisfy and discharge the same. Contractor expressly understands and agrees that any performance bond or insurance protection required by the contract, or otherwise provided by contractor, shall in no way limit the responsibility to indemnify, keep and save harmless, and defend the Water Utility of each municipality as herein provided.

Insurance Requirements:

The firm shall be required to provide 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 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 to a total of not less than \$5,000,000.

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 per person/per accident.
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 engineers and/or surveyor's fee on the project, whichever is greater.

Property Protection:

The company shall take precautions to prevent damage to property and any underground lines and shall restore the site to the condition existing prior to entry, including backfilling and topsoil, seed, and mulch landscape restoration.

Additional Information:

- Sample consultant agreement is attached

All proposals should include the following information:

- 1) Previous Experience: Past Work on projects of similar or greater magnitude.
- 2) References: The proposals shall include the Contractor's experience. At a minimum, three (3) similar projects shall be included as references.
- 3) Cost: Firm shall submit prices on proposal sheets provided with this proposal to complete all work mentioned above.
- 4) Schedule: Firm shall submit the number of days to complete the installation of the reservoir mixer and the anticipated start date on proposal sheet provided with this proposal to complete all work mentioned above.

You may submit your proposal via e-mail to sthoresen@deperewi.gov or deliver, either in – person, or by courier or mail 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 “**2022 Merrill Street Reservoir Mixer**” and received no later than 2:00 PM (CST) on Thursday, March 31, 2022.

The City of De Pere reserves the right to reject any or all proposals, to waive any informality in bidding and to accept any proposal which the respective City Council deems most favorable to the best interest of the City.

If you have any questions regarding this proposal, please contact Eric Zygarlicke at (920) 339-4063.

Sincerely,

DEPARTMENT OF PUBLIC WORKS

Scott Thoresen, P.E.
Director of Public Works

City of De Pere Water Utility

2022 Merrill Street Reservoir Mixer Proposal

The following proposal is submitted to: City of De Pere Water Utility, in accordance with the written proposal to furnish all labor, materials, tools, equipment, warranty, and incidentals necessary for the installation of the reservoir mixer to meet all Wisconsin Department of Natural Resources (WDNR), Wisconsin Statutes, and other code requirement as specified in this proposal.

The undersigned FIRM agrees, if this proposal is accepted, to enter into an agreement with the City of De Pere to perform and furnish all work as specified in this proposal. The undersigned firm will meet and adhere to the City of De Pere's requirements as indicated in the proposal.

Based on the details provided in this proposal, the undersigned firm agrees they are able to meet the City of De Pere's requirements and that the price for the reservoir mixer installation to meet said requirements are as follows:

Lump Sum Price for Merrill Street Reservoir Mixer:	\$ 26,793.00
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KLM Engineering, Inc.

Name of Firm

1976 Wooddale Drive, Suite 4, Woodbury, MN 55125

Address of Firm

651-773-5111

Telephone Number

The undersigned bidder, being duly sworn, does depose and say that he is an authorized

representative of: KLM Engineering, Inc. and that the said bidder has examined and carefully prepared his bid from the Proposal Requirements, and has checked the same in detail before submitting said proposal or bid; and that said bidder or his agents, officer, or employees have not, either directly or indirectly, entered into any agreement, participated in an collusion, or otherwise taken any action in restraint of free competitive bidding in connection with this proposal or bid.



Signature of Bidder

March 31, 2022

Date

Michael Novitzki

Print or Type Name of Bidder

Director of Business Development

Title

Estimated Start Date: KLM will complete the mixer by 9/1/22. If the City of De Pere, WI would like KLM to complete the installation prior to this date, KLM will do our best to accommodate the desired schedule for the City of De Pere, WI.

Estimated Work Days to Complete: 2-3 days, weather permitting



Corporate Office
1976 Wooddale Drive, Suite 4
Woodbury, MN 55125

March 22, 2022

Sent via Email Only

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

RE: Proposal to Supply & Install a GS-9 Mixer and Supply a SCADA Control Box for the 250,000-Gallon Merrill Street Reservoir for the City of De Pere, Wisconsin.

Dear Mr. Thoresen:

Thank you for the opportunity to submit this proposal to supply and install a new GridBee GS-9, 120v electric mixer; and to supply a GridBee SCADA control box.

Scope of Work

- KLM will supply & install a GridBee GS-9, 120v electric mixer.
- KLM will supply a GridBee SCADA control box.
- KLM will have a licensed electrician complete the electrical installation, as required by code. The electrician's scope is as follows:
 - Complete 30'-40' trenching and conduit from pump house to tank hatch.
 - SCADA box will be mounted per drawing provided by Eric Zygarlicke on 3/29/22.
 - Install conduit and wire for power fed from adjacent MCC panel (It is assumed there is an available circuit to feed from).
 - Complete electrical installation for the Mixer and SCADA control box.
- KLM Engineering, Inc. will submit the documentation, on behalf of the Owner, as required by the Wisconsin Department of Natural Resources, on the mixer installation.

With over 1,500 installations nation-wide, an Ixom GS Series mixer is a perfect fit for your tank. The GS Series mixer's proven durability and performance surpasses that of other mixing systems, as seen by its CFD modeling and customer recommendations. In addition, each mixer comes with a five (5) year manufacturer's warranty and NSF certification.

De Pere, WI – GS-9 Mixer Including Electrical

KLM Engineering, Inc. will submit the documentation on behalf of the City of De Pere, as required by the WI Department of Natural Resources for the mixer installation. The City of De Pere will receive a copy of the approval of the mixer installation from the DNR. At the close of the project, KLM will submit the registration documentation to Ixom. A copy of the registration will be sent to the City of De Pere for their records.

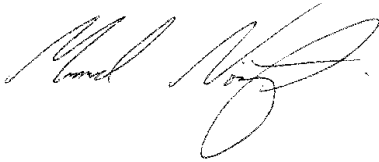
Owner's Responsibilities

The Owner's personnel shall be responsible for:

- Providing access to the tower for the mixer installation.
- Connecting the SCADA control box to the City's Telemetry System.
- Providing a sales tax exemption form; or paying sales tax on the mixer and SCADA control box.

The City of De Pere needs to exchange a minimum of twenty (20%) percent of the water in the tower for the mixer to be effective. If the tower exchange rate is less than twenty (20%) percent, additional mixers may be required.

Should you have any questions, please contact me.



KLM ENGINEERING, INC.

Michael Novitzki
 Director of Business Development
 1976 Wooddale Drive, Suite 4
 Woodbury, MN 55125
 Cell: 651-440-5058
 Email: mnovitzki@klmengineering.com

Attachments: Sibley Electric, Inc. proposal dated 3/16/22
 Mixer References
 KLM Terms and Conditions
 GridBee GS Series Submersible Mixer Brochure
 GridBee SCADA Panel Technical Data Sheet

© 2022 KLM Terms and Conditions

KLM ENGINEERING, INC.

TERMS AND CONDITIONS

- 1) **BASIC SERVICES.** The scope of KLM's work is described in the attached proposal or contract agreement and may not be expanded or reduced except by mutual agreement in writing.
- 2) **ADDITIONAL SERVICES.** Additional work or services shall not be performed without a duly executed change order or purchase order outlining the scope of additional work on services.
- 3) **GENERAL CONTRACTOR RESPONSIBILITIES.** GENERAL CONTRACTOR shall fully disclose to KLM its knowledge of the condition of the structure and its past and present contents and shall provide KLM with full information regarding the requirements for the project; shall designate an individual to act on GENERAL CONTRACTOR'S behalf regarding the project. If necessary, shall clean and make the structure safe for entry; shall furnish the service of other consultants (including engineers, insurance consultants, accountants, attorneys, etc.) when those services are reasonably required or are reasonably requested by KLM; shall test for pollution and hazardous materials when required by law or requested by KLM; and shall provide all necessary permits and other authorization.
- 4) **SAFETY AND PROTECTION.** GENERAL CONTRACTOR shall be solely responsible for initiating, maintaining, and supervising all safety precautions and programs in connection with the Work at the Site. Such responsibility does not relieve Engineer, Sub-consultants, Owner or Subcontractors of their responsibility for the safety of persons or property in the performance of their work, nor for compliance with applicable safety Laws and Regulations. GENERAL CONTRACTOR shall take all necessary precautions for the safety of, and shall provide the necessary protection to prevent damage, injury, or loss to:
 - a) all persons on the Site or who may be affected by the Work;
 - b) all the Work and materials and equipment to be incorporated therein, whether in storage on or off the Site; and
 - c) other property at the Site or adjacent thereto, including trees, shrubs, lawns, walks, pavements, roadways, structures, other work in progress, utilities, and Underground Facilities not designated for removal, relocation, or replacement in the course of construction.
- 5) GENERAL CONTRACTOR shall inform Owner, Engineer, Consultants and Subcontractors of the specific requirements of GENERAL CONTRACTOR's safety program with which Owner's, Engineer's, Consultants and Subcontractors employees and representatives must comply while at the Site.
- 6) **HAZARDOUS MATERIALS.** The parties acknowledge that the scope of KLM services for the project does not include services related to unknown or undisclosed Constituents of Concern as defined in the subcontracts. If KLM or any other party encounters, uncovers, or reveals an unknown Constituent of Concern, then KLM may, at its option and without liability for consequential or any other damages, suspend performance of Services on the portion of the Project affected thereby until such portion of the Project is no longer affected, or terminate this Agreement for cause without redress if it is not practical to continue providing Services.
- 7) **SITE ACCESS AND RESTORATION.** GENERAL CONTRACTOR will furnish KLM safe and legal site access. It is understood by GENERAL CONTRACTOR that in the normal course of work, some damage to the site or materials may occur. KLM will take reasonable precautions to minimize such damage. Restoration of the site is not the responsibility of KLM, unless otherwise agreed to in the scope of work.
- 8) **STANDARD OF CARE.** KLM will perform services consistent with the level of care and skill normally performed by other firms in the profession at the time of this service and in the geographic area, and under similar budgetary constraints. No other warranty is implied or intended.

- 9) **SCHEDULING.** Prior to scheduling the ENGINEER shall furnish a written purchase order or request for the services required and shall give as much notice as possible in advance of the time when the services are desired. Our ability to respond to such an order will depend upon the amount of advance notice provided. If an inspection is canceled or delayed after KLM personnel and/or equipment are in transit to the work site, then the ENGINEER shall be billed, according to the TERMS AND CONDITIONS, for costs incurred by KLM.
- 10) **INSURANCE.** KLM will maintain worker's compensation insurance and comprehensive general liability insurance and will provide ENGINEER with a certificate of insurance upon owner's request.
- 11) **PAYMENT, INTEREST AND BREACH.** KLM's invoices are due and payable within ten calendar days of receipt by Engineer of payment from Owner for KLM's Services. To the fullest extent permitted by law, receipt by Engineer of payment from Owner for KLM's Services shall be a condition precedent to any obligation of Engineer to pay Consultant, and no amount shall be due or payable to KLM for specific services unless Engineer has received payment from Owner for such specific services. Engineer and KLM acknowledge their mutual lack of control over Owner with respect to payment, and each hereby agrees to accept the risk of Owner's failure, refusal, or inability to pay for their respective services. Any payment required to be paid by ENGINEER which is paid after the date due shall accrue interest on the unpaid balance at the interest rate of 1.5% per month and if necessary ENGINEER will pay all costs of collection including expenses and reasonable attorneys' fees relating to past due amounts. KLM shall also have the option to cease services for the Project unless ENGINEER provides reasonable assurances that KLM will receive payment as described herein.
- 12) **MUTUAL INDEMNIFICATION.** Except as to matters actually covered by insurance purchased by KLM. KLM agrees to hold harmless and indemnify ENGINEER from and against liability arising out of KLM's negligent performance of the work, subject to any limitations, other indemnifications or other provisions ENGINEER and KLM have agreed to in writing. Except as to matters actually covered by insurance purchased by ENGINEER, ENGINEER agrees to hold harmless and indemnify KLM from and against liability arising out of ENGINEER'S negligent conduct, subject to any limitations, other indemnifications or other provisions ENGINEER and KLM have agreed to.
- 13) ***Consultant's Liability Limited to Amount of Insurance Proceeds:*** KLM shall procure and maintain insurance as required by and set forth in Item 9 of these Terms and Conditions. Notwithstanding any other provision of this Agreement, and to the fullest extent permitted by law, the total liability, in the aggregate, of KLM and KLM's officers, members, directors, partners, agents, employees, and Sub-consultants, to Engineer and anyone claiming by, thru, or under Engineer for any and all claims, losses, costs, or damages whatsoever arising out of, resulting from or in any way related to the Project or the Agreement from any cause or causes, including but not limited to the negligence, professional errors or omissions, strict liability, breach of contract, indemnity obligations, or warranty express or implied, of KLM or KLM's officers, members, directors, partners, agents, employees, or Sub-consultants, (hereafter "Engineer's Claims"), shall not exceed the total insurance proceeds, if any paid or payable on behalf of or to KLM by KLM's insurers in settlement or satisfaction of Engineer's Claims under the terms and conditions of KLM's insurance policies applicable thereto (excluding fees, costs, and expenses of investigation, claims adjustment, defense, and appeal).
- 14) ***Exclusion of Special, Incidental, Indirect, and Consequential Damages.*** To the fullest extent permitted by law, and notwithstanding any other provision in the Agreement, the KLM and KLM's officers, members, directors, partners, agents, employees, and Sub-consultants, shall not be liable to Engineer or anyone claiming by, thru, or under Engineer for any special, incidental, indirect, or consequential damages whatsoever arising out of, resulting from, or in any way related to the Project or the Agreement from any cause or causes, including but not limited to any such damages caused by the negligence, professional errors or omissions, strict liability, breach of contract, indemnity obligations, or warranty express or implied, of KLM or KLM's officers, members, directors, partners, employees, agents, or Sub-consultants.

- 15) **DELAYS.** If KLM work delays are caused by ENGINEER, work of others, strikes, natural causes, weather, or other items beyond KLM's control, a reasonable time extension for performance of work shall be granted, and KLM shall receive an equitable fee adjustment.
- 16) **TERMINATION.** After 7 days written notice, either party may elect to terminate work for justifiable reasons. In this event, the ENGINEER shall pay for all work performed, including demobilization and reporting costs to complete the file project and reports to ENGINEER.
- 17) **SEVERABILITY.** Any provisions of this agreement later held to violate a law or regulation shall be deemed void, and all remaining provisions shall continue in force. However, ENGINEER and KLM will in good faith attempt to replace an invalid or unenforceable provision with one that is valid and enforceable, and which comes as close as possible to expressing the intent of the original provision.
- 18) **USE OF DOCUMENTS.** All Documents are instruments of service, and KLM shall retain an ownership and property interest therein whether or not the Project is completed.
- 19) **ENGINEER and Owner may make and retain copies of all Documents for information and reference in connection with the use of the Documents on the Project.** KLM grants ENGINEER and Owner a limited license to use the Documents on the Project, extensions of the Project, and for related uses of Owner and ENGINEER on the Project or another Owner project. Any use of the documents outside of the scope of the Project or another project of the Owner shall be subject to receipt of payment as mutually agreed to by the Parties. Use by ENGINEER of any documents as described herein shall be subject to the following limitations: (1) Engineer acknowledges that such Documents are not intended or represented to be suitable for use on the Project unless completed by KLM, or for use or reuse by Engineer, Owner, or others on extensions of the Project, on any other project or for any other use or purpose, without written verification or adaptation by KLM; (2) any such use or reuse, or any modification of the Documents by Engineer, without written verification, completion, or adaptation by KLM, as appropriate for the specific purpose intended, will be at Engineer's risk and without liability or legal exposure to KLM, its Sub-consultants, or their officers, directors, members, partners, agents, and employees and Engineer shall pay KLM a reasonable fee for improper use of such materials (based on reasonable and customary fees charged by KLM for preparation of such documentation; (3) Engineer shall indemnify and hold harmless KLM, its Sub-consultants, and their officers, directors, members, partners, agents, and employees, from all claims, damages, losses, and expenses, including attorneys' fees, arising out of or resulting from any use, reuse, or modification by Engineer of the Documents without written verification, completion, or adaptation by KLM; (4) such limited license to Engineer and Owner shall not create any rights in any other parties.
- 20) **ARBITRATION.** Any controversy or claim for money damages arising out of or relating to the making or performance or interpretation of this AGREEMENT, or the breach of this AGREEMENT, shall be settled by arbitration in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association. The arbitration panel shall consist of three arbitrators, at least one of who is a structural engineer; and the panel may award only money damages and shall not award equitable relief. Judgment upon the arbitration award may be entered in any court having jurisdiction of the parties. The enforceability of these arbitration provision and arbitration awards will be governed by the Federal Arbitration Act.

ARBITRATION FEES. The prevailing party to any dispute arising out of this AGREEMENT shall be entitled to recover its reasonable fees and costs from the other party.

Revised 41917

Brochure


IXOM
WATERCARE

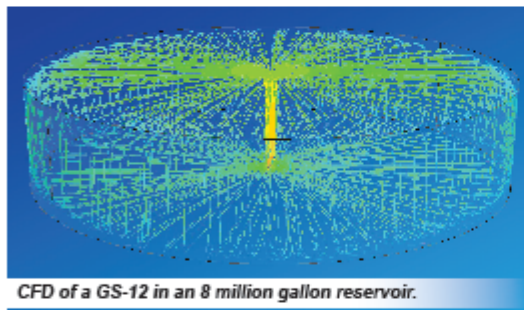
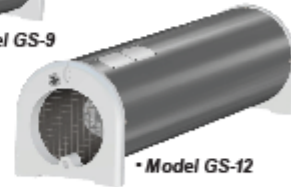
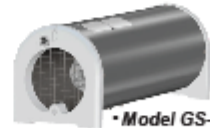
IGridBee® GS Series Submersible Mixers

Effective. Efficient. Affordable.

Reliable 24-hour active mixing with the lowest life-cycle cost. The benefits are immediate!

Benefits

- Prevents stagnation, thermal stratification & short-circuiting.
- Provides uniform water age & equal distribution of disinfectant.
- Minimize chemical disinfectant usage & disinfection by-products.
- Increases contact time (baffle factor) in clearwells.
- Reduces nitrification in chloraminated systems.
- Eliminate energy intensive & costly deep-cycling and/or flushing of tanks.
- Reduces ice buildup & tank damage in cold climates.



Performance Guaranteed.

Features

- Engineered for easy deployment.
- No tank entry required.
- Utilizes efficient sheet mixing technology.
- 316SS Construction.
- Certified to NSF/ANSI 61 and NSF/ANSI 372.
- 120VAC 1Ph Standard.
- 240VAC 1PH or 460VAC 3PH available.
(for GS-9 and GS-12 models only)
- 5-Year Warranty.
- Liquid disinfectant boosting port.

NSF / ANSI Standard 61 Certified By

	NSF	UL	CSA
GS Mixer	X		
GS Motor		X	X

NSF / ANSI Standard 372 Certified By

	NSF	UL	CSA
GS Mixer	X		
GS Motor		X	X

**Effective mixing for
any tank size, any
tank build.**



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KLM Engineering, Inc. | 1976 Wooddale Drive, Suite 4 | Woodbury, MN 55125 | 651-773-5111 | info@klmenengineering.com | klmenengineering.com

Brochure



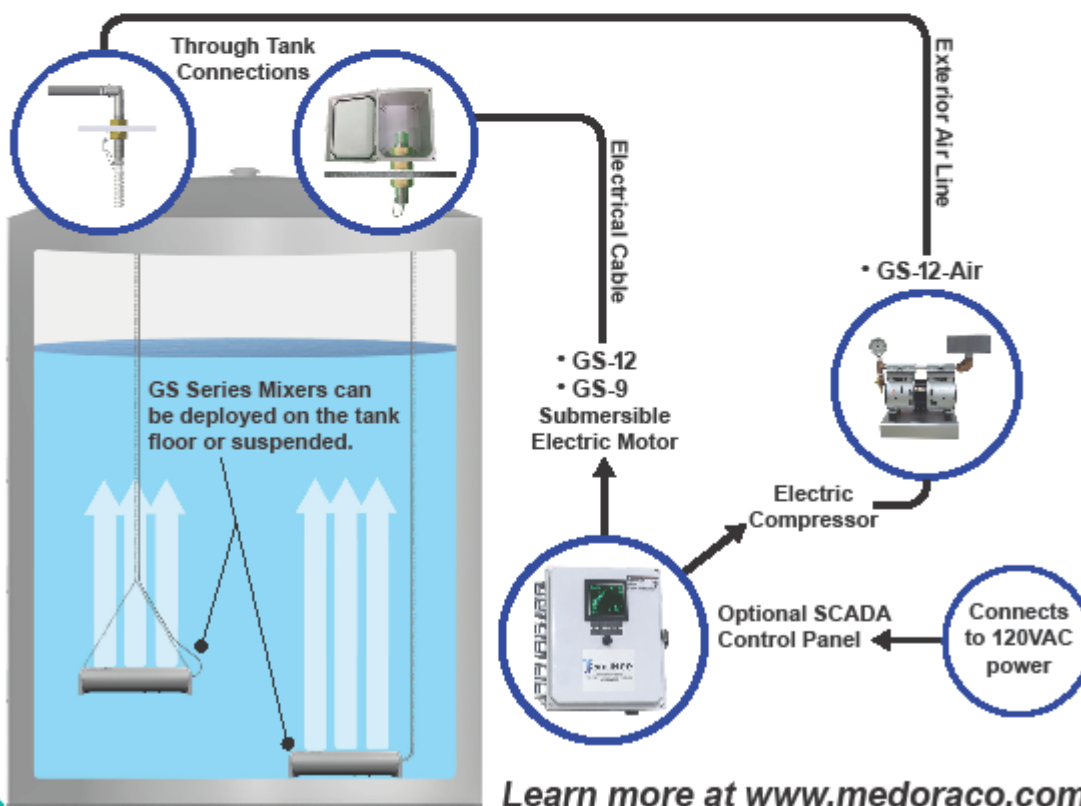
GridBee® GS Series Submersible Mixers

GridBee® GS Series Submersible Tank Mixers are easily deployed through a hatch, vent, or other tank opening twelve (12) inches or larger in diameter. The "GS" thoroughly mixes the entire tank volume from tank floor to water surface resulting in consistent disinfectant residuals, even temperature profiles and uniform water age.

Assembled Machine Dimensions

	Length	Diameter	Weight
GS-9	24 in. (61 cm)	10 in. (25 cm)	65 lbs. (29 kg)
GS-12	36 in. (91 cm)	10 in. (25 cm)	75 lbs. (34 kg)
GS-12-Air	36 in. (91 cm)	10 in. (25 cm)	50 lbs. (23 kg)

Everything you need for a fast & efficient deployment is included!



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KLM Engineering, Inc. | 1976 Wooddale Drive, Suite 4 | Woodbury, MN 55125 | 651-773-5111 | info@klmengineering.com | klmengineering.com

Technical Data Sheet

IXOM
WATERCARE

GridBee SCADA Panel

Part Number: 101846

Description

The GridBee Standard SCADA accessory package offers the ability to monitor a GridBee for proper operation via monitoring motor current through two programmable open collector outputs. Remotely control on or off via a 24VDC relay by a local PLC. The unit is contained within a NEMA 4 enclosure to be mounted near the 120 VAC power source. Additional features include a circuit breaker, Hand Off Auto (HOA) 3-position switch and LCD display. UL508 certified.

Specifications:

Power Source Required

120vAC, 20 Amp Outdoor Rated Receptacle

Enclosure

10" X 8" X 4", molded Integra NEMA 4

Mounting Feet Hole Pattern: 5.75" W X 11.25" H

Back Insert Hole Pattern: 5.75" W X 7.75" H

Open Collector Sinking Outputs

There are two open collector outputs which can be configured to act as alarm or a 4-20 mA signal. The open collectors can sink a maximum of 34 VDC and 500 mA. The default settings include a normally closed out of range output, along with a 4-20 mA output.

4-20 mA

Active 4-20mA, Output Load 250 Ohms

Linear Scaling: Mixer Current = (mA Value - 4) / 0.8

4 mA = 0 Amps Mixer Current

20 mA = 20 Amps Mixer Current

Signal Current:

Normal = 9.6 mA - 14.8 mA

Operating Status:

Normal (GREEN): 7.0 A - 13.5 A

Fault (RED): Outside of Normal Range

*Range is programmable via display meter.

On/Off Control Relay

A relay is available with a 24 VDC coil to offer remote on or off control while the HOA switch is positioned in Auto for conditions requiring the unit to be shut off such as low water level.

Coil Power: 24 VDC nominal (19.2V to 28.4V DC)

Type: Normally open. Can be field adjusted to normally closed if required.

Auto Operating Temperature: -40°C to 55°C

Hand Operating Temperature: -40°C to 75°C



Figure 1: GridBee Standard SCADA Box, Green for in range



Figure 2: GridBee Standard SCADA Box, Red for out of range



Shipping Size/Weight

18 inch X 15 inch X 8 inch, 8 lbs

Warranty

Reference GridBee Product Limited Replacement Warranty.

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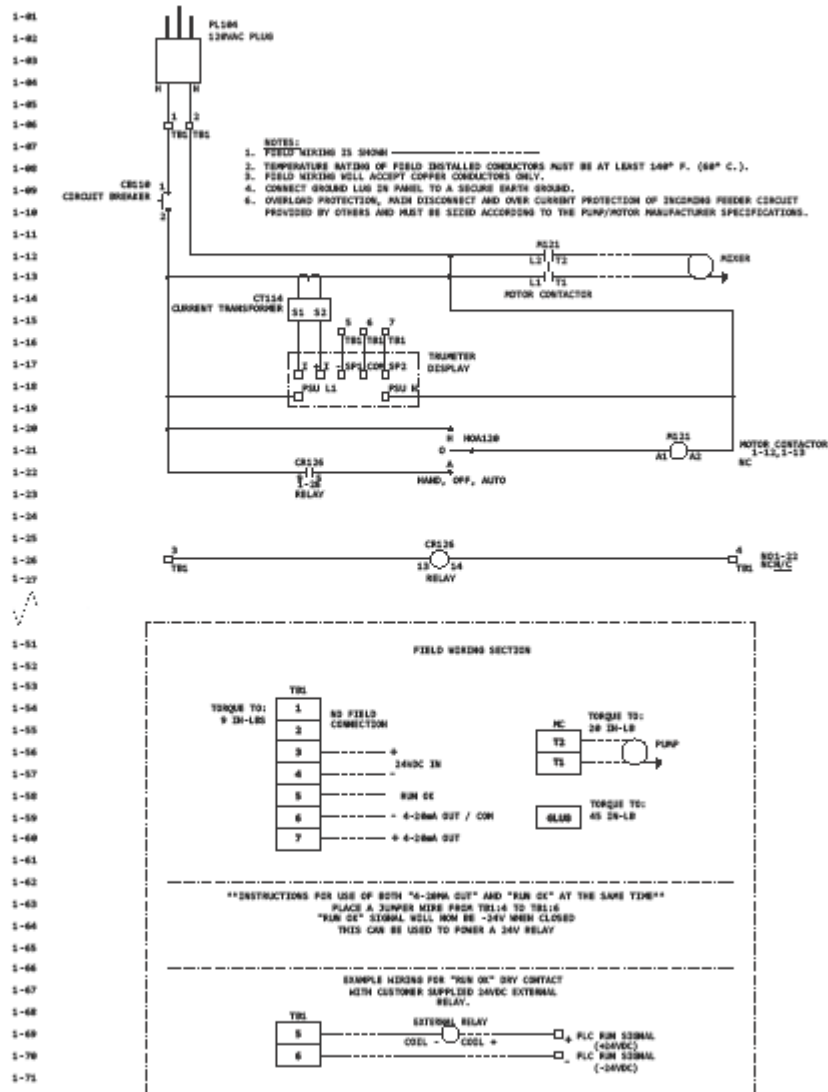
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Technical Data Sheet



GridBee SCADA Panel

Electric Schematic



MEDORA 101846		IFS DESCRIPTION LIT, RH, SCH, MEDORA GS SERIES 120W 101846	
DRAWN BY 3	DATE 9/23/19	PROJECT NUMBER 1064197	
APPROVED BY ACB	DATE 9/23/19		
		SHEET NUMBER 1 OF 1	RF

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Merrill Street Reservoir Mixer Proposal Summary 3-31-2022

Company Name	Tower	LS
William Reid LTD		
	Merrill Street Reservoir	\$15,770.00
KLM Engineering, Inc.		
	Merrill Street Reservoir	\$26,793.00
Suez Advanced Solutions		
	Merrill Street Reservoir	No Bid



City of De Pere, Wisconsin

Request For Board of Public Works Action

MEETING DATE: April 11, 2022

DEPARTMENT: Public Works

FROM: Scott Thoresen

SUBJECT: Consideration and possible action on streetlight funding*

The city had been budgeting \$50,000 annually for replacing and repairing the existing decorative streetlights throughout the city due to deterioration of the poles and fixtures. In addition, the monies have also been used to upgrade to LED fixtures. During the 2022 budget process, the \$50,000 was inadvertently left out of the budget. The funding for the streetlights typically has come out of capital projects and is bonded for. Staff is requesting the BOPW consider funding the street lighting funding as part of the 2022 bonding. If approved, the street lighting would be included as part of the preliminary resolution as well as final resolution for bonding which would go before the Council later this year.

ATTACHMENTS:

- Street Light Inventory Repair Update 3-15-2022 (PDF)
- StreetLightInventory_Level1_v4 completed as of 8-31-20 (PDF)
- StreetLightInventory_Level2_v4 completed as of 8-31-20 (PDF)
- StreetLightInventory_Level3_v4 (PDF)
- Street Owned Street Lights Needing Bulb Replacement 3-15-2022 (PDF)

City of De Pere

Public Works Department

Memo

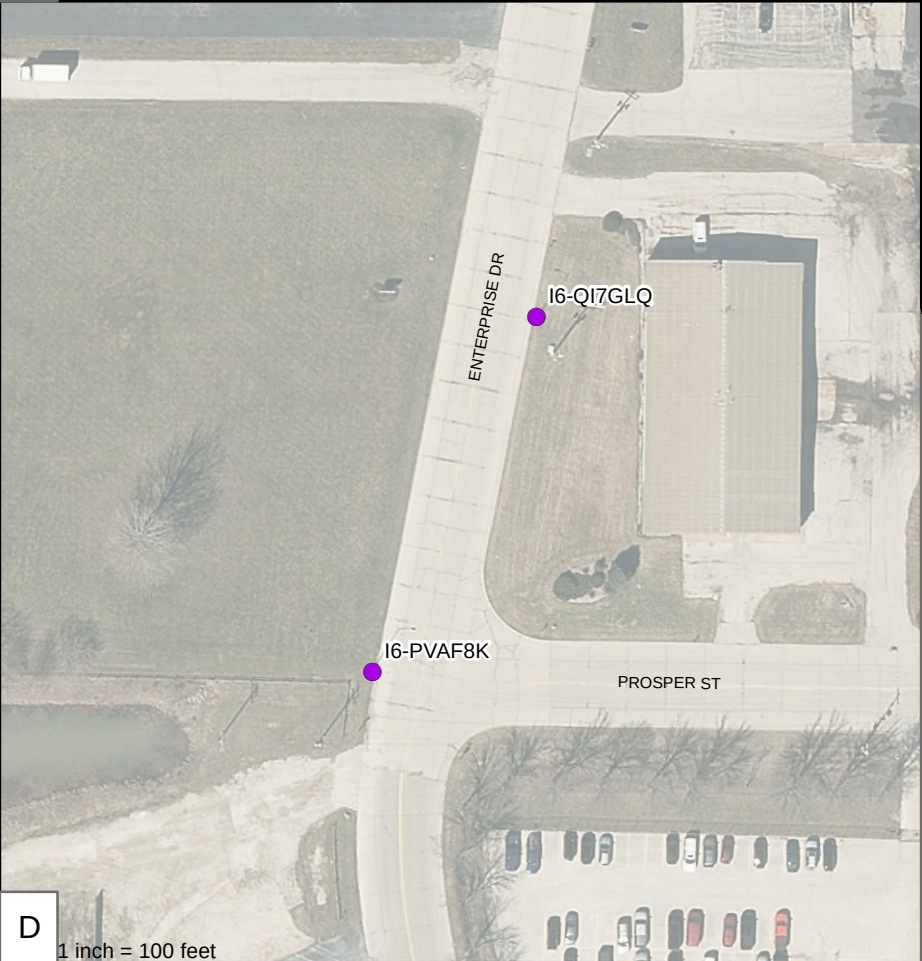
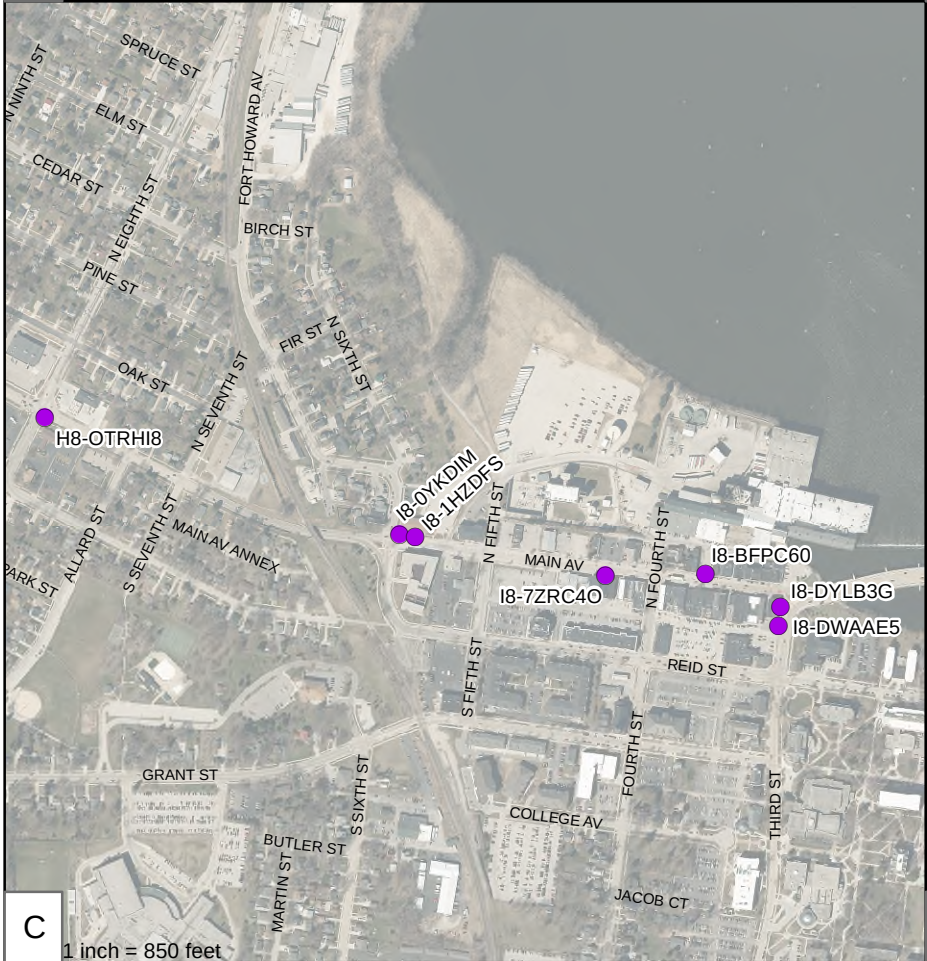
To: Honorable Mayor Boyd
Members of the Board of Public Works
From: Scott J. Thoresen, Director of Public Works
Date: March 15, 2022
Subject: Discuss Street Light Inventory Repairs

At the last BOPW meeting discussion was had considering bonding \$50,000 in 2022 for the street light repairs/replacements. The BOPW requested staff provide an update on light repairs that needed to be done in 2022 which also would include addressing street light fixtures that were burnt out.

As part of this discussion, I want to provide the BOPW an update on the street light inventory repairs. In 2019 the City hired a firm to perform a city-wide study of the entire City owned streetlights to determine the conditions of the light bases, light poles, and light fixtures. This inventory was done so staff could establish a priority list for repairing street lights. There are 635 street lights that were divided into five (5) categories. The categories are defined as follows:

- Level 1 (19 lights): Hazard/Close Hazard. Repair ASAP.
- Level 2 (60 lights): No Hazard – Likely to fail in 3-4 years.
- Level 3 (37 lights): No Hazard – Likely to fail in 5 – 6 years.
- Level 4 (470 lights): Cosmetic issues but in sound condition.
- Level 5 (49 lights): Very good condition. New appearance.

As part of the inventory done, street lights in levels 1 -3 were listed on individual sheets showing locations, repair costs, and dates of repairs. (See attached sheets) These sheets are used by staff to schedule repairs and track when street lights have been repaired. Street lights that have been repaired have been highlighted in yellow. At this time, all streetlights in level 1 have been repaired and staff has repaired 15 of the 60 lights in level 2. In 2021 the primary focus was updating and replacing the decorative light fixtures on the east side downtown area. No repairs were made. The intent in 2022 was to continue with repairs for the level 2 lighting as well as replacing decorative light fixtures. In addition, there are 31 light fixtures (see attached) that are out on various streets, parking lots, or parks. If we just replace the bulbs on these fixtures the street lighting program has funds available to do this. If the intent is to replace the entire fixture with an LED fixture (like we did in the downtown on the east side) then the funding would need to come from the \$50,000 if the BOPW decides to bond for this in 2022.



LOCATION		REPAIR COST				COMMENT	DATE
FacilityID		Base Including Removal	Pole and Arm	Head	Repair Less Than \$100	Elmstar Comment	Repair Date*
A	ICE CENTER	I9-5JTABZ				Pole and base leaning pretty heavily towards garage/house	7/24/19 (1)
		I9-65CA17				Pole and base leaning towards residential property	7/24/19 (1)
B	LEGION PARK	J8-EPU7R5	\$2,000.00	\$4,000.00	\$1750.00	Base heaved making pole lean. Pole rusting. Head is broken.	7/24/19 (2)
	N BROADWAY	I8-UF5JF6				Loose at head and Pole is loose at base	11/20/19
	PERROT SQUARE	I8-SRMDNB			\$1800.00	Base in good condition. Pole is missing paint. Head is missing.	7/24/19 (3)
	RIVERWALK OFF OF FRONT ST	I8-R84ILA				X Head is wobbly. Level the Pole	11/20/19
		I8-QSBJ67				X Head is wobbly. Level the Pole	11/20/19
	VOYAGEUR PARK	I8-KXGPZH	\$2,000.00			Exposed wires at the base. Concrete base is compromised.	11/20/19
		I8-LMLPPR				X Exposed wires at base.	11/20/19
		I8-LVRP4Y	\$2,000.00		\$500.00	Base is slightly worn. Head is cocked.	11/20/19
	MAIN AV	H8-OTRH18	\$2,000.00	\$1250.00		One side of Base broken off. Pole looks solid, but old.	11/20/19
		I8-7ZRC40	\$2,000.00	\$1250.00	\$750.00	Pole is dented in multiple locations. Section of concrete slab/base are missing.	7/24/19
C		I8-BFPC60	\$2,000.00			Base is cracked and in bad shape.	11/20/19
		I8-0YKDIM		\$1250.00		Pole dented. Base integrity is questionable.	11/20/19
		I8-1HZDFS	\$2,000.00			Pole is very loose at the base.	11/20/19
	THIRD ST	I8-DWAAE5			\$1750.00	Head is leaning pretty heavily.	7/24/19 (4)
		I8-DYLB3G	\$2,000.00			Base underground. Uncover to determine integrity and slow pole corrosion.	6/18/20
D	ENTERPRISE DR	I6-PVAF8K		\$1250.00		Pole is dented in multiple locations.	7/24/19 (5)
		I6-QI7GLQ		\$1250.00		Severe dent in pole, pole is leaning.	7/24/19 (5)
TOTALS			\$16,000	\$10,250	\$6,550		GRAND TOTAL = 32,800

*Repair Date Description:

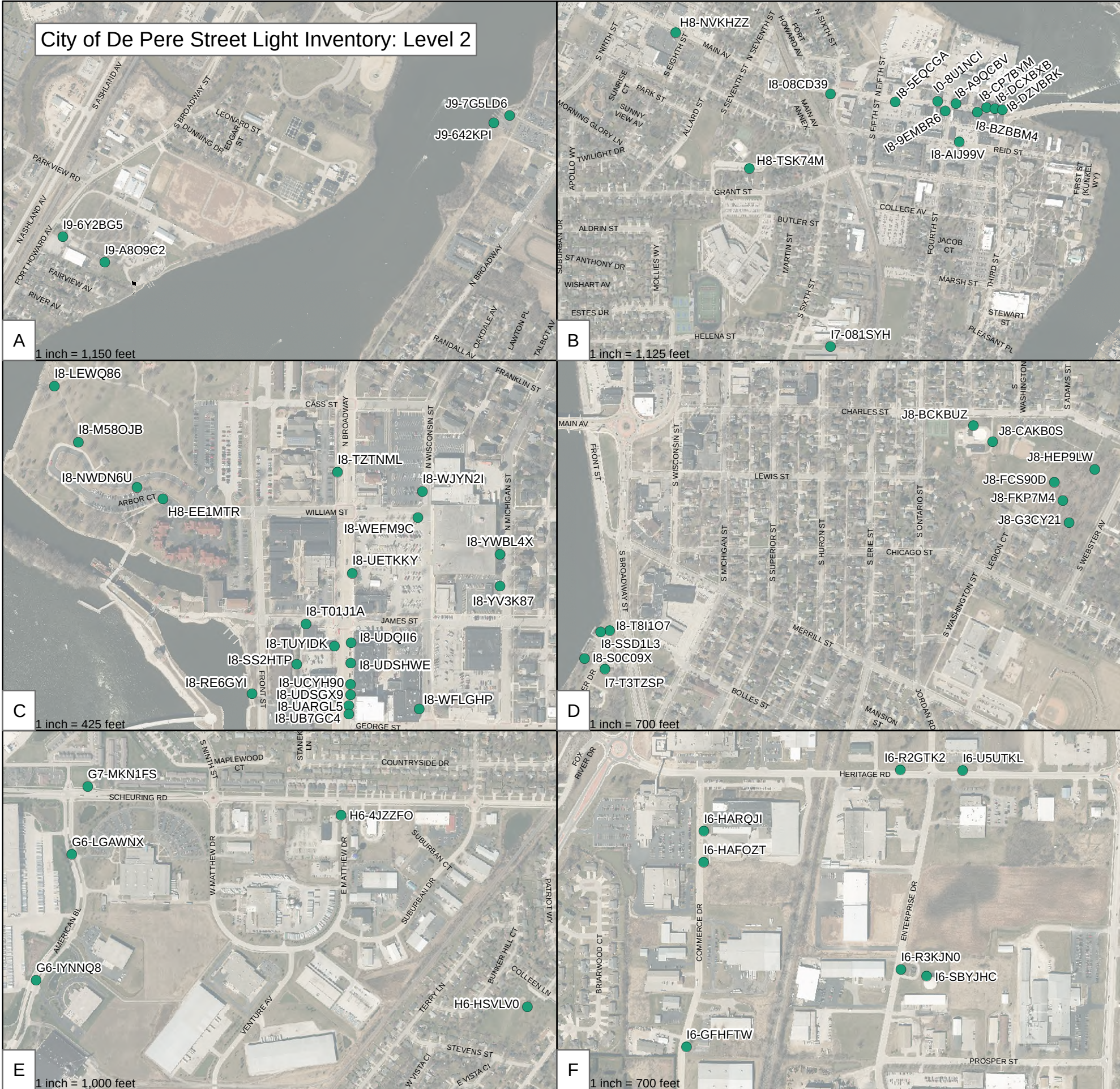
1. Straightened, but should budget to have replaced because the bases are not very deep and will heave with the frost.
2. Fixed head but not rusty pole or base.
3. There is no power to this pole and was told to just leave it.
4. Put new hold down screws in new tapped holes and straightened.
5. Poles and bases are being removed with new street lighting project this year.

● Street Light Location

Categories:
Level 1: Hazard/Close Hazard. Repair ASAP.
Level 2: No Hazard. Likely to fail in 3-4 years.
Level 3: No Hazard. Likely to fail in 5-6 years.
Level 4: Cosmetic issues, but sound.
Level 5: Very good condition. New appearance.

3.0%
of all lights surveyed
are Level 1
(19/635 surveyed)





LOCATION		REPAIR COST				COMMENT	DATE
FacilityID		Base Including Removal	Pole and Arm	Head	Repair Less Than \$100	Elmstar Comment	Repair Date
A	FOX POINT BOAT LAUNCH	J9-642KPI	\$800.00			Pole is leaning and needs to be leveled. Base is straight.	
	ICE CENTER	J9-7G5LD6				Pole is in good shape, aesthetic issues only. Handhole cover should be adjusted or replaced	
	PERKOFSKI BOAT LAUNCH	I9-A809C2	na	\$750.00		Missing hand hole cover, dent in pole	
				\$1500.00		One fixture is loose. Not bolted tight to pole.	
B	FOURTH ST	I8-9EM BR6	\$2,000.00			Base corner cracked off, but not structurally damaged. Anchor Bolts are too short to fully seat nuts.	
	MAIN AV	H8-NVKHZZ			X	Base looks ok, just old. Pole rusted but appears solid. Handhole cover needs to be secured.	8/31/20
		I0-8UINCI	\$2,000.00	\$1250.00	\$750.00	Base is in bad shape. Pole is leaning because of base. Pole is aging.	
		I8-BZBBM4	\$2,000.00		\$750.00	Base has corner cracked off. Pole looks solid, except for badly peeling paint, rusting.	
		I8-CP7BYM	\$2,000.00	\$1250.00		Top of Base was added and looks bad. Small dent in pole.	
		I8-A9QCBV			\$1750.00	Head is wobbly. Set screws may be seized.	
		I8-DCXBXB	\$2,000.00			Pole is not fastened tight. Anchors must be tightened.	
		I8-5EQCGA	\$2,000.00	\$1250.00		Base surface cracking. Pole is missing paint. Head is good.	
		I8-08CD39	\$2,000.00			Base is compromised.	
		I8-DZVBRK	\$2,000.00	\$1250.00		Base covered up by deco bricks. Pole aging, missing handhole cover.	
M SC	REID ST	I7-081SYH	\$2,000.00	\$1250.00		Pole is leaning because it is direct buried, No base.	
	VFW PARK	H8-TSK74M	\$2,000.00	\$800.00		Base is OK, but cracked. Pole looks solid, just aged.	
C	ALLEY BETWEEN FRONT AND N BROADWAY	I8-SS2HTP	\$2,000.00	\$900.00		Large Dent low on pole. Base covered by 1inch of ground.	
	ARBOR CT	H8-EE3M TR	\$2,000.00			Base is all cracked up.	
		I8-NWDN6U	\$2,000.00	\$750.00		Base is cracked, Head is a little crooked.	
	JAMES ST	I8-T01JA	\$2,000.00			Pole leaning back because of base. Cant see Base as it is covered by deco brick.	
	N BROADWAY	I8-TUYIDK			X	Head is loose	8/31/20
		I8-UETKKY			X	Head is loose	8/31/20
		I8-UDSGX9			X	Head is loose	8/31/20
		I8-UCYH90			X	Head is loose	8/31/20
		I8-UDSHWE			X	Head is loose	8/31/20
		I8-UDQI6			X	Head is loose	8/31/20
D		I8-UARGL5			X	A little loose at the base	8/31/20
		I8-UB7GC4			X	Head is loose	8/31/20
		I8-TZTNML	\$2,000.00	\$1250.00	\$750.00	Pole has large dent at bottom, loss of paint and rust. Base should be uncovered.	
	N MICHIGAN ST	I8-YWBL4X	\$2,000.00			Base is under grass.	
		I8-YV3K87	\$2,000.00			Base is under grass.	
	N WISCONSIN ST	I8-WFLGHP			X	Pole is loose at the base	8/31/20
	RIVERWALK OFF OF FRONT ST	I8-WJYN2I	\$2,000.00			Base is under grass.	
	SHOPKO LOT	I8-RE6GYI			X	Loose wobbly head	
	VOYAGEUR PARK	I8-WEFM9C	\$2,000.00			Base is in unknown condition, covered by decorative bricks.	
		I8-LEWQ86			X	Exposed wires at the base	
E		I8-SS2HTP				Head is loose	
	BOMIER BOAT LAUNCH	I8-T81D7	\$2,000.00			Appears pole base has been grouted in past. Grout/concrete is cracked and spalled.	7/14/20
		I8-SSD1L3	\$2,000.00			Appears pole base has been grouted in past. Grout/concrete is cracked and spalled.	7/14/20
		I8-S0C09X	\$2,000.00			Watch cracking.	7/14/20
		I7-T3TZSP	\$2,000.00			Base appears to be grouted. Watch for cracking.	7/14/20
	LEGION PARK	J8-HEP9LW	\$2,000.00	\$4,000.00	\$1750.00	Fixture is missing parts. Aging pole and base.	
		J8-G3CY21	\$2,000.00	\$4,000.00	\$1750.00	Base heaved making pole lean. Pole rusting. Head aging	
		J8-FC9S0D	\$2,000.00	\$4,000.00	\$1750.00	Pole is loose at the base. Head, Pole and Base are aging.	
		J8-FKP7M4	\$2,000.00	\$4,000.00	\$1750.00	Base heaved making pole lean. Pole Rusted and head is aging.	
		J8-BCKBUZ	\$1500.00	\$1500.00	\$2,000.00	Base has cracking. Pole Rusting. Heads aging	
F		J8-CAKB0S	\$1500.00	\$1500.00	\$2,000.00	Base completely underground. Pole rusting. Heads are faded.	
	AMERICAN BLVD	G6-IYNNQ8			X	Pole is wobbly, not tight at base	
		G6-LGAWN X	\$2,000.00			Base is underground. Uncover to slow corrosion and verify base integrity.	
	E MATTHEW DR	H6-4JZZFO	\$2,000.00			Fairly large dent in the pole. Resecure Hand Hole.	
	PATRIOT PARK	H6-HSVLV0	na			Aging wood pole and arm. Fixture is missing parts	
	SCHEURING RD	G7-MKN1FS	\$2,000.00	\$800.00		Dented pole. Damaged at base of pole. Pole is leaning slightly.	
	COMMERCE DR	I6-HARQJI	\$2,000.00			Base is Underground.	
		I6-HAFOZT		\$1250.00		Pole is dented and corroded. Pole integrity is compromised.	
		I6-GFHFTW			X	Missing hand hole cover	
	ENTERPRISE DR	I6-R3KJN0		\$1250.00		Large dent at bottom of pole but seems solid.	8/31/20
F	ENTERPRISE DR PUMP STATION	I6-SBYJHC		\$900.00		Very large dent at bottom of pole making pole lean.	
	HERITAGE RD	I6-R2GTK2	\$1250.00	\$500.00		Pole has dents, missing hand hole cover, hole through pole.	
F		I6-U5UTKL	\$1250.00			Pole has one small dent at bottom, lots of paint loss and corrosion	
	TOTALS		\$67,000	\$37,700	\$17,750	GRAND TOTAL = \$122,450	

● Street Light Location

Categories:
Level 1: Hazard/Close Hazard. Repair ASAP.
Level 2: No Hazard. Likely to fail in 3-4 years.
Level 3: No Hazard. Likely to fail in 5-6 years.
Level 4: Cosmetic issues, but sound.
Level 5: Very good condition. New appearance.

9.4%
of all lights surveyed
are Level 2
(60/635 surveyed)



This map was produced utilizing a variety of sources the City of De Pere reasonably believes are reliable, including GIS data, some of which was under development at the time this map was produced. The City of De Pere makes no warranty, either expressed or implied, including no warranty as to fitness for a particular use, of the information contained in or comprising, this map. KLV\StreetLightsandWiring.1/7/24/19

City of De Pere Street Light Inventory: Level 3

A

1 inch = 100 feet

B

1 inch = 600 feet

C

1 inch = 500 feet

D

1 inch = 100 feet

E

1 inch = 1,000 feet

F

1 inch = 2,000 feet

LOCATION		REPAIR COST				COMMENT	DATE
FacilityID		Base Including Removal	Pole and Arm	Head	Repair Less Than \$100	Elmstar Comment	Repair Date
A	FOX POINT BOAT LAUNCH	J9-6YFLQ0				X Pole is leaning a little	
		J9-7NJLTM	\$800.00			Pole is solid, just aging	
B	MAIN AV	I8-6NYC93	\$1250.00			Base looks OK structurally. Pole is rusting.	
		I8-2N0CTX	\$1250.00			Pole appears solid, but corrosion is present	
		I8-49UCO6	\$1250.00			Dent in back of pole, but seems solid. Corrosion is present.	
		I8-61OCEI	\$3,850.00			Base appears to be leaning.	
		I8-9BCBYP	\$2,000.00	\$1250.00		Base looks to be starting to heave. Pole rusting with multiple small dents.	
		I8-26HDCK	\$1250.00			Pole appears solid, but corrosion is present	
	VFW PARK	H8-U7H73B	\$800.00			Pole is missing paint and rusting, appears solid.	
		H8-TEY99	\$2,000.00			Base has spalling	
C	ARBOR CT	I8-LOYNMM	\$2,000.00			Base is underground, cannot assess integrity.	
		I8-05PMKF	\$2,000.00			Missing anchor bolt cover. Base buried. Pole seems secure.	
		I8-NN2MEP	\$2,000.00			Missing anchor bolt cover. Keep Base uncovered.	
	FRONT ST	I8-RQZKQG		\$900.00		Dent in pole	
		I8-RNYLSN		\$900.00		Small Dent in Pole, losing paint. Base should be uncovered.	
	N WISCONSIN ST	I8-WGRH31	\$1250.00			Pole rusting moderately, small dent.	
	PERROT SQUARE	I8-S4FF0A				Base has some chipping on top, looks solid, no cracks. Pole is missing paint	
	WILLIAM ST	I8-09TNDH	\$2,000.00			Base buried. Pole seems secure.	
		I8-P3LN8T	\$2,000.00			Base partially buried. Pole seems secure.	
		I8-RUMMAT	\$2,000.00			Base top looks rough, but appears solid.	
	VOYAGEUR PARK	I8-P7OOTC	\$2,000.00		\$1750.00	Head appears aged. Base should be uncovered.	
	RIDGEWAY DR	K8-NKB74K		\$4,000.00		Pole rusting but appears solid.	
E	BOMIER BOAT LAUNCH	I8-SIZ0BC	\$2,000.00			Missing anchor bolt cover. Base may be grouted, watch for cracking	
	LEGION PARK	J8-HOCAIW	\$2,000.00	\$4,000.00	\$1750.00	Aging pole and head. Base is buried.	
		J8-GEU9AE		\$4,000.00	\$1750.00	Base is good. Pole is rusting and needs to be leveled. Head aging.	
		J8-IFB9WN	\$2,000.00	\$4,000.00	\$1750.00	Aging pole and fixture. Base is aging but appears solid.	
		J8-HSC8JU	\$2,000.00	\$4,000.00	\$1750.00	Aging pole and fixture. Base is aging but appears solid.	
		J8-H8Y7J9	\$2,000.00	\$4,000.00	\$1750.00	Aging pole and fixture. Base is aging but appears solid.	
		J8-GRBBY	\$2,000.00	\$4,000.00	\$1750.00	Base is aged. Pole rusting. Head aging.	
		J8-AXRATM	\$1500.00	\$1500.00		Solid pole, aging. Heads appear fine, just aged.	
		J8-ACYB6J	\$1500.00	\$1500.00	\$2,000.00	Head aging. Pole rusting.	
		J8-CCGBLN		\$1500.00	\$2,000.00	Base good. Pole rusting. Heads fading.	
F	OPTIMIST PARK	I7-YKJQ6T		\$1250.00		Pole has two large dents but appears solid.	
	COMMERCE DR	I6-GBUB9T			\$500.00	Missing hand hole cover. Missing a lot of paint.	
	HERITAGE RD	J6-008THY		\$1250.00		Dent in lower 1/3 of the pole	
	PROSPER ST	I6-W5PF9L	\$2,000.00			Base starting to erode on top, but solid.	
	W MATTHEW DR	G6-YODQ68	\$2,000.00			Base is missing chunk, but sound.	
		J6-008THY					
TOTALS			\$37,000	\$49,750	\$16,750		GRAND TOTAL = \$103,500

● Street Light Location

Categories:
Level 1: Hazard/Close Hazard. Repair ASAP.
Level 2: No Hazard. Likely to fail in 3-4 years.
Level 3: No Hazard. Likely to fail in 5-6 years.
Level 4: Cosmetic issues, but sound.
Level 5: Very good condition. New appearance.

5.8%
of all lights surveyed
are Level 3
(37/635 surveyed)



City Light Spread Sheet

[illegible]

City Light Spread Sheet

3.13.e



City of De Pere, Wisconsin

Request For Board of Public Works Action

MEETING DATE: April 11, 2022

DEPARTMENT: Economic Development

FROM: Daniel Lindstrom

SUBJECT: Discussion of the Draft Downtown Parking Study

ATTACHMENTS:

- Parking Study - Committee Memo April 2022(PDF)
- De Pere Downtown Parking Study_DRAFT_220408 (PDF)
- Survey Open Ended Responses - 2021 (PDF)

CITY OF DE PERE MEMO



To: City of De Pere Common Council
Board of Public Works
Plan Commission

From: Daniel Lindstrom, Development Services Director

Date: April 2022

RE: **Draft Parking Study Report and Presentation**

Parking Study Introduction:

As private downtown redevelopment continues to increase the City, the development pressures have brought the city to an inflection point. In response, parking and mobility management must “take the next step” and be deliberate, coordinated, and strategic. The City recognizes the need for progressive, consolidated, and best practices-based parking and mobility management to maintain a vibrant community and a high-quality experience for residents, business owners, and visitors. As a result, the City of De Pere, Wisconsin hired Walker Consultants to prepare the following report which summarizes the process, findings, key considerations, and recommendations associated with the parking study completed for West Downtown and East Downtown. Ongoing engagement by the city and leading community business organization Definitely De Pere indicates access and parking is a priority issue among business owners, employees, and residents, and continues to be an ongoing challenge. The city has worked to address questions and challenges as they have come up but acknowledges that a tangible plan and approach must be developed for how parking is provided, operated, and managed, especially as the city grows and changes. In response to this, Walker Consultants began the work of the Downtown De Pere Parking Study in 2021 with the following objectives:

1. Evaluate current parking supply, demand, and behavior
2. Review and assess current parking operations and management
3. Compare De Pere to similar peer cities in how parking is provided, operated, and managed
4. Evaluate future parking needs with expected development
5. Identify strategies to improve and provide parking operations and management, and leverage parking as an economic development tool and a key factor in high quality of life, especially as the city grows and expands

The draft report was prepared in draft form in December 2021, but City staff delayed the final review in hopes that several larger potential redevelopment projects would contribute to the proposed future parking needs analysis. The redevelopment projects have not materialized as of the drafting of this memo and therefore staff felt it was prudent to present the report as it with project assumptions for the large redevelopment sites. Staff will present the detailed findings and walk through the recommendations at the meeting. Staff will respond to questions from the committees and the public. It should be noted that no city will ever be able to appease everyone’s downtown parking concerns, but parking solutions must be a balance for different users while using the least amount of developable/taxable land for development and creating a walkable downtown.

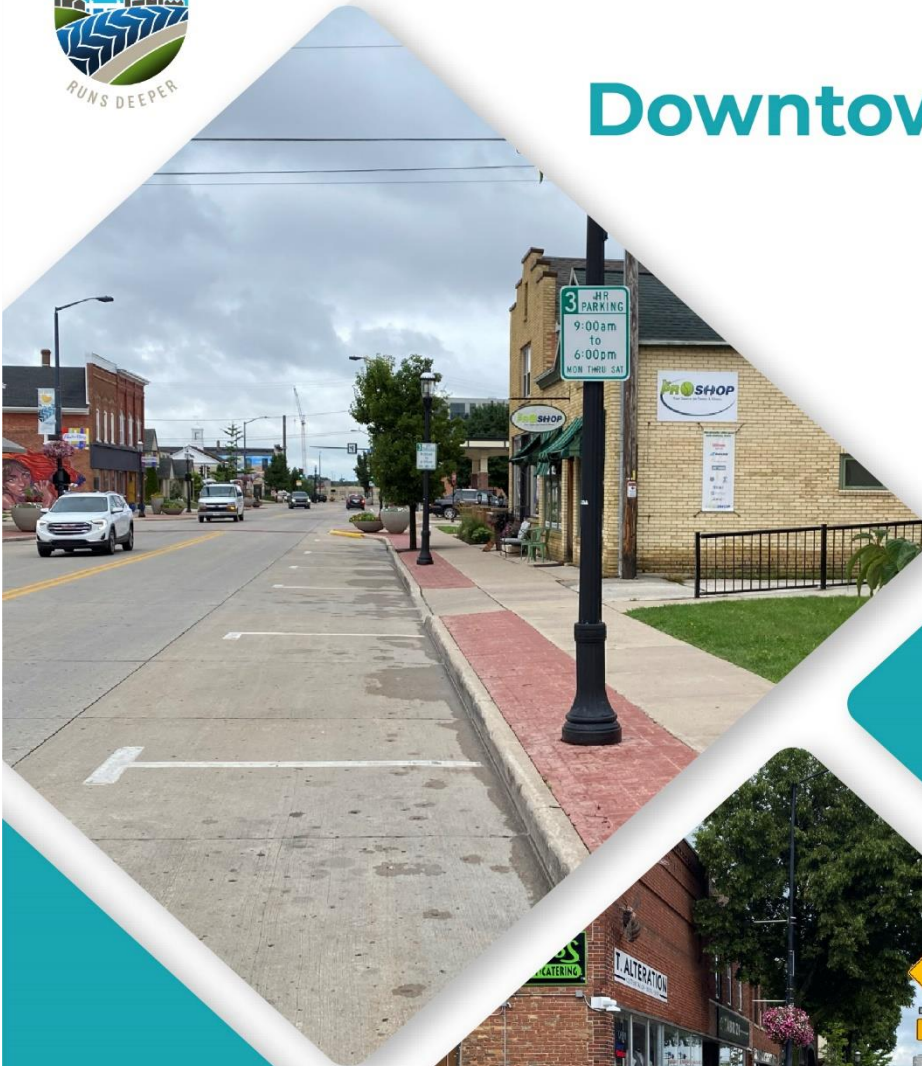


City of De Pere Downtown Parking Study

De Pere, Wisconsin

April 2022

DRAFT



WALKER
CONSULTANTS



April 8, 2022

Mr. Daniel Lindstrom, AICP
Director of Development Services
City of De Pere, Wisconsin
335 South Broadway
De Pere, WI 54115

Re: Downtown De Pere Parking Study
De Pere, Wisconsin
Walker Project No. 21-004831.00

Dear Mr. Lindstrom:

The City of De Pere, Wisconsin hired Walker Consultants to prepare the following report which summarizes the process, findings, key considerations, and recommendations associated with the parking study completed for West Downtown and East Downtown.

We appreciate the opportunity to be of service to you on this project. If you have any questions or comments, please do not hesitate to call.

Sincerely,

WALKER CONSULTANTS

A handwritten signature in black ink, appearing to read "K.T. White", written over a light blue circular background.

Kevin T. White, AICP, CAPP
Parking and Mobility Consultant

A handwritten signature in black ink, reading "Andrew Baglini", written in a cursive style.

Andrew Baglini
Parking and Mobility Consultant



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Executive Summary

Executive Summary

Walker Consultants worked with the City of De Pere (“the city”) to complete a parking study focused on East and West Downtown with the following objectives:

1. Evaluate current parking supply, demand, behavior
2. Review and assess current parking operations and management
3. Compare De Pere to similar peer cities in how parking is provided, operated, and managed
4. Evaluate future parking needs with expected development
5. Identify strategies to improve and provide parking operations and management, and leverage parking as an economic development tool and key factor in a high quality of life, especially as the city grows and expands

To establish a baseline of parking conditions, Walker conducted parking occupancy counts in July 2021. The peak parking demand is depicted in the figure below. Occupancy is a measure of demand (the number of parked cars) divided by the total number of spaces.

Figure: Parking Occupancy at 10:00 a.m. (Peak Parking Demand)

Study Area	Parking Type	Inventory	10:00 am Demand (peak)	Occupancy %	Total Vacant Parking Spaces
West Downtown	On-Street	235	33	14%	202
	Off-Street	555	246	44%	309
Subtotal		790	279	35%	511
East Downtown	On-Street	243	92	38%	151
	Off-Street	951	351	37%	600
Subtotal		1,194	443	37%	751
Downtown Total		1,984	722	36%	1,262

Source: Walker Consultants, 2021

In addition to parking occupancy counts, the study included a review of peer cities Northfield, Minnesota, Stevens Point, Wisconsin, and Marquette, Michigan. Both Stevens Point and Northfield have formal long-term parking permit programs.



Walker conducted a formal online and in-person stakeholder engagement process to support the study and inform identification of needs and the formation of strategic recommendations. Among other considerations, stakeholder engagement indicated the need for better signage, wayfinding, and communication around parking and parking management, the need for a coherent approach to parking management, and the need for a better system of balancing and accommodating short and long-term parkers in both West and East Downtown. The following needs, issues, and opportunities are summarized in Chapter 5:

- **Communications, Wayfinding, and Marketing**
 - Knowledge and information
 - Comprehension and compliance
 - Leveraging parking for economic development
 - Parking nomenclature
 - Messaging, communications, and branding
 - Wayfinding
- **Personnel, Organization, and Community Engagement**
 - Inherent foundation for parking management
 - Consolidated parking management and strategic leadership
 - Enforcement and staff turnover
 - Stakeholder engagement
 - Management consistency
- **Policy, Operations, and Management**
 - Current parking availability
 - Walkability and walking tolerance
 - Parking fragmentation
 - Short-term vs. long-term parking confusion and tension
 - Parking supply
 - Information for data-driven management
 - Manual enforcement process
 - Pivot to customer service and compliance

Chapter 6 offers an assessment of future parking needs based on the most recent plans and scenarios for development in West and East Downtown. A small surplus is projected in East Downtown and a deficit is projected in West Downtown. Formal parking studies should be conducted for each proposed project once specific plans are finalized; studies should include developer plans for providing off-street parking and managing transportation and parking demand. Additionally, ongoing conditions need to be evaluated after new land uses (and associated parking supply are added), and after the city enacts changes included in this report.

The following recommendations are provided in Chapter 7:

Policy, Parking Operations, and Management

- **On-Street Parking Recommendations**
 - Implement On-Street Short-Term Parking/Loading Zones



- Institute Revised On-Street Parking Time Limits in East and West Downtowns
- Be Deliberate About Expanding Managed On-Street Parking Areas
- Monitor On-Street for Future Implementation of Paid Parking
- Off-Street Parking Recommendations
 - Introduce a Parking Pass Program for Off-Street Long-Term Parking
 - Implement Modified Short and Long-Term Parking Management Approach
 - Implement An Integrated Virtual Parking Pass and Mobile License Plate Based Enforcement System
 - Calibrate Parking Pass Numbers and Pass Rates for Effective Ongoing Parking Management
 - Implement a Strategic Goal of Efficient Off-Street Parking Management
 - Implement a Formal City-Led Shared Parking Program
 - Consider a Parking Utility Fee Program to Fund Public Parking and Mobility Improvements
 - Implement Best Practices for Event Parking Management
 - Strategically Add Electric Vehicle Chargers and Require Chargers for New Developments
- Consider the Adoption of a College Development Zoning District

Communications, Wayfinding, and Marketing

- Change Off-Street Parking Naming Structure
- Launch a Park De Pere Branding, Communications, and Marketing Campaign
- Update City Website with Clear Downtown Public Parking Information
- Update Signage at Key Locations to Include Parking-Related Information
- Install Entry and Location Signage at all Publicly Accessible Parking Facilities

Personnel, Organization, and Community Engagement

- Create a Single City Parking Entity and Consolidate All Parking and Mobility Services
- Develop a Mission Statement that is Supported Across City Departments
- Engage with St. Norbert College on Access and Parking
- Engage with Community Organizations on Branding and Communications

Accommodating Parking Needs with Expected Future Development

- Require Parking Study with New Downtown Development
- Monitor Parking Demand to Continually Assess Parking Needs
- Seek Public-Private Partnerships to Strategically Add Parking Supply
- Be Cognizant of Lost or Displaced Off-Street Parking
- Be Strategic About Off-Street Parking Minimum Requirements
- Ensure Continued Access for Long-Term and Short-Term/Transient Parkers
- Unlock Front Street On-Street Parking

Chapter 8 includes an implementation action plan of all study recommendations. This implementation action plan serves as the city's workplan for moving forward with strategy recommendations.

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1

Background and Context



Introduction

Straddling the Fox River, De Pere is a vibrant community of roughly 25,000 people within the Green Bay Metropolitan Statistical Area. The heart of De Pere is its downtown, comprised of West Downtown encompassing the Main Avenue corridor, and East Downtown centered around the Broadway corridor. Downtown De Pere contains a diverse mix of commercial, office, retail, and residential land uses, including a variety of professional services, boutique retail establishments, popular restaurants, and others. St. Norbert College frames the edge of the west side of Downtown De Pere.

East and West Downtown are connected by the Claude Allouez Bridge across the Fox River. West of the river, Main Avenue is part of Wisconsin State Trunk Highway 32. On the east side of the river, Highway 32 travels south from a roundabout. On the east side of the river and north of the roundabout, Broadway is part of Wisconsin State Trunk Highway 57 which continues north along the Fox River toward downtown Green Bay. Annual average daily traffic (AADT) on Main Avenue west of the Fox River is nearly 14,000. While the AADT on Broadway east of the river and north of the roundabout is just over 12,000, while the AADT south of the roundabout is nearly 22,000. Traffic volumes, speeds, and the presence of larger commercial trucks has a profound impact on the travel, parking, mobility, safety, and other dynamics in both parts of downtown.

The city works closely with an active and engaged citizenry and business community to encourage thoughtful development, promote business recruitment and retention, and advance safety and quality of life initiatives. The City of De Pere is at a critical point in its history. Ongoing downtown master planning, development projects, and investments are poised to alter the downtown landscape. This includes the Mulva Cultural Center, a premier arts and cultural destination with hopes of opening in 2023. Forthcoming changes are expected to bring a variety of opportunities, but also parking and mobility challenges that need to be addressed.

Project Catalyst and Objectives

Ongoing engagement by the city and leading community business organization Definitely De Pere indicates access and parking is a priority issue among business owners, employees, and residents, and continues to be an ongoing challenge. The city has worked to address questions and challenges as they have come up but acknowledges that a tangible plan and approach must be developed for how parking is provided, operated, and managed, especially as the city grows and changes. In response to this, Walker Consultants began the work of the Downtown De Pere Parking Study in early summer 2021 with the following objectives:

1. Evaluate current parking supply, demand, and behavior
2. Review and assess current parking operations and management
3. Compare De Pere to similar peer cities in how parking is provided, operated, and managed
4. Evaluate future parking needs with expected development
5. Identify strategies to improve and provide parking operations and management, and leverage parking as an economic development tool and key factor in a high quality of life, especially as the city grows and expands

Ongoing and future development downtown have brought the city to an inflection point. In response, parking and mobility management must “take the next step” and be deliberate, coordinated, and strategic. The city recognizes the need for progressive, consolidated, and best practices-based parking and mobility management to maintain a vibrant community and a high-quality experience for residents, business owners, and visitors.

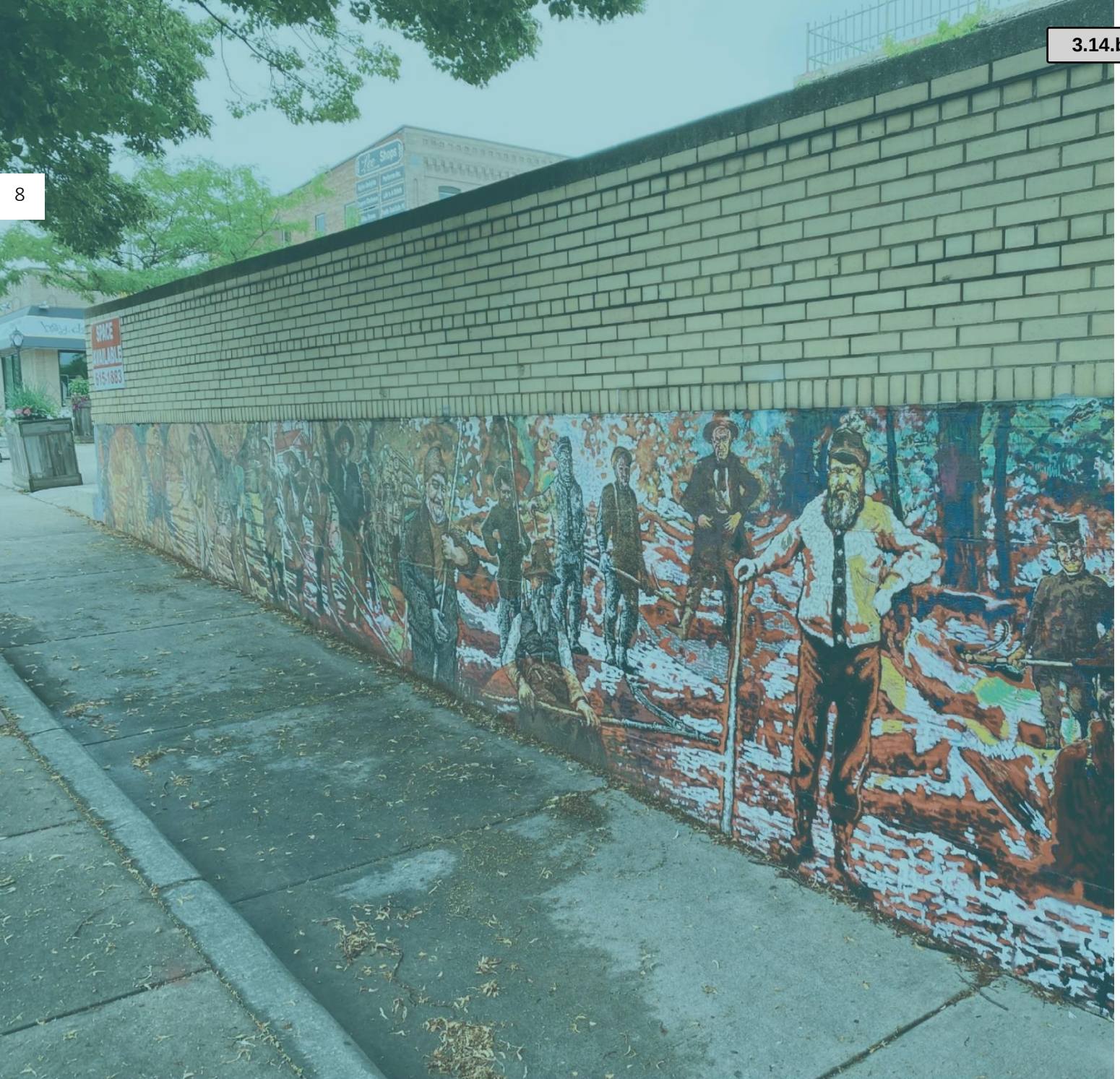
Project Process and Study Area

This plan includes a detailed summary of the process, methodology, findings, key conclusions, considerations, and recommendations of the parking study. The study included a review of existing conditions and operations, data collection, a peer review, stakeholder engagement, parking needs analysis, and the development of a recommendations and implementation action plan. The project began in early June 2021 and concluded in fall 2021. The study area includes East Downtown and West Downtown. East Downtown is generally bound by Cass Street to the north, Michigan Street to the east, Front Street/the Fox River to the west and Merrill Street to the south. West Downtown is generally bound by the railroad tracks to the north, Third Street to the east, the railroad tracks to the west and Grant Street to the south. Figure 1.1 below highlights the project study area.

Figure 1.1: Downtown Study Area



Source: Walker Consultants, 2021



2

Existing Conditions Assessment and Evaluation

Existing Parking Supply

East and West Downtown De Pere have a variety of off-street surface and on-street parking available. The City of De Pere manages off-street parking in several public surface lots on both sides of the river. Short-term (parking up to three hours) and long-term (parking up to 72 hours; short-term parking is also permitted) parking spaces are provided in off-street facilities and indicated with signage. Short and long-term parking is often comingled in the same parking lot. Unmanaged parking with no daytime time limits is provided in select off-street facilities.

Managed on-street spaces are signed and have a time limit of up to three hours. Some unrestricted (i.e., no time limit) parking and 20-minute parking is available. There is over 27 acres of surface parking in Downtown De Pere within the project study area, about a quarter of all the potentially taxable land area. This represents over \$25 million in land value. Figure 2.1 depicts the area dedicated to parking in Downtown De Pere.



Signage indicates 3-hour time limits for on-street parking.

Source: Walker Consultants, 2021

Figure 2.1: Surface Parking in Downtown De Pere



Source: Walker Consultants, 2021



Figures 2.2 and 2.3 show the existing detailed on and off-street parking supply in East and West Downtown, respectively. Private (i.e., not managed by the City of De Pere) parking is shown in dark blue. Most parking in East and West Downtown is within a five-minute walk of the core part of downtown.

Figure 2.2: East Downtown Parking



Source: City of De Pere, 2021



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Public Parking Supply

Walker inventoried current publicly available on- and off-street parking supply within the study area in July 2021. The study area had a total of **1,984±** spaces, including **478±** on street spaces and **1,506±** off-street spaces.

In West Downtown, **43 (8%)** of the off-street spaces were designated as long-term, and **152 (27%)** were designated as short-term. The remaining off-street spaces were unrestricted (**40%**) or reserved/customer only/ADA spaces (**25%**).

In East Downtown, **223 (23%)** of the off-street spaces were designated as long-term, and **261 (27%)** were designated as short-term. The remaining off-street spaces were unrestricted (**42%**) or reserved/customer only/ADA spaces (**7%**).



Signage indicates short and long-term parking in off-street parking lots. Source: Walker Consultants, 2021

The parking inventory is summarized in Figure 2.4 below.

Figure 2.4: Inventoried Parking Supply

Study Area	Parking Type	Inventory	% of Total
West Downtown	On-Street	235	30%
	Off-Street	555	70%
Subtotal		790	
East Downtown	On-Street	243	20%
	Off-Street	951	80%
Subtotal		1,194	
Downtown Total		1,984	

Source: Walker Consultants, 2021

Parking Occupancy

Walker conducted parking occupancy (calculated as the observed number of parked vehicles divided by the total number of spaces) counts in all publicly accessible parking facilities within the study area on Wednesday, July 14, 2021, at 10:00 a.m., 1:00 p.m., and 3:00 p.m. The date and collection times were chosen in collaboration with the City of De Pere to correspond with typical operating conditions. Walker recognizes that a variety of circumstances and conditions affect parking demand, including weather, events, and myriad other factors. Furthermore, it is understood that parking demand associated with retail, restaurant, commercial, and office space has been impacted by the COVID-19 pandemic.

Given this, the purpose of the parking occupancy data collection was to establish a “snapshot” of current parking conditions, a baseline on which to identify needs, issues, and opportunities. Walker performed the parking occupancy counts in July 2021, allowing for a return to pre-pandemic parking demand conditions and patterns. Walker understands that during summer 2021, downtown parking and visitation was largely back to normal conditions, outside of office-related parking demand. These typical summer parking conditions serve as a baseline for estimating the parking impacts of ongoing development in De Pere, including the Mulva Cultural Center, discussed later in this report in Chapter 6. Occupancy is a measure of demand (the number of parked cars) divided by the total number of spaces.

Overall, on-street parking was only **14%** occupied in West Downtown and **38%** occupied in East Downtown. the spaces on George Street in East Downtown were the most occupied during peak, ranging from 50-70%. Main Street had a block of on-street parking within the 70-85% occupied range, and Broadway Street saw sections at 50-70% occupied.

Figure 2.5 summarizes parking occupancy during the peak time of 10:00 a.m., and Figure 2.6 includes a map depicting occupancy by facility at peak. The total spaces per sub area have been calculated to include both on-street and off-street publicly accessible parking spaces. The green shading represents parking occupancy below 50%. Besides a few facilities in both sub areas, which have a parking occupancy of 50% or higher, the remaining facilities have a large amount of publicly accessible on-and-off street parking available. Overall, the downtown at peak overall occupancy is only **36%** occupied.

Figure 2.5: Parking Occupancy at 10:00 a.m. (Peak Parking Demand)

Study Area	Parking Type	Inventory	10:00 am Demand (peak)	Occupancy %	Total Vacant Parking Spaces
West Downtown	On-Street	235	33	14%	202
	Off-Street	555	246	44%	309
Subtotal		790	279	35%	511
East Downtown	On-Street	243	92	38%	151
	Off-Street	951	351	37%	600
Subtotal		1,194	443	37%	751
Downtown Total		1,984	722	36%	1,262

Source: Walker Consultants, 2021

If the large supply (and associated demand) of unrestricted parking at the Voyageur Park lot were excluded from the analysis, off-street parking in East Downtown would be a very slightly higher 38 percent occupied, and the East Downtown system as a whole would be a similar 37 percent occupied. The Voyageur Park lot itself experienced peak demand of 34 percent, thus not having a material impact on the overall supply/demand results.

Figure 2.6: Parking Occupancy at 10:00 a.m. (Peak Parking Demand)



Source: Walker Consultants, 2021

Short-Term and Long-Term Parking Occupancy

During peak occupancy at 10:00 a.m. short- and long-term off-street spaces in West Downtown were **72%** and **77%** occupied, respectively. East Downtown was **22%** occupied for short term and **40%** occupied for long term long-term spaces, respectively. Please note the East Downtown percentages do not include the large supply of parking at Voyageur Park as these are unrestricted spaces. Observation and engagement indicate that short-term parkers do sometimes park in long-term spaces, and vice versa, so parking occupancy counts are not a fully reliable determinant of specific short and long-term parking demand. More information on addressing issues and opportunities and managing short and long-term parking demand is available in Chapter 5 and 7 of this report.

Summary and Key Conclusions

The following observations are offered given field observations and data collection and analysis.

1. **Significant on-street parking is available** throughout downtown, with limited high demand areas at all times of day.
2. Easily visible **electronic pedestrian crossing signals**.
3. **Pleasant, attractive streetscapes** and clean on-street parking areas.
4. **High-speed traffic zones**, particularly near the roundabout (East) and intersection of 3rd and Main (West), which may make on-street parallel parking intimidating or frustrating for some users.
5. High occupancy facilities: Nicolet Square Lot, Mission Square, Reid St/Fourth St facilities, 335 S. Broadway (City Hall).
6. **Short-term vs. long-term off-street parking supply likely needs to be adjusted and calibrated** to satisfy occasional higher demand hotspots and businesses.
7. **Off-street parking lot identification, signage, and a consistent brand** would assist in pedestrian/vehicular wayfinding and an enhanced downtown identity.
8. **Additional delivery/loading spaces** are needed on both sides of the river.

Parking Policies and Ordinances Review

Several sections of the City of De Pere Code of Ordinances detail policies related to on and off-street parking:

- Section 14-55: Off-street parking: This section details regulations related to the size, design/layout, and the requirements for the minimum number of off-street spaces to be provided with development. The City of De Pere does not have a specific process for providing reductions to minimum off-street parking requirements (e.g., via a shared parking reduction). The city does have a Zoning Code variance request process, however. Additionally, The city Code of Ordinance does state that off-street parking and loading requirements “shall not apply to those properties which have accepted special assessments for parking facilities constructed and maintained by the city.”
- Section 150-22. Parking in parkways, building setbacks and property dedicated to public: This section details regulations related to parking in setback, driveway, and parkway areas.
- Section 150-22. Parking: This section documents regulations related to overnight parking, long-term parking, and street parking.



Parking Enforcement

The following are the types of parking in downtown De Pere:

- 3-hour time-limited on-street parking, enforced 9:00 a.m. – 6:00 p.m., Monday – Saturday
- Unrestricted/unmanaged on-street parking
- 3-hour time-limited short-term off-street parking, enforced 9:00 a.m. – 6:00 p.m., Monday – Saturday
- Long-term (up to 72 hours) off-street parking (parking pass only required for long-term parking in Nicolet Square lot; short-term parking also allowed)

Two civilian community service officers conduct parking enforcement Monday – Saturday, 9:00 a.m. – 6:00 p.m. Enforcement is done with a pick-up truck with no additional special technology. Enforcement is focused on identifying violations of posted time limits. Officers chalk tires and return to identify overstays. Paper tickets are issued for violations. Community service officers are often local students who work part-time. Staff turnover is frequent. City personnel indicate that enforcement is not a significant source of revenue. Collections are handled by City records staff. The Captain of Field Services within the city Police Department oversees all parking enforcement.

Parking Operations and Management

Duties related to parking and mobility are divided into different entities at the city. Strategic parking planning related to development proposals and master planning is handled by the Director of Development Services. Public Works and the Public Works Director oversee on and off-street parking maintenance. This includes cleaning, snow removal, repairs, signage, striping and pavement markings, and capital investments. A Parking and Traffic Team comprised of different City staff who are involved with parking meetings regularly to address complaints that are received, review issues, and make recommendations that go to the Board of Public Works and City Council for approvals as necessary. It is understood that the Director of Development Services will take the lead on implementing the parking study contained herein.

Looking Ahead: Future Downtown Development

Continued development in De Pere, including the Mulva Cultural Center, will impact the needs and conditions for access and parking management. More information on estimated future parking needs is included in Chapter 6. Recommendations included in Chapter 7 are meant to balance users and address parking management needs amidst growth and development.

Utilizing Urban Land Institute's Shared Parking methodology, Walker projects that at full build-out of all currently proposed downtown developments (based on current working plans of the development at the time of this study), East Downtown will experience a parking surplus of approximately 70 spaces during peak demand conditions when considering the Mulva Cultural Center, the Front Street development, and the Shopko site development. In West Downtown, Walker projects that there will be a parking deficit of approximately 120 spaces during peak demand conditions if all proposed development projects (conceptual projects provided by SmithGroup in Fall 2021) are fully completed.

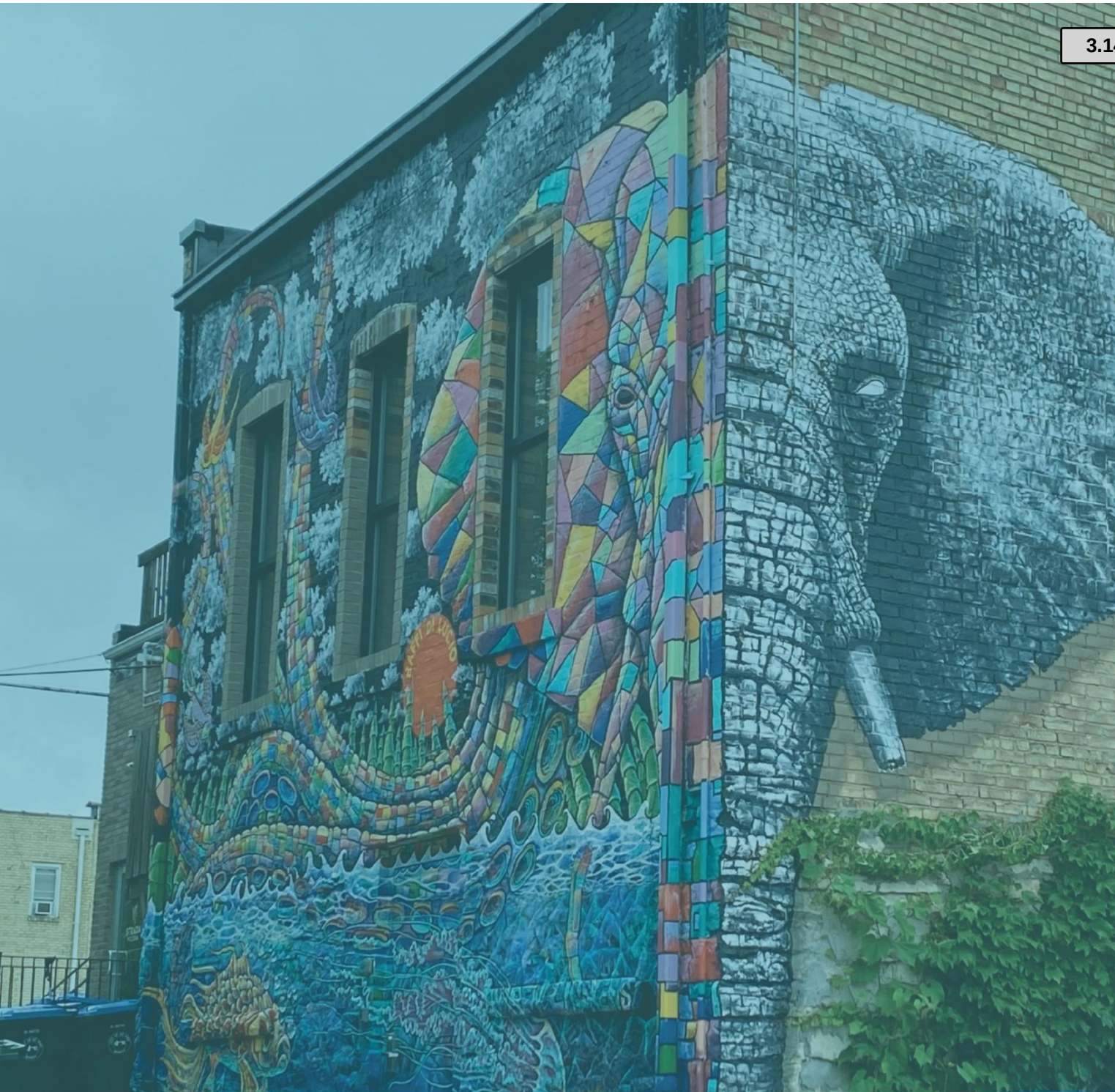


View down Broadway - East Downtown. Source: Walker Consultants, 2021

Based on Walker's projections of current development proposals, if all developments are fully built out, there is expected to be enough parking to satisfy existing and new parking demand in East Downtown. Chapter 6 of this report includes details on future parking needs projections.

In West Downtown, parkers may be required to use outer lots in peripheral areas (i.e., the community center and pool lots) or park on-street in residential areas during peak demand conditions. Further, the city may consider adding a surface parking lot (or parking structure, if demand warrants) or exploring options to expand current surface lots. Shared parking agreements and/or increased and enhanced Transportation Demand Management (TDM) options would be alternatives to building new parking supply, which can come at a prohibitively high capital cost. More information on accommodating future parking needs from new development is included in Chapter 7 of this report.

Note that with all parking management strategies, the city, stakeholders, and Common Council must evaluate and balance several factors, including the community's willingness to walk to open and available parking.



3

Peer Review

Introduction

One way to measure success and efficiency of a parking program is to evaluate it in comparison to other similar communities. The peer city parking review provides a snapshot of these cities and how they are functioning and operating their parking programs.

The goal of the peer city parking review is to seek out opportunities to implement best management practices and strategies that have performed well and look for ways to further improve the existing parking and transportation systems.



Peer Review Process

The project team identified three communities: Northfield, Minnesota, Stevens Point, Wisconsin, and Marquette, Michigan. These communities were chosen in collaboration with project personnel and represent similar characteristics to De Pere. The objective was to evaluate cities with a Midwest climate (snow/cold), that have comparable population sizes ($\pm 10,000$), are associated with a college or university, and have environmental impacts from rivers or bodies of water. The following sections provide descriptions of each of the cities, including community characteristics and an overview of the parking program.

Northfield, Minnesota

The City of Northfield is in south central Minnesota, 35 miles from Minneapolis – St. Paul and 50 miles from Rochester.

Community Characteristics

- **Population:**
20,217
- **Colleges/Universities:**
St Olaf College (3,179 Students)
Carleton College (2,014 Students)
- **Rivers/Bodies of Water:**
Cannon River
- **Top Employers:**
St Olaf College, Carleton College, Post Consumer Brands, Target, Aldi, Menards



Source: <https://www.ci.northfield.mn.us/>

City of Northfield Parking System

Figure 3.1: Publicly Accessible Parking Spaces within Downtown

Parking Type	Inventory	De Pere Inventory
Surface Lots	9	22
Off-Street Spaces	207	1,506
On-Street Spaces	340	478
On-Street Spaces with Time Restrictions	309	-
Total Number of Publicly Accessible Spaces within Downtown	856	1,984

Source: Walker Consultants, 2021



Parking Regulations

All on-street parking in Northfield is free to use with specific time restrictions. The city has restricted parking in downtown and select streets near both colleges to 2-hour parking, with 20-minute parking spaces in high turnover uses (dry cleaners etc.). In addition to free on-street parking, The city also does not charge for off-street parking.

Winter Parking Regulations

The City of Northfield's Winter Parking Ban states no parking on-street from 2:00am to 6:00am from November 15 to March 15 in any year. During the winter parking ban, the city offers off-street parking permits to residents with extenuating circumstances. These winter permits do not allow on-street parking during a snow emergency.

Parking Management and Operations

There is no formal parking system or authority currently. The city operates and manages the on-street facilities and the nine (9) publicly accessible off-street parking facilities. The city also provides enforcement of public-on-and-off street parking facilities through local police.

Parking Development Standards

Downtown

Parking standards have been waived within the downtown district to encourage growth and development.

College Development District

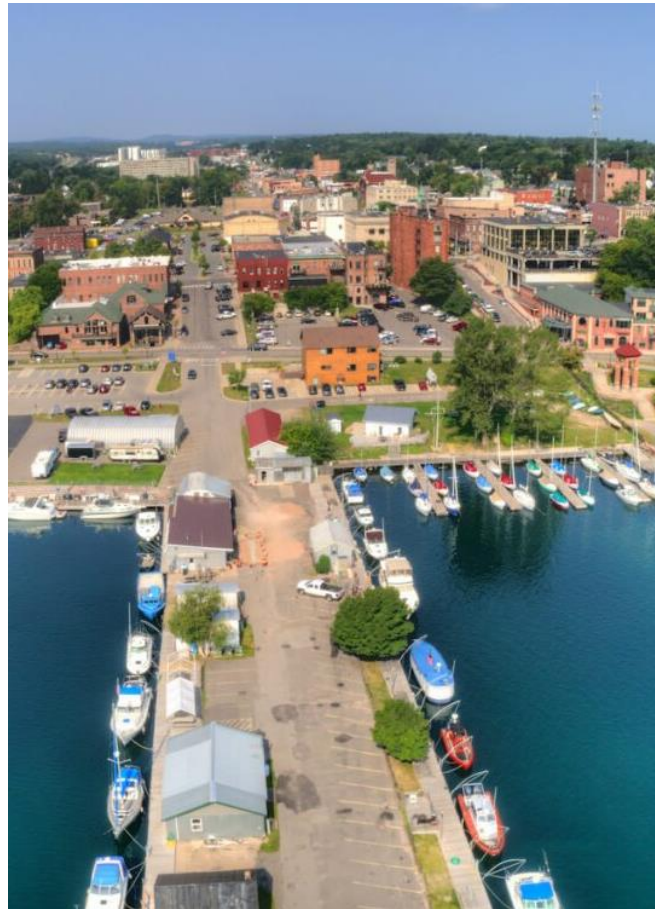
The city has created a special base zoning district (College Development, CD-S) for both college areas. The purpose of the College Development (CD-S) district is to allow college facilities and operations within the city limits while providing boundaries which respect the function and character of the colleges and their adjoining districts, particularly adjoining residential and commercial districts (Land Development Code 2.4.2). All development proposed within the CD-S are required to prepare and provide a parking study to analyze campus wide supply and demand per the zoning code.

Marquette, Michigan

The City of Marquette is in the Upper Peninsula (UP) of Michigan. It is the largest city in the UP. The closest major city to Marquette is Milwaukee, Wisconsin about 300 miles. The city is also about 176 miles from the Green Bay, Wisconsin metro area.

Community Characteristics

- **Population:**
20,932
- **Colleges/Universities:**
Northern Michigan University
(7,600 Students)
- **Rivers/Bodies of Water:**
Lake Superior, Dead River
- **Top Employers:**
UP Health System, Northern Michigan University, Cliffs Natural Resources, Michigan Operations, Upper Peninsula Medical Center



Source: [Jacob Boomsma / shutterstock.com](#)

City of Marquette Parking System

Figure 3.2: Publicly Accessible Parking Spaces within Downtown

Parking Type	Inventory	De Pere Inventory
Surface Lots	8	22
Ramps	1 (2 levels)	0
Off-Street Spaces	755	1,506
On-Street Spaces	636	478
On-Street Spaces with Time Restrictions	365	-
Total Number of Publicly Accessible Spaces within Downtown	1,391	1,984

Source: Walker Consultants, 2021



Parking Regulations

On-street parking within downtown Marquette is metered with an hourly rate of \$0.50. The city restricts meters to 1-hour, 3-hour, and 10-hour. The hourly rates for surface lots are free for 2-hours with a permit program set up for long term parkers at designated lots and the Bluff Street Ramp. The permit program is set up as followed:

- \$30 per month for a daytime permit – businesses/employees can park beyond time limits
- \$40 per month for a 24-hour permit – residents, landlords, AirBnBs, etc.
- \$5 single use daily permit

Parking is managed with virtual permitting and LPR-based enforcement.

Winter Parking Regulations

The City of Marquette's Winter Parking Ban prohibits on-street overnight parking between November 1 and April 1.

Parking Management and Operations

The city does have a Traffic-Parking Advisory Committee. The Traffic-Parking Advisory Committee advises the city Commission on matters relating to parking, traffic flows, traffic patterns and Complete Streets.

The city has contracted with the Downtown Development Authority (DDA) for operation of public parking lots in the downtown area. Parking lot maintenance is a shared responsibility for the city and the DDA but is coordinated by the DDA Director.

Parking is enforced by the city's Police Department and enforcement is Monday through Friday from 9 a.m. to 6 p.m. and provided complimentary on Saturdays, Sundays, and weekdays after 6 p.m. Overnight parking in rental lots is by permit only.

Parking Development Standards

Parking space requirements for principle uses within the CBD apply only to residential uses and all other principal uses in the CBD are exempt from parking space requirements (UDO Section 54.902 Parking Regulations).

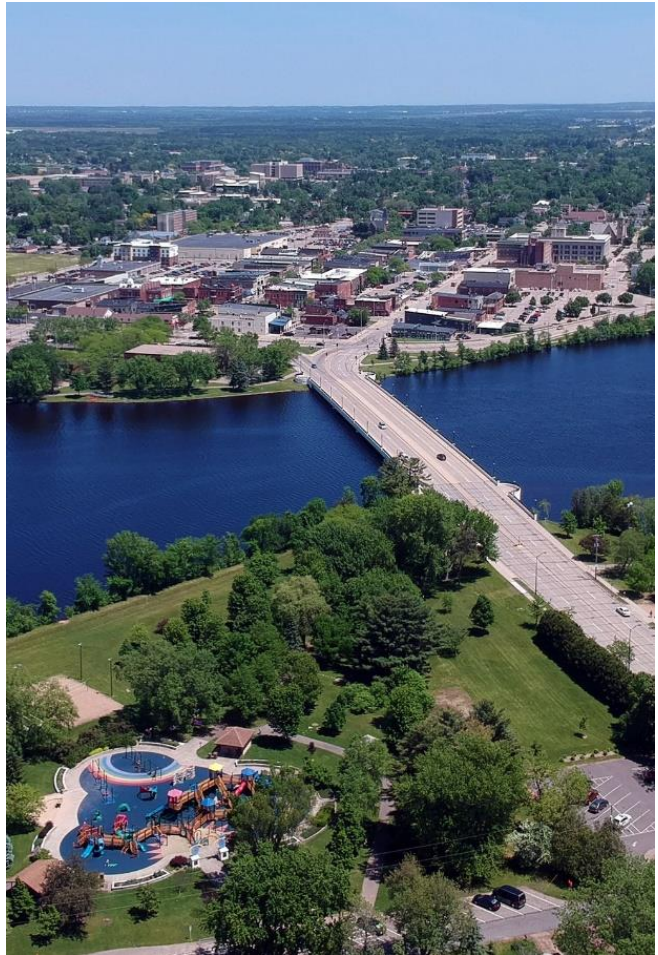
The city has implemented a Parking Reduction Formula as a zoning code exemption for uses other than residential for specific zoning districts. The Parking Reduction Formula is a percent reduction in total number of parking spaces required for the project.

Stevens Point, Wisconsin

The City of Stevens Point is centrally located in the state and located on the Wisconsin River, roughly 88 miles west of De Pere.

Community Characteristics

- **Population:**
26,717
- **Colleges/Universities:**
University of Wisconsin – Stevens Point
(8,626 Students)
Mid-State Technical College
(±2,000 Students)
- **Rivers/Bodies of Water:**
Wisconsin River, McDill Pond
- **Top Employers:**
Sentry Insurance, University of Wisconsin – Stevens Point, Canadian National Railway, AIG, Associated Bank



Source: <https://www.stevenspoint.com/>

City of Stevens Point Parking System

Figure 3.3: Publicly Accessible Parking Spaces within Downtown

Parking Type	Inventory	De Pere Inventory
Surface Lots	13	22
Off-Street Spaces	1,420	1,506
On-Street Spaces	697	478
Total Number of Publicly Accessible Spaces within Downtown	2,117	1,984

Source: Walker Consultants, 2021



Parking Regulations

On-street parking within downtown Stevens Point is metered with an hourly rate of \$0.75, the city restricts meters to 15-minute, 1-hour, 2-hour, 3-hour, 4-hour and 10-hour limits. There is also metered parking on the streets within the University Area. In addition to the metered parking, The city has also implemented a residential parking permit within three separate zones all near or surrounding the UW-Stevens Point campus.

The city has also implemented an alternate side parking for overnight parking. This is for the entire year, every day of the week, throughout the entire city - except for the Downtown Business District. Alternate side parking is in effect 2:30 AM - 6:00 AM on any city street differentiated between odd and even days.

The city has a mix of Pay by Plate Kiosks and Single Space Meters for on-street parking

Off-street parking within downtown is free 2-hours with a long term and overnight parking permit program available at designated lots. The permit program is set up as follows:

- \$25 per month for 24/7 long-term access
- Reserve specific spaces for long-term parking

The city leverages virtual permitting and LPR-based enforcement to manage the program.

Winter Parking Regulations

The mayor announces Snow Emergency Parking Restrictions and Regulations.

Parking Management and Operations

There is no formal parking system and the city's Public Works and/or Police Department maintains all on-street meters, multi-space kiosks, and off-street facilities within the downtown and University Area. The city also provides enforcement of public-on-and-off street parking facilities through local police using license plate recognition (LPR) technology.

Parking Development Standards

The city does not require parking in the designated downtown area, with parking reductions in place for the following standards

- Bus Transit Availability
- Provision of Structured Parking
- Access to Car-Sharing Program
- Tree Preservation

The city has also created a University Facilities Zoning District for the UW-Stevens Point campus area to primarily accommodate developed University owned land, buildings, and facilities.

Findings and Key Takeaways

The following is a summary of the findings and key takeaways from the peer review:

- **Long Term Parking Permit Management:** All of the cities reviewed provide some form of long-term parking permit program, either longer duration than meters, overnight and/or winter parking for residents. Generally, the cities had designated off-street facilities for permit holders with reserved spaces.
- **Virtual Permitting and LPR-Based Enforcement for On-Street and Off-Street Parking:** For the cities reviewed that charged for parking, Marquette, and Stevens Point, both use new parking technology to issue parking permits for off-street facilities and enforcement for on-street parking. The use of new technology allows these cities to take advantage of the streamlined back-end enforcement and management software for both permitting and License Plate Recognition (LPR) based enforcement. More information on potential technology platforms is included in the Recommendations in Chapter 7.
- **Paid Parking:** The City of Marquette and Stevens Point charge for parking. The City of Marquette charges an hourly rate of \$0.50 with 1, 3, and 10-hour meters for on-street parking. Stevens Point charges an hourly rate of \$0.75 with 15 minute, 1, 2, 3, 4, and 10-hour for on-street metered spaces.

These findings are most applicable to the City of De Pere and have been incorporated into recommendations included in Chapter 7.



4

Stakeholder Engagement

Introduction

Public and community collaboration was essential to understanding the parking and mobility issues within Downtown De Pere. Engagement was critical to informing the public on project process, garnering support, and receiving input to help inform and guide the recommendations provided in this study. The following engagement opportunities were conducted as part of the project process:

In-Person

- Two (2) focus groups on July 13, 2021, with invited community and business stakeholders

Virtual/Online

- June 4, 2021: Project kick-off strengths, weaknesses, opportunities, and threats (SWOT) discussion with City staff and specific invited business and community members
- August 2021 phone interviews with City staff and Definitely De Pere
- August 26, 2021: Collaborative work session to discuss existing conditions assessment, needs/opportunities, and potential strategies with City staff and specific invited business and community members
- September 28, 2021: Virtual engagement session with invited community and business stakeholders
- July – August 2021: Online survey seeking feedback on parking and mobility challenges, priorities, and opportunities
- September - October 2021: Online survey seeking feedback on potential long-term parking management strategies

The following summarizes the key results and takeaways from stakeholder engagement. Results are summarized below, separated by engagement with the broader public, and engagement with staff and community stakeholders.

Public Engagement

Engagement with the broader public included in-person focus groups, two public online surveys, and a virtual engagement session.



In-Person Focus Groups

Two in-person focus groups were facilitated the evening of July 13, 2021, at De Pere City Hall. A total of approximately fifteen (15) attendees were present at both meetings. The meeting included discussion, and attendees provided input on printed maps. Key findings included feedback about areas of underutilized parking supply; lack of knowledge and information about parking inventory, availability, and policy; need for uniform parking enforcement and management (e.g., with long-term parking management – parking passes currently exist for only the Nicolet Square lot); and the need to plan for future parking needs with all the current and planned downtown development. Figure 4.1 below depicts map input received.

Figure 4.1: Focus Group Map Feedback Received



Source: Walker Consultants, 2021

July – August 2021 Online Survey

Walker routinely utilizes public surveys to gauge opinion and garner input from the community relating to challenges and possible areas of improvement regarding the public parking system. Online surveys are an effective medium to hold this type of forum. The survey for this project was used to gather input and opinion from a cross section of the various groups who live, work, shop, dine, and visit downtown De Pere.



The online survey consisted of multiple choice and open-ended questions that sought input related to various aspects of public parking in downtown including availability, ease of use of the system, most common parking locations, downtown walkability, typical parking behaviors, and policies, among others. The city advertised the survey through City information/communication and media channels and the survey was open for six (6) weeks. In total, the survey was completed by 245 participants, who offered descriptive responses and priority rankings that helped produce key findings and recommendations when it comes to parking in downtown. Of the 245 unique respondents, 69% were residents, 17% employees, 8% business owners, 4% visitors, and 2% property owners.

Key Findings

The most popular West Downtown destinations were Luna Coffee, The Exchange Coffee, and Gallagher's Pizza, among others. Popular parking facilities used include Main Avenue and Reid Street, as well as the Nicolet Square Lot.

The most popular East Downtown destinations were Voyageur Park, Walgreens, the County Library, and The Lee Building. Popular parking facilities used include Voyageur Park, Library, the Lee Building, and on-street parking on George Street, Wisconsin Street, and Broadway.

Asked about top priorities when parking, "not having to pay for parking" was listed as the highest priority among the most respondents, while there was a three-way tie among "traveling safely from parking to my final destination," "feeling confident that there will be parking available, even it is not right next to my final destination," and "finding and available space that is close to my destination."

A total of 78% of respondents indicated that they "sometimes" or "usually" can find parking where they prefer to park. Just over half (52%) of respondents indicated that parking in De Pere is easier than parking in similar communities that respondents have visited.

Open-ended comments yielded valuable feedback. Several respondents indicated traffic on Main Avenue and Broadway making pedestrian safety and parking a challenge. Respondents indicated the need for better long-term parking options, particularly among employees. Several respondents indicated the need for better parking information, wayfinding, and signage, and the need for more parking supply in select locations, particularly West Downtown.

Additionally, respondents indicated the need to revisit overnight parking restrictions, assess the impact on parking needs of the Mulva Cultural Center, and the importance of development being accompanied by appropriate parking resources and De Pere maintaining its high quality, small-town vibe. Respondents indicated the desire to make Downtown De Pere more pedestrian and bicycle friendly.



September - October 2021 Survey

A second online survey was administered in September and October 2021 to assess respondents' opinions on potential long-term parking management strategies. A total of 35 separate individuals responded to the survey. Respondents were primarily business owners and residents of both East and West Downtown.

Key Findings

Fourteen (14) out of the twenty-four (24) individuals that answered the question would support the city implementing a parking pass program for long-term parkers across East and West Downtown; fourteen (14) out of twenty-four (24) indicating they would be interested in purchasing a long-term parking pass (no specific parking pass price details were given as these details will not be finalized until a later date).

Respondents indicated the need for better long-term parking management for business owners, residents, and employees, while also providing for the shorter-term parking needs of customers. Respondents indicated the need for different types of long-term parking passes, the need for convenient parking options for parkers, and potential reluctance among some residents and business owners/employees to pay for long-term parking passes (some questioned needing to pay for parking, although one business owner indicated they would purchase parking passes for their employees). Some respondents discussed the need for overnight parking, and potentially reserved parking for residents.

Finally, respondents expressed concern about growth and development in both West and East Downtowns, specific projects that have been built or in planning stages, and parking pressures increasing with new development, often when development brings extra density and demand, and is built on existing parking spaces. Respondents discussed the need for ongoing parking strategies to address parking pressures.

September 2021 Virtual Engagement Session

Walker conducted a virtual engagement session with members of the public. Fewer than ten (10) attendees were present. Walker provided an overview of the project process, and the findings, key conclusions, and identification of needs, issues, and opportunities related to various focus areas. Focus areas included communications, wayfinding, and marketing; personnel and organization; and policy, operations, and management. Engagement was conducted online using the collaborative platform, Mural.

Feedback included the need for better signage to help users, heavy traffic warranting reliable short-term parking options, the need for clearly designated employee parking, the need for slowing down traffic on Broadway, and the desire for better management of long and short-term parking, and more long-term parking spaces.

Engagement with City Staff and Community Stakeholders

Engagement with City staff and Definitely De Pere occurred at three primary points through the project process: a kick-off meeting in early June, staff interviews in early August, and a collaborative workshop at the end of August. The group engaged included the following core members:

- Daniel Lindstrom, Development Services Director, City of De Pere
- Eric Rakers, City Engineer, City of De Pere
- Larry Delo, City Administrator, City of De Pere
- Tony Fietzer, Street Superintendent, City of De Pere
- Jeremy Muraski, Captain of Field Services, City of De Pere
- Tina Quigley, Executive Director, Definitely De Pere

Input and feedback from the group was critical in guiding the identification of needs, issues, and opportunities outlined in Chapter 5, and in developing the recommendations included in Chapter 6. Feedback mirrored much of what the general public said: parking management is not uniform across the city, and a coherent plan is needed that embraces new technology and best practices to manage long and short-term parking. Parking supply, operations, and management is a “hodgepodge” of approaches that have been accumulated over the years. Current parking resources and enforcement is confusing, and education and communications need to be improved. More automated strategies are desired that embrace data and performance tracking and management. Access and parking can and should play a central role in contributing to the quality of life in De Pere, but consistent and coherent management is needed, especially as the city grows and new development occurs.



5

Needs, Issues, and Opportunities

Introduction

Walker performed a variety of tasks throughout the course of this parking study to review, assess, and evaluate current parking conditions and operations. This included system review and observation, review of policy, field data collection, stakeholder interviews, survey, and peer review. A description of the process, results, and key takeaways for each of these elements is included in Chapters 3, 4, and 5 of this report.

The primary objective of these diagnostic activities is to identify the critical needs, issues, and opportunities that exist with access and parking in De Pere. These needs, issues, and opportunities answer the question “what are we solving for?” That is, what items need to be address with new strategies, projects, and initiatives, described in more detail in Chapter 7 Recommendations.

Identified needs, issues, and opportunities can be divided into one of three primary categories:

- Communications, wayfinding, and marketing
- Personnel, organization, and community engagement
- Policy, parking operations, and management

These categories are useful in grouping strategies and action items when thinking about implementation and are used throughout the remainder of this report.

Communications, Wayfinding, and Marketing

This category involves a variety of topic areas, including:

- Providing information about access and parking to parking users to inform them before they make the trip to De Pere (information could include where parking is located, rules and regulations, who can park where, etc.)
- Providing information to drivers arriving to or circulating around Downtown De Pere to guide them to available parking supply
- Providing signage and information that designates parking facilities and specific parking restrictions within parking facilities (i.e., time limits, who is allowed to park where, etc.)
- Providing information on parking rules so parking users understand restrictions and can comply
- Communicating specific access and parking closures, and other changes



Current parking wayfinding signage is small and difficult to read.

Source: Walker Consultants, 2021



Off-street parking signage is difficult to locate, and in some cases, difficult to understand. In this example, it is difficult to understand what spaces are long-term with the arrow on the sign.

Source: Walker Consultants, 2021

Primary needs, issues, and opportunities are described below.

Knowledge and Information

Observation and stakeholder engagement suggest that there is a fundamental need for greater information sharing about mobility and parking locations, options, regulations, and resources to visitors and parking users in De Pere. Parking users lack information before they make their trip and information in real-time while they search for and finalize their parking choices. The city has parking information on its website, but it is buried under several layers of pages. Stakeholder sessions indicate that parkers struggle accessing information on parking options. Physical maps are not evident downtown; nor is real-time parking availability information.

It is not clear in some cases that City of De Pere lots are open and available to the public; discussions with stakeholders indicates that many members of the public do not clearly know which parking facilities are public facilities, and that some public facilities even exist. The city should work to raise the profile and familiarity of parking in De Pere among the visitor, business, and resident community by leveraging all channels to ensure information is provided.



Engagement indicates that there is a lack of awareness that the 200 Main Avenue lot in West Downtown is a public parking facility.

Source: Walker Consultants, 2021

Comprehension and Compliance

In addition to a deficiency in knowledge and information among parking users, parking users struggle to understand where they are allowed to park and for how long, and what are the parking rules and regulations. Observations and engagement indicate confusion among users about parking options and rules, in both on-street and off-street parking areas.

Users are struggling to understand posted signage, the rules for who may park where, and the process or rationale behind parking enforcement actions. Engagement indicate that some feel parking enforcement is inconsistently applied and arbitrary. A pivot is needed. Emphasis should be placed on compliance rather than punitive measures. A need and opportunity exist to reconfigure parking management and communications to improve clarity and understanding of parking regulations and enhance parking compliance.

Leveraging Parking for Economic Development

In addition to increasing information sharing, improving comprehension, and driving compliance among parking users in De Pere, there is an opportunity to leverage parking as an economic development tool. Clear, well-managed parking promotes customer activity, parking turnover to support businesses, and enhances customer service and quality of life for residents, business owners, employees, and visitors. Parking is one of the primary first and last impressions that visitors have when coming to a place like De Pere. Well managed parking can attract and enable new development and new users. There is an opportunity for the city to: 1, improve the way parking is operated and managed to better support economic

retention, growth, access, and quality of life, and 2, work with partners to make access and parking a central part of The city's economic development initiatives and campaigns.

Parking Nomenclature

There are no clear names or ways of referencing public off-street parking facilities throughout downtown. In fact, engagement suggests that different personnel within city government refer to parking lots differently. There is a need for a consistent, recognizable parking facility nomenclature.

Messaging, Communications, and Branding

To provide enhanced knowledge and information about parking, drive comprehension and compliance, and central asset in promoting economic development, messaging, communications, education, and branding will be critical. Access and parking in De Pere should be promoted as part of a coordinated communications and marketing campaign with a recognizable brand. Such a campaign should promote consistent and comfortable brand recognition for parking users in all phases of the trip making and parking journey (i.e., before/trip planning, during, and after).

Wayfinding

The need for clear, prominent, consistent, and recognizable wayfinding is a critical component of any parking operator's messaging and communications and essential to the parking user's experience. Well-designed wayfinding improves customer service, and the efficiency of how existing parking resources are used. Confusing, inadequate, and absent wayfinding was noted throughout the existing conditions assessment phase as being a critical need and opportunity for the City of De Pere. Work should be integrated with De Pere's wayfinding plan adopted in 2021.

Personnel, Organization, and Community Engagement

This category involves the following topic areas:

- Engaging with stakeholders and the public on topics of access, mobility, and parking
- Ensuring internal processes, personnel, resources, and equipment are in place to properly manage on and off-street parking facilities, implement changes, and provide strategic direction, including collecting and monitoring key performance metrics
- Providing a high-level of customer service for all parking users



The sign plaque located below the 3-hour parking sign in the Nicolet Square lot is small and difficult to see. Additionally, the arrow is confusing.

Source: Walker Consultants, 2021

Primary needs, issues, and opportunities explored through this process are described below.

Inherent Foundation for Parking Management

There is an inherent foundation for robust and comprehensive parking management in De Pere. The city has good public infrastructure, unique and appealing destinations, attractive streetscapes, involved and engaged stakeholders, and a thriving business and development community. Additionally, staff are competent and dedicated, and there are existing channels that can be leveraged including an existing Parking and Traffic Committee, and the Definitely De Pere Economic Development Committee that has examined parking issues in the past (including a July 2021 report implemented, which noted the high importance of parking in economic development issues). Furthermore, the city has high-quality and detailed data on existing parking resources on which to build upon.



In many cases, public parking facilities are small, fragmented, and oftentimes, hidden from view, leading to challenges with wayfinding and parking efficiency. This is true of the 123 N. Broadway lot in East Downtown.

Source: Walker Consultants, 2021

Consolidated Parking Management and Strategic Leadership

To ensure coordinated parking management and implementation of new strategic initiatives, there is a need for ongoing strategic leadership and consolidated management on access, parking, and mobility parking planning and operations. Consolidated parking management would bring together parking enforcement, technology, customer service, day-to-day operations, and strategic initiatives under a single entity. Strategic leadership involves seeking and capitalizing on partnerships and opportunities, evaluating redevelopment opportunities, aligning internal resources, garnering support, communicating new initiatives, and ensuring successful implementation.

Enforcement and Staff Turnover

Discussion and evaluation indicate that there is confusion among enforcement staff with how and where to apply parking rules and regulations, and staff turnover contributes to issues of confusion and inconsistency.

Stakeholder Engagement

Observations and feedback indicate that there is a need and opportunity for enhanced engagement with the community and public on access, transportation, and parking topics. An opportunity exists for the city to partner with community and business organizations to establish trust and provide information on access and parking strategies, policies, and campaigns. This is particularly important with any new parking operations and management changes, marketing campaigns, or new strategies implemented. It is also important as new businesses come to town. Once engaged, businesses can relay information down to employees and customers. A feedback loop needs to be established between the city and its stakeholders. Stakeholder

engagement should make it clear to the business community and public that the City of De Pere is an ally when it comes to access and parking in the city.

Management Consistency

A common theme evident across parking operations and management in De Pere is the need for greater consistency: consistency across messaging, regulations, enforcement, and management practices. Engagement feedback indicated some felt enforcement was inconsistently and arbitrarily applied depending on the specific enforcement officer and location. Walker cannot confirm this to be true, but it is worth monitoring. Walker did note inconsistent signage indicating short and long-term parking, and the presence of a long-term parking pass program in the Nicollet Square lot in West Downtown that is not available in any other part of the city. To drive compliance and establish a level of trust and familiarity with the public, all aspects of parking management and operations should be consistent across all parts of the city.

Policy, Parking Operations, and Management

This category involves employing the right mix of proactive policy, program, and infrastructure strategies to drive the efficiency of the use of parking resources and balance the needs of short and long-term parking users. Primary needs, issues, and opportunities explored through this process are described below.

Current Parking Availability

According to data collected, excess parking supply exists in the current public parking system (supply beyond current peak parking needs) to accommodate changing conditions, parking losses, and future development. In addition to excess parking supply, there is an opportunity to employ strategies to improve the efficiency of parking's use. Public parking supply is evaluated relative to projected future developments, including the Mulva Cultural Center in East Downtown, in Chapter 6 of this report.



There may be an opportunity for additional short-term on-street loading/unloading spaces. Delivery vehicles should not be blocking drive lanes as is the case in this photo.

Source: Walker Consultants, 2021

Walkability and Walking Tolerance

Observation and indicate that walking can be uncomfortable in certain parts of East and West Downtown due to high traffic and sidewalk conditions. Additionally, study work indicates that those visiting and parking in De Pere have a low tolerance for walking from parking facilities to destinations. There needs to be a focus on creating a more inviting, welcoming, and comfortable walking environment and experience to ensure parking facilities are used efficiently.

Parking Fragmentation

A central problem of the current De Pere public parking system is the issue of the parking system being fragmented. The city lacks consolidated and central parking facilities. Instead, public parking is in small, disjointed, and fragmented lots, oftentimes hidden from view from the street and difficult to locate (e.g., public parking north of Main Avenue in West Downtown, behind the buildings that front Main Avenue).

Short-Term vs. Long-Term Parking Confusion and Tension

In addition to parking fragmentation, there is a consistent tension of long-term and short-term parking. Short-term and long-term parking are in most cases comingled in the same off-street parking facility, causing confusion among users and even among enforcement staff. Feedback among users indicates availability in some cases among one parking type within a single parking facility, while the other parking type is fully occupied. For example, several reports from businesses indicated employees being forced to park in short-term spaces in the parking lot south of the 300 block of Main Avenue because there is a limited amount of long-term parking. These employees must move their vehicles every 3 hours throughout the day to comply with posted time limits. Additionally, there are confusion and compliance issues regarding which parking is short and long-term in this area and who can park where.

Additionally, commercial vehicles were observed conducting loading/unloading activities in off-street lots, in some cases blocking travel lanes. There may be an opportunity for additional 20-minute loading/unloading on-street spaces.

Parking Supply

Consistent throughout the evaluation process was the discussion of a parking structure and whether the City of De Pere needs additional parking supply and/or parking structure in West or East Downtown. Further discussion of this is included in Chapter 6 and 7 of this report.

Information for Data-Driven Management

Data is a powerful tool in monitoring and tracking, performance management, and strategic decision-making. The City of De Pere lacks data and information that would assist with parking management and operations. Beyond a detailed parking inventory, the city does not have or collect regular parking occupancy data. Having such data, especially knowing the demand for long-term parking vs. short-term parking, would help the city be able to monitor and reallocate short-term and long-term parking supply as needed and as demand shifts. The city's system is antiquated and has only recently migrated to a computer-based parking pass. The system does not allow for tracking of who has passes or how many



Positive feedback was received on long-term parking passes and management in the Nicolet Square lot. There is a desire an opportunity for a consistent comprehensive citywide long-term parking management solution.

Source: Walker Consultants, 2021



active passes exist, nor does it allow for prohibiting the use or circulation of passes among those who are not active employees or business owners. Additionally, the city lacks the ability to track and reconcile/collect unpaid parking tickets, impacting overall revenue and enforcement processes.

Manual Enforcement Process

In addition to staff turnover and issues, the need for more consistent parking enforcement, and difficulties accessing necessary data, parking enforcement is hindered by its manual, labor-intensive processes of marking vehicles during parking sessions, going back to check these vehicles, issues tickets, and the like. Automated processes would greatly increase the speed and efficiency of enforcement operations.

Pivot to Customer Service and Compliance

Observations and evaluation indicate that there is a need and a desire to pivot away from punitive parking enforcement to focusing on compliance, with an emphasis on a high-level of customer service. Strategies to better manage the variety of parking users, strategies that improve signage, wayfinding, and clarify existing regulations will help to boost customer service and compliance. This type of approach will allow the city to spend more time and resources on promoting parking and leveraging it for economic development purposes than on parking enforcement, answering questions, and addressing complaints.



6

Ongoing Development and Impacts on Parking Needs

Introduction

Walker was engaged by the city to project future parking needs for both east and west sides of downtown, utilizing various planning scenarios for future proposed developments. Proposed development information was provided to Walker by City staff and SmithGroup, in proposed development plans agreed to by the Client. **Walker understands that many of the proposed developments are highly conceptual in nature and could change in size and use. The parking needs projections herein are estimates based on the latest and most complete development proposal information as of October 2021. These estimates and this Chapter do not represent a full parking needs study for expected development; these are estimates based on the best information available currently and are presented for discussion and conceptual planning purposes only.** The city should require developers to perform formal parking needs studies to finalize specific parking needs at each site. Using these conceptual plans, Walker assessed the parking needs for both sides of downtown separately, utilizing the following planning scenarios:

East Downtown

- 1) Front Street Development, programming information from Cultural District Plan page 30
- 2) Mulva Cultural Center, programming information from development site plan (January 2021)
- 3) Shopko Site Development, programming information from project data room, future projections Excel file (October 2021)

West Downtown

All development information from preliminary SmithGroup Master Plan (October 2021, highly conceptual):

- 1) Project #1 and #2
- 2) Project #3 and #5
- 3) Project #4



Top: Conceptual rendering of the Mulva Cultural Center.

Bottom: The Cultural District Master Plan, which shapes much of the future vision of East Downtown.

Source: mulvaculturalcenter.com; SmithGroup

East Downtown Proposed Development Programs

The following figures provide the East Downtown proposed development programming information that was provided to Walker for the planning scenarios outlined above.

Figure 6.1: Front Street Development – Galleria (Cultural Plan Preferred) Scenario

Building Label	Land Use	GSF / Units	GLA Factor	GSF / GLA
A	Residential	39,200	-	39,200
A	Retail	9,800	85%	8,330
B	Residential	35,000	-	35,000
C	Retail	9,800	85%	8,330
D	Residential	24,000	-	24,000
D	Retail	12,000	85%	10,200
Total		129,800	-	125,060

Source: SmithGroup

Figure 6.2: Mulva Cultural Center

Land Use	GSF	GLA Factor	GLA
Museum / Cultural Center (front of house space)	38,448	85%	32,681

Source: SOM, 2021

Figure 6.3: Shopko Site Development

Site #	Land Use	GLA / Units
1	Retail	14,400
1	Commercial	16,000
1	Residential - Condo	31
2	Retail	14,400
2	Residential	47
3	Retail	10,800
3	Residential	47
4	Retail - Brew Pub	9,000
4	Residential	24
5	Residential	18
6	Residential	18
Assoc. Bank	Residential	24
Total		64,809

Source: City of De Pere (hypothetical development project presented by the city), 2021

West Downtown Proposed Development Programs

The following tables provide the West Downtown proposed development programming information that was provided to Walker for the planning scenarios previously outlined. More information on the proposed development is included in the figures below, and a map is included in Figure 6.8. Parking needs projections were not provided for Project #6 as the Client indicated this development is not likely to proceed.

Figure 6.4: Project #1 and #2 – Low Density Scenario plus Hotel

Land Use	GLA / Units
Mixed Use	44,250
Residential	29
Project #1 Sub-Total	44,279
Boutique Hotel	60
On-Site Restaurant	1,333
Project #2 Sub-Total	1,393

Source: SmithGroup, 2021

Figure 6.5: Project #3 and #5 – High Density Scenario

Land Use	GSF / Units	GLA Factor	GLA / Units
Mixed Use Commercial	16,000	85%	13,600
Residential	36	-	36
Project #3 Sub-Total	16,036	-	13,636
Mixed Use Space	22,500	85%	19,125
Project #5 Sub-Total	22,500	-	19,125

Source: SmithGroup, 2021

Figure 6.6: Project #4 – High Density Scenario

Land Use	GSF / Units	GLA Factor	GSF / GLA
Mixed Use Commercial	19,000	85%	16,150
Residential	12	-	-
Total	19,012	-	16,150

Source: SmithGroup, 2021

Further development project details are provided below, including a map in Figure 6.8.

Shared Parking Needs Analysis

Methodology

As one task of the Downtown Parking Study, the Client requested Walker prepare a Shared Parking needs analysis to ascertain the approximate number of parking spaces needed to effectively serve the various proposed developments during peak-hour demand conditions. Shared parking leverages the presence of complementary land uses on a site having different periods of peak parking demand, allowing for the sharing of parking spaces among uses in a mixed-use environment, in lieu of providing a minimum number of parking spaces for each individual use. For example, an office building can share parking with residential units because parking demand peaks in the day for the office workers and it peaks in the evening for the residents. This results in an opportunity to provide adequate parking without building more parking spaces than necessary for customers, employees, and residents. Shared parking commonly results in a reduction in the total need for parking spaces and in more efficient use of land dedicated to parking. Shared parking is a cost-effective approach to addressing parking shortfalls, while increasing the capacity of each parking space in the system. This opens more land for uses other than parking and reduces overall development costs, which can have the parallel effect of lowering rents.

Walker's Shared Parking Model is based on the Urban Land Institute (ULI) and International Council of Shopping Center's (ICSC) Shared Parking publication. Walker led a team of consultants in writing the updated Shared Parking Third Edition and it features the most up-to-date parking demand model. The model projects the parking needs of a various types of development from 6:00 a.m. to 12:00 midnight on a typical weekday and a weekend for every month of the year.

A shared parking analysis, in accordance with the 3rd Edition of the *Shared Parking* publication, is the generally accepted methodology for determining the appropriate parking supply for a mixed-use development. The ability to share parking spaces is the result of two conditions.

1. Variations in the accumulation of vehicles by hour, by day, or by season at the individual land uses. For example, office buildings have peak parking needs during the day on weekdays, restaurants have peak parking needs during the evening and weekends, and hotels and residential land uses have peak parking needs overnight.
2. Relationships among the land uses that result in visiting multiple land uses on the same auto trip. For example, a substantial percentage of patrons at one business (a restaurant for example) may be staying at the nearby hotel. This is referred to as the "effects of the captive market." These patrons are already parking and contribute only once to the number of peak hour parkers. In other words, the parking demand ratio for individual land uses should be factored downward in proportion to the captive market received from neighboring land uses.

To determine a recommended parking supply for the proposed developments, which is a mix of hotel, cultural center, office, retail, restaurant, and residential land uses, Walker utilized these shared parking methodologies. The resulting recommended supply for the proposed projects are based on the projected peak hour of design day parking demand. This does not represent the maximum ever generated by the development. In Walker's experience, designing a parking system for the absolute peak busiest day of the year leads to overbuilding of parking spaces. Similarly, one does not build for an average day and have insufficient supply for the peak (if not

multiple) hours on 50 percent of the days in a year. The peak in this analysis refers to the “design day” or “design hour,” one that occurs frequently enough to justify providing spaces for that level of parking activity. The 85th percentile of peak-hour observations is generally recommended by Shared Parking, except for retail shopping, for which the 20th highest hour of the year is employed. **Figure 6.7** provides an illustrative view of the steps involved in the Shared Parking analysis.

Figure 6.7: Steps of a Shared Parking Analysis

Land Use Units (Number of rooms, square footage, etc.)	X	Standard or Base Parking Generation Ratio	X	Monthly Factor	X	Hourly Factor	X	Driving Ratio	X	Non- Captive Ratio	=	TOTAL
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Source: SmithGroup, 2021

Development Program Assumptions

Walker has modeled the projected parking needs based on the following development planning scenarios:

East Downtown

- 1) Front Street Development
- 2) Mulva Cultural Center
- 3) Shopko Site Development

West Downtown

To capitalize on potential shared parking opportunities due to their proximity to each other, Walker combined Projects #1 and #2 and Projects #3 and #5. This allows for a reasonably short walking distance to potential proximate, shared parking supply for development patrons and employees alike:

- 4) Project #1 and #2
- 5) Project #3 and #5
- 6) Project #4

As most development plans are not finalized at this time, and in order to make best use of the Shared Parking model, Walker made the following land use assumptions. Any proposed new parking supply associated with each development is included in the assumptions as well, [in blue](#).

For all proposed developments:

- a) Converted retail and museum space to gross leasable area (GLA). This was achieved by reducing gross square footage (GFA) totals by 15 percent.



East Downtown

1) Front Street Development

- a. Building A retail square footage (sf) is 33% fast casual dining and 67% general retail.
- b. Building C retail sf is half fine dining for the anchor restaurant and half general retail.
- c. Building D retail sf is entirely general retail.
- d. Per the Cultural Plan, residential assumes 18 townhomes, with remaining 60 apartments split up by 20 studio and 40 one-bedroom units.
- e. 124 net new parking spaces are proposed as part of the development.

2) Mulva Cultural Center

- a. The adjacent St. Francis Xavier church should park itself at on-site surface lot and surrounding on-street spaces; church parking need shouldn't overlap with Mulva Cultural Center peak demand times.
- b. 122 net new spaces are proposed.

3) Shopko Site Development

- a. Site 1 retail sf is 33% fine dining and 67% general retail.
- b. Site 1 commercial sf is assumed to be office space.
- c. Site 2 retail sf is 33% fast casual dining and 67% general retail.
- d. Site 3 retail sf is entirely general retail.
- e. Site 4 retail sf is assumed to be entirely the brew pub, per project Excel file, and is modeled as fast casual dining.
- f. Residential assumes units are divided 25% studio, 50% one-bedroom, 25% two-bedroom.
- g. 286 net new spaces are proposed (possible range of approximately 270 to 360 spaces).

West Downtown

1) Project #1 and #2

- a. Project #1 mixed use sf is half general retail, 10 percent fast casual restaurant, and 40 percent office space.
- b. Residential units are one third studio and two thirds one-bedroom units.
- c. Hotel restaurant is assumed to draw some outside, non-hotel patrons.
- d. Mixed-use building proposed to replace bank building was not modeled due to lack program of information.
- e. 12 net new parking spaces are proposed as part of the developments.

2) Project #3 and #5

- a. Project #1 mixed use sf is half general retail, 10 percent fast casual restaurant, and 40 percent office space.

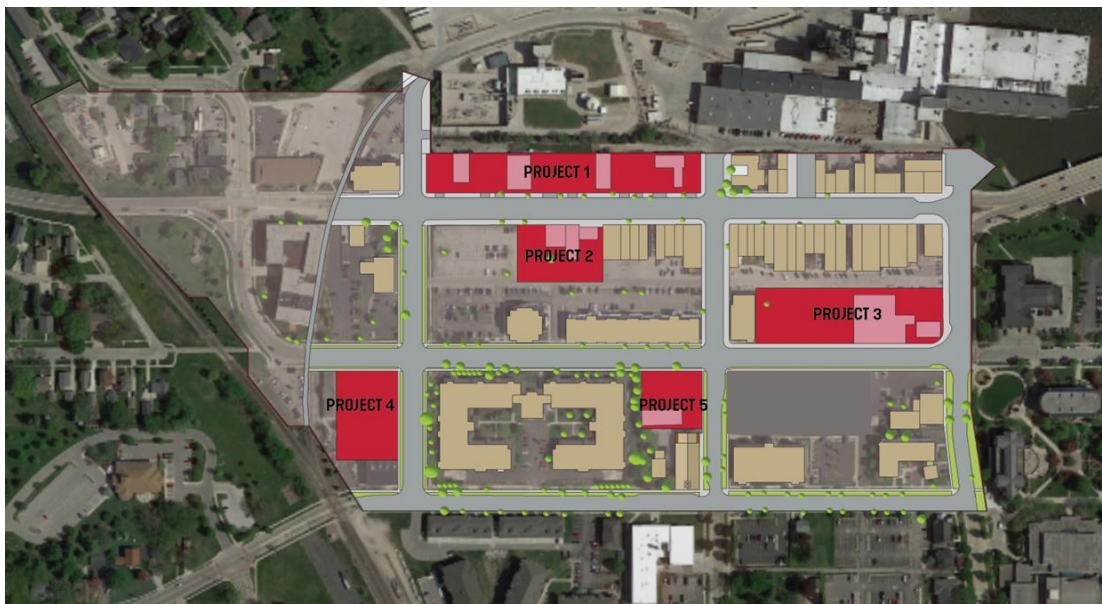
- b. Residential units are 25 percent studio, 50 percent one-bedroom, 25 percent two-bedroom.
- c. 124 net new spaces are proposed as part of the developments.

3) Project #4

- a. Mixed use sf is half general retail and half office space.
- b. Residential units are one third studio and two thirds one-bedroom units.
- c. 37 net new spaces are proposed.

A map highlighting the conceptual development projects in West Downtown is presented below.

Figure 6.8: West Downtown – Hypothetical Development Project Locations



Source: SmithGroup, City of De Pere (hypothetical development projects presented by the city), 2021

Standard or Base Parking Generation Ratios

Simply put, the base parking demand ratios represent how many spaces should be supplied to each use if the spaces are unshared, and the subject development is in a suburban context where the driving ratio, or mode split, is at or near 100 percent. The following table documents the weekday and weekend base parking generation ratios employed in this analysis. Walker utilizes ULI's *Shared Parking* ratios that are informed by thousands of field parking occupancy studies performed by dozens of parking and transportation professionals over the past several decades. These ratios have been vetted by a team of consultants who specialize in parking demand analyses and who mutually agreed upon the use of these ratios prior to the publication of *Shared Parking*. **Figure 6.8** documents the base ratios utilized in this analysis.

Figure 6.9: Standard or Base Parking Generation Ratios

Land Use	Weekday			Weekend			Unit
	Visitor	Employee	Total	Visitor	Employee	Total	
Retail							
Retail (<400,000 sq feet)	2.90	0.70	3.60	3.20	0.80	4.00	ksf
Food and Beverage							
Fine Dining	13.25	2.25	15.50	15.25	2.50	17.75	ksf
Fast Casual Dining	12.40	2.00	14.40	12.70	2.00	14.70	ksf
Museum	4.00	0.40	4.40	4.50	0.50	5.00	ksf
Hotel and Residential							
Hotel	1.00	0.15	1.15	1.00	0.15	1.15	keys
Restaurant/Lounge	6.67	1.20	7.87	7.67	1.33	9.00	ksf
Residential							
Studio Efficiency	0.10	0.85	0.95	0.15	0.85	1.00	units
1 Bedroom	0.10	0.90	1.00	0.15	0.90	1.05	units
2 Bedrooms	0.10	1.65	1.75	0.15	1.65	1.80	units
3+ Bedrooms	0.10	2.50	2.60	0.15	2.50	2.65	units
Office							
Office	0.20	2.60	2.80	0.02	0.26	0.28	ksf

Note: ksf = 1,000 square feet

Source: Walker Consultants, 2021

Presence Factors

After the development's land uses have been quantified and base parking generation ratios have been applied to these land use quantities, adjustments are made to account for parking demand variability by hour of day and month of year. This is referred to as a "presence" adjustment. Presence is expressed as a percentage of peak potential demand modified for both time of day and month of the year. The fact that parking demand for each component may peak at different times generally means that fewer parking spaces are needed for the project than would be required if each component were a freestanding development.

Drive Ratio (Transportation Mode Split)

A drive ratio, or transportation mode split adjustment, is the percentage of patrons and employees that are projected to drive to the site in a personal vehicle, expressed as a ratio. This excludes all non-driving modes of transportation including ride-hailing (Uber/Lyft), taxi, shuttle bus, public transit, biking, e-scooters, and walking. Drive ratio adjustments were made to the base ratios based on commuter survey data provided by the United States Census Bureau's 2019 American Community Survey via the DATA USA online database. The results of the US Census survey for the Green Bay metropolitan area may be found in Figure 6.9. Please note, the City of De Pere's current drive ratio may be slightly higher than what is presented here as the city recently lost its local bus route and has limited multi-modal regional trails. The drive ratio was retained at 92.1% as this is based on the best data available.

Figure 6.10: Drive Ratio (Transportation Mode Split)

Green Bay, WI MSA		
Mode of Transportation	% of Total	Drive Ratio
Drove Alone	84.0%	92.1%
Carpooled	8.1%	
Work at Home	5.1%	
Walked	1.3%	7.9%
Public Transit	0.7%	
Other	0.8%	
Total	100.0%	100.0%

Source: US Census, 2019

According to 2019 US Census data, approximately 92 percent of Green Bay area resident's commute to work via private vehicle, either alone or as part of a carpool. Walker modeled the office commuter drive ratio at 92 percent and modeled the retail/dining/miscellaneous customer and service employee drive ratio at a slightly reduced 90 percent due to the potential increased use of bikes, Uber/Lyft, taxis, shuttles, and/or public transit. The resident vehicle ownership rate was modeled at 98 percent, which was provided within the same Green Bay MSA census documentation.

Non-Captive Adjustment

A Shared Parking analysis recognizes that people often visit two or more land uses housed within the same mixed-use development site, without increasing their on-site parking use. For example, an office worker who walks to a next-door restaurant for lunch but arrived at the site originally by car creates parking demand for one, not two parking spaces. A non-captive ratio allows for an adjustment to the shared parking analysis by considering the portion of on-site visitors who are already accounted for as office parkers and are therefore not creating additional parking demand. In this example the restaurant demand is captive to the office demand and therefore care must be taken in the analysis to avoid double counting. This double counting is avoided by applying what is referred to as a "non-captive ratio". Non-captive ratios can vary from one property to the next and from one land use to the next within the same property. The non-captive ratios included herein are intended to be reasonable and appropriate adjustments.

Future Downtown Parking Supply

As part of the future conditions analysis, Walker layered in the projected new development parking demand with the existing parking supply and demand in both east and West Downtown. The supply for any facility outside of the core downtown area, that would be outside a comfortable walking distance for patrons and employees of the various proposed developments, was excluded from this analysis. The accompanying existing demand from these facilities was excluded as well. Further, the supply of existing surface lots that are slated to be removed for new development was excluded from the analysis, however the existing demand was incorporated as these current parkers will need to park elsewhere in the system.



East Downtown

In East Downtown, the large surface lot at Voyageur Park was excluded from the analysis, as well as the smaller surface lots around it in the northwestern corner of the East Downtown study area. These lots are outside of a comfortable walking distance from the core development areas to the south and east. This includes a total supply of 344 spaces, and the existing demand of 145 vehicles, at the peak demand period. Further, Walker excluded the ramped surface lot (105 spaces) at the northwest corner of Main Avenue and Broadway, as the Front Street development is slated for this parcel. Walker did, however, include the peak existing demand (13 vehicles) for this lot, as it is likely these parkers will need to park elsewhere in the system when the lot is demolished. Additionally, police, city vehicle, and other reserved spaces and associated demand at the city Hall lot were removed from the analysis.

West Downtown

In West Downtown, Walker excluded the public surface lots west of the railroad tracks (De Pere Community Center, community pool, and the small gravel lot off 6th Street) as these lots are removed from the core, walkable downtown area and proposed new development sites. This sums to a total of 239 spaces and a demand of 43 parked vehicles. Further, Walker removed the supply (a total of 208 spaces) for the two lots that are potential development sites – the large private lot at the southeast corner of Main Avenue and 5th Street, and the Nicolet Square Lot. However, the peak existing demand from these lots (103 parked vehicles) was included in the analysis as these parkers will likely need to find a new location to park within West Downtown.

Effective Supply Factor

Before summing projected parking demand with existing demand and comparing to the future proposed parking supply, Walker applied an effective supply factor (ESF). The effective supply factor is utilized to allow for an operational cushion within the total amount of spaces. The effective supply allows instances where a portion of the supply may be offline for construction, routine maintenance, or mis-parked vehicles taking up more than one space. The effective supply is what is ultimately compared to parking demand to determine the parking adequacy (surplus/deficit) of the system. Effective supply adjustments vary based upon the amount, type, and user group of the subject parking facility, but typically represent 85% to 95% of the total capacity of the system. Walker applied an ESF of 93 percent for off-street spaces, and 95 percent for on-street spaces. The ESF was applied to both existing parking supply and proposed new parking supply.

Future Parking Needs Analysis Results

Walker compared the projected parking need for each proposed development with the proposed net new effective parking supply. Walker assumes each development will be fully completed as proposed in the October 2021 site plans and programming information. Additionally, Walker added the existing supply and demand conditions for on- and off-street parking, accounting for downtown walkability and the loss of supply due to new developments, as discussed earlier. Walker then summed the parking adequacy (or deficit) for each scenario as presented in the Figures 6.11 and 6.12 below.

Figure 6.11: East Downtown – Future Parking Needs Summary

East Downtown Development	Future Proposed Parking Supply	ESF Factor	Future Proposed Effective Supply	Projected Peak Parking Need	Parking Adequacy / (Deficit)
Front Street	124	93%	115	202	(87)
Mulva Cultural Center	122	93%	113	163	(50)
Shopko Site	286	93%	266	457	(191)
Existing Conditions - On-Street	243	95%	231	92	139
Existing Conditions - Off-Street	492	93%	467	206	262
Total	1,267	-	1,183	1,110	73

Source: Walker Consultants, 2021

Considering East Downtown in its entirety, Walker projects an overall parking surplus of approximately 73 spaces during peak parking demand conditions. While each individual development is projecting a parking deficit (ranging from 50 spaces for the Mulva Cultural Center to 191 spaces for the Shopko Site development), when using available parking supply in current on- and off-street spaces, a slight parking surplus is projected to occur. While each individual development may consider additional on-site parking to satisfy their own peak demand needs, East Downtown as a whole is projected to have sufficient supply to satisfy demand.

Note that while surpluses are anticipated, the Common Council, in concert with stakeholders, must evaluate the community's walking tolerance in accessing parking and balance this with other project opportunities and constraints.

Figure 6.12: West Downtown – Future Parking Needs Summary

West Downtown Development	Future Proposed Parking Supply	ESF Factor	Future Proposed Effective Supply	Projected Peak Parking Need	Parking Adequacy / (Deficit)
Project #1 & #2	0	93%	0	163	(163)
Project #3 & #5	124	93%	115	156	(41)
Project #4	37	93%	34	52	(18)
Existing Conditions - On-Street	235	95%	223	39	184
Existing Conditions - Off-Street	108	93%	100	186	(86)
Total	504	-	473	596	(123)

Source: Walker Consultants, 2021

When considering West Downtown in its entirety, Walker projects an overall parking deficit of approximately 123 spaces during peak parking demand conditions. Please note this would consider each development, plus the existing parking market, at typical peak (non-special event) demand conditions. Like East Downtown, each individual development is projecting a parking deficit (ranging from 18 spaces for Project #4 to 163 spaces for Projects #1 and #2). During typically busy peak demand conditions, with full build-out for each proposed



development, West Downtown will likely experience an effectively full parking condition, and/or a parking deficit. Parkers may be required to use outer lots in peripheral areas (i.e., the community center and pool lots) or park on-street in residential areas.

Important note: Developers should be required to perform formal parking studies for each proposed project once specific plans are finalized; studies should include developer plans for providing off-street parking and managing transportation and parking demand. Developer-provided studies should be required either as part of the zoning code or under TIF agreements when financial assistance is requested. Additionally, ongoing conditions need to be evaluated after new land uses (and associated parking supply are added), and after the city enacts changes recommended in this report.

More information on parking modeling can be found in this report's appendix.

Recommendations on accommodating parking needs with expected future development are included in Chapter 7 below.



7

Recommendations

Introduction

This Chapter provides detail parking operations and management recommendations, well as an implementation plan with relevant considerations. There are a wide variety of policy, program, and infrastructure strategies that municipalities and parking operators can employ. Care was taken to present customized strategies most relevant to the City of De Pere.

Strategic Recommendations

Recommendations provided herein are meant to address the specific needs, issues, and opportunities identified through the evaluation process. Recommendations are provided below according to the following categories:

- Policy, Parking Operations, and Management
- Communications, Wayfinding, and Marketing
- Personnel, Organization, and Community Engagement
- Accommodating Parking Needs with Expected Future Development

The implementation plan following the recommendations should serve as the city's workplan as it moves forward to enact changes to how it operates and manages parking following this parking study.

Policy, Parking Operations, and Management

A fundamental shift in how the City of De Pere manages short and long-term parking is needed. Such a shift represents a significant departure from how things currently operate, and the most consequential changes recommended in this plan. These recommendations respond to needs and issues identified throughout the stakeholder engagement and existing conditions evaluation phases of this project.

The modified management approach will necessitate downstream strategies and modifications. It is for these reasons that this category of recommendations is presented first. Recommendations are provided below for on-street parking and off-street parking.



On-Street Parking Recommendations

Implement On-Street Short-Term Parking/Loading Zones

Two 20-minute parking spaces are located on Main Avenue near 4th Street in West Downtown. To facilitate short-term parking and the loading and unloading of passengers and goods across the city, a minimum of one (1) 20-minute should be located on each block face within the core commercial areas of West Downtown (i.e., Main Avenue and Read Street) and East Downtown (i.e., Broadway Street, Wisconsin Street, James Street, George Street). These spaces should be clearly marked and enforced, placed on each block face, located near corners to facilitate maneuvering, and should be placed on the far side of the intersection (after the intersection in the direction of travel).

Institute Revised On-Street Parking Time Limits in East and West Downtowns

Several on-street block faces in East and West Downtowns currently have open, unrestricted parking, including Main Avenue west of 4th Street in West Downtown. It is recommended that on-street parking time limits be recalibrated and set for the areas that encompass West and East Downtowns. All on-street block faces within the downtown area should be managed. The city should develop maps and communicate information to stakeholders and the public. Recommended on-street time limits within the defined boundary are as follows:

- 3-hour parking, enforced Monday – Saturday, 9 am – 6 pm
- 6-hour parking, enforced Monday – Saturday, 9 am – 6 pm

3-hour parking should be located near the core commercial areas, and 6-hour parking should be located further out. It is preferred that employees and others parked all day for work or other purposes should park in the long-term no time limit off-street parking facilities described below. Enforcement of on-street parking time limits should be performed with mobile license plate recognition (LPR) cameras. Recommended boundaries and block face time limits are included in 7.1 below.



Be Deliberate About Expanding Managed On-Street Parking Areas

With the growth and development of West and East Downtowns, the city should monitor on-street parking on streets near both West and East Downtown for spillover parking effects and the need for increased management. Recommendations include:

- Painting on-street spaces is not necessary. It limits on-street parking capacity (since some smaller vehicles may not occupy an entire painted on-street space) and necessitates ongoing maintenance. Drivers can assume that parking is permitted anywhere along an on-street block face unless signage otherwise indicates no parking is permitted.
- Time-limited parking should be considered for commercial and mixed-use areas in need of parking turnover to support adjacent land uses. Time limited areas need to be enforced consistently to be effective and achieve desired outcomes. Recommended on-street parking is included in Figure 7.1 below.
- Signage should be used to indicate parking management rules and restrictions.
- St. Norbert College students, faculty, or staff parking long-term along city streets is not a viable parking solution for these user groups. The city may need to expand on-street parking management in areas that are being impacted by St. Norbert College parking (e.g., in residential and/or commercial areas in need of on-street parking turnover). The city should work collaboratively with the College to ensure long-term parking needs of faculty, staff, and students are being accommodated appropriately.
- Predominantly residential streets that see occupancies of over 80% and/or observed or reported issues with long parked vehicle lengths of stay should be considered for implementation of residential parking pass programs. Under such a program, time limits would be in place during the day for all vehicles that do not have a valid residential parking pass. A limited number of passes would be sold to those with a residential address in the managed parking pass zone. The residential parking pass would allow residents to park beyond posted time limits during enforcement hours.

Monitor On-Street for Future Implementation of Paid Parking

Paid on-street parking is not recommended at this time. Paid parking is beneficial as a tool to manage on-street parking supply and encourage consistent parking turnover and the appropriate balance of parking demand



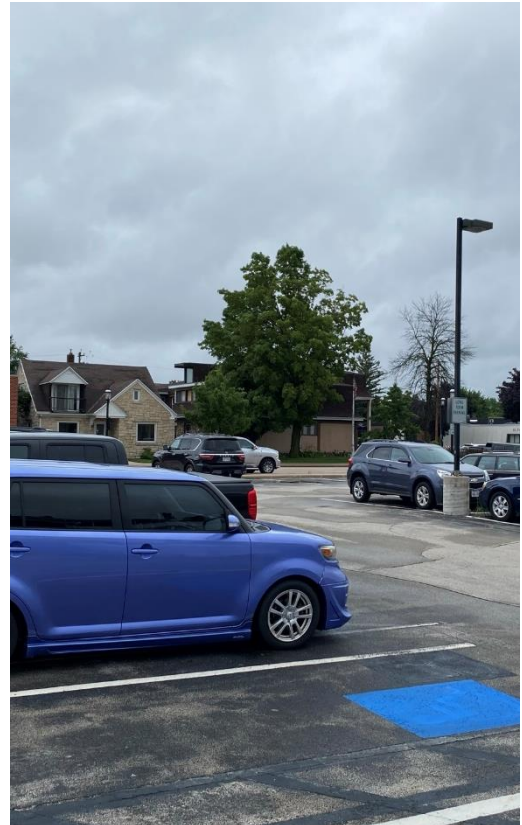
throughout an area. The city should monitor reports about on-street parking pressures and collect parking occupancy data across all managed / time-restricted block faces at least four times per year (once per season). On-street parking should be considered if there are consistent length of stay violations and/or parking occupancies consistently exceed 80%.

Off-Street Parking Recommendations

Introduce a Parking Pass Program for Off-Street Long-Term Parking

The introduction of a revamped program for long-term parking passes and long-term parking management across all public off-street parking facilities is recommended. The following types of long term parking passes should be offered:

- Resident, which includes overnight parking privileges:** These passes allow for 24/7 long-term parking privileges in all off-street parking facilities, with full exemption to all posted time limits. Resident passes should not grant reserved parking privileges. That is, resident passes do not guarantee residents access to a specific parking lot and/or a specific space. If the city desires, resident parking pass holders could also be issued small retroreflective bumper stickers for enforcement and city personnel to quickly identify their vehicles as being allowed to park overnight. Resident parking passes would allow for unlimited use on an ongoing basis as long as the resident maintains a valid, paid account.
- Resident guest parking, which includes overnight parking privileges:** Residents should be allowed to request access to 24-hour guest parking passes. The parking passes provide exemption to posted time limits and allow for overnight parking.
- Business/employee:** Businesses should be allowed to purchase up to five (5) parking passes for ongoing use by business owners and employees (the city may wish to increase the limit over time if supply and demand warrant). These parking passes provide exemption to posted time limits for employees and business operators who wish to park in 3-hour parking lots. These parking passes do not provide overnight parking privileges. Business operators and employees who do not wish to purchase a parking pass may park during the day with no time limits in long-term lots. Business/employee parking passes would allow for unlimited use on an ongoing basis as long as the business/employee maintains a valid, paid account.
- Daily:** These parking passes allow for exemption to time limits in short-term parking lots for those parking on a specific day. Those coming for the day who wish to park for more than 3 hours without a pass may park in long-term off-street facilities or the 6-hour time limited on-street locations.



Facility-specific recommendations for implementing a revamped long-term parking pass program and managing short and long-term parking demand is included below. Also included below is cost and technology information related to parking pass management implementation.

Implement Modified Short and Long-Term Parking Management Approach

A new approach to managing short and long-term parking needs is recommended for implementation across all public off-street parking facilities in West and East Downtowns. This approach will be a departure from current conditions but is designed to address identified needs and issues and improve user satisfaction. The approach is meant to be simple and balance short and long-term parking needs. The city should implement a deliberate communications and marketing campaign in advance of program changes and in accordance with recommendations below. Clear signage should be in place before system implementation. The city should consider implementing the program first in one part of downtown (i.e., East or West) to ensure smooth operation before implementing citywide.

Two types of off-street parking facilities are recommended, described below. **Under this recommended approach, short-term parkers (parked under 3 hours) will experience no change in the current ways in which parking operates in these lots. The time limits and enforcement schedule will be the same as it currently is. The recommended changes give parking pass holders long-term parking privileges and simplify parking lot operations and enforcement by removing space-specific short and long-term space signage and competition for specific spaces in comingled lots.**

All current facilities are recommended for transitioning to the following:

Short-Term Parking, 3-Hour Time Limit, Or By Parking Pass

These parking lots are recommended to be indicated by green color coding and signage and are recommended in areas close to key destinations and nodes. Vehicles without parking passes may park in these lots for up to three hours. Those with a long-term parking pass (i.e., residents, business owners, employees, residential guests, or daily visitors) may park beyond the three-hour posted time limit in any of these marked facilities. Short-term and long-term parkers may park in any space within these facilities. Individual spaces will not be marked for short or long-term use, thus there is no competition for individual spaces within these facilities. Parking in these facilities will be first-come first-served. If parkers cannot find a space in a specific lot, they can simply find another short-term 3-hour marked lot and the same rules apply.

Lots should be marked with signs that read “3-Hour Parking Only, Except Vehicles with Valid Long-Term Parking Pass. Enforced Monday – Saturday 9:00 a.m. – 6:00 p.m.” No overnight parking should be allowed in these lots other than by vehicles possessing a resident or resident guest parking pass which allows overnight parking.

Long-Term Parking, No Time Limit Parking Lots

These parking areas are recommended to be indicated by gold color coding and signage and are recommended for areas further from key destinations and nodes. Vehicles may park in these lots for as long as they wish, and no parking pass is required. However, no overnight parking (11:00 p.m. to 6:00 a.m.) should be allowed other than by vehicles possessing a resident or resident guest parking pass.

The recommended on and off-street parking management approach is depicted in Figure 7.1 below. Note that certain gold facilities that are further out are noted as “Overflow Parking,” to be used as needed. Note that ADA parking spaces would not be impacted by posted time limits.

Figure 7.1: Recommended On and Off-Street Parking Management Approach



Source: Walker Consultants, 2022

Implement An Integrated Virtual Parking Pass and Mobile License Plate Based Enforcement System

An integrated virtual parking pass and license plate-based enforcement system is recommended to manage off-street parking and the new long-term parking pass system. The virtual parking pass system would provide for online customer application and registration for the various types of long-term parking passes. Payments and account administration would be handled by the platform for all long-term pass holders. The system uses parking pass holder license plates as the parking credential.

The system should provide backend program administration access, and access to ongoing data analytics, and should be fully integrated with a mobile LPR used for enforcement. The parking pass system should be set to require regular renewal of parking passes to avoid extraneous passes in the system from users that no longer need them. The virtual system should offer online user application features, billing, the ability to manage user accounts, vehicles, and plate numbers, and allow for auto-renewal.

In addition to a virtual parking pass system, the mobile license plate recognition is essential to operating the off-street management approach recommended herein. The license plate is the credential in this system. The city should purchase and deploy one mobile LPR unit (if current appropriate technology is not available) affixed to a city fleet vehicle. The easiest approach is for the city to procure a comprehensive and integrated LPR and virtual solution from a vendor at the same time.

Vehicles should make regular passes through all time-limited (3-hour and 6-hour) on-street and off-street parking facilities. Enforcement runs should ideally be made at intervals corresponding with just longer than posted parking time limits.

Enforcement times throughout the week should be varied so as not to create predictable patterns for parkers. Depending on conditions like user patterns, downtown events, and occupancy levels, there may be times where the city wishes to increase or decrease enforcement.



A virtual parking pass and license plate-based enforcement system is recommended to manage off-street parking facilities and the new long-term parking pass program.

Source: Walker Consultants, 2021



An illustration of how enforcement would work is as follows: During each enforcement run, the LPR would read each license plate and cross-check each with the virtual parking pass database to confirm if the vehicle is a parker possessing a valid parking pass, or a transient/hourly parker. If a license plate is identified as a transient/hourly parker, the first instance this license plate is read represents the effective start of that vehicle's transient/hourly parking session. If the next time the enforcement vehicle drives through the lots the same transient license plate is still parked, then the vehicle is identified as being in violation of the posted time limit and the LPR reads a "hit." A citation could then be issued.

Paper citation tickets can be written during enforcement. E-citations are also possible. Mobile LPR units can be used to enforce other surface lots and/or on-street parking as needed. As with any parking enforcement, the city will need to determine its goals around the rigor of parking enforcement and compliance relative to delivering a satisfactory level of parking availability and the desired level of customer service.

Discussions with one market vendor (T2 Systems) yields a total estimated year-one capital cost of \$60,000 - \$65,000, provided as a starting point for budgeting purposes. This parking pass and enforcement package would include the following:

- One (1) vehicle mounted LPR unit (assume reuse of an existing city fleet vehicle);
- Virtual parking pass system integrated with mobile LPR;
- One (1) handheld device for issuing ticket;
- One (1) backend city user administrative account for monitoring and performance management; and
- Customer-facing portal for parking pass requests and account management.

Under this approach, the city would retain physical ownership of equipment and would need to pay to replace equipment outside of the warranty period and at the end of useful lifespan. POF stations may be leased if desired. Ongoing costs include ongoing subscription and support fees for the comprehensive system at approximately \$16,000 per year. **Please note that Walker is vendor neutral. The city should contact several vendors and obtain a variety of quotes to select one that best meets its needs. Note that the values presented are costs based on the information available at this time. All values are based on 2022 dollars and do not account for inflation. Final costs will be determined by desired specifications and a range of factors, including current market conditions. Final costs should be refined through formal specifications, and a formal Request For Proposals (RFP) and a procurement process.**

Calibrate Parking Pass Numbers and Parking Pass Rates for Effective Ongoing Parking Management

Beyond capital and ongoing costs for LPR and the virtual parking pass/enforcement platform, existing staff and resources can be reallocated to operate the recommended off-street parking approach. Analysis indicates that to recover costs of program administration (this includes LPR/virtual parking pass, and enforcement system ongoing costs, not the costs of labor or fleet vehicle fuel, for example), the city would need approximately \$20,000 annually. It is difficult to ascertain at this time how many long-term resident, business/employee, and guest parking passes will be in demand in De Pere. The number may be in the 100 – 500 range initially and would be expected to change as the downtown grows and new residents, businesses, parking demand generators, and parking supply is added.

The number of active long-term passes relative to overall peak parking demand and the total number of off-street spaces should be continuously monitored to ensure enough parking is available for both short and long-term users. As an initial target, the number of active long-term parking passes should not exceed 25% of the total number of off-street public parking spaces available (25% of 1,506 off-street spaces = maximum of 376 active parking passes). The city should conduct regular occupancy counts of short and long-term parkers in all public parking facilities. Parking occupancies in off-street parking lots should not regularly exceed 85%. Exceeding this level, facilities are effectively full, and parking becomes exceedingly difficult to find for users, particularly for transient users. Additionally, the city should monitor lengths of stay in popular, close-in parking lots to ensure that these lots are not overly dominated by long-term parkers. If this is the case, certain select lots may need to be managed differently to ensure short-term parking is available.

The City of De Pere must navigate any negative feedback against instituted fees for long-term parking passes. The city should undertake a deliberate and comprehensive public communication and education process well before implementation. Implementation should be considered via phased approach. Such a campaign should focus on the benefits of an easier, more convenient, and more equitable parking system focused on compliance instead of punitive enforcement. Communication should stress that parking pass fees are used only for the express purpose of managing the new parking program for enhancement of convenience and access for long-term parkers. Parking passes are not required to park in the short-term, and short-term parkers will be able to park in any space in designated lots, instead of having to look for specific space signage as they must do now.

Since it will take the program some time to be implemented and the public to get accustomed to parking passes, the city may not be able to recover all year 1 and year 2 program expenses with parking pass sale revenue. Other funds may need to be allocated to make initial capital investments. An initial rate of \$5 per month per business/employee parking pass and \$15 per month per resident parking pass is recommended for consideration (Stevens Point charges \$25/month for long-term parking passes). The city could elect to start rates at a lower level than this and increase gradually over time to mitigate the impact. Parking rates at any potential future parking structures in De Pere should be structured separately of the rates recommended herein for current surface parking facilities.

Resident parking passes are more expensive because they allow for overnight parking privileges. Resident guest and daily passes should be sold for \$3 as a start. Selling 200 business/employee passes and 100 resident passes at the \$5/month and \$15/month rates, respectively, would yield \$30,000 in annual revenue, compared to approximately \$20,000 in annual ongoing costs.

Implement a Strategic Goal of Efficient Off-Street Parking Management

Note that in off-street parking facilities, industry standards indicate that at 85 – 90% occupancy, the parking facility is considered effectively fully. At these occupancy levels, available parking spaces are increasingly difficult to locate for users, particularly those who are unfamiliar with the area. Parking is expensive to build, maintain, operate, and manage. Increasing use efficiency of existing parking should always be the priority before building new parking assets. With effective communications, marketing, wayfinding signage, and operations and management, the City of De Pere can effectively manage its parking facilities at or even above these occupancy levels. This will ensure all parking facilities are being used as efficiently as possible.

Implement a Formal City-Led Shared Parking Program

Implement a district-level shared parking approach in downtown De Pere with the help of the maintenance of an information database that is regularly updated, containing information about the location of parking, and parking occupancy and rate information. The City of De Pere could serve as a parking “clearinghouse,” connecting employers, landlords, developers, and others with parking resources. Moreover, the city should create and share a standard shared parking/joint use template for private parties to use and review with their own legal counsel in brokering agreements.

Consider a Parking Utility Fee Program to Fund Public Parking and Mobility Improvements

The city should consider implementing a parking utility fee program where downtown business owners would pay into a fund used to make streetscape, or parking and mobility improvements downtown. Deliberate communication and stakeholder engagement would be required for such a program to ensure businesses understand that these fees are used separately from the parking pass fees implemented to fund ongoing parking management and enforcement.

Implement Best Practices for Event Parking Management

De Pere hosts several events downtown, which include seasonal events such as the Farmer’s Market, Trick or Treat Downtown and De Pere Holly Day. These increased levels of congestion not only affect traffic and parking operations but increase the conflicts between vehicles, pedestrians, bicycles, and transit providers. Strategies and recommendations for event parking best practices include:



Identifying and leveraging locations for off-site event parking such as Voyageur Park, the north parking lots near Shopko, and parking near the De Pere Community Center

- Leverage shared-parking agreements for peak parking needs during events
- Locate and establish flexible curb zones to handle event passenger pick-up and drop-off
- Develop a parking communication and event signage plan for special events.
- Add parking ambassadors during special events.
- Evaluate the potential to add bike parking in existing off-street public parking facilities and in one or more on-street spaces.

The city should develop a specific event parking management plan for downtown events to reduce congestion, avoid conflicts and efficiently move people and vehicles.

Strategically Add Electric Vehicle Chargers and Require Chargers for New Developments

There is a growing need for electric vehicle (EV) chargers with increased adoption of EVs, federal tax credits and incentives, and continued investment in the technology in the form of dedicated federal infrastructure funding. The city should consider installing Level 2 chargers (one in East Downtown, and one in West Downtown is recommended as a starting point) to serve existing need. There are a variety of approaches to paying for installation of the charging infrastructure and the power itself, depending on how much the city wants to spend and how much cost it wants to pass on to the customer; the city has control over the costs it incurs versus those customers would incur.

Some EV charging companies (e.g., ChargePoint) offer a “hardware-as-a-service” model where the charger is installed and maintained for an ongoing fee that the city would pay to the company. If costs are passed on to customers, those wishing to charge their vehicles would pay a charge fee via a mobile application. The actual cost of the power can be taken on by the city or passed on to the customer as part of the use/charge fee.

In addition to installing EV chargers in existing facilities, policy should be established to require EV chargers as part of new developments. Industry standards indicate that 2-4% of spaces in new parking garages should be EV chargers, or at least EV charger “ready” (with proper power and accommodations).

Consider the Adoption of a College Development Zoning District

The city should consider the establishment of a special zoning district around St. Norbert College that would set a specific form and function for the area for new development. The district would require that all new development proposed within the area prepare and provide a parking study to ensure parking needs are being met without causing widespread spillover impacts.

Communications, Wayfinding, and Marketing

All communications, wayfinding, and marketing recommendations should be coordinated and integrated with past wayfinding and signage planning the City of De Pere has completed.

Change Off-Street Parking Naming Structure

To facilitate messaging and communication, and to ease confusion and create an understanding among parkers, a new off-street parking nomenclature is recommended. This naming convention should be consistent with the off-street parking management recommendations provided herein. Walker recommends the establishment of green lots (short-term, parking pass required for long-term parking) and gold (long-term, no parking pass required) lots. Lots should be named Green Lot 1, Green Lot 2, Gold Lot 1, Gold Lot 2, etc. or something similar that is recognizable. Recommended lot names and designations are included in Figure 7.1.

Launch a Park De Pere Branding, Communications, and Marketing Campaign

This marketing initiative should focus on strategic communications and branding of parking in the downtown. This initiative will create a Park De Pere brand and logo to help educate visitors and residents on where they can park and provide information on all parking related services, including expanding the reach to digital platforms.



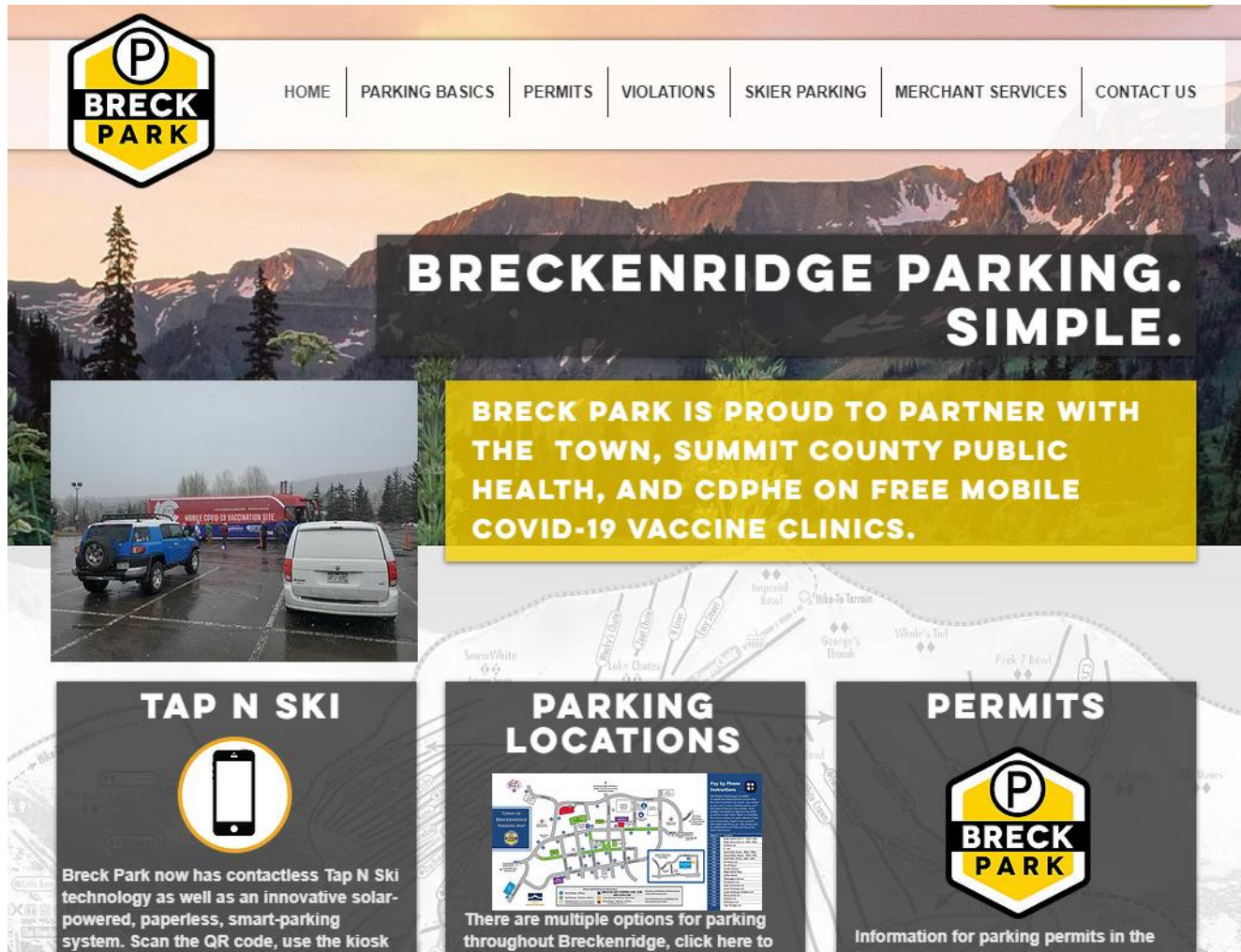
Left: Prominent, branded signage indicating parking facilities is recommended. Sign branding should correspond to branding all parking communications. Source: Platteville.org; Guidestudio.com

Right: An example of parking branding and leveraging parking as an economic development tool. Source: <https://alliewaymarketing.com/>

Update City Website with Clear Downtown Public Parking Information

In addition to consulting online sources for restaurant recommendations and points of interest, people visiting a city for the first time will also often look online for parking information. Providing easily accessible and clear parking information online can greatly reduce the stress experienced by first-time or infrequent visitors to a city.

Currently, information about public visitor parking in Downtown De Pere is not easy to find online, especially maps identifying parking locations. Parking maps are detailed, but difficult to identify available public parking clearly and quickly. The city should provide an updated parking map that clearly shows where public parking is available. Additionally, the city should work with stakeholders (e.g., Definitely De Pere) to build an upgraded website with parking information as part of a comprehensive De Pere parking brand, with a special focus on parking information for downtown visitors. The website could be linked on the city's homepage under a lead-in about finding out more information on how to access and park downtown.



Comprehensive branding around parking in De Pere, and a parking website, is recommended. All engagement should be consistent with the brand created. Source: BreckPark



Clear, color-coded parking maps should be developed and incorporated with the branding and communications campaign. Source: <https://allieawaymarketing.com/>

Update Signage at Key Locations to Include Parking-Related Information

Parking directional messaging should be installed on either existing or future directional signs located at key decision points within the downtown.

Install Updated Entry and Location Signage at all Publicly Accessible Parking Facilities

Consider placing parking branding signs at entries to all publicly accessible parking facilities. The signage should incorporate a facility name and other visual cues letting visitors and residents know that this facility is for public parking, like prominently displaying “public” or the universal “P” symbol.

An important component of any parking system is the customer experience. The way in which parking facility locations, space availability, time restrictions, parking rates, and other aspects of the system are communicated to the public greatly influences customer experience. Parking information can be delivered through a variety of different ways, the most effective method involves a combination of a uniform wayfinding system and easy to locate online resources. A uniform parking wayfinding system clearly guides visitors and patients to all publicly available parking within an area. This not only improves the overall efficiency of the parking system but also reduces the time spent circulating for parking, which creates a safer environment for both drivers and

pedestrians. Additionally, providing easily accessible and clear parking information online can greatly reduce the stress experienced by first-time or infrequent visitors.

Key Concepts and Guidelines

The primary objective of wayfinding signage is to assist in the navigation of different users and provide a sense of shared identity through different environments. Walker has created the following key concepts and guidelines to be followed when designing and addressing any issues related to wayfinding and signage.

Most wayfinding signs can be grouped into one of four types: identification, directional, informational, and regulatory signs. When developing a wayfinding system, you'll need to understand the difference between each to help create an efficient sign system.

- **Identification Signs** – Let you know that “you are here” such as a gateway sign into a downtown
- **Directional Signs** – Tell you which way to go and are usually shown with arrows or distances/times
- **Informational Signs** – Provide you with additional information, such as a map with different destinations
- **Regulatory Signs** – Tell you different rules and regulations

All new signage should address the following design elements: colors, fonts, messaging, identity, placement, consistency, and continuity.



Identification



Directional



Informational



Regulatory

Personnel, Organization, and Community Engagement

Create a Single City Parking Entity and Consolidate All Parking and Mobility Services

Parking management is currently spread across several city units including Police, Public Works, and Development Services. Centralization of parking program operations, enforcement, and management is recommended under a single staff person, ideally a parking manager, under a distinct parking and transportation department. This person's primary responsibility should be to lead system management, budgeting, space and parking pass allocation/distribution, enforcement, communications, and customer service. The division would have authority and autonomy for strategic and daily parking system operations and management and would coordinate with other city entities. The division should be able to collect user fees (e.g., parking pass fees, fees-in-lieu of parking) but should be tied to the city general fund (rather than be a separate self-sustaining parking authority or enterprise). Continued support from the general fund is anticipated to be needed to cover parking division expenses as on-street parking is unpaid and ongoing revenues collected are anticipated to be relatively modest. The city should determine the extent to which full parking management cost recovery should occur (i.e., with revenue collected matching all expenses) versus support from the general fund.

Additionally, the parking division director/manager would be responsible for strategic planning and leadership. Strategic leadership should include implementing this parking study, seeking partnerships and opportunities, being involved in planning and economic development projects, identifying, and mobilizing internal resources and funding, guiding messaging, and establishing trust and communications.

Develop a Mission Statement that is Supported Across City Departments

Critically important is the creation of a parking mission statement, one that frames and objectives, and serves as a guidepost of ongoing work. Decisions, programs, and should be consistent with the mission statement, and the mission statement should be supported across all city agencies. This mission statement should be adopted at the outset of plan implementation and should be central to public relations and communications campaigns focused on the implementation of this strategic plan and implementation of programs and initiatives. The inclusion of objectives like managing parking efficiently to promote customer service, quality of life, and economic development is recommended in the mission statement.

Engage with St. Norbert College on Access and Parking

The city should engage regularly with St. Norbert College to understand parking needs and concerns, ensure college parking needs are being met on campus, identify partnerships where possible and necessary, and mitigate college parking impacts into adjacent areas.

Engage with Community Organizations on Branding and Communications

One prominent partnership opportunity is partnering with Definitely De Pere and other community and business organizations to promote parking in De Pere, communicate changes, and others market the revamped Park De Pere brand. These organizations have contacts lists and established trust with community and business leaders and should be leveraged.

Accommodating Parking Needs with Expected Future Development

The city should monitor new development and take an active role in ensuring access, parking, and mobility needs are met. The following recommendations are offered.

Require Parking Study with New Downtown Development

The city should require formal parking studies with all new downtown development as part of the formal city approval process and/or TIF assistance process. Studies should include an identification of projected parking needs, and developer plans accommodating and managing transportation and parking demand.

Monitor Parking Demand to Continually Assess Parking Needs

On and off-street parking demands should be monitored on an ongoing basis. It is recommended that on and off-street inventory and occupancy data is collected annually, and strategies included in this parking study should be revisited. Data should be collected at typical peak demand periods, with St. Norbert College in session. On-street occupancies should not regularly exceed 80% and off-street occupancies should not regularly exceed 85-90%. After completion of the Mulva Cultural Center, monitor on and off-street occupancies and stakeholder feedback in East and West Downtown. Conditions should be monitored to evaluate the need for a future potential parking structure. Walker cannot recommend a parking structure at this time.

Seek Public-Private Partnerships to Strategically Add Parking Supply

With all downtown development, the city should seek public-private partnerships that could add off-street public parking supply, particularly covered parking in core areas, which provides a premium experience for parkers. Different leasing, tax exemption, and other incentives-based agreements may be possible to establish such a partnership, all of which should be explored through the development process.

There may be an opportunity for the city to take over the management of off-street parking facilities built with new development to unlock more parking for public access, and ensure these facilities are managed well and consistently with the rest of the public parking system.

Be Cognizant of Lost or Displaced Off-Street Parking

One of the primary challenges of new development is that it is typically built on off-street parking lots and displaces off-street parking supply. The city should carefully identify and document the number of off-street

parking spaces being lost or displaced with all new development, and typical current off-street parking demand conditions in those facilities. Chapter 6 of this report provides a foundation for this work. Any off-street parking lost (especially that which is not factored into the Chapter 6 analysis) will impact future parking supply and the ability to accommodate ongoing parking needs. In some cases, the city may want to ensure that displaced off-street parking is replaced on a one-to-one basis when new development is added.

Be Strategic About Off-Street Parking Minimum Requirements

The city should be strategic about waiving off-street parking minimum requirements and/or granting variances. Relaxing off-street parking minimums is an important tool in reducing development (and leasing/ownership) costs, encouraging development, and encouraging good, walkable, in-fill development. However, the city should ensure that new development does not have negative externalities (e.g., causing spillover parking demand on to resident streets) and/or bring increased parking demand that cannot be accommodated by the system. Developers and property owners should be required to have strong transportation demand management plans, and the city should consider requiring that parking costs are unbundled for leasing/ownership costs.

Ensure Continued Access for Long-Term and Short-Term/Transient Parkers

The city should require specific parking studies with all new development. Among other considerations, parking studies should project short and long-term parking needs. The city should work to ensure that long-term parking needs with new development are accommodated; new residents and business owners/employees should be given access to long-term parking passes under the city's new parking management program. Short-term parkers should be given proximate off-street parking resources and be encouraged/incentivized to use proximate on-street parking.

Unlock Front Street On-Street Parking

With East Downtown development, consider adding wayfinding signage from the Front Street perpendicular spaces up the hill towards the Mulva Cultural Center. Parking access should be preserved with future George Street Landing plaza design.



8

Implementation Action Plan

Implementation Action Plan

The implementation action plan below in Figure 8.1 below includes all strategic recommendations presented herein. This implementation action plan should serve as the City of De Pere's parking workplan for the coming years, and a key discussion and coordination tool. Recommendations are organized based on Immediate (0-2 years), medium-term (2-3 years), and long-term (3+ years).

Figure 8.1: Implementation Action Plan

Number	Action Item	Recommendation Type	Relative Cost
Immediate Action Items (0-2 years)			
1	Create a Single City Parking Entity and Consolidate All Parking and Mobility Services	Personnel, Organization, and Community Engagement	\$
2	Develop a Mission Statement that is Supported Across City Departments	Personnel, Organization, and Community Engagement	\$
3	Implement Modified Short and Long-Term Parking Management Approach	Policy, Parking Operations, and Management	\$
4	Introduce a Parking Pass Program for Off-Street Long-Term Parking	Policy, Parking Operations, and Management	\$
5	Implement An Integrated Virtual Parking Pass and Mobile License Plate Based Enforcement System	Policy, Parking Operations, and Management	\$\$
6	Institute Revised On-Street Parking Time Limits in East and West Downtowns	Policy, Parking Operations, and Management	\$
7	Implement a Strategic Goal of Efficient Off-Street Parking Management	Policy, Parking Operations, and Management	\$
8	Change Off-Street Parking Naming Structure	Communications, Wayfinding, and Marketing	\$\$
9	Launch a Park De Pere Branding, Communications, and Marketing Campaign	Communications, Wayfinding, and Marketing	\$\$
10	Update City Website with Clear Downtown Public Parking Information	Communications, Wayfinding, and Marketing	\$\$
Medium-Term Action Items (Begin 2-3 years in, and ongoing)			
11	Calibrate Parking Pass Numbers and Parking Pass Rates for Effective Ongoing Parking Management	Policy, Parking Operations, and Management	\$
12	Update Signage at Key Locations to Include Parking-Related Information	Communications, Wayfinding, and Marketing	\$\$\$
13	Install Entry and Location Signage at all Publicly Accessible Parking Facilities	Communications, Wayfinding, and Marketing	\$\$\$
14	Implement a Formal City-Led Shared Parking Program	Policy, Parking Operations, and Management	\$
15	Consider a Parking Utility Fee Program to Fund Public Parking and Mobility Improvements	Policy, Parking Operations, and Management	\$
16	Implement Best Practices for Event Parking Management	Policy, Parking Operations, and Management	\$\$
17	Engage with St. Norbert College on Access and Parking	Personnel, Organization, and Community Engagement	\$
18	Consider the Adoption of a College Development Zoning District	Policy, Parking Operations, and Management	\$
19	Strategically Add Electric Vehicle Chargers and Require Chargers for New Developments	Policy, Parking Operations, and Management	\$\$\$
20	Implement On-Street Short-Term Parking/Loading Zones	Policy, Parking Operations, and Management	\$\$
21	Be Deliberate About Expanding Managed On-Street Parking Areas	Policy, Parking Operations, and Management	\$
22	Monitor On-Street for Future Implementation of Paid Parking	Policy, Parking Operations, and Management	\$

Long-Term Action Items (Begin 3+ years in, and ongoing)			
23	Engage with Community Organizations on Branding and Communications	Personnel, Organization, and Community Engagement	\$
24	Require Parking Study with New Downtown Development	Accommodating Parking Needs with Expected Future Development	\$
25	Monitor Parking Demand to Continually Assess Parking Needs	Accommodating Parking Needs with Expected Future Development	\$
26	Seek Public-Private Partnerships to Strategically Add Parking Supply	Accommodating Parking Needs with Expected Future Development	\$
27	Be Cognizant of Lost or Displaced Off-Street Parking	Accommodating Parking Needs with Expected Future Development	\$
28	Be Strategic About Off-Street Parking Minimum Requirements	Accommodating Parking Needs with Expected Future Development	\$
29	Ensure Continued Access for Long-Term and Short-Term/Transient Parkers	Accommodating Parking Needs with Expected Future Development	\$
30	Unlock Front Street On-Street Parking	Accommodating Parking Needs with Expected Future Development	\$\$

Source: Walker Consultants, 2022



A | Appendix

Appendix A – East Downtown Shared Parking Results

Appendix Figure 1: Front Street Development Shared Parking Results – Peak Projected Parking Need

Land Use	Project Data		Weekday					Weekday		
			Base Ratio	Driving Adj	Non-Captive Ratio	Project Ratio	Unit For Ratio	Peak Hr Adj	Peak Mo Adj	Estimated Parking Demand
	Quantity	Unit						7 PM	December	
Retail										
Retail (<400,000 square feet)	19,946	sf GLA	2.90	90%	97%	2.54	ksf GLA	90%	100%	46
Employee			0.70	90%	98%	0.62		100%	100%	12
Food and Beverage										
Fine/Casual Dining	4,165	sf GLA	13.25	90%	96%	11.42	ksf GLA	100%	100%	48
Employee			2.25	90%	98%	1.99		100%	100%	9
Fast Casual/Fast Food	2,749	sf GLA	12.40	90%	57%	6.41	ksf GLA	80%	96%	14
Employee			2.00	90%	98%	1.77		90%	100%	5
Hotel and Residential										
Residential, Urban										
Studio Efficiency	20	units	0.85	98%	100%	0.83	unit	75%	100%	12
1 Bedroom	40	units	0.90	98%	100%	0.88	unit	75%	100%	26
2 Bedrooms	18	units	1.65	98%	100%	1.62	unit	75%	100%	22
Visitor	78	units	0.10	90%	100%	0.09	unit	100%	100%	7
Customer/Visitor									115	
Employee/Resident									87	
Total									202	

Source: Walker Consultants, 2021

Appendix Figure 2: Mulva Cultural Center Shared Parking Results – Peak Projected Parking Need

Land Use	Project Data		Weekend					Weekend		
			Base Ratio	Driving Adj	Non-Captive Ratio	Project Ratio	Unit For Ratio	Peak Hr Adj	Peak Mo Adj	Estimated Parking Demand
	Quantity	Unit						2 PM	April	
Entertainment and Institutions										
Cultural Center	32,681	sf GLA	4.50	100%	100%	4.50	ksf GLA	100%	100%	148
Employee			0.50	90%	100%	0.45		100%	100%	15
								Customer		148
								Employee/Resident		15
								Total		163

Source: Walker Consultants, 2021

Appendix Figure 3: Shopko Site Shared Parking Results – Peak Projected Parking Need

Land Use	Project Data		Weekday					Weekday		
			Base Ratio	Driving Adj	Non-Captive Ratio	Project Ratio	Unit For Ratio	Peak Hr Adj	Peak Mo Adj	Estimated Parking Demand
	Quantity	Unit						7 PM	December	
Retail										
Retail (<400,000 square feet)	30,096	sf GLA	2.90	90%	97%	2.52	ksf GLA	90%	100%	69
Employee			0.70	90%	98%	0.62		100%	100%	19
Food and Beverage										
Fine/Casual Dining	4,752	sf GLA	13.25	90%	90%	10.76	ksf GLA	100%	100%	51
Employee			2.25	90%	98%	1.98		100%	100%	10
Fast Casual/Fast Food	13,752	sf GLA	12.40	90%	81%	9.00	ksf GLA	80%	96%	95
Employee			2.00	90%	98%	1.76		90%	100%	22
Hotel and Residential										
Residential, Urban										
Studio Efficiency	52	units	0.85	98%	100%	0.83	unit	75%	100%	33
1 Bedroom	105	units	0.90	98%	100%	0.88	unit	75%	100%	70
2 Bedrooms	52	units	1.65	98%	100%	1.62	unit	75%	100%	64
Visitor	209	units	0.10	90%	100%	0.09	unit	100%	100%	19
Office										
Office	16,000	sf GFA	0.20	90%	100%	0.18	ksf GFA	2%	100%	-
Employee			2.60	92%	77%	1.84		15%	100%	4
Customer/Visitor										234
Employee/Resident										222
Total										457

Source: Walker Consultants, 2021

Appendix B – West Downtown Shared Parking Results

Appendix Figure 4: Project #1 & 2 Shared Parking Results – Peak Projected Parking Need

Land Use	Project Data		Weekday					Weekday		
			Base Ratio	Driving Adj	Non-Captive Ratio	Project Ratio	Unit For Ratio	Peak Hr Adj	Peak Mo Adj	Estimated Parking Demand
	Quantity	Unit						7 PM	December	
Retail										
Retail (<400,000 square feet)	22,125	sf GLA	2.90	90%	98%	2.55	ksf GLA	90%	100%	51
Employee			0.70	90%	99%	0.62		100%	100%	14
Food and Beverage										
Fine/Casual Dining	4,425	sf GLA	13.25	90%	89%	10.63	ksf GLA	100%	100%	47
Employee			2.25	90%	99%	2.01		100%	100%	9
Hotel and Residential										
Hotel-Business		keys	1.00	59%	100%	0.59	key	75%	60%	-
Hotel-Leisure	60	keys	1.00	50%	100%	0.50	key	85%	50%	13
Hotel Employees	60	keys	0.15	90%	100%	0.14	key	20%	50%	1
Restaurant/Lounge	1,333	sf GLA	6.67	63%	90%	3.78	ksf GLA	60%	100%	3
Restaurant/Meeting Employees	1,333	sf GLA	1.20	90%	100%	1.08	ksf GLA	40%	100%	1
Residential, Urban										
Studio Efficiency	10	units	0.85	98%	100%	0.83	unit	75%	100%	7
1 Bedroom	19	units	0.90	98%	100%	0.88	unit	75%	100%	13
Visitor	29	units	0.10	90%	100%	0.09	unit	100%	100%	3
Office										
Office	4,425	sf GFA	0.20	90%	100%	0.18	ksf GFA	2%	100%	-
Employee			2.60	92%	85%	2.04		15%	100%	1
									Customer/Visitor	117
									Employee/Resident	46
									Total	163

Source: Walker Consultants, 2021



Appendix Figure 5: Project #3 & 5 Shared Parking Results – Peak Projected Parking Need

Land Use	Project Data		Weekday					Weekday		
			Base Ratio	Driving Adj	Non-Captive Ratio	Project Ratio	Unit For Ratio	Peak Hr Adj	Peak Mo Adj	Estimated Parking Demand
	Quantity	Unit						2 PM	December	
Retail										
Retail (<400,000 square feet)	19,250	sf GLA	2.90	90%	99%	2.57	ksf GLA	100%	100%	50
Employee			0.70	90%	99%	0.63		100%	100%	13
Food and Beverage										
Fine/Casual Dining	3,850	sf GLA	13.25	90%	95%	11.36	ksf GLA	65%	100%	29
Employee			2.25	90%	99%	2.01		90%	100%	7
Hotel and Residential										
Residential, Urban										
Studio Efficiency	9	units	0.85	98%	100%	0.83	unit	50%	100%	4
1 Bedroom	18	units	0.90	98%	100%	0.88	unit	50%	100%	8
2 Bedrooms	9	units	1.65	98%	100%	1.62	unit	50%	100%	7
Visitor	36	units	0.10	90%	100%	0.09	unit	20%	100%	1
Office										
Office	15,400	sf GFA	0.20	90%	100%	0.18	ksf GFA	95%	100%	3
Employee			2.60	92%	96%	2.29		95%	100%	34
Customer/Visitor								83		
Employee/Resident								74		
Total								156		

Source: Walker Consultants, 2021

Appendix Figure 6: Project #4 Shared Parking Results – Peak Projected Parking Need

Land Use	Project Data		Weekday					Weekday		
			Base Ratio	Driving Adj	Non-Captive Ratio	Project Ratio	Unit For Ratio	Peak Hr Adj	Peak Mo Adj	Estimated Parking Demand
	Quantity	Unit						2 PM	December	
Retail										
Retail (<400,000 square feet)	8,075	sf GLA	2.90	90%	99%	2.59	ksf GLA	100%	100%	21
Employee			0.70	90%	99%	0.62		100%	100%	5
Hotel and Residential										
Residential, Urban										
Studio Efficiency	4	units	0.85	98%	100%	0.83	unit	50%	100%	2
1 Bedroom	8	units	0.90	98%	100%	0.88	unit	50%	100%	4
Office										
Office	8,075	sf GFA	0.20	90%	100%	0.18	ksf GFA	95%	100%	2
Employee			2.60	92%	97%	2.31		95%	100%	18
								Customer/Visitor		23
								Employee/Resident		29
								Total		52

Source: Walker Consultants, 2021



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2021 Downtown Parking Survey – Open-Ended Responses (Phase 2 Engagement)

1. Which of the following best describes you and your relationship to downtown De Pere?
 - a. Property owner: 9
 - b. Business owner: 11
 - c. Employee: 4
 - d. Resident: 11

2. Would you support the City implementing a permit parking program for long-term parkers across East and West Downtown? The permits would be for sale for a fee and would give you rights to park in East and West Downtown for longer than posted time limits.
 - a. Yes: 14
 - b. No: 10

Other Comments:

- Why an we just park
- This could work if implemented properly. This would be a great idea if you can somehow only have it available for employees of businesses in the downtown area.
- residents in the area should be the target, and perhaps people who work in the area. For example, workers at the shops around Stella's and Gallaghers as well as the people who live on those block should be able to park in the lot at 4th and Reid longer. But lot must not be entirely long term - need space for customers. But near the old Shopko, probably no one needs longer term parking if they are able to use that lot.
- Perhaps more than one type if long-term permit is appropriate. Some people work downtown (DT) needing 8 or more hours of parking. Others live DT needing overnight 24/7 parking availability. Permits for reserved parking spaces should be considered for residents. Convenient/Adequate parking is foundational to DT success as envisioned by the Master Plan (growing DT as a place to work, own, visit, shop, eat AND RESIDE). The City's approval of in-fill projects of current surface parking lots is willfully creating more demand while limiting supply of parking. This flouts the goals of the Master Plan and punishes those who have invested in and reside DT. City should be mindful that DT owners already pay special assessments: Dumpster "Maintenance Fee" when taxes are already collected for trash. BID assessment for an organization that frequently does not represent prop owner interests. Private parking has been taken by the city for "public good" on 300 and 400 blocks of Main Ave.
- Parking should be free
- I'm a resident above the shops on Main Street. We have a parking permit but have to walk from the long term parking. Being able to utilize parking spaces right by our house would be helpful. Also it would be nice if they enforced the handicap parking.

- I think their needs to be parking lots available to the businesses already there. To now take that away and make it become paid parking seems a little unfair.
- I support permit parking provided we make sufficient permit parking spaces available. Currently we are seeing all permit spaces full on a daily basis.
- I co-own a business in the East Downtown area in which we have regular office hours with walk-in clients. We are there for longer than three hours at a time and cannot predict each day whether or not we will have time to go out and move our cars to avoid tickets (i.e., if we have a busy day with clients, we cannot just leave them to move a car). There are very few long-term parking spots east of Broadway and it feels very dangerous to park in the lots west of Broadway and then cross (i.e., even with the ability to turn on the pedestrian-crossing light, I'm always nervous that someone will not stop). Permits would allow business owners and employees an opportunity to park for as long as their shifts last, but you need to add more spots for that east of Broadway.
- Depends on where the parking is located. If its not close to our business good luck.
- Currently, there is very little for parking options for business owners in downtown De Pere. Many of us leave multiple times a day, carrying items back and forth- often times with kids in tow. The options are lacking, causing a negative affect on business owners. For example, because I have a child and thus no other option, I have ten minutes to get from my home to my business. When there is long-term parking available, this is no issue and I'm able to open on time. If I don't have a space, however, which is the norm, I'm forced to open later. I find it frustrating and unnecessary to change my posted hours in order to account for the time it will take to park my car blocks away. Us, as business owners, obviously want our patrons to be able to access our businesses, which is the intended purpose of the current rules. However, at least some of lots are almost never full and many owners are currently just working around the rules, further negating the current parkings intended purpose.
- As both property owners, residents and business owners, we are entitled to a designated parking spot in the lot opposite our building. That was arranged when the property holders quit claim to the private parking adjacent to their properties in the 1960's. The city has an obligation to grant us equivalent spaces that are designated as ours. They can then decide how they want to confer the rest of the spaces.
- As an employer I would pay for my employees' parking passes

3. Would you be interested in purchasing a long-term permit under this type of system?

- a. No: 14
- b. Yes: 10

Other Comments:

- Why do I have to spend more money eh to park
- We own a property on Main Ave. We run 2 businesses out of the building. We reside in our building as our primary residence. We should have access to sufficient 24/7 permits to meet residential and visitor needs. We should have access to at least 2 reserved parking slots convenient to our building. The cost of permits should be reasonable for reasons outlined in question #2.
- We have roughly 4-5 employees parking downtown daily (for work) who currently have parking permits but limited to no long-term parking spaces available to park in.
- See above.
- Parking should be free, higher taxes
- Our permits should be free to us as property owners and residents. Non property holders could be charged if the city chooses but that will be a disincentive for businesses in the downtown. The city just approved a hotel project with only 12 private spaces. This will create extraordinary pressure on the limited number of long term spaces on the west side. Your parking count was done at the lowest public parking utilization of the year. Right now would be a great time to evaluate parking pressure on both East and west side.
- If it meant we didn't have to park on Reid street to walk to our apartment in the cold and rain!
- If it made sense. If its a parking pass for a small fee, everyone would buy it and we wouldnt have solved anything. My feeling is that if it is implemented, it should be at a price point to make people think twice if its something they want to invest in to make their daily life easier. If a person thinks not, then they continue to park away in long term, and walk.
- I have a garage and don't work downtown
- I am able to find parking without needing a permit now, so I find it unnecessary.
- Depends on the price.
- Again, the established businesses should be grandfathered in, or you may lose them, and any revenue that goes with them.
- After speaking to other local business owners, there are a number of us that are willing to do what is necessary in order to park near our businesses. From a business owner's standpoint, I believe a long-term permit is the best option currently.

For Businesses: Number of employees including yourself

Number of Employee Ranges (self input)	Count
1	1
3	1
5	1
9	1
10	1
15	1
46	1
4-5	1
2-3	1

For Residents: What part of downtown do you live?

Area	Count	Percentage
East of the Fox River	7	29.17%
West of the Rox River	6	25%

If you are Downtown resident, how many vehicles in your household would you be interested in securing a long-term parking permit for? Please enter in the number:

Number of Permits	Count
0	2
2	3
3	1
None at all why to we have to pay to park in our own towm!!?????	1

Other Comments:

- Timing of parking consultant evaluation underestimates current parking challenges: 1. SNC was not in term (does not account for student/family/visitor parking). 2. High Vacancy rates of DT properties. (Owners/employees/customers absent from count) 3. Restaurants, have limited days and hours of operation. (These businesses have heavy parking needs and would not be adequately represented in the count) 4. Pandemic hesitancy has decreased visitation of customers to public spaces. 5. The impact on parking of the Mulva Cultural Arts Center is yet unknown. These factors create an overestimation of parking availability. Bad data will result in incorrect assumptions of parking adequacy for planning purposes. The importance of convenient parking cannot be overstated. City officials have claimed people will walk 3 blocks for parking. That is incorrect in this community.
- The School district of West De Pere employees are now left in the cold trying to find parking. If they all park in front of the Reid Street Crossing Building, it is taking away available parking for the businesses below. If those business lose customers due to the lack of available parking, it could force them to close or move to another location out of the city of De Pere, costing the city revenue. The parking situation should have been addressed first, not last.

- The current system in mission square does not work. Employees go out periodically throughout the day and move their cars from one short term spot to another.
- Our business is just concerned that we won't have sufficient parking available for our staff, but we do appreciate that our guests have ample/sufficient parking when visiting our business.
- No parking permits for long term parking
- New resident structures in any area needs to also include its plans for parking which does not infringe on public streets or parking.
- Its an odd study- giving ranges of parking costs would help. Are you saying a long term permit used could occupy one of the 3 hour stalls? That would be of interest. Not sure how much our employees would spend on that perk.
- I have contacted the city regarding the problem of permitting the Cobblestone Hotel Project. I have read through the plan commission report and am aware of their plan to create some extra long term spots in the alley. Many businesses are also concerned about this project and it's lack of sufficient parking. The parking pressure in Nicolet Square is now much greater than it was when you conducted your survey. Business owners and employees are very frustrated with regard to the lack of parking spaces for longterm parking. You and the city have a major job ahead to address these issues. Also take in to consideration that at this time some businesses have fewer employees because they aren't able to hire sufficient staff to keep their businesses open, so the actual number of employees is less than would be if full staffing were in place.
- Don't know how to implement if renters vary over short times, such as St. Norberts' Students
- A parking ramp that is heated with green space on top for a park/community garden, and shops on first floor for more business in West De Pere would be awesome. It could be at least 3 stories high doubling parking in the lot between main and Reid.